



AGENDA

FREDERICK COUNTY BOARD OF SUPERVISORS
WEDNESDAY, MAY 8, 2019
7:00 P.M. - REGULAR MEETING
BOARD ROOM, COUNTY ADMINISTRATION BUILDING
107 NORTH KENT STREET, WINCHESTER, VIRGINIA

1. 7:00 P.M. - Regular Meeting Call to Order
2. Invocation
3. Pledge of Allegiance
4. Adoption of Agenda
5. Citizen Comments – Agenda Items that are not the subject of a Public Hearing
6. Consent Agenda Attachment

6.A Minutes

1. Joint Meeting with Economic Development Authority of April 24, 2019 ----- A
2. Regular Meeting of April 24, 2019 ----- B

6.B Committee Reports

1. Transportation Committee Report of 4/22/19 ----- C

7. Board of Supervisors Comments

8. County Officials

8.A Presentation of Resolution in Memorium of Margaret Brumback Douglas

8.B Committee Appointments ----- D

1. Handley Regional Library Board
Unexpired 4-year term ending 11/30/19, Applications received:
Kirsta Webber, endorsed by the Library Board, received on April 18
Mark Gaylor, received on April 26
2. People, Inc.
Robert Goldsmith, President and CEO of People, Inc. requests that Nadine Pottinga be appointed to the Board of Directors of People, Inc.
3. Historic Resources Advisory Board
Stonewall District Representative – 4-year term of Robert Meadows ends 6/10/19
(Eligible for reappointment)
Red Bud District Representative – 4-year term of Scott Straub ends 7/8/19
(Eligible for reappointment)
4. Board of Building Appeals
Frederick County Representative – 5-year term of Kevin Kenney ends 6/26/19
(Eligible for reappointment)
5. Lord Fairfax Community College Board
4-year term of Jeffrey Boppe ends 6/30/19
(Eligible for reappointment)
6. Social Services Board
Opequon District Representative – 4-year term of Gail Rush ends 6/30/19
(Eligible for reappointment)
7. Shawneeland Sanitary District Advisory Committee
2-year term of Lynn Schmitt ends 7/13/19
(Eligible for reappointment)

9. Committee Business

9.A Transportation Committee

1. SmartScale Funding Resolution ----- E

The Committee directed Staff to draft a Resolution outlining the concerns with the SmartScale program for consideration by the Board of Supervisors and to make a presentation to the Board outlining important information that was shared with the Committee. A draft resolution is attached.

10. Public Hearings (Non Planning Issues) –

**10.A Proposed Ordinance - Salaries of the Board of Supervisors ----- F
(FY 2019-2020)**

Pursuant to Section 15.2-1414.3 of the Code of Virginia, 1950, as Amended, the Board of Supervisors Will Hold a Public Hearing to Fix the Annual Salaries of the Board of Supervisors as Follows: Chairman, \$10,800; Vice Chairman, \$10,200; and Each Other Member of the Board of Supervisors at \$9,000.

**10.B Proposed Amendment to the Frederick County Code, Chapter 90 Fire ----- G
Prevention and Protection, Article I General Standards, to Conform
with the Most Recent Practices and Changes to the Virginia Fire
Prevention Code.**

The Proposed Revisions Update the County's Adoption of the Virginia Statewide Fire Prevention Code (VSFPC), to Add, Delete, and Update Definitions as Appropriate, Update Requirements Relating to Fire Hydrants, and Make Provision for Fire Personnel-Accessible Key Boxes for Certain Structures.

**10.C Proposed Amendment to the Frederick County Code, Chapter 158 ----- H
Vehicles and Traffic, Article II Stopping, Standing and Parking, Section
158-4 General Restrictions, to Add Provision Regarding Violation of
Parking Restrictions on County-Owned/Operated Property.**

The Proposed Amendment Would Restrict Parking on County-Owned or County-Controlled Property to Parking that is Consistent with any Posted Signs on the Property. The New Subsection Would Further Impose a Fine for a Violation of Such Parking Restrictions.

11. Planning Commission Business - Public Hearings

**11.A Conditional Use Permit #03-19 for Connie Ann Moss, ----- |
Expansion of Existing Dog Kennel**

For the Expansion of an Existing Dog Kennel. The Existing Dog Kennel Approved by the Frederick County Board of Supervisors on September 28, 2016, Allows for the Boarding of Up to 10 Dogs. The Proposed Expansion Would Allow Boarding of an Additional 15 Dogs for a Total of Up to 25 Dogs. The Property is Located at 4527 Valley Pike, Stephens City, Virginia and is Identified with Property Identification Number 75-A-28 in the Back Creek Magisterial District.

12. Board Liaison Reports

13. Citizen Comments

14. Board of Supervisors Comments

15. Adjourn

A

MINUTES
FREDERICK COUNTY BOARD OF SUPERVISORS-ECONOMIC DEVELOPMENT AUTHORITY
JOINT MEETING
WEDNESDAY, APRIL 24, 2019
5:30 P.M.
BOARD ROOM, COUNTY ADMINISTRATION BUILDING
107 NORTH KENT STREET, WINCHESTER, VIRGINIA

ATTENDEES

Board of Supervisors: Charles S. DeHaven, Jr., Chairman; Gary A. Lofton, Vice Chairman; Blaine P. Dunn; J. Douglas McCarthy; Shannon G. Trout and Robert W. Wells were present. Judy McCann-Slaughter was absent. **Staff Present:** Jay E. Tibbs, Deputy County Administrator; Roderick B. Williams, County Attorney; Scott Varner, Director of Information Technology; and Ann W. Phillips, Deputy Clerk to the Board of Supervisors.

Economic Development Authority: Stan Crockett, Chairman; Bob Claytor; Bryan Fairbanks; Heather McKay; and John Riley were present. Doug Rinker was absent.

Staff Present: Patrick Barker, Executive Director; Wendy May, Marketing Manager; Sally Michaels, Business Retention Manager; Brad Veach, Project Specialist; and Donna McIlwee, Administrative Assistant. Also present was Michael Bryan, Legal Counsel for the EDA.

CALL TO ORDER

Chairman DeHaven called the meeting to order at 5:30 p.m.

CHAIR'S COMMENTS

Chairman Crockett thanked the Board for the opportunity to meet.

EXECUTIVE DIRECTOR'S PRESENTATION

Mr. Barker said considerable advancement was made on last year's endorsed planned activities. He discussed the following highlights related to each planned activity:

Activity #1 | Maintain awareness of current and projected workforce needs and partner with appropriate local and regional partners to create solutions

- o Partnered with Regional EDAs to secure a GO Virginia Enhanced Capacity Building Grant for the Shenandoah Valley Talent Solutions Strategy
- o Launched Manufacturing Week, a Workforce Initiative project, to better inform the public what our manufacturers do and what they contribute to the community
- o Hosted the Employer Expo, a Workforce Initiative project, a regional comprehensive hiring event featuring companies, professional development workshops and fast track training providers

Activity #2 | Encourage development of product, including "ready to go" business sites

- o Completed six (6) site characterizations following the guidelines of the Virginia Business Ready Sites Program
- o Developed a loan program to collaborate with landowners whose properties were

characterized based on the guidelines of the Virginia Business Ready Sites Program to improve the tier status of the sites.

Mr. Barker continued saying significant success happened over the past 12 months, but more time is needed to secure substantial progress with short-term workforce and site readiness. He provided examples of projected next steps going forward:

Activity #1 | Partner with appropriate local and regional partners to create solutions for current and projected workforce needs:

- o Completion of the Shenandoah Valley Talent Solutions Strategy
- o Submission of a GO Virginia per capita grant for implementation of the Shenandoah Valley Talent Solutions Strategy
- o Assist the Workforce Initiative board with project implementation

Activity #2 | Continue refinement of the business sites program.

- o Finalize a Business Ready Sites Loan Program Agreement with one or more of the characterized sites
- o Complete additional site characterizations should additional sites matching the approved criteria come to market

DISCUSSION

Chairman Crockett invited feedback from the Board of Supervisors.

The Board, the Authority and Mr. Barker discussed the costs to bring properties to Tier 4 status, the timeline for loans from the EDA loan program, site development, and the workforce initiative including input from local teachers.

Chairman DeHaven said the Board is pleased with the efforts of the EDA.

ADJOURN

The meeting was adjourned at 6:15 p.m.

B

MINUTES
REGULAR MEETING
FREDERICK COUNTY BOARD OF SUPERVISORS
WEDNESDAY, APRIL 24, 2019
7:00 P.M.
BOARD ROOM, COUNTY ADMINISTRATION BUILDING
107 NORTH KENT STREET, WINCHESTER, VIRGINIA

ATTENDEES

Board of Supervisors: Charles S. DeHaven, Jr., Chairman; Gary A. Lofton, Vice Chairman; Blaine P. Dunn; J. Douglas McCarthy; Judith McCann-Slaughter; Shannon G. Trout and Robert W. Wells were present.

Staff present: Jay E. Tibbs, Deputy County Administrator; Roderick B. Williams, County Attorney; Cheryl Shiffler, Director of Finance; Karen Vacchio, Public Information Officer; Mike Marciano, Human Resources Director; Mike Ruddy, Director of Planning and Development; Tyler Klein, Planner; Larry Oliver, Fire and Rescue Deputy Chief; and Ann W. Phillips, Deputy Clerk to the Board of Supervisors.

CALL TO ORDER

Chairman DeHaven called the meeting to order at 7:00 p.m.

INVOCATION

Supervisor Dunn delivered the invocation.

PLEDGE OF ALLEGIANCE

Vice Chairman Lofton led the Pledge of Allegiance.

ADOPTION OF AGENDA - APPROVED

Upon motion of Supervisor Slaughter, seconded by Supervisor Dunn, the agenda was adopted on a voice vote.

CITIZENS COMMENTS

There were no speakers.

ADOPTION OF CONSENT AGENDA – APPROVED

Upon motion of Supervisor Slaughter, seconded by Vice Chairman Lofton, the consent agenda was adopted, including an updated set of draft minutes for April 10, on a roll call vote as follows:

Blaine P. Dunn	Aye	Shannon G. Trout	Aye
Gary A. Lofton	Aye	Robert W. Wells	Aye
J. Douglas McCarthy	Aye	Charles S. DeHaven, Jr.	Aye
Judith McCann-Slaughter	Aye		

- Minutes: Regular Meeting of April 10, 2019 - CONSENT AGENDA APPROVAL

- Finance Committee Report of 4/17/19 - CONSENT AGENDA APPROVAL, Appendix 1

- Human Resources Committee Report of 4/12/19 - CONSENT AGENDA APPROVAL, Appendix 2

- Request from the Commissioner of the Revenue for Refunds and Corresponding Supplemental Appropriations – CONSENT AGENDA APPROVAL

- 1. D L Peterson Trust- \$16,438.37
- 2. J B Hunt Transport Inc - \$5,629.33
- 3. Ryder Truck Rental LT- \$5,266.20
- 4. Undisclosed Taxpayer- Disabled Veteran's Relief- \$2,595.79

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BOARD OF SUPERVISORS COMMENTS

Supervisor Dunn explained the source of slides he presented at the previous meeting of the Board of Supervisors as being the Board of Education and Loudoun County.

COUNTY OFFICIALS:

COMMITTEE APPOINTMENTS

BRANDON H. MONK APPOINTED TO EXTENSION LEADERSHIP COUNCIL - APPROVED

Upon motion of Vice Chairman Lofton, seconded by Supervisor McCarthy, Brandon H. Monk was appointed to an unexpired term ending November 30, 2019, as the Back Creek District Representative to the Extension Leadership Council on a voice vote.

COMMITTEE BUSINESS:

FINANCE COMMITTEE

Supervisor Slaughter moved for approval of the following:

- 1. The Sheriff requests a General Fund supplemental appropriation in the amount of \$34,576.31, representing a reimbursement from the Secret Service.
- 2. The Sheriff request a General Fund supplemental appropriation in the amount of \$19,561.75, representing an auto insurance claim for equipment.
- 3. The VJCCA requests a General Fund budget transfer in the amount of \$23,000 from salaries to client services.
- 4. The Deputy County Administrator requests a General Fund supplemental appropriation in the amount of \$5,524.38, representing an insurance reimbursement for vandalism at the Old Frederick County Middle School.

Vice Chairman Lofton seconded the motion which carried on a roll call vote as follows:

Blaine P. Dunn	Aye	Shannon G. Trout	Aye
Gary A. Lofton	Aye	Robert W. Wells	Aye
J. Douglas McCarthy	Aye	Charles S. DeHaven, Jr.	Aye
Judith McCann-Slaughter	Aye		

Supervisor Slaughter moved for approval of The Victim Witness Program Manager's request for a General Fund budget transfer in the amount of \$17,039 from fringe benefits to various operating line items. Supervisor Trout seconded the motion which carried on a roll call vote as follows:

Blaine P. Dunn	Aye	Shannon G. Trout	Aye
Gary A. Lofton	Aye	Robert W. Wells	Aye
J. Douglas McCarthy	Aye	Charles S. DeHaven, Jr.	Aye
Judith McCann-Slaughter	Aye		

Supervisor Slaughter moved for approval of the Social Services Director's request for a General Fund budget decrease in the amount of \$340,500, of this amount, \$53,298 are local dollars. She said the reduction represents yearend adjustments to bring the County budget in line with the State budget. Supervisor Trout seconded the motion which carried on a roll call vote as follows:

Blaine P. Dunn	Aye	Shannon G. Trout	Aye
Gary A. Lofton	Aye	Robert W. Wells	Aye
J. Douglas McCarthy	Aye	Charles S. DeHaven, Jr.	Aye
Judith McCann-Slaughter	Aye		

Supervisor Slaughter moved for approval of the Fire & Rescue Chief's request for an F&R Expense Recovery Fund (Fund 30) supplemental appropriation in the amount of \$458,144 representing revenue expected to be received in excess of budgeted revenue. Supervisor Dunn seconded the motion which carried on a roll call vote as follows:

Blaine P. Dunn	Aye	Shannon G. Trout	Aye
Gary A. Lofton	Aye	Robert W. Wells	Aye
J. Douglas McCarthy	Aye	Charles S. DeHaven, Jr.	Aye
Judith McCann-Slaughter	Aye		

HUMAN RESOURCES COMMITTEE

Supervisor Dunn moved for approval of changes to Frederick County Human Resources policy regarding Dismissal. Supervisor McCarthy seconded the motion which carried on a roll call vote as follows:

Blaine P. Dunn	Aye	Shannon G. Trout	Aye
Gary A. Lofton	Aye	Robert W. Wells	Aye
J. Douglas McCarthy	Aye	Charles S. DeHaven, Jr.	Aye
Judith McCann-Slaughter	Aye		

11.8 Dismissal

A dismissal is the most serious form of discipline and must be approved by the Director of Human Resources prior to any meeting with the employee.

- a. The Department Head shall prepare a memorandum to the employee giving notice of intent to terminate that includes the items listed below with a copy presented to the Director of Human Resources.
 - 1. A statement of the reasons for dismissal.
 - 2. A statement of the employee's rights to request a pre-termination hearing with the Director of Human Resources within two (2) working days of notice of intent to terminate.

3. A statement that the right to a pre-termination hearing does not take the place of the grievance process, articulated in Section XII (Grievance Policy and Procedure) of Frederick County’s Policy Manual, that may be filed after the result of the hearing is issued.
- b. Should the employee request a pre-termination hearing, the following shall occur:
 1. While waiting for the pre-termination hearing to take place, the employee shall be placed on unpaid administrative leave.
 2. At such hearing, the Director of Human Resources must inform the employee of the reasons for the dismissal and provide the employee an opportunity to respond.
 3. Following the pre-termination hearing, the Director of Human Resources shall communicate the decision to the employee in writing.
 - c. The Department Head shall prepare an Employee Action Form and send it to the Director of Human Resources with a copy of the memo and written pre-termination hearing decision, if such hearing was requested by the employee. The County Administrator shall be notified of dismissals.

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Supervisor Dunn moved for approval of changes to Frederick County Human Resources policy regarding Verification of Employment and References. Supervisor McCarthy seconded the motion which carried on a roll call vote as follows:

Blaine P. Dunn	Aye	Shannon G. Trout	Aye
Gary A. Lofton	Aye	Robert W. Wells	Aye
J. Douglas McCarthy	Aye	Charles S. DeHaven, Jr.	Aye
Judith McCann-Slaughter	Aye		

14.8 Verification of Employment and References

The County of Frederick maintains a neutral reference policy. Requests for employment verification, salary history, employment references and personal information regarding current and former staff members should always be directed to the Human Resources Department. The Human Resources Department will verify only past or present employment, job title, salary, and dates of employment.

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PUBLIC SAFETY COMMITTEE

Supervisor Wells moved that the Board of Supervisors adopt the draft Emergency Response Performance Guide. Supervisor McCarthy seconded the motion which carried on a roll call vote as follows:

Blaine P. Dunn	Aye	Shannon G. Trout	Aye
Gary A. Lofton	Aye	Robert W. Wells	Aye
J. Douglas McCarthy	Aye	Charles S. DeHaven, Jr.	Aye
Judith McCann-Slaughter	Aye		

FREDERICK COUNTY FIRE AND RESCUE DEPARTMENT

STANDARD OPERATING GUIDELINE

Fire and Emergency Medical Response Performance Guide

PURPOSE

The purpose of this document is to establish response time goals for emergency incidents within Frederick County. This policy shall apply to both volunteer and career personnel and apparatus responding to emergency incidents within the County.

DEFINITIONS

Alarm Time - The time the first due company is notified of an emergency.

Dispatch Call Processing Time -The time between when the 911 call is answered and when the alert tones for responding units are activated.

Effective Response Force (**ERF**)- The minimum number of emergency personnel and equipment that must reach a specific emergency incident location within a maximum prescribed time.

Fire Apparatus - Any vehicle designed to be used under emergency conditions to transport personnel and equipment for the support of fire and hazardous materials suppression operations.

Response Time - The elapsed time in minutes between the alarm time and the first responding unit arriving on scene.

Rural Area-As defined by the U.S. Census Bureau, an area with fewer than 500 people per square mile.

Service Delivery- The distribution of fire and emergency resources based on community risks; allows for timely and effective emergency response.

Suburban Area-As defined by the U.S. Census Bureau, an area with between 500 and 1,000 people per square mile.

Transport Unit- Any Basic or Advanced Life Support ambulance.

Turnout Time - The elapsed time in minutes between the alarm time and the movement of the responding apparatus toward the incident.

Urban Area-As defined by the U.S. Census Bureau, an area with at least 1,000 people per square mile.

GUIDELINE

It is the intent of the Department to provide the citizens and visitors of Frederick County with services in a timely manner and to serve the community. As such, the primary performance measure is based on the first arriving fire or EMS transport unit to the scene of the emergency.

The Department hereby establishes performance measures designed to enhance the emergency services to the citizens and visitors of Frederick County by establishing a service delivery response time of 10-minutes in urban and suburban areas and 13-minutes in rural areas of Frederick County.

PROCEDURE

Frederick County Fire and Rescue has established the following emergency response performance guide:

1. Dispatch Call Processing Time
 - a. It is the goal of the Frederick County Emergency Communications Department that calls received by the Emergency Dispatch Center will be received, processed and dispatched as follows:
 - i. Medical - 2 minutes, 90% of the time
 - ii. Fire and Hazmat - 1 minute 10 seconds, 90% of the time
2. Turnout (Reaction) Time
 - a. It is the goal of Frederick County Fire and Rescue for personnel to be en-route to emergency incidents within 1 minute 30 seconds of the alarm, 90% of the time.
3. Response Time
 - a. It is the goal of Frederick County Fire and Rescue to arrive on scene with an initial suppression unit or EMS Transport Unit as follows:
 - i. Urban/ Suburban Areas in less than 7 minutes, 90% of the time.
 - ii. Rural Areas in less than 10 minutes, 90% of the time.
 - b. It is the goal of Frederick County Fire and Rescue to arrive on scene with an ERP as detailed in the Frederick County Emergency Response Matrix as follows:
 - i. Urban / Suburban Areas in less than 10 minutes, 90% of the time.
 - ii. Rural Areas in less than 13 minutes, 90% of the time.
 - c. Should a response take longer, it will be reviewed for causes, and any avoidable issues should be addressed with the responding crew. Only emergency response calls will be included in the response time analysis.

4. Reports
 - a. Response time analysis reports will be generated quarterly and annually.
 - b. Reports will be utilized for monitoring, analyzing and improving emergency response times.
5. Example Emergency Response Timeframe (Medical):

Step	Urban/ Suburban	Rural
911 Call Received	Clock Starts	Clock Starts
Emergency Processed	2 Minutes	2 minutes
Company Alarm (Turnout)	1 minute 30 seconds	1 minute 30 seconds
Initial Response	7 minutes	10 minutes
Total Initial Unit Response	10 minutes 30 seconds	13 minutes 30 seconds
ERF Arrival	3 minutes	3 minutes
Total ERF Response Time	13 minutes 30 seconds	16 minutes 30 seconds

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PUBLIC HEARING

OUTDOOR FESTIVAL PERMIT- CURVES TO CORE NATIONAL HOG RALLY, JUNE 19 TO JUNE 22, 2019 - APPROVED

Pursuant to the Frederick County Code, Chapter 86, Festivals; Section 86-3, Permit Required; Application; Issuance or Denial; Fee, for an Outdoor Festival Permit. Festival to be Held on Wednesday, June 19, 2019, from 8:30 AM to 6:00 PM; Thursday, June 20, 2019, from 8:30 AM to 9:00 PM; Friday, June 21, 2019, from 8:30 AM to 6:00 PM and Saturday, June 22, 2019, from 8:30 AM to 7:00 PM, on the Grounds of Grove's Winchester Harley-Davidson, 140 Independence Drive, Winchester, Virginia, Shawnee Magisterial District. Property Owned by Jobalie, LLC.

Chairman DeHaven opened the public hearing.

There were no speakers.

Chairman DeHaven closed the public hearing

Supervisor Trout moved for approval of the Outdoor Festival Permit for Curves to Core National Hog Rally to be held June 19-22, 2019, at 140 Independence Drive, Winchester. Supervisor Slaughter seconded the motion which carried on a voice vote.

OUTDOOR FESTIVAL PERMIT -VINTAGE BIKES AND SWAP MEET JUNE 15, 2019 (RAIN DATE JUNE 29, 2019) - APPROVED

Pursuant to the Frederick County Code, Chapter 86, Festivals; Section 86-3, Permit Required; Application; Issuance or Denial; Fee, for an Outdoor Festival Permit. Festival to be Held on Saturday, June 15, 2019, from 10:00 AM to 5:00 PM, (Rain Date to be Held on Saturday, June 29, 2019, from 10:00 AM to 5:00 PM), on the Grounds of Grove's Winchester Harley-Davidson, 140 Independence Drive, Winchester, Virginia, Shawnee Magisterial District. Property Owned by Jobalie, LLC.

Chairman DeHaven opened the public hearing.

There were no speakers.

Chairman DeHaven closed the public hearing

Supervisor Trout moved for approval of the Outdoor Festival Permit for Vintage Bikes and

Swap Meet to be held June 15, 2019 (Rain Date June 29, 2019) at 140 Independence Drive, Winchester. Supervisor Slaughter seconded the motion which carried on a voice vote.

TWELVE MONTH OUTDOOR FESTIVAL PERMIT REQUEST - CEDAR CREEK BATTLEFIELD FOUNDATION (PATRICK KEHOE) - APPROVED

Pursuant to the Frederick County Code, Chapter 86, Festivals; Section 86-3, Permit Required; Application; Issuance or Denial; Fee; Paragraph D, Twelve Month Permits. All Events to be Held on the Grounds of Cedar Creek Battlefield Foundation, 8437 Valley Pike, Middletown, Virginia, Back Creek Magisterial District. Property Owned by Cedar Creek Battlefield Foundation.

Chairman DeHaven opened the public hearing.

Patrick Kehoe, manager of the Cedar Creek Battlefield Foundation, introduced Jeanette Shaffer as the president of the Foundation, and said the organization is celebrating 30 years of preservation. He noted with regret that the previous year's reenactment event had been cancelled.

Chairman DeHaven closed the public hearing.

Vice Chairman Lofton said he was glad to see the return of the event and moved for approval of the Twelve Month Outdoor Festival Permit for the Cedar Creek Battlefield Foundation.

Supervisor McCarthy seconded the motion which carried as follows on a roll call vote:

| | | | |
|-------------------------|-----|-------------------------|-----|
| Blaine P. Dunn | Aye | Shannon G. Trout | Aye |
| Gary A. Lofton | Aye | Robert W. Wells | Aye |
| J. Douglas McCarthy | Aye | Charles S. DeHaven, Jr. | Aye |
| Judith McCann-Slaughter | Aye | | |

ORDINANCE TO AMEND THE FREDERICK COUNTY CODE, CHAPTER 155, TAXATION, TO ADD AN ARTICLE III-A EXEMPTION FOR SURVIVING SPOUSES OF CERTAIN PERSONS KILLED IN THE LINE OF DUTY - APPROVED

The Purpose of this Proposed Amendment would Allow for an Exemption from Real property Taxes for Surviving Spouses of Certain Public Safety Personnel Killed in the Line of Duty.

Chairman DeHaven opened the public hearing.

There were no speakers.

Chairman DeHaven closed the public hearing.

Supervisor Trout moved for adoption of the Ordinance to Amend the Frederick County Code, Chapter 155, Taxation, to add an Article III-A Exemption for Surviving Spouses of Certain Persons Killed in the Line of Duty. Supervisor McCarthy seconded the motion which carried as follows on a roll call vote:

| | | | |
|-------------------------|-----|-------------------------|-----|
| Blaine P. Dunn | Aye | Shannon G. Trout | Aye |
| Gary A. Lofton | Aye | Robert W. Wells | Aye |
| J. Douglas McCarthy | Aye | Charles S. DeHaven, Jr. | Aye |
| Judith McCann-Slaughter | Aye | | |

ORDINANCE
April 24, 2019

The Board of Supervisors of Frederick County, Virginia hereby ordains that Article III-A (Exemption for Surviving Spouses of Certain Persons Killed in the Line of Duty) of Chapter 155 (Taxation) of the Code of Frederick County, Virginia be, and the same hereby is, enacted, as follows:

CHAPTER 155 TAXATION

Article III-A Exemption for Surviving Spouses of Certain Persons Killed in the Line of Duty

§ 155-22.1 Definitions and word usage.

As used in this article, unless the context requires otherwise:

"Covered person" means any person set forth in the definition of "deceased person" in § 9.1-400 of the Code of Virginia, 1950, as amended, whose beneficiary, as defined in that section, is entitled to receive benefits under § 9.1-402 of the Code of Virginia, 1950, as amended, as determined by the Comptroller of Virginia prior to July 1, 2017, or as determined by the Virginia Retirement System on and after July 1, 2017.

§ 155-22.2 Exemption

A. For tax years beginning on or after January 1, 2019, the real property described in subsection B, owned and occupied by the surviving spouse of any covered person as his principal place of residence is exempt from taxation. If the covered person's death occurred on or prior to January 1, 2019, and the surviving spouse has a principal residence on January 1, 2019, eligible for the exemption under this section, then the exemption for the surviving spouse shall begin on January 1, 2019. If the covered person's death occurs after January 1, 2019, and the surviving spouse has a principal residence eligible for the exemption under this section on the date that such covered person dies, then the exemption for the surviving spouse shall begin on the date that such covered person dies. If the surviving spouse acquires the property after January 1, 2019, then the exemption shall begin on the date of acquisition, and the previous owner may be entitled to a refund for a pro rata portion of real property taxes paid pursuant to § 58.1-3360 of the Code of Virginia, 1950, as amended. The county shall not be liable for any interest on any refund due to the surviving spouse for taxes paid prior to the surviving spouse's filing of the affidavit or written statement required by § 155-22.3.

B. Those dwellings with assessed values in the most recently ended tax year that are not in excess of the average assessed value for such year of a dwelling situated on property that is zoned as single-family residential shall qualify for a total exemption from real property taxes under this article. If the value of a dwelling is in excess of the average assessed value as described in this subsection, then only that portion of the assessed value in excess of the average assessed value shall be subject to real property taxes, and the portion of the assessed value that is not in excess of the average assessed value shall be exempt from real property taxes. Single-family homes, condominiums, town homes, manufactured homes as defined in § 46.2-100 of the Code of Virginia, 1950, as amended, whether or not the wheels and other equipment previously used for mobility have been removed, and other types of dwellings of surviving spouses, whether or not the land on which the single-family home, condominium, town home, manufactured home, or other type of dwelling of a surviving spouse is located is owned by someone other than the surviving spouse, that (i) meet this requirement and (ii) are occupied by such persons as their principal place of residence shall qualify for the real property tax exemption. If the land on which the single-family home, condominium, town home, manufactured home, or other type of dwelling is located is not owned by the surviving spouse, then the land is not exempt. For purposes of determining whether a dwelling, or a portion of its value, is exempt from real property taxes, the average assessed value shall be such average for all dwellings located within the county that are situated on property zoned as single-family residential.

C. The surviving spouse shall qualify for the exemption so long as the surviving spouse does not remarry and continues to occupy the real property as his principal place of residence. The exemption applies without any restriction on the spouse's moving from one principal place of residence within Frederick County to a different principal place of residence within Frederick County.

D. The exemption shall be calculated, as provided herein, based upon the taxes otherwise due for the dwelling and up to one acre of land upon which it is situated. A real property improvement other than a dwelling, made to such one acre exempt from taxation pursuant to this subsection, shall also be exempt from taxation so long as the principal use of the improvement is (a) to house or cover motor vehicles or household goods and personal effects as classified in subdivision A 14 of § 58.1-3503 of the Code of Virginia, 1950, as amended, and as listed in § 58.1-3504 of the Code of Virginia, 1950, as amended, and (b) for other than a business purpose.

E. For purposes of this exemption, real property of any surviving spouse of a covered person includes real property (i) held by a surviving spouse as a tenant for life, (ii) held in a revocable inter vivos trust over which the surviving spouse holds the power of revocation, or (iii) held in an irrevocable trust under which the surviving spouse possesses a life estate or enjoys a continuing right of use or support. Such real property does not include any interest held under a leasehold or term of years.

F. 1. In the event that (i) a surviving spouse is entitled to an exemption under this section by virtue of holding the property in any of the three ways set forth in subsection E and (ii) one or more other persons have an ownership interest in the property that permits them to occupy the property, then the tax exemption for the property that otherwise would have been provided shall be prorated by multiplying the amount of the exemption by a fraction the numerator of which is 1 and the denominator of which equals the total number of people having an ownership interest that permits them to occupy the property.

2. In the event that the principal residence is jointly owned by two or more individuals including the surviving spouse, and no person is entitled to the exemption under this section by virtue of holding the property in any of the three ways set forth in subsection E, then the exemption shall be prorated by multiplying the amount of the exemption by a fraction the numerator of which is the percentage of ownership interest in the dwelling held by the surviving spouse and the denominator of which is 100.

§ 155-22.3 Application for exemption

The surviving spouse claiming the exemption under this article shall file with the Commissioner of the Revenue, on forms to be supplied by the Commissioner of the Revenue, an affidavit or written statement (i) setting forth the surviving spouse's name, (ii) indicating any other joint owners of the real property, (iii) certifying that the real property is occupied as the surviving spouse's principal place of residence, and (iv) including evidence of the determination of the Comptroller or the Virginia Retirement System pursuant to section 155-22.1. The surviving spouse shall also provide documentation that he is the surviving spouse of a covered person and of the date that the covered person died. The surviving spouse shall be required to refile the information required by this section only if the surviving spouse's principal place of residence changes. The surviving spouse shall promptly notify the Commissioner of the Revenue of any remarriage.

§ 155-22.4 Absence from residence

The fact that surviving spouses who are otherwise qualified for tax exemption pursuant to this article are residing in hospitals, nursing homes, convalescent homes, or other facilities for physical or mental care for extended periods of time shall not be construed to mean that the real estate for which tax exemption is sought does not continue to be the sole dwelling of such persons during such extended periods of other residence, so long as such real estate is not used by or leased to others for consideration.

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PLANNING COMMISSION BUSINESS

SITE PLAN (SUBDIVISION) #23-18, LIBERTY CHASE -- 17 LOT TOWNHOUSE SUBDIVISION

The Applicant previously received a waiver of the Master Development Plan (MDP) requirement on July 10, 2017 and has chosen to process a subdivision design plan (site plan) in lieu of the MDP. When processing a subdivision design plan in lieu of the MDP, the Application must be presented to the Planning Commission and the Board of Supervisors as an informational item. Following its presentation to the Planning Commission and the Board of Supervisors, Staff will proceed with approval of the plan. **This Application is presented for information; no action is necessary.**

Mr. Klein discussed site plan (subdivision) #23-18, Liberty Chase consisting of a 17-lot townhouse subdivision, presented to the Board for information only.

+ + + + +

BOARD LIAISON REPORTS - None

CITIZEN COMMENTS - None

BOARD OF SUPERVISORS COMMENTS

Supervisor Dunn proposed the Board meet jointly with the Airport Authority for discussion of the tax rate and other issues of concern to both bodies. By consensus, the Board agreed to seek a joint meeting.

Supervisor McCarthy gave a reminder of the upcoming Apple Blossom Festival and encouraged everyone to participate.

Supervisor Trout reminded the Board of her earlier suggestion for surveying residents about their priorities reading the County budget. The Board discussed the options for obtaining citizen input earlier in the budget process.

ADJOURN

On motion of Vice Chairman Lofton, seconded by Supervisor McCarthy, the meeting was adjourned at 7:30 p.m.

C

TRANSPORTATION COMMITTEE REPORT to the BOARD OF SUPERVISORS
Monday, April 22, 2019
8:30 a.m.
107 NORTH KENT STREET, WINCHESTER, VIRGINIA

ATTENDEES:

Committee Members Present: Gary Lofton, Chairman (Voting), Judith McCann-Slaughter (Voting), Gary Oates (Voting), James Racey (Voting), and Lewis Boyer (Liaison Stephens City).

Committee Members Absent: Barry Schnoor (Voting) and Mark Davis (Liaison Middletown).

Staff Present: Assistant Director-Transportation John Bishop, and Kathy Smith, Secretary.

ITEMS REQUIRING ACTION BY BOARD OF SUPERVISORS:

2-SmartScale Discussion-Continued (see attached): Staff continued discussion of the SmartScale process implemented by the State and the results as applied to Staunton District. Staff highlighted issues related to equity for localities based upon the way the program is implemented. Delegate LaRock was also present and engaged in the discussion with the Committee and noted shared concerns with how the program is functioning. He also noted a desire to coordinate with the County on this issue. The Committee discussed a number of potential paths forward.

After discussion, the Committee moved that Staff draft a Resolution outlining the concerns with the SmartScale program for the Board of Supervisors to consider. In addition, the committee wished for staff to make a presentation to the Board of Supervisors outlining the same information that was shared with the Committee. The draft resolution is attached and has also been circulated to the Transportation Committee for feedback prior to the Board meeting.

ITEMS FOR INFORMATION ONLY:

NOTE: This is a stand-alone public hearing item on the Board agenda May 22nd

1-Interstate, Primary, and Secondary Road Plan 2019-2020 Updates: (see attached): Staff gave an overview of the Interstate, Primary and Secondary Road improvement plans. The Interstate and Primary Plans advise VDOT of the important local priorities in the system. The Secondary Plan is a cooperative effort for VDOT to allocate secondary funds for projects within Frederick County. Staff has made some minor updates to the Interstate and Primary plans to better organize and recognize development patterns for improvements to our area. Also, providing consistency with the recent study efforts. Staff discussed modifying some of the language in the Interstate Road Improvement Plan beginning with Priority 1 Exit 313 to Bridge Reconstruction from re-decking and the expansion of both VDOT safety patrols and the message signs. Also, the widening Priorities I-81 with a modification to separate widening and interchange priorities as well as adding a 4th widening priority for I-81 South from Exit 307 to Warren County. The Primary Road modification raised by Mr. Oates would be to add Priority 1D to Route 37 Bypass Phases. The Secondary Plan is an ongoing transportation effort on the County's Secondary system. The Secondary Plan has two (2) roadways that have moved from the Unscheduled to the Scheduled list which are Fishel Road and Canterburg Road. The Unscheduled list had one (1) project added which was Knob Road. Judith McCann-Slaughter asked about grant funding which would be available. VDOT does not see any resources available currently. VDOT is to verify the mileage of Timberlakes Lane on the Non-Hardsurface Road Improvement Projects 2018-2019 through 2023/2024.

Upon a motion by, Mr. Gary Oates seconded by Mr. James Racey the Committee recommended to forward as modified the Interstate, Primary and Secondary Improvement Road Plans to the Board for recommendation of approval.

3-MPO Unified Planning Work Program (see attached): Staff gave an overview of the draft Unified Planning Work Program (UPWP) prepared by the WinFred Metropolitan Planning Organization (MPO) for FY 2020. This is required annually on how Federal and Local dollars that are received are spent. The UPWP provides establishment for coordination of transportation planning for the MPO. Staff recommended that the signal light coordination be added to the Route 11 north area study. VDOT is looking into other software for the signal coordination that can be controlled more at the local level. The Exit 313/Route 50/Route 522 area is a study that came out of the Committee. Also, discussed was the Route 7 Corridor Study Carryover from FY19 that is a STAR program study, the map will be updated. The Committee recommended that Staff make the comments suggested to the draft for final adoption.

4-County Projects Updates: Tevis Street Extension/Airport Road/I-81 Bridge: The low bidder on the project was Perry Engineering with a bid of \$17,592,682.83. A preconstruction meeting is scheduled for May 7, 2019 with an expected notice to proceed for May 14, 2019. The project has an expected completion date of September 10, 2021.

Renaissance Drive: The project has the proceeding to 30% design under the new scope. Staff is in process of updating the MOU with CSX, a meeting was held on April 18, 2019 with VDOT. Staff will be drafting a Memorandum Of Understanding to the County Attorney.

Northern Y: The consultant is compiling the items necessary to meet the approximately 60% for the language in the Revenue Sharing Agreement.

Jubal Early Drive Extension and Interchange with Route 37: No activity at this time.

5-Upcoming Agenda Items: Smartscale

TBD: Oakdale Crossing Traffic Calming Study.

6-Other



DRAFT

**A RESOLUTION FOR THE BOARD OF SUPERVISORS
OF THE COUNTY OF FREDERICK, VIRGINIA
TO COMMENT ON THE
SMARTSCALE PROGRAM IMPLEMENTATION**

At a regularly scheduled meeting of the Frederick County Board of Supervisors held on May 8, 2019, the following resolution was adopted:

WHEREAS, 7 of the Staunton District's 16, proposed to be funded projects, do not add roadway capacity; and,

WHEREAS, The most expensive Staunton District project in the staff recommended funding scenario is just \$3.5 Million, and

WHEREAS, Even if a project qualified for Statewide High Priority funds, if it also qualified for District Grant then it was considered there first, thus funding our most competitive projects out of the smallest funding source; and,

WHEREAS, The lowest scoring District Grant project acts as a barrier to projects for consideration for Statewide High Priority funds, and

WHEREAS, the lowest scoring funded District Grant project in Staunton was 6.36 while in Fredericksburg the lowest funded District Grant project score was 2.07, Hampton Roads 1.79, Lynchburg 3.73, Northern Virginia 2.99 the use of the lowest District Grant as a barrier for consideration for High Priority funds is arbitrary and inequitable.

WHEREAS, Projects in other districts were able to be considered for Statewide High Priority funds with lower scores than Staunton District projects that were not considered due to those districts having lower District Grant score thresholds to allow for High Priority fund consideration; and

WHEREAS, The different rules for 'Step 3' of the process led to projects with SmartScale scores lower than many Staunton District projects to receive the majority of the Statewide High Priority funds, and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors of the County of Frederick hereby submits this resolution to request that the Commonwealth Transportation Board and the State Legislature review the SmartScale legislation and its implementation in order to address equity issues related to the distribution of transportation funding in the State of Virginia.

Passed this 8th day of May 2019 by the following recorded vote:

Charles S. DeHaven, Jr., Chairman
Robert W. Wells
Shannon G. Trout
Blaine P. Dunn

Gary A. Lofton
J. Douglas McCarthy
Judith McCann-Slaughter

A COPY ATTEST

Kris C. Tierney
Frederick County Administrator

ITEM 2
ATTACHMENT

SmartScale Round 3 Observations and Key Concerns based upon Staunton District Results

1. 5 of the Staunton District's 16 proposed to be funded projects are sidewalks, and two more are streetscape and lighting improvements, totaling 7 projects that do not add roadway capacity. 3 of these projects even qualified for Statewide High Priority funds.
 - *Given the extremely limited funds with which we are dealing, the bar must be much higher for these types of projects. They must be able to demonstrate that they will take cars off the roads.*
2. The most expensive project currently recommended for funding in the Staunton District is \$3.5 million for a road diet/sidewalk project in Harrisonburg.
3. SmartScale funds are allocated on a three-step process as follows.
 - a. **Step 1 – District Grant** (\$389.9 M statewide, just \$26.1 M ,6.7%, for Staunton) – SmartScale score used for project selection
 - i. This is the smallest pot of money that localities get to compete for in the SmartScale process. Projects that qualify for Statewide High Priority funds that also qualify for District Grant are REQUIRED to be considered for district grant as well. Localities are not allowed to choose to only compete for the larger pot of money for those projects. This creates a situation where projects that would have been the most competitive for the larger pot of money are funded out of the smaller district grant funds.
 - b. **Step 2 – Statewide High Priority** – SmartScale score used for project selection
 - i. As Step 2 is begun there is another \$389.9 M available for allocation under Statewide High Priority. HOWEVER, to be considered in this round at all a project must either have been only partially funded in Step 1 while being eligible for High Priority dollars or be eligible only for High Priority funds AND have scored higher than the lowest scoring project that was funded in Step 1 IN YOUR DISTRICT. This limiting process resulted in just 11 projects being recommended to receive funding in Step 2 thus leaving significant funding available for what happens in Step 3. Only 1 of the 11 projects recommended for funding is in Staunton District (\$3.2 M). There were 4 districts which received nothing in Step 2. \$81.6 M (21%) of the \$389.9 M that was available for High Priority Projects was allocated in Step 2.
 - c. **Step 3 – Continuation of Statewide High Priority** – SmartScale score NOT used for project selection. Only the benefit score used.
 - i. As Step 3 is begun there is \$308.3 M remaining. With the exception of \$27.4 M which is being treated as residual and the CTB is still discussing all of the remaining funds totaling \$280.9 M is being allocated to 3 projects. \$200 M to

the Hampton Roads Bridge Tunnel, \$30.9 M to the Southern Virginia Mega Site in Lynchburg, and \$50 M to Transit in Northern Virginia.

4. Staunton District received 6.7% of the State's \$389.9 M District Grant funding and 0.8% of the State's \$389.9 M in Statewide High Priority funds.
 - *Due to this extremely limited amount of funds in Staunton the lowest project score for District Grant funding in Staunton was 6.36. Hampton Roads was able to fund 12 projects with lower scores via District Grant. Of those 12, 7 have scores of less than 3 and 4 had scores of less than 2.*
5. Of the 14 projects that received funds under the High Priority Projects funds the SmartScale scores ranged from 2.7 to 49.07.
 - *The 3 lowest scores of projects recommended for funding were 2.7, 2.99, 3.71 and these projects received \$256.37 M or 65.7% of the total Statewide High Priority funds.*
 - *The Staunton District had 13 projects that qualified for Statewide High Priority funds with SmartScale scores greater than 3.71 that were not even considered for funding under Step 2 due to the limiting process described in 3b of this document.*

| | | | | | | | | | | | | | | | | |
|------|----------|------------------------------------|--------------------------------------------------------------|--------|-----------------|---|---|--------------|--------------|--------|-------|--------------|-------------|--|-------------|---------|
| 3925 | Richmond | Prince George County | Lower Appomattox River Trail | RN | Bike/Pedestrian | X | X | \$44,000 | \$44,000 | 0.139 | 31.64 | \$44,000 | | | \$0 | 100.00% |
| 4584 | Richmond | Nottoway County | Roundabout for Darvills Rd. (VA 40) at Military Rd. | Safety | Highway | X | | \$7,267,500 | \$7,267,500 | 19.564 | 26.92 | \$7,267,500 | | | \$0 | 100.00% |
| 4044 | Richmond | Henrico County | Parham Rd Traffic Signal & Sidewalk Project | RN | Bike/Pedestrian | X | X | \$4,460,000 | \$1,335,000 | 3.276 | 24.54 | \$1,335,000 | | | \$3,125,000 | 29.93% |
| 3713 | Richmond | Greater Richmond Transit Company | A Scott's Addition BRT Station Pedestrian Safety/Streetscape | RN | Bike/Pedestrian | | X | \$1,612,000 | \$1,612,000 | 3.659 | 22.70 | | \$1,612,000 | | \$0 | 100.00% |
| 3430 | Richmond | Richmond City | G US33 Leigh Street Streetscape Improvements | RN | Bike/Pedestrian | X | X | \$6,608,000 | \$6,608,000 | 7.872 | 11.91 | \$6,608,000 | | | \$0 | 100.00% |
| 4977 | Richmond | Chesterfield County | ITS Signal Upgrades | RN | Highway | X | X | \$10,440,000 | \$10,440,000 | 11.351 | 10.87 | \$10,440,000 | | | \$0 | 100.00% |
| 3432 | Richmond | Richmond City | I Boulevard Shared Use Path to Science Museum BRT Station | RN | Bike/Pedestrian | X | X | \$2,992,481 | \$2,992,481 | 3.113 | 10.40 | \$2,992,481 | | | \$0 | 100.00% |
| 4880 | Richmond | Nottoway County | Construct R-CUT at the end Lewistown Plank Rd at 460 | Safety | Highway | X | | \$3,364,437 | \$3,364,437 | 3.392 | 10.08 | \$3,364,437 | | | \$0 | 100.00% |
| 3868 | Richmond | Charles City County | Route 106/Route 5 Roundabout | Safety | Highway | X | | \$4,110,000 | \$4,110,000 | 4.073 | 9.91 | \$4,110,000 | | | \$0 | 100.00% |
| 3428 | Richmond | Richmond City | E Maury Street Streetscape Phase II | RN | Bike/Pedestrian | X | X | \$4,618,000 | \$4,618,000 | 4.244 | 9.19 | \$4,618,000 | | | \$0 | 100.00% |
| 3726 | Richmond | Greater Richmond Transit Company | C Rvrfront/Orleans BRT Station Pedestrian Safety/Streetscape | RN | Bike/Pedestrian | | X | \$2,057,000 | \$2,057,000 | 1.627 | 7.91 | | \$2,057,000 | | \$0 | 100.00% |
| 3549 | Richmond | Henrico County | N Laburnum Avenue Pedestrian and Transit Improvements | RN | Bike/Pedestrian | X | X | \$3,054,000 | \$2,689,000 | 2.093 | 7.78 | \$2,689,000 | | | \$365,000 | 88.05% |
| 4972 | Richmond | Chesterfield County | Superstreet - Route 60 at Woolridge Road/Old Buckingham Road | UDA | Highway | X | | \$13,239,000 | \$13,239,000 | 10.026 | 7.57 | \$13,239,000 | | | \$0 | 100.00% |
| 3710 | Richmond | Dinwiddie County | Route 600/Route 601 Roundabout | Safety | Highway | X | | \$3,700,000 | \$3,700,000 | 2.705 | 7.31 | \$3,700,000 | | | \$0 | 100.00% |
| 3764 | Salem | Roanoke City | Orange Avenue (US 460) Improvements | COSS | Highway | X | X | \$2,818,704 | \$2,818,704 | 3.460 | 12.28 | \$2,818,704 | | | \$0 | 100.00% |
| 3597 | Salem | Franklin County | Roadway Improvements on Rtes 220/619(Pleasant Hill/Sontag) | COSS | Highway | X | X | \$5,928,000 | \$5,928,000 | 5.422 | 9.15 | \$5,928,000 | | | \$0 | 100.00% |
| 4126 | Salem | Franklin County | Roadway Improvements on Rtes 220/919 (Grassy Hill) | COSS | Highway | X | X | \$6,958,000 | \$6,958,000 | 4.466 | 6.42 | \$6,958,000 | | | \$0 | 100.00% |
| 4141 | Salem | Roanoke County | Williamson Road Sidewalk Improvements | UDA | Bike/Pedestrian | X | | \$1,934,000 | \$1,662,220 | 0.823 | 4.95 | \$1,662,220 | | | \$271,780 | 85.95% |
| 3553 | Salem | Franklin County | Roadway improvements on Routes 122 & 636 (Lost Mountain Rd) | UDA | Highway | X | | \$9,759,000 | \$9,759,000 | 4.775 | 4.89 | \$9,759,000 | | | \$0 | 100.00% |
| 3995 | Salem | Botetourt County | Route 220 at International Parkway Intersection Improvements | RN | Highway | X | X | \$4,551,000 | \$4,251,000 | 1.629 | 3.83 | \$4,251,000 | | | \$300,000 | 93.41% |
| 3647 | Staunton | Bath County | Hot Springs - US 220 & VA 615 Intersection Improvements | UDA | Bike/Pedestrian | X | | \$560,769 | \$560,769 | 2.401 | 42.82 | \$560,769 | | | \$0 | 100.00% |
| 3918 | Staunton | Warren County | Rte. 340/522 SB/I-66 WB On-Ramp Extension | RN | Highway | X | X | \$518,664 | \$518,664 | 1.654 | 31.88 | \$518,664 | | | \$0 | 100.00% |
| 3929 | Staunton | Warren County | John Marshall Hwy./Rte. 55 East Safety Improvement Project | COSS | Highway | X | X | \$1,633,637 | \$1,633,637 | 4.114 | 25.18 | \$1,633,637 | | | \$0 | 100.00% |
| 3662 | Staunton | Shenandoah County | I-81 Exit 291 Northbound Ramp Widening | COSS | Highway | X | X | \$781,701 | \$781,701 | 1.672 | 21.38 | \$781,701 | | | \$0 | 100.00% |
| 3921 | Staunton | Warren County | Rte. 340/522 Lighting Project | Safety | Highway | X | | \$3,149,948 | \$3,149,948 | 5.191 | 16.48 | \$3,149,948 | | | \$0 | 100.00% |
| 3730 | Staunton | Page County | Intersection Improvements US-211/340 Big Oak Rd | Safety | Highway | X | | \$3,310,977 | \$3,310,977 | 4.642 | 14.02 | \$3,310,977 | | | \$0 | 100.00% |
| 3962 | Staunton | Rockingham County | US 11 N (North Valley Pike) Sidewalk | COSS | Bike/Pedestrian | X | X | \$3,037,558 | \$3,037,558 | 3.645 | 12.00 | \$3,037,558 | | | \$0 | 100.00% |
| 3611 | Staunton | Waynesboro City | East Main Streetscape | COSS | Bike/Pedestrian | X | X | \$2,249,987 | \$2,249,987 | 2.679 | 11.91 | \$2,249,987 | | | \$0 | 100.00% |
| 3698 | Staunton | Augusta County | RT 254 - RT 640 Intersection Safety Project | Safety | Highway | X | | \$1,165,137 | \$1,165,137 | 1.132 | 9.72 | \$1,165,137 | | | \$0 | 100.00% |
| 3689 | Staunton | Staunton City | Edgewood Road Sidewalk Improvements | UDA | Bike/Pedestrian | X | | \$1,098,071 | \$1,098,071 | 0.953 | 8.68 | \$1,098,071 | | | \$0 | 100.00% |
| 3637 | Staunton | Waynesboro City | 13th and Rosser Roundabout | UDA | Highway | X | | \$578,937 | \$550,990 | 0.464 | 8.42 | \$550,990 | | | \$27,947 | 95.17% |
| 3700 | Staunton | Staunton City | North Augusta Sidewalk--Lambert St to Terry Court | UDA | Bike/Pedestrian | X | | \$1,477,371 | \$1,477,371 | 1.182 | 8.00 | \$1,477,371 | | | \$0 | 100.00% |
| 4247 | Staunton | Winchester City | Traffic Signal Improvements on Valley and Gerrard Corridors | RN | Highway | X | X | \$1,227,000 | \$1,227,000 | 0.968 | 7.89 | \$1,227,000 | | | \$0 | 100.00% |
| 4224 | Staunton | Win-Fred Metropolitan Planning Org | I-81 Exit 317 Accel/Decel Lane Extensions | COSS | Highway | | X | \$3,209,056 | \$3,209,056 | 2.262 | 7.05 | | \$3,209,056 | | \$0 | 100.00% |
| 3588 | Staunton | Harrisonburg City | University Blvd/Evelyn Byrd Ave Road Diet & Sidewalk | RN | Bike/Pedestrian | X | X | \$3,515,278 | \$3,515,278 | 2.297 | 6.54 | \$3,515,278 | | | \$0 | 100.00% |
| 3701 | Staunton | Staunton City | North Augusta Sidewalk--Terry Court to Meadowbrook Rd | UDA | Bike/Pedestrian | X | | \$1,058,211 | \$1,058,211 | 0.673 | 6.36 | \$1,058,211 | | | \$0 | 100.00% |

| App Id | Area Type | District | Organization Name | Project Title | Statewide High Priority | District Grant | Project Benefit Score | Total Project \$ | Score Divided by Total Cost | SMART SCALE Request \$ | SMART SCALE Score | State Rank | District Rank | Other' Funding | SmartScale % of Project Cost |
|--------|-----------|----------|----------------------------------------------------------------|-------------------------------------------------------------|-------------------------|----------------|-----------------------|------------------|-----------------------------|------------------------|-------------------|------------|---------------|----------------|------------------------------|
| 3647 | D | Staunton | Bath County | Hot Springs - US 220 & VA 615 Intersection Improvements | | X | 2.401 | \$ 560,769 | 42.820 | \$ 560,769 | 42.820 | 7 | 2 | \$ - | 100.0% |
| 3918 | D | Staunton | Warren County | Rte. 340/522 SB/I-66 WB On-Ramp Extension | X | X | 1.654 | \$ 518,664 | 31.884 | \$ 518,664 | 31.884 | 8 | 3 | \$ - | 100.0% |
| 3929 | D | Staunton | Warren County | John Marshall Hwy./Rte. 55 East Safety Improvement Project | X | X | 4.114 | \$ 1,633,637 | 25.184 | \$ 1,633,637 | 25.184 | 13 | 4 | \$ - | 100.0% |
| 3662 | D | Staunton | Shenandoah County | I-81 Exit 291 Northbound Ramp Widening | X | X | 1.672 | \$ 781,701 | 21.384 | \$ 781,701 | 21.384 | 18 | 5 | \$ - | 100.0% |
| 3921 | D | Staunton | Warren County | Rte. 340/522 Lighting Project | | X | 5.191 | \$ 3,149,948 | 16.480 | \$ 3,149,948 | 16.480 | 21 | 6 | \$ - | 100.0% |
| 3730 | D | Staunton | Page County | Intersection Improvements US-211/340 Big Oak Rd | | X | 4.642 | \$ 3,310,977 | 14.020 | \$ 3,310,977 | 14.020 | 24 | 7 | \$ - | 100.0% |
| 3962 | C | Staunton | Rockingham County | US 11 N (North Valley Pike) Sidewalk | X | X | 3.645 | \$ 3,037,558 | 12.000 | \$ 3,037,558 | 12.000 | 26 | 8 | \$ - | 100.0% |
| 3611 | C | Staunton | Waynesboro City | East Main Streetscape | X | X | 2.679 | \$ 2,249,987 | 11.908 | \$ 2,249,987 | 11.908 | 28 | 9 | \$ - | 100.0% |
| 3698 | C | Staunton | Augusta County | RT 254 - RT 640 Intersection Safety Project | | X | 1.132 | \$ 1,165,137 | 9.718 | \$ 1,165,137 | 9.718 | 39 | 10 | \$ - | 100.0% |
| 3689 | C | Staunton | Staunton City | Edgewood Road Sidewalk Improvements | | X | 0.953 | \$ 1,098,071 | 8.677 | \$ 1,098,071 | 8.677 | 45 | 11 | \$ - | 100.0% |
| 3637 | C | Staunton | Waynesboro City | 13th and Rosser Roundabout | | X | 0.464 | \$ 578,937 | 8.011 | \$ 550,990 | 8.417 | 46 | 12 | \$ 27,947 | 95.2% |
| 3700 | C | Staunton | Staunton City | North Augusta Sidewalk--Lambert St to Terry Court | | X | 1.182 | \$ 1,477,371 | 8.004 | \$ 1,477,371 | 8.004 | 48 | 13 | \$ - | 100.0% |
| 4247 | C | Staunton | Winchester City | Traffic Signal Improvements on Valley and Gerrard Corridors | X | X | 0.968 | \$ 1,227,000 | 7.888 | \$ 1,227,000 | 7.888 | 50 | 14 | \$ - | 100.0% |
| 4224 | C | Staunton | Win-Fred Metropolitan Planning Organization | I-81 Exit 317 Accel/Decel Lane Extensions | X | | 2.262 | \$ 3,209,056 | 7.049 | \$ 3,209,056 | 7.049 | 62 | 15 | \$ - | 100.0% |
| 3588 | C | Staunton | Harrisonburg City | University Blvd/Evelyn Byrd Ave Road Diet & Sidewalk | X | X | 2.297 | \$ 3,515,278 | 6.535 | \$ 3,515,278 | 6.535 | 69 | 16 | \$ - | 100.0% |
| 3701 | C | Staunton | Staunton City | North Augusta Sidewalk--Terry Court to Meadowbrook Rd | | X | 0.673 | \$ 1,058,211 | 6.359 | \$ 1,058,211 | 6.359 | 73 | 17 | \$ - | 100.0% |
| 3905 | D | Staunton | Staunton-Augusta-Waynesboro Metropolitan Planning Organization | I-81 Mt. Sidney Rest Area NB Acceleration Lane Extension | X | | 2.387 | \$ 3,787,466 | 6.301 | \$ 3,787,466 | 6.301 | 74 | 18 | \$ - | 100.0% |
| 3979 | C | Staunton | Rockingham County | US 33 & Rt 620 Turn Lanes | X | X | 0.577 | \$ 977,984 | 5.901 | \$ 977,984 | 5.901 | 77 | 19 | \$ - | 100.0% |
| 3629 | D | Staunton | Shenandoah County | Shenandoah Co. / Oranda Road Park and Ride Expansion | X | X | 1.503 | \$ 2,553,730 | 5.887 | \$ 2,553,730 | | #VALUE! | 1 | \$ - | 100.0% |
| 4326 | C | Staunton | BRITE Transit | Bus Stop Improvements on US 250 at Sangers Lane/Brand Road | X | | 1.476 | \$ 2,521,999 | 5.854 | \$ 2,521,999 | 5.854 | 79 | 20 | \$ - | 100.0% |
| 3601 | D | Staunton | Northern Shenandoah Valley Regional Commission | Linden Park and Ride Lot Extension | X | | 1.391 | \$ 2,406,633 | 5.782 | \$ 2,406,633 | 5.782 | 80 | 21 | \$ - | 100.0% |
| 3610 | C | Staunton | Waynesboro City | Broad Street Streetscape | X | X | 2.660 | \$ 5,059,579 | 5.257 | \$ 5,059,579 | 5.257 | 87 | 22 | \$ - | 100.0% |
| 4617 | D | Staunton | Woodstock Town | Ox Road Bicycle and Pedestrian Improvements | | X | 0.772 | \$ 1,468,870 | 5.254 | \$ 1,468,870 | 5.254 | 88 | 23 | \$ - | 100.0% |
| 4246 | C | Staunton | Winchester City | Pleasant Valley Road Traffic Improvements at Cork Street | | X | 0.485 | \$ 992,570 | 4.881 | \$ 992,570 | 4.881 | 94 | 24 | \$ - | 100.0% |
| 3699 | C | Staunton | Augusta County | Woodrow Wilson Complex Short Term Access Improvements | X | X | 2.063 | \$ 4,294,032 | 4.804 | \$ 4,294,032 | 4.804 | 98 | 25 | \$ - | 100.0% |
| 3697 | D | Staunton | Augusta County | Weyers Cave Road (Rt. 256) Turn Lane Project | X | X | 2.683 | \$ 5,692,135 | 4.713 | \$ 5,692,135 | 4.713 | 99 | 26 | \$ - | 100.0% |
| 4027 | C | Staunton | Harrisonburg-Rockingham Metropolitan Planning Organization | US 33 (Market Street) and I-81 Exit 247 Improvements | X | | 3.535 | \$ 47,870,806 | 0.738 | \$ 7,634,231 | 4.630 | 100 | 27 | \$ 40,236,575 | 15.9% |
| 4028 | C | Staunton | Harrisonburg-Rockingham Metropolitan Planning Organization | Mount Crawford Park and Ride Lot Improvements | X | | 1.361 | \$ 3,069,962 | 4.433 | \$ 3,069,962 | 4.433 | 102 | 28 | \$ - | 100.0% |
| 4237 | C | Staunton | Win-Fred Metropolitan Planning Organization | I-81 Exit 313 Bridge Capacity Improvement | X | | 2.270 | \$ 34,114,400 | 0.666 | \$ 5,264,400 | 4.313 | 108 | 29 | \$ 28,850,000 | 15.4% |
| 3659 | C | Staunton | Frederick County | Route 11 - Shawnee Improvement | X | X | 1.404 | \$ 3,279,714 | 4.280 | \$ 3,279,714 | 4.280 | 111 | 30 | \$ - | 100.0% |
| 4128 | C | Staunton | Northern Shenandoah Valley Regional Commission | Route 11 South Corridor Enhancements | X | | 3.103 | \$ 8,006,185 | 3.876 | \$ 8,006,185 | 3.876 | 119 | 31 | \$ - | 100.0% |
| 3587 | C | Staunton | Harrisonburg City | Carlton Street Improvements | X | X | 0.337 | \$ 1,063,148 | 3.170 | \$ 1,063,148 | 3.170 | 145 | 32 | \$ - | 100.0% |
| 3817 | D | Staunton | Woodstock Town | Route 42 Corridor Improvements - East | | X | 3.071 | \$ 10,232,265 | 3.001 | \$ 10,232,265 | 3.001 | 150 | 33 | \$ - | 100.0% |

| | | | | | | | | | | | | | | | |
|------|---|----------|----------------------------------------------------------------|--------------------------------------------------------------|---|---|-------|---------------|-------|---------------|-------|-----|----|--------------|--------|
| 3888 | D | Staunton | Broadway Town | VA 259 Left Turn Lanes onto Spar Mine Rd & Hawks Hill Dr | | X | 0.525 | \$ 1,837,537 | 2.856 | \$ 1,837,537 | 2.856 | 153 | 34 | \$ - | 100.0% |
| 3528 | C | Staunton | Winchester City | Traffic Improvements on Jubal Early Drive at Pleasant Valley | X | X | 0.623 | \$ 2,217,750 | 2.808 | \$ 2,217,750 | 2.808 | 157 | 35 | \$ - | 100.0% |
| 4714 | D | Staunton | Woodstock Town | Route 42 Corridor Improvements | | X | 3.636 | \$ 15,102,827 | 2.407 | \$ 15,102,827 | 2.407 | 174 | 36 | \$ - | 100.0% |
| 3658 | C | Staunton | Frederick County | Exit 317 NB Ramp Realignment to Redbud Rd Location | X | X | 1.348 | \$ 5,940,244 | 2.269 | \$ 5,940,244 | 2.269 | 185 | 37 | \$ - | 100.0% |
| 4174 | C | Staunton | Win-Fred Metropolitan Planning Organization | I-81 Winchester Shoulder Improvement Project | X | | 4.441 | \$ 19,975,027 | 2.223 | \$ 19,975,027 | 2.223 | 192 | 38 | \$ - | 100.0% |
| 4882 | D | Staunton | Staunton-Augusta-Waynesboro Metropolitan Planning Organization | I-81 SB TCL MM 236.5 to MM 234.6 | X | | 5.209 | \$ 25,788,423 | 2.020 | \$ 25,788,423 | 2.020 | 201 | 39 | \$ - | 100.0% |
| 3906 | C | Staunton | Staunton-Augusta-Waynesboro Metropolitan Planning Organization | I-64 Exit 94 westbound off-ramp improvements | X | | 0.697 | \$ 3,464,163 | 2.012 | \$ 3,464,163 | 2.012 | 204 | 40 | \$ - | 100.0% |
| 4631 | D | Staunton | Woodstock Town | Water Street Bicycle and Pedestrian Improvements | | X | 0.218 | \$ 1,129,171 | 1.934 | \$ 1,129,171 | 1.934 | 212 | 41 | \$ - | 100.0% |
| 4244 | C | Staunton | Winchester City | Millwood Avenue Traffic Improvements | X | X | 0.838 | \$ 4,394,780 | 1.907 | \$ 4,394,780 | 1.907 | 215 | 42 | \$ - | 100.0% |
| 3926 | C | Staunton | Rockingham County | VA 276 Left Turn Lanes @ VA 253 | X | X | 0.279 | \$ 1,499,062 | 1.861 | \$ 1,499,062 | 1.861 | 220 | 43 | \$ - | 100.0% |
| 3914 | D | Staunton | Central Shenandoah Planning District Commission | I-81 NB TCL from MM 236.5 to MM 237.75 | X | | 2.643 | \$ 14,846,099 | 1.780 | \$ 14,846,099 | 1.780 | 225 | 44 | \$ - | 100.0% |
| 3608 | D | Staunton | Northern Shenandoah Valley Regional Commission | Intersection Improvements,Route 79 at Route 55 | X | | 0.762 | \$ 4,598,373 | 1.658 | \$ 4,598,373 | 1.658 | 235 | 45 | \$ - | 100.0% |
| 4514 | D | Staunton | Page County | Intersection Improvement US 340 and Route 660 | | X | 0.405 | \$ 2,604,297 | 1.555 | \$ 2,604,297 | 1.555 | 238 | 46 | \$ - | 100.0% |
| 4231 | C | Staunton | Win-Fred Metropolitan Planning Organization | I-81 Exit 307 Roundabouts | X | | 2.122 | \$ 14,135,128 | 1.501 | \$ 13,727,749 | 1.546 | 239 | 47 | \$ 407,379 | 97.1% |
| 3445 | C | Staunton | Harrisonburg Department of Public Transportation | HARRISONBURG TRANSIT CENTER AND PARK AND RIDE | X | | 3.326 | \$ 22,228,637 | 1.496 | \$ 22,228,637 | 1.496 | 241 | 48 | \$ - | 100.0% |
| 3615 | D | Staunton | Broadway Town | VA 259 Brock's Gap Rd/ Lee St Pedestrian Improvements | | X | 0.389 | \$ 2,683,120 | 1.451 | \$ 2,683,120 | 1.451 | 245 | 49 | \$ - | 100.0% |
| 3717 | D | Staunton | Covington City | East Madison Sidewalk Improvements | | X | 0.348 | \$ 2,437,527 | 1.427 | \$ 2,437,527 | 1.427 | 247 | 50 | \$ - | 100.0% |
| 4060 | D | Staunton | Clifton Forge Town | Ridgeway Street/U.S. 60 Bicycle/Pedestrian Improvements | | X | 0.323 | \$ 2,624,706 | 1.231 | \$ 2,624,706 | 1.231 | 266 | 51 | \$ - | 100.0% |
| 3609 | C | Staunton | Waynesboro City | Lew Dewitt - Rosser Connector | X | X | 1.706 | \$ 14,356,591 | 1.188 | \$ 14,356,591 | 1.188 | 270 | 52 | \$ - | 100.0% |
| 3663 | D | Staunton | Berryville Town | East Main Street Section 2 | | X | 0.258 | \$ 2,261,577 | 1.142 | \$ 2,261,577 | 1.142 | 275 | 53 | \$ - | 100.0% |
| 3661 | D | Staunton | Berryville Town | East Main Street Section 1 | | X | 0.235 | \$ 2,228,767 | 1.056 | \$ 2,228,767 | 1.056 | 285 | 54 | \$ - | 100.0% |
| 3716 | D | Staunton | Covington City | Edgemont Drive Improvements | | X | 0.363 | \$ 3,742,156 | 0.970 | \$ 3,742,156 | 0.970 | 295 | 55 | \$ - | 100.0% |
| 3992 | D | Staunton | Lexington City | South Main Street Pedestrian Improvements | | X | 0.369 | \$ 3,964,791 | 0.930 | \$ 3,964,791 | 0.930 | 297 | 56 | \$ - | 100.0% |
| 4732 | C | Staunton | Frederick County | 522/Costello Turn Lane/Intersection Operations Improvements | X | X | 0.373 | \$ 4,435,082 | 0.840 | \$ 4,435,082 | 0.840 | 305 | 57 | \$ - | 100.0% |
| 3702 | C | Staunton | Augusta County | Woodrow Wilson Complex Long Term Access Improvements | X | X | 1.519 | \$ 18,699,156 | 0.812 | \$ 18,699,156 | 0.812 | 307 | 58 | \$ - | 100.0% |
| 3585 | C | Staunton | Harrisonburg City | Mt. Clinton Pike Road Improvements | X | X | 0.934 | \$ 14,786,934 | 0.632 | \$ 13,124,790 | 0.712 | 323 | 59 | \$ 1,662,144 | 88.8% |
| 4124 | D | Staunton | Northern Shenandoah Valley Regional Commission | I-81 Exit 300 at I-66E Northbound Widening | X | | 2.571 | \$ 36,453,285 | 0.705 | \$ 36,453,285 | 0.705 | 326 | 60 | \$ - | 100.0% |
| 3913 | D | Staunton | Central Shenandoah Planning District Commission | I-81 NB TCL Extension, Exits 191-195 | X | | 4.768 | \$ 70,482,329 | 0.676 | \$ 70,482,329 | 0.676 | 336 | 61 | \$ - | 100.0% |
| 3911 | D | Staunton | Central Shenandoah Planning District Commission | I-81 NB/SB inside shoulder improvements from Exit 200 to 205 | X | | 1.940 | \$ 29,244,220 | 0.664 | \$ 29,244,220 | 0.664 | 338 | 62 | \$ - | 100.0% |
| 3586 | C | Staunton | Harrisonburg City | Erickson Avenue Turn Lanes | X | X | 0.166 | \$ 3,966,272 | 0.418 | \$ 3,598,883 | 0.460 | 358 | 63 | \$ 367,389 | 90.7% |
| 3657 | C | Staunton | Frederick County | Route 11 Corridor and Old Charlestown Road Roundabout | X | X | 0.232 | \$ 5,408,094 | 0.429 | \$ 5,408,094 | 0.429 | 366 | 64 | \$ - | 100.0% |
| 3614 | D | Staunton | Broadway Town | Sunset Drive Sidewalk Improvements | | X | 0.077 | \$ 2,442,314 | 0.317 | \$ 2,442,314 | 0.317 | 379 | 65 | \$ - | 100.0% |
| 4103 | D | Staunton | Buena Vista City | Rockbridge Avenue Sidewalk | | X | 0.107 | \$ 3,595,460 | 0.298 | \$ 3,595,460 | 0.298 | 383 | 66 | \$ - | 100.0% |
| 3434 | D | Staunton | Front Royal Town | Happy Creek Phase Two | | X | 0.364 | \$ 16,894,680 | 0.216 | \$ 13,078,086 | 0.279 | 386 | 67 | \$ 3,816,594 | 77.4% |
| 3616 | D | Staunton | Covington City | Paper Trail Pedestrian Bridge | | X | 0.042 | \$ 2,577,006 | 0.163 | \$ 2,577,006 | 0.163 | 407 | 68 | \$ - | 100.0% |
| 3613 | D | Staunton | Broadway Town | Linville Creek Greenway | | X | 0.007 | \$ 1,567,220 | 0.043 | \$ 1,567,220 | 0.043 | 422 | 69 | \$ - | 100.0% |
| 3715 | D | Staunton | Covington City | Jackson Street Improvements | | X | 0.012 | \$ 10,254,306 | 0.011 | \$ 10,254,306 | 0.011 | 425 | 70 | \$ - | 100.0% |

ITEM 1
ATTACHMENT

2019-2020

INTERSTATE ROAD IMPROVEMENT PLAN

for

FREDERICK COUNTY, VIRGINIA



Frederick County Transportation Committee: 4/22/2019

Frederick County Planning Commission:

Frederick County Board of Supervisors:

I-81 Improvements:

Provide additional travel lanes on the main line, evaluate collector-distributor lanes adjacent to the main line, modifications to existing interchange areas, and develop new interchange areas and bridge crossings of the main line as recommended by the WinFred MPO Long Range Plan.

In addition, as the State continues to work toward an ultimate plan for the I-81 widening, the County of Frederick continues to support the study of Eastern Route 37 as a potential corridor on new location as an alternative for that effort.

Moreover, the County of Frederick supports exploration of the potential for rail transportation as a component of the Interstate 81 Corridor improvements.

Interchange Priorities

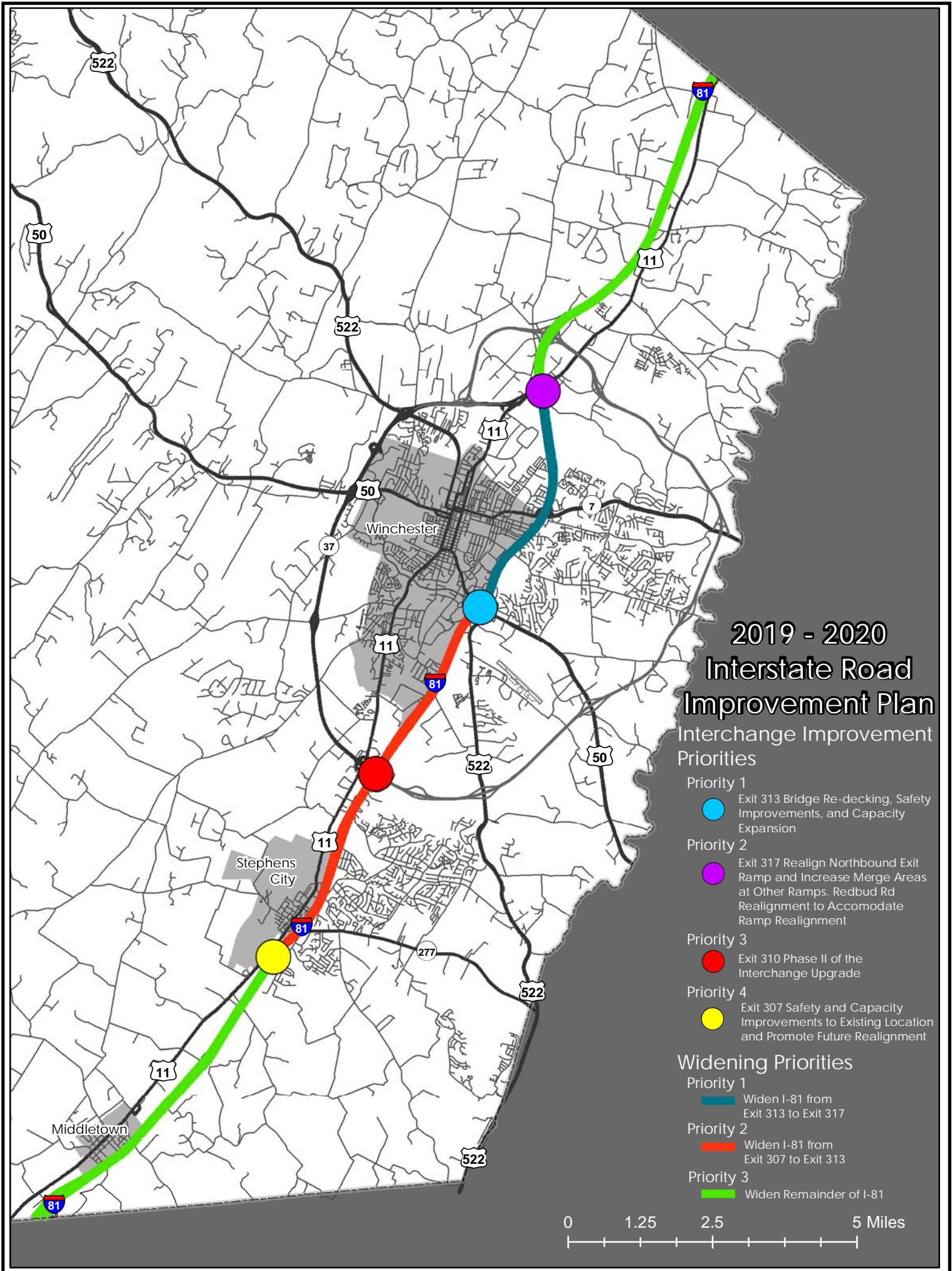
1. Exit 313 - Bridge re-decking, safety improvements, and capacity expansion.
2. Exit 317 – Realign northbound exit ramp and increase merge areas at the other ramps. Redbud Road realignment to accommodate ramp realignment.
3. Exit 310 - Phase 2 of the FHWA approved interchange modifications.
4. Exit 307 – Safety and capacity improvements to the existing facility while continuing to promote the future relocation further south to the South Frederick Parkway.
5. Spot Improvements on I-81 in Frederick County. Provide spot improvements at various interchanges to increase capacity and/or enhance safety for the motoring public.

Interstate Widening Priorities

1. Widen I-81 from Route 50/17 Exit 313 to Route 11 Exit 317
2. Widen I-81 from Route 277 Exit 307 to Route 50/17 Exit 313. This should include the relocation of Exit 307.
3. Widen the remainder of I-81 in Frederick County to the West Virginia State line in the North and to the Warren County Line in the South

Intelligent Transportation Systems and Incident Management

1. Implementation of VDOT safety patrols.
2. Implement more variable message signs along the I-81 corridor and approaches.



2019 - 2020 Interstate Road Improvement Plan

Interchange Improvement Priorities

- Priority 1
 - Exit 313 Bridge Re-decking, Safety Improvements, and Capacity Expansion
- Priority 2
 - Exit 317 Realign Northbound Exit Ramp and Increase Merge Areas at Other Ramps. Redbud Rd Realignment to Accomodate Ramp Realignment
- Priority 3
 - Exit 310 Phase II of the Interchange Upgrade
- Priority 4
 - Exit 307 Safety and Capacity Improvements to Existing Location and Promote Future Realignment

Widening Priorities

- Priority 1
 - Widen I-81 from Exit 313 to Exit 317
- Priority 2
 - Widen I-81 from Exit 307 to Exit 313
- Priority 3
 - Widen Remainder of I-81

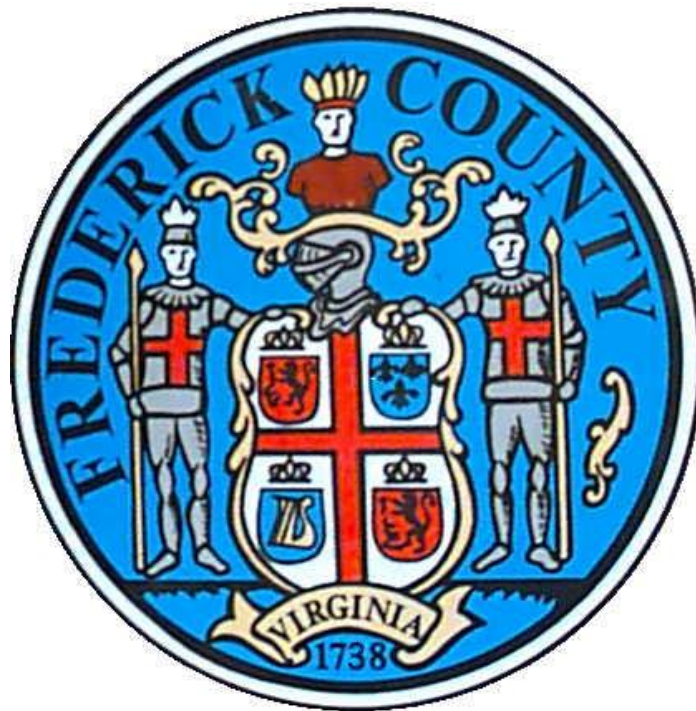


2019-2020

PRIMARY ROAD IMPROVEMENT PLAN

for

FREDERICK COUNTY, VIRGINIA



Frederick County Transportation Committee: 4/22/2019

Frederick County Planning Commission:

Frederick County Board of Supervisors:

All upgrades to primary system roadways that are not limited access should include implementation of access management principles to improve safety and efficiency wherever possible.

1) Route 37 Bypass

A. Route 37 - Phase 1

Initiate final engineering and design, acquire right-of-way, and establish a construction phase schedule for the southern segment of the Route 37 Eastern Bypass from Interstate I-81 to Front Royal Pike (Route 522 South).

B. Route 37 - Phase 2

Initiate final engineering and design, acquire right-of-way, and establish a construction phase schedule for the preferred alternative between existing Route 37 around Stonewall Industrial Park and Route 7.

C. Route 37 - Phase 3

Initiate final engineering and design, acquire right-of-way, and establish a construction phase schedule for the preferred alternative between Route 7 and Route 522.

2) Route 11 (North and South of Winchester)

A) Establish an Urban Divided Six Lane System:

From: Northern limits of the City of Winchester
To: Intersection of Cedar Hill Road

B) Establish an Urban Divided Four Lane System:

From: Southern limits of the City of Winchester
To: Renaissance Drive

C) Establish an Urban Divided Four Lane System:

From: Intersection of Cedar Hill Road
To: West Virginia line

3) Route 277 (East of Stephens City)

Upgrade of the overall corridor to a 4-lane divided system with improved access management and bicycle and pedestrian facilities.

A) Establish an Urban Divided Four Lane System:

From: I-81
To: Double Church Road

B) Establish an Urban Divided Four Lane System:

From: Double Church Road
To: Warrior Drive

C) Establish an Urban Divided Four Lane System:

From: Warrior Drive
To: White Oak Road

D) Establish an Urban Divided Four Lane System:

From: White Oak Road
To: Route 277

4) Route 7 – Establish a 6 Lane Cross Section:

From: Exit 315 Interchange
To: Future Route 37 Interchange

5) Route 50 East and West

A) Establish a 6 Lane Cross Section:

From: The Interchange at Exit 313
To: The Future Route 37 Interchange

B) Establish a 6 Lane Cross Section:

From: The Interchange with Route 37
To: Poorhouse Road

6) South Frederick County Parkway:

From: Relocated Exit 307
To: Intersection with Route 277 approximately 1 mile west of the intersection of Route 277 and Route 522

This is a planned new roadway with limited access points serving a mixture of predominantly commercial and industrial development.

There is a need to study this project in conjunction with the Exit 307 relocation and planning for Route 277 improvements noted in item 3.

Phasing of this project is not yet clearly defined; however general phasing would be from West to East with the clear first phase being from relocated Exit 307 to Warrior Drive.

7) Route 522 and Costello Drive

Add additional left turn lane capacity on Route 522 southbound for turns onto Costello Drive.

8) Commuter Park and Ride Lots

Establish a new park and ride facility along the Berryville Pike (Route 7) corridor. Work with the Northern Shenandoah Valley Regional Commission to determine appropriate locations for park and ride facilities at other strategic locations within the County's Urban Development Area. For Park and Ride locations in Frederick County the primary goal should be that they are situated in such a manner that they reduce traffic in Frederick County in addition to adjacent localities.

2019 - 2020 Primary Road Improvement Plan

Route 37 Bypass Phases

-  Priority 1A
-  Priority 1B
-  Priority 1C

Route 11 North & South

-  Priority 2A
-  Priority 2B
-  Priority 2C



Route 277 East of Stephens City

-  Priority 3A
-  Priority 3B
-  Priority 3C
-  Priority 3D

Route 7

-  Priority 4

Route 50

-  Priority 5A
-  Priority 5B

South Frederick County Parkway

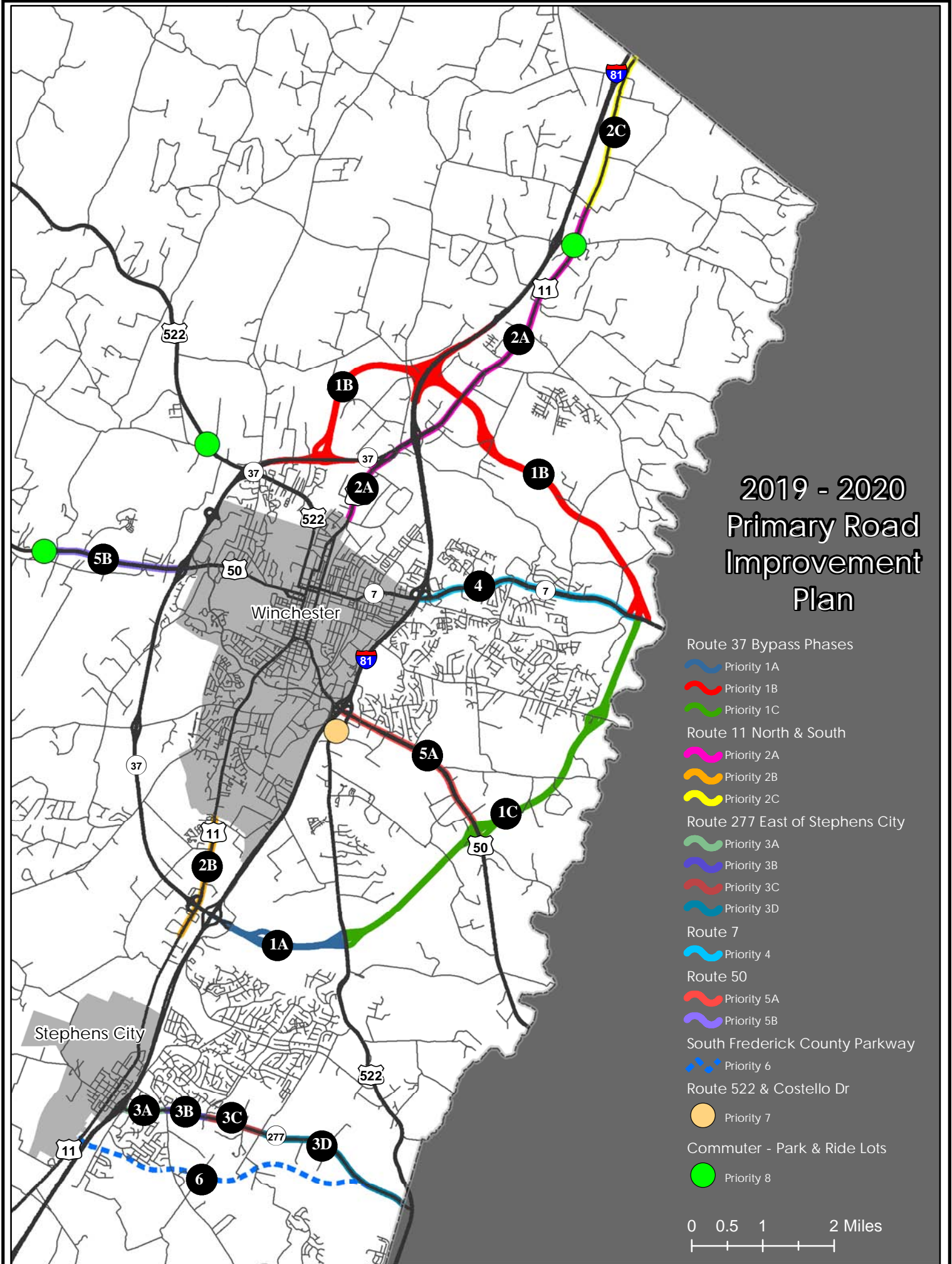
-  Priority 6

Route 522 & Costello Dr

-  Priority 7

Commuter - Park & Ride Lots

-  Priority 8

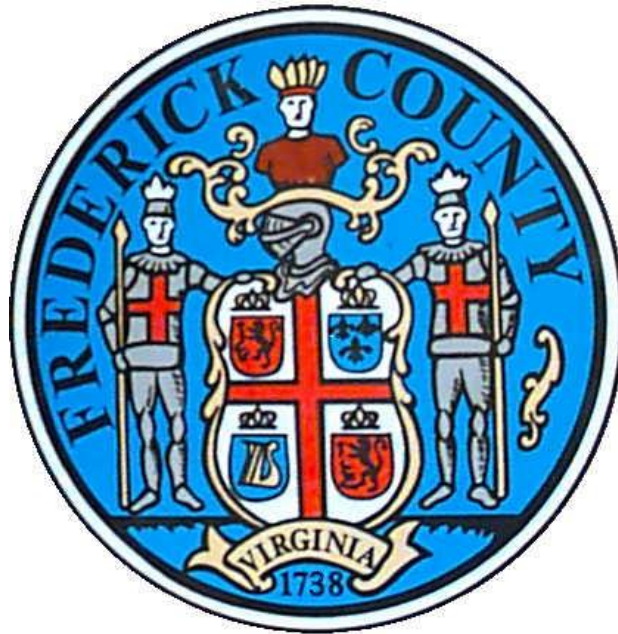


2018/19-2023/24

SECONDARY ROAD IMPROVEMENT PLAN

for

FREDERICK COUNTY, VIRGINIA



Frederick County Transportation Committee: 4/22/2019

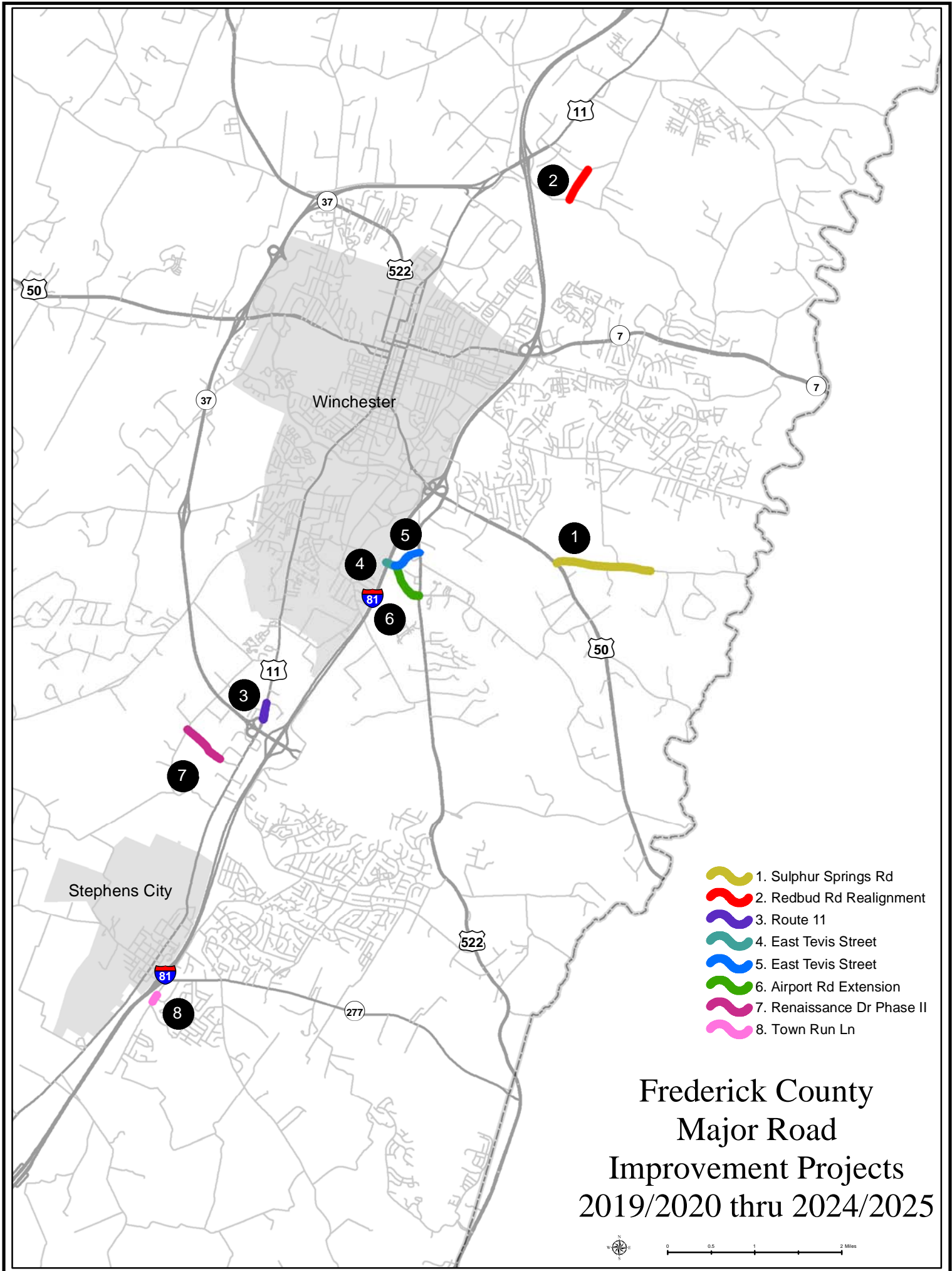
Frederick County Planning Commission:

Frederick County Board of Supervisors:

MAJOR ROAD IMPROVEMENT PROJECTS 2018/2019 through 2023/2024

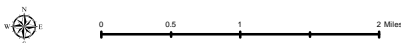
Major road improvement projects command the reconstruction of hardsurfaced roads to enhance public safety. Improvements required for road width, road alignment, road strength, and road gradient are considered major road improvements projects.

| ROUTE | ROAD NAME | FROM | TO | AVERAGE
DAILY TRAFFIC
COUNT | DISTANCE | MAGISTERIAL
DISTRICT | ESTIMATED COST | ADVERTISEMENT
DATE | COMMENTS |
|-------|------------------------------|----------------------------------|---------------------------|-----------------------------------|------------|-------------------------|------------------------------|-----------------------|----------------------------------------|
| 655 | Sulphur Springs Road | Route 50 | .30 Mi East Rt. 656 | 5800 | 1.1 miles | SH | \$8,205,445 | 2018 | \$5,798,052 Allocated SSYP Smart-Scale |
| 661 | Red Bud Road | .47 Mi South Route 11 | Int. Snowden Bridge Blvd. | 2000 | 0.5 miles | ST | \$2,000,000 | 2022 | |
| 11 | Valley Pike | Route 11 | .35 Mi East | 3200 | 0.35 miles | ST | \$1,701,000 Revenue Sharing | UN/SH | R/S Funds |
| | East Tevis Street | Roundabout (Includes Roundabout) | Winchester City Limit | N/A | 0.44 miles | SH | \$13,543,656 Revenue Sharing | 2018 | R/S Funds |
| | East Tevis Street Northern Y | Route 522 | I-81 | N/A | 0.35 miles | SH | \$5,786,290 Revenue Sharing | 2018 | R/S Funds |
| | Airport Road Ext | Route 522 | Roundabout | N/A | 0.43 Miles | SH | \$8,431,762 Revenue Sharing | 2018 | R/S Funds |
| 788 | Renaissance | .24 Mi West Route 11 | Int. Shady Elm Road | N/A | .18 miles | BC | \$4,734,995 | UN/SH | R/S & TPOF Funds |
| 1012 | Town Run Lane | 280 Ft. S. Stickley Drive | 210 Ft. N. Stickley Drive | N/A | .1 Miles | BC | \$150,000 | UN/SH | Funded \$150,000 Thru Plan |



-  1. Sulphur Springs Rd
-  2. Redbud Rd Realignment
-  3. Route 11
-  4. East Tevis Street
-  5. East Tevis Street
-  6. Airport Rd Extension
-  7. Renaissance Dr Phase II
-  8. Town Run Ln

Frederick County
Major Road
Improvement Projects
2019/2020 thru 2024/2025



NON-HARDSURFACE ROAD IMPROVEMENT PROJECTS

2018/2019 through 2023/2024

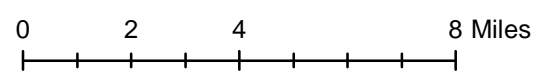
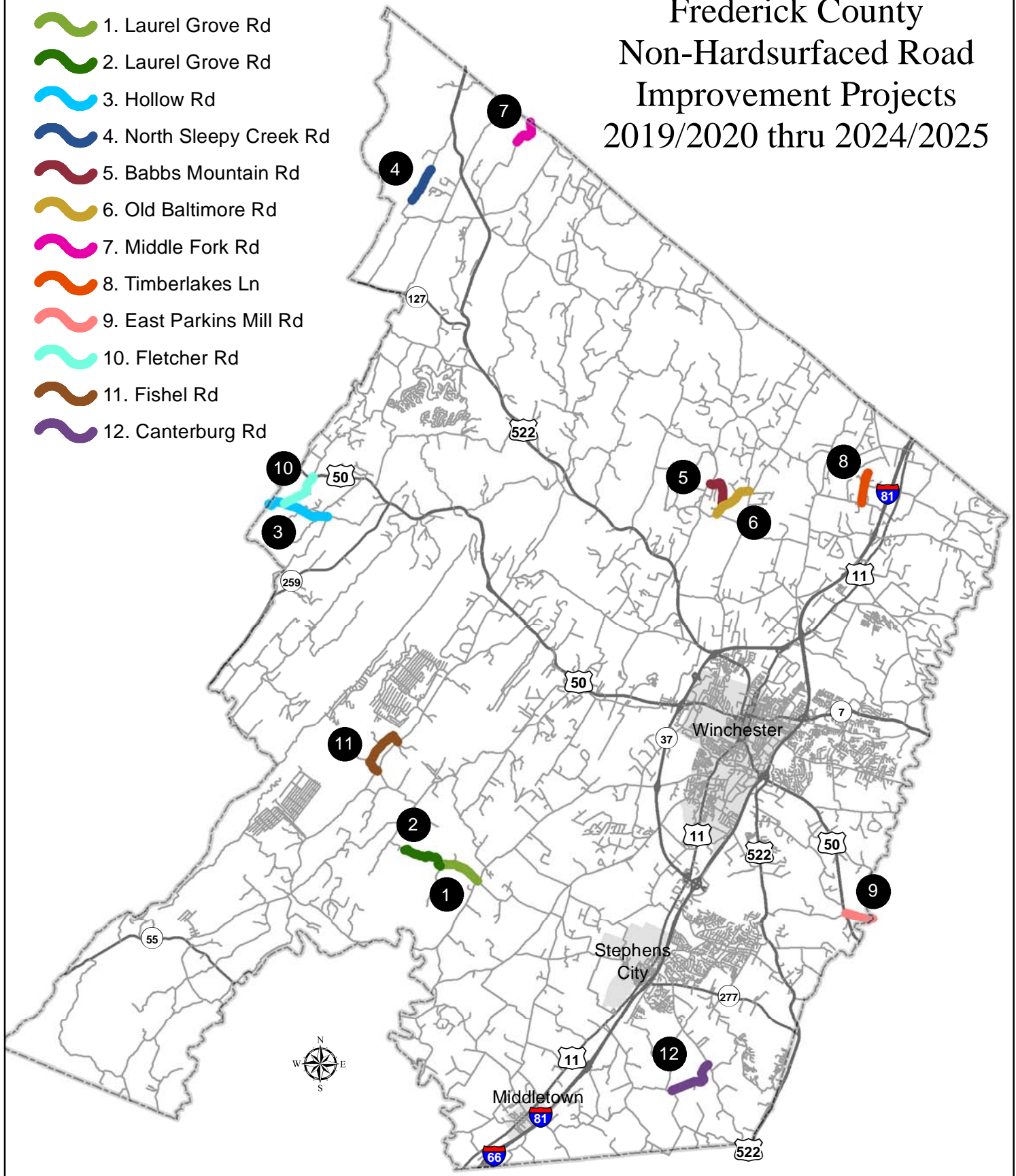
Non-Hardsurface road improvement projects provide impervious resurfacing and reconstruction of non-hardsurfaced secondary roads. Non-Hardsurface improvement projects are prioritized by an objective rating system, which considers average daily traffic volumes; occupied structures; physical road conditions including geometrics, drainage, and accident reports; school bus routing; and the time that project requests have been on the Secondary Road Improvement Plan.

| RANK | ROUTE | ROAD NAME | FROM | TO | AVERAGE DAILY TRAFFIC COUNT | DISTANCE | MAGISTERIAL DISTRICT | ESTIMATED COST | ADVERTISEMENT DATE | COMMENTS |
|------|-------|-------------------------|----------------------|----------------------|-----------------------------|------------|----------------------|----------------|--------------------|-----------------------------|
| 1 | 629 | Laurel Grove Road | Route 622 | 1.25 Mi W of Rt. 622 | 200 | 1.25 miles | BC | \$376,000 | 2019 | CTB Unpaved Roads Funding |
| 2 | 629 | Laurel Grove Road | 1.25 Mi W of Rt. 622 | 2.5 Mi W of Rt. 622 | 200 | 1.25 miles | BC | \$376,000 | 2019 | CTB Unpaved Roads Funding |
| 3 | 707 | Hollow Road | WV state line | Rt. 610 Muse Road | 190 | 1.8 miles | GA | \$495,000 | 2020 | CTB Unpaved Roads Funding |
| 4 | 734 | North Sleepy Creek Road | 1.27 MI S of RT 522 | 2.27 MI S of RT 522 | 50 | 0.9 miles | GA | \$305,000 | 2020 | District Grant Unpaved Road |
| 5 | 730 | Babbs Mountain Road | Route 654 | Route 677 | 130 | 0.9 miles | GA | \$275,000 | 2020 | District Grant Unpaved Road |
| 6 | 677 | Old Baltimore Road | Route 676 | Route 672 | 90 | 1.23 miles | GA | \$366,000 | 2021 | District Grant Unpaved Road |
| 7 | 695 | Middle Fork Road | 522 | WV Line | 50 | .9 miles | GA | \$238,500 | 2022 | District Grant Unpaved Road |
| 8 | 811 | Timberlakes Lane | 671 | *671 | 280 | 0.25 miles | ST | \$66,250 | 2022 | District Grant Unpaved Road |
| 9 | 644 | East Parkins Mill Road | 50 | Clarke Co. Line | 200 | 0.81 miles | SH | \$214,000 | 2023 | District Grant Unpaved Road |
| 10 | 733 | Fletcher Road | 50 | 707 | 170 | 1.3 miles | GA | \$346,518 | 2023 | District Grant Unpaved Road |
| 11 | 612 | Fishel Road | 600 | 600 | 60 | 1.6 miles | BC | \$408,000 | 2024 | District Grant Unpaved Road |
| 12 | 636 | Canterbuurg Road | 640 | 641 | 140 | 1.5 mile | OP | \$390,000 | 2024 | District Grant Unpaved Road |

**NOTE: Projects are placed on the scheduled list based upon VDOT revenue projections. Changes to those projections can lead to projects being delayed or removed from the scheduled list.*

Frederick County Non-Hardsurfaced Road Improvement Projects 2019/2020 thru 2024/2025

- 1. Laurel Grove Rd
- 2. Laurel Grove Rd
- 3. Hollow Rd
- 4. North Sleepy Creek Rd
- 5. Babbs Mountain Rd
- 6. Old Baltimore Rd
- 7. Middle Fork Rd
- 8. Timberlakes Ln
- 9. East Parkins Mill Rd
- 10. Fletcher Rd
- 11. Fishel Rd
- 12. Canterburg Rd



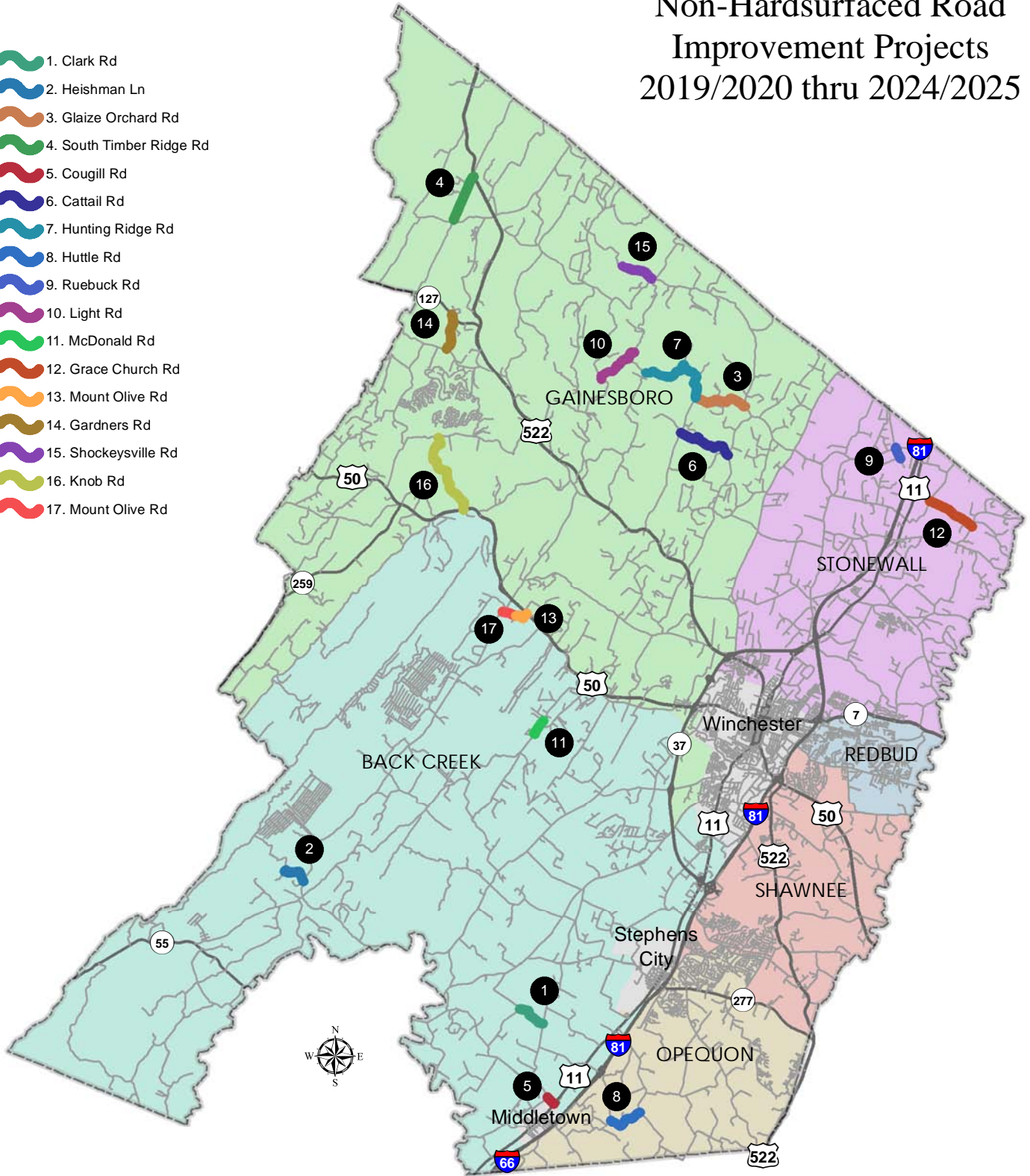
UNSCHEDULED
NON-HARDSURFACE ROAD IMPROVEMENT PROJECTS
2018/2019 through 2023/2024

| <u>RANK</u> | <u>ROAD NAME</u> | <u>ROUTE</u> | <u>FROM</u> | <u>TO</u> | <u>AVERAGE DAILY TRAFFIC COUNT</u> | <u>DISTANCE (MILES)</u> | <u>MAGISTERIAL DISTRICT</u> | <u>RATING</u> | <u>COMMENTS</u> |
|-------------|-----------------------|--------------|--------------|-----------------------|------------------------------------|-------------------------|-----------------------------|---------------|-----------------|
| 1 | Clark Rd | 638 | 625 | 759 | 70 | 0.8 | BC | 65.94 | |
| 2 | Heishman Rd | 607 | 600 | 600 | 70 | 0.78 | BC | 65.37 | |
| 3 | Glaize Orchard Rd | 682 | 608 | 654 | 240 | 1.54 | GA | 64.22 | |
| 4 | South Timber Ridge Rd | 696 | 522 | 694 | 220 | 1.3 | GA | 61.58 | |
| 5 | Cougill Rd | 634 | 635 | 11 | 120 | 0.25 | BC | 61.00 | |
| 6 | Cattail Rd | 731 | 608 | 654 | 60 | 1.7 | GA | 58.24 | |
| 7 | Hunting Ridge Rd | 608 | 682 | 681 | 90 | 2.44 | GA | 58.01 | |
| 8 | Huttle Rd | 636 | 709 | 735 | 110 | 1.1 | OP | 56.05 | |
| 9 | Ruebuck Rd | 670 | 669 | end of maintenance | 160 | 0.35 | ST | 55.00 | |
| 10 | Light Rd | 685 | 600 | 681 | 80 | 1.3 | BC | 54.46 | |
| 11 | McDonald Rd | 616 | 608 | .44 N. of 608 | 60 | 0.45 | BC | 54.33 | |
| 12 | Grace Church Rd | 668 | 667 | 671 | 210 | 1.35 | ST | 53.20 | |
| 13 | Mount Olive Rd | 615 | 50 | Hammack Lane | 110 | 0.37 | BC | 52.00 | |
| 14 | Gardners Rd | 700 | 127 | 701 | 110 | 1 | GA | 51.50 | |
| 15 | Shockeysville Rd | 671 | 690 | .90 miles west of 690 | 120 | 0.9 | GA | 49.67 | |
| 16 | Knob Road | 752 | Route 50 | 705 | 40 | 2.7 | BC | 43.40 | |
| 17 | Mount Olive Rd | 615 | Hammack Lane | 600 | 110 | 0.4 | BC | 41.00 | |


Note: Project ratings are updated only when funding is available to promote projects to the scheduled list.

Frederick County Unscheduled Non-Hardsurfaced Road Improvement Projects 2019/2020 thru 2024/2025

-  1. Clark Rd
-  2. Heishman Ln
-  3. Glaize Orchard Rd
-  4. South Timber Ridge Rd
-  5. Cougill Rd
-  6. Cattail Rd
-  7. Hunting Ridge Rd
-  8. Huttle Rd
-  9. Ruebuck Rd
-  10. Light Rd
-  11. McDonald Rd
-  12. Grace Church Rd
-  13. Mount Olive Rd
-  14. Gardners Rd
-  15. Shockeyville Rd
-  16. Knob Rd
-  17. Mount Olive Rd



0 2 4 8 Miles



ITEM 3
ATTACHMENT

DRAFT

UNIFIED PLANNING WORK PROGRAM (UPWP)

FOR THE

**WINCHESTER – FREDERICK COUNTY (WinFred)
METROPOLITAN PLANNING ORGANIZATION (MPO)**



FY 2020
(July 1, 2019 - June 30, 2020)

Adopted for Public Comment:

Final Adoption:

**Winchester-Frederick County, Virginia
Metropolitan Planning Organization**
C/o Northern Shenandoah Valley Regional Commission
400 Kendrick Lane, Suite E
Front Royal, VA 22630
540-636-8800
www.winfredmpo.org

Preparation Statement

Prepared on behalf of the WinFred Metropolitan Planning Organization by the Northern Shenandoah Valley Regional Commission staff through a cooperative process involving the City of Winchester, County of Frederick, Town of Stephens City, Virginia Department of Transportation, Virginia Department of Rail and Public Transportation, Federal Highway Administration, and the Federal Transit Administration.

The preparation of this program was financially aided through grants from the Federal Highway Administration, Federal Transit Administration, Virginia Department of Transportation and the Virginia Department of Rail and Public Transportation.

MPO Policy Board

Officers:

Chair— Charles DeHaven, Jr., Frederick County
Vice Chair—Bill Wiley, City of Winchester
Secretary/Treasurer—Brandon Davis, Executive Director NSVRC (non-voting)

Voting Members:

Charles DeHaven, Jr., Frederick County
Judith McCann-Slaughter, Frederick County
Kris Tierney, Frederick County
Michael Majher, Town of Stephens City
Eden Freeman, City of Winchester
John Hill, City of Winchester
John Willingham, City of Winchester
Randy Kiser, Virginia Department of Transportation

Alternate Voting Members:

Tim Youmans, Perry Eisenach and John Willingham City of Winchester
Mike Ruddy, Frederick County
Terry Short, Matt Dana, Brad Reed, Ed Carter, Scott Alexander-
Virginia Department of Transportation

Non-Voting Members:

Mack Frost, Federal Highway Administration
Tony Cho, Federal Transit Administration
Ciara Williams, Virginia Dept. of Rail & Public Transportation
Rusty Harrington, Dept. of Aviation

MPO Technical Advisory Committee (TAC)

Chair—Tim Youmans, City of Winchester
Vice Chair—John Bishop, Frederick County

Members:

Patrick Barker, Frederick County
John Bishop, Frederick County
Mike Ruddy, Frederick County
Jay Tibbs, Frederick County
Mike Majher, Town of Stephens City
Shawn Hershberger, City of Winchester
Tim Youmans, City of Winchester
Perry Eisenach, City of Winchester
Justin Hall, City of Winchester
Terry Short, Virginia Department of Transportation
Ciara Williams, Virginia Dept. of Rail & Public Transportation
Nick Sabo, Winchester Airport
Renee Wells, Winchester Transit

MPO Citizens Advisory Committee (CAC)

Chair—R. William Bayliss, III
Vice Chair—Walt Cunningham

Members:

Joshua Hummer, Thomas Reed & Walt Cunningham, Frederick County
Mike Majher, Town of Stephens City
R. William Bayliss, III, Dr. John Crandell, Vacant, City of Winchester

Administrative & Staff Support

Provided by Northern Shenandoah Valley Regional Commission

Resolution

By The

**WinFred Metropolitan Planning Organization
Approving the FY 2020 Unified Planning Work Program (UPWP)**

WHEREAS, the FY 2020 Unified Planning Work Program will serve as the basis for all U.S. Department of Transportation (DOT) funding participation and will be included in all requests for DOT planning funds, and

WHEREAS, this UPWP details all transportation and transportation-related planning activities anticipated within the area during the coming fiscal year, and

WHEREAS, this UPWP has been reviewed and recommended for approval by the Technical Advisory Committee;

NOW THEREFORE BE IT RESOLVED, that the WinFred Metropolitan Planning Organization does hereby approve and adopt the FY 2020 Unified Planning Work Program on DATE.

Signed: _____
Charles DeHaven, Jr.
Chairman

Signed: _____
Brandon Davis
Secretary-Treasurer

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INTRODUCTION

The Unified Planning Work Program (UPWP) for transportation planning identifies all activities to be undertaken in the Winchester-Frederick County Metropolitan Planning Organization (WinFred MPO) study area for Fiscal Year 2020 (July 1, 2019 - June 30, 2020). The UPWP provides a mechanism for the coordination of transportation planning activities in the region and is required as a basis for and condition of all federal funding assistance for transportation planning by the joint metropolitan planning regulations of the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA).

The work tasks within this UPWP are reflective of issues and concerns originating from transportation agencies at the federal, state and local levels. The descriptions of the tasks to be accomplished and the budgets for these tasks are based on a best estimate of what can be accomplished within the confines of available federal, state and local resources.

Statewide and metropolitan transportation planning processes are governed by Federal law (23 USC 134 and 135). Federal planning regulations are codified in 23 CFR 450.

Since the 1962 Federal-aid Highway Act, federal legislation authorizing expenditure of funds for surface transportation has required metropolitan area transportation plans and programs to be developed through a continuing, cooperative, and comprehensive (3-C) planning process. Over successive authorization cycles culminating with the passage of the Fixing America's Surface Transportation (FAST) Act in December 2015, Congress has added and revised the substantive content expected from the 3-C planning processes.

Transportation planning provides the information, tools, and public input needed for improving transportation system performance. Transportation planning should reflect the community's vision for its future. It should also include a comprehensive consideration of possible strategies; an evaluation process that encompasses diverse viewpoints; the collaborative participation of relevant transportation-related agencies and organizations; and an open, timely, and meaningful involvement of the public. Transportation planning requires a comprehensive, holistic look at the needs and the future of the region and its inhabitants.

Both the FHWA and FTA encourage MPOs to give priority to the following planning emphasis areas in their UPWPs in Fiscal Year 2020:

Performance-Based Planning and Programming. Performance-based planning and programming includes using transportation performance measures, setting targets, reporting performance, and programming transportation investments directed toward the achievement of transportation system performance outcomes. In FY '19 the MPO adopted targets for bridge and pavement condition, highway performance, and public transit asset condition; and will revise its Constrained Long-Range Plan, selecting projects based on expected contribution toward meeting performance targets.

Regional Models of Cooperation – Ensure a Regional Approach to Transportation Planning by Promoting Cooperation and Coordination across Transit Agency, MPO and State Boundaries. A coordinated approach supports common goals and capitalizes on opportunities related to

project delivery, congestion management, safety, freight, livability, and commerce across boundaries. The WinFred MPO shares boundaries with the Hagerstown/Eastern Panhandle MPO (WV & MD), two counties (Clarke, VA and Berkeley, WV) and one state (West Virginia). Interstate 81, the region's main highway, enters the MPO planning area from the north at the West Virginia line. Routes 7, 17/50, and 522 enter the planning area from adjacent Clarke County, VA. In addition, the MPO lies within the five-county planning district of the Northern Shenandoah Valley Regional Commission (NSVRC). During FY '20 the MPO will cooperate and coordinate with neighboring jurisdictions along the I-81 corridor in providing input into a corridor-wide improvement plan and funding feasibility study as required by 2018 state legislation.

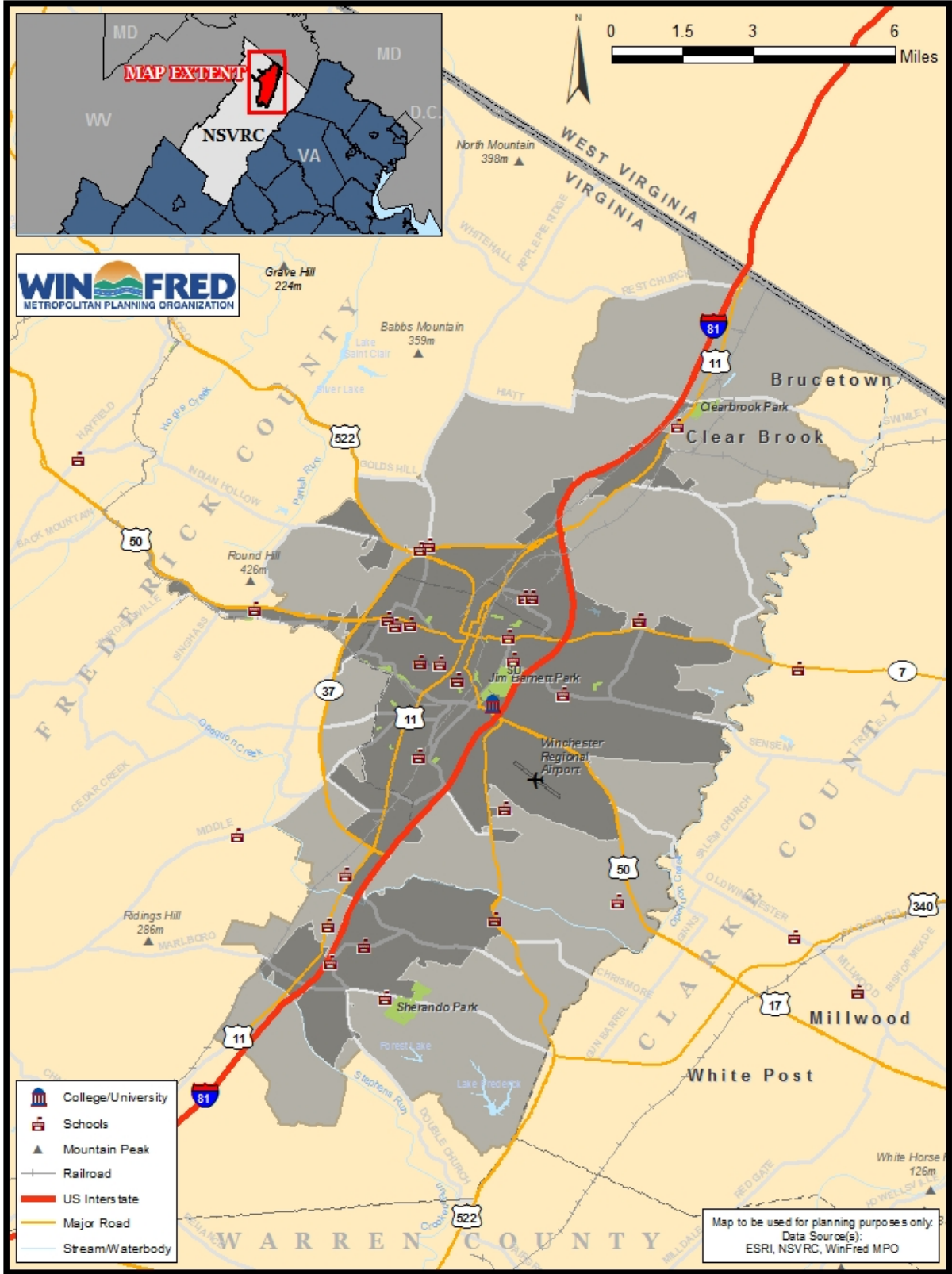
Ladders of Opportunity – Access to Essential Services including employment, health care, schools/education, and recreation. Recent UPWP tasks addressing access needs include bus stop, system performance and marketing studies for Winchester Transit; and the 2014 Bicycle and Pedestrian Master Plan update. The MPO participates in the updating of the Section 5310 Coordinated Human Services Mobility Plan (managed by DRPT and the Shenandoah Area Agency on Aging). In FY '16 under Work Task 4 the MPO studied the feasibility of extending transit service from Winchester to Lord Fairfax Community College. In FY '18 under Task 6 work was completed on a study of design alternatives for a four-mile north-south bikeway in the City of Winchester, moving toward implementation the highest priority project in the Bicycle and Pedestrian Master Plan.

Metropolitan Planning Area

Transportation planning processes are required to be organized and directed for all urbanized areas (UZAs) having a population of 50,000 or greater, as delineated by the U.S. Census Bureau, by metropolitan planning organizations (MPOs). MPOs are established for a metropolitan planning area (MPA) that must contain, at a minimum, the Census Bureau delineated urbanized area and the area expected to become urbanized in the next 20 years. An MPO, its planning boundaries and membership and voting structure are established and designated by agreement between local officials and the Governor (23 CFR 450.310).

The WinFred MPO planning area consists of the City of Winchester, the Town of Stephens City, the Urbanized Area of Frederick County, and the area of Frederick County projected to be urbanized by the year 2020 (see map on following page).

As reported by FHWA for 2010, the WinFred MPO Urbanized Area population was 78,440 and it encompasses a land area of approximately 103 sq. miles.



Responsibilities for Transportation Planning

The WinFred Metropolitan Planning Organization is the organization responsible for conducting the continuing, comprehensive, and coordinated (3-C) planning process for the Winchester-Frederick County Urbanized Area in accordance with requirements of Section 134 (Title 23 U.S.C.) of the Federal Highway Act of 1962, and Section 5303 of the Federal Transit Act. The WinFred MPO is the official Metropolitan Planning Organization for the urbanized area, designated by the Governor of Virginia, under Section 134 of the Federal Aid Highway Act, and the joint metropolitan planning regulations of FHWA and FTA.

The policy making body of the WinFred MPO is the Policy Board that consists of 8 voting members. These include 3 representatives from the City of Winchester, 3 representatives from Frederick County, 1 representative from the Town of Stephens City, and 1 representative from VDOT. Other agencies with non-voting membership on the WinFred MPO Policy Board include the Virginia Department of Rail and Public Transportation, Virginia Department of Aviation, Federal Highway Administration and Federal Transit Administration.

The Northern Shenandoah Valley Regional Commission (NSVRC) provides staff support to the WinFred MPO. NSVRC staff members, in cooperation with the MPOs member agencies, collect, analyze and evaluate demographic, land use, and transportation data to gain a better understanding of the transportation system requirements of the area. Special studies, research, and other work tasks requested by the MPO are the responsibility of the NSVRC to plan and coordinate. Consultant assistance may be sought when required to complete work tasks. NSVRC also prepares materials for use at the Policy Board, Technical Advisory and Citizens Advisory Committee meetings as well as any sub-committee meetings that are scheduled.

NSVRC staff will participate in all WinFred MPO meetings and provide required staff support and administration of the transportation planning program. In addition, staff members will represent the MPO at any meetings with federal, state, and local organizations as necessary.

Total Proposed Funding by Federal Source for FY 2020

Metropolitan Planning Funds (PL funds) are provided from the Federal Highway Trust Fund and distributed by State Departments of Transportation (DOTs) to MPOs to conduct the planning activities required by Title 23 of the U.S. Code 134. PL funds are distributed to States based on a ratio of urbanized-area population in individual States to the total nationwide urbanized-area population. State DOTs then distribute this funding to the MPOs in their State based on a formula agreed to by the MPOs and approved by their FHWA Division Office.

The primary funding source for transportation planning activities included in this work program are the FHWA Section 112 (PL) and FTA Section 5303. The proposed funding amounts (including state and local matching funds) for completion of tasks described in this UPWP are shown in Figure 2.

WORK TASK 1: Program Management & Administration

Objective and Description: This task includes ongoing activities that ensure proper management and operation of a continuing, comprehensive, and coordinated (3-C) planning process as described in the Memorandum of Understanding. Products originated from MPO (NSVRC) staff.

Products:

The primary products of this task are as follows and include those tasks necessary to the timely and accountable administration of the MPO Planning Process:

- Implementation of the FY20 UPWP throughout the fiscal year and provision of all required administrative functions including accounting, financial reporting, personnel administration, office management, website management, contract administration, map production, and necessary highway and transit purchases (e.g., office equipment, software, etc.);
- Maintenance of Title VI, ADA and environmental justice compliance, and in all work plans and activities for both highway and transit modes including consultation with appropriate groups, committees and community representatives;
- Support of the activities of the WinFred MPO through the preparation of reports, presentations, agendas, minutes and mailings for all Policy Board, TAC, CAC and other meetings, as well as attendance at those meetings;
- Continue a proactive public participation process that provides complete information, timely public notice, full public access to key decisions, and supports early and continuing involvement of the public in developing plans, TIPs and other documents;
- Maintenance of the WinFred MPO website;
- Travel and Training/Education for staff members as it relates to MPO/Transportation Planning such as various workshops, short courses, conferences and seminars that will enhance their knowledge and working skills.

Budget: \$65,000

WORK TASK 2: Transportation Improvement Program (TIP)

Objective and Description: As required by federal planning regulations, the Transportation Improvement Program (TIP) for the WinFred MPO is a four-year program of highway, transit, bicycle, pedestrian, safety, and transportation enhancement projects receiving federal funds. State and locally funded projects are also included in the TIP for coordination purposes.

The TIP is updated every four years and must be approved by the MPO Policy Board and the Governor of Virginia. The TIP is required as a condition for all federal funding assistance for transportation improvements within the WinFred MPO study area.

The general public and all other interested parties will be given an opportunity to review and comment on the proposed TIP as described under the WinFred MPOs adopted Public Participation Plan. To facilitate public review, MPO staff will provide visualization of TIP projects, post the TIP on the MPO website, and make the TIP accessible at public libraries, government offices, and upon request.

This task provides for the maintenance of a regional Transportation Improvement Program and will require active support of the WinFred MPO Policy Board, Committees and coordination with member agencies. Products originated from MPO (NSVRC) Staff.

Products:

- Processing of requested amendments and administrative modifications to the adopted TIP;
- Mapping of TIP projects and Annual Listing of Projects for the next fiscal year;
- Update to the current TIP which must be done every four years.

Budget: \$2,500

WORK TASK 3: Federal or State Requested Planning Work Program Items

Objective and Description: The MPO staff will work with federal and state agencies in support of projects and programs designed to coordinate transportation planning activities within the region. Products originated from MPO (NSVRC) Staff.

Products:

- Staff will prepare studies and reports as necessary for the completion of this work program item and as directed by the appropriate federal and/or state agencies;
- Staff will represent the WinFred MPO on the Virginia Association of Metropolitan Planning Organizations (VAMPO) by participating in all meetings, events and training programs of the association and provide information as appropriate to the MPO agencies and partners.
- Attending and participating in the VTRANS update.
- Staff will attend meetings as requested by VDOT and DRPT.

Budget: \$5,000

WORK TASK 4: Transit Planning

Winchester Transit System Planning

Objective and Description: The Winchester Transit System (WinTran) conducts transit planning and administration efforts necessary to comply with FTA requirements in order to receive Section 5307 capital and operating grants. WinTran will coordinate with the MPO on transit planning activities. Products originated from requests by the WinTran program.

Products: WinTran Brochure: Transit map updates

Budget: \$ 6,396

WORK TASK 5: Local Technical Assistance

Objective and Description: This is an annual UPWP task. This task is designed to provide flexible planning support and services to the WinFred MPO localities. Products will originate from a requesting locality.

Products:

Activities may include, but are not limited to:

- Development and submission of transportation-related grants to include SMART SCALE for WinFred MPO localities for both highway and transit projects; and
- Management of the on-call consultant list for the MPO and its member localities with contract administration and project management services.

Budget: \$ 25,000

WORK TASK 6: Bicycle and Pedestrian Planning

Objective and Description: This is an annual UPWP task. This task is designed to provide flexible planning support and services to the WinFred MPO localities in regard to Bicycle and Pedestrian Planning.

Products:

- City of Winchester Bike Share Feasibility Study - \$30,000
- Bicycle and Pedestrian Master Plan Update - \$85,000

Budget: \$ 115,000

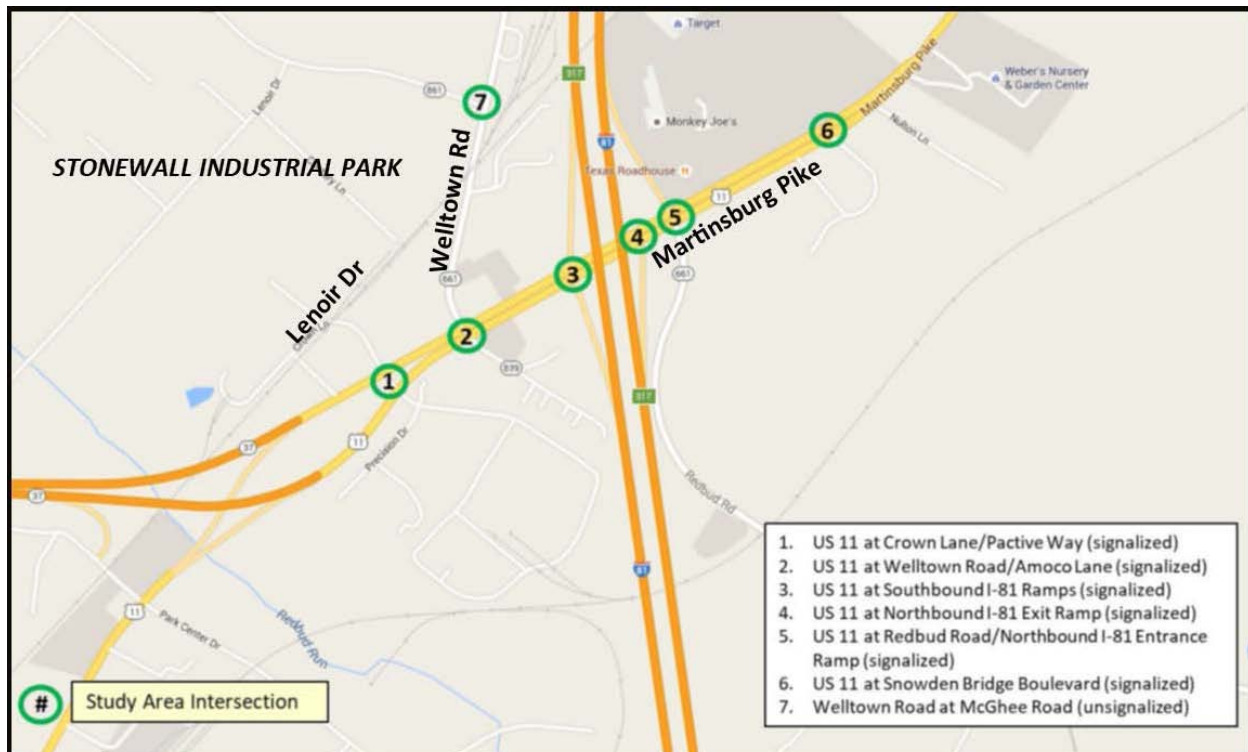
WORK TASK 7: System Planning

Objective & Description: Projects included in this work task bridge the gap between project readiness required for construction/ implementation and the conceptualized phase of a project prioritized in the CLRP. Activities will include site specific evaluation and validation of appropriate alternatives and will further refine understanding of the necessary project scope to accomplish a goal in the LRTP.

7.1 North Winchester Area Plan – Phase II – Carryover from FY19

Objective and Description: This effort will evaluate safety, access and circulation within an area containing a large concentration of freight traffic generators, focusing on movement between I-81 and nearby industrial parks via the Route 11/Martinsburg Pike (exit 317) interchange; and identify low-cost, high-value improvements competitive for programming through the SMART SCALE application process. Project funding and phasing strategies will be identified. The study will identify and evaluate a range of alternatives including but not limited to

- Lenoir Drive access to and from southbound Route 37; and
- closure of Welltown Road at Martinsburg Pike, with re-routing of traffic via Crown Lane and a new roadway link to Welltown Road.



Study area

Products:

1. Area Plan: An area plan will be developed in accordance with applicable VDOT and FHWA guidance and SMART SCALE submission requirements.
2. Improvement program with cost estimates: a list of individual projects identified in the plan with planning level scopes and cost estimates.
3. Interchange Justification Report or feasibility study sufficient to meet SMART SCALE requirements, Route 37 and Lenoir Drive extension, providing access to Stonewall Industrial Park.

Schedule: This project will be completed in FY 2020

Budget: \$ 168,000

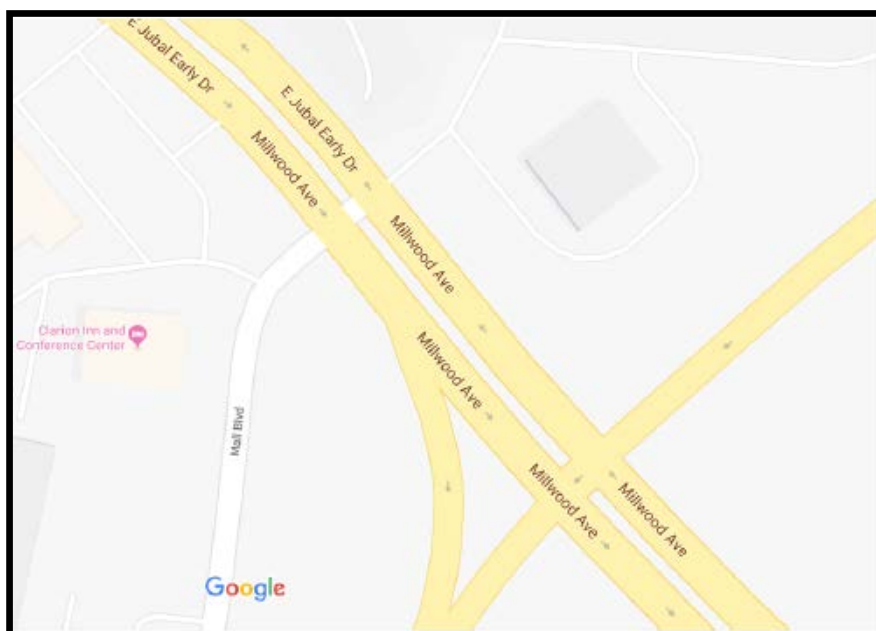
7.2 Mall Boulevard and Millwood Avenue Access Management Study

Objective and Description: On eastbound Millwood Avenue (US Routes 17/50/522), the spacing between the Mall Boulevard signalized intersection and the I-81 southbound entrance fails to meet the safety standard. This study will define and evaluate conceptual alternatives for managing access to/from Millwood Avenue at the intersection.

Product: Report defining conceptual alternatives to the existing signalized intersection and their impact on local traffic patterns.

Schedule: This project will be completed in FY 2020.

Budget: \$ 50,000



Study area

7.3 Exit 313/Route 50/Route 522 South Area Study

Objective and Description: Growth in traffic volume is expected to exceed the capacity of the signalized intersection of US Route 522 (Front Royal Pike) with US Routes 17/50 (Millwood Pike) and the northbound entrance to I-81. Frederick County's Comprehensive Plan calls for the relocation of Route 522 along a new alignment incorporating Prince Frederick Drive, to relieve the existing intersection and accommodate future development. This study will further define this project regarding alignment, roadway type, typical section and land access; estimate planning-level costs; quantify medium- and long-range traffic impacts on the regional road network; and identify construction timing and funding scenarios.

Product: Report of findings.

Schedule: This project will be completed in FY 2020.

Budget: \$ 100,000



Study area

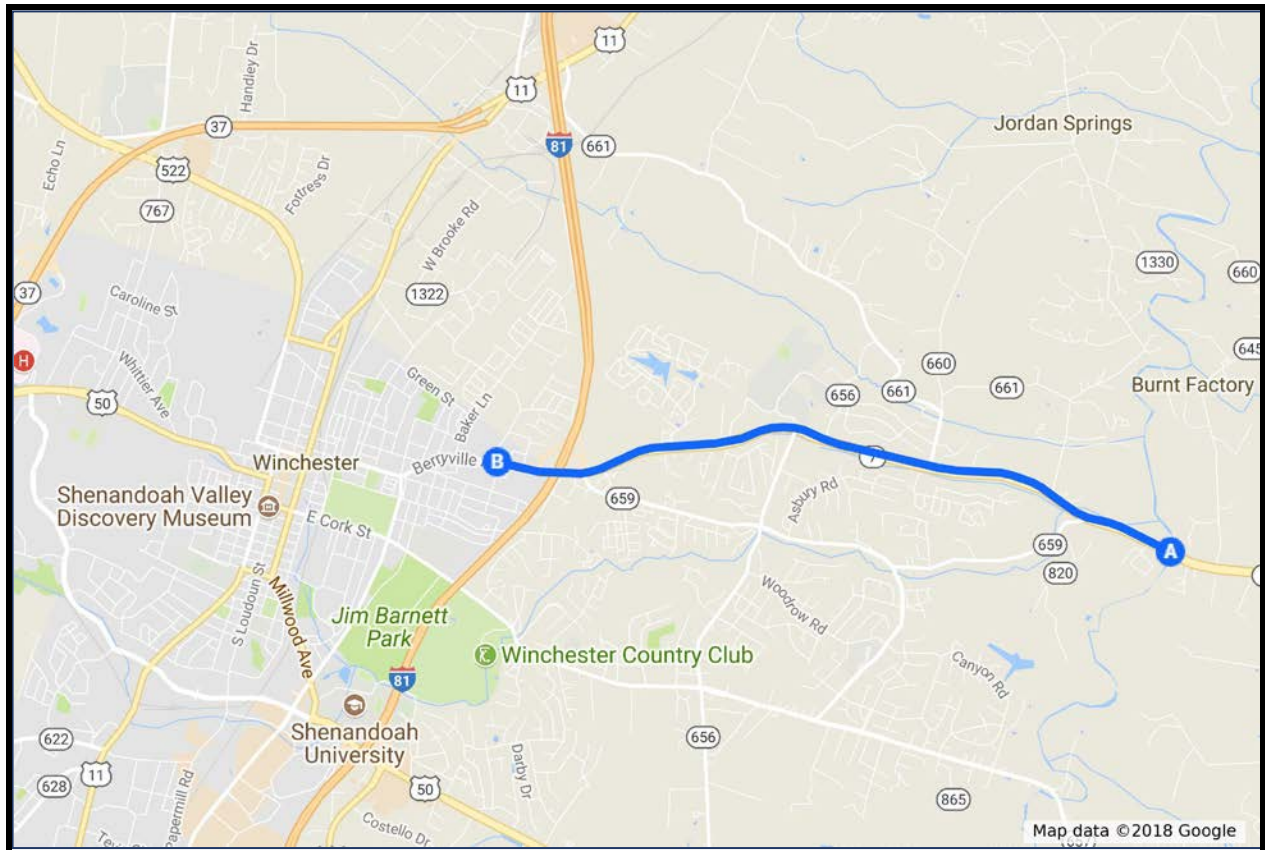
7.2 Route 7 Corridor Study – Carryover from FY19

Objectives and Description: This study will evaluate operational and safety conditions on State Route 7 between Valley Mill Road and Fort Collier Road, and recommend low-cost, high-value improvements competitive for programming through the SMART SCALE application process. The general study area, shown below, is approximately 3.9 miles long. Solutions to be considered may include roadway widening, changes in lane configuration, signal operation changes, and access management.

Product: A report to include recommended improvements, phasing, and planning-level cost estimates.

Schedule: This project will be completed in FY 2020.

Budget: \$0 – Study conducted through VDOT’s STARS program.



Study area

WORK TASK 8: Long Range Planning, Modeling, GIS & Data

Objective and Description: A Constrained Long-Range Plan (CLRP) of strategically targeted, tested and affordable projects will be developed for amendment to the 2040 Metropolitan Transportation Plan. A limited number of projects strategically selected by the committee will be evaluated for expected performance across a variety of measures pertinent to state and local transportation goals and objectives using the metropolitan travel demand model and tools developed for SMART SCALE, Virginia’s project selection process.

Products:

1. An amended CLRP for the horizon year 2040 developed in conformity with federal requirements.
2. GIS mapping, data collection and database management in support of all MPO UPWP work tasks (including GIS software maintenance for 2 users at 50% of total cost).

Budget: \$20,000

Figure 2: Win-Fred MPO FY 2020 Proposed Revenues and Expenditures by Funding Source

| Proposed Revenues | Highway Funding | | | | Transit Funding | | | | Total Revenues |
|----------------------------------------------------------------|-------------------|------------------|-----------------|------------------|------------------|-----------------|-----------------|------------------|---------------------------|
| | FHWA Planning 80% | State Match 10% | Local Match 10% | Subtotal Highway | FTA 5303 80% | State Match 10% | Local Match 10% | Subtotal Transit | |
| FY 2020 New PL 112 Funds-VDOT (1) | \$135,668 | \$16,958 | \$16,958 | \$169,584 | | | | | \$169,584 |
| FY 2018 Carryover PL Funds- VDOT (2) | \$262,252 | \$32,782 | \$32,782 | \$327,816 | | | | | \$327,816 |
| FY 2020 5303 Funds- DRPT (3) | | | | | \$77,556 | \$9,695 | \$9,695 | \$96,946 | \$96,946 |
| FY 2019 5303 Funds- DRPT (4) | | | | | \$51,760 | \$6,470 | \$6,470 | \$64,700 | \$64,700 |
| Subtotal: FY20 Revenues | \$397,920 | \$49,740 | \$49,740 | \$497,400 | \$129,316 | \$16,165 | \$16,165 | \$161,646 | \$659,046 |
| Total Proposed Revenues | | | | | | | | | \$659,046 |
| Proposed Expenditures | | | | | | | | | Total Expenditures |
| | VDOT/DRPT | | | | FTA 5303 80% | State Match 10% | Local Match 10% | Subtotal Transit | |
| Task 1: Program Management and Administration | 50/50 | \$26,000 | \$3,250 | \$32,500 | \$26,000 | \$3,250 | \$3,250 | \$32,500 | \$65,000 |
| Task 2: Transportation Improvement Program (TIP) | 50/50 | \$1,000 | \$125 | \$1,250 | \$1,000 | \$125 | \$125 | \$1,250 | \$2,500 |
| Task 3: State/Federal Requested Work Tasks | 50/50 | \$2,000 | \$250 | \$2,500 | \$2,000 | \$250 | \$250 | \$2,500 | \$5,000 |
| Task 4: Transit Planning | 0/100 | | | | \$5,116 | \$640 | \$640 | \$6,396 | \$6,396 |
| Task 5: Local Technical Assistance | 100/0 | \$20,000 | \$2,500 | \$25,000 | | | | | \$25,000 |
| Task 6: Bicycle & Pedestrian Planning | 0/100 | | | | \$92,000 | \$11,500 | \$11,500 | \$115,000 | \$115,000 |
| Task 7: System Planning | 100/0 | \$254,400 | \$31,800 | \$318,000 | | | | | \$318,000 |
| Task 8: Long Range Planning, Modeling, GIS and Data | 80/20 | \$12,800 | \$1,600 | \$16,000 | \$3,200 | \$400 | \$400 | \$4,000 | \$20,000 |
| Subtotal: FY20 Expenditures | | \$316,200 | \$39,525 | \$395,250 | \$129,316 | \$16,165 | \$16,165 | \$161,646 | \$556,896 |
| Estimated Contingency/Reserve Funds for Project Support | | \$81,720 | \$10,215 | \$102,150 | \$0 | \$0 | \$0 | \$0 | \$102,150 |
| Total FY20 Proposed Expenditures | | | | | | | | | \$659,046 |

(1) FY20 PL Funding from VDOT for Highway
(2) FY18 PL Carryover Funds from VDOT: Not Expended in FY18
(3) FY20 5303 Funding from DRPT for Multi-Modal Planning
(4) FY19 5303 Carryover Funds from DRPT: Not Expended in FY19

D



COUNTY of FREDERICK

Kris C. Tierney
County Administrator

540/665-6382

Fax: 540/667-0370

E-mail: ktierney@fcva.us

MEMORANDUM

TO: Board of Supervisors
FROM: Kris C. Tierney, County Administrator *KCT*
DATE: April 29, 2019
RE: Committee Appointments

Listed below are the vacancies/appointments due through July 2019. 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

Handley Regional Library Board

Brian J. Hester
165 Babbs Run Lane
Winchester, VA 22603
Term Expires: 11/30/19
Four-year term

(Staff has been advised that Mr. Hester has resigned. Two applications have been received and staff is waiting for recommendation from Handley Regional Library Board/staff.) *(The County has 5 seats on the Handley Regional Library Board as a result of the Joint Agreement and Memorandum of Understanding with the City. As stated in the library by-laws, members may only serve two terms.)*

People, Inc.

Per Chairman DeHaven, Robert G. Goldsmith, President and CEO of People, Inc., has requested to appoint a representative, to sit on their Board of Directors. **(See Attached Application of Nadine Pottinga.)**

Board of Equalization

Luther O. Stiles
114 Lane Street
Stephens City, VA 22655

Home: (540)869-2504
Term: 01/01/17 - 12/31/19
Three-year term

Mr. Stiles has notified staff he does not wish to be reappointed when his term expires December 31, 2019.

(Reminder there is a current vacancy. Staff and Board of Supervisors will continue to seek applicants for seat(s) on the Board of Equalization.) *(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. Recommendation for appointment/reappointment are made by the Board of Supervisors and submitted to the Judge of the Frederick County Circuit Court for final appointment.)*

MAY 2019

No appointments due for May.

JUNE 2019

Historic Resources Advisory Board

Dr. Robert R. Meadows – Stonewall District Representative
207 Mackenzie Lane
Stephenson, VA 22656
Home: (540)808-3304
Term Expires: 06/10/19
Four-year term

(The Historic Resources Advisory Board is comprised of nine members, one member from each magisterial district and three members at large. Members serve a four-year term and are eligible for reappointment.)

Board of Building Code Appeals

Kevin W. Kenney – Frederick County Representative
292 Thwaite Lane
Winchester, VA 22603
Home: (540)662-5390

Term Expires: 06/26/19
Five-year term

*(FYI - There are five members on the Board of Building Code Appeals. Members serve a five-year term and are eligible for reappointment. **Members should, to the extent possible, represent different occupational or professional fields relating to the construction industry. At least one member should be an experienced builder, one member should be a registered design professional, and at least one member should be an experienced property manager. Employees or officials of the locality shall not serve as members of the Board of Building Code Appeals.)***

Lord Fairfax Community College Board (LFCC)

Jeffrey S. Boppe – Frederick County Representative
998 Chestnut Grove Road
Winchester, VA 22603
Home: (540)888-3134
Term Expires: 06/30/19
Four-year term

*(**Mr. Boppe is eligible for reappointment. The County has two seats on the Lord Fairfax College Board. Members serve a four-year term and may only serve two consecutive terms.**)*

Social Services Board

Gail W. Rush – Opequon District Representative
5078 Laura Drive
Stephens City, VA 22655
Home: (540)869-3529
Term Expires: 06/30/19
Four-year term

*(**Ms. Rush is eligible for reappointment. The Social Services Board is comprised of seven members, one member from each magisterial district and one member at large. Members serve a four-year term and are limited to two consecutive terms.**)*

JULY 2019

Historic Resources Advisory Board (HRAB)

Scott Straub – Red Bud District Representative

Memorandum – Board of Supervisors
April 29, 2019
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108 Godwin Court
Winchester, VA 22602
Home: (540)539-6424
Term Expires: 07/08/19
Four-year term

(The Historic Resources Advisory Board is comprised of nine members, one member from each magisterial district and three members at large. Members serve a four-year term and are eligible for reappointment.)

Shawneeland Sanitary District Advisory Committee

Lynn Schmitt
106 Echota Trail
Winchester, VA 22602
Home: (540)877-1236
Term Expires: 07/13/19
Two-year term

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

KCT/tjp

Attachment

U:\TJP\committeeappointments\MmosLettrs\BoardCommitteeAppis(050819BdMtg).docx

From: webmastr@fcva.us
Sent: Thursday, April 25, 2019 10:46 PM
To: Teresa Price; Jay Tibbs; Ann Phillips
Subject: BOS Committee Appointments Data Sheet Submission

A new entry to a form/survey has been submitted.

Form Name: BOS Committee Appointments
Date & Time: 04/25/2019 10:46 PM
Response #: 19
Submitter ID: 44946
IP address: 172.24.96.112
Time to complete: 8 min. , 43 sec.

Survey Details

Page 1

Frederick County Board of Supervisors

Committee Appointments

Informational Data Sheet

Contact Information

| | | | |
|----------------------------------|-----------------------|------------------------|------------------|
| Name: | Kirsta Weber | Home Phone #: | (540) 664-7091 |
| Home Address: | 241 Gravenstein Court | Office Phone #: | Not answered |
| Home Address City, State: | Winchester, VA | Cell Phone #: | _____ |
| Home Address ZIP: | 22602 | Email Address: | _____ |

Employment/Community Information

| | | | |
|--------------------------|--------------------------|----------------------------|----------------------------|
| Current Employer: | Orange Business Services | Current Occupation: | Human Resources Consultant |
|--------------------------|--------------------------|----------------------------|----------------------------|

Please list any relevant civic/community activities you participate in:

Top of VA Regional Chamber
The Laurel Center, Board Member
United Way of the Northern Shenandoah Valley
Opequon Presbyterian Church
Kiwanis Club of Winchester
Winchester Society of Human Resources Management
Frederick County Education Foundation

Board/Committee Information

Board or Committee Applying for:

Handley Regional Library Board

Will you be able to attend this committee's regularly scheduled meeting?

Yes

Additional information or comments you would like to provide:

I believe it's the civic responsibility of every citizen to give back to the local community; I personally believe in giving back and supporting my local community.

Pursuant to the Commonwealth of Virginia Conflict of Interest Act governing elected and appointed public officials, does the nature and status of your employment, business interests or ownership of property present a potential conflict of interest relative to the appointed position in which you are interested?

No

If required by applicable provision of the Conflict of Interest Act, would you be willing to file with the Deputy Clerk of the Frederick County Board of Supervisors a Public Official Disclosure Form listing all assets, business and property interest?

Yes

In lieu of a physical signature, you must type your name and today's date and select the box below before submitting this form.

Signature Name: Kirsta Weber

Today's Date: 04/25/2019

Check here for Signature:

You may upload any supporting documentation (Resume, Cover letter, etc.) by clicking on this box and uploading your files.

[HRL Board Application.docx](#)

Thank you,
Frederick County

This is an automated message generated by the Vision Content Management System™. Please do not reply directly to this email.

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

Shannon Trout _____, _____ District Supervisor, would like to
nominate you to serve on the Frederick County Public Library _____.

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: Mark Gaylor **Home Phone:** 440-708-3114 (cell)

Address: 166 Owens Lane **Office Phone:** 703-881-4370

Stephens City, VA 22655 **Cell/Mobile:** _____

Fax: n/a

Employer: Cintas Corporation **Email:** _____

Occupation: General Manager

Civic/Community Activities: Serve on Frederick County Public Schools (FCPS 101) Committee, Member of Prince William County SERVE,

Active with SPCA in Frederick County,

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

TBD **Yes:** **No:**

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

i am available the 3rd Tuesday of every month or when the committee meetings are held.

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

My children, who are currently students in Frederick County Schools have enjoyed the benefits of our public library system here in our area.

Additionally, serving on the FCPS 101 Committee has given me a different perspective on the needs of our local schools and also a desire

to serve on a local board. My wife is active in the community, serving on the SPCA Board. My parents were also very active in the community

where I grew up in Ohio, providing me with a vision of community service. I am well versed in all financial and organization aspects of running a business for 27 years.

Applicant's Signature: Mark Gaylor Digitally signed by Mark Gaylor
Date: 2015.04.28 09:01:46 -0400 **Date:** _____

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

11 April 2019

Charles S. DeHaven, Jr.
Chairman At-Large
Board of Supervisors
County of Frederick
2075 Martinsburg Pike
Winchester, VA 22603

Dear Mr. Chairman,

I write to request the appointment of a representative to the Board of Directors of People Incorporated of Virginia. I have followed your advice and have sought out a citizen of Frederick County who has an interest in serving on People Inc.'s board as well as a background that would prepare them to be a good Board member.

I have found a candidate who I believe fits the criteria that we discussed. She is **Nadine Pottinga**, who is President and CEO of the United Way of Northern Shenandoah Valley; she resides at 135 Westchester Drive, Stephens City, VA 22655.

Please let me know if you have any questions or concerns in this regard. Thank you for your guidance and support in this matter.

With kindest regards, I remain

Sincerely,



Robert G. Goldsmith
President and CEO

People Incorporated of Virginia

Headquarters 1173 West Main Street, Abingdon, VA 24210 **Phone:** 276.623.9000 or 276.466.6527 **Fax:** 276.628.2931 **Email:** info@peopleinc.net
Bristol Office 800 Martin Luther King, Jr. Boulevard, Bristol, VA 24201 **Phone:** 276.466.5587 **Fax:** 276.466.0728 **Email:** bristol@peopleinc.net
Grundy Office 20694 Riverside Drive, Grundy, VA 24614 **Phone:** 276.935.4747 **Fax:** 276.935.4368 **Email:** buchanan@peopleinc.net
Lebanon Office 122 Price Street, Lebanon, VA 24266 **Phone:** 276.889.0999 **Fax:** 276.889.0117 **Email:** russell@peopleinc.net
Manassas Office 9324 West Street, Manassas, VA 20110 **Phone:** 571.445.3020 **Fax:** 571.445.3030 **Email:** pwc@peopleinc.net
Woodstock Office 135 South Main Street, Woodstock, VA 22664 **Phone:** 540.459.9096 **Fax:** 540.459.8732 **Email:** woodstock@peopleinc.net



Teresa Price

From: webmastr@fcva.us
Sent: Monday, April 22, 2019 12:00 PM
To: Teresa Price; Jay Tibbs; Ann Phillips
Subject: BOS Committee Appointments Data Sheet Submission

A new entry to a form/survey has been submitted.

Form Name: BOS Committee Appointments
Date & Time: 04/22/2019 12:00 PM
Response #: 18
Submitter ID: 44795
IP address: 172.24.96.112
Time to complete: 7 min. , 23 sec.

Survey Details

Page 1

Frederick County Board of Supervisors

Committee Appointments

Informational Data Sheet

Contact Information

Name: Nadine Pottinga
Home Address: 135 Westchester Drive
Home Address City, State: Stephens City, VA
Home Address ZIP: 22655

Home Phone #: (540) 536-1610
Office Phone #: (540) 536-1610
Cell Phone #: (617) 228-6847
Email Address: npottinga@unitedwaynsy.org

Employment/Community Information

Current Employer: United Way of Northern
Shenandoah Valley

Current Occupation: President/CEO

Please list any relevant civic/community activities you participate in:
Not answered

Board/Committee Information

Board or Committee Applying for:

Not answered

Will you be able to attend this committee's regularly scheduled meeting?

Yes

Additional information or comments you would like to provide:

Not answered

Pursuant to the Commonwealth of Virginia Conflict of Interest Act governing elected and appointed public officials, does the nature and status of your employment, business interests or ownership of property present a potential conflict of interest relative to the appointed position in which you are interested?

No

If required by applicable provision of the Conflict of Interest Act, would you be willing to file with the Deputy Clerk of the Frederick County Board of Supervisors a Public Official Disclosure Form listing all assets, business and property interest?

Yes

In lieu of a physical signature, you must type your name and today's date and select the box below before submitting this form.

Signature Name: Nadine Pottinga

Today's Date: 04/22/2019

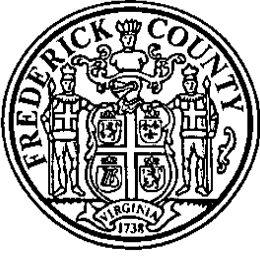
Check here for Signature:

You may upload any supporting documentation (Resume, Cover letter, etc.) by clicking on this box and uploading your files.

Thank you,
Frederick County

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E



DRAFT

**A RESOLUTION FOR THE BOARD OF SUPERVISORS
OF THE COUNTY OF FREDERICK, VIRGINIA
TO COMMENT ON THE
SMARTSCALE PROGRAM IMPLEMENTATION**

At a regularly scheduled meeting of the Frederick County Board of Supervisors held on May 8, 2019, the following resolution was adopted:

WHEREAS, 7 of the Staunton District's 16, proposed to be funded projects, do not add roadway capacity; and,

WHEREAS, The most expensive Staunton District project in the staff recommended funding scenario is just \$3.5 Million, and

WHEREAS, Even if a project qualified for Statewide High Priority funds, if it also qualified for District Grant then it was considered there first, thus funding our most competitive projects out of the smallest funding source; and,

WHEREAS, The lowest scoring District Grant project acts as a barrier to projects for consideration for Statewide High Priority funds, and

WHEREAS, the lowest scoring funded District Grant project in Staunton was 6.36 while in Fredericksburg the lowest funded District Grant project score was 2.07, Hampton Roads 1.79, Lynchburg 3.73, Northern Virginia 2.99 the use of the lowest District Grant as a barrier for consideration for High Priority funds is arbitrary and inequitable.

WHEREAS, Projects in other districts were able to be considered for Statewide High Priority funds with lower scores than Staunton District projects that were not considered due to those districts having lower District Grant score thresholds to allow for High Priority fund consideration; and

WHEREAS, The different rules for 'Step 3' of the process led to projects with SmartScale scores lower than many Staunton District projects to receive the majority of the Statewide High Priority funds, and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors of the County of Frederick hereby submits this resolution to request that the Commonwealth Transportation Board and the State Legislature review the SmartScale legislation and its implementation in order to address equity issues related to the distribution of transportation funding in the State of Virginia.

Passed this 8th day of May 2019 by the following recorded vote:

Charles S. DeHaven, Jr., Chairman
Robert W. Wells
Shannon G. Trout
Blaine P. Dunn

Gary A. Lofton
J. Douglas McCarthy
Judith McCann-Slaughter

A COPY ATTEST

Kris C. Tierney
Frederick County Administrator

F

ORDINANCE

**SALARIES OF BOARD OF SUPERVISORS
FISCAL YEAR 2019-2020**

BE IT ORDAINED, the annual salary for each member of the Frederick County Board of Supervisors, for fiscal year beginning July 1, 2019, shall be as follows: Chairman, \$10,800; Vice Chairman, \$10,200; and each other member of the Board of Supervisors at \$9,000.

Upon motion made by _____ and seconded by _____, the above was _____ by the Board of Supervisors of the County of Frederick, Virginia, at a regular meeting and public hearing held on May 8, 2019, by the following recorded vote:

| | | | |
|-------------------------|-------|-------------------------|-------|
| Charles S. DeHaven, Jr. | _____ | Blaine P. Dunn | _____ |
| Gary A. Lofton | _____ | Shannon G. Trout | _____ |
| J. Douglas McCarthy | _____ | Judith McCann-Slaughter | _____ |
| Robert W. Wells | _____ | | |

A COPY ATTEST:

Kris C. Tierney
Clerk, Board of Supervisors
County of Frederick, Virginia

cc: Cheryl B. Shiffler, Finance Director
C. William Orndoff, Jr., Treasurer
Michael Marciano, Human Resources Director

G



COUNTY of FREDERICK

Office of the County Administrator

Tel: 540.665.6382

Fax: 540.667.0370

MEMORANDUM

To: Frederick County Board of Supervisors

From: Ann W. Phillips, Deputy Clerk

Date: May 1, 2019

Re: **Proposed Amendment to the Frederick County Code, Chapter 90 Fire Prevention and Protection, Article I General Standards, to Conform with the Most Recent Practices and Changes to the Virginia Fire Prevention Code.**

The Public Safety Committee discussed this item at a meeting on February 21 and forwarded it to the Code and Ordinance Committee.

The Fire & Rescue Department has prepared the attached draft revision of this Article of the County Code to reflect the most recent changes to the Virginia Statewide Fire Prevention Code (VSFPC). The draft would update the County's adoption of the VSFPC, add, delete, and update definitions as appropriate, update requirements relating to fire hydrants, and make provision for fire personnel-accessible key boxes for certain structures.

At its March 28, 2019, meeting the Code and Ordinance Committee recommended the item be forwarded with approval to the Board of Supervisors for public hearing.



ORDINANCE
_____, 2019

The Board of Supervisors of Frederick County, Virginia hereby ordains that Article I (General Standards) of Chapter 90 (Fire Prevention and Protection) of the Code of Frederick County, Virginia be, and the same hereby is, amended as follows (deletions are shown in ~~strike through~~ and additions are shown in **bold underline**):

ARTICLE I GENERAL STANDARDS

§ 90-1 Purpose; adoption of Statewide Fire Protection Code.

- A. The purpose of this chapter is to consolidate into one document the necessary requirements for the prevention or the minimizing of the loss of lives and property that may result from fire in Frederick County.
- B. The Virginia Statewide Fire Prevention Code (VSFPC), as set forth in § 27-94 et seq. of the Code of Virginia (1950, as amended), and as may be subsequently amended, shall be enforced in the County. Except as specifically modified by this chapter, all the provisions and requirements of the Statewide Fire Prevention Code are hereby adopted, mutatis mutandis, and made part of this chapter as if fully set forth and shall be known as the Frederick County Fire Prevention Code (**FCFPC**). No person within the County shall violate or fail, neglect or refuse to comply with any provision of the Frederick County Fire Prevention Code and in no event shall the penalty imposed for the violation of any provision or requirement adopted herein exceed the penalty imposed for a similar offense under such § 27-94 et seq. of the Code of Virginia (1950, as amended), and as may be subsequently amended.

§ 90-2 Administration, enforcement, and appointment of Fire Marshal; interpretation; applicability; appeals.

- A. There is hereby established in and for the County the position of Fire Marshal, who shall be responsible for the **administration and** enforcement of this chapter **and, in addition, such official shall have the powers outlined in Section 27-98.1 of the Code of Virginia.** ~~and the~~ **The** Board of Supervisors authorizes the appointment of such Fire Marshal as designated by the **Department System** Chief of the Frederick County Department of Fire and Rescue. The investigation

into the origin and cause of every fire and explosion occurring within the limits for which he/she is appointed, investigation and prosecution of all offenses involving hazardous materials, fires, fire bombings, bombings, attempts or threats to commit such offenses, false alarms relating to such offenses, possession and manufacture of explosive devices, substances, and fire bombs, and environmental crimes shall be the responsibility of the Fire Marshal, **and/or his/her a** designated representative, ~~the Assistant Fire Marshal, and legal counsel.~~

- B. The requirements in this chapter shall be administered and enforced by the Frederick County Fire Marshal or **his a** designated representative as referred to as the "Authority Having Jurisdiction."
- C. Subject to the provisions of Subsection E, the Fire Marshal or **his a** designated representative shall interpret this section, where necessary, and that interpretation shall be binding and final.
- D. This chapter shall apply to all matters affecting or relating to structures, processes and premises as set forth in Sections 101 and 102 of the ~~VSFPC~~ **(FCFPC)**, except that this chapter shall not apply within the boundaries of any incorporated town in the County **that has a duly appointed Fire Code Official.**
- E. Appeals concerning the administration, enforcement, interpretation, and/or application of this chapter by the Fire Marshal or **his/her a** designated representative shall first lie to the County Board of Building Code Appeals created under § 52-8 of this Code and then to the State Building Code Technical Review Board. Appeals hereunder to the County Board of Building Code Appeals shall be subject to the payment of the same fees as apply to appeals of matters involving the Virginia Uniform Statewide Building Code. Appeals from the application of the VSFPC by the State Fire Marshal shall be made directly to the State Building Code Technical Review Board as provided in § 36-108 et seq. of the Code of Virginia (1950, as amended), and as may be subsequently amended.

§ 90-3 Definitions and word usage.

- A. Definitions of words defined in this article are intended for use only with sections of this article. Definitions set forth in any document referenced by this article are intended for use only with that document only. Words not specifically defined in this article or other referenced documents shall be interpreted as being the ordinary usage of the word as set forth in the most recent edition of Webster's Third New International Dictionary of the English Language, Unabridged.
- B. As used in this article, the following terms shall have the meanings indicated:

APPROVED

Acceptable to the Frederick County Fire Marshal or ~~his~~ a designated representative.

~~ASSISTANT FIRE MARSHAL~~

~~A sworn law enforcement officer to serve as the Fire Marshal's designated representative.~~

~~AUTOMATIC FIRE EXTINGUISHING SYSTEM~~

~~Any system which is designed and installed to detect a fire and subsequently discharge an extinguishing agent without human activation or direction.~~

CURB CUT

Reduced curb height to facilitate vehicle passage over or across a curb. A curb cut can be an abrupt reduction or may be a tapering reduction for the length of the curb on each side of the means of access.

DWELLING

A single unit providing complete and independent living facilities for one or more persons, including permanent provisions for living, sleeping, eating, cooking and sanitation.

~~EXISTING CONDITION~~

~~Any situation, circumstance or physical makeup of any structure, premises or process which was ongoing or in effect prior to the original adoption of this article.~~

FIRE CODE OFFICIAL

The same as "Fire Marshal" and any of his/her designated representatives.

FIRE DEPARTMENT

The Frederick County Fire and Rescue Department, the local volunteer fire company that is the first due company in an area, and any fire company that actually responds to a call for service at a particular location.

FIRE DEPARTMENT CONNECTION (FDC)

A connection, through which the fire department can pump supplemental water into a sprinkler system, standpipe, or other system, furnishing water for fire extinguishment to supplement existing water supplies.

FIRE DOOR

~~A tested, listed or approved door and door assembly constructed and installed for the purpose of preventing the spread of fire through openings in walls, partitions or other horizontal or vertical construction.~~

FIRE HYDRANT

A valved connection on a piped water supply system, having one or more outlets and which is used to supply hose and Fire Department pumpers with water.

FIRE LANE

The road or other passageway developed to allow the passage of fire apparatus.

FIRE MARSHAL

A The sworn law enforcement official responsible for investigating the causes of fires and explosions, enforcing fire prevention laws set forth in the VSFPC, life safety inspections, the review of fire protection system plans, and fire education to the public **having the responsibilities set out in Section 90-2(A) of this Code.**

FIRE PROTECTION SYSTEM

~~Any fire alarm device or system or fire extinguishing device or system or their combination which is designed and installed for detecting, controlling or extinguishing a fire or otherwise alerting occupants or the Fire Department, or both, that a fire has occurred.~~

Approved devices, equipment, and/or systems used to detect a fire, activate an alarm, extinguish or control a fire, and/or control or manage smoke and products of a fire, and/or any combination thereof.

GRADE

~~The reference plane representing the average elevation of the finished ground level adjoining the building at all exterior walls.~~

KEY BOX

A secure device with a lock operable only by a fire department master key, and containing building entry keys and other keys that may be required for access in an emergency.

MEANS OF ACCESS

The method or arrangement by which entry or approach is made to a building area by Fire Department apparatus and personnel.

PRIVATE DRIVE

The same as a "private street."

PRIVATE DWELLING

The same as a "dwelling."

PRIVATE ROAD

The same as a "private street."

PRIVATE STREET

Any accessway normally intended for vehicular use in the movement between points within a building site area or between a building site and a street.

RISER

The vertical supply pipes in a sprinkler system.

ROADWAY

Any street, private street or fire lane.

SPRINKLER SYSTEM

For fire protection purposes, an integrated system of underground and overhead piping designed in accordance with fire protection engineering standards. The installation includes at least one automatic water supply that supplies one or more systems. The portion of the sprinkler system above ground is a network of specially sized or hydraulically designed piping installed in a building, structure, or area, generally overhead, and to which sprinklers are attached in a systematic pattern. Each system has a control valve located in the system riser or its supply piping. Each sprinkler system includes a device for actuating an alarm when the system is in operation. The system is usually activated by heat from a fire and discharges water over the fire area.

STANDPIPE

A pipe and attendant hose valves and hose (if provided) used for conveying water to various parts of a building for fire-fighting purposes.

STORY

~~That portion of a building included between the upper surface of the floor and the upper surface of the floor or roof next above.~~

STREET

A public thoroughfare (street, avenue or boulevard) which has been dedicated for vehicular use by the public and can be used for access by Fire Department vehicles.

STRUCTURE

Any building, monument or other object that is constructed with the ground as its foundation or normal resting place.

~~SUPERVISED AUTOMATIC FIRE EXTINGUISHING SYSTEM~~

~~Any automatic fire extinguishing system which is constantly monitored so as to determine its operating condition at all times.~~

§ 90-4 General requirements.

The following requirements shall apply to all construction or land development activities in areas of the County to which this article applies:

A. Means of access for Fire Department apparatus.

- (1) The means of access for Fire Department apparatus and personnel shall consist of fire lanes, private streets, streets, parking lot lanes or a combination thereof.
- (2) Parking in any means of access shall not be permitted within 15 feet of a fire hydrant, ~~sprinkler or standpipe~~ **any fire department** connection, or in any other manner which will obstruct or interfere with the Fire Department's use of the hydrant or connection.
- (3) "No parking **Parking Fire Lane**" signs or another designation **approved by the Fire Marshal's Office and** indicating that parking is prohibited shall be provided at all normal and emergency access points to structures and within 15 feet of each fire hydrant, ~~sprinkler or standpipe~~ **or any fire department** connection.

B. Fire lanes.

- (1) The Fire Marshal or ~~his/her a~~ **his/her a** designated representative, ~~in concert with the local volunteer fire company,~~ may designate both public and private fire lanes as required for the efficient and effective use of fire apparatus. Said fire lanes shall be marked in a manner prescribed by the Fire Marshal or ~~his/her a~~ **his/her a** designated representative. Parking in a designated fire lane shall be controlled by Chapter 158, Vehicles and Traffic, of the Frederick County Code.
- (2) Fire lanes shall be at least 20 feet in width, with the road edge closest to the structure at least 10 feet from the structure, be constructed of a hard all-weather surface adequately designed to support any fire apparatus likely to be operated in such fire lane or be of subsurface construction designed to support the same loads as the above surfaces and be covered with no more than three inches of soil or sod, or both, and be designed with radii of

sufficient length to allow for safe turning by any fire apparatus likely to be operated on such fire lane.

(3) Fire lanes connecting to public streets, roadways or private streets shall be provided with curb cuts extending at least two feet beyond each edge of the fire lane.

(4) Chains or other barriers may be provided at the entrance to fire lanes or private streets, provided that they are installed according to the requirements of the Authority Having Jurisdiction.

C. Parking lot lanes. Parking lot lanes shall have a minimum of 15 feet clear width between rows of parked vehicles for vehicular access and movement.

D. Location of structures **shall comply with regulations set forth in the Frederick County Fire Prevention Code (FCFPC).**

~~(1) At least three perimeter walls of all industrial, commercial, public or semipublic or residential structures with three or more dwelling units per structure shall be within 200 feet of a street, fire lane, or private street.~~

~~(2) Structures exceeding 30 feet in height shall not be set back more than 50 feet from a street, fire lane or private street.~~

~~(3) When any combination of private fire protection facilities, including but not limited to fire resistive roofs, fire separation walls, space separation and automatic fire extinguishing systems, is provided, and approved by the Fire Marshal or his/her designated representative as an acceptable alternative, Subsection D(2) shall not apply.~~

~~(4) The Fire Marshal or his/her designated representative may, in concert with the local volunteer fire company, require at least two means of access for fire apparatus to all commercial and industrial structures. Those accessways shall meet the requirements of Subsection B(3).~~

~~(5) Landscaping or other obstructions shall not be placed around structures or hydrants in a manner so as to impair or impede accessibility for fire fighting and rescue operations.~~

E. Water supply.

(1) Water supply systems shall be designed so as to be capable of supplying at least 1,000 gallons per minute **at with a minimum of 20 pounds per square inch (psi) residual**. Water supplies shall be made available and operational before combustibles are on site during construction.

(2) In areas developed with single-family detached or duplex dwelling units, there shall be a fire hydrant within 400 feet of all units. In areas developed with three to five dwelling units per structure, there shall be a hydrant within 300 feet of all units. In areas developed with six or more dwelling units per structure, there shall be at least two hydrants within 300 feet of all units. In areas developed with industrial or commercial development(s), there shall be a hydrant within 300 feet of all portions of any structure. ~~Where one hydrant is dedicated to the operation of a standpipe system, there shall be at least one other hydrant meeting the distance requirements set forth above. The hydrant dedicated to the operation of the standpipe system shall not be farther than 50 feet from the standpipe. Distance measurements under this section shall be along center-line roadway surfaces or along surfaces meeting the requirements of a fire lane (designated or undesignated) where appropriate, but in all cases access to each hydrant shall be directly from a roadway and/or fire lane.~~

(a) Distance measurements in this subsection shall be along center-line roadway surfaces or along surfaces meeting the requirements of a fire lane (designated or undesignated) where appropriate, but in all cases access to each hydrant shall be directly from a roadway and/or fire lane.

(b) Commercial buildings that have a FDC shall have one hydrant dedicated to the operation of the FDC, which shall not be farther than 50 feet from the FDC and there shall be at least one other hydrant meeting the distance requirements set forth in this subsection.

(3) ~~Fire hydrants shall be marked in accordance with the Frederick County Sanitation Authority policy.~~ **Fire hydrant tops and caps shall indicate the available gallons per minute (GPM) in accordance with National Fire Protection Association (NFPA) 291.**

(4) ~~Fire hydrants located in parking areas shall be protected by barriers that will prevent physical damage from vehicles.~~ **In parking areas where curbing is not present vehicle impact protection shall be required as per FCFPC.**

(5) Fire hydrants shall be located within three feet of the curblines of fire lanes, streets or private streets when installed along such accessways.

(6) Fire hydrants shall be installed in accordance with the standards of the Frederick County Sanitation Authority **(which trades/operates as Frederick Water).**

(7) Threads on fire hydrant outlets shall conform to Frederick County Sanitation Authority **(which trades/operates as Frederick Water)** policy.

(8) Fire hydrants shall be supplied by not less than a six-inch diameter main.
Each six-inch line shall supply no more than one hydrant.

F. **All valves controlling the water supply for automatic sprinkler systems, pumps, tanks, water levels and temperatures, critical air pressures and water-flow switches on all sprinkler systems shall be electronically supervised by listed fire alarm control unit. Exceptions:**

(1) **Automatic sprinkler systems protecting one- and two-family dwellings.**

(2) **Limited area systems serving fewer than 20 sprinklers.**

(3) **Automatic sprinkler systems installed in accordance with NFPA 13R where a common supply main is used to supply both domestic water and the automatic sprinkler system, and a separate shutoff valve for the automatic sprinkler system is not provided.**

(4) **Jockey pump control valves that are sealed or locked in the open position.**

(5) **Control valves to commercial kitchen hoods, paint spray booths or dip tanks that are sealed or locked in the open position.**

(6) **Valves controlling the fuel supply to fire pump engines that are sealed or locked in the open position.**

(7) **Trim valves to pressure switches in dry, preaction and deluge sprinkler systems that are sealed or locked in the open position.**

~~F.~~**G.** Fire protection during construction. Trash, debris and other combustible material shall be removed from the construction site as often as necessary to maintain a firesafe construction site.

~~G.~~**H.** Plans. ~~Complete as-built building floor plans, site plans and plans of fire-suppression systems shall be submitted to the Chief Building Official and Fire Marshal, or their respective designated representatives, prior to issuance of the final certificate of occupancy.~~ **The fire code official shall have the authority to require construction documents and calculations for all fire protection systems and to require permits be issued for the installation, rehabilitation or modification of any fire protection system. Construction documents for fire protection systems shall be submitted for review and approval prior to system installation.**

I. **Key Boxes. Where access to or within a structure or an area is restricted because of secured openings or where immediate access is necessary for life-saving or fire-fighting purposes, the fire code official is authorized to**

require a key box to be installed in an approved location. The key box shall be of an approved type listed in accordance with UL 1037, and shall contain keys or other devices to gain necessary access as required by the fire code official.

§ 90-5 Violations and penalties.

Any person, firm or corporation who shall violate any of the provisions of this article shall, upon conviction, be punishable by a maximum fine of \$2,500 or by imprisonment for not more than 12 months, or both such fine and imprisonment.

Enacted this _____ day of _____, 2019.

| | | | |
|-----------------------------------|-------|------------------|-------|
| Charles S. DeHaven, Jr., Chairman | _____ | Gary A. Lofton | _____ |
| J. Douglas McCarthy | _____ | Robert W. Wells | _____ |
| Blaine P. Dunn | _____ | Shannon G. Trout | _____ |
| Judith McCann-Slaughter | _____ | | |

A COPY ATTEST

Kris C. Tierney
Frederick County Administrator

H



COUNTY of FREDERICK

Office of the County Administrator

Tel: 540.665.6382

Fax: 540.667.0370

MEMORANDUM

To: Frederick County Board of Supervisors

From: Ann W. Phillips, Deputy Clerk

Date: May 1, 2019

Re: **Frederick County Code – Parking on County Property**

The Public Safety Committee discussed this item at a meeting on February 21 and forwarded it to the Code and Ordinance Committee.

County Administration has identified instances of vehicles parking in the parking lot behind the County Administration building for extended periods of time. Such parking practices take up valuable parking spots from citizens who are conducting business in the County Administration Building. New proposed subsection "O" of County Code § 158-4, reflected in the attached draft, would restrict parking on County-owned or County-controlled property to parking that is consistent with any posted signs on the property. The new subsection would further impose a fine for a violation of such parking restrictions.

The draft also would correct a typographical error in subsection N, related to enforcement of parking violations under the County Code.

At its March 28, 2019, meeting the Code and Ordinance Committee recommended the item be forwarded with approval to the Board of Supervisors for public hearing.



ORDINANCE
___, 2019

The Board of Supervisors of Frederick County, Virginia hereby ordains that Section 158-4 (General Restrictions) of Article II (Stopping, Standing and Parking) of Chapter 158 (Vehicles and Traffic) of the Code of Frederick County, Virginia be, and the same hereby is, amended by enacting amended Section 158-4 (General Restrictions) of Article II (Stopping, Standing and Parking) of Chapter 158 (Vehicles and Traffic) of the Code of Frederick County, as follows (deletions shown in ~~strike through~~ and additions shown in **bold underline**):

CHAPTER 158 VEHICLES AND TRAFFIC

Article II Stopping, Standing and Parking

§158-4 General restrictions

A. Double-parking. It shall be unlawful for any person to park any vehicle on any street or highway alongside another vehicle parked at the curb or at the edge of the street or highway, it being the purpose of this subsection to prevent double-parking. The penalty for any violation of this restriction shall be a fine in the amount of \$40.

B. Perpendicular or diagonal parking. It shall be unlawful for any person to park any vehicle on any street or highway in any manner other than parallel to the street or highway, except in a marked parking space. The penalty for any violation of this restriction shall be a fine in the amount of \$40.

C. Parking vehicle against traffic. It shall be unlawful for any person to park any vehicle against traffic on any street or highway. The penalty for any violation of this restriction shall be a fine in the amount of \$40.

D. Parking vehicle without a current state license or a current state inspection sticker. It shall be unlawful for any person to park any vehicle on any street or highway without the vehicle displaying a current state license or a current state inspection sticker. The penalty for any violation of this restriction shall be a fine in the amount of \$40.

E. Parking so as to stop or obstruct traffic. It shall be unlawful for any person to park any vehicle in such a manner as to stop or obstruct traffic on any street or highway. The penalty for any violation of this restriction shall be a fine in the amount of \$40.

F. Parking vehicle within 20 feet of a corner or intersection. It shall be unlawful for any person to park any vehicle within 20 feet of a corner or intersection on any street or highway. The penalty for any violation of this restriction shall be a fine in the amount of \$40.

G. Parking so as to block driveway. It shall be unlawful for any person to park any vehicle in such a manner as to prevent vehicular access to any driveway or entrance to any property. The penalty for any violation of this restriction shall be a fine in the amount of \$40.

H. Parking vehicle on sidewalk or walking trail. It shall be unlawful for any person to park any vehicle on any sidewalk that is open to public use or on any walking trail that is open to public use. The penalty for any violation of this restriction shall be a fine in the amount of \$40.

I. Parking vehicle within 15 feet of a fire hydrant. It shall be unlawful for any person to park any vehicle within 15 feet of a fire hydrant. The penalty for violation of this restriction shall be a fine in the amount of \$40.

J. Parking vehicle in fire lane. It shall be unlawful for any person to park any vehicle in any fire lane where indicated by adequate painting, markers, or signs. The penalty for violation of this restriction shall be a fine in the amount of \$40.

K. Parking vehicle without proper permit in space reserved for persons with disabilities. It shall be unlawful for any person to park any vehicle in any parking space reserved for persons with disabilities and which parking space is so indicated by adequate painting, markers, or signs, unless such vehicle displays a proper permit to do so. It shall also be unlawful for any person to park any vehicle, regardless of whether the vehicle displays a proper permit to park in a parking space reserved for persons with disabilities, in any area adjacent to any parking space reserved for persons with disabilities, which area is reserved for access, but not parking, by persons with disabilities. The penalty for violation of this restriction shall be a fine in the amount of \$100.

L. Parking vehicle contrary to the directions of an official highway sign. It shall be unlawful for any person to park any vehicle in a manner contrary to the directions of an official highway sign. The penalty for violation of this restriction shall be a fine in the amount of \$40.

M. The terms "street" or "highway," as used herein, shall have the same meaning as the term "highway" as set forth in § 46.2-100 of the Code of Virginia.

N. In any prosecution charging a violation of this section, proof that the vehicle described in the complaint, summons, parking ticket, citation, or warrant was parked in violation of this section, together with proof that the defendant was at the time the registered owner of the vehicle, as required by Chapter 6 **of Title 46.2** (~~§ 46.2-600 et seq.~~) of the Code of Virginia, shall constitute prima facie evidence that the registered owner of the vehicle was the person who committed the violation.

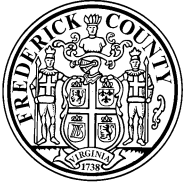
O. Parking at County-owned or County-controlled properties. It shall be unlawful for a person to park any vehicle on property owned or controlled by the County of Frederick in a manner that is contrary to any sign posted at or on the property. The penalty for a violation of this restriction shall be a fine in the amount of \$40.

Enacted this _____ day of _____, 2019.

| | | | |
|-----------------------------------|-------|------------------|-------|
| Charles S. DeHaven, Jr., Chairman | _____ | Gary A. Lofton | _____ |
| J. Douglas McCarthy | _____ | Robert W. Wells | _____ |
| Blaine P. Dunn | _____ | Shannon G. Trout | _____ |
| Judith McCann-Slaughter | _____ | | |

Kris C. Tierney
Clerk, Board of Supervisors
County of Frederick, Virginia

I



CONDITIONAL USE PERMIT #02-19
CONNIE ANN MOSS – Expansion of Existing Dog Kennel
Staff Report for the Board of Supervisors
Prepared: April 30, 2019
Staff Contact: M. Tyler Klein, AICP, Senior 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: | 04/17/19 | Recommended Approval |
| Board of Supervisors: | 05/08/19 | Pending |

EXECUTIVE SUMMARY:

This is a request for a Conditional Use Permit (CUP) for Connie Ann Moss for an expansion of an existing dog kennel to allow the boarding of up to 25 dogs. Should the Board of Supervisors find this application for an expansion of the dog kennel to be appropriate, the Planning Commission recommended that the following conditions be attached to the CUP (new conditions are **bold**, *italics* and underlined; all other conditions remain unchanged from CUP #09-16):

1. All review agency comments shall be complied with at all times.
2. This CUP is solely to enable the boarding and training of dogs on this property.
3. No more than three (3) employees with this CUP.
4. All dogs must be confined indoors by 9:00 p.m. Dogs to be allowed outside and supervised on a leash after 9:00 p.m. as needed.
5. Any proposed business sign shall conform to Cottage Occupation sign requirements and shall not exceed four (4) square feet in size and five (5) feet in height.
6. Hours of operation shall be 8:00 a.m. to 9:00 p.m. Monday through Sunday.
7. **Up to 25 dogs are allowed to be boarded at any given time.**
8. Any expansion or modification of this use will require the approval of a new CUP.

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 4527 Valley Pike, Stephens City, Virginia.

MAGISTERIAL DISTRICT: Back Creek

PROPERTY ID NUMBER: 75-A-28

PROPERTY ZONING & PRESENT USE:

Zoned: RA (Rural Areas)

Land Use: Residential with approved CUP for a dog kennel & dog training

ADJOINING PROPERTY ZONING & PRESENT USE:

| | |
|-------------------------|-------------------------|
| North: RA (Rural Areas) | Use: Vacant |
| South: RA (Rural Areas) | Use: Retail |
| East: RA (Rural Areas) | Use: Vacant |
| West: RA (Rural Areas) | Use: Outdoor Recreation |

PROPOSED USE: This application is for an expansion of an existing dog kennel (approved with CUP# 09-16) to allow the boarding of up to 25 dogs.

REVIEW EVALUATIONS:

Virginia Department of Transportation: The application for a Conditional Use Permit for this property appears to have little measurable impact on Route 11, the VDOT facility providing 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.

See comment letter dated March 7, 2019.

Frederick County Fire and Rescue: Plan approved provided that all buildings/structures that fall under this CUP have at least 1-smoke detector and 1 5lb multi-purpose ABC fire extinguisher installed.

See comment letter dated March 14, 2019.

Frederick County Inspections: No comments at this time.

See comment letter dated March 20, 2019.

Winchester-Frederick County Health Department: This Health Department has reviewed the request for comments for a Conditional Use Permit for increasing the number of dogs being

Page 3
CUP #02-19 Connie Ann Moss
April 30, 2019

boarded at the Strategic Paws Training kennel, located at 4527 Valley Pike, Stephens City, VA 22655; Tax Map #75-A-28 from 10 to 25. This Health Department has no objections to the increase of the number of dogs being boarded at the kennel from 10 to 25, as long as the increase in dogs does not result in the number staff on duty or the number or frequency of customers using bathrooms at the facility. Applicant is welcome to contact this Health Department at (540) 722-3480 about any part of this correspondence.

See comment letter dated March 14, 2019.

Frederick Water: No Comments.

See comment letter dated February 27, 2019.

City of Winchester: No Comments. *Note: Strategic Paws Training, LLC is served by City of Winchester Public Utilities.*

See City of Winchester – Department of Planning comment letter dated March 13, 2019.

Note: Strategic Paws Training, LLC., is served by City of Winchester Public Utilities.

Planning and Zoning: Kennels are a permitted use in the RA (Rural Areas) Zoning District with an approved Conditional Use Permit (CUP). This proposed use will take place on a 4.09+/- acre parcel; surrounded by properties that are zoned RA. The 2035 Comprehensive Policy Plan of Frederick County provides guidance when considering any land use actions. This property is located within the Route 11 South corridor, and as noted on the *Eastern Frederick County Long Range Land Use Plan*, this area of the County is identified for commercial uses. It appears that this CUP meets the intent of the goals of the 2035 Comprehensive Policy Plan of Frederick County.

The Zoning Ordinance defines a Kennel: *As a place prepared to house, board, breed, handle or otherwise keep or care for dogs for sale or in return for compensation.* The Zoning Ordinance requires that kennels be subject to additional performance standards in order to mitigate negative impacts to adjoining residential properties to include, *all dogs to be confined within a secure structure and a Category C Buffer.* The properties immediately adjacent to this proposed CUP are currently zoned RA Zoning District, with the nearest residential dwelling being approximately 500 feet from this proposed dog kennel. Therefore, the intent of the Category C Buffer can be met, as 400 feet is required for a no screen Category C Buffer.

Conditional Use Permit (CUP) #09-16, approved by the Board of Supervisors on September 28, 2016, entitled the owner to five (5) kennels, with two (2) dogs per kennel for total of ten (10) dogs. This CUP application expands only the existing kennel operation, allowing for the boarding of up to 25 dogs total (or 15 additional dogs beyond what is currently allowed). All dogs must be confined indoors with the exception of when they are walked or exercised, and will

not to be let outdoors prior to 8:00 a.m. Dogs must be confined indoors by 9:00 p.m. There will be no breeding of dogs with this use.

Staff notes the Applicant may also continue to conduct dog training, in addition to the expanded kennel operations.

STAFF CONCLUSIONS FOR THE 04/17/19 PLANNING COMMISSION MEETING:

Should the Planning Commission find this application for an expansion of the dog kennel to be appropriate, Staff recommends that the following conditions be attached to the CUP (new conditions are **bold**, *italics* and underlined; all other conditions remain unchanged from CUP #09-16):

1. All review agency comments shall be complied with at all times.
2. This CUP is solely to enable the boarding and training of dogs on this property.
3. No more than three (3) employees with this CUP.
4. All dogs must be confined indoors by 9:00 p.m. Dogs to be allowed outside and supervised on a leash after 9:00 p.m. as needed.
5. Any proposed business sign shall conform to Cottage Occupation sign requirements and shall not exceed four (4) square feet in size and five (5) feet in height.
6. Hours of operation shall be 8:00 a.m. to 9:00 p.m. Monday through Sunday.
7. **Up to 25 dogs are allowed to be boarded at any given time.**
8. Any expansion or modification of this use will require the approval of a new CUP.

PLANNING COMMISSION SUMMARY AND ACTION FOR THE 04/17/19 MEETING:

Staff presented on the proposed Conditional Use Permit (CUP) application, to expand the existing dog kennel operation, approved with CUP #09-16 for 5 kennels (up to 10 dogs) and dog training, up to 25 dogs total (or 15 additional dogs). Staff noted the kennel was already in operation (since 2016), under the previous CUP approval, and the Applicant would not be constructing any new buildings but would instead use the existing indoor dog training structure for boarding/additional kennels. Staff concluded that the previous CUP conditions approved would still apply, and only condition #7 was added to specify the total number of dogs that could be boarded (25). The Applicant, Connie Ann Moss, also spoke, noting her desire to expand her

kennel operations to accommodate additional dogs due to demand from customers and wanting to focus more on boarding of additional dogs. Mrs. Moss noted that in many cases customers have more than one (1) dog to board and having additional kennels would allow her to accommodate multiple dog owners. Mrs. Moss also noted that her kennel was unique the structure and care of dogs to alleviate stress on the dogs (more outdoor playtime, TV time, & music) and the owners leaving the dog in their care.

One (1) member of the public spoke in support of the CUP application, noting that it was difficult to find quality boarding facilities for dogs in the area and this was a benefit to the Frederick County community.

The Planning Commission voted unanimously (Commissioners Marston & Mohn absent) to send this CUP application to the Board of Supervisors with a recommendation of approval.

**EXECUTIVE SUMMARY AND PLANNING COMMISSION RECOMMENDATION
FOR THE 05/08/19 BOARD OF SUPERVIORS MEETING:**

This is a request for a Conditional Use Permit (CUP) for Connie Ann Moss for an expansion of an existing dog kennel to allow the boarding of up to 25 dogs. Should the Board of Supervisors find this application for an expansion of the dog kennel to be appropriate, the Planning Commission recommended that the following conditions be attached to the CUP (new conditions are **bold**, *italics* and underlined; all other conditions remain unchanged from CUP #09-16):

1. All review agency comments shall be complied with at all times.
2. This CUP is solely to enable the boarding and training of dogs on this property.
3. No more than three (3) employees with this CUP.
4. All dogs must be confined indoors by 9:00 p.m. Dogs to be allowed outside and supervised on a leash after 9:00 p.m. as needed.
5. Any proposed business sign shall conform to Cottage Occupation sign requirements and shall not exceed four (4) square feet in size and five (5) feet in height.
6. Hours of operation shall be 8:00 a.m. to 9:00 p.m. Monday through Sunday.
7. ***Up to 25 dogs are allowed to be boarded at any given time.***
8. Any expansion or modification of this use will require the approval of a new CUP.

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CUP #02-19 Connie Ann Moss
April 30, 2019




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.

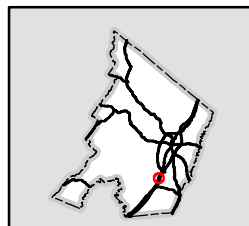
CUP # 02 - 19: Connie Ann Moss

PIN: 75 - A - 28

Expansion for Boarding Kennels
Zoning Map



-  Application
-  Parcels
-  Sewer and Water Service Area



0 70 140 280 Feet




Frederick County Planning & Development
107 N Kent St
Winchester, VA 22601
540 - 665 - 5651
Map Created: March 25, 2019

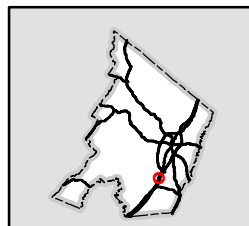
CUP # 02 - 19: Connie Ann Moss

PIN: 75 - A - 28

Expansion for Boarding Kennels
Location Map



-  Application
-  Parcels
-  Sewer and Water Service Area



0 70 140 280 Feet

Frederick County Planning & Development
107 N Kent St
Winchester, VA 22601
540 - 665 - 5651
Map Created: March 25, 2019



| | |
|--------------------|---------|
| Submittal Deadline | 3/22/19 |
| P/C Meeting | 4/17/19 |
| BOS Meeting | 5/8/19 |

**APPLICATION FOR CONDITIONAL USE PERMIT
FREDERICK COUNTY, VIRGINIA**

1. Applicant (check one): Property Owner Other

NAME: Connie Ann Moss

ADDRESS: 4527 Valley Pike, Stephens City, 22655

TELEPHONE: (540) 327-5376
StrategicPAWstraining@hotmail.com

2. Please list all owners, occupants, or parties in interest of the property:
Connie A. Moss
Lance V. Moss

3. The property is located at: (please give exact directions and include the route number of your road or street)

4527 Valley Pike, Stephens City, VA 22655

4. The property has a road frontage of 600' feet and a depth of 300' feet and consists of 4.09 acres. (Please be exact)

5. The property is owned by Connie + Lance Moss as evidenced by deed from William + Sharon Woodward (previous owner) recorded in deed book no. _____ on page _____, as recorded in the records of the Clerk of the Circuit Court, County of Frederick. inst # 140010645

6. Property Identification Number (P.I.N.) 75 A 28
Magisterial District Back Creek
Current Zoning RA

7. Adjoining Property:

| | <u>USE</u> | <u>ZONING</u> |
|-------|-----------------------|---------------|
| North | Vacant | RA |
| East | Vacant | RA |
| South | Business (Wild Bills) | RA |
| West | Golf course | RA |

8. The type of use proposed is (consult with the Planning Dept. before completing):

Boarding kennels for public use.

* Already in use for this purpose. This application is for the purpose of expansion.

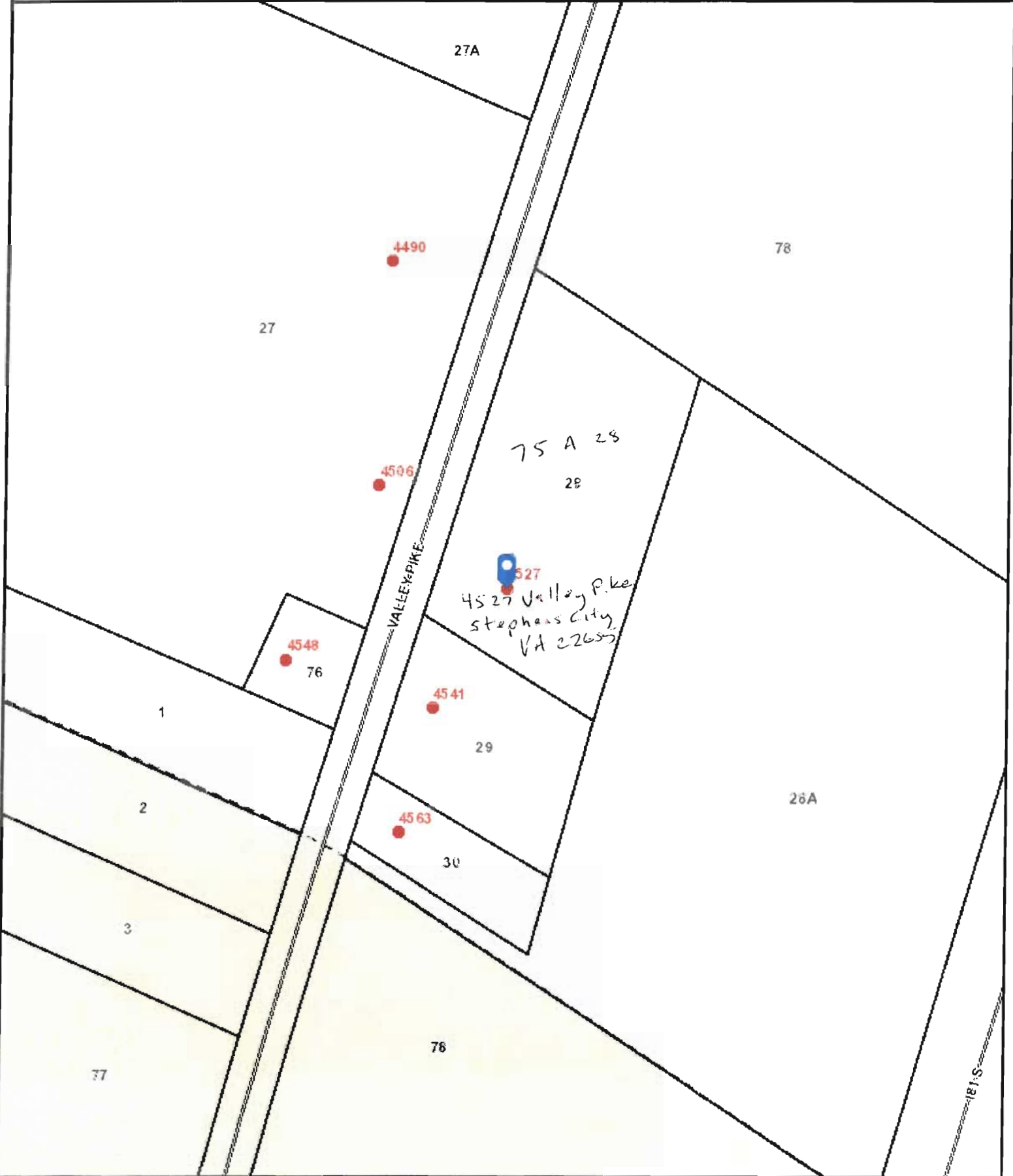
9. It is proposed that the following buildings will be constructed:

No new construction

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:

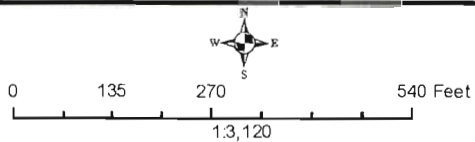
| Name and Property Identification Number | Address |
|------------------------------------------|--------------------------------------------------------------|
| Name William + Sharon Woodward | 4541 Valley Pike
Stephens City, VA 22655 |
| Property # 75 A 29 | |
| Name Gregory, Ralph S. Trustee | 4506 Valley Pike
Stephens City, VA 22655 |
| Property # 75 A 27 | |
| Name Hack Winifred Etal | Mailing address
PO Box 367
Woodstock, VA 22664 |
| Property # 75 A 78 | |
| Name Berry Bhl Ventures Ltd. Partnership | Mailing address
2531 Chain Bridge Rd.
Vienna, VA 22181 |
| Property # 75 A 28 A | |
| Name | |
| Property # | |
| Name | |
| Property # | |
| Name | |
| Property # | |

Property Map - Frederick County, VA

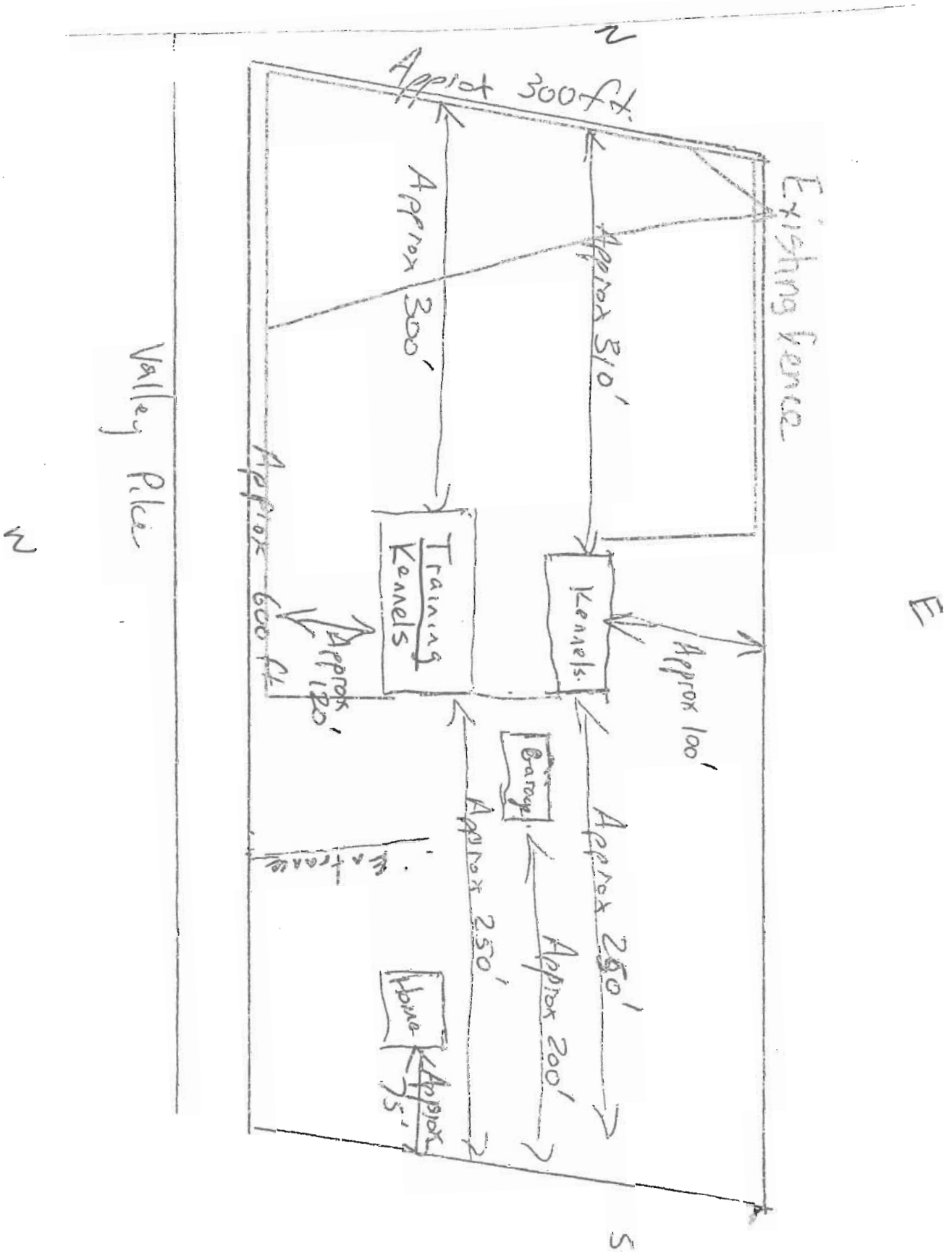


Frederick County Information Technologies
107 N Kent St Winchester, VA 22601
540-665-5614

Frederick County does not give any expressed or implied warranties, conditions, representations, indemnities of any kind, statutory, or otherwise, concerning any or all of the Frederick County GIS data.



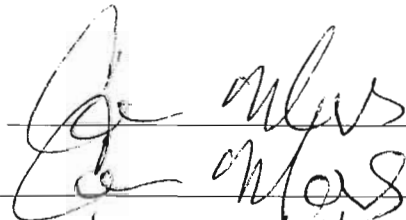
11. Please use this page for your sketch of the property. Show proposed and/or existing structures on the property, including measurements to all property lines.



12. Additional comments, if any: This application is to
increase the number of dogs we are
allowed to keep for public boarding
services from current of 10 to 25.
No new construction is necessary and traffic
will not be increased.

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



Signature of Owner



Owners' Mailing Address

4527 Valley P.lk Stephens City VA 22655

Owners' Telephone No.

540 327 5376

TO BE COMPLETED BY THE ZONING ADMINISTRATOR:

USE CODE: _____

RENEWAL DATE: _____

REQUEST FOR CONDITIONAL USE PERMIT COMMENTS



Virginia Department of Transportation

Mail to:

Virginia Department of Transportation
Attn: Resident Engineer
14031 Old Valley Pike
Edinburg, Virginia 22824

Hand deliver to:

Virginia Department of Transportation
Attn: Resident Engineer
2275 Northwestern Pike
Winchester, Virginia 22603

The local office of the Transportation Department is located at 2275 Northwestern Pike in Winchester if you prefer to hand deliver this form.

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 two (2) copies of your application form, location map and all other pertinent information.

Applicant's Name: CONNIE A MOSS Telephone: 540 327 5376

Mailing Address: 4527 Valley Pike
Stephens City VA 22655

Name of development and/or description of the request:

Strategic Paves Boarding + Training wishes to alter our business model to eliminate training classes and focus on public boarding services. This will reduce our current traffic and we estimate approximately 3 visitors per day.

Location of Property:

4527 Valley Pike
Stephens City VA 22655

Virginia Department of Transportation Comments:

The application for a Conditional Use Permit for this property appears to have little measurable impact on Route 11, the VDOT facility providing access to the property. Existing entrance is adequate for the proposed use. However, should the use ever expand in the future, the entrance may have to be upgraded to VDOT commercial standards.

VDOT Signature & Date: [Signature] 7 March 19

Notice to VDOT - Please Return Form to Applicant

REQUEST FOR CONDITIONAL USE PERMIT COMMENTS



Frederick County Fire Marshal

Mail to:

Frederick County Fire Marshal
1800 Coverstone Drive
Winchester, Virginia 22602
(540) 665-6350

Hand deliver to:

Frederick County Fire & Rescue Dept.
Attn: Fire Marshal
Public Safety Building
1800 Coverstone Drive
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 two (2) copies of your application form, location map and all other pertinent information.

Applicant's Name: Connie A Moss Telephone: 540 327 5376

Mailing Address: 4527 Valley Pike
Stephens City VA 22655

Strategicpawstraining@hotmail.com

Name of development and/or description of the request:

Strategic Paws Boarding + Training requests to ~~also~~ increase the number of days they are allowed to board (public boarding) from 10 to 25. No new construction is necessary

Location of Property:

4527 Valley Pike
Stephens City VA 22655

Fire Marshal's Comments:

See Attachment

Fire Marshal's Signature & Date:

[Signature] 3/14/19

Notice to Fire Marshal - Please Return This Form to the Applicant

RECEIVED

FEB 27 2019



Frederick County
Department of Fire and Rescue
Office of the Fire Marshal
1080 Coverstone Drive Winchester, VA 22602

(540) 665-6350 Fax: (540) 678-4739 Email: fmo@fcva.us

Plan Review & Comments

Date Received
2/27/2019

Date Reviewed
3/14/2019

Plan/Permit Type

Conditional Use Permit Rev. #1 02-27-19

Name **Connie Ann Moss**

Address **4527 Valley PIKE**

Stephens City

VA

22655

Project Name

Training and Boarding Kennels

Applicant Name & Number

Connie Moss 540-327-5376

RE#

Permit Number

Emergency Vehicle Access:

Adequate

Inadequate

N/A

Hydrant Location:

Adequate

Inadequate

N/A

Siamese Location:

Adequate

Inadequate

N/A

Fire Lanes Required:

Yes

No

N/A

Plan Approval Status

Approve

Comments

CUP Approved, - provided that all buildings/structures that fall under this CUP have at least 1-smoke detector and 1-5 lb multi purpose ABC fire extinguisher installed.

Signature: 

Reviewed By: **Kenneth Scott, Jr.**

Title: 

REQUEST FOR CONDITIONAL USE PERMIT COMMENTS



Frederick County
Public Works & Inspections

FEB 27 2019

RECEIVED

Frederick County Inspections Department

Mail to:

Frederick County Inspections Department
107 North Kent Street, 2nd Floor
Winchester, Virginia 22601
(540) 665-5650

Hand deliver to:

Frederick County Inspections Department
Attn: Building Official
107 North Kent Street, 2nd Floor
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 two (2) copies of your application form, location map and all other pertinent information.

Applicant's Name: Connie A Moss Telephone: 540 3275376

Mailing Address: 4527 Valley Pike
Stephens City VA 22655

Name of development and/or description of the request:
Strategic Paws Training requests to increase the number
of dogs they are allowed to board from 10 to 25.
No new construction is necessary

Location of Property:
4527 Valley Pike
Stephens City VA 22655

Building Official's Comments:

No Comments at this time

Building Official's Signature & Date: [Signature] 3/20/19

Notice to Inspections Department - Please Return This Form to the Applicant



Lord Fairfax Health District

Frederick / Winchester Environmental Health
107 North Kent Street - Suite # 201
Winchester, Virginia 22601
Tel. (540) 722-3480 ~ Fax (540) 722-3479
www.vdh.virginia.gov



March 14, 2019

Agency Comments:

This Health Department has reviewed the request for comments for a Conditional Use Permit for increasing the number of dogs being boarded at the Strategic Paws Training kennel, located at 4527 Valley Pike, Stephens City, VA 22655; Tax Map #: 75-A-28 from 10 to 25. This Health Department has no objections to the increase of the number of dogs being boarded at the kennel from 10 to 25, as long as the increase in dogs does not result in the number staff on duty or the number or frequency of customers using bathrooms at the facility.

Applicant is welcome to contact this Health Department at (540) 722-3480 about any part of this correspondence.

Agency Signature: Harriet Corns Date: 3/14/19

Title: Environmental Health Supervisor

REQUEST FOR CONDITIONAL USE PERMIT COMMENTS



Frederick Water

Mail to:

Frederick Water
Attn: Engineer
P.O. Box 1877
Winchester, Virginia 22604
(540) 868-1061

Hand deliver to:

Frederick Water
Attn: Engineer
315 Tasker Road
Stephens City, 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 two (2) copies of your application form, location map and all other pertinent information.

Applicant's Name: Connie A Moss Telephone: 540 327 5376

Mailing Address: 4527 Valley Pike
Stephens City VA 22655

Name Name of development and/or description of the request:

Strategic Paws Training is requesting an increase in the number of boarding clients allowed on the site. There is no new construction.

Location of Property: * Serviced by Winchester City Water - planning still requests your notification.

4527 Valley Pike
Stephens City VA 22655

Frederick Water Comments:

NO COMMENT

Frederick Water Signature & Date: [Signature] 2/27/19

Notice to Frederick Water - Please Return This Form to the Applicant

REQUEST FOR CONDITIONAL USE PERMIT COMMENTS



City of Winchester

Mail to:

Winchester City Planning Department
Attn: Planning Director
15 North Cameron Street
Winchester, Virginia 22601
(540) 667-1815

Hand deliver to:

Winchester City Planning Department
Attn: Planning Director
Rouss City Hall
15 North Cameron Street
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 two (2) copies of your application form, location map and all other pertinent information.

Applicant's Name: Connie A Moss Telephone: 540 327 5376

Mailing Address: 4527 Valley P.ike
Stephens City VA 22655

Name of development and/or description of the request:

Strategic Paws Training requests to increase the number
of dogs they are allowed to board from 10 to 25.
No new construction is necessary.

Location of Property:

4527 Valley P.ike
Stephens City

City of Winchester Comments:

No Comments

City of Winchester - Signature & Date:

3/13/19

Notice to City of Winchester - Please Return This Form to the Applicant

REQUEST FOR CONDITIONAL USE PERMIT COMMENTS



Frederick Water

Mail to:

Frederick Water
Attn: Engineer
P.O. Box 1877
Winchester, Virginia 22604
(540) 868-1061

Hand deliver to:

Frederick Water
Attn: Engineer
315 Tasker Road
Stephens City, Virginia

**Strategic Paws Training, LLC is service by Winchester City Water

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 two (2) copies of your application form, location map and all other pertinent information.

Applicant's Name: Comie A Moss Telephone: 540 327 5376

Mailing Address: 4527 Valley Pike
Stephens City VA 22655

Name of development and/or description of the request:

Strategic Paws Training requests to increase the number of dogs they are allowed to board from 10 to 25. No new construction is necessary.

Location of Property:

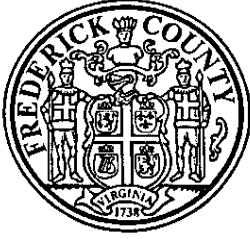
4527 Valley Pike
Stephens City VA 22655

~~Winchester~~
~~Frederick Water~~ Comments:

No comment.

~~Winchester~~
~~Frederick Water~~ Signature & Date: Kelly B Henshaw 2-27-19

Notice to Frederick Water - Please Return This Form to the Applicant



ORDINANCE

Action:

PLANNING COMMISSION: April 17, 2019 Recommended Approval

BOARD OF SUPERVISORS: May 8, 2019

ORDINANCE

CONDITIONAL USE PERMIT #02-19 CONNIE ANN MOSS (Expansion of Existing Dog Kennel)

WHEREAS, Conditional Use Permit #02-19 for Connie Ann Moss, submitted by Connie Ann Moss for the expansion of existing dog kennel was considered. The Property is located at 4527 Valley Pike, Stephens City, Virginia and is further identified with Property Identification Number 75-A-28, in the Back Creek District; and,

WHEREAS, the Frederick County Planning Commission held a public hearing on the Conditional Use Permit on April 17, 2019 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 May 8, 2019; and,

WHEREAS, the Frederick County Board of Supervisors finds the approval of this expansion of a 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 #02-19 for the expansion of existing dog kennel on the parcel identified by Property Identification Number 75-A-28 with the following conditions:

1. All review agency comments shall be complied with at all times.
2. This CUP is solely to enable the boarding and training of dogs on this property.
3. No More than three (3) employees with this CUP.
4. All dogs must be confined indoors by 9:00 p.m. Dogs to be allowed outside and supervised on a leash after 9:00 p.m. as needed.
5. Any proposed business sign shall conform to Cottage Occupation sign requirements and shall not exceed four (4) square feet in size and five (5) feet in height.
6. Hours of operation shall be 8:00 a.m. to 9:00 p.m. Monday through Sunday.
7. Up to 25 dogs are allowed to be boarded at any given time.
8. Any expansion or modification of this use will require the approval of a new CUP.

Passed this 8th day of May 2019 by the following recorded vote:

Charles S. DeHaven, Jr., Chairman

Gary A. Lofton

J. Douglas McCarthy

Judith McCann-Slaughter

Shannon G. Trout

Blaine P. Dunn

Robert W. Wells

A COPY ATTEST

Kris C. Tierney
Frederick County Administrator