



AGENDA
CLOSED SESSION AND REGULAR MEETING
FREDERICK COUNTY BOARD OF SUPERVISORS
WEDNESDAY, OCTOBER 26, 2016
6:00 P.M., 7:00 P.M.
BOARD ROOM, COUNTY ADMINISTRATION BUILDING
107 NORTH KENT STREET, WINCHESTER, VIRGINIA

6:00 P.M. – Closed Session:

There will be a Closed Session in Accordance with the Code of Virginia, 1950, as Amended, Section 2.2-3711, Subsection A, (5), for Discussion concerning the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in expanding its facilities in the community.

7:00 P.M. – Regular Meeting - Call To Order

Invocation

Pledge of Allegiance

Adoption of Agenda:

Pursuant to established procedures, the Board should adopt the Agenda for the meeting.

Consent Agenda:

(Tentative Agenda Items for Consent are Tabs: A and C)

Citizen Comments (Agenda Items Only, That Are Not Subject to Public Hearing.)

Board of Supervisors Comments

Minutes: (See Attached)----- A

1. Closed Session and Regular Meeting, October 12, 2016.

County Officials:

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1. Presentation of the 2016 National Association of Counties (NACo) Awards.
2. Committee Appointments. **(See Attached)**----- **B**
3. Request to Approve Holding Two Rabies Clinics in 2017.
(See Attached) ----- **C**

Committee Reports:

1. Parks and Recreation Commission. **(See Attached)** ----- **D**
2. Finance Committee. **(See Attached)**----- **E**

Planning Commission Business:

Public Hearing:

1. Conditional Use Permit #11-16 for Jessica Richardson, Submitted for a Cottage Occupation for an In Home Daycare. The Property is Located at 102 Barbados Place, Stephens City, Virginia and is Identified with Property Identification Number 75F-2-73 in the Opequon Magisterial District.
(See Attached) ----- **F**
2. Rezoning #10-16 for Miller Hardware Submitted by Greenway Engineering Inc., to Rezone 0.63 Acre of a 6.52 Acre Parcel from the RP (Residential Performance) District to the B2 (General Business) District, with Proffers. The Property is Located on the North Side of Fairfax Pike (Route 277) Approximately 900' East of Warrior Drive (Route 1141) and is Identified by Property Identification Number 86-A-111 in the Opequon Magisterial District.
(See Attached) ----- **G**

Other Planning Items:

1. Pump & Haul Application – 935 Brill Road. **(See Attached)**----- **H**
2. Resolutions Re: Revenue Sharing Application Support for Jubal Early Drive Extension and Tevis Street Extension Projects.
(See Attached) ----- **I**
3. Proposed Ordinance Amendment - Right-of-Way Widths for Family Lot Subdivisions. **(See Attached)**----- **J**

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4. Proposed Ordinance Amendment - Discontinuance of Nonconforming Uses. **(See Attached)** ----- **K**
5. Proposed Ordinance Amendment - Removal of Motorcycle Repair in the B2 District. **(See Attached)** ----- **L**

Board Liaison Reports (If Any)

Citizen Comments

Board of Supervisors Comments

Adjourn

CONSENT AGENDA

A

**FREDERICK COUNTY BOARD OF
SUPERVISORS' MINUTES**

**CLOSED SESSION
AND
REGULAR MEETING**

October 12, 2016

A Closed Session and Regular Meeting of the Frederick County Board of Supervisors were held on Wednesday, October 12, 2016 at 6:00 P.M., in the Board of Supervisors' Meeting Room, 107 North Kent Street, Winchester, VA.

PRESENT

Chairman Charles S. DeHaven, Jr.; Gene E. Fisher; Blaine P. Dunn; Robert A. Hess; Gary A. Lofton; Judith McCann-Slaughter; and Robert W. Wells.

CALL TO ORDER

Chairman DeHaven called the meeting to order.

CLOSED SESSION

Upon a motion by Vice-Chairman Fisher, seconded by Supervisor Lofton, the Board in convened a closed session pursuant to Section 2.2-3711 A (3) of the Code of Virginia, 1950, as Amended, for discussion or consideration of the disposition of publicly held property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body; and pursuant to Section 2.2-3711, A (7) of the Code of Virginia, 1950, as Amended, for consultation with legal counsel and briefing by staff, regarding a dispute under a contract to which the County is a party, where such consultation or briefing in an open meeting would adversely affect the negotiating or litigating posture of the Board, and the matter requires the provision of legal advice by such counsel.

The above motion was approved by the following recorded vote:

Charles S. DeHaven, Jr.	Aye
Blaine P. Dunn	Aye
Gene E. Fisher	Aye
Robert A. Hess	Aye
Gary A. Lofton	Aye
Judith McCann-Slaughter	Aye

Robert W. Wells Aye

Upon a motion by Vice-Chairman Fisher, seconded by Supervisor Dunn, the Board came out of closed session and reconvened in open session.

The above motion was approved by the following recorded vote:

Charles S. DeHaven, Jr.	Aye
Blaine P. Dunn	Aye
Gene E. Fisher	Aye
Robert A. Hess	Aye
Gary A. Lofton	Aye
Judith McCann-Slaughter	Aye
Robert W. Wells	Aye

Upon a motion by Vice-Chairman Fisher, seconded by Supervisor Hess, the Board certified that to the best of each board member's knowledge only discussion or consideration of the disposition of real property for a public purpose pursuant to Section 2.2-3711 A (3) of the Code of Virginia, 1950, as amended, specifically discussion or consideration of the disposition of publicly held property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body; and consultation with legal counsel and briefing by staff pursuant to Section 2.2-3711 A (7) of the Code of Virginia, 1950, as amended, specifically consultation with legal counsel and briefing by staff, regarding a dispute under a contract to which the County is a party, where such consultation or briefing in an open meeting would adversely affect the negotiating or litigating posture of the Board, and the matter required the provision of such legal advice by such counsel, were discussed.

The above motion was approved by the following recorded vote:

Charles S. DeHaven, Jr.	Aye
Blaine P. Dunn	Aye
Gene E. Fisher	Aye
Robert A. Hess	Aye

Gary A. Lofton	Aye
Judith McCann-Slaughter	Aye
Robert W. Wells	Aye

RECESS

Chairman DeHaven recessed the meeting until 7:00 p.m.

REGULAR MEETING – CALL TO ORDER

Chairman DeHaven called the regular meeting to order.

INVOCATION

Vice-Chairman Fisher delivered the invocation.

PLEDGE OF ALLEGIANCE

Supervisor Dunn led the Pledge of Allegiance.

ADOPTION OF AGENDA - APPROVED

County Administrator Brenda Garton advised there were no additions or changes to the agenda.

Upon a motion by Supervisor Lofton, seconded by Supervisor Wells, the Board approved the agenda by the following recorded vote:

Charles S. DeHaven, Jr.	Aye
Blaine P. Dunn	Aye
Gene E. Fisher	Aye
Robert A. Hess	Aye
Gary A. Lofton	Aye
Judith McCann-Slaughter	Aye
Robert W. Wells	Aye

CONSENT AGENDA - APPROVED

Upon a motion by Supervisor Lofton, seconded by Vice-Chairman Fisher the Board approved the following items under the consent agenda:

- Minutes – September 14, 2016 Closed Session and Regular Meeting and September

28, 2016 Closed Session and Regular Meeting;

- Correspondence from Virginia Association of Counties (VACo) Re: Voting Credentials for the Annual Business Meeting – Request to Designate County Administrator to Vote; and
- Information Technologies Committee Report.

The above motion was approved by the following recorded vote:

Charles S. DeHaven, Jr.	Aye
Blaine P. Dunn	Aye
Gene E. Fisher	Aye
Robert A. Hess	Aye
Gary A. Lofton	Aye
Judith McCann-Slaughter	Aye
Robert W. Wells	Aye

CITIZEN COMMENTS

Bob Stieg, CEO of the Claremont Foundation, appeared before the Board to ask for an extension of time for the Clowser House Committee. He stated the Committee had been working on a proposal that would:

- Meet the desires of the Board of Supervisors re: no taxpayer funding for this project and to reduce liability.
- Preserve an irreplaceable structure.
- Establish a permanent non-profit organization.
- Eliminate taxpayer funded costs to remove asbestos.
- Create a permanent taxpayer and provide an improved lot in the Shawneeland Sanitary District.
- Preserve the use of the grounds for the citizens of Shawneeland.

Ruth Perrine, Back Creek District, thanked the Public Works Committee for recommending a 90 day extension. She stated that no one wanted to see the job completed faster than she did. She noted the Clowser Foundation was incorporated on September 28, 2016. She

concluded by saying the committee would hold a public meeting with the Shawneeland residents once the proposal was finalized.

Patsy Gochenour, Red Bud District, requested the Board unanimously approve an extension for the Clowser Committee.

Larry Allen Clowser Webb, Front Royal, asked the Board to approve the Public Works Committee recommendation for an extension.

BOARD OF SUPERVISORS COMMENTS

There were no Board of Supervisors comments.

MINUTES – APPROVED UNDER CONSENT AGENDA

The minutes from the September 14, 2016 Closed Session and Regular Meeting and the September 28, 2014 Closed Session and Regular Meeting were approved under the consent agenda.

COUNTY OFFICIALS

COMMITTEE APPOINTMENTS

NOMINATION OF RONALD V. SHICKLE AND LUTHER O. STILES FOR REAPPOINTMENT TO THE BOARD OF EQUALIZATION - APPROVED

Upon a motion by Supervisor Lofton, seconded by Supervisor Hess, the Board nominated Ronald V. Shickle and Luther O. Stiles for reappointment to the Board of Equalization. This is a three year appointment. Term expires December 16, 2019.

The above motion was approved by the following recorded vote:

Charles S. DeHaven, Jr.	Aye
Blaine P. Dunn	Aye
Gene E. Fisher	Aye
Robert A. Hess	Aye
Gary A. Lofton	Aye
Judith McCann-Slaughter	Aye
Robert W. Wells	Aye

**NOMINATION OF DUDLEY RINKER FOR REAPPOINTMENT TO THE
BOARD OF ZONING APPEALS AS BACK CREEK DISTRICT
REPRESENTATIVE - APPROVED**

Upon a motion by Supervisor Lofton, seconded by Vice-Chairman Fisher, the Board nominated Dudley Rinker for reappointment to the Board of Zoning Appeals. This is a five year appointment. Term expires December 31, 2021.

The above motion was approved by the following recorded vote:

Charles S. DeHaven, Jr.	Aye
Blaine P. Dunn	Aye
Gene E. Fisher	Aye
Robert A. Hess	Aye
Gary A. Lofton	Aye
Judith McCann-Slaughter	Aye
Robert W. Wells	Aye

**NOMINATION OF RONALD MADAGAN FOR REAPPOINTMENT TO THE
BOARD OF ZONING APPEALS AS MEMBER-AT-LARGE REPRESENTATIVE
- APPROVED**

Upon a motion by Supervisor Wells, seconded by Supervisor Lofton, the Board nominated Ronald Madagan for reappointment to the Board of Zoning Appeals. This is a five year appointment. Term expires December 31, 2021.

The above motion was approved by the following recorded vote:

Charles S. DeHaven, Jr.	Aye
Blaine P. Dunn	Aye
Gene E. Fisher	Aye
Robert A. Hess	Aye
Gary A. Lofton	Aye
Judith McCann-Slaughter	Aye
Robert W. Wells	Aye

**REQUEST FROM COMMISSIONER OF THE REVENUE FOR REFUND -
APPROVED**

Administrator Garton reviewed the following requests from the Commissioner of the

Revenue to authorize the Treasurer to refund:

1. Home Instead Senior Care the amount of \$7,379.00, for business license taxes in 2016. This refund results from the business moving in to the city limits of Winchester in August.

Upon a motion by Supervisor Hess, seconded by Supervisor Slaughter, the Board approved the above refund request and supplemental appropriation.

The above motion was approved by the following recorded vote:

Charles S. DeHaven, Jr.	Aye
Blaine P. Dunn	Aye
Gene E. Fisher	Aye
Robert A. Hess	Aye
Gary A. Lofton	Aye
Judith McCann-Slaughter	Aye
Robert W. Wells	Aye

2. Virginia10 RSA Limited the amount of \$13,202.81 for public service taxes assessed based on public service filings from the state in 2016. This refund results from this business no longer operating in our jurisdiction.

Upon a motion by Supervisor Slaughter, seconded by Supervisor Hess, the Board approved the above refund request and supplemental appropriation.

The above motion was approved by the following recorded vote:

Charles S. DeHaven, Jr.	Aye
Blaine P. Dunn	Aye
Gene E. Fisher	Aye
Robert A. Hess	Aye
Gary A. Lofton	Aye
Judith McCann-Slaughter	Aye
Robert W. Wells	Aye

3. Food Lion the amount of \$19,326.31 for business license taxes in 2016. This refund results from the closing of this business and a new corporation, Shop N Save opening in the same locations and reflects proration of gross receipts for the period unused. Shop N Save will be responsible for taxes incurred subsequent to the closing of the old business.

Upon a motion by Supervisor Slaughter, seconded by Supervisor Hess, the Board

approved the above refund request and supplemental appropriation.

The above motion was approved by the following recorded vote:

Charles S. DeHaven, Jr.	Aye
Blaine P. Dunn	Aye
Gene E. Fisher	Aye
Robert A. Hess	Aye
Gary A. Lofton	Aye
Judith McCann-Slaughter	Aye
Robert W. Wells	Aye

**CORRESPONDENCE FROM VIRGINIA ASSOCIATION OF COUNTIES
(VACO) RE: VOTING CREDENTIALS FOR THE ANNUAL BUSINESS
MEETING – REQUEST TO DESIGNATE COUNTY ADMINISTRATOR TO
VOTE – APPROVED UNDER CONSENT AGENDA**

The Board designated the county administrator to vote on their behalf at the annual Virginia Association of Counties meeting.

COMMITTEE REPORTS

**INFORMATION TECHNOLOGIES COMMITTEE – APPROVED UNDER
CONSENT AGENDA**

The Information Technologies Committee met in the First Floor Conference Room at 107 N. Kent Street at 8:15 a.m. on Wednesday, October 5, 2016. Present were Gary Lofton, Board of Supervisors IT Chairman; Judith McCann-Slaughter, Board of Supervisors IT Member; Robert A. Hess, Board of Supervisors IT Member. Absent were Quaiser Absar, IT Citizen Member; Lorin Sutton, IT Citizen Member; and Todd Robertson, IT Citizen Member. Others present were: Brenda Garton, County Administrator; Scott Varner, IT Director; Patrick Fly, Deputy GIS Manager; Michelle Nugent, Network Operations Supervisor; Benny Tyson, MIS Director; and Alisa Scott, Administrative Assistant.

*****Items Not Requiring Action*****

1. Introduction of IT Director
2. Assessment of department and current projects
3. Reorganization ideas shared after initial IT staff assessment
4. Changes to IT Procurement Policy
5. New Projects (Microsoft Office 365)
6. Strategic planning
7. Board of Supervisors to receive update per month on IT project statuses and ideas.

PUBLIC WORKS COMMITTEE - APPROVED

The Public Works Committee met on Tuesday, September 27, 2016 at 8:00 a.m. All members were present except Whit Wagner and Jim Wilson. The following items were discussed:

*****Items Requiring Action*****

1. Disposition of Shawneeland Council House (Clowser House) – **APPROVED 120 EXTENSION**

The committee reviewed a report dated September 21, 2016 prepared by a citizens' group attempting to preserve the existing Clowser House which has incurred structural damage. This report was prepared to answer specific questions posed by the Board of Supervisors during a meeting held on June 23, 2016. At that meeting the Board approved a 90 day grace period to allow the concerned citizens an opportunity to address specific questions.

The conclusions summarized in the report were presented by Mr. Robert Stieg, Jr., who was listed as the co-chairman of the Citizens Committee for the Preservation of the Clowser House. At the conclusion of his presentation, the committee entered into a discussion of the issues that had been adequately addressed and those items that needed further study. The items that were not adequately addressed include the following:

- a. Obtain written documentation from DCR that the intended use will not adversely affect the classification of the dam.
- b. Identify and procure funding necessary to structurally stabilize the existing building.

To allow sufficient time to achieve the above tasks, the committee unanimously endorsed a request from the citizens group for an additional 90 day study period. The committee also strongly urged the citizens' group to meet with the Shawneeland Advisory Committee to share the results of their current report as well as ascertain their willingness to donate property to the Clowser Foundation.

Upon a motion by Vice-Chairman Fisher, seconded by Supervisor Hess, the Board approved a 120 day grace period to allow the citizen committee an opportunity to address specific questions.

The above motion was approved by the following recorded vote:

Charles S. DeHaven, Jr.	Aye
Blaine P. Dunn	Aye
Gene E. Fisher	Aye
Robert A. Hess	Aye
Gary A. Lofton	Aye
Judith McCann-Slaughter	Aye
Robert W. Wells	Aye

*****Items Not Requiring Action*****

1. Project Update
 - a. Snowden Bridge Boulevard Extension. The project is currently ahead of schedule. The bridge deck was placed last week and final grading is moving forward. The final asphalt surface mix shall be placed in the next couple of weeks and then final stripping. We anticipate that the project should be finished in late October or early November.
 - b. Frederick County Regional Landfill – Partial Closure of CDD Landfill – Permit 591: The contractor is placing final soil covers and topsoil. The project should be completed by the end of October with final seeding and mulching.
 - c. Roundhill Fire Station and Event Center. This project is nearing completion. Last week, we performed a final walk-over of the project with the contractor and have developed a final punch list and warranty items. We anticipate final completion at the end of October.
2. Miscellaneous Reports
 - a. Tonnage Report
 - b. Recycling Report
 - c. Animal Shelter Dog Report
 - d. Animal Shelter Cat Report

TRANSPORTATION COMMITTEE - APPROVED

The Transportation Committee met on September 26, 2016 at 8:30 a.m.

Members Present

Gary Lofton (voting)
Judith McCann-Slaughter (voting)
Barry Schnoor (voting)
Lewis Boyer (liaison Stephens City)
Gary Oates (liaison PC)
Gene Fisher (voting)

Members Absent

Mark Davis (liaison Middletown)
James Racey (voting)

*****Items Requiring Action*****

8. Other - APPROVED

Mrs. McCann-Slaughter noted that she felt that funding for the I-81 corridor should be added to the Board's Federal Legislative Agenda in addition to the State Legislative Agenda.

MOTION

A motion was made by Mrs. McCann-Slaughter to recommend that the Board of Supervisors add

funding for the I-81 corridor to their Federal Legislative Agenda.
The motion was seconded by Mr. Fisher and passed unanimously.

Upon a motion by Supervisor Lofton, seconded by Supervisor Wells, the Board approved adding funding for the I-81 corridor to its Federal and State legislative initiatives.

The above motion was approved by the following recorded vote:

Charles S. DeHaven, Jr.	Aye
Blaine P. Dunn	Aye
Gene E. Fisher	Aye
Robert A. Hess	Aye
Gary A. Lofton	Aye
Judith McCann-Slaughter	Aye
Robert W. Wells	Aye

*****Items Not Requiring Action*****

1. Gainesboro School Entrance Improvements

Mr. Wayne Lee offered the schools schematic for Route 522 improvements and the justification for it. He noted the expected cost is approximately \$600,000. Mr. Fisher noted that he believes a combination of a signal with the extended turn lane as well as flashers downstream noting when there is a red ahead as he has observed in localities elsewhere in the state. Ed Carter of VDOT noted that the signalization work would likely approach \$400,000 and that the Commonwealth Transportation Board is really holding the line on introduction of signals to primary thoroughfares. It was also noted that this entrance only meets one of VDOT's signal warrants which is below the current threshold.

Mr. Lee noted that the dry run they conducted of the proposed traffic plan was successful. The Sheriff also noted that they are currently collecting speed data in that area. Mrs. McCann-Slaughter noted that at JWMS in the past there were officers who staffed the location at key times and would stop traffic to clear the bus traffic and asked if the School Board had considered this. Mr. Lee noted that this was the practice in the past. Mr. Oates noted that he feels the school's proposal is a good compromise but noted that speeds are a concern out there and that the school zone should possibly be extended even further. Mr. Hess asked if this is seen as permanent or temporary. He noted access to Gainesboro Road may be part of the solution. Mr. Lee noted that while this has been discussed there are issues with spacing for the most direct route and that the secondary route along the edge of the Adams farm that was considered did not gain support though he did not recall why. Mrs. McCann-Slaughter and Mr. Hess noted that this would be a potentially good long term solution. Mr. Lofton asked whether there is still time to investigate additional alternatives. Mrs. McCann-Slaughter asked about what we did at Armel since that is a similar situation. Mr. Lee noted it is not as easy of a solution because of greater volumes and significant grades. The entrance also does not meet warrants and a 'superstreet' solution is not feasible due to topographical issues. He noted that the best option there is to bring it to Macedonia Church Road. Mr. Fisher noted that he feels we need to keep pushing for the

signal at Armel and that he is willing to support the School Board in this discussion with VDOT.

The Committee, by consensus, has requested that the school continue to investigate alternative access via the Adams farm. Mr. Oates also noted that an entrance on Gainesboro Road would reduce the number of buses coming onto Route 522.

2. Upcoming Commonwealth Transportation Board Meeting

As noted on the attached correspondence, on October 25, 2016 the Commonwealth Transportation Board and Secretary of Transportation will be holding an open house followed by a town hall meeting format. While the invitation notes there will be no formal public comment, this is an opportunity to have direct interaction with our CTB representatives, Secretary of Transportation, and VDOT Staff and inform them of Frederick County's key priorities. Staff noted that they are available to drive anyone from the Transportation Committee or Board of Supervisors to the meeting who may wish to attend and noted that Staff will also be attending. In addition, Staff provided the following key points for discussion.

In addition to appreciation for recent funding approvals such as Route 277 from Exit 307 to Double Church Road, key points of discussion at this time would include the following:

Frederick County's Current Applications for SmartScale (formerly HB2)

1. Route 37 extension from Tasker Road to Route 522
2. (Variation of Project 1) Route 37 extension from Tasker Road to Future Warrior Drive location combined with construction of Warrior Drive from that location to current terminus of Warrior Drive
3. Exit 317 northbound exit ramp relocation to location where Redbud Road currently ties into Route 11 North combined with the rerouting of Redbud Road to Snowden Bridge Boulevard
4. Route 277 from Double Church Road to Warrior Drive, widening and access Management
5. Route 11 North, widening from Snowden Bridge Blvd to Old Charlestown Road
6. Sulphur Springs Road, reconstruction and widening from Route 50 to the landfill
7. Intersection of Senseny Road and Crestleigh Drive, turn lanes onto Senseny Road
8. Intersection of Route 277 and Warrior Drive, extend the eastbound right turn lane on Route 277 and pedestrian safety improvements along the southern part of Warrior Drive
9. Intersection of Papermill Road and Route 522, extend right turn lane on eastbound Papermill Road

Established Priorities from the County Interstate and Primary Plans

1. Route 37, completion of Route 37 through the eastern portion of the County and around Stonewall Industrial Park
2. Route 11, north and south widening and access management improvements to address growth and congestion
3. Route 277, widening and access management from Double Church Road to Route 522, key 'next critical' areas are the vicinity of Sherando High School and Sherando Park
4. Route 50 and Route 7 widenings
5. Renewal of planning and progress on I-81 long term solutions

Revenue Sharing

Continue opposition to the plan to reduce revenue sharing funds available to localities.

3. 2016 Virginia Appropriation Act

Please see the attached correspondence from VDOT regarding the 2016 Virginia Appropriation Act. Mr. Ed Carter of VDOT was on hand to discuss the program with the Committee and noted that no action is required on the part of the County at this time. This particular policy will impact approximately \$39,000.00 of Frederick County's secondary funds and VDOT is working on recommendations of where to move those funds to preserve them. At such time as VDOT has finished their part of the process, those recommendations will be forwarded to the County.

4. Revenue Sharing Applications

Staff made the following recommendations to the Committee regarding the upcoming revenue sharing cycle.

The next round of VDOT Revenue Sharing Applications will be due on November 1, 2016. Staff is seeking approval from the Committee to begin preparation of the following applications for the Board of Supervisors consideration and approval.

1. Remaining funding for Jubal Early Drive extension and interchange with Route 37

This project was first put forth for revenue sharing funding during last year's application cycle and received \$5,890,895.00 in revenue sharing funds toward a total project cost of \$18,660,500.00. Staff would like to apply for an additional \$3,439,355.00 to get the revenue sharing portion of project funding up to the full 50% that the program allows.

2. Tevis Street Extension

This project was previously awarded \$700,000.00 for potential gap funding on the former CDA. Since that time the CDA has failed and significant construction funding has been awarded to the

Bridge over I-81 and the Airport Road Extension and round-a-bout. A portion of the \$700,000.00 has been used for design of the Tevis Street Extension and Bridge. Staff is seeking to apply for additional revenue sharing funds to address right-of-way and construction of this section in the amount of \$2,193,145.00.

These two potential applications total \$5,632,500.00.

Staff noted that the maximum annual revenue sharing request is \$10,000,000 and that if other opportunities present themselves that the County still has room for additional applications. By consensus the Committee authorized Staff to begin working on the applications.

This item will come before the Board separately at a future meeting for final approval and resolution adoption.

5. Fall/Winter Transportation Forum

Based on previously noted desire by the Committee to repeat last year's fall transportation forum. Staff sought input regarding the format and/or theme for this year's forum.

Key items discussed for the public outreach and advertisement process included I-81, unpaved roads, transportation funding, and public safety. Staff was instructed to begin outreach to our state and federal elected officials to try and find a date when most could participate and to begin formulating materials for public outreach.

6. Draft LFCC Public Transit Feasibility Study

Staff provided copies and a brief overview of the study to the Committee. No action was taken.

7. County Projects Update **Snowden Bridge Boulevard:**

Construction is underway and on schedule at this time. Expected completion in approximately one (1) month.

Tevis Street Extension/Airport Road/I-81 Bridge:

The revenue sharing agreement has been executed and design is once again underway on the bridge. In addition, the traffic impact analysis that will determine the design specifics for the Airport Road is underway and a draft is expected shortly.

Renaissance Drive:

Transportation Partnership Opportunity Fund application has been submitted which could change the project from a grade to a bridge crossing. Staff is coordinating with CSX and VDOT to complete an MOU for the process of getting the crossing as well as determining unimproved rail

crossings for upgrade.

Following a meeting with local stakeholders, Staff is also proceeding to the Finance Committee to seek approval to begin design work on the surface street while the current grant application for the bridge is pending.

Valley Mill Road Realignment:

Thirty percent design has been completed and the County's on call consultant is providing an updated cost estimate to complete design through 100%. Upon approval by the private party partner, the next phase of design will begin.

Coverstone Drive:

No activity at this time.

Jubal Early Drive Extension and Interchange with Route 37:

Initial meetings regarding a draft agreement and follow up application for additional revenue sharing funds has been held with the private partner team.

PLANNING COMMISSION BUSINESS

REZONING #08-16 – WWW LC – PROFFER AMENDMENT - APPROVED

Assistant Planning Director – Transportation John Bishop appeared before the Board regarding this item. He advised this was a minor proffer revisions associated with Rezoning #03-03. The proposed revision pertained to the implementation of Petticoat Gap Lane and the extension of Retail Boulevard. The property is currently zoned B2 (General Business) District. The request was to delay the phase 2 transportation proffer and allow up to 50,000 square feet of additional retail space to be built before the road was constructed. Assistant Director Bishop noted a VDOT comment which stated the undeveloped square footage in phase I should be included as part of the 50,000 square feet. He concluded by saying the Planning Commission recommended approval of the revised proffers.

Evan Wyatt, Greenway Engineering, advised that proffer B5 included new language, which was added following Planning Commission approval. He noted the applicant would

complete the construction of Retail Boulevard. He concluded by saying that because of that commitment the 50,000 square feet of additional retail should be for the WWW property and not the adjoining property.

Upon a motion by Supervisor Hess, seconded by Supervisor Lofton, the Board approved Rezoning #08-16.

WHEREAS, Rezoning #08-16 of WWW, LC submitted by Greenway Engineering, Inc., to revise proffers associated with Rezoning #03-03. Specifically this action delays the implementation of Petticoat Gap Lane and the extension of Retail Boulevard, was considered. The proffer revision proffer statement dated April 2, 2015 with a final revision date of October 3, 2016. The Property is located at the northwest quadrant of Northwestern Pike (US Rt. 50 West) and Retail Boulevard intersection, the Property is further identified with PIN 52-A-B in the Gainesboro Magisterial District; and

WHEREAS, the Planning Commission held a public meeting on this rezoning on August 17, 2016 and recommended approval; and

WHEREAS, the Board of Supervisors held a public meeting on this rezoning on October 12, 2016; and

WHEREAS, the Frederick County Board of Supervisors finds the approval of this rezoning to be in the best interest of the public health, safety, welfare, and in conformance with the Comprehensive Policy Plan;

NOW, THEREFORE, BE IT ORDAINED by the Frederick County Board of Supervisors, that Chapter 165 of the Frederick County Code, Zoning, is amended to revise the Zoning District Map modifying proffers related to the final portions of the proffered collector roadway. This ordinance shall be in effect on the date of adoption.

Passed this 12th day of October, 2016 by the following recorded vote:

Charles S. DeHaven, Jr.	Aye
Blaine P. Dunn	Aye
Gene E. Fisher	Aye
Robert A. Hess	Aye
Gary A. Lofton	Aye
Judith McCann-Slaughter	Aye
Robert W. Wells	Aye

RESOLUTION RE: RAIL CROSSING UPGRADE FUNDING - APPROVED

Assistant Planning Director – Transportation John Bishop appeared before the Board

regarding this item. He advised this proposal was in connection with the work on the Renaissance Drive extension.

Upon a motion by Supervisor Lofton, seconded by Supervisor Hess, the Board approved the resolution.

WHEREAS, in accordance with Virginia Department of Transportation procedures, it is necessary that a request by a Board resolution be made in order that the Department Program Federal Section 130 Funds for upgrades to “passive” rail crossings in the County; and

WHEREAS, the County has worked in cooperation with VDOT and CSX Railroad to identify the crossings of Marlboro Road and Vacluse Road to be candidates for crossing upgrades that would be eligible for these funds;

NOW, THEREFORE, BE IT RESOLVED that the Frederick County Board of Supervisors hereby requests that VDOT Program Federal Section 130 Funding for the upgrades of the CSX crossings at Marlboro and Vacluse Roads with any potential matching funds to be supplied by other VDOT funds allocated to Frederick County.

ADOPTED, this 12th day of October 2016.

This resolution was approved by the following recorded vote:

Charles S. DeHaven, Jr.	Aye
Blaine P. Dunn	Aye
Gene E. Fisher	Aye
Robert A. Hess	Aye
Gary A. Lofton	Aye
Judith McCann-Slaughter	Aye
Robert W. Wells	Aye

**RESPONSE TO QUESTIONS FROM PLANNING COMMISSION – APPROVED
SENDING CPPA 01-16 FORWARD FOR FURTHER STUDY AND DID NOT
SEND CPPAS 02-16, 03-16, AND 04-16 FORWARD FOR STUDY**

Planning Director Michael Ruddy appeared before the Board regarding this item. He advised the Planning Commission had made a request to the Board seeking additional guidance as to the level of study desired on the 2016 Comprehensive Plan Policy Amendments.

Upon a motion by Vice-Chairman Fisher, seconded by Supervisor Dunn, the Board approved moving CPPA #01-16 Leonard Property forward for further study and not moving the

other three requests forward.

Supervisor Slaughter advised that the basis for her decision at the last meeting was the memo from Planning staff advising the Comprehensive Plans and Programs Committee recommended further study of the applications.

The above motion was approved by the following recorded vote:

Charles S. DeHaven, Jr.	Aye
Blaine P. Dunn	Aye
Gene E. Fisher	Aye
Robert A. Hess	Aye
Gary A. Lofton	Nay
Judith McCann-Slaughter	Nay
Robert W. Wells	Nay

BOARD LIAISON REPORTS

There were no Board liaison reports.

CITIZEN COMMENTS

There were no citizen comments.

BOARD OF SUPERVISORS COMMENTS

There were no Board of Supervisors' comments.

ADJOURN

UPON A MOTION BY SUPERVISOR FISHER, SECONDED BY SUPERVISOR HESS, THERE BEING NO FURTHER BUSINESS TO COME BEFORE THIS BOARD, THIS MEETING IS HEREBY ADJOURNED. (7:40 P.M.)

B



COUNTY of FREDERICK

Brenda G. Garton
County Administrator

540/665-6382

Fax 540/667-0370

E-mail: bgarton@fcva.us

MEMORANDUM

TO: Board of Supervisors
FROM: Brenda G. Garton, County Administrator
DATE: October 19, 2016
RE: Committee Appointments

Listed below are the vacancies/appointments due through December, 2016. As a reminder, in order for everyone to have ample time to review applications, and so they can be included in the agenda, please remember to submit applications prior to Friday agenda preparation. Your assistance is greatly appreciated.

VACANCIES/OTHER

Northwestern Community Services Board

Tom Brubaker – County Representative
3407 Cedar Creek Grade
Winchester, VA 22602
Home: (540)539-0002
Term Expires: 12/31/18
Three year term

*(Staff has been advised that Mr. Brubaker has resigned. **There is a possible candidate that is being considered. Recommendation to the Board of Supervisors may be forthcoming at a future meeting.**)*

Historic Resources Advisory Board

Lauren Krempa Murphy – Member-At-Large
106 Dollie Mae Lane
Stephens City, VA 22655
Phone: (540)338-2304
Term Expires: 04/09/16
Four year term

(The Historic Resources Advisory Board is comprised of nine members, one member from each magisterial district and three members at large.)

AUGUST 2016

Shawneeland Sanitary District Advisory Committee

Jeff Stevens
114 Rappahannock Trail
Winchester, VA 22602
Home: (540)327-3112
Term Expires: 08/13/16
Two year term

(The ShawneeLand Sanitary District Advisory Committee is comprised of five members made up of resident property owners and serve a two year term.)

OCTOBER 2016

Shawneeland Sanitary District Advisory Committee

Michelle Landon
226 Graywolfe Trail
Winchester, VA 22602
Home: (540)877-1838
Term Expires: 10/08/16
Two year term

(The ShawneeLand Sanitary District Advisory Committee is comprised of five members made up of resident property owners and serve a two year term.)

NOVEMBER 2016

Economic Development Authority

John R. Riley, Jr. – Frederick County Representative
101 Barrel Way
Stephenson, VA 22656
Phone: (540)323-0642
Term Expires: 11/10/16
Four year term

Stan Crockett – Frederick County Representative
139 Panorama Drive
Winchester, VA 22603
Phone: (540)533-9581
Term Expires: 11/10/16
Four year term

(Mr. Riley and Mr. Crockett notified staff they would like to continue serving if it is the desire of the Board.) *As the Board may recall, the Industrial Development Authority was renamed the Economic Development Authority via public hearing at the Board of Supervisors meeting of January 8, 2014 and reorganization of the authority was completed during 2014. There are seven members on the authority and they serve a four year term.)*

Handley Regional Library Board

Tracy L. Drumheller – Frederick County Representative
147 Sterrett Lane
Clearbrook, VA 22624
Home: (540)667-9028
Term Expires: 11/30/16
Four year term

(See Attached Application of Mr. Carl Rush. Ms. Drumheller has served two full terms and is not eligible for reappointment.) *(The County has five seats on the Handley Regional Library Board. As stated in the library by-laws, members serve a four year term and are limited to two consecutive terms.)*

DECEMBER 2016

Board of Equalization

Rosalie Cornwell – Frederick County Representative
7995 Church Street
Middletown, VA 22645
Home: (540)869-1145
Term Expires: 12/31/16
Three year term

(Ms. Cornwell previously notified staff she did not want to be reappointed when her term expires.) *(Recommendation(s) for appointment/reappointment are*

made by the Board of Supervisors and submitted to the Judge of the Frederick County Circuit Court for final appointment. The Board of Equalization is composed of five members. Members must be free holders in the county. In October 2010, the Board of Supervisors appointed the Board of Equalization as a “permanent” board for subsequent reassessments. The original five members were appointed for the following terms: one member for a one-year term; one member for a two-year term; and three members for a three-year term. Going forward, all future appointments shall be for a three-year term.)

Board of Zoning Appeals

Eric F. Lowman – Red Bud District Representative
201 Heath Court
Winchester, VA 22602
Home: (540)678-1989
Term Expires: 12/31/16
Five year term

(Recommendation(s) for appointment/reappointment are made by the Board of Supervisors and submitted to the Judge of the Frederick County Circuit Court for final appointment. There are seven members on the Board of Zoning Appeals.)

BGG/tjp

Attachment

**INFORMATIONAL DATA SHEET
FOR
FREDERICK COUNTY BOARD OF SUPERVISORS
COMMITTEE APPOINTMENTS**



Gene Fisher, Shawnee District Supervisor, would like to
nominate you to serve on the Handly Regional Library Board.

As a brief personal introduction to the other Board members, please fill out the information requested below for
their review prior to filling the appointment. **(Please Print Clearly. Thank You.)**

Name: Carl Rush **Home Phone:** _____

Address: 2757 Millwood Pike **Office Phone:** 540-662-3471 ext: 45139

Winchester, VA 22602 **Cell/Mobile:** 540-877-5983

_____ **Fax:** _____

Employer: Winchester Public Schools **Email:** rushc@wps.k12.va.us

Occupation: Business/Economics & Finance Teacher

Civic/Community Activities: WPS CTE Advisory Committee, WPS Equity Committee,

Byrd School of Business Alumni Board, WPS Rep to Chamber of Commerce

Will You Be Able To Attend This Committee's Regularly Scheduled Meeting On:

Third Tuesday of each Month at 4:30 **Yes:** x **No:** _____

**Do You Foresee Any Possible Conflicts Of Interest Which Might Arise By Your Serving On
This Committee? Yes:** _____ **No:** x **Explain:**

**Additional Information Or Comments You Would Like To Provide (If you need more space, please
use the reverse side or include additional sheets):**

Applicant's Signature:  **Date:** 10/11/2016

Nominating Supervisor's Comments: _____

Please submit form to:

Frederick County Administrator's Office

107 North Kent Street

Winchester, VA 22601

or email to: tprice@fcva.us or jtibbs@fcva.us

CONSENT AGENDA

C



COUNTY of FREDERICK

Brenda G. Garton
County Administrator

540/665-6382
Fax 540/667-0370
E-mail: bgarton@fcva.us

MEMORANDUM

TO:	Board of Supervisors
FROM:	Brenda G. Garton, County Administrator <i>Brenda Garton</i>
SUBJECT:	Request to Approve Two Rabies Clinics
DATE:	October 18, 2016

The Lord Fairfax Health District has, over the past several years, held two rabies clinics at the Frederick County Esther Boyd Animal Shelter in May and October. Pursuant to Virginia Code Section 3.2-6521 the clinics must be approved by the locality and the health department. Staff is seeking Board approval to conduct two rabies clinics during 2017 at the Frederick County Esther Boyd Animal Shelter. The clinics are tentatively scheduled for May and October with the specific dates to be finalized at a later time.

If you have any questions, please do not hesitate to contact me.

BGG/jet

Attachments

D



COUNTY of FREDERICK

Parks and Recreation Department

540/665-5678

Fax: 540/665-9687

E-mail: fcprd@fcva.us

www.fcprd.net

MEMO

To: Frederick County Board of Supervisors
From: Jon Turkel, Park and Stewardship Planner *JWT*
Subject: Sherando Park North Master Plan
Date: October 19, 2016

The Parks and Recreation Commission is recommending adoption of the Sherando Park North Master Plan by the Board of Supervisors.

Frederick County Parks and Recreation, with Land Planning and Design Associates, has created a master plan for the area of Sherando Park north of Rt. 277. This will update the last Sherando Park master plan, completed in 2002. The plan update area consists of the 211 acres north of Rt. 277, the majority of which is undeveloped. Existing amenities in this area include; parking, 2 softball fields, 2 soccer fields, an 18 hole disk golf course, 3 miles of mountain bike trails, and 1.25 miles of paved shared-use path. The Sherando Park Master Plan is intended to guide planning and development to meet the needs of current and future Frederick County residents.

The creation of the Sherando Park Master North Plan involved individual citizen, staff, and stakeholder input. A steering committee made up of Parks and Recreation staff and the Opequon district commission member selected the consultant and guided development of the document. Public input meetings were held to gain information as to citizen interests prior to the development of concept maps, and in the final assessment of alternate concept designs. Stakeholders were directly contacted for input. Input was accepted electronically with nearly 200 submissions received. The Parks and Recreation Commission weighed in on the development of the plan throughout the process; balancing citizen input, existing amenity plans, and results of the 2012 Parks and Recreation Community Survey. A final presentation of the Sherando Park North Master Plan was conducted by Land Planning and Design Associates at the October Parks and Recreation Commission Meeting.



COUNTY of FREDERICK

Parks and Recreation Department

540/665-5678

Fax: 540/665-9687

E-mail: fcprd@fcva.us

www.fcprd.net

MEMO

To: Jay Tibbs, Deputy County Administrator for Human Services
From: Jason L. Robertson, Director, Parks & Recreation Dept.
Subject: Parks and Recreation Commission Action
Date: October 5, 2016

The Parks and Recreation Commission met on October 4, 2016. Members present were: Randy Carter, Christopher Fordney, Natalie Gerometta, Gary Longerbeam, Ronald Madagan, Guss Morrison, Charles Sandy, Jr., Amy Strosnider and Blaine Dunn (Board of Supervisors' Non-Voting Liaison).

Items Requiring Board of Supervisors Action:

1. Sherando Park North Master Plan – Ms. Gerometta moved to endorse the Sherando Park North Master Plan with the addition of a restroom in area 3 next to playground, second by Mr. Sandy, motion carried (7-1). The revised plan is attached.

Submitted for Board Information Only:

1. Buildings and Grounds Committee – PATC Property – The Buildings and Grounds Committee recommended to not accept the property offered as a donation to Frederick County from Potomac Appalachian Trail Club due to its remote location and cost to maintain, second by Mr. Sandy, carried unanimously (8-0).
2. Buildings and Grounds Committee – Rose Hill Property – The Buildings and Grounds Committee recommended to request \$124,200 to purchase playground equipment for Rose Hill Park, and a top dresser and paint machine for Sherando Park, second by Mr. Carter, motion carried unanimously (8-0). Request will be forwarded to the Finance Committee for review at their next meeting.
3. Buildings and Grounds Committee - Closed Session: Mr. Madagan moved to convene into closed session Under Virginia Code 2.2-3711A(3) for discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body, second by Mr. Sandy, motion carried unanimously (8-0).

Page 2

Parks & Recreation Commission

October 5, 2016

4. The Parks and Recreation Commission was advised of the attached Cooperative Use Agreement revision between the Frederick County Public Schools and Frederick County Parks and Recreation Department. No action taken. Please see agreement attached.

Attachments (2)

cc: Gary Longerbeam, Chairman

Blaine Dunn, Board of Supervisors' Non-Voting Liaison

SHERANDO PARK NORTH MASTER PLAN

PREPARED FOR:



FREDERICK COUNTY
PARKS & RECREATION

PREPARED BY:



21515 Ridgetop Circle, Suite 310
Sterling, VA 20166

In Association with:



AUGUST 25, 2016

T A B L E O F C O N T E N T S

BACKGROUND

SITE ANALYSIS

PUBLIC INVOLVEMENT

FINAL CONCEPT

ATTACHMENTS

A - COST ESTIMATE

(prepared by Land Planning and Design Associates Inc.)

B - GEOTECHNICAL REVIEW AND SUMMARY

(prepared by ECS Mid-Atlantic, LLC)

C - TRAFFIC AND ENVIRONMENTAL SUMMARY

(prepared by Anderson Associates)

D - NEPA REPORT

(prepared by Environmental Data Resource inc.)

BACKGROUND

Beginning in July of 2015, LPDA Inc., along with its sub-consultants ECS Mid-Atlantic, LLC and Anderson Associates, worked with the Frederick County Parks and Recreation Department to begin gathering GIS mapping information of the Sherando Park North park site to create a suitable base map to begin our on-site analysis and inventory of the property.

The consultant team, as well as Frederick County representatives, toured the park site to gather information on the existing site conditions to develop an opportunity and constraints map that would help guide the master planning process. The Sherando Park North park site is divided into quadrants due to the existing environmental features of the stream, which runs east and west through the center of the park, and the forest stands which border the western edge and run north and south. LPDA along with Frederick County Parks and Recreation determined it would be best to allow these environmental features divide the site and help with the master planning process. The quadrants were identified as “input areas” to help the steering committee and the public comment and recommend design changes throughout the process.



SITE ANALYSIS

After gathering existing site information an existing site conditions map was created. The final park site analysis graphic was adopted by the steering committee in September of 2015. The final analysis graphic depicts the current park facilities, planned park elements, as well as all of the existing environmental conditions influencing the master plan concepts.

Input Area 1, located in the north west corner of the site, currently has detailed development plans in place. There is an approved plan to provide a park entrance along Warrior Drive, additional parking, restrooms, a picnic shelter, a playground and an open play area. There are existing mountain bike trails that run through the tree stand in this input area. The remainder of the 50 acre quadrant is an open field bordered by trees, currently used as a radio controlled airplane flying field.

The next quadrant to the east is Input Area 2; which is not developed. This area does however surround a residence which was taken into account when developing the master plan concepts. The site conditions for this input area are mostly open rolling fields leading down to the stream that runs through the property. This area is also bordered by tree stands on all sides providing an excellent buffer for the park from the existing residential area to the north of the park.

Directly to the south of Input Area 1 is Input Area 3. This area is currently not developed with the exception of mountain biking trails running through the tree stands and an existing paved trail running along the edge of the park property.

The final input area is Input Area 4. This area is currently the most developed of all of the areas and contains the main entry point from Rt.277, Fairfax Pike. Within this area there are two baseball fields, a concession building, two open grass fields being used for soccer, a large parking lot and a disc golf course. The fields being used for soccer are planned to become softball fields.

PUBLIC INVOLVEMENT

After presenting the Site Analysis and discussing the process with the County residents, an online and Public survey and comment forum was opened to feedback on what elements should be included in the master plan design concept for the north park. LPDA was provided these comments to include into the plan. This list included the following items:

- Rectangular fields
- Trails
- Mountain bike trails
- Softball/baseball fields
- Picnic shelters
- Disc golf
- Playgrounds
- Outdoor fitness
- Open space
- Wooded areas
- Concessions
- Restrooms
- Park benches
- Shade trees
- Dog park

KEY

- 1 ADULT FITNESS PARK
- 2 SMALL SHELTER
- 3 LARGE SHELTER
- 4 RESTROOM
- 5 CONCESSIONS STAND
- 6 PLAYGROUND
- 7 BIKE PUMP TRACK
- 8 MAINTENANCE BUILDING
- 9 TRAFFIC CONTROL



FINAL MASTER PLAN CONCEPT

Once the program for Sherando Park North was finalized; LPDA worked with the Parks and Recreation Department to develop the final concept plan meeting the needs of the County and its residents.

Entering Sherando Park North from Fairfax Pike is Area 4 and the first requested park program item; softball field complex. As mentioned in the Site Analysis section, two of the softball fields are already constructed and in use as well as a press box/concession facility located in the center of the softball complex. This final concept plan transforms two of the soccer fields into the planned softball fields and includes an additional parking lot to the north. This parking lot will help serve the softball complex and the existing disc golf course which will remain in its current location. Also located in this area are additional hiking and mountain biking trails. The parking lot can act as a trailhead guiding visitors to the trails and other areas of the park.

Continuing north along the entrance road is Area 3. Located in this area are additional rectangular fields; two will replace the fields from Area 4 and two will be additional fields for the park. A natural playground, additional hiking/biking trails and a new maintenance building are also included. The intent of the natural playground versus the typical structure playground is to encourage nature/free play to promote the development process of children. The parking lot located in the center of this area will serve the rectangular fields, playground and act as a trailhead for the hiking/biking trails, similar to area 4. Also located in this area is a new maintenance building and storage yard. Due to the scale of Sherando Park North an additional maintenance area may be needed to ensure staff access to maintenance equipment and storage.

Area 2 which is located in the north east corner of the property includes mostly passive activities including hiking and mountain biking trails running near the stream and existing tree canopy. The additional trails work with the topography making them interesting for the users and providing a unique experience from other trails located in the park. Along the hiking/mountain biking trails and located near the stream are picnic shelters a large pavilion and a restroom facility. These picnic areas can be accessed from the hiking trail, the mountain bike trails and the parking lot. The remaining space located within Area 2 is left as non-programmed open space for users to determine the activities.

Area 1 is located along Warrior Drive and will become the second entrance to the park. To prevent this park road from being a cut through road when completed, traffic control devices will be installed along it to discourage through traffic use. Located at the entrance of Warrior Drive is a new parking lot, adult fitness park and a bicycle pump track. These are all unique program elements intended to meet residents needs. The natural features in this area divide the site to enable non-related uses close to each other. Located within the existing tree line and by the stream is a second natural playground. This playground could be focused on more natural elements due to its location. Another program item meeting identified need are the two dog parks located to the north of the playground in Area 1. These dog parks are divided into a large dog park and a small dog park. The classification of the dogs can be based on size and/or weight. Surrounding the dog park and the natural playground area is a new hiking trail. The trail surrounding the playground and the southern dog park is approximately a half mile. This trail could have markers along it for distance measurements for exercise users. There is an additional loop that adds a quarter-mile bringing the total length to $\frac{3}{4}$ of a mile.

CONCLUSION

Overall this final concept takes into account identified resident and County needs and locates them based on the natural features already existing on the site. The existing vegetation provides areas for picnic shelters, trails, benches, and playgrounds with shade. The existing vegetation also provides a boundary marker for phased development/implementation of the plan.

Sherando Park - North Master Plan - Estimate of Probable Cost				Attachment A	
Frederick County, Virginia					
Prepared by: Land Planning & Design Associates, Inc.				9/29/2016	RB
Limits of Work: 206.90 acres					
AREA 1					
Sitework & Mobilization	Product Information	Unit	Quantity	Cost	Total
Mobilization, Permits, etc.		LS	1	\$125,000.00	\$125,000.00
On-Site Earthwork		CY	9745	\$8.00	\$77,963.51
Entrance Road		CY	5459		
Parking Lots		CY	2516		
Parking Lot Access Roads		CY	885		
Other		CY	886		
Haul Cut Earthwork		CY	1949	\$15.00	\$29,236.32
Misc. Erosion Control	Entrance, Check Dams, etc.	LS	1	\$5,000.00	\$5,000.00
Testing and Inspections	Geotech testing for subgrades, pavements, etc.	LS	1	\$3,750.00	\$3,750.00
				Subtotal	\$251,599.83
Storm Water Management					
SWM Earthwork		CY	1150	\$8.00	\$9,200.00
Bioretention		EA	5	\$20,000.00	\$100,000.00
				Subtotal	\$109,200.00
Existing Trees to Demo					
Clearing and Grubbing of up to 24" Trees		AC	2.0	\$11,600.00	\$23,200.00
If Buring is Allowed Subtract 40%					\$9,280.00
				Subtotal	\$13,920.00
				Section Subtotal	\$374,719.83
Hardscape		Unit	Quantity	Cost	Total
10' Asphalt Trail (4,718 lf x 10' w)					
2" Thick Asphalt		TON	590.0	\$175.00	\$101,500.00
Stone	4" inches	TON	1,047.3	\$70.00	\$73,307.50
Fine Grading		SY	5,241.8	\$1.32	\$6,919.11
				Subtotal	\$181,726.61
Entrance Road (2,456 lf x 28' w)					
6" Thick Asphalt		LS	1.0	\$212,500.00	\$212,500.00
				Subtotal	\$212,500.00
Mountain Bike Trail (8,195 lf)					
		LF	8,195.0	\$5.00	\$40,975.00
				Subtotal	\$40,975.00
Parking Lot Access Road (554 lf x 24' w)					
6" Thick Asphalt	Includes 4" base, 2" surface	TON	492.0	\$175.00	\$86,100.00
Stone	8" VDOT 21A compacted	TON	738.0	\$70.00	\$51,660.00
Geotextile Fabric	Non-woven	SY	1,477.0	\$3.00	\$4,431.00
Pavement Markings - Lane Divider		LF	554.0	\$0.44	\$243.76
				Subtotal	\$142,434.76
Parking Lots (300 lf x 120 lf) + -(145 lf x 140 lf)					
4" Thick #21A Gravel - For Phase I Parking		TON	1,389.0	\$70.00	\$97,230.00
4" Thick Asphalt		TON	1,250.0	\$175.00	\$218,750.00
Geotextile Fabric		SY	6,256.0	\$3.00	\$18,768.00
Precast Concrete Parking Bumpers - 6" x 10" x 6"		EA	151.0	\$66.00	\$9,966.00
Parking Stall Paint - Based on per stall cost		EA	151.0	\$10.30	\$1,555.30
				Subtotal	\$346,269.30
				Section Subtotal	\$923,905.67
Recreation Fields / Activities		Unit	Quantity	Cost	Total
Play Area					
Playground Equipment and Amenities		EA	1.0	\$200,000.00	\$200,000.00
Playground Surfacing	12" Mulch	CY	1,990.0	\$40.00	\$79,600.00
				Subtotal	\$279,600.00
Adult Fitness Park					
Fitness Equipment and Site Preparation		EA	1.0	\$100,000.00	\$100,000.00
				Subtotal	\$100,000.00
				Section Subtotal	\$379,600.00
Park Buildings		Unit	Quantity	Cost	Total
Restrooms					
Includes Men's, Women's and Family Restrooms	~20'x-20', includes plumbing, electrical, pad, etc. (operational)	EA	2.0	\$150,000.00	\$300,000.00
				Subtotal	\$300,000.00
Large Picnic Pavilions					
Shelter	30'x44' Lam-Wood Gable Shelter	EA	1.0	\$62,180.00	\$62,180.00
Concrete Pad	4" of 3000 psi, incl. agg. Base	SF	1,320.0	\$6.00	\$7,920.00
				Subtotal	\$70,100.00
Small Picnic Shelter					
Shelter	20'x28' Lam-Wood Gable Shelter	EA	4.0	\$30,220.00	\$120,880.00
Concrete Pad	4" of 3000 psi, incl. agg. Base	SF	560.0	\$6.00	\$3,360.00
				Subtotal	\$124,240.00
				Section Subtotal	\$494,340.00
Landscaping		Unit	Quantity	Cost	Total
Proposed Landscaping					
Large Deciduous Tree		EA	50.0	\$450.00	\$22,500.00
Ornamental Tree		EA	20.0	\$375.00	\$7,500.00
Evergreen Tree		EA	20.0	\$450.00	\$9,000.00
Shrub		EA	125.0	\$60.00	\$7,500.00
				Subtotal	\$46,500.00
Site Seeding					
Tractor Spreader - Turf Mix 4#		MSF	21.0	\$20.50	\$430.50
				Subtotal	\$430.50
				Section Subtotal	\$46,930.50

Miscellaneous		Unit	Quantity	Cost	Total
Small Dog Park (54,000 sf)					
Fencing		LF	1,024.0	\$30.00	\$30,720.00
Washed Stone Millings		SF	2,500.0	\$2.50	\$6,250.00
Benches		EA	4.0	\$900.00	\$3,600.00
Trash Receptacle		EA	1.0	\$800.00	\$800.00
Water Fountain		EA	1.0	\$3,500.00	\$3,500.00
				Subtotal	\$44,870.00
Large Dog Park (80,000 sf)					
Fencing		LF	1,200.0	\$30.00	\$36,000.00
Washed Stone Millings		SF	2,500.0	\$2.50	\$6,250.00
Benches		EA	6.0	\$900.00	\$5,400.00
Trash Receptacle		EA	1.0	\$800.00	\$800.00
Water Fountain		EA	1.0	\$3,500.00	\$3,500.00
				Subtotal	\$51,950.00
Bike Pump Track					
Modular	Modular	LS	1.0	\$94,000.00	\$94,000.00
				Subtotal	\$94,000.00
				Section Subtotal	\$190,820.00
				AREA 1 TOTAL	\$2,410,316.00

AREA 2					
Sitework & Mobilization	Product Information	Unit	Quantity	Cost	Total
Mobilization, Permits, etc.		LS	1.00	\$125,000.00	\$125,000.00
On-Site Earthwork		CY	5815.139	\$8.00	\$46,521.11
Parking Lots		CY	3391.09		
Parking Lot Access Roads		CY	1895.4		
Other		CY	529		
Haul Cut Earthwork		CY	1163.0278	\$15.00	\$17,445.42
Misc. Erosion Control	Entrance, Check Dams, etc.	LS	1	\$5,000.00	\$5,000.00
Testing and Inspections	Geotech testing for subgrades, pavements, etc.	LS	1	\$3,750.00	\$3,750.00
				Subtotal	\$208,366.53
Storm Water Management					
SWM Earthwork		CY	1150	\$8.00	\$9,200.00
Bioretention		EA	5	\$20,000.00	\$100,000.00
				Subtotal	\$109,200.00
				Section Subtotal	\$317,566.53
Hardscape		Unit	Quantity	Cost	Total
10' Asphalt Trail (9,435 lf x 10' w)					
2" Thick Asphalt		TON	1,160.0	\$175.00	\$203,000.00
Stone	4" inches	TON	2,094.5	\$70.00	\$146,615.00
Fine Grading		SY	10,483.5	\$1.32	\$13,836.22
				SubTotal	\$363,453.22
Mountain Bike Trail (8,195 lf)					
		LF	8,195.0	\$5.00	\$40,975.00
				Subtotal	\$40,975.00
Parking Lot Access Road (1,183 lf x 24' w)					
6" Thick Asphalt	Includes 4" base, 2" surface	TON	1,052.0	\$175.00	\$184,100.00
Stone	8" VDOT 21A compacted	TON	1,577.0	\$70.00	\$110,390.00
Geotextile Fabric	Non-woven	SY	3,155.0	\$3.00	\$9,465.00
Pavement Markings - Lane Divider		LF	1,183.0	\$0.44	\$520.52
				SubTotal	\$304,475.52
Parking Lots (300 lf x 120 lf) x (2 lots)					
4" Thick #21A Gravel - For Phase I Parking		TON	1,598.0	\$70.00	\$111,860.00
4" Thick Asphalt		TON	1,776.0	\$175.00	\$310,800.00
Geotextile Fabric		SY	8,000.0	\$3.00	\$24,000.00
Precast Concrete Parking Bumpers - 6" x 10" x 6"		EA	200.0	\$66.00	\$13,200.00
Parking Stall Paint - Based on per stall cost		EA	200.0	\$10.30	\$2,060.00
				SubTotal	\$461,920.00
				Section Subtotal	\$1,170,823.74
Park Buildings		Unit	Quantity	Cost	Total
Restrooms					
Includes Men's, Women's and Family Restrooms	~20'x~20', includes plumbing, electrical, pad, etc. (operational)	EA	1.0	\$150,000.00	\$150,000.00
				Subtotal	\$150,000.00
Large Picnic Pavilions					
Shelter	30'x44' Lam-Wood Gable Shelter	EA	6.0	\$62,180.00	\$373,080.00
Concrete Pad	4" of 3000 psi, incl. agg. Base	SF	1,320.0	\$6.00	\$7,920.00
				Subtotal	\$381,000.00
Small Picnic Shelter					
Shelter	20'x28' Lam-Wood Gable Shelter	EA	1.0	\$30,220.00	\$30,220.00
Concrete Pad	4" of 3000 psi, incl. agg. Base	SF	560.0	\$6.00	\$3,360.00
				Subtotal	\$33,580.00
				Section Subtotal	\$564,580.00
Landscaping		Unit	Quantity	Cost	Total
Proposed Landscaping					
Large Deciduous Tree		EA	30.0	\$450.00	\$13,500.00
Ornamental Tree		EA	0.0	\$375.00	\$0.00
Evergreen Tree		EA	0.0	\$450.00	\$0.00
Shrub		EA	0.0	\$60.00	\$0.00
				Subtotal	\$13,500.00
Site Seeding					
Tractor Spreader - Turf Mix 4#		MSF	16.0	\$20.50	\$328.00
				Subtotal	\$328.00
				Section Subtotal	\$13,828.00
				AREA 2 TOTAL	\$2,066,796.27

AREA 3					
Sitework & Mobilization	Product Information	Unit	Quantity	Cost	Total
Mobilization, Permits, etc.		LS	1.00	\$125,000.00	\$125,000.00
On-Site Earthwork		CY	22940.247	\$8.00	\$183,521.98
Entrance Road		CY	2183.6		
Parking Lots		CY	2515.97		
Parking Lot Access Roads		CY	421.2		
Soccer Playing Fields	fine grading included in subsection	CY	15734		
Other		CY	2085		
Haul Cut Earthwork		CY	4588.0494	\$15.00	\$68,820.74
Misc. Erosion Control	Entrance, Check Dams, etc.	LS	1	\$5,000.00	\$5,000.00
Testing and Inspections	Geotech testing for subgrades, pavements, etc.	LS	1	\$3,750.00	\$3,750.00
				Subtotal	\$396,742.72
Storm Water Management					
SWM Earthwork		CY	1150	\$8.00	\$9,200.00
Bioretention		EA	5	\$20,000.00	\$100,000.00
				Subtotal	\$109,200.00
				Section Subtotal	\$505,942.72
Hardscape					
		Unit	Quantity	Cost	Total
10' Asphalt Trail (2,830 lf x 10' w)					
2" Thick Asphalt		TON	348.0	\$175.00	\$60,900.00
Stone	4" Inches	TON	628.4	\$70.00	\$43,984.50
Fine Grading		SY	3,146.1	\$1.32	\$4,151.47
				SubTotal	\$109,035.97
Entrance Road (983 lf x 28' w)					
6" Thick Asphalt		LS	1.0	\$85,000.00	\$85,000.00
				SubTotal	\$85,000.00
Parking Lot Access Road (260 lf x 24' w)					
6" Thick Asphalt	Includes 4" base, 2" surface	TON	231.0	\$175.00	\$40,425.00
Stone	8" VDOT 21A compacted	TON	347.0	\$70.00	\$24,290.00
Geotextile Fabric	Non-woven	SY	693.0	\$3.00	\$2,079.00
Pavement Markings - Lane Divider		LF	260.0	\$0.44	\$114.40
				SubTotal	\$66,908.40
Parking Lots (450 lf x 120 lf)					
4" Thick #21A Gravel - For Phase I Parking		TON	1,199.0	\$70.00	\$83,930.00
4" Thick Asphalt		TON	1,332.0	\$175.00	\$233,100.00
Geotextile Fabric		SY	6,000.0	\$3.00	\$18,000.00
Precast Concrete Parking Bumpers - 6" x 10" x 6'		EA	150.0	\$66.00	\$9,900.00
Parking Stall Paint - Based on per stall cost		EA	150.0	\$10.30	\$1,545.00
				SubTotal	\$346,475.00
				Section Subtotal	\$607,419.37
Recreation Fields / Activities					
		Unit	Quantity	Cost	Total
Soccer Playing Area (U12) - (90 yds x 65 yds) x (2)					
Fine Grading		SY	11700	\$1.32	\$15,444.00
Hydro-Seeding		MSF	106	\$49.00	\$5,194.00
Soccer Goals		EA	4	\$3,075.00	\$12,300.00
				Subtotal	\$32,938.00
Soccer Playing Area (U16-19) - (140 yds x 85 yds) x (2)					
Fine Grading		SY	23800	\$1.32	\$31,416.00
Hydro-Seeding		MSF	215	\$49.00	\$10,535.00
Soccer Goals		EA	4	\$3,075.00	\$12,300.00
				Subtotal	\$54,251.00
Play Area					
Playground Equipment and Amenities		EA	1.0	\$200,000.00	\$200,000.00
Playground Surfacing	12" Mulch	CY	950.0	\$40.00	\$38,000.00
				Subtotal	\$238,000.00
				Section Subtotal	\$325,189.00
Park Buildings					
		Unit	Quantity	Cost	Total
Maintenance Building (40'x80')					
Operational		SF	3,200.0	\$65.00	\$208,000.00
				Subtotal	\$208,000.00
Maintenance Area (150'x150')					
6" Gravel base - #21		TONS	575.0	\$42.00	\$24,150.00
10' High Fencing		LF	600	\$26.50	\$15,900.00
				Subtotal	\$40,050.00
Maintenance Roadway (400 lf x 24' w)					
6" Thick Asphalt - includes 6" stone base, 2" binder course		TONS	352.0	\$175.00	\$61,600.00
Pavement Markings - Lane Divider		LF	260.0	\$0.44	\$114.40
				SubTotal	\$61,714.40
Restrooms					
Includes Men's, Women's and Family Restrooms	~20'x-20', includes plumbing, electrical, pad, etc. (operational)	EA	1.0	\$150,000.00	\$150,000.00
				Subtotal	\$150,000.00
				Section Subtotal	\$459,764.40
Landscaping					
		Unit	Quantity	Cost	Total
Proposed Landscaping					
Large Deciduous Tree		EA	25.0	\$450.00	\$11,250.00
Ornamental Tree		EA	10.0	\$375.00	\$3,750.00
Evergreen Tree		EA	20.0	\$450.00	\$9,000.00
Shrub		EA	75.0	\$60.00	\$4,500.00
				Subtotal	\$28,500.00
Site Seeding					
Tractor Spreader - Turf Mix 4#		MSF	16.0	\$20.50	\$328.00
				Subtotal	\$328.00
				Section Subtotal	\$28,828.00
				AREA 3 TOTAL	\$1,927,143.48

AREA 4					
Sitework & Mobilization	Product Information	Unit	Quantity	Cost	Total
Mobilization, Permits, etc.		LS	1.00	\$125,000.00	\$125,000.00
On-Site Earthwork		CY	7482.475	\$8.00	\$59,859.80
Entrance Road		CY	3275.4		
Parking Lots		CY	2515.97		
Parking Lot Access Roads		CY	1010.88		
Culvert Inlet Protection		EA	0	\$250.00	\$0.00
Drain Inlet Protection		EA	0	\$250.00	\$0.00
EC-2 Matting		SY	3550	\$3.00	\$10,650.00
Misc. Erosion Control	Entrance, Check Dams, etc.	LS	1	\$5,000.00	\$5,000.00
Testing and Inspections	Geotech testing for subgrades, pavements, etc.	LS	1	\$3,750.00	\$3,750.00
				Subtotal	\$226,707.23
Underdrain Gravel		CY			
Soil		CY			
Bioinfiltration Mix		SF			
				Subtotal	\$109,200.00
				Section Subtotal	\$335,907.23
Hardscape		Unit	Quantity	Cost	Total
10' Asphalt Trail (1,887 lf x 10' w)					
2" Thick Asphalt		TON	232.0	\$175.00	\$40,600.00
Stone	4" inches	TON	418.9	\$70.00	\$29,323.00
Fine Grading		SY	2,096.7	\$1.32	\$2,767.64
				SubTotal	\$72,690.64
Entrance Road (1,474 lf x 28' w)					
6" Thick Asphalt		LS	1.0	\$127,000.00	\$127,000.00
				SubTotal	\$127,000.00
Parking Lot Access Road (648 lf x 24' w)					
6" Thick Asphalt	Includes 4" base, 2" surfaco	TON	576.0	\$175.00	\$100,800.00
Stone	8" VDOT 21A compacted	TON	864.0	\$70.00	\$60,480.00
Geotextile Fabric	Non-woven	SY	15,552.0	\$3.00	\$46,656.00
Pavement Markings - Lane Divider		LF	648.0	\$0.44	\$285.12
				SubTotal	\$208,221.12
Parking Lots (300 lf x 120 lf) + (150 lf x 120 lf)					
4" Thick #21A Gravel - For Phase I Parking		TON	1,199.0	\$70.00	\$83,930.00
4" Thick Asphalt		TON	1,332.0	\$175.00	\$233,100.00
Geotextile Fabric		SY	6,000.0	\$3.00	\$18,000.00
Precast Concrete Parking Bumpers - 6" x 10" x 6"		EA	150.0	\$68.00	\$9,900.00
Parking Stall Paint - Based on per stall cost		EA	150.0	\$10.30	\$1,545.00
				SubTotal	\$346,475.00
				Section Subtotal	\$754,386.76
Recreation Fields / Activities		Unit	Quantity	Cost	Total
Baseball Fields (13,867 SY) x (2)					
Fine Grading		SY	27660	\$1.32	\$36,511.20
Infield Mix and Turf		LS	2	\$10,000.00	\$20,000.00
Chain Link Fence		LF	2280	\$10.00	\$22,800.00
Backstops - 30' Wide, 12' High & 1 Overhang		EA	2	\$4,300.00	\$8,600.00
Aluminum Bleachers - 4 Rows		EA	12	\$2,000.00	\$24,000.00
Dugouts		EA	4	\$1,000.00	\$4,000.00
Lighting (4 independent, 2 shared, per field)		EA	10	\$25,000.00	\$250,000.00
Scoreboard - Minimum		EA	2	\$4,475.00	\$8,950.00
				Subtotal	\$374,861.20
				Section Subtotal	\$374,861.20
Landscaping		Unit	Quantity	Cost	Total
Proposed Landscaping					
Large Deciduous Tree		EA	15.0	\$450.00	\$6,750.00
Ornamental Tree		EA	0.0	\$375.00	\$0.00
Evergreen Tree		EA	0.0	\$450.00	\$0.00
Shrub		EA	0.0	\$50.00	\$0.00
				Subtotal	\$6,750.00
Site Seeding					
Tractor Spreader - Turf Mix 4#		MSF	14.0	\$20.50	\$287.00
				Subtotal	\$287.00
				Section Subtotal	\$0.00
				AREA 4 TOTAL	\$1,472,192.19
				TOTAL of Development for Areas 1-4	\$7,876,449.94
				Engineering and Approvals @ 12%	\$945,173.99
				10% Contingency	\$787,644.99
				GRAND TOTAL of Development for Areas 1-4	\$9,609,268.93



November 3, 2015

Mr. Aaron Schwartz, PLA, ASLA
Land Planning and Design Associates, Inc.
21515 Ridgetop Circle
Suite 310
Sterling, Virginia 20166

ECS Project No. 01:25080

Reference: Sherando Park Geotechnical Review and Summary, Stephens City, Frederick County, Virginia

Dear Mr. Schwartz:

ECS Mid-Atlantic, LLC (ECS) has prepared this Geotechnical Review and Summary to assist in design and planning of the improvements within the existing Sherando Park, located in Stephens City, Frederick County, Virginia. The following completes Task 2 and Task 3 of ECS scope of services for this project.

Project Summary

The site is located along both north and south sides of Route 277 (Fairfax Pike), approximately 1.5 miles east of Interstate 81. Wrights Run generally bisects the northern portion of the park along an east-west basis. Based on the provided Master Plan Map and other depictions, the site developments include construction of a new lake on the northern portion of the park, impounded by a dam on the eastern edge of the site, along the alignment of Wrights Run. Other improvements include construction of roadways, buildings, athletic fields and shelters.

Based on review of available aerial images, the site is partially wooded, with significant areas of pastures/fields that are possibly used for agricultural purposes. The stream alignment is generally wooded. Site elevations range from approximately EL. 680± feet to EL. 730± feet above mean sea level (amsl).

Geological Mapping Summary

The project site is within the Valley and Ridge Physiographic Province, specifically within the Shenandoah Valley. This region is characterized by intensely folded and faulted bedrock units

generally consisting of carbonates, sandstones and shales. Structurally, the Shenandoah Valley is within the Massanutten Synclinorium, flanked by the Blue Ridge Province to the east and the Allegheny Mountains to the west. Numerous anticline/syncline fold pairs have been mapped in the region and immediate area of the project site. Structural orientations typically strike northeast with dips to both the southeast and northwest, with common overturned beds.

The Sherando Park site specifically is underlain by the Ordovician Age Martinsburg Formation, typically described as a bluish-gray to yellowish-brown fissile clay shale, dark brown thinly laminated siltstone and black calcareous shale with interbedded sandstone lithologies. These lithologies are typically highly fractured, moderately to severely weathered and generally underlie residual soil profiles at depths less than approximately five (5) feet. The Martinsburg Formation is stratigraphically bounded by the underlying undivided Edinburg, Lincolnshire and New Market Limestone and the overlying Oswego Formation.

Soil Mapping Summary

Based on review of on-line National Resources Conservations Service soil maps, predominant soils within the project site are of the Berks, Blairton, Clearbrook, and Weikert-Berks soil series. These soils are typically channery silt loams, encountered on varying slopes of 2 to 15 percent. Depths to restrictive features are typically 10-inches to 40-inches to lithic bedrock. These soils are typically considered moderately to well drained with a medium to very high runoff classification. Depths to water table are reported to range from 6-inches to over 80-inches, depending on site characteristics, slope and elevations.

In limited areas of the stream alignment of Wrights Run, Pagebrook silt loam will likely be encountered associated with the floodplain landform with 0 to 5 percent slopes. These soils are typically greater than 80-inches in depth, moderately well drained with a medium runoff classification. Depths to water table are reported to be 24-inches to 48-inches.

Geotechnical Considerations

Primary geotechnical considerations for development of the site will be the shallow rock depths that may be encountered within excavations. Anticipated depths to the underlying shale bedrock are in the range of 5± feet to 15± feet below existing site grades. The subsurface conditions and residual soils that develop upon the weathered shale bedrock are usually consistent and generally consist of low to medium plasticity Lean CLAY (CL) and SILT (ML) with varying amounts of weathered rock fragments. The percentage of rock fragments increases with depth and gradually transitions to Clayey and Silty GRAVEL (GC, GM) classifications due to the weathered rock fragment content. These soils gradually become stiffer/denser until weathered rock and shale bedrock are encountered. Isolated areas of high Fat CLAY (CH) are occasionally encountered that may require selective over excavation, but these are typically limited areas and are not considered an elevated concern for sites underlain by the Martinsburg Shale.

Another geotechnical consideration is the area for the potential dam location across the alignment of Wrights Run. This area is likely underlain by deeper residual soils and limited areas of alluvial soils that may extend to depths greater than 6± feet to 10± feet below existing grades. Additionally, the alignment and linear nature of Wrights Run is such that this may be a zone of bedrock fracture concentration. Groundwater levels are likely elevated in these areas and seepage rates through the unconsolidated alluvial sediment, natural soils and above the bedrock are anticipated to be high. Therefore, seepage below the embankment may occur within the rock in this area. Detailed subsurface exploration is considered necessary for the potential dam location, and will require the use of angled drilling operations and the use of pressurized water testing in the boreholes to determine the effect of the transmissivity of the water in fractures in the bedrock. This testing will assist in determining the need for a possible grout curtain operation in the bedrock beneath the dam in order to reduce seepage. While the cost of these operations is unknown, we expect drilling and grouting operations could double or triple the subsurface exploration and construction budget that would normally be necessary to meet the standard of care for similar design and construction projects.

Embankment stability will be paramount in the overall design of the dam and will require additional analysis and laboratory testing of embankment materials and subsurface conditions. Soils derived from site excavations, or nearby borrow sources for soils, suitable as a low permeability core in an earthen dam is generally not available. Higher construction costs should be anticipated for off-site borrow sources required for the dam core construction.

New buildings, shelters and roadway foundations bearing on the residual soils derived from the Martinsburg Formation are considered good to excellent, with soil bearing capacity recommendations often exceeding 2,500 pounds per square foot (psf). Shallow spread foundations are routinely utilized on these soils. Grading operations that expose deeper levels of the weathered shale bedrock can exhibit much higher bearing capacities. California Bearing Ratio (CBR) values, utilized for pavement design parameters, usually range from 9 to 15 and are considered very good to excellent for pavement section support.

Re-use of the excavated residual soil and weathered shale as engineered fills is considered excellent. These materials exhibit very good engineered fill material qualities provided larger rock fragments are reduced to acceptable sizes and moisture levels are maintained at or near optimum.

While the region is characterized by limestone and shale lithologies, and is known for karst and sinkhole risks, the project site is reported to be entirely underlain by the Martinsburg Formation and is not considered susceptible to karst development conditions.

Closing

The conclusions outlined in this review summary are based on available publications, on-line resources and previous professional experience in the geographic area. The site generally appears suitable for the design and construction of the proposed improvements as depicted on the provided sketches.

We appreciate this opportunity to be of service to Land Planning and Design Associates, Inc. during the design phase of this project. If you have any questions regarding the information contained in this summary, please contact one of the undersigned.

Sincerely,

ECS MID-ATLANTIC, LLC

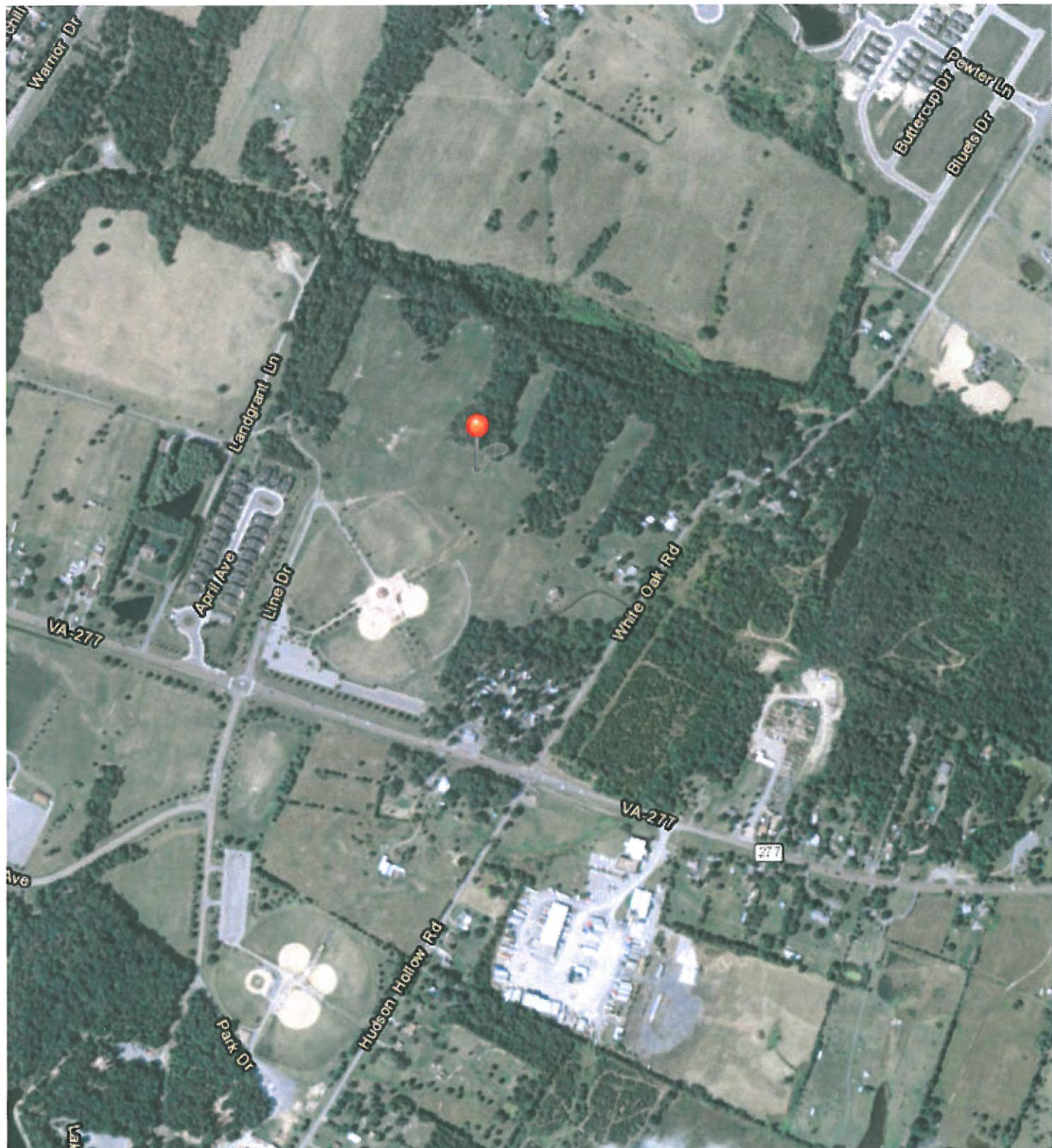
A handwritten signature in blue ink, appearing to read "Joshua W. Holloman".

Joshua W. Holloman, C.P.G., M.Sc.
Senior Geologist

A handwritten signature in blue ink, appearing to read "Andrew R. Shontz".

Andrew R. Shontz, P.G., M. Eng.
Principal Engineering Geologist

Attachments: Site Location Diagram



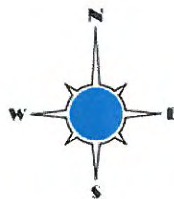
SOURCE: WORLD TRANSPORTATION MAP;USGS

SCALE: 1 INCH = 600FT

9/10/2015



SITE LOCATION DIAGRAM
 CHANTILLY OFFICE
 14026 THUNDERBOLT PLACE
 SUITE 100
 CHANTILLY VA 20151-3232



ECS PROJECT NO.01:25080
SHERANDO PARK DESKTOP GEOTECHNICAL LETTER
REPORT
STEPHENS CITY VA

Attachment C

Environmental Site Visit Observations

On September 9th, 2015, Thom Leedom, an Environmental Scientist working as a sub-consultant to Anderson & Associates, Inc., visited the Sherando Park property to provide a “walk through” evaluation of the potential for channels, streams and/or wetlands that exist within the tract of land located to the north side of Route 277. In the “walk through” Leedom observed numerous drainage features, waterways, and intermittent, perennial, and ephemeral channels, as well as wetland areas. Those features have been so noted on the LPDA’s Sherando Park Site Analysis map – dated 8-28-15.

No stream and/or wetland assessment forms were utilized to determine the exact nature of these features, as this was only a preliminary overview of the property. However, a quick visual observation of each feature’s characteristic was documented on the map – with the notation of W (wetland), P (perennial stream), I (Intermittent stream), E (Ephemeral channel), and U (Upland channel/feature). It should be noted that while these are labeled as a specific type of features, it cannot be presumed that any notes or labels are 100% accurate, without the proper on-site evaluation of the appropriate wetland and/or stream assessment forms being completed and subsequently verified by the U.S. Army Corps of Engineers.

In order to clarify the labels, the labels are further defined as follows:

Wetlands - those areas that are inundated or saturated by surface or groundwater at a frequency and duration sufficient to support, and that under normal circumstances do support, a prevalence of vegetation typically adapted for life in saturated soil conditions. Wetlands generally include swamps, marshes, bogs and similar areas.

Perennial – channels that normally have continuous flow in parts of its stream bed all year round during years of normal rainfall.

Intermittent – channels that normally cease flowing for weeks or months each year.

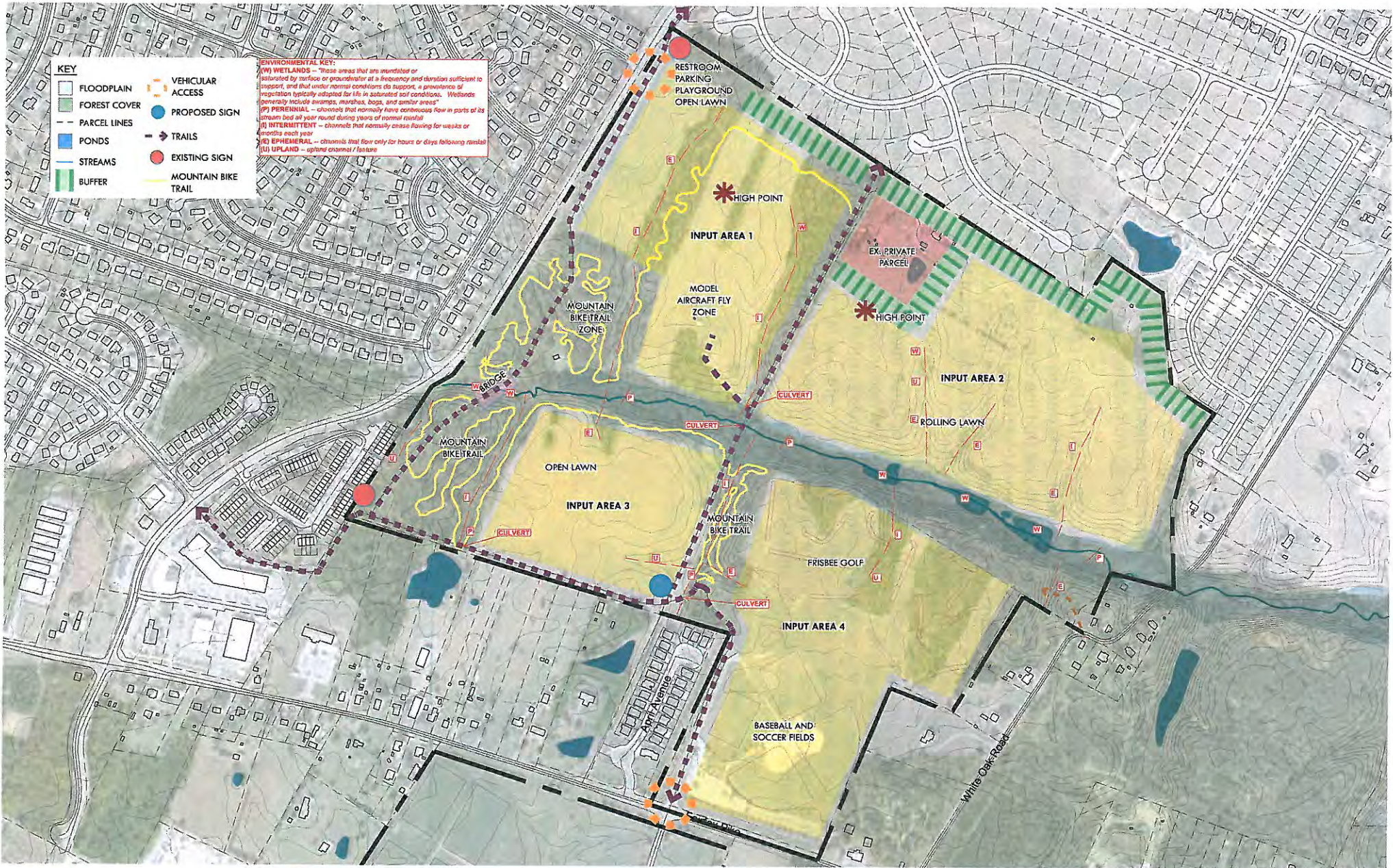
Ephemeral - channels that flow only for hours or days following rainfall.

During unusually dry years, a normally perennial stream may cease flowing, becoming intermittent for days, weeks, or months depending on severity of the drought. The boundaries between perennial, intermittent, and ephemeral channels are indefinite, and subject to a variety of identification methods adopted by local governments, academics, and others with a need to classify stream-flow permanence.

Constructing a Dam

The environmental review process for gaining approval to construct a dam on the stream within the Sherando Park property would depend on the impacts to the stream and wetlands. The first step would be to determine the elevation to which the water would pond and then delineate the amount of stream and wetlands that would be impacted. Following the delineation, you would begin a permitting process that would likely involve the US Army Corps of Engineers (USACE) and the Virginia Department of Environmental Quality (VADEQ). There are thresholds within the regulations that determine how involved the permitting process would be. If the stream impact is

less than 300 linear feet and/or the wetlands impact is less than 0.1 acres, the process is fairly straightforward. However, if either of these thresholds are exceeded, mitigation would be required. Mitigation is usually quite costly and could cause the project to become economically unfeasible. Another part of the permitting process is justifying the need for creating the pond. The agencies would likely require the county to justify the stream and wetlands impacts, regardless of the amount.



Traffic / Entrances

Two site entrance locations are noted on the LPDA Sherando Park Site Analysis Map. One entrance is an existing entrance from Route 277 (Fairfax Pike) at the location of existing soccer and softball facilities, and the other is a proposed entrance (currently a gravel pull-off area) off of the east side of Warrior Drive, across from Montgomery Circle.

The existing entrance from Route 277 is across from Lakeview Circle, and the road into the park is named Line Drive. The exact date of the design and construction of this entrance is unknown; however Google Earth images indicate that the construction took place prior to 1997. The configuration of the entrance includes a right-turn lane into the park, but there is not a left turn / storage lane. Depending on the number of projected trips generated by the proposed park facilities, a left turn / storage lane may be required under current VDOT standards. This will need to be evaluated during future design work.

The proposed entrance location from Warrior Drive appears to be the appropriate location as it lines up with the road intersection on the opposite side of Warrior Drive (Montgomery Circle). It was noted that the existing subdivision street intersections and commercial entrances along Warrior Drive have both right and left turn lanes. It is anticipated that this future entrance into the park will require an upgrade to have both turn lanes when the park is further developed and this entrance is opened.

Site Utilities

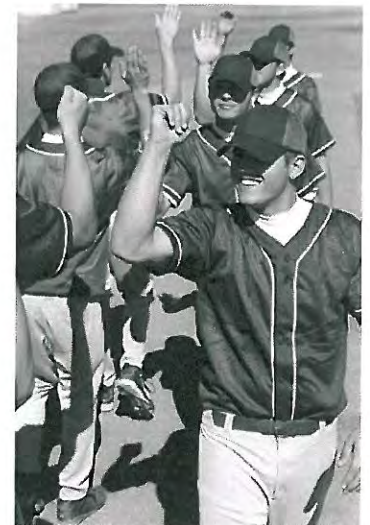
Sherando Park is currently served with water and sewer from the Frederick County Sanitation Authority (FCSA). Available connection points for water are via a 12" main along the Fairfax Pike road frontage and an 8" line that currently ends near the cul-de-sac on April Avenue. The ballfield area is served by an 8" gravity sewer line. There is also a sewer lift station located in the western end of the park. A force main from the station extends to the south and crosses Fairfax Pike. The Assistant Director with the FCSA has stated that he anticipates no capacity issues with these systems.

Cooperative Use Agreement



*County School Board of Frederick County, Virginia
and
County of Frederick, Parks and Recreation Department*

September 2016



**COUNTY SCHOOL BOARD OF FREDERICK COUNTY, VIRGINIA
AND
COUNTY OF FREDERICK, PARKS AND RECREATION DEPARTMENT
AGREEMENT OF COOPERATION**

THIS AGREEMENT, superceding all prior cooperative use agreements, dated as of _____, by and between School Board of Frederick County, Virginia for all schools (the School Board) and the County of Frederick, Parks and Recreation Department (the Parks and Recreation Department) recites and provides:

RECITALS

WHEREAS, it is the desire of the School Board and the Parks and Recreation Department to encourage the maximum use of school facilities consistent with the educational requirements of each school, in order to foster youth and civic activities and to contribute to the well-being of Frederick County; and

WHEREAS, to the greatest extent possible, school facilities should be made available outside of school hours for worthwhile after-school, community, educational, recreational, civic and cultural activities; and

WHEREAS, to the greatest extent possible, park facilities and professional expertise should be made available outside of park use for worthwhile educational and maintenance activities; and

WHEREAS, the School Board and the Parks and Recreation Department share these common interests and possess capabilities for the sharing of resources of each agency; and

WHEREAS, the use by each party for specified purposes of properties belonging to the other is lawful and is in the public interest by virtue of resulting economics in the use of space and of public monies; and

WHEREAS, the past actions of the School Board and the Parks and Recreation Department have supported the school/recreation concept and each party desires to pursue an even higher level of cooperation;

NOW, THEREFORE, for and in consideration of the mutual promises contained herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree to the following practices concerning:

1. Use of school facilities by county-approved activities and parks and recreational facilities for all school-approved activities;
2. Use of school facilities by the parks and recreation basicREC program;
3. The maintenance of school grounds and new transportation facility by the Parks and Recreation Department; and;
4. Other specific items.

I. Use of School and Park Facilities

The use of school property is in accordance with school board policy, and the use of parks and recreation property is in accordance with parks and recreation department policy. A list of all facilities by school and parks included in this agreement is shown in Appendix A.

A. Scheduling of School and Park Facilities

1. Planning Timetable

The following facilities' planning timetable for scheduling indoor facilities and outdoor facilities will be as follows:

a. Planning deadlines

By July 1 - Agencies send lists of activities and facilities needed to each other for the months of September, October, November and December.

By Nov. 1 - Agencies send lists of activities and facilities needed to each other for the months of January, February and March.

By Jan. 1 - Agencies send lists of activities and facilities needed to each other for the months of April and May.

By Mar. 1 - Agencies send lists of activities and facilities needed to each other for the months of June, July and August.

By July 20, November 20, January 20, and March 20 –

Parks and Recreation will send a list to the School Principal of the scheduled dates, times, and groups using school facilities.

Concurrently, the School Board office will send a list to the Parks and Recreation Department of all scheduled dates, times, and groups using park facilities. Each month an updated list will be sent to the Principal or Program Supervisor.

b. Changes due to inclement weather or emergencies

When schools are closed early or closed during the day for inclement weather, emergency, etc., selected Parks and Recreation activities or programs such as before and after school programs and community centers may remain open. Parks & Rec staff shall notify school personnel when park facilities are not available due to inclement weather.

Snow removal at Parks & Rec.'s community centers will be at the discretion of Director of Facilities Services or designee.

If all after-school activities are canceled, buildings are closed to all but BasicRec and community centers. Circumstances may warrant the canceling of certain Parks & Recreation events, which will be discussed between the two organizations when they develop.

c. Scheduling priorities

If an event must be canceled and rescheduled on the night of the other's activity for reasons of emergency, acts of God, etc., the school principal will contact the Parks and Recreation Department as soon as possible, and vice versa.

In the scheduling of said school facilities, school events and programs, as defined by school board authority and action, shall have first priority; and recreation programs established by the Parks and Recreation Department shall have second priority; and any other events by other groups or agencies shall have third priority. Any activities scheduled outside of the timetable shall be mutually agreed on by the Parks and Recreation Department and the School Principals.

In the scheduling of park facilities, park and recreation programs and their youth sports partners shall have first priority; school activities shall have second priority and all other groups third priority, with the exception of specified soccer and softball fields at Sherando Park (SHS Softball will have access to one field after 5 p.m.) during pre, post, or regular season play where the schools shall have first priority.

2. Normal Hours of Operation*

a. School Facilities

1. Indoor Facilities

The use of the school for recreation programs will be Sunday through Saturday. Normal daily operations shall be from the dismissal of school, which includes after-school programs, or after the school athletic program until 11:00 p.m. weekdays (with the exception of Section II below), Saturdays & Sundays - 8:00 a.m. to 11:00 p.m.

Summer Hours

Monday - Sunday - 8:00 a.m. - 11:00 p.m.

Maintenance of all facilities and school programs will take priority when scheduling the use of these facilities.

2. Outdoor Facilities

(a) Lighted Fields

Weekdays - From the end of school functions until 11:00 p.m.

Weekends - 8:00 a.m. - 11:00 p.m.

(b) Unlighted Fields

Weekdays - From the end of school functions until dark.

Weekends - 8:00 a.m. - Dark

Summer Hours

Monday - Sunday - 8:00 a.m. - Until Dark

b. Designated Parks & Recreation areas located in certain schools

1. Sherando Community Center—office space, community rooms, racquetball courts, and weight room; 8:00 a.m. – 11:00 p.m. daily.
2. Orchard View Elementary School—office space; 8:00 a.m. – 11:00 p.m. daily; Gymnasium—3:30*--11:00 p.m. daily, 8 a.m.-11:00 p.m. Sat./Sun.
3. Evendale Elementary School—Parks & Rec. area (activities room, demo lab, multipurpose room, office, lobby); 8 a.m.—11 p.m. daily; Gymnasium—3:30*--11:00 p.m. daily, 8 a.m.-11:00 p.m. Sat./Sun.
4. Gainesboro Elementary School— Parks & Rec. area (activities room, demo lab, multipurpose room, office, lobby); 8 a.m.—11 p.m. daily Gymnasium—3:30*--11:00 p.m. daily, 8 a.m.-11:00 p.m. Sat./Sun.
5. Greenwood Mill Elementary School— Parks & Rec. area (activities room, demo lab, multipurpose room, office, lobby); 8 a.m.—11 p.m. daily Gymnasium—3:30*--11:00 p.m. daily, 8 a.m.-11:00 p.m. Sat./Sun.

Facilities that host the Parks & Rec. 's BasicRec program may have extended morning hours.

**Time may fluctuate due to the conclusion of scheduled after-school programs.*

c. Parks and Recreation Facilities

1. Indoor Facilities

The use of park buildings for school programs will be Sunday through Saturday 8:00 a.m. - 11:00 p.m.

- d. Any exception to these guidelines must be approved by the designees of the School Board and the Parks and Recreation Department. In the event of conflicts or the need for additional facility use by either party, the two agencies will work together to resolve any

potential situations.

3. Maintenance and Improvements of School and Park Indoor Facilities

Maintenance of all school facilities will be the responsibility of Frederick County Public School's (FCPS) personnel. In facilities that have a Parks & Recreation area, FCPS's staff will be responsible for heavy floor maintenance (buffing, stripping, and finishing) in the Parks and Recreation area. All other custodial services (cleaning) will be completed by Parks and Recreation staff. FCPS Facilities Services Department will supply cleaning equipment and chemicals for use by Parks & Recreation's staff. No chemicals will be used unless approved by FCPS Facilities Services Department. In all other facilities, the school custodial staff assigned to the facility shall perform routine maintenance and cleaning use and shall be available for service during use.

II. basicREC, Summer basicREC and basicRec ASE (After School Extras)

- A. During the school year, Parks & Recreation provides a recreational extended day school age program in designated schools where community need and interest are established. During the summer, Parks & Recreation offers a similar program for school-age children.
- B. School facilities listed in Appendix B will be made available for before and after school use during the school year and certain sites for the summer program. Certain elementary schools, upon the agreement of the current administrator, will host the basicRec ASE program in the afternoon. There will be no charge to the Parks & Recreation department for space or utilities associated with these facilities.
- C. The school board shall provide snow removal of the parking lots and walkways of the schools-at the discretion of the Director of Facilities Service or designee, where a basicREC program is operating a snow day camp (8 a.m-6 p.m.). Fees for snow removal will be invoiced.
- D. Access to Frederick County Public Schools' facility will be scheduled through the principal. In emergency situations, the School Principal will notify the Superintendent of Schools' designee so accommodations can be made.

III. Maintenance of School Grounds by the Parks and Recreation Department

The athletic field maintenance classifications herein are addressed in Appendix D. Maintenance and preparation of all outdoor facilities on both park and school property will be the responsibility of the Parks & Recreation Department except as identified.

A. Grounds Maintenance

Parks and Recreation will maintain all designated outdoor facilities year-round. This includes general grounds and maintenance field preparation for high school athletic events, and maintenance and operation of automated in-ground irrigation systems. (See Appendix C). Clean up of all outside events will be the responsibility of the agency using the fields. If additional cleanup is needed by FCPS staff, the agency hosting the event will be invoiced.

- B. Mechanical and electrical repairs will be handled by the agency owning the property. This does not preclude the exchange of expertise and knowledge in these instances.

- C. Snow removal from school property will be handled by school personnel. Snow removal from park facilities will be handled by the Virginia Department of Transportation, or by mutual written agreement.
- D. Improvements - Any new additions or changes that require new funding will be handled as described below.
 - 1. Outdoor Facilities - Improvements of turf and hard surface courts will be agreed upon and dealt with on a case-by-case basis at budget time between the Parks and Recreation Department and the School Board.
 - 2. Indoor School Facilities - Will be the responsibility of the School Board with the exception of the community use facilities which will be reviewed by both agencies.

IV. Other Specific Items

A. Utilities

- 1. Parks and Recreation will be responsible for utility costs for all park facilities included in [Appendix A](#).
- 2. School Board will be responsible for utility costs for all school facilities.

B. Damages (Indoors and Outdoors)

- 1. Damage caused by any activities shall be reported to the building Principal or Park Manager as soon as possible.
- 2. The facility owner (School Board or Parks and Recreation Department) will make necessary repairs in a timely manner so as not to interrupt scheduled activities..
- 3. Direct costs will be billed to the agency causing the damage. All conflicts regarding responsibility for repair will be resolved by the Parks & Recreation Director and the Superintendent of Schools or their designees.

C. Equipment

Arrangements for the use of school equipment or the use of outside equipment brought on site shall be made in accordance with Policy and Regulation 721, *Equal Access to School Facilities, Students and Staff*, by the Parks and Recreation Department personnel through the principal/designee. Arrangements for the use of Parks and Recreation equipment shall be made by school personnel through the Program Supervisor.

D. Planning, Review, and Coordination

The Parks and Recreation Department and the School Board will share information pertaining to improvements, changes, and updates relating to planning for facility improvement. This channel of communication should be between the Superintendent of Schools (or designee) and the Director of Parks and Recreation (or designee).

E. Evaluation

After the effective date of this Agreement, the agencies will develop an annual evaluation schedule.

F. Cost Determination

The Parks and Recreation department agrees to pay for the use of facilities charges as outlined in school board policy and regulation # 721 Equal Access to School Facilities, Students, and Staff (Appendix G), as well as any school personnel costs associated with an event. The school board agrees to pay for any indoor use of park facilities as outlined in Parks and Recreation Fee Schedule (Appendix F). A quarterly invoice will be prepared by the facility owner and submitted to the scheduled party for payment. For timely accounting entry for the fiscal year end, the quarterly invoices shall follow the schedule listed below:

- 1st quarter – June 1 through August 31
- 2nd quarter – September 1 through November 30
- 3rd quarter – December 1 through February 28
- 4th quarter – March 1 through May 31

EXCEPTION: As noted under Section II, there is no charge for the space and utilities associated with the basicREC program.

G. Information Dissemination

In order to keep youth aware of the opportunities available to them, the school system shall develop guidelines for the effective distribution of Parks and Recreation literature/information to school-age youth which shall have minimal interference into school operations.

H. Storage

Where feasible, the school system will provide storage space for Parks and Recreation equipment and supplies, the details of which shall be agreed upon by the Principal and Parks and Recreation Director. Future school development will consider the addition of storage space dedicated to Parks and Recreation use.

I. Insurance

Frederick County Public Schools and the Frederick County Parks and Recreation Department shall each carry appropriate coverage through their respective governing bodies for property, theft, and liability for all sites owned by that entity.

Frederick County Parks and Recreation (FCPRD) shall furnish to the Frederick County Public Schools (FCPS) a certificate of insurance for liability for all Parks and Recreation activities conducted on school property. In turn, FCPS shall do the same for FCPRD.

From time to time, FCPRD may authorize a third party to conduct a FCPRD-sponsored program or activity on school property, or authorize a third party to use school property to conduct their own program or activity. In all cases involving medium to high risk potential, FCPRD will require the third party to have insurance coverage as described below. If the activity is determined by FCPRD to be a low risk activity, FCPRD may authorize and exempt the third party from the insurance requirement. Low risk activities are those that present minimal risk of personal injury, illness, property damage, and/or financial loss. Examples include meetings, speeches, presentations, film showings. When appropriate, liability waivers from the participants are encouraged.

FCPRD agrees to collect and ensure the third party's certificate of insurance, which shall name both FCPRD and FCPS as additional insured, demonstrates coverage for public

liability of not less than \$1 million per occurrence for bodily injury and \$2 million annual aggregate. Coverage for property damage of \$200,000 for any one accident and an aggregate of \$500,000 is also required. This coverage requirement can be met by a policy with either separate limits as stated above or by one with a Combined Single Limit (CSL). The coverage policy of the third party shall be underwritten by a company licensed to do business in the Commonwealth of Virginia and cannot be cancelled without a 30-day notice of commitment to FCPS and FCPRD.

Additionally, FCPRD agrees to require the third party to protect, indemnify, and defend and save harmless, the School Board of Frederick County, its officers and employees, and Board of Supervisors of the County of Frederick, its officers and employees, from any and all claims, liabilities, and damages, including professional fees, directly or indirectly related to the use of the premises by the third party.

J. Communication

The Superintendent of Schools and the Director of Parks and Recreation will each appoint a designee that will work to resolve and interpret any problems or differences that occur as a result of the agreement.

K. Supervision

The Parks and Recreation Department will be responsible for all FCPRD sponsored activities scheduled for both indoor and outdoor facilities and the School Board will be responsible for all school sponsored activities scheduled for both indoor and outdoor facilities.

L. THE EFFECTIVE DATE OF THIS AGREEMENT IS _____.

This Agreement was approved by the County School Board of Frederick County, Virginia and the County of Frederick, Parks and Recreation Department on _____.

Superintendent, Frederick County Public Schools

County Administrator, County of Frederick

Chairman, School Board of Frederick County

Chairman, Frederick County
Board of Supervisors

Neither party shall have the right to assign this contract to another party without first obtaining the written consent of the other party. Any addendums to this contract will require the same signatures that were required to enact it.

Facilities Available for Use

High Schools-MHS, JWHS, SHS		Elementary Schools-APR, AES, BHES, EES, GES, GMES, IHES, MES, OVES, RRES, SES	
Areas	Schools	Areas	Schools
Auxiliary Football Practice Field	MHS		
Auxiliary Gym	All High Schools	PE Field (Baseball)	AES, MES, OVES, RRES, SES
Baseball Practice/Football Practice Fields	JWH, MHS	PE Field (Soccer)	AES, MES, OVES, RRES
Baseball Stadium Field	All High Schools	PE Fields	EES, GES, GMES, IHES, SES
Cafeteria	All High Schools	PE Lower Field	BHES
Classrooms	All High Schools	PE Upper Field (Soccer)	BHES
Commons Area	MHS, SHS	Soccer Field	EES, GES, GMES
Football Stadium Field *	All High Schools	Track	AES, BHES, IHES, OVES, RRES, SES
Lower Football Practice Field	JWHS		
Main Gym	All High Schools		
Outdoor Basketball Courts	SHS	Clearbrook Park	
Practice Fields	SHS	Areas	
Soccer/Multipurpose Field	JWHS, MHS	Cole Field	
Softball/Practice Football Field	JWHS, MHS	Franklin Field	
Stage/Auditorium	All High Schools	Frey Field	
Tennis Courts	All High Schools	Field #4	
Track	All High Schools	Log Cabin	
Wrestling Room	All High Schools	Picnic Shelters	
Middle Schools-ABMS, FCMS, JWMS, REAMS		Swimming Pool	
Art Room	REAMS	Beach Volley Court	
Cafeteria	All Middle Schools	Sherando Park	
Classrooms	All Middle Schools	Areas	
Football Field *	All Middle Schools	Fields: #1, #2, #4, #5, #6, #7, #8	
Gym	All Middle Schools	Bennington Field	
Open Field along Aylor Road	REAMS	Soccer Fields: #1, #2, #3, #4	
Physical Education Field	FCMS, JWMS	Picnic Shelters	
Practice Area (Modular Classroom)	REAMS	Swimming Pool	
Practice Area East	REAMS	Beach Volleyball Court	
Practice Fields	AREBMS	Disc Golf Court	
Track	All Middle Schools	Community Center	
Wrestling Room	All Middle Schools	Areas	
Elementary Schools-APR, AES, BHES, EES, GES, GMES, IHES, MES, OVES, RRES, SES		Office	
Cafeteria	All Schools	Courts; #1, #2	
Elementary Schools-APR, AES, BHES, EES, GES, GMES, IHES, MES, OVES, RRES, SES		Community Center	
Cafeteria/Stage	RRES	Areas	
Gym	OVES, RRES	Weight Room	
Gym/Cafeteria	EES, GES, GMES,	Multipurpose Room	
Gym/Stage	APR, AES, IHES, MES, SES	Kitchen Side	
		Mirror Side	

basicREC and Summer basicREC sites

(which include teacher workdays and scheduled/unscheduled snow days):

Apple Pie Ridge Elementary (APR)
Armel Elementary (AES)
Bass-Hoover Elementary (BHES)
Evendale Elementary (EES)
Gainesboro Elementary (GES)
Greenwood Mill Elementary (GMES)
Indian Hollow Elementary (IHES)
Middletown Elementary (MES)
Orchard View Elementary (OVES)
Redbud Run Elementary (RRES)
Stonewall Elementary (SES)

basicRec ASE

Certain elementary sites of which the current building administrator has agreed to allow Parks and Rec. to use their facility for this program.

Grounds Maintenance Overview

Planned Maintenance Tasks:

Grass cutting of all areas
Reseed athletic fields as needed
Lime athletic fields as needed
Aeration of athletic fields as needed
Fertilizing athletic fields as needed
Deep-tine aeration and top dressing soccer, football, and baseball fields as needed
In-Field Preparation; Daily dragging when needed, field-lining for high school games
Operating Irrigation Systems
Weed control on concrete/asphalt areas

Maintenance Tasks do not include the following:

Site/Field Renovation or Improvements
Snow Removal
Parking Lot Maintenance
Utilities Maintenance
Fence Maintenance (unless damaged by agency)
Bleacher Maintenance
Running Track Maintenance
Storm Water Management Systems
Building Maintenance
Playgrounds Maintenance Mulching/pruning of trees and shrubs

Areas Not Included in Grounds Maintenance Proposal:

Support Facilities West, Facilities Services, and NREP (Smithfield)

Facility Field Inventory

See [Appendix E](#) for class definitions and maintenance.

Facility	Description	Use	Proposed Maintenance Program
Dowell J. Howard Center	Grass Open Area		Class B Turf
JWHS-Football Stadium	Football Field Soccer Field	JWHS Football; JWHS Soccer	Class A Turf (Athletic Field)
JWHS-Baseball Stadium	Baseball Field	JWHS Football; All Baseball	Class A Turf (Athletic Field)
JWHS-Soccer/Multipurpose	Soccer Field	JWHS Physical Ed.; JWHS Soccer; Recreation Soccer	Class A Turf (Athletic Field)
JWHS Baseball field Practice Field	Baseball Practice Field	JWHS Physical Ed.; JWHS Football Practice; All Baseball	Class A Turf (Athletic Field)
JWHS Softball Field	Softball	JWHS Physical Ed.; JWHS Football Practice; All Baseball	Class A Turf (Athletic Field)
JWHS Practice Field	Football Field	JWHS Physical Ed.; JWHS Football	Class A Turf (Athletic Field)
MHS-Football Stadium	Football Field Soccer Field	MHS Football; MHS Soccer	Class A Turf (Athletic Field)
MHS-Varsity Baseball	Baseball Field	MHS Baseball; All Baseball	Class A Turf (Athletic Field)
MHS-Baseball Practice Field	Baseball Practice Field	MHS Physical Ed.; MHS Football Practice; All Baseball	Class A Turf (Athletic Field)
MHS-Varsity Softball	Softball Field	MHS Softball; All Softball	Class A Turf (Athletic Field)
MHS-Practice Field	Softball Field	MHS Physical Ed; All Softball	Class A Turf (Athletic Field)
MHS-Practice Field #1	Football Practice	MHS Physical Ed.; MHS Football	Class A Turf (Athletic Field)
MHS-Practice Field #2	Football Practice	MHS Physical Ed.; MHS Football	Class A Turf (Athletic Field)
MHS-Practice Field #3	Football Practice	MHS Physical Ed.; MHS Football	Class A Turf (Athletic Field)
SHS Football Stadium	Football Practice	SHS Physical Ed.; SHS Football	Class A Turf (Athletic Field)
SHS Practice Field #1	Football Practice	SHS Physical Ed.; SHS Football	Class A Turf (Athletic Field)
SHS Practice Field #2	Football Practice	SHS Physical Ed.; SHS Football	Class A Turf (Athletic Field)
SHS Baseball Field	Baseball Practice	SHS Baseball	Class A Turf (Athletic Field)
Senseny Road/NREP	Grass Open Area		Class B Turf
ABMS.-Football Field	Football Field	ABMS Football; ABMS Track/Field	Class A. Turf (Athletic Field)
ABMS Physical Ed. Field	Physical Ed. Field	ABMS Physical Ed. BRYSA Soccer	Class B. Turf (Athletic Field)
FCMS-Physical Ed. Field	Physical Ed. Field	FCMS Physical Ed.; BRYSA Soccer	Class A. B Turf (Athletic Field)
FCMS-Football Field	Football Field	FCMS Football; FCPRD	Class A Turf

APPENDIX D

Facility	Description	Use	Proposed Maintenance Program
JWMS Physical Ed. Field	Physical Ed. Field	Physical Ed Football; Baseball; Soccer	Class B Turf (Athletic Field)
JWMS Football Field	Football Field	Football; Track/Field	Class A Turf (Athletic Field)
REAMS Area by Modular Classroom	Field by Modular Classroom	Physical Ed.; Soccer	Class B Turf (Athletic Field)
REAMS Football Field	Football Field	Football; Track/Field; Physical Ed.	Class A Turf (Athletic Field)
REAMS Softball Field	Softball Field	Physical Ed.; Baseball	Class B Turf (General Grounds)
Apple Pie Ridge Elementary School	Grass Open Area	Physical Ed.	Class B Turf
Armel Elem. Soccer Field	Soccer Field	Physical Ed.; Soccer	Class B Turf (Athletic Field)
Bass-Hoover Physical Ed. Field	Upper (south) Physical Ed. Field	Physical Ed.; Soccer; Baseball	Class B Turf
Bass-Hoover Physical Ed. Field	Lower (north) Physical Ed. Field	Baseball	Class B Turf
Evendale Elem. Soccer Field	Soccer Field	Physical Ed.; Soccer	Class B Turf
Gainesboro Elem.	Baseball Field		Class B Turf
Gainesboro Elem. Soccer Field	Soccer Field		Class B Turf
Greenwood Mill Elem.	Soccer Field		Class B Turf
Indian Hollow Elem.	Baseball Field	Physical Ed.; Soccer; Baseball	Class B Turf
Middletown Elem. Baseball	Baseball Field	Physical Ed.; Baseball	Class B Turf
Middletown Soccer	Soccer Field	Physical Ed.; Soccer	Class B Turf
Orchard View Elem. Softball	Softball Field	Physical Ed.	Class B Turf
Orchard View Elem. Soccer 1	Soccer Field	Physical Ed.	Class B Turf
Orchard View Elem. Soccer 2	Soccer Field	Physical Ed.	Class B Turf
Redbud Run Elem. Baseball	Baseball Field	Redbud Run Physical Ed.; All Baseball	Class A Turf (Athletic Field)
Redbud Run Elem. Soccer	Soccer Field	Physical Ed.; Soccer	Class B Turf (Athletic Field)
Stonewall Elem.	Baseball Field	Physical Ed.; Baseball	Class A Turf (Athletic Field)
James Wood HS	Detention Pond		Class C Turf
Bass-Hoover	Detention Pond		Class C Turf
Orchard View	Detention Pond		Class C Turf

ATHLETIC FIELD & GROUNDS MAINTENANCE STANDARDS

SCOPE OF WORK

This work shall include all labor, materials, equipment, supplies and services necessary to maintain the athletic turf, grounds and landscaping at the school sites included in this report.

GENERAL INFORMATION

Class A Turf – Athletic facilities that are used for games.

Class B Turf – High traffic areas/parking lots

Class C Turf - Detention Ponds/Rough Areas

MOWING – CLASS A & B TURF

Grass shall be cut to a height of 2 inches and at no time will the height be above 3 inches. FCPRD reserves the right to change mowing heights based upon weather conditions.

Class B Turf will be cut to a height of 3" and will not be above 4".

Equipment used to cut turf areas will be sufficiently sharp enough to cut the grass plant cleanly without damaging or pulling it up.

Clippings are to be removed from mulched areas, sidewalks, or roadways.

FCPRD will take whatever steps necessary to ensure that no tire marks, grass stains, oil or gas stains are left on any sidewalks or curbs.

FCPS will remove trash and debris from the site before mowing and trimming begin.

Class C Turf will be cut one time per year with a rotary cutter.

TRIMMING – CLASS A & B TURF

Grass will be trimmed around all trees, fences, playground equipment, benches, landscape timbers, drop inlets and manhole covers to the same height as the lawn areas surrounding them.

Trimming will be done after each mowing or FCPRD may opt to use a non-controlled commercial herbicide (i.e. Round Up).

Herbicide will be applied in accordance with the manufacturers' recommendations and only when the ambient temperature is within 60 degrees and 85 degrees.

Spraying will not be done when the vegetation is wet or rain is expected within the next 6 hours and the equipment used will not exceed an operating pressure of 30 lbs./sq. inch. If spraying is used, vegetation will be controlled no more than 6" away from either side of fences or around any plants or structures.

AERATION – CLASS A TURF

Class A turf will be shallow-tine aerated as needed during the spring and fall growing seasons. Deep tine aeration will be completed at least once every four years or when renovation plans are implemented.

Aeration plugs will be dragged within 48 hours of the completed aeration process.

FERTILIZATION AND LINING – CLASS A TURF

Turf areas will be fertilized according to soil testing results with at least 4 lbs. of nitrogen /1000 sq. feet being applied annually.

OVERSEEDING – CLASS A TURF

Class A Turf will receive cool season grass overseeding on an as needed basis and at least one time per year.

Class A Turf will receive a grass seed blend of Kentucky Bluegrass and Perennial Rye grass.

Class B Turf will receive a grass seed blend of Turf Type Tall Fescue and Kentucky Bluegrass on an as needed basis.

LIMING – CLASS A TURF

Lime will be applied in such a manner as to avoid damage to playground equipment, trees, shrubs, and other structures and provide for an even and uniform distribution.

Pulverized agricultural limestone may be substituted for pelletized if weather conditions are such that adjoining properties are not affected.

HERBICIDES/ INSECTICIDES/ FUNGICIDES

Class A turf will receive treatments of herbicides, insecticides, and fungicides when athletic field programming and weather condition permit. The application of these pesticides will be completed when the condition of the turf would dictate their usage in accordance to established best management policies.

**Frederick County Park and Recreation
Fees and Charges**

FY 2016-2017

	Resident	Non-resident	
Baseball and Softball Fields			
Practice	\$10	\$15	<i>per hr</i>
Game	\$20	\$25	<i>per hr/ 2 hr min</i>
Tournament (9am-11pm)	\$150	\$190	<i>per reservation</i>
Lights	\$15	\$15	<i>per hr</i>
Soccer Fields			
Sherando 1-4	\$25	\$40	<i>per hr</i>
Sherando	\$15	\$25	<i>per hr</i>
Open Space			
Per acre	\$62	\$93	<i>per day</i>
Disc Golf Course	\$103	\$155	<i>per day</i>
Paddleboat-30 minute ride	\$2	\$2	<i>per person</i>
Racquetball Courts	\$7	\$7	<i>per hr</i>
Weight Room	\$2	\$2	<i>per hr</i>
Gymnasium	\$25	\$40	<i>per hr/2hr min</i>
Greenwood/Gainesboro/Evendale			
Activity Room	\$15	\$30	<i>per hr/2hr min</i>
Gainesboro/Evendale			
Wooden Floor Room	\$12	\$27	<i>per hr/2hr min</i>
Sherando			
Activity Room w/Kitchen	\$20	\$35	<i>per hr/2hr min</i>
Swimming Pool			
Under 3	Free	Free	
3 and older	\$4	\$4	<i>entry</i>
Last Hr.	\$1	\$1	<i>entry</i>
Rent Entire Pool	\$200	\$250	<i>2hr rental</i>

**Frederick County Park and Recreation
Fees and Charges**

FY 2016-2017

Shelters			
30 Capacity			
Lock Gazebo (SH)	\$41	\$56	per day
Lawrence Shelter (CB)	\$41	\$56	per day
75 Capacity			
FFA (SH)	\$52	\$68	per day
Abex (SH)	\$52	\$68	per day
Key Club (SH)	\$52	\$68	per day
JW Colonel (CB)	\$52	\$68	per day
Rubbermaid (CB)	\$52	\$68	per day
Antique Car (CB)	\$52	\$68	per day
Brill (CB)	\$52	\$68	per day
150 Capacity	\$63	\$79	per day
Ruritan (SH)	\$63	\$79	per day
Sandy (SH)	\$63	\$79	per day
Kiwanis II (CB)	\$63	\$79	per day
Lions Club (CB)	\$63	\$79	per day
200 Capacity			
Lions Club (SH)	\$74	\$91	per day
Kiwanis I (CB)	\$74	\$91	per day
Discounts			
20% off for 50 or more hours rented of baseball/softball/soccer or gymnasium			
20% off 10 or more visits for weight room or racquetball court			
Fees effective January 1, 2016			

Frederick County Public Schools

OPERATIONS AND FINANCE

721R
Page 1

Equal Access to School Facilities, Students, and Staff

Student Use of School Facilities

A. School Clubs

Frederick County Public Schools does not sponsor or recognize student social clubs. However, schools may sponsor clubs that are an outgrowth of the curricula and programs. Time may be designated for these clubs to meet.

Each school-sponsored (curriculum-related) club must have a set of by-laws, objectives, program of work or activities, budget, list of members, and list of officers. The information is due in the office of the school principal by the announced date each year.

B. Clubs Not Sponsored by the School

Under the supervision of the principal or designee, school student groups/clubs¹ not sponsored by the school (non-curriculum related) may use school facilities in accordance with the Federal Equal Access Act and other applicable law. For purposes of this regulation, the school board adopts a limited public forum² so that non-curriculum related student groups may use school facilities during non-instructional time with the following conditions.

1. All secondary (grades 6 – 12) non-curriculum related and student groups will be granted equal access to or an opportunity to conduct meetings at school facilities without regard to the religious, political, philosophical, or other content of the speech at such meetings.
2. Meeting requests shall be submitted at least five (5) school days in advance to the principal or designee.
3. Meeting requests shall be approved on a first-come, space available basis.
4. Meetings shall be voluntary, student-initiated and student directed. The meetings may not be directed, controlled, conducted, or regularly attended by non-school persons. School officials shall attend the meetings only for non-participatory, custodial purposes. Designated custodial adults shall be School Board employees.
5. Meetings may not interfere with other educational activities. The principal or designee retains authority to maintain order, discipline, and to protect the well-being of students and faculty.

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Equal Access to School Facilities, Students, and Staff

6. For purposes of this regulation the following definitions will be used.

“Non-curriculum related student group” means any student group¹ that does not directly relate to the body of courses offered by the school. For example, the subject matter of the group actually is not taught or soon will be taught in a regularly offered course; the subject matter of the group does not concern the body of the courses as a whole; if participation in the group is not required for a particular course; or participation in the group does not result in academic credit.

“Non-instructional time” is the time set aside by the school immediately before actual classroom instruction begins or immediately after actual classroom instruction ends.

II. Community Use of School Facilities

A. Eligible Organizations

Responsible, recognized, local persons, organizations, agencies, and institutions are eligible to apply for use of school facilities.

Requirements of the regular school program shall receive first consideration in the use of school facilities. After these requirements are met, school-related organizations (see Appendix A) and events shall have first priority; Frederick County Parks and Recreation Department activities and organizations shall have second priority; and other organizations and events shall have last priority.

Curriculum-related organizations shall have priority over non-curriculum related organizations, and approved child and youth groups shall have priority over adult groups.

In the event of a local emergency or disaster, school officials will cooperate with local, state, and federal authorities as well as disaster relief organizations in making school facilities available for shelters.

B. Use of School- and Non-school-owned Equipment

School equipment may be lent to responsible community groups of a worthy educational, civic, or charitable purpose when the following conditions are met:

1. The group borrowing the equipment agrees to accept responsibility for repairing or replacing any equipment damaged or lost while in its possession;

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Equal Access to School Facilities, Students, and Staff

2. The equipment is not both unusually expensive and subject to easy damage;
3. The equipment is in good condition;
4. The group will provide a competent operator(s) for any machine lent and will provide all training on the setup, use, and breakdown of the equipment.
If outside equipment is approved and brought to the facility, the community group will provide competent operator(s) who have been trained on setup, use, and breakdown of said equipment.
5. At the discretion of the principal, an organization may be required to pay the designated hourly rate for a school employee to operate school- or non-school-owned equipment.
6. Equipment that is brought in by community groups must also meet the conditions listed above.

C. Application and Approval

Frederick County Public Schools' use of facilities application shall be completed online. Information and directions on how to become a requester and submit a request for use of facilities may be found at www.frederick.k12.va.us (Link: Community Facility Use)

1. Permission for the use of school facilities may be given only during the current fiscal school year. Applications submitted beyond the current fiscal school year will be approved pending and will not be activated until after the approval of the budget for, or by July 1 of, the next fiscal school year. For first-time users, prepayment may be required; if so, please make payment payable to the Frederick County School Board (if a fee is to be charged) and include Schedule ID number of request on remittance.
2. When a fee for Frederick County Public Schools staff is required, the hourly fee for hours will be calculated as reported and approved by the principal or his/her designee. After the event, the applicant/requester will receive an invoice for the incurred fees. Upon receipt of invoice, payment to Frederick County School Board for the full amount is to be submitted to Finance Department with Schedule ID number of event noted on remittance. Failure to pay incurred fees may result in prepayment before an event or denial of use of facility.
3. The applicant/requester will place reliable persons in charge of all activities, be responsible for damage caused by the group or by others involved with or admitted for the event, and provide police protection, if necessary, to maintain order and protect school property.

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Equal Access to School Facilities, Students, and Staff

The names of the responsible person(s) will be listed under the "Additional Information" section of the online application form at the time of the request submission.

4. Unless otherwise exempted, before any application is approved and activated, each applicant/requester must furnish a certificate of insurance to FCPS verifying public liability coverage.
 - i. Coverage requirements:
 1. Liability coverage shall not be less than \$1 million per person for bodily injury and \$2 million annual aggregate.
 2. Coverage for property damage of \$200,000 for any one accident and an aggregate of \$500,000 is also required.
 3. Any policy required by this regulation shall meet the following requirements (at a minimum):
 - Underwritten by a company licensed to do business in the Commonwealth of Virginia
 - Cannot be cancelled without a 30-day notice of commitment to Frederick County Public Schools
 - Frederick County Public Schools must be listed as an additional insured and be a certificate holder
 - ii. The following language shall be on the certificate: "By endorsement to the policy(ies) listed above, and attached hereto, Frederick County Public Schools, its elected and appointed officials, agents, and employees are listed as additional insured under this policy and this insurance coverage shall be primary over any other insurance or self-insurance in force."
 - iii. Additionally, by accepting the terms of agreement in the online use of facilities application, the applicant/requester agrees to protect, indemnify, and defend and save harmless, the School Board of Frederick County, its officers and employees, from any and all claims, liabilities, and damages, including professional fees, directly or indirectly related to the use of the premises and any FCPS equipment and non-school owned equipment, by the applicant/requester individual or organization.

If the applicant/requester plans to use businesses or individuals, hereinafter referred to as vendors, during or for a requested event, the applicant/requester shall obtain a certificate of liability insurance from all vendors per insurance requirements listed above (# 4.). A copy of the certificate of liability insurance from vendors shall be submitted to the Facilities Services Department for review

Frederick County Public Schools

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Equal Access to School Facilities, Students, and Staff
and archiving.

5. The application for the use of school facilities shall not be considered approved until the applicant/requester has received notice (via e-mail) that the request has been approved and activated.
6. In the event a scheduled meeting is canceled, notification must be given at least twenty-four hours before the scheduled time, or a fee will be charged. Exceptions may be made for cancellations due to inclement weather. Any field prep requested shall be the responsibility of the applicant/requester to be arranged with Frederick County Parks and Recreation Department.

D. Rules and Conditions

Conditions under which school buildings and grounds in the division may be used for non-school activities are the following:

1. No organization may use the buildings or grounds at any time or in any manner that will interfere with the regular program of the school.
2. The school board or its representatives must have free access to all facilities at all times.
3. The right to revoke a permit at any time is reserved by the school authorities.
4. Any organization desiring to move special properties into the school or grounds prior to or on the date of rehearsal or performance must obtain permission from the principal. All flats, curtains, and costumes must be treated for fire-retardation.
5. Putting up decorations or scenery or moving pianos is prohibited unless special permission is granted.
6. Permission for bringing equipment such as concession stands, trucks, or carnival equipment on school property must be requested in writing thirty days in advance before a formal agreement can be considered.
7. The parking of automobiles shall be restricted to designated areas.
8. The organization that uses the building and grounds shall be responsible for the conduct of its members.

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Equal Access to School Facilities, Students, and Staff

9. Compensation for any damage done to school property shall be provided by the sponsoring organization.
10. Consumption of soft drinks shall be limited to such section or sections of the building as designated by the school authorities.
11. Frederick County School Board policy prohibits the use of tobacco products and electronic cigarettes by staff, patrons, or other persons on school property, in school vehicles, and at school-sponsored activities, both indoors and outdoors, at all times.
12. No one may possess, consume or serve any alcoholic beverage in or on school property, except for religious congregations using wine for sacramental purposes only.
13. The possession of a controlled substance, imitation controlled substance or marijuana, as defined in Code of Virginia Section 18.2-247, on school property is prohibited.
14. A custodian or other school employee shall be on duty for all activities in the building. The presence of a custodian on duty does not relieve the organization of responsibility for any damage to the property.
For outside events being held on stadium fields, it shall be at the discretion of the principal/designee if a custodian/staff member remains present at the facility for the entire event.
15. Premises are rented with the understanding that tipping of custodians or other school personnel is not permitted.
16. Except by special permission, a group shall not be permitted to remain after twelve midnight.
17. Building keys will not be provided to any group except in a declared emergency.
18. No chairs or seats will be placed in aisles, and people will not be permitted to block exits.
19. The sale of chances on school property by any student organization or individual student is prohibited.
20. Bingo parties are prohibited; however, bingo may be included in PTO fun fairs.

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Equal Access to School Facilities, Students, and Staff

21. A school kitchen may not be used by an outside organization unless a ServSafe certified Frederick County Public Schools employee is present to supervise all of the activities within the kitchen area. The use of any school refrigeration (refrigerators and freezers) for the storage of non-school food products is prohibited unless approved by the Supervisor of Food Services.

E. Fees

1. School organizations (see Appendix A), school-related youth groups, American Red Cross Bloodmobile, organizations providing disaster relief or public health services during emergencies, and other activities providing a bonafide broad-based community service will not be charged rental. All other groups will be charged as either profit or non-profit. Non-profit organizations will be required to demonstrate status by providing appropriate documents.
2. Fundraising activities by community service organizations will be charged rental.
3. Organizations will be charged one-half the regular rental of an auditorium or multipurpose room for a rehearsal when the organization has rented the facility for the actual activity on a subsequent date.
4. Frederick County Public Schools Staff. For most facility use, the organization shall be charged an hourly fee, which will be reviewed annually, for any Frederick County Public Schools employee assigned to the event/activity. If work for an event/activity is done on school time by the employee and requires the employee to spend additional time away from his/her normal duties, the organization will be billed for this time.
5. If a facility chooses to waive or reduce fees for an organization, it will be the responsibility of the facility to reimburse any fees incurred by custodial staff other school staff if applicable.

Fees for Use of School Facilities (*See Attached Table*)

¹ Definition: In this section, groups/clubs means any group or organization intended to serve young people under the age of 21.

² Rule: For the purpose of this section, an elementary school or secondary school has a *limited public forum* whenever the school involved grants an offering to, or opportunity for, one or more outside youth or community groups to meet on school premises or in school facilities before or after the hours during which attendance at the school is compulsory.

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Equal Access to School Facilities, Students, and Staff

Legal Reference:

Code of Virginia, Section 22.1-131, 4.1-309
20 USC, §§ 4071 and 7905.

Approved: September 2, 1975
Amended: December 20, 1982
Amended: February 1, 1983
Amended: March 1, 1983
Amended: September 16, 1985
Amended: September 15, 1993
Amended: June 16, 2004
Amended: June 29, 2005
Amended: November 30, 2005
Amended: July 22, 2009
Amended: May 26, 2011
Amended: June 20, 2012
Amended: January 15, 2014
Amended: July 1, 2014
Amended: July 1, 2016
Amended: July 11, 2016

Frederick County Public Schools Fee Schedule

Location/Type of Room or Area	Profit Groups	Nonprofit Groups/ Local Government
Fees	Per Hour (2 hr. minimum)	Per Hour (2 hr. minimum)
Auditorium (High Schools & JWMS)	\$64.00	\$32.00
Auxiliary Gym/No Locker Rm. (High Schools)	\$44.00	\$22.00
Baseball Field/Softball (High Schools)	\$26.00	\$13.00
Baseball Practice Fields (JWHS, MHS)	\$16.00	\$8.00
Cafeteria (without kitchen)/Commons Area (High Schools & Middle Schools)	\$26.00	\$13.00
Classroom (All Schools)	\$14.00	\$7.00
Computer Lab (High Schools)	\$38.00	\$19.00
Football/Soccer Field (Middle Schools)	\$16.00	\$8.00
Football/Soccer Practice Field (High Schools)	\$16.00	\$8.00
Gymnasium (Elementary Schools)	\$26.00	\$13.00
Gymnasium/No Locker Rm. (High Schools & Middle Schools)	\$60.00	\$30.00
Kitchen (All Schools)	N/A	\$19.00
Lights/Field Use (High Schools)	\$12.00	\$12.00
Multipurpose Rm., Cafeteria, Library (Elementary Schools)	\$20.00	\$10.00
Multipurpose Rm., Wrestling Rm. & Library (High Schools & Middle Schools)	\$26.00	\$13.00
Open Area/Playfield/Track (Elementary Schools)	\$0.0	\$0.0
Parking Lot (All Schools)	<i>Determined on an individual basis</i>	\$0.0
Practice Field (Middle Schools)	\$16.00	\$8.00
Tennis Courts with Lights (High Schools)	\$0.0	\$0.0
Track (High Schools & Middle Schools)	\$16.00	\$8.00

Custodial, A/V technician, Food Services, and Event Monitor fees are established on an annual basis. See "Additional Fees for Use of Facility" under document tab on Community Use website for current fees of the above mentioned personnel.

School-Related Organizations

School-related organizations, as referred to under the Frederick County School Policy Manual, regulation 721R, Equal Access to School Facilities, Students, and Staff shall refer to the following organizations:

- **FCPS Parent Teacher Student Organizations (PTSO, PTO, PTA)**
- **FCPS Alumni Groups**
- **FCPS Booster Groups**
- **FCPS Athletic Associations**
- **Destination Imagination Teams**
- **PAVAN Governor's School**
- **Migrant Education Program**
- **Kaplan Test Prep**
- **Lord Fairfax Community College**
- **Programs coordinated through the Frederick County Public Schools' Office of Staff Development**

The school board or superintendent of schools may designate other organizations as school-related if their purpose or function is determined to be school related. Newly designated organizations will be added to the list at the beginning of the next regularly scheduled interval (i.e. July 1, November 1, January 1, and March 1).

(Note: The definition of school-related organizations for the purposes of school board regulation 721R does not include organizations such as the Boy Scouts, Girl Scouts, or 4-H Clubs. Therefore, the Frederick County Parks & Recreation use of school facilities would take priority over these groups. However, every effort will be made to accommodate the use of facilities requests made on behalf of Boy Scouts, Girl Scouts, and 4-H activities serving Frederick County students.)

E



COUNTY of FREDERICK

Finance Department
Cheryl B. Shiffler
Director


540/665-5610
Fax: 540/667-0370
E-mail: csuffle@fcva.us

TO: Board of Supervisors
FROM: Finance Committee
DATE: October 19, 2016
SUBJECT: Finance Committee Report and Recommendations

A Finance Committee meeting was held in the First Floor Conference Room at 107 North Kent Street on Wednesday, October 19, 2016 at 8:00 a.m. Member Charles DeHaven was absent.

(b) Items 1 and 2 were approved under consent agenda. (x) No action required.)

1. (b) The Department of Social Services requests a General Fund supplemental appropriation in the amount of \$11,400. This amount represents additional state funds for fostering and adoption. No local funds required. See attached memo, p. 4 - 5.
2. (b) The Sheriff requests a General Fund supplemental appropriation in the amount of \$125. This amount represents donations to the department. No local funds required. See attached memos, p. 6 - 7.
3. The Transportation Director requests a Development Projects Fund supplemental appropriation in the amount of \$3,620,000. This amount represents Phase II of Renaissance Drive. The project has a 50% reimbursement from VDOT. See attached information, p. 8 - 26. The committee recommends a supplemental appropriation in the amount of \$1,267,288 which represents proffer funds already received and the VDOT match.
4. (x) CSA Coordinator presents an overview of the Comprehensive Services Act program. See attached information, p. 27 - 47.

5.  The presentation from Davenport & Company as presented at the Board of Supervisor's September 14, 2016 work session is included for discussion and direction. See attached, p. 48 - 92. The committee recommends scheduling a joint Board and Finance Committee work session.
6. The County Administrator provides information and recommendation for County committee/commission compensation. See attached, p. 93 - 99. The committee recommends setting committee and commission compensation as follows:
 - a. Board Subcommittees: \$50/meeting
 - b. Planning Commission: \$150/meeting
 - c. Board of Equalization: \$100/meeting up to 4 hours, \$200/meeting greater than 4 hours
 - d. Parks & Recreation Commission: \$50/meeting
 - e. Board of Zoning Appeals: \$50/meeting
 - f. Social Services Board, EDA, and Electoral Board: no change
7. The Fire & Rescue Deputy Chief provides information and requests discussion on a SCBA replacement grant application. See attached memo, p. 100 - 101. The committee recommends approval to proceed with the grant application.
8. The Finance Committee Chairman has provided FY 2018 budget priorities and the FY 2018 budget calendar is attached, see p. 102 - 104. The committee recommends holding a joint Board and Finance Committee work session at the regularly scheduled November 16, 2016 Finance Committee meeting. Members should submit their budget priorities, concerns, and/or requests for information no later than November 9, 2016.

INFORMATION ONLY

1. The Finance Director provides a Fund 10 Transfer Report for September 2017. See attached, p. 105.

2. The Finance Director provides financial statements for the month ending September 30, 2016. See attached, p. 106 - 116.
3. The Finance Director provides an FY 2016 Fund Balance Report ending October 6, 2016. See attached, p. 117.

Respectfully submitted,

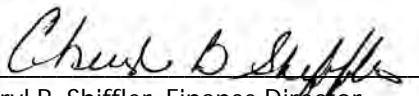
FINANCE COMMITTEE

Judith McCann-Slaughter, Chairman

Gary Lofton

Bill Ewing

Angela Rudolph

By 
Cheryl B. Shiffler, Finance Director

Memo

To: Finance Committee/Cheryl Shiffler
From: Delsie D. Jobe
CC: Tamara Green
Date: October 4, 2016
Re: New Budget Line Requests

The Department of Social Services has two requests, one is a new budget line within the County's general ledger and the second is a prior budget line that has been inactive for several years. When expenditures are made we need to be able to code correctly to the County's general ledger for reconciliation purposes. Below is a detail description and purpose of both budget items.

1) Fostering Futures IV-E Foster Care: The State awarded Frederick Co. DSS this allocation to be used for purposes of extending foster care services and support to youth who turn 18 while in foster care. The amount of \$8,400 is Federal/State funded; therefore the Department is not requesting any local dollars.

Program Description: The goal is to provide a program defined by the federal Fostering Connections to Success and Increasing Adoptions Act (FCA) of 2008 which allows states to extend foster care services and support to youth who turn 18 while in foster care, until they reach the age of 21. This includes youth that were in foster care immediately prior to commitment to DJJ who are released after they turn 18. Traditionally, foster care ends when a child reaches the age of 18. By extending foster care services to age 21 youth will be able to successfully transition to adulthood and creation of positive, permanent connections.

Title IV-e pays for maintenance costs of an eligible youth ages 18 to 21 who are participating in the Foster Futures program. Federal law defines this as: the cost of (and the cost of providing) food, clothing, shelter, daily supervision, school supplies, a child's personal incidentals and liability with respect to a youth.

Funding: Federal and State funding

New code: **010-053170-5814-000**
FOSTERING FUTURES IV-E FOSTER CARE
\$8,400.00

2) **Adoption Incentive Payments:** The State awarded Frederick Co DSS this allocation due to the agency's increased in number and rate of adoptions from foster care. The amount of \$3,000 is State funded; therefore the Department is not requesting any local dollars.

Program Description: This cost code is used to report expenditures that support adoption incentive programs and activities. Adoption Incentive Funds that are awarded by the federal government to states that increase the number of children adopted from the foster care system over the number adopted during the previous federal fiscal year. The Department passes these funds to local departments of social services that increased their adoptions based on a plan of expenditure. Reimbursable expenses include adoption activities such as educational materials, adoption related training or post- adoption services based on approved plan.

Funding: Federal and State funding

Code: **010-053170-5820-000**
ADOPTION INCENTIVE PAYMENTS
\$3,000.00

Thank you for your consideration.


Delsie D. Jobe, Administrative Services Manager

FREDERICK COUNTY SHERIFF'S OFFICE

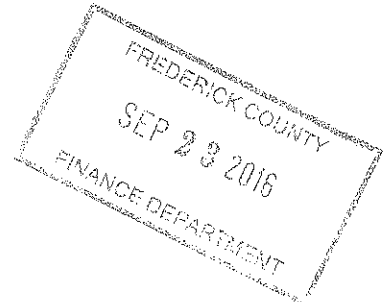


Sheriff Lenny Millholland

Major Steve A. Hawkins

1080 COVERSTONE DRIVE
WINCHESTER, VIRGINIA 22602

540/662-6168
FAX 540/504-6400



TO : Angela Whitacre, Treasurer's Office

FROM : Sheriff Millholland

SUBJECT : Donation

DATE : September 22, 2016

Attached please find a check in the amount of \$100.00 made payable to the Frederick County Sheriff's Office. We are requesting this amount be posted to ~~10FL 3-010-019110-0058~~. A copy of this memo will be forwarded to Finance for appropriation.

Thank you.

3-010-018990-0006

LWM/asw

Cc: Finance: 3102-5402-000-001 (K-9)

C.S. 9/23/16

BETTY MAY SACRA 10-80

65-270/550

2701

Date 9-15-16

Pay to the order of

Frederick County Sheriff's Dept.

\$ 100⁰⁰/₁₀₀

One Hundred and no/100

Dollars



Security Features
Included.
Details on back.

Premium Banking

Memo

Donation

MP

FREDERICK COUNTY SHERIFF'S OFFICE

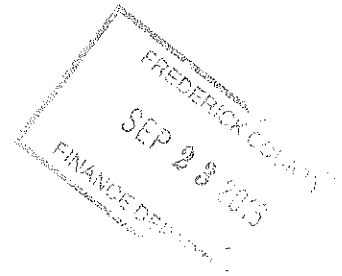


Sheriff Lenny Millholland

Major Steve A. Hawkins

1080 COVERSTONE DRIVE
WINCHESTER, VIRGINIA 22602

540/662-6168
FAX 540/504-6400



TO : Angela Whitacre, Treasurer's Office

FROM : Sheriff Millholland

SUBJECT : Donation

DATE : September 22, 2016

Attached please find a check in the amount of \$25.00 made payable to the Frederick County Sheriff's Office in memory of Taylor Belford. The Phelps requested the department use this donation to assist in the drug abuse awareness program.

We are requesting this amount be posted to ~~10FL 3-010-019110-0058~~. A copy of this memo will be forwarded to Finance for appropriation.

3-010-018990-0006




Thank you.

A handwritten signature in black ink, appearing to be "LWM/asw".

LWM/asw

Cc: Finance: 3102-5413-000-001

C.S. 9/23/16

DEBORAH H PHELPS		12-14	8513
RONALD W PHELPS			68-258/514
		9/6/16	02
Pay To The Order Of <u>Fred. County Sheriff Dept.</u>		\$ 25.00	
<u>Twenty five</u> + 00/100		Dollars	
		there's power in one	
For <u>Memory Taylor Belford</u>			



MEMORANDUM

TO: Finance Committee

FROM: John A. Bishop AICP, Assistant Director - Transportation *JAB*

RE: Establish Budget Line Request – Renaissance Drive Phase II

DATE: October 6, 2016

As Staff works to move forward with Renaissance Drive Phase II which will complete the connection from Route 11 to Shady Elm Road across the CSX Railroad, we are requesting that the Board establish a project line for Renaissance Drive Phase II in the amount of \$3,620,000. This cost represents the current cost estimate to construct the facility with an at grade crossing of the CSX Railroad (cost estimate attached). In addition Staff is seeking the transfer of \$633,644.00 in the paid proffers of Artillery (Rezoning #09-15) to the project (proffer and revenue sharing agreement attached). This project will be funded on a reimbursement basis by VDOT revenue sharing funds (see attached VDOT documentation for UPC 91847). Unless the items noted in the following paragraph take place, Staff will expect to return to the Finance Committee and Board of Supervisors to transfer additional proffer dollars to address the remainder of the local matching funds for the project.

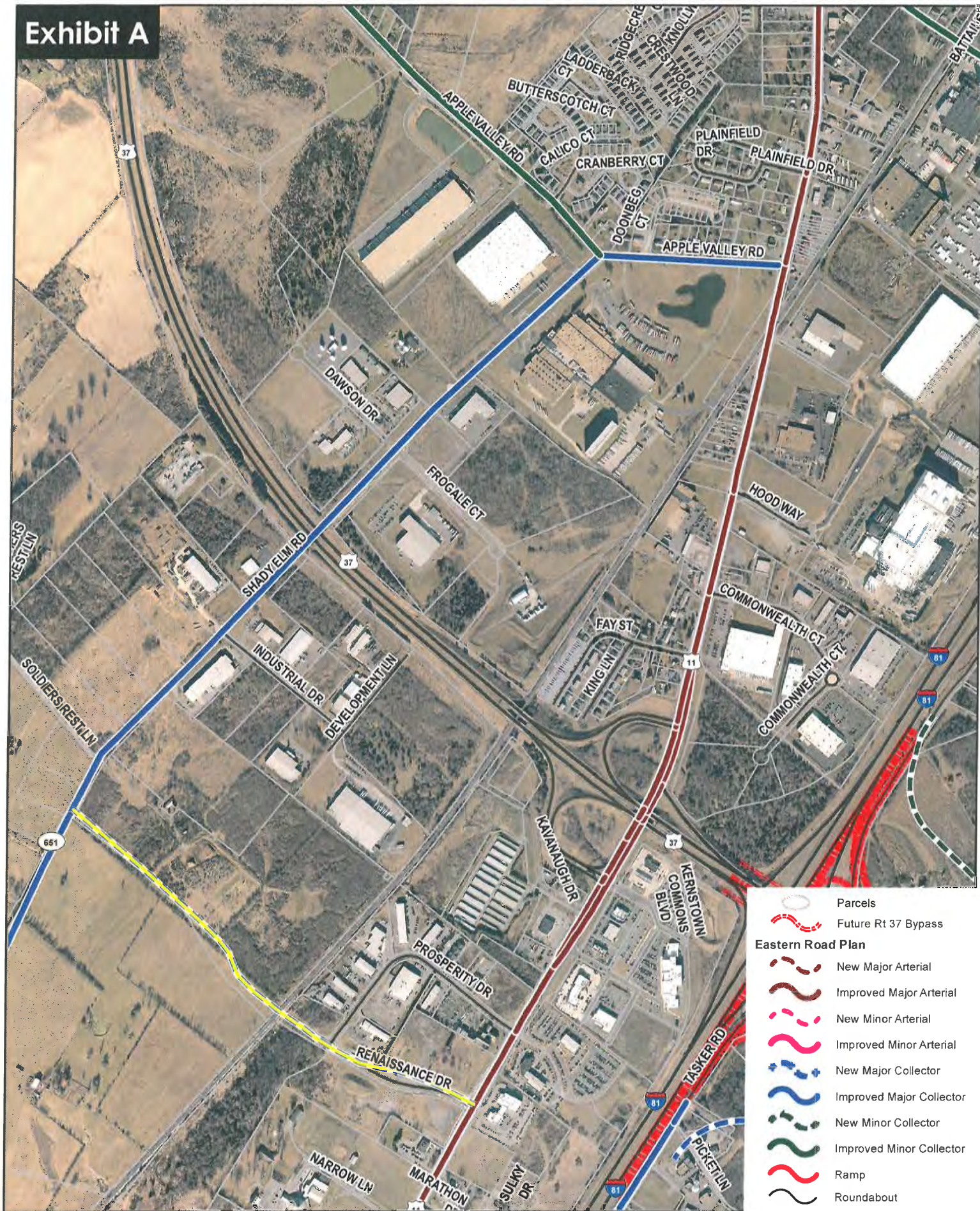
Staff is also currently working to secure state funds which would potentially allow the project to be upgraded from an at grade crossing of the railroad to a bridge crossing of the railroad. If that endeavor is successful, Staff will be returning to the Finance Committee and Board of Supervisors to make the appropriate modifications to the project.

JAB/pd

\$633,644 received 2/18/16: 3-027-019110-0001

Renaissance Dr: 4-027-012270-5413-000-006

Exhibit A



Renaissance Drive – Phase 2 Preliminary Cost Estimate
Updated: May 11, 2016
ESTIMATE FOR ROAD AND AT-GRADE CROSSING – Option 2

A.	Estimate for Road Design and At Grade Crossing	*per VDOT standards*
	1. Survey of land (topography, initial ROW layout, ROW plats, etc.	(\$75,000)
	2. Geotechnical Engineering investigations	(\$75,000)
	3. Environmental Services (SERP, Wetlands, Historical)	(\$50,000)
	4. CSXT (At-Grade crossing)	(50,000)
	5. Roadway Design (assume 4 lane road, transition to 2 lane Road) (includes 30%, 60% and 100% design, approx. 2,650 linear feet)	(\$250,000)
	6. VDOT personnel costs related to design reviews	(\$50,000)
	7. CSXT personnel costs related to design reviews	(50,000)
	Subtotal design costs:	<u>\$600,000</u>
B.	Bidding/final plats/ utility agreements/CSXT costs	
	1. Preparation of PSE document/ bid documents/ support	(\$50,000)
	2. Final plats/ Signed ROW documents	(\$25,000)
	3. Signed CSXT agreement (upfront construction costs)	(\$250,000)
	Subtotal bidding/utilities	<u>(\$325,000)</u>
C.	Construction of Roadway/ At-Grade Crossing/ Engineering support	
	1. Roadway (assume 2,650 linear feet of road, construct portion of Road as 4 lane/ curb & gutter, transition to 2 lanes with ditch section)	(\$1,600,000)
	2. Construction of At-Grade Crossing	(\$500,000)
	3. Engineering/survey/QA/QC support	(\$250,000)
	4. VDOT construction inspection costs	(\$50,000)
	5. County project management costs	(\$50,000)
	Subtotal construction	<u>(\$2,450,000)</u>
	10 % contingency	<u>(\$245,000)</u>
	Subtotal including contingency	<u>(\$2,695,000)</u>
	TOTAL PROJECT DESIGN/ BIDDING/ CONSTRUCTION COSTS	<u>(\$3,620,000)</u>

Cost savings: No bridge, less grading and relocation of power line not anticapted.



RESOLUTION

PG0192

	Action	
PLANNING COMMISSION:	October 21, 2015	Recommended Approval
BOARD OF SUPERVISORS:	October 28, 2015	Opened Public Hearing, Tabled to November 12, 2015
	November 12, 2015	Postponed By Applicant
	December 9, 2015	<input checked="" type="checkbox"/> APPROVED <input type="checkbox"/> DENIED

AN ORDINANCE AMENDING

THE ZONING DISTRICT MAP

REZONING #09-15 ARTILLERY BUSINESS CENTER – PROFFER AMENDMENT

WHEREAS, Rezoning #09-15 Artillery Business Center – Proffer Amendment submitted by Pennoni Associates, to amend the proffers associated with Rezoning #07-08 relating to the timing and commitments for transportation proffers was considered. The proffer amendment, original proffer statement dated February 7, 2008 with a final revision dated December 8, 2015 applies to parcels 75-A-1 and 75-A-1F owned by Venture I of Winchester, LLC and NW Works, Inc., respectively and is located approximately 1,500 feet south of Route 37 on the east side of Shady Elm Drive (Rt. 651) and across from Soldier's Rest Lane in the Back Creek District, and

WHEREAS, the Planning Commission held a public hearing on this rezoning on October 21, 2015, and forwarded a recommendation of approval; and

WHEREAS, the Board of Supervisors heard the items on October 28, 2015, then opened the public hearing and then voted to table the items and continue the public hearing on November 12, 2015

WHEREAS, the Board of Supervisors on December 9, 2015 continued the public hearing from October 28, 2015 on this rezoning; and

WHEREAS, the Frederick County Board of Supervisors finds the approval of this rezoning to be in the best interest of the public health, safety, welfare, and in conformance with the Comprehensive Policy Plan;

NOW, THEREFORE, BE IT ORDAINED by the Frederick County Board of Supervisors that Chapter 165 of the Frederick County Code, Zoning, is amended to amend the proffers associated with

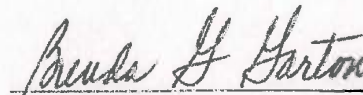
Rezoning #07-08 relating to the timing and commitments for transportation proffers.

This ordinance shall be in effect on the date of adoption.

Passed this 9th day of December, 2015 by the following recorded vote:

Richard C. Shickle, Chairman	<u>Aye</u>	Gary A. Lofton	<u>Aye</u>
Robert A. Hess	<u>Aye</u>	Robert W. Wells	<u>Aye</u>
Gene E. Fisher	<u>Aye</u>	Charles S. DeHaven, Jr.	<u>Aye</u>
Blaine P. Dunn	<u>Aye</u>		

A COPY ATTEST



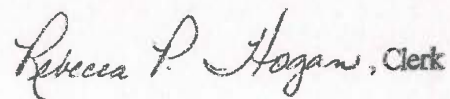
Brenda G. Garton
Frederick County Administrator

VIRGINIA: FREDERICK COUNTY, SCT.

This instrument of writing was produced to me on

12-17-15 at 1:47 PM
and with certificate acknowledgement thereto annexed
was admitted to record. Tax imposed by Sec. 58.1-802 of

§ N/A, and 58.1-801 have been paid, if assessable.

 , Clerk

150012438

PROFFER STATEMENT

PG0186

REZONING: RZ. # _____
Light Industrial (M1) to Light Industrial (M1)

PROPERTY: 57.6 acres +/-;
Tax Map Parcels 75-A-1F ("Land Bay 1") and 75-A-1 ("Land Bay 2")
[collectively, the "Property"]

RECORD OWNER: NW Works, Inc. ("Land Bay 1 Owner");
Venture I of Winchester, LLC ("Land Bay 2 Owner")

APPLICANTS: NW Works, Inc. & Venture I of Winchester, LLC

PROJECT NAME: Artillery Business Center

ORIGINAL DATE
OF PROFFERS: February 7, 2008

REVISION DATE(S): September 2, 2015; September 24, 2015; October 5, 2015;
November 30, 2015; December 8, 2015

The undersigned hereby proffers that the use and development of the subject property ("Property"), as described above, shall be in strict conformance with the following conditions, which shall supersede and replace all other proffers that may have been made prior hereto. In the event that the above referenced M1 conditional rezoning is not granted as applied for by the applicant ("Applicant"), these proffers shall be deemed withdrawn and shall be null and void. Further, these proffers are contingent upon final rezoning of the Property with "final rezoning" defined as that rezoning which is in effect on the day following the last day upon which the Frederick County Board of County Supervisors (the "Board") decision granting the rezoning may be contested in the appropriate court. If the Board's decision is contested, and the Applicant elects not to submit development plans until such contest is resolved, the term rezoning shall include the day following entry of a final court order affirming the decision of the Board which has not been appealed, or, if appealed, the day following which the decision has been affirmed on appeal. The headings of the proffers set forth below have been prepared for convenience or reference only and shall not control or affect the meaning or be taken as an interpretation of any provision of the proffers. The term "Land Bay 1 Owner" as referenced herein shall include within its meaning all future owners and successors in interest for Tax Map Parcel 75-A-1F. The term "Land Bay 2 Owner" as referenced herein shall include within its meaning all future owners and successors in interests for Tax Map Parcel 75-A-1. When used in these proffers, the "Generalized Development Plan," shall refer to the plan entitled "Generalized Development Plan, Artillery Business Center" dated February 6, 2007 revised December 8, 2015 (the "GDP").

1. **Monetary Contribution**

- 1.1 The Land Bay 2 Owner shall contribute to the County of Frederick the sum of \$5,000.00 for fire and rescue purposes prior to issuance of a certificate of occupancy for the first building constructed on Land Bay 2, as depicted on the GDP.

- 1.2 The Land Bay 2 Owner shall contribute to the County of Frederick the sum of \$2,500.00 for Sheriff's office purposes prior to issuance of a certificate of occupancy for the first building constructed on Land Bay 2, as depicted on the GDP.
- 1.3 The Land Bay 2 Owner shall contribute to the County of Frederick the sum of \$2,500.00 for general government purposes prior to issuance of a certificate of occupancy for the first building constructed on Land Bay 2, as depicted on the GDP.

2. Site Development

- 2.1 Direct access to the Property from Shady Elm Road shall be limited to a maximum of 2 entrances as shown on the GDP with entrance improvements subject to VDOT review and approval. (See 1 on GDP).
- 2.2 Frederick County, at the time of the filing of this proffer, has entered into a Project Administration Agreement with the Commonwealth of Virginia Department of Transportation (VDOT), which provides for a cost share of the design and construction costs for the East-West Collector Road from Valley Pike (Rt. 11) to Shady Elm Road. The Land Bay 2 Owner agrees to place the sum of \$633,644.00 into an escrow account within thirty business days of the approval of this rezoning/Proffer Amendment to provide for the County match portion of the existing Project Administration Agreement, any future Project Administration Agreement(s), or any other agreement(s) requiring local match funds for the East-West Collector Road.

The Land Bay 2 Owner shall enter into a County-Managed Revenue Sharing Program Project Agreement (hereinafter the "Agreement") for the East-West Collector Road from Valley Pike (Rte. 11) to Shady Elm Road, as is further depicted on the attached and incorporated GDP within thirty business days of the approval of this rezoning/Proffer Amendment. The Agreement, subsequent to execution, may be modified to provide language acceptable to the County and the Land Bay 2 Owner provided that the location of the East-West Collector Road is consistent with the proffered conditions. The Land Bay 2 Owner shall be responsible in the Agreement for the local funding match for the East-West Collector Road as is described in the above-referenced Project Administration Agreement. No building permits shall be issued for any structures within Land Bay 2 until the Agreement is executed.
- 2.3 A geotechnical analysis shall be prepared and submitted to Frederick County for any structures prior to site plan approval.
- 2.4 Development of the Property shall not exceed a 0.4 Floor Area Ratio (FAR).
- 2.5 The Land Bay 1 Owner has an agreement with the adjoining property owner of the Carbaugh property that will allow for the acquisition of land in fee simple and dedication of an eighty-foot right-of-way in the location depicted in the attached and incorporated GDP from Shady Elm Road to the Railroad (Point B to Point C). The Land Bay 1 Owner and Land Bay 2 Owner agree to make their respective portions of the right-of-way (Point A to Point C) available at no cost to the County for the installation of the East-West Collector Road and shall dedicate said right-of-way within 90 days of receiving written request from the County.

3. **Landscape Buffers, Hiker/Biker Facilities, & Additional Right of Way**

- 3.1 Within the 25 foot parking setback between on-site parking areas and the proposed right of ways for Shady Elm Road and the East-West collector as required by § 165-202.01D(6)(c) of the *Frederick County Code*, the Applicant shall construct a 10 foot asphalt trail. In addition, the Applicant shall provide a densely planted landscape screen as depicted by attached Exhibit A, as revised July 15, 2015, consisting of street trees planted 50 feet on center between the proposed right of way and the asphalt trail as well as a double row of evergreen trees with a minimum density of three plants per 10 linear feet and a minimum height of four feet at time of planting located between the proposed trail and any parking areas.

4. **Design Standards**

- 4.1 Any building façade fronting Shady Elm Road or the proposed East-West Collector shall be constructed of one or a combination of the following: cast stone, stone, brick, architectural block, glass, wood, dry vit or stucco.

5. **Historic Resources**

- 5.1 The Land Bay 2 Owner shall complete a survey documenting any historic structures on Land Bay 2 in general accordance with the guidelines established by the Preliminary Information Form from the Department of Historic Resources. Any documentation created as part of said survey shall be provided to Frederick County Planning Staff and shall be completed prior to demolition of any historic buildings located on the Property.
- 5.2 The Land Bay 2 Owner shall contribute to the County of Frederick the sum of \$5,000.00 for purposes associated with historic Star Fort prior to issuance of a certificate of occupancy for the first building constructed on Land Bay 2.

SIGNATURE(S) APPEAR ON THE FOLLOWING PAGE(S)

PG0189

Venture I of Winchester, LLC

By: [Signature]

Date: December 9, 2015

STATE OF VIRGINIA, AT LARGE
FREDERICK COUNTY, To-wit:

The foregoing instrument was acknowledged before me this 9th day of December, 2015, by Gerald F. Smith, Jr., Manager of Venture I of Winchester, LLC.

My commission expires 12/31/2015
Notary Public Jennifer M. K. Kittlaus



PG0190

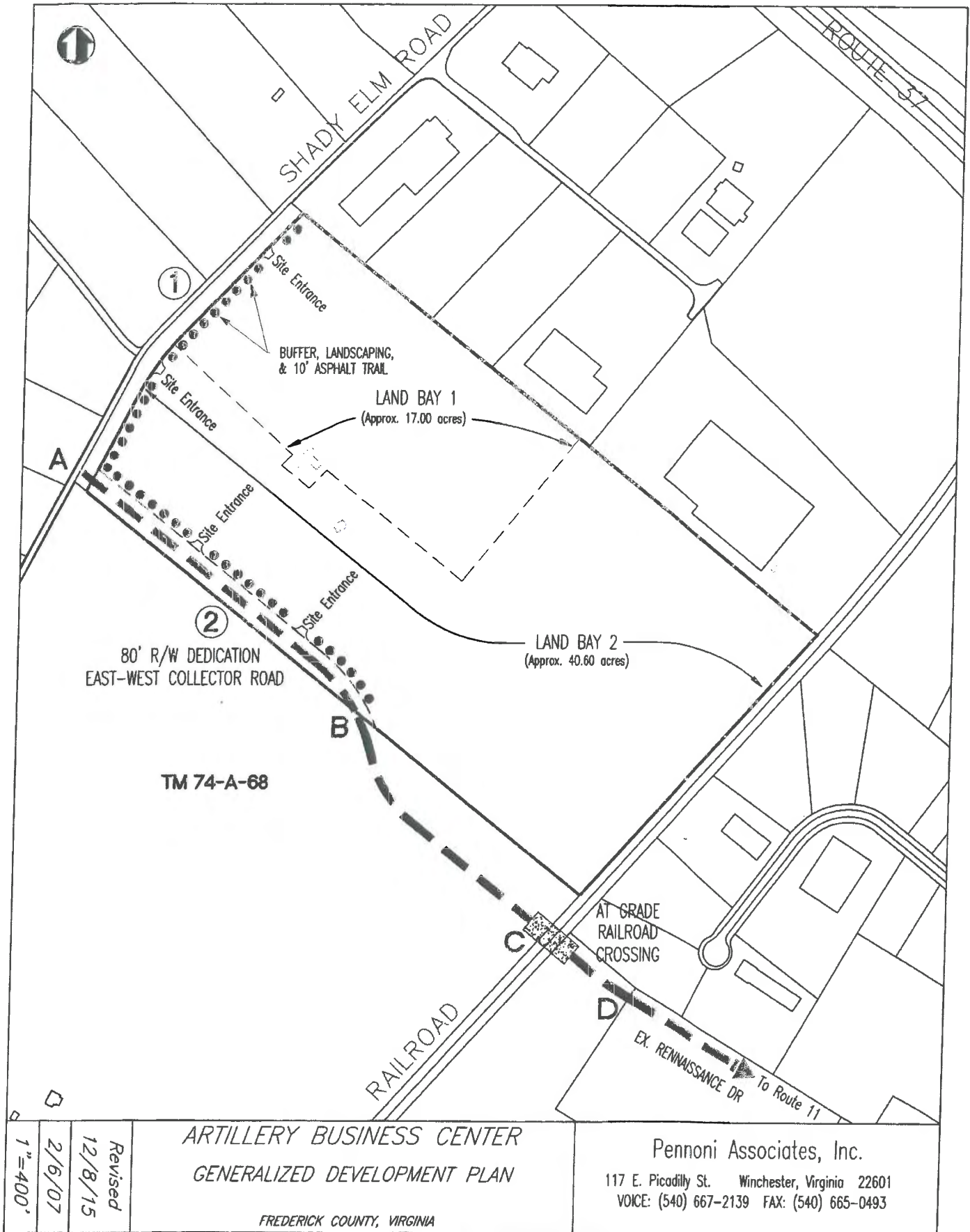
NW Works, Inc.
By: [Signature]
Date: 12/9/15

STATE OF VIRGINIA, AT LARGE
FREDERICK COUNTY, To-wit:

The foregoing instrument was acknowledged before me this 9th day of DECEMBER, 2015, by JOHN C. BRAUER, CEO OF NW WORKS, INC.

My commission expires July 31, 2016
Notary Public [Signature]
229287





REVENUE SHARING AGREEMENT

THIS AGREEMENT, made and dated this __ day of February, 2016, is made by and between the **COUNTY OF FREDERICK, VIRGINIA** (the "County"), a political subdivision of Virginia, and **VENTURE I OF WINCHESTER, LLC** ("Venture I"), a Virginia limited liability company.

RECITALS:

Venture I is the owner of the following lot or parcel of land encompassed by Frederick County Rezoning #09-15 (the "Rezoning"): tax parcel number 75-A-1, also known as 553 Shady Elm Road (the "Property").

- A. The parties desire to arrange for the construction of a portion of a street, designated as Renaissance Drive, from the existing alignment of Renaissance Drive near its intersection with Prosperity Drive and ending at an intersection with Shady Elm Road, generally consistent with the alignment shown on the Generalized Development Plan (the "GDP") approved as part of the Rezoning (the "Project").
- B. The parties desire to finance the Project using funds that Venture I will provide (the "Venture I Funds"), along with funds to be provided by the Virginia Department of Transportation ("VDOT") and/or other Virginia state agencies (funds from VDOT and/or other Virginia state agencies are collectively referred to herein as the "State Funds"). In addition, Venture I shall provide such additional funds as may be necessary in the event unforeseen engineering, environmental, or construction issues are encountered during the construction of the Project (the "Additional Funds"), as more fully set forth herein.
- C. The Venture I Funds, the State Funds, and the Additional Funds are collectively referred herein to as the "Project Funds."

NOW, THEREFORE, WITNESSETH: That for and in consideration of the sum of Ten Dollars, (\$10.00), cash in hand paid by each of the parties hereto unto the other, the receipt and sufficiency of which is hereby acknowledged, the parties do agree as follows:

1. **RECITALS:** The Recitals are made a material part hereof and incorporated herein by reference as if set out in full.

2. THE PROJECT:

- a. The Venture I Funds and the State Funds shall be applied and expended in order to design and construct the Project noted in item B in the Recitals.
- b. In the event that unforeseen design, engineering, environmental, and/or construction issues are encountered, Venture I agrees to expend such Additional Funds as are necessary in order to address such unforeseen design, engineering, environmental, and/or construction issues; the County agrees to seek to obtain additional State Funds, if available, but, pursuant to 3f, 4g, and 4h of this Agreement, Venture I shall cover 100% of all costs over and above the State Funds.

3. COUNTY RESPONSIBILITIES:

- a. The County shall act as fiscal agent and project manager for the Project. The County's responsibilities as fiscal agent and project manager shall include management and oversight of all roadway design, construction, approvals and permitting, and construction management, as well as invoicing of Project costs to VDOT and to Venture I.
- b. The County shall give notice to Venture I of the intended commencement of construction of the Project not less than fifteen (15) days prior to the commencement of construction.
- c. The County shall provide Venture I with a budget estimate of County Services in addition to a copy of the low bid, prior to execution of a contract with the low bidder.
- d. The County shall enter into agreements, if necessary, with: utility companies, VDOT, railroad companies, or unforeseen others as relate to the Project.
- e. As project manager, the County shall supervise all aspects of the Project, which shall be done in a good and workmanlike fashion in accordance with applicable VDOT standards.
- f. The County shall give written notice to Venture I of any unforeseen design, engineering, construction, or environmental issues that are encountered within forty-eight hours of discovery of such issues. Thereafter, the County shall promptly provide written notice to Venture I of the intended remediation measures and costs thereof prior to commencement of such work. Such notice shall specify the recommended remediation work which shall be verified and approved by the County

and shall further set forth the date upon which the remediation work shall commence, which date shall be not less than five days after the date that notice of the intended commencement of the remediation work is given to Venture I. Following approval of this remediation work by Venture I, or in the event that Venture I fails to object to the remediation work within the five-day period referenced above, Venture I shall provide payment of the Additional Funds through the usual and customary invoicing procedures under this Agreement. In the event that Venture I objects to the remediation work during the five-day period referenced above, then such dispute shall be submitted to a neutral engineering firm to be agreed upon by Venture I and the County, whose decision shall be final and binding upon the County and Venture I.

- g. In the event that a mechanic's lien or other claim is filed against the Property arising from or in connection with the Project, the County shall promptly bond off any such mechanic's lien or claim with a portion of the Project Funds, to the extent permissible under applicable law.
- h. The County will make a good faith effort to procure the State Funds. In the event the County is unable to procure the State Funds, which results in a decision not to continue the Project, any funds provided by the parties hereto shall be returned to the respective parties, to the extent not used for the Project, and the parties hereto shall have no further obligations under this Agreement.
- i. The County shall return all unspent Venture I Funds to Venture I at the conclusion of the Project.
- j. No obligation regarding County performance of items noted in County Responsibilities shall apply until right of way across Tax Parcel Number 75-A-1 and Tax Parcel Number 74-A-68 has been provided by Venture I.

4. **VENTURE I RESPONSIBILITIES:**

- a. Upon execution of the agreement, Venture I shall pay to the County 50% of the estimated design cost as provided by the County's design consultant. Actual costs, including any additional amounts that exceed the estimate, will be due per invoice from the County. Overpayments, if any, will be applied to the construction portion of the project.
- b. Upon the County receiving estimates for the fees of utility companies, VDOT, railroad companies, or unforeseen others that will be required as part of agreements with those entities, Venture I shall pay to the County 100% of the provided estimate.

Actual costs, including any additional amounts that exceed the estimate, will be due per invoice from the County. Overpayments, if any, will be applied to the construction portion of the project.

- c. Venture I shall pay to the County 25% of the chosen bid prior to the County awarding the construction contract. In addition, Venture I shall provide a letter of credit or bond prior to award of the construction contract. The amount of the bond or letter of credit will be the amount of the chosen construction bid plus a 10% contingency minus the State Funds and the 25% prepayment. The remaining expected funding needs will be invoiced at such time as 80% of the initial payment has been expended.
 - d. Venture I shall provide full access to the Property for the purposes of construction, surveys, geotechnical work, or any other tasks related to design, engineering, environmental, and construction needs of the Project.
 - e. Venture I shall provide all required right of way dedication, permanent grading and drainage easements and temporary construction easements to the County prior to the County award of the construction contract. Costs for provision of these items will borne by Venture I and not be reimbursable with the State Funds.
 - f. Venture I shall pay all invoices from the County within 30 days.
 - g. Venture I shall cover 100% of all costs over and above the State Funds.
 - h. In the event that unforeseen costs are encountered, Venture I agrees to expend Additional Funds as are necessary in order to address such unforeseen issues and the County agrees to match these Additional Funds with the State Funds, if available.
 - i. Notwithstanding any other provision of this Agreement, the total amount of Venture I's monetary obligations under this Agreement, including, but not limited to, costs, actual costs, payments, issues, tasks, estimates, the Venture I Funds and/or the Additional Funds, shall not exceed \$633,644.
5. **NOTICES:** All notices, demands, or other communications that may be necessary or proper hereunder shall be deemed duly given if personally delivered, or when deposited in the United States mail, postage prepaid, first class, registered or certified, return receipt requested, addressed respectively as follows:

County: County of Frederick
Department of Planning and Development
107 North Kent Street
Winchester, VA 22601
Attn: John A. Bishop, AICP

With a copy to: County of Frederick
County Attorney
107 North Kent Street
Winchester, VA 22601
Attn: Roderick B. Williams, Esquire

Property Owner: Venture I of Winchester, LLC
549 Merrimans Lane
Winchester, VA 22601
Attn: Gerald F. Smith, Jr., Manager

With a copy to: Lawson and Silek, P.L.C.
P.O. Box 2740
Winchester, VA 22604
Attn: Thomas Moore Lawson, Esquire

6. ENTIRE AGREEMENT; AMENDMENTS; TIME:

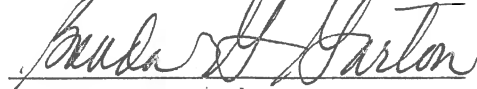
- a. This Agreement constitutes the entire agreement of the parties and supersedes any prior understandings, whether oral or written, of the parties regarding the subject matter of the Agreement and no amendment to this Agreement shall be effective unless made in writing and signed by both parties.
- b. Time is of the essence with respect to all matters set forth in this Agreement.
- c. This Agreement shall be binding upon and the obligations and benefits hereof shall accrue to the parties hereto and their successors and assigns.
- d. This Agreement may be executed in counterparts, each of which shall be deemed to be an original, but all of which, taken together, shall constitute one and the same agreement.

7. **GOVERNING LAW; VENUE:** This agreement shall be governed by and interpreted according to the laws of the Commonwealth of Virginia and any dispute hereunder shall be heard only in the Circuit Court of Frederick County, Virginia.

WITNESS the following signatures and seals:



COUNTY OF FREDERICK, VIRGINIA



Brenda G. Gorton
By County Administrator (SEAL)

VENTURE I OF WINCHESTER, LLC

_____(SEAL)

By _____(SEAL)

VENTURE I OF WINCHESTER, LLC

 (SEAL)

By Gerald F. Smith, Jr. (SEAL)
Manager



Six-Year Improvement Program

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[All Projects](#)
[Major Projects](#)
[MPO](#)
[Fund](#)
[Reports](#)

Line Item Details

Project Summary

UPC	91847
Project	GRADE,DRAINAGE & PAVE (CONNECTOR RD)
Scope of Work	New Construction Roadway
Description	FROM: Route 11 TO: .24 mi. west of Route 11
Report Note	
Fund Source	REVSH

Project Location

District	Staunton	Jurisdiction	Frederick County
Road System	Secondary	Length	0.2400 MI
Route	0000	Street	Renaissance Drive
MPO Area	NonMPO		

Estimates & Schedule

	Estimated Cost (Thousands)	Schedule
Prelim. Eng. (PE)	\$0	N/A
Right of Way (RW)	\$0	N/A
Construction (CN)	\$4,135	Complete
Total Estimate	\$4,135	

Required Allocations

	Previous Allocations	FY2017	FY2018	FY2019	FY2020	FY2021	FY2022	Required After FY2022
Fund Sources								
Values in Thousands of Dollars								
Revenue Sharing: Local	\$1,817	\$550	\$0	\$0	\$0	\$0	\$0	
Revenue Sharing: State	\$1,817	\$550	\$0	\$0	\$0	\$0	\$0	
Total Funding	\$3,635	\$1,100	\$0	\$0	\$0	\$0	\$0	(\$600)

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VDOT Six-Year Improvement Program v1.0

Children's Services Act (CSA)

Jackie Jury

*Frederick County
Children's Services Act Coordinator*

October 6, 2016



What is CSA?

- The Children's Services Act was passed in 1992 by the General Assembly to change the provision of services to at-risk youth and their families.
- Administrative and Funding Systems were shifted to encourage agency collaboration.

Why CSA?

■ The Old Way

- ❏ Agencies operating in silos
- ❏ Youth & families needs not addressed as a whole
- ❏ Treatment needs piecemealed together
- ❏ Poor outcomes and high costs

CSA Is A System of Care

Paradigm shift in philosophy & actions

- Engaging families as partners
- Focusing on families & strengths
- Wrapping services creatively around child & family
- Providing services in home, school & community
- Pooling resources creatively across systems



CSA Is A System of Care

Paradigm shift in funding & accountability

- All teams & stakeholders accountable
 - ↳ Improving outcomes for youth & families
 - ↳ Sharing expertise and resources
 - ↳ Controlling expenditures as stewards of limited taxpayers' funds
- Sum sufficient does not mean limitless funds

State Pool Funds

- n Department of Social Services

- n Department of Juvenile Justice

- n Department of Education

- n Department of Behavioral Health and Developmental Services

CSA Statutory Framework

Simplify funding

- n Consolidate categorical funding across agencies
- n Allocate funds to community collaborative teams
- n Place authority and accountability for program & funding decisions with community teams
- n Provide communities greater flexibility in use of funds to purchase public or private services
- n Maintain each agency's responsibility for normal services

CSA Statutory Framework

Collaborative system of services & funding

- n Child-centered
- n Family-focused
- n Community-based
- n Cost-effective



CSA Statutory Framework

Preserve & strengthen families

- n Enable children to remain in their homes, schools & communities whenever possible
- n Provide services in the least restrictive environment that effectively and appropriately meets needs
- n Protect the welfare of children & maintain public safety
- n Increase family involvement & interagency collaboration
- n Design and provide services that respond to strengths and needs of children and their families
- n Encourage public/private partnership in service delivery

CSA Values

- n **Family focused:** Ensure families are partners in decision-making on assessment, design, delivery and management of services.
- n **Strength based:** Ensure the design and provision of services respond to unique and diverse strengths, needs and potential of children and their families, and build upon natural family and community supports.
- n **Continuum of care:** Provide access to a continuum of assessment, early intervention, treatment, and transition services and supports in communities.
- n **Community based:** Provide appropriate services in the least restrictive environment, striving to preserve and strengthen families, and enabling children to remain in their homes and communities, balanced with the need to protect the welfare of children and maintain public safety.
- n **Integrated care:** Provide integrated services and funding for children and their families with designated care management to ensure multiple services are coordinated across agencies and evolve over time to meet the changing strengths and needs of children and their families.

CSA Values

- n **Culturally & linguistically responsive:** Provide services and supports responsive to culture and language of child and family.
- n **Collaborative:** Support open communication, active participation, and collaboration among CSA stakeholders across all sectors and at all levels on program and fiscal policy development, service delivery and management. Encourage public-private partnerships in service delivery.
- n **Strong state leadership:** Ensure policies, guidelines, services, funding and practices support systems of care in communities that can be tailored to meet the unique strengths, resources, and needs of children, families and communities.
- n **Flexible funds:** Provide communities flexible funds, authorize them to make decisions and to be accountable for providing services in concert with the CSA.
- n **Fiscally accountable:** Ensure funds are spent effectively, efficiently and equitably, maximizing the use of all federal, state, local & private funding streams.
- n **Outcome & quality improvement:** Improve program quality using customer feedback, child and family outcomes, and program and fiscal data.

Individual Family Level

Family Assessment & Planning Teams (FAPT)

- n “Our” community children
- n Involve most seasoned, creative staff
- n Engage child & family as partners
- n Assess strengths/needs of child & family
- n Build creatively upon family strengths & community supports to tailor unique family services plan
- n Use resources across all sectors
- n Designate one person to coordinate care
- n Reassess plan based on progress and need

Management Level

Community Policy & Management Teams (CPMT)

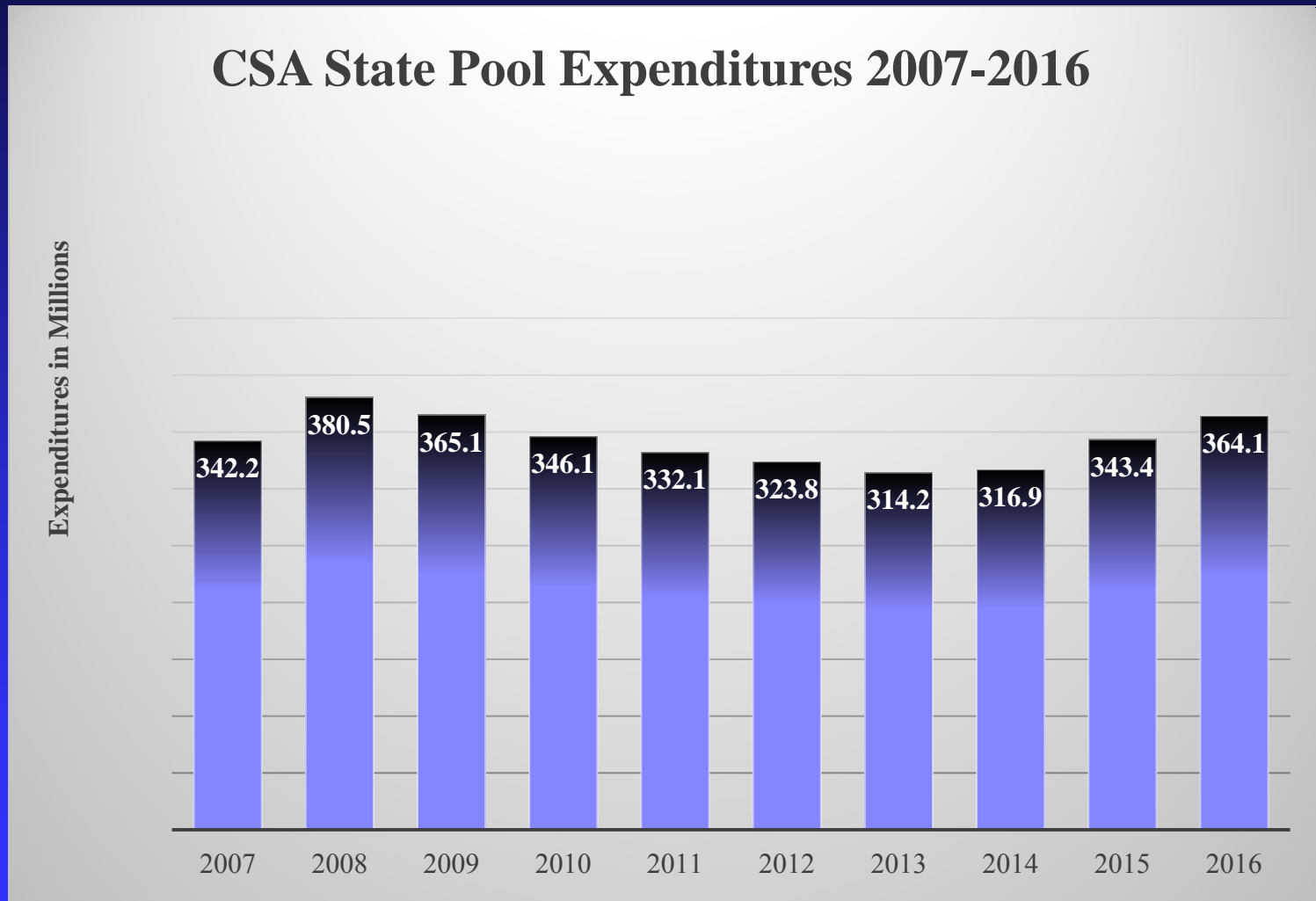
- n Create culture of “our” children
- n Ensure families involved in planning, designing, managing & evaluating the system
- n Work strategically
- n Lead community-wide planning to assess needs & services
- n Establish policies for working collaboratively across systems
- n Develop public/private partnerships
- n Pool resources to maximize resources across sectors and communities
- n Develop an array of high quality community services

Using CSA Funds

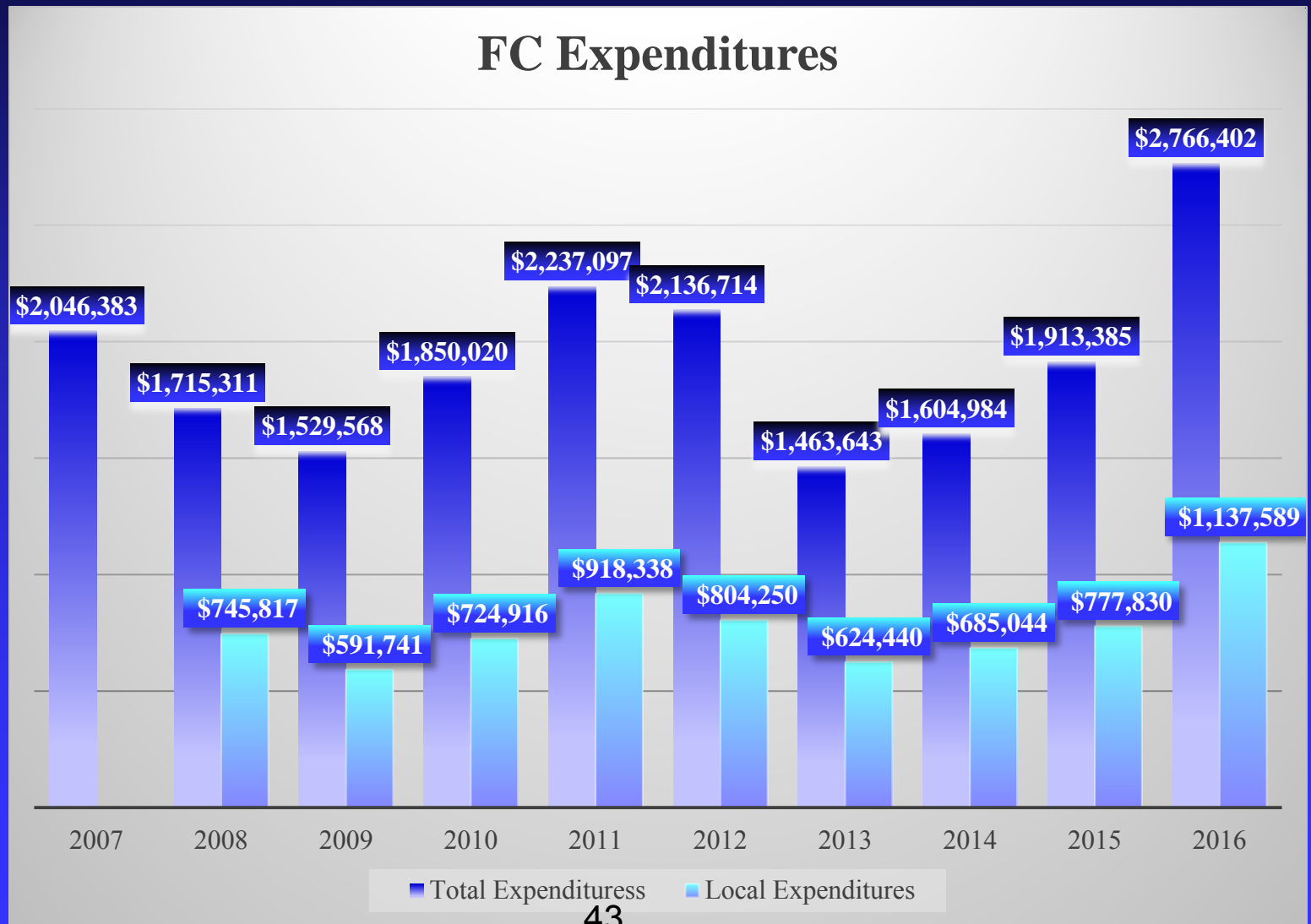
Factors that forecast CSA costs...

- n Costs driven by multiple factors, many beyond state & local control
 - u Number of mandated children in the community
 - u Severity of problems
 - u Availability, type and duration of services
 - u Service rates
 - u Availability of alternative funding sources
 - u Local practices
 - u Policy changes
- n Cost of one child can unexpectedly place significant strain on a community's budget.

CSA Expenditures Statewide



Frederick County Expenditures



FY14 – Q3

Youth Count: 80

Community Based Services

- n 43 Youth and Families served

- n 53.75% of Total

Congregate Care

- n 9 Youth served

- n 11% of Total

- n ELOS: 207 Days

FY15 – Q3

Youth Count: 109

Community Based Services

- n 46 Youth and Families served

- n 42.2% of Total

Congregate Care

- n 17 Youth served

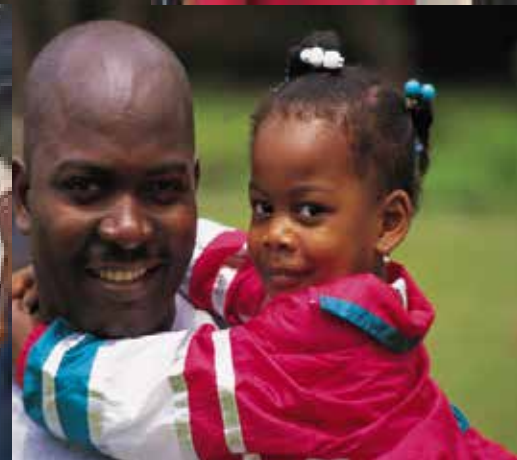
- n 16% of Total

- n ELOS: 171 days





Questions???



Thank You!

Jackie Jury
jjury@fcva.us
540-722-8395

Financial Policies to consider:

- Reserve policies
- Debt policies
- Budget development policies
- Capital Improvement Budget policies

Fund Balance Reserve

The current policy for unassigned fund balance is 17% of operating budget. The amount is the recommended GFOA amount for best practices and is sufficient.

Debt Policies

Currently, the county does not have an adopted, formal debt policy. Items for discussion for such policy

1. Acceptable purposes for debt issuance.
2. Acceptable level of debt.
3. Debt maturity schedules
4. Mix use of pay-as-you-go and debt financing.

The presentation provided three areas that ratios can be established to enhance financial policies that help in achieving the highest credit rating and provide long-term financial planning.

1. Payout Ratio- Suggested use of S&P 10 year payout ratio of greater than 65%. For FY 17, we are at 67.3% with all currently issued debt.
2. Debt to Assessed Value-Suggested use of Moody's .75% - 1.75% range for Aa rating. We currently have 1.5%. We anticipate assessments increasing so there will be room for additional debt. Consultants suggested we could push as high as 3% and it may not impact our rating significantly.
3. Debt Services verses Expenditures- Currently we are very strong at < 8%, with a score of 7.37%. Strong per Standard and Poor's is 8-15%. Consultants recommended 12-15%. A range of 8-12% would remain in the strong category, allowing for 50% increase above what our current percentage is and not push us close to a lower range.

Capital Improvement Budget Policies

Needs discussion

Budget Development Policies

Needs discussion

Discussion Materials

Frederick County, Virginia



September 14, 2016

Contents / Agenda



<u>Tab</u>	<u>Section Title</u>
1	Peer Comparatives and Credit Rating Overview
2	General Fund Balance Overview
3	Existing Tax Supported Debt Profile
4	Analysis of Selected Capital Projects
Appendix A	Details: Existing Tax Supported Debt



1. Peer Comparatives and Credit Rating Overview

Peer Comparatives



Peer Comparative Introduction

- Currently, the County has an Issuer Long-term Rating of Aa2 from Moody's.
- The following pages contain peer comparatives based on the below Moody's rating categories.
 - National Counties
 - Aaa's 87 Credits
 - Aa's 484 Credits
 - A's 146 Credits
 - Virginia Counties
 - Aaa's 9 Credits
 - Aa's 22 Credits
 - A's 2 Credits
- The data shown in the peer comparatives is from Moody's Municipal Financial and Ratio Analysis (MFRA) database. The figures shown are derived from the most recent financial statement available as September 7, 2016 (mostly FY 2015 figures).

Moody's Investors Service	Standard & Poor's	Fitch Ratings
Aaa	AAA	AAA
Aa1	AA+	AA+
Aa2	AA	AA
Aa3	AA-	AA-
A1	A+	A+
A2	A	A
A3	A-	A-
Baa1	BBB+	BBB+
Baa2	BBB	BBB
Baa3	BBB-	BBB-
Non Investment Grade		

Virginia Credits: Moody's

Aaa		
Albemarle	Fairfax	James City
Arlington	Hanover	Loudoun
Chesterfield	Henrico	Prince William
Aa		
Appomattox	King George	Richmond
Carroll	Montgomery	Rockingham
Culpeper	Northumberland	Spotsylvania
Dinwiddie	Pittsylvania	Stafford
Fauquier	Powhatan	Warren
Fluvanna	Prince George	Washington
Frederick	Pulaski	Wise
Isle Of Wight		
A		
Patrick	Smyth	

Rating Agency Methodology Updates



Moody's

- On January 15, 2014, Moody's updated its US Local Governments General Obligation Debt methodology and assumptions.
- Under the new methodology, an initial indicative rating is calculated from a weighted average of four key factors:

US Local Governments General Obligation Debt Methodology	
1. Economy / Tax Base	30%
Tax Base Size (Full Value)	10%
Full Value Per Capita	10%
Wealth (Median Family Income)	10%
2. Finances	30%
Fund Balance (% of Revenues)	10%
Fund Balance Trend (5-Year Change)	5%
Cash Balance (% of Revenues)	10%
Cash Balance Trend (5-Year Change)	5%
3. Management	20%
Institutional Framework	10%
Operating History	10%
4. Debt / Pensions	20%
Debt to Full Value	5%
Debt to Revenue	5%
Moody's Adjusted Net Pension Liability (3-Year Average) to Full Value	5%
Moody's Adjusted Net Pension Liability (3-Year Average) to Revenue	5%

- Adjustments can be made to the indicative rating score based upon a series of qualitative factors, as determined by Moody's. Each factor has the potential to impact the indicative rating score by one-half notch or one full notch.

S&P

- On September 12, 2013, Standard & Poor's updated its US Local Governments General Obligation Ratings methodology and assumptions.
- Under the new methodology, an initial indicative rating is calculated from a weighted average of seven key factors:

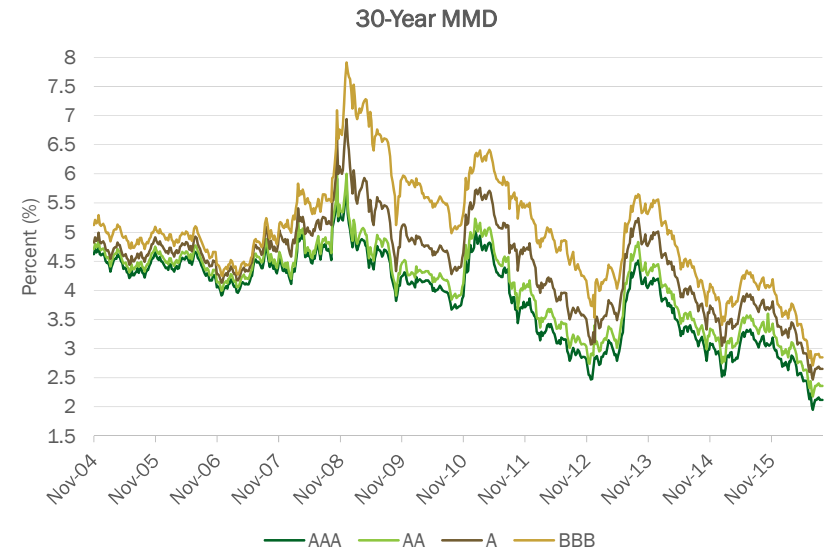
US Local Governments General Obligation Ratings Methodology	
1. Institutional Framework	10%
Legal and practical environment in which the local gov't operates	
2. Economy	30%
Total Market Value Per Capita	
Projected per capita effective buying income as a % of US projected effective buying income	
3. Management	20%
Impact of management conditions on the likelihood of repayment	
4. Budgetary Flexibility	10%
Available Fund Balance as a % of Expenditures	
5. Budgetary Performance	10%
Total Government Funds Net Result (%)	
General Fund Net Revenue	
6. Liquidity	10%
Total Gov't Available Cash as a % of Total Gov't Funds Debt Service	
Total Gov't Cash as a % of Total Gov't Funds Expenditures	
7. Debt and Contingent Liabilities	10%
Net Direct Debt as a % of Total Governmental Funds Revenue	
Total Governmental Funds Debt Service as a % of Total Governmental Funds Expenditures	

- Up to a one notch adjustment can be made from the indicative rating based on other qualitative factors.

Historical Credit Spreads



- The County's credit worthiness has a direct impact on the cost of borrowing, which in turn effects the County's debt capacity.
 - The credit spread is the premium an issuer pays to the purchaser of their bonds (i.e. higher interest rate) as compensation for increased credit risk.
 - Since the financial downturn in September 2008, credit quality of issuers has taken on a renewed importance to investors.
 - The average spread for an A rated borrower has increased from 0.33% from Nov 2004 – Dec 2008 to 0.71% since Dec 2008.



Credit Spreads (%) vs the 30-yr AAA MMD

Nov 2004 - Dec 2008

Rating	Min	Max	Average
AA	0.04	0.19	0.10
A	0.15	1.26	0.33
BBB	0.30	2.52	0.60

Dec 2008 - Sep 2016

Rating	Min	Max	Average
AA	0.09	0.56	0.22
A	0.27	1.11	0.71
BBB	0.69	2.58	1.37

Note: credit spreads compared to the 'AAA' equivalent



2. General Fund Balance Overview

General Fund Balance

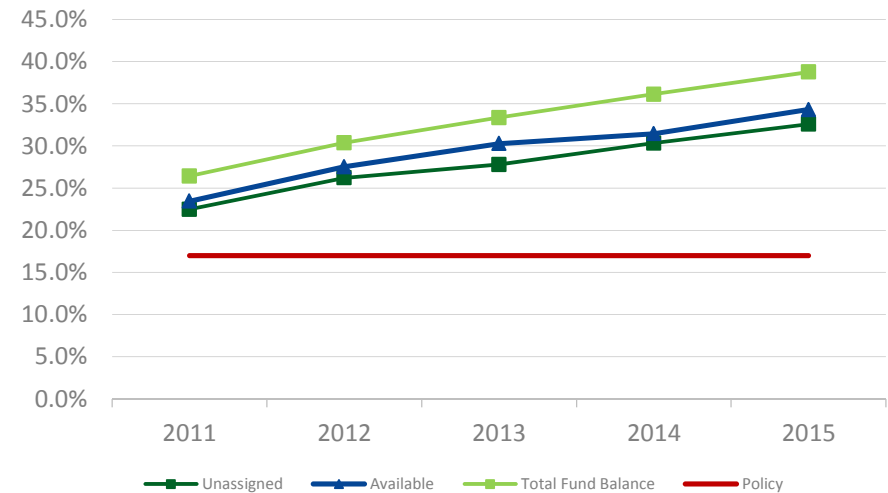


General Fund Balance

	2011	2012	2013	2014	2015
1 General Fund Budget					
2 Revenues	126,258,831	130,323,790	137,167,533	143,485,222	148,431,913
3					
4 General Fund Balance					
5 Nonspendable	740,576	736,632	739,911	737,911	738,854
6 Restricted	3,022,694	2,963,356	3,504,341	5,987,501	5,878,352
7 Committed	1,222,437	1,698,907	3,385,779	1,616,849	2,540,730
8 Assigned	1,635	2,135	2,135	4,780	4,780
9 Unassigned	28,372,870	34,175,579	38,127,444	43,513,213	48,376,225
10 Total	33,360,212	39,576,609	45,759,610	51,860,254	57,538,941
11 Increase / (Decrease) in Total Fund Balance	n/a	6,216,397	6,183,001	6,100,644	5,678,687
12					
13 Available Fund Balance ⁽¹⁾	29,596,942	35,876,621	41,515,358	45,134,842	50,921,735
14					
15 General Fund Balance Ratios					
16 Unassigned as a % of Revenues	22.5%	26.2%	27.8%	30.3%	32.6%
17 Available Fund Balance as a % of Revenues	23.4%	27.5%	30.3%	31.5%	34.3%
18 Total General Fund Balance as a % of Revenues	26.4%	30.4%	33.4%	36.1%	38.8%

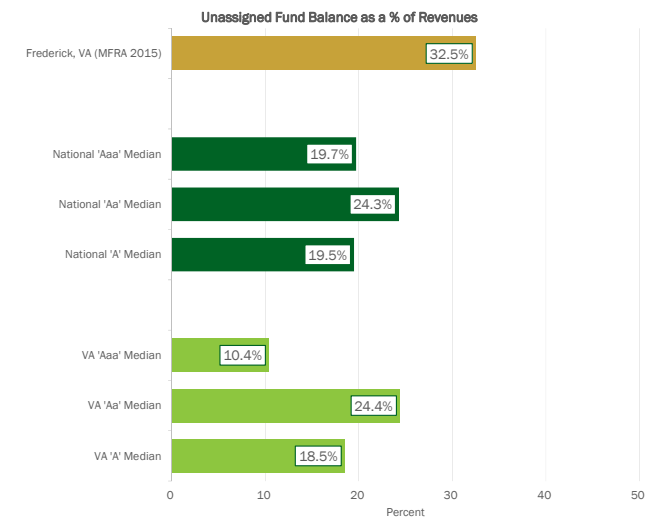
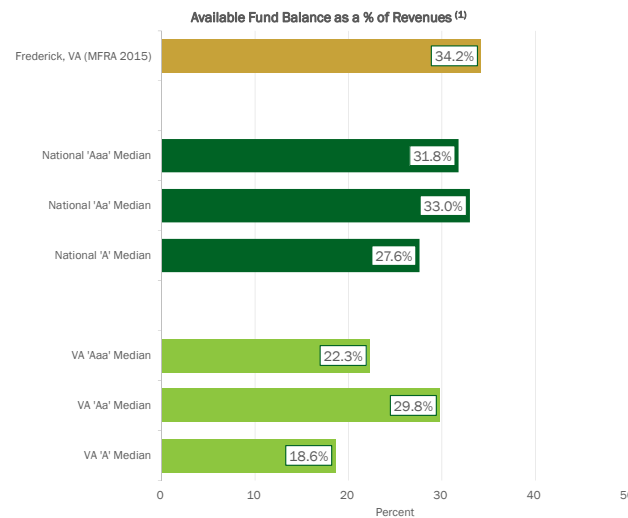
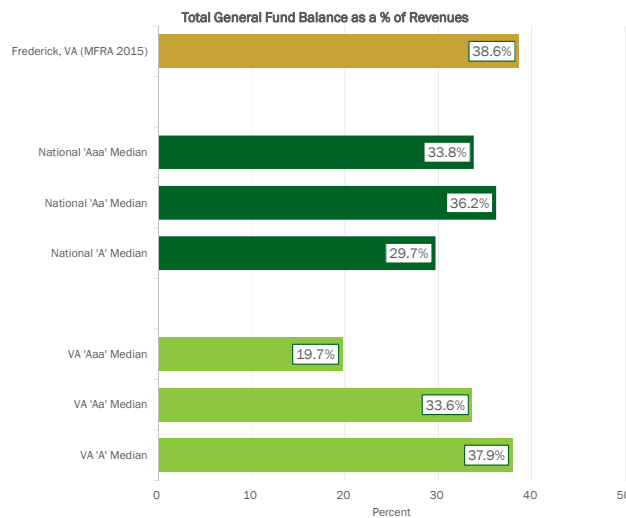
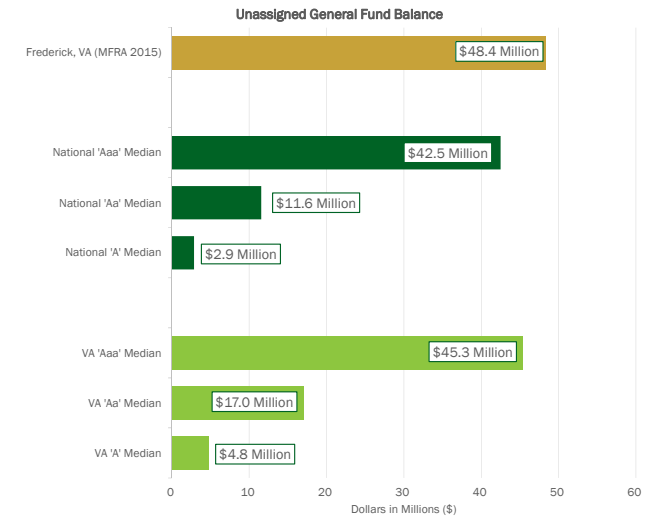
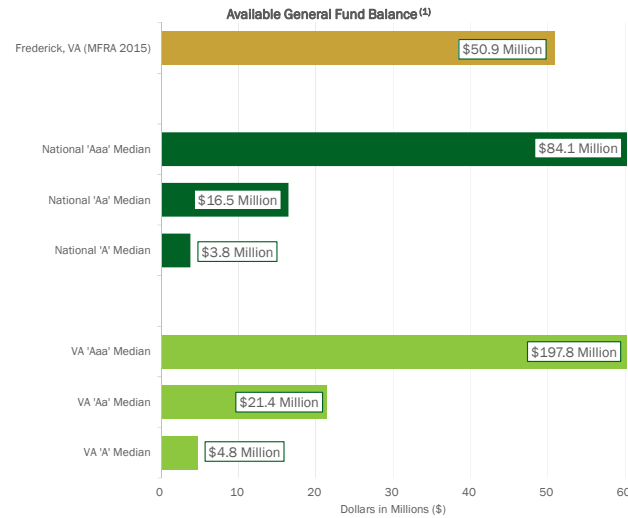
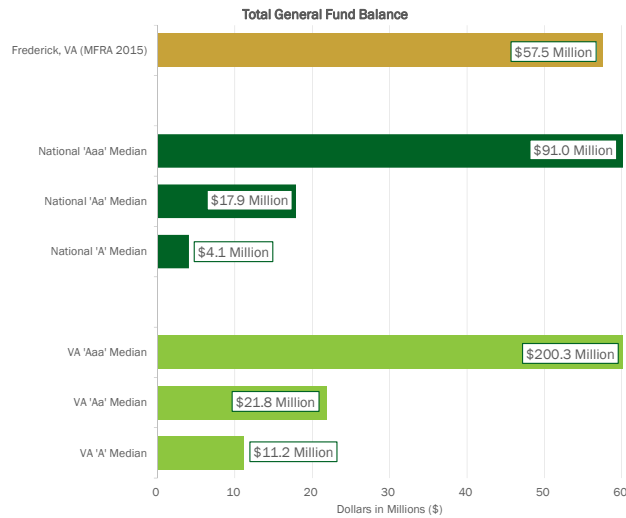
⁽¹⁾ Includes Committed, Assigned, and Unassigned Fund Balances.

General Fund Balance as a % of Revenues



- The County previously had an Unassigned Fund Balance policy of ten percent (10%) of the operating budget. This amount has been increased to seventeen percent (17%) as recommended by GFOA.

General Fund Balance





Fund Balance Overview

- Historically, the County's General Fund Balance levels have been healthy. This is primarily attributable to good management and strong requirements within the Adopted Policy.
- As measured by the Methodology used by Moody's Investor Services, "Finances" represent 30% of a locality's Rating Score. This includes the following weightings:
 - 10% for Fund Balance as a % of Revenues;
 - 5% for Fund Balance Trend (5-year change);
 - 10% for Cash Balance as a % of Revenues; and
 - 5% for Cash Balance Trend (5-year change).
 - How the County manages its reserves is a material factor when looking to the credit markets.
- Maintenance of a healthy Fund Balance, compliance with Adopted Policies, and appropriate use of reserves limited to Capital Investment is viewed favorably by Lenders and the Rating Agencies.

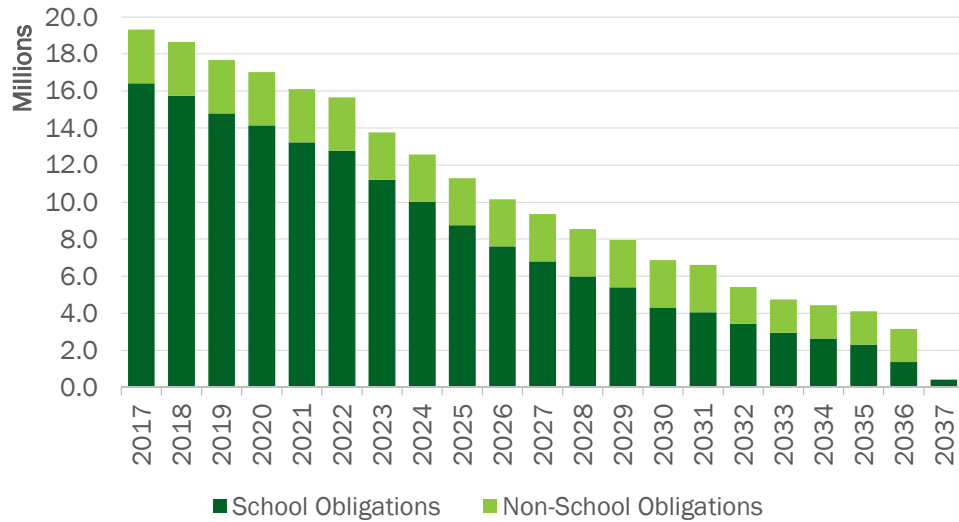


3. Existing Tax Supported Debt Profile

Existing Tax Supported Debt



Tax Supported Debt Service



Par Outstanding – Estimated as of 6/30/2016

Type	Par Amount
School General Obligations	\$ 123,394,245
School Literary Loans	1,196,169
Non-School General Obligations	1,803,582
County Lease/Revenue Obligations	31,721,500
Other Obligations	137,571
Total	\$158,253,067

Tax Supported Debt Service

FY	Principal	Interest	Total	10-yr Payout
Total	158,253,067	55,508,389	213,761,456	
2017	12,281,479	7,032,361	19,313,841	67.3%
2018	12,239,456	6,399,340	18,638,796	69.5%
2019	11,858,948	5,823,453	17,682,401	71.7%
2020	11,760,478	5,263,333	17,023,811	74.2%
2021	11,383,537	4,720,823	16,104,360	76.4%
2022	11,457,809	4,201,285	15,659,094	79.3%
2023	10,066,131	3,690,404	13,756,534	82.1%
2024	9,326,735	3,238,272	12,565,006	85.2%
2025	8,467,548	2,828,980	11,296,528	89.1%
2026	7,690,434	2,459,922	10,150,356	94.1%
2027	7,206,178	2,140,212	9,346,389	99.2%
2028	6,683,542	1,853,224	8,536,767	100.0%
2029	6,360,043	1,590,541	7,950,583	100.0%
2030	5,494,443	1,368,223	6,862,666	100.0%
2031	5,585,510	1,024,295	6,609,805	100.0%
2032	4,728,509	686,454	5,414,964	100.0%
2033	4,222,708	516,981	4,739,689	100.0%
2034	4,070,124	362,789	4,432,913	100.0%
2035	3,888,025	218,383	4,106,408	100.0%
2036	3,076,430	82,940	3,159,369	100.0%
2037	405,000	6,176	411,176	100.0%

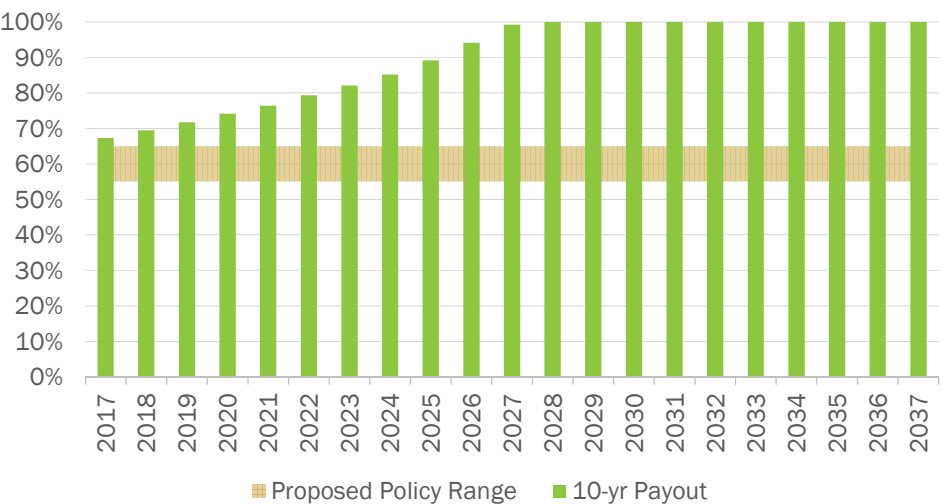
Notes:

- (1) Estimated debt outstanding includes up through the 2016 VPSA Spring Pool Issuance.
- (2) Existing Tax Supported debt is estimated based on information obtained in the County's 2015 CAFR, schedules provided by Staff, and official statements for publicly issued debt through VPSA and VRA.
- (3) 2011 QSCB interest is shown gross of federal subsidy.

Key Debt Ratio: Tax Supported Payout Ratio

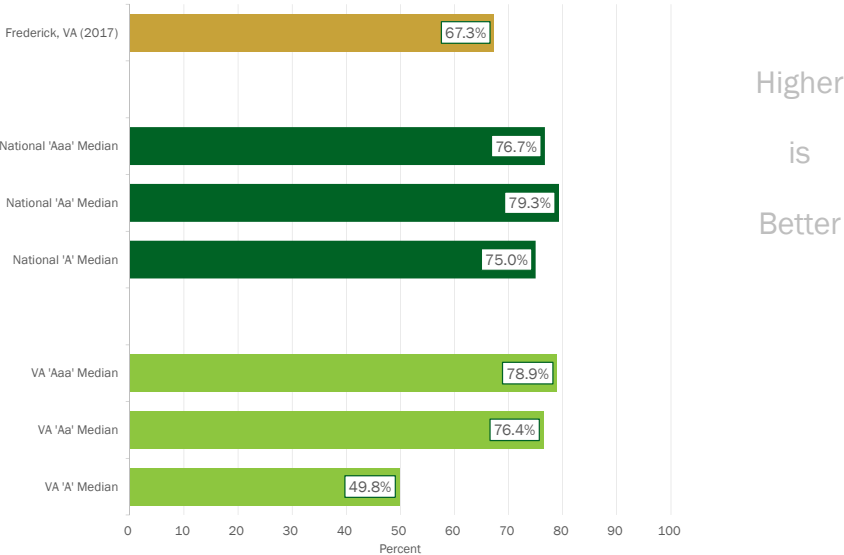


10-Year Payout Ratio



- Existing 10-year Payout Ratio
 - FY 2017: 67.3%
- The 10-Year Payout Ratio measures the amount of principal to be retired in the next 10 years.
- This ratio is an important metric that indicates whether or not a locality is back-loading its debt.
- The County may want to consider establishing a Financial Policy as it relates to a minimum 10-Year Payout Ratio policy.

10-Year Payout Ratio Peer Comparative



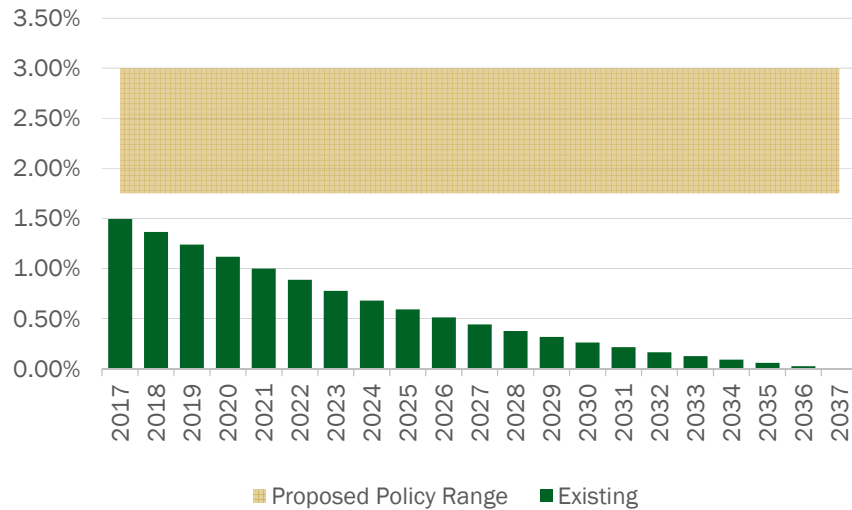
Rating Considerations

- Moody's: Moody's rating criteria for General Obligation credits allows for a scorecard adjustment if an issuer has unusually slow or rapid amortization of debt principal.
- S&P: A payout ratio greater than 65% results in a one point positive qualitative adjustment to the Debt & Contingent Liabilities section of S&P's General Obligation rating methodology.

Key Debt Ratio: Debt to Assessed Value



Debt to Assessed Value



Existing Debt to Assessed Value

— FY 2017: 1.50%

Assumed Future Growth Rates

— 1/1/2016 Assessed Value: \$10,469,863,397

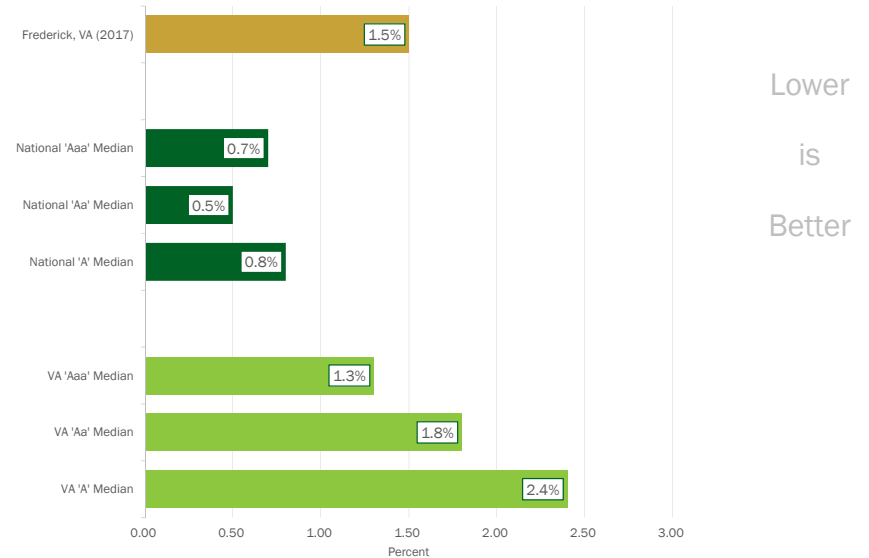
— 2017 & Beyond: 1.00%

— 5 Yr. Avg. Growth 2.27%

— 10Yr. Avg. Growth 2.35%

- The County may want to consider establishing a Financial Policy as it relates to a maximum Debt to Assessed Value ratio.

Debt to Assessed Value Peer Comparative



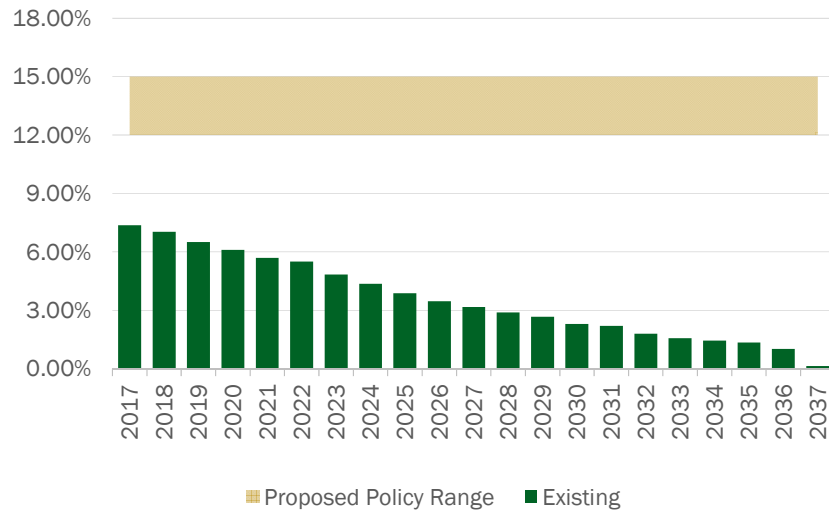
Rating Considerations

- **Moody's:** Under the Debt/Pensions section of Moody's methodology, debt to full value categories are defined as follows:
 - Aaa: <0.75%
 - Aa: 0.75% - 1.75%
 - A: 1.75% - 4.00%
 - Baa and below: >4.00%
- **S&P:** A positive qualitative adjustment is made to the Debt and Contingent Liabilities score for a debt to market value ratio below 3.00%, while a negative adjustment is made for a ratio above 10.00%.

Key Debt Ratio: Debt Service vs. Expenditures



Debt Service vs. Governmental Expenditures



Existing Debt Service vs. Expenditures

— FY 2017: 7.37%

Assumed Future Growth Rates

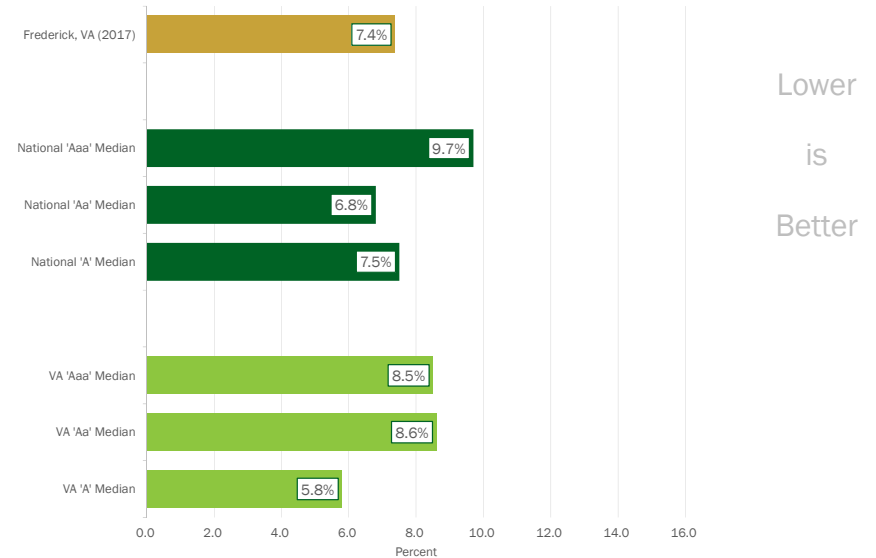
— 2015 Adj. Expenditures⁽¹⁾: \$220,088,658
 — 2016 ⁽²⁾: 4.30%
 — 2017 ⁽²⁾: 5.70%
 — 2018 & Beyond: 1.00%
 — 5 Yr. Avg. Growth: 4.10%
 — 10Yr. Avg. Growth: 3.40%

The County may want to consider establishing a Financial Policy as it relates to a maximum Debt Service vs. Expenditures ratio.

(1) Governmental Expenditures represent the ongoing operating expenditures of the County and School Board (net of transfers). In this analysis, debt service and capital outlay expenditures are excluded.

(2) Growth rates shown for 2016 & 2017 are based upon County expenditure growth included in the respective fiscal year budgets.

Debt Service vs. Expenditures Peer Comparative



Lower
is
Better

Rating Considerations

■ **Moody's:** Moody's criteria allows for a scorecard adjustment if an issuer has very high or low debt service relative to its budget:

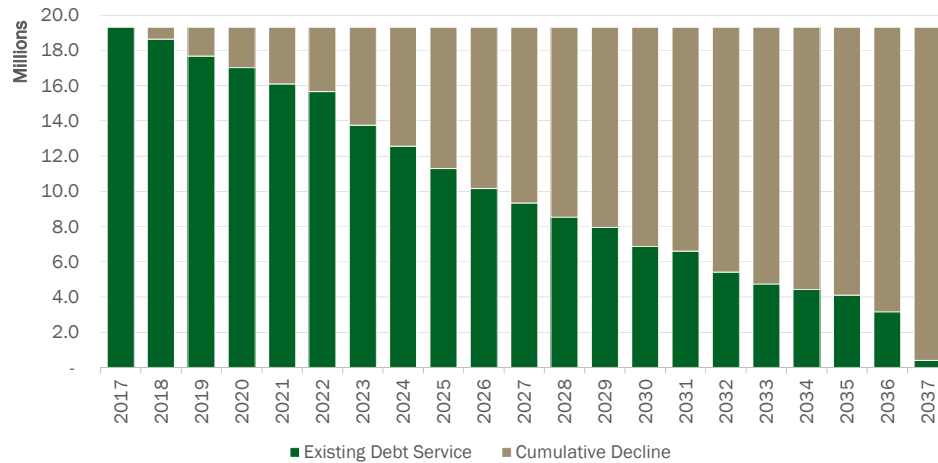
■ **S&P:** The Debt and Contingent Liabilities section defines categories of Net Direct Debt as a % of Total Governmental Funds Expenditures as follows:

— Very Strong:	<8%
— Strong:	8% - 15%
— Adequate:	15% - 25%
— Weak:	25% - 35%
— Very Weak:	> 35%

Decline in Tax Supported Debt Service



Existing Tax Supported Debt Service Decline



Existing Tax Supported Debt Service Decline

FY	Existing Debt Service	Cumulative Decline
Total	213,761,456	
2017	19,313,841	-
2018	18,638,796	675,045
2019	17,682,401	1,631,439
2020	17,023,811	2,290,030
2021	16,104,360	3,209,481
2022	15,659,094	3,654,747
2023	13,756,534	5,557,306
2024	12,565,006	6,748,834
2025	11,296,528	8,017,313
2026	10,150,356	9,163,485
2027	9,346,389	9,967,451
2028	8,536,767	10,777,074
2029	7,950,583	11,363,258
2030	6,862,666	12,451,175
2031	6,609,805	12,704,036
2032	5,414,964	13,898,877
2033	4,739,689	14,574,151
2034	4,432,913	14,880,928
2035	4,106,408	15,207,433
2036	3,159,369	16,154,471
2037	411,176	18,902,665

Debt Affordability Analysis

Existing Debt



A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S
Debt Service Requirements						Revenue Available for DS							Debt Service Cash Flow Surplus (Deficit)					
FY	Existing Debt Service	CIP Debt Service	CIP Pay-Go Cash	CIP Operating Impact	Total	General Fund Budgeted Debt Service	General Fund Budgeted for Pay-Go Cash	Other Available Revenues	Round Hill Fire (35.35% of VPFP 2014)	Millwood Fire Reimbursement ⁽¹⁾	Credits for Series 2011 QSCBs ⁽²⁾	Total Revenues Available	Surplus/ (Deficit)	Revenue From Prior Tax Impact	Capital Reserve Utilized	Adjusted Surplus/ (Deficit)	Estimated Incremental Tax Equivalent	Capital Reserve Fund Balance
2017	19,313,841	-	-	-	19,313,841	18,830,782	-	-	131,088	74,999	276,973	19,313,841	-	-	-	-	-	-
2018	18,638,796	-	-	-	18,638,796	18,830,782	-	-	130,435	74,999	276,973	19,313,188	674,392	-	-	674,392	-	674,392
2019	17,682,401	-	-	-	17,682,401	18,830,782	-	-	131,149	74,999	276,973	19,313,902	1,631,500	-	-	1,631,500	-	2,305,892
2020	17,023,811	-	-	-	17,023,811	18,830,782	-	-	131,699	74,999	276,973	19,314,452	2,290,641	-	-	2,290,641	-	4,596,533
2021	16,104,360	-	-	-	16,104,360	18,830,782	-	-	130,354	74,999	276,973	19,313,107	3,208,747	-	-	3,208,747	-	7,805,280
2022	15,659,094	-	-	-	15,659,094	18,830,782	-	-	130,544	74,999	276,973	19,313,297	3,654,203	-	-	3,654,203	-	11,459,484
2023	13,756,534	-	-	-	13,756,534	18,830,782	-	-	130,456	74,999	276,973	19,313,209	5,556,675	-	-	5,556,675	-	17,016,158
2024	12,565,006	-	-	-	12,565,006	18,830,782	-	-	130,186	74,999	276,973	19,312,939	6,747,933	-	-	6,747,933	-	23,764,091
2025	11,296,528	-	-	-	11,296,528	18,830,782	-	-	131,458	74,999	276,973	19,314,211	8,017,683	-	-	8,017,683	-	31,781,774
2026	10,150,356	-	-	-	10,150,356	18,830,782	-	-	130,735	74,999	276,973	19,313,488	9,163,132	-	-	9,163,132	-	40,944,907
2027	9,346,389	-	-	-	9,346,389	18,830,782	-	-	131,837	74,999	276,973	19,314,590	9,968,200	-	-	9,968,200	-	50,913,107
2028	8,536,767	-	-	-	8,536,767	18,830,782	-	-	131,209	74,999	276,973	19,313,962	10,777,196	-	-	10,777,196	-	61,690,303
2029	7,950,583	-	-	-	7,950,583	18,830,782	-	-	130,401	74,999	276,973	19,313,154	11,362,571	-	-	11,362,571	-	73,052,873
2030	6,862,666	-	-	-	6,862,666	18,830,782	-	-	131,168	74,999	276,973	19,313,921	12,451,256	-	-	12,451,256	-	85,504,129
2031	6,609,805	-	-	-	6,609,805	18,830,782	-	-	130,442	74,999	276,973	19,313,195	12,703,390	-	-	12,703,390	-	98,207,519
2032	5,414,964	-	-	-	5,414,964	18,830,782	-	-	131,777	74,999	138,486	19,176,044	13,761,080	-	-	13,761,080	-	111,968,599
2033	4,739,689	-	-	-	4,739,689	18,830,782	-	-	131,143	74,999	-	19,036,924	14,297,234	-	-	14,297,234	-	126,265,833
2034	4,432,913	-	-	-	4,432,913	18,830,782	-	-	130,334	74,999	-	19,036,115	14,603,202	-	-	14,603,202	-	140,869,035
2035	4,106,408	-	-	-	4,106,408	18,830,782	-	-	131,126	74,999	-	19,036,907	14,930,499	-	-	14,930,499	-	155,799,535
2036	3,159,369	-	-	-	3,159,369	18,830,782	-	-	131,576	74,999	-	19,037,357	15,877,987	-	-	15,877,987	-	171,677,522
2037	411,176	-	-	-	411,176	18,830,782	-	-	-	74,999	-	18,905,781	18,494,604	-	-	18,494,604	-	190,172,126
2038	-	-	-	-	-	18,830,782	-	-	-	74,999	-	18,905,781	18,905,781	-	-	18,905,781	-	209,077,907
2039	-	-	-	-	-	18,830,782	-	-	-	74,999	-	18,905,781	18,905,781	-	-	18,905,781	-	227,983,688
2040	-	-	-	-	-	18,830,782	-	-	-	74,999	-	18,905,781	18,905,781	-	-	18,905,781	-	246,889,468
2041	-	-	-	-	-	18,830,782	-	-	-	74,999	-	18,905,781	18,905,781	-	-	18,905,781	-	265,795,249
2042	-	-	-	-	-	18,830,782	-	-	-	50,332	-	18,881,114	18,881,114	-	-	18,881,114	-	284,676,362
2043	-	-	-	-	-	18,830,782	-	-	-	-	-	18,830,782	18,830,782	-	-	18,830,782	-	303,507,144
2044	-	-	-	-	-	18,830,782	-	-	-	-	-	18,830,782	18,830,782	-	-	18,830,782	-	322,337,926
2045	-	-	-	-	-	18,830,782	-	-	-	-	-	18,830,782	18,830,782	-	-	18,830,782	-	341,168,707
Total	213,761,456	-	-	-	213,761,456								Total	-	-	Total Tax Effect	0.00¢	

- Assumed FY2017 Value of a Penny ⁽³⁾: \$800,000
- Assumed Growth Rate: 1.00%

(1) The 2015B VRA debt service matures in FY 2036; however, the reimbursement schedule from the Millwood Fire Department allows for payments through FY 2042.

(2) Note: 2011 QSCB debt service is shown per sinking fund requirements, gross of earnings and with gross interest expense. At the time of the issuance, the published QTCB (subsidy) rates were well above the stated coupon rates. Therefore, at issue, interest expense should be fully subsidized by the Federal Government. However, due to sequestration, a reduction in subsidy was implemented. For the period 10/1/2016 to 9/30/2017, the sequester reduction is 6.9%.

(3) Provided by Staff.



- The County's debt profile is well managed and exhibits material step down in annual debt service over the next several years.
- The County compares well to its Rated Peers.
- Within Key Debt Ratios, the County has Debt Capacity to fund future Capital Needs.
- Development of a long-range Capital Financing Model/Plan will be critical to understanding the County's future Debt Affordability. This creates the framework for developing and monitoring debt policies which enhance the County's ability to continue building upon the solid financial foundation achieved to date.
- The County participates in several regional government entities. The County is not directly involved with the daily operations nor is it financially responsible for these entities, as such these entities are not included in the County's CAFR. However, to the extent these entities pass-through capital and operational expenditures to the County at some level, it may be worthwhile discussing future participation and fiscal requirements that may potentially impact the County's budget. The entities which require further discussion and which have not been included in this analysis are:
 - Handley Regional Library Board;
 - Northwestern Regional Jail Authority;
 - Winchester Regional Airport Authority;
 - Frederick-Winchester Service Authority;
 - Northwestern Community Services Board; and
 - Frederick County Sanitation Authority.



4. Analysis of Selected Capital Projects



Analysis of Selected Capital Projects

Key Funding & Project Assumptions

Non-School Project

■ Courthouse	
– Issue Date of	5/1/2023
– Term/Amortization	20 Years (Level Principal)
– Interest Rate	5.0%
– Total Estimated Project Amount	\$50,000,000*
– Incremental Operating Costs	\$500,000*
– Operating Impact Commences at Open	FY 2025

Joint Project

■ Joint Administration Facility (County/Schools)	
– Issue Date of	5/1/2018
– Term/Amortization	20 Years (Level Principal)
– Interest Rate	4.50%
– Total Estimated Project Amount	\$40,000,000*
– Incremental Operating Costs	\$500,000*
– Operating Impact Commences at Open	FY 2020

School Projects

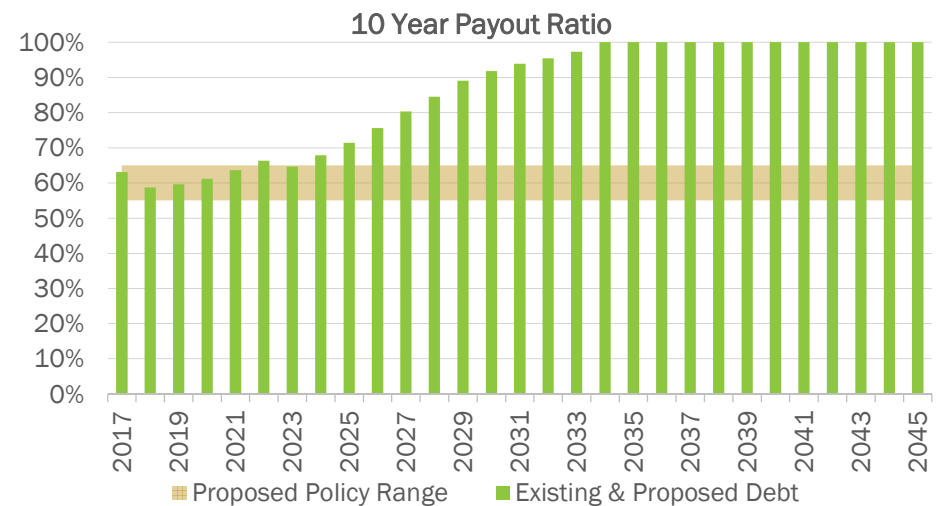
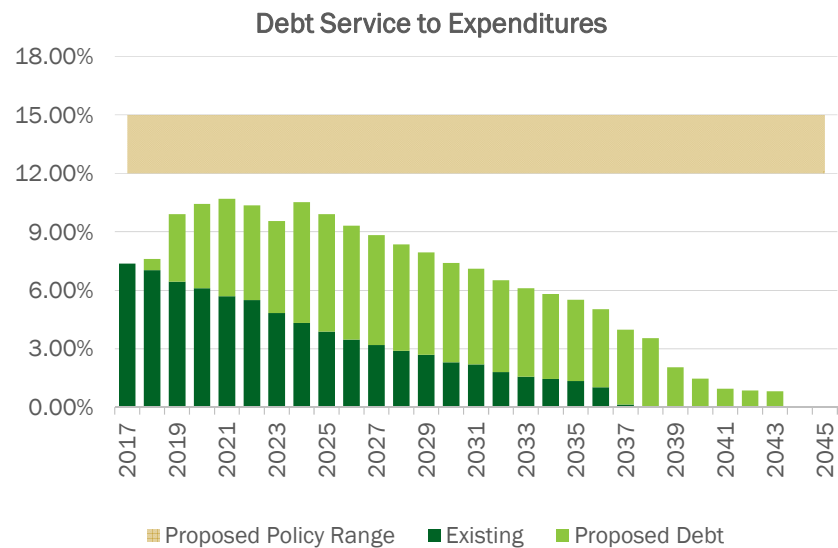
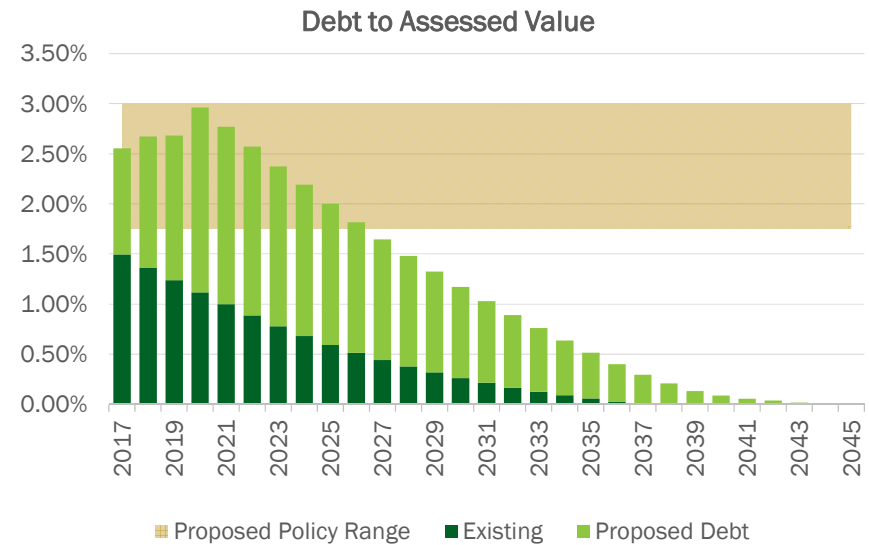
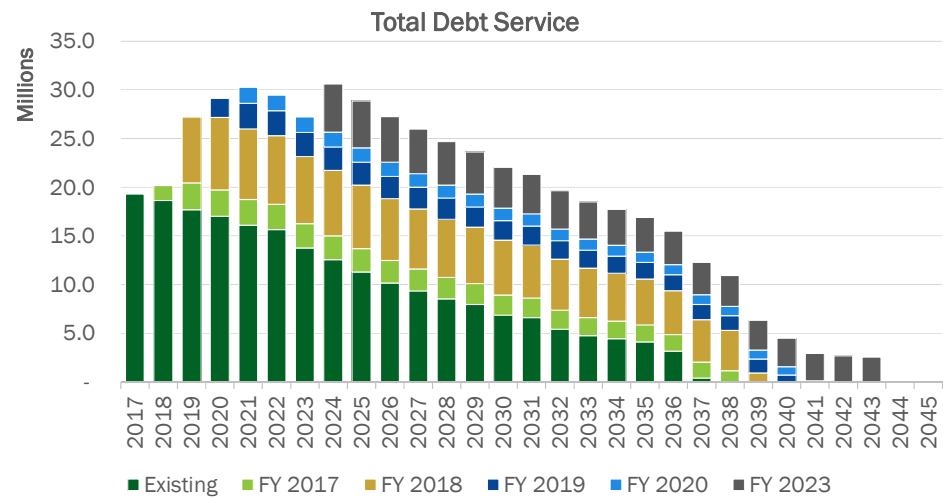
■ 12 th Elementary School and Armel Elementary School Addition	
✱ <i>Note – Total Project Amount is spread over 4 bond issuances as follows:</i>	
– Issue Date of 11/1/2016	\$8,800,000 (at 4.0%)
– Issue Date of 5/1/2017	\$8,800,000 (at 4.0%)
– Issue Date of 11/1/2017	\$8,900,000 (at 4.50%)
– Issue Date of 5/1/2018	\$4,400,000 (at 4.50%)
– Total Estimated Project Amount	\$30,900,000*
– Incremental Operating Costs	\$2,300,000*
– Operating Impact Commences at Open	FY 2019
– Term/Amortization	20 Years (Level Principal)
■ 4 th High School	
✱ <i>Note – Total Project Amount is spread over 7 bond issuances as follows:</i>	
– Issue Date of 5/1/2017	\$13,700,000 (at 4.0%)
– Issue Date of 11/1/2017	\$13,700,000 (at 4.50%)
– Issue Date of 5/1/2018	\$13,700,000 (at 4.50%)
– Issue Date of 11/1/2018	\$13,700,000 (at 4.50%)
– Issue Date of 5/1/2019	\$13,700,000 (at 5.0%)
– Issue Date of 11/1/2019	\$14,100,000 (at 5.0%)
– Issue Date of 5/1/2020	\$2,600,000 (at 5.0%)
– Total Estimated Project Amount	\$85,200,000*
– Incremental Operating Costs	\$7,200,000*
– Operating Impact Commences at Open	FY 2021
– Term/Amortization	20 Years (Level Principal)

Total School Projects	\$116,100,000*
Non-School Project	50,000,000*
Joint Project	40,000,000*
GRAND Total Selected Projects	\$206,100,000*



Debt Profile and Key Debt Ratios

Existing & Proposed Debt



Debt Affordability Analysis

Existing & Proposed Debt



* The figures in the table below are based upon preliminary planning estimates and are subject to change.

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	
	Debt Service Requirements					Revenue Available for DS							Debt Service Cash Flow Surplus (Deficit)						
FY	Existing Debt Service	CIP Debt Service	CIP Pay-Go Cash	CIP Operating Impact ⁽¹⁾	Total	General Fund Budgeted Debt Service	General Fund Budgeted for Pay-Go Cash	Other Available Revenues	Round Hill Fire (35.35% of VFPF 2014)	Millwood Fire Reimbursement ⁽²⁾	Credits for Series 2011 QSCBs ⁽³⁾	Total Revenues Available	Surplus/ (Deficit)	Revenue From Prior Tax Impact	Capital Reserve Utilized	Adjusted Surplus/ (Deficit)	Estimated Incremental Tax Equivalent	Capital Reserve Fund Balance	
2017	19,313,841	-	-	-	19,313,841	18,830,782	-	-	131,088	74,999	276,973	19,313,841	-	-	-	-	-	-	
2018	18,638,796	1,546,200	-	-	20,184,996	18,830,782	-	-	130,435	74,999	276,973	19,313,188	(871,808)	-	-	(871,808)	1.08¢	-	
2019	17,682,401	9,509,800	-	2,300,000	29,492,201	18,830,782	-	-	131,149	74,999	276,973	19,313,902	(10,178,300)	880,526	-	(9,297,774)	11.39¢	-	
2020	17,023,811	12,094,325	-	2,800,000	31,918,136	18,830,782	-	-	131,699	74,999	276,973	19,314,452	(12,603,684)	10,280,083	-	(2,323,601)	2.82¢	-	
2021	16,104,360	14,170,450	-	10,000,000	40,274,810	18,830,782	-	-	130,354	74,999	276,973	19,313,107	(20,961,703)	12,729,721	-	(8,231,981)	9.89¢	-	
2022	15,659,094	13,808,950	-	10,000,000	39,468,044	18,830,782	-	-	130,544	74,999	276,973	19,313,297	(20,154,747)	21,171,320	-	1,016,573	-	1,016,573	
2023	13,756,534	13,457,950	-	10,000,000	37,214,484	18,830,782	-	-	130,456	74,999	276,973	19,313,209	(17,901,275)	21,383,033	-	3,481,757	-	4,498,330	
2024	12,565,006	18,044,450	-	10,000,000	40,609,456	18,830,782	-	-	130,186	74,999	276,973	19,312,939	(21,296,517)	21,596,863	-	300,346	-	4,798,676	
2025	11,296,528	17,568,450	-	10,500,000	39,364,978	18,830,782	-	-	131,458	74,999	276,973	19,314,211	(20,050,767)	21,812,832	-	1,762,065	-	6,560,741	
2026	10,150,356	17,092,450	-	10,500,000	37,742,806	18,830,782	-	-	130,735	74,999	276,973	19,313,488	(18,429,318)	22,030,960	-	3,601,642	-	10,162,383	
2027	9,346,389	16,616,450	-	10,500,000	36,462,839	18,830,782	-	-	131,837	74,999	276,973	19,314,590	(17,148,250)	22,251,270	-	5,103,020	-	15,265,403	
2028	8,536,767	16,140,450	-	10,500,000	35,177,217	18,830,782	-	-	131,209	74,999	276,973	19,313,962	(15,863,254)	22,473,782	-	6,610,528	-	21,875,931	
2029	7,950,583	15,664,450	-	10,500,000	34,115,033	18,830,782	-	-	130,401	74,999	276,973	19,313,154	(14,801,879)	22,698,520	-	7,896,641	-	29,772,572	
2030	6,862,666	15,188,450	-	10,500,000	32,551,116	18,830,782	-	-	131,168	74,999	276,973	19,313,921	(13,237,194)	22,925,505	-	9,688,311	-	39,460,883	
2031	6,609,805	14,712,450	-	10,500,000	31,822,255	18,830,782	-	-	130,442	74,999	276,973	19,313,195	(12,509,060)	23,154,760	-	10,645,700	-	50,106,583	
2032	5,414,964	14,236,450	-	10,500,000	30,151,414	18,830,782	-	-	131,777	74,999	138,486	19,176,044	(10,975,370)	23,386,308	-	12,410,938	-	62,517,521	
2033	4,739,689	13,760,450	-	10,500,000	29,000,139	18,830,782	-	-	131,143	74,999	-	19,036,924	(9,963,216)	23,620,171	-	13,656,955	-	76,174,476	
2034	4,432,913	13,284,450	-	10,500,000	28,217,363	18,830,782	-	-	130,334	74,999	-	19,036,115	(9,181,248)	23,856,373	-	14,675,125	-	90,849,602	
2035	4,106,408	12,808,450	-	10,500,000	27,414,858	18,830,782	-	-	131,126	74,999	-	19,036,907	(8,377,951)	24,094,937	-	15,716,986	-	106,566,588	
2036	3,159,369	12,332,450	-	10,500,000	25,991,819	18,830,782	-	-	131,576	74,999	-	19,037,357	(6,954,463)	24,335,886	-	17,381,423	-	123,948,011	
2037	411,176	11,856,450	-	10,500,000	22,767,626	18,830,782	-	-	-	74,999	-	18,905,781	(3,861,846)	24,579,245	-	20,717,399	-	144,665,410	
2038	-	10,949,250	-	10,500,000	21,449,250	18,830,782	-	-	-	74,999	-	18,905,781	(2,543,469)	24,825,037	-	22,281,568	-	166,946,977	
2039	-	6,328,775	-	10,500,000	16,828,775	18,830,782	-	-	-	74,999	-	18,905,781	2,077,006	25,073,288	-	27,150,293	-	194,097,271	
2040	-	4,502,000	-	10,500,000	15,002,000	18,830,782	-	-	-	74,999	-	18,905,781	3,903,781	25,324,020	-	29,227,801	-	223,325,072	
2041	-	2,945,750	-	10,500,000	13,445,750	18,830,782	-	-	-	74,999	-	18,905,781	5,460,031	25,577,261	-	31,037,291	-	254,362,363	
2042	-	2,687,500	-	10,500,000	13,187,500	18,830,782	-	-	-	50,332	-	18,881,114	5,693,614	25,833,033	-	31,526,647	-	285,889,010	
2043	-	2,562,500	-	10,500,000	13,062,500	18,830,782	-	-	-	-	-	18,830,782	5,768,282	26,091,364	-	31,859,645	-	317,748,655	
2044	-	-	-	10,500,000	10,500,000	18,830,782	-	-	-	-	-	18,830,782	8,330,782	26,352,277	-	34,683,059	-	352,431,714	
2045	-	-	-	10,500,000	10,500,000	18,830,782	-	-	-	-	-	18,830,782	8,330,782	26,615,800	-	34,946,582	-	387,378,295	
Total	213,761,456	303,869,750	-	265,600,000	783,231,206								Total	-	-	Total Tax Effect	25.18¢		

■ Assumed FY2017 Value of a Penny ⁽⁴⁾: \$800,000

■ Assumed Growth Rate: 1.00%

(1) The CIP Operating Impact represents the estimated incremental increase to annual operating expenses related to the Selected Projects: (a) \$2.3 Million commencing FY 2019 for the 12th Elementary School and Armel Elementary School Addition; (b) \$0.5 Million commencing FY 2020 for the Joint Administration Facility; (c) \$7.2 Million commencing FY 2021 for the 4th High School; and (d) \$0.5 Million commencing FY 2025 for the Courthouse.

(2) The 2015B VRA debt service matures in FY 2036; however, the reimbursement schedule from the Millwood Fire Department allows for payments through FY 2042.

(3) Note: 2011 QSCB debt service is shown per sinking fund requirements, gross of earnings and with gross interest expense. At the time of the issuance, the published QTCB (subsidy) rates were well above the stated coupon rates. Therefore, at issue, interest expense should be fully subsidized by the Federal Government. However, due to sequestration, a reduction in subsidy was implemented. For the period 10/1/2016 to 9/30/2017, the sequester reduction is 6.9%.

(4) Provided by Staff.

Financial Policy Guidelines



- As the County moves forward in assessing future capital projects and developing a plan of finance, Davenport recommends that the County Board of Supervisors consider adopting, amending, and/or enhancing a series of Financial Policy Guidelines that cover the following areas of County operations:
 - Capital Improvement Budget Policies;
 - Debt Policies;
 - Reserve Policies; and
 - Budget Development Policies.

- Financial Policy Guidelines can serve to:
 - Contribute to the County's ability to insulate itself from fiscal crisis;
 - Enhance short-term and long-term financial performance by helping to achieve the highest credit and bond ratings possible;
 - Promote long-term financial stability by establishing clear and consistent guidelines;
 - Direct attention to the total financial picture of the County rather than single issue areas;
 - Promote the view of linking long-term financial planning with day-to-day operations; and
 - Provide the County Staff, County Board of Supervisors, and Citizens a framework for measuring the fiscal impact of government services against established fiscal parameters and guidelines.



Appendix A

Details: Existing Tax Supported Debt

Existing Tax Supported Debt



Total Tax Supported Debt Service

FY	Principal	Interest	Total
Total	158,253,067	55,508,389	213,761,456
2017	12,281,479	7,032,361	19,313,841
2018	12,239,456	6,399,340	18,638,796
2019	11,858,948	5,823,453	17,682,401
2020	11,760,478	5,263,333	17,023,811
2021	11,383,537	4,720,823	16,104,360
2022	11,457,809	4,201,285	15,659,094
2023	10,066,131	3,690,404	13,756,534
2024	9,326,735	3,238,272	12,565,006
2025	8,467,548	2,828,980	11,296,528
2026	7,690,434	2,459,922	10,150,356
2027	7,206,178	2,140,212	9,346,389
2028	6,683,542	1,853,224	8,536,767
2029	6,360,043	1,590,541	7,950,583
2030	5,494,443	1,368,223	6,862,666
2031	5,585,510	1,024,295	6,609,805
2032	4,728,509	686,454	5,414,964
2033	4,222,708	516,981	4,739,689
2034	4,070,124	362,789	4,432,913
2035	3,888,025	218,383	4,106,408
2036	3,076,430	82,940	3,159,369
2037	405,000	6,176	411,176

School (General Obligations)

FY	Principal	Interest	Total
Total	123,394,245	39,664,672	163,058,917
2017	10,049,127	5,512,068	15,561,195
2018	10,402,583	4,957,708	15,360,291
2019	10,341,220	4,453,035	14,794,255
2020	10,180,047	3,954,044	14,134,091
2021	9,733,540	3,491,494	13,225,034
2022	9,731,944	3,041,115	12,773,059
2023	8,590,784	2,607,867	11,198,651
2024	7,780,000	2,230,754	10,010,754
2025	6,855,000	1,895,969	8,750,969
2026	6,000,000	1,610,521	7,610,521
2027	5,425,000	1,373,569	6,798,569
2028	4,815,000	1,169,750	5,984,750
2029	4,410,000	995,019	5,405,019
2030	3,455,000	860,449	4,315,449
2031	3,455,000	603,800	4,058,800
2032	3,080,000	351,221	3,431,221
2033	2,685,000	255,205	2,940,205
2034	2,460,000	169,406	2,629,406
2035	2,210,000	91,711	2,301,711
2036	1,330,000	33,791	1,363,791
2037	405,000	6,176	411,176

School (Lit Loans)

FY	Principal	Interest	Total
Total	1,196,169	47,345	1,243,514
2017	814,169	35,885	850,054
2018	382,000	11,460	393,460
2019	-	-	-
2020	-	-	-
2021	-	-	-
2022	-	-	-
2023	-	-	-
2024	-	-	-
2025	-	-	-
2026	-	-	-
2027	-	-	-
2028	-	-	-
2029	-	-	-
2030	-	-	-
2031	-	-	-
2032	-	-	-
2033	-	-	-
2034	-	-	-
2035	-	-	-
2036	-	-	-
2037	-	-	-

Existing Tax Supported Debt



Non-School (General Obligations)

FY	Principal	Interest	Total
Total	1,803,582	157,776	1,961,357
2017	282,705	44,188	326,893
2018	289,631	37,261	326,893
2019	296,727	30,166	326,893
2020	303,997	22,896	326,893
2021	311,445	15,448	326,893
2022	319,075	7,817	326,893
2023	-	-	-
2024	-	-	-
2025	-	-	-
2026	-	-	-
2027	-	-	-
2028	-	-	-
2029	-	-	-
2030	-	-	-
2031	-	-	-
2032	-	-	-
2033	-	-	-
2034	-	-	-
2035	-	-	-
2036	-	-	-
2037	-	-	-

Non-School (Lease/Revenue Obligations)

FY	Principal	Interest	Total
Total	31,721,500	15,620,425	47,341,925
2017	1,101,250	1,435,592	2,536,842
2018	1,146,250	1,389,271	2,535,521
2019	1,206,250	1,337,157	2,543,407
2020	1,261,250	1,283,843	2,545,093
2021	1,325,561	1,212,204	2,537,765
2022	1,393,399	1,151,075	2,544,473
2023	1,461,543	1,081,673	2,543,215
2024	1,532,505	1,007,079	2,539,583
2025	1,612,548	933,011	2,545,559
2026	1,690,434	849,401	2,539,835
2027	1,781,178	766,643	2,547,821
2028	1,868,542	683,474	2,552,017
2029	1,950,043	595,522	2,545,564
2030	2,039,443	507,774	2,547,217
2031	2,130,510	420,495	2,551,005
2032	1,648,509	335,233	1,983,743
2033	1,537,708	261,776	1,799,484
2034	1,610,124	193,383	1,803,506
2035	1,678,025	126,672	1,804,697
2036	1,746,430	49,149	1,795,578
2037	-	-	-

Non-School (Other Obligations)

FY	Principal	Interest	Total
Total	137,571	18,172	155,744
2017	34,228	4,629	38,858
2018	18,992	3,639	22,631
2019	14,751	3,096	17,847
2020	15,184	2,550	17,734
2021	12,991	1,678	14,669
2022	13,391	1,277	14,669
2023	13,804	864	14,669
2024	14,230	439	14,669
2025	-	-	-
2026	-	-	-
2027	-	-	-
2028	-	-	-
2029	-	-	-
2030	-	-	-
2031	-	-	-
2032	-	-	-
2033	-	-	-
2034	-	-	-
2035	-	-	-
2036	-	-	-
2037	-	-	-

School: General Obligations



\$1,200,000

VPSA School Bonds, Series 1996

FY	Coupon	Principal	Interest	Total
Total		60,000	1,568	61,568
2017	5.349%	60,000	1,568	61,568
2018				
2019				
2020				
2021				
2022				
2023				
2024				
2025				
2026				
2027				
2028				
2029				
2030				
2031				
2032				
2033				
2034				
2035				
2036				
2037				

* Coupons and Interest include VPSA Annual Admin Fee.

Dated Date: ##### Next Call: Current
100%

Purpose: Stonewall/ Senseny Road Insurance: n/a

Coupon Dates: 1/15, 7/15 Maturity Date: 7/15/2016

Source: 2015 CAFR, schedules from Staff, and VPSA official statement.

\$1,355,000

VPSA School Bonds, Series 1997

FY	Coupon	Principal	Interest	Total
Total		130,000	7,280	137,280
2017	5.600%	65,000	5,460	70,460
2018	5.475%	65,000	1,820	66,820
2019				
2020				
2021				
2022				
2023				
2024				
2025				
2026				
2027				
2028				
2029				
2030				
2031				
2032				
2033				
2034				
2035				
2036				
2037				

* Coupons and Interest include VPSA Annual Admin Fee.

Dated Date: 5/1/1997 Next Call: Current
100%

Purpose: Repay 10M Bridge Loan Insurance: n/a

Coupon Dates: 1/15, 7/15 Maturity Date: 7/15/2017

Source: 2015 CAFR, schedules from Staff, and VPSA official statement.

\$3,200,000

VPSA School Bonds, Series 1998

FY	Coupon	Principal	Interest	Total
Total		480,000	36,720	516,720
2017	5.100%	160,000	20,400	180,400
2018	5.100%	160,000	12,240	172,240
2019	5.100%	160,000	4,080	164,080
2020				
2021				
2022				
2023				
2024				
2025				
2026				
2027				
2028				
2029				
2030				
2031				
2032				
2033				
2034				
2035				
2036				
2037				

* Coupons and Interest include VPSA Annual Admin Fee.

Dated Date: 4/1/1998 Next Call: Current
100%

Purpose: Additions Middletown/
Armel Insurance: n/a

Coupon Dates: 1/15, 7/15 Maturity Date: 7/15/2018

Source: 2015 CAFR, schedules from Staff, and VPSA official statement.

School: General Obligations



\$4,650,000 VPSA School Bonds, Series 1999

FY	Coupon	Principal	Interest	Total
Total		920,000	95,565	1,015,565
2017	5.100%	230,000	41,630	271,630
2018	5.100%	230,000	29,900	259,900
2019	5.100%	230,000	18,026	248,026
2020	5.100%	230,000	6,009	236,009
2021				
2022				
2023				
2024				
2025				
2026				
2027				
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2030				
2031				
2032				
2033				
2034				
2035				
2036				
2037				

* Coupons and Interest include VPSA Annual Admin Fee.

Dated Date: 4/30/1999 Next Call: Current 100%

Purpose: Back Creek (3.9M), Southeastern Elem (.75M) Insurance: n/a

Coupon Dates: 1/15, 7/15 Maturity Date: 7/15/2019

Source: 2015 CAFR, schedules from Staff, and VPSA official statement.

\$4,100,000 VPSA School Bonds, Series 1999

FY	Coupon	Principal	Interest	Total
Total		820,000	100,040	920,040
2017	6.100%	205,000	43,768	248,768
2018	6.100%	205,000	31,263	236,263
2019	6.100%	205,000	18,758	223,758
2020	6.100%	205,000	6,253	211,253
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* Coupons and Interest include VPSA Annual Admin Fee.

Dated Date: 11/14/1999 Next Call: Current 100%

Purpose: Back Creek (\$4.1 million) Insurance: n/a

Coupon Dates: 1/15, 7/15 Maturity Date: 7/15/2019

Source: 2015 CAFR, schedules from Staff, and VPSA official statement.

\$18,600,000 VPSA School Bonds, Series 2001

FY	Coupon	Principal	Interest	Total
Total		5,040,000	771,120	5,811,120
2017	5.100%	840,000	235,620	1,075,620
2018	5.100%	840,000	192,780	1,032,780
2019	5.100%	840,000	149,940	989,940
2020	5.100%	840,000	107,100	947,100
2021	5.100%	840,000	64,260	904,260
2022	5.100%	840,000	21,420	861,420
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* Coupons and Interest include VPSA Annual Admin Fee.

Dated Date: 5/17/2001 Next Call: Current 100%

Purpose: Third High School (15.M), 11th elem (.8M), 4th MS (1M) Insurance: n/a

Coupon Dates: 1/15, 7/15 Maturity Date: 7/15/2021

Source: 2015 CAFR, schedules from Staff, and VPSA official statement.

School: General Obligations



\$6,150,000 VPSA School Bonds, Series 2001

FY	Coupon	Principal	Interest	Total
Total		1,830,000	252,540	2,082,540
2017	4.550%	305,000	79,453	384,453
2018	4.550%	305,000	63,898	368,898
2019	4.550%	305,000	48,343	353,343
2020	4.550%	305,000	32,788	337,788
2021	4.550%	305,000	20,283	325,283
2022	4.550%	305,000	7,778	312,778
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* Coupons and Interest include VPSA Annual Admin Fee.

Dated Date: 11/15/2001 Next Call: Current 100%
 Purpose: Millbrook High School (5.15M), Insurance: n/a
 11th elem (1M)
 Coupon Dates: 1/15, 7/15 Maturity Date: 7/15/2021
 Source: 2015 CAFR, schedules from Staff, and VPSA official statement.

\$8,385,000 VPSA School Bonds, Series 2002

FY	Coupon	Principal	Interest	Total
Total		2,925,000	520,583	3,445,583
2017	4.667%	420,000	138,465	558,465
2018	4.667%	420,000	117,045	537,045
2019	4.667%	420,000	95,625	515,625
2020	4.667%	420,000	74,205	494,205
2021	4.667%	415,000	52,913	467,913
2022	4.667%	415,000	31,748	446,748
2023	4.667%	415,000	10,583	425,583
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* Coupons and Interest include VPSA Annual Admin Fee.

Dated Date: 4/30/2002 Next Call: Current 100%
 Purpose: Third High School -(\$4.8MM), Insurance: n/a
 JWMS renov. (\$3.6MM)
 Coupon Dates: 1/15, 7/15 Maturity Date: 7/15/2022
 Source: 2015 CAFR, schedules from Staff, and VPSA official statement.

\$3,315,000 VPSA School Bonds, Series 2002 (Non-Subsidy)

FY	Coupon	Principal	Interest	Total
Total		1,155,000	197,505	1,352,505
2017	4.770%	165,000	53,048	218,048
2018	4.770%	165,000	44,633	209,633
2019	4.770%	165,000	36,218	201,218
2020	4.770%	165,000	27,803	192,803
2021	4.770%	165,000	19,800	184,800
2022	4.770%	165,000	12,004	177,004
2023	4.770%	165,000	4,001	169,001
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* Coupons and Interest include VPSA Annual Admin Fee.

Dated Date: 11/7/2002 Next Call: Current 100%
 Purpose: 3rd High School (\$1.515M), Insurance: n/a
 JWMS (\$.8 M), 4th MS (1 M)
 Coupon Dates: 1/15, 7/15 Maturity Date: 7/15/2022
 Source: 2015 CAFR, schedules from Staff, and VPSA official statement.

School: General Obligations



\$3,782,296

VPSA School Bonds, Series 2002 (Subsidy)

FY	Coupon	Principal	Interest	Total
Total		1,434,245	250,052	1,684,297
2017	4.770%	194,127	66,084	260,211
2018	4.770%	197,583	56,096	253,679
2019	4.770%	201,220	45,926	247,146
2020	4.770%	205,047	35,566	240,613
2021	4.770%	208,540	25,541	234,081
2022	4.770%	211,944	15,605	227,549
2023	4.770%	215,784	5,233	221,017
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* Coupons and Interest include VPSA Annual Admin Fee.

Dated Date: 11/7/2002 Next Call: Current

Purpose: 3rd High School = \$3.8MM Insurance: n/a

Coupon Dates: 1/15, 7/15 Maturity Date: 7/15/2022

Source: 2015 CAFR, schedules from Staff, and VPSA official statement.

\$12,655,000

VPSA School Bonds, Series 2003

FY	Coupon	Principal	Interest	Total
Total		5,040,000	974,610	6,014,610
2017	5.100%	630,000	228,375	858,375
2018	4.100%	630,000	199,395	829,395
2019	5.100%	630,000	170,415	800,415
2020	5.100%	630,000	138,285	768,285
2021	5.100%	630,000	106,155	736,155
2022	5.100%	630,000	74,025	704,025
2023	4.600%	630,000	43,470	673,470
2024	4.600%	630,000	14,490	644,490
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* Coupons and Interest include VPSA Annual Admin Fee.

Dated Date: 4/30/2003 Next Call: Current

Purpose: Millbrook (\$7MM), Insurance: n/a

JWMS (\$5.7MM), 4th MS (\$0 M), Transp (\$0)

Coupon Dates: 1/15, 7/15 Maturity Date: 7/15/2023

Source: 2015 CAFR, schedules from Staff, and VPSA official statement.

\$5,980,000

VPSA School Bonds, Series 2003

FY	Coupon	Principal	Interest	Total
Total		2,380,000	479,730	2,859,730
2017	5.350%	300,000	113,355	413,355
2018	5.350%	300,000	97,305	397,305
2019	5.100%	300,000	81,630	381,630
2020	4.600%	300,000	67,080	367,080
2021	5.100%	295,000	52,658	347,658
2022	5.100%	295,000	37,613	332,613
2023	5.100%	295,000	22,568	317,568
2024	5.100%	295,000	7,523	302,523
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* Coupons and Interest include VPSA Annual Admin Fee.

Dated Date: 11/14/2003 Next Call: Current

Purpose: 4th middle school Insurance: n/a

Coupon Dates: 1/15, 7/15 Maturity Date: 7/15/2023

Source: 2015 CAFR, schedules from Staff, and VPSA official statement.

School: General Obligations



\$8,580,000 VPSA School Bonds, Series 2004

FY	Coupon	Principal	Interest	Total
Total		3,850,000	881,025	4,731,025
2017	5.100%	430,000	185,385	615,385
2018	5.100%	430,000	163,455	593,455
2019	5.100%	430,000	141,525	571,525
2020	5.100%	430,000	119,595	549,595
2021	5.100%	430,000	97,665	527,665
2022	5.100%	425,000	75,863	500,863
2023	5.100%	425,000	54,188	479,188
2024	5.100%	425,000	32,513	457,513
2025	5.100%	425,000	10,838	435,838
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* Coupons and Interest include VPSA Annual Admin Fee.

Dated Date: 4/30/2004 Next Call: Current
100%

Purpose: 4th middle \$8.2MM, Insurance: n/a
11th elem \$1MM

Coupon Dates: 1/15, 7/15 Maturity Date: 7/15/2024

Source: 2015 CAFR, schedules from Staff, and VPSA official statement.

\$8,550,000 VPSA School Bonds, Series 2004

FY	Coupon	Principal	Interest	Total
Total		3,825,000	790,547	4,615,547
2017	5.100%	425,000	169,894	594,894
2018	5.100%	425,000	148,219	573,219
2019	5.100%	425,000	126,644	551,644
2020	4.100%	425,000	104,869	529,869
2021	4.225%	425,000	85,319	510,319
2022	4.600%	425,000	67,628	492,628
2023	4.600%	425,000	48,875	473,875
2024	4.600%	425,000	29,325	454,325
2025	4.475%	425,000	9,775	434,775
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* Coupons and Interest include VPSA Annual Admin Fee.

Dated Date: ##### Next Call: Current
100%

Purpose: BMS \$8.2MM, Insurance: n/a
11th elem \$1MM

Coupon Dates: 1/15, 7/15 Maturity Date: 7/15/2024

Source: 2015 CAFR, schedules from Staff, and VPSA official statement.

\$5,995,000 VPSA School Bonds, Series 2005

FY	Coupon	Principal	Interest	Total
Total		2,995,000	731,059	3,726,059
2017	5.100%	300,000	139,883	439,883
2018	5.100%	300,000	124,583	424,583
2019	5.100%	300,000	109,283	409,283
2020	4.100%	300,000	95,483	395,483
2021	5.100%	300,000	81,683	381,683
2022	5.100%	300,000	66,383	366,383
2023	5.100%	300,000	51,083	351,083
2024	5.100%	300,000	35,783	335,783
2025	5.100%	300,000	20,483	320,483
2026	4.350%	295,000	6,416	301,416
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* Coupons and Interest include VPSA Annual Admin Fee.

Dated Date: 5/12/2005 Next Call: Current
100%

Purpose: \$1.560 4th middle, Insurance: n/a
\$4.8 11th elem

Coupon Dates: 1/15, 7/15 Maturity Date: 7/15/2025

Source: 2015 CAFR, schedules from Staff, and VPSA official statement.

School: General Obligations



\$5,685,000

VPSA School Bonds, Series 2005

FY	Coupon	Principal	Interest	Total
Total		2,835,000	690,498	3,525,498
2017	5.100%	285,000	133,818	418,818
2018	5.100%	285,000	119,283	404,283
2019	5.100%	285,000	104,748	389,748
2020	5.100%	285,000	90,213	375,213
2021	5.100%	285,000	75,678	360,678
2022	5.100%	285,000	61,143	346,143
2023	5.100%	285,000	46,608	331,608
2024	4.600%	280,000	32,900	312,900
2025	4.850%	280,000	19,670	299,670
2026	4.600%	280,000	6,440	286,440
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* Coupons and Interest include VPSA Annual Admin Fee.

Dated Date: ##### Next Call: Current
100%
Purpose: \$5.685 11th elem Insurance: n/a
Coupon Dates: 1/15, 7/15 Maturity Date: 7/15/2025
Source: 2015 CAFR, schedules from Staff, and VPSA official statement.

\$6,305,000

VPSA School Bonds, Series 2006

FY	Coupon	Principal	Interest	Total
Total		3,465,000	910,704	4,375,704
2017	5.100%	315,000	160,414	475,414
2018	5.100%	315,000	144,349	459,349
2019	5.100%	315,000	128,284	443,284
2020	5.100%	315,000	112,219	427,219
2021	5.100%	315,000	96,154	411,154
2022	4.475%	315,000	81,073	396,073
2023	4.600%	315,000	66,780	381,780
2024	4.600%	315,000	52,290	367,290
2025	4.600%	315,000	37,800	352,800
2026	4.600%	315,000	23,310	338,310
2027	5.100%	315,000	8,033	323,033
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* Coupons and Interest include VPSA Annual Admin Fee.

Dated Date: 5/10/2006 Next Call: 8/1/2016
100%
Purpose: \$5.7 gaines, Insurance: n/a
\$.830 -11th elem
Coupon Dates: 1/15, 7/15 Maturity Date: 7/15/2026
Source: 2015 CAFR, schedules from Staff, and VPSA official statement.

\$5,830,000

VPSA School Bonds, Series 2006

FY	Coupon	Principal	Interest	Total
Total		3,190,000	788,981	3,978,981
2017	5.100%	290,000	136,228	426,228
2018	4.225%	290,000	122,706	412,706
2019	4.350%	290,000	110,273	400,273
2020	4.350%	290,000	97,658	387,658
2021	4.350%	290,000	85,043	375,043
2022	4.600%	290,000	72,065	362,065
2023	4.400%	290,000	59,015	349,015
2024	4.475%	290,000	46,146	336,146
2025	4.475%	290,000	33,169	323,169
2026	4.600%	290,000	20,010	310,010
2027	4.600%	290,000	6,670	296,670
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* Coupons and Interest include VPSA Annual Admin Fee.

Dated Date: 11/9/2006 Next Call: 8/1/2016
100%
Purpose: Replacement Insurance: n/a
Gainesboro
Coupon Dates: 1/15, 7/15 Maturity Date: 7/15/2026
Source: 2015 CAFR, schedules from Staff, and VPSA official statement.

School: General Obligations



\$4,370,000

VPSA School Bonds, Series 2007

FY	Coupon	Principal	Interest	Total
Total		2,610,000	750,872	3,360,872
2017	5.100%	220,000	121,376	341,376
2018	5.100%	220,000	110,156	330,156
2019	5.100%	220,000	98,936	318,936
2020	5.100%	220,000	87,716	307,716
2021	4.100%	220,000	77,596	297,596
2022	5.100%	220,000	67,476	287,476
2023	5.100%	215,000	56,384	271,384
2024	4.475%	215,000	46,091	261,091
2025	4.500%	215,000	36,443	251,443
2026	4.500%	215,000	26,768	241,768
2027	5.100%	215,000	16,448	231,448
2028	5.100%	215,000	5,483	220,483
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* Coupons and Interest include VPSA Annual Admin Fee.

Dated Date: 4/30/2007 Next Call: 8/1/2017
100%
Purpose: Gainesboro Insurance: n/a
final borrowing
Coupon Dates: 1/15, 7/15 Maturity Date: 7/15/2027
Source: 2015 CAFR, schedules from Staff, and VPSA official statement.

\$3,800,000

VPSA School Bonds, Series 2007

FY	Coupon	Principal	Interest	Total
Total		2,280,000	688,418	2,968,418
2017	5.100%	190,000	110,010	300,010
2018	5.100%	190,000	100,320	290,320
2019	5.100%	190,000	90,630	280,630
2020	5.100%	190,000	80,940	270,940
2021	5.100%	190,000	71,250	261,250
2022	5.100%	190,000	61,560	251,560
2023	4.350%	190,000	52,583	242,583
2024	5.100%	190,000	43,605	233,605
2025	5.100%	190,000	33,915	223,915
2026	5.100%	190,000	24,225	214,225
2027	5.100%	190,000	14,535	204,535
2028	5.100%	190,000	4,845	194,845
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* Coupons and Interest include VPSA Annual Admin Fee.

Dated Date: 11/4/2007 Next Call: 8/1/2017
100%
Purpose: 12th Elementary School Insurance: n/a
Coupon Dates: 1/15, 7/15 Maturity Date: 7/15/2027
Source: 2015 CAFR, schedules from Staff, and VPSA official statement.

\$13,450,000

VPSA School Bonds, Series 2008

FY	Coupon	Principal	Interest	Total
Total		8,725,000	2,846,638	11,571,638
2017	5.100%	675,000	424,413	1,099,413
2018	5.100%	675,000	389,988	1,064,988
2019	5.100%	675,000	355,563	1,030,563
2020	5.100%	670,000	321,265	991,265
2021	5.100%	670,000	287,095	957,095
2022	5.100%	670,000	252,925	922,925
2023	5.100%	670,000	218,755	888,755
2024	5.100%	670,000	184,585	854,585
2025	5.100%	670,000	150,415	820,415
2026	5.100%	670,000	116,245	786,245
2027	5.100%	670,000	82,075	752,075
2028	5.100%	670,000	47,905	717,905
2029	4.600%	670,000	15,410	685,410
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* Coupons and Interest include VPSA Annual Admin Fee.

Dated Date: 4/30/2008 Next Call: 8/1/2018
100%
Purpose: 12th elem, transportation, Insurance: n/a
APR, Replacement FCMS
Coupon Dates: 1/15, 7/15 Maturity Date: 7/15/2028
Source: 2015 CAFR, schedules from Staff, and VPSA official statement.

School: General Obligations



\$5,720,000

VPSA School Bonds, Series 2008

FY	Coupon	Principal	Interest	Total
Total		3,705,000	1,260,626	4,965,626
2017	5.100%	285,000	186,675	471,675
2018	5.100%	285,000	172,140	457,140
2019	5.100%	285,000	157,605	442,605
2020	5.350%	285,000	142,714	427,714
2021	5.350%	285,000	127,466	412,466
2022	5.250%	285,000	112,219	397,219
2023	5.250%	285,000	96,971	381,971
2024	5.250%	285,000	81,724	366,724
2025	5.250%	285,000	66,476	351,476
2026	5.250%	285,000	51,229	336,229
2027	5.100%	285,000	36,338	321,338
2028	5.100%	285,000	21,803	306,803
2029	5.100%	285,000	7,268	292,268
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* Coupons and Interest include VPSA Annual Admin Fee.

Dated Date: 11/25/2008 Next Call: 8/1/2018
100%
Purpose: Schools Insurance: n/a

Coupon Dates: 1/15, 7/15 Maturity Date: 7/15/2028
Source: 2015 CAFR, schedules from Staff, and VPSA official statement.

\$7,975,000

VPSA School Bonds, Series 2011

FY	Coupon	Principal	Interest	Total
Total		6,375,000	2,181,088	8,556,088
2017	5.100%	400,000	280,100	680,100
2018	5.100%	400,000	259,900	659,900
2019	5.100%	400,000	239,700	639,700
2020	5.100%	400,000	219,500	619,500
2021	5.100%	400,000	199,300	599,300
2022	5.100%	400,000	179,100	579,100
2023	5.100%	400,000	158,900	558,900
2024	5.100%	400,000	138,700	538,700
2025	4.100%	400,000	118,500	518,500
2026	4.100%	400,000	101,800	501,800
2027	4.100%	400,000	87,100	487,100
2028	4.100%	395,000	71,001	466,001
2029	4.100%	395,000	55,498	450,498
2030	4.225%	395,000	39,994	434,994
2031	4.350%	395,000	23,996	418,996
2032	4.350%	395,000	7,999	402,999
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* Coupons and Interest include VPSA Annual Admin Fee.

Dated Date: 11/9/2011 Next Call: 8/1/2021
100%
Purpose: Schools New Transportation Facility & Land for High/Middle School Insurance: n/a

Coupon Dates: 1/15, 7/15 Maturity Date: 7/15/2031
Source: 2015 CAFR, schedules from Staff, and VPSA official statement.

\$7,000,000

VPSA School Bonds, Series 2011 (QSCBS)

FY	Coupon	Principal	Interest	Total
Total		5,540,000	4,313,750	9,853,750
2017	5.100%	365,000	297,500	662,500
2018	5.100%	365,000	297,500	662,500
2019	5.100%	370,000	297,500	667,500
2020	5.100%	370,000	297,500	667,500
2021	5.100%	370,000	297,500	667,500
2022	5.100%	370,000	297,500	667,500
2023	5.100%	370,000	297,500	667,500
2024	5.100%	370,000	297,500	667,500
2025	5.100%	370,000	297,500	667,500
2026	3.350%	370,000	297,500	667,500
2027	4.100%	370,000	297,500	667,500
2028	4.100%	370,000	297,500	667,500
2029	3.850%	370,000	297,500	667,500
2030	4.100%	370,000	297,500	667,500
2031	4.100%	370,000	148,750	518,750
2032				
2033				
2034				
2035				
2036				
2037				

* Coupons and Interest include VPSA Annual Admin Fee.

Dated Date: 12/1/2011 Next Call: 8/1/2021
100%
Purpose: Schools New Transportation Facility Insurance: n/a

Coupon Dates: 6/1, 12/1 Maturity Date: 12/1/2030
Source: 2015 CAFR, schedules from Staff, and VPSA official statement.

School: General Obligations



\$4,435,000

VPSA School Bonds, Series 2012

FY	Coupon	Principal	Interest	Total
Total		3,760,000	1,025,215	4,785,215
2017	5.100%	225,000	130,199	355,199
2018	5.100%	225,000	118,836	343,836
2019	4.100%	225,000	108,599	333,599
2020	4.100%	225,000	99,486	324,486
2021	5.100%	220,000	89,375	309,375
2022	5.100%	220,000	78,265	298,265
2023	4.100%	220,000	68,255	288,255
2024	3.100%	220,000	60,445	280,445
2025	2.100%	220,000	54,835	274,835
2026	2.350%	220,000	50,050	270,050
2027	2.350%	220,000	44,990	264,990
2028	4.100%	220,000	38,005	258,005
2029	3.100%	220,000	30,195	250,195
2030	3.100%	220,000	23,485	243,485
2031	3.100%	220,000	16,775	236,775
2032	3.100%	220,000	10,065	230,065
2033	3.100%	220,000	3,355	223,355
2034				
2035				
2036				
2037				

* Coupons and Interest include VPSA Annual Admin Fee.

Dated Date: 11/4/2012 Next Call: 8/1/2022
100%
Purpose: JWHS Wall, Full Day KG, Insurance: n/a
Design 4HS & Rep. MS
Coupon Dates: 1/15, 7/15 Maturity Date: 7/15/2032
Source: 2015 CAFR, schedules from Staff, and VPSA official statement.

\$5,025,000

VPSA School Bonds, Series 2013

FY	Coupon	Principal	Interest	Total
Total		4,515,000	1,676,503	6,191,503
2017	5.100%	255,000	186,431	441,431
2018	5.100%	255,000	173,554	428,554
2019	5.100%	250,000	160,803	410,803
2020	5.100%	250,000	148,178	398,178
2021	5.100%	250,000	135,553	385,553
2022	5.100%	250,000	122,928	372,928
2023	2.350%	255,000	113,683	368,683
2024	3.100%	250,000	106,938	356,938
2025	4.100%	250,000	98,063	348,063
2026	4.100%	250,000	87,938	337,938
2027	3.100%	250,000	79,063	329,063
2028	4.350%	250,000	69,875	319,875
2029	4.350%	250,000	59,125	309,125
2030	4.350%	250,000	48,375	298,375
2031	4.350%	250,000	37,625	287,625
2032	4.350%	250,000	26,875	276,875
2033	4.350%	250,000	16,125	266,125
2034	4.350%	250,000	5,375	255,375
2035				
2036				
2037				

* Coupons and Interest include VPSA Annual Admin Fee.

Dated Date: 11/4/2013 Next Call: 8/1/2023
100%
Purpose: Schools Elementary Insurance: n/a
additions for full-day kindergarten & FCMS replacement
Coupon Dates: 1/15, 7/15 Maturity Date: 7/15/2033
Source: 2015 CAFR, schedules from Staff, and VPSA official statement.

\$4,390,000

VPSA School Bonds, Series 2014

FY	Coupon	Principal	Interest	Total
Total		4,170,000	1,434,087	5,604,087
2017	5.100%	220,000	163,661	383,661
2018	5.100%	220,000	152,551	372,551
2019	5.100%	220,000	141,441	361,441
2020	5.100%	220,000	130,331	350,331
2021	5.100%	220,000	119,221	339,221
2022	5.100%	220,000	108,111	328,111
2023	5.100%	220,000	97,001	317,001
2024	5.100%	220,000	85,891	305,891
2025	5.100%	220,000	74,781	294,781
2026	2.725%	220,000	66,284	286,284
2027	2.850%	220,000	60,261	280,261
2028	3.100%	220,000	53,826	273,826
2029	3.100%	220,000	47,116	267,116
2030	3.225%	220,000	40,269	260,269
2031	3.225%	220,000	33,284	253,284
2032	3.350%	220,000	26,161	246,161
2033	3.475%	220,000	18,764	238,764
2034	3.475%	215,000	11,314	226,314
2035	3.600%	215,000	3,816	218,816
2036				
2037				

* Coupons and Interest include VPSA Annual Admin Fee.

Dated Date: 4/30/2014 Next Call: 8/1/2024
100%
Purpose: Schools FCMS, Insurance: n/a
design of 4th high school
Coupon Dates: 1/15, 7/15 Maturity Date: 7/15/2034
Source: 2015 CAFR, schedules from Staff, and VPSA official statement.

School: General Obligations



\$13,375,000

VPSA School Bonds, Series 2014

FY	Coupon	Principal	Interest	Total
Total		12,705,000	5,001,271	17,706,271
2017	4.100%	665,000	551,436	1,216,436
2018	5.100%	670,000	521,053	1,191,053
2019	5.100%	670,000	487,218	1,157,218
2020	5.100%	670,000	453,383	1,123,383
2021	5.100%	670,000	419,548	1,089,548
2022	5.100%	670,000	385,713	1,055,713
2023	5.100%	670,000	351,878	1,021,878
2024	5.100%	670,000	318,043	988,043
2025	5.100%	670,000	284,208	954,208
2026	5.100%	670,000	250,373	920,373
2027	5.100%	670,000	216,538	886,538
2028	5.100%	670,000	182,703	852,703
2029	3.600%	670,000	153,893	823,893
2030	3.600%	670,000	130,108	800,108
2031	3.600%	670,000	106,323	776,323
2032	3.600%	665,000	82,626	747,626
2033	3.600%	665,000	59,019	724,019
2034	3.600%	665,000	35,411	700,411
2035	3.600%	665,000	11,804	676,804
2036				
2037				

* Coupons and Interest include VPSA Annual Admin Fee.

Dated Date: 11/4/2014 Next Call: 8/1/2024
100%
Purpose: Schools FCMS Insurance: n/a

Coupon Dates: 1/15, 7/15 Maturity Date: 7/15/2034
Source: 2015 CAFR, schedules from Staff, and VPSA official statement.

\$18,535,000

VPSA School Bonds, Series 2015

FY	Coupon	Principal	Interest	Total
Total		18,535,000	7,032,829	25,567,829
2017	5.000%	930,000	883,109	1,813,109
2018	5.000%	930,000	685,045	1,615,045
2019	5.000%	930,000	638,080	1,568,080
2020	5.000%	930,000	591,115	1,521,115
2021	2.000%	930,000	558,100	1,488,100
2022	5.000%	930,000	525,085	1,455,085
2023	5.000%	930,000	478,120	1,408,120
2024	5.000%	925,000	431,281	1,356,281
2025	5.000%	925,000	384,569	1,309,569
2026	5.000%	925,000	337,856	1,262,856
2027	3.000%	925,000	300,394	1,225,394
2028	4.000%	925,000	267,556	1,192,556
2029	4.000%	925,000	230,094	1,155,094
2030	4.000%	925,000	192,631	1,117,631
2031	3.000%	925,000	159,794	1,084,794
2032	3.000%	925,000	131,581	1,056,581
2033	3.000%	925,000	103,369	1,028,369
2034	3.125%	925,000	74,578	999,578
2035	3.125%	925,000	45,209	970,209
2036	3.250%	925,000	15,263	940,263
2037				-

* Coupons and Interest include VPSA Annual Admin Fee.

Dated Date: 11/4/2015 Next Call: 8/1/2025
100%
Purpose: Schools FCMS Insurance: n/a

Coupon Dates: 1/15, 7/15 Maturity Date: 7/15/2035
Source: Schedules from Staff.

\$8,100,000

VPSA School Bonds, Series 2016

FY	Coupon	Principal	Interest	Total
Total		8,100,000	2,973,251	11,073,251
2017			224,314	224,314
2018	5.050%	405,000	307,699	712,699
2019	5.050%	405,000	287,246	692,246
2020	5.050%	405,000	266,794	671,794
2021	5.050%	405,000	246,341	651,341
2022	5.050%	405,000	225,889	630,889
2023	5.050%	405,000	205,436	610,436
2024	5.050%	405,000	184,984	589,984
2025	5.050%	405,000	164,531	569,531
2026	5.050%	405,000	144,079	549,079
2027	5.050%	405,000	123,626	528,626
2028	2.050%	405,000	109,249	514,249
2029	3.050%	405,000	98,921	503,921
2030	2.300%	405,000	88,088	493,088
2031	3.050%	405,000	77,254	482,254
2032	2.550%	405,000	65,914	470,914
2033	3.050%	405,000	54,574	459,574
2034	2.800%	405,000	42,728	447,728
2035	3.050%	405,000	30,881	435,881
2036	3.050%	405,000	18,529	423,529
2037	3.050%	405,000	6,176	411,176

Dated Date: 5/1/2016 Next Call: 8/1/2026
100%
Purpose: Schools FCMS Insurance: n/a

Coupon Dates: 1/15, 7/15 Maturity Date: 7/15/2036
Source: Schedules from Staff.

School: Literary Loans



\$5,000,000
Literary Loan 1997

FY	Coupon	Principal	Interest	Total
Total		250,000	7,500	257,500
2017	3.000%	250,000	7,500	257,500
2018				
2019				
2020				
2021				
2022				
2023				
2024				

Dated Date: 5/30/1997 Next Call: unknown

Purpose: Redbud Run Elementary Insurance: n/a

Coupon Dates: Jul 1 Maturity Date: 7/1/2017

Source: 2015 CAFR and schedules from Staff.

\$1,500,052
Literary Loan 1997

FY	Coupon	Principal	Interest	Total
Total		75,014	2,250	77,264
2017	3.000%	75,014	2,250	77,264
2018				
2019				
2020				
2021				
2022				
2023				
2024				

Dated Date: 5/30/1997 Next Call: unknown

Purpose: Sherando High School Insurance: n/a

Coupon Dates: Jul 1 Maturity Date: 7/1/2017

Source: 2015 CAFR and schedules from Staff.

\$2,142,948
Literary Loan 1997

FY	Coupon	Principal	Interest	Total
Total		107,155	3,215	110,370
2017	3.000%	107,155	3,215	110,370
2018				
2019				
2020				
2021				
2022				
2023				
2024				

Dated Date: 5/30/1997 Next Call: unknown

Purpose: James Wood Ridge Campus Insurance: n/a

Coupon Dates: Jul 1 Maturity Date: 7/1/2017

Source: 2015 CAFR and schedules from Staff.

School: Literary Loans



\$3,000,000
Literary Loan 1997

FY	Coupon	Principal	Interest	Total
Total		300,000	13,500	313,500
2017	3.000%	150,000	9,000	159,000
2018	3.000%	150,000	4,500	154,500
2019				
2020				
2021				
2022				
2023				
2024				

Dated Date: 9/2/1997 Next Call: unknown

Purpose: Senseny Road Elementary Insurance: n/a

Coupon Dates: Sep 2 Maturity Date: 9/2/2017

Source: 2015 CAFR and schedules from Staff.

\$4,640,000
Literary Loan 1997

FY	Coupon	Principal	Interest	Total
Total		464,000	20,880	484,880
2017	3.000%	232,000	13,920	245,920
2018	3.000%	232,000	6,960	238,960
2019				
2020				
2021				
2022				
2023				
2024				

Dated Date: 9/2/1997 Next Call: unknown

Purpose: New Stonewall Elementary Insurance: n/a

Coupon Dates: Sep 2 Maturity Date: 9/2/2017

Source: 2015 CAFR and schedules from Staff.

Non-School: General Obligations



\$2,759,400

General Obligation Refunding Bonds, Series 2012

FY	Coupon	Principal	Interest	Total
Total		1,803,582	157,776	1,961,357
2017	2.450%	282,705	44,188	326,893
2018	2.450%	289,631	37,261	326,893
2019	2.450%	296,727	30,166	326,893
2020	2.450%	303,997	22,896	326,893
2021	2.450%	311,445	15,448	326,893
2022	2.450%	319,075	7,817	326,893
2023				
2024				
2025				
2026				
2027				
2028				
2029				
2030				
2031				
2032				
2033				
2034				
2035				
2036				

Dated Date: 4/5/2012

Next Call: Unknown

Purpose: Bowman Library

Insurance: Unknown

Coupon Dates: 1/15, 7/15

Maturity Date: 1/15/2022

Source: 2015 CAFR and schedules from Staff.



Non-School: Lease/Revenue Obligations

\$9,245,000

VRA Infrastructure Revenue Bonds, Series 2011A

FY	Coupon	Principal	Interest	Total
Total	<i>Interp.</i>	7,726,500	3,611,324	11,337,824
2017	4.927%	356,250	380,657	736,907
2018	4.973%	371,250	366,511	737,761
2019	5.026%	386,250	351,769	738,019
2020	5.088%	401,250	336,431	737,681
2021	5.160%	420,000	320,496	740,496
2022	5.246%	440,000	303,823	743,823
2023	5.270%	460,000	282,022	742,022
2024	5.270%	487,500	257,780	745,280
2025	5.270%	513,750	232,087	745,837
2026	5.270%	542,500	205,013	747,513
2027	5.270%	568,750	176,424	745,174
2028	5.270%	601,250	146,448	747,698
2029	5.270%	632,500	114,764	747,264
2030	5.270%	666,250	81,429	747,679
2031	5.269%	701,250	46,314	747,564
2032	5.263%	177,750	9,355	187,105
2033				
2034				
2035				
2036				

* Coupons and Interest include VRA Annual Admin Fee.

Dated Date: 4/15/2011 Next Call: 11/1/2021
100%

Purpose: Lake Holiday Sanitary Dist. Insurance: n/a

Coupon Dates: 9/20/12/20/3/20/6/20 Maturity Date: 9/20/2031

Source: 2015 CAFR, schedules from Staff, and VRA official statement.

\$5,010,000

VRA Infrastructure Revenue Bonds, Series 2014

FY	Coupon	Principal	Interest	Total
Total	<i>Interp.</i>	5,010,000	2,399,100	7,409,100
2017	4.308%	155,000	215,828	370,828
2018	4.304%	160,000	208,981	368,981
2019	4.281%	170,000	201,000	371,000
2020	4.255%	180,000	192,556	372,556
2021	3.871%	200,561	168,192	368,753
2022	3.882%	208,399	160,892	369,291
2023	3.874%	216,543	152,498	369,041
2024	3.852%	225,005	143,273	368,278
2025	3.951%	233,798	138,077	371,875
2026	3.892%	242,934	126,897	369,831
2027	3.994%	252,428	120,519	372,947
2028	3.937%	262,292	108,879	371,172
2029	3.849%	272,543	96,342	368,884
2030	3.939%	283,193	87,863	371,056
2031	3.838%	294,260	74,740	369,000
2032	4.054%	305,759	67,019	372,778
2033	3.954%	317,708	53,276	370,984
2034	3.747%	330,124	38,573	368,697
2035	3.991%	343,025	27,913	370,938
2036	4.427%	356,430	15,780	372,209

* Coupons and Interest include VRA Annual Admin Fee.

Dated Date: 8/12/2014 Next Call: 11/1/2024
100%

Purpose: Round Hill Fire County 65%, RH 35% Insurance: n/a

Coupon Dates: 4/1, 10/1 Maturity Date: 10/1/2035

Source: 2015 CAFR, schedules from Staff, and VRA official statement.

\$17,160,000

VRA Revenue Refunding Bonds, Series 2015A

FY	Coupon	Principal	Interest	Total
Total		16,605,000	8,264,157	24,869,157
2017	4.426%	515,000	726,478	1,241,478
2018	4.431%	540,000	703,119	1,243,119
2019	5.125%	570,000	676,550	1,246,550
2020	3.730%	595,000	650,847	1,245,847
2021	5.125%	620,000	623,863	1,243,863
2022	5.125%	655,000	591,191	1,246,191
2023	5.125%	690,000	556,725	1,246,725
2024	5.125%	720,000	520,594	1,240,594
2025	5.125%	760,000	482,669	1,242,669
2026	5.125%	795,000	442,822	1,237,822
2027	5.125%	840,000	400,925	1,240,925
2028	3.125%	880,000	365,650	1,245,650
2029	5.125%	915,000	328,453	1,243,453
2030	3.287%	955,000	289,309	1,244,309
2031	3.413%	990,000	256,719	1,246,719
2032	3.450%	1,015,000	222,316	1,237,316
2033	4.825%	1,065,000	179,116	1,244,116
2034	3.663%	1,115,000	133,006	1,248,006
2035	4.748%	1,160,000	85,050	1,245,050
2036	4.753%	1,210,000	28,756	1,238,756

* Coupons and Interest include VRA Annual Admin Fee.

Dated Date: 5/28/2015 Next Call: 11/1/2025
100%

Purpose: Public Safety, Animal Shelter Insurance: n/a

Coupon Dates: 4/1, 10/1 Maturity Date: 10/1/2035

Source: 2015 CAFR, schedules from Staff, and VRA official statement.

Non-School: Lease/Revenue Obligations



\$2,485,000

VRA Revenue Refunding Bonds, Series 2015B

FY	Coupon	Principal	Interest	Total
Total		2,380,000	1,345,844	3,725,844
2017	2.125%	75,000	112,628	187,628
2018	3.125%	75,000	110,659	185,659
2019	4.125%	80,000	107,838	187,838
2020	5.125%	85,000	104,009	189,009
2021	5.125%	85,000	99,653	184,653
2022	5.125%	90,000	95,169	185,169
2023	5.125%	95,000	90,428	185,428
2024	5.125%	100,000	85,431	185,431
2025	5.125%	105,000	80,178	185,178
2026	5.125%	110,000	74,669	184,669
2027	5.125%	120,000	68,775	188,775
2028	5.125%	125,000	62,497	187,497
2029	5.125%	130,000	55,963	185,963
2030	5.125%	135,000	49,172	184,172
2031	4.125%	145,000	42,722	187,722
2032	4.250%	150,000	36,544	186,544
2033	5.125%	155,000	29,384	184,384
2034	4.375%	165,000	21,803	186,803
2035	5.125%	175,000	13,709	188,709
2036	5.125%	180,000	4,613	184,613

* Coupons and Interest include VRA Annual Admin Fee.

Dated Date: 7/13/2015 Next Call: 11/1/2025
 100%
 Purpose: Millwood Fire Station Insurance: n/a
 Coupon Dates: 4/1, 10/1 Maturity Date: 10/1/2035
 Source: 2015 CAFR, schedules from Staff, and VRA official statement.



Non-School: Other Obligations

\$723,269
Intergovernmental Loan (City of Winchester, VA)

FY	Coupon	Principal	Interest	Total
Total		112,196	17,631	129,827
2017	3.666%	13,726	4,113	17,839
2018	3.670%	14,119	3,614	17,733
2019	3.670%	14,751	3,096	17,847
2020	3.664%	15,184	2,550	17,734
2021	3.083%	12,991	1,678	14,669
2022	3.083%	13,391	1,277	14,669
2023	3.083%	13,804	864	14,669
2024	3.083%	14,230	439	14,669
2025				
2026				
2027				
2028				
2029				
2030				
2031				
2032				
2033				
2034				
2035				
2036				

Dated Date: unknown Next Call: n/a

Purpose: City/County Joing
 Courthouse Renovation Insurance: n/a

Coupon Dates: 3/1, 9/1 Maturity Date: 3/1/2024

Source: 2015 CAFR and schedules from Staff.

Capital Lease
IBM - AS400

FY	Coupon	Principal	Interest	Total
Total		25,375	541	25,916
2017	3.220%	20,502	516	21,018
2018	3.220%	4,873	25	4,898
2019				
2020				
2021				
2022				
2023				
2024				
2025				
2026				
2027				
2028				
2029				
2030				
2031				
2032				
2033				
2034				
2035				
2036				

Dated Date: 9/1/2012 Next Call: n/a

Purpose: IBM - AS400 Insurance: n/a

Coupon Dates: Monthly Maturity Date: 9/1/2017

Source: 2015 CAFR and schedules from Staff.



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Municipal Advisor Disclosure



The enclosed information relates to an existing or potential municipal advisor engagement.

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COUNTY of FREDERICK

Brenda G. Garton
County Administrator

540/665-6382
Fax 540/667-0370
E-mail: bgarton@fcva.us

MEMORANDUM

TO:	Finance Committee
FROM:	Brenda G. Garton, County Administrator 
SUBJECT:	Compensation of Committee, Commission, Board Members
DATE:	October 6, 2016

I have been asked by the Finance Committee to look at our compensation structure for members of various Board Subcommittees, Advisory Committees and Commissions, and other such groups in Frederick County, and make a recommendation for any changes which seem needed. Previously, Finance Director Cheryl Shiffler has presented a summary of our existing compensation practices to the Finance Committee, and a copy of that information (with a couple of changes) is attached.

I submitted an inquiry to the Virginia Institute of Government, hoping to get some sense of what other localities across the state provided for compensation of members of these kinds of groups. Unfortunately, I did not get much of a response from that inquiry, receiving responses from only eight jurisdictions. A copy of the summary from those responses is provided with this memo also. As you can see, compensation practices vary significantly from locality to locality.

In my opinion, there are several ways to look at citizen membership on groups serving the locality, including legally required groups (such as the Board of Zoning Appeals or the Board of Equalization) as well as advisory groups. One thought process would assume that these folks are volunteering to serve their communities and compensation is minimal or there is no compensation. The opposite point of view is that citizens should be compensated reasonably for their time commitment and should not incur out of pocket expenses for related costs, like travel. These two mindsets are, I think, reflected on the summary from the various localities that responded.

It is important to note that in Frederick County, even for some of the committees where

compensation is provided, some members request that they not receive compensation at all.

After review of our current compensation practices as well as the information collected from the inquiry, I would offer the following recommendations for consideration:

1. I am unaware of a reason why the members of the Parks and Recreation Commission receive no compensation for their service. At a minimum, I recommend that members of the Parks Commission receive the same compensation for meetings attended as other general county committees, which at present is \$30 per meeting.
2. I recommend that compensation amounts be raised from \$30 to \$50 for the groups listed in the summary that are currently at \$30. This amount seems to be more in line with those jurisdictions which provided information.
3. I recommend that the Planning Commission compensation per meeting be increased to \$100 per meeting. There is a significant time commitment for citizens who serve on the Planning Commission, often involving site visits for applications before the body, in addition to meeting time and travel to and from meetings.

The Finance Committee might consider that members of all county appointed or elected groups receive reimbursement for mileage to meetings, following the argument that citizens and volunteers should not incur personal cost for their service. There is some staff time cost to implement mileage reimbursement. Meeting attendance would need to be tracked, round trip mileage from home of members would need to be collected, and reimbursements would need to be processed, perhaps quarterly. Should there be a desire to more adequately reimburse citizens for service, it is probably simpler just to increase the per meeting compensation.

I recommend that any changes be made effective July 1, 2017, so that increased costs can be incorporated in the FY 17-18 budget.

**Current Committee and Commission Compensation
Frederick County**

Committee/Group	Amount	Per
Technology	\$ 30	Meeting
Code and Ordinance	\$ 30	Meeting
Human Resources	\$ 30	Meeting
Public Safety	\$ 30	Meeting
Finance	\$ 30	Meeting
Public Works	\$ 30	Meeting
Transportation	\$ 30	Meeting
Board of Zoning Appeals	\$ 30	Meeting
Social Services Board	\$ 50	Meeting

Board members are not paid for committee meetings.
Large percentage of members forfeit committee pay.

Planning Commission	\$ 90	Meeting	
Parks Commission	\$ -	Not paid	
EDA	\$ 200	Meeting	
Board of Equalization	\$ 100	Meeting	
Electoral Board*	\$219.38	Monthly	Ch & VC
	\$438.75	Monthly	Secretary

*Set by Va Dept. of Elections

Virginia Institute of Government

Inquiry about Committee, Commission, and Boards Compensation

	Frederick County	Mecklenburg County	Prince George County	Town of Leesburg	Powhatan County	Roanoke County~	Warren County	Town of Warrenton	Gloucester County
1. Are members of BOS/Council appointed subcommittees, committees, commissions, and boards in your locality compensated for membership?									
All				X				X	
Some	X	X	X		X		X		
None									
If all or some, please indicate which board/committees' members are compensated by:									
Fee per meeting		IDA, PC, BZA, BOE			RRPDC; Soc Svcs				
Paid whether attend or not				X		X		X	
Salary		BOS, SB, Elect Bd, Welfare Bd							
2. What is the compensation amount for your locality for:									
BOS or council subcommittee members	\$30/mtg								
Board of Supervisors/Council		Chair \$595/mo; Member \$515/mo	Chair \$7500/yr; VC \$6900/yr	Mayor \$16,200/yr; Council \$15,600/yr			Chair \$12,000/yr; Member \$10,200/yr	Mayor \$800/mo; Council \$400/mo	Chair \$8800/yr; Member \$7000/yr
School Board		Chair \$595/mo; Member \$515/mo							
Advisory commissions or committees				Chair \$1350/yr; Member \$1,200/yr					
Welfare Board/Social Services Board	\$50/mtg	\$110/mo	\$50/mtg		\$50/mtg				
IDA		\$40/mtg+							
PDC					\$40/mtg				
CSB					\$50/mtg				

Virginia Institute of Government									
Inquiry about Committee, Commission, and Boards Compensation									
	Frederick	Mecklenburg	Prince						
	County	County	George	Town of	Powhatan	Roanoke	Warren	Town of	Gloucester
	County	County	County	Leesburg	County	County~	County	Warrenton	County
Parks Commission	0								
EDA	\$200/mtg								
Planning Commission	\$90/mtg	\$75/mtg	\$200/mo*	Chair \$3750/yr; Member \$3600/yr	Chair \$3000/yr; Member \$2100/yr		\$100	\$75/mo	\$25/mtg
Other legally required boards:									
Board of Zoning Appeals	\$30/mtg	\$75/mtg	\$100/mtg	\$200 (per mtg?)	\$30/mtg		\$75		\$25/mtg
Board of Equalization	\$100/mtg	\$100/mtg+	\$60/day	N/A	\$25/hr	\$2000/yr	\$80/full day; \$40/half day		\$56/mtg
Electoral Board	Sec \$439/mo; Ch & VC \$219/mo**	Sec \$350/mo; Member \$175/mo	Sec \$4212/yr; Ch & VC \$2106/yr^						
IDA		\$40/mtg+							
Wetlands Board									\$25/mtg
Building Code Appeals									\$25/mtg
3. Are members also compensated for mileage?		Yes	No		No	No		Yes	
Which ones?		Noted above with +						Council and PC for training travel	
4. Are members of governing body compensated for governing body meetings?	No	No	No	Yes	No		No	No	Yes
for other county business travel within the county	No	No	No	No	No		No	No	Yes
for travel on county business outside of county	No	Yes	Yes	Yes	Yes		Yes	Yes	Yes

Virginia Institute of Government									
Inquiry about Committee, Commission, and Boards Compensation									
			Prince						
	Frederick	Mecklenburg	George	Town of	Powhatan	Roanoke	Warren	Town of	Gloucester
	County	County	County	Leesburg	County	County~	County	Warrenton	County
5. Other comments		Health ins offered to BOS at same rate as other employees	County provides vehicle for transportation when one is available	Town Council members are offered health insurance			Offer same health insurance benefit as employees		
+Also receive mileage reimbursement									
*Paid regardless of attendance									
^Compensated through payroll as required by State Board of Elections									
~ Info reported only for Electoral Board									
**Set by Virginia Department of Elections									

**Current and Recommended
Committee and Commission Compensation
Frederick County**

Committee/Group	Current			Note	Recommended	
	Amount	Per			Amount	Per
Board Subcommittees:						
Technology	\$	30	Meeting		\$	50 Meeting
Code and Ordinance	\$	30	Meeting		\$	50 Meeting
Human Resources	\$	30	Meeting		\$	50 Meeting
Public Safety	\$	30	Meeting		\$	50 Meeting
Finance	\$	30	Meeting		\$	50 Meeting
Public Works	\$	30	Meeting		\$	50 Meeting
Transportation	\$	30	Meeting		\$	50 Meeting
Other:						
Board of Zoning Appeals	\$	30	Meeting		\$	50 Meeting
Social Services Board	\$	50	Meeting		No change	
Planning Commission	\$	90	Meeting		\$	100 Meeting
Parks and Recreation Commission	\$	-	Not paid		\$	50 Meeting
Economic Development Authority (EDA)	\$	200	Meeting		No change	
Board of Equalization	\$	100	Meeting		No change	
Electoral Board*	\$219.38	Monthly	Ch & VC		No change	
	\$438.75	Monthly	Secretary		No change	

Board members are not paid for committee meetings.
Large percentage of members forfeit committee pay.

*Set by Va Dept. of Elections



COUNTY OF FREDERICK, VIRGINIA

FIRE AND RESCUE DEPARTMENT


1080 Coverstone Drive
Winchester, VA 22602

Larry A. Oliver
Deputy Chief
Operations Division

MEMORANDUM

DATE: October 11, 2016

TO: Cheryl B. Shiffler, Director
Finance Department

FROM: Larry A. Oliver, Deputy Chief – Operations Division 
Fire and Rescue Department

THRU: Dennis D. Linaburg, Fire Chief
Fire and Rescue Department

SUBJECT: Grant For Self-Contained Breathing Apparatus (SCBA) Replacement

The Fire and Rescue Department along with the 11 volunteer fire and rescue companies have 334 self-contained breathing apparatus (SCBA) units that are reaching their end-of-life expectancy. All of these units have been purchased by Frederick County, the individual fire and rescue companies, acquired from other fire and rescue organizations, or donated to Frederick County by private organizations. Currently, the Fire and Rescue System has 5 different styles of SCBAs with manufacturer's dates ranging from 1981 to 2007 with all of the devices being behind the National Fire Protection Association (NFPA) Standards by 2 standards years. More than 50% of these self-contained breathing apparatus units will come to the end of their life expectancy during 2017 with another 40% of the remaining ending in 2018. Approximately 175 SCBA cylinders will expire at the beginning of 2017 with others expiring towards the end of 2017 or early 2018 with no additional opportunities for hydrostatic testing due to federal regulations.

The Fire and Rescue Department is an authorized SCBA Repair Center for our Scott SCBAs which compiled the data listed above. Many of the SCBAs within our Fire and Rescue System do not have the standard safety components installed on them that are now considered industry standards. The information also suggests that components for repairs for a significant number of the in-service SCBAs are becoming obsolete since the manufacturer is no longer supporting SCBAs prior to the 2002 NFPA Standard. There is also one specific model of SCBA that 2 of the volunteer fire and rescue companies purchased that parts are no longer being manufactured at all.

Page #2 - Grant For Self-Contained Breathing Apparatus (SCBA) Replacement

The Fire and Rescue Department is requesting to apply for an Assistance To Firefighters Grant through the Federal Emergency Management Agency to replace all of the SCBAs and associated components within the Frederick County Fire and Rescue System. This grant provides the greatest amount of funding available through any known fire and rescue grant process with SCBA replacement being a high priority through the process. This application period is open annually with time periods varying based upon several factors at the federal government level. This year the application period opens today with a closing date of November 18, 2016. We have been in discussion with a third party grant writer, that has a 70% success rate at obtaining fire and rescue grants with emphasis on fire and rescue apparatus/equipment, to write the grant at a cost of \$600.

The grant application would include replacement for every SCBA unit and associated components within the Fire and Rescue System with a "list price" of approximately \$4,000,000. The revised grant guidelines now have excluded certain components that are not eligible within the grant process that would have to be funded locally. Local match requirements would be required for the components that are not eligible within the grant process as well as the matching funding required. Based on Frederick County's population, the cap of grant is \$1,000,000 per battalion submission which potentially could award a total of \$3,000,000. All of this will be dependent on the final determination by the selection committee which could come as early as the summer of 2017 and late as the winter of 2018. Once the awards are made by the Federal Emergency Management Agency, the recipients have up to one year to purchase the approved apparatus/equipment.

The only other costs associated with the replacement request will be the installation of new brackets in the fire and rescue apparatus as this cannot be included in the grant application. Continued local funding would be required annually through the budget process to support the maintenance and repair of all of the SCBAs through the SCBA Repair Center after the replacement process is completed. The life expectancy of the new SCBAs would be a minimum of 15 years potentially increasing to 20 years depending on the specifics listed in the NFPA Standards process.

Should you have any additional comments and/or questions, please feel free to contact me. Thank you for your assistance in this project.

LAO

cc: File Copy

Judith McCann-Slaughter
562 Milburn Road
Winchester, VA 22603

October 1, 2016

Brenda G. Garton, Finance Staff and Committee Members
107 N. Kent Street
Winchester, VA 22601

RE: FY 2018 Budget Priorities

Dear Mrs. Garton:

Thank you to Cheryl Shiffler, Jay Tibbs, Kris Tierney and Chairman DeHaven for meeting with Sheriff Millholland, Fire and Rescue Director Linaburg, and School Superintendent Sovine to discuss upcoming budget priorities. Since Public Safety and Education accounted for 75 percent of the general fund budget in FY 16, a preliminary budget meeting was held to ascertain priorities in these areas for the upcoming budget year. The following priorities were offered:

Sheriff

- *12 unfunded/approved positions requested (fleet manager position – current manager retiring and another trained as backup for this position). There are currently 141 vehicles in the fleet. Also requesting 2 additional school resource officers and evidence collection clerk, remaining 7 positions on road deputies

- *Scheduled replacement for vehicle

Fire and Rescue Director

- *30 firefighter/emergency medical technicians (this would provide for 2 additional staff 24/7 at the 5 busiest fire stations estimated cost \$56,000 per person (wages, fringes and uniforms)

- *training fire engine replacement \$200,000

- *2 vehicle replacements \$36,000 each

- *2 vehicles for new positions \$32,000 each

School Superintendent

- *Debt service for Schools expected to increase by \$700,000

- *VRS increase of \$800,000 local dollars (this dates back to 2008 when the General Assembly chose to not fully fund the rate increases and defer those rate increases)

*Salary initiatives to remain competitive (a 1 percent increase equals \$1.1million)

Page 2

Budget Directive FY 2018

School Superintendent continued

*Replacement buses

*Enrollment greater than projections, creating the need for increased staffing levels

Budget priorities to help guide staff are as follows:

*Reassessment of real property is being conducted in 2016 with an effective date of January 1, 2017 (Preliminary numbers indicate a positive impact on the revenue side)

*Consider Public Safety and Education needs of our community as a priority
(School funding consistent with current allocation 57% Schools, 43% General Fund)

*Identify and quantify prioritized deferred capital plan

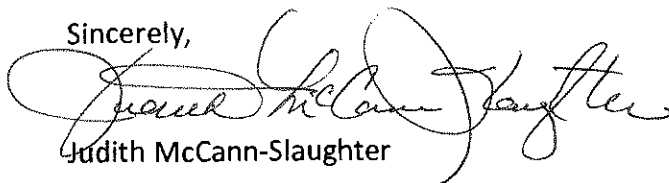
*Provide responsible stewardship for county funds to ensure citizens receive the best services possible for the funds expended

*Continue to minimize the size of government where ever possible

*Maintain Fund Balance and establish debt policies that provide financial stability

It is my desire to discuss the budget calendar and move critical items of discussion earlier in the process, i.e. Reassessment impact to revenue stream.

Sincerely,



Judith McCann-Slaughter

Budget Calendar FY 2017-2018

Month	Action
October 19, 2016	Budget memo from Finance Committee Chairman presented to Finance Committee
October 25, 2016	Budget materials sent to all departments and outside agencies
November 28, 2016	Budget requests from departments and outside agencies due back to Finance Department
December 21, 2016	Finance Committee Meeting. Preliminary Budget Discussions
December 2016 – January 2017	County Administrator budget meetings with Departments
January 18, 2017	Finance Committee/Budget Worksession
January 25, 2017	Board of Supervisors Budget Worksession
February 1, 2017	Board of Supervisors Budget Worksession
February 8, 2017	Joint budget meeting with School Board and Board of Supervisors; School Board presents School Board budget to Board of Supervisors
February 15, 2017	Finance Committee/Budget Worksession
February 21, 2017	School Board budget public hearing
February 22, 2017	Board of Supervisors Budget Worksession
March 1, 2017	Board of Supervisors Budget Worksession
March 8, 2017	Budget Worksession – final worksession before budget advertisement
March 13, 2017	Public Hearing Advertisement in newspaper
March 22, 2017	FY 2017 – 2018 Budget Public Hearing
April 12, 2017	FY 2017 – 2018 Budget Adoption
May-July, 2017	Preparation of Adopted Budget Document and submission of budget for award
July 1, 2017	Implementation of Fiscal Year 2017 – 2018

*Dates in red are regularly scheduled Finance Committee meetings

Need dates for:

- Scenario Discussion
- Meeting Schedule
- Reassessment Discussion (Commissioner of the Revenue)

DATE	DEPARTMENT/GENERAL FUND	REASON FOR TRANSFER	FROM	TO	ACCT	CODE	AMOUNT
9/1/2016	SHERIFF	(8) SHERIFF VEHICLES	3102	8005	000	000	168,000.00
	TRANSFERS/CONTINGENCY		9301	5890	000	000	(168,000.00)
9/8/2016	PUBLIC SAFETY COMMUNICATIONS	E-911 CONSOLES	3506	8003	000	000	543,800.00
	TRANSFERS/CONTINGENCY		9301	5899	000	000	(543,800.00)
9/12/2016	COUNTY OFFICE BUILDINGS/COURTHOUSE	REPAIRS TO LIEBERT AC UNIT	4304	3002	000	000	(1,500.00)
	COUNTY OFFICE BUILDINGS/COURTHOUSE		4304	3004	000	001	1,500.00
9/12/2016	FIRE AND RESCUE	ROUND HILL INTERNET	3505	5204	000	000	(9,828.00)
	FIRE AND RESCUE		3505	5299	000	000	9,828.00
9/14/2016	FIRE AND RESCUE	RECLASS CAPITAL ITEM-GEAR DRYER	3505	3004	000	001	(7,807.00)
	FIRE AND RESCUE		3505	8009	000	000	7,807.00
9/14/2016	SHERIFF	PURCHASE OF VEHICLES -FUNDING DIFFERENCE	3102	3004	000	002	(1,517.00)
	SHERIFF		3102	8005	000	000	1,517.00
9/19/2016	COUNTY OFFICE BUILDINGS/COURTHOUSE	REPLACE AC UNIT IN OLD COURTHOUSE	4304	3004	000	001	(8,000.00)
	COUNTY OFFICE BUILDINGS/COURTHOUSE		4304	8001	000	000	8,000.00
9/21/2016	SOCIAL SERVICES	FUNDS TO COVER INSURANCE	5316	5300	000	000	985.00
	SOCIAL SERVICES		5316	5401	000	000	(985.00)
9/22/2016	INFORMATION TECHNOLOGY	DELL VIRTUALIZATION PROJECT	1220	5401	000	000	12,000.00
	TRANSFERS/CONTINGENCY		9301	5890	000	000	(12,000.00)
9/23/2016	SHERIFF	PURCHASE POLYGRAPH SYSTEM	3102	5409	000	000	(5,476.00)
	SHERIFF		3102	8001	000	000	5,476.00
9/28/2016	INFORMATION TECHNOLOGY	BALANCE LINE ITEM	1220	3002	000	000	(3,803.93)
	INFORMATION TECHNOLOGY		1220	5413	000	000	3,803.93
	INFORMATION TECHNOLOGY		1220	3002	000	000	(1,665.00)
	INFORMATION TECHNOLOGY		1220	5413	000	000	1,665.00
9/28/2016	REFUSE COLLECTION	PURCHASE REPLACEMENT PART	4203	5407	000	000	(1,100.00)
	REFUSE COLLECTION		4203	5408	000	000	1,100.00
9/30/2016	INSPECTIONS	SCANNER/INSPECTIONS	3401	8007	000	000	26,143.00
	TRANSFERS/CONTINGENCY		9301	5890	000	000	(26,143.00)

County of Frederick
General Fund
September 30, 2016

ASSETS	FY17 <u>9/30/16</u>	FY16 <u>9/30/15</u>	Increase (Decrease)
Cash and Cash Equivalents	50,252,225.90	51,316,015.77	(1,063,789.87) *A
Petty Cash	1,555.00	1,555.00	0.00
Receivables:			
Taxes, Commonwealth, Reimb. P/P	45,214,381.74	41,433,757.29	3,780,624.45
Streetlights	16,813.86	16,476.70	337.16
Miscellaneous Charges	24,815.16	75,559.01	(50,743.85)
Due from Fred. Co. San. Auth.	734,939.23	734,939.23	0.00
Prepaid Postage	3,680.27	2,498.97	1,181.30
GL controls (est.rev / est. exp)	<u>(8,141,982.50)</u>	<u>(12,370,258.09)</u>	<u>4,228,275.59</u> (1) Attached
TOTAL ASSETS	<u>88,106,428.66</u>	<u>81,210,543.88</u>	<u>6,895,884.78</u>
LIABILITIES			
Accrued Liabilities	4,673.15	8,381.47	0.00
Performance Bonds Payable	1,333,186.45	446,664.24	886,522.21
Taxes Collected in Advance	109,522.14	209,454.96	(99,932.82) *B
Deferred Revenue	<u>45,251,141.68</u>	<u>41,517,557.75</u>	<u>3,733,583.93</u> *C
TOTAL LIABILITIES	46,698,523.42	42,182,058.42	4,520,173.32
EQUITY			
Fund Balance			
Reserved:			
Encumbrance General Fund	846,760.96	404,416.85	442,344.11 (2) Attached
Conservation Easement	4,779.85	4,779.85	0.00
Peg Grant	205,675.38	137,071.75	68,603.63
Prepaid Items	949.63	949.63	0.00
Advances	734,939.23	734,939.23	0.00
Employee Benefits	93,120.82	93,120.82	0.00
Courthouse Fees	312,512.63	269,039.57	43,473.06
Historical Markers	17,368.96	17,322.25	46.71
Animal Shelter	335,530.02	335,530.02	0.00
Proffers	3,610,003.96	2,042,419.80	1,567,584.16 (3) Attached
Parks Reserve	9,810.01	6,932.25	2,877.76
E-Summons Funds	78,763.75	38,816.25	39,947.50
VDOT Revenue Sharing	436,270.00	436,270.00	0.00
Undesignated Adjusted Fund Balance	<u>34,721,420.04</u>	<u>34,506,877.19</u>	<u>214,542.85</u> (4) Attached
TOTAL EQUITY	<u>41,407,905.24</u>	<u>39,028,485.46</u>	<u>2,379,419.78</u>
TOTAL LIAB. & EQUITY	<u>88,106,428.66</u>	<u>81,210,543.88</u>	<u>6,895,884.78</u>

NOTES:

*A Cash decrease includes an increase in revenue, expenditures, and fund balance, and a decrease in transfers (refer to the comparative statement of revenues, expenditures, transfers and change in fund balance).

*B Prepayment of taxes.

*C Deferred revenue includes taxes receivable, street lights, misc.charges, dog tags, and motor vehicle registration fees.

BALANCE SHEET			
(1) GL Controls	FY17	FY16	Inc/(Decrease)
Est.Revenue	159,824,883	147,578,927	12,245,956
Appropriations	(70,224,747)	(67,330,875)	(2,893,872)
Est.Tr.to Other fds	(98,588,879)	(93,022,727)	(5,566,152)
Encumbrances	846,761	404,417	442,344
	(8,141,982)	(12,370,258)	4,228,276

(2) General Fund Purchase Orders @9/30/16

DEPARTMENT	Amount	
Animal Shelter	41,726.00	(12) Double Stack Cat Condos W/Bases
Clerk	5,590.00	Conservation&Preservation of (3) Books
Commonwealth's Attorney	7,195.00	Konica Minolta Copier & Scanner
	5,749.20	Criminal Case Management System
County Office Buildings	33,768.00	Tracer System HVAC Controls
	25,030.00	Parking Lot Repair/Cty.Adm.Bldg.&Bowman Library
	124,849.00	(2)Roof Top Units /Heat Pump Replacements
	16,675.81	Security Cameras
	6,053.00	Condensing Unit (Old Courthouse Museum)
Fire & Rescue	9,336.00	(1) Washer/Extractor
	2,545.00	Hazmat Shower(FEMA)
	5,478.25	Badges, Emblems,Patches, etc.
	9,557.30	Uniforms
	4,850.00	(2) 40' Cargo Containers
	4,884.94	Hazmat Laptop
	7,956.00	Thermal Imager
General District Court	2,732.80	(14) Mesh Back Chairs
	5,139.00	(3)Video Docket PC's w/Monitors
General Fund Departments	40,640.59	PC Refresh 2017
	14,202.20	(56) Microsoft Licenses
IT	4,803.20	Nexus 5500 Unified Ports
	5,444.70	(15) 1000 Base Transceivers
Parks	9,640.00	Rose Hill Electrical Project
	54,200.00	Kubota Tractor
	15,047.00	Laminated Wood Shelter Rose Hill Park
	6,655.00	Bri-Mar Dump Trailer
	4,565.49	Lumber/Clearbrook Park Roof
	9,868.00	Rose Hill Shelter Foundation
	4,811.50	Program Apparel
Public Safety	4,877.40	HVAC Unit
Sheriff	6,164.50	Ammunition
	5,649.98	Body Armor
	26,279.00	(1) 2016 Police Interceptor
	109,880.50	(3)Chevy Tahoe's
	4,032.00	Uniforms
	22,947.50	(5)Gentrac Laptop's W/Docking Stations &Adaptors
	105,116.00	(4) 2016 Police Interceptors
	64,401.00	(4) Used Chevy Malibu's
	2,944.10	EDGEFX Forensic Edition
	5,476.00	Polygraph System
Total	846,760.96	

(3)Proffer Information	SCHOOLS	PARKS	FIRE & RESCUE	Designated Other Projects	TOTAL
Balance @9/30/16	953,404.62	535,958.54	470,228.70	1,650,412.10	3,610,003.96

Designated Other Projects Detail

Administration	256,929.10	
Bridges	2,500.00	
Historic Preservation	126,000.00	12/11/14 Board Action designated \$50,000 for final debt payment
Library	134,968.00	on the Huntsberry property.
Rt.50 Trans.Imp.	10,000.00	
Rt. 50 Rezoning	25,000.00	
Rt. 656 & 657 Imp.	25,000.00	
RT.277	162,375.00	
Sheriff	57,950.00	
Solid Waste	12,000.00	
Stop Lights	52,445.00	
BPG Properties/Rt.11 Corridor	330,000.00	
Blackburn Rezoning	452,745.00	
Clearbrook Bus.Ctr.Rezoning	2,500.00	
Total	1,650,412.10	

Other Proffers @9/30/16

(4) Fund Balance Adjusted	
Ending Balance 9/30/16	39,801,576.05
Revenue 9/16	15,626,186.05
Expenditures 9/16	(17,585,975.49)
Transfers 9/16	(3,120,366.57)
9/16 fund Balance Adjusted	34,721,420.04

County of Frederick
Comparative Statement of Revenues, Expenditures
and Changes in Fund Balance
September 30, 2016

REVENUES:	<u>Appropriated</u>	<u>FY17 9/30/16 Actual</u>	<u>FY16 9/30/15 Actual</u>	<u>YTD Actual Variance</u>	
General Property Taxes	109,067,433.00	4,647,706.21	4,107,361.52	540,344.69	(1)
Other local taxes	34,831,980.00	3,858,344.71	3,485,541.07	372,803.64	(2)
Permits & Privilege fees	1,283,923.00	645,883.84	635,954.64	9,929.20	(3)
Revenue from use of money and property	159,359.00	111,718.31	60,118.49	51,599.82	(4)
Charges for Services	2,710,296.00	665,556.43	602,925.65	62,630.78	
Miscellaneous	505,458.88	146,705.37	64,015.90	82,689.47	
Recovered Costs	1,568,266.00	391,597.79	348,022.60	43,575.19	(5)
Proffers		484,985.95	485,442.71	(456.76)	(5)
Intergovernmental:					
Commonwealth	9,662,167.00	4,667,212.44	4,641,731.67	25,480.77	(6)
Federal	36,000.00	6,475.00	13,543.69	(7,068.69)	(7)
Transfers	.	0.00	0.00	0.00	
TOTAL REVENUES	159,824,882.88	15,626,186.05	14,444,657.94	1,181,528.11	
EXPENDITURES:					
General Administration	10,934,580.20	3,691,724.13	2,315,622.94	1,376,101.19	
Judicial Administration	2,622,683.47	586,825.43	530,240.51	56,584.92	
Public Safety	34,132,886.87	8,257,209.05	7,968,997.10	288,211.95	
Public Works	5,226,435.67	1,058,996.71	1,074,141.42	(15,144.71)	
Health and Welfare	8,700,921.00	1,953,486.33	1,876,825.64	76,660.69	
Education	78,819.00	19,704.75	14,000.00	5,704.75	
Parks, Recreation, Culture	6,425,360.86	1,706,524.70	1,581,099.22	125,425.48	
Community Development	1,965,491.14	311,504.39	303,050.05	8,454.34	
TOTAL EXPENDITURES	70,087,178.21	17,585,975.49	15,663,976.88	1,921,998.61	(8)
OTHER FINANCING SOURCES (USES):					
Operating transfers from / to	98,726,448.13	3,120,366.57	4,920,874.39	(1,800,507.82)	(9)
Excess (deficiency)of revenues & other sources over expenditures & other uses	(8,988,743.46)	(5,080,156.01)	(6,140,193.33)	(1,060,037.32)	
Fund Balance per General Ledger		39,801,576.05	40,647,070.52	(845,494.47)	
Fund Balance Adjusted to reflect Income Statement 9/30/16		34,721,420.04	34,506,877.19	214,542.85	

(1)General Property Taxes	FY17	FY16	Increase/Decrease
Real Estate Taxes	1,506,351	1,443,670	62,681
Personal Property	2,892,125	2,443,694	448,431
Penalties and Interest	172,195	128,790	43,405
Credit Card Chgs./Delinq.Advertising	(29,907)	(21,862)	(8,045)
Adm.Fees For Liens&Distress	106,943	113,070	(6,127)
	4,647,706	4,107,362	540,345

(2) Other Local Taxes

Local Sales and Use Tax	1,087,960.14	1,069,362.57	18,597.57
Communications Sales Tax	105,546.65	110,320.76	(4,774.11)
Utility Taxes	566,031.85	490,519.48	75,512.37
Business Licenses	612,511.92	516,976.25	95,535.67
Auto Rental Tax	19,922.98	23,484.62	(3,561.64)
Motor Vehicle Licenses Fees	102,425.67	80,870.31	21,555.36
Recordation Taxes	444,798.01	394,023.18	50,774.83
Meals Tax	802,829.27	715,564.73	87,264.54
Lodging Tax	115,240.72	83,727.95	31,512.77
Street Lights	957.50	390.36	567.14
Star Fort Fees	120.00	300.86	(180.86)
Total	3,858,344.71	3,485,541.07	372,803.64

(3)Permits&Privileges

Dog Licenses	16,048.00	12,241.00	3,807.00
Transfer Fees	940.50	913.50	27.00
Development Review Fees	103,541.00	185,322.69	(81,781.69)
Building Permits	417,263.99	293,773.46	123,490.53
2% State Fees	9,391.95	10,961.27	(1,569.32)
Electrical Permits	25,337.00	33,335.00	(7,998.00)
Plumbing Permits	8,027.40	6,099.00	1,928.40
Mechanical Permits	19,255.00	40,776.00	(21,521.00)
Sign Permits	1,950.00	1,651.72	298.28
Commercial Burning Permits	25.00	-	25.00
Blasting Permits	90.00	150.00	(60.00)
Land Disturbance Permits	43,814.00	50,731.00	(6,917.00)
Transfer Development Rights	200.00	-	200.00
Total	645,883.84	635,954.64	9,929.20

(4) Revenue from use of

Money	108,098.23	53,173.55	54,924.68
Property	3,620.08	6,944.94	(3,324.86)
Total	111,718.31	60,118.49	51,599.82

(5) Recovered Costs	FY17	FY16	Increase/Decrease
	9/30/2016	9/30/2015	
Recovered Costs Treasurer's Office	816.00	41,340.00	(40,524.00)
Worker's Comp	250.00	350.00	(100.00)
Purchasing Card Rebate	161,675.29	162,373.76	(698.47)
Recovered Costs-IT/GIS	20,000.00	313.98	19,686.02
Recovered Cost Fire Companies	27,209.00	-	27,209.00
Reimbursement Circuit Court	2,600.89	3,549.62	(948.73)
Reimb.Public Works/Planning Clean Up	200.00	570.00	(370.00)
Clarke County Container Fees	26,383.75	23,332.67	3,051.08
City of Winchester Container Fees	18,490.18	17,709.25	780.93
Refuse Disposal Fees	35,575.70	26,416.46	9,159.24
Recycling Revenue	23,010.80	11,768.48	11,242.32
Fire & Rescue Merchandise(Resale)	-	1,050.00	(1,050.00)
Container Fees Bowman Library	479.54	437.64	41.90
Litter-Thon/Keep VA Beautiful Grant	750.00	500.00	250.00
Restitution Victim Witness	5,969.11	4,445.00	1,524.11
Reimb.of Expenses Gen.District Court	9,433.49	5,850.02	3,583.47
Reimb.Task Force	17,432.31	16,887.70	544.61
Sign Deposits Planning	-	50.00	(50.00)
Comcast PEG Grant	20,434.00	17,879.40	2,554.60
Fire School Programs	17,065.00	9,340.00	7,725.00
Clerks Reimbursement to County	1,908.03	2,847.04	(939.01)
Sheriff Reimbursement	1,914.70	1,011.58	903.12
Subtotal Recovered Costs	391,597.79	348,022.60	43,575.19
Proffer-Other	-	157,500.46	(157,500.46) *1
Proffer Lynnehaven	33,783.10	-	33,783.10
Proffer Redbud Run	45,178.00	25,816.00	19,362.00
Proffer Canter Estates	24,527.82	20,439.85	4,087.97
Proffer Village at Harvest Ridge	9,234.00	4,617.00	4,617.00
Proffer Southern Hills	29,460.00	9,820.00	19,640.00
Proffer Snowden Bridge	131,601.03	135,623.40	(4,022.37)
Proffer Meadows Edge Racey Tract	201,440.00	120,864.00	80,576.00
Proffer Cedar Meadows	9,762.00	9,762.00	-
Proffer Westbury Commons	-	1,000.00	(1,000.00)
Subtotal Proffers	484,985.95	485,442.71	(456.76)
Grand Total	876,583.74	833,465.31	43,118.43

*1 Transportation Costs for Blackburn Commerce Ctr.& Clearbrook Business Ctr.

(6) Commonwealth Revenue	9/30/16	9/30/2015	
	FY17	FY16	Increase/Decrease
Motor Vehicle Carriers Tax	18,955.14	37,721.45	(18,766.31)
Mobile Home Titling Tax	30,435.00	29,477.94	957.06
Recordation Taxes	102,748.29	81,547.51	21,200.78
P/P State Reimbursement	2,610,611.27	2,610,611.35	(0.08)
Shared Expenses Comm.Atty.	83,614.54	76,907.59	6,706.95
Shared Expenses Sheriff	342,292.48	372,030.70	(29,738.22)
Shared Expenses Comm.of Rev.	34,109.57	34,677.35	(567.78)
Shared Expenses Treasurer	24,643.65	25,291.13	(647.48)
Shared Expenses Clerk	69,903.16	59,821.43	10,081.73
Public Assistance Grants	1,033,800.00	990,017.63	43,782.37
Emergency Services Fire Program	219,662.00	214,535.00	5,127.00
DMV Grant Funding	5,098.06	5,462.99	(364.93)
JJC Grant Juvenile Justice	32,090.00	32,090.00	-
Rent/Lease Payments	47,354.61	52,501.61	(5,147.00)
Wireless 911 Grant	11,137.19	11,211.57	(74.38)
State Forfeited Asset Funds	757.48	7,826.42	(7,068.94)
Total	4,667,212.44	4,641,731.67	25,480.77

County of Frederick**General Fund****September 30, 2016**

(7) Federal Revenue	FY17	FY16	Increase/Decrease
Federal Forfeited Assets	6,475.00	10,612.69	(4,137.69)
Emergency Services Grant	-	2,931.00	(2,931.00)
Total	6,475.00	13,543.69	(7,068.69)

(8) Expenditures

Expenditures increased \$1,921,998.51. **General Administration** increased \$1,376,101.19 and includes the timing of the Comprehensive Services Fund transfer for \$1,263,458 due to projected increase of expenses. Funds were not transferred until January in the previous year. **Public Safety** increased \$288,211.95 and reflects an increase of the local contribution to the Jail of \$49,153.50, overtime for the Sheriff's office increased \$27,727.94 and overtime for Fire and Rescue increased \$39,185.40. The Transfers decreased \$1,800,507.82. See chart below:

(9) Transfers Decreased \$1,800,507.82	FY17	FY16	Increase/Decrease
Transfer to School Operating	1,574,432.38	581,267.27	993,165.11
Transfer to School Construction	0.00	3,200,000.00	(3,200,000.00)
Transfer to Debt Service County	1,459,180.71	1,138,343.73	320,836.98
Operational Transfers	86,753.48	1,263.39	85,490.09
Total	3,120,366.57	4,920,874.39	(1,800,507.82)

*1 Increase in FY17 School Operating Fund Transfer

*2 Timing of Insurance Charge Outs

County of Frederick
FUND 11 NORTHWESTERN REGIONAL ADULT DETENTION CENTER
September 30, 2016

ASSETS	FY2017 <u>9/30/16</u>	FY2016 <u>9/30/15</u>	Increase (Decrease)
Cash	7,301,080.08	6,270,450.14	1,030,629.94 *1
GL controls(est.rev/est.exp)	<u>(862,930.53)</u>	<u>(660,557.89)</u>	<u>(202,372.64)</u>
TOTAL ASSETS	<u>6,438,149.55</u>	<u>5,609,892.25</u>	<u>828,257.30</u>
LIABILITIES			
Accrued Operating Reserve Costs	<u>2,395,005.00</u>	<u>2,258,904.00</u>	<u>136,101.00</u>
TOTAL LIABILITIES	<u>2,395,005.00</u>	<u>2,258,904.00</u>	<u>136,101.00</u>
EQUITY			
Fund Balance			
Reserved			
Encumbrances	18,673.89	117,594.45	(98,920.56)
Undesignated			
Fund Balance	<u>4,024,470.66</u>	<u>3,233,393.80</u>	<u>791,076.86</u> *2
TOTAL EQUITY	<u>4,043,144.55</u>	<u>3,350,988.25</u>	<u>692,156.30</u>
TOTAL LIABILITY & EQUITY	<u>6,438,149.55</u>	<u>5,609,892.25</u>	<u>828,257.30</u>

NOTES:

*1 Cash increased \$1,030,629.94. Refer to the following page for comparative statement of revenues and expenditures and changes in fund balance.

*2 Fund balance increased \$791,076.86. The beginning balance was \$3,860,407.45 and includes adjusting entries, budget controls for FY17(\$746,029), the first bond payment for the security system upgrade(\$105,475.42), and the year to date revenue less the expenditures of \$1,015,567.63.

Current Unrecorded Accounts Receivable-	<u>FY2017</u>
Prisoner Billing:	34,198.18
Compensation Board Reimbursement 9/16	<u>479,918.01</u>
Total	514,116.19

County of Frederick
Comparative Statement of Revenues, Expenditures
and Changes in Fund Balance
9/30/16

FUND 11 NORTHWESTERN REGIONAL ADULT DETENTION CENTER

		FY2017 9/30/16	FY2016 9/30/15	YTD Actual
REVENUES:	<u>Appropriated</u>	<u>Actual</u>	<u>Actual</u>	<u>Variance</u>
Credit Card Probation	-	43.39	32.75	10.64
Supervision Fees	38,896.00	8,941.62	8,350.50	591.12
Drug Testing Fees	1,000.00	-	-	-
Work Release Fees	414,868.00	64,949.43	61,091.05	3,858.38
Federal Bureau Of Prisons	0.00	396.00	165.00	231.00
Local Contributions	6,988,314.00	3,494,157.00	3,247,553.00	246,604.00
Miscellaneous	6,500.00	19,835.64	842.30	18,993.34
Phone Commissions	420,000.00	0.00	0.00	0.00
Food & Staff Reimbursement	112,000.00	4,249.72	7,474.85	(3,225.13)
Elec.Monitoring Part.Fees	85,000.00	19,951.69	15,121.19	4,830.50
Share of Jail Cost Commonwealth	1,250,000.00	0.00	0.00	0.00
Medical & Health Reimb.	75,000.00	10,545.97	13,658.81	(3,112.84)
Shared Expenses CFW Jail	5,200,000.00	819,767.44	838,473.48	(18,706.04)
State Grants	276,233.00	0.00	0.00	0.00
Local Offender Probation	247,636.00	0.00	0.00	0.00
Bond Proceeds	0.00	2,197.44	0.00	2,197.44
Transfer From General Fund	5,299,912.00	1,324,978.00	1,275,824.50	49,153.50
TOTAL REVENUES	20,415,359.00	5,770,013.34	5,468,587.43	301,425.91
EXPENDITURES:	21,296,963.42	4,754,445.71	4,719,618.17	34,827.54
Excess(Deficiency)of revenues over expenditures		1,015,567.63	748,969.26	266,598.37
FUND BALANCE PER GENERAL LEDGER		<u>3,008,903.03</u>	<u>2,484,424.54</u>	<u>524,478.49</u>
Fund Balance Adjusted To Reflect Income Statement 9/30/16		4,024,470.66	3,233,393.80	791,076.86

County of Frederick
Fund 12 Landfill
September 30, 2016

ASSETS	FY2017 9/30/16	FY2016 9/30/15	Increase (Decrease)
Cash	33,698,295.42	32,365,584.97	1,332,710.45
Receivables:			
Accounts Receivable			
Fees	709,991.66	701,546.44	8,445.22 *1
Accounts Receivable Other	1,421.18	0.00	1,421.18
Allow.Uncollectible Fees	(84,000.00)	(84,000.00)	0.00
Fixed Assets	45,498,224.85	44,899,611.07	598,613.78
Accumulated Depreciation	(27,824,334.18)	(26,818,616.30)	(1,005,717.88)
GL controls(est.rev/est.exp)	<u>(1,149,713.61)</u>	<u>(647,529.88)</u>	<u>(502,183.73)</u>
 TOTAL ASSETS	 <u>50,849,885.32</u>	 <u>50,416,596.30</u>	 <u>433,289.02</u>
 LIABILITIES			
Accounts Payable	-	-	
Accrued VAC.Pay and Comp TimePay	183,021.61	191,362.47	(8,340.86)
Accrued Remediation Costs	12,516,507.64	12,233,415.93	283,091.71 *2
Retainage Payable	26,133.20	0.00	26,133.20
Deferred Revenue Misc.Charges	<u>1,421.18</u>	<u>0.00</u>	<u>1,421.18</u>
 TOTAL LIABILITIES	 <u>12,727,083.63</u>	 <u>12,424,778.40</u>	 <u>302,305.23</u>
 EQUITY			
Fund Balance			
Reserved:			
Encumbrances	1,340,490.79	83,940.12	1,256,550.67 *3
Land Acquisition	1,048,000.00	1,048,000.00	0.00
New Development Costs	3,812,000.00	3,812,000.00	0.00
Environmental Project Costs	1,948,442.00	1,948,442.00	0.00
Equipment	3,050,000.00	3,050,000.00	0.00
Undesignated			
Fund Balance	<u>26,923,868.90</u>	<u>28,049,435.78</u>	<u>(1,125,566.88) *4</u>
 TOTAL EQUITY	 <u>38,122,801.69</u>	 <u>37,991,817.90</u>	 <u>130,983.79</u>
 TOTAL LIABILITY AND EQUITY	 <u>50,849,885.32</u>	 <u>50,416,596.30</u>	 <u>433,289.02</u>

NOTES:

*1 Landfill receivables increased \$8,445.22. Landfill fees at 9/16 were \$537,522.45 compared to \$507,954.21 at 9/15 for an increase of \$29,568.24. Delinquent fees at 9/16 were \$169,313.61 compared to \$190,056.09 at 9/15 for a decrease of \$20,742.48.

*2 Remediation increased \$283,090.71 and includes \$252,368.00 for post closure and \$30,723.71 interest.

*3 The encumbrance balance at 9/30/16 was \$1,340,490.79 and includes \$661,958.34 for CDD Landfill partial closure of Area 1, Phase 1, \$651,874 for a 2016 Cat 826 K compactor, and a 2017 Ford F150 for \$26,658.45.

*4 Fund balance decreased \$1,125,566.88. The beginning balance was \$27,678,717.24 and includes adjusting entries, budget controls for FY17(\$645,965), carry forward funds of (\$15,000) for chiller repair on the landfill gas treatment skid, (\$200,000) carry forward fund for the partial closure of Area 1, CDD landfill, and \$106,116.66 year to date revenue less expenditures.

Note that FY16 budget controls (\$75,138.00) compared to FY17(\$645,965) for a difference of \$570,827.00 reduction in fund balance.

County of Frederick
Comparative Statement of Revenue,Expenditures
and Changes in Fund Balance
September 30, 2016

FUND 12 LANDFILL REVENUES		FY17 9/30/16 <u>Actual</u>	FY16 9/30/15 <u>Actual</u>	YTD Actual <u>Variance</u>
	<u>Appropriated</u>			
Credit Card Charges	0.00	987.77	680.47	307.30
Interest on Bank Deposits	60,000.00	5,215.67	5,068.16	147.51
Salvage and Surplus	0.00	32,040.20	27,582.70	4,457.50
Sanitary Landfill Fees	5,516,450.00	1,422,282.28	1,380,456.98	41,825.30
Charges to County	0.00	125,882.66	104,421.16	21,461.50
Charges to Winchester	0.00	35,911.34	31,715.10	4,196.24
Tire Recycling	120,000.00	26,946.56	19,781.32	7,165.24
Reg.Recycling Electronics	66,000.00	15,497.00	12,694.00	2,803.00
Greenhouse Gas Credit Sales	10,000.00	0.00	0.00	0.00
Miscellaneous	60,000.00	0.00	0.00	0.00
Wheel Recycling	70,000.00	0.00	0.00	0.00
Charges for RTOP	0.00	0.00	0.00	0.00
Renewable Energy Credits	116,262.00	60,196.96	33,699.82	26,497.14
Landfill Gas To Electricity	370,758.00	100,437.86	105,017.73	(4,579.87)
Waste Oil Recycling		0.00	1,169.82	(1,169.82)
State Reimbursement Tire Operation	0.00	0.00	0.00	0.00
TOTAL REVENUES	<u>6,389,470.00</u>	<u>1,825,398.30</u>	<u>1,722,287.26</u>	<u>103,111.04</u>
Operating Expenditures	5,535,435.10	734,954.08	671,866.45	63,087.63
Capital Expenditures	3,344,239.30	984,327.56	656,618.75	327,708.81
TOTAL Expenditures	<u>8,879,674.40</u>	<u>1,719,281.64</u>	<u>1,328,485.20</u>	<u>390,796.44</u>
Excess(deficiency)of revenue over expenditures		106,116.66	393,802.06	(287,685.40)
Fund Balance Per General Ledger		<u>26,817,752.24</u>	<u>27,655,633.72</u>	<u>(837,881.48)</u>
FUND BALANCE ADJUSTED		26,923,868.90	28,049,435.78	(1,125,566.88)

County of Frederick, VA
Report on Unreserved Fund Balance
October 7, 2016

Unreserved Fund Balance, Beginning of Year, July 1, 2016	44,322,798
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Prior Year Funding & Carryforward Amounts

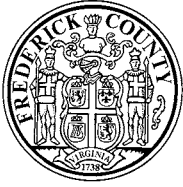
C/F Clearbrook Convenience Site	(35,000)
C/F capital contingency	(2,366,365)
School encumbrances	(903,813)
C/F Fire Company Capital	(218,002)
Adjust PEG grant reserves	3,523
C/F Rose Hill project	(13,163)
C/F Sherando Park master plan	(4,112)
C/F Data center refresh lease	(108,032)
C/F Abbott grant	(514)
C/F 3rd floor carpet	(31,203)
C/F School operating	(670,619)
Accrue FY16 auto rental tax	9,526
	(4,337,774)

Other Funding / Adjustments

Victim Witness	7,241
COR refund - General Motors	(6,308)
COR refund - Walmart	(3,812)
COR refund - Andres Godinez Jr.	(2,978)
COR refund - Interstate Resuce	(9,267)
COR refund - Toyota Lease	(3,477)
Airport Capital budget	(157,333)
COR refund - Plaza Pet Clinic	(3,910)
COR refund - Lake Holiday Countyr Club	(3,605)
	(183,449)

Fund Balance, October 7, 2016	39,801,575
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F



**CONDITIONAL USE PERMIT #11-16
JESSICA RICHARDSON - IN HOME DAYCARE COTTAGE
OCCUPATION**

Staff Report for the Board of Supervisors

Prepared: October 14, 2016

Staff Contact: M. Tyler Klein, AICP, Planner

This report is prepared by the Frederick County Planning Staff to provide information to the Planning Commission and the Board of Supervisors to assist them in making a decision on this request. It may also be useful to others interested in this zoning matter.

	<u>Reviewed</u>	<u>Action</u>
Planning Commission:	10/05/16	Public Hearing Held; Recommended Approval
Board of Supervisors:	10/26/16	Pending

EXECUTIVE SUMMARY & PLANNING COMMISSION RECOMMENDATION FOR THE 10/26/16 BOARD OF SUPERVISORS MEETING: This is a request for a Conditional Use Permit (CUP) for an in-home daycare facility within a single-family detached residence in the RP (Residential Performance) Zoning District. Should the Board of Supervisors find this application for an in-home daycare facility to be appropriate, the Planning Commission recommends that the following conditions be attached to the CUP:

1. All review agency comments and requirements shall be complied with at all times.
2. Hours of operation shall be permitted from 7 a.m. to 7 p.m., Monday through Friday.
3. The Applicant shall satisfy the licensing requirements of the Virginia Department of Social Services and the County of Frederick.
4. One, small, cottage occupation sign is permitted.
5. Other than those children residing on the property, there shall be no more than twelve (12) children being cared for at any given time.
6. Other than those persons residing on the property, there shall be no more than one (1) employee working at the daycare at any time.
7. Any expansion or change of use will require a new Conditional Use Permit.

The Planning Commission voted 6-0-3 (Commissioners Manuel, Thomas, Triplett absent) to recommend approval with conditions of CUP #11-16 for Jessica Richardson for a cottage occupation for an in-home daycare facility.

Following this public hearing, a decision regarding this Conditional Use Permit application by the Board of Supervisors would be appropriate. The Applicant should be prepared to adequately address all concerns raised by the Board of Supervisors.

LOCATION: This property is located at 102 Barbados Place, Stephens City, Virginia (Albin Village Subdivision); generally located north of Albin Drive and east of Aylor Road

MAGISTERIAL DISTRICT: Opequon

PROPERTY ID NUMBER: 75F-2-73

PROPERTY ZONING & PRESENT USE:

Zoned: RP (Residential Performance) District Land Use: Single-family detached residence

ADJOINING PROPERTY ZONING & PRESENT USE:

North:	RP (Residential Performance)	Use:	Residence
South:	RP (Residential Performance)	Use:	Residence
East:	RP (Residential Performance)	Use:	Residence
West:	RP (Residential Performance)	Use:	Residence

PROPOSED USE: The Applicant proposes a licensed in-home daycare facility, for up to twelve (12) children.

REVIEW EVALUATIONS:

Virginia Department of Transportation: The application for a Conditional Use Permit for this property appears to have minimal measurable impact on Route 1153, the VDOT facility which would provide access to the property. Existing entrance is adequate for proposed use. However, should use ever expand in the future, the entrance may have to be upgraded to VDOT commercial standards.

Frederick County Inspections: Existing dwelling shall comply with The Virginia Uniform Statewide Building Code (USBC). The existing dwelling will be classified (R-5) and shall comply with The Virginia Maintenance Codes. No change of use permit is required provided the home is licensed by the Virginia Department of Social Services as Family day home with allowances of up to 12 children. All sleeping rooms shall comply with proper egress and working smoke detectors shall be installed in accordance with the VMC.

Winchester-Frederick County Health Department: The Frederick County Health Department has no objection since the property appears to be serviced by public water and sewer. Although, if over 12 children are to be cared for a food permit will need to be applied for.

Frederick County Fire Marshall: Plans approved. Provided that the following conditions are met: There shall be at least 1 5 lb. ABC multi-purpose fire extinguisher hung and available

within 75' of all areas being used for the daycare. There shall be at least one smoke detector in all rooms being used for the daycare.

Frederick County Sanitation Authority: No comments.

Winchester Regional Airport: No impact to airport operation.

City of Winchester: No comments.

Planning and Zoning: A licensed in-home daycare facility is a permitted use as a cottage occupation in the RP (Residential Performance) District through an approved Conditional Use Permit (CUP). An in-home daycare facility is defined by the Zoning Ordinance as a facility in which more than five (5) children, not including those children related to the people who maintain the facility, are received for care, protection, and guidance during only part of the 24-hour day. The 2030 Comprehensive Policy Plan of Frederick County (Comprehensive Plan) identifies this area of the County as part of the Southern Frederick Area Plan and is to remain primarily residential in nature and is not part of any land use study. The subject property is also located in the County's Urban Development Area (UDA) and Sewer and Water Service Area (SWSA); the property is served by public utilities. The subject property is located in the Albin Village Subdivision, on a cul-du-sac (Barbados Place) and is surrounded by other single-family detached homes. The property also meets all setback and off-street parking requirements.

This in-home daycare facility, The Learning Tree, has been in operation for more than two (2) months within the principal residence, and currently cares for nine (9) children. The Applicant has designated drop-off and pick-up spaces in the driveway and a fenced outdoor play area in the rear of the property (see attached sketch plan provided by the Applicant). The drop-off and pick-up of children is staggered throughout the morning and evening, which should prevent any traffic or queueing along the street. The Applicant also has one (1) employee.

Staff received one (1) neighbor objection (received October 7, 2016) to the proposed use following the Planning Commission meeting noting concerns regarding traffic in and out of the cul-du-sac in the mornings and evenings as a result of the use, parking of vehicles on the street, and kids screaming throughout the day from the outdoor play area.

STAFF CONCLUSIONS FOR THE 10/05/16 PLANNING COMMISSION MEETING:

Should the Planning Commission find this use (an in-home daycare facility) appropriate, Staff would recommend the following conditions:

1. All review agency comments and requirements shall be complied with at all times.
2. Hours of operation shall be permitted from 7 a.m. to 7 p.m., Monday through Friday.

3. The Applicant shall satisfy the licensing requirements of the Virginia Department of Social Services and the County of Frederick.
4. One, small, cottage occupation sign is permitted.
5. Other than those children residing on the property, there shall be no more than twelve (12) children being cared for at any given time.
6. Other than those persons residing on the property, there shall be no more than one (1) employee working at the daycare at any time.
7. Any expansion or change of use will require a new Conditional Use Permit.

PLANNING COMMISSION SUMMARY AND ACTION OF THE 08/05/16 MEETING:

Staff presented CUP #11-16 at the October 5, 2016 Planning Commission public hearing, noting the site is a suburban single-family detached residence, presently zoned RP (Residential Performance) and the Applicant is seeking a Conditional Use Permit (CUP) for a cottage occupation for an in-home daycare facility to care for up to 12 children (excluding those residing on the premises). Staff presented maps identifying the location and an outline of the property and the proposed illustrative sketch provided by the Applicant for the cottage occupation, noting the drop-off/pick-up location for the children and the fenced outdoor play area. Staff continued that the property is surrounded by like RP properties on all sides which are also single-family detached residences. Staff concluded with a summary of the proposed conditions, noting the Applicant had agreed to the conditions as presented.

The Planning Commission requested that Staff clarify Condition #4, the size of the cottage occupation sign permitted, and if it was allowed within the subdivision by the Homeowners Association (HOA). Staff stated that the Zoning Ordinance allows for a four (4) square foot sign for cottage occupations, and that similar signs had been granted to other cottage occupation CUPs. Further, Staff noted that HOA restrictions on signage are a matter to-be-resolved between the homeowner and the HOA. The Applicant further clarified that she had contacted her HOA and had been provided a letter stating a business sign was permitted.

The Planning Commission also requested clarification if the use had been established in violation of the Zoning Ordinance. Staff noted that the Applicant had established the use prior to receiving a business license, which required a CUP for the in-home daycare use. Staff further clarified that the Applicant needed a business license to become a licensed child care provider through the Virginia Department of Social Service (VADSS) and the County. Staff stated that the Applicant was taking all of the necessary actions to come into compliance with the County and State requirements as quickly as possible and to date had not received any complaints from neighbors or anyone else.

The Applicant gave a brief overview of her daycare operation, The Learning Tree, noting she currently cares for nine (9) children, she intends to care for up to 12 children, and has one (1) employee that lives outside of the residence.

No members of the public spoke during the public hearing.

The Planning Commission voted 6-0-3 (Commissioners Manuel, Thomas, Triplett absent) to recommend approval with conditions of CUP #11-16 for Jessica Richardson for a cottage occupation for an in-home daycare facility.

**EXECUTIVE SUMMARY & PLANNING COMMISSION RECOMMENDATION FOR
THE 10/26/16 BOARD OF SUPERVISORS MEETING**

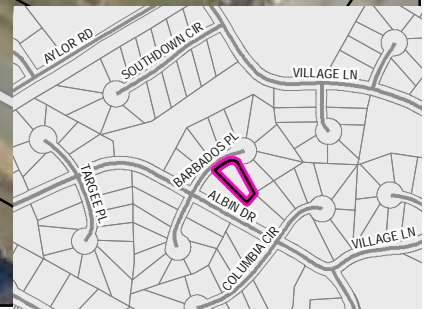
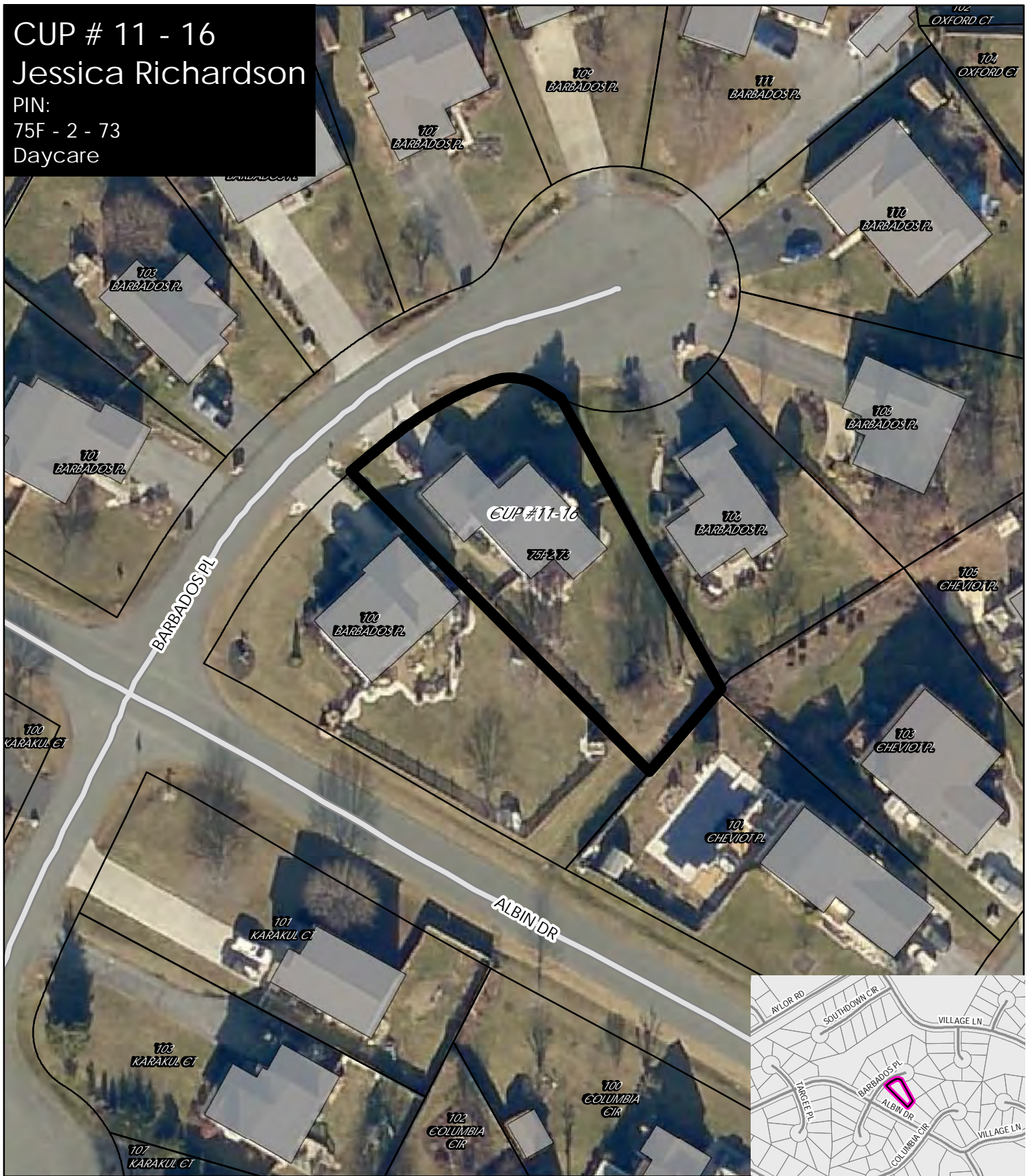
Should the Board of Supervisors find this application for a cottage occupation to be appropriate, the Planning Commission recommends that the following conditions be attached to the CUP:

1. All review agency comments and requirements shall be complied with at all times.
2. Hours of operation shall be permitted from 7 a.m. to 7 p.m., Monday through Friday.
3. The Applicant shall satisfy the licensing requirements of the Virginia Department of Social Services and the County of Frederick.
4. One, small, cottage occupation sign is permitted.
5. Other than those children residing on the property, there shall be no more than twelve (12) children being cared for at any given time.
6. Other than those persons residing on the property, there shall be no more than one (1) employee working at the daycare at any time.
7. Any expansion or change of use will require a new Conditional Use Permit.

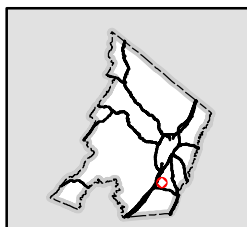
The Planning Commission unanimously recommended approval with conditions of CUP #11-16 for Jessica Richardson for a cottage occupation for an in-home day care facility.

Following this public hearing, a decision regarding this Conditional Use Permit application by the Board of Supervisors would be appropriate. The Applicant should be prepared to adequately address all concerns raised by the Board of Supervisors.

CUP # 11 - 16
Jessica Richardson
PIN:
75F - 2 - 73
Daycare



- Applications
- Parcels
- Sewer and Water Service Area
- Building Footprints



CUP # 11 - 16
Jessica Richardson
PIN:
75F - 2 - 73
Daycare

Note:
Frederick County Dept of
Planning & Development
107 N Kent St
Suite 202
Winchester, VA 22601
540 - 665 - 5651
Map Created: September 12, 2016
Staff: mcheran



0 30 60 120 Feet

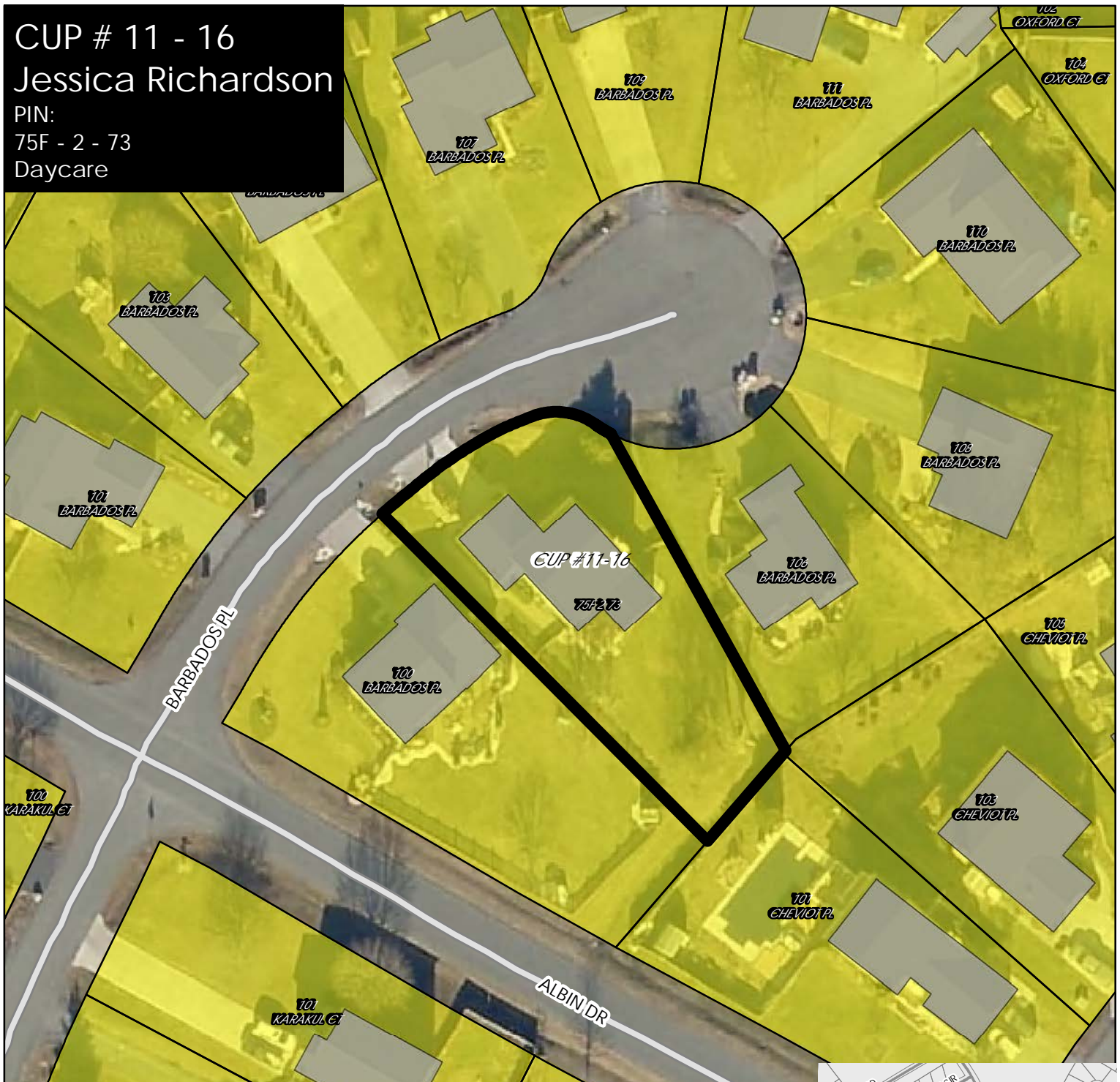
CUP # 11 - 16

Jessica Richardson

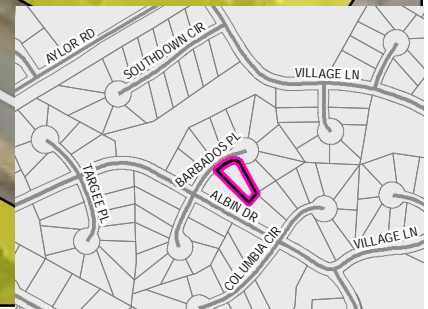
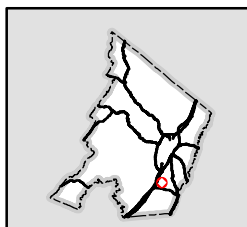
PIN:

75F - 2 - 73

Daycare



- Applications
- Parcels
- Sewer and Water Service Area
- Building Footprints
- B1 (Business, Neighborhood District)
- B2 (Business, General District)
- B3 (Business, Industrial Transition District)
- EM (Extractive Manufacturing District)
- HE (Higher Education District)
- M1 (Industrial, Light District)
- M2 (Industrial, General District)
- MH1 (Mobile Home Community District)
- MS (Medical Support District)
- OM (Office - Manufacturing Park)
- R4 (Residential Planned Community District)
- R5 (Residential Recreational Community District)
- RA (Rural Area District)
- RP (Residential Performance District)



CUP # 11 - 16

Jessica Richardson

PIN:

75F - 2 - 73

Daycare

Note:

Frederick County Dept of
Planning & Development
107 N Kent St
Suite 202
Winchester, VA 22601

540 - 665 - 5651

Map Created: September 12, 2016

Staff: mcheran



0 30 60 120 Feet



Submittal Deadline	9/23/16
P/C Meeting	10/5/16
BOS Meeting	10/26/16

EMAIL → LEARNING TREE KIDS @ GMAIL.COM

APPLICATION FOR CONDITIONAL USE PERMIT
FREDERICK COUNTY, VIRGINIA

1. Applicant (check one): Property Owner ☒ Other ☐

NAME: Jessira Richardson

ADDRESS: 102 Barbados Pl, Stephens City, VA 22655

TELEPHONE: 540 877-6954

2. Please list all owners, occupants, or parties in interest of the property:

Jeremy Richardson

3. The property is located at: (please give exact directions and include the route number of your road or street)

Albin Village - 102 Barbados Pl

4. The property has a road frontage of ± 75 feet and a depth of ± 166 feet and consists of 0.25 acres. (Please be exact)

5. The property is owned by Jeremy Richardson as evidenced by deed from _____ (previous owner) recorded in deed book no. _____ on page _____, as recorded in the records of the Clerk of the Circuit Court, County of Frederick.

6. Property Identification Number (P.I.N.) 75F 2 73
Magisterial District OPEQUON
Current Zoning RP- RES. PERFORMANCE

7. Adjoining Property:

	USE	ZONING
North	RESIDENCE	RP
East	RESIDENCE	RP
South	RESIDENCE	RP
West	RESIDENCE	RP

8. The type of use proposed is (consult with the Planning Dept. before completing):

In home Daycare

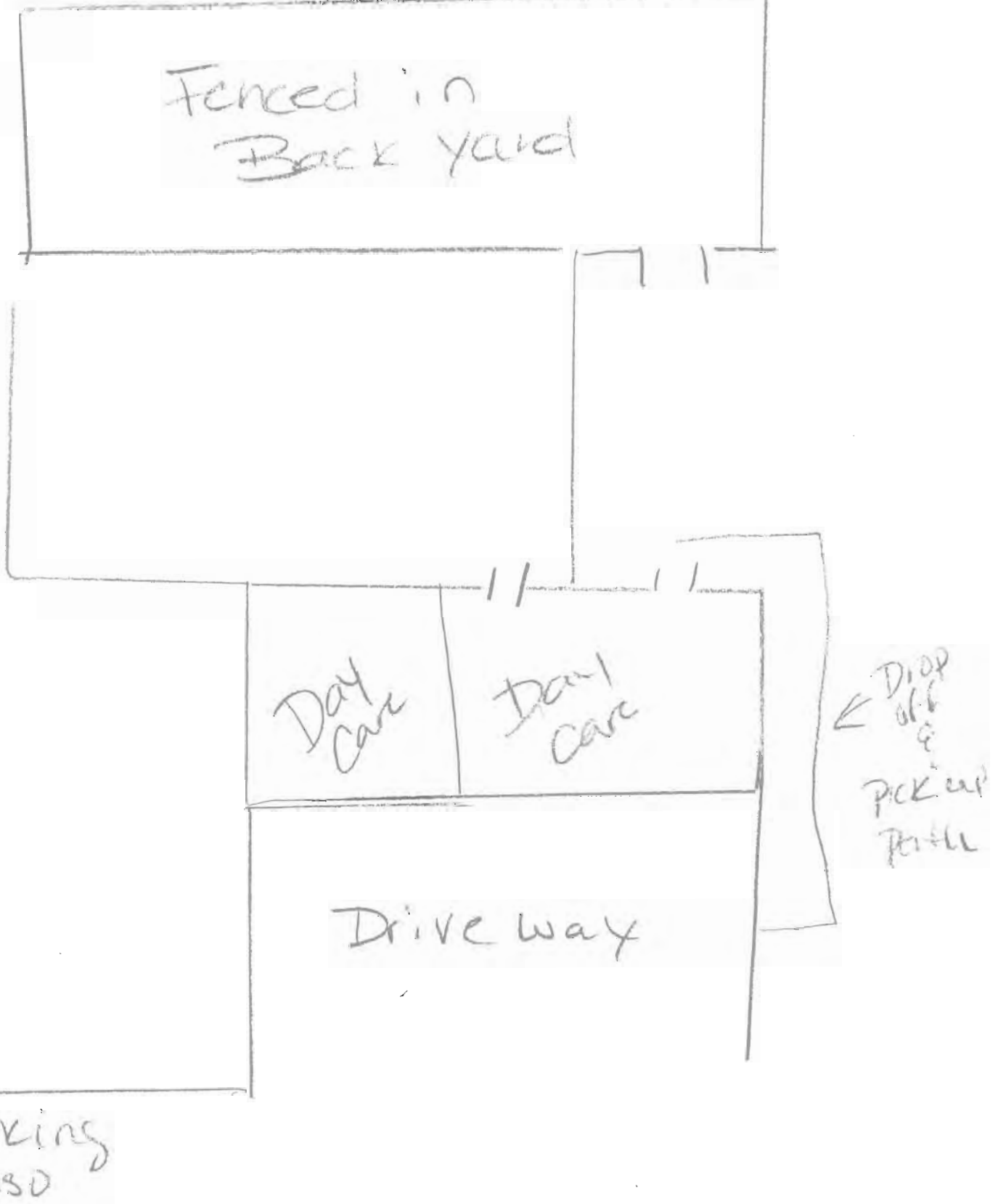
9. It is proposed that the following buildings will be constructed:

N/A

10. The following are all of the individuals, firms, or corporations owning property adjacent to both sides and rear and in front of (across street from) the property where the requested use will be conducted. (Continue on back if necessary.)
These people will be notified by mail of this application:

Name and Property Identification Number		Address
Name	BETTY WHIPKEY	100 BARBADOS PL
Property #	75F 2 74	
Name	REID WALKER	106 BARBADOS PL
Property #	75F 2 72	
Name	JAMES + TAMI BARNOT	105 BARBADOS PL
Property #	75F 2 66	
Name	BRADLEY + CHARLOTTE SCHULYER	103 BARBADOS PL
Property #	75F 2 65	
Name	REID WALKER HEUER	107 BARBADOS PL
Property #	75F 2 65	
Name	CINDY KIDWELL	101 CHEVIOT PL
Property #	75F 2 75	
Name	MALCOM VAN DE RIET	103 CHEVIOT PL
Property #	75F 2 76	

11. Please use this page for your sketch of the property. Show proposed and/or existing structures on the property, including measurements to all property lines.



12. Additional comments, if any:

~~add~~ Our hours are from 7am to 5:30pm. Maximum amount of kids 12, currently have 9. We have a fenced in back yard for play along with a large playroom. Parents pick up & drop off at the side entrance.

I (we), the undersigned, do hereby respectfully make application and petition the governing body of Frederick County, Virginia to allow the use described in this application. I understand that the sign issued to me when this application is submitted must be placed at the front property line at least seven (7) days prior to the first public hearing and maintained so as to be visible until after the Board of Supervisors' public hearing. Your application for a Conditional Use Permit authorizes any member of the Frederick County Planning Commission, Board of Supervisors or Planning and Development Department to inspect your property where the proposed use will be conducted.

Signature of Applicant

Dezzyca Richardson

Signature of Owner

J. Rich

Owners' Mailing Address

102 Barbados Pl, Stephens City VA

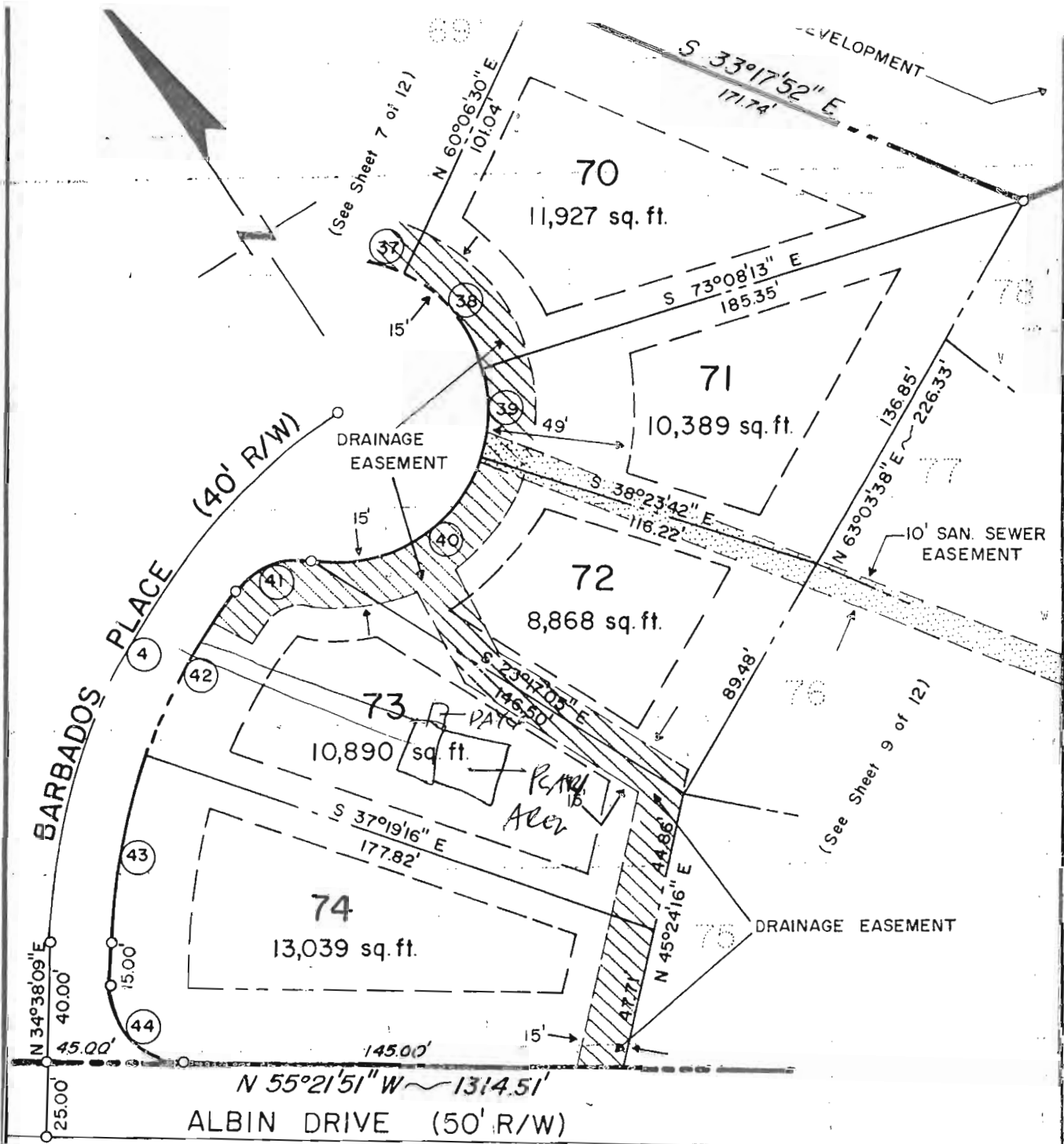
Owners' Telephone No.

540. 664. 8423

TO BE COMPLETED BY THE ZONING ADMINISTRATOR:

USE CODE: _____

RENEWAL DATE: _____

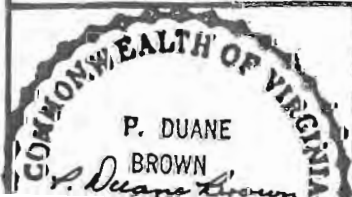


EXISTING ALBIN VILLAGE
SECTION ONE

Notes:

1. All Lots are Single Family Detached - Cluster.
2. All Lots are Subject to a 10 foot Slope and Drainage Easement along all Rights-of-Way and a 10 foot Utility Easement along all Property Lines.
3. No Housing shall face Village Lane or Albin Drive.

Minimum Front Setback = 25'
(unless otherwise specified)
Minimum Rear Setback = 25'
(unless otherwise specified)
Minimum Side Setback = 10'

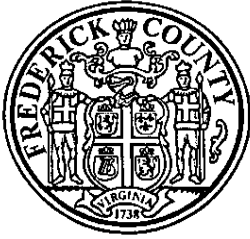


ALBIN VILLAGE - Section II

DATE: APRIL 30, 1986

SCALE: 1" = 50'

SHEET
8



RESOLUTION

Action:

PLANNING COMMISSION: October 5, 2016 Recommended Approval

BOARD OF SUPERVISORS: October 26, 2016 ☐ APPROVED ☐ DENIED

RESOLUTION

CONDITIONAL USE PERMIT #11-16 JESSICA RICHARDSON – IN-HOME DAYCARE COTTAGE OCCUPATION

WHEREAS, Conditional Use Permit #11-16 for Jessica Richardson, submitted by Jessica Richardson for an in-home daycare facility was considered. The Property is located at 102 Barbados Place, Stephens City, Virginia (Albin Village Subdivision); generally located of north of Albin Drive and east of Aylor Road and is further identified with Property Identification Number 75F-2-73, in the Opequon Magisterial District; and,

WHEREAS, the Frederick County Planning Commission held a public hearing on the Conditional Use Permit on October 5, 2016, and recommended approval of the Conditional Use Permit with conditions; and,

WHEREAS, the Frederick County Board of Supervisors held a public hearing on this Conditional Use Permit during their regular meeting on October 26, 2016; and,

WHEREAS, the Frederick County Board of Supervisors finds the approval of this Conditional Use Permit to be in the best interest of the public health, safety, welfare, and in conformance with the Comprehensive Policy Plan;

NOW, THEREFORE, BE IT ORDAINED by the Frederick County Board of Supervisors that Chapter 165 of the Frederick County Code, Zoning, is amended to revise the zoning map to reflect that Conditional Use Permit Application #11-16 for an in-home daycare facility on the parcel identified by Property Identification Number 75F-2-73 with the following conditions:

1. All review agency comments and requirements shall be complied with at all times.
2. Hours of operation shall be permitted form 7 a.m. to 7 p.m., Monday through Friday.
3. The Applicant shall satisfy the licensing requirements of the Virginia Department of Social Services and the County of Frederick.
4. One, small, cottage occupation sign is permitted.
5. Other than those children residing on the property, there shall be no more than twelve (12) children being cared for at any given time.
6. Other than those persons residing on the property, there shall be no more than one (1) employee working at the day care at any time.
7. Any expansion or change of use will require a new Conditional Use Permit.

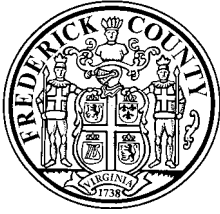
Passed this 26th day of October, 2016 by the following recorded vote:

Charles S. DeHaven, Jr., Chairman	_____	Gary A. Lofton	_____
Robert A. Hess	_____	Judith McCann-Slaughter	_____
Gene E. Fisher	_____	Blaine P. Dunn	_____
Robert W. Wells	_____		

A COPY ATTEST

Brenda G. Garton
Frederick County Administrator

G



REZONING APPLICATION #10-16

MILLER HARDWARE

Staff Report for the Board of Supervisors

Prepared: October 14, 2016

Staff Contact: Candice E. Perkins, Assistant Director

This report is prepared by the Frederick County Planning Staff to provide information to the Planning Commission and the Board of Supervisors to assist them in making a decision on this application. It may also be useful to others interested in this zoning matter. Unresolved issues concerning this application are noted by staff where relevant throughout this staff report.

	<u>Reviewed</u>	<u>Action</u>
Planning Commission:	10/05/16	Public Hearing Held; Recommended Approval
Board of Supervisors:	10/26/16	Pending

PROPOSAL: Rezoning #10-16 for Miller Hardware submitted by Greenway Engineering Inc., to rezone 0.63 acres of a 6.52 acre parcel from the RP (Residential Performance) District to the B2 (General Business) District, with proffers.

LOCATION: The property is located on the north side of Fairfax Pike (Route 277) approximately 900' east of Warrior Drive (Route 1141).

EXECUTIVE SUMMARY & PLANNING COMMISSION RECOMMENDATION FOR THE 10/26/16 BOARD OF SUPERVISORS MEETING:

The Miller Hardware application seeks to rezone 0.63 acre of a 6.52 acre parcel from RP (Residential Performance) District to B2 (General Business) District with proffers to accommodate an accessory outdoor storage area for the Miller Hardware business located within the Shenandoah Towne Center shopping center. The 0.63 area is currently part of the Shenandoah Presbyterian Church property, but would be adjusted into the adjacent Miller Hardware property if the rezoning is approved.

The parcel is located within the County's Sewer and Water Service Area (SWSA) and the Urban Development Area (UDA). In addition, the South Frederick Area Plan of the 2030 Comprehensive Plan identifies this area with an urban center land use designation. Therefore, the requested B2 Zoning District is generally consistent with the goals of the Comprehensive Plan. Due to the limited scope of this requested rezoning, there appears to be no additional impacts that are anticipated to Frederick County or the surrounding property owners. **The Planning Commission did not identify any concerns with the request and recommended approval of the application at their October 14, 2016 meeting.**

Following the required public hearing, a decision regarding this rezoning application by the Board of Supervisors would be appropriate. The Applicant should be prepared to adequately address all concerns raised by the Board of Supervisors.

This report is prepared by the Frederick County Planning Staff to provide information to the Planning Commission and the Board of Supervisors to assist them in making a decision on this application. It may also be useful to others interested in this zoning matter. Unresolved issues concerning this application are noted by staff where relevant throughout this staff report.

	<u>Reviewed</u>	<u>Action</u>
Planning Commission:	10/05/16	Public Hearing Held; Recommended Approval
Board of Supervisors:	10/26/16	Pending

PROPOSAL: Rezoning #10-16 for Miller Hardware submitted by Greenway Engineering Inc., to rezone 0.63 acres of a 6.52 acre parcel from the RP (Residential Performance) District to the B2 (General Business) District, with proffers.

LOCATION: The property is located on the north side of Fairfax Pike (Route 277) approximately 900' east of Warrior Drive (Route 1141).

MAGISTERIAL DISTRICT: Opequon

PROPERTY ID NUMBER: 86-A-111

PROPERTY ZONING: RP (Residential Performance) District

PRESENT USE: Shenandoah Presbyterian Church – side yard area

ADJOINING PROPERTY ZONING & PRESENT USE:

North:	RP (Residential Performance) District	Use:	Residential
	RA (Rural Areas) District		Sherando Park
South:	RP (Residential Performance) District	Use:	Residential
	RA (Rural Areas) District		Residential
East:	RP (Residential Performance) District	Use:	Residential
West:	B2 (General Business) District	Use:	Commercial
	RP (Residential Performance) District	Use:	Residential

PROPOSED USES: Accessory outdoor storage for Miller Hardware.

REVIEW EVALUATIONS:

Virginia Department of Transportation: A VDOT review has been conducted for the Miller Hardware/Shenandoah Presbyterian Church Rezoning, with a date of August 1, 2016. Based off of the review of the submittal, the requested “Rezoning”, we are satisfied with the proposed transportation comments. The current entrances are adequate for the proposed uses.

Frederick County Public Works: *Please see the letter from Harvey E. Strawsnyder, Jr., P.E., Director of Public Works dated August 15, 2016.*

Frederick County Fire Marshall: Plans approved.

Winchester Regional Airport: Proposed rezoning should have no impact on airport operations.

Frederick County Sanitation Authority: *Please see letter from Eric Lawrence, AICP, Executive Director dated August 18, 2016.*

Frederick County Attorney: *Please see letter from Roderick B. Williams, County Attorney dated August 23, 2016.*

Planning & Zoning:

1) Site History

The original Frederick County Zoning Map (U.S.G.S. Stephens City Quadrangle) identifies this property as being zoned R-1 (Residential Limited). This parcel was reclassified to the RP (Residential Performance) District on September 28, 1983 when this zoning district replaced the R1, R2, R3, and R6 Zoning Districts.

2) Comprehensive Policy Plan

The 2030 Comprehensive Plan is the guide for the future growth of Frederick County.

The 2030 Comprehensive Plan is an official public document that serves as the Community's guide for making decisions regarding development, preservation, public facilities and other key components of community life. The primary goal of this plan is to protect and improve the living environment within Frederick County. It is in essence a composition of policies used to plan for the future physical development of Frederick County.

The Area Plans, Appendix I of the 2030 Comprehensive Plan, are the primary implementation tool and will be instrumental to the future planning efforts of the County.

Land Use

The parcel for which this rezoning is being requested is located within the County's Sewer and

Water Service Area (SWSA) and the Urban Development Area (UDA). The Sewer and Water Service Area define the general area in which more intensive forms of planned commercial and industrial development will occur. In addition, the South Frederick Area Plan identifies this area with an urban center land use designation. Therefore, the requested B2 Zoning District is generally consistent with the goals of the Comprehensive Plan.

3) Proffer Statement, Dated August 1, 2016, revised September 8, 2016

- A. Land Use Restrictions:
1. The owner has proffered that the 0.63 acres shall be restricted to the following:
 - Accessory outdoor storage to a permitted primary use
 - Accessory structures
 - Stormwater management facilities and appurtenances
 - Utilities and appurtenances
 - Buffer and screening elements
 2. The 0.63 acre area will be accessed through the adjacent property – 86-A-102E
- B. Boundary Line Adjustment: Within 30 days of rezoning approval, the 0.63 acre site will have the boundary line adjusted into 86-A-102E.
- C. Monetary Contribution: The Applicant has proffered to contribute \$800 for Fire and Rescue Services.

PLANNING COMMISSION SUMMARY AND ACTION FROM THE 10/05/16 MEETING:

Staff reported this is an application to rezone a total of 0.63 acres of a 6.52 acre parcel from the RP (Residential Performance) District to the B2 (General Business) District, with proffers. It was noted the 0.63 acres of the property is currently part of Shenandoah Presbyterian Church and the Applicant is Miller Hardware which is the adjacent property owner. Staff provided a location map of the property. Staff continued the parcel is located within the County's Sewer and Water Service Area (SWSA) and the Urban Development Area (UDA). Staff noted the South Frederick Area Plan of the 2030 Comprehensive Plan identifies this area with an urban center land use designation and the requested B2 Zoning District is generally consistent with the goals of the Comprehensive Plan.

Staff reported with this rezoning request, the Applicant has proffered to: restrict the use of the area to accessory outdoor storage, accessory structures, storm water management, utilities, and buffers. Access to the area will be from the Miller Hardware site and the subject area will be boundary line adjusted into the Miller Hardware property within 30 days of the rezoning approval also a monetary contribution of \$800.00 has been proffered to Fire and Rescue.

Evan Wyatt with Greenway Engineering represented the Applicant. Mr. Wyatt explained the purpose of acquisition of the property is to allow Miller Hardware to complete a building expansion on their current property and move their outdoor storage area to this 0.63 acre area. He further stated that there will be a common share buffer and screening easement between both properties. Mr. Wyatt stated that the monetary contribution was based on the square footage of their proposed building addition.

The Public Hearing was opened and no one came forward to speak therefore the Public Hearing was closed.

A motion was made, seconded, and unanimously passed to recommend approval of REZ #10-16 for Miller Hardware.

Absent: Thomas, Triplett, Manuel

EXECUTIVE SUMMARY & PLANNING COMMISSION RECOMMENDATION FOR THE 10/26/16 BOARD OF SUPERVISORS MEETING:

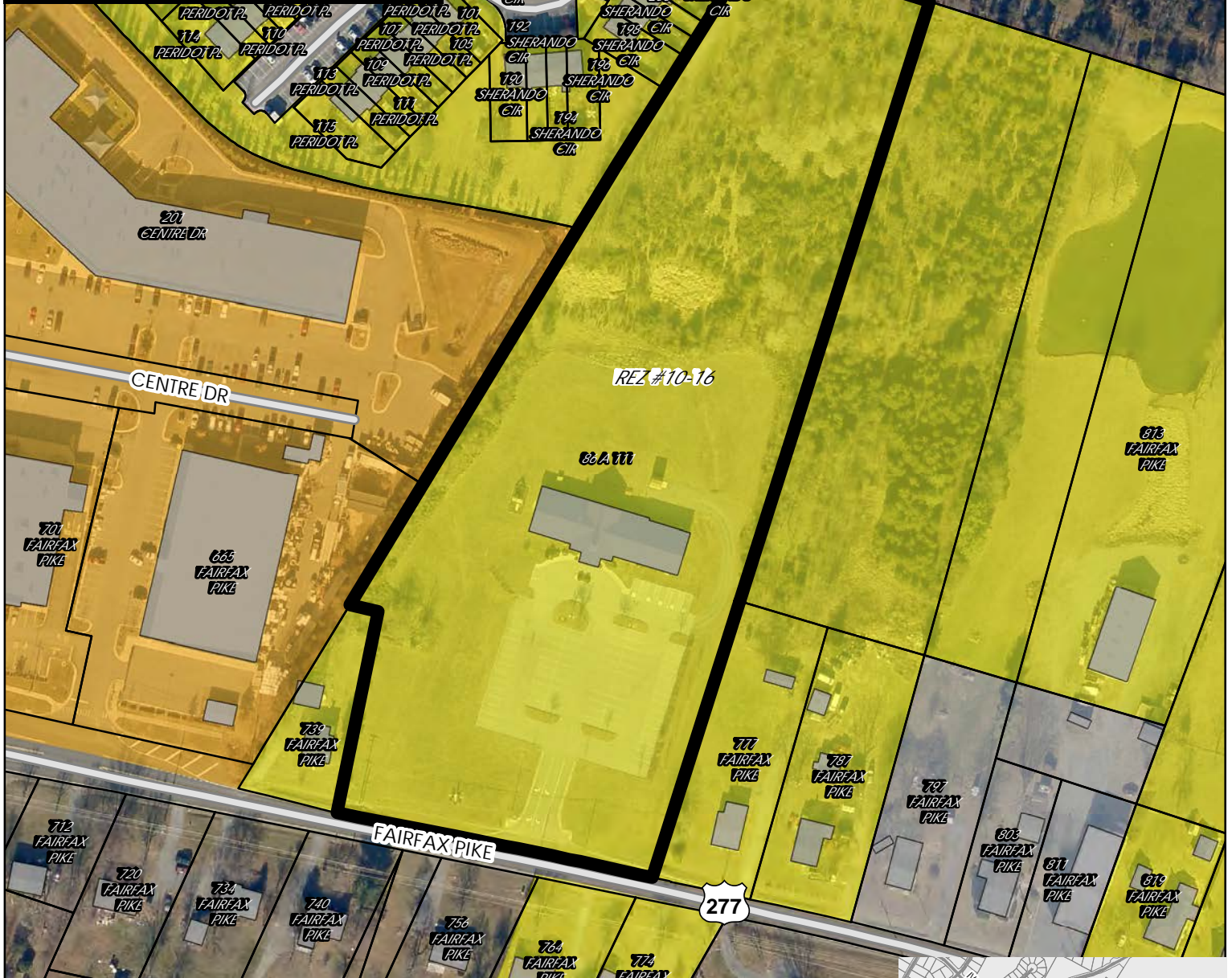
The Miller Hardware application seeks to rezone 0.63 acre of a 6.52 acre parcel from RP (Residential Performance) District to B2 (General Business) District with proffers to accommodate an accessory outdoor storage area for the Miller Hardware business located within the Sherando Towne Center shopping center. The 0.63 area is currently part of the Shenandoah Presbyterian Church property, but would be adjusted into the adjacent Miller Hardware property if the rezoning is approved.

The parcel is located within the County's Sewer and Water Service Area (SWSA) and the Urban Development Area (UDA). In addition, the South Frederick Area Plan of the 2030 Comprehensive Plan identifies this area with an urban center land use designation. Therefore, the requested B2 Zoning District is generally consistent with the goals of the Comprehensive Plan. Due to the limited scope of this requested rezoning, there appears to be no additional impacts that are anticipated to Frederick County or the surrounding property owners. **The Planning Commission did not identify any concerns with the request and recommended approval of the application at their October 14, 2016 meeting.**

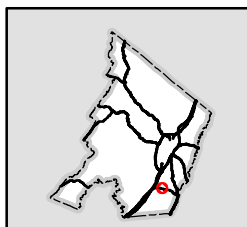
Following the required public hearing, a decision regarding this rezoning application by the Board of Supervisors would be appropriate. The Applicant should be prepared to adequately address all concerns raised by the Board of Supervisors.

REZ # 10 - 16 Miller Hardware

PIN:
86 - A - 111
Rezoning from RP to B2 with Proffers



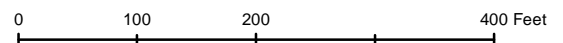
- Applications
- Parcels
- Sewer and Water Service Area
- Building Footprints
- B1 (Business, Neighborhood District)
- B2 (Business, General District)
- B3 (Business, Industrial Transition District)
- EM (Extractive Manufacturing District)
- HE (Higher Education District)
- M1 (Industrial, Light District)
- M2 (Industrial, General District)
- MH1 (Mobile Home Community District)
- MS (Medical Support District)
- OM (Office - Manufacturing Park)
- R4 (Residential Planned Community District)
- R5 (Residential Recreational Community District)
- RA (Rural Area District)
- RP (Residential Performance District)



REZ # 10 - 16 Miller Hardware

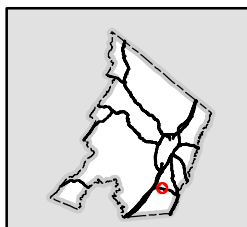
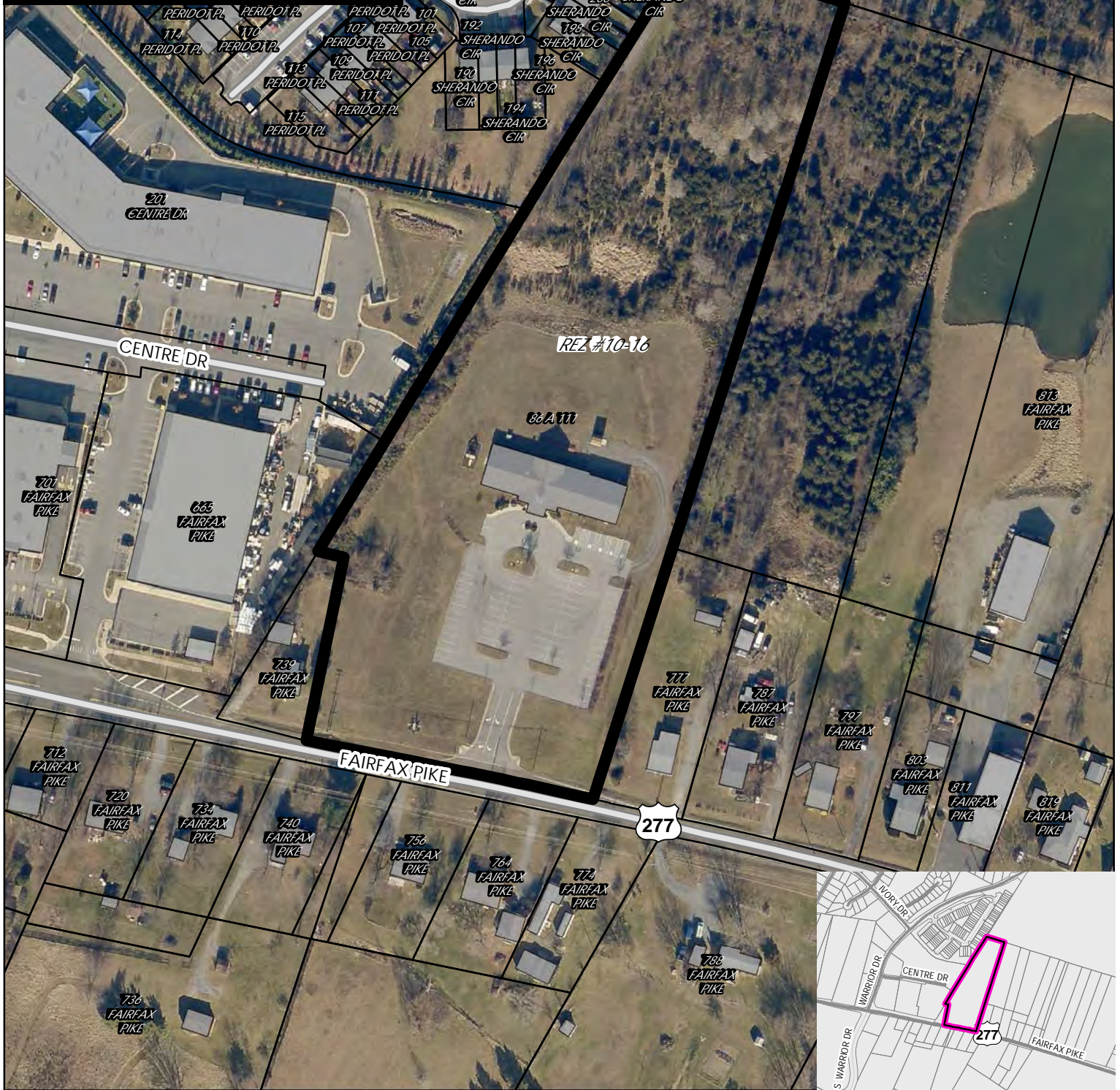
PIN:
86 - A - 111
Rezoning from RP to B2 with Proffers

Note:
Frederick County Dept of
Planning & Development
107 N Kent St
Suite 202
Winchester, VA 22601
540 - 665 - 5651
Map Created: September 13, 2016
Staff: cperkins



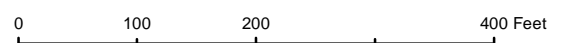
REZ # 10 - 16 Miller Hardware

PIN:
86 - A - 111
Rezoning from RP to B2 with Proffers



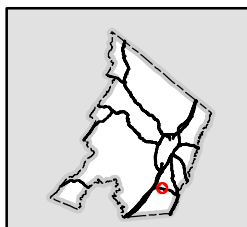
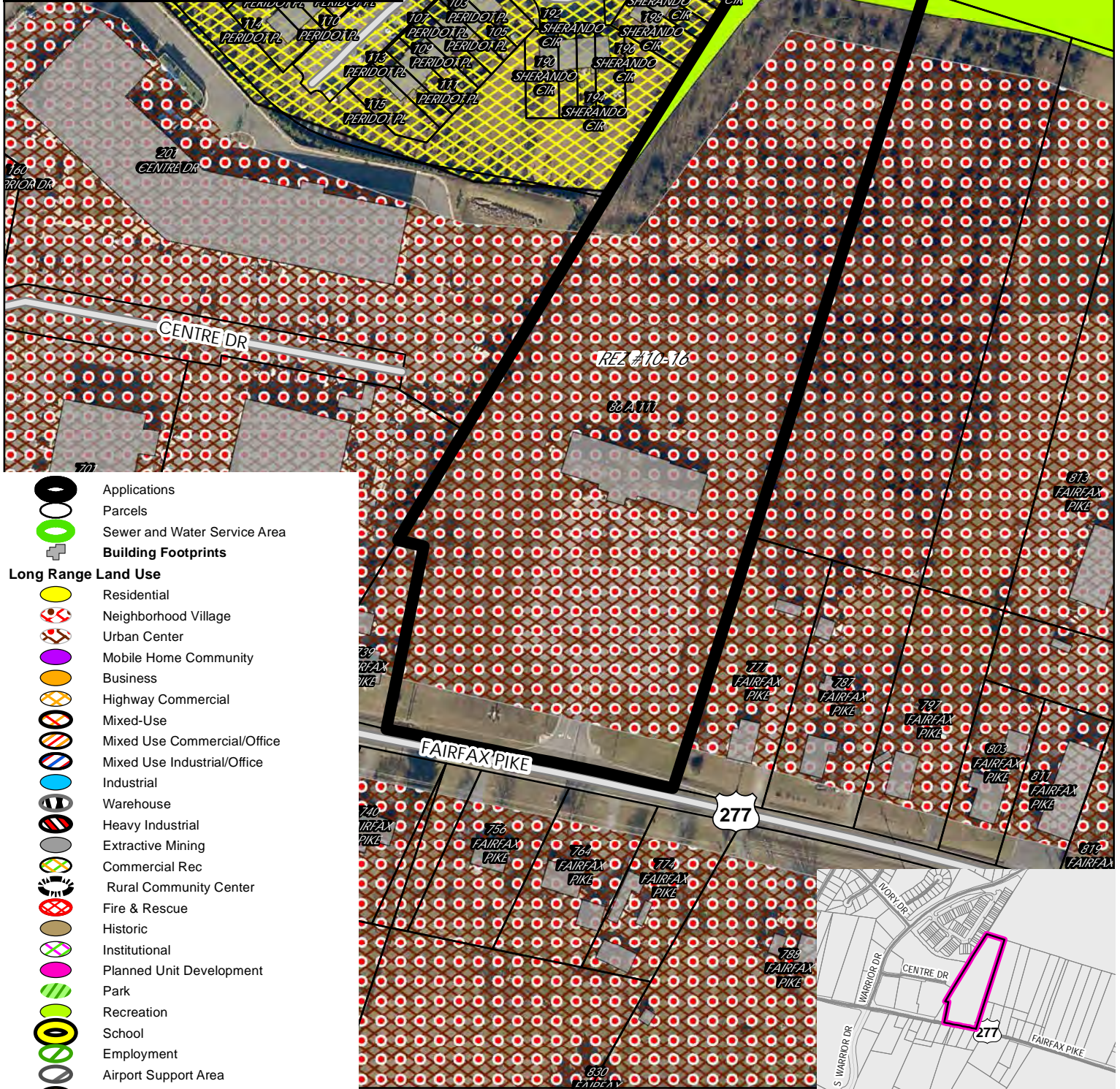
REZ # 10 - 16
Miller Hardware
PIN:
86 - A - 111
Rezoning from RP to B2 with Proffers

Note:
Frederick County Dept of
Planning & Development
107 N Kent St
Suite 202
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540 - 665 - 5651
Map Created: September 13, 2016
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REZ # 10 - 16 Miller Hardware

PIN:
86 - A - 111
Rezoning from RP to B2 with Proffers



REZ # 10 - 16 Miller Hardware

PIN:
86 - A - 111
Rezoning from RP to B2 with Proffers

Note:
Frederick County Dept of
Planning & Development
107 N Kent St
Suite 202
Winchester, VA 22601
540 - 665 - 5651
Map Created: September 13, 2016
Staff: cperkins



0 100 200 400 Feet

PROFFER STATEMENT

MILLER HARDWARE REZONING SHENANDOAH PRESBYTERIAN CHURCH PROPERTY



**Opequon Magisterial District
Frederick County, Virginia
TM 86-A-111**

**August 1, 2016
Revised September 8, 2016**

Current Owner:	Shenandoah Presbytery Corporation
Contact Person:	Evan Wyatt, Director of Land Planning Greenway Engineering, Inc. 151 Windy Hill Lane Winchester, VA 22602 (540) 662-4185 ewyatt@greenwayeng.com

**MILLER HARDWARE REZONING
SHENANDOAH PRESBYTERIAN CHURCH PROPERTY
PROFFER STATEMENT**

REZONING: RZ # _____
RP, Residential Performance District to RP, Residential
Performance District and B-2 Business General District with
proffers (proffers applicable to B-2 portion of Property)

PROPERTY: 6.52± acres
Tax Map Parcel 86-A-111 (here-in after the **“Property”**)

RECORD OWNER: Shenandoah Presbytery Corp (here-in after the **“Owner”**)

APPLICANT: Miller Hardware (here-in after the **“Applicant”**)

PROJECT NAME: Miller Hardware Rezoning – Shenandoah Presbyterian Church
Property

ORIGINAL DATE
OF PROFFERS: August 1, 2016

REVISION DATE: September 8, 2016

Preliminary Matters

Pursuant to Section 15.2-2296 Et. Seq. of the Code of Virginia, 1950, as amended, and the provisions of the Frederick County Zoning Ordinance with respect to conditional zoning, the undersigned Owner hereby proffers that in the event the Board of Supervisors of Frederick County, Virginia, shall approve Rezoning Application #_____ for the rezoning of a 0.63±-acre portion, shown on the attached rezoning exhibit, of the 6.52±acre Property from the RP, Residential Performance District to establish 0.63±-acres of B-2, Business General District with proffers, and retain 5.89±acres of RP, Residential Performance District without proffers, development of the 0.63±-acre portion of the subject Property shall be done in conformity with the terms and conditions set forth herein, except to the extent that such terms and conditions may be subsequently amended or revised by the Owner and such be approved by the Frederick County Board of Supervisors in accordance with the said Code and Zoning Ordinance. In the event that such rezoning is not granted, then these proffers shall be deemed withdrawn and have no effect whatsoever. These proffers shall be binding upon this Owner and their legal successors, heirs, or assigns.

The Property, more particularly described as the land owned by Shenandoah Presbytery Corporation, a Virginia Corporation, being all of Tax Map Parcel 86-A-111, as evident by Deed recorded as Deed Book 763 Page 1610, and further described by Boundary Survey Plat prepared by L. Allen Ebert, Land Surveyor, dated October 9, 1987 also recorded as Deed Book 763 Page 1610 (see attached Survey Plat).

A.) Land Use Restrictions

1. The Owner hereby proffers to limit the 0.63± portion of the Property to be rezoned to the B2, Business General District to the following uses:
 - Accessory Outdoor Storage to a Permitted Primary Use
 - Accessory Structures
 - Stormwater Management Facilities and Appurtenances
 - Utilities and Appurtenances
 - Buffer and Screening Elements
2. The Owner hereby proffers that access to the 0.63± portion of the Property to be rezoned to the B2, Business General District will be accommodated by the existing commercial entrances serving Tax Map 86-A-102E and that no new entrances to public roads will be created to serve the Property.

B.) Boundary Line Adjustment Plat

1. The Owner hereby proffers to cause for the approval of a Boundary Line Adjustment Plat by Frederick County for the 0.63± portion of the Property to be rezoned to the B2, Business General District that will adjust this acreage into Tax Map Parcel 86-A-102E. The Boundary Line Adjustment Plat shall be submitted to Frederick County within 30 days of final non-appealable rezoning approval.

C.) Monetary Contribution to Offset Impact of Development

1. The Owner hereby proffers to cause for the provision of a monetary contribution in the amount of \$800.00 for County Fire and Rescue services. The monetary contribution shall be made payable to Frederick County prior to any development activity associated with the 0.63± portion of the Property to be rezoned to the B2, Business General District.

OWNER SIGNATURE ON FOLLOWING PAGE

Owner Signature

The conditions proffered above shall be binding upon the heirs, executors, administrators, assigns and successors in the interest of the Owner. In the event the Frederick County Board of Supervisors grants this rezoning and accepts the conditions, the proffered conditions shall apply to the land rezoned in addition to other requirements set forth in the Frederick County Code.

Respectfully Submitted:

Shenandoah Presbytery Corporation,
a Virginia Corporation

By:

Howard Russell
Authorized Agent

9.9.16
Date

Commonwealth of Virginia,

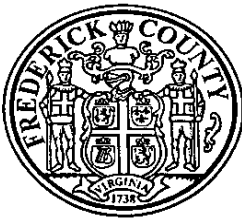
City/County of Frederick To Wit:

The foregoing instrument was acknowledged before me this 9 day of September
2016 by Howard Russell

Melissa M. Daulton 299364
Notary Public

My Commission Expires 11-30-2016





AMENDMENT

Action:

PLANNING COMMISSION: October 5, 2016 - Recommended Approval

BOARD OF SUPERVISORS: October 26, 2016 - ☐ APPROVED ☐ DENIED

AN ORDINANCE AMENDING

THE ZONING DISTRICT MAP

REZONING #10-16 MILLER HARDWARE

WHEREAS, Rezoning #10-16 of Miller Hardware, submitted by Greenway Engineering, Inc., to rezone 0.63 acres from RP (Residential Performance) District to the B2 (General Business) District with proffers, final revision date of September 8, 2016 was considered. The Property is located on the north side of Fairfax Pike (Route 277) approximately 900' east of Warrior Drive (Route 1141). The Property is further identified with PIN 86-A-111 in the Opequon District; and

WHEREAS, the Planning Commission held a public hearing on this rezoning on October 5, 2016 and recommended approval; and

WHEREAS, the Board of Supervisors held a public hearing on this rezoning on October 26, 2016; and

WHEREAS, the Frederick County Board of Supervisors finds the approval of this rezoning to be in the best interest of the public health, safety, welfare, and in conformance with the Comprehensive Policy Plan;

NOW, THEREFORE, BE IT ORDAINED by the Frederick County Board of Supervisors, that Chapter 165 of the Frederick County Code, Zoning, is amended to revise the Zoning District Map to rezone 0.63 acres from RP (Residential Performance) District to the B2 (General Business) District with proffers, final revision date of September 8, 2016. The conditions voluntarily proffered in writing by the Applicant and the Property Owner are attached.

This ordinance shall be in effect on the date of adoption.

Passed this 26th day of October, 2016 by the following recorded vote:

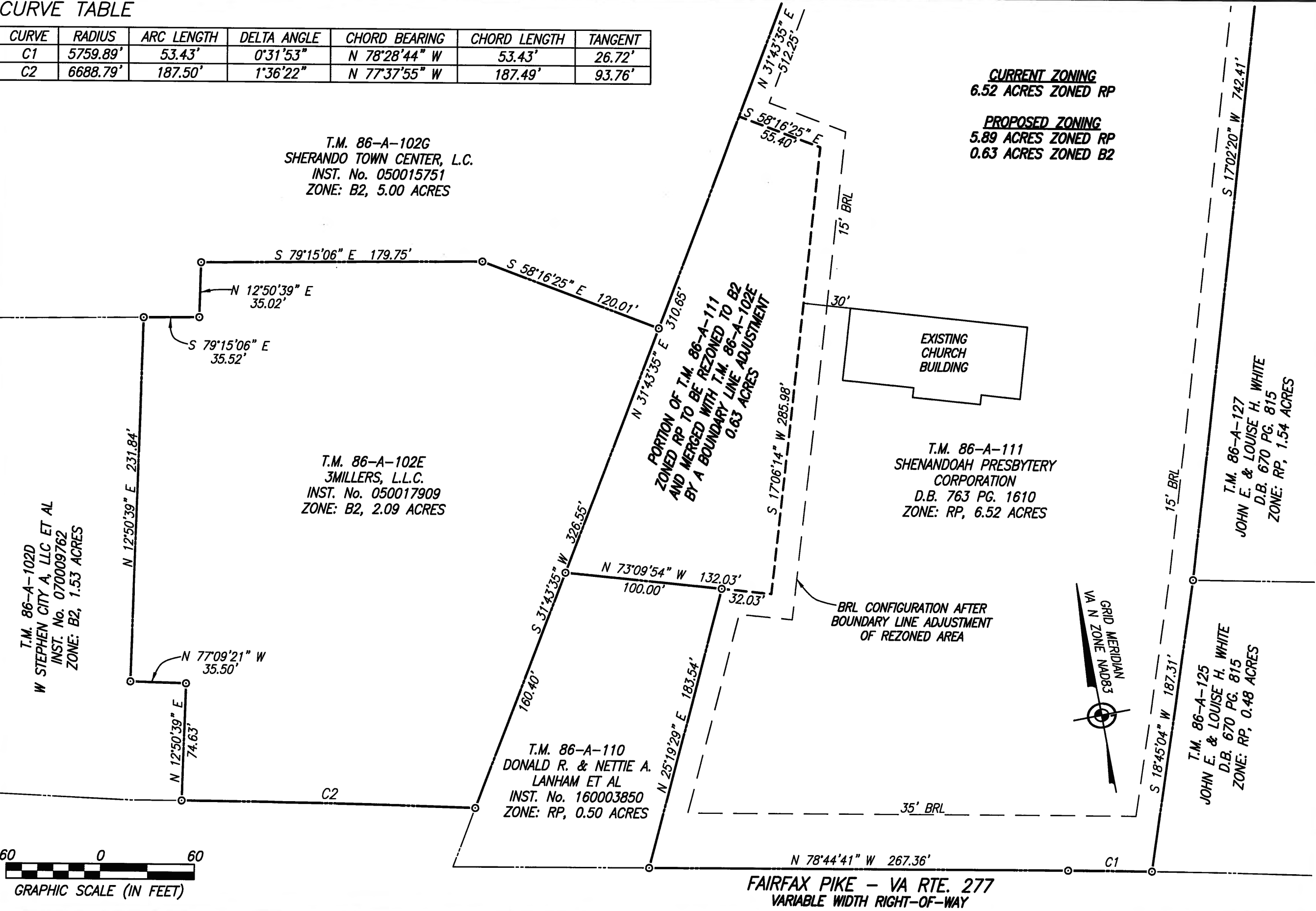
Charles S. DeHaven, Jr., Chairman	_____	Gary A. Lofton	_____
Robert A. Hess	_____	Robert W. Wells	_____
Gene E. Fisher	_____	Judith McCann-Slaughter	_____
Blaine P. Dunn	_____		

A COPY ATTEST

Brenda G. Garton
Frederick County Administrator

CURVE TABLE

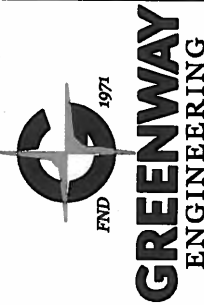
CURVE	RADIUS	ARC LENGTH	DELTA ANGLE	CHORD BEARING	CHORD LENGTH	TANGENT
C1	5759.89'	53.43'	0°31'53"	N 78°28'44" W	53.43'	26.72'
C2	6688.79'	187.50'	1°36'22"	N 77°37'55" W	187.49'	93.76'



CURRENT ZONING
6.52 ACRES ZONED RP

PROPOSED ZONING
5.89 ACRES ZONED RP
0.63 ACRES ZONED B2

GREENWAY ENGINEERING, INC.
151 Windy Hill Lane
Winchester, Virginia 22602
Telephone: (540) 662-4185
FAX: (540) 722-9528
www.greenwayeng.com



REZONING EXHIBIT

TAX PARCEL 86-A-111

SHENANDOAH PRESBYTERY CORPORATION

OPEQUON MAGISTERIAL DISTRICT
FREDERICK COUNTY, VA

DATE: 08/26/2016

SCALE: 1"=60'

DRAFTED BY: ESH

FILE NO. 0603M

SHEET 1 OF 1



COUNTY of FREDERICK

Department of Public Works

540/665-5643

FAX: 540/678-0682

August 15, 2016

Mr. Evan Wyatt
Greenway Engineering
151 Windy Hill Lane
Winchester, VA 22602

RE: Miller Hardware/Shenandoah Presbyterian Church Rezoning

Dear Mr. Wyatt:

We have completed our review of the proposed rezoning and offer the following comments:

1. Refer to the Introduction in the impact analysis: The narrative indicates that Miller Hardware plans to construct a building addition to the existing facility on their property prompting the relocation of the existing outdoor storage area. Indicate if the construction of the addition and relocated storage area coupled with the new stormwater management facility will exceed one (1) acre of land disturbance. Also, indicate if the proposed redevelopment and associated land disturbance will result in the elimination of the existing stormwater pond.
2. Refer to site drainage in the impact analysis: The evaluation of the proposed development on site drainage should also mitigate any impacts on existing wetlands located within the proposed property limits.

I can be reached at 540-722-8214 if you should have any questions regarding the above comments.

Sincerely,

Harvey E. Strawsnyder, Jr., P.E.
Director of Public Works

HES/kco

cc: Planning and Development
file



FREDERICK COUNTY SANITATION AUTHORITY

Post Office Box 1877
Winchester Virginia 22604-8377

PH (540) 868-1061
Fax (540) 868-1429
www.fcsa-water.com

Eric R. Lawrence
Executive Director

August 18, 2016

Evan Wyatt
Greenway Engineering
151 Windy Hill Lane
Winchester, Virginia 22602

RE: Rezoning Application Comment
Miller Hardware / Shenandoah Presbyterian Church Rezoning
Tax Map Number: 86-A-111 ; 0.63+- acres

Dear Mr. Wyatt:

Thank you for the opportunity to offer review comments on the Miller Hardware / Shenandoah Presbyterian Church rezoning application package, received at FCSA August 8, 2016. The Frederick County Sanitation Authority (FCSA) offers comments limited to the anticipated impact/effect upon the Authority's public water and sanitary sewer system and the demands thereon.

The project parcel is located within the sewer and water service area (SWSA) and is served by FCSA. Based on the project's location both water and sanitary sewer services are available. Sanitary sewer treatment capacity at the wastewater treatment plant is also presently available.

The rezoning application package did not contain a meets and bounds plat depicting the actual rezoning site, but based on the proposed rezoning area map included in the rezoning application package, it would appear that an existing lateral serving a fire hydrant may be impacted by the proposed use of the site for stormwater management. Efforts to identify and avoid or relocate the lateral will be required prior to site development.

Thank you for the opportunity to offer review comments.

Sincerely,

Eric R. Lawrence, AICP
Executive Director



COUNTY of FREDERICK

Roderick B. Williams
County Attorney

540/722-8383

Fax 540/667-0370

E-mail:

rwillia@co.frederick.va.us

August 23, 2016

VIA E-MAIL AND REGULAR MAIL

Mr. Evan Wyatt
Greenway Engineering
151 Windy Hill Lane
Winchester VA 22602

Re: Rezoning Application – Miller Hardware
Proffer Statement dated August 1, 2016

Dear Evan:

You have submitted to Frederick County for review the above-referenced proffer statement (the “Proffer Statement”) for the proposed rezoning of Tax Parcel Number 86-A-111 (the “Property”), 6.52± acres, more or less, in the Opequon Magisterial District, from the RP (Residential Performance) District to the RP (Residential Performance) District and the B2 (General Business) District, with proffers applicable to the B2 portion of the Property. I have now reviewed the Proffer Statement and it is my opinion that the Proffer Statement would be in a form to meet the requirements of the Frederick County Zoning Ordinance and the Code of Virginia, and would be legally sufficient as a proffer statement, subject to the following comments:

- Metes and bounds – The Proffer Statement needs to define clearly, either by internal reference or by reference to an attached document, the metes and bounds of the 0.63± area of the Property to be rezoned to B2 and subject to the proffers. I note that Proffer B proffers submission of a boundary line adjustment plat subsequent to the rezoning, but the actual proposed rezoning area needs to be established at the time of the rezoning application and made clear relative to the proffers.
- Proffer A2 – In that the Proffer indicates only that access to the 0.63± area of the Property will be limited to “existing commercial entrances within general proximity of the Property”, the Proffer may not be sufficiently definite. As well, staff should be aware that the Impact Analysis Statement submitted for the

Mr. Evan Wyatt
August 23, 2016
Page 2

rezoning, at page 6, indicates that the Property “will be limited in access from the Miller Hardware parcel (Tax Map 86-A-102E)”. It would appear, then, that the Proffer might more clearly state that access will be from that parcel and that no new entrances to public roads will be created.

I have not reviewed the substance of the proffers as to whether the proffers are suitable and appropriate for this specific development, as my understanding is that review will be done by staff and the Planning Commission.

Sincerely,



Roderick B. Williams
County Attorney

cc: Candice Perkins, Assistant Director of Planning & Development (via e-mail)

IMPACT ANALYSIS STATEMENT

MILLER HARDWARE REZONING SHENANDOAH PRESBYTERIAN CHURCH PROPERTY



**Opequon Magisterial District
Frederick County, Virginia
TM 86-A-111**

August 1, 2016

Current Owner: Shenandoah Presbytery Corporation

Contact Person: Evan Wyatt, Director of Land Planning
Greenway Engineering, Inc.
151 Windy Hill Lane
Winchester, VA 22602
540-662-4185

MILLER HARDWARE REZONING IMPACT ANALYSIS STATEMENT

INTRODUCTION

This report has been prepared for the purpose of assessing the impact on Fredrick County by the proffered rezoning of a 0.63±-acre portion of a 6.52± acre subject property currently owned by Shenandoah Presbytery Corporation, identified as Tax Map Parcel 86-A-111. The subject property is located on the north side of Fairfax Pike (Rt. 277), approximately 900' east of Warrior Drive (Rt. 1141). Tax Map Parcel 86-A-11 is currently zoned RP, Residential Performance District and is developed as the Shenandoah Presbyterian Church facility. Miller Hardware (the Applicant) proposes to rezone approximately 0.63±-acres of the subject property to the B-2, Business General District with proffers and boundary line adjust the rezoned portion of the subject property into the Miller Hardware parcel. Miller Hardware plans to construct a building addition to the existing facility on their property and to relocate the existing outdoor storage area and provide stormwater management on the 0.63±-acre area that will be acquired from Shenandoah Presbytery Corporation.

Basic information

Location:	Fronting on the north side of Fairfax Pike (Rt. 277), approximately 900' east of Warrior Drive (Rt. 1141).
Magisterial District:	Opequon District
Property ID Numbers:	86-A-111
Current Zoning:	RP, Residential Performance District
Current Use:	Church Facility
Proposed Zoning:	B-2, Business General District with Proffers (0.63± acre portion only)
Proposed Use:	Outdoor Storage Area, Stormwater Management and Common Shared Buffer and Screening Area
Total Rezoning Area:	0.63±-acre portion of the 6.52±-acre Subject Property

COMPREHENSIVE POLICY PLAN

Urban Development Area

The Urban Development Area (UDA) defines the general area in which residential, commercial, industrial and institutional land use development is encouraged in the County. The 6.52±-acre subject property is currently located within the UDA; therefore, expansion of the UDA boundary to accommodate the proposed rezoning of the 0.63± acre portion from the RP, Residential Performance District to the B-2, Business General District is not required for this rezoning application.

Sewer and Water Service Area

The Sewer and Water Service Area (SWSA) is generally consistent with the UDA, but also extends outside of the UDA to accommodate areas of the County in which commercial and industrial land use development is only desired. The 6.52±-acre subject property is currently located within the SWSA; therefore, expansion of the SWSA boundary to accommodate the proposed rezoning of the 0.63± acre portion from the RP, Residential Performance District to the B-2, Business General District is not required for this rezoning application.

Comprehensive Plan Conformity

The 6.52±-acre subject property, inclusive of the 0.63±-acre portion proposed to be rezoned, is located in the UDA and the SWSA and is within the study area boundary of the Southern Frederick Area Plan, which was adopted by the Board of Supervisors on November 12, 2014. The Southern Frederick Area Plan is a large-area plan that identifies land uses, transportation networks, and other matters that are recommended for consideration for future land use and development within this geographic area of the County.

The Southern Frederick Area Plan identifies the 6.52±-acre subject property as a component of the Sherando Center Urban Center, which is envisioned to be an intensive, walkable urban area that is integrated with the surrounding community. The subject property is developed as the Shenandoah Presbyterian Church, and the 0.63±-acre portion proposed to be rezoned and adjusted into the Miller Hardware parcel will be developed to allow for the relocation of the outdoor storage area associated with the Miller Hardware facility. The Southern Frederick Area Plan states that the plan is a guide for the future of the community, but the property owner is ultimately the one who controls the future use of their property. Shenandoah Presbyterian Church and Miller Hardware desire to utilize their properties as they are currently developed.

SUITABILITY OF THE SITE

Access

The 6.52±-acre subject property is located on the north side of Fairfax Pike (Rt. 277), approximately 900 feet east of Warrior Drive (Rt. 1141). Access to the subject property is accommodated from an existing commercial entrance along Fairfax Pike. The 0.63± acre portion of the subject property that is proposed to be rezoned to the B-2, Business General District and adjusted into the Miller Hardware parcel will only be accessible from Tax Map Parcel 86-A-102E (Miller Hardware), which will generally occur from Centre Drive within the Warrior Village Commercial Center. The proposed development of the 0.63± acre portion of the subject property will not require new entrances to be constructed for access.

Flood Plains

The 0.63±-acre portion of the subject property does not contain areas of floodplain as demonstrated on FEMA NFIP Map #51069C0330D, Effective Date September 2, 2009; as well as information from the Frederick County GIS Database.

Wetlands

The 0.63±-acre portion of the subject property does not contain wetland areas as demonstrated on the National Wetlands Inventory (NWI) Map information from the Frederick County GIS Database.

Soil Types

The 0.63±-acre portion of the subject property contains one soil type as demonstrated by the Soil Survey of Frederick County, Virginia and the Frederick County GIS Database. The following soil type is present on site:

3B Blairton Silt Loam, 2-7% slope

The Blairton Silt Loam is identified as a prime agricultural soil and has wetness properties that are identified as severe for small commercial building development. The adjoining properties are currently developed commercially; therefore, it is anticipated that the development of outdoor storage and buffer and screening areas can be accommodated on the 0.63±-acre portion of the subject property.

Other Environmental Features

The 0.63±-acre portion of the subject property does not contain areas of steep slope, lakes or ponds or natural stormwater retention areas as defined by the Frederick County Zoning Ordinance. The western and southern portions of the 0.63±-acre portion of the subject property contain mature vegetation that will be disturbed for the development of the outdoor

storage area. The 0.63±-acre portion of the subject property will require buffer and screening against the retained portion of the subject property and the property immediately south; therefore, new vegetation will be provided as a component of development of the rezoned area.

SURROUNDING PROPERTIES

Adjoining property zoning and present use:

North:	RA, Rural Areas District RP, Residential Performance District	Use:	Sherando Regional Park Sherando Village Townhouses
South:	RP, Residential Performance District RA, Rural Areas District	Use:	Residential Residential
East:	RP, Residential Performance District	Use:	Church & Unimproved
West:	B-2, Industrial Transition District	Use:	Warrior Village Commercial Center

TRANSPORTATION

The rezoning of the 0.63±-acres provides the opportunity for Miller Hardware to incorporate this acreage into their existing property for the purpose of relocating the existing outdoor storage area and expanding the existing facility. It is anticipated that this will allow for the expansion of the existing Miller Hardware facility by approximately 8,000 square feet of gross floor area.

In order to assess the potential increase in traffic, Greenway Engineering analyzed traffic study data from the Institute of Traffic Engineers (ITE) Manual, 9th Edition specific to Hardware/Paint Retail Store (816). The analysis identified additional traffic volumes for the Weekday AM and PM Peak Hours, the Saturday Peak Hours, and the Sunday Peak Hours assuming 8,000 square feet of gross floor area. The following traffic volumes are specific to the ITE traffic study data:

ITE (816) Weekday AM Peak: Q = 4.91 VPD per 1,000 square feet gross floor area
 Q = 4.91 VPD x 8.0 (8,000 sq.ft./1,000 sq.ft.)
 Q = 39.28 or 40 VPD

ITE (816) Weekday PM Peak: $Q = 4.74$ VPD per 1,000 square feet gross floor area
 $Q = 4.74$ VPD $\times 8.0$ (8,000 sq.ft./1,000 sq.ft.)
 $Q = 37.92$ or 38 VPD

ITE (816) Saturday Peak: $Q = 11.18$ VPD per 1,000 square feet gross floor area
 $Q = 11.18$ VPD $\times 8.0$ (8,000 sq.ft./1,000 sq.ft.)
 $Q = 89.44$ or 90 VPD

ITE (816) Sunday Peak: $Q = 9.81$ VPD per 1,000 square feet gross floor area
 $Q = 9.81$ VPD $\times 8.0$ (8,000 sq.ft./1,000 sq.ft.)
 $Q = 78.48$ or 79 VPD

VDOT standards identify peak hour traffic as a two-hour period in which the heaviest traffic volumes are expected to occur during weekdays and during weekends. The ITE (816) projected traffic volumes identified above indicate that the projected gross floor area expansion of the Miller Hardware facility has the potential to increase traffic volumes during the weekday peak hours by approximately 40 VPD and by approximately 80-90 VPD during the weekend peak hours. These calculations demonstrate a fairly low increase in potential traffic volumes during these time frames (approximately 5 VPD every 15 minutes during the weekday peak hours and approximately 10 VPD every 15 minutes during the weekend peak hours).

Warrior Commercial Centre is an existing commercial complex that is located with frontage along Fairfax Pike (Rt. 277) and Warrior Drive (Rt. 1141). Fairfax Pike and Warrior Drive intersect at a signalized intersection and both road systems provided separated through, right and left turn lanes to facilitate safe ingress and egress for the Warrior Commercial Centre. Additionally, existing commercial land uses within the Warrior Commercial Centre are connected through several inter-parcel connections along Centre Drive to allow for traffic movement between land uses.

The 0.63±-acres that is proposed to accommodate the Miller Hardware outdoor storage area will be limited in access from the Miller Hardware parcel (Tax Map 86-A-102E), which currently exists in the rear of the facility. The rezoned area will not have access to the remaining portion of the Shenandoah Presbytery Church property, nor will there be additional points of access established on Fairfax Pike or Warrior Drive as a result of this project. The potential increase in traffic projected by the ITE Manual is not significant and can be managed by the existing transportation infrastructure; therefore, the proposed rezoning application does not negatively impact the transportation network.

SEWAGE CONVEYANCE AND TREATMENT

The 0.63±-acre portion of the subject property is located within the Sewer and Water Service Area (SWSA); therefore, the property is entitled to be served by public sewer based on County Policy. The Frederick County Sanitation Authority (FCSA) is the provider of public sewer service within this area of the County and has existing sewer infrastructure that serves existing land use immediately adjacent to the acreage proposed for rezoning. Land uses within Warrior Commercial Centre and residential land uses drain by gravity sewer to a 15-inch gravity sewer line within Wright's Run, which then flows into a sewer pump station within the Sherando Regional Park. The pumps station transmits sewer effluent to the Parkins Mill Treatment Facility (PMTF) through a 16-inch force main line.

The 0.63±-acre portion of the subject property proposed for rezoning will be utilized for the relocation of the existing outdoor storage area on the Miller Hardware property, for stormwater management, and for buffer and screening area. Therefore, the rezoning of this property will not impact public sewer service within this area of the County. It is anticipated that the relocation of the existing outdoor storage area will accommodate a building addition of approximately 8,000 square feet for Miller Hardware. The Miller Hardware facility is 22,800 square feet and the proposed building addition has the potential to expand the facility to 30,800 square feet; therefore, impacts to public sewer are based on this potential increase in square footage.

The Frederick County Sanitation Authority (FCSA) has determined that 75 gallons/day per 1,000 square feet of commercial development is an appropriate calculation for estimating the sewer demand for commercial land uses. Existing and proposed sewer demands for the Miller Hardware facility are as follows:

EXISTING DEMAND: Miller Hardware is a developed commercial property that is 22,800 square feet in gross floor area; therefore, the projected existing sewer demand is as follows:

$$\begin{aligned} Q &= 75 \text{ gallons/day/acre per } 1,000 \text{ square feet commercial} \\ Q &= 75 \text{ GPD} \times 22.8 (22,800 \text{ sq.ft./} 1,000 \text{ sq.ft.}) \\ Q &= 1,710 \text{ GPD} \end{aligned}$$

TOTAL: $Q = 1,710 \text{ GPD}$ projected sewer demand

PROPOSED DEMAND: Miller Hardware anticipates installing a building addition that will increase the existing structural square footage by approximately 8,000 square feet of gross floor area. Therefore, the projected sewer demand is as follows:

$$\begin{aligned} Q &= 75 \text{ gallons/day/acre per } 1,000 \text{ square feet commercial} \\ Q &= 75 \text{ GPD} \times 8.0 (8,000 \text{ sq.ft./} 1,000 \text{ sq.ft.}) \\ Q &= 600 \text{ GPD} \end{aligned}$$

TOTAL: $Q = 600 \text{ GPD}$ projected sewer demand

POTENTIAL IMPACT: The rezoning of the 0.63±-acres creates the potential to increase sanitary sewer demands by 600 GPD through the future expansion of the Miller Hardware facility, which is already connected to the FCSA sewer system. The existing FCSA sewer infrastructure can accommodate this potential impact. Additionally, there is available treatment capacity at the Parkins Mill Treatment Facility to accommodate this potential impact. Therefore, the rezoning request will not create a negative impact for public sewer service within this area of the County.

WATER SUPPLY

The 0.63±-acre portion of the subject property is located within the Sewer and Water Service Area (SWSA); therefore, the property is entitled to be served by public water based on County Policy. The Frederick County Sanitation Authority (FCSA) is the provider of public water service within this area of the County and has existing water infrastructure that serves existing land use immediately adjacent to the acreage proposed for rezoning. FCSA has a 12-inch water transmission line along the south side of Fairfax Pike that connects to a 10-inch water line that is located immediately adjacent to the subject property. Warrior Commercial Centre connects to the 10-inch water line to create a loop system that provides adequate water pressure and fire protection for the commercial land uses.

The 0.63±-acre portion of the subject property proposed for rezoning will be utilized for the relocation of the existing outdoor storage area on the Miller Hardware property, for stormwater management, and for buffer and screening area. Therefore, the rezoning of this property will not impact public water service within this area of the County. It is anticipated that the relocation of the existing outdoor storage area will accommodate a building addition of approximately 8,000 square feet for Miller Hardware. The Miller Hardware facility is 22,800 square feet and the proposed building addition has the potential to expand the facility to 30,800 square feet; therefore, impacts to public water are based on this potential increase in square footage.

The Frederick County Sanitation Authority (FCSA) has determined that 75 gallons/day per 1,000 square feet of commercial development is an appropriate calculation for estimating the sewer demand for commercial land uses. Existing and proposed sewer demands for the Miller Hardware facility are as follows:

EXISTING DEMAND: Miller Hardware is a developed commercial property that is 22,800 square feet in gross floor area; therefore, the projected existing sewer demand is as follows:

$$\begin{aligned} Q &= 75 \text{ gallons/day/acre per } 1,000 \text{ square feet commercial} \\ Q &= 75 \text{ GPD} \times 22.8 \text{ (22,800 sq.ft./1,000 sq.ft.)} \\ Q &= 1,710 \text{ GPD} \end{aligned}$$

$$\text{TOTAL: } Q = 1,710 \text{ GPD projected sewer demand}$$

PROPOSED DEMAND: Miller Hardware anticipates installing a building addition that will increase the existing structural square footage by approximately 8,000 square feet of gross floor area. Therefore, the projected sewer demand is as follows:

$$\begin{aligned} Q &= 75 \text{ gallons/day/acre per } 1,000 \text{ square feet commercial} \\ Q &= 75 \text{ GPD} \times 8.0 \text{ (8,000 sq.ft./1,000 sq.ft.)} \\ Q &= 600 \text{ GPD} \end{aligned}$$

TOTAL: $Q = 600 \text{ GPD}$ projected sewer demand

POTENTIAL IMPACT: The rezoning of the 0.63±-acres creates the potential to increase water demands by 600 GPD through the future expansion of the Miller Hardware facility, which is already connected to the FCSA public water system. The existing FCSA water infrastructure can accommodate this potential impact. Therefore, the rezoning request will not create a negative impact for public water service within this area of the County.

SITE DRAINAGE

The topographic conditions within proximity of the subject property facilitate drainage of stormwater in a northeastern direction to Wright's Run, which drains to the Opequon Creek. The 0.63±-acre portion of the subject property proposed for rezoning is intended to be adjusted into the Miller Hardware parcel and utilized for the relocation of the outdoor storage area, for buffer and screening area, and for the installation of a stormwater management facility. The stormwater management facility is envisioned to provide for extended detention to accommodate stormwater quantity requirements; as well as bioretention and/or nutrient credits to meet stormwater quality measures. The stormwater management facility and proposed stormwater quality measures will be coordinated with the Frederick County Public Works Department as a component of the Site Development Plan process that will occur subsequent to rezoning approval. This process will be accomplished to ensure that site drainage and stormwater management impacts to adjoining properties and the community have been mitigated.

SOLID WASTE DISPOSAL

The Frederick County Public Works Department is responsible for solid waste disposal as the manager of the Regional Landfill Facility. The impact on solid waste disposal associated with the rezoning of the 0.63± subject site and the subsequent development of the Miller Hardware building addition that will be approximately 8,000 square feet can be projected from an average annual residential consumption of 5.4 cubic yards per 1,000 square feet of

structural area (Civil Engineering Reference Manual, 4th Edition). Therefore, solid waste disposal impacts are based on the following figures that provide the increase in average annual solid waste volume based on the proposed building addition:

$$\begin{aligned} \text{AAV} &= 5.4 \text{ cu. yd. per 1,000 sq. ft. commercial} \\ \text{AAV} &= 5.4 \text{ cu. yd.} \times 8.0 (1,000 \text{ sq. ft.}) \\ \text{AAV} &= 43.2 \text{ cu. yd., or 30.24 tons/yr.} \end{aligned}$$

The Municipal Solid Waste area of the Regional Landfill has a current remaining capacity of 13,100,000 cubic yards of air space. The proposed building addition has the potential to generate approximately 30 tons of solid waste annually on average. This represents a 0.015% increase in the annual solid waste received by the Municipal Solid Waste area of the Regional Landfill, which currently averages 200,000 tons per year. Miller Hardware uses a commercial waste hauler for solid waste disposal; therefore, the Regional Landfill receives tipping fees to offset the cost of solid waste impacts from this facility. Additionally, Regional Landfill has adequate capacity to accommodate the solid waste impacts associated with this rezoning proposal.


HISTORICAL SITES AND STRUCTURES

The Frederick County Rural Landmarks Survey does not identify structures deemed to be historically significant on the 0.63±-acre portion of the subject property proposed for rezoning, nor does the survey identify properties within proximity of this site that are deemed potentially significant. The Rural Landmarks Survey identifies the Sherman-Rogers-Sargent House as the closest potentially significant historic structure, which is approximately 1.5 miles northeast of the subject property. Additionally, the National Park Service Study of Civil War Sites in the Shenandoah Valley does not identify core battlefield areas within miles of the subject property. Therefore, the proposed rezoning request will not create negative impacts associated with historic resources.

OTHER POTENTIAL IMPACTS

The rezoning of the 0.63± subject site and the subsequent development of the Miller Hardware building addition that will be approximately 8,000 square feet will expand upon an existing economic development project that provides a net positive fiscal benefit to the County. However, in recognition of fire and rescue services, the Proffer Statement provides a \$0.10 monetary contribution per square foot of the structural area that will be developed as an addition to Miller Hardware following acquisition of the 0.63± subject site. There are no other potential impacts associated with the proposed rezoning application.





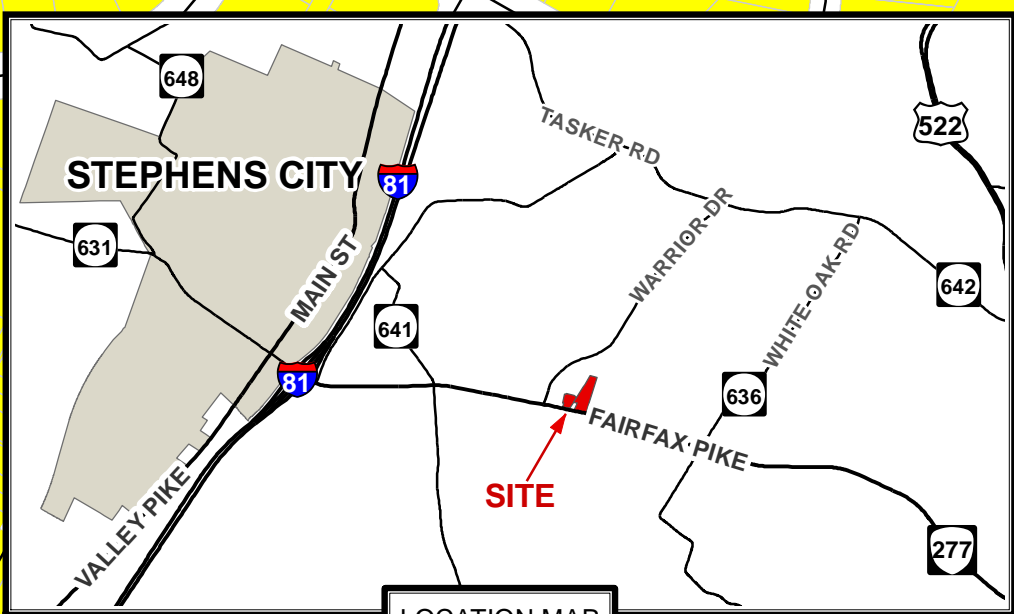
1971
FND
GREENWAY
ENGINEERING

MILLER HARDWARE REZONING

SHENANDOAH PRESBYTERIAN
CHURCH PROPERTY

AERIAL OVERVIEW

MILLER HARDWARE REZONING		
SHENANDOAH PRESBYTERIAN CHURCH PROPERTY		
AERIAL OVERVIEW		
OPEQUON MAGISTERIAL DISTRICT		
FREDERICK COUNTY, VIRGINIA		
DATE: 2016-07-25	PROJECT ID: 0603M	DESIGNED BY: DWE
SCALE: 1 Inch = 150 Feet		



LOCATION MAP



Legend

Miller Hardware

Shenandoah Presbyterian Church Property, TM 86-A-111

Portion of 86-A-111 To Be Rezoned

Parcel Boundary

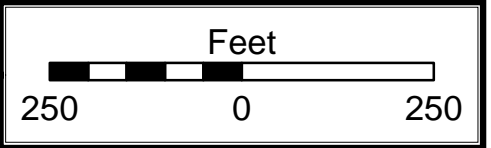
Frederick County Zoning

B2 (Business, General District)

M2 (Industrial, General District)

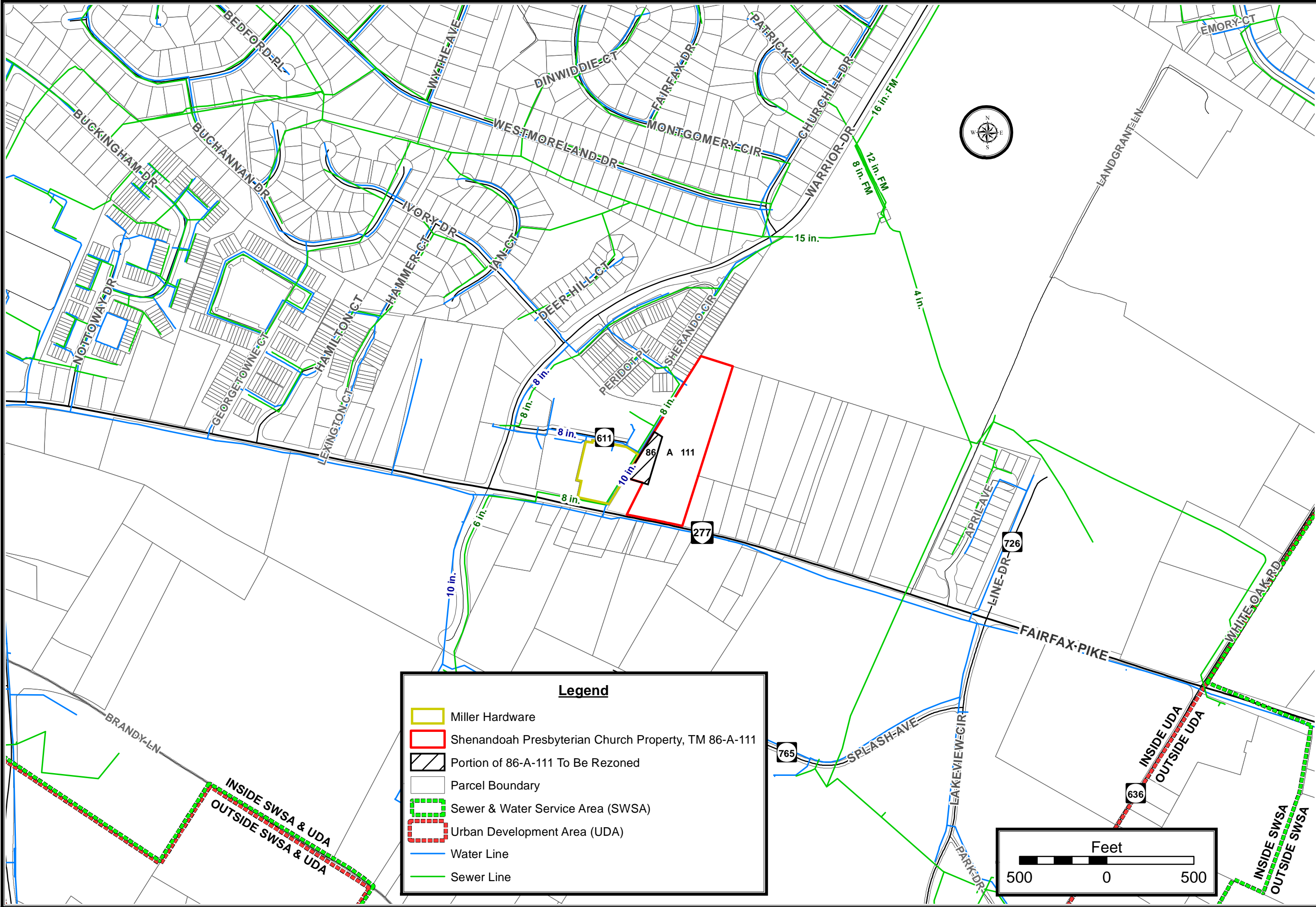
RA (Rural Area District)


RP (Residential, Performance District)



MILLER HARDWARE REZONING
SHENANDOAH PRESBYTERIAN
CHURCH PROPERTY
LOCATION AND ZONING MAP

MILLER HARDWARE REZONING	MILLER HARDWARE REZONING
SHENANDOAH PRESBYTERIAN CHURCH PROPERTY	SHENANDOAH PRESBYTERIAN CHURCH PROPERTY
LOCATION AND ZONING MAP	LOCATION AND ZONING MAP
OPEQUON MAGISTERIAL DISTRICT	OPEQUON MAGISTERIAL DISTRICT
FREDERICK COUNTY, VIRGINIA	FREDERICK COUNTY, VIRGINIA
DATE: 2016-07-25	PROJECT ID: 0603M
DESIGNED BY: DWE	DESIGNED BY: DWE
SCALE: 1 Inch = 250 Feet	SCALE: 1 Inch = 250 Feet





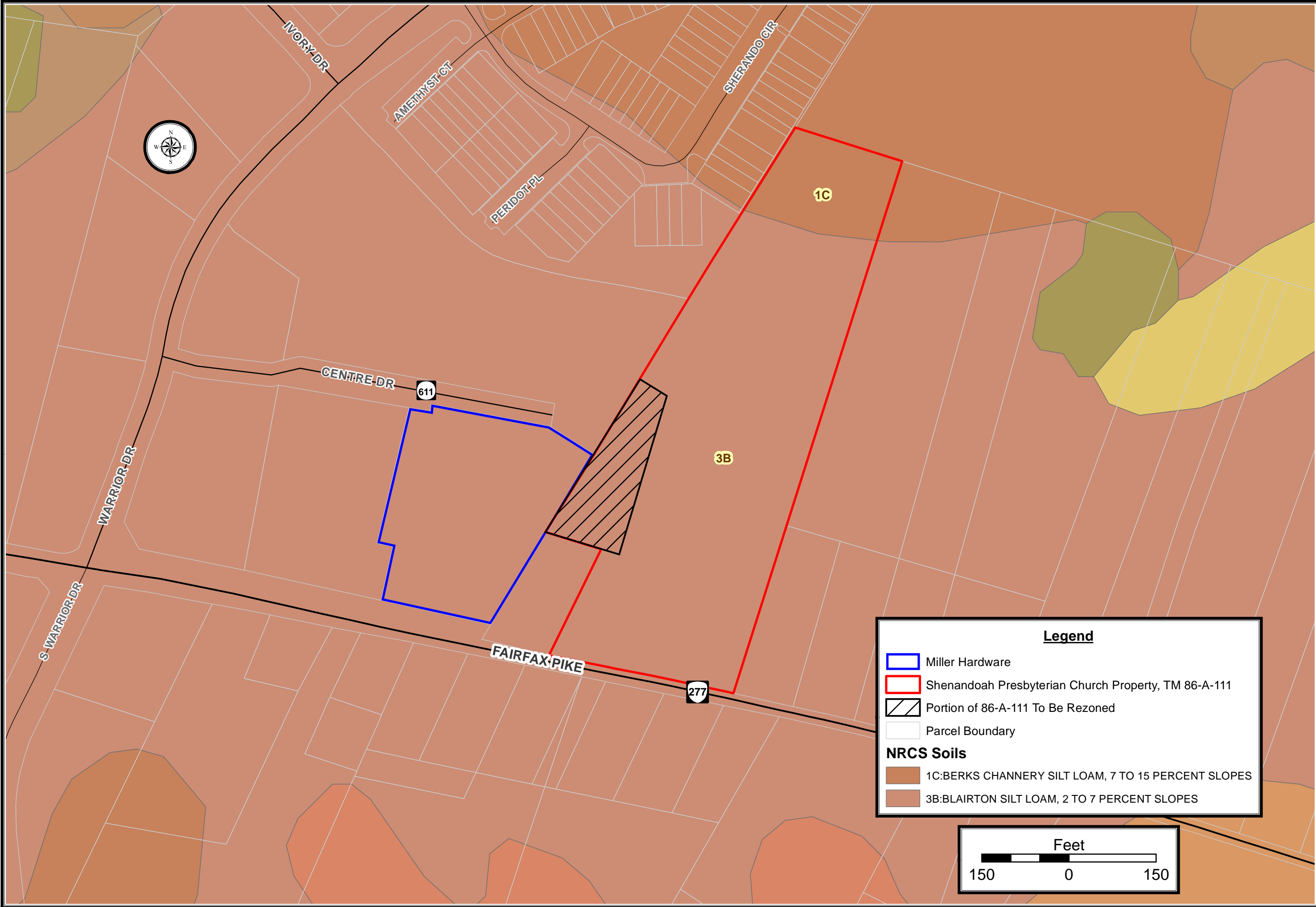
GREENWAY
ENGINEERING


MILLER HARDWARE REZONING

SHENANDOAH PRESBYTERIAN
CHURCH PROPERTY

SWSA-UDA-WATER-SEWER MAP

MILLER HARDWARE REZONING	MILLER HARDWARE REZONING
SHENANDOAH PRESBYTERIAN CHURCH PROPERTY	SHENANDOAH PRESBYTERIAN CHURCH PROPERTY
SWSA-UDA-WATER-SEWER MAP	SWSA-UDA-WATER-SEWER MAP
OPEQUON MAGISTERIAL DISTRICT	OPEQUON MAGISTERIAL DISTRICT
FREDERICK COUNTY, VIRGINIA	FREDERICK COUNTY, VIRGINIA
DATE: 2016-07-25	PROJECT ID: 0603M
DESIGNED BY: DWE	SCALE: 1 Inch = 500 Feet





GREENWAY
ENGINEERING

MILLER HARDWARE REZONING

SHENANDOAH PRESBYTERIAN CHURCH PROPERTY

SOILS MAP

MILLER HARDWARE REZONING

SHENANDOAH PRESBYTERIAN CHURCH PROPERTY

SOILS MAP

OPEQUON MAGISTERIAL DISTRICT

FREDERICK COUNTY, VIRGINIA

DATE: 2016-07-25 | PROJECT ID: 0603M | DESIGNED BY: DWE

SCALE: 1 Inch = 150 Feet

**REZONING APPLICATION FORM
FREDERICK COUNTY, VIRGINIA**

To be completed by Planning Staff:

Zoning Amendment Number <u>10-16</u>	Fee Amount Paid \$ <u>5,063.⁰⁰</u>
PC Hearing Date <u>10/5/16</u>	Date Received <u>9/9/16</u>
	BOS Hearing Date <u>10/26/16</u>

The following information shall be provided by the applicant:

All parcel identification numbers, deed book and page numbers may be obtained from the Office of the Commissioner of Revenue, Real Estate Division, 107 North Kent Street, Winchester.

1. Applicant:

Name: Miller Hardware Telephone: (540) 664-7806
Address: 208 Centre Drive
Stephens City, VA 22655

2. Property Owner (if different than above):

Name: Shenandoah Presbytery Corporation Telephone: (540) 431-8043
Address: P.O. Box 1214
Harrisonburg, VA 22803

3. Contact person if other than above:

Name: Evan Wyatt Telephone: (540) 662-4185

4. Property Information:

- a. Property Identification Number(s): 86-A-111
- b. Total acreage to be rezoned: 0.63 +/- acres
- c. Total acreage of the parcel(s) to be rezoned (if the entirety of the parcel(s) is not being rezoned): 6.52 +/- acres
- d. Current zoning designation(s) and acreage(s) in each designation: RP District - 6.52 +/- acres
- e. Proposed zoning designation(s) and acreage(s) in each designation: B2 District - 0.63 +/- acres RP District - 5.89 +/- acres
- f. Magisterial District(s): Opequon District

5. Checklist: Check the following items that have been included with this application.

Location map	<input checked="" type="checkbox"/>	Agency Comments	<input checked="" type="checkbox"/>
Plat	<input checked="" type="checkbox"/>	Fees	<input checked="" type="checkbox"/>
Deed to property	<input checked="" type="checkbox"/>	Impact Analysis Statement	<input checked="" type="checkbox"/>
Verification of taxes paid	<input checked="" type="checkbox"/>	Proffer Statement	<input checked="" type="checkbox"/>
Plat depicting exact meets and bounds for the proposed zoning district	<input checked="" type="checkbox"/>		
Digital copies (pdf's) of all submitted documents, maps and exhibits	<input checked="" type="checkbox"/>		

6. The Code of Virginia allows us to request full disclosure of ownership in relation to rezoning applications.

Please list below all owners or parties in interest of the land to be rezoned:

Shenandoah Presbytery Corporation - (Primary Contact: Walter Carter 540-431-8043)

7. Adjoining Property:

<u>PARCEL ID NUMBER</u>	<u>USE</u>	<u>ZONING</u>
Please refer to attached		
Adjoining Property Map Exhibit		
& Adjoining Property Listing		
Table		

8. Location: The property is located at (give exact location based on nearest road and distance from nearest intersection, using road names and route numbers):

The subject property is located on the north side of Fairfax Pike (Route 277); approximately 900' east of Warrior Drive (Rt. 1141)

9. The following information should be provided according to the type of rezoning proposed:

Number of Units Proposed

Single Family homes: <u>N/A</u>	Townhome: <u>N/A</u>	Multi-Family: <u>N/A</u>
Non-Residential Lots: <u>N/A</u>	Mobile Home: <u>N/A</u>	Hotel Rooms: <u>N/A</u>

Square Footage of Proposed Uses

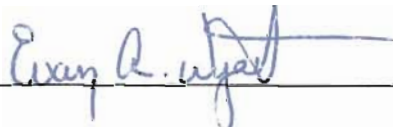
Office: _____	Service Station: _____
Retail: _____	Manufacturing: _____
Restaurant: _____	Warehouse: _____
Commercial: _____	Other: _____
	Storage & Buffer _____


10. Signature:

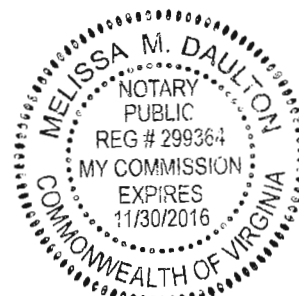
I (we), the undersigned, do hereby respectfully make application and petition the Frederick County Board of Supervisors to amend the zoning ordinance and to change the zoning map of Frederick County, Virginia. I (we) authorize Frederick County officials to enter the property for site inspection purposes.

I (we) understand that the sign issued when this application is submitted must be placed at the front property line at least seven days prior to the Planning Commission public hearing and the Board of Supervisors public hearing and maintained so as to be visible from the road right-of-way until the hearing.

I (we) hereby certify that this application and its accompanying materials are true and accurate to the best of my (our) knowledge.

Applicant(s):  Date: 9/8/16

Owner(s):  Date: 9.9.16



Melissa M Daulton, 299364

Tax Map Number	Owner	Mailing Address	City & State	ZIP	Acreage	Zoning
86 4 2	MUSSER JOHN F ETALS	PO BOX 163	STEPHENS CITY, VA	22655	0.05	RA
86 4 3	RBP INVESTMENTS OF VA LLC	2135 HASTINGS DR	CHARLOTTE, NC	28207	0.14	RA
86 A 102E	3MILLERS LC	208 CENTRE DR	STEPHENS CITY, VA	22655	2.09	B2
86 A 102G	SHERANDO TOWNE CENTRE LC, C/O DAVE HOLLIDAY CONSTR INC	420 W JUBAL EARLY DR STE 103	WINCHESTER, VA	22601	5.00	B2
86 A 109	MUSSER JOHN F ETALS	PO BOX 163	STEPHENS CITY, VA	22655	0.50	RA
86 A 110	LANHAM DONALD R, LANHAM NETTIE A	739 FAIRFAX PIKE	STEPHENS CITY, VA	22655	0.50	RP
86 A 111	SHENANDOAH PRESBYTERY CORPORATION	PO BOX 1214	HARRISONBURG, VA	22803	6.52	RP
86 A 113	RBP INVESTMENTS OF VA LLC	2135 HASTINGS DR	CHARLOTTE, NC	28207	0.50	RA
86 A 114	MORELAND KAYLAS	764 FAIRFAX PIKE	STEPHENS CITY, VA	22655	0.46	RP
86 A 115	JOHNSON ROSY B, JOHNSON BETTY ANN	945 HUDSON HOLLOW RD	STEPHENS CITY, VA	22655	0.50	RP
86 A 125	WHITE JOHN E, WHITE LOUISE H	4151 DUTCHTOWN RD	BURKEVILLE, VA	23922	0.50	RP
86 A 127	WHITE JOHN E, WHITE LOUISE H	4151 DUTCHTOWN RD	BURKEVILLE, VA	23922	1.50	RP
86 A 135	FREDERICK COUNTY VIRGINIA	107 N KENT ST	WINCHESTER, VA	22601	88.68	RA
86D 1 25	TAYLOR DON C, TAYLOR LAURA A	2524 PREAKNESS CT	SANTA ROSA, CA	95401	0.00	RP
86D 1 26	VAN DE RIET MALCOLM H II, VAN DE RIET MELANIE P	26148 IVERSON DR	SOUTH RIDING, VA	20152	0.00	RP
86D 1 27	BREEDEN LORI L	194 SHERANDO CIR	STEPHENS CITY, VA	22655	0.00	RP
86D 1 28	SHARD KRISTIN L	196 SHERANDO CIR	STEPHENS CITY, VA	22655	0.00	RP
86D 1 29	BARBER SHERISUE	746 SELDON DR	WINCHESTER, VA	22601	0.00	RP
86D 1 30	MAESTLE MELISSA A	200 SHERANDO CIR	STEPHENS CITY, VA	22655	0.00	RP
86D 1 31	LOWERY ROY WILLIAM	202 SHERANDO CIR	STEPHENS CITY, VA	22655	0.00	RP
86D 1 32	SNYDER AVERY KIMBERLY	204 SHERANDO CIR	STEPHENS CITY, VA	22655	0.00	RP
86D 1 33	FFC PROPERTIES LLC	17090 QUAIL CREEK CIR	HAMILTON, VA	20158	0.00	RP
86D 1 34	JOHNSON MARGARET R TRUSTEE	400 CLOCKTOWER RDG DR APT 315	WINCHESTER, VA	22603	0.00	RP
86D 1 35	DARSIE JOHN, DARSIE AMY L	210 SHERANDO CIR	STEPHENS CITY, VA	22655	0.00	RP
86D 1 95	VILLAGE OF SHERANDO HOMEOWNERS ASSO	107 N KENT ST (WAS BLANK ADDRESS)	WINCHESTER, VA	22601	8.85	RP

BK763PG1610

5576
THIS DEED, made and dated this 17th day of June, 1991, by and between PAGE F. HUFFMAN, Administrator of the Estate of Sadie Huffman, deceased, party of the first part (Grantor); and SHENANDOAH PRESBYTERY CORPORATION, a Virginia Corporation, party of the second part (Grantee); and MARJORIE H. TEETS, single, EMILIE L. HEATH and GEORGE N. HEATH, husband and wife, BARBARA J. KAIN and JAMES A. KAIN, husband and wife, CONNIE J. SMOKE and HOLMES D. SMOKE, husband and wife, and PAGE F. HUFFMAN and ELVA E. HUFFMAN, husband and wife, parties of the third part.

WHEREAS, by contract dated December 1, 1990, a copy of which is attached, the subject property was to be conveyed by Sadie Huffman, and

WHEREAS, Page F. Huffman, as Administrator, acting pursuant to Virginia Code Section 64.1-148, is executing this deed for the purpose of carrying out the terms of the aforesaid contract,

WITNESSETH: That for and in consideration of the sum of Ten Dollars, and other valuable consideration, the receipt of which is hereby acknowledged, the Grantor does hereby grant, sell and convey, with special warranty, the following property:

All of that certain parcel of land containing 6.525 acres, fronting the Northern line of Virginia Route 277, in Opequon Magisterial District, Frederick County, Virginia, and more particularly described by a plat and survey of Lee A. Ebert, L.S., dated October 7, 1987, which is attached hereto and made a part hereof by reference. This is a portion of the same property which was conveyed to Sadie Huffman by H. C. Carbaugh, et ux, by Deed dated August 20, 1938, and recorded in the Clerk's Office of the Circuit Court of Frederick County, Virginia, in Deed Book 184, at Page 348; the said Sadie Huffman died testate on May 28, 1991, and her sole heirs at law were her five children, Marjorie H. Teets, Emilie L. Heath, Barbara J. Kain, Connie J. Smoke and Page F. Huffman, who along with their spouses are the grantors herein.

Shenandoah Presbytery
P.O. Box 1214
Harrisonburg, Va. 22801
Code Section
SP.1-811C
\$300,000.00

BK763PG1611

Reference is hereby made to the aforesaid instruments and the attachments and the references therein contained, for a more particular description of the property hereby conveyed.

This conveyance is made subject to all easements, rights of way and restrictions of record, if any, affecting the subject property.

The parties of the third part do hereby join in the execution of this Deed to convey to the Grantee all of their right, title and interest in and to the subject property with General Warranty and English Covenants of Title unto the Grantee in fee simple absolute.

WITNESS the following signatures and seals:

Page F. Huffman (SEAL)
Page F. Huffman, Individually
and as Adminsitrator of the Estate
of Sadie Huffman

Marjorie H. Teets (SEAL)
Marjorie H. Teets

Emilie L. Heath (SEAL)
Emilie L. Heath

George N. Heath (SEAL)
George N. Heath

Barbara J. Kain (SEAL)
Barbara J. Kain

James A. Kain (SEAL)
James A. Kain

BK76351612

Connie J. Smoke (SEAL)
Connie J. Smoke

Holmes D. Smoke (SEAL)
Holmes D. Smoke

Elva E. Huffman (SEAL)
Elva E. Huffman

STATE OF VIRGINIA,
CITY OF WINCHESTER, to-wit:

The foregoing instrument was acknowledged before me in my
City and State this 20th day of June, 1991, by
Marjorie I. Teets.

My Commission expires: August 24, 1992

Debra J. McNeill
NOTARY PUBLIC

STATE OF VIRGINIA,
CITY OF WINCHESTER, to-wit:

The foregoing instrument was acknowledged before me in my
City and State this 20th day of June, 1991, by
Emilie L. Heath and George N. Heath.

My Commission expires: August 24, 1992

Debra J. McNeill
NOTARY PUBLIC

BK7631613

STATE OF VIRGINIA,
CITY OF WINCHESTER, to-wit:

The foregoing instrument was acknowledged before me in my
City and State this 18th day of June, 1991, by
Barbara J. Kain and James A. Kain.

My Commission expires:

August 24, 1992
Robert L. McMillin
NOTARY PUBLIC

STATE OF VIRGINIA,
CITY OF WINCHESTER, to-wit:

The foregoing instrument was acknowledged before me in my
City and State this 20 day of June, 1991, by
Connie J. Smoke and Holmes D. Smoke.

My Commission expires:

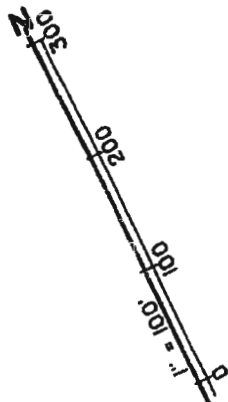
January 31, 1993
Charles E. Hartman
NOTARY PUBLIC

STATE OF VIRGINIA,
CITY OF WINCHESTER, to-wit:

The foregoing instrument was acknowledged before me in my
City and State this 17th day of June, 1991, by
Page F. Huffman and Elva E. Huffman.

My Commission expires:

August 24, 1992
Robert L. McMillin
NOTARY PUBLIC



BK763PG1614

COUNTY OF FREDERICK
D.B. 440 - P. 421



TRACT
2
6.525 ACRES

N/F ROBERT J. SNYDER

TRACT
1
20,812
SQ. FT.

PT. BEG. 1
IRON PIN

VA. ROUTE 277

125.00'

S 72° 01' 03" E

200.42'

N 32° 03' 07" E

N 66° 26' 16" W
100.00'

S 38° 27' 13" W

622.90'

PT. BEG. 2
IRON PIN

267.36'

CHORD
S 71° 45' 06" E
53.43'
ARC 53.43'

N 25° 28' 42" E
187.31'

POST

N 23° 45' 58" E - 742.41'

N 16° 45' 37" E
11.69'

N 65° 01' 48" W
188.30'

IRON PIN

POST

IRON PIN
FOUND

LESLIE J. & IRENE H. BEATY

D.B. 194 - P. 274

BK763PG1615

The Accompanying Plat represents a Boundary Survey of Two Tracts of Land. Tract 1 is the Land conveyed to Marjorie H. Teets by Deed dated 13 January 1942 in Deed Book 184, Page 352. Tract 2 is the Remaining Portion of the Land conveyed to Sadie Huffman by Deed dated 20 August 1938 in Deed Book 184, Page 348. The said Land fronts the Northern Line of Va. Route 277, and lies in Opequon District, Frederick County, Virginia:

Tract 1: Beginning at an iron pin in the Northern Line of Va. Route 277, a corner to the Snyder Land; thence with the said Line, S 72° 01' 03" E - 125.00 ft. to an iron pin, a corner to Tract 2; thence with the Two Following Lines of the said Land, N 32° 03' 07" E - 183.54 ft. to an iron pin; thence N 66° 26' 16" W - 100.00 ft. to an iron pin in the Southeastern Line of the said Snyder Land; thence with the said Line, S 38° 27' 13" W - 200.42 ft. to the beginning.

Containing: 20,812 Sq. Ft.

Tract 2: Beginning at an iron pin in the Northern Line of Va. Route 277, a corner to Tract 1; thence with the Two Following said Lines, S 72° 01' 03" E - 267.36 ft.; thence with the Arc Line 53.43 ft. (Chord S 71° 45' 06" E - 53.43 ft., Radius 5,759.888 ft.) to an iron pin (found), a corner to the Beaty Land; thence with the Two Following Lines of the said Land, N 25° 28' 42" E - 187.31 ft. to a post; thence N 23° 45' 58" E - 742.41 ft. to a post, a corner to the County of Frederick Land; thence with the Two Following Lines of the said Land, N 16° 45' 37" E - 11.69 ft. to an iron pin; thence N 65° 01' 48" W - 188.30 ft. to a post in the Southeastern Line of the Snyder Land; thence with the said Line, S 38° 27' 13" W - 822.90 ft. to an iron pin, a corner to the said Tract 1; thence with the Two Following Lines of the said Land, S 66° 26' 16" E - 100.00 ft. to an iron pin; thence S 32° 03' 07" W - 183.54 ft. to the beginning.

Containing: 6.525 Acres

Surveyed: 9 October 1987




H



MEMORANDUM

TO: Frederick County Board of Supervisors

FROM: Candice E. Perkins, AICP, CZA, Assistant Director 

SUBJECT: Request for Pump & Haul Permit
935 Brill Road, Star Tannery (PIN#: 81-A-6)

DATE: October 14, 2016

Staff has received a request seeking approval of a Pump & Haul Permit for an existing residence at 935 Brill Road, Star Tannery. Frederick County Code, §161-201.05A, states that the Frederick County Board of Supervisors, after receiving a written statement from the Health Department, may approve a permanent pump and haul system permit if specific criteria is satisfied. ***This request appears to comply with the code requirements and, therefore, Board consideration of the request is appropriate.***

Site Information

The subject property is located at 935 Brill Road, Star Tannery and is further identified by Property Identification Number (PIN) 81-A-6. The approximately two acre property contains a three bedroom, one bathroom, 868 square foot dwelling constructed in 1941. The subject property fronts on Brill Road in the Back Creek Magisterial District. The frontage of the property, including a portion of the dwelling is located within the 100 year floodplain.

Applicable Code Requirements and Analysis

Frederick County Code Chapter 161 addresses Sewage Disposal Systems and, more specifically, permanent pump and haul systems are addressed in §161-201.05. In 2009, the County revised its health system ordinance to enable the issuance of permanent pump and haul system permits only upon the approval of the Board of Supervisors. Additionally, criteria was established in §161-201.05 to offer guidance in the evaluation of the merits of a request for a permanent pump and haul system. The following criteria must be met in order to qualify to apply for a pump and haul system:

1. The structure to be served is one of the following:
 - a. An existing dwelling that has no indoor plumbing and is converting to indoor plumbing, or where an existing onsite sewage system has failed;
 - b. An existing structure used as a place of worship;
 - c. An existing school structure;
 - d. An existing commercial structure; and
2. The Health Department has rejected an application for an onsite sewage system otherwise permitted under this chapter, or an off-site system; and
3. All other options for a sewage system (i.e. off-site easement) have been pursued and found unsatisfactory as evidenced by a denial letter issued by the Health Department and/or documentation that a neighboring property owner is uncooperative in giving an easement; and
4. There shall be no additional bedrooms or bathrooms added to the dwelling or structure as a result of the permitting of a permanent pump and haul system.

In correspondence dated August 25, 2016, from the Virginia Department of Health, it states that a soil evaluation was conducted on the property and it was concluded that an onsite sewage disposal system could not be supported by this property due to insufficient area, insufficient depth to restriction, insufficient depth to rock and insufficient depth to seasonal water table. The property owner has also been unable to obtain an offsite easement (see attached letter). The property owner has established a relationship with Martin Pumping Service LLC to service the requested pump and haul system.

Conclusion

The property owner appears to have addressed the requirements of the County Code to utilize a pump and haul system for the property at 935 Brill Road, Star Tannery. The property owner has also established a relationship with Martin Pumping Service LLC to service the requested pump and haul system.

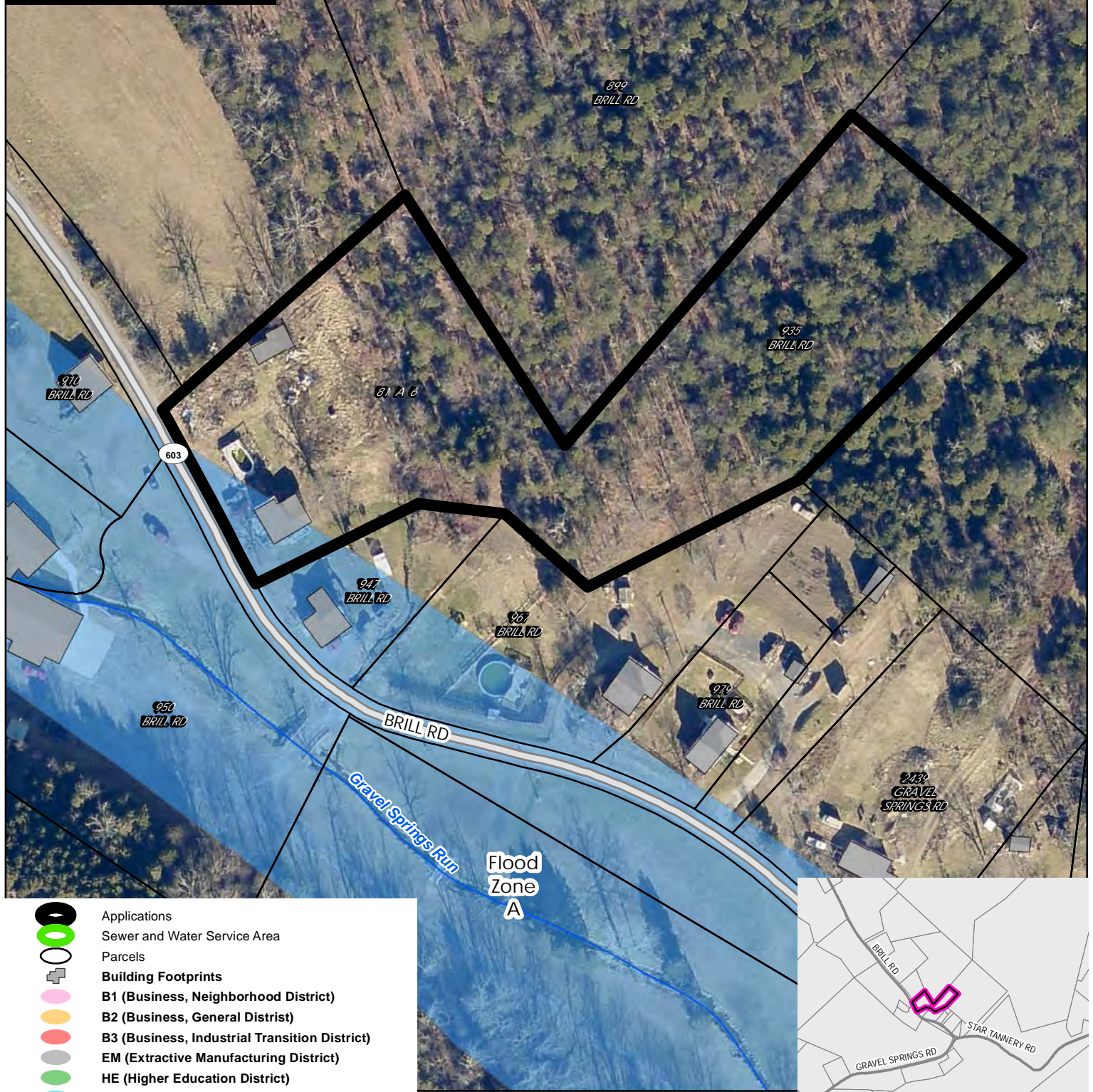
This request appears to comply with the code requirements and, therefore, Board consideration of the request is appropriate. It should be noted that the maintenance costs associated with a pump and haul system can be expensive; however, it appears that this system is the only available option to bring this property into compliance with the requirements with the Frederick County Code and Health Department. Board of Supervisors action on the request to permit a pump and haul system is requested.

Attachments

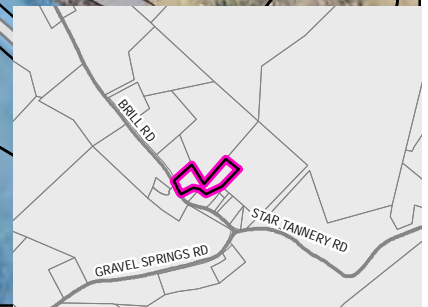
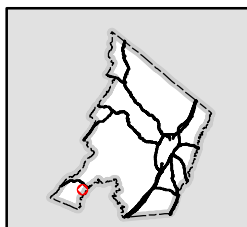
CEP/pd

Pump and Haul Permit Request

PIN:
81 - A - 6



- Applications
- Sewer and Water Service Area
- Parcels
- Building Footprints
- B1 (Business, Neighborhood District)
- B2 (Business, General District)
- B3 (Business, Industrial Transition District)
- EM (Extractive Manufacturing District)
- HE (Higher Education District)
- M1 (Industrial, Light District)
- M2 (Industrial, General District)
- MH1 (Mobile Home Community District)
- MS (Medical Support District)
- OM (Office - Manufacturing Park)
- R4 (Residential Planned Community District)
- R5 (Residential Recreational Community District)
- RA (Rural Area District)
- RP (Residential Performance District)



Pump and Haul Permit Request

PIN:
81 - A - 6

Note:
Frederick County Dept of
Planning & Development
107 N Kent St
Suite 202
Winchester, VA 22601
540 - 665 - 5651
Map Created: October 13, 2016
Staff: cperkins



0 65 130 260 Feet





APPLICATION - PERMANENT PUMP AND HAUL
SEWAGE DISPOSAL SYSTEM
FREDERICK COUNTY, VIRGINIA

Applicant/Agent: Scott and Erica Hayes

Address: 38172 Stone Eden Drive Hamilton, VA. 20158

Phone Number: 703-609-3622

Property Owner's Name (if different from applicant): _____

Address: _____

Phone Number: _____

Contact Person (if different from applicant): _____

Phone Number: _____

Please list names of all owners, principals, and/or majority stockholders:

Scott and Erica Hayes

-PROPERTY INFORMATION-

Property Location (please give State Route # and name, distance and direction from intersection):

935 Brill Road, Star Tannery, VA. 22654

From the Intersection of Rt 55 and Rt 604 Star Tannery Road, take Rt 604
for 1.1 miles, then turn right on Rt 603 Brill Road, address 935 on right

Name of the Subdivision (if applicable): _____

Magisterial District: Back Creek Total Property Acreage: 2.662 Acres

Property Identification Number (P.I.N.): 81-A-6

-PUMP AND HAUL INFORMATION-

1. The applicant hereby applies for a permit to remove and transport sewage from:

935 Brill Rd, Star Tannery to Rt 7 plant
(property address) (sewage treatment facility)

2. Justification for the pump and haul application: Existing House has no approved
septic system. Health Department denial of property for onsite septic system.
see attached denial

3. Brief description of holding facilities (type, capacity, etc.): Proposed 2-1500 gallon
septic tanks. See attached engineer plans.

4. Plans and specifications of holding facility (if required) prepared by: Randy Hepler, P.E.
(Engineer)
Greenway Engineering - 151 Windy Hill Lane Winchester VA. 22602
(address)

5. Name of Septic Hauler: Martins Pumping Service
Hauler Address: 164 Meadowbrook Dr. Stephens City Va 22655 Phone: 540-667-4038
Lord Fairfax District Hauler # 20 + 22 DPOR#: 1942001325
Frederick County Hauler Permit #: 01-2016

6. Quantity of sewage to be hauled per day: 3,000 gallons. Cost per load: \$ 300.00

7. Route(s) of transport: Rt. 55 to 81 to Rt 7

8. Time of day for transport: 8am - 5pm

9. Emergency response capability: Yes

10. Disposition of Sewage: _____
(attach a copy of agreement with owner of receiving treatment facility)

I have read the material included in this package and understand what is required by the Frederick County and the Virginia Department of Health. I also understand that all required material will be complete prior to this application being scheduled for review by the Board of Supervisors.

Signature: Larry [Signature] Date: 8-29-16

Signature: _____ Date: _____

August 29, 2016

Frederick County Board of Supervisors
107 North Kent Street
Winchester, VA 22601

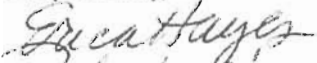
Re: Pump and Haul Sewage Disposal System application permit for
935 Brill Road Star Tannery VA

Ladies and Gentlemen:

This letter is to advise that Mr. Darwin Anderson, the adjacent property owner to the west and north of our existing home as referenced above, was contacted and has declined our request to allow a soil evaluation to determine if a drainfield could be located on his property to accommodate our septic needs. The properties directly to the east of our house are smaller properties and according to the Frederick County GIS are shown as 0.2 and 0.25 acres each.

We are now requesting a permit for a pump and haul sewage disposal system to be installed on the above referenced property.

Respectfully,



Scott and Erica Hayes

38172 Stone Eden Drive
Hamilton, VA 20158
703-609-3622



Frederick County - City of Winchester Health
Department
107 N Kent St. Ste 201
Winchester, VA
22601
(540) 722-3480 Voice
(540) 722-3479 Fax

OSE Denial

August 25, 2016

Scott & Erica Hayes
38172 Stone Eden Dr.
Hamilton, VA 20158

Certified Mail

RE: Tax Map/GPIN: 81-A-6 , HDID: 069160254
935 Brill
Star Tannery, Frederick County, VA 22654

Dear Scott & Erica Hayes :

This letter is to inform you that the Frederick County - City of Winchester Health Department has evaluated your application for a sewage disposal system/water supply permit or certification letter filed on August 09, 2016. This application contained site evaluation and design work related to the referred application pursuant to § 32.1-163.5 and 164 H. of the Code of Virginia, which requires the Health Department to accept private soil evaluations and designs from an Onsite Soil Evaluator (OSE) or a Professional Engineer working in consultation with an OSE for residential development. Unfortunately, we are not able to issue a Construction Permit. The reason for denial is: Insufficient Area, Insufficient depth to restriction, Insufficient depth to rock, Insufficient depth to seasonal water table

This decision is based on the information filed with your application. Site and soil evaluations were made in accordance with the *Sewage Handling and Disposal Regulations*, the *Private Well Regulations*, the *Alternative Onsite Sewage System Regulations* , as well as current agency policy.

In accordance with 12 VAC 5-610-230 of the *Sewage Handling and Disposal Regulations* you have the right to appeal this decision. Your written request for appeal must be received in this office at 107 N Kent St. Ste 201 Winchester, VA, 22601 within thirty (30) days from the date you receive this letter. Please include any facts or other data that would support your appeal.

You may also request a refund of the state portion of your application fee if all of the following apply:


- 1) You are the owner of the property AND
- 2) You intend to use it as your principle place of residence AND
- 3) You do not intend to appeal this denial.

Address your request to Mason Allen, Environmental Health Manager of Lord Fairfax Health District at the above address. Refunds are not available under any other conditions. Please include your social security number with your request.

It is also acceptable to re-apply within 90 days of receipt of this letter without paying a second state fee. After 90 days, a new application fee will be required. When denied for any reason, re-application without a state fee within 90 days may include any change up to and including a new site. Please be certain that the re-application documents are complete and follow all applicable regulations and policies to avoid another denial.

If you have any questions or if this office may be of further service, please let us know.

Sincerely,



Joshua Anderson,
Environmental Health Specialist, Sr.

CC: Building Official
White, Stephen John Private OSE

REQUEST FOR PUMP AND HAUL COMMENTS



Virginia Department of Health

Mail to:

Virginia Department of Health
Attn: Environmental Health Supervisor
107 North Kent Street
Winchester, Virginia 22601
(540) 722-3480

Hand deliver to:

Virginia Department of Health
Attn: Environmental Health Supervisor
107 North Kent Street, Suite 201
Winchester, Virginia

Applicant: It is your responsibility to complete this form as accurately as possible in order to assist the agency with their review. Also, please attach one copy of the completed application form and all other pertinent information.

Applicant's Name: Erica Hayes Telephone: 703-609-3622
Mailing Address: 38172 Stone Eden Dr.
Hamilton VA. 20158

Location of the property where the permanent pump and haul system is being requested:

935 Brill Rd.
Star Tannery VA. 22654

VDH Comments:

An onsite sewage disposal system can not be found
for this property.
A pump & haul is recommended for this property by the
Fredricks County Health Department.

-VIRGINIA DEPARTMENT OF HEALTH USE ONLY-

Date Received 10/7/16 Review Number 1 (2) 3 4 5 (circle one)
Date Reviewed 10/7/16
Revision Required No Date Approved 10/7/16
Signature & Date: [Signature] 10/7/16

**** Please Return Form to Applicant ****



COUNTY of FREDERICK

FREDERICK COUNTY, VIRGINIA
SEWAGE HANDLING AGREEMENT FOR PUMP AND HAUL SYSTEM

Martins Pumping Service and Scott and Erica Hayes
[Septic Hauler] [Property Owner(s)]
enter into this Contract with the County of Frederick, Virginia (the "County"), on this 26 day of
September, 2016.

WHEREAS, in consideration of the County's approval of a pump and haul permit for the property located at 935 Brill Road, PIN# 81-A-6, and to provide for sewage collection and disposal services for a pump and haul system and guarantee compliance with all applicable regulations concerning sewage collection and disposal services.

THE PARTIES AGREE as follows:

The Property Owner will maintain a contract with the specified Septic Hauler and will ensure that the system is being properly pumped and that 24-hour call service is maintained for emergency service.

The Property Owner will submit annual invoices to the Virginia Department of Health verifying that the system is being properly pumped.

The Property Owner will procure an inspection from the Virginia Department of Health every three years (from the date of permit issuance) to ensure that the system is in proper working order.

The Property Owner grants permission for employees of the County and the Virginia Department of Health to conduct routine field inspections of the system to ensure proper maintenance.

The Property Owner understands that violation of the conditions of the pump and haul permit or violation of any applicable regulations concerning sewage collection and disposal services may lead to the revocation of the pump and haul permit.

The Septic Hauler agrees to provide sewage pump and hauling services to the Property Owner at a cost of \$300⁰⁰ per load and the Property Owner agrees to pay for such services according to such normal and commercially reasonable terms as the Septic Hauler may provide.

By: [Signature] VDH Sewage Handling Permit # 01-2016
[Septic Hauler] Frederick County Septic Permit # 2105110825
[owner/officer/authorized agent must sign for Septic Hauler] Date 9-26-2016

By: Erica Hayes Date 9/26/16
[Property Owner]

By: _____ Date _____
[County of Frederick, Virginia]
[County Administrator or authorized agent must sign for County]

Board of Supervisors Approval Date _____

I



COUNTY of FREDERICK

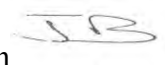
Department of Planning and Development

540/ 665-5651

Fax: 540/ 665-6395

MEMORANDUM

TO: Board of Supervisors

FROM: John A. Bishop AICP, Deputy Director - Transportation 

RE: Revenue Sharing Application Support

DATE: October 18, 2016

Each year, the County applies for funding through the State Revenue Sharing program. Currently, the maximum application amount is \$10 million. This is a dollar for dollar matching program, so an application for \$10 million in funding would be in support of \$20 million in projects. Staff is seeking a resolution of support for a total application amount of \$5,632,500 to support the following projects.

1. Remaining funding for Jubal Early Drive extension and interchange with Route 37.

This project was first put forth for revenue sharing funding during last year's application cycle and received \$5,890,895.00 in revenue sharing funds toward a total project cost of \$18,660,500.00. Staff would like to apply for an additional \$3,439,355.00 to get the revenue sharing portion of project funding up to the full 50% that the program allows.

2. Tevis Street Extension

This project was previously awarded \$700,000.00 for potential gap funding on the former CDA. Since that time the CDA has failed and significant construction funding has been awarded to the Bridge over I-81 and to the Airport Road extension and round-a-bout. A portion of the \$700,000.00 has been used for design of the Tevis Street Extension and Bridge and Staff is seeking to apply for additional revenue sharing funds to address right-of-way and construction of this section in the amount of \$2,193,145.00.

The Transportation Committee considered this item at their September 26, 2016 meeting and has recommended proceeding with these applications.

JAB/pd
Attachments

RESOLUTION #42-16
A RESOLUTION FOR THE BOARD OF SUPERVISORS OF
THE COUNTY OF FREDERICK, VIRGINIA
AS AN ENDORSEMENT OF THE
JUBAL EARLY DRIVE REVENUE SHARING PROJECT

WHEREAS, in accordance with the Commonwealth Transportation Board construction allocation procedures, it is necessary that a resolution be received from the sponsoring local jurisdiction or agency requesting the Virginia Department of Transportation (VDOT) to establish a project in the County of Frederick.

NOW, THEREFORE, BE IT RESOLVED, that the County of Frederick requests the Commonwealth Transportation Board to approve additional revenue sharing funds in the amount of \$3,439,355.00 for the Jubal Early Drive extension and interchange with Route 37.

BE IT FURTHER RESOLVED THAT: The County of Frederick hereby agrees to provide its share of the total cost for preliminary engineering, right-of-way and construction of this project in accordance with the project financial documents.

BE IT FURTHER RESOLVED THAT: The County of Frederick hereby agrees to enter into a project administration agreement with VDOT and provide the necessary oversight to ensure the project is developed in accordance with all applicable federal, state and local requirements for design, right-of-way acquisition, and construction of the project.

BE IT FURTHER RESOLVED THAT: If the County of Frederick subsequently elects to cancel the project, the County of Frederick hereby agrees to reimburse VDOT for the total amount of costs expended by VDOT through the date VDOT is notified of such cancellation. The County of Frederick also agrees to repay any funds previously reimbursed that are later deemed ineligible by the Federal Highway Administration or VDOT.

BE IT FURTHER RESOLVED THAT: The Board of Supervisors of the County of Frederick hereby grants authority for the County Administrator to apply for funds and execute project administration agreements, as well as other documents necessary for approved projects.

Adopted, this 26th day of October 2016:

Attest: _____
Brenda G. Garton
Frederick County Administrator

Charles S. DeHaven, Jr., BOS Chairman

In my capacity as the Frederick County Administrator, I hereby certify that Resolution #42-16 which is hereto attached was adopted at a duly called and constituted meeting of the County of Frederick held at 107 North Kent Street, Winchester, VA 22601 on 10/26/2016. Said meeting was called to order by Chairman DeHaven at 7:00 p.m. with the following members present who remained in attendance throughout and constituted a quorum:

Charles S. DeHaven, Jr., Chairman

Gary A. Lofton

Robert A. Hess

Judith McCann-Slaughter

Gene E. Fisher

Blaine P. Dunn

Robert W. Wells

The Board of Supervisors of the County of Frederick voted unanimously to adopt attached Resolution #42-16.

Given under my hand this 26th day of October 2016.

Brenda G. Garton

Frederick County Administrator

RESOLUTION #43-16
A RESOLUTION FOR THE BOARD OF SUPERVISORS OF
THE COUNTY OF FREDERICK, VIRGINIA
AS AN ENDORSEMENT OF THE
TEVIS STREET EXTENSION REVENUE SHARING PROJECT

WHEREAS, in accordance with the Commonwealth Transportation Board construction allocation procedures, it is necessary that a resolution be received from the sponsoring local jurisdiction or agency requesting the Virginia Department of Transportation (VDOT) to establish a project in the County of Frederick.

NOW, THEREFORE, BE IT RESOLVED, that the County of Frederick requests the Commonwealth Transportation Board to approve additional revenue sharing funds in the amount of \$2,193,145 for the Tevis Street extension from the roundabout with the Airport Road Extension to Route 522 and intersection with Route 522.

BE IT FURTHER RESOLVED THAT: The County of Frederick hereby agrees to provide its share of the total cost for preliminary engineering, right-of-way and construction of this project in accordance with the project financial documents.

BE IT FURTHER RESOLVED THAT: The County of Frederick hereby agrees to enter into a project administration agreement with VDOT and provide the necessary oversight to ensure the project is developed in accordance with all applicable federal, state and local requirements for design, right-of-way acquisition, and construction of the project.

BE IT FURTHER RESOLVED THAT: If the County of Frederick subsequently elects to cancel the project, the County of Frederick hereby agrees to reimburse VDOT for the total amount of costs expended by VDOT through the date VDOT is notified of such cancellation. The County of Frederick also agrees to repay any funds previously reimbursed that are later deemed ineligible by the Federal Highway Administration or VDOT.

BE IT FURTHER RESOLVED THAT: The Board of Supervisors of the County of Frederick hereby grants authority for the County Administrator to apply for funds and execute project administration agreements, as well as other documents necessary for approved projects.

Adopted, this 26th day of October 2016:

Attest: _____

Brenda G. Garton
Frederick County Administrator

Charles S. DeHaven, Jr., BOS Chairman

In my capacity as the Frederick County Administrator, I hereby certify that Resolution #43-16 which is hereto attached was adopted at a duly called and constituted meeting of the County of Frederick held at 107 North Kent Street, Winchester, VA 22601 on 10/26/2016. Said meeting was called to order by Chairman DeHaven at 7:00 p.m. with the following members present who remained in attendance throughout and constituted a quorum:

Charles S. DeHaven, Jr., Chairman

Gary A. Lofton

Robert A. Hess

Judith McCann-Slaughter

Gene E. Fisher

Blaine P. Dunn

Robert W. Wells

The Board of Supervisors of the County of Frederick voted unanimously to adopt attached Resolution #43-16.

Given under my hand this 26th day of October 2016.

Brenda G. Garton

Frederick County Administrator

J



MEMORANDUM

TO: Frederick County Board of Supervisors

FROM: Candice E. Perkins, AICP, CZA, Assistant Director *CEP*

SUBJECT: Ordinance Amendment – Right-of-Way Widths for Family Lot Subdivisions

DATE: October 14, 2016

This is a proposed amendment to Chapter 144 – Subdivision of Land, to update the minimum right-of-way requirement necessary to create a family division lot. Family division lots as small as two acres in the RA (Rural Areas) District are permitted to be divided and conveyed to an immediate family member. The subdivision ordinance currently states that a 50 foot right-of-way is required in order to subdivide these lots. However, the Code of Virginia states that a 20 foot right-of-way is the maximum that can be required. Staff has drafted a revision to the Subdivision Ordinance which reduces the current 50 foot right-of-way requirement to a 20 foot minimum right-of-way for a family division lot.

The DRRC discussed this amendment at their August 2016 meeting. The DRRC agreed with the proposed change and the item was forwarded to the Planning Commission for discussion. The Planning Commission discussed this at their October 5, 2016 meeting; the Planning Commission agreed with the change and noted that it would bring the Subdivision Ordinance into compliance with the State Code.

The attached document shows the existing ordinance with the proposed changes supported by the DRRC (with bold italic for text added). This item is presented for discussion. **Staff is seeking direction from the Board of Supervisors on this Subdivision Ordinance text amendment;** attached is a resolution directing the item to public hearing should the Board of Supervisors deem it appropriate.

Attachments:

- 1. Revised ordinance with additions shown in bold underlined italics**
- 2. Code of Virginia**
- 3. Resolution**

CEP/pd

Original language

Draft revisions

§ 144.31. Rural subdivisions. [Amended 6-9-1993; 8-12-2009]

The requirements of this section shall apply to all subdivisions of land zoned RA (Rural Areas) under Article IV of Chapter 165, Zoning, of the Frederick County Code.

*Sections A and B remain unchanged.

C. Minor rural subdivisions.

- (1) The division of the following types of lots is permitted under the regulations for minor rural subdivision:
 - (a) Lots described by § 165-401.06B, Family division lots of Chapter 165, Zoning, of the Frederick County Code. **[Amended 12-9-2009]**
 - (b) Lots described in § 165-401.06A, Traditional five-acre lots, and § 165-401.06D, Rural preservation lots, provided that a total of no more than three such lots may be created from any one parcel under these regulations.

- (2) Shared private driveways. Vehicular access to a minor rural subdivision may be provided by means of shared private driveways. The owners of lots provided with access via such driveways shall be responsible for the improvement and maintenance of said driveways. When shared driveways are used, the Subdivision Administrator shall be provided with copies of the deeds of transfer. Such deeds shall contain the following language:

The proposed shared private driveway is not building according to street standards and will not be maintained by the Virginia Department of Transportation or the County of Frederick. The improvement and maintenance of said driveway shall be the sole responsibility of the owners of lots which are provided with access via the driveway. Said shared private driveways will not be considered for inclusion into the state secondary system until they meet the applicable construction standards of the Virginia Department of Transportation. The cost of bringing said driveways to acceptable standards shall not be borne by the Virginia Department of Transportation nor by Frederick County.

- (3) Minimum width for shared private driveway. The minimum right-of-way width for a shared private driveway shall be 50 feet to **a public street or right-of-way dedicated for maintenance by the Virginia Department of Transportation. For the purposes of family division lots, the minimum right-of-way width for a shared private driveway shall be 20 feet to a public street or right-of-way dedicated for maintenance by the Virginia Department of Transportation.**

Code of Virginia

§ 15.2-2244. Provisions for subdivision of a lot for conveyance to a family member.

A. In any county a subdivision ordinance shall provide for reasonable provisions permitting a single division of a lot or parcel for the purpose of sale or gift to a member of the immediate family of the property owner, including the family member's spouse, subject only to any express requirement contained in the Code of Virginia and to any requirement imposed by the local governing body that all lots of less than five acres have reasonable right-of-way of not less than 10 feet or more than 20 feet providing ingress and egress to a dedicated recorded public street or thoroughfare. Only one such division shall be allowed per family member, and shall not be for the purpose of circumventing this section. For the purpose of this subsection, a member of the immediate family is defined as any person who is a natural or legally defined offspring, stepchild, spouse, sibling, grandchild, grandparent, or parent of the owner. In addition, any such locality may include aunts, uncles, nieces and nephews in its definition of immediate family.



Action:

BOARD OF SUPERVISORS: October 26, 2016 ☐ APPROVED ☐ DENIED

RESOLUTION

**DIRECTING THE PLANNING COMMISSION TO HOLD A PUBLIC HEARING
REGARDING CHAPTER 144, SUBDIVISION**

**ARTICLE V – DESIGN STANDARDS
§144-31 – RURAL SUBDIVISIONS**

WHEREAS, an ordinance to amend Chapter 144, Subdivision to decrease the right-of-way necessary to create a family division lot from 50 feet to 20 feet per the Code of Virginia was considered; and

WHEREAS, The Development Review and Regulations Committee (DRRC) reviewed the proposed changes at their August 25, 2016 meeting and sent the proposed amendment forward for review by the Planning Commission and Board of Supervisors; and

WHEREAS, the Planning Commission discussed the changes at their regularly scheduled meeting on October 5, 2016 and agreed with the amendment; and

WHEREAS, the Board of Supervisors discussed the changes at their regularly scheduled meeting on October 26, 2016; and

WHEREAS, the Frederick County Board of Supervisors finds that in the public necessity, convenience, general welfare, and good zoning practice, directs the Frederick County Planning Commission hold a public hearing regarding an amendment to Chapter 165 ; and

NOW, THEREFORE, BE IT REQUESTED by the Frederick County Board of Supervisors that the Frederick County Planning Commission shall hold a public hearing to amend the subdivision ordinance to require a 20 foot minimum right-of-way for a family division lot.

Passed this 26th day of October 26, 2016 by the following recorded vote:

Charles S. DeHaven, Jr., Chairman _____

Gary A. Lofton _____

Robert A. Hess _____

Judith McCann-Slaughter _____

Gene E. Fisher _____

Blaine P. Dunn _____

Robert W. Wells _____

A COPY ATTEST

Brenda G. Garton
Frederick County Administrator

K



MEMORANDUM

TO: Frederick County Board of Supervisors

FROM: Candice E. Perkins, AICP, CZA, Assistant Director *CEP*

SUBJECT: Ordinance Amendment – Discontinuance of Nonconforming Uses

DATE: October 14, 2016

This is an amendment to Chapter 165 – Zoning, as it pertains to the discontinuance of nonconforming uses. The Zoning Ordinance currently states that if a nonconforming use is discontinued for a period exceeding one year it is deemed abandoned. The Code of Virginia, however; states that a two year period is required before a use can be deemed abandoned. This revision proposes to change the Zoning Ordinance requirement to two years in conformance with the Code of Virginia.

The DRRC discussed this amendment at their August 2016 meeting. The DRRC agreed with the proposed change and the item was forwarded to the Planning Commission for discussion. The Planning Commission discussed this at their October 5, 2016 meeting; the Planning Commission agreed with the change and noted that it would bring the Zoning Ordinance into compliance with the State Code.

The attached document shows the existing ordinance with the proposed changes supported by the DRRC (with bold italic for text added). This item is presented for discussion. **Staff is seeking direction from the Board of Supervisors on this Zoning Ordinance text amendment;** attached is a resolution directing the item to public hearing should the Board of Supervisors deem it appropriate.

Attachments: 1. Revised ordinance with additions shown in bold underlined italics.
2. Code of Virginia
3. Resolution

CEP/pd

Original language

Draft revisions

**ARTICLE IX
NONCONFORMING USES, STRUCTURES AND SIGNS**

Part 901 – Nonconforming Uses, Structures and Signs.

§ 165-901.01 Continuation of pre-existing uses, structures & signs.

Any use which does not conform to the requirements of this chapter at the effective adoption date of this chapter may be continued so long as it remains otherwise lawful. Structures and land may continue to be used as they were at the effective adoption date so long as they remain otherwise lawful. Any use, structure, or sign which subsequently becomes nonconforming as a result of amendments to this chapter may continue as it was at the time of the adoption of the amendment, as long as it remains otherwise lawful. Such nonconforming uses, structures, and signs shall conform to all laws in effect at the time when the use, structure, and signs were established.

- A. If any change of ownership, possession or lease of any legally nonconforming use, structure, or sign occurs, the use, structure, or sign may continue according to the requirements of this article.
- B. When the boundaries of a district are changed, any uses, structures, or signs which become nonconforming as a result of such change shall be subject to the provisions of this article.

§ 165-901.02 Discontinuance.

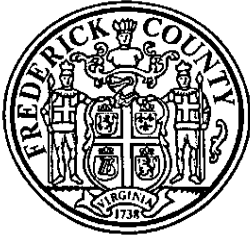
- A. If any legally nonconforming use or legally nonconforming sign is discontinued for a period exceeding ~~one~~ **two** years after the enactment of this chapter, it shall be deemed to be abandoned, and any use or sign thereafter shall conform to the requirements of this chapter.
- B. Seasonal legally nonconforming uses that have been in continuous operation for a period of two years or more prior to the adoption of this chapter may be continued.

Code of Virginia

§ 15.2-2307. Vested rights not impaired; nonconforming uses.

C. A zoning ordinance may provide that land, buildings, and structures and the uses thereof which do not conform to the zoning prescribed for the district in which they are situated may be continued only so long as the then existing or a more restricted use continues and such use is not discontinued for more than two years, and so long as the buildings or structures are maintained in their then structural condition; and that the uses of such buildings or structures shall conform to such regulations whenever, with respect to the building or structure, the square footage of a building or structure is enlarged, or the building or structure is structurally altered as provided in the Uniform Statewide Building Code (§ 36-97 et seq.). If a use does not conform to the zoning prescribed for the district in which such use is situated, and if (i) a business license was issued by the locality for such use and (ii) the holder of such business license has operated continuously in the same location for at least 15 years and has paid all local taxes related to such use, the locality shall permit the holder of such business license to apply for a rezoning or a special use permit without charge by the locality or any agency affiliated with the locality for fees associated with such filing. Further, a zoning ordinance may provide that no nonconforming use may be expanded, or that no nonconforming building or structure may be moved on the same lot or to any other lot which is not properly zoned to permit such nonconforming use.

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Action:

BOARD OF SUPERVISORS: October 26, 2016 ☐ APPROVED ☐ DENIED

RESOLUTION

**DIRECTING THE PLANNING COMMISSION TO HOLD A PUBLIC HEARING
REGARDING CHAPTER 165, ZONING**

ARTICLE IX – NONCONFORMING USES, STRUCTURES AND SIGNS

PART 901 – NONCONFORMING USES, STRUCTURES AND SIGNS

§165-901.01 – CONTINUATION OF PRE-EXISTING USES, STRUCTURES & SIGNS

§165-901.02 - DISCONTINUANCE

WHEREAS, the Frederick County Zoning Ordinance states that if a nonconforming use is discontinued for a period exceeding one year it is deemed to be abandoned. The Code of Virginia states that a two year period is required before a use can be deemed abandoned. The revision proposes to change the zoning ordinance requirement from one year to two years in conformance with the Code of Virginia; and

WHEREAS, The Development Review and Regulations Committee (DRRC) reviewed the proposed changes at their August 25, 2016 meeting and sent the proposed amendment forward for review by the Planning Commission and Board of Supervisors; and

WHEREAS, the Planning Commission discussed the changes at their regularly scheduled meeting on October 5, 2016 and agreed with the amendment; and

WHEREAS, the Board of Supervisors discussed the changes at their regularly scheduled meeting on October 26, 2016; and

WHEREAS, the Frederick County Board of Supervisors finds that in the public necessity, convenience, general welfare, and good zoning practice, directs the Frederick County Planning Commission hold a public hearing regarding an amendment to Chapter 165 ; and

NOW, THEREFORE, BE IT REQUESTED by the Frederick County Board of Supervisors that the Frederick County Planning Commission shall hold a public hearing to change the zoning ordinance requirement to two years to consider a nonconforming use abandoned.

Passed this 26th day of October 26, 2016 by the following recorded vote:

Charles S. DeHaven, Jr., Chairman	_____	Gary A. Lofton	_____
Robert A. Hess	_____	Judith McCann-Slaughter	_____
Gene E. Fisher	_____	Blaine P. Dunn	_____
Robert W. Wells	_____		

A COPY ATTEST

Brenda G. Garton
Frederick County Administrator

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MEMORANDUM

TO: Frederick County Board of Supervisors

FROM: Candice E. Perkins, AICP, CZA, Assistant Director *CEP*

SUBJECT: Ordinance Amendment – Removal of Motorcycle Repair from the B2 District

DATE: October 14, 2016

This is a proposed amendment to Chapter 165 – Zoning, to remove motorcycle repair from the B2 (General Business) District and include it in the M1 (Light Industrial) and M2 (Industrial General) Districts. Currently, motorcycle repair is permitted in the B2 (General Business) and B3 (Industrial Transition) Districts. Staff has drafted an amendment to remove motorcycle repair from the B2 District and adding it to the M1 and M2 Districts (in addition to it currently being allowed in the B3 District).

The DRRC discussed this amendment at their August 2016 meeting. The DRRC agreed with the proposed change and the item was forwarded to the Planning Commission for discussion. The Planning Commission discussed this at their October 5, 2016 meeting. The Commission questioned whether this amendment would impact current uses or dealerships that offer repair services. Staff noted that existing legal businesses could continue to operate and dealerships that offer repair as an accessory use which would still be permitted in the B2 District. Ultimately, the Planning Commission agreed with the change and sent the item forward for review by the Board of Supervisors.

The attached document shows the existing ordinance with the proposed changes supported by the DRRC and the Planning Commission (with bold italic for text added). This item is presented for discussion. **Staff is seeking direction from the Board of Supervisors on this Zoning Ordinance text amendment;** attached is a resolution directing the item to public hearing should the Board of Supervisors deem it appropriate.

Attachments:

- 1. Revised ordinance with additions shown in bold underlined italics**
- 2. SIC Manuel – 7699**
- 3. Resolution**

CEP/pd

Original language

Draft revisions

**ARTICLE VI
BUSINESS AND INDUSTRIAL ZONING DISTRICTS**

Part 603 – B2 General Business District**§ 165-603.02 Allowed uses.**

Allowed uses shall be as follows:

Allowed Uses	Standard Industrial Classification (SIC)
Veterinary offices with all activities and animals kept within the fully enclosed primary structure, excluding the following:	074
Veterinary services livestock	0741
Animal specialty services, except veterinary, with all activities and animals kept within the fully enclosed primary structure	0752
Communication facilities and offices, including telephone, telegraph, radio, television and other communications, excluding the following: ^[1]	48
Communications services, not elsewhere classified	4899
Paint, glass and wallpaper stores	523
Hardware stores	525
Retail nurseries and lawn and garden supply stores	526
General merchandise stores	53
Food stores, excluding the following:	54
Fruit and vegetable stands	5431
Automotive dealers and gasoline service stations	55
Apparel and accessory stores	56
Home furniture, furnishings and equipment stores	57
Restaurants	58
Miscellaneous retail, except for the following:	59
Fuel dealers	598
Flea markets, operated outdoors	-
Finance, insurance and real estate offices	-
Hotels and motels	701
Organization hotels and lodging	704
Personal services, including laundry and funeral services, excluding the following:	72
Linen supply	7213
Dry cleaning plants	7216
Industrial launderers	7218
Escort services	7299

Allowed Uses	Standard Industrial Classification (SIC)
Turkish baths	7299
Steam baths	7299
Business services, excluding the following:	73
Outdoor ad services	7312
Miscellaneous equipment rental	735
Automobile recovery service	7389
Automobile repossession service	7389
Exhibits building of by industrial contractors	7389
Filling of pressure containers (aerosol)	7389
Gas systems contract conversion from manufactured to natural gas	7389
Produce weighting service	7389
Product sterilization service	7389
Repossession service	7389
Salvaging of damaged merchandise not engaged in sales	7389
Scrap steel cutting	7389
Car washes	7542
Miscellaneous repair services, excluding the following:	76
Welding repair	7692
Agricultural equipment repair	7699
Blacksmith shops	7699
Boiler cleaning and repair	7699
Cesspool cleaning	7699
Coppersmithing	7699
Dental and medical instrument repair	7699
Engine repair	7699
Farm machinery and tractor repair	7699
Farriers	7699
Horseshoeing	7699
Industrial truck repair	7699
Laboratory instrument repair	7699
Machinery cleaning	7699
Measuring and controlling instrument repair; mechanical	7699
Meteorological instrument repair	7699
<u>Motorcycle Repair service</u>	<u>7699</u>
Precision instrument repair	7699
Repair of optical instruments	7699
Repair of service station equipment	7699
Scale repair service	7699
Septic tank cleaning service	7699
Sewer cleaning service	7699

Allowed Uses	Standard Industrial Classification (SIC)
Surgical instrument repair	7699
Tank and boiler cleaning service	7699
Tank truck cleaning service	7699
Taxidermists	7699
Tinsmithing	7699
Motion picture theaters, except drive-in	7832
Videotape rental	784
Amusement and recreation services operated indoors	79
Golf driving ranges and miniature golf courses	7999
Health services	80
Legal services	81
Child day-care facilities	8351
Membership organizations	86
Engineering, accounting, research, management and related services, excluding the following:	87
Testing laboratories	8734
General business offices	-
Model home sales offices	-
Self-service storage facilities	-
Public buildings	-
Public utility distribution facilities	-
Business signs	-
Signs allowed in § 165-201.06B	-
Freestanding building entrance signs	-
Multi-tenant complex signs	-
Electronic message signs	-
Residential uses which are accessory to allowed business uses	-
Parks	-
Churches	-
Libraries	-
Electrical supplies	506
Hardware and plumbing and heating equipment	507
Commercial batting cages operated outdoors	-
Fire stations, companies and rescue squads	-
Commercial sport and recreation clubs	--
Social services, except for the following:	83
Residential care	836

****7699 as a whole use group is permitted in the B3 District**

Part 606: M1 Light Industrial District**§ 165-606.02 Allowed uses.**

Allowed uses are as follows:

Allowed Uses	Standard Industrial Classification (SIC)
Landscape and horticultural services	078
Offices and storage facilities for building construction contractors, heavy construction contractors and special trade contractors	15, 16 and 17
Manufacturing as follows:	--
Dairy products	202
Canned, frozen and preserved fruits, vegetables and soup mixes	203
Bakery products	205
Sugar and confectionary products	206
Beverages	208
Miscellaneous food preparations and products, excluding the following:	209
Canned and cured fish and seafood	2091
Fresh or frozen fish and seafood	2092
Textile mill products	22
Apparel or other finished products made from fabrics and similar material	23
Lumber and wood products, excluding the following:	24
Logging	241
Sawmills and planing mills	242
Wood preserving	2491
Furniture and fixtures	25
Paperboard containers and boxes	265
Converted paper and paperboard products, except containers and boxes	267
Printing, publishing and allied industries	27
Drugs	283
Rubber and miscellaneous plastics products	30
Concrete block and brick and related products	3271
Fabricated metal products, excluding the following:	34
Coating, engraving and allied services	347
Ammunition, except for small arms	3483
Ordnance and accessories, not elsewhere classified	3489
Industrial and commercial machinery and computer equipment	35
Electronics and other electrical equipment and components, excluding the following:	36
Lead acid batteries	3691
Primary batteries	3692
Transportation equipment	37
Measuring, analyzing and controlling instruments; photographic, medical and optical goods; and watches and clocks	38

Allowed Uses	Standard Industrial Classification (SIC)
Miscellaneous manufacturing industries	39
Local and suburban transit and interurban highway passenger transportation	41
Motor freight transportation and warehousing	42
Transportation by air	45
Transportation services	47
Communication facilities and offices, including telephone, telegraph, radio, television and other communications	48
Electric, gas and other utility facilities and offices and trucking and warehousing	49
Wholesale trade	-
Advertising specialties - wholesale	5199
Restaurants	58
Linen supply	7213
Dry cleaning plants	7216
Business services	73
Truck rental and leasing, without drivers	7513
Automotive repair shops	753
Welding repair	7692
Agricultural equipment repair	7699
Boiler cleaning and repair	7699
Cesspool cleaning	7699
Coppersmithing	7699
Engine repair	7699
Farm machinery and tractor repair	7699
Industrial truck repair	7699
Machinery cleaning	7699
Measuring and controlling instrument repair; mechanical	7699
Meteorological instrument repair	7699
<u>Motorcycle Repair Service</u>	<u>7699</u>
Precision instrument repair	7699
Repair of optical instruments	7699
Repair of service station equipment	7699
Scale repair service	7699
Septic tank cleaning service	7699
Sewer cleaning service	7699
Tank and boiler cleaning service	7699
Tank truck cleaning service	7699
Tinsmithing	7699
Vocational schools	824
Business associations	861
Professional membership organizations	862

Allowed Uses	Standard Industrial Classification (SIC)
Labor unions and similar labor organizations	863
Engineering, accounting, research, management and related services	87
Testing laboratories	8734
General business offices, including corporate, government or other offices not providing services to the general public on a regular basis as the primary use	--
Accessory retailing	--
Public buildings	--
Public utility distribution facilities	--
Business signs	--
Signs allowed in § 165-201.06B	--
Freestanding building entrance signs	--
Multi-tenant complex signs	--
Electronic message signs	--
Residential uses which are accessory to allowed business uses	--
Parks	--
Regional criminal justice, enforcement and detention facilities for Frederick County, Clarke County and the City of Winchester	--
Industrial launderers	7218
Truck or fleet maintenance facilities	--
Self-service storage facilities	--
Flex-Tech	--
Fire stations, companies and rescue squads	--

SERVICES

377

Industry
Group
No.

Industry
No.

769

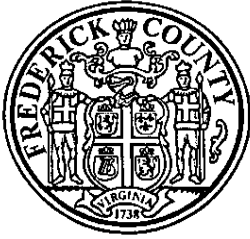
MISCELLANEOUS REPAIR SHOPS AND RELATED SERVICES—Con.

7699 Repair Shops and Related Services, Not Elsewhere Classified—Con.

musical instrument repair; septic tank cleaning; farm machinery repair; furnace cleaning; motorcycle repair; tank truck cleaning; taxidermists; tractor repair; and typewriter repair.

Agricultural equipment repair
Antique repair and restoration, except furniture and automotive
Awning repair shops
Beer pump coil cleaning and repair service
Bicycle repair shops
Binoculars and other optical goods repair
Blacksmith shops
Boiler cleaning
Boiler repair shops, except manufacturing
Bowling pins, refinishing or repair
Camera repair shops
Catch basin cleaning
Cesspool cleaning
China firing and decorating to individual order
Cleaning and reglazing of baking pans
Cleaning bricks
Coppersmithing repair, except construction
Covering textile rolls
Dental instrument repair
Drafting instrument repair
Engine repair, except automotive
Farm machinery repair
Farriers (blacksmith shops)
Fire control (military) equipment repair
Furnace and chimney cleaning
Furnace cleaning service
Gas appliance repair service
Glazing and cleaning baking pans
Gun parts made to individual order
Gunsmith shops
Harness repair shops
Horseshoeing
Industrial truck repair
Key duplicating shops
Laboratory instrument repair, except electric
Lawnmower repair shops
Leather goods repair shops
Lock parts made to individual order
Locksmith shops
Luggage repair shops
Machinery cleaning
Mattress renovating and repair shops
Measuring and controlling instrument repair, mechanical

Medical equipment repair, except electric
Meteorological instrument repair
Microscope repair
Mirror repair shops
Motorcycle repair service
Musical instrument repair shops
Nautical and navigational instrument repair, except electric
Organ tuning and repair
Piano tuning and repair
Picture framing to individual order, not connected with retail art stores
Picture framing, custom
Pocketbook repair shops
Precision instrument repair
Rebabbitting
Renewing work
Repair of optical instruments
Repair of photographic equipment
Repair of service station equipment
Repair of speedometers
Rug repair shops, not combined with cleaning
Saddlery repair shops
Scale repair service
Scientific instrument repair, except electric
Septic tank cleaning service
Sewer cleaning and rodding
Sewing machine repair shops
Sharpening and repairing knives, saws, and tools
Ship boiler and tank cleaning and repair—contractors
Ship scaling—contractors
Stove repair shops
Surgical instrument repair
Surveying instrument repair
Tank and boiler cleaning service
Tank truck cleaning service
Taxidermists
Tent repair shops
Thermostat repair
Tinsmithing repair, except construction
Tractor repair
Tuning of pianos and organs
Typewriter repair, including electric
Venetian blind repair shops
Window shade repair shops



Action:

BOARD OF SUPERVISORS: October 26, 2016 ☐ APPROVED ☐ DENIED

RESOLUTION

**DIRECTING THE PLANNING COMMISSION TO HOLD A PUBLIC HEARING
REGARDING CHAPTER 165, ZONING**

ARTICLE VI – BUSINESS AND INDUSTRIAL ZONING DISTRICTS

PART 603 – B2 GENERAL BUSINESS DISTRICT

§165-603.02 ALLOWED USES

PART 606 – M1 LIGHT INDUSTRIAL DISTRICT

§165-606.02 ALLOWED USES

WHEREAS, an ordinance to amend Chapter 165, Zoning to remove motorcycle repair from the B2 (General Business) District and include it in the M1 (Light Industrial) and M2 (Industrial Transition) Districts was considered; and

WHEREAS, The Development Review and Regulations Committee (DRRC) reviewed the proposed changes at their August 25, 2016 meeting and sent the proposed amendment forward for review by the Planning Commission and Board of Supervisors; and

WHEREAS, the Planning Commission discussed the changes at their regularly scheduled meeting on October 5, 2016 and agreed with the amendment; and

WHEREAS, the Board of Supervisors discussed the changes at their regularly scheduled meeting on October 26, 2016; and

WHEREAS, the Frederick County Board of Supervisors finds that in the public necessity, convenience, general welfare, and good zoning practice, directs the Frederick County Planning Commission hold a public hearing regarding an amendment to Chapter 165 ; and

NOW, THEREFORE, BE IT REQUESTED by the Frederick County Board of Supervisors that the Frederick County Planning Commission shall hold a public hearing to remove motorcycle repair from the B2 District and include it in the M1 and M2 Districts (in addition to currently being allowed in the B3 District).

Passed this 26th day of October 26, 2016 by the following recorded vote:

Charles S. DeHaven, Jr., Chairman	_____	Gary A. Lofton	_____
Robert A. Hess	_____	Judith McCann-Slaughter	_____
Gene E. Fisher	_____	Blaine P. Dunn	_____
Robert W. Wells	_____		

A COPY ATTEST

Brenda G. Garton
Frederick County Administrator