AGENDA
Board of Supervisors Meeting

June 15, 2021

6:00 PM

A. Closed Session – Sections 2.2-3711(A)(7) and (A)(8) for Consultation with Legal Counsel Pertaining to Actual or Probable Litigation and Consultation with Legal Counsel for the Provision of Legal Advice re: Economic Development Authority Matters

7:00 PM

Moment of Silence

A. Call to Order and Pledge of Allegiance of the United States of America

B. Adoption of Agenda – Additions or Deletions

C. Public Comment Period (60 Minute Time Limit)

D. Reports – Board Members, County Administrator, Interim County Attorney

E. Appropriations and Transfers

F. Approval of Accounts

G. Approval of Minutes

   a. Regular Meeting of March 16, 2021
   b. Regular Meeting of April 6, 2021
   c. Special Meeting of April 15, 2021
   d. Regular Meeting of April 20, 2021
   e. Special Meeting of April 27, 2021
   f. Regular Meeting of May 4, 2021

UNFINISHED BUSINESS

H. Conditional Use Permit 2021-03-03, John and Anna Carpenter for a Short-Term Tourist Rental – Matt Wendling

I. Reconsideration of Rezoning Request R2020-10-01 for Dudding Commercial Development, LLC – Joe Petty

NEW BUSINESS

J. Consent Agenda

   1. Refund Request for Power Home Solar, LLC – Sherry Sours

2. Designation of Joseph Petty as Subdivision Ordinance Administrator – Taryn Logan
3. *Removed from the agenda*
4. Acceptance of Award Terms for Receipt of Coronavirus Local Fiscal Recovery Funds for Warren County – Rick Farrall
5. Emergency Medical Care and Transport Fee Schedule Changes – Rick Farrall
6. Memorandum of Understanding Between the County of Warren, Virginia and the Rivermont Volunteer Fire Department, Incorporated – Rick Farrall
7. Adoption of a Resolution Recognizing the Graduates of the Girls of Destiny Program through Reaching Out Now – Tony Carter
8. Approval of the Warren County Broadband Project Charter – Cheryl Cullers
9. Approval of Employee Compensation Plan for Fiscal Year 2021-2022 – Ed Daley
10. Approval of Purchase Order for Warren County Public Safety Building Phone System – Sheriff Mark Butler
11. Commonwealth's Attorney's Office Space Improvements – Taryn Logan
12. Front Royal-Warren County Airport Management, Contract for Fixed Based Operator (FBO) Services – Mike Berry/Caitlin Jordan
13. Authorization to Advertise for Public Hearing – Ordinance to Amend and Re-Ordain Section 172-37.2 of the Warren County Code re: Other Exemptions for License Decals or Stickers – Caitlin Jordan
14. Authorization to Advertise for Public Hearing – Conditional Use Permit 2021-05-01, 9700 Court, LLC for an Enclosed Storage Facility – Joe Petty
15. Authorization to Advertise for Public Hearing – Conditional Use Permit 2021-05-02, 9700 Court, LLC for the Storage of Cars, Boats, and Recreational Vehicles – Joe Petty
16. Authorization to Advertise for Public Hearing – Conditional Use Permit 2021-05-03, 9700 Court, LLC for a Building in Excess of 50,000 Square Feet – Joe Petty
17. Authorization to Advertise for Public Hearing – Conditional Use Permit 2021-06-03, Chad and Charleen Backstrom for Private Use Camping (Non-Commercial) – Matt Wendling
18. Authorization to Advertise for Public Hearing – Conditional Use Permit 2021-06-04, Shawn M. Tsanganelias for Private Use Camping (Non-Commercial) – Matt Wendling
19. Authorization to Advertise for Public Hearing – Conditional Use Permit 2021-06-08, James Humphrey for Private Use Camping (Non-Commercial) – Matt Wendling
20. Authorization to Advertise for Public Hearing – Conditional Use Permit 2021-06-10, Randall Lewis and Monica Stover for Private Use Camping (Non-Commercial) – Matt Wendling

7:30 PM

K. Public Hearings

1. Virginia Department of Transportation Secondary Six-Year Plan for FY 2022-2027 – Ed Daley/Ed Carter
2. R2021-04-01, Salvador and Josette Barragan to Amend the Warren County Zoning Map and Rezone approximately 1.77 acres from Residential-One (R-1) to Agricultural (A) – Joe Petty
3. Conditional Use Permit 2021-04-01, Ryan and Kelsey Speers for a Guesthouse – Matt Wendling
4. Conditional Use Permit 2021-04-02, David Khol for a Short-Term Tourist Rental – Joe Petty
5. Conditional Use Permit 2021-04-04, Melissa and Jonathan Greene for a Guesthouse – Matt Wendling

L. Closed Session – Section 2.2-3711(A)(1) of the Virginia Freedom of Information Act for Personnel re: Lord Fairfax Community College Board

M. Additional New Business (If needed)

N. Adjournment

Motion to be Made Going into Closed Meeting

I move the Board enter into a closed meeting under the provisions of Sections 2.2-3711(A)(7) and (A)(8) of the Virginia Freedom of Information Act for consultation with legal counsel pertaining to actual or probable litigation and the provision of legal advice regarding the Industrial Development Authority of the Town of Front Royal and the County of Warren, Virginia (the "EDA"), the Town of Front Royal, the *EDA vs. Jennifer McDonald, et al*., the *Town of Front Royal vs. the EDA, et al*., and other potential claims and litigation relating to other possible liabilities of the EDA and the recovery of EDA funds and assets.

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Motion to be Made Coming out of Closed Meeting

I move that the Board certifies to the best of each member's knowledge only public business matters lawfully exempted from open meeting requirements under Sections 2.2-3711(A)(7) and (A)(8) of the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the meeting by the public body.

6/11/2021
Fiscal Year 2020-2021

Appropriations

	31900-5413	Skyline Criminal Justice Academy	$600.00	Other Operating Expenses

Transfers

FROM:	35050-5629	Fire and Rescue	($2,208.75)	Invoice Amount for Fire & Rescue EnerGov Subscription
TO:	34010-3002	Fire and Rescue - Ener Gov Invoice	$2,208.75	
FROM:	21010-5503	Clerk of Court	($90.00)	Jury Commissioners - Double Pay, Balance Budget
TO:	21010-1013	Clerk of Court - Balance Budget	$90.00	
FROM:	21060-5504	Clerk of Court	($932.03)	To Balance FY 2020-2021 Budget
TO:	21060-5411	Clerk of Court - Balance Budget	$520.42	
	21060-5801	Clerk of Court - Balance Budget	$30.00	
	21060-8001	Clerk of Court - Balance Budget	$381.61	
FROM:	71030-5420	Parks and Rec - Small Tools	($6,000.00)	To Balance FY 2020-2021 Budget
	71030-5413	Parks and Rec - Operating Systems	($10,000.00)	
	71030-5410	Parks and Rec - Uniforms and Wearing Apparel	($6,000.00)	
	71030-5101	Parks and Rec - Electric Service	($30,000.00)	
	71030-5407	Parks and Rec - Repairs and Maintenance	($2,000.00)	
TO:	71030-5408	Parks and Rec - Operation of Motor Vehicles	$6,000.00	
	71030-5409	Parks and Rec - Mulch	$10,000	
	71030-5409	Parks and Rec - Mulch	$6,000.00	
	71030-3005	Parks and Rec - Service Contracts	$30,000.00	
	71030-5402	Parks and Rec - Auto Maintenance	$2,000.00	
FROM:	12090-7007	Commissioner of Revenue - Computer Equipment	($1,500.00)	Appropriations moved to another category before all receipts processed
	12090-5504	Commissioner of Revenue - Travel and Training	($3,986.34)	
	12090-5504	Commissioner of Revenue - Travel and Training	($1,402.66)	
	12090-5801	Commissioner of Revenue - Dues and Memberships	($610.34)	
	12090-5801	Commissioner of Revenue - Dues and Memberships	($180.51)	
	12090-5801	Commissioner of Revenue - Dues and Memberships	($564.18)	
TO:	12090-5401	Commissioner of Revenue - Office Supplies	$1,500.00	
	12090-5401	Commissioner of Revenue - Office Supplies	$3,986.34	
	12090-5201	Commissioner of Revenue - Postage	$1,402.66	
	12090-5201	Commissioner of Revenue - Postage	$610.34	
	12090-7008	Commissioner of Revenue - Comp Software	$180.51	
	12090-7002	Commissioner of Revenue - Furniture and Fixture	$564.18	
FROM:	91000-8006	COVID-19 Reserve	($797,468.47)	Reimbursement for Cares Act Expenditure
TO:	35050-1002	Compensation - Overtime	$330,000.00	
	35050-1008	Compensation - Fire	$285,000.00	
	35050-1003	Compensation - Part Time	$12,000.00	
	31020-1002	Compensation - Overtime	$170,468.47	
FROM:	81050-5606	EDA Capital	($279,000.00)	Transfer of Funds FY 2021-2022
TO:	81050-3002	Professional Services	$279,000.00	

Warren County Delinquent Tax Collections Monthly Report

Month: May 2021

Pond Law Group:	$14,125.88
TACS:	$19,762.56

TOTAL: $33,888.44

Pond total for 2021:	$41,272.81
TACS total for 2021:	$52,207.71

Cumulative total for 2021: **$93,480.52**

Sands Anderson				
Date	**Invoice #**	**Amount**		
2/4/2019	337902	$49,781.44		
2/28/2019	338916	$50,559.83		
4/1/2019	340092	$83,053.09		
4/29/2019	343613	$97,993.94		
5/30/2019	349027	$95,751.89		
6/24/2019	353542	$105,677.60		
7/25/2019	358087	$105,344.62		
8/15/2019	363141	$132,559.98		
9/10/2019	367746	$97,055.56		
10/7/2019	214020	$1,485.00	Halasz Reporting & Video	
10/16/2019	381643	$118,603.44		
10/31/2019	977717TE1	$117,023.95	Superior Document Services	
10/31/2019	977717TE2	$6,565.00	Superior Document Services	
11/25/2019	383016	$175,313.87		
11/30/2019	977842TE1	$11,124.92	Superior Document Services	
11/30/2019	977842TE2	$6,340.00	Superior Document Services	
12/18/2019	312341	$866.25	Planet Depos	
12/23/2019	387536	$124,817.89		
12/31/2019	977957TE1	$9,086.18	Superior Document Services	
12/31/2019	977957TE2	$6,340.00	Superior Document Services	
1/13/2020	392047	$127,679.15		
1/22/2020	315265	$2,706.17	Planet Depos	
1/31/2020	978125TE1	$9,281.19	Superior Document Services	
1/31/2020	978125TE2	$6,490.00	Superior Document Services	
2/13/2020	318900	$1,175.25	Planet Depos	
2/20/2020	369533	$158,751.64		
2/29/2020	978239TE1	$9,357.94	Superior Document Services	
2/29/2020	978239TE2	$6,490.00	Superior Document Services	
3/13/2020	401012	$136,835.52		
3/31/2020	978318T	$452.79	Superior Document Services	
3/31/2020	978318TE1	$9,102.94	Superior Document Services	
3/31/2020	978318TE2	$6,490.00	Superior Document Services	
4/14/2020	415506	$119,235.96		
4/15/2020	79425	$2,400.00	Scott Insurance	
4/30/2020	978401TE	$10,778.38	Superior Document Services	
5/14/2020	423245	$135,843.50		
5/31/2020	978486TE	$11,319.00	Superior Document Services	
6/17/2020	427726	$127,987.84		
6/30/2020	978571TE	$11,067.78	Superior Document Services	
7/16/2020	428985	$130,183.76		
7/20/2020	337536	$566.18	Planet Depos	(Received on 10/13/20)
7/31/2020	978676TE	$10,298.52	Superior Document Services	
8/7/2020	433530	$133,312.50		
8/15/2020	345192	$1,120.75	Planet Depos	
8/31/2020	978747	$9,984.77	Superior Document Services	(Received on 12/9/20)
9/18/2020	442067	$138,075.97		
9/30/2020	978847	$9,739.77	Superior Document Services	(Received on 10/27/20)
10/7/2020	356355	$397.50	Planet Depos	
10/15/2020	443408	$117,141.00		

Sands Anderson				
Date	**Invoice #**	**Amount**		
10/31/2020	978915	$9,801.20	Superior Document Services	(Received on 11/20/20)
11/17/2020	448352	$120,209.55		
11/25/2020	N/A	$10,000.00	Retainer for Experts for Mediation	
12/7/2020	CINV-011172	$5,412.68	Mediation Consultant Invoice	(Received on 3/5/21)
12/12/2020	35371	$706.00	Courier One	
12/14/2020	P0100158271	$10,166.20	KLDiscovery (formerly Superior Document Services)	
12/17/2020	453266	$113,966.75		
1/13/2021	457980	$113,124.75		
1/19/2021	CINV-011784	$15,481.96	Mediation Consultant Invoice	(Received on 3/5/21)
1/28/2021	DR40982	$3,651.37	The McCammon Group	(Received on 3/29/21)
2/2/2021	CINV-012445	$30,542.84	Mediation Consultant Invoice	(Received on 3/5/21)
2/9/2021	339456	$1,227.05	Planet Depos	
2/9/2021	339457	$641.50	Planet Depos	
2/17/2021	462742	$133,253.39		
2/23/2021	387076	$309.75	Planet Depos	(Received 3/31/21)
3/1/2021	P0100169085	$9,189.30	KLDiscovery (formerly Superior Document Services)	
3/11/2021	P0100172805	$9,114.30	KLDiscovery (formerly Superior Document Services)	
3/12/2021	467623	$130,648.00		(Received 4/15/21)
4/9/2021	P0100176976	$9,039.30	KLDiscovery (formerly Superior Document Services)	
4/15/2021	472461	$134,955.15		
4/15/2021	398691	$1,480.55	Planet Depos	(Received 5/24/21)
4/15/2021	398695	$918.75	Planet Depos	(Received 5/24/21)
4/22/2021	398718	$695.60	Planet Depos	
4/22/2021	398721	$500.00	Planet Depos	
4/22/2021	402022	$344.50	Planet Depos	
5/5/2021	401658	$739.05	Planet Depos	
5/6/2021	405174	$641.50	Planet Depos	
5/12/2021	P0100183367	$8,719.30	KLDiscovery (formerly Superior Document Services)	
5/13/2021	407073	$394.00	Planet Depos	
5/13/2021	404491	$437.50	Planet Depos	
5/13/2021	404493	$595.85	Planet Depos	
5/13/2021	477247	$127,060.37		
5/14/2021	404412	$1,873.45	Planet Depos	
5/14/2021	404406	$1,062.50	Planet Depos	
5/14/2021	405166	$790.00	Planet Depos	
6/4/2021	409309	$931.25	Planet Depos	
Balance		**$3,848,235.43**		

WARREN COUNTY
REVENUE SUMMARY
7/1/2020-5/31/2021

	DESCRIPTION	BUDGET AMOUNT	APPROPRIATED AMOUNT	COLLECTED Y-T-D	BALANCE	% COLLECTED
FUND 001	*** GENERAL FUND ***					
11010	** REAL ESTATE TAXES **	31,054,932.00	31,054,932.00	18,107,986.11	12,946,945.89	58.31%
11020	** PUBLIC SVC PROPERTY TAX **	7,000,000.00	7,000,000.00	3,508,217.92	3,491,782.08	50.12%
11030	** PERSONAL PROPERTY TAX **	17,157,500.00	17,157,500.00	13,561,240.14	3,596,259.86	79.04%
11040	** MACHINERY & TOOLS TAX **	1,650,000.00	1,650,000.00	1,297,824.10	352,175.90	78.66%
11050	**MINERAL RIGHTS **	2,500.00	2,500.00	1,782.91	717.09	71.32%
11060	** PENALTIES AND INTEREST **	1,000,000.00	1,000,000.00	868,952.98	131,047.02	86.90%
12010	** LOCAL SALES & USE**	4,400,000.00	4,400,000.00	3,838,234.09	561,765.91	87.23%
12010	** COMMUNICATIONS TAX**	780,000.00	780,000.00	499,231.26	280,768.74	64.00%
12020	** UTILITY TAX **	760,000.00	760,000.00	628,888.48	131,111.52	82.75%
12030	** BUSINESS LICENSE **	875,000.00	875,000.00	1,122,129.37	-247,129.37	128.24%
12040	** RECORDATION TAXES (GRANTEE) **	605,000.00	605,000.00	763,982.80	-158,982.80	126.28%
12050	** MOTOR VEHICLE LICENSE TAX **	940,000.00	940,000.00	300,728.09	639,271.91	31.99%
12070	** RECORDATION (GRANTOR) & WILLS **	105,000.00	105,000.00	176,281.83	-71,281.83	167.89%
12080	** MEALS AND BEVERAGE TAX **	1,000,000.00	1,000,000.00	867,196.51	132,803.49	86.72%
13010	** ANIMAL LICENSE FEES **	45,000.00	45,000.00	36,705.00	8,295.00	81.57%
13030	** PERMITS & OTHER LICENSES **	756,500.00	756,500.00	618,180.95	138,319.05	81.72%
14010	** COURT FINES **	90,000.00	90,000.00	97,198.42	-7,198.42	108.00%
14020	** OTHER COURT COSTS**	0.00	0.00	722.60	-722.60	0.00%
15010	** REVENUE FROM USE OF MONEY (INT)*	460,000.00	460,000.00	91,342.44	368,657.56	19.86%
15020	** REVENUE FROM USE OF PROPERTY **	384,480.00	384,480.00	283,974.10	100,505.90	73.86%
16010	** CHARGES FOR SERVICES (SHERIFF) *	0.00	0.00	2,396.05	-2,396.05	0.00%
16020	** CHARGES FOR COMM. ATTORNEY **	4,200.00	4,200.00	3,485.71	714.29	82.99%
16050	** CHARGES FOR CORREC. & DETEN. **	70,000.00	70,000.00	61,571.83	8,428.17	87.96%
16080	** CHGS. FOR SANI. & WASTE REM. **	1,120,000.00	1,120,000.00	845,323.35	274,676.65	75.48%
16160	** SALES OF MAPS SURVEY **	15,000.00	15,000.00	8,259.94	6,740.06	0.00%
16170	** SALE OF COPIES-COMM. OF REV **	0.00	0.00	375.00	-375.00	0.00%
16180	**TREASURER SALE OF COPIES**	0.00	0.00	0.00	0.00	0.00%
16990	**OTHER CHARGES FOR SERVICES**	57,500.00	57,500.00	44,231.50	13,268.50	76.92%
18030	** REFUNDS, LOANS, MISC. FEES **	528,000.00	528,000.00	1,221,686.00	-693,686.00	231.38%
18990	** MISCELLANEOUS **	1,710,000.00	1,710,000.00	1,501,906.49	208,093.51	87.83%
19120	** SALE RECYCLABLE MATERIAL **	60,000.00	60,000.00	96,914.95	-36,914.95	161.52%
22010	** NON-CATEGORICAL AID **	206,000.00	206,000.00	28,981.46	177,018.54	14.07%
23010	** SHARED EXPENSES COMM. ATTY **	431,943.00	431,943.00	386,891.57	45,051.43	89.57%
23020	** SHARED EXP--SHERIFF **	1,762,633.00	1,762,633.00	1,420,850.27	341,782.73	80.61%
23030	** SHARED EXP-COM. OF REVENUE **	161,915.00	161,915.00	134,662.67	27,252.33	83.17%
23040	** SHARED EXP--TREASURER **	121,748.00	121,748.00	92,700.31	29,047.69	76.14%
23060	** SHARED EXP--REGISTRAR **	40,000.00	40,000.00	2,750.00	37,250.00	6.88%
23080	** SHARED EXP-CLERK OF COURT **	313,842.00	313,842.00	281,758.83	32,083.17	89.78%
24010	** STATE VPA/WELFARE REIMB. **	1,266,697.00	1,266,697.00	977,022.99	289,674.01	77.13%
24020	** CATEGORICAL AID **	1,040,442.00	1,040,442.00	552,873.13	487,568.87	53.14%
24040	** OTHER CATEGORICAL AID **	291,548.00	291,548.00	149,952.93	141,595.07	51.43%
31010	** REVENUE FROM THE FED. GOVMT. **	1,854,485.00	4,057,146.00	4,619,366.94	-562,220.94	113.86%
33090	** CARES ACT REVENUES**	0.00	3,504,154.00	3,651,228.00	-147,074.00	0.00%
41050	** TRANSFERS FROM OTHER FUNDS **	509,700.00	822,840.00	1,663,481.05	-840,641.05	202.16%
130325	**WASTE PERMIT DECAL FEE**	0.00	0.00	2,555.00	-2,555.00	0.00%
312100	**LODGING TAX**	250,000.00	250,000.00	244,508.54	5,491.46	97.80%
	TOTAL GENERAL FUND	80,881,565.00	86,901,520.00	64,666,534.61	22,234,985.39	74.41%
FUND 081	** FRONT ROYAL WARREN COUNTY AIRPORT **					
15010	INTEREST ON BANK DEPOSITS	0.00	0.00	0.00	0.00	0.00%
15020	HANGAR RENTALS	194,423.00	194,423.00	156,303.24	38,119.76	80.39%
15020-10	OTHER PROPERTY RENTALS			0.00		
18990	MISCELLANEOUS INCOME	0.00	0.00	0.00	0.00	0.00%
24040	STATE GRANTS	0.00	0.00	1,365.40	-1,365.40	
31020	FEDERAL GRANTS	0.00	0.00	4,249.57	-4,249.57	0.00%
41050	TRANSFERS FROM OTHER FUNDS	0.00	0.00	0.00	0.00	0.00%
	TOTAL AIRPORT FUND	194,423.00	194,423.00	161,918.21	32,504.79	83.28%
FUND 083	** COST RECOVERY **					
16090	COST RECOVERY FEES	900,000.00	900,000.00	692,328.72	207,671.28	76.93%

WARREN COUNTY
EXPENDITURE SUMMARY
7/01/20-5/31/2021

	DESCRIPTION	BUDGET AMOUNT	APPROPRIATED AMOUNT	Y-T-D AMOUNT	BALANCE	% EXPENDED
FUND 001	GENERAL FUND					
11010	BOARD OF SUPERVISORS	1,549,632.00	1,549,632.00	1,699,554.48	(149,922.48)	109.67%
12020	COUNTY ADMINISTRATION	642,321.00	642,321.00	537,966.57	104,354.43	83.75%
12040	COUNTY ATTORNEY	303,066.00	303,066.00	139,410.11	163,655.89	46.00%
12090	COMMISSIONER OF REVENUE	711,665.00	711,665.00	637,945.94	73,719.06	89.64%
12110	REASSESSMENT	138,600.00	138,600.00	959.61	137,640.39	0.69%
12130	TREASURER	532,016.00	532,016.00	486,219.46	45,796.54	91.39%
12150	FINANCE AND PURCHASING	390,448.00	390,448.00	338,929.69	51,518.31	86.81%
13000	ELECTIONS	323,258.00	323,258.00	230,898.50	92,359.50	71.43%
15003	CFR-HELP AMERICA VOTE ACT	-	-	59,063.72	(59,063.72)	0.00%
21010	CIRCUIT COURT	41,991.00	41,991.00	6,008.56	35,982.44	14.31%
21020	GENERAL DISTRICT COURT	25,740.00	25,740.00	19,914.03	5,825.97	77.37%
21030	MAGISTRATES	5,839.00	5,839.00	4,124.95	1,714.05	70.64%
21050	JUVENILE AND DOMESTIC COURT	19,171.00	19,171.00	12,645.62	6,525.38	65.96%
21060	CLERK OF CIRCUIT COURT	564,125.00	564,125.00	547,665.14	16,459.86	97.08%
21080	LAW LIBRARY	52,690.00	52,690.00	52,388.26	301.74	99.43%
22010	COMMONWEALTH'S ATTORNEY	1,061,847.00	1,061,847.00	957,448.26	104,398.74	90.17%
25002	CFR2-JUDICAL ADMIN	-	20,000.00	10,697.86	9,302.14	0.00%
31020	SHERIFF'S DEPARTMENT	4,413,371.00	4,413,371.00	4,282,182.91	131,188.09	97.03%
31040	E-911 SYSTEM	620,357.00	620,357.00	649,497.98	(29,140.98)	104.70%
31050	SCHOOL RESOURCE	703,920.00	703,920.00	778,964.75	(75,044.75)	110.66%
32000	VOLUNTEER FIRE AND RESCUE	976,777.00	976,777.00	1,240,512.77	(263,735.77)	127.00%
33000	COURT SERVICES	978,287.00	978,287.00	858,967.18	119,319.82	87.80%
33030	PROBATION	67,369.00	67,369.00	3,875.20	63,493.80	5.75%
34010	BUILDING INSPECTIONS	617,829.00	617,829.00	662,407.95	(44,578.95)	107.22%
35001	CRF RD 1-PUBLIC SAFETY	-	864,631.00	864,631.00	-	0.00%
35002	CRF RD 2-PUBLIC SAFETY	-	2,619,588.29	2,619,588.29	-	0.00%
35010	ANIMAL CONTROL	603,148.00	603,148.00	526,039.60	77,108.40	87.22%
35030	MEDICAL EXAMINER	500.00	500.00	560.00	(60.00)	112.00%
35050	FIRE AND RESCUE DEPARTMENT	3,197,318.00	3,197,318.00	3,741,424.76	(544,106.76)	117.02%
41010	PUBLIC WORKS/SANITARY DISTRICTS	435,301.00	435,301.00	389,651.06	45,649.94	89.51%
41020	STREETS AND HIGHWAYS	206,001.00	206,001.00	4,700.22	201,300.78	2.28%
42030	REFUSE COLLECTION	758,940.00	758,940.00	679,420.93	79,519.07	89.52%
42035	REFUSE COLLECTION/TRANSFER STATION	211,462.00	211,462.00	180,936.96	30,525.04	85.56%
42040	REFUSE DISPOSAL	2,624,041.00	2,624,041.00	2,081,598.37	542,442.63	79.33%
43000	MAINTENANCE OF BLDGS. & GROUNDS	1,384,135.00	1,384,135.00	1,515,476.45	(131,341.45)	109.49%
51000	HEALTH	392,676.00	392,676.00	392,676.00	-	100.00%
52000	MENTAL HEALTH AND DISABILTY	366,886.00	366,886.00	283,289.50	83,596.50	77.21%
53000	SOCIAL SERVICES	4,400,883.00	4,400,883.00	3,646,069.42	754,813.58	82.85%
53090	OTHER SOCIAL SERVICES	121,489.00	121,489.00	91,289.00	30,200.00	75.14%
53500	COMPREHENSIVE SERVICES ACT	1,798,351.00	1,798,351.00	1,536,327.76	262,023.24	85.43%
55001	CRF ROUND 1-HLTH & HUM SVC	-	25,355.83	25,355.83	-	100.00%
64010	COMMUNITY COLLEGE	39,656.00	69,656.00	69,656.00	-	100.00%
65002	CARES-WCPS VIRTUAL INSTRUCTION	-	300,000.00	300,000.00	-	100.00%
71010	PARKS & REC. ADMINISTRATION	891,395.00	891,395.00	559,767.24	331,627.76	62.80%
71020	PARKS & REC. - REC. PROGRAM	72,814.00	72,814.00	15,673.64	57,140.36	21.53%
71030	PARKS & REC. - MAINTENANCE	1,604,999.00	1,604,999.00	1,266,052.53	338,946.47	78.88%
73000	LIBRARY MUSEUM CULT. ENRICH.	1,018,087.00	1,018,087.00	1,013,587.00	4,500.00	99.56%
81010	PLANNING AND ZONING ADMIN.	462,526.00	462,526.00	358,134.76	104,391.24	77.43%
81050	ECONOMIC DEVELOPMENT	2,139,472.00	2,139,472.00	302,193.78	1,837,278.22	14.12%
82000	ENVIRONMENTAL MANAGEMENT	40,500.00	40,500.00	20,500.00	20,000.00	50.62%
83000	VPI EXTENSION SERVICE	120,919.00	120,919.00	97,717.23	23,201.77	80.81%
85001	CFR ROUND 1- COM DEVELOPMENT	-	2,436,558.00	2,436,558.00	-	100.00%
85002	CRF ROUND 2- COM DEVELOPMENT	-	634,694.67	634,694.67	-	100.00%
91000	NON-DEPARTMENTAL	2,362,022.00	4,651,465.64	2,180,956.31	2,470,509.33	46.89%
92000	CAPITAL OUTLAY	15,894,521.00	15,894,521.00	18,943,226.78	(3,048,705.78)	119.18%
99010	TRANSFERS TO OTHER FUNDS	26,956,323.00	26,956,323.00	18,322,416.83	8,633,906.17	67.97%
	TOTAL GENERAL FUND	82,844,684.00	92,064,955.43	79,318,419.42	12,746,536.01	86.15%
FUND 081	FRONT ROYAL WARREN COUNTY AIRPORT	189,665.00	189,665.00	132,179.75	57,485.25	69.69%
	TOTAL FUND 81	189,665.00	189,665.00	132,179.75	57,485.25	69.69%
FUND 083	COST RECOVERY	900,000.00	900,000.00	577,980.34	322,019.66	64.22%

INTERIM CHECK RUN

April 22, 2021-June 9, 2021

FISCAL YEAR 2020/2021

DEPT	ACCT	VENDOR	ACCOUNT TYPE	INV. DATE	INV. #	AMOUNT
		BOARD OF SUPERVISORS				
11010	3015	BB&T	EDA LITIGATION-SANDS ANDERSON	5/3/2021	9484 5/21	400.00
11010	5504	BB&T	TRAVEL AND TRAINING	5/3/2021	9484 5/21	400.00
11010	5504	BB&T	TRAVEL AND TRAINING	4/2/2021	4/21/2021	350.00
11010	5899	COMMONWEALTH OF VA	UNCLASSIFIED	5/3/2021	T439847	20.88
11010	5899	CENTURYLINK	UNCLASSIFIED	4/7/2021	310195872 4/21	1,376.49
11010	5899	CENTURYLINK	UNCLASSIFIED	4/7/2021	310410283 4/21	2,236.02
					Total	**4,783.39**
		COUNTY ADMINISTRATION				
12020	5203	CENTURYLINK	TELEPHONE	5/7/2021	310410283 5/21	275.53
12020	5203	ACOM, LLC	TELEPHONE	3/15/2021	1009 GC	135.00
12020	5203	ACOM, LLC	TELEPHONE	4/15/2021	1010 GC	167.17
12020	5203	ACOM, LLC	TELEPHONE	5/15/2021	1011 GC	123.18
12020	5401	BB&T	OFFICE SUPPLIES	5/3/2021	9484 5/21	10.40
					Total	**711.28**
		COUNTY ATTORNEY				
12040	3150	BB&T	FILING AND SERVICE FEES	5/3/2021	9484 5/21	59.74
12040	3150	BB&T	FILING AND SERVICE FEES	4/2/2021	4/21/2021	50.47
12040	5203	CENTURYLINK	TELEPHONE	5/7/2021	310410283 5/21	119.92
12040	5203	ACOM, LLC	TELEPHONE	3/15/2021	1009 GC	93.91
12040	5203	ACOM, LLC	TELEPHONE	4/15/2021	1010 GC	102.34
12040	5203	ACOM, LLC	TELEPHONE	5/15/2021	1011 GC	103.15
12040	5504	BB&T	TRAVEL AND TRAINING	5/3/2021	9484 5/21	300.00
					Total	**829.53**
		COMMISSIONER OF REVENUE				
12090	5203	CENTURYLINK	TELEPHONE	5/7/2021	310410283 5/21	192.32
12090	5203	ACOM, LLC	TELEPHONE	3/15/2021	1009 GC	112.41
12090	5203	ACOM, LLC	TELEPHONE	4/15/2021	1010 GC	135.01
12090	5203	ACOM, LLC	TELEPHONE	5/15/2021	1011 GC	112.60
12090	5401	BB&T	OFFICE SUPPLIES	5/3/2021	2530 5/21	50.00
12090	5411	BB&T	BOOKS AND SUBSCRIPTIONS	4/2/2021	2534	25.00
12090	5504	BB&T	TRAVEL AND TRAINING	4/2/2021	2534	100.00
12090	5801	BB&T	DUES AND MEMBERSHIP	4/2/2021	2534	120.00
					Total	**847.34**
		REASSESSMENT				
12110	5203	CENTURYLINK	TELEPHONE	5/7/2021	310195872 5/21	137.07
					Total	**137.07**
		TREASURER				
12130	5203	CENTURYLINK	TELEPHONE	5/7/2021	310410283 5/21	252.28
12130	5203	ACOM, LLC	TELEPHONE	3/15/2021	1009 GC	138.22
12130	5203	ACOM, LLC	TELEPHONE	4/15/2021	1010 GC	227.53
12130	5203	ACOM, LLC	TELEPHONE	5/15/2021	1011 GC	186.50
12130	5504	BB&T	TRAVEL AND TRAINING	4/2/2021	4/21/2021	285.00
12130	7001	BB&T	MACHINERY AND EQUIPMENT	5/3/2021	9484 5/21	34.94
12130	7001	BB&T	MACHINERY AND EQUIPMENT	4/2/2021	4/21/2021	34.94
					Total	**1,159.41**
		FINANCE AND PURCHASING				
12150	5203	CENTURYLINK	TELEPHONE	5/7/2021	310410283 5/21	196.77
12150	5203	ACOM, LLC	TELEPHONE	3/15/2021	1009 GC	108.69
12150	5203	ACOM, LLC	TELEPHONE	4/15/2021	1010 GC	110.78
12150	5203	ACOM, LLC	TELEPHONE	5/15/2021	1011 GC	119.38
12150	7007	BB&T	COMPUTER EQUIPMENT	5/3/2021	9484 5/21	317.99
					Total	**853.61**
		ELECTIONS				
13000	5203	CENTURYLINK	TELEPHONE	5/7/2021	310410283 5/21	149.34
13000	5203	CENTURYLINK	TELEPHONE	4/17/2021	478686816 5/21	294.07
					Total	**443.41**

		CIRCUIT COURT				
21010	5203	CENTURYLINK	TELEPHONE	5/7/2021	310195872 5/21	161.14
21010	5203	CENTURYLINK	TELEPHONE	5/7/2021	310410283 5/21	52.46
21010	5203	ACOM, LLC	TELEPHONE	3/15/2021	1006 CH	70.45
21010	5203	ACOM, LLC	TELEPHONE	4/15/2021	1007 CH	66.99
21010	5203	ACOM, LLC	TELEPHONE	5/15/2021	1008 CH	68.19
					Total	**419.23**
		GENERAL DISTRICT COURT				
21020	5203	CENTURYLINK	TELEPHONE	5/7/2021	31095872 5/21	236.48
21020	5203	ACOM, LLC	TELEPHONE	3/15/2021	1006 CH	171.10
21020	5203	ACOM, LLC	TELEPHONE	4/15/2021	1007 CH	122.94
21020	5203	ACOM, LLC	TELEPHONE	5/15/2021	1008 CH	115.96
					Total	**646.48**
		MAGISTRATES				
21030	5203	CENTURYLINK	TELEPHONE	5/7/2021	309613115 5/21	129.46
21030	5203	CENTURYLINK	TELEPHONE	4/7/2021	309613115-4/21	129.50
21030	5203	SPRINT	TELEPHONE	5/5/2021	4399 5/21	33.85
21030	5203	SPRINT	TELEPHONE	4/5/2021	4/21/2021	33.86
					Total	**326.67**
		JUVENILE AND DOMESTIC COURT				
21050	5203	CENTURYLINK	TELEPHONE	5/7/2021	310195872 5/21	180.47
21050	5203	ACOM, LLC	TELEPHONE	3/15/2021	1006 CH	242.69
21050	5203	ACOM, LLC	TELEPHONE	4/15/2021	1007 CH	241.20
21050	5203	ACOM, LLC	TELEPHONE	5/15/2021	1008 CH	219.29
					Total	**883.65**
		CLERK OF CIRCUIT COURT				
21060	5203	CENTURYLINK	TELEPHONE	5/7/2021	310195872 5/21	186.89
21060	5203	ACOM, LLC	TELEPHONE	3/15/2021	1006 CH	215.02
21060	5203	ACOM, LLC	TELEPHONE	4/15/2021	1007 CH	230.85
21060	5203	ACOM, LLC	TELEPHONE	5/15/2021	1008 CH	234.06
					Total	**866.82**
		COMMONWEALTH'S ATTORNEY				
22010	5203	CENTURYLINK	TELEPHONE	5/7/2021	310195872 5/21	150.31
22010	5203	ACOM, LLC	TELEPHONE	3/15/2021	1006 CH	211.70
22010	5203	ACOM, LLC	TELEPHONE	4/15/2021	1007 CH	274.64
22010	5203	ACOM, LLC	TELEPHONE	5/15/2021	1008 CH	221.01
22010	5401	COMCAST	OFFICE SUPPLIES	5/6/2021	4589	311.28
					Total	**1,168.94**
		SHERIFF'S OFFICE				
31020	5104	COMCAST	CABLE	5/17/2021	1197 5/21	157.50
31020	5104	COMCAST	CABLE	4/17/2021	1197 5/21	150.00
31020	5104	COMCAST	CABLE	4/5/2021	4/21/2021	156.78
31020	5104	BB&T	CABLE	5/3/2021	2794 5/21	500.00
31020	5203	MCI COMM SERVICE	TELEPHONE	4/17/2021	2DG20748 5/21	34.95
31020	5203	MCI COMM SERVICE	TELEPHONE	4/17/2021	2DG20749 5/21	34.94
31020	5203	MCI COMM SERVICE	TELEPHONE	4/17/2021	2DG20750 5/21	34.95
31020	5203	CENTURYLINK	TELEPHONE	4/22/2021	309830258 5/21	1,421.63
31020	5203	CENTURYLINK	TELEPHONE	5/7/2021	310195872 5/21	187.75
31020	5203	BB&T	TELEPHONE	5/3/2021	2794 5/21	58.00
31020	5203	BB&T	TELEPHONE	4/2/2021	4/21/2021	54.00
31020	5203	SPRINT	TELEPHONE	4/28/2021	2807 5/21	2,456.74
31020	5203	ACOM, LLC	TELEPHONE	3/15/2021	1006 CH	137.32
31020	5203	ACOM, LLC	TELEPHONE	4/15/2021	1007 CH	135.60
31020	5203	ACOM, LLC	TELEPHONE	5/15/2021	1008 CH	139.81
31020	5401	BB&T	OFFICE SUPPLIES	5/3/2021	2794 5/21	103.52
31020	5401	BB&T	OFFICE SUPPLIES	4/2/2021	4/21/2021	283.51
31020	5408	BB&T	OPERATION OF MOTOR VEHICLE	5/3/2021	2794 5/21	576.47
31020	5408	BB&T	OPERATION OF MOTOR VEHICLE	4/2/2021	4/21/2021	149.54
31020	5408	SPRINT	OPERATION OF MOTOR VEHICLE	4/28/2021	2807 5/21	1,506.97
31020	5408	GREGORY, JOHN	OPERATION OF MOTOR VEHICLE	6/2/2021	REIMB 6/21	13.26
31020	5409	BB&T	POLICE SUPPLIES AND AMMUNITION	5/3/2021	2794 5/21	989.30
31020	5409	BB&T	POLICE SUPPLIES AND AMMUNITION	4/2/2021	4/21/2021	223.43
31020	5410	BB&T	WEARING APPAREL	5/3/2021	2794 5/21	358.59
31020	5410	MICELI, DEVIN	WEARING APPAREL	6/2/2021	REIMB 6/21	100.00
31020	5411	BB&T	BOOKS AND SUBSCRIPTIONS	4/2/2021	4/21/2021	399.00
31020	5413	BB&T	COMPUTER SUPPLIES	4/2/2021	4/21/2021	209.30

31020	5420	BB&T	K-9 EXPENSE	4/2/2021	4/21/2021	575.08
31020	5504	BB&T	TRAVEL AND TRAINING	5/3/2021	2794 5/21	1,948.78
31020	5504	BB&T	TRAVEL AND TRAINING	4/2/2021	4/21/2021	5,169.96
31020	5505	BB&T	TRAVEL EXTRADITION OF PRISONERS	5/3/2021	2794 5/21	221.59
31020	5505	BB&T	TRAVEL EXTRADITION OF PRISONERS	4/2/2021	4/21/2021	773.76
31020	5801	BB&T	DUES AND MEMBERSHIP	4/2/2021	4/21/2021	50.00
31020	5899	BB&T	UNCLASSIFIED	5/3/2021	2794 5/21	(11.75)
31020	5899	BB&T	UNCLASSIFIED	4/2/2021	4/21/2021	461.38
31020	7002	BB&T	MACH. AND EQUIPMENT	5/3/2021	2794 5/21	328.95
31020	7002	BB&T	MACH. AND EQUIPMENT	4/2/2021	4/21/2021	351.95
31020	7007	BB&T	COMPUTER EQUIPMENT	5/3/2021	2794 5/21	178.38
31020	7007	BB&T	COMPUTER EQUIPMENT	4/2/2021	4/21/2021	2,716.30
31020	7008	BB&T	COMPUTER SOFTWARE	5/3/2021	2794 5/21	3,100.47
31020	7008	BB&T	COMPUTER SOFTWARE	4/2/2021	4/21/2021	45.77
31020	7009	BB&T	POLICE EQUIPMENT	5/3/2021	2794 5/21	386.00
31020	7009	BB&T	POLICE EQUIPMENT	4/2/2021	4/21/2021	147.20
31020	8001	BB&T	RENTAL OF EQUIPMENT	5/3/2021	2794 5/21	30.99
31020	8001	BB&T	RENTAL OF EQUIPMENT	4/2/2021	4/21/2021	38.98
					Total	**27,086.65**
			E-911 SYSTEM			
31040	3003	CENTURYLINK	E-911 ADDRESS MAINT.	5/22/2021	309576274 6/21	4,529.31
31040	3003	CENTURYLINK	E-911 ADDRESS MAINT.	4/22/2021	309576274 5/21	5,766.26
31040	3010	BB&T	EQUIPMENT SERVICES CONTRACT	5/3/2021	2794 5/21	397.50
31040	5104	COMCAST	INTERNET/CABLE	5/25/2021	1031 6/21	108.35
31040	5104	COMCAST	INTERNET/CABLE	4/25/2021	1031 5/21	108.35
31040	5104	SHENTEL	INTERNET/CABLE	5/15/2021	476899 5/21	381.50
31040	5104	SHENTEL	INTERNET/CABLE	4/15/2021	476899-4/21	381.50
31040	5203	CENTURYLINK	TELEPHONE	5/22/2021	309576274 6/21	26.68
31040	5203	CENTURYLINK	TELEPHONE	4/22/2021	309576274 5/21	19.52
31040	5504	BB&T	TRAVEL AND TRAINING	5/3/2021	2794 5/21	749.00
					Total	**12,467.97**
			VOLUNTEER FIRE AND RESCUE			
32000	5627	COMCAST	FIRE & RESCUE-CONTINGENCY	4/23/2021	7255 5/21	109.32
32000	5627	BB&T	FIRE & RESCUE-CONTINGENCY	4/1/2021	4/21/2021	667.44
32000	5629	RAPPAHANNOCK ELECTRIC	FIRE PROGRAM FUNDS	5/10/2021	51309007 5/21	22.05
32000	5629	RAPPAHANNOCK ELECTRIC	FIRE PROGRAM FUNDS	4/10/2021	51309007-4/21	22.05
32000	5629	RAPPAHANNOCK ELECTRIC	FIRE PROGRAM FUNDS	5/10/2021	51309008 5/21	92.92
					TOTAL	**913.78**
			CORRECTIONS			
33000	3004	BB&T	REPAIRS AND MAINT. EQUIPMENT	4/2/2021	4/21/2021	27.29
33000	5203	CENTURYLINK	TELEPHONE	5/7/2021	310372307 5/21	62.34
33000	5203	CENTURYLINK	TELEPHONE	4/7/2021	310372307-4/21	62.36
33000	7007	BB&T	COMPUTER EQUIPMENT	4/2/2021	4/21/2021	209.00
					Total	**360.99**
			BUILDING INSPECTIONS			
34010	5203	CENTURYLINK	TELEPHONE	5/7/2021	310410283 5/21	119.92
34010	5203	ACOM, LLC	TELEPHONE	3/15/2021	1009 GC	84.97
34010	5203	ACOM, LLC	TELEPHONE	4/15/2021	1010 GC	119.10
34010	5203	ACOM, LLC	TELEPHONE	5/15/2021	1011 GC	122.04
34010	5205	BB&T	CELLULAR PHONE	5/3/2021	5653 5/21	164.98
34010	5205	BB&T	CELLULAR PHONE	4/2/2021	4/21/2021	164.98
34010	5408	BB&T	OPERATION OF MOTOR VEHICLE	5/3/2021	5653 5/21	471.94
34010	5899	BB&T	UNCLASSIFIED	4/2/2021	4/21/2021	562.38
34010	7007	BB&T	COMPUTER	4/2/2021	4/21/2021	87.92
					Total	**1,898.23**
			FIRE AND RESCUE DEPARTMENT			
35050	5203	CENTURYLINK	TELEPHONE	5/7/2021	310410283 5/21	229.72
35050	5203	AT&T MOBILITY	TELEPHONE	5/7/2021	734 5/21	1,539.94
35050	5408	BB&T	OPERATION OF MOTOR VEHICLE	4/1/2021	4/21/2021	425.87
35050	5411	BB&T	BOOKS AND SUBSCRIPTION	4/1/2021	4/21/2021	163.83
35050	5504	BB&T	TRAVEL AND TRAINING	5/3/2021	4656 5/21	1,144.81
35050	5626	BB&T	EMS FUND	5/3/2021	4656 5/21	578.15
35050	5629	BB&T	FIRE PREVENTION & PUBLIC RELATIONS	5/3/2021	4656 5/21	148.95
35050	5899	BB&T	UNCLASSIFIED	5/3/2021	4656 5/21	327.40
35050	5899	BB&T	UNCLASSIFIED	4/1/2021	4/21/2021	138.11
					Total	**4,696.78**

		PUBLIC WORKS SANITATION DISTRICT				
41010	5899	BB&T	RESERVE FOR CONTINGENCIES	5/3/2021	9484 5/21	136.28
					Total	**136.28**
		REFUSE COLLECTION				
42030	5101	RAPPAHANNOCK ELECTRIC	ELECTRIC	5/10/2021	17146001 5/21	79.72
42030	5101	RAPPAHANNOCK ELECTRIC	ELECTRIC	4/10/2021	17146001-4/21	106.86
42030	5101	RAPPAHANNOCK ELECTRIC	ELECTRIC	5/12/2021	35997001 5/21	61.23
42030	5101	RAPPAHANNOCK ELECTRIC	ELECTRIC	5/7/2021	51309011 5/21	63.64
42030	5101	RAPPAHANNOCK ELECTRIC	ELECTRIC	4/13/2021	51309014-4/21	104.93
42030	5101	RAPPAHANNOCK ELECTRIC	ELECTRIC	5/21/2021	51309018-5/21	86.75
42030	5101	RAPPAHANNOCK ELECTRIC	ELECTRIC	4/22/2021	51309018 5/21	95.27
42030	5101	RAPPAHANNOCK ELECTRIC	ELECTRIC	4/22/2021	51309027 5/21	1,401.21
42030	5203	CENTURYLINK	TELEPHONE	5/7/2021	310410283 5/21	380.25
					Total	**2,379.86**
		REFUSE DISPOSAL				
42040	5101	SHENANDOAH VALLEY	ELECTRIC	5/14/2021	1015278001 5/21	347.10
42040	5101	SHENANDOAH VALLEY	ELECTRIC	4/15/2021	1015278001-4/21	389.88
42040	5101	SHENANDOAH VALLEY	ELECTRIC	5/14/2021	1015278002 5/21	191.61
42040	5101	SHENANDOAH VALLEY	ELECTRIC	4/15/2021	1015278002-4/21	298.15
42040	5101	SHENANDOAH VALLEY	ELECTRIC	5/14/2021	1015278003 5/21	124.04
42040	5101	SHENANDOAH VALLEY	ELECTRIC	4/15/2021	1015278003-4/21	160.06
42040	5101	SHENANDOAH VALLEY	ELECTRIC	5/14/2021	1015278004 5/21	27.17
42040	5101	SHENANDOAH VALLEY	ELECTRIC	4/15/2021	1015278004-4/21	27.17
42040	5101	SHENANDOAH VALLEY	ELECTRIC	5/14/2021	1015278005 5/21	186.53
42040	5101	SHENANDOAH VALLEY	ELECTRIC	4/15/2021	1015278005-4/21	225.81
42040	5203	CENTURYLINK	TELEPHONE	5/7/2021	310410283 5/21	69.48
42040	5501	BB&T	TRAVEL AND TRAINING	4/2/2021	4/21/2021	50.00
					Total	**2,097.00**
		MAINTENANCE OF BLDG. & GRNDS				
43000	5101	RAPPAHANNOCK ELECTRIC	ELECTRIC	5/6/2021	11244008 5/21	66.88
43000	5101	RAPPAHANNOCK ELECTRIC	ELECTRIC	5/24/2021	51309022 5/21	31.13
43000	5102	RAPPAHANNOCK ELECTRIC	FUEL	4/24/2021	51309022 5/21	34.35
43000	5203	COMCAST	TELEPHONE	5/6/2021	8797 5/21	268.02
43000	5203	COMCAST	TELEPHONE	5/12/2021	8870 5/21	239.36
43000	5203	CENTURYLINK	TELEPHONE	5/22/2021	309548447 6/21	268.86
43000	5203	CENTURYLINK	TELEPHONE	4/22/2021	309548447 5/21	267.52
43000	5203	CENTURYLINK	TELEPHONE	5/7/2021	310410283 5/21	123.91
43000	5203	CENTURYLINK	TELEPHONE	5/22/2021	310414365 6/21	351.85
43000	5203	CENTURYLINK	TELEPHONE	4/22/2021	310414365 5/21	345.61
43000	5203	CENTURYLINK	TELEPHONE	5/23/2021	424997784 6/21	187.00
43000	5203	CENTURYLINK	TELEPHONE	4/23/2021	424997784 5/21	187.87
43000	5203	SPRINT	TELEPHONE	5/18/2021	8810 5/21	111.74
43000	5203	SPRINT	TELEPHONE	4/18/2021	8810 5/21	111.74
43000	5203	ACOM, LLC	TELEPHONE	3/15/2021	1006 CH	67.65
43000	5203	ACOM, LLC	TELEPHONE	4/15/2021	1007 CH	67.66
43000	5203	ACOM, LLC	TELEPHONE	5/15/2021	1008 CH	69.48
43000	5401	BB&T	OFFICE SUPPLIES	5/3/2021	9484 5/21	62.10
43000	5407	BB&T	REPAIRS AND MAINT.	5/3/2021	9484 5/21	3,641.33
43000	5407	BB&T	REPAIRS AND MAINT.	4/2/2021	4/21/2021	102.60
43000	5899	BB&T	UNCLASSIFIED	5/3/2021	9484 5/21	802.51
43000	5899	BB&T	UNCLASSIFIED	4/2/2021	4/21/2021	1,113.91
					Total	**8,523.08**
		CHILDREN'S SERVICES ACT				
53500	5301	XXXXX	CSA	4/1/2021	2021 23	710.00
53500	5301	XXXXX	CSA	4/5/2021	2021H21	111.08
					Total	**821.08**
		PARKS & REC. ADMINISTRATION				
71010	5203	COMCAST	TELEPHONE	5/19/2021	0926 5/21	453.08
71010	5203	COMCAST	TELEPHONE	4/19/2021	926 5/21	452.94
71010	5203	COMCAST	TELEPHONE	5/19/2021	4654 5/21	604.95
71010	5203	COMCAST	TELEPHONE	4/19/2021	4654 5/21	604.74
71010	5203	COMCAST	TELEPHONE	5/25/2021	4829 6/21	299.97
71010	5203	COMCAST	TELEPHONE	4/25/2021	4829 5/21	299.88
71010	5203	COMCAST	TELEPHONE	5/25/2021	6220 6/21	53.24
71010	5203	COMCAST	TELEPHONE	4/25/2021	6220 5/21	53.21
71010	5203	COMCAST	TELEPHONE	5/6/2021	6246 5/21	117.58

71010	5203	COMCAST	TELEPHONE	5/12/2021	6253 5/21	205.84
71010	5203	COMCAST	TELEPHONE	4/12/2021	4/21/2021	205.79
71010	5203	COMCAST	TELEPHONE	5/15/2021	6295 5/21	55.90
71010	5203	COMCAST	TELEPHONE	4/15/2021	6295 5/21	53.21
71010	5203	COMCAST	TELEPHONE	4/27/2021	6899 5/21	591.77
71010	5203	COMCAST	TELEPHONE	5/24/2021	8581 6/21	108.35
71010	5203	COMCAST	TELEPHONE	4/24/2021	8581 5/21	108.35
71010	5203	COMCAST	TELEPHONE	5/5/2021	9076 5/21	109.32
71010	5203	CENTURYLINK	TELEPHONE	5/22/2021	310402045 6/21	11.93
71010	5203	CENTURYLINK	TELEPHONE	4/22/2021	310402045 5/21	11.93
71010	5203	SPRINT	TELEPHONE	5/18/2021	8810 5/21	329.31
71010	5203	SPRINT	TELEPHONE	4/18/2021	8810 5/21	350.25
71010	5401	BB&T	OFFICE SUPPLIES	4/2/2021	4/21/2021	93.63
71010	5504	BB&T	TRAVEL AND TRAINING	5/3/2021	9484 5/21	32.00
71010	5504	BB&T	TRAVEL AND TRAINING	4/2/2021	4/21/2021	180.00
					Total	**5,387.17**
		PARKS & REC. REC. PROGRAM				
71020	5443	DEFENSIVE FIREARMS OF VA	SPECIAL INTEREST CAMPS/CLINICS	5/25/2021	7629 5/21	135.00
71020	5443	LEWIS, ELIZABETH	SPECIAL INTEREST CAMPS/CLINICS	4/28/2021	FITNESS-4/21	288.00
71020	5446	BB&T	FAMILY/CHILDREN'S PROGRAM	5/3/2021	9484 5/21	55.10
71020	5448	BB&T	SPECIAL EVENTS	4/2/2021	4/21/2021	81.38
71020	5448	LEWIS, NIKKI	SPECIAL EVENTS	2/19/2021	0091-SANTA	200.00
71020	5449	BB&T	NEW PROGRAMS	4/2/2021	4/21/2021	29.17
71020	5449	DEFENSIVE FIREARMS OF VA	NEW PROGRAMS	4/19/2021	7629 4/21	67.50
					Total	**856.15**
		PARKS & REC. MAINTENANCE				
71030	5101	RAPPAHANNOCK ELECTRIC	ELECTRIC	5/24/2021	51309002 6/21	15.62
71030	5101	RAPPAHANNOCK ELECTRIC	ELECTRIC	4/24/2021	51309002 5/21	15.85
71030	5101	RAPPAHANNOCK ELECTRIC	ELECTRIC	5/10/2021	51309004 5/21	12.76
71030	5101	RAPPAHANNOCK ELECTRIC	ELECTRIC	4/10/2021	51309004-4/21	12.76
71030	5101	RAPPAHANNOCK ELECTRIC	ELECTRIC	5/10/2021	51309024 5/21	25.52
71030	5101	RAPPAHANNOCK ELECTRIC	ELECTRIC	4/10/2021	51309024-4/21	25.52
71030	5407	BB&T	REPAIRS AND MAINT.	5/3/2021	9484 5/21	847.73
71030	5407	BB&T	REPAIRS AND MAINT.	4/2/2021	4/21/2021	452.40
71030	5413	BB&T	OPERATING SUPPLIES	4/2/2021	4/21/2021	20.25
71030	5897	BB&T	COVID-19 EXPENSES	5/3/2021	9484 5/21	23.14
					Total	**1,451.55**
		PLANNING AND ZONING ADMIN.				
81010	5203	CENTURYLINK	TELEPHONE	5/7/2021	310410283 5/21	59.96
81010	5203	ACOM, LLC	TELEPHONE	3/15/2021	1009 GC	126.83
81010	5203	ACOM, LLC	TELEPHONE	4/15/2021	1010 GC	148.24
81010	5203	ACOM, LLC	TELEPHONE	5/15/2021	1011 GC	153.73
81010	5801	BB&T	DUES AND MEMBERSHIP	4/2/2021	4/21/2021	613.00
81010	7007	BB&T	COMPUTER EQUIPMENT	4/2/2021	4/21/2021	252.70
81010	7007	BB&T	COMPUTER EQUIPMENT	4/2/2021	4/21/2021	314.70
					Total	**1,669.16**
		VPI EXTENSION SERVICE				
83000	5203	CENTURYLINK	TELEPHONE	4/22/2021	310081090 5/21	112.40
83000	5203	ACOM, LLC	TELEPHONE	3/15/2021	1009 GC	94.89
83000	5203	ACOM, LLC	TELEPHONE	4/15/2021	1010 GC	104.84
83000	5203	ACOM, LLC	TELEPHONE	5/15/2021	1011 GC	105.57
					Total	**417.70**
		NON-DEPARTMENTAL				
91000	2009	VIRGINIA EMPLOYMENT COMM.	UNEMPLOYMENT COMPENSATION	3/31/2021	1890158 4/21	1,676.00
91000	3010	COMCAST	MAINT. - CENTRAL COMPUTER	5/10/2021	3459 5/21	297.49
91000	3010	COMCAST	MAINT. - CENTRAL COMPUTER	4/10/2021	4/21/2021	297.48
91000	3010	CENTURYLINK	MAINT. - CENTRAL COMPUTER	4/22/2021	310118646 5/21	52.01
91000	3015	W.C. PUBLIC SCHOOLS	2021 TECH. UPGRADE	5/19/2021	51921 1	14,396.89
91000	3015	W.C. PUBLIC SCHOOLS	2021 TECH. UPGRADE	5/19/2021	51921 1	14,396.89
91000	3015	SYCOM TECHNOLOGIES	2021 TECH. UPGRADE	3/31/2021	52665	18,203.85
91000	3015	SYCOM TECHNOLOGIES	2021 TECH. UPGRADE	3/31/2021	52691	45,738.84
91000	3015	SYCOM TECHNOLOGIES	2021 TECH. UPGRADE	3/31/2021	52692	18,727.50
91000	3015	SYCOM TECHNOLOGIES	2021 TECH. UPGRADE	3/31/2021	52693	17,610.00
91000	3015	SYCOM TECHNOLOGIES	2021 TECH. UPGRADE	3/31/2021	52727	89,850.00
91000	3015	SYCOM TECHNOLOGIES	2021 TECH. UPGRADE	4/15/2021	52747	42,475.65
91000	3015	SYCOM TECHNOLOGIES	2021 TECH. UPGRADE	4/15/2021	52763	2,079.69

91000	3015	SYCOM TECHNOLOGIES	2021 TECH. UPGRADE	4/15/2021	52778	44,867.80
91000	3015	SYCOM TECHNOLOGIES	2021 TECH. UPGRADE	4/15/2021	52788	1,510.74
91000	3015	SYCOM TECHNOLOGIES	2021 TECH. UPGRADE	4/15/2021	52791	1,481.18
91000	3015	SYCOM TECHNOLOGIES	2021 TECH. UPGRADE	4/15/2021	52798	245.84
91000	3015	SYCOM TECHNOLOGIES	2021 TECH. UPGRADE	4/15/2021	52805	208,636.63
91000	3015	SYCOM TECHNOLOGIES	2021 TECH. UPGRADE	4/22/2021	52858	2,269.75
91000	3015	SYCOM TECHNOLOGIES	2021 TECH. UPGRADE	4/22/2021	52878	5,879.44
91000	3015	SYCOM TECHNOLOGIES	2021 TECH. UPGRADE	5/15/2021	63663	4,081.80
91000	5605	TOWN OF FRONT ROYAL - EDA	ROUTE 340/522 TROLLEY	4/22/2021	MEALS TAX 4/21	115,457.00
91000	8005	MOTOROLA, INC	FEMA-B RESERVE	3/4/2021	41298384	815,303.00
					Total	**1,465,535.47**

CAPITAL OUTLAY

92000	7011	SHENTEL	CENTRAL TELEPHONE SYSTEM	5/9/2021	493494 5/21	1,748.93
92000	7018	UNITED BANK	ECONOMIC DEVELOPMENT	5/14/2021	90978 5/21	22,450.41
92000	7018	UNITED BANK	ECONOMIC DEVELOPMENT	4/15/2021	90978-4/21	22,450.61
92000	7025	VA DEPT. OF TRANSP.	REVENUE SHARING	1/20/2021	115	68,199.76
92000	7042	BB&T	RIVERMONT VFD	4/1/2021	4/21/2021	1,200.36
92000	7043	BB&T	NORTH WARREN VFD	5/3/2021	4656 5/21	1,308.79
92000	7072	RSW REGIONAL JAIL	REGIONAL JAIL	3/9/2021	4TH 5/21	996,606.00
					Total	**1,113,964.86**

SHENANDOAH FARMS SANITARY DIST.

43050	70571	VML/VACO FINANCE PROGRAM	VML LOAN-PRINCIPLE	5/7/2021	788742002 5/21	30,228.52
43050	70572	VML/VACO FINANCE PROGRAM	VML LOAN-INTEREST	5/7/2021	788742002 5/21B	228.52
						30,457.04

LAKE FRONT ROYAL SANT. DISTRICT

54050	5101	RAPPAHANNOCK ELECTRIC	UTILITIES	4/13/2021	35997001-4/21	61.23
54050	5101	RAPPAHANNOCK ELECTRIC	UTILITIES	5/8/2021	51309005 6/21	58.86
					Total	**120.09**

WARREN COUNTY AIRPORT

81060	5101	RAPPAHANNOCK ELECTRIC	ELECTRIC	4/21/2021	11244001 5/21	1,446.42
81060	5101	RAPPAHANNOCK ELECTRIC	ELECTRIC	4/7/2021	11244008 4/21	112.04
81060	5203	CENTURYLINK	TELEPHONE	4/22/2021	309760596 5/21	262.61
81060	5203	CENTURYLINK	TELEPHONE	5/9/2021	435206429 5/21	52.01
81060	5203	CENTURYLINK	TELEPHONE	4/9/2021	435206429-4/21	52.01
					Total	**1,925.09**

COST RECOVERY

35060	3010	BB&T	EQUIPMENT SERVICE CONTRACTS	5/3/2021	2794 5/21	397.50
35060	5403	BB&T	RECRUITMENT & RETENTION	5/3/2021	4656 5/21	120.02
35060	5812	BB&T	VDEM-GRANTS	4/1/2021	4/21/2021	68.23
35060	7007	AT&T MOBILITY	COMPUTER EQUIPMENT	4/7/2021	0734-4/21	5,066.07
35060	7007	BB&T	COMPUTER EQUIPMENT	5/3/2021	4656 5/21	233.74
35060	7007	BB&T	COMPUTER EQUIPMENT	4/1/2021	4/21/2021	1,170.10
					Total	**7,055.66**

SHENANDOAH FARMS VFC #6

35070	5203	COMCAST	TELEPHONE	5/17/2021	8400 5/21	275.31
35070	5203	COMCAST	TELEPHONE	4/17/2021	8400 5/21	262.15
35070	5405	RAPPAHANNOCK ELECTRIC	ELECTRIC	5/8/2021	51309003 5/21	92.33
35070	5405	RAPPAHANNOCK ELECTRIC	ELECTRIC	5/8/2021	65749001 5/21	195.58
					Total	**825.37**

NORTH WARREN VFD #10

35071	5203	CENTURYLINK	TELEPHONE	4/22/2021	309868643 5/21	361.34
35071	5405	RAPPAHANNOCK ELECTRIC	ELECTRIC	4/24/2021	111790001 5/21	438.33
35071	5405	RAPPAHANNOCK ELECTRIC	ELECTRIC	5/20/2021	91741001 5/21	231.91
					Total	**1,031.58**

SOUTH WARREN VFD #3

35072	5203	CENTURYLINK	TELEPHONE	4/22/2021	309408289 5/21	84.12
35072	5203	CENTURYLINK	TELEPHONE	4/22/2021	310323829 5/21	130.76
35072	5405	RAPPAHANNOCK ELECTRIC	ELECTRIC	5/10/2021	276922002 5/21	59.02
35072	5405	RAPPAHANNOCK ELECTRIC	ELECTRIC	4/10/2021	276922002-4/21	79.03
35072	5405	SHENANDOAH VALLEY	ELECTRIC	5/14/2021	1015523001 5/21	211.70
35072	5405	SHENANDOAH VALLEY	ELECTRIC	4/15/2021	1015523001-4/21	227.88
					Total	**792.51**

		SHENANDOAH SHORES VFC #5				
35073	5203	COMCAST	TELEPHONE	5/1/2021	8211 5/21	7.50
35073	5203	CENTURYLINK	TELEPHONE	4/22/2021	309585011 5/21	62.61
35073	5405	RAPPAHANNOCK ELECTRIC	ELECTRIC	4/16/2021	39260001-4/21	135.03
					Total	**205.14**
		FORTSMOUTH VFC # 8				
35075	5203	CENTURYLINK	TELEPHONE	5/7/2021	310445687 5/21	194.70
35075	5203	CENTURYLINK	TELEPHONE	4/7/2021	310445687-4/21	192.36
35075	5405	RAPPAHANNOCK ELECTRIC	ELECTRIC	5/15/2021	39260001 5/21	123.90
35075	5405	RAPPAHANNOCK ELECTRIC	ELECTRIC	4/21/2021	91741001 5/21	251.34
					Total	**762.30**
		SKYLINE ACADEMY				
31900	3005	BSR, INC.	CONTRACTUAL SERVICES	4/19/2021	65707	4,650.00
31900	3010	PEST MGM. SERVICES, INC.	MAINT/SERVICE CONTRACTS	4/5/2021	41176754	95.00
31900	3010	BB&T	MAINT/SERVICE CONTRACTS	4/26/2021	9697APR21	282.29
31900	3010	BB&T	MAINT/SERVICE CONTRACTS	5/25/2021	9697MAY2021	240.00
31900	3010	XEROX CORP.	MAINT/SERVICE CONTRACTS	4/2/2021	13081096	76.48
31900	3010	XEROX CORP.	MAINT/SERVICE CONTRACTS	5/1/2021	13216782	175.25
31900	3010	XEROX CORP.	MAINT/SERVICE CONTRACTS	6/1/2021	13464484	65.29
31900	5101	RAPPAHANNOCK ELECTRIC	ELECTRIC	4/10/2021	2001 MAR 21	373.54
31900	5101	RAPPAHANNOCK ELECTRIC	ELECTRIC	5/10/2021	2001APR2021	331.91
31900	5101	RAPPAHANNOCK ELECTRIC	ELECTRIC	4/10/2021	2002 MAR21	42.72
31900	5101	RAPPAHANNOCK ELECTRIC	ELECTRIC	5/10/2021	2002APR2021	42.72
31900	5102	WASHINGTON GAS	HEATING SERVICES	4/22/2021	6332APR2021	366.57
31900	5102	WASHINGTON GAS	HEATING SERVICES	5/24/2021	6332MAY2021	281.19
31900	5103	TOWN OF MIDDLETOWN	WATER AND SEWER	5/17/2021	66401APR2021	156.48
31900	5201	BB&T	POSTAGE AND POSTAL SERVICES	4/26/2021	9697APR21	22.00
31900	5203	COMCAST	TELEPHONE	5/26/2021	9894JUN2021	222.83
31900	5203	COMCAST	TELEPHONE	4/26/2021	9894MAY21	295.72
31900	5203	BB&T	TELEPHONE	5/25/2021	9697MAY2021	236.46
31900	5203	VERIZON	TELEPHONE	4/10/2021	9877365387	194.60
31900	5203	VERIZON	TELEPHONE	4/19/2021	3879504697	62.26
31900	5203	AT&T MOBILITY	TELEPHONE	6/3/2021	X05082021	171.20
31900	5401	OFFICE DEPOT	OFFICE SUPPLIES	4/12/2021	166474947001	27.22
31900	5405	BB&T	JANITORIAL SERVICES	4/26/2021	9697APR21	18.90
31900	5405	BB&T	JANITORIAL SERVICES	5/25/2021	9697MAY2021	(18.90)
31900	5405	AMAZON CAPITAL SERVICES	JANITORIAL SERVICES	4/6/2021	1963H4LDD34G	56.40
31900	5406	HOLTZMAN OIL CORP.	MOTOR FUEL & LUBE	5/4/2021	12308APR21	63.57
31900	5406	HOLTZMAN OIL CORP.	MOTOR FUEL & LUBE	6/3/2021	12308MAY2021	52.46
31900	5408	WARREN CO. PUBLIC SCHOOLS	VEHICLE /POWER EQUIP. SUPPLIES	5/17/2021	29543	539.90
31900	5409	BB&T	POLICE SUPPLIES	4/26/2021	9697APR21	596.15
31900	5409	BB&T	POLICE SUPPLIES	5/25/2021	9697MAY2021	59.68
31900	5409	AMAZON CAPITAL SERVICES	POLICE SUPPLIES	7/4/2021	1V1KXQRD4PHM	96.02
31900	5413	BB&T	OTHER OPERATING EXPENSES	4/26/2021	9697APR21	135.00
31900	5413	BB&T	OTHER OPERATING EXPENSES	5/25/2021	9697MAY2021	15.67
31900	5503	BB&T	LEASE/RENTAL OF EQUIPMENT	4/26/2021	9697APR21	175.68
31900	5503	XEROX CORP.	LEASE/RENTAL OF EQUIPMENT	4/2/2021	13081096	175.68
31900	5503	XEROX CORP.	LEASE/RENTAL OF EQUIPMENT	5/1/2021	13216782	175.68
31900	5503	XEROX CORP.	LEASE/RENTAL OF EQUIPMENT	6/1/2021	13464484	175.68
31900	5504	BB&T	SUBSISTENCE AND LODGING	4/26/2021	9697APR21	394.07
31900	5504	BB&T	SUBSISTENCE AND LODGING	5/25/2021	9697MAY2021	318.21
31900	7002	KELLEY, THOMAS	FURNITURE AND FIXTURE REPLACEMENT	5/4/2021	REIMBURSE	51.97
					Total	**11,493.55**
		ECONOMIC DEVELOPMENT AUTHORITY				
81050	5101	RAPPAHANNOCK ELECTRIC	ELECTRIC	5/24/2021	123492001 5/21	167.91
81050	5101	RAPPAHANNOCK ELECTRIC	ELECTRIC	4/24/2021	123492001 5/21	167.91
81050	5101	RAPPAHANNOCK ELECTRIC	ELECTRIC	5/13/2021	129388001 5/21	41.14
81050	5101	RAPPAHANNOCK ELECTRIC	ELECTRIC	4/14/2021	129388001-4/21	41.14
81050	5101	RAPPAHANNOCK ELECTRIC	ELECTRIC	5/26/2021	129388003 6/21	1,429.38
81050	5101	RAPPAHANNOCK ELECTRIC	ELECTRIC	4/27/2021	1293888003 5/21	1,811.75
81050	5101	TOWN OF FRONT ROYAL - EDA	ELECTRIC	5/10/2021	265251 5/21	161.34
81050	5101	TOWN OF FRONT ROYAL - EDA	ELECTRIC	4/8/2021	265251 5/21	230.56
81050	5101	TOWN OF FRONT ROYAL - EDA	ELECTRIC	5/10/2021	265300 5/21	54.41
81050	5101	TOWN OF FRONT ROYAL - EDA	ELECTRIC	4/8/2021	265300 5/21	52.91
81050	5101	TOWN OF FRONT ROYAL - EDA	ELECTRIC	5/10/2021	265302 5/21	42.71
81050	5101	TOWN OF FRONT ROYAL - EDA	ELECTRIC	4/8/2021	265302 5/21	41.08

81050	5101	TOWN OF FRONT ROYAL - EDA	ELECTRIC	5/10/2021	265303 5/21	23.40
81050	5101	TOWN OF FRONT ROYAL - EDA	ELECTRIC	4/8/2021	265303 5/21	23.40
81050	5101	TOWN OF FRONT ROYAL - EDA	ELECTRIC	5/10/2021	265304 5/21	56.31
81050	5101	TOWN OF FRONT ROYAL - EDA	ELECTRIC	4/8/2021	265304 5/21	52.64
81050	5103	TOWN OF FRONT ROYAL - EDA	WATER AND SEWER	5/3/2021	178439 5/21	534.91
81050	5103	TOWN OF FRONT ROYAL - EDA	WATER AND SEWER	4/1/2021	178439 5/21	534.91
81050	5103	TOWN OF FRONT ROYAL - EDA	WATER AND SEWER	5/10/2021	265300 5/21	81.97
81050	5103	TOWN OF FRONT ROYAL - EDA	WATER AND SEWER	4/8/2021	265300 5/21	81.97
81050	5105	WASHINGTON GAS	UTILITIES	5/7/2021	0026 5/21	111.13
81050	5203	COMCAST	PHONE/INTERNET	4/1/2021	120257839	197.06
81050	5203	COMCAST	PHONE/INTERNET	5/1/2021	962128912	197.12
81050	5203	COMCAST-EDA	PHONE/INTERNET	5/10/2021	4407 5/21	183.14
81050	5203	COMCAST-EDA	PHONE/INTERNET	4/10/2021	4/21/2021	183.11
81050	5800	THE RIST BANK & TRUST COMPANY	INTEREST EXPENSE	5/14/2021	218001029 5/21	22,145.63
81050	5405	THE RIST BANK & TRUST COMPANY	INTEREST EXPENSE	5/14/2021	218001029-4/21	21,431.25
					Total	**50,080.19**
		RIVERMONT VFD				
35076	5405	RAPPAHANNOCK ELECTRIC	ELECTRIC	5/21/2021	51309027 5/21	1,184.69
					Total	**1,184.69**
					Total	$ 2,770,673.80

FUND # - 094 **ECONOMIC DEVELOPMENT AUTHORITY**

MAJOR# ACCT# 000020	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION		AMOUNT
2150		TENENT SECURITY DEPOSITS				
	500082	ECOMNET	REFUND 6/21			22.25
					ACCOUNT TOTAL	22.25 *
2335		N/P - FIRST BANK-#48682-C				
	500011	FIRST BANK	48682 6/21			8,912.25
					ACCOUNT TOTAL	8,912.25 *
2345		N/P - 1ST BK & TRUST-#215				
	500008	THE FIRST BANK & TRUST COM	66 2151580			15,179.85
					ACCOUNT TOTAL	15,179.85 *
					MAJOR TOTAL	24,114.35 **
					FUND TOTAL	24,114.35

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION		AMOUNT
011010	** BOARD OF SUPERVISORS **					
3002		PROFESSIONAL SERVICES				6,830.35
	5890	LITTEN & SIPE L.L.P.	17205			36.75
	5890	LITTEN & SIPE L.L.P.	17206			25.88
	5890	LITTEN & SIPE L.L.P.	17207			77.63
	5890	LITTEN & SIPE L.L.P.	17208			1,725.38
	5890	LITTEN & SIPE L.L.P.	17209			1,345.00
	6302	SWAGIT PRODUCTIONS, LLC	17812			75.00
	414645	DEWAYNE W COATS & ASSOC.	2021 1232		ACCOUNT TOTAL	10,115.99 *
3007		ADVERTISING				646.00
	169	WARREN SENTINEL, THE	1666603 6/21		ACCOUNT TOTAL	646.00 *
3010		DELINQUENT TAXES				430.00
	5238	TACS	7213		ACCOUNT TOTAL	430.00 *
3015		EDA LITIGATION-SANDS ANDE				1,480.55
	5672	PLANET DEPOS, LLC	398691			918.75
	5672	PLANET DEPOS, LLC	398695			739.05
	5672	PLANET DEPOS, LLC	401658			1,062.50
	5672	PLANET DEPOS, LLC	404406			1,873.45
	5672	PLANET DEPOS, LLC	404412			437.50
	5672	PLANET DEPOS, LLC	404491			595.85
	5672	PLANET DEPOS, LLC	404493			790.00
	5672	PLANET DEPOS, LLC	405166			641.50
	5672	PLANET DEPOS, LLC	405174			394.00
	5672	PLANET DEPOS, LLC	407073			8,719.30
	9601	KLDISCOVERY ONTRACK, LLC	0100183367			3,651.37
	20211	SANDS ANDERSON PC	40982			127,060.37
	20211	SANDS ANDERSON PC	477247		ACCOUNT TOTAL	148,364.19 *
5401		OFFICE SUPPLIES				78.00
	552	PICCADILLY PRINTING CO.	10811			50.00
	8200	AMERICANA SIGNS & ENGRAVIN	20210028		ACCOUNT TOTAL	128.00 *
5899		UNCLASSIFIED				149.68
	5929	REAVIS, BETH	REIMB 6/21		ACCOUNT TOTAL	149.68 *
6002		EMPLOYEE TESTING				27.00
	757978	VALLEY HEALTH EMPLOYER HEA	103441			30.00
	757978	VALLEY HEALTH EMPLOYER HEA	104180		ACCOUNT TOTAL	57.00 *
					MAJOR TOTAL	159,890.86 **
012020	** COUNTY ADMINISTRATION **					
5201		POSTAGE				50.44
	2221	UNITED PARCEL SERVICE	14472F141 6/21		ACCOUNT TOTAL	50.44 *

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION		AMOUNT
5203		TELEPHONE				
	2681	SAFFELLE, JODI R	0026202106			45.00
	9089	HAYES, SHELLEY	0090202106 002			45.00
					ACCOUNT TOTAL	90.00 *
5204		MOBILE RADIO				
	188	LINDEN SMR ASSOCIATES	0001202106			10.00
					ACCOUNT TOTAL	10.00 *
5401		OFFICE SUPPLIES				
	552	PICCADILLY PRINTING CO.	10811			78.00
	8549	MILLER'S SUPPLIES	1143697			70.32
	20055	QUILL	16023330			20.99
	20055	QUILL	16332214			47.98
	20055	QUILL	16335316			52.56
	20055	QUILL	16924691			55.44
					ACCOUNT TOTAL	325.29 *
					MAJOR TOTAL	475.73 **
012040	** COUNTY ATTORNEY **					
5203		TELEPHONE				
	5879	JORDAN, CAITLIN	0058202106 002			45.00
					ACCOUNT TOTAL	45.00 *
5411		BOOKS AND SUBSCRIPTIONS				
	2098	THOMSON REUTER - WEST	0020202106	ACCT# 1003461562		310.00
					ACCOUNT TOTAL	310.00 *
					MAJOR TOTAL	355.00 **
012090	** COMMISSIONER OF REVENUE **					
5203		TELEPHONE				
	2195	LAKE, VIVIAN	0021202106			45.00
	3800	SOURS, SHERRY T.	0038202106			45.00
	3851	FULLER, LINDA	0038202106			45.00
					ACCOUNT TOTAL	135.00 *
					MAJOR TOTAL	135.00 **
012130	** TREASURER **					
3007		ADVERTISING				
	169	WARREN SENTINEL, THE	1666888 6/21			65.00
					ACCOUNT TOTAL	65.00 *
5203		TELEPHONE				
	7601	SPIKER, JAMIE	0076202106 002			45.00
					ACCOUNT TOTAL	45.00 *
					MAJOR TOTAL	110.00 **
012150	** FINANCE AND PURCHASING **					
5401		OFFICE SUPPLIES				
	20063	QUILL	16734333			99.83

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION		AMOUNT
	20063	QUILL	16743494			219.99
	20063	QUILL	16777720			99.98
					ACCOUNT TOTAL	419.80 *
					MAJOR TOTAL	419.80 **
013000	** ELECTIONS **					
1010		COMPENSATION ELECTION OFF				
	631	RICKS, MELISSA	ELECTION 6/21			82.50
	2013	FELDHAUSER, BONNIE S.	ELECTION 6/21			135.00
	5635	HARSHMAN, JANET	ELECTION 6/21			140.00
	5637	EMERSON, KENNETH	ELECTION 6/21			2,720.00
	5643	MICHAELY, RICHARD	ELECTION 6/21			645.00
	5750	SIGURDSON, TERRI GAYLE	ELECTION 6/21			982.50
	6241	BROWN, VIRGINIA	ELECTION 6/21			1,155.00
	6247	POPIK, DIANNE	ELECTION 6/21			432.50
	20208	BIGGS, LAURA	ELECTION 6/21			400.00
	20477	SUMMERS, GISELE	ELECTION 6/21			1,402.50
					ACCOUNT TOTAL	8,095.00 *
5401		OFFICE SUPPLIES				
	2302	TOBIN, CAROL L.	REIMB 6/21 B			329.40
	20064	QUILL	16701119			724.23
	20064	QUILL	16733624			1,019.95
	20064	QUILL	16777911			19.18
					ACCOUNT TOTAL	2,092.76 *
5504		TRAVEL				
	2302	TOBIN, CAROL L.	REIMB 6/21			39.50
	2302	TOBIN, CAROL L.	REIMB 6/21 C			76.71
					ACCOUNT TOTAL	116.21 *
					MAJOR TOTAL	10,303.97 **
021020	** GENERAL DISTRICT COURT **					
3002		COURT APPOINTED ATTORNEY				
	5903	ALASEN SCHELL	C20 3801			120.00
	9567	J. CURFMAN LAW PLLC	T20 4344			139.77
					ACCOUNT TOTAL	259.77 *
5401		OFFICE SUPPLIES				
	6501	SECURE SHRED, LLC	24836			69.00
	8549	MILLER'S SUPPLIES	1150806			48.78
	8549	MILLER'S SUPPLIES	1151595			535.58
	8549	MILLER'S SUPPLIES	1151979			5.16
	8549	MILLER'S SUPPLIES	1155750			160.00
	9138	W.B. MASON CO. INC.	219903057			63.36
	9138	W.B. MASON CO. INC.	219969116			42.24
	9138	W.B. MASON CO. INC.	220080335			84.48
	9138	W.B. MASON CO. INC.	220332036			32.49
	9218	CRYSTAL SPRINGS	20078875 051521			4.00
					ACCOUNT TOTAL	1,045.09 *

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION		AMOUNT
8001		RENTAL OF EQUIPMENT				
	3787	XEROX CORPORATION	013364109			70.51
	3787	XEROX CORPORATION	013364110			42.80
					ACCOUNT TOTAL	113.31 *
					MAJOR TOTAL	1,418.17 **
021030	** MAGISTRATES **					
3004		REPAIR AND MAINTENANCE EQ				
	5058	RICOH USA INC.	0050202106			128.78
					ACCOUNT TOTAL	128.78 *
5203		TELEPHONE				
	5058	RICOH USA INC.	5062006989			12.26
					ACCOUNT TOTAL	12.26 *
5401		OFFICE SUPPLIES				
	1673	THE SUPPLY ROOM CO., INC.	4291883 0			25.04
	1673	THE SUPPLY ROOM CO., INC.	4291883 1			11.34
	7121	MARTIN, MONICA	REIMB 6/21			19.90
					ACCOUNT TOTAL	56.28 *
					MAJOR TOTAL	197.32 **
021050	** JUVENILE AND DOMESTIC COURT **					
3004		REPAIR AND MAINTENANCE EQ				
	2310	ROPHO SALES, INC.	24226			16.27
	2310	ROPHO SALES, INC.	24483			15.17
					ACCOUNT TOTAL	31.44 *
5401		OFFICE SUPPLIES				
	8549	MILLER'S SUPPLIES	1157798			30.54
	9218	CRYSTAL SPRINGS	20882360 051521			12.53
					ACCOUNT TOTAL	43.07 *
7002		FURNITURE AND FIXTURES				
	8508	HENRY, SHANNA	REIMB 6/21			921.85
					ACCOUNT TOTAL	921.85 *
8001		EQUIPMENT RENTAL				
	2804	DE LAGE LANDEN	0028202106	25337125		544.00
					ACCOUNT TOTAL	544.00 *
					MAJOR TOTAL	1,540.36 **
021060	** CLERK OF CIRCUIT COURT **					
5401		OFFICE SUPPLIES				
	5772	MOORE, ANGELA	REIMB 6/21			262.18
	5772	MOORE, ANGELA	REIMB 6/21 B			102.10
	9218	CRYSTAL SPRINGS	20732804 050121			27.64
	9275	QUILL	17009326			31.92
	9275	QUILL	17015784			16.23
	9275	QUILL	17020329			223.19
	9275	QUILL	17034034			36.03

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION		AMOUNT
	9275	QUILL	17067255			77.94
					ACCOUNT TOTAL	777.23 *
5801		DUES AND MEMBERSHIPS				
	6009	VCCA	21-22 DUES			345.00
					ACCOUNT TOTAL	345.00 *
8001		RENTAL OF COPIER				
	110	KONICA MINOLTA PREMIER FIN	72592019			353.25
	3787	XEROX CORPORATION	013364108			68.67
					ACCOUNT TOTAL	421.92 *
					MAJOR TOTAL	1,544.15 **
021080	**	LAW LIBRARY **				
5411		BOOKS AND SUBSCRIPTIONS				
	1054	RELX INC. - DBA LEXISNEXIS	0010202106	422L8P4L9		765.00
					ACCOUNT TOTAL	765.00 *
					MAJOR TOTAL	765.00 **
022010	**	COMMONWEALTH'S ATTORNEY **				
5401		OFFICE SUPPLIES				
	1727	GERONIMO DEV. CORP.	14167			450.00
	3787	XEROX CORPORATION	012969128			157.27
	3787	XEROX CORPORATION	013216778			157.27
					ACCOUNT TOTAL	764.54 *
5804		VICTIM WITNESS EXPENSES				
	2135	U. S. POSTAL SERVICE	POSTAGE 6/21			550.00
					ACCOUNT TOTAL	550.00 *
					MAJOR TOTAL	1,314.54 **
031020	**	SHERIFF'S DEPARTMENT **				
3008		LAUNDRY AND CLOTHING ALLO				
	2732	NU LOOK 1HR CLEANERS	41530 6/21			296.37
					ACCOUNT TOTAL	296.37 *
5201		POSTAGE				
	2297	POSTAL BUSINESS CENTER	15483 6/21			58.08
					ACCOUNT TOTAL	58.08 *
5401		OFFICE SUPPLIES				
	50	QUILL	16335305			49.91
					ACCOUNT TOTAL	49.91 *
5408		OPERATION OF MOTOR VEHICL				
	4370	COMSONICS	938084			26.00
	4370	COMSONICS	939551			13.00
	5305	WARREN CO. PUBLIC SCHOOLS	29364			132.09
	5305	WARREN CO. PUBLIC SCHOOLS	29425			615.84
	5305	WARREN CO. PUBLIC SCHOOLS	29427			704.12
	5305	WARREN CO. PUBLIC SCHOOLS	29432			207.61
	5305	WARREN CO. PUBLIC SCHOOLS	29435			1,738.82

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
	5305	WARREN CO. PUBLIC SCHOOLS	29436		214.67
	5305	WARREN CO. PUBLIC SCHOOLS	29463		34.28
	5305	WARREN CO. PUBLIC SCHOOLS	29464		30.33
	5305	WARREN CO. PUBLIC SCHOOLS	29465		172.74
	5305	WARREN CO. PUBLIC SCHOOLS	29466		30.33
	5305	WARREN CO. PUBLIC SCHOOLS	29467		1,003.69
	5305	WARREN CO. PUBLIC SCHOOLS	29469		1,215.50
	5305	WARREN CO. PUBLIC SCHOOLS	29470		139.60
	5305	WARREN CO. PUBLIC SCHOOLS	29471		742.37
	5305	WARREN CO. PUBLIC SCHOOLS	29472		139.60
	5305	WARREN CO. PUBLIC SCHOOLS	29474		215.35
	5305	WARREN CO. PUBLIC SCHOOLS	29475		728.85
	5305	WARREN CO. PUBLIC SCHOOLS	29477		407.71
	5305	WARREN CO. PUBLIC SCHOOLS	29478		191.54
	5305	WARREN CO. PUBLIC SCHOOLS	29481		28.83
	5305	WARREN CO. PUBLIC SCHOOLS	29483		807.66
	5305	WARREN CO. PUBLIC SCHOOLS	29484		669.79
	5305	WARREN CO. PUBLIC SCHOOLS	29531		446.77
	5305	WARREN CO. PUBLIC SCHOOLS	29533		55.92
	5305	WARREN CO. PUBLIC SCHOOLS	29534		540.54
	5305	WARREN CO. PUBLIC SCHOOLS	29535		1,190.24
	5305	WARREN CO. PUBLIC SCHOOLS	29538		191.47
	5305	WARREN CO. PUBLIC SCHOOLS	29539		185.23
	5305	WARREN CO. PUBLIC SCHOOLS	29540		302.39
	5305	WARREN CO. PUBLIC SCHOOLS	29541		569.84
	5305	WARREN CO. PUBLIC SCHOOLS	29542		167.92
	5305	WARREN CO. PUBLIC SCHOOLS	29544		1,060.75
	5305	WARREN CO. PUBLIC SCHOOLS	29567		720.58
	5305	WARREN CO. PUBLIC SCHOOLS	29569		34.83
	5305	WARREN CO. PUBLIC SCHOOLS	29575		83.42
	5305	WARREN CO. PUBLIC SCHOOLS	29576		24.86
	5305	WARREN CO. PUBLIC SCHOOLS	29578		497.18
	5305	WARREN CO. PUBLIC SCHOOLS	29613		149.95
	5305	WARREN CO. PUBLIC SCHOOLS	29623		103.57
	5305	WARREN CO. PUBLIC SCHOOLS	29624		246.25
	5305	WARREN CO. PUBLIC SCHOOLS	29632		81.25
	5305	WARREN CO. PUBLIC SCHOOLS	29638		21.99
	5305	WARREN CO. PUBLIC SCHOOLS	29639		1,009.20
	5305	WARREN CO. PUBLIC SCHOOLS	29646		900.37
	5305	WARREN CO. PUBLIC SCHOOLS	29647		736.16
	5305	WARREN CO. PUBLIC SCHOOLS	29656		1,149.35
	5305	WARREN CO. PUBLIC SCHOOLS	29667		41.83
	5869	MANSFILED OIL COMAPNY	681297		6,283.87
	5869	MANSFILED OIL COMAPNY	682439		6,656.12
	5869	MANSFILED OIL COMAPNY	686367		6,716.13
				ACCOUNT TOTAL	40,378.30 *
5410		WEARING APPAREL			
	7605	GALLS, LLC	018238841		306.02
	7605	GALLS, LLC	018239863		383.70

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION		AMOUNT
	7605	GALLS, LLC	018246665			85.96
	7605	GALLS, LLC	018259142			127.95
	7605	GALLS, LLC	018259226			96.75
	7605	GALLS, LLC	018263487			72.97
	7605	GALLS, LLC	018269152			194.69
	7605	GALLS, LLC	018281393			190.32
	7605	GALLS, LLC	018302319			61.39
	7605	GALLS, LLC	018320226			63.86
	7605	GALLS, LLC	018320602			200.00
	7605	GALLS, LLC	018343508			36.42
	7605	GALLS, LLC	018343511			117.08
	7605	GALLS, LLC	018396254			57.75
	7605	GALLS, LLC	018415549			24.30
					ACCOUNT TOTAL	2,019.16 *
5801		DUES AND MEMBERSHIPS				
	5926	METROPLOITAN WASHINGTON CO	300799			2,000.00
					ACCOUNT TOTAL	2,000.00 *
5899		UNCLASSIFIED				
	5130	BERKELEY CLUB BEVERAGES	17 43956			46.95
					ACCOUNT TOTAL	46.95 *
7005		MOTOR VEHICLES				
	5305	WARREN CO. PUBLIC SCHOOLS	29577			6,310.18
	5305	WARREN CO. PUBLIC SCHOOLS	29648			1,302.99
					ACCOUNT TOTAL	7,613.17 *
7009		POLICE EQUIPMENT				
	7605	GALLS, LLC	018239863			39.99
	7605	GALLS, LLC	018348652			72.98
					ACCOUNT TOTAL	112.97 *
8001		RENTAL OF EQUIPMENT				
	3787	XEROX CORPORATION	013216768			241.96
	3787	XEROX CORPORATION	013216770			190.27
	3787	XEROX CORPORATION	013216771			181.67
	3787	XEROX CORPORATION	013216772			194.48
					ACCOUNT TOTAL	808.38 *
					MAJOR TOTAL	53,383.29 **
031040	** E-911 SYSTEM **					
5203		TELEPHONE				
	4424	VOIANCE LANGUAGE SERV.	1329261			41.54
	5250	WOODALL, ASHLEY	0052202106 002			45.00
					ACCOUNT TOTAL	86.54 *
5401		OFFICE SUPPLIES				
	50	QUILL	16824468			6.13
	50	QUILL	16827313			325.50
					ACCOUNT TOTAL	331.63 *
8001		EQUIPMENT RENTAL				
	3787	XEROX CORPORATION	013216769			192.39
					ACCOUNT TOTAL	192.39 *
					MAJOR TOTAL	610.56 **

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION		AMOUNT
032000	** VOLUNTEER FIRE AND RESCUE **					
5606		CHESTER GAP VFD				
	444	CHESTER GAP VFC #9	20-21 FUNDS			41,345.28
					ACCOUNT TOTAL	41,345.28 *
5629		FIRE PROGRAMS FUND				
	5616	BEST EXTERMINATING SERVICE	56795			45.00
	6155	WINCHESTERPC.COM	119688			130.00
	610000	MARYLAND FIRE EQUIP. CORP	305405			54,067.12
					ACCOUNT TOTAL	54,242.12 *
5631		SCBA PROGRAM				
	4388	ATLANTIC EMERGENCY SOLUT.	100869			280.00
					ACCOUNT TOTAL	280.00 *
					MAJOR TOTAL	95,867.40 **
033030	** PROBATION **					
5301		PROBATION EXPENDITURES				
	5766	CONNECTED COMMUNITIES. INC	1438			1,075.00
	5904	BI, INC.	1250113			235.20
					ACCOUNT TOTAL	1,310.20 *
					MAJOR TOTAL	1,310.20 **
034010	** BUILDING INSPECTIONS **					
5205		CELLULAR PHONE				
	5558	BEAHM, DAVID	0055202106 002			45.00
	9524	ROBINSON, MARK	0095202106 002			45.00
					ACCOUNT TOTAL	90.00 *
5401		OFFICE SUPPLIES				
	4282	QUILL	17077770			160.50
	20065	QUILL	16851918			327.99
	20065	QUILL	16858926			185.17
	20065	QUILL	16880127			11.98
					ACCOUNT TOTAL	685.64 *
5408		OPERATION OF MOTOR VEHICL				
	5305	WARREN CO. PUBLIC SCHOOLS	29476			130.31
	5305	WARREN CO. PUBLIC SCHOOLS	29500			394.53
	5305	WARREN CO. PUBLIC SCHOOLS	29565			28.83
	5305	WARREN CO. PUBLIC SCHOOLS	29655			144.11
	5741	MANSFILED OIL COMPANY	668623			340.01
	5741	MANSFILED OIL COMPANY	681530			299.37
	5741	MANSFILED OIL COMPANY	682663			333.64
	5741	MANSFILED OIL COMPANY	686584			265.09
					ACCOUNT TOTAL	1,935.89 *
5801		DUES AND MEMBERSHIPS				
	5135	MIDDLE DEPT. INSPECTION	5135 6/21 B			3,540.00
					ACCOUNT TOTAL	3,540.00 *
5805		MIDDLE DEPARTMENT INSPECT				
	5135	MIDDLE DEPT. INSPECTION	5135 6/21			6,861.00
					ACCOUNT TOTAL	6,861.00 *

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#		DESCRIPTION		AMOUNT	
7007		COMPUTER EQUIPMENT						
	3271	SOUTHERN COMPUTER WAREHOUS	694443				18.91	
						ACCOUNT TOTAL	18.91	*
						MAJOR TOTAL	13,131.44	**
035010	**	ANIMAL CONTROL **						
3001		VET SERVICES						
	243	W.C. VETERINARY CLINIC	683428				107.54	
	243	W.C. VETERINARY CLINIC	683901				325.22	
	243	W.C. VETERINARY CLINIC	684138				135.02	
	243	W.C. VETERINARY CLINIC	684488				214.49	
	243	W.C. VETERINARY CLINIC	684948				148.78	
	2261	VALLEY VETERINARY	618967				47.75	
	2261	VALLEY VETERINARY	619803				29.75	
						ACCOUNT TOTAL	1,008.55	*
5604		BOARD OF DOGS						
	177	HUMANE SOCIETY OF W.C.	0001202106				26,656.75	
						ACCOUNT TOTAL	26,656.75	*
						MAJOR TOTAL	27,665.30	**
035030	**	MEDICAL EXAMINER **						
3009		EXAMINATION FEES						
	8745	TREASURER OF VIRGINIA	AEH				20.00	
						ACCOUNT TOTAL	20.00	*
						MAJOR TOTAL	20.00	**
035050	**	FIRE AND RESCUE DEPARTMENT **						
5203		TELEPHONE						
	3827	CATLETT, KEVIN	0038202106				45.00	
	3828	CROSS, RAYMOND	0038202106				45.00	
	8587	SIRNA, MICKEY	0085202106	002			45.00	
	9048	MAIATICO, GERRY R.	0090202106	002			45.00	
						ACCOUNT TOTAL	180.00	*
5401		OFFICE SUPPLIES						
	9122	TIAA COMMERCIAL FINANCE	0091202106	002	41387720		411.52	
	9124	DOCUMENT SOLUTIONS, INC	82995				980.32	
	20060	QUILL	16569164				119.99	
	20060	QUILL	16583802				6.42	
						ACCOUNT TOTAL	1,518.25	*
5408		OPERATION OF MOTOR VEHICL						
	100	SERVICE TIRE & BATTERY	1105472				51.00	
	7644	FINLAY FIRE APPARATUS &	6481				602.70	
	9624	LINDSAY	334786				95.96	
	10115	DONALD B. RICE TIRE CO.	6104790				201.95	
						ACCOUNT TOTAL	951.61	*
5410		PROTECTIVE CLOTHING/ UNIFO						
	3295	WILKIN'S SHOECENTER, INC.	47466 6/21				296.80	

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION		AMOUNT
	3501	MES - MARYLAND	1577254			197.92
					ACCOUNT TOTAL	494.72 *
5626		EMS FUND				
	4985	FIRST RESPONDER SYSTEMS	21 052601			4,190.90
	5858	BOUND TREE MEDICAL LLC	84075985			478.34
	20564	ROBERTS OXYGEN CO., INC.	10636			158.73
	20564	ROBERTS OXYGEN CO., INC.	780443			144.19
	20564	ROBERTS OXYGEN CO., INC.	805563			167.72
	20564	ROBERTS OXYGEN CO., INC.	828812			162.99
					ACCOUNT TOTAL	5,302.87 *
5899		UNCLASSIFIED				
	263	RAMSEY HARDWARE	409696			12.13
	6267	DONAHOE'S WHIMSICAL FLOWER	0570291			70.00
	7513	AHOLD FINANCIAL SERVICES	226024			87.14
	7513	AHOLD FINANCIAL SERVICES	226083			209.92
	7513	AHOLD FINANCIAL SERVICES	28399			102.52
					ACCOUNT TOTAL	481.71 *
					MAJOR TOTAL	8,929.16 **
041010	**PUBLIC WORKS/SANITARY DISTRICTS**					
5203		TELEPHONE				
	4919	BERRY, MIKE	0049202106			45.00
	9267	JONES, TRAVIS	0092202106	002		45.00
	9611	COFFELT, MICHAEL	0096202106	002		45.00
					ACCOUNT TOTAL	135.00 *
5408		EQUIPMENT MAINTENANCE/OPE				
	188	LINDEN SMR ASSOCIATES	0001202106			100.00
	5305	WARREN CO. PUBLIC SCHOOLS	29430			258.58
	5305	WARREN CO. PUBLIC SCHOOLS	29468			287.56
	5305	WARREN CO. PUBLIC SCHOOLS	29523			21.67
	5789	MANSFIELD OIL COMPANY	668581			208.65
	5789	MANSFIELD OIL COMPANY	681485			94.49
	5789	MANSFIELD OIL COMPANY	682620			302.51
	9196	JOHN DEERE FINANCIAL	1748			70.59
					ACCOUNT TOTAL	1,344.05 *
5899		RESERVE FOR CONTINGENCIES				
	2110	LOWE'S	1975 6/21			110.93
	2110	LOWE'S	3849 6/21			32.95
	9223	LEHIGH HANSON	3903000			260.91
	20055	QUILL	16827017			69.98
	20055	QUILL	16886201			33.60
					ACCOUNT TOTAL	508.37 *
					MAJOR TOTAL	1,987.42 **
041020	** STREETS AND HIGHWAYS **					
3004		ROAD SIGN MAINTENANCE				
	9566	W.C. PUBLIC WORKS DEPT.	1			855.97
					ACCOUNT TOTAL	855.97 *
					MAJOR TOTAL	855.97 **

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION		AMOUNT
042030	** REFUSE COLLECTION **					
3005		COMPACTOR OPERATION CONTR				
	8556	SHREE MAHALAKSHMI LLC	0085202106 002			250.00
					ACCOUNT TOTAL	250.00 *
3011		REFUSE COMPACTOR SERVICE				
	898	REPUBLIC SERVICES #976	4606257 6/21			18,639.33
					ACCOUNT TOTAL	18,639.33 *
3012		RECYCLING EXPENSES				
	898	REPUBLIC SERVICES #976	4606257 6/21			27,418.01
	7957	RIDGERUNNER CONTAINER SER	107279			294.80
	7957	RIDGERUNNER CONTAINER SER	111755			313.20
	7957	RIDGERUNNER CONTAINER SER	114061			1,304.00
					ACCOUNT TOTAL	29,330.01 *
5408		OPERATION OF MOTOR VEHICL				
	5781	MANSFIELD OIL COMPANY	668454			140.09
	5781	MANSFIELD OIL COMPANY	676172			68.69
					ACCOUNT TOTAL	208.78 *
5410		UNIFORMS				
	3243	CINTAS CORPORATION	4081268078			55.39
	3243	CINTAS CORPORATION	4083291766			55.39
					ACCOUNT TOTAL	110.78 *
5899		UNCLASSIFIED AND SITE IMP				
	9237	JOHNNY BLUE, INC. - #4391	209681			79.00
	9237	JOHNNY BLUE, INC. - #4391	209682			79.00
	9237	JOHNNY BLUE, INC. - #4391	209683			79.00
	20055	QUILL	16701673			691.92
	20055	QUILL	16892864			107.26
					ACCOUNT TOTAL	1,036.18 *
8003		RENTAL OF SITES				
	8556	SHREE MAHALAKSHMI LLC	0085202106 002			250.00
					ACCOUNT TOTAL	250.00 *
					MAJOR TOTAL	49,825.08 **
042035	** REFUSE COLLECTION/TRANS. STA. **					
3011		REFUSE COMPACTOR SERVICE				
	898	REPUBLIC SERVICES #976	4606257 6/21			4,765.28
					ACCOUNT TOTAL	4,765.28 *
3012		RECYCLING EXPENSES				
	898	REPUBLIC SERVICES #976	4606257 6/21			1,612.52
	20238	BATTLE CREEK LANDFILL	556 6/21			1,128.12
					ACCOUNT TOTAL	2,740.64 *
5408		OPERATION OF MOTOR VEHICL				
	2125	H. N. FUNKHOUSER & CO.	87438 6/21			78.15
	2125	H. N. FUNKHOUSER & CO.	97438 6/21			203.97
	5305	WARREN CO. PUBLIC SCHOOLS	29616			23.96
	5797	MANSFIELD OIL COMPANY	668517			56.79
	5797	MANSFIELD OIL COMPANY	675903			178.22

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION		AMOUNT	
	5797	MANSFIELD OIL COMPANY	682551			71.56	
	5797	MANSFIELD OIL COMPANY	686474			41.96	
					ACCOUNT TOTAL	654.61	*
5410		UNIFORMS					
	743	STOKES GENERAL STORE	BS 6/21			89.08	
	743	STOKES GENERAL STORE	BS 6/21 B			114.30	
					ACCOUNT TOTAL	203.38	*
					MAJOR TOTAL	8,363.91	**
042040	** REFUSE DISPOSAL **						
3002		ENGINEERING SERVICES					
	400	LABELLA ASSOCIATES	140348			8,706.81	
					ACCOUNT TOTAL	8,706.81	*
3013		HAULING AND DISPOSAL					
	898	REPUBLIC SERVICES #976	4720991 6/21			55,659.36	
	20238	BATTLE CREEK LANDFILL	570 6/21			112,819.74	
					ACCOUNT TOTAL	168,479.10	*
3014		WASTE WATER DISPOSAL					
	5132	FIRST CHOICE SEPTIC	12199			1,800.00	
					ACCOUNT TOTAL	1,800.00	*
5203		TELEPHONE					
	4812	LENTZ, JAMES	0048202106			45.00	
					ACCOUNT TOTAL	45.00	*
5408		D.E.Q./VIRGINIA FEES					
	5781	MANSFIELD OIL COMPANY	682488			70.01	
					ACCOUNT TOTAL	70.01	*
5410		UNIFORMS					
	743	STOKES GENERAL STORE	RR 6/21			89.08	
	743	STOKES GENERAL STORE	RR 6/21 B			112.50	
	2961	NORTHERN SAFETY CO., INC	904397273			95.88	
	2961	NORTHERN SAFETY CO., INC	904402033			128.59	
					ACCOUNT TOTAL	426.05	*
5415		OPERATION OF MACHINERY					
	2125	H. N. FUNKHOUSER & CO.	87437 149536			1,683.58	
	2125	H. N. FUNKHOUSER & CO.	87437 189321			1,878.32	
	2125	H. N. FUNKHOUSER & CO.	87437 204030			1,338.78	
	2125	H. N. FUNKHOUSER & CO.	87437 421004312			126.67	
	2125	H. N. FUNKHOUSER & CO.	87437 6/21			992.10	
	9269	JAMES RIVER EQUIPMENT	11082			35,939.90	
	9269	JAMES RIVER EQUIPMENT	44248			664.35	
	10115	DONALD B. RICE TIRE CO.	6104228			1,350.00	
					ACCOUNT TOTAL	43,973.70	*
5501		TRAVEL AND TRAINING					
	4812	LENTZ, JAMES	MILEAGE 6/21			94.08	
	4812	LENTZ, JAMES	MILEAGE 6/21 B			94.08	
	4812	LENTZ, JAMES	MILEAGE 6/21 C			94.08	
	4812	LENTZ, JAMES	MILEAGE 6/21 E			94.08	
	4812	LENTZ, JAMES	REIMB 6/21 F			70.56	
					ACCOUNT TOTAL	446.88	*

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION		AMOUNT	
5897		COVID-19 EXPENSES					
	2961	NORTHERN SAFETY CO., INC	904398899			82.30	
					ACCOUNT TOTAL	82.30	*
5899		UNCLASSIFIED					
	263	RAMSEY HARDWARE	409464			1.79	
	1666	NAPA AUTO PARTS	793759			14.64	
	2315	SOUTHERN STATES OF F.R.	1256446			47.94	
	2961	NORTHERN SAFETY CO., INC	904414207			668.79	
	3249	HANNA SIGNS CO. LLC	5253			450.00	
	9120	APPLE VALLEY SCALE CO.	87781			826.00	
	9218	CRYSTAL SPRINGS	16375631 051821			214.41	
					ACCOUNT TOTAL	2,223.57	*
7001		MACHINERY AND EQUIPMENT					
	5784	DEERE CREDIT, INC	0057202106 002			3,762.34	
					ACCOUNT TOTAL	3,762.34	*
					MAJOR TOTAL	230,015.76	**
043000	** MAINTENANCE OF BLDG. & GRNDS. **						
5101		ELECTRIC SERVICE					
	105	TOWN OF FRONT ROYAL	179112 6/21			5,983.46	
	105	TOWN OF FRONT ROYAL	334000 6/21			91.86	
	105	TOWN OF FRONT ROYAL	548000 6/21			99.83	
	105	TOWN OF FRONT ROYAL	560100 6/21			21.90	
	105	TOWN OF FRONT ROYAL	561000 6/21			101.74	
	105	TOWN OF FRONT ROYAL	562000 6/21			98.88	
	105	TOWN OF FRONT ROYAL	563000 6/21			81.20	
	105	TOWN OF FRONT ROYAL	565000 6/21			57.43	
	105	TOWN OF FRONT ROYAL	581001 6/21			2,773.65	
	105	TOWN OF FRONT ROYAL	708000 6/21			5,170.90	
	105	TOWN OF FRONT ROYAL	724000 6/21			26.39	
	105	TOWN OF FRONT ROYAL	725000 6/21			8.50	
	105	TOWN OF FRONT ROYAL	726000 6/21			8.50	
	105	TOWN OF FRONT ROYAL	727000 6/21			9.59	
	105	TOWN OF FRONT ROYAL	735000 6/21			637.03	
	105	TOWN OF FRONT ROYAL	736000 6/21			3,158.57	
	105	TOWN OF FRONT ROYAL	740000 6/21			453.84	
					ACCOUNT TOTAL	18,783.27	*
5102		FUEL					
	4737	QUARLES ENERGY SERVICES	708540			537.05	
	4737	QUARLES ENERGY SERVICES	716825			533.28	
	4738	QUARLES ENERGY SERVICES	705491			618.58	
	4738	QUARLES ENERGY SERVICES	725524			354.32	
					ACCOUNT TOTAL	2,043.23	*
5103		WATER SEWER GARBAGE					
	105	TOWN OF FRONT ROYAL	179111 6/21			1,271.02	
	105	TOWN OF FRONT ROYAL	334000 6/21			40.41	
	105	TOWN OF FRONT ROYAL	548000 6/21			103.09	
	105	TOWN OF FRONT ROYAL	549000 6/21			26.66	

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION		AMOUNT
	105	TOWN OF FRONT ROYAL	559000 6/21			26.66
	105	TOWN OF FRONT ROYAL	560000 6/21			65.61
	105	TOWN OF FRONT ROYAL	560100 6/21			14.10
	105	TOWN OF FRONT ROYAL	565000 6/21			40.76
	105	TOWN OF FRONT ROYAL	581001 6/21			577.49
	105	TOWN OF FRONT ROYAL	583000 6/21			99.97
	105	TOWN OF FRONT ROYAL	708000 6/21			941.10
	105	TOWN OF FRONT ROYAL	724000 6/21			26.66
	105	TOWN OF FRONT ROYAL	735000 6/21			461.29
	105	TOWN OF FRONT ROYAL	735100 6/21			81.97
	105	TOWN OF FRONT ROYAL	735111 6/21			9.92
	105	TOWN OF FRONT ROYAL	736000 6/21			312.50
	105	TOWN OF FRONT ROYAL	740000 6/21			191.07
	898	REPUBLIC SERVICES #976	521258 0020363			171.57
	898	REPUBLIC SERVICES #976	521511 022098			175.00
					ACCOUNT TOTAL	4,636.85 *
5203		TELEPHONE				
	5379	KERNS, JAMES W	0053202106 002			45.00
	5924	EARLEY, NEIL	PHONE 6/21			45.00
	8013	HAYES, JEFFREY	0080202106 002			30.00
	8803	SHACKELFORD, DONNA	0088202106 002			45.00
					ACCOUNT TOTAL	165.00 *
5401		OFFICE SUPPLIES				
	8549	MILLER'S SUPPLIES	1153662			401.38
	8549	MILLER'S SUPPLIES	1155162			161.08
	8549	MILLER'S SUPPLIES	1155661			25.59
	8549	MILLER'S SUPPLIES	1156726			339.00
	8549	MILLER'S SUPPLIES	1157113			886.20
					ACCOUNT TOTAL	1,813.25 *
5405		SUPPLIES				
	2110	LOWE'S	1242 6/21			24.69
	2110	LOWE'S	3609 6/21			702.83
	8549	MILLER'S SUPPLIES	1141693			1,552.52
	8549	MILLER'S SUPPLIES	1142006			96.38
	8549	MILLER'S SUPPLIES	1143597			764.75
	8549	MILLER'S SUPPLIES	1154342			129.26
					ACCOUNT TOTAL	3,270.43 *
5407		REPAIRS AND MAINTENANCE				
	263	RAMSEY HARDWARE	409431			34.17
	263	RAMSEY HARDWARE	409446			6.29
	263	RAMSEY HARDWARE	409483			194.77
	263	RAMSEY HARDWARE	409486			4.04
	263	RAMSEY HARDWARE	409489			41.36
	263	RAMSEY HARDWARE	409500			16.19
	263	RAMSEY HARDWARE	409514			23.83
	263	RAMSEY HARDWARE	409518			13.04
	263	RAMSEY HARDWARE	409519			16.64
	263	RAMSEY HARDWARE	409525			20.23
	263	RAMSEY HARDWARE	409531			29.66

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
	263	RAMSEY HARDWARE	409532		8.99
	263	RAMSEY HARDWARE	409654		26.95
	263	RAMSEY HARDWARE	409713		3.23
	263	RAMSEY HARDWARE	409717		35.08
	263	RAMSEY HARDWARE	409728		7.64
	263	RAMSEY HARDWARE	409769		72.90
	263	RAMSEY HARDWARE	409775		16.44
	263	RAMSEY HARDWARE	409836		9.43
	263	RAMSEY HARDWARE	409853		13.29
	263	RAMSEY HARDWARE	409901		9.89
	263	RAMSEY HARDWARE	409910		39.09
	412	D & P RENTALS	87505		50.00
	548	SHERWIN-WILLIAMS	10882		90.57
	548	SHERWIN-WILLIAMS	11609		245.32
	958	BEST EXTERMINATING SERV.	55841		25.00
	958	BEST EXTERMINATING SERV.	56310		35.00
	958	BEST EXTERMINATING SERV.	56311		35.00
	958	BEST EXTERMINATING SERV.	56845		10.00
	958	BEST EXTERMINATING SERV.	56847		15.00
	958	BEST EXTERMINATING SERV.	56849		10.00
	958	BEST EXTERMINATING SERV.	56854		25.00
	958	BEST EXTERMINATING SERV.	57040		10.00
	958	BEST EXTERMINATING SERV.	57041		15.00
	958	BEST EXTERMINATING SERV.	57042		15.00
	958	BEST EXTERMINATING SERV.	57045		10.00
	958	BEST EXTERMINATING SERV.	57047		25.00
	958	BEST EXTERMINATING SERV.	57048		32.00
	2110	LOWE'S	01842 6/21		11.87-
	2110	LOWE'S	1108 6/21		126.50
	2110	LOWE'S	1139 6/21		18.87
	2110	LOWE'S	1180 6/21		256.13
	2110	LOWE'S	1241 6/21		252.57
	2110	LOWE'S	1242 6/21		741.23
	2110	LOWE'S	1266 6/21		189.08
	2110	LOWE'S	1280 6/21		227.48
	2110	LOWE'S	1308 6/21		17.54
	2110	LOWE'S	1329 6/21		820.79
	2110	LOWE'S	1386 6/21		576.87
	2110	LOWE'S	1479 6/21		47.50
	2110	LOWE'S	1485 6/21		74.79
	2110	LOWE'S	1494 6/21		549.71
	2110	LOWE'S	1514 6/21		367.38
	2110	LOWE'S	1685 6/21		439.95
	2110	LOWE'S	1841 6/21		235.86
	2110	LOWE'S	1857 6/21		221.34
	2110	LOWE'S	1985 6/21		201.61
	2110	LOWE'S	1991 6/21		320.52
	2110	LOWE'S	2028 6/21		438.97
	2110	LOWE'S	2291 6/21		395.46

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
	2110	LOWE'S	2293 6/21		52.22
	2110	LOWE'S	2325 6/21		125.79
	2110	LOWE'S	2788 6/21		968.76
	2110	LOWE'S	2796 6/21		328.57
	2110	LOWE'S	2857 6/21		1,068.43
	2110	LOWE'S	2940 6/21		48.77
	2110	LOWE'S	3564 6/21		35.10
	2110	LOWE'S	3810 6/21		69.29
	2110	LOWE'S	3998 6/21		24.21
	2110	LOWE'S	6882 6/21		979.28
	2568	UNIFIRST CORPORATION	1364107		171.09
	2568	UNIFIRST CORPORATION	1365284		153.72
	2568	UNIFIRST CORPORATION	1366479		153.72
	2568	UNIFIRST CORPORATION	1367668		153.72
	2889	SPRINGTIME GARDEN CTR INC	21 42		243.96
	3278	DODSON PEST CONTROL	0032202106	923503	35.00
	4200	NORTHEASTERN SUPPLY INC.	3062706		119.45
	4200	NORTHEASTERN SUPPLY INC.	3074985		181.08
	4200	NORTHEASTERN SUPPLY INC.	3078375		22.64
	5010	KONE BROOKLYN	959753918		254.82
	5010	KONE BROOKLYN	959779694		254.82
	5010	KONE BROOKLYN	959804993		254.82
	5010	KONE BROOKLYN	959831902		254.82
	5010	KONE BROOKLYN	959857321		254.82
	5010	KONE BROOKLYN	959882833		254.82
	5156	UNIFIRST CORP.	1365342		280.20
	5156	UNIFIRST CORP.	1367724		276.06
	5300	ROCKINGHAM REDI-MIX	633934		915.00
	5300	ROCKINGHAM REDI-MIX	634984		1,220.00
	5300	ROCKINGHAM REDI-MIX	635122		915.00
	5300	ROCKINGHAM REDI-MIX	637977		698.00
	5710	RIVERSIDE ELECTRIC LLC	1340		2,000.00
	6136	SHALLOW CREEK ELECTRICAL S	5001		2,747.00
	6136	SHALLOW CREEK ELECTRICAL S	5016		223.00
	6136	SHALLOW CREEK ELECTRICAL S	5018		476.35
	6233	UNIFIRST CORP.	1365522		63.60
	6233	UNIFIRST CORP.	1367903		102.66
	7575	APV	3453		688.90
	8022	REXEL	127735285003		174.02-
	8022	REXEL	130307030001		198.73
	8022	REXEL	130848361001		35.04
	9244	BEST EXTERMINATING SERV.	55790		130.00
	9244	BEST EXTERMINATING SERV.	56417		70.00
	9244	BEST EXTERMINATING SERV.	56851		29.00
	9244	BEST EXTERMINATING SERV.	56853		65.00
	9244	BEST EXTERMINATING SERV.	57046		130.00
	9617	ORACLE ELEVATOR HOLDCO, IN	035930		145.00
	20445	UNIFIRST CORPORATION	1365285		200.55
	20445	UNIFIRST CORPORATION	1367669		197.59
				ACCOUNT TOTAL	25,895.70 *

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION		AMOUNT
5408		OPERATION OF MOTOR VEHICL				
	5517	MANSFIELD OIL COMPANY	666985			113.22
	5517	MANSFIELD OIL COMPANY	668590			254.12
	5517	MANSFIELD OIL COMPANY	675979			345.58
	5517	MANSFIELD OIL COMPANY	681494			283.86
	5517	MANSFIELD OIL COMPANY	682629			262.73
	5517	MANSFIELD OIL COMPANY	686548			272.63
					ACCOUNT TOTAL	1,532.14 *
5897		COVID-19 EXPENSES				
	8549	MILLER'S SUPPLIES	1128944			995.00
					ACCOUNT TOTAL	995.00 *
5899		UNCLASSIFIED				
	8013	HAYES, JEFFREY	REIMB 6/21			78.00
					ACCOUNT TOTAL	78.00 *
7010		BUILDING IMPROVEMENTS				
	8588	BERKELEY GLASS	83727			2,500.00
	8831	FREDERICK ANDREAE	8831 6/21			3,228.75
					ACCOUNT TOTAL	5,728.75 *
7013		HVAC REPLACEMENT PROJECTS				
	6136	SHALLOW CREEK ELECTRICAL S	4965			105.00
					ACCOUNT TOTAL	105.00 *
7014		FIRE PROTECTION				
	3174	JOHNSON CONTROLS FIRE	87753018			65.00
	3174	JOHNSON CONTROLS FIRE	87755280			172.00
	5167	CONVERGINT TECHNOLOGIES	10489			323.00
	5717	PATRIOT FIRE & SECURITY	16232			225.00
					ACCOUNT TOTAL	785.00 *
					MAJOR TOTAL	65,831.62 **
053090	**	OTHER SOCIAL SERVICES **				
5605		SHENANDOAH AREA AGENCY ON				
	40	SHENANDOAH AREA AGENCY	2ND 6/21	OCT. NOV. DEC.		13,500.00
	40	SHENANDOAH AREA AGENCY	3RD 6/21	JAN. FEB. MAR.		13,500.00
					ACCOUNT TOTAL	27,000.00 *
					MAJOR TOTAL	27,000.00 **
053500	**	CHILDREN'S SERVICES ACT **				
5301		CHILDREN'S SERVICES ACT				
	2103	FAMILY PRESERVATION SERV.	0506202112645			2,670.00
	2103	FAMILY PRESERVATION SERV.	0506202113139			2,670.00
	2368	GRAFTON SCHOOL, INC.	11175 6/21			4,574.00
	2368	GRAFTON SCHOOL, INC.	20210411175			5,407.25
	2368	GRAFTON SCHOOL, INC.	2021044567925			5,472.25
	2368	GRAFTON SCHOOL, INC.	2021046737			9,945.00
	2368	GRAFTON SCHOOL, INC.	4567925 6/21			4,574.00
	2368	GRAFTON SCHOOL, INC.	6737 6/21			7,010.00
	2379	CHILDREN'S SERVICES OF VA	48798			2,325.00

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
	2431	CHILD CARE & LEARNING CTR	7468		969.00
	2486	W.C. DEPT. OF SOCIAL SERV	REIMB-CLOTHING		189.70
	2601	INTERCEPT YOUTH SERVICES,	116125 052101		4,049.22
	2601	INTERCEPT YOUTH SERVICES,	116502 052101		5,961.22
	2601	INTERCEPT YOUTH SERVICES,	118485 052120		2,407.68
	2702	UNITED METHODIST FAMILY	104950 1		3,908.81
	2702	UNITED METHODIST FAMILY	104950 10		3,678.88
	2702	UNITED METHODIST FAMILY	104950 2		4,580.82
	2702	UNITED METHODIST FAMILY	104950 3		176.36
	2702	UNITED METHODIST FAMILY	104950 4		4,580.82
	2702	UNITED METHODIST FAMILY	104950 5		117.57
	2702	UNITED METHODIST FAMILY	104950 7		5,447.48
	2702	UNITED METHODIST FAMILY	104950 9		5,447.48
	2702	UNITED METHODIST FAMILY	105063 1		3,707.64
	2702	UNITED METHODIST FAMILY	105063 2		58.79
	2702	UNITED METHODIST FAMILY	105063 3		3,793.46
	2702	UNITED METHODIST FAMILY	105063 5		3,707.64
	2702	UNITED METHODIST FAMILY	105063 6		3,570.32
	2702	UNITED METHODIST FAMILY	105063 7		117.57
	2702	UNITED METHODIST FAMILY	105086 1		5,001.12
	2702	UNITED METHODIST FAMILY	105086 2		3,696.48
	2702	UNITED METHODIST FAMILY	105086 3		4,580.82
	2702	UNITED METHODIST FAMILY	105086 4		3,707.64
	2702	UNITED METHODIST FAMILY	105086 5		4,828.53
	2702	UNITED METHODIST FAMILY	105086 6		3,908.81
	3194	VA. HOME FOR BOYS & GIRLS	7650		2,232.00
	3194	VA. HOME FOR BOYS & GIRLS	7720		5,790.00
	3194	VA. HOME FOR BOYS & GIRLS	7721		2,160.00
	3194	VA. HOME FOR BOYS & GIRLS	7771		40.00
	3258	MATTHEWS CENTER FOR VISUAL	147000		7,006.00
	3258	MATTHEWS CENTER FOR VISUAL	147033		7,932.00
	3258	MATTHEWS CENTER FOR VISUAL	147034		7,804.00
	3258	MATTHEWS CENTER FOR VISUAL	147552		7,134.00
	5704	DEPAUL COMMUNITY RESOURCE	0284253		6,456.00
	5766	CONNECTED COMMUNITIES. INC	1423		100.00
	5927	FAMILY TEAMWORK, INC.	42021023		214.20
	6257	CHILDREN'S HOME SOCIETY	CLOTHING 6/21		75.78
	6257	CHILDREN'S HOME SOCIETY	12		4,149.00
	6310	APTS	2057514		7,075.60
	6373	E.A.S. WINCHESTER. PLLC	80515 6/21		450.00
	6374	EMBRACE FOSTER CARE LLC	042821		2,583.30
	6374	EMBRACE FOSTER CARE LLC	4282021		4,845.15
	8652	CCFS	882882		315.00
	8652	CCFS	883248		105.00
				ACCOUNT TOTAL	193,308.39 *
5899		UNCLASSIFIED			
	6615	AMANKRAH, JESSICA	0066202106 002		45.00
				ACCOUNT TOTAL	45.00 *
				MAJOR TOTAL	193,353.39 **

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION		AMOUNT
071010	** PARKS & REC. ADMINISTRATION **					
3005		MAINTENANCE SERVICE CONTR				
	3787	XEROX CORPORATION	013216777			253.27
	3787	XEROX CORPORATION	013333921			463.38
					ACCOUNT TOTAL	716.65 *
3007		ADVERTISING				
	8713	W.C. COMMUNITY HEALTH	933			600.00
					ACCOUNT TOTAL	600.00 *
5203		TELEPHONE				
	188	LINDEN SMR ASSOCIATES	0001202106			330.00
	2677	LENZ, DANIEL P	0026202106			45.00
	2712	RICHARDSON, ROBIN A	0027202106			45.00
	5041	WALKER, TIFFANY	0050202106			45.00
	9518	WALKER, RACHAEL E.	0095202106 002			45.00
	20908	MUNSON, ALAN	0209202106 002			30.00
					ACCOUNT TOTAL	540.00 *
5401		OFFICE SUPPLIES				
	20056	QUILL	16368258			7.38
	20056	QUILL	16451262			29.99
	20056	QUILL	16569687			114.32
	20056	QUILL	17098780			22.99
	20056	QUILL	17107004 6/21			68.26
	20056	QUILL	17113036			125.99
					ACCOUNT TOTAL	368.93 *
5402		FOOD				
	9198	BIMBO BAKERIES USA	03407429705			49.92
	20003	ZAFAR ENTERPRISES	10051			1,154.30
	20037	SCHENCK FOODS CO., INC.	6783608			360.61
	20527	SUREBET SERVICES INC.	30224			609.72
					ACCOUNT TOTAL	2,174.55 *
5403		BEVERAGES				
	9218	CRYSTAL SPRINGS	16379177 051821			30.44
	20527	SUREBET SERVICES INC.	30224			1,387.48
					ACCOUNT TOTAL	1,417.92 *
5431		SECURITY SYSTEM				
	5592	FIRST WITNESS SECURITY & A	4651			19,170.00
					ACCOUNT TOTAL	19,170.00 *
					MAJOR TOTAL	24,988.05 **
071020	** PARKS & REC. - REC. PROGRAM **					
5450		FRGC CART RENTAL				
	5127	DLL FINANCE LLC.	0051202106	101-0418904-000		3,507.89
					ACCOUNT TOTAL	3,507.89 *
					MAJOR TOTAL	3,507.89 **
071030	** PARKS & REC. MAINTENANCE **					
3005		SERVICE CONTRACTS & CLEAN				
	898	REPUBLIC SERVICES #976	520768 4771580			986.20

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION		AMOUNT
	898	REPUBLIC SERVICES #976	521943 48114901			609.86
	898	REPUBLIC SERVICES #976	522218 4771580			429.98
	5127	DLL FINANCE LLC.	0051202106 002	101-0447511-000		484.93
	6216	L & B PORTABLES LLC	1995			1,440.00
					ACCOUNT TOTAL	3,950.97 *
3023		SAFETY PROGRAM				
	9247	MEDCO SUPPLY CO.	93542524			348.92
					ACCOUNT TOTAL	348.92 *
5101		ELECTRIC SERVICE				
	105	TOWN OF FRONT ROYAL	127101 6/21			42.17
	105	TOWN OF FRONT ROYAL	127102 6/21			73.31
	105	TOWN OF FRONT ROYAL	127104 6/21			259.36
	105	TOWN OF FRONT ROYAL	127105 6/21			26.66
	105	TOWN OF FRONT ROYAL	127106 6/21			26.95
	105	TOWN OF FRONT ROYAL	153000 6/21			983.41
	105	TOWN OF FRONT ROYAL	270101 6/21			147.94
	105	TOWN OF FRONT ROYAL	595050 6/21			26.66
	105	TOWN OF FRONT ROYAL	595075 6/21			392.22
	105	TOWN OF FRONT ROYAL	595077 6/21			20.14
	105	TOWN OF FRONT ROYAL	595101 6/21			377.51
	105	TOWN OF FRONT ROYAL	612050 6/21			25.21
	105	TOWN OF FRONT ROYAL	613100 6/21			30.87
	105	TOWN OF FRONT ROYAL	613101 6/21			430.20
	105	TOWN OF FRONT ROYAL	687200 6/21			60.69
	105	TOWN OF FRONT ROYAL	687205 6/21			26.66
	105	TOWN OF FRONT ROYAL	687210 6/21			9.92
	105	TOWN OF FRONT ROYAL	707000 6/21			150.56
	105	TOWN OF FRONT ROYAL	707100 6/21			8.50
	105	TOWN OF FRONT ROYAL	709110 6/21			161.18
	105	TOWN OF FRONT ROYAL	711000 6/21			32.60
	105	TOWN OF FRONT ROYAL	733006 6/21			640.54
	105	TOWN OF FRONT ROYAL	758100 6/21			81.97
	105	TOWN OF FRONT ROYAL	773100 6/21			1,539.16
	105	TOWN OF FRONT ROYAL	773101 6/21			20.00
	105	TOWN OF FRONT ROYAL	773102 6/21			399.67
	105	TOWN OF FRONT ROYAL	773102A 6/21			65.23
	105	TOWN OF FRONT ROYAL	773103 6/21			468.04
	105	TOWN OF FRONT ROYAL	773104 6/21			2,409.24
	105	TOWN OF FRONT ROYAL	773106 6/21			8.50
	105	TOWN OF FRONT ROYAL	773109 6/21			20.27
	105	TOWN OF FRONT ROYAL	773110 6/21			20.00
	105	TOWN OF FRONT ROYAL	773111 6/21			20.54
	105	TOWN OF FRONT ROYAL	773112 6/21			20.00
	105	TOWN OF FRONT ROYAL	773114 6/21			21.50
	105	TOWN OF FRONT ROYAL	773115 6/21			234.83
	105	TOWN OF FRONT ROYAL	773116 6/21			26.66
	105	TOWN OF FRONT ROYAL	773117 6/21			226.72
	105	TOWN OF FRONT ROYAL	773118 6/21			104.32
	105	TOWN OF FRONT ROYAL	773119 6/21			702.37

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION		AMOUNT
	105	TOWN OF FRONT ROYAL	773120 6/21			86.37
	105	TOWN OF FRONT ROYAL	773121 6/21			21.22
	105	TOWN OF FRONT ROYAL	773122 6/21			360.20
	105	TOWN OF FRONT ROYAL	773123 6/21			324.64
	105	TOWN OF FRONT ROYAL	773124 6/21			2,715.58
	105	TOWN OF FRONT ROYAL	773125 6/21			63.52
	105	TOWN OF FRONT ROYAL	773126 6/21			8.93
	105	TOWN OF FRONT ROYAL	773129 6/21			290.45
	105	TOWN OF FRONT ROYAL	773130 6/21			96.16
	105	TOWN OF FRONT ROYAL	773131 6/21			31.72
					ACCOUNT TOTAL	14,341.07 *
5402		AUTO MAINTENANCE				
	5305	WARREN CO. PUBLIC SCHOOLS	29532			349.46
	5305	WARREN CO. PUBLIC SCHOOLS	29570			124.47
	5305	WARREN CO. PUBLIC SCHOOLS	29574			170.98
	5305	WARREN CO. PUBLIC SCHOOLS	29607			27.08
	5305	WARREN CO. PUBLIC SCHOOLS	29621			47.66
	5305	WARREN CO. PUBLIC SCHOOLS	29622			12.84
	5305	WARREN CO. PUBLIC SCHOOLS	29640			39.95
	5305	WARREN CO. PUBLIC SCHOOLS	29645			190.11
	5305	WARREN CO. PUBLIC SCHOOLS	29654			30.33
	5305	WARREN CO. PUBLIC SCHOOLS	29668			66.10
					ACCOUNT TOTAL	1,058.98 *
5406		CHEMICALS				
	8091	GILMER INDUSTRIES, INC	681519			650.30
	9196	JOHN DEERE FINANCIAL	7387			259.96
					ACCOUNT TOTAL	910.26 *
5407		REPAIRS AND MAINTENANCE				
	100	SERVICE TIRE & BATTERY	1105888			25.90
	100	SERVICE TIRE & BATTERY	1106497			12.95
	263	RAMSEY HARDWARE	409505			22.06
	263	RAMSEY HARDWARE	409594			15.29
	263	RAMSEY HARDWARE	409643			18.43
	263	RAMSEY HARDWARE	409854			16.18
	263	RAMSEY HARDWARE	409892			57.56
	1290	HILL MFG. CO., INC.	84154			283.85
	2110	LOWE'S	1212 6/21			51.18
	2110	LOWE'S	1404 6/21			151.96
	2775	HIGH PERFORMANCE	2775 6/21			120.00
	3952	WINCHESTER EQUIPMENT CO.	14373			278.38
	3952	WINCHESTER EQUIPMENT CO.	14378			55.10
	3952	WINCHESTER EQUIPMENT CO.	15360			252.35
	3952	WINCHESTER EQUIPMENT CO.	16792			201.45
	7093	SOUTHERN STATES OF F. R.	1256186			42.90
	7093	SOUTHERN STATES OF F. R.	1257866			1,393.00
	7093	SOUTHERN STATES OF F. R.	1262362			573.75
	8742	CARTER, BRUCE H.	110509			315.00
	10004	BSN SPORTS INC.	912583977			2,660.00
					ACCOUNT TOTAL	6,547.29 *

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION		AMOUNT
5408		OPERATION OF MOTOR VEHICL				
	2125	H. N. FUNKHOUSER & CO.	87432 6/21			245.31
	4737	QUARLES ENERGY SERVICES	715331			349.34
	4737	QUARLES ENERGY SERVICES	716848			628.07
	5853	MANSFIELD OIL COMPANY	668424			813.82
	5853	MANSFIELD OIL COMPANY	682456			1,041.69
	5853	MANSFIELD OIL COMPANY	686382			944.23
					ACCOUNT TOTAL	4,022.46 *
5409		MULCH				
	6066	JK ENTERPRISE LANDSCAPE SU	497982			1,754.35
					ACCOUNT TOTAL	1,754.35 *
5413		OPERATING SUPPLIES				
	6329	WALMART	WCCC 6/21			300.00
					ACCOUNT TOTAL	300.00 *
5420		SMALL TOOLS				
	2110	LOWE'S	2001 6/21			28.49
					ACCOUNT TOTAL	28.49 *
7001		MACHINERY AND EQUIPMENT				
	5923	ANDERSON TRUCK EQUIP.	1549			5,000.00
					ACCOUNT TOTAL	5,000.00 *
					MAJOR TOTAL	38,262.79 **
073000	**	LIBRARY MUSEUM CULT. ENRICH. **				
5607		BLUE RIDGE ARTS COUNCIL				
	480	BLUE RIDGE ARTS COUNCIL	PARTNERSHIP GRT			4,500.00
					ACCOUNT TOTAL	4,500.00 *
					MAJOR TOTAL	4,500.00 **
081010	**	PLANNING AND ZONING ADMIN. **				
3007		ADVERTISING				
	169	WARREN SENTINEL, THE	1666603 6/21			126.00
	169	WARREN SENTINEL, THE	1666603 6/21 B			102.00
					ACCOUNT TOTAL	228.00 *
5205		CELLULAR PHONE				
	3107	LOGAN, TARYN G.	0031202106			45.00
					ACCOUNT TOTAL	45.00 *
5401		OFFICE SUPPLIES				
	4282	QUILL	17077416			57.98
	4282	QUILL	17077770			160.49
	8200	AMERICANA SIGNS & ENGRAVIN	20210028			12.50
					ACCOUNT TOTAL	230.97 *
5408		OPERATION OF MOTOR VEHICL				
	5792	MANSFIELD OIL COMPANY	682580			37.53
	5792	MANSFIELD OIL COMPANY	686501			28.47
					ACCOUNT TOTAL	66.00 *
5801		DUES AND MEMBERSHIPS				
	5928	LENTZ, NATALIE	REIMB 6/21			55.00
					ACCOUNT TOTAL	55.00 *
					MAJOR TOTAL	624.97 **

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION		AMOUNT
091000	** NON-DEPARTMENTAL **					
3010		MAINTENANCE - CENTRAL COM				
	906	ROYAL OAK COMPUTERS	29721837			274.00
	4092	EMEDIA WEB SERVICES, INC.	2021 936			142.15
	4092	EMEDIA WEB SERVICES, INC.	2021 952			166.25
					ACCOUNT TOTAL	582.40 *
5610		TOURISM				
	5907	BMO HARRIS BANK N. A.	003629			10,556.83
					ACCOUNT TOTAL	10,556.83 *
8009		FRONT ROYAL VFD				
	399	FRONT ROYAL VFD, INC.	21 0001			85,765.66
					ACCOUNT TOTAL	85,765.66 *
					MAJOR TOTAL	96,904.89 **
092000	** CAPITAL OUTLAY **					
7042		RIVERMONT VFD				
	2459	SYNTAX COMMUNICATIONS	210046 01			5,570.00
	5930	VIRGINIA DEPARTMENT OF TRA	619 6/21			100.00
	8549	MILLER'S SUPPLIES	1150231			7,494.00
					ACCOUNT TOTAL	13,164.00 *
7058		PURCHASE OF SECOND STREET				
	6044	LILLIAN SEALOCK FOX	0060202106 002	20A8		1,967.76
					ACCOUNT TOTAL	1,967.76 *
					MAJOR TOTAL	15,131.76 **
					FUND TOTAL	1,140,540.75

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION		AMOUNT
062050						
0001		HEALTH CARE EXPENDITURES				
	20767	PROBENEFITS, INC	0207202106 002	1994A		1,185.00
					ACCOUNT TOTAL	1,185.00 *
					MAJOR TOTAL	1,185.00 **
					FUND TOTAL	1,185.00

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION		AMOUNT	
032050	***LINDEN HEIGHTS SANT. DISTRICT***						
1001		COMPENSATION-MANAGER				155.71	
	9566	W.C. PUBLIC WORKS DEPT.	LH31				
					ACCOUNT TOTAL	155.71	*
5443		MAINTENANCE-LABOR				67.50	
	9566	W.C. PUBLIC WORKS DEPT.	LH31				
					ACCOUNT TOTAL	67.50	*
					MAJOR TOTAL	223.21	**
					FUND TOTAL	223.21	

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION		AMOUNT
043050	** SHENANDOAH FARMS SAN. DIST. **					
1001		COMPENSATION - MANAGER				
	9566	W.C. PUBLIC WORKS DEPT.	SF32			2,853.81
					ACCOUNT TOTAL	2,853.81 *
5203		TELEPHONE/INTERNET				
	188	LINDEN SMR ASSOCIATES	0001202106			50.00
	5444	LENTZ, TIMOTHY	0054202106	002		45.00
					ACCOUNT TOTAL	95.00 *
5408		EQUIPMENT MAINTENANCE/OPE				
	788	SHENK'S RUSCO WINDOW CO	169405			70.78
	1666	NAPA AUTO PARTS	791574			41.72
	1666	NAPA AUTO PARTS	791578			2.49
	5305	WARREN CO. PUBLIC SCHOOLS	29431			670.00
	5305	WARREN CO. PUBLIC SCHOOLS	29479			191.92
	5305	WARREN CO. PUBLIC SCHOOLS	29608			390.11
	9196	JOHN DEERE FINANCIAL	1635			103.28
					ACCOUNT TOTAL	1,470.30 *
5410		UNIFORMS/SAFETY SHOES				
	2675	SIGNET MARKETING	54685			341.58
					ACCOUNT TOTAL	341.58 *
5447		BRUSH CUTTING/TREE REMOVA				
	3952	WINCHESTER EQUIPMENT CO.	14283			689.12
	9259	MCDONALD, TERRY	942873			7,200.00
					ACCOUNT TOTAL	7,889.12 *
5450		PAVEMENT MAINTENANCE AND				
	1666	NAPA AUTO PARTS	792417			17.01
	1666	NAPA AUTO PARTS	792734			254.17
	1666	NAPA AUTO PARTS	793134			3.75
					ACCOUNT TOTAL	274.93 *
5451		FUEL				
	4763	VALLEY ENERGY	13714			1,086.13
	5789	MANSFIELD OIL COMPANY	675970			255.17
	5789	MANSFIELD OIL COMPANY	676297			430.69
					ACCOUNT TOTAL	1,771.99 *
					MAJOR TOTAL	14,696.73 **
					FUND TOTAL	14,696.73

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION		AMOUNT	
054050	***LAKE FRONT ROYAL SANT DIST***						
1001		COMPENSATION MANAGER					
	9566	W.C. PUBLIC WORKS DEPT.	LFR33			202.36	
					ACCOUNT TOTAL	202.36	*
5443		MAINTENANCE-LABOR/RENTAL					
	9566	W.C. PUBLIC WORKS DEPT.	LFR33			5,240.48	
					ACCOUNT TOTAL	5,240.48	*
					MAJOR TOTAL	5,442.84	**
					FUND TOTAL	5,442.84	

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION		AMOUNT
057050	*** OSPREY LN SANT DIST ***					
1001		COMPENSATION MANAGER				
	9566	W.C. PUBLIC WORKS DEPT.	OL22			40.47
					ACCOUNT TOTAL	40.47 *
5441		DRAINAGE MAINTENANCE/REPA				
	9566	W.C. PUBLIC WORKS DEPT.	OL22			519.16
					ACCOUNT TOTAL	519.16 *
5443		MAINTENANCE-LABOR				
	9566	W.C. PUBLIC WORKS DEPT.	OL22			266.95
					ACCOUNT TOTAL	266.95 *
5447		BRUSH CUTTING/TREE REMOVA				
	9566	W.C. PUBLIC WORKS DEPT.	OL22			69.50
					ACCOUNT TOTAL	69.50 *
					MAJOR TOTAL	896.08 **
					FUND TOTAL	896.08

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION		AMOUNT	
081060	** WARREN COUNTY AIRPORT EXP. **						
1001		COMPENSATION AIRPORT MANA					
	6273	CASS AVIATION	0062202106 002			1,750.00	
					ACCOUNT TOTAL	1,750.00	*
5407		REPAIRS AND MAINTENANCE					
	263	RAMSEY HARDWARE	409449			59.16	
	400	LABELLA ASSOCIATES	140350			404.25	
	1717	CULLIGAN OF FRONT ROYAL	0017202106	569-0009332-2		35.00	
	9566	W.C. PUBLIC WORKS DEPT.	4			576.93	
					ACCOUNT TOTAL	1,075.34	*
5898		WASTE DISPOSAL					
	5132	FIRST CHOICE SEPTIC	12232			1,000.00	
	9448	JOHNNY BLUE, INC. - 3407	209827			86.28	
					ACCOUNT TOTAL	1,086.28	*
					MAJOR TOTAL	3,911.62	**
					FUND TOTAL	3,911.62	

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION		AMOUNT	
035060	** COST RECOVERY **						
3003		ADMINISTRATIVE FEES					
	4338	IMAGE TREND INC.	128056			2,400.00	
	8594	EMS MANAGEMENT &	042697			1,573.69	
					ACCOUNT TOTAL	3,973.69	*
5408		OPERATION OF MOTOR VEHICL					
	469	FIRE PROTECTION CO. LLC	66093			249.50	
	3822	AZ COMMERCIAL	2009398938			25.09	
	5868	MANSFIELD OIL COMPANY	681490			2,834.51	
	5868	MANSFIELD OIL COMPANY	682625			3,064.65	
	5868	MANSFIELD OIL COMPANY	686544			2,551.12	
	7644	FINLAY FIRE APPARATUS &	6439			882.37	
	7644	FINLAY FIRE APPARATUS &	6480			984.73	
	9624	LINDSAY	333310			20.00	
	10115	DONALD B. RICE TIRE CO.	6103775			1,997.40	
	10115	DONALD B. RICE TIRE CO.	6104005			2,627.65	
					ACCOUNT TOTAL	15,237.02	*
5812		VDEM- GRANTS					
	8536	GEOPLIANT, LLC	151738			1,840.00	
					ACCOUNT TOTAL	1,840.00	*
					MAJOR TOTAL	21,050.71	**
					FUND TOTAL	21,050.71	

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION		AMOUNT	
035070	**SHEN. FARMS VFC6 EXPENDITURES**						
5407		BUILDING & GROUNDS MAINTE					
	898	REPUBLIC SERVICES #976	521676 4725859			227.68	
	9241	BEST EXTERMINATING SERV.	56017			45.00	
	9241	BEST EXTERMINATING SERV.	57197			45.00	
					ACCOUNT TOTAL	317.68	*
					MAJOR TOTAL	317.68	**
					FUND TOTAL	317.68	

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION		AMOUNT
035071	**N. WARRREN VFD #10 EXPENDITURES**					
5406		PROPANE				
	5553	WASHINGTON GAS	3740 6/21			134.93
					ACCOUNT TOTAL	134.93 *
5407		REPAIRS & MAINTENANCE				
	898	REPUBLIC SERVICES #976	521976 4820999			124.01
					ACCOUNT TOTAL	124.01 *
5408		VEHICLE REPAIRS				
	100	SERVICE TIRE & BATTERY	1105423			51.00
					ACCOUNT TOTAL	51.00 *
					MAJOR TOTAL	309.94 **
					FUND TOTAL	309.94

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
035072		**SOUTH WARREN VFC #3 EXPENDITURES*			
5407		BUILDINGS & GROUNDS MAINT			
	9242	BEST EXTERMINATING SERV.	56060		420.00
				ACCOUNT TOTAL	420.00 *
				MAJOR TOTAL	420.00 **
				FUND TOTAL	420.00

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION		AMOUNT
035073	**SHENANDOAH SHORES VFC#5 EXP**					
5408		VEHICLE REPAIRS				
	4388	ATLANTIC EMERGENCY SOLUT.	26972			1,506.18
					ACCOUNT TOTAL	1,506.18 *
5890		DISBURSEMENT TO FIRE COMP				
	450	SHENANDOAH SHORES VFC #5	20-21 FUNDS			3,014.87
					ACCOUNT TOTAL	3,014.87 *
					MAJOR TOTAL	4,521.05 **
					FUND TOTAL	4,521.05

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION		AMOUNT	
035074	**LINDEN VFC #4 EXPENSES**						
5408		VEHICLE REPAIRS					
	263	RAMSEY HARDWARE	409730			38.38	
	7644	FINLAY FIRE APPARATUS &	6458			6,976.30	
	7644	FINLAY FIRE APPARATUS &	6463			6,606.63	
					ACCOUNT TOTAL	13,621.31	*
7057		LOANS					
	10118	FIRST BANK	0101202106 002	# 50723		3,550.20	
					ACCOUNT TOTAL	3,550.20	*
					MAJOR TOTAL	17,171.51	**
					FUND TOTAL	17,171.51	

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION		AMOUNT	
035075	**FORTSMOUTH VFC #8 EXPENSES**						
5407		BUILDING GROUNDS & MAINTE					
	898	REPUBLIC SERVICES #976	521693 4731170			198.08	
	4778	DAVE'S DIVERSIFIED SERV.	7906 1			237.00	
					ACCOUNT TOTAL	435.08	*
					MAJOR TOTAL	435.08	**
					FUND TOTAL	435.08	

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION		AMOUNT	
081050		***ECONOMIC DEVELOPMENT AUTHORITY**					
3001		PROFESSIONAL FEES- LEGAL					
	500044	GREEHAN, TAVES & PANDAK, P	127846			9,679.30	
					ACCOUNT TOTAL	9,679.30	*
3005		ENGINEERS AND CONSULTANTS					
	500075	AIRE SERV	85106037			375.00	
					ACCOUNT TOTAL	375.00	*
5205		TECHNOLOGY CORE OPERATION					
	500016	QUEEN CONSULTING & TECHNOL	10654			653.67	
	500016	QUEEN CONSULTING & TECHNOL	9345			2,366.67	
					ACCOUNT TOTAL	3,020.34	*
5302		PROPERTY/LIABILITY INSURA					
	500058	ACUITY, A MUTUAL INSURANCE	543 9			2,122.00	
					ACCOUNT TOTAL	2,122.00	*
5305		BANK FEES					
	500031	UNITED BANKCARD CENTER	2176 6/21			4.89	
					ACCOUNT TOTAL	4.89	*
5307		PROFESSIONAL LIABILITY IN					
	500037	ERIE INSURANCE	892300326			1,153.00	
					ACCOUNT TOTAL	1,153.00	*
5401		SUPPLIES					
	500001	HENDERSON, GRETCHEN	REIMB 6/21			84.47	
					ACCOUNT TOTAL	84.47	*
5407		MAINTENANCE					
	500057	D & M CONTAINER SERVICE	49959			352.86	
	500057	D & M CONTAINER SERVICE	49960			914.48	
					ACCOUNT TOTAL	1,267.34	*
5800		INTEREST EXPENSE					
	500008	THE FIRST BANK & TRUST COM	66 2151580			34,601.33	
	500011	FIRST BANK	48682 6/21			8,918.56	
					ACCOUNT TOTAL	43,519.89	*
5801		DUES AND SUBSCRIPTIONS					
	500025	AFA PROTECTIVE SYSTEMS, IN	3265712			228.54	
					ACCOUNT TOTAL	228.54	*
8001		COPIER LEASE					
	500021	XEROX CORP.	012969117			169.91	
	500021	XEROX CORP.	013364107			193.49	
					ACCOUNT TOTAL	363.40	*
					MAJOR TOTAL	61,818.17	**
					FUND TOTAL	61,818.17	

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
035076	** RIVERMONT VFD #2 EXPENDITURES **				
5404		CLEANING SUPPLIES			
	8549	MILLER'S SUPPLIES	1128944		270.02
				ACCOUNT TOTAL	270.02 *
5405		ELECTRIC			
	7117	H & W CONSTRUCTION CO, INC	3579921		4,194.28
				ACCOUNT TOTAL	4,194.28 *
				MAJOR TOTAL	4,464.30 **
				FUND TOTAL	4,464.30
				TOTAL DUE	1,301,519.02

Approved at meeting of _____ on _____.

Signed _____ _____ _____
Title Date

_____ _____ _____
Title Date

_____ _____ _____
Title Date

At a regular meeting of the Board of Supervisors of Warren County held in the Warren County Government Center on March 16, 2021 at 7:00 PM.

Present: Cheryl L. Cullers, Chair (South River District); Archie A. Fox, Vice Chairman (Fork District); Tony F. Carter (Happy Creek District); Walter J. Mabe (Shenandoah District); and Delores R. Oates (North River District); also present Edwin C. Daley, Interim County Administrator; Taryn G. Logan, Deputy County Administrator; Jason J. Ham, Interim County Attorney; David Beahm, Building Official; Mike Berry, Public Works Director; James Bonzano, Fire Chief; Michael Coffelt, Sanitary District Manager; Rick Farrall, Emergency Coordinator; Caitlin Jordan, Senior Assistant County Attorney; Gerry Maiatico, Fire Marshal; Keith McLiverty, Finance Director; Joe Petty, Zoning Administrator; and Emily Ciarrocchi, Deputy Clerk of the Board

Call to Order and Pledge of Allegiance of the United States of America

Adoption of Agenda – Additions or Deletions

Mr. Ham requested the addition of an item to the closed session under Section 2.2-3711(A)(4) of the Code of Virginia for the protection of the privacy of individuals in personal matters not related to public business.

On a motion by Mr. Mabe, seconded by Mrs. Oates, and by the following vote, the Board of Supervisors adopted the agenda as amended:

Carter, Aye; Oates, Aye; Cullers, Aye; Mabe, Aye; Fox, Aye

Adoption of Resolutions re: Special Recognition of Captain Wayne D. Dodson and Captain Richard M. Fletcher

On a motion by Mr. Mabe, seconded by Mrs. Cullers, and by the following vote, the Board of Supervisors adopted the proposed resolutions honoring Captain Wayne D. Dodson and Captain Richard M. Fletcher for their years of service to the Front Royal/Warren County community with the Department of Fire and Rescue Services:

Fox, Aye; Mabe, Aye; Cullers, Aye; Oates, Aye; Carter, Aye

RESOLUTION OF THE BOARD OF SUPERVISORS OF WARREN COUNTY HONORING WAYNE D. DODSON, FIRE/RESCUE CAPTAIN

WHEREAS *Wayne D. Dodson* was hired as one of the first Firefighter Paramedics of the Warren County Department of Fire and Rescue Services on October 1, 1998; and

DRAFT

WHEREAS *Wayne D. Dodson* served in the position of Training Officer and was responsible for the training and education of our community's career and volunteer firefighters and future leaders of our organization; and

WHEREAS *Wayne D. Dodson* served at the rank of Captain and fostered an environment that supported the Departmental slogan of *"One Department – One Mission"* which exemplifies the Department's Mission Statement of *"To serve the community as one single department with a common mission. To deliver the highest level of services and perform at our best to those in need at their worst"*; and

WHEREAS *Wayne D. Dodson* has announced his retirement as Captain of the Department of Fire and Rescue Services, effective April 1, 2021.

NOW, THEREFORE, BE IT RESOLVED that the Warren County Board of Supervisors expresses its sincere appreciation to *Wayne D. Dodson* for the outstanding leadership and service which he has unselfishly given on behalf of the citizens of Warren County for the past twenty-two years and six months; and

BE IT FURTHER RESOLVED that the Warren County Board of Supervisors holds *Wayne D. Dodson* in the highest esteem as an honorable member of the Warren County Department of Fire and Rescue Services who has repeatedly demonstrated his commitment to the citizens of Warren County; and

BE IT FURTHER RESOLVED that the Warren County Board of Supervisors and the Department of Fire and Rescue Services extend to *Wayne D. Dodson* their deep personal appreciation and sincere gratitude for his dedicated efforts on behalf of the community for the benefit of all its citizens; and

BE IT FINALLY RESOLVED that the Warren County Board of Supervisors and the Department of Fire and Rescue Services affirm that *Wayne D. Dodson* is worthy of receiving the Department of Fire and Rescue Services' highest award and hereby confer the Distinguished Service Award upon *Captain Dodson.*

RESOLUTION OF THE BOARD OF SUPERVISORS OF WARREN COUNTY HONORING RICHARD M. FLETCHER, FIRE/RESCUE CAPTAIN

WHEREAS *Richard M. Fletcher* was hired as one of the first Firefighter Paramedics of the Warren County Department of Fire and Rescue Services on October 10, 2000; and

WHEREAS *Richard M. Fletcher*, through both his character and performance, has significantly contributed to the advancement of the fire and rescue protection of Warren County; and

WHEREAS *Richard M. Fletcher* served at the rank of Captain and fostered an environment that supported the Departmental slogan of *"One Department – One Mission"*

which exemplifies the Department's Mission Statement of *"To serve the community as one single department with a common mission. To deliver the highest level of services and perform at our best to those in need at their worst"*; and

WHEREAS *Richard M. Fletcher* has announced his retirement as Captain of the Department of Fire and Rescue Services, effective April 1, 2021.

NOW, THEREFORE, BE IT RESOLVED that the Warren County Board of Supervisors expresses its sincere appreciation to *Richard M. Fletcher* for the outstanding leadership and service which he has unselfishly given on behalf of the citizens of Warren County for the past twenty years and six months; and

BE IT FURTHER RESOLVED that the Warren County Board of Supervisors holds *Richard M. Fletcher* in the highest esteem as an honorable member of the Warren County Department of Fire and Rescue Services who has repeatedly demonstrated his commitment to the citizens of Warren County; and

BE IT FURTHER RESOLVED that the Warren County Board of Supervisors and the Department of Fire and Rescue Services extend to *Richard M. Fletcher* their deep personal appreciation and sincere gratitude for his dedicated efforts on behalf of the community for the benefit of all its citizens; and

BE IT FINALLY RESOLVED that the Warren County Board of Supervisors and the Department of Fire and Rescue Services affirm that *Richard M. Fletcher* is worthy of receiving the Department of Fire and Rescue Services' highest award and hereby confer the Distinguished Service Award upon *Captain Fletcher.*

Public Comment Period (60 Minute Time Limit)

Tiny Tang and Jisun Bae delivered a presentation on forced organ harvesting in China, primarily on practitioners of Falun Gong. They thanked the Board of Supervisors for placing a resolution regarding forced organ harvesting on the agenda for consideration.

Tim Ratigan, 6079 Stonewall Jackson Highway, encouraged the Board to oppose the new House Bill 1280, also known as the George Floyd Fair Policing Act of 2021. Under this Bill, if passed, law enforcement officers will lose qualifying immunity, which will open them up to frivolous lawsuits. The last thing officers need to be concerned about while they are doing their jobs is if they are going to be sued, and he asked the Board to send a resolution to the Virginia General Assembly and the United States Senate standing firmly against the entirety of House Resolution 1280. He does not think law enforcement officers should have to battle lawmakers to do their jobs or invest in additional insurance to do their jobs.

Michael Sean Williams, 1405 Jefferson Avenue, former public school teacher, voiced his dismay that E. Wilson Morrison (EWM) Elementary School, which is now 80 years old, is the only school in the County that does not have a designated gymnasium. EWM serves the

poorest children in the community, and they are unfortunately being treated like the poorest children in the community. The Board cannot afford *not* to rectify this situation, and as the School Board is about to submit its budget proposal, he wanted to draw attention to the two line items for renovations to the existing elementary school as well as construction of a second building. He offered suggestions of individuals whose names would bring honor to the newly renovated and constructed sections of EWM.

There were no further presentations from the public.

Public Hearing – Marlow and Silek Investments, LLC for the Amendment of Proffers (R2004-09-01, R2005-12-01, R2006-05-01, and R2007-05-01) – Taryn Logan

Taryn Logan, Deputy County Administrator, reported at its meeting on December 21, 2004, the Board of Supervisors approved Marlow Investments, LLC's request to rezone and change the zoning map classification of the property identified on tax map 12B, section 2, block 5, as lots 16, 20, and 23; section 2, block 6, as lots 5 and 22; section 2, block 7, as lots 32, 33, 34, and 37; and a portion of right-of-way of "Gore Avenue" (Emerald Lane). The property was rezoned to Commercial (C), and the proposed use of the property was for a shopping center. The total property assembled by the applicant for the shopping center is a total of 7.619 acres. The lots have been consolidated and the new tax map number is 12B, section 1, block 1, as lot 1.

There are four sets of proffers for this development because land was acquired at different times and subsequently rezoned at different times, as well as a conditional use permit for a shopping center with various conditions that was approved by the Board. The applicant proffered to dedicate the 60 feet of right-of-way for the connector road at the time of final site plan approval. Other transportation improvements included: access/egress plan to serve neighboring properties to the north and south; dedication of all right-of-way along the property frontage with Old Hill and Dale Road to ensure adequate road connection between Route 340/522 and the future collector road; north and south bound turn lanes on Route 340/522; right-of-way along the entire frontage on Route 340/522 for a third through lane; and more.

Marlow and Silek Investments, LLC, are requesting all four of their proffer statements be amended to allow the use of "Enclosed Storage with the Storage of Recreational Vehicles and Cars". Their proffer statements restrict the use of the property to seven uses which include: Auto sales and auto parts, general retailing and wholesaling, office, restaurant, convenience, hotel or motel, and personal service establishment such as barbershop, laundry or financial institution. They have sold a three-acre part of this property to an enclosed storage business. The RV and car storage would need to be completely screened from view of Route 340/522 according to the County's highway overlay district ordinance.

They are also requesting to amend the approved proffers for R2004-09-01 to reduce the width of right-of-way dedication for the future planned north-south connector road. At the time of the rezoning in 2004, they proffered sixty (60) feet in width along the rear of their

property line. They are requesting to reduce that width to thirty (30) feet to allow more room for development. Mrs. Logan asked their surveyor to show a rendering of the proposed right-of-way in accordance with the County's Corridor Transportation Plan because she wanted to ensure the reduction in right-of-way is still beneficial to the planned roadway and meets the intent of the County's plan. She voiced her appreciation for the cooperation of the developer to complete roadway improvements along the frontage of their property along Route 340/522, which was in accordance with the proffers. This proposed connector road has been on the County's plans for twenty years, and the County has received right-of-way from other developers for the purpose of constructing this road, so staff wants to ensure any right-of-way reduction can still serve this purpose.

Mrs. Cullers opened the public hearing.

David Crump, attorney for Marlow and Silek Investments, LLC, said the investors who have purchased the back three-acre parcel are interested in constructing enclosed storage units on the land. With all three acres of usable space needed for the units, the 60 feet of right-of-way constrains their ability to have three usable acres. Without a reduction in right-of-way, it will be difficult for Marlow and Silek to market the parcels for development.

John Marlow, 1770 John Marshall Highway, thanked the Board for its consideration of these proffer amendments and asked the Board to approve the proposed amendments.

Thomas Mercuro of Woodsboro, Maryland, representing the Crooked Run West and North developments, said he hopes the Board will find a way to allow Mr. Marlow to capture the value he seeks for his property.

Edward Murphy, 8009 Wolf Trap Road, Dunn Loring, introduced himself as the manager of the Crooked Run Shopping Center and Crooked Run West. He believes decreasing the right-of-way will crush the planning they have done up to this point for the connector road. Crooked Run, LLC developed the property with the understanding there would be a four-lane divided highway to serve as a connector road to alleviate traffic volumes on Route 350/522. According to the proffers, the road will be constructed at their cost, and there is dedicated land among other easements to the development of this proposed connector. A four-lane road has always been contemplated, and he does not think this request to reduce the right-of-way from sixty (60) feet to thirty (30) seems reasonable for the future developments that have been contemplated. For the preservation of the Master Plan for this area, he asked the Board to carefully consider this application and know the potential future impacts.

There being no further comments from the public, Mrs. Cullers closed the public hearing.

On a motion by Mrs. Oates, seconded by Mr. Mabe, and by the following vote, the Board of Supervisors tabled the proffer amendment requests of Marlow and Silek Investments, LLC, until the regular meeting of April 20, 2021 to allow time to review

potential implications of the proffer amendments to the surrounding properties and future commercial development in the area:

Carter, Aye; Oates, Aye; Cullers, Aye; Mabe, Aye; Fox, Aye

Public Hearing – Modification Request for Conditional Use Permit 84-03-01, Shenandoah Valley Golf Club for a 27 Hole Golf Course and Related Facilities to add Canoe/Kayak/Tube Rentals – Matt Wendling

Joe Petty, Zoning Administrator, reported Shenandoah Valley Golf Club was originally issued conditional use permit (CUP) #84-03-01 for a (commercial) guesthouse. The golf course was constructed in 1963 prior to the County's adoption of their zoning ordinance in 1973, so was determined to be "grandfathered". In September 1999, the golf club owners requested a modification to the existing CUP to renovate and expand their banquet hall kitchen, restroom facilities, clubhouse cart barn, maintenance building, and golf course and for change of use for the guesthouse to a three-bedroom Bed & Breakfast for lodging.

The current owner Richard L. Runyon, Jr. is requesting to add canoe, kayak, and tubing rentals in order to diversify the services and outdoor recreational activities the Shenandoah Valley Golf Club has to offer to both tourists and to residents of Warren County. The golf club will offer canoe transport services to Morgan Ford Bridge and Farms Riverview Road boat landings as well as Berry's Boat Ramp off Route 50 in Clarke County. The existing barn will be used to store and maintain their inventory, and their hard-surfaced parking lot has sufficient overflow areas to accommodate the additional use for both customer parking and a transport vehicle.

The property is located at 134 Golf Club Circle and identified on tax map #13, as parcel 47 is zoned Agricultural (A) and in the Shenandoah Magisterial District. Warren County Code Section 180-21(D)(2) identifies "Canoeing, boating, and fishing equipment rental and sales" as a use allowed by conditional use permit. It is staff's opinion the request is not of such a nature that it should be treated as a new application due to it being a commercial outdoor recreational land-use that does not require expansion of the facilities currently used for the golf course. It is staff's opinion that the request is a "material change" as defined in Section 180-63(G), which is why this is before the Board through a public hearing.

Mrs. Cullers opened the public hearing.

Richard Runyon, Jr., applicant, stated with the downturn in the wedding and golf businesses due to the COVID-19 pandemic, the golf club industry, including Shenandoah Valley, is suffering heavy losses. A lot of other resorts offer kayaking and canoeing at their facilities, and Shenandoah Valley is trying to add amenities to the club to stay in business.

Mrs. Cullers noted being a good steward to the river is important, and Mr. Runyon replied while this would be new territory for them, he wants to continue the tradition of distinguished history of the oldest 18-hole golf course in the County, though it now has 27

holes. Any food included for the rentals would be served in biodegradable receptacles, and each vessel will have its own mesh trash bag. He wants to be sure the river areas will be in better condition when they leave than when they arrive.

There being no comments from the public, Mrs. Cullers closed the public hearing.

On a motion by Mr. Mabe, seconded by Mr. Fox, and by the following vote, the Board of Supervisors approved the request to modify Conditional Use Permit #84-93-01 of Shenandoah Valley Golf Club to add the use for Canoe, Kayak, Tubing Rentals and Transport Services to the existing uses on the permit (listed below):

Fox, Aye; Mabe, Aye; Cullers, Aye; Oates, Aye; Carter, Aye

1. List of permitted uses to include: 27-hole golf course and related facilities (clubhouse, car sheds); a three bedroom bed-and-breakfast; and canoe, kayak, and tubing rentals and transport services.
2. Applicant shall comply with all Virginia Department of Transportation and Warren County Health Department requirements and regulations.

Public Hearing – Conditional Use Permit 2021-01-01, Justin and Felicia Katzovitz for a Short-Term Tourist Rental – Matt Wendling

Mr. Petty reported this property was recently purchased by the applicants to use as a second home for a vacation residence for their own use and a possibly as a short-term tourist rental. They are requesting this permit to offset the costs of the property such as mortgage, insurance, and maintenance. They mention in their statement of justification they plan to market the property to tourists looking for access to outdoor recreational activities. This property has direct access to Liberty Hall Road (Route 622) which is a state road and is not part of a Property Owners' or Homeowners' Association. This portion of the state road is gravel but maintained by the Virginia Department of Transportation (VDOT) to just past the subject property. This short-term tourist dwelling, located at 1253 Liberty Hall Road and identified on tax map 44, as lot 70B, meets the setback requirements to the closest adjacent single-family dwelling which is 188 feet to the west. That dwelling is abandoned, and the property is for sale.

Mr. Petty noted there were some concerns raised during the Planning Commission public hearing about traffic and the existing conditions of the state-maintained road, and the Planning Department will be in conversations with VDOT regarding potential improvements to the road whether this permit is approved or not.

The Planning Commission forwarded this application to the Board recommending approval with the following conditions:

1. The applicants shall comply with all Warren County Health Department requirements and regulations and the maximum number of occupants shall not exceed six (6) as determined according to the Health Department operational permit for a three (3) bedroom dwelling.
2. The applicants shall have the well water tested annually for e-coli and L-coliform bacteria and a copy of the results shall be submitted to the Planning and Health Departments by the end of the calendar year.

Mrs. Cullers opened the public hearing.

Justin Katzovitz, applicant, said they will be using local property manager for daily needs/requirements but will also be active themselves in the property. They want to be sure any potential renters would be aware of the gravel road leading to the property, so there would be a notice included in the property management plan to go slow and be careful on the single-lane road.

Mr. Fox asked if there was enough width on the road for cars to pass one another, and Mr. Katzovitz noted there was enough space in front of some of the driveways to pass safely. There is an open request with VDOT to look at the road, which is currently single-lane, and Mrs. Cullers agreed that VDOT needs to be brought into discussions with potential improvements to this road.

Mr. Mabe asked if the well water has already been tested with results submitted to the Health Department, and Mr. Petty replied that the water would not be tested until the permit is approved. The Planning Department does not wish to put an undue burden on the applicants prior to the permit being approved, but the applicants will not receive their Certificate of Zoning until the test has been submitted.

There being no comments from the public, Mrs. Cullers closed the public hearing.

On a motion by Mr. Fox, seconded by Mr. Carter, and by the following vote, the Board of Supervisors tabled the conditional use permit application of Justin and Felicia Katzovitz until the regular meeting of April 20, 2021 in order for the Board to receive additional information about potential improvements to the condition of Liberty Hall Road:

Carter, Aye; Oates, Aye; Cullers, Aye; Mabe, Aye; Fox, Aye

Public Hearing – Conditional Use Permit 2021-01-02, John and Sheila Kirkpatrick for a Guesthouse – Matt Wendling

Mr. Petty reported the applicants are requesting a conditional use permit for a guesthouse; the property is located on Red Hille Way and identified on tax map 44, as lot 24C. They are requesting this use to construct a one-bedroom cabin on the lot prior to the construction of their permanent single-family dwelling on the lot. They plan to live in the

cabin temporarily since they currently live in Yorktown, Virginia and desire to relocate and oversee the construction of the main dwelling. They plan to utilize the cabin for family and friends who visit them once they receive a Certificate of Occupancy for the primary dwelling.

A preliminary site plan has been submitted for the property showing locations of both dwellings, and the applicants are working with an on-site soil evaluator for best locations for septic systems. They understand the guesthouse is for noncommercial use and not to be used for full-time occupancy after they move into the principal structure.

The Planning Commission forwarded this application to the Board recommending approval with the following conditions:

1. The guesthouse shall not be used for full-time occupancy.
2. This accessory dwelling shall not be used for commercial rental or leasing of rooms for compensation of any kind.
3. The applicant shall comply with all Warren County Building Inspections and Warren County Health Department regulations and requirements including Building Code requirements for a smoke and fire detector system.
4. The applicant shall have a condition placed on the deed at the time of transfer of the property to a new owner that this is a non-commercial guesthouse and the rental or leasing of the dwelling for monetary compensation is prohibited and that it is limited to part-time occupancy up to six months in a calendar year.

Mrs. Cullers opened the public hearing. There being no comments from the public, Mrs. Cullers closed the public hearing.

On a motion by Mrs. Oates, seconded by Mr. Mabe, and by the following vote, the Board of Supervisors approved the conditional use permit request of John and Sheila Kirkpatrick for a Guesthouse with the conditions as recommended by the Planning Commission and staff and listed below:

Fox, Aye; Mabe, Aye; Cullers, Aye; Oates, Aye; Carter, Aye

1. The guesthouse shall not be used for full-time occupancy.
2. This accessory dwelling shall not be used for commercial rental or leasing of rooms for compensation of any kind.
3. The applicant shall comply with all Warren County Building Inspections and Warren County Health Department regulations and requirements including Building Code requirements for a smoke and fire detector system.
4. The applicant shall have a condition placed on the deed at the time of transfer of the property to a new owner that this is a non-commercial guesthouse and the rental or leasing of the dwelling for monetary compensation is prohibited and that it is limited to part-time occupancy up to six months in a calendar year.

Public Hearing – Conditional Use Permit 2021-01-03, Carl and Jennifer Ey for a Short-Term Tourist Rental – Joe Petty

Mr. Petty reported the applicants are requesting a conditional use permit for a Short-Term Tourist Rental; the property is located at 1406 Panhandle Road and identified on tax map 35, as lot 5-1. The rental will be available for short-term visitations for individuals who will be visiting the Warren County area. The owners currently live in Alexandria, Virginia and will have the home professionally cleaned and maintained in between reservations. They have years of experience owning/operating short-term rentals in the Shenandoah Valley area.

The Planning Commission forwarded this application to the Board recommending approval with the following conditions:

1. The applicant shall comply with all Warren County Health Department, Warren County Building Inspections, and Virginia Statewide Fire Prevention Code regulations and requirements.
2. The maximum number of occupants shall not exceed six (6) as determined according to the Health Department.
3. The applicants shall provide documentation to County Staff for the maintenance of the sewage treatment system as recommended by the Warren County Health Department.
4. The applicants shall have the well water tested annually for e-coli and coliform bacteria, and a copy of the results shall be submitted to the Planning and Health Departments by the end of the calendar year.

Mrs. Cullers opened the public hearing.

Carl Ey, applicant, stated he and his wife are in agreement with the six person occupancy at this time and further reported they will have a local cleaner and local manager for the property.

There being no comments from the public, Mrs. Cullers closed the public hearing.

On a motion by Mr. Mabe, seconded by Mr. Fox, and by the following vote, the Board of Supervisors approved the conditional use permit request of Carl and Jennifer Ey for a Short-term Tourist Rental with the conditions as recommended by the Planning Commission and staff and listed below:

Carter, Aye; Oates, Aye; Cullers, Aye; Mabe, Aye; Fox, Aye

1. The applicant shall comply with all Warren County Health Department, Warren County Building Inspections, and Virginia Statewide Fire Prevention Code regulations and requirements.

2. The maximum number of occupants shall not exceed six (6) as determined according to the Health Department.
3. The applicants shall provide documentation to County Staff for the maintenance of the sewage treatment system as recommended by the Warren County Health Department.
4. The applicants shall have the well water tested annually for e-coli and coliform bacteria and a copy of the results shall be submitted to the Planning and Health Departments by the end of the calendar year.

Public Hearing – Conditional Use Permit 2021-01-04, Carl and Jennifer Ey for a Short-Term Tourist Rental – Joe Petty

Mr. Petty reported the Eys are requesting a second conditional use permit for Short-Term Tourist Rental for the property just north of the previously approved conditional use permit. The property is located at 1408 Panhandle Road and identified on tax map 35, as lot 5B-1. It is part of 63 acres of contiguous land and will have the same property management plan, property manager, and restrictions. Current tax records show a two-bedroom dwelling, which is why the permit is limited to four-person occupancy, but if the occupancy is determined to be less, the permit will be adjusted to comply with the Health Department determination.

The Planning Commission forwarded this application to the Board recommending approval with the following conditions:

1. The applicant shall comply with all Warren County Health Department, Warren County Building Inspections, and Virginia Statewide Fire Prevention Code regulations and requirements.
2. The maximum number of occupants shall not exceed four (4) as determined according to the Health Department.
3. The applicants shall provide documentation to County Staff for the maintenance of the sewage treatment system as recommended by the Warren County Health Department.
4. The applicants shall have the well water tested annually for e-coli and coliform bacteria and a copy of the results shall be submitted to the Planning and Health Departments by the end of the calendar year.

Mrs. Cullers opened the public hearing.

Mr. Ey returned and stated he has been in discussions with the Health Department regarding occupancy and will be bringing out a septic engineer to figure out where the septic system is later this week.

There being no comments from the public, Mrs. Cullers closed the public hearing.

On a motion by Mr. Fox, seconded by Mr. Mabe, and by the following vote, the Board of Supervisors approved the conditional use permit request of Carl and Jennifer Ey for a Short-term Tourist Rental with the conditions as recommended by the Planning Commission and staff and listed below:

Fox, Aye; Mabe, Aye; Cullers, Aye; Oates, Aye; Carter, Aye

1. The applicant shall comply with all Warren County Health Department, Warren County Building Inspections, and Virginia Statewide Fire Prevention Code regulations and requirements.
2. The maximum number of occupants shall not exceed four (4) as determined according to the Health Department.
3. The applicants shall provide documentation to County Staff for the maintenance of the sewage treatment system as recommended by the Warren County Health Department.
4. The applicants shall have the well water tested annually for e-coli and coliform bacteria and a copy of the results shall be submitted to the Planning and Health Departments by the end of the calendar year.

Warren County Planning Commission 2020 Annual Report – Taryn Logan

Mrs. Logan presented the Warren County Planning Commission 2020 Annual Report to the Board and provided an overview of the work completed by the Commission and staff over the course of the year.

Mrs. Cullers thanked Mrs. Logan and the staff of the Planning Department for all the work they have done over the past year.

On a motion by Mr. Mabe, seconded by Mrs. Oates, and by the following vote, the Board of Supervisors approved the Annual Report of the Warren County Planning Commission for the year 2020:

Carter, Aye; Oates, Aye; Cullers, Aye; Mabe, Aye; Fox, Aye

Reports – Board Members, Interim County Administrator, Interim County Attorney

Mr. Carter reported the following:

- Noted the packet for this meeting is roughly 600 pages and wanted the Board to consider the implementation of an electronic packet
- There were two significant structure fires in the past week, and he thanked the first responders to these events

Mrs. Oates had nothing to report.

Mr. Fox had nothing to report.

Mr. Mabe had nothing to report.

Mrs. Cullers reported the following:

- Wished Mrs. Oates a "Happy Birthday"
- The tree on a cable near KOA Road has finally been cut off the wire
- Judged 4-H presentations on March 13th
- Attended the open house for the newly relocated Blue Ridge Hospice thrift store

Dr. Daley reported the following:

- Coronavirus Update – County staff continue to monitor the situation and take the necessary precautions, and the County is still in the Governor's "Phase Three" of Virginia's "Path Forward".

  The COVID-19 vaccination process continues in Warren County. Valley Health, in partnership with the Lord Fairfax Health District and the County, is working to provide the vaccine locally. There is a well-established process to efficiently distribute the vaccine, when available. The limiting factor in this process is the availability of the vaccine locally. The County is receiving its "fair share" of the vaccine, however, there is a national supply chain shortage that is affecting all localities.

  To date, County healthcare providers and first responders, as well as school teachers, childcare workers, and corrections staff have been afforded the opportunity to receive the vaccination. Those who are age 65 and older have also begun to receive the vaccine. The Virginia Department of Health recently approved the vaccine for Food and Agriculture, Manufacturing, U.S. Postal Service workers, Public Transit workers, Grocery Store workers, and local Officials needed to maintain continuity of government. As more doses of the vaccine become available, they will be distributed in accordance with CDC and the Virginia Department of Health guidance. Please check the County and Valley Health website for current information regarding the availability of the vaccine. Additionally, CVS and Walgreens are providing the vaccine to local congregate living facilities. To date, all of these facilities have either begun receiving the vaccination, including vaccinating the inmates at RSW Regional Jail.

  Regarding the CARES Act, the first and second round fund reimbursement to the Town is complete, for receipts received. Staff is in the process of accruing the Town's receipts for the Municipal Utility assistance fund. Finally, County staff is in the process of compiling the appropriate documentation and closing out the associated County CARES Act accounts. The County continues to report to the Department of Accounts as directed, and staff is optimistic to complete an associated external audit by this spring.

Finally, it appears that many Virginia localities will receive additional CARES Act funds. Details to follow.

- Coronavirus Vulnerable Revenue – For the month of February, the County's share of local sales tax revenue was $488,940.92. This amount is up $59,002.29 (13.7%) over the $429,938.63 collected in February 2020.

  The year-to-date (YTD) collections total for Lodging Tax is $16,885.04, the YTD collections total for Business License Tax is $535,531.94, and the YTD collections total for Meals Tax is $70,505.87.

- Tourism Committee – Jones Lang Lasalle Americas, Inc. (JLL), the contractor selected by the Town and County to perform joint tourism services, held a meeting with the Joint Tourism Committee on March 3rd to update the Committee on the goals moving forward. JLL has been meeting with Town, County and Committee representatives gathering information and moving the process forward.

- Wayfinding Signage – The County and Town are working together on the trailblazing signage. Nine bids have been received for the project. The Board will be considering a Memorandum of Agreement with the Town at their meeting on March 16th for the Front Royal/Warren County Wayfinding Signs Award.

- Development Review Committee – The Development Review Committee met on February 24, 2021. The Committee discussed County projects including:

  - Conditional Use Permits received for Short-Term Tourist Rentals
  - A proposed Enclosed Storage Facility on Winchester Road.
  - A proposed Commercial Repair Garage in the Fork District.

  The Committee also discussed Town projects including:

  - A proposed O'Reilly Auto Parts store to be located on South Street.
  - A proposed expansion to Twin Rivers Campground.
  - A proposed Starbucks in Gateway Plaza.

  The Committee will meet again on March 24, 2021.

- Building Inspections – In review of the new construction for 2021, there were a total of thirteen (13) new home starts through February 28th. Of that number, two were located in Town limits and the remaining eleven outside of Town limits. As a comparison, in 2020 there were a total of ten (10) new home starts.

  The growth rate is well below the 2-3% maximum outlined in the Warren County Comprehensive Plan, but is above the 0.59% average experienced since January 1, 2009.

  In February, the permits trended slightly lower with 172 permits issued as compared to February 2020 with only 179 (-3.8%) but the total number of inspections were slightly higher from 859 to 917 (6.7%).

- Parks and Recreation
    - Youth Spring 2021 Recreation Organization Lease Agreements: Caitlin Jordan, Senior Assistant County Attorney drafted 2021 spring lease agreements for the Warren County Girl's Little League Softball Association for the use of the Chimney Field Park Softball Complex, the Front Royal Soccer Association for the use of the Skyline Soccerplex Soccer Complex, and the Front Royal Rippers Lacrosse for the use of the Warren County Health & Human Services Complex football field on March 4th and 5th.
    - Dance Fitness Activity: This class is for all fitness levels and anyone who is looking to have fun dancing to a variety of music styles from hip hop to swing to salsa, all while EXERCISING! This class will be held on Tuesdays, March 9, 2021 through March 30, 2021 from 6:30 PM - 7:30 PM at the Warren County Community Center, located at 538 Villa Avenue, Front Royal, Virginia 22630. Participants must be 16 years of age or older, and dancers of all skill levels are welcome. Minimum of four (4) participants needed to hold the class, with a maximum of twelve (12) participants. The cost is $20.00. Registration deadline is March 7, 2021. COVID-19 capacity and guidelines will be followed. For more information regarding class instruction, please email zumba.lizi@gmail.com.
    - Pictures with the Easter Bunny: Come join the staff of Warren County Parks and Recreation and get your picture taken with the Easter Bunny! Pictures will be taken and printed on site; upon departure you will be given an Easter box that contains Easter crafts and Holiday inspired treats. This event is intended for children under 10 years old, and they must be accompanied by an adult. $10.00 per person; includes Easter box and picture. Event is limited to fifty (50) participants; pre-registration is recommended. COVID-19 capacity and guidelines will be followed. Pictures with the Easter Bunny will be on held Sunday, March 28, 2021 from 2:00 PM - 4:00 PM at the Warren County Community Center, located at 538 Villa Avenue, Front Royal, Virginia 22630.
    - Dutch Master Daffodil Bulbs Planting Project: The Beautification of Front Royal Committee purchased 100 Dutch Master Daffodil bulbs, which are good for naturalizing, in honor of the Garden Club of Virginia's Centennial. The Committee's intent per Louise LaBarca, current member of the Front Royal Garden Club, was to donate them to the community. Their vision was to plant these Daffodil bulbs along the Royal Shenandoah Greenway Eastham Trail #2 at Skyline High School. They requested the support of the Parks and Recreation Department for this project with help identifying where the best place would be for the bulbs to be planted along the trail as well as help planting the bulbs. The Committee's hope was that Department staff would help the garden club with this project and that in the 2021 spring when the Daffodils are blooming, they can possibly make this part of the Earth Day celebration.

Mr. Lenz spoke to Brad Kresge, Maintenance Supervisor, about the project, and they both agreed Park staff would be happy to assist with the planting of the 100 Daffodil bulbs along the Royal Shenandoah Greenway Eastham Trail #2 near Skyline High School adjacent to Skyline Vista Drive. Ms. LaBarca thanked the Department for its support over the years, and she was looking forward to working with the Department again.

Park staff met with Lisa Schwartz, Beautification Committee of Front Royal President on January 28th and planted 100 Dutch Master Daffodil bulbs along the Royal Shenandoah Greenway Eastham Trail #2. Warren County Parks and Recreation Department fully supports these projects for the betterment of the community.

Park Facility Projects:

- Alan Munson, Lee Cockrell, and Public Works staff assisted with the removal and prep work for proposed 82' sidewalk replacement at the Community Center on March 3rd. The concrete was poured and brushed on March 4th. The project has been completed.
- Mr. Munson and Mr. Cockrell transported (Future Shower Trailer) trailer from Little League Complex and to Park Maintenance Shop on February 16th. They also prepared a materials list to purchase for the commencement of the shower project in the near future on February 17th. Robert Hupman inspected the trailer. The Rotary Club of Front Royal is donating funds for the project. Once the shower is completed, it will be utilized first at the thermal shelter then will be used by the Sheriff's Office and the Department of Fire and Rescue Services, upon request of Dr. Daley.
- Mr. Munson, Mr. Cockrell, and Park staff completed adding new shingles to the shelter at Chimney Field Park (Senior Center Shelter) on February 24th and 25th. Park staff transported the old roof materials to the Warren County Transfer Station in Bentonville on February 26th. All County shelters have been re-shingled with architectural shingles.
- Park staff assembled three picnic tables for the Thompson Kiss 'N Ride Park shelter on March 1st, and Mr. Munson and Mr. Cockrell installed the three picnic tables in the shelter on March 5th.

- <u>Department of Social Services</u> – In the month of February, DSS received:
  - 91 SNAP Applications
  - 100 Medicaid Applications
  - 16 TANF Applications
  - 7 Child Care Applications
  - 35 Crisis Applications
  - 637 walk-in clients

  On the Services side, in the month of February, DSS received:

  - 40 CPS referrals
  - 23 APS referrals

The last night of the Thermal Shelter will be April 30th. The nightly count has consistently been between 20-25 people. In the month of February, the Shelter housed a total of 46 people with 14 of them new to the Shelter.

- Department of Fire and Rescue Services
    - Fire Chief Bonzano continues to meet with career and volunteer leadership and rank/file members to begin needs assessment of the Department. Multiple committees formed to evaluate various areas of the delivery system.
    - Radio System Upgrade Project is ongoing with equipment delivered and awaiting installations. Staff continues to work with vendor to schedule installations and staff/responder training.
    - FY 2020 Staffing for Adequate Fire and Emergency Response (SAFER) Grant application submitted for eighteen (18) full-time staff positions to staff Fortsmouth and Shenandoah Shores Stations as well as increase of staffing at Front Royal Station.
    - Training Center Fire Incident – Continuing to evaluate damages and determine impacts to Department. Staff working with insurance vendor to determine replacement cost.
- Rivermont Fire Station – Final "punch list" items are being addressed with Mr. Farrall; the contractor is optimistic to complete remaining work by the end of next month. The final furniture delivery should be complete by mid-April.
- Commercial/Industrial Projects – Work continues on the following projects:
    - The new Warren Memorial Hospital is nearing the final phases to start final inspections, anticipating a phased opening schedule.
    - Equus Warehouse facility – Recently re-submitted site plans to DEQ, the County, and the Town for review.

Appropriations and Transfers

On a motion by Mrs. Oates, seconded by Mr. Mabe, and by the following vote, the Board of Supervisors approved the additional appropriations and transfers as presented and shown below for March 2021:

Mabe, Aye; Fox, Aye; Cullers, Aye; Oates, Aye; Carter, Aye

APPROPRIATIONS

31900-5410	Skyline Academy - Uniform Reimbursement	$4,253.96
31900-3005	Skyline Academy - Contractual Services	$8,400.00
31900-3005	Skyline Academy - Contractual Services	$600
31900-7010	Skyline Academy - Improvements and Betterments	$500
92000-7112	HHS Complex	$125.00

TRANSFERS

FROM:	Special Projects	Parks and Rec - Bing Crosby	$19,000
TO:	71010-5431	Parks and Rec - Security System	$19,000
FROM:	Special Projects	Parks and Rec - General	$5,000
TO:	71030-7001	Parks and Rec Machinery and Equipment	$5,000
FROM:	33000-1003	Court Services Part Time	$20,000
TO:	33000-7007	Sheriff's Office	$10,000
	31020-7007	Sheriff's Office	$10,000

Approval of Accounts

On a motion by Mr. Mabe, seconded by Mr. Fox, and by the following vote, the Board of Supervisors approved the list of March 2021 accounts:

Carter, Aye; Oates, Aye; Cullers, Aye; Fox, Aye; Mabe, Aye

Check Numbers 295617 to 295892 Total: $1,606,675.65

Approval of Minutes

On a motion by Mrs. Oates, seconded by Mr. Fox, and by the following vote, the Board of Supervisors approved the minutes of its regular meeting of March 2, 2021:

Fox, Aye; Mabe, Aye; Cullers, Aye; Oates, Aye; Carter, Aye

Consent Agenda

1. Adoption of a Resolution Proclaiming March as National Red Cross Month – Sunora Wilbar/Emily Ciarrocchi
2. Removed for further discussion
3. Approval of Salary for Assistant Commonwealth's Attorney – John Bell
4. Removed for further discussion
5. Removed for further discussion
6. Authorization to Advertise for Public Hearing – Conditional Use Permit 2021-03-02, Raymond Ditto for a Short-Term Tourist Rental – Joe Petty
7. Authorization to Advertise for Public Hearing – Conditional Use Permit 2021-03-07, Frank O'Reilly for a Short-Term Tourist Rental – Matt Wendling

8. Authorization to Advertise for Public Hearing – Conditional Use Permit 2021-03-08, Frank O'Reilly for a Short-Term Tourist Rental – Matt Wendling
9. Authorization to Advertise for Public Hearing – Conditional Use Permit 2021-03-09, Frank O'Reilly for a Short-Term Tourist Rental – Matt Wendling
10. Authorization to Advertise for Public Hearing – Conditional Use Permit 2021-03-10, Frank O'Reilly for a Short-Term Tourist Rental – Matt Wendling
11. Authorization to Advertise for Public Hearing – Conditional Use Permit 2021-03-11, George Lombardi for Private Use Camping – Matt Wendling
12. Coyote Bounty – Michael Mitchell (1) – $50.00 Each – Animal Control

Mr. Carter requested the removal of item 2 for further discussion, and Mr. Mabe requested the removal of items 4 and 5 for further discussion.

On a motion by Mr. Mabe, seconded by Mr. Fox, and by the following vote, the Board of Supervisors approved the Consent Agenda as presented with the removal of items 2, 4, and 5 for further discussion:

Carter, Aye; Oates, Aye; Cullers, Aye; Fox, Aye; Mabe, Aye

Adoption of a Resolution to Educate Warren County Residents and the Medical Community on the Risks of Traveling to China for Organ Transplant – Tony Carter

At the request of Mr. Carter, Mrs. Ciarrocchi read the proposed resolution in its entirety into the record.

On a motion by Mr. Carter, seconded by Mr. Mabe, and by the following vote, the Board of Supervisors adopted the proposed resolution regarding the education of Warren County residents and the medical community on the risks of traveling to China for organ transplant:

Carter, Aye; Oates, Aye; Cullers, Aye; Fox, Aye; Mabe, Aye

RESOLUTION OF THE BOARD OF SUPERVISORS OF WARREN COUNTY TO EDUCATE WARREN COUNTY RESIDENTS AND THE MEDICAL COMMUNITY ON THE RISKS OF TRAVELING TO CHINA FOR ORGAN TRANSPLANT IN LIGHT OF RECENT REPORTS OF STATE-SPONSORED ORGAN HARVESTING FROM PRISONERS OF CONSCIENCE

WHEREAS, extensive and credible reports have revealed mass killing of prisoners of conscience in the People's Republic of China, primarily practitioners of the Chinese spiritual practice of Falun Gong, but also other religious and ethnic minority groups, in order to obtain organs for transplants; and

WHEREAS, The China Tribunal, an independent tribunal sitting in London chaired by Sir Geoffrey Nice QC, who was a prosecutor at the international criminal tribunal for the

former Yugoslavia, concluded on June 18, 2019, in a unanimous determination at the end of its yearlong hearings, that the killing of detainees in China for organ transplants is continuing and victims include imprisoned followers of the Falun Gong movement; and

WHEREAS, the 2017 Freedom House report, "The Battle for China's Spirit", states that "available evidence suggests that forced extraction of organs from Falun Gong detainees for sale in transplant operations has occurred on a large scale and may be continuing"; and

WHEREAS, an investigative report published in June 2016 by human rights attorney David Matas, former Canadian Secretary of State for Asia-Pacific, David Kilgour, and journalist Ethan Gutmann, estimated that China is performing transplants at a rate amounting to "an industrial-scale, state-directed organ transplantation system, controlled through national policies and funding, and implicating both the military and civilian healthcare systems", as Kilgour described these practices in his speech to the European Parliament in 2016; and

WHEREAS, Falun Gong, a spiritual practice involving meditative "qigong" exercises and centered on the values of truthfulness, compassion, and forbearance, became immensely popular in China in the late 1990s with multiple estimates placing the number of practitioners at upwards of seventy million (70,000,000); and

WHEREAS, in July 1999, the Chinese Communist Party launched an intensive, nationwide persecution designed to eradicate the spiritual practice of Falun Gong. Hundreds of thousands of Falun Gong practitioners have been detained extralegally in Chinese reeducation-through-labor camps, detention centers, and prisons, where physical and mental torture is common.

WHEREAS, in June 2016, the United States House of Representatives unanimously passed House Resolution 343, condemning the systemic, state-sanctioned organ harvesting from practitioners of Falun Gong and other prisoners of conscience; and

WHEREAS, there has been little media coverage of this problem yet dozens of Warren citizens petitioned the Warren Board of Supervisors to take up this matter, and

WHEREAS, Warren residents should be fully informed of the organ source in China before they make the decision to engage in organ transplant tourism in China and Warren County Board should assist in raising awareness in this regard.

NOW THEREFORE, BE IT RESOLVED BY the Warren County Board of Supervisors, that the residents and the medical community servicing Warren and the immediate region be informed about the risks or travel to China for organ transplants to help prevent local citizens from becoming accomplices in state-sponsored forced organ harvesting from prisoners of conscience; and will provide copies of this resolution to the Governor of Virginia and Virginia Department of Health.

Request to Purchase a 2021 Ford Explorer for the Building Inspections Department – David Beahm/Request to Purchase a 2021 Ford Explorer for the Planning Department – Taryn Logan

Mr. Mabe stated he had pulled these items to receive more information about the reasoning for needing new vehicles. As the Board is drawing closer to the adoption of the FY 2021-2022 budget, he would like these proposed funds to be available if the Board needs to do anything drastic.

Mrs. Oates and Dr. Daley both noted the proposed funding for these vehicles is slated to come out of the current FY 2020-2021 budget and are not anticipated to be included in next year's budget. This money is in the Special Projects fund reserved for those departments, and the Board simply needs to transfer the monies from Special Projects to the General Fund in the current budget year.

On a motion by Mr. Mabe, seconded by Mr. Carter, and by the following vote, the Board of Supervisors postponed this item to its regular meeting of April 6, 2021:

Fox, Aye; Mabe, Aye; Cullers, Aye; Oates, No; Carter, Aye

Memorandum of Agreement with Town of Front Royal – Front Royal/Warren County Wayfinding Signs Award – Taryn Logan

Mrs. Logan reported in December 2018, Warren County and the Town of Front Royal contracted with Frazier Associates to design a Wayfinding Sign System for the community. The components of the contract were: information gathering, schematic design, sign system programming and existing sign removal catalog, and construction intent documents. The goals of a community wayfinding sign program are to promote tourism and to provide directional guidance to these important destinations in the community.

The wayfinding sign program was a priority of the County and Town when the joint Town/County Tourism Committee was formed in 2017. In 2019, the list of destinations was completed, the signs were designed, and the development of construction documents began in accordance with VDOT's community wayfinding manual. In 2020, the plans were submitted to VDOT for review, which have since been approved. Staff will be working with VDOT throughout the installation process to ensure compliance with their regulations.

At this time, the Town has bid the trailblazing signs and received nine responses. The County's cost for the eighteen (18) trailblazing signs located in the County will be $84,900, and the Town's cost for their thirty-seven (37) trailblazing signs located in the Town will be $149,500. The Town has budgeted $104,000 from the Community Development Block Grant for the wayfinding signs, and their deadline to use the grant funding is quickly approaching.

The proposed Memorandum of Agreement with the Town for the Wayfinding Signs Award lists the responsibilities for the Town and County. Working with one contractor for

the signs will allow the fabrication of the signs to be cohesive. The County began collecting an additional 3% transient occupancy tax in FY 2017-2018, and, per state and local codes, this tax must be spent for tourism purposes. In the County's Special Projects budget for Tourism, funds have been set aside for this wayfinding sign project over the past several years. The County's cost of $84,900 is proposed to come from this Special Projects fund.

At the work session on March 9, 2021, Mrs. Logan presented the details of the proposed wayfinding signage program, which only includes the trailblazing signs at this time. Staff hopes to work towards the fabrication of the gateway signs at a later date to complete the entire wayfinding project.

On a motion by Mr. Mabe, seconded by Mrs. Oates, and by the following vote, the Board of Supervisors authorized the Chair of the Board of Supervisors and the County Administrator to execute an agreement between Warren County and the Town of Front Royal for the Front Royal/Warren County Wayfinding Signs Award:

Carter, Aye; Oates, Aye; Cullers, Aye; Mabe, Aye; Fox, Aye

Approval of the FY 2019-2020 Audit – Keith McLiverty

Keith McLiverty, Finance Director, reported Michael Lupton, CPA, with Robinson, Farmer, Cox Associates, the County's auditing firm, presented the audit for FY 2019-2020 at the work session on March 9, 2021. At this time, staff is requesting this audit be approved as it was presented.

On a motion by Mr. Mabe, seconded by Mr. Fox, and by the following vote, the Board of Supervisors approved the FY 2019-2020 audit as presented:

Fox, Aye; Mabe, Aye; Cullers, Aye; Oates, Aye; Carter, Aye

Request – Adoption of a Resolution Authorizing the Issuance of School Refunding Bonds – Ted Cole, Davenport & Company

Ted Cole with Davenport & Company, the County's financial advisors, reminded the Board that at its regular meeting on March 2, 2021, they had discussed a potential refunding opportunity related to the Series 2014 school bonds through the Virginia Public School Authority (VPSA) spring 2021 bond sale. The proposed resolution will authorize the issuance of a general obligation school bond of the County of Warren, Virginia, to be sold to the VPSA and provide for the form and details thereof.

There was discussion on the level to be set for the percentage of net present value savings, and it was decided to set the level at four percent (4%).

On a motion by Mrs. Oates, seconded by Mr. Carter, and by the following vote, the Board of Supervisors adopted the proposed resolution authorizing the issuance of a general obligation school bond of the County of Warren, Virginia, to be sold to the Virginia Public School Authority and providing for the form and details thereof, with an amendment to change the aggregate net present value debt service savings to not less than four percent (4%):

Carter, Aye; Oates, Aye; Cullers, Aye; Mabe, Aye; Fox, Aye

RESOLUTION OF THE WARREN COUNTY BOARD OF SUPERVISORS AUTHORIZING THE ISSUANCE OF A GENERAL OBLIGATION SCHOOL REFUNDING BOND OF THE COUNTY OF WARREN, VIRGINIA, TO BE SOLD TO THE VIRGINIA PUBLIC SCHOOL AUTHORITY AND PROVIDING FOR THE FORM AND DETAILS THEREOF

WHEREAS, the Board of Supervisors (the "Board") of the County of Warren, Virginia (the "County"), has determined that it is necessary and expedient to borrow an amount not to exceed $24,000,000 and to issue its general obligation school refunding bond (as more specifically defined below, the "Local School Bond") for the purpose of refinancing all or a portion of the County's outstanding unrefunded $42,440,000 General Obligation School Financing Bond, Series 2014 (the "Refunded Bonds") issued to finance a new middle school in the County plus other capital improvements and related equipment for school facilities, all of which constitute capital projects for public school purposes and paying the costs of issuance of the Local School Bond (the "Project");

WHEREAS, no public hearing or request from the School Board of the County is required in connection with the issuance of the Local School Bond in accordance with the requirements of Section 15.2-2643, Code of Virginia 1950, as amended (the "Virginia Code") as it refunds existing county obligations thereunder;

WHEREAS, Virginia Public School Authority ("VPSA") has offered to purchase the Local School Bond along with the local school bonds of certain other localities with a portion of the proceeds of certain bonds to be issued by VPSA in the calendar year 2021 (the "VPSA Bonds");

WHEREAS, the Bond Sale Agreement (as defined below) shall indicate an amount requested (or such other amount as may be requested by the County and permitted by VPSA, the "Proceeds Requested") from VPSA in connection with the sale of the Local School Bond of an amount sufficient to refinance the Project subject to the parameters established in paragraph 4 hereof, and an amount sufficient to finance the costs of issuance of the Local School Bond;

WHEREAS, VPSA's objective is to pay the County a purchase price for the Local School Bond which, in VPSA's judgment, reflects the Local School Bond's market value (the "VPSA Purchase Price Objective"), taking into consideration of such factors as the amortization schedule the County has requested for the Local School Bond relative to the amortization schedules requested by other localities, the purchase price to be received by VPSA from the sale of the VPSA Bonds and other market conditions relating to the sale of the VPSA Bonds; and

WHEREAS, such factors may result in the Local School Bond having a purchase price other than par and consequently (i) the County may have to issue the Local School Bond in a principal amount that is greater than or less than the Proceeds Requested in order to receive an amount of proceeds that is substantially equal to the Proceeds Requested, or (ii) if the maximum authorized principal amount of the Local School Bond set forth in section 1 below does not exceed the Proceeds Requested by at least the amount of any discount, the purchase price to be paid to the County, given the VPSA Purchase Price Objective and market conditions, will be less than the Proceeds Requested.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE COUNTY OF WARREN, VIRGINIA:

1. Authorization of Local School Bond and Use of Proceeds. The Board hereby determines that it is advisable to contract a debt and issue and sell its general obligation school refunding bond in an aggregate principal amount not to exceed $24,000,000 (the "Local School Bond") for the purpose of refinancing the Project. The Board hereby authorizes the issuance and sale of the Local School Bond in the form and upon the terms established pursuant to this Resolution.

2. Sale of the Local School Bond. The sale of the Local School Bond, within the parameters set forth in paragraph 4 of this Resolution, to VPSA is authorized. Given the VPSA Purchase Price Objective and market conditions, the County acknowledges that the limitation on the maximum principal amount of the Local School Bond set forth in paragraph 1 of this Resolution restricts VPSA's ability to generate the Proceeds Requested, however, the Local School Bond may be sold for a purchase price not lower than 95% of the Proceeds Requested. The Chairman of the Board, the County Administrator, or either of them (each a "Delegate") and such other officer or officers of the County as either may designate are hereby authorized and directed to enter into an agreement with VPSA providing for the sale of the Local School Bond to VPSA (the "Bond Sale Agreement"). The Bond Sale Agreement shall be in substantially the form submitted to the Board at this meeting, which form is hereby approved, with such completions, insertions, omissions and changes not inconsistent with this Resolution as may be approved by the County officer executing the Bond Sale Agreement.

3. Details of the Local School Bond. The Local School Bond shall be dated 16 days prior to the date of its issuance and delivery or such other date designated by VPSA; shall be designated "General Obligation School Refunding Bond, Series 2021 [ ]"; shall bear interest from its dated date payable semi-annually on each January 15 and July 15 beginning January 15, 2022 (each an "Interest Payment Date"), at the rates established in accordance with paragraph 4 of this Resolution; and shall mature on July 15 in the years (each a "Principal Payment Date") and in the amounts acceptable to a Delegate (the "Principal Installments"), subject to the provisions of paragraph 4 of this Resolution.

4. Interest Rates and Principal Installments. Each Delegate is hereby authorized and directed to accept the interest rates on the Local School Bond established by VPSA, provided that each interest rate shall be five one-hundredths of one percent (0.05%) over

the interest rate to be paid by VPSA for the corresponding principal payment date of the VPSA Bonds, a portion of the proceeds of which will be used to purchase the Local School Bond, and provided further that (a) each Delegate is hereby authorized and directed to select the particular portion or portions of the Refunded Bonds (if any) to be refunded and direct VPSA to provide a Proceeds Requested that achieves the refunding of the selected portion or portions (if any) provided that the refunding of the Refunded Bonds selected shall result in an aggregate net present value debt service savings of not less than four percent (4.00%) of the par amount of the Refunded Bonds to be refunded and (b) the Local School Bond shall not mature later than June 30, 2040. The Interest Payment Dates and the Principal Installments are subject to change at the request of VPSA. Each Delegate is hereby authorized and directed to accept changes in the Interest Payment Dates and the Principal Installments at the request of VPSA based on the final term to maturity of the VPSA Bonds, requirements imposed on VPSA by the nationally-recognized rating agencies and the final principal amount of the Local School Bond; provided, however, that the principal amount of the Local School Bond shall not exceed the amount authorized by this Resolution and the final maturity of the Local School Bond shall not exceed 30 years from the date of the issuance and delivery of the Local School Bond. The execution and delivery of the Local School Bond as described in paragraph 8 hereof shall conclusively evidence the approval and acceptance of all of the details of the Local School Bond by the Delegate as authorized by this Resolution. Each Delegate is hereby authorized and directed to cause the redemption proceedings, including the giving of redemption notices to the holder of the Refunded Bonds shall be done pursuant to the terms of the Refunded Bonds (or otherwise as agreed to by the holder).

5. Form of the Local School Bond. The Local School Bond shall be initially in the form of a single, temporary typewritten bond substantially in the form attached hereto as Exhibit A.

6. Payment; Paying Agent and Bond Registrar. The following provisions shall apply to the Local School Bond:

(a) For as long as VPSA is the registered owner of the Local School Bond, all payments of principal, premium, if any, and interest on the Local School Bond shall be made in immediately available funds to VPSA at, or before 11:00 a.m. on the applicable Interest Payment Date, Principal Payment Date or date fixed for prepayment or redemption, or if such date is not a business day for Virginia banks or for the Commonwealth of Virginia, then at or before 11:00 a.m. on the business day next succeeding such Interest Payment Date, Principal Payment Date or date fixed for prepayment or redemption.

(b) All overdue payments of principal and, to the extent permitted by law, interest shall bear interest at the applicable interest rate or rates on the Local School Bond.

(c) The County Administrator is authorized to designate a Bond Registrar and Paying Agent for the Local School Bond. The County may, in its sole discretion, replace at any time the Bond Registrar with another qualified bank or trust company as successor Bond Registrar and Paying Agent for the Local School Bond. The County shall give prompt notice to VPSA of the appointment of any successor Bond Registrar and Paying Agent.

7. Prepayment or Redemption. Unless otherwise directed by VPSA, the Principal Installments of the Local School Bond held by VPSA coming due on or before July 15, 2031, and the definitive bond for which the Local School Bond held by VPSA may be exchanged that mature on or before July 15, 2031, are not subject to prepayment or redemption prior to their stated maturities. The Principal Installments of the Local School Bond held by VPSA coming due on or after July 15, 2032, and the definitive bond(s) for which the Local School Bond held by VPSA may be exchanged that mature on or after July 15, 2032, are subject to prepayment or redemption at the option of the County prior to their stated maturities in whole or in part, on any date on or after July 15, 2031, upon payment of the prepayment or redemption prices (expressed as percentages of Principal Installments to be prepaid or the principal amount of the Local School Bond to be redeemed) set forth below plus accrued interest to the date set for prepayment or redemption:

Dates	Prices
July 15, 2031 through July 14, 2032	101%
July 15, 2032 through July 14, 2033	100½
July 15, 2033 and thereafter	100

Provided, however, that the Principal Installments of the Local School Bond shall not be subject to prepayment or redemption prior to their stated maturities as described above without first obtaining the written consent of VPSA or other registered owner of the Local School Bond. Notice of any such prepayment or redemption shall be given by the Bond Registrar to VPSA or other registered owner by registered mail not more than ninety (90) and not less than sixty (60) days before the date fixed for prepayment or redemption.

If VPSA refunds the VPSA Bonds in the future and such refunding causes the Local School Bond to be deemed refunded, the prepayment or redemption of the Local School Bond will be subject to VPSA approval and subject to similar prepayment or redemption provisions as set forth above that correspond to the call period of the VPSA bonds issued in part to refund the Local School Bond.

8. Execution of the Local School Bond. The Chairman or Vice Chairman and the Clerk or any Deputy Clerk of the Board are authorized and directed to execute and deliver the Local School Bond and to affix the seal of the County thereto.

9. Pledge of Full Faith and Credit. For the prompt payment of the principal of, premium, if any, and the interest on the Local School Bond as the same shall become due, the full faith and credit of the County are hereby irrevocably pledged, and in each year while any portion of the Local School Bond shall be outstanding there shall be levied and collected in accordance with law an annual ad valorem tax upon all taxable property in the County subject to local taxation sufficient in amount to provide for the payment of the principal of and premium, if any, and the interest on the Local School Bond as such principal, premium, if any, and interest shall become due, which tax shall be without limitation as to rate or amount and in addition to all other taxes authorized to be levied in the County to the extent other funds of the County are not lawfully available and appropriated for such purpose.

10. Use of Proceeds Certificate and Tax Compliance Agreement. The Chairman of the Board, the County Administrator and such other officer or officers of the County or the School Board as either may designate are hereby authorized and directed to execute and deliver on behalf of the County a Use of Proceeds Certificate and Tax Compliance Agreement (the "Tax Compliance Agreement") setting forth the expected use and investment of the proceeds of the Local School Bond and containing such covenants as may be necessary in order to show compliance with the provisions of the Internal Revenue Code of 1986, as amended (the "Code"), and applicable regulations relating to the exclusion from gross income of interest on the VPSA Bonds issued as tax-exempt. The Board covenants on behalf of the County that (i) the proceeds from the issuance and sale of the Local School Bond will be invested and expended as set forth in such Tax Compliance Agreement and that the County shall comply with the other covenants and representations contained therein and (ii) the County shall comply with the provisions of the Code so that interest on the VPSA Bonds issued as tax-exempt will remain excludable from gross income for federal income tax purposes.

11. State Non-Arbitrage Program; Proceeds Agreement. The Board hereby determines that it is in the best interests of the County to authorize and direct the County Treasurer to participate in the State Non-Arbitrage Program in connection with the Local School Bond. The Chairman of the Board, the County Administrator and such officer or officers of the County as either may designate are hereby authorized and directed to execute and deliver a Proceeds Agreement with respect to the deposit and investment of proceeds of the Local School Bond by and among the County, the other participants in the sale of the VPSA Bonds, VPSA, the investment manager and the depository, substantially in the form submitted to the Board at this meeting, which form is hereby approved.

12. Continuing Disclosure Agreement. The Chairman of the Board, the County Administrator and such other officer or officers of the County as either may designate are hereby authorized and directed to execute a Continuing Disclosure Agreement, as set forth in Appendix D to the Bond Sale Agreement, setting forth the reports and notices to be filed by the County and containing such covenants as may be necessary in order to show compliance with the provisions of the Securities and Exchange Commission Rule 15c2-12, under the Securities Exchange Act of 1934, as amended, and directed to make all filings required by Section 4 of the Bond Sale Agreement should the County be determined by VPSA to be a MOP (as defined in the Bond Sale Agreement).

13. Refunding. The Board hereby acknowledges that VPSA may issue refunding bonds to refund any bonds previously issued by VPSA, including the VPSA Bonds issued to purchase the Local School Bond, and that the purpose of such refunding bonds would be to enable VPSA to pass on annual debt service savings to the local issuers, including the County. Each of the Delegates is authorized to execute and deliver to VPSA such allonge to the Local School Bond, revised debt service schedule, IRS Form 8038-G or such other documents reasonably deemed necessary by VPSA and VPSA's bond counsel to be necessary to reflect and facilitate the refunding of the Local School Bond and the allocation of the annual debt service savings to the County by VPSA. The Clerk to the Board of Supervisors is authorized to affix the County's seal on any such documents and attest or countersign the same.

14. Filing of Resolution. The appropriate officers or agents of the County are hereby authorized and directed to cause a certified copy of this Resolution to be filed with the Circuit Court of the County.

15. Election to Proceed under Public Finance Act. In accordance with Section 15.2-2601 of the Virginia Code, the Board elects to issue the Local School Bond pursuant to the provisions of the Public Finance Act of 1991, Chapter 26 of Title 15.2 of the Virginia Code.

16. Further Actions. The members of the Board and all officers, employees and agents of the County are hereby authorized to take such action as they or any one of them may consider necessary or desirable in connection with the issuance and sale of the Local School Bond and otherwise in furtherance of this Resolution and any such action previously taken is hereby ratified and confirmed.

17. Effective Date. This Resolution shall take effect immediately.

Closed Session – Virginia Freedom of Information Act

On a motion by Mrs. Oates, seconded by Mr. Mabe, and by the following vote, the Board of Supervisors entered into a closed meeting under the provisions of Section 2.2-3711(A)(1) of the Virginia Freedom of Information Act for the discussion or consideration of the assignment, appointment, promotion, performance, demotion, salaries, and resignation of a specific public officer of the public body; she further moved that discussion be limited to the Economic Development Authority Board of Directors and the Warren County Parks and Recreation Commission.

She also moved that the Board enter into a closed meeting under the provisions of Section 2.2-3711(A)(4) of the Virginia Freedom of Information Act for the protection of the privacy of individuals in personal matters not related to public business, and under the provisions of Section 2.2-3711(A)(8) of the Virginia Freedom of Information Act for consultation with legal counsel regarding the provision of legal advice related to the same:

Fox, Aye; Mabe, Aye; Cullers, Aye; Oates, Aye; Carter, Abstain

On a motion by Mrs. Oates, seconded by Mr. Mabe, and by the following vote, the Board of Supervisors certified to the best of each member's knowledge only public business matters lawfully exempted from open meeting requirements under Sections 2.2-3711(A)(1), (A)(4), and (A)(8) of the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by the public body:

Oates, Aye; Cullers, Aye; Mabe, Aye; Fox, Aye

Adjournment

Mrs. Cullers adjourned the meeting at 10:31 PM.

At a regular meeting of the Board of Supervisors of Warren County held in the Warren County Government Center on April 6, 2021 at 9:00 AM.

Present: Cheryl L. Cullers, Chair (South River District); Archie A. Fox, Vice Chairman (Fork District); Tony F. Carter (Happy Creek District); Walter J. Mabe (Shenandoah District); and Delores R. Oates (North River District); also present were Edwin C. Daley, Interim County Administrator; Jason J. Ham, Interim County Attorney; David Beahm, Building Official; Mike Berry, Public Works Director; Michael Coffelt, Sanitary District Manager; Rick Farrall, Emergency Coordinator/Interim General Services Director; Caitlin Jordan, Senior Assistant County Attorney; Taryn Logan, Deputy County Administrator/Planning Director; Jon Martz, Director of Social Services; Keith McLiverty, Finance Director; Joe Petty, Zoning Administrator; Matt Wendling, Planner II; Emily Ciarrocchi, Deputy Clerk of the Board; Roger Bianchini, Royal Examiner; and Alex Bridges, Northern Virginia Daily

Adoption of Agenda

Mr. Carter requested a new item be added for the appointment of Carolyn Kissinger and Stacy Wilson to the Parks and Recreation Commission in lieu of entering into a closed session. Mrs. Oates further requested the removal of the Economic Development Authority Board of Directors from the closed session to instead schedule interviews.

Dr. Daley requested the addition of item K-3 to the Consent Agenda, which is a proclamation for Child Abuse Prevention Month.

On a motion by Mr. Carter, seconded by Mrs. Oates, and by the following vote, the Board of Supervisors adopted the agenda as amended:

Fox, Aye; Mabe, Aye; Cullers, Aye; Oates, Aye; Carter, Aye

Presentation – 185th Anniversary of Warren County – Richard Hoover

Richard Hoover delivered the following speech in honor of the County's 185th Anniversary: "In March 1836, the year of the Alamo, the General Assembly created Warren County out of parts of Shenandoah and Frederick counties. One hundred and eighty-five years ago! Those who know me know that I prefer spending my time in the ever present past than in the ever present. So, when we retired and moved to Warren County, we found ourselves in a paradise, in a whole past-full of historic passion, a genuine past-full of American experiences. And I wanted to learn about it all, whether about the Shenandoah Indians or the experience of slavery. Whether about Belle Boyd or about Lucy Buck the great journal keeper of Bel Air and how the call to Civil War earned for Warren County the title 'Banner County' because it contributed a greater percentage of young men than any other county in Virginia.

"I learned about Confederate Memorial Day, how every May 23rd, the anniversary of the Battle of Front Royal, the ladies of the UDC gather at Prospect Hill Cemetery to strew flowers on the graves of their 91 known and 186 unknown forbears. And how their predecessors in the Warren Ladies Memorial Association had scouted the county to gather together the corpses, to place them in the Soldiers Circle. There were Reconstruction hardships, economic recoveries, and the blossoming of educational institutions.

"Remarkably, Browntown in the South River District took up economic slack created by the great flood of 1870 and the Great Depression of 1873 to become a center of mills for grain, lumber, and textiles, and for a tannery which employed over 200 workers. Three taverns! And how, before serviceable roads were put into place, 'Happy Riverton,' with its watery gundalow culture, became our transportation center. I read and heard about the passion ridden creation of the Shenandoah National Park in 1936, how the dispossessed inhabitants were relocated to Front Royal and Luray. And about the great civil rights struggles of the 1950's and 1960's. Over that issue, it is said, there was more turmoil in Virginia than in any other southern state, and more turmoil in Warren County than in any other Commonwealth county.

"At the same time, those in the Lost Warren County High School Class of 1959 remember that day in September 1958 when, as brand-new seniors, Richmond shut down their school in the name of 'massive resistance.' They felt at once sorrowful, confused and enraged that their senior year had been taken away. Some developed lifelong resentments toward government and nervous ailments which lasted for years. Many felt that the closure had been 'an adult thing.' The students, they later wrote, could have 'worked things out,' could have gotten along with integration, but they were never consulted. In February 1959, Warren County schools were ordered reopened and 21 Black students entered Warren County High School under heavy police guard.

"So, thanks in large part to the Warren Heritage Society, the Laura Virginia Hale Archives, and the Warren Rifles Museum, I got everything I wanted! In this mix of historical passion, the very naming of our county looms large as a tribute to patriotism, duty and to selfless sacrifice. It looms large as an indication of what kind of people we were in 1836. That same passion carried over to the Court House monuments dedicated to our veterans of the Civil War, World War, Korea, and Vietnam.

"General Joseph Warren, the ranking Continental officer at the battle of Bunker Hill lost his life there on June 17, 1775. And I venture that every Warren County school child knew the battle details, thanks in part to John Trumbull's famous painting, reproductions of which hung in so many homes. Here is the first of them, published in London in 1798. You will find another in the historic Balthis House on Chester Street. Owing to the key which accompanied these engravings, children could recognize the dashing Lt. Grosvenor of Connecticut elegantly wielding a silver hilted colichemarde, like the one being passed among you- - a small, broad-bladed descendent of the heavy Elizabethan rapier, designed exclusively for officers. Behind Grosvenor is the Black American soldier Peter Salem who has just put a ball into the British assault commander, Major Pitcairn of the Royal Scottish Marines. There is the dying Pitcairn being removed from the field by his son and another

officer. And thanks to the key children, no doubt laughing, would recognize Lord Francis Rawdin waving the British flag. Painter Trumbull had deliberately turned Rawdin's back toward the viewer because of Rawdin's odd reputation - that of the homeliest officer in the British Army!

"And there is our dying General Warren, being spared a bayonet thrust by a compassionate British officer who turns it away. See the broken colichemarde at Warren's side, signifying that he had reached his earthly end. Every school child also knew that Warren was a clotheshorse, that when the British won the field, they mockingly paraded his bloody silk waist coat on the end of a pike. And they cut off his head with which to play some form of football. Every school child knew of the frantic search for Warren's head, after the Americans had reoccupied the field. When one was found, battered beyond all recognition, the identification was made possible by the dentist who had installed some silver wires in the general's mouth. Thus our GM. H. H. General Warren also made medical history; his was the first case of dental forensics used to identify a body.

"On this 185th anniversary, let us keep Warren County, with all of its historic passion, self-sacrifice, diversity, beauty, excitement and sorrow - all of it - close to our hearts."

Public Comment Period (60 Minute Time Limit)

David Downes, 160 Old Browntown Road, wished to pay homage National Tartan Day and acknowledge the Scottish culture of many of the community members in Warren County. As he wore his tartan colors to the meeting, he spoke about settlers from Scotland who migrated to Ireland then to America.

Jim Ghent, 200 Kendall Court, provided handouts of maps showing the area proposed for the new Shenandoah Farms convenience site. He spoke about the history of accidents in lowland areas and also complimented the Fire Departments and first responders to the serious fire that occurred last Friday, which had twelve different units respond.

There were no further presentations from the public.

Report – Virginia Department of Transportation – Ed Carter

Ed Carter, Residency Administrator with the Virginia Department of Transportation (VDOT), presented the following report to the Board:

<u>Maintenance</u>:

- Conducted grading and stone application operations on non-hard surfaced roads to address deterioration left by harsh winter; this effort will continue into this month

- Cleaned up downed trees and brush along various routes throughout the County and repaired potholes; will continue pothole repair this month
- Replaced pipe on Route 613 and began sweeping bridges and sidewalks along Route 340/522; will continue sweeping operations this month
- Collected 1,387 bags of litter picked up by contractors and Department of Corrections' forces; VDOT expects more to be collected this month
- Will be performing shoulder repairs and skin patching on various routes this month
- Will also be demobilizing and cleaning equipment from winter operations

Board Issues:

- Will be holding a constructability review on April 21st for the design plans to extend the I-66 westbound on ramp to I-81 southbound at mile marker 300.
- Dr. Brian Bruckno, District geologist, has reviewed the rock slopes along Route 340 South from the litter station to the KOA campgrounds and found that there is little change from his assessment two years ago. He has recommended cleaning the ditches and scaling loose stone from the face until a thorough onsite survey can be performed. VDOT is currently in the process of scheduling the short-term recommendations. The speed study for this section has been completed, and they are awaiting the final report.
- VDOT has met and is working with County School officials to address the loss of access at Apple Manor. VDOT has sufficient right-of-way to construct a new parking area and bus turnaround at this location, and they are currently exploring funding options.
- VDOT representatives are ready to meet with the Board on the Secondary Six Year Plan at the Board's convenience. Mr. Carter would like for this to occur this month, if possible.

Mr. Fox asked if the extension for Kendrick Ford Road was still in the plans, and Mr. Carter confirmed the road was still on the Secondary Six-Year Plan for extension.

Mrs. Oates asked if there were any updates on the proposed flyover at the Rockland Road railroad crossing, and Mr. Carter said he had no updates. Mrs. Oates also thanked the crews for repairing the snowplow damage on a private property in her District so quickly.

Supervisor Carter inquired about the timeframe for the new bus turnaround and parking area for the Apple Mountain subdivision, and Mr. Carter stated it would not be ready for the 2021-2022 school year. Supervisor Carter then asked if everything had been worked out with the Warren County School Board with the timeline for Phase IV improvements on Happy Creek Road from Town limits to Manassas Run Road, and Mr. Carter confirmed the timeline had been worked out.

Mrs. Cullers noted the Sheriff's Office is working on additional enforcement on securing loads of trash as well as illegal dumping and reiterated the need to set a date for a work session to discuss the proposed Secondary Six-Year Plan for FY 2022-2027.

Report – Economic Development Authority – Doug Parsons

Doug Parsons, Executive Director of the Economic Development Authority (EDA), presented the following report to the Board:

1. Audits: Still waiting on the US Environmental Protection Agency (EPA) for updated statements on the Avtex property. The EDA has completed the adjustment on the IT Federal note and reconciled balances for bank confirmations for EDA loans. Carolyn Stimmel, Financial Consultant, and Gretchen Henderson, Administrative Assistant, are working to finish up prepaid insurance entries, accrued interest, and construction commitments. They are close to figures for monies due from the Town and County for construction projects in Fiscal Years 2018 and 2019.
2. EDA-Owned Properties: The EDA has two new prospects for leasing space at 46 Baugh Drive and for the offices at 400 Kendrick Lane. They have also received updated quotes on the roof repairs needed at their office building in the event they land a new tenant and are working on HVAC quotes for inspecting those systems as well.
3. Silent Falcon: The new concrete work at the hangar is done. The company is working to resurface the existing and new concrete to their satisfaction and then begin work on the renovations to the interior and exterior of the building. They are now up to twenty (20) employees.
4. Prospects: The EDA now has five (5) different prospects for the 426 Baugh Drive building. Three are long-term projects while two are mote immediately interested. They have a solid prospect for land in the Stephens Industrial Park that looks very promising.
5. Virginia Economic Development Partnership (VEDP) Business Ready Sites Program: The Shenandoah Valley Partnership has been awarded the GO VA Grant for the due diligence work for several sites in the Shenandoah Valley, including the EDA's 53-acre tract at Stephens Industrial Park! The EDA will receive the benefit of up to $67,000 worth of due diligence work to increase the Tier ranking of the land. Draper Aden will perform the work within seven months. This should allow the site to be elevated to at least Tier Three and most likely a Tier Four since the physical infrastructure is in place.
6. Leach Run Parkway: The Notice of Termination through the Department of Environmental Quality (DEQ) is complete. The EDA has signed the form, and Karl Schaeffer, engineer at Pennoni, has submitted the paperwork to DEQ. Carolyn Stimmel and B.J. Wilson continue to sort out the financial history on Leach Run Parkway. That work is projected to take another three months or so.

Report – Department of Social Services – Jon Martz

Jon Martz, Director of the Department of Social Services, introduced the staff of the Child Protective Services divisions of the Department to the Board. In 2020, the Department received 965 physical abuse and neglect reports, and these dedicated workers responded to each report. He also said ten (10) pinwheel gardens have been "planted" throughout the community, and he encouraged citizens to "pick" these pinwheels in honor of Child Abuse Prevention Month. He then presented blue ribbons to each Board member.

Reports – Board Members, Interim County Administrator, Interim County Attorney

Mrs. Cullers reported the following:

- Read the following statement: "I would like to take a few minutes to make a statement about the recent incident with our system. As you know, Warren County, like many other localities around the country, was the victim of a cybersecurity incident in March. After learning of the incident, Warren County staff quickly took action to contain the threat, secure systems and to notify the Board of Supervisors. In addition, the County staff notified and began working with law enforcement- both the FBI Cyber Crimes Division and the Virginia State Police High Tech Crimes Division. Warren County staff also gave notice to its cyber insurance provider, who in turn engaged cybersecurity lawyers and cybersecurity forensics teams, on behalf of Warren County to investigate this incident.

  "Warren County staff has been hard at work restoring services to a secure and safe environment, including moving a number of services into the cloud. While we are eager to resume operations, we need to do so in the most prudent way possible. Therefore, we have taken the time to build out our IT infrastructure and improve our security posture. Investigation into this incident is ongoing; we are continuing to work with law enforcement and legal team on this matter. I have read and heard many comments, concerns and accusations on social media and in the public, questioning our handling and transparency regarding this incident. I can assure you we are and will continue to do address this incident in cooperation with and according to guidelines and instructions of the Cybersecurity law enforcement and legal experts that have spent many long hours working with us on this incident. We will not jeopardize the investigation into this incident to appease those that feel they are entitled to information on demand.

  "I can assure you I stand by my pledge to my community to be honest, transparent and accountable as a County Supervisor, when we have complete and accurate information, and have been assured by the investigation and legal teams, we can share this information with the citizens of Warren County, we will gladly do so."

- Requested the Board consider the adoption of a resolution at its April 20th meeting to recognize and thank those who have worked diligently to restore services to the County

- Attended a ribbon cutting for ReWed Bridal on Main Street on March 17th
- Had a guest speaker at last Broadband Committee meeting
- Met with Rappahannock Supervisor Debbie Donahay at Chester Gap on March 26th
- Met with Michelle Matthie, who is planning festival called Hope Arising in June

Mr. Fox reported the following:

- Reflected on Mr. Hoover's presentation and on how he was a senior in the "forgotten class" of 1958; that was when the Warren County Educational Foundation was created, and he was able to complete his senior year

Mr. Mabe had nothing to report.

Mr. Carter reported the following:

- There was a major fire on Howellsville Heights recently and previously a major fire on Apple Mountain; he noted his appreciation of local Fire Departments and aid received from neighboring jurisdictions and further reminded citizens that there is no open-air burning currently allowed

Mrs. Oates reported the following:

- Gave a shout out to Samuels Public Library, which has been creative during the pandemic, and invited citizens to attend its Spring Fling Drive-Thru book giveaway on March 27th
- The Drug Prevention Committee is working diligently to initiate a number of services in Warren County, as many are concerned about the isolation created by the pandemic and the effects it will have on residents

Dr. Daley reported the following:

- Staff has been busy this past month working on the technology and server issues, and he thanked the people from Frederick County and from the School Board who have come to help restore service and functionality

Unfinished Business – Vehicle Purchase for the Building Inspections Department – David Beahm

Mr. Mabe stated had no issues with the request but wanted to make sure the vehicle proposed to be purchased fit the intended use for the Department. David Beahm, Building Official, said most of the vehicles for the Department were sedans prior to 2000, but recently they switched to using utility vehicles. From 2005-2010, pickup trucks were purchased and used, but between the interior space needed to carry sensitive equipment and Code Books, even with an extended cab, the pickup trucks did not offer enough interior space. There is

notable cost effectiveness of purchasing an SUV off State the contract; the vehicles are approximately $6,000 more through local dealerships. Trucks are also less fuel efficient than the proposed SUV. Mr. Beahm also noted the newest Department vehicle is eight years old and the oldest vehicle is from 1998.

Mr. Mabe asked if the Department will retire the old 1998 vehicle, and Mr. Beahm confirmed it was more than likely they would do so, though they are currently ensuring its maintenance and body work are up to date.

Mrs. Oates commented on how the School's Transportation Division does all the maintenance for the County fleets and wondered if there had been any discussions or efforts about consolidating to one make/model of vehicle for the entire fleet. Mr. Beahm and Dr. Daley stated there are various incentives offered by competing manufacturers at different times to purchase vehicles.

On a motion by Mrs. Oates, seconded by Mr. Fox, and by the following vote, the Board of Supervisors approved the request to purchase a 2021 Ford Explorer using the Virginia State Contract #E194-75485 for the Building Inspections Department at a cost of $30,320.82:

Carter, Aye; Oates, Aye; Cullers, Aye; Mabe, Aye; Fox, Aye

Unfinished Business – Vehicle Purchase for the Planning Department – Taryn Logan

Taryn Logan, Deputy County Administrator/Planning Director, reported the last vehicle purchased for the Planning Department was in March 2004, and they have been putting money into the Special Projects fund since that time to save for another vehicle. They need an SUV because staff takes the Planning Commission and Board of Zoning Appeals members out every month for various site visits and have had to borrow vehicles from other Departments to accommodate the number of people for years. Recently, Emma Rusnak, GIS Coordinator, had the Department's truck break down on her while she was doing E-911 mapping, which is another reason for the reliability of an SUV.

Mrs. Cullers wondered if the old 2004 vehicle could be given to the Building Inspections Department if they need one in the future, and Mrs. Logan said it would probably be better suited for Parks and Recreation because that Department is localized and not up in the mountains.

On a motion by Mrs. Oates, seconded by Mr. Fox, and by the following vote, the Board of Supervisors approved the request to purchase a 2021 Ford Explorer using the Virginia State Contract #E194-75485 for the Planning Department at a cost of $30,320.82:

Fox, Aye; Mabe, Aye; Cullers, Aye; Oates, Aye; Carter, Aye

Consent Agenda

1. Additional Appropriation Request of Warren County Public Schools – Ed Daley
2. Coyote Bounty – Douglas Boyd (1) – $50 Each – Animal Control
3. Proclamation to Declare April as Child Abuse Prevention Month in Warren County – Jon Martz

Mrs. Cullers wanted to make clear that the individual who killed the coyote did so on his own property.

On a motion by Mrs. Oates, seconded by Mr. Mabe, and by the following vote, the Board of Supervisors approved the Consent Agenda as presented:

Carter, Aye; Oates, Aye; Cullers, Aye; Mabe, Aye; Fox, Aye

PROCLAMATION OF THE BOARD OF SUPERVISORS OF WARREN COUNTY DECLARING APRIL 2021 AS CHILD ABUSE PREVENTION MONTH

WHEREAS, in Federal fiscal year 2019, 4.4 million reports were made to child protective services nationwide; and

WHEREAS, child abuse and neglect is a serious problem affecting every segment of our community, and finding solutions requires input and action from everyone; and

WHEREAS, our children are our most valuable resources and will shape the future of the Warren County; and

WHEREAS, child abuse can have long-term psychological, emotional, and physical effects that have lasting consequences for victims of abuse; and

WHEREAS, protective factors are conditions that reduce or eliminate risk and promote the social, emotional, and developmental well-being of children; and

WHEREAS, effective child abuse prevention activities succeed because of the partnerships created between child welfare professionals, education, health, community-based and faith-based organizations, businesses, law enforcement agencies, and families; and

WHEREAS, communities must make every effort to promote programs and activities that create strong and thriving children and families; and

WHEREAS, we acknowledge that we must work together as a community to increase awareness about child abuse and contribute to promote the social and emotional well-being of children and families in a safe, stable, and nurturing environment; and

WHEREAS, prevention remains the best defense for our children and families.

THEREFORE, BE IT PROCLAIMED by the Warren County Board of Supervisors that April 2021 is declared as CHILD ABUSE PREVENTION MONTH in Warren County, urging all citizens to recognize this month by dedicating themselves to the task of improving the quality of life for all children and families.

Additional Appropriation Request of Warren County Public Schools – Ed Daley

There was extensive discussion between the Board members and Jason Ham, Interim County Attorney, regarding the proposed language of the motion and designating versus appropriating the funds.

On a motion by Mrs. Oates, seconded by Mr. Mabe, and by the following vote, the Board of Supervisors approved an addition to the School Board's budget of $2,380,365 as follows: $1,000,000 to the Capital Improvement Fund for School projects, $1,000,000 to establish a Transportation Fund for school buses, and $380,365 to the School Textbook fund; the Board further appropriated $380,365 to the School Textbook Fund but did not yet appropriate the monies for the other two funds to the School Board:

Carter, Aye; Oates, Aye; Cullers, Aye; Mabe, Aye; Fox, Aye

Coyote Bounty – Douglas Boyd (1) – $50 Each – Animal Control

On a motion by Mrs. Oates, seconded by Mr. Mabe, and by the following vote, the Board of Supervisors approved the payment for one (1) coyote bounty in the amount of $50.00 for Douglas Boyd:

Fox, Aye; Mabe, Aye; Cullers, Aye; Oates, Aye; Carter, Aye

Authorization to Advertise for Public Hearing – Proposed Budget for Fiscal Year 2021-2022 and 2021 Tax Rates – Keith McLiverty/Ed Daley

Dr. Daley reported the proposed FY 2021-2022 budget and tax rates for 2021 are based on the same tax rates as calendar year 2020 with no increases.

Real Estate / Manufactured Home	$0.655
Personal Property	
Tangible Personal Property	$4.00
Volunteer Fire and Rescue Squad	$2.00
Office Furniture, Fixtures and Equipment	$4.00
Machinery and Tools	$2.05
Contract Carrier	$2.05
Aircraft	$0.75

The advertisement would also include the budgets, tax rates, and rates of charge for the Sanitary Districts as proposed by the HOAs/POAs/Advisory Boards/Committees. Dr. Daley then delivered a brief presentation overviewing the proposed FY 2021-2022 budget.

Initial Cost Drivers:

- Phase III Implementation for Compensation Plan - $300,000 for County
- Dominion Water Agreement - August 2020
- Ongoing Debt, Operational, and Litigation Costs for the Economic Development Authority
- Funding of FLSA-mandated Overtime Costs in Fire and Rescue

Budget Highlights:

- Total budget increase from $118,611,309 to $124,615,000 ($6,003,691 - 5.06%)
- Economic Development funding of $3,197,500
- Warren County Public Schools funding of $63,945,000 ($27,720,000 in local funding)
- NO proposed increases in the current tax rates or fee structure for the General Fund
- Regional Tobacco Tax possible
- Landfill Fee adjustments possible
- Adjustments to Sanitary District Fees, as requested by certain Districts
- Economic Development Authority, Cost Recovery, and Airport funds
- Human Resources Department
- RSW Regional Jail and Juvenile Detention Center
- Two Information Technology positions
- Grants Coordinator position
- Deputy Registrar position
- Self Sufficiency Specialist

General Fund Revenues:

- Personal Property Taxes - $1,250,000
- Local Sales Taxes - $700,000
- State and Federal Funding - $2,342,000
- Regional Jail Credit - $830,000
- Shenandoah Farms Capital - $637,000

General Fund Expenditures:

- Shenandoah Farms Capital - $2,549,000
- EDA Capital - $357,000
- Fire and Rescue Department - $779,000
- SAFER Grant - $400,000
- Sheriff's Office - $540,000
- WCPS Local Funding - $764,000

The special meeting to adopt the FY 2021-2022 budget and 2021 tax rates is scheduled for April 27th at 7:00 PM.

On a motion by Mrs. Oates, seconded by Mr. Mabe, and by the following vote, the Board of Supervisors authorized the advertisement of the FY 2021-2022 budget with the same tax rates as 2020 with no increases and the budgets, tax rates, and rates of charge for the Sanitary Districts as proposed by the HOAs/POAs/Advisory Boards/Committees for a public hearing to be held on April 15, 2021 at 7:00 PM with the correction to amend the Capital Outlay figure in the advertisement to $2,779,408:

Fox, Aye; Mabe, Aye; Cullers, Aye; Oates, Aye; Carter, Aye

Appointments to the Parks and Recreation Commission and the Economic Development Authority Board of Directors

On a motion by Mr. Carter, seconded by Mrs. Oates, and by the following vote, the Board of Supervisors reappointed Carolyn Kissinger and Stacy Wilson to the Parks and Recreation Commission for respective two-year terms beginning upon appointment and ending February 28, 2023:

Carter, Aye; Oates, Aye; Cullers, Aye; Mabe, Aye; Fox, Aye

Adjournment

Mrs. Cullers adjourned the meeting at 11:27 AM.

At a special meeting of the Board of Supervisors of Warren County held in the Warren County Government Center on April 15, 2021 at 7:00 PM.

Present: Cheryl L. Cullers, Chair (South River District); Archie A. Fox, Vice Chairman (Fork District); Tony F. Carter (Happy Creek District); Walter J. Mabe (Shenandoah District); and Delores R. Oates (North River District); also present Edwin C. Daley, Interim County Administrator; Taryn G. Logan, Deputy County Administrator; Zach Henderson, Finance Administrative Assistant; Caitlin Jordan, Senior Assistant County Attorney; Jon Martz, Keith McLiverty, Finance Director; Emily Ciarrocchi, Deputy Clerk of the Board; Roger Bianchini, Royal Examiner; and Alex Bridges, Northern Virginia Daily

Call to Order and the Pledge of Allegiance of the United States of America

Public Hearing – Proposed Warren County Budget for Fiscal Year 2021-2022 and Tax Rates for Calendar Year 2021 – Keith McLiverty/Ed Daley

Ed Daley, Interim County Administrator, delivered a presentation to the Board on the proposed FY 2021-2022 budget and 2021 tax rates.

Mr. Fox arrived in the meeting at 7:15 PM.

Initial Cost Drivers:

- Phase III Implementation for Compensation Plan - $300,000 for County
- Dominion Water Agreement - August 2020
- Ongoing Debt, Operational, and Litigation Costs for the Economic Development Authority
- Funding of FLSA-mandated Overtime Costs in Fire and Rescue

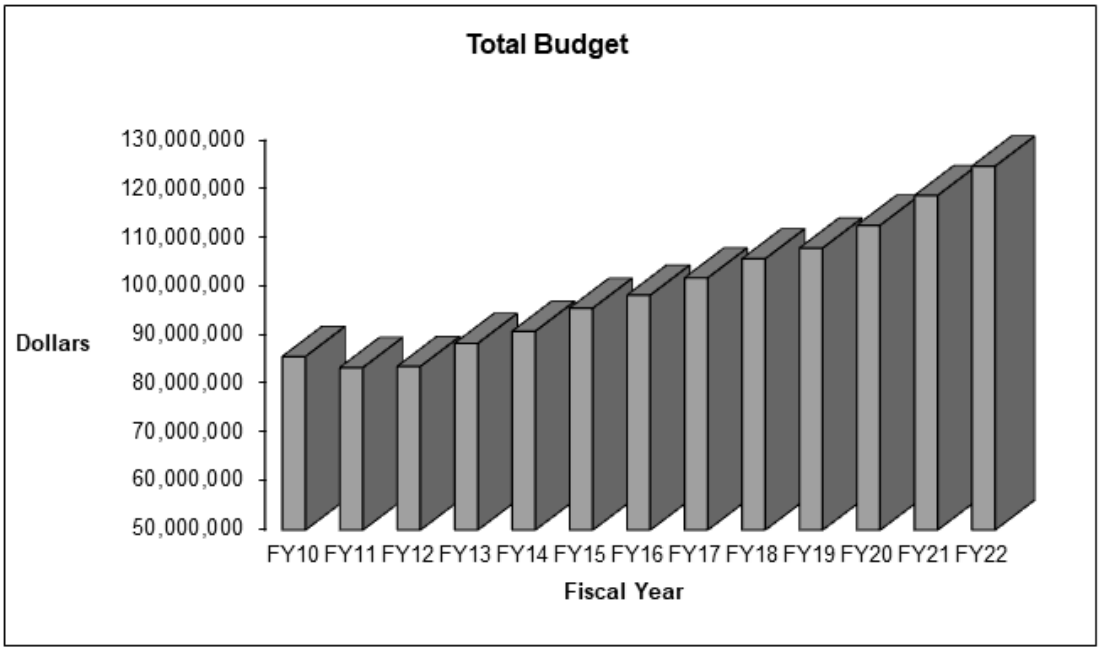
Budget Highlights:

- Total budget increase from $118,611,309 to $124,615,000 ($6,003,691 - 5.06%)
- Economic Development funding of $3,197,500
- Warren County Public Schools funding of $63,945,000 ($27,720,000 in local funding)
- Economic Development Authority, Cost Recovery, Airport, and Debt Service funds
- Human Resources Department
- RSW Regional Jail and Juvenile Detention Center
- Two Information Technology positions
- Grants Coordinator position
- Deputy Registrar position
- Self Sufficiency Specialist

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Significant Funding Changes:

- $1,700,000 for Warren County Public Schools
- $2,550,000 for Shenandoah Farms Sanitary District Road Projects
- $646,000 for Public Assistance
- $780,000 for Fire and Rescue Services
- $670,000 for Sheriff's Office and E-911



Revenue Picture:

- Personal Property Taxes - $1,250,000
- Local Sales Taxes - $700,000
- State and Federal Funding - $2,342,000
- Regional Jail Credit - $830,000
- Shenandoah Farms Capital - $637,000

Proposed Salary Increases:

- $300,000 for the implementation of Phase III of the Compensation and Classification Study
- 2.0% Cost of Living Adjustment (COLA) salary increase for County Employees
- 5.0% salary increase for State supported positions

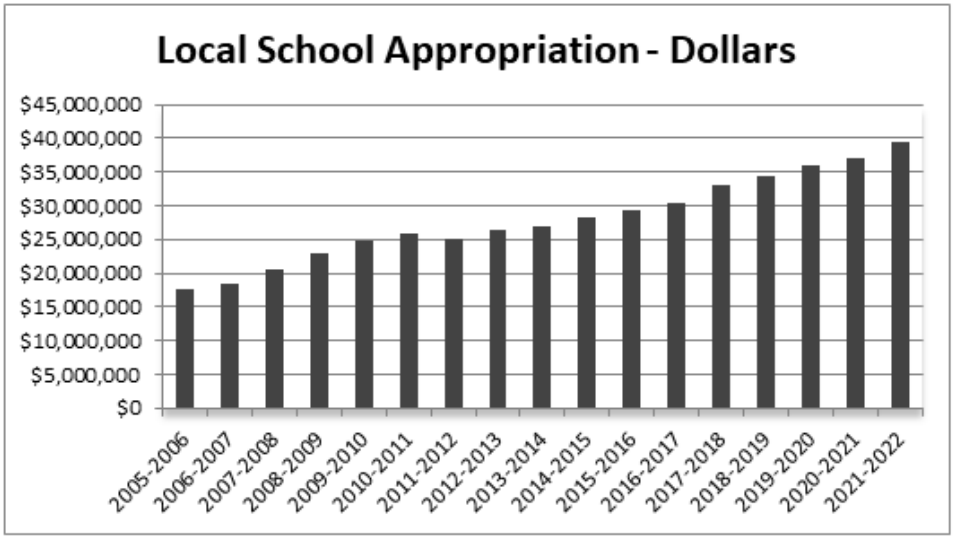
Funding Changes:

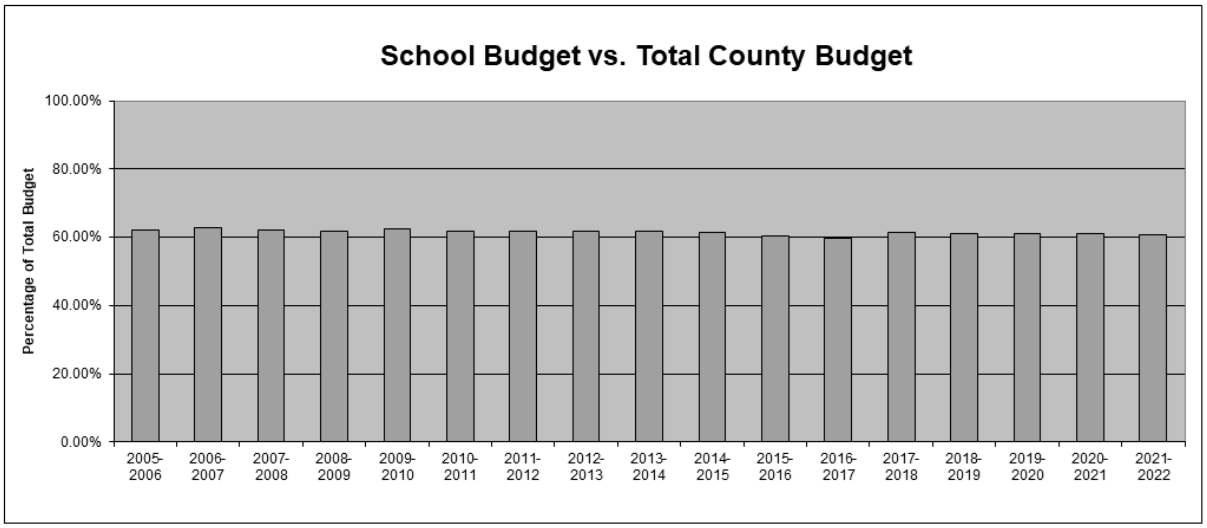
- Additional funding for the Humane Society of Warren County, per contract ($10,000 – 3.13%)

Warren County Public Schools Budget Highlights:

- $1,697,485 increase (2.73%) in annual operating costs
- In FY 2021-2022, WCPS will be able to fund Phases II and III of Compensation Study recommendations
- 2% Teacher Salary Increase + Step
- Adjust Majority of Salary Scales with 0-6 and 7-12 years of experience
- Added Positions
    - English Language Teacher (1)
    - Gifted and Talented Teachers (2)
    - Criminal Justice Teacher (0.5)
    - History Teacher (1)
    - Special Education Assistant (1)
    - Sign Language Interpreter (1)
    - Dual Enrolled English Teacher (1)

Local School Budget Increase Over Past 10 Years		
Fiscal Year	**Actual Increase**	**% Increase**
FY 12	$0	0.00%
FY 13	$692,768	3.55%
FY 14	$432,706	2.15%
FY 15	$500,000	2.43%
FY 16	$325,136	1.54%
FY 17	$683,215	3.19%
FY 18	$3,065,402	13.86%
FY 19	$1,214,414	5.19%
FY 20	$1,807,053	7.34%
FY 21	$513,692	1.94%
10 Year Average:	**$923,439**	**4.12%**
FY 22	$1,697,485	2.73%





Proposed Budget Includes No Changes to the Current Tax Rates or Fee Structure

Adjacent Locality RE Rates		
Locality	**Adopted 2020 RE Tax Rate**	**Proposed 2021 RE Tax Rate**
Clarke	$0.615	$0.615
Fauquier	$0.994	$0.994
Frederick	$0.61	$0.61
Page	$0.73	$0.87
Rappahannock	$0.73	$___[1]
Shenandoah	$0.64	$0.69
Warren	$0.655	$0.655

[1]Will not determine tax rate until June 2021

Fund Balance:

- Fund Balance Policy – Adopted March 1, 2005
  - Undesignated fund balances should be at least 15% of total budget
  - Use of fund balance is limited to one-time expenditures
  - Should the fund balance fall below 15%, the Board will take steps to correct over the next two fiscal years

General Fund Balance, June 30, 2020	$12,876,812
Prior Years' Reserve Used in FY 2020-2021 Budget	$0.00
Projected Fund Balance, General Fund	$12,876,812
Adopted FY 2020-2021 Budget	$118,611,309
15% as required by Policy	$17,791,696

Special Projects Account:

- June 30, 2020 balance: $19,549,685
- Up from $18,482,140 on June 30, 2019
- $4,678,439 designated for permanent reserves
- $1,749,610 is designated for Solid Waste projects
- $2,039,810 belongs to the County's Sanitary Districts
- Board has been committed to planning ahead for projects
- Significant Items:
    - Shenandoah Farms Compactor Site
    - Sanitary District road projects
    - Debt Service
    - Proposed FY 2021-2022 budget anticipates $1,500,000 from the Fund Balance and completing a portion of the Special Projects

Delinquent Tax Collections:

Tax Collected within the Fiscal Year of the Levy (%)						5-year
	2016	2017	2018	2019	2020	Average
Warren	97.93	95.49	95.29	94.36	96.21	95.86
Shenandoah	95.40	95.70	95.43	95.42	94.97	95.38
Clarke	101.35	99.40	102.44	106.16		81.87
Fauquier	99.01	97.85	99.00	98.84	98.70	98.68
Page	94.40	94.00	94.38	91.12		74.78
Rappahannock	99.01	97.85	99.00	98.84	97.00	98.34
Frederick	95.70	96.08	95.93	95.98	95.93	95.92
				Average		91.55

Total Tax Collections by Year (%)						5-year
	2016	2017	2018	2019	2020	Average
Warren	100.07	99.23	98.32	94.36	96.21	97.64
Shenandoah	98.85	98.52	97.05	95.42	94.97	96.96
Clarke	101.44	100.89	103.47	106.64		82.49
Fauquier	99.96	98.49	99.60	98.84	98.70	99.12
Page	98.52	97.92	96.26	91.12		76.76
Rappahannock	99.96	98.49	99.60	98.84	94.00	98.18
Frederick	99.10	99.88	99.17	99.60	99.44	99.44
				Average		92.94

2019 State Comparable Report:

- Warren County ranks 6th out of the 7 neighboring jurisdictions in local government spending (maintenance and operation) at an average of $2,689.94 per capita

- Additionally, Warren County ranks:
  - 1st out of 7 in Debt Service spending at $510.61 per capita
  - 4th out of 7 in Health & Human Services spending at $270.47 per capita
  - 5th out of 7 in Fire and Rescue spending at $114.18 per capita
  - 6th out of 7 in Law Enforcement spending at $129.98 per capita
  - 7th out of 7 in Education spending (operational) at $1,504.71 per capita

SANITARY DISTRICT TAX RATES

(tax on lots in existence as of January 1, 2021)	Approved Tax Rates – 2020	Proposed Tax Rates – 2021
Blue Mountain	$65.00 per lot plus $0.24 per $100 of assessed value on improvements	$65.00 per lot plus $0.24 per $100 of assessed value on improvements
Cedarville Heights	$250.00 per lot	$200.00 per lot
High Knob	$413.00 per unimproved lot; $667.00 per improved lot	$423.00 per unimproved lot; $684.00 per improved lot
Lake Front Royal	$345.00 per lot plus $0.05 per $100 of assessed value on improvements	$345.00 per lot plus $0.05 per $100 of assessed value on improvements
Linden Heights	$375.00 per lot	$375.00 per lot
Osprey Lane	$100.00 per unimproved lot; $1,000 per improved lot	$100.00 per unimproved lot; $1,000.00 per improved lot
Riverside	$60.00 per lot plus $0.12 per $100 of assessed value on improvements	$60.00 per lot plus $0.12 per $100 of assessed value on improvements
Shangri-La	$385.00 per lot	$385.00 per lot
Shannon Woods	N/A	$300.00 per lot
Shenandoah Farms	$350.00 per unimproved lot; $350.00 per improved lot	$350.00 per lot
Shenandoah Shores	$120.00 per lot plus $0.20 per $100 of assessed value on improvements	$120.00 per lot plus $0.20 per $100 of assessed value on improvements
Skyland Estates	$0.325 per $100 of assessed value of unimproved lot plus $0.325 per $100 of assessed value on improvements	$0.35 per $100 of assessed value of unimproved lot plus $0.35 per $100 of assessed value on improvements

SANITARY DISTRICT TAX RATES (continued)

(tax on lots in existence as of January 1, 2021)	Approved Tax Rates – 2020	Proposed Tax Rates – 2021
South River Estates	$300.00 per lot plus $0.05 per $100 of assessed value on improvements	$300.00 per lot plus $0.05 per $100 of assessed value on improvements
Wildcat Drive	$150.00 per unimproved lot; $400.00 per improved lot	$150.00 per unimproved lot; $400.00 per improved lot

Mrs. Cullers opened the public hearing.

Robert Look, 86 Laura Lane, introduced himself as the President of the Warren County Girls Little League Softball and reported the League had a record number of signups this season. He asked if the Board could revisit the Rockland Park development after considering this budget; because of the pandemic restrictions, games and tournaments have been capped at fewer than 200 participants due to lack of fields in the County. They have been primarily using Chimney Field Park but will be forced to turn away future participants due to lack of space. Development of Rockland Park would help the organization grow and enable them to host tournaments and travel organizations, which would generate revenue for the County. He would like the Board to consider at least having a conversation about Rockland Park and explore other options to expand the facilities there.

There being no further input from the public, Mrs. Cullers closed the public hearing.

Adjournment

Mrs. Cullers adjourned the meeting at 7:30 PM.

At a regular meeting of the Board of Supervisors of Warren County held in the Warren County Government Center on April 20, 2021 at 7:00 PM.

Present: Cheryl L. Cullers, Chair (South River District); Archie A. Fox, Vice Chairman (Fork District); Walter J. Mabe (Shenandoah District); and Delores R. Oates (North River District); also present Edwin C. Daley, Interim County Administrator; Taryn G. Logan, Deputy County Administrator; Jason J. Ham, Interim County Attorney; Mike Berry, Public Works Director; James Bonzano, Chief of Fire and Rescue Services; Mark Butler, Sheriff; Michael Coffelt, Sanitary District Manager; Caitlin Jordan, Senior Assistant County Attorney; Keith McLiverty, Finance Director; Joe Petty, Planning Director; Matt Wendling, Planner II; and Emily Ciarrocchi, Deputy Clerk of the Board

Absent: Tony F. Carter (Happy Creek District)

Call to Order and Pledge of Allegiance of the United States of America

Adoption of Agenda – Additions or Deletions

Mrs. Oates requested the removal of item I-1 (Additional Appropriation Request of Warren County Public Schools) from the agenda. Mrs. Cullers also noted the revised information in item I-2 (Approval of License and Service Agreement with Lake Front Royal Property Owners' Association) with the finalized amount of $15,570 annually as well as the date of payment December 31st added.

On a motion by Mrs. Oates, seconded by Mr. Mabe, and by the following vote, the Board of Supervisors adopted the agenda as amended:

Fox, Aye; Mabe, Aye; Cullers, Aye; Oates, Aye

Presentation – Health and Dental Insurance Rates for FY 2021-2022 – Ed White

Ed White, representative from McGriff Insurance, reported the County had issued a Request for Proposals (RFP) to establish a contract or contracts through competitive negotiation for the provision of Medical, Pharmacy, Dental, and Vision insurance. Two proposals were received for only Vision insurance, four proposals were received for Vision and Dental insurance, and four proposals were received for the entire package of insurance coverages in the RFP. Of these four, the proposal from United Healthcare offers the most competitive rates, and Mr. White delivered a presentation to the Board overviewing the insurance offerings provided by United.

United is a nationwide network accepted by 98% of providers that includes wellness programs, Care Cash, both dental and vision coverage discounts, an Employee Assistance Program (EAP) with 24/7 nurses' hotline, and is a Benefit Ally, bundling accident, critical illness, and hospital indemnity.

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Mrs. Cullers wanted to ensure local physicians accepted this insurance company, and Dr. Daley confirmed United is well-accepted here in the Northern Shenandoah Valley and internationally. United is both respected and known, like Cigna and The Local Choice, and Mr. White added the City of Winchester went with United as its insurance provider effective January 1, 2021.

Public Comment Period (60 Minute Time Limit)

Tom Wallenius, 414 Woodthrush Way, said he had recently read an article in the Royal Examiner about the travel regulations now in place in Warren County because of the invasive species the spotted lantern fly. He believes the rules for behavior and travel are draconian, and it "freaks [him] out" that he has to have an authorization statement to drive around.

James Pritchard, 1011 Liberty Hall Road, spoke about the unfinished business item, a conditional use permit for a short-term tourist rental off Liberty Hall Road. His major concern is that more traffic allowed on Liberty Hall Road for temporary lodging put him and his family and neighbors at risk.

Mrs. Ciarrocchi read the following email from Sara Sullivan, Stephanie Manuel, Deanne DePyper, Jackie Miller, and Margaret Melberg: "As residents of Apple Mountain Lake in Linden, Virginia, we would like to extend our heart-felt gratitude for all you do to serve your constituents and ensure that Warren County continues to remain a safe, family-oriented community.

"A joint meeting was held on February 10, 2021, of the Warren County Planning Commission and Board of Supervisors to hear the proposal from Dudding Commercial Development, L.L.C., to rezone the property located at the entrance to Apple Mountain Lake, Route 79, in Linden. This proposed rezoning of green agricultural land to commercial would have led to a Sheetz gas station to be built literally in the backyards of some of our neighbors. The serene mountainous landscape that residents and tourists now enjoy when entering Warren County would have been changed forever into a harsh 3-acre cityscape of concrete and metal. Thank you for your vote realizing that tourists do not wish to visit Warren County to shop at Sheetz, when there are two other gas stations less than half-a-mile away. Thank you for listening to the concerns about our well-water being impacted. Thank you for listening to our worries about increased crime and traffic to our little community.

"By taking into account the concerns of the community constituents this possible rezoning would have actually impacted, you are to be commended by protecting our rural sanctuary rather than the proposed increase in revenue and bus stop that Dudding dangled before the County. A statement made at the meeting that the proposed rezoning was neither a good zoning practice nor an appropriate necessity for the public did not fall on deaf ears. Thank you for listening and voting to deny this unnecessary rezoning. You showed clarity and clear decision-making in keeping this parcel of land to remain green where

residents and visitors alike can appreciate the majestic impact that makes Linden such a beautiful place to be enjoyed for years to come."

There were no further presentations from the public.

Reports – Board Members, Interim County Administrator, Interim County Attorney

Mr. Fox reported the following:

- Attended the Building Committee meeting on April 19th

Mr. Mabe reported the following:

- Attended a meeting of the Blue Mountain Sanitary District
- Attended a meeting of the Northern Shenandoah Valley Regional Commission

Mrs. Oates reported the following:

- Congratulated Joe Petty on his appointment to the position of Planning Director
- Attended the Warren County Girls Softball Little League opening day at Bing Crosby Stadium

Mrs. Cullers reported the following:

- Also congratulated Mr. Petty on his appointment to Planning Director
- Acknowledged Communications Officers Recognition Week last week
- Attended the Fire Chiefs meeting on April 14th

Dr. Daley reported the following:

- Taryn Logan, Deputy County Administrator, announced the appointment of Joe Petty to the position of Planning Director.
- Reminded the Board of the upcoming bond sale this week, and there were four series that were selected to be reissued with net present value savings of 8.3% ($931,000 averaging $49,000 per year)
- Continuing to work with network and systems personnel, switching over networks and working through each Department in the County and the Sheriff's Office
- Tomorrow is Administrative Professionals Day, and he thanked Mrs. Ciarrocchi and the other professionals working for the County
- Coronavirus Update – County staff continue to monitor the situation and take the necessary precautions. The County is still in the Governor's "Phase Three" of Virginia's "Path Forward".

The COVID-19 vaccination process continues in Warren County. Valley Health, in partnership with the Lord Fairfax Health District and the County are working together to provide the vaccine locally. There is a well-established process to efficiently distribute the vaccine, when available.

After April 19th, the Virginia Department of Health (VDH) is encouraging citizens to transition to using "www.vaccines.gov" to locate a local or regional vaccination clinic and receive the COVID-19 vaccination. If anyone is already pre-registered on the "vaccinate.virginia.gov" site, they should be contacted to receive the vaccination; this site will be phased-out in the near future. They should check their Spam folder if they have not been contacted in a timely manner. Additionally, VDH will offer a local COVID-19 clinic every Wednesday in May and early June at the 15th Street Complex Gym in Front Royal; call the Heath Department to schedule an appointment.

Regarding the CARES Act, the first and second round fund reimbursement to the Town is complete, for receipts received. Staff is in the process of accruing the Town's receipts for the Municipal Utility Assistance fund. Finally, County staff is in the process of compiling the appropriate documentation and closing out the associated County CARES Act accounts. The County continues to report to the Department of Accounts as directed, and staff is optimistic to complete an associated external audit by late Spring.

Finally, it appears that many Virginia localities will receive additional CARES Act funds. Details to follow.

- Coronavirus Vulnerable Revenue – For the month of March, the County's share of local sales tax revenue was $381,159.90. This amount is up $52,067.60 (15.8%) over the $329,092.27 collected in March 2020.

  The year-to-date (YTD) collections total for Lodging Tax is $28,555.67, the YTD collections total for Business License Tax is $959,207.06, and the YTD collections total for Meals Tax is $152,726.59.

- Tourism Committee – Jones Lang Lasalle Americas, Inc. (JLL), the contractor selected by the Town and County to perform joint tourism services, has been hosting bi-weekly meetings with the Joint Tourism Committee. The first marketing campaign began earlier this month. This campaign features the community's golf courses. JLL continues to meet with the Town, County and Committee representatives gathering information and moving the process forward.

- Wayfinding Signage – The County and Town are working together on the trailblazing signage. The bid was awarded, and the signs are currently being fabricated. The County will be staking our sign locations with VDOT in the next several weeks.

- Development Review Committee – The Development Review Committee will meet again on April 28, 2021.

- Building Inspections – In review of the new construction for 2021, there were a total of fifteen (15) new home starts through March 31st. Of that number, one was located in Town limits and the remaining fourteen (14) outside of Town limits. As a comparison, in 2020 there were a total of sixteen (16) new home starts.

The growth rate is well below the 2-3% maximum outlined in the Warren County Comprehensive Plan but is above the 0.59% average experienced since January 1, 2009.

In March, the permits trended slightly lower with 176 permits issued as compared to March 2020 with 182 (-3.3%), and the total number of inspections were higher from 992 to 1114 (12.2%).

- Parks and Recreation
    - Upcoming Programs:
        - Justifiable Use of Force Class: April 7, 2021 at the Warren County Community Center (WCCC); $35 per person
        - Basic Pistol Shooting Class: April 17, 2021 at the WCCC; $75 per person
        - Major League Baseball Pitch, Hit and Run Activity: May 1, 2021 at Bing Crosby Stadium; Free to participants ages 7-14
        - Dance Fitness Class: May 18, 2021 – June 8, 2021 at the WCCC; $20 per participant
        - School's Out For The Summer! Program: Mondays, Wednesdays, and Fridays, June 21, 2021 – August 6, 2021, 9:00 AM – 6:00 PM at the Health and Human Services Complex Gym; costs vary
        - Lil' Explorers Program: June 23, 2021 – August 4, 2021, 1:00 PM – 3:00 PM at Shelter #2; Free to participants ages 4-10 years old
        - Lap Swim: Monday – Thursday, June 19, 2021 – August 5, 2021, 7:00 AM – 9:00 AM, 11:00 AM – 1:00 PM, 6:30 PM – 8:30 PM at Claude A. Stokes, Jr. Community Pool; $2 per admission and punch cards are available for discounted rate
        - Swim Lessons, Session 1: June 28, 2021 – July 2, 2021, times vary, at Claude A. Stokes, Jr. Community Pool; $35 per participant
        - Swim Lessons, Session 2: July 12, 2021 – July 16, 2021, times vary, at Claude A. Stokes, Jr. Community Pool; $35 per participant
    - Park Maintenance Daily:
        - Warren County Parks and Recreation and Public Works Departments opened all public restrooms in the park system on March 31, 2021 after being closed to the public for 17 months. Signage on restrooms explaining the daily cleaning and COVID-19 restrictions. Vandalism to the Skyline SoccerPlex restrooms occurred on April 13, 2021.
        - All youth recreation organizations began practice sessions and games at all county park athletic facilities including: Bing Crosby Stadium, Adult Softball Complex, Champs Baseball Complex, Chimney Field Softball Complex, WCHHS Complex football and practice fields, Skyline Soccerplex game and practice fields, and Eastham Park practice fields.
    - Park Facility Projects:
        - Alan Munson and Lee Cockrell and Warren County Public Works Department completed concrete removal projects at: laundromat, Sherwin

Williams building, Warren County Government Center, Health and Human Services Complex (thermal shelter), and added new concrete to these locations.

- Department of Social Services – In the month of March, DSS received:
    - 136 SNAP Applications
    - 147 Medicaid Applications
    - 15 TANF Applications
    - 7 Child Care Applications
    - 24 Crisis Applications
    - 898 walk-in clients

  On the Services side, in the month of March, DSS received:

    - 58 CPS referrals
    - 29 APS referrals

  The last night of the Thermal Shelter will be April 30th. The nightly count has consistently been between 20-25 people. In the month of March, the Shelter housed a total of 36 people with 5 of them new to the Shelter.

- Department of Fire and Rescue Services
    - Fire Chiefs Advisory Staff meeting hold on Tuesday, April 14th with 18 in attendance.
    - Station 5 has sold their attack unit and has placed in service a new brush truck.
    - Radio System Upgrade Project is ongoing with installations ongoing. Training on the system for all responders is complete and installations at 60% completed.
    - FY-2020 SAFER Grant for 18 staff positions and FY-2020 AFG Countywide PPE are still in process (announcement expected anytime over the next several months)
    - Training Center Fire Incident- continuing to evaluate damages and determine impacts to Department. Staff working with insurance vendor to determine replacement cost.
    - Two new hires to the Department to replace two retiree positions. Welcome Firefighter Medic Joshua Bryson and Firefighter/EMT (medic candidate) Jennifer Horne to the Department.
    - Promotional process for 3 officer positions under way. One Captain and two lieutenants will be promoted to fill the vacancies left by retirements. Announcement expected 4/26/2021.
    - Will be holding a hiring process in the near future to hire additional part-time employees in attempt to fill staffing needs.
    - Fire and Rescue along with FRPD and WCSO will be participating in a joint Active of Violence Exercise in the near future.

- Rivermont Fire Station – Final "punch list" items are being addressed with Mr. Farrall; the contractor is optimistic to complete remaining work by the end of next

month. The final furniture delivery should be complete by mid-April, and the phone system installed next month.

- Commercial/Industrial Projects – Work continues on the following projects:
    - The new Warren Memorial Hospital has received a Temporary Certificate of Occupancy (TCO) for the Hospital portion of the building, and they are working towards the same for the Medical Office Building portion. This TCO allows them to start upfitting the building with equipment and supplies.
    - Equus Warehouse facility – On Thursday, April 15th, DEQ is to submit their letter stating that the Stormwater Plans are approved to Central Office (DEQ in Richmond) where the Construction General Permit (CGP) is issued. Equus must ensure that they have all the items submitted to Central Office for the CGP to be issued, including the Nutrient Credit Purchase documentation. The DEQ information was provided to the County by the DEQ Plan Reviewer.

Approval of Accounts

On a motion by Mr. Mabe, seconded by Mrs. Oates, and by the following vote, the Board of Supervisors approved the list of April 2021 accounts:

Oates, Aye; Cullers, Aye; Fox, Aye; Mabe, Aye

Check Numbers 295952 to 296196 Total: $2,257,075.76

Unfinished Business – Marlow and Silek Investments, LLC for the Amendment of Proffers (R2004-09-01, R2005-12-01, R2006-05-01, and R2007-05-01) – Taryn Logan

Taryn Logan, Deputy County Administrator, reminded the Board of the discussion they had at the work session on April 13th. Prior to the work session, Mrs. Logan had met with all affected parties, and they came to the agreement of a reduction in right-of-way from 60 feet to 50 feet instead of 30 feet. This matches what is currently proffered at the rear of the Royal Farms site. She noted the applicant would need to come back before the Board for conditional use permits for the actual uses of recreational vehicle (RV), car, and boat storage as well as an enclosed storage facility. Screening of these vehicles/boats from the Route 340/522 corridor is included in the requirements of the highway overlay district.

Kevin Tomayko introduced himself as the investor working with Marlow and Silek on the development of the property. He provided the Board with renderings from the architect he is working with of the work they are proposing to do and the choices of materials.

Mrs. Oates asked how many vehicles are anticipated to be stored behind the proposed enclosed storage facility, and Mr. Tomayko responded there would be as many stored there as would fit within the obstructed view.

On a motion by Mr. Mabe, seconded by Mr. Fox, and by the following vote, the Board of Supervisors approved the request to amend the approved rezoning proffers for application numbers R2004-09-01, R2005-12-01, R2006-05-01, and R2007-05-01 to add enclosed storage with the storage of recreational vehicles and cars as a use permitted on the property and to allow a reduction in the right-of-way width along the rear property line to fifty (50) feet:

Fox, Aye; Mabe, Aye; Cullers, Aye; Oates, Aye

Unfinished Business – Conditional Use Permit 2021-01-01, Justin and Felicia Katzovitz for a Short-Term Tourist Rental – Matt Wendling

Matt Wendling, Planner II, reported the Board had tabled this conditional use permit application at its March 16th meeting to allow time for the Virginia Department of Transportation (VDOT) to complete a review of the potential impacts of a short-term tourist rental to Liberty Hall Road. He had contacted Bobby Boyce and Ed Carter with VDOT, and they informed him that the road does not qualify for the rural rustic improvement program. It is typically maintained twice per year for gravel and grading and also as complaints are received. The statutory speed limit for unpaved roads is 25 MPH with 35 MPH maximum, road does not qualify for the rural rustic improvement program, though VDOT did install "caution curve" signs on the road.

Mr. Wendling did note after consulting with VDOT, it was discovered that the private entrance originally permitted for this property was abandoned, and a new entrance was constructed in 2018 outside of the permitted entrance. This current entrance does not meet sight standards, and staff have requested the addition of a condition to the permit to rectify this issue. The original place for the entrance must be re-established and must receive the land use permit from VDOT prior to a certificate of zoning being issued for the proposed use and the issuance of a business license.

Mrs. Cullers asked about the actual width of the road, and Mr. Wendling replied that it varies throughout the length of the road. Portions of the road are bordered by an old stone wall that is impeding the existing right-of-way. She said she would prefer the new entrance be established and any other upgrades to the road be made prior to the Board approving this conditional use permit to protect the property owners from potential liability.

On a motion by Mrs. Oates, seconded by Mr. Fox, and by the following vote, the Board of Supervisors approved the conditional use permit request of Justin and Felicia Katzovitz for a short-term tourist rental with the conditions as recommended by the Planning Commission and staff (listed below) and with approval from the Virginia Department of Transportation:

Oates, Aye; Cullers, No; Mabe, Aye; Fox, Aye

1. The applicants shall comply with all Warren County Health Department requirements and regulations, and the maximum number of occupants shall not exceed six (6) as determined according to the Health Department operational permit for a three (3) bedroom dwelling.
2. The applicants shall have the well water tested annually for e-coli and L-coliform bacteria and a copy of the results shall be submitted to the Planning and Health Departments by the end of the calendar year.
3. The applicants shall be required to abandon the newer existing entrance to the east and re-establish the original entrance to the west in order to meet the Virginia Department of Transportation's sight distance standards and apply for any permits required by this agency.

Public Hearing – Conditional Use Permit 2021-03-07, Frank O'Reilly for a Short-Term Tourist Rental – Matt Wendling

Matt Wendling, Planner II, reported the applicant is requesting a conditional use permit for a Short-term Tourist Rental for rental of the single-family dwelling for fewer than thirty (30) days. In his statement of justification, the applicant states he and his family have been involved with running Short-Term Tourist Rentals for over ten (10) years, and this use has allowed them to showcase the County's natural resources and recreational opportunities as a tourist destination. The dwelling was built in 2019 with the intention of the applicant for using it for a Short-Term Tourist Rental as a "home away from home" business venture and to support the local small business and restaurants. Mr. Wendling further noted that short-term tourist rental is an allowable use in the covenants of the Hoskins Farm subdivision.

The Planning Commission forwarded this application to the Board recommending approval with the following conditions:

1. The applicant shall comply with all Warren County Health Department requirements and regulations and the maximum number of occupants shall not exceed eight (8) as determined according to the Health Department operational permit for a four (4) bedroom dwelling.
2. The applicant shall have the well water tested annually and a copy of the results shall be submitted to the Planning and Health Departments by the end of the calendar year.

Mrs. Cullers opened the public hearing. There being no comments from the public, Mrs. Cullers closed the public hearing.

On a motion by Mr. Mabe, seconded by Mr. Fox, and by the following vote, the Board of Supervisors approved the conditional use permit request of Frank O'Reilly for a short-term tourist rental with the conditions as recommended by the Planning Commission and staff (listed below):

Fox, Aye; Mabe, Aye; Cullers, Aye; Oates, Aye

1. The applicant shall comply with all Warren County Health Department requirements and regulations and the maximum number of occupants shall not exceed eight (8) as determined according to the Health Department operational permit for a four (4) bedroom dwelling.
2. The applicant shall have the well water tested annually and a copy of the results shall be submitted to the Planning and Health Departments by the end of the calendar year.

Public Hearing – Conditional Use Permit 2021-03-08, Frank O'Reilly for a Short-Term Tourist Rental – Matt Wendling

Mr. Wendling reported this permit is being requested by the same applicant as the previously approved permit. The dwelling is still under construction and is being built with the intention of the applicant for using it for a Short-Term Tourist Rental as a "home away from home" business venture and to support the local small business and restaurants.

The Planning Commission forwarded this application to the Board recommending approval with the following conditions:

1. The applicant shall comply with all Warren County Health Department requirements and regulations and the maximum number of occupants shall not exceed four (4) as determined according to the Health Department operational permit for a two (2) bedroom dwelling.
2. The applicant shall have the well water tested annually and a copy of the results shall be submitted to the Planning and Health Departments by the end of the calendar year.

Mrs. Cullers opened the public hearing. There being no comments from the public, Mrs. Cullers closed the public hearing.

On a motion by Mr. Mabe, seconded by Mr. Fox, and by the following vote, the Board of Supervisors approved the conditional use permit request of Frank O'Reilly for a short-term tourist rental with the conditions as recommended by the Planning Commission and staff (listed below):

Oates, Aye; Cullers, Aye; Mabe, Aye; Fox, Aye

1. The applicant shall comply with all Warren County Health Department requirements and regulations and the maximum number of occupants shall not exceed four (4) as determined according to the Health Department operational permit for a two (2) bedroom dwelling.
2. The applicant shall have the well water tested annually and a copy of the results shall be submitted to the Planning and Health Departments by the end of the calendar year.

Public Hearing – Conditional Use Permit 2021-03-09, Frank O'Reilly for a Short-Term Tourist Rental – Matt Wendling

Mr. Wendling reported again that this permit is being requested by the same applicant as the previously approved permits. The applicant and his family have resided in this dwelling since 1989, and he and his wife plan to do some traveling now that their children are grown. They would like to rent it short-term while they are away. This property is not located in the Shenandoah Shores Subdivision but is directly across from it, and there is no Homeowners or Property Owners' Association for this subdivision. The property is located on Shenandoah Shores Road, which is State maintained.

The Planning Commission forwarded this application to the Board recommending approval with the following conditions:

1. The applicant shall comply with all Warren County Health Department requirements and regulations and the maximum number of occupants shall not exceed eight (8) as determined according to the Health Department operational permit for a four (4) bedroom dwelling.
2. The applicant shall have the well water tested annually and a copy of the results shall be submitted to the Planning and Health Departments by the end of the calendar year.

Mrs. Cullers opened the public hearing. There being no comments from the public, Mrs. Cullers closed the public hearing.

On a motion by Mrs. Oates, seconded by Mr. Mabe, and by the following vote, the Board of Supervisors approved the conditional use permit request of Frank O'Reilly for a short-term tourist rental with the conditions as recommended by the Planning Commission and staff (listed below):

Fox, Aye; Mabe, Aye; Cullers, Aye; Oates, Aye

1. The applicant shall comply with all Warren County Health Department requirements and regulations and the maximum number of occupants shall not exceed eight (8) as determined according to the Health Department operational permit for a four (4) bedroom dwelling.
2. The applicant shall have the well water tested annually and a copy of the results shall be submitted to the Planning and Health Departments by the end of the calendar year.

Public Hearing – Conditional Use Permit 2021-03-10, Frank O'Reilly for a Short-Term Tourist Rental – Matt Wendling

Mr. Wendling reported once again that this permit is being requested by the same applicant as the previously approved permits. The dwelling is still under construction and is being built with the intention of the applicant for using it for a Short-Term Tourist Rental as

a “home away from home” business venture and to support the local small business and restaurants.

The Planning Commission forwarded this application to the Board recommending approval with the following conditions:

1. The applicant shall comply with all Warren County Health Department requirements and regulations and the maximum number of occupants shall not exceed eight (8) as determined according to the Health Department operational permit for a four (4) bedroom dwelling.
2. The applicant shall have the well water tested annually and a copy of the results shall be submitted to the Planning and Health Departments by the end of the calendar year.

Mrs. Cullers opened the public hearing. There being no comments from the public, Mrs. Cullers closed the public hearing.

On a motion by Mr. Mabe, seconded by Mr. Fox, and by the following vote, the Board of Supervisors approved the conditional use permit request of Frank O’Reilly for a short-term tourist rental with the conditions as recommended by the Planning Commission and staff (listed below):

Oates, Aye; Cullers, Aye; Mabe, Aye; Fox, Aye

1. The applicant shall comply with all Warren County Health Department requirements and regulations and the maximum number of occupants shall not exceed eight (8) as determined according to the Health Department operational permit for a four (4) bedroom dwelling.
2. The applicant shall have the well water tested annually and a copy of the results shall be submitted to the Planning and Health Departments by the end of the calendar year.

Public Hearing – Conditional Use Permit 2021-03-11, George Lombardi for Private Use Camping – Matt Wendling

Mr. Wendling reported the applicant is requesting a conditional use permit for Private Use Camping on a vacant lot in the Bolling-Poe-Manganaro subdivision, the entirety of which is located in the Special Flood Hazard Area (SFHA). Mr. Lombardi and his wife recently purchased the property with the intent of using it for fishing and tent camping until they can build a single-family dwelling, which they plan to do in a year or two. Meanwhile, he would like to place a shed on the property for storage of maintenance, recreational, and fishing equipment. The Warren County Code requires a conditional use permit for private use camping to build an accessory structure in the Residential One (R-1) zoning district. The applicant will also be required to submit a building permit for the accessory structure if this conditional use permit is approved by the Board since the structure is in the SFHA.

The Planning Commission forwarded this application to the Board recommending approval with the following conditions:

1. The applicant shall comply with all Warren County Health Department regulations and requirements.
2. Materials associated with the campers are to be stored in a neat and orderly fashion during the time of use and are to be removed from the site when not in use.
3. The applicant shall post the property with a lot/parcel number for Fire and Emergency Rescue Services and have an emergency egress plan for removal of the recreational vehicles and portable commode prior to a predicted flood event.

Mr. Mabe noted in the site sketch provided, there are two locations for a shed and asked which site Mr. Lombardi intends to build on. Mr. Wendling responded Mr. Lombardi has put a shed at the lower site already but then realized he needs to have a building permit for it.

Mrs. Cullers opened the public hearing.

Mrs. Ciarrocchi read the following email from Miriam Komich: "I am an adjacent property owner happy to welcome George Lombardi as our new neighbor. So far in our several encounters he has been both congenial and considerate, and I have no reason to believe he will be otherwise in the future as he develops and enjoys his property. I have no objection to his conditional use permit application."

There being no further comments from the public, Mrs. Cullers closed the public hearing.

On a motion by Mr. Fox, seconded by Mr. Mabe, and by the following vote, the Board of Supervisors approved the conditional use permit request of George Lombardi for private use camping with the conditions as recommended by the Planning Commission and staff (listed below):

Fox, Aye; Mabe, Aye; Cullers, Aye; Oates, Aye

1. The applicant shall comply with all Warren County Health Department regulations and requirements.
2. Materials associated with the campers are to be stored in a neat and orderly fashion during the time of use and are to be removed from the site when not in use.
3. The applicant shall post the property with a lot/parcel number for Fire and Emergency Rescue Services and have an emergency egress plan for removal of the recreational vehicles and portable commode prior to a predicted flood event.

Consent Agenda

1. ~~Additional Appropriation Request of Warren County Public Schools – Dr. Chris Ballenger~~
2. Approval of License and Service Agreement with Lake Front Royal Property Owners' Association – Mike Berry
3. Resolution of Support for the Establishment of a Rail Trail – Ed Daley
4. Authorization to Purchase Thirteen (13) FLIR Thermal Imaging Cameras – Chief James Bonzano
5. Removed for further discussion

At the request of Dr. Daley, item 5 was removed for further discussion.

On a motion by Mrs. Oates, seconded by Mr. Mabe, and by the following vote, the Board of Supervisors approved the Consent Agenda as presented with item 5 removed for further discussion:

Oates, Aye; Cullers, Aye; Mabe, Aye; Fox, Aye

RESOLUTION OF THE BOARD OF SUPERVISORS OF WARREN COUNTY TO SUPPORT THE ACQUISITION AND CONVERSION OF OUT-OF-SERVICE RAILROAD RIGHT-OF-WAY TO A TRAIL FOR ALTERNATIVE TRANSPORTATION AND RECREATION

WHEREAS 48 miles of the former Manassas Gap Railroad which lie between Riverton Junction, in Warren County, and the Town of Broadway, in Rockingham County, and passing through the County of Warren, Virginia are in a state of disuse, all freight and passenger service having decreased significantly; and

WHEREAS the prospect of restoration of freight or passenger service along the aforementioned section of railroad is very unlikely; and

WHEREAS the railroad, in its current state of disuse, is a blight on our community, and a danger to youth who may be tempted to trespass; and

WHEREAS the railroad presents an opportunity to create a world-class trail providing bicycle, pedestrian and equestrian access to extraordinary landscape views and several important Civil War battlefields; and

WHEREAS such trail would catalyze tourism-related economic growth; and

WHEREAS such trail would connect eleven communities including Warren County and the Town of Front Royal, offering the option of safe alternative transportation within and between these communities to a broad segment of the local population, for commuting to work and school, thereby improving the quality of life; and

WHEREAS such trail would provide the communities of Warren County and the Town of Front Royal opportunity for an outdoor experience not currently available, which promotes a healthy lifestyle for area residents and provides connections to other existing or planned bicycle infrastructure in Warren County; and

WHEREAS an organization known as the Shenandoah Valley Rail Trail Exploratory Partnership, whose membership includes representation of each locality through which the trail would pass, has been formed to explore trail feasibility; and

WHEREAS the 2020 Virginia General Assembly directed the state Department of Conservation and Recreation to study trail feasibility and deliver a report no later than November 1st, 2021.

NOW, THEREFORE BE IT RESOLVED that the Board of Supervisors of the County of Warren, Virginia endorses the conversion of the aforementioned 48-mile discontinued railroad to a multiuse trail for alternative transportation and recreation; and

FURTHERMORE, the Board of Supervisors resolves to join with the other trail localities in seeking the support of regional, state, and federal agencies and the railroad's owner, Norfolk Southern Corporation, toward the goal of development of the trail.

Authorization to Advertise for Public Hearing – Ordinance to Delay Penalties and Interest upon Certain Local Taxes – Ed Daley

Dr. Daley requested he had pulled this item to inform the public that due to the recent network issues experienced by the County, the Treasurer and the Commissioner of the Revenue are requesting to extend the date for the accrual of penalties and interest until June 22, 2021.

On a motion by Mr. Mabe, seconded by Mr. Fox, and by the following vote, the Board of Supervisors authorize the advertisement of a public hearing for the adoption of an ordinance to delay penalties and interest upon certain local taxes:

Fox, Aye; Mabe, Aye; Cullers, Aye; Oates, Aye

Adjournment

Mrs. Cullers adjourned the meeting at 8:12 PM.

At a special meeting of the Board of Supervisors of Warren County held in the Warren County Government Center on April 27, 2021 at 7:00 PM.

Present: Cheryl L. Cullers, Chair (South River District); Archie A. Fox, Vice Chairman (Fork District); Tony F. Carter (Happy Creek District); Walter J. Mabe (Shenandoah District); and Delores R. Oates (North River District); also present Edwin C. Daley, Interim County Administrator; Taryn G. Logan, Deputy County Administrator; Caitlin Jordan, Senior Assistant County Attorney; Jon Martz, Director of Social Services; Keith McLiverty, Finance Director; Sherry Sours, Commissioner of the Revenue; and Emily Ciarrocchi, Deputy Clerk of the Board

Call to Order and the Pledge of Allegiance of the United States of America

Request – FY 2021-2022 Proposed Budget and 2021 Tax Rates – Ed Daley/Keith McLiverty

Dr. Daley reported the proposed budget for the County of Warren for Fiscal Year 2021-2022 is in the amount of $124,614,825 which includes County departments and the School operating fund. There are no proposed changes to the tax rates or fee structure for 2021. Also presented to the Board were the budgets for the fourteen Sanitary Districts and the budget for the School Cafeteria Fund in the amount of $2,896,000. Proposed changes in the per-lot fees for the Sanitary Districts, as recommended by the HOAs/POAs/Advisory Boards/Committees of the respective districts, are as follows:

Cedarville Heights Sanitary District

From: $250 per lot
To: $200 per lot

High Knob Sanitary District

From: $413 per unimproved lot; $667 per improved lot
To: $423 per unimproved lot; $684 per improved lot

Shannon Woods Sanitary District

From: N/A
To: $300.00 per lot

Skyland Estates Sanitary District

From: $0.325 per $100 of assessed value of unimproved lot plus $0.325 per $100 of assessed value on improvements
To: $0.35 per $100 of assessed value of unimproved lot plus $0.35 per $100 of assessed value on improvements

DRAFT

On a motion by Mrs. Oates, seconded by Mr. Mabe, and by the following vote, the Board of Supervisors adopted the proposed FY 2021-2022 budget in the amount of $124,614,825, which includes the budgets for County departments and the School Operating Fund, the 2021 tax rates as advertised, the School Cafeteria Fund in the amount of $2,896,000, and the Sanitary District tax rates and budgets as advertised:

Fox, Aye; Mabe, Aye; Cullers, Aye; Oates, Aye; Carter, Aye

ADOPTED EXPENDITURES FY 2021-2022

GENERAL FUND

GENERAL GOVERNMENT ADMINISTRATION

Board of Supervisors	179,000
County Administration	500,000
Human Resources	169,900
County Attorney	344,000
Commissioner of the Revenue	777,000
Reassessment	50,000
Treasurer	566,000
Finance and Purchasing	518,000
Elections	391,000

JUDICIAL ADMINISTRATION

Circuit Court	65,400
General District Court	24,300
Magistrates	5,800
Juvenile and Domestic Court	19,000
Clerk of Circuit Court	638,600
Law Library	54,300
Commonwealth's Attorney	1,105,200

PUBLIC SAFETY

Sheriff's Office	4,953,000
E-911 System	753,000
School Resource	766,800
Volunteer Fire and Rescue	940,000
Court Services	998,300

PUBLIC SAFETY (*continued*)

Probation	41,000
Building Inspections	618,000
Animal Control	705,800
Medical Examiner	1,000
Fire and Rescue Department	4,376,000
Cost Recovery	900,000

PUBLIC WORKS

Public Works	428,200
Streets and Highways	20,000
Refuse Collection/Disposal/Transfer Station	3,892,000
General Services	1,396,000

HEALTH AND WELFARE

Health	382,412
Social Services	5,045,779
Other Social Services	142,500
Children's Services Act	1,785,000

EDUCATION

Public Schools - Local Appropriation	27,720,000

REGIONAL PARTNERSHIPS

Lord Fairfax Community College	41,368
Northwestern Community Services	342,746
Juvenile Detention Facility	344,769
Rappahannock-Shenandoah-Warren (RSW) Regional Jail	3,464,967

PARKS, RECREATION AND CULTURAL

Parks and Recreation Administration/Programs/Maintenance	2,486,100
Library, Museum, Cultural Enrichment	1,018,100

COMMUNITY DEVELOPMENT	
Planning and Zoning Administration	473,000
Economic Development	3,197,500
Front Royal/Warren County Airport	220,000
Environmental Management	18,500
VPI Extension Service	121,000
NON-DEPARTMENTAL	1,884,000
CAPITAL OUTLAY	2,779,408
TRANSFER TO DEBT SERVICE FUND	11,846,251
TOTAL EXPENDITURES - GENERAL FUND	88,390,000
REVENUE:	
From Local Sources - Property Taxes	57,980,001
From Local Sources - Other	20,513,900
From the Commonwealth	7,393,048
From the Federal Government	2,503,051
TOTAL REVENUE - GENERAL FUND	88,390,000
SCHOOL OPERATING FUND	
Instruction	48,947,371
Administration, Attendance, and Health	2,836,279
Pupil Transportation	2,818,962
Operations and Maintenance	6,627,383
Debt Service and Fund Transfers	614,253
Technology	1,949,722
Contingency Reserves	150,859
TOTAL EXPENDITURES - SCHOOL OPERATING FUND	63,944,829
REVENUE:	
From Local Sources	659,478
From the County General Fund	27,720,000
From the Commonwealth	32,906,829
From the Federal Government	2,658,522
TOTAL REVENUE - SCHOOL OPERATING FUND	63,944,829

SCHOOL CAFETERIA FUND

Operating Expenses	2,896,000
REVENUE:	
From Local - Cafeteria Fees	1,265,200
From the Commonwealth	53,000
From the Federal Government	1,577,800
TOTAL REVENUE - SCHOOL CAFETERIA FUND	2,896,000

ADOPTED TAX RATES

	Approved Calendar Year 2020	Adopted Calendar Year 2021
Real Estate	$0.655	$0.655
Tangible Personal Property	$4.00	$4.00
Tangible Personal Property-Business Furniture and Fixtures/Equipment	$4.00	$4.00
Tangible Personal Property Volunteer Fire & Rescue Squad Members	$2.00	$2.00
Tangible Personal Property - Aircraft	$0.75	$0.75
Machinery and Tools	$2.05	$2.05
Contract Carrier	$2.05	$2.05
Manufactured Homes	$0.655	$0.655

ADOPTED FY 2021-2022 SANITARY DISTRICT BUDGETS

Blue Mountain Sanitary District

Contract Payments for Road Maintenance, Snow Removal, VDOT Revenue Sharing Project, and Administrative and Miscellaneous Expenses	153,665

Cedarville Heights Sanitary District

Contract Payments for Snow Removal and Administrative and Miscellaneous Expenses	12,500

High Knob Sanitary District

Contract Payments for Road Maintenance, Snow Removal, Repairs, and Administrative and Miscellaneous Expenses	385,478

ADOPTED FY 2021-2022 SANITARY DISTRICT BUDGETS (*continued*)

Lake Front Royal Sanitary District	
Contract Payments for Road Maintenance, Snow Removal, VDOT Revenue Sharing Project, and Administrative and Miscellaneous Expenses	137,053
Linden Heights Sanitary District	
Contract Payments for Road Maintenance, Snow Removal, and Administrative and Miscellaneous Expenses	29,963
Osprey Lane Sanitary District	
Contract Payments for Road Maintenance, Snow Removal, and Administrative and Miscellaneous Expenses	9,180
Riverside Sanitary District	
Contract Payments for Road Maintenance, Snow Removal, and Miscellaneous Expenses	3,480
Shangri-La Sanitary District	
Contract Payments for Road Maintenance, Snow Removal, FEMA Loan, Rural Addition Loan, and Administrative and Miscellaneous Expenses	9,144
Shannon Woods Sanitary District	
Contract Payments for Snow Removal and Administrative and Miscellaneous Expenses	3,906
Shenandoah Farms Sanitary District	
Contract Payments for Road Maintenance, Snow Removal, VDOT Revenue Sharing Project, Maintenance of Community Common Areas, VML-VACo Payment, and Administrative and Miscellaneous Expenses	811,834
Shenandoah Shores Sanitary District	
Contract Payments for Road Maintenance, Snow Removal, and Administrative and Miscellaneous Expenses	277,000
Skyland Estates Sanitary District	
Contract Payments for Road Maintenance, Snow Removal, and Administrative Expenses	235,511
South River Estates Sanitary District	
Contract Payments for Road Maintenance, Snow Removal, and Administrative Expenses	17,689
Wildcat Drive Sanitary District	
Contract Payments for Road Maintenance, Snow Removal, and Administrative Expenses	14,940

ADOPTED SANITARY DISTRICT TAX RATES

(tax on lots in existence as of January 1, 2021)	Approved Tax Rates – 2020	Adopted Tax Rates – 2021
Blue Mountain	$65.00 per lot plus $0.24 per $100 of assessed value on improvements	$65.00 per lot plus $0.24 per $100 of assessed value on improvements
Cedarville Heights	$250.00 per lot	$200.00 per lot
High Knob	$413.00 per unimproved lot; $667.00 per improved lot	$423.00 per unimproved lot; $684.00 per improved lot
Lake Front Royal	$345.00 per lot plus $0.05 per $100 of assessed value on improvements	$345.00 per lot plus $0.05 per $100 of assessed value on improvements
Linden Heights	$375.00 per lot	$375.00 per lot
Osprey Lane	$100 per unimproved lot; $1,000 per improved lot	$100 per unimproved lot; $1,000 per improved lot
Riverside	$60.00 per lot plus $0.12 per $100 of assessed value on improvements	$60.00 per lot plus $0.12 per $100 of assessed value on improvements
Shangri-La	$385.00 per lot	$385.00 per lot
Shannon Woods	N/A	$300.00 per lot
Shenandoah Farms	$350.00 per lot	$350.00 per lot
Shenandoah Shores	$120.00 per lot plus $0.20 per $100 of assessed value on improvements	$120.00 per lot plus $0.20 per $100 of assessed value on improvements
Skyland Estates	$0.325 per $100 of assessed value of unimproved lot plus $0.325 per $100 of assessed value on improvements	$0.35 per $100 of assessed value of unimproved lot plus $0.35 per $100 of assessed value on improvements
South River Estates	$300.00 per lot plus $0.05 per $100 of assessed value on improvements	$300.00 per lot plus $0.05 per $100 of assessed value on improvements
Wildcat Drive	$150.00 per unimproved lot; $400.00 per improved lot	$150.00 per unimproved lot; $400.00 per improved lot

Request – Adoption of Resolution to Set Percentage of Tax Relief for Personal Property (Motor Vehicles) for 2021 Tax Year – Ed Daley/Sherry Sours

Sherry Sours, Commissioner of the Revenue, reported pursuant to Section 160-109 of the Warren County Code, adopted in compliance with the State Appropriations Act, it is necessary for the Board of Supervisors annually to set the percentage of personal property tax relief for motor vehicle owners within the County. This is part of the "no Car Tax" legislation adopted by the General Assembly years ago. The legislature has established a cap on the reimbursements it makes to localities and has required each locality to set this percentage as a means of providing for the reimbursement to the locality for the reduction in this tax. Commissioner of the Revenue Sherry T. Sours has calculated that the rate for the 2021 tax year should be 35%.

On a motion by Mr. Mabe, seconded by Mr. Fox, and by the following vote, the Board of Supervisors approved and adopted the proposed Resolution to Set a Percentage of Tax Relief for the 2021 Tax Year at a Level of 35% that is Anticipated to Exhaust Personal Property Tax Relief Funds Provided to Warren County by the Commonwealth of Virginia as Authorized by Warren County Code Section 160-109:

Carter, Aye; Oates, Aye; Cullers, Aye; Mabe, Aye; Fox, Aye

RESOLUTION OF THE BOARD OF SUPERVISORS OF WARREN COUNTY TO SET A PERCENTAGE OF TAX RELIEF FOR THE 2021 TAX YEAR AT A LEVEL THAT IS ANTICIPATED TO EXHAUST PERSONAL PROPERTY TAX RELIEF FUNDS PROVIDED TO WARREN COUNTY BY THE COMMONWEALTH OF VIRGINIA AS AUTHORIZED BY WARREN COUNTY CODE SECTION 160-109

WHEREAS, the Personal Property Tax Relief Act of 1998, Va. Code 58 .1-3523 et seq. ("PPTRA"), has been substantially modified by the enactment of Chapter 1 of the Acts of Assembly, 2004 Special Session I (Senate Bill 5005), and the provisions of Item 503 of Chapter 951 of the 2005 Acts of Assembly (the 2005 revisions to the 2004-06 Appropriations Act, hereinafter cited as the "2005 Appropriations Act"); and

WHEREAS, these legislative enactments require the County of Warren to take affirmative steps to implement these changes, and to provide for the computation and allocation of relief provided pursuant to the Personal Property Tax Relief Act as revised; and

WHEREAS, these legislative enactments provide for the annual appropriation of the County of Warren, of a fixed sum to be used exclusively for the provision of tax relief to owners of qualifying personal use vehicles that are subject to the personal property tax on such vehicles, which the County of Warren has authorized to be accomplished by resolution of the Board of Supervisors of Warren County by the enactment of Warren County Code Section 160-109 on April 18, 2006.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors that qualifying vehicles obtaining situs within the County of Warren during tax year 2021 shall receive personal property tax relief in the following manner:

Personal use vehicles valued at $1,000 or less will be eligible for 100% tax relief;

Personal use vehicles valued at $1,001 to $20,000 will be eligible for 35% tax relief;

Personal use vehicles valued at $20,001 or more shall only receive 35% tax relief on the first $20,000 of value; and

All other vehicles which do not meet the definition of "qualifying" (business use vehicles, farm use vehicles, motor homes, etc.) will not be eligible for any form of tax relief under this program.

In accordance with said Item 503.D.1, the entitlement to personal property tax relief for qualifying vehicles for tax year 2005 and all prior tax years shall expire on September 1, 2006. Supplemental assessments for tax years 2005 and prior that are made on or after September 1, 2006, unless determined to be of no fault of the taxpayer, shall be deemed 'non-qualifying' for purposes of state tax relief, and the local share due from the taxpayer shall represent 100% of the tax assessable.

Adjournment

Mrs. Cullers adjourned the meeting at 7:05 PM.

At a regular meeting of the Board of Supervisors of Warren County held in the Warren County Government Center on May 4, 2021 at 9:00 AM.

Present: Cheryl L. Cullers, Chair (South River District); Archie A. Fox, Vice Chairman (Fork District); Tony F. Carter (Happy Creek District); Walter J. Mabe (Shenandoah District); and Delores R. Oates (North River District); also present were Edwin C. Daley, Interim County Administrator; Taryn G. Logan, Deputy County Administrator; Jason J. Ham, Interim County Attorney; Mike Berry, Public Works Director; Mark Butler, Sheriff; Michael Coffelt, Sanitary District Manager; Shelley Hayes, Senior Office Associate; and Alex Bridges, Northern Virginia Daily

Adoption of Agenda

On a motion by Mr. Mabe, seconded by Mr. Fox, and by the following vote, the Board of Supervisors adopted the agenda as presented:

Carter, Aye; Oates, Aye; Cullers, Aye; Mabe, Aye; Fox, Aye

Presentation – Resolutions of Appreciation for Information Technology (IT) Support

On a motion by Mr. Mabe, seconded by Mr. Fox, and by the following vote, the Board of Supervisors adopted the proposed resolutions of appreciation for the Warren County Public Schools Department of Information Technology and the Frederick County Department of Information Technology:

Fox, Aye; Mabe, Aye; Cullers, Aye; Oates, Aye; Carter, Aye

RESOLUTION OF THE BOARD OF SUPERVISORS OF WARREN COUNTY IN APPRECIATION OF INFORMATION TECHNOLOGY SUPPORT SERVICES

WHEREAS, the County of Warren, like many other localities around the country, was the victim of a cybersecurity incident in March 2021; and

WHEREAS, it was necessary to assess the impact of the incident and work with law enforcement and the cyber insurance provider; and

WHEREAS, a cybersecurity forensics team was engaged to investigate this incident as well as system, network, and software engineers to restore services, bolster cybersecurity, and build out the County's information technology (IT) infrastructure; and

WHEREAS, Warren County had a limited amount of staff available to complete this work; and

DRAFT

WHEREAS, this team was supplemented by staff from the Frederick County Department of Information Technology who volunteered their time for Warren County.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of the County of Warren, Virginia extends its sincere gratitude and appreciation to Scott Varner, Patrick Fly, Samuel Cheshire, Andrew Farrar, Jose Truijillo and Harry Gilford from the Frederick County Department of Information Technology for the time they each volunteered and the expertise they provided to assist a neighboring jurisdiction.

RESOLUTION OF THE BOARD OF SUPERVISORS OF WARREN COUNTY IN APPRECIATION OF INFORMATION TECHNOLOGY SUPPORT SERVICES

WHEREAS, the County of Warren, like many other localities around the country, was the victim of a cybersecurity incident in March 2021; and

WHEREAS, Tim Grant and his staff quickly took action to manage he potential effects stemming from the incident and began working with law enforcement and the County's cyber insurance provider; and

WHEREAS, a cybersecurity forensics team was engaged to investigate this incident as well as system, network, and software engineers to restore services, bolster cybersecurity, and build out the County's information technology (IT) infrastructure; and

WHEREAS, this team was supplemented by staff from the Warren County Public Schools Department of Information Technology; and

WHEREAS, the staff from the Warren County Public Schools Department of Information Technology has worked tirelessly for two months to restore and upgrade the information technology services of Warren County.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of the County of Warren, Virginia extends its sincere appreciation to Tim Grant, Chris German, and Jesse Budd from the Warren County Public Schools Department of Information Technology for their time and dedication; and

BE IT FURTHER RESOLVED that the Board of Supervisors also appreciates the continuing hard work of these individuals to restore complete functionality to all County employees, including the migration of County servers to a cloud-based system.

Public Comment Period (60 Minute Time Limit)

Pat Payne, 196 Jonathan Road, Linden, added her thanks to the IT staff for their response to the server issues with the County. She also noted her dismay that the rezoning request of Dudding Commercial Development, LLC, is slated to be reconsidered. She does not

believe that a commercial development at the bottom of Apple Mountain, specifically a gas station that offers a chance of groundwater pollution, is a good use of the property. The increase to the County revenue will not be positively impacted as much as the Board thinks it will by this development. She is also concerned that the proposed Sheetz will not only impact the amount of water available for the residents on the mountain, but the traffic associated with the development may also affect the response times of emergency personnel.

There were no further presentations from the public.

Report – Virginia Department of Transportation – Ed Carter

Ed Carter, Residency Administrator with the Virginia Department of Transportation (VDOT), presented the following report to the Board:

Maintenance:

- Completed sweeping the bridges and intersections of build up from winter operations
- Demobilized and cleaned up snow removal equipment. Graded and applied stone to various non-hard surfaced roads and will continue in May
- Repaired potholes on various routes and asphalt repaired failed areas along Route 522 North; will continue with asphalt patching this month
- Cleaned up downed trees and debris along various routes and will continue with tree trimming this month
- Will be doing shoulder repairs at various locations and begin the first cycle of mowing
- Will be bringing in a contractor for pipe flushing operations on clogged pipes and begin the first round of ditching operations
- GEI will be replacing a pipe and repairing a soft spot on Route 340
- Picked up litter bags collected by RSW Regional Jail crews and will continue to collect bags gathered this month

Board Issues:

- Happy Creek Road project is beginning construction, and some flagging operations will be necessary, which could cause some minor delays. The road will not be closed until school is out, and buses will be given priority during flagging operations.
- Proposed school parking area on Apple Manor Drive is in limbo because of extended Limited Access Right of Way.
- Traffic Engineering is studying a proposed remarking of Route 340 at Rivermont Drive (Route 619).

Supervisor Carter asked about the timeframe for completing the commuter parking lot on Route 55 across from The Apple House, and Mr. Carter said he did not know but that he would find out. Supervisor Carter also noted the recent high winds in the County had knocked down some trees, and Mr. Carter replied that VDOT has crews going around now to remove the trees that have fallen in VDOT right-of-way. However, VDOT cannot remove fallen trees or branches from utility lines due to liability concerns with the power and cable companies.

Mrs. Oates asked who citizens should call if they see a tree that may soon fall on a power line, and Mr. Carter said VDOT could go out to check the area. If the tree is still upright and on VDOT right-of-way but looks like it may fall onto a power line, one of their contractors can remove it, but if it has already fallen on the line, the utility company would need to be called.

Mrs. Cullers said a few of her constituents were wondering if a pedestrian sign could be placed on Gooney Manor Loop due to the number of people walking along the road, and Mr. Carter responded that VDOT receives this type of request quite often. He noted, with respect, that VDOT does not build roads for people to walk on; they try to provide pedestrian paths where appropriate that are off the roadway. He is hesitant to put pedestrian warning signs on roadways because it often gives pedestrians a false sense of security.

Report – Virginia Cooperative Extension (VCE) Office – Stacy Swain

Stacy Swain, 4-H Youth Development Educator, presented the VCE report to the Board and highlighted the following points:

- For the Agricultural and Natural Resources division: facilitated the 2021 Commercial Pesticide Applicator Recertification Program, which was online this year; continued to work on raising public awareness about the Spotted Lanternfly invasive species; and worked on the State Beef Quality Assurance program and Youth for the Quality Care of Animals certification program
- For the Family and Consumer Sciences division: continued providing "Coping with a Money Crunch" webinars; provided Quick Money Chats volunteer training; and developed a monthly statewide newsletter called "Buzz, Body & Bites" that provides news and trends related to nutrition and wellness
- For the 4-H Youth Development division: conducted a virtual 4-H camp in January that had 31 youths participate; hosted a virtual Skyline Stockman's Contest; and is working on planning the 4-H camp for this summer, which will hopefully be in person

Mrs. Cullers asked if Corey Childs, Extension Agent, could deliver a presentation to the Board on the Spotted Lanternfly, and Ms. Swain said she would relay the request to Mr. Childs.

Reports – Board Members, Interim County Administrator, Interim County Attorney

Mr. Carter reported the following:

- Asked if Mike Berry, Public Works Director, was contacted regarding the sludge concerns at the Transfer Station before or after Dr. Daley contacted the Sheriff, and Dr. Daley responded he reached out to them both simultaneously; he said he and the public expect a full accounting of this occurrence

Mr. Fox reported the following:

- Attended a Sanitary District Advisory Committee meeting recently

Mr. Mabe reported the following:

- Visited the Chamber of Commerce and discussed County and Town awareness on a variety of issues
- Attended virtual training for two days through the Virginia Association of Counties
- Attended the Broadband Committee meeting on April 29th

Mrs. Oates reported the following:

- Attended an expansion ribbon cutting at Auto Care Clinic on April 22nd where Bill, the owner, was very complimentary of his experience with the Building Inspections and Planning Departments throughout the expansion process
- Commended Sheriff Butler on a recent article in the Washington Post regarding Sheriff's Deputies and nurses distributing vaccines to homebound seniors
- Joint Tourism Committee continues to meet and move forward with several campaigns

Mrs. Cullers reported the following:

- Attended the Broadband Committee meeting on April 29th and welcomed new member Vicky Cook, who has experience with grant writing
- Attended the Fire Chiefs Committee meeting and encouraged citizens to volunteer with their local fire station
- Participated in active shooter training at the new Warren Memorial Hospital and thanked Rick Farrall for his efforts in coordinating and conducting that training
- Wished all the moms in the community a Happy Mother's Day

Dr. Daley reported the following:

- Will have an update on meals and lodging tax revenues at the May 18th meeting, and he is pleased to report that this past month is the largest month on record for meals tax revenues

- The 2023 General Reassessment begins on July 1st, and two potential firms will be presenting to the Board at the work session on May 11th
- Still working on resolving all the server and technology issues
- There is still an excess amount of trash and debris being discarded at convenience sites after hours, and Mr. Berry will be in communication with the Sheriff's Office regarding this matter

Consent Agenda

1. Appropriation Resolution for FY 2021-2022 – Keith McLiverty/Ed Daley
2. Removed for further discussion
3. Festival Permit Request of the Homesteaders of America – Joe Petty
4. Resolution Regarding Old Dominion Court Services – Kim Chmura/Emily Ciarrocchi
5. Request to Approve a Grant from the Virginia Department of Aviation – Caitlin Jordan
6. ~~Amended Agreement for the Use of Federal CARES Coronavirus Relief Funds between the County of Warren and Town of Front Royal (Municipal Utility Relief Program) – Rick Farrall/Caitlin Jordan~~ *Postponed to the regular meeting of June 1, 2021*
7. Road Naming Request – Access Road off Gooney Manor Loop as "Present Way" – Emma Rusnak
8. Road Naming Request – Access Road off Gooney Manor Loop as "Woodlands Lane" – Emma Rusnak
9. Conditional Use Permit 2011-05-02, Modification Request to Change the Name from "Todd and Heather Lupton" to "Nichole Buckholtz and Andy Crafton" – Matt Wendling
10. Authorization to Advertise for Public Hearing – R2021-03-01, Michael and Barbara Olsen to Amend the Warren County Zoning Map and Rezone Approximately Thirty (30) +/- acres from Residential One (R-1) to Agricultural (A) – Taryn Logan
11. Authorization to Advertise for Public Hearing – Conditional Use Permit 2021-03-01, Kevin and Shannon Melton for a Short-Term Tourist Rental – Joe Petty
12. Authorization to Advertise for Public Hearing – Conditional Use Permit 2021-03-03, John and Anna Carpenter for a Short-Term Tourist Rental – Matt Wendling
13. Authorization to Advertise for Public Hearing – Conditional Use Permit 2021-03-04, Front Royal Self Storage, LLC for an Enclosed Storage Facility – Taryn Logan
14. Authorization to Advertise for Public Hearing – Conditional Use Permit 2021-03-05, Front Royal Self Storage, LLC for the Storage of Cars, Boats, and Recreational Vehicles – Taryn Logan
15. Authorization to Advertise for Public Hearing – Conditional Use Permit 2021-03-06, Jacob Foltz for a Commercial Repair Garage in Combination with a Single-Family Dwelling – Joe Petty

Dr. Daley requested the removal and postponement of item 6 due to the Amended Agreement not being the correct version, and Mrs. Cullers requested the removal of item 2 for further discussion.

On a motion by Mrs. Oates, seconded by Mr. Mabe, and by the following vote, the Board of Supervisors approved the Consent Agenda as amended:

Carter, Aye; Oates, Aye; Cullers, Aye; Mabe, Aye; Fox, Aye

APPROPRIATION RESOLUTION FOR FY 2021-2022

BE IT RESOLVED by the Board of Supervisors of the County of Warren, Virginia (the "Board") that the following appropriations be, and the same hereby are made for the period July 1, 2021 through June 30, 2022 from the funds and for the functions or purposes indicated; provided, however, that if anticipated and budgeted state or federal funds are reduced, that these appropriations shall be reduced a like amount in those categories for which the state or federal funds are designated, and, provided that if local revenues do not reach anticipated levels the Board of Supervisors may reduce the appropriations listed below;

BE IT FURTHER RESOLVED by the Board that the appropriations to the school board are appropriated by and to the major classifications in accordance with Code of Virginia Sections 22.1-94 and 22.1-115, and that such funds must be spent in accordance with such major classifications unless otherwise authorized by the Board.

GENERAL FUND, SCHOOL OPERATING FUND, AND SCHOOL CAFETERIA FUND:

Board of Supervisors	$	78,220	(P)		
		100,780	(O)		
				$	179,000
County Administration	$	470,766	(P)		
		27,734	(O)		
		1,500	(C)		
				$	500,000
Human Resources	$	150,900	(P)		
		19,000	(O)		
		0	(C)		
				$	169,900
County Attorney	$	146,444	(P)		
		197,556	(O)		
		0	(C)		
				$	344,000

Commissioner of the Revenue	$	708,647	(P)		
		39,950	(O)		
		28,403	(C)		
				$	777,000
Reassessment	$	50,000	(O)		
				$	50,000
Treasurer	$	463,750	(P)		
		99,400	(O)		
		2,850	(C)		
				$	566,000
Finance and Purchasing	$	500,404	(P)		
		13,256	(O)		
		4,340	(C)		
				$	518,000
Elections	$	259,009	(P)		
		109,841	(O)		
		22,150	(C)		
				$	391,000
JUDICIAL ADMINISTRATION					
Circuit Court	$	63,650	(P)		
		900	(O)		
		850	(C)		
				$	65,400
General District Court	$	19,300	(O)		
		5,000	(C)		
				$	24,300
Magistrates	$	5,400	(O)		
		400	(C)		
				$	5,800
Juvenile and Domestic Court	$	8,500	(O)		
		10,500	(C)		
				$	19,000
Clerk of Circuit Court	$	564,280	(P)		
		67,132	(O)		
		7,188	(C)		
				$	638,600

Law Library	$	44,763	(P)		
		9,537	(O)		
				$ 54,300	

Commonwealth's Attorney	$	1,076,900	(P)		
		26,300	(O)		
		2,000	(C)		
				$ 1,105,200	

PUBLIC SAFETY					
Sheriff's Office	$	4,094,198	(P)		
		583,470	(O)		
		275,332	(C)		
				$ 4,953,000	

E-911 System	$	504,273	(P)		
		149,017	(O)		
		99,710	(C)		
				$ 753,000	

School Resource	$	766,400	(P)		
		400	(O)		
				$ 766,800	

Volunteer Fire and Rescue		940,000		$ 940,000	(O)

Court Services	$	976,124	(P)		
		21,176	(O)		
		1,000	(C)		
				$ 998,300	

Probation	$	0	(P)		
		41,000	(O)		
				$ 41,000	

Building Inspections	$	529,550	(P)		
		86,950	(O)		
		1,500	(C)		
				$ 618,000	

Animal Control	$	276,088	(P)		
		382,712	(O)		
		47,000	(C)		
				$ 705,800	

Medical Examiner		1,000	$	1,000	(O)

Fire and Rescue Department	$	4,048,538	(P)		
		227,462	(O)		
		100,000	(C)		
				$ 4,376,000	

Cost Recovery	$	900,000	(O)		
				$ 900,000	

PUBLIC WORKS					
Public Works/Sanitary Districts	$	342,149	(P)		
		38,051	(O)		
		48,000	(C)		
				$ 428,200	

Streets and Highways	$	6,000	(P)		
		14,000	(O)		
				$ 20,000	

Refuse Collection	$	336,477	(P)		
		666,023	(O)		
		9,500	(C)		
				$ 1,012,000	

Refuse Disposal	$	288,708	(P)		
		2,530,292	(O)		
		61,000	(C)		
				$ 2,880,000	

General Services	$	573,857	(P)		
		753,200	(O)		
		68,943	(C)		
				$ 1,396,000	

HEALTH AND WELFARE					
Health		382,412		$ 382,412	(O)

Social Services		5,045,779		$ 5,045,779	(O)

Other Social Services		142,500		$ 142,500	(O)

Children's Services Act	$	73,593	(P)		
		1,711,407	(O)		
				$ 1,785,000	

EDUCATION					
Public Schools					
Instruction	$	48,947,371	(O)		
Administration, Attendance, and Health		2,836,279	(O)		
Pupil Transportation		2,818,962	(O)		
Operations and Maintenance		6,627,383	(O)		
Debt Service and Fund Transfers		614,253	(O)		
Technology		1,949,722	(O)		
Contingency Reserves		150,859	(O)		
				$ 63,944,829	
Public Schools - School Food Services and Other Noninstructional Operations (Cafeteria Fund)				$ 2,896,000	(O)
REGIONAL PARTNERSHIPS					
Lord Fairfax Community College		41,368		$ 41,368	
Northwestern Community Services		342,746		$ 342,746	
Juvenile Detention Facility		344,769		$ 344,769	
RSW Regional Jail		3,464,967		$ 3,464,967	
PARKS, RECREATION AND CULTURAL					
Parks and Recreation	$	1,785,627	(P)		
		630,850	(O)		
		69,623	(C)		
				$ 2,486,100	
Library Museum Cultural Enrichment		1,018,100		$ 1,018,100	(O)
COMMUNITY DEVELOPMENT					
Planning and Zoning Administration	$	402,185	(P)		
		61,315	(O)		
		9,500	(C)		
				$ $473,000	
Economic Development		3,197,500		$ 3,197,500	(O)
Front Royal/Warren County Airport	$	21,000	(P)		
		127,535	(O)		
		71,465	(C)		
				$ 220,000	

Environmental Management		18,500		$ 18,500	(O)

VPI Extension Service	$	113,105	(P)		
		7,895	(O)		
				$ 121,000	

Non-Departmental	$	756,300	(P)		
		1,127,700	(O)		
				$ 1,884,000	

CAPITAL OUTLAY	$	2,779,408
TRANSFER TO DEBT SERVICE	$	11,846,251

GRAND TOTAL	**$**	**128,630,829**

Blue Mountain Sanitary District	$	153,665	(O)
Cedarville Heights Sanitary District	$	12,500	(O)
High Knob Sanitary District	$	385,478	(O)
Lake Front Royal Sanitary District	$	137,053	(O)
Linden Heights Sanitary District	$	29,963	(O)
Osprey Lane Sanitary District	$	9,180	(O)
Riverside Sanitary District	$	3,480	(O)
Shangri-La Sanitary District	$	9,144	(O)
Shannon Woods Sanitary District	$	3,906	(O)
Shenandoah Farms Sanitary District	$	811,834	(O)
Shenandoah Shores Sanitary District	$	277,000	(O)
Skyland Estates Sanitary District	$	235,511	(O)
South River Estates Sanitary District	$	17,689	(O)
Wildcat Drive Sanitary District	$	14,940	(O)

RESOLUTION OF THE BOARD OF SUPERVISORS OF WARREN COUNTY PROVIDING FOR THE IMPLEMENTATION OF THE COMPREHENSIVE COMMUNITY CORRECTIONS ACT FOR LOCAL RESPONSIBLE OFFENDERS, THE PRETRIAL SERVICES ACT, AND THE ESTABLISHMENT OF THE OLD DOMINION COMMUNITY CRIMINAL JUSTICE BOARD

WHEREAS, the Virginia General Assembly has adopted legislation entitled the Comprehensive Community Corrections Act for Local Responsible Offenders, Article 9 (Section 9.1-173 et seq.) of the Code of Virginia and the Pretrial Services Act, Article 5 (Section 19.2-152.2 et seq.) of the Code of Virginia, both of which were effective July 1, 1995; and

WHEREAS, Sections 9.1-174 and 19.2-152.2 of the Code of Virginia require counties and cities approved for a jail project pursuant to Section 53.1-82.1 to develop and establish services in accordance with both Acts; and

WHEREAS, Sections 9.1-178 and 19.2-152.5 of the Code of Virginia require that each county and city establishing and operating local community-based probation and pretrial services establish a Community Criminal Justice Board, and in the case of multi-jurisdictional efforts, that each jurisdiction mutually agree upon the number of appointments to said board.

THEREFORE, BE IT RESOLVED by the Warren County Board of Supervisors that the County of Warren jointly agrees with the Counties of Clarke, Page, and Frederick and the City of Winchester to implement the services and programs required by the Comprehensive Community Corrections Act for Local Responsible Offenders and the Pretrial Services Act with, pursuant to Section 9.1-183, the County of Frederick acting as the administrator and fiscal agent on behalf of the participating localities.

BE IT FURTHER RESOLVED that the County of Warren establishes the Old Dominion Community Criminal Justice Board; that said board shall fulfill its responsibilities pursuant to Section 9.1-180; and shall be composed of the following members, pursuant to Section 9.1-178 of the Code of Virginia.

- One representative of the governing bodies of each participating jurisdiction,
- A circuit court judge representing the 26th Judicial Circuit(s) as agreed upon by the judge of said circuit,
- A judge of general district court, representing the 26th Judicial District(s) as agreed upon by said judges of the district,
- A judge of the juvenile and domestic relations district court representing the 26th Judicial District(s) as agreed upon by the said judges of the district,
- The Chief Magistrate,
- A Commonwealth's Attorney representing all the Commonwealth's Attorneys of the participating jurisdictions,
- A public defender where available in the participating localities and/or an attorney experienced in the defense of criminal matter s who are current members of the Virginia State Bar,
- A sheriff or, where available, the regional jail administrator responsible for jail(s) serving the jurisdictions involved in local pretrial and community-based probation services,
- A Chief of Police or a Sheriff in a jurisdiction not served by a police department to represent all law enforcement agencies of the participating jurisdictions,
- A Community Services Board Administrator representing all agencies providing such services to participating jurisdictions, and
- A representative of local adult education representing all agencies providing such services to participating jurisdictions.

BE IT FURTHER RESOLVED that this resolution supersedes and replaces all prior resolutions approve by the locality relating to the establishment of required services and the formation of the Old Dominion Community Criminal Justice Board; and

BE IT FINALLY RESOLVED that the County of Warren appoints the Commonwealth's Attorney as its governing body representative to begin May 4, 2021 and extend until further amendment.

Approval of Health and Dental Insurance Rates – Ed Daley/Ed White

Mrs. Cullers wanted to be clear about the equity between the offerings provided by United and what County employees currently have with Anthem. Ed White with McGriff Insurance confirmed the providers and rates are much the same with both United and Anthem. They performed an apples-to-apples benefit comparison to make sure the proposed insurance carrier matched the current benefits of Anthem. There was additional discussion regarding the costs of generic versus specialty medications under the new insurance provider.

On a motion by Mrs. Oates, seconded by Mr. Mabe, and by the following vote, the Board of Supervisors approved United Healthcare as the County's health and dental insurance carrier at the rates presented for FY 2021-2022:

Fox, Aye; Mabe, Aye; Cullers, Aye; Oates, Aye; Carter, Aye

Authorization to Advertise for Public Hearing – Reconsideration of Rezoning Request R2020-10-01 for Dudding Commercial Development, LLC – Tony Carter

Mr. Carter asked if there had been a date slated for this public hearing, and Taryn Logan, Deputy County Administrator, replied staff was considering Tuesday, May 25, 2021 as the proposed date.

Mrs. Oates wanted to be sure this request was being reconsidered within the proper timeframe, and Jason Ham, Interim County Attorney, confirmed any member who votes on the prevailing side of a motion may bring the motion back for reconsideration once per calendar year.

Mr. Mabe asked what had changed since the original public hearing in February for Mr. Carter to want the request to be reconsidered. Mr. Carter said he wanted to revisit it primarily because of the bus stop concerns for the residents of Apple Mountain.

On a motion by Mr. Carter, seconded by Mr. Fox, and by the following vote, the Board of Supervisors authorized staff to advertise for a public hearing at 7:00 PM on Tuesday, May 25, 2021 so that the Board of Supervisors may hear comments from members of the public

regarding Rezoning Request R2020-10-01 for Dudding Commercial Development, LLC, prior to the possible reconsideration of such Rezoning Request by the Board:

Carter, Aye; Oates, Aye; Cullers, Aye; Mabe, No; Fox, Aye

Closed Session – Virginia Freedom of Information Act

On a motion by Mrs. Oates, seconded by Mr. Mabe, and by the following vote, the Board of Supervisors entered into a closed meeting under the provisions of Section 2.2-3711(A)(1) of the Virginia Freedom of Information Act for the discussion or consideration of the assignment, appointment, promotion, performance, demotion, salaries, and resignation of a specific public officer of the public body; she further moved that discussion be limited to the Warren County Planning Commission.

The Board also entered into a closed meeting under the provisions of Sections 2.2-3711(A)(7) and (A)(8) of the Virginia Freedom of Information Act for consultation with legal counsel pertaining to actual or probable litigation and the provision of legal advice regarding the Industrial Development Authority of the Town of Front Royal and the County of Warren, Virginia (the "EDA"), the Town of Front Royal, the *EDA vs. Jennifer McDonald, et al*., the *Town of Front Royal vs. the EDA, et al*., and other potential claims and litigation relating to other possible liabilities of the EDA and the recovery of EDA funds and assets and FOIA:

Fox, Aye; Mabe, Aye; Cullers, Aye; Oates, Aye; Carter, Aye

On a motion by Mr. Mabe, seconded by Mr. Fox, and by the following vote, the Board of Supervisors certified to the best of each member's knowledge only public business matters lawfully exempted from open meeting requirements under Sections 2.2-3711(A)(1), (A)(7), and (A)(8) of the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the meeting by the public body:

Carter, Aye; Oates, Aye; Cullers, Aye; Mabe, Aye; Fox, Aye

Additional New Business (if needed)

Mrs. Oates asked that the Board schedule a work session to consider and discuss rescheduling the regular morning meetings of the Board on the first Tuesday of each month to the evening at 7:00 PM instead.

Adjournment

Mrs. Cullers adjourned the meeting at 10:45 AM.

COUNTY OF WARREN, VIRGINIA
BOARD OF SUPERVISORS AGENDA ITEM

DATE	ITEM	SUBJECT:	PAGE
6/15/2021	Unfinished Business H	Conditional Use Permit #2021-03-03 John & Anna Carpenter *Short-Term Tourist Rental*	1 of 2

EXPLANATION & SUMMARY:

The property is located at 703 Kildare Dr. in the Shenandoah magisterial district and is identified on tax map 15L, section 1, block 1 as lot 13 and is in the Sligo Estates Subdivision.

County staff received letters from citizens and the Sligo Estates POA citing the principal reasons of concern by property owners was safety, security, and privacy for the neighborhood. During the recent public hearings, most neighbors felt that the approval of this land-use would set a precedent for Short-Term Tourist Rentals in their subdivision since many of the homes are second residences for property owners. A secondary concern was traffic and the use of their private road which they maintain and has many curves and steep embankments which could make it hazardous to those guests who are unfamiliar with it. See additional photos of Kildare Drive and entrance to subject property taken by staff.

T' applicant, Mr. Carpenter stated that the property is currently rented to a long-term renter, and he h. extended the lease to them until the process is completed. He also plans to utilize the dwelling for his own family when time permits and that he chose to continue with the CUP process to give him an additional option for Short-Term renting of the property to tourists and visitors to the area.

The Planning Commission and County Staff added conditions to address many of the initial concerns brought forth during the public hearing; reference conditions #3 thru #8. The Planning Commission found the land-use to be in accordance with intent of State law, the Comprehensive Plan and Zoning District regulations and thus moved it forward to the Board recommending approval.

At the May 18th, 2021, Board of Supervisors meeting a public hearing was held for this application which was opened and closed at that meeting. Mr. Mabe motioned, and Mrs. Oates seconded, and the Board voted unanimously to table the decision on the matter to further contemplate, review and digest comments made during the public hearing from both the applicant and the residents of Sligo Estates subdivision.

In deciding to grant a permit and conditions to be imposed, the Board of Supervisors shall take into consideration the objectives and intent of §180-63(D) and may impose reasonable conditions that shall satisfy the general standards of planning and zoning. Warren County Code Section §180-63(E) requires that specific standards for conditional uses as identified in the supplemental regulations shall also be adhered to. Some of these standards are listed below:

- The proposed use shall be such that pedestrian and vehicular traffic associated with such use will not be hazardous or in conflict with the existing and anticipated traffic in the area.
  The proposed use shall be such that it will be harmonious with and not adversely affect the use or development of neighboring properties.
- To abate or restrict noise, smoke, dust, or other elements that may affect the surrounding properties.

- To prevent such a use from changing the character and established pattern of development in the community.
- If the property is located within a subdivision governed by a homeowners' association/property owners' association, the Planning Department must receive a recommendation of approval or disapproval from the HOA/POA to operate the short-term tourist rental.
- The permit shall be reviewed by planning staff on an annual basis to ensure compliance with the performance standards listed in this section, along with all conditions placed on the conditional use permit, if applicable. Warren County may revoke a permit for repeated noncompliance with these performance standards.

After proper advertisement and a public hearing by the Planning Commission, the application was forwarded to the Board of Supervisors recommending approval with the following conditions:

1. The applicants shall comply with all Warren County Health Department regulations and requirements and the maximum number of occupants shall not exceed six (6) as determined according to the department's operational permit for a three (3) bedroom dwelling.

2. The applicants shall have the well water tested annually for e-coli and L-coliform bacteria and a copy of the results shall be submitted to the Planning and Health Departments by the end of the calendar year.

3. The shooting of firearms and hunting shall be prohibited.

4. The use of All-Terrain Vehicles (ATV), dirt bikes and similar recreational vehicles shall be prohibited on the private roads of the subdivision and on the property.

5. There shall be no discharging of fireworks.

6. There shall be no open outdoor fires, bonfires or fire pits used by guests.

7. A copy of Chapter §123 of the Warren County Code relative to noise must be provided at the Short-term Tourist Rental dwelling and included in the guest registration agreement.

8. The property boundaries, or limitations within the property's boundaries where guests are allowed, shall be clearly marked.

PROPOSED OR SUGGESTED MOTION:

I move that the Board of Supervisors approve the conditional use permit request of John and Anna Carpenter for a Short-term Tourist Rental with the conditions as recommended by the Planning Commission and staff. (List Reasons)

OR

I move that the Board of Supervisors deny the conditional use permit request of John and Anna Carpenter for a Short-term Tourist Rental (List reasons).

SUBMITTED BY:	DISPOSITION OF BOARD:	PROCESSED BY:
M t Wendling, CFM D puty Planning Director	☐ APPROVED ☐ OTHER (Describe)	

Conditional Use Permit: 2021-03-03 Short Term Tourist Rental
John and Anna Carpenter, *Current Owners/Applicants*
Staff Report for the Planning Commission & BOS
Prepared: February 25, 2021 **Revised April 8, 2021**
Staff Contact: Matt Wendling, Planner II/County Floodplain Manager MRW

SUMMARY OF REQUEST

The applicants are requesting a conditional use permit for a Short-term Tourist Rental for rental of their single-family dwelling. This property was purchased in March 2018 as a second home by the applicants who currently reside in Williamsburg, VA. They plan to rent the property to friends and tourists visiting the area in addition to their own personal use of the property. This would allow them to offset the costs of maintenance, mortgage and property taxes on this property and make improvements to the dwelling. The have hired a local resident who will assist in managing the property, rental and business details. **The Sligo Estates Citizen's Association has been notified of this request and we have received comment back from them with a list of concerns and a request to deny this application, their letter is included in your packet.**

PROPERTY INFORMATION

Property Location: 703 Kildare Dr.
Tax Map ID: #15L-1-1-13
Magisterial District: Shenandoah
Subdivision: Sligo Estates
Special Flood Hazard Area: Non-Floodzone X

Town/Village: Front Royal
Zoning: Agricultural (A)
Acres: 5.13
Existing Land Use: Single Family Dwelling

SURROUNDING ZONING DISTRICTS & USES

North: Agricultural (A) — Use: Single Family Dwelling – Mostly Wooded
South: Agricultural (A) — Use: Vacant Lot - Wooded
East: Agricultural (A) — Use: Single Family Dwelling – Mostly Wooded
West: Residential One (R-1) — Use: Single Family Dwelling – Mostly Wooded

PROPERTY HISTORY

This property has not had any previous Conditional Use Permits issued for uses in the Agricultural (A) zoning district and has no previous zoning violations. It is located on a private road in a subdivision which has a citizens association that is tasked to maintain the roads.

COMPATIBILITY WITH THE COMPREHENSIVE PLAN

The Future Land Use Map in the Comprehensive Plan identifies this area to be used for agricultural land uses which allows for a Short-term Tourist Rental by conditional use permit with the current Warren County Zoning Ordinance Section §180-21. Short-term Tourist Rentals provide transient lodging taxes to the County and are typically used by tourists visiting the area. This use complies with Chapter 6: Economic Development chapter, Goal V and the promotion of tourism objectives of the comprehensive plan.

PROPOSAL:

A Short-Term Tourist Rental is defined by the Warren County Zoning Ordinance as, *"A single-family dwelling not attached to any other dwelling by any means and located on an individual lot that is rented for compensation for periods of less than 30 days. See § 180-56.4 for supplementary regulations pertaining to short-term tourist rentals."*

SUPPLEMENTARY REGULATIONS FOR SHORT-TERM TOURIST RENTAL (Section 180-56.4 of the Warren County Zoning Ordinance):

These regulations are as follows:

A. The owner of a dwelling unit to be used for a short-term tourist rental shall apply and receive a zoning permit and/or a conditional use permit from the Planning Department prior to utilizing the dwelling unit as a short-term rental. The permit shall be reviewed by planning staff on an annual basis to ensure compliance with the performance standards listed in this section, along with all conditions placed on the conditional use permit, if applicable. Warren County may revoke a permit for repeated noncompliance with these performance standards.

B. The maximum number of occupants in the dwelling unit shall be determined according to permit approval received by the Warren County Health Department; however the maximum number of occupants shall not exceed 10. **The Warren County Health Department approved a septic system construction permit to allow a three (3) bedroom, six (6) person occupancy, and at a 450 GPD limit. Staff will provide additional comments once information has been received from the Health Department.**

C. Parking for the use shall be located in driveways or other designated and approved parking areas. The parking of vehicles is prohibited in or along all right-of-ways and in yards. **There is sufficient parking for three vehicles in the driveway and designated parking area in the front of the dwelling.**

D. Property boundaries, or limitations within the property's boundaries where transients are allowed, must be clearly marked at all times. **The property has a landscape buffer to the south, east and west located along the property lines and the property owner will be required to post property boundaries prior to being issued a zoning permit for their business.**

E. There shall be no visible evidence of the conduct of such short-term rentals on the outside appearance of the property.

F. A fire extinguisher shall be provided and visible in all kitchen and cooking areas; smoke detectors shall be installed in all locations as identified in the Uniform Statewide Building Code, and a carbon monoxide detector must be installed on each floor in every dwelling. **A change of use to Commercial for the property dwelling and an inspection will be required to verify if it meets all Building Code requirements for fire/smoke protection and a fire extinguisher.**

G. The owner of a dwelling used for short-term tourist rentals shall give the County written consent to inspect any dwelling used for short-term rental to ascertain compliance with all of the above performance standards upon a 24 hour notice.

H. A property management plan (PMP) demonstrating how the short-term tourist rental will be managed and how impacts to neighboring properties will be minimized shall be submitted for review and approval as part of the permitting process to the Planning Department. The plan shall include local points of contact available to respond immediately to complaints, clean up garbage, manage unruly

tenants, utility issues, etc. It shall also be posted in a visible location in the short-term rental. The contact numbers shall be provided to county staff, public safety officials, and if applicable, the HOA/POA of the subdivision. The plan must be provided as a part of the rental contract. **A draft of the Property Management Plan has been submitted, will be reviewed and approved by staff and all other requirements shall need to be met prior to a certificate of zoning for the business being issued. The applicants state they have hired a local contact to manage the property.**

I. If the property is located within a subdivision governed by a Home Owners Association/Property Owners Association, the Planning Department must receive a recommendation of approval or disapproval from the HOA/POA to operate the short-term tourist rental. **This property is located within a subdivision. Sligo Estates is served by a citizens association that is charged to maintain the private roads and have submitted a letter to the Planning Commission and BOS which is included in your packets.**

J. The short-term tourist rental shall have a "land-line" with local phone service. The phone number servicing the short-term tourist rental shall be included in the property management plan.

K. The owners of the tourist rental shall provide an emergency evacuation plan for the dwelling and the neighborhood. **The applicants shall have this posted in the bedrooms and in their guest registration packet.**

L. A copy of Chapter §123 of the Warren County Code relative to noise must be provided at the short-term tourist dwelling. **The applicant shall have a copy of this in their guest registration packet and posted in a common area of the dwelling.**

M. Failure to comply with the approved conditions and/or supplemental regulations will subject the permit to revocation as described in Warren County Code Section §180-63.

N. All outdoor burning shall be in compliance with Chapter §92 of the Warren County Code.

O. There shall be a minimum of 100 feet from the short-term tourist rental to all neighboring residences. **This short-term tourist dwelling meets the setback requirements to the nearest adjacent single family dwelling which is 186' to the southeast.**

RECOMMENDED CONDITIONS:

Planning Staff is recommending the following conditions be added to this conditional use permit if the Planning Commission chooses to recommend approval of this permit to the Board of Supervisors. Please note that additional conditions may be added after all agency comments have been received, prior to the Planning Commission public hearing.

Staff recommends that, if the Planning Commission recommends approval of this application, the following conditions should be applied:

1. The applicants shall comply with all Warren County Health Department regulations and requirements and the maximum number of occupants shall not exceed six (6) as determined according to the department's operational permit for a three (3) bedroom dwelling.

2. The applicants shall have the well water tested annually for e-coli and L-coliform bacteria and a copy of the results shall be submitted to the Planning and Health Departments by the end of the calendar year.

3. **The shooting of firearms and hunting shall be prohibited.**

4. **The use of All-Terrain Vehicles (ATV), dirt bikes and similar recreational vehicles shall be prohibited on the private roads of the subdivision and on the property.**

5. **There shall be no discharging of fireworks.**

6. **There shall be no open outdoor fires, bonfires or fire pits used by guests.**

7. **A copy of Chapter §123 of the Warren County Code relative to noise must be provided at the Short-term Tourist Rental dwelling and included in the guest registration agreement.**

8. **The property boundaries, or limitations within the property's boundaries where guests are allowed, shall be clearly marked at all times.**

Cc: John and Anna Carpenter, Applicants




05/21/2021 02:56PM


05/21/2021 02:45PM


05/21/2021 02:56PM


05/21/2021 02:45PM


05/21/2021 02:46PM


05/21/2021 02:46PM


05/21/2021 02:50PM

Date: February 16, 2021

To: Warren County Planning Commission

From: John and Anna Carpenter
121 Whistling Swan Court
Williamsburg, VA 23188
540-993-0065
John.carpenter91@gmail.com

Subj: Application for Conditional Use Permit for 703 Kildare Drive, Front Royal, VA

Attachments:

a) Warren County Conditional Use Permit Application
b) Property Management Plan
c) Site Plan & Survey
d) Emergency and Evacuation Plan
e) 2020 Warren County Tax information
f) Copy of Warren County Deed
g) Record of email exchange with Sligo Estates Citizens Association

Background

John and Anna Carpenter (owners) own a home (affectionately referred to as "The Shed") at 703 Kildare Drive, Front Royal, VA. The three-bedroom, two bath home was built in 1983 in the Sligo Estates community. It sits on just over five acres, on a hillside above the Shenandoah river. The westward facing property boasts beautiful views of the Shenandoah valley, breathtaking sunsets, and a tranquil escape into nature.

The Shed is close to many of Warren County's attractions including the river, the Appalachian Trail and other hiking trails, shopping, restaurants, and wineries and breweries throughout the region. As such, this new short-term lodging options will attract tourists and generate activity for local businesses and revenue for the county.

The owners intend to make the property available for friends and tourists through services such as AirBnB. Prospective tenants will be carefully screened, evaluated and selected based on their online profile and rating, and will be informed of the property and county policies and procedures. In addition to supporting the local economy, our goal is to generate supplemental income to offset the costs of maintaining and improving the property.

The owners work and live in Williamsburg, VA, and will frequently use the property on weekends, holidays and vacations. Since the owners are not local, they have partnered with a local resident, Holly Landes (manager), who will help manage the short-term rental business.

WCCUP-000089-2021

WARREN COUNTY
CONDITIONAL USE PERMIT APPLICATION

Application Number: 2021-03-03
Date Received: 2/16/21
Fee Amount: $ 500.00
Date Paid: 2/17/21 CK# 1480

Applicant Information:

John and Anna Carpenter
Applicant Name

121 Whistling Swan Ct. Williamsburg VA 23188
Address *City* *State* *Zip*

703 Kildare Dr. Front Royal, VA 22630
Property Location for conditional use permit if Different than Applicant's Address

540-993-0065 john.carpenter911@gmail.com
Primary Contact Number *Email*

Property Owner (if same as applicant, leave blank)

Address *City* *State* *Zip*

Primary Contact Number

Respectfully request that a determination be made by the Warren County Planning Commission and Board of Supervisors on the following request for a Conditional Use Permit for the property described below.

A. Property Information:

(1) Address/Location: 703 Kildare Dr. Front Royal, VA 22630
(2) Election District: Shenandoah - 401
(3) Tax Map Number: 15 6 1 1 23
(4) Subdivision Name: Sligo Estates
(5) Total Area of Property (acres): 5.13
(6) Total Area to be Used (acres): 1
(7) Total Road Frontage (feet): 264
(8) Depth of Property (feet): 594
(9) Present Zoning: Agricultural

B. Proposed Use of Property

(1) State the proposed use(s) for the Conditional Use Permit: Short Term Tourist Rental

(2) Current land use and condition of site: Single-Family Residential

(3) Zoning of surrounding land/property: Agricultural

(4) Will development be staged? ☐ Yes ☐ No

(5) Construction Time: _____

(6) Season, days, and hours of operation: _____

(7) Will there be a sign? ☐ Yes ☑ No
(If yes, please submit a sketch of the sign(s) showing size and shape and the sign permit check list with this application.)

(8) Has there been any prior application for a conditional use permit/variance for this property? (If yes, enter the permit number and/or name, date of action, action taken by the Planning Commission, Board of Zoning Appeals and/or Board of Supervisors and a description of the request.) No.

(9) Number of full time employees: None

(10) What type of sewage disposal system will be used? ☑ Private ☐ Central ☐ Public

(11) Number of persons to be served by the sewage disposal system: _____

(12) Number of parking spaces to be provided: Regular 3 Handicap _____

(13) What is the proposed landscaping and buffering for this property? _____

C. Plans Prepared By

Name: _____

Address: _____

Telephone Number: _____

D. Environmental Information

(1) Will this proposed use adversely impact the community of the environment? (If yes, what are the adverse impact(s) and what is proposed to solve these adverse impacts?) No.

(2) Will there be any debris generated from the activity? (If yes, where and in what manner will the debris be stored and how and where will it be disposed of?) No.

(3) Will any potentially hazardous substances be used and/or stored on the property? (If yes, list the substances, their use and disposal of containers and substance residues.)
No.

(4) List any potentially hazardous emissions including, but not limited to: fumes, gases, smoke noise, liquid effluent, waste water, dust, and state what measures will be used to control these emissions. N/A.

(5) Will there be any electrical or electronic activity which will interfere with local communications or telephone, television or radio reception? (If yes, describe the type of activity and potential interference.) No.

(6) What will be the impact on traffic? No.

(7) Will exterior lighting be used? (If yes, state the number of lights and the wattage of each. A lighting plan or lighting contour map may be required to show the nearest candle power as measured at ground level. No.

The following documents and/or information are required to be submitted with the application:

☑ **An application fee of $500.00.**

Make payable to the Treasurer of Warren County. A non-refundable fee of $500.00 will be required at the time of submittal.

☑ **A Statement of Justification**

This printed or typed statement is to be addressed to the Warren County Planning Commission. It is to summarize your proposed use and highlight any aspects of the request which are not addressed in the application form. Please note, the statement is required to be on 8 ½ x 11 size paper.

☑ **A Site Plan/Survey.**

Your site plan should show the property boundaries, existing or proposed structure(s), adjacent roads, and any other pertinent information which would help outline your proposed use. A recent survey with the proposed uses/structures located on it will serve as a site plan for the purposes of this permit. The Planning Director, Planning Commission and/or the Board of Supervisors reserve the right to ask for an engineered site plan, if they deem it necessary for evaluation of the proposed conditional use permit.

☑ **Sewage Disposal and Well Site.**

Location of the existing or proposed septic system & drainfield and the well site are to be indicated on the survey or central/public connection location.

☑ **A copy of the deed to the property verifying the current ownership.**

A copy may be obtained at the Warren County Courthouse, Circuit Clerk's Office.

☑ **A statement verifying that real estate taxes have been paid.**

This may be obtained from the Treasurer's Office in Suite 800 of the Warren County Government Center.

N/A ☐ **Environmental and Community Impact Statements**

The Planning Director, the Planning Commission, and\or the Board of Supervisors reserve the right to ask for an environmental and\or community impact statements, prepared by a certified engineer or other person qualified to perform such work, if they deem it necessary for evaluation of the proposed request.

N/A ☐ **List of chemicals stored on the site**

A complete list of chemicals to be stored on the site in the form of an oath/statement for Industrial zoned properties only.

☑ **Location Map**

A map clearly legible, showing the location of the proposed project in relation to surrounding publicly maintained roads and showing the use of surrounding properties. County staff can assist in obtaining this information.

☐ **Directions to your property from the Warren County Government Center.**

_____

_____

_____

_____

_____

I/we the undersigned, do hereby respectfully agree to comply with any conditions required by the Board of Supervisors of the County of Warren, Virginia, and authorize the County personnel to go upon the property for the purpose of making site inspections. Expenses incurred in securing professional assistance in connection with the review of this application for a Conditional Use Permit, shall be charged to the applicant.

Applicant Signature — Date: Feb 16, 2021

Property Owner Signature — Date

Accepted by: _____ Date: _____

PLEASE NOTE: If the required documents are not provided and/or the application is incomplete, your application will not be placed on the Planning Commission Agenda.

NOTES

"The Shed" on the Shenandoah

703 Kildare Drive, Front Royal, VA
Owners: John and Anna Carpenter
Property Manager: Holly Landes



Property Management Plan

1. **Overview**
   - John and Anna Carpenter own a home ("The Shed") in Warren County.
   - The Shed is in the Sligo Estates community, located at 703 Kildare Drive, Front Royal, VA.
   - The owners seek to generate tourism revenue for Warren County and area businesses by providing a quaint and attractive location for short-term lodging.
   - The owners have partnered with Holly Landes to manage the short-term rental business.

2. **The Shed**
   - The three-bedroom, two-bath western facing property is set on a 5-acre plot. It is surrounded by trees and offers a private, quaint, peaceful setting.
   - The large deck affords beautiful views of the Shenandoah Valley and breathtaking sunsets.
   - The property is serviced by Rappahannock Electric Cooperative, propane is provided by Quarles Inc., internet is provided by Century Link, and water is provided by a well on-site.
   - The landline at the residence is 540xxxxxx (TBD – will be installed prior to rental).

3. **Marketing Plan**
   - The Shed will be advertised through personal communications and services such as Airbnb.
   - The owners and manager will publicize local businesses and area attractions to guests.
   - The owners and manager will seek to partner with local business to offer discounts or other incentives to encourage guests to visit attractions and businesses in the region.
   - Rental rates will vary depending the season, demand and competition.

4. **Operations**
   - The owners will personally select and approve of each guest, and will handle communications directly.
   - The manager will meet and care for guests' needs, as appropriate, and will be available to respond to issues that may arise.
   - The owners will employ a local cleaning service to clean and sanitize the home between guests.

5. **Contact Information**
   - John Carpenter: 540-993-0065, john.carpenter91@gmail.com
   - Anna Carpenter: 571-242-4598, annasjoy@gmail.com
   - Holly Landes: 540-931-5654, hollylandesdesign@gmail.com

6. **Emergency Evacuation Plan**
   - The Shed is equipped with fire extinguishers, smoke detectors, carbon monoxide detectors, and a basic first aid kit.
   - The property lines will be clearly marked.
   - See attached Emergency Information and Evacuation Plan that will be posted in the residence for guests' reference

Emergency Information & Evacuation Plan

For any medical, fire or police emergency, dial 911

Warren County Fire and Rescue: Non-emergency number: 540-636-3830

Shenandoah Farms Volunteer Fire Department: 540-837-1290

Warren County Sheriff's Department: Non-emergency number: 540-635-4128

Local Hospital and Urgent Care Clinics:

- Warren Memorial Hospital *(18 min drive via Happy Creek Rd / 10 miles)*
  1000 N. Shenandoah Ave, Front Royal, VA
  540-636-0300

- Valley Health Urgent Care Express *(19 min drive via State route 603 / 10.3 miles)*
  415A South St.,. Front Royal, VA
  540-636-0495

- Valley Health Urgent Care *(22 min drive via State route 658 / 11.5 miles)*
  65 Riverton Commons Plaza, Front Royal, VA
  540-635-0700

Fire Extinguisher: A fire extinguisher is installed in the kitchen.

Smoke Alarm: An integrated smoke alarm system is installed in the home, with detectors throughout.

Carbon Monoxide Alarm: A carbon monoxide alarm is installed.

First Aid: A First Aid kit is located in kitchen.

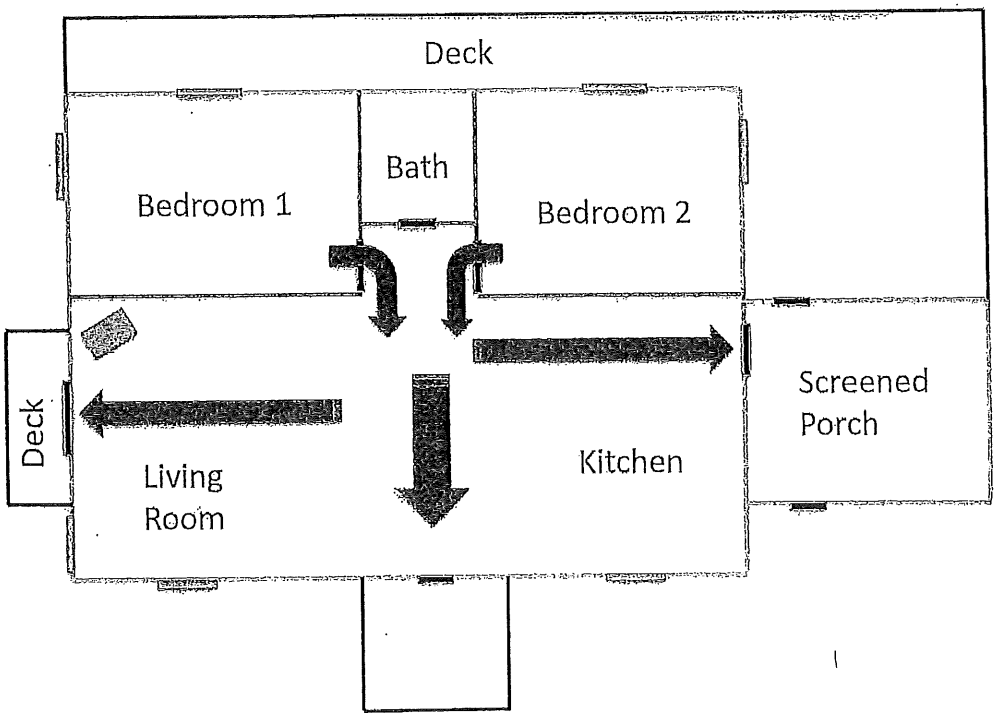
Poison Control: National Poison Control Hotline: 800-222-1222

Emergency Evacuation

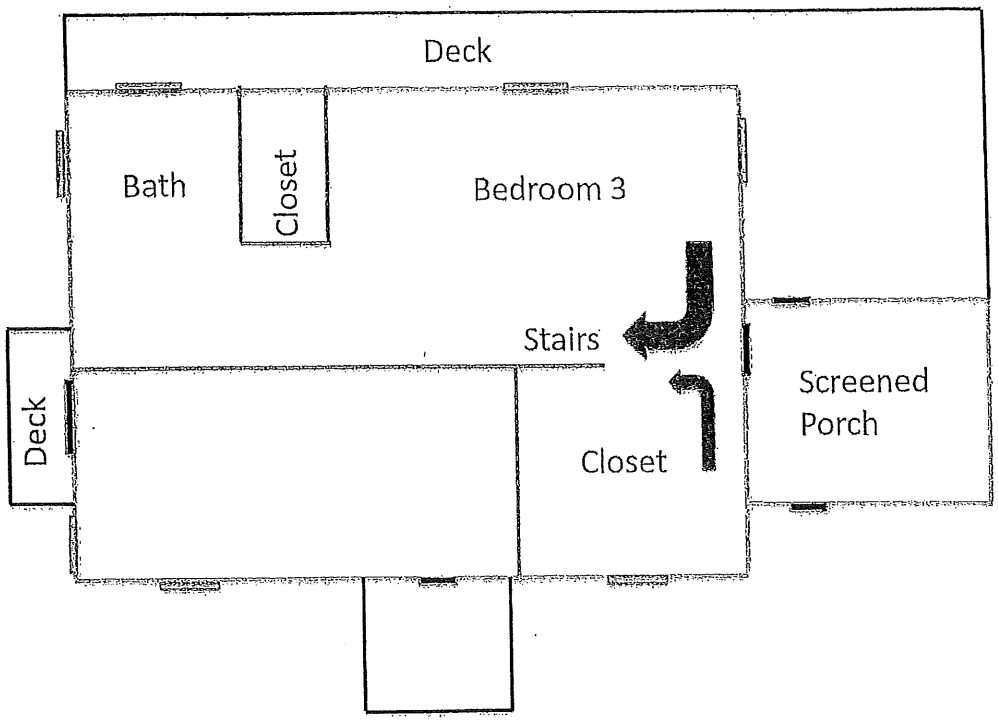
- If upstairs, evacuate down the stairs to the first level or climb down the emergency fire escape ladder located on the balcony
- Exit the home through front, deck-side, or porch-side doors.
- If outside, exit the property around either side of the deck
- To exit the property from the driveway, turn right on Kildare Dr, then left or right on State Road 638 (Blue Mountain Rd)

Inclement Weather:

- During heavy rain, pay attention to low-lying portions of Howellsville road that can flood
- An AWD or 4x4 vehicle may be needed on Kildare Drive during and after snowfall


Deck
Bedroom 1
Bath
Bedroom 2
Deck
Living
Room
Kitchen
Screened
Porch

Lower Level


Deck
Bath
Closet
Bedroom 3
Stairs
Deck
Closet
Screened
Porch

Upper Level

Lord Fairfax Health District

LORD FAIRFAX HEALTH DISTRICT

Warren County Health Department
465 West 15th Street, Suite 200
Front Royal, Virginia 22630
Tel. (540) 635-3159 ~ Fax (540) 635-9698
www.vdh.virginia.gov

VDH VIRGINIA DEPARTMENT OF HEALTH
Protecting You and Your Environment

April 20, 2021

RECEIVED
APR 26 2021
WARREN COUNTY
PLANNING DEPARTMENT

Ms. Taryn Logan, Deputy County Administrator/Planning Director
Warren County Planning and Zoning
220 North Commerce Avenue, Suite 400
Front Royal, Virginia 22630

RE: Request for comments; 2021-03-03

Dear Taryn:

I have reviewed the request for comments regarding the property at 703 Kildare Dr, Front Royal, Virginia, in Warren County, (Property identified as tax map # 15L-1-1-13), and I offer the following comments:

1. The permit for a sewage disposal system was issued on September 7, 1983 and an operation permit was issued on July 25, 2008. This system is designed to serve a two bedroom home with four occupants maximum and a 300 gallon per day design flow.

2. The property is served by a well. The well water should be tested for bacteria. If the sample result is positive, steps must be taken to correct the problem and the water should be re-tested.

3. All trash and garbage shall be placed in containers with tight-fitting lids.

4. There shall be no food service provided unless the Virginia Department of Health Food Regulations are met.

5. All Virginia Department of Health Hotel Regulations shall be met as necessary. The owners can contact our office for further information.

6. Do not connect any hot tub discharge to the sewage disposal system.

LORD FAIRFAX HEALTH DISTRICT

Lord Fairfax Health District

Warren County Health Department
465 West 15th Street, Suite 200
Front Royal, Virginia 22630
Tel. (540) 635-3159 ~ Fax (540) 635-9698
www.vdh.virginia.gov

VDH VIRGINIA DEPARTMENT OF HEALTH
Protecting You and Your Environment

Please call me at (540) 635-3159 if you have any questions.

Sincerely,

Greg Smith
Environmental Health Specialist

Natalie Lentz

From: David Beahm
Sent: Tuesday, February 23, 2021 11:53 AM
To: Natalie Lentz
Cc: Taryn Logan; Paula Fristoe
Subject: Request for Comments 2021-03-03 – John and Anna Carpenter – Conditional Use Permit for Short-Term Tourist Rental - WCCUP-000089-2021
Attachments: 2021-03-03_WCCUP_ShortTermRental.pdf

Comments 2021-03-03 – John and Anna Carpenter – Conditional Use Permit for Short-Term Tourist Rental:

- Erosion and Sediment Control Items:
  - There does not appear to being any land disturbance at this time (appears to be existing) and therefore nothing would be required. If this is not the case a normal submission would be required.

- Building Inspections Items:
  - The use of the existing dwelling(s) for a "short-term rental" would require a building permit to establish it as a transient boarding facility which is the term used by the building code for this type of use. The dwelling would receive a new Certificate of Occupancy designating as a short-term rental.
  - Given the timeframe that the structure was originally built it more than likely will require an Electrical permit to meet the building code requirements for this change.
    - This change requires that smoke detectors are installed as required by the Virginia Residential Building Code.

If anything should change in the scope additional requirements may be required.

Respectfully,

Warren County Building Inspections

David C. Beahm, CBO
Building Official

220 North Commerce A
Sui
Front Royal, VA
540/636
FAX 540/636

dbeahm@warrencountyva.net
www.warrencountyva.net

THIS MESSAGE IS INTENDED SOLELY FOR THE INDIVIDUAL(S) NAMED IN THE HEADER. THIS MESSAGE MAY CONTAIN MATERIAL THAT IS PRIVILEGED OR CONFIDENTIAL. IF YOU ARE NOT ONE OF THE INTENDED RECIPIENTS, PLEASE DO NOT READ, COPY, USE, OR DISCLOSE THIS MESSAGE TO OTHERS; PLEASE NOTIFY THE SENDER BY REPLYING TO THIS MESSAGE; AND THEN PLEASE DELETE THIS MESSAGE FROM YOUR SYSTEM. THANK YOU.

Sligo Estates
Citizen's Association, Inc

Kildare Dr. Front Royal, VA 22630

April 7, 2021

To whom it may concern,

I am writing on behalf of Sligo Estates Citizen's Association. It has been brought forth to our attention that John Carpenter, is applying for a conditional use permit for a short term rental for the address 703 Kildare Dr, Front Royal, VA 22630.

Our primary concerns for allowing a short term rental to be established is on the basis of the safety and security of the neighborhood. The Sligo Estates community is based in a wooded, mountainous location, where we face fire restrictions on a regular basis. Short term renters who may want to have a small fire (even if it's against the rules) may not be aware of a current local burn ban if they are from out of the area. This alone could prove catastrophic. The next concern would be the new influx of non-residential traffic coming into our neighborhood. The beauty of the mountain may be curiously inviting to a short term renter to take a stroll through the neighborhood and possibly into someone else's private property.

The main concern is, historically, there have been problems in the past with short term rentals in the community where parties were held. Issues that arose from those rentals were loud parties late into the night with fireworks, gun fire, bon fires, trespassing and property damage. While it may be unlikely for those events to happen, it is a higher risk without a resident present and it only takes one accident to cause potentially major problems.

Our mission of Sligo estates is to preserve the peace, value, and beauty of our neighborhood.

With careful consideration, Sligo Estates Citizens Association board has opted to oppose short term rentals at this time.

Thank you for your considerations.

With best regards,

James Sittner

Sligo Estates President

352 Kildare Dr

Front Royal, VA 22630

(540) 878 0502

WARREN COUNTY, VIRGINIA
000089 JUL -6

Sligo Estates

Reservations and Protective Covenants

July 2018

In order to promote the orderly development of the subdivision known as Sligo Estates, to conserve property values, reduce nuisances and promote the general welfare of property owners in the said subdivision, reservations and covenants have been imposed on all lots therein by declarations recorded among the land records of Warren County, Virginia in deed book 259 at page 96. Said reservations and covenants shall be deemed to be included in each lot and each item shall run with the land and shall be binding upon the owners of all lots in the subdivision with the exception of lots A, B, and C section two, which are not included in membership. "Corporation" means Sligo Estates Citizens Association, Inc. replacing Waterford Estates Inc.

Sligo Estates Citizens Association, Inc. is the association and is so referred to herein.

1) Said lots shall be used only for residential purposes. No activity shall be conducted on said lots or in any building thereon which may constitute or become an annoyance or nuisance or disturb the peace of the subdivision.
2) No lot shall be subdivided or its boundaries redrawn to less than five acres. Lots consolidated as shown in the Warren County Commissioner of Revenue's land records will be recognized as consolidated by the association.
3) No lot accessed by the private roads of Sligo Estates less than five acres in size shall have improvements of any kind constructed.
4) No building, or portion thereof, shall be constructed within thirty-five (35) feet of the front or side boundary lines. When two or more lots have been acquired as a single building site, the side boundary lines refer only to those bordering the adjoining property.
5) No owner shall obstruct, divert, or otherwise impair natural drainage unless equal to or better drainage is provided. Lakes or ponds shall not be constructed without written approval of the association. No more than one third of a lot may be cleared without the

WARREN COUNTY, VIRGINIA
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approval of two thirds of the remaining lot owners. The other two thirds must remain wooded.

6) Horses may be kept on any lot in Sligo Estates, however objectionable animals are not permitted on any said lot in Sligo Estates.

7) Easements for utilities are reserved as follows: A strip of land 15 feet wide along each rear and side lines and 35 feet either side of the road easement centerline. Purchasers of lots Sligo Estates, agree that the association shall have full rights without joinder of said purchasers to grant easements to franchise utility companies for construction, servicing, and maintenance of utilities.

8) Owners of lots in Sligo Estates shall, within 100 feet of the road easement, maintain their estates in good appearance by removing falling trees, trash, garbage, rubbish, and other debris. In the event estate owners to not comply with the above provisions, then the association may enter such estates and cause them to be maintained in accordance with said provisions. Such entry shall not be deemed trespass. The full amount chargeable for such maintenance shall be due and payable thirty days after the estate owner has been billed therefore.

9) The association, and estate owners, or any of them, jointly, severally, shall have the right to proceed at law or in equity to compel compliance with the protective covenants and/or prevent such breach or violation of any of them. In the event a structure is built on any estate in violation of these covenants, then the association shall also have the right to enter upon the property where such violation exists and summarily abate or remove the same at the expense of the owner. Such entry shall not be deemed trespass.

10) No billboards, advertising boards, or sign boards of any character shall be permitted on any lot in the subdivision except that sign board not to exceed five feet square may be erected for the purpose of advertising the sale or rental of a property and such sign or sign boards as are required to direct the public to the property.

11) No trucks, trailers, buses, old cars, or unsightly vehicles of any type or description shall be left abandoned on said lots, nor may they be used as a dwelling.

WARREN COUNTY VIRGINIA

12) Easements for roads as shown on the plats of Sligo Estates are reserved for the use of estate owners with the right to use the roads. The association shall form a non-profit association to care for road easements, landscaping, and anything else, which, to its discretion, deems necessary or desirable in order to maintain the development in good repair and condition. All persons purchasing a lot in Sligo Estates do agree, upon signing their respective agreements to purchase an estate, to become members of the aforesaid functions. Membership fees shall be $300 per lot, per year unless increased by a majority vote of property owners in the association as specified in section 15. Each owner being entitled to one vote, regardless of how thereto may be held. Membership fees for Lot 1, Section 1 shall pay $25.00 per lot, per year. Owners of this lot are not permitted to use Kildare Drive for any purpose. Membership fees shall be payable upon purchase of an estate and on the first day of each September thereafter. The corporation may add any unpaid association fee to any unpaid purchase price of the estate. The failure of the association or any estate owner to insist upon strict performance in any one or more instances shall not be a waiver of their right to insist upon future compliance with said provisions.

13) The President of the Sligo Estates Citizens Association, Inc may request a special assessment from it property owners to cover costs associated with any catastrophic event or natural disaster which may impact the safety of the residents in the subdivision. A Special Assessment must be: voted on and approved by the majority of the of property owners in the association. A one-time fee shall be equally assessed per lot to all property owners. The assessment must be for a defined purpose and limited to the cost necessary to complete the work. In the event that it is not practicable due to exigent circumstances to hold an association meeting on such event, votes may be solicited telephonically or by email and used as an officially record. Lot 1 Section 1 is exempt from special assessments.

14) In the event an estate owner refuses, neglects, or fails to satisfy and discharge any account arising hereunder within thirty days as aforesaid, the association shall be entitled to a late fee of 10% per quarter and shall be entitled to costs of collection, including a

WARREN COUNTY, VIRGINIA
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reasonable attorney's fee.

15) The reservations and covenants shall run with the land until January 1, 1995 and thereafter shall be automatically renewed for successive periods of 10 years each, unless an instrument signed by 2/3 of Sligo Estates owners, shall be recorded, agreeing to change such covenants in whole or part.

16) The association shall have the right to approve reasonable modifications or exceptions to these reservations and covenants herein, where such modifications or exceptions will not defeat the overall purpose of the said reservations and covenants.

17) Invalidation of any one or more of the reservations and covenants by a court of competent jurisdiction shall in no way affect any other of the reservations and covenants which shall remain in full force and effect.

18) "There shall be a one thousand dollar building fee for the construction of any new house being built."

NOW, THEREFORE, pursuant to the provisions of the above mentioned restrictive covenant, Sligo Estates Citizens Association, Inc. is the association above in the above mentioned document and does hereby amend the restrictive covenants as herein above set out.

WARREN COUNTY VIRGINIA
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000093 JUL -6 PM

The recordation of this covenant is done with the free will and consent of Sligo Estates Citizens Association, Inc.

IN TESTIMONY WHEREOF, SLIGO ESTATES CITIZENS ASSOCIATION, INC. has caused these presents to be signed hereto by Jeff Sissler, its President and its corporate Seal affixed hereto and duly attested by Joette Harrison, its secretary, on the 6 day of July, 2018

SLIGO ESTATES CITIZENS ASSOCIATION, INC.

BY _____
PRESIDENT

ATTEST:

_____
SECRETARY

INSTRUMENT 180003360
RECORDED IN THE CLERK'S OFFICE OF
WARREN COUNTY CIRCUIT ON
July 6, 2018 AT 12:39 PM
DARYL L. FUNK, CLERK
RECORDED BY: SEA

IN TESTIMONY WHEREOF, SLIGO ESTATES CITIZENS ASSOCIATION, INC. has caused these presents to be signed
hereto by Jeff Sissler, its President, this 6 day of July 2018.

SLIGO ESTATES CITIZENS ASSOCIATION, INC.

BY _____
PRESIDENT

STATE OF VIRGINIA

COUNTY OF WARREN, to-wit;

I, Amber Dawn Collier, a Notary Public in and for the State and County aforesaid, do hereby certify that Jeff Sissler, whose name is signed to the foregoing instrument as president of Sligo Estates Citizens Association, Inc, has acknowledged the same before me in my State and County aforesaid.

Given under my hand this 6th day of July 2018.

My commission expires 6/30/2020.

_____

AMBER DAWN COLLIER
COMMONWEALTH OF VIRGINIA
REG. NO. 7695460 EXP. 6-30-2020
NOTARY PUBLIC

March 31, 2021

TO: Warren County Planning Dept. and the Warren County Board of Supervisors.

This is in regard to your letter dated march 22, 2021 regarding the request by John and Anna Carpenter for a Conditional Use Permit for a Short Term Tourist Rental at 703 Kildare Dr.

This is to inform you that I, Ann Marie Muldoon, 716 Kildare Dr. am 100% opposed to this request.

This proposal is prohibited under the Sligo Estates HOA Protective Covenant.

Having a short term tourist rental in our subdivision does not benefit our community in any way and only offers hardships for the property owners of Sligo Estates.

I have many concerns and will list a few.

1. I am terrified that out of ignorance, neglect or disrespect that the tourist renters will improperly handle and/or dispose of outdoor fires, starting fires and potentially causing loss of life, injury and property damage to the people, properties and homes in Sligo Estates.

2. I am concerned for our safety and security from the unknown renters that will be roaming on and around our properties and potentially participating in trespass and theft.

3. my privacy, peace and quiet will be violated by having a vacation rental across the road from my property. There will be problems to me caused by the constant flow of visitors, increased traffic, loud partying, littering and other behaviors from people that have no vested interest or respect for the land or its neighbors.

4. There are areas on our road that the unaware could potentially cause an accident resulting in loss of life, injury and/or property damage to the Sligo Estates residents.

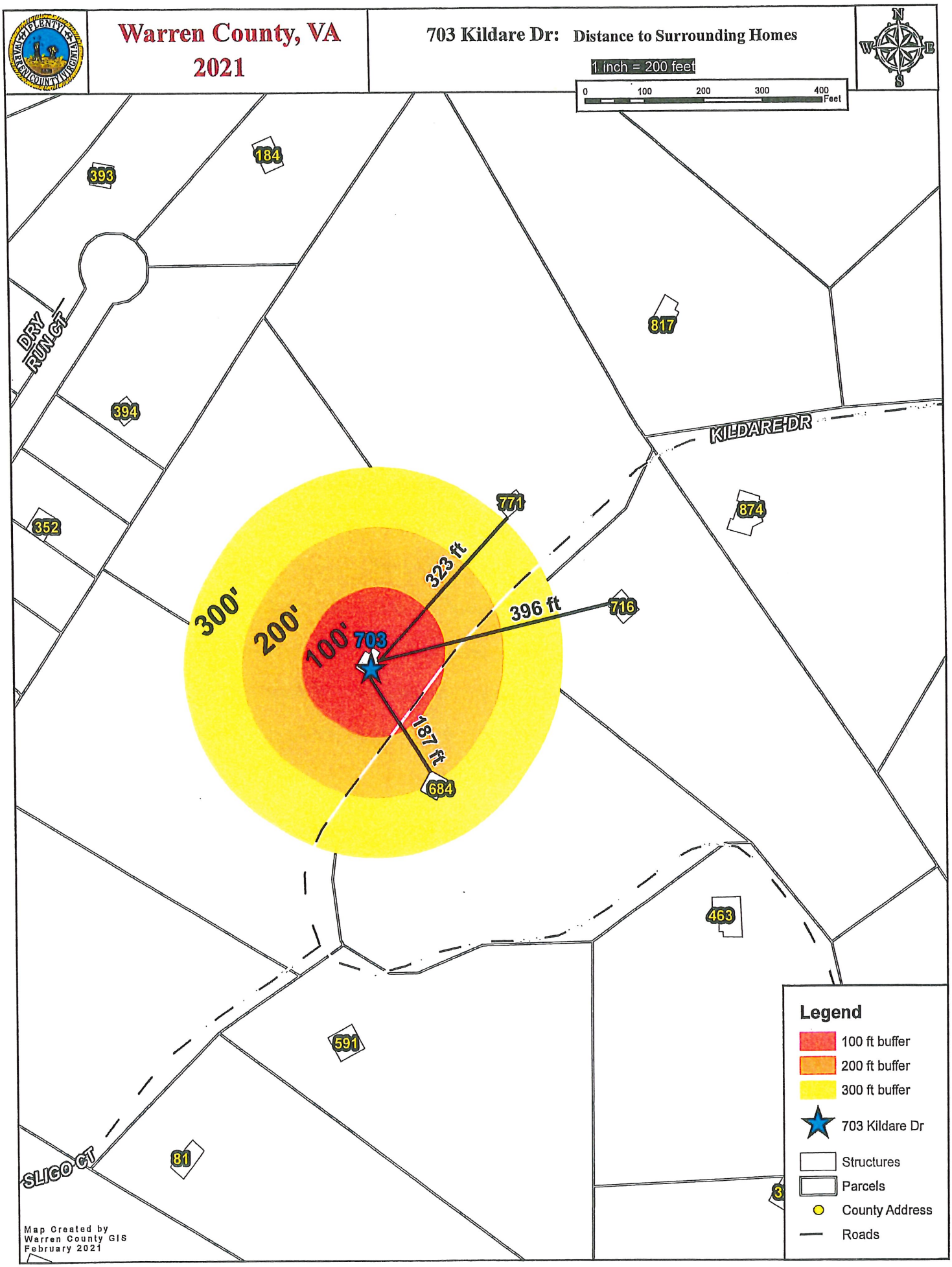
As an occasional tourist myself, I respect the areas that I visit. But Ive also had personal experince with the 'Bad and the Ugly' tourist. They have no vested interest in treating the neighborhood or areas with kindness and think nothing of trashing and causing lasting harm because they dont live here. A tourist rental has no place in our neighborhood!

Also, I dont appreciate the Carpenters disregard and lack of respect for the Sligo Estates Protective Covenant just to make a 'fast Buck' at our expence.

County of warren please deny this request, 9 to blight our neighborhood.

Thank you

G. Muldoon

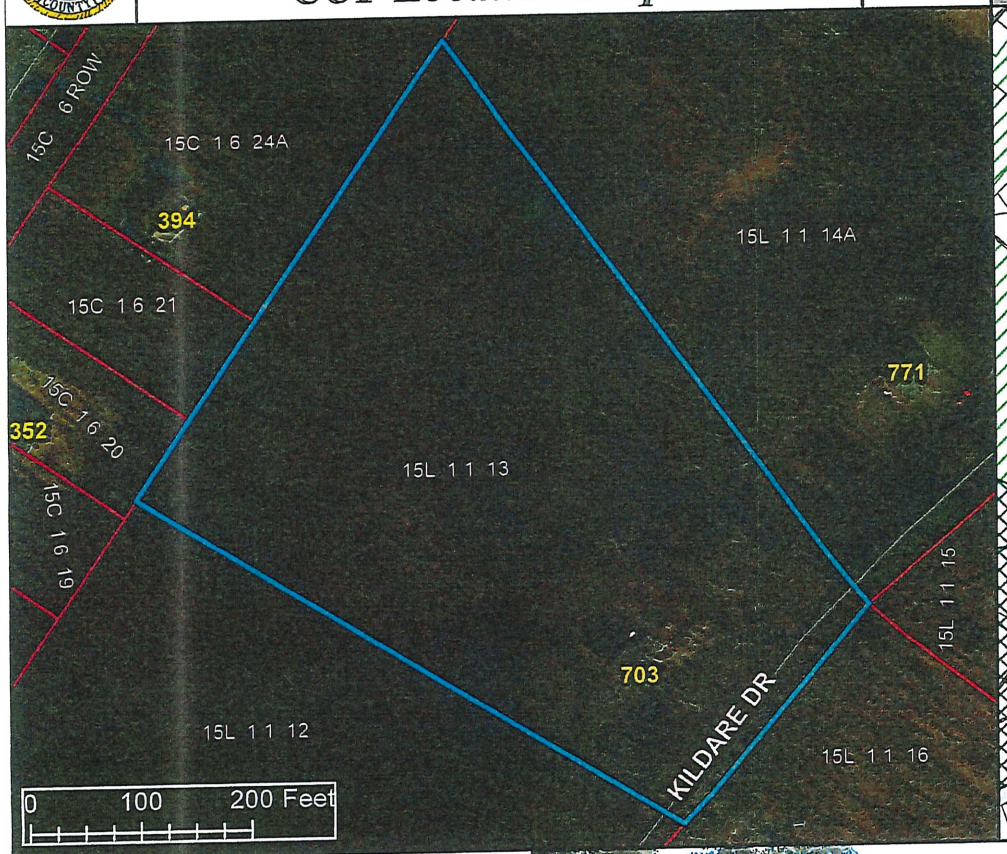

Warren County, VA
2021
703 Kildare Dr: Distance to Surrounding Homes
1 inch = 200 feet
0 100 200 300 400 Feet
N
W E
S
393
184
DRY RUN CT
817
394
KILDARE DR
352
771
874
323 ft
396 ft
716
300'
200'
100'
703
187 ft
684
463
591
81
SLIGO CT
3
Legend
100 ft buffer
200 ft buffer
300 ft buffer
703 Kildare Dr
Structures
Parcels
County Address
Roads
Map Created by
Warren County GIS
February 2021

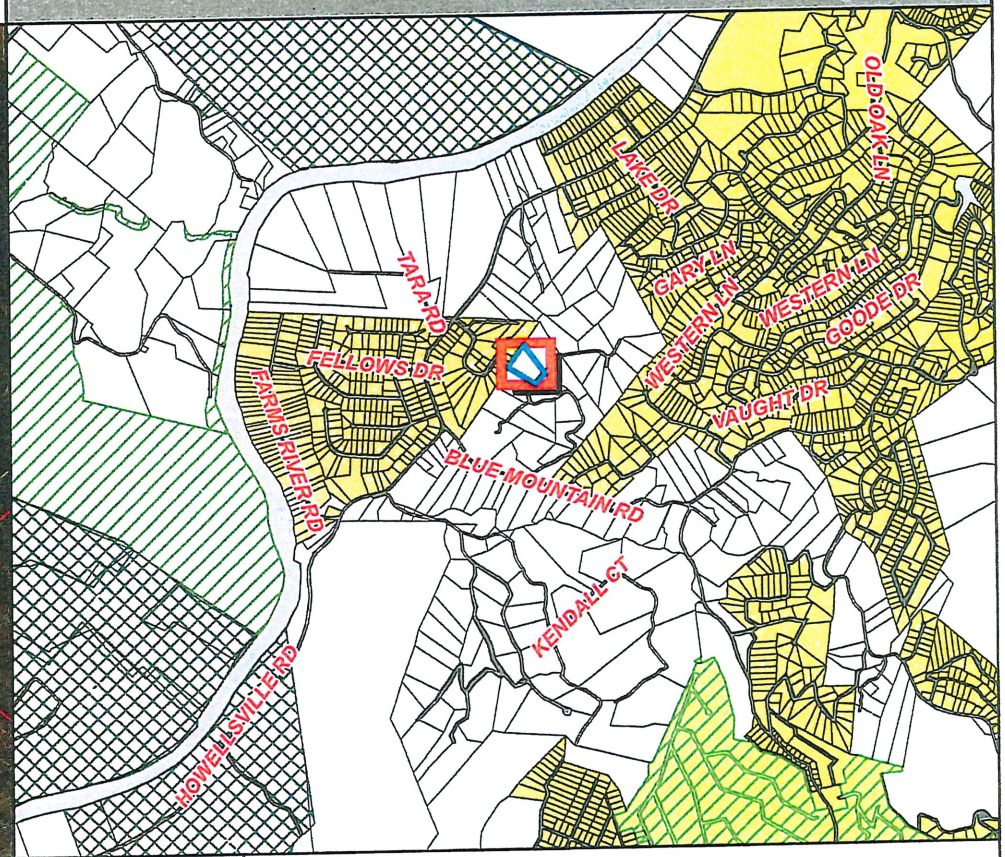
Warren County VA

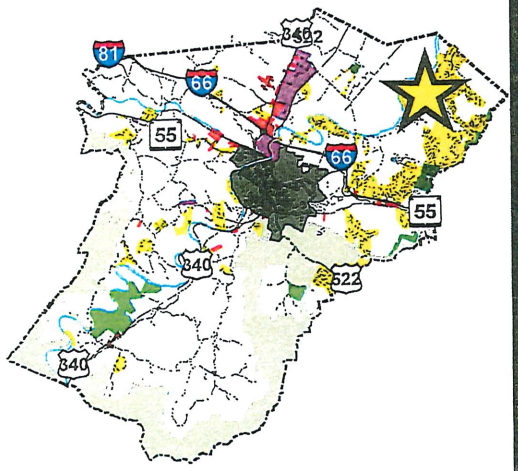
CUP Location Map

CUP: Short-Term Tourist Rental
Applicant: John Carpenter

TM 15L--1-1--13
703 Kildare Dr
Sligo Estates









Zoning

- Agricultural
- Commercial
- Industrial
- Residential One
- Residential Two
- Suburban Residential
- Village Residential
- Rural Residential
- Right of Way
- Front Royal
- Federal Land
- State Land
- Water
- VOF Conservation Easements
- WC Conservation Easements

Map produced by
Warren County GIS 2021
Department of Planning

COUNTY OF WARREN, VIRGINIA

BOARD OF SUPERVISORS AGENDA ITEM

DATE	ITEM	SUBJECT:	PAGE 1 OF
June 15, 2021	**I**	**Rezoning Request – R2020-10-01** **Dudding Commercial Development, LLC** **Agricultural (A) to Commercial (C)**	

EXPLANATION & SUMMARY:

See attached application and staff report.

PROPOSED OR SUGGESTED MOTIONS:

To approve the rezoning:

I move that the Board of Supervisors reconsider the rezoning request R2020-10-01 from Dudding Commercial Development, LLC, and finding that the proposed rezoning is appropriate for the public necessity and is good zoning practice, I further move that the Board of Supervisors approve the applicant's rezoning request to amend the Warren County Zoning Map to rezone from Agricultural (A) to Commercial (C) approximately six and forty-five hundredths (6.45) acres, more or less, as identified in the rezoning application, and accept as part of the rezoning the proffers that have been signed and submitted by the applicant.

OR

To deny the rezoning:

No alternative motion is necessary, as this rezoning request has already been denied.

SUBMITTED BY:	DISPOSITION OF BOARD: ☐ APPROVED ☐ OTHER (DESCRIBE)	PROCESSED BY:
Joseph Petty, Planning Director		

STATEMENT OF JUSTIFICATION

Dudding Commercial Development LLC, a West Virginia limited liability company ("Dudding") has a contractual right to purchase a fifteen (15) acre tract or parcel located in Happy Creek Magisterial District, Warren County, Virginia, identified as part of Tax Map/Parcel 31 39, and being more particularly described as Tract A in that certain Deed from Paul O. Lanier and Zaida A. Lanier to Four-L Corporation, a Virginia corporation, dated February 8, 1982 and recorded in Book 291, Page 159 (the "Subject Property"). The Subject Property is currently zoned as Agricultural (A). Dudding seeks to have 6.45 acres, more or less, of the Subject Property rezoned as Commercial (C) to facilitate the development of a convenience store.

Specifically, Dudding intends to lease a portion of the Subject Property to Sheetz, Inc., a Pennsylvania corporation ("Sheetz"), for the development and construction of a new Convenience Store with approximately forty-eight (48) parking spaces, and a Drive-Thru lane. In addition to the new Convenience Store, Sheetz has agreed to construct a paved cul-de-sac for use as a public school bus turnaround and a student shelter area serving school-aged children residing in the nearby Apple Mountain subdivision, along with approximately thirty (30) parking spaces for parent pick up / drop off. Ingress, egress and regress to and from the Subject Property will be provided via Apple Mountain Road.

The use of the Subject Property as a Convenience Store is consistent with the Warren County Comprehensive Plan and is an appropriate use given the proximity of the Subject Property to Interstate 66. Rezoning the Subject Property from Agricultural (A) to Commercial (C) is desirable to allow for commercial and retail development along the existing exit off of Interstate 66. A convenience store is a permitted use in a Commercial (c) zone under and pursuant to the Zoning Ordinance of Warren County, Virginia. The Convenience Store and school bus stop located on the Subject Property will be complimentary to the residential use of the adjacent properties located in Apple Mountain residential subdivision.

WCREZ-000004-2020

REZONING APPLICATION

APPLICATION NO. R2020-10-01
DATE RECEIVED: 9/22/2020 revised acreage on 11/6/2020
FEE AMOUNT: $ 2000.00
DATE PAID: 9/22/2020

Applicant:

Name:	Dudding Commercial Development LLC
Address:	101 Old Carriage Lane
	Daniels, West Virginia 25832
Telephone: (304) 237-8574	Email: jerime@duddingcommercial.com

Owner of Record: (if different than above; if more than one owner provide information for each on a separate page).

Name:	Four-L Corporation
Address:	2801 Chapel Hill Road, Goochland, Virginia 23063
Telephone :	(804) 240-9394

Respectfully (name above) request that a determination be made by the Warren County Planning Commission and Board of Supervisors on the following request for a rezoning for the property described below.

Property Information:

A. Location of Property:

Election District:	Happy Creek Magisterial District
Tax Map No.:	31 39 (part of)
Section:	Current Deed: Book 291, Page 160 (Tract A)
Block:	
Lot(s):	
Subdivision Name:	Adjacent to Apple Mountain Subdivision
Area of Property (acres):	6.45 acres out of existing 15 acre tract or parcel

B. Current land use and condition of site: Agricultural/Unimproved/Undeveloped

C. Zoning of surrounding land and property: R-1 (Residential - 1) to the North of the property
Interstate 66 and Commercial (C) to the South

Zoning Classification and Request:

A. Present Zoning of property: Agricultural (A)

B. Proposed Zoning requested: Commercial (C)

Proposed Use of Property:

A. Describe the proposed use of the property, including primary and secondary uses.
2.35 acres - Convenience Store - Primary Use
1.15 acres - Bus Stop/School Bus Pick Up/Drop Off - Secondary Use
11 acres - Undeveloped/Unimproved

Plans Prepared by:

Name: Bohler Engineering VA, LLC
Address: 28 Blackwell Park Lane, Suite 201
Warrenton, VA 20186
Telephone :(540) 349-4500

I/we the undersigned, do hereby respectfully agree to comply with any conditions required by the Board of Supervisors of the County of Warren, Virginia, and authorize the County personnel to go upon the property for the purpose of making site inspections. Expenses incurred in securing professional assistance in connection with the review of this application for Rezoning, shall be charged to the applicant. **If the set of required documents is incomplete, your application will not be placed on the Planning Commission's agenda.**

Signature of Owner:	Date:
Signature of Applicant:	Date: 9-16-20
Signature of Co-Applicant(s):	Date:

Zoning Classification and Request:

A. Present Zoning of property: Agricultural (A)

B. Proposed Zoning requested: Commercial (C)

Proposed Use of Property:

A. Describe the proposed use of the property, including primary and secondary uses.
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Name: Bohler Engineering VA, LLC
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FOUR L CORPORATION

Signature of Owner: P.D. Hanna, PRES	Date: 9/16/2020
Signature of Applicant:	Date:
Signature of Co-Applicant(s):	Date:

REZONING REQUEST PROFFERS
02/4/2021

Rezoning:	Agricultural to Commercial ("C")
Property:	6.45, more or less, in Happy Creek Magisterial District, being part of Tax Map No. 31 39, and being identified as Tract A in Deed Book 291, Page 160 (the "Property")
Record Owner:	Four-L Corporation
Applicant:	Dudding Commercial Development, LLC

I. General Statement

Dudding Commercial Development LLC, a West Virginia limited liability company ("Dudding", or the "Applicant"), on behalf of itself, Four-L Corporation, and Sheetz, Inc., and their respective successors and assigns, proffers and agrees to develop the subject property, and to build and construct certain improvements thereon, including, without limitation, a convenience store and school bus stop, subject to receipt and/or issuance of, and in accordance with (a) the final plans and specifications prepared by the project engineer and approved by all required Federal, State, County and Municipal government agencies or quasi-governmental agencies having jurisdiction over the subject property, which plans and specifications shall be consistent with the site plan submitted with this application in all material respects, (b) all applicable Federal, State, County and Municipal government or quasi-governmental laws, statutes, ordinances and/or codes, together with any rules and/or regulations promulgated thereunder or adopted in connection therewith, and (c) any permits, consents or approvals issued in connection with Dudding's proposed project on the subject Property.

II. Explanation of Applicability

A. The Applicant hereby voluntarily proffers that the use and development of the Property shall be in strict conformance with the following conditions, which shall supersede all other proffers that may have been made prior hereto. In the event the above referenced rezoning is not granted as applied for by the Applicant, these proffers shall be withdrawn and shall be null and void. If this application is denied by the Warren County Board of Supervisors (the "Board"), but in the event an appeal is for any reason thereafter remanded to the Board for reconsideration by a court of competent jurisdiction, then these proffers shall be deemed withdrawn unless the Applicant shall affirmatively readopt all or any portion hereof, in a writing specifically for that purpose.

B. The headings of the proffers set forth below have been prepared for convenience or reference only and shall not control or affect the meaning or be taken as an interpretation of any provision of the proffers. The improvements proffered herein shall be provided at the time of development of that portion of the Property to be served by the improvement or other proffered requirement, unless otherwise specified herein.

C. All land use plans, surveys, reports and similar documents submitted as part of the application by Applicant are for demonstrative purposes only and do not constitute any type of proffer by or on behalf of the Applicant or the owner of the Property. Notwithstanding the foregoing, the Applicant proffers that the development of the Property will substantially conform to the site plan attached hereto and incorporated herein at Exhibit A.(the "Site Plan").

D. The proffers set forth in these Amended Proffers shall supersede any other proffers made prior to these Amended Proffers.

III. Proffers

A. Land Use

1. Development of the Property shall be developed in accordance with the regulations of the Commercial ("C") zoning district as are set forth in the Warren County Code or as may otherwise be approved by the Warren County Board of Supervisors in conformance therewith.

2. The following uses shall be prohibited in the above-referenced Property:

A. Auction houses

B. Bulk gasoline and petroleum storage; provided, however, the foregoing shall not be deemed to restrict or limit the storage of petroleum products in the normal course of business in connection with the operation of a retail automobile fueling facility

C. Fairgrounds or racetrack

D. Amusement Park

E. Commercial Campground

F. Auto Sales

G. Commercial (repair) garage or wrecking service

3. Applicant shall comply with all local, state, and federal regulations applicable to the development of the Property, including those laws, statutes, and regulations pertaining to environmental quality and wetlands.

4. Applicant proffers that Applicant provide water service by private well and shall design, construct and install a private septic system, all in accordance with the minimum standards and specifications of the Commonwealth of Virginia Department of Health. The water well and septic system will be owned and maintained by the Applicant.

Applicant proffers to grant an easement in a form reasonable acceptable to the County over all of the residue of Tax Map 31, Parcel 39 that is located to the west of Apple Mountain Road adjacent to the Property, restricting all future development on said residual property and requiring that said residual property remain open space, and to name the County as the holder and beneficiary of said easement with the right to enforce said easement. Notwithstanding the foregoing, Applicant may retain for development a 30' buffer from the boundary line of the Property which buffer may remain unrestricted and not subject to the aforesaid easement.

B. Architectural/Building Materials

1. Materials used for the facades of the buildings may include but not be limited to concrete masonry units (CMU), brick, architectural block, wood siding, metal, fluted block, tile, concrete tile, dryvit or other simulated stucco (EFIS), real or simulated wood and/or glass.

2. Applicant proffers that all building facades on the Property shall be compatible in architectural style, materials, colors, and details.

3. Applicant proffers that in the event there is a gasoline service station developed onsite, then the fuel storage tanks and appurtenances shall be installed in accordance with the standards of the National Fire Protection Association and the Virginia Uniform Statewide Building Code; further, such development and operation thereof will be performed under strict observation and compliance with 40 CFR 112 for Spill Prevention Control and Countermeasures.

C. Landscaping, Grading, and Erosion and Siltation Control

1. The Applicant shall comply with the landscaping, grading, and erosion and siltation control requirements of the Warren County Code and Virginia erosion and sediment control law.

D. Business Identification Signs

2. The Applicant hereby proffers that, for that portion of the Property to be rezoned to the Commercial C District, all business identification signs will conform to a comprehensive signage program to be approved by the Applicant and shall be in compliance with the applicable provisions of the Warren County Code, as amended.

E. Public Use Dedication

1. Prior to the issuance of any certificate of occupancy for any structure on the Property, Applicant shall build and construct a school bus turnaround (the "Bus Stop") with a designated parking, and pick up / drop area on and about the location shown on, and conforming to the specifications identified on, the Site Plan, or another portion of land within the Property or other specifications if mutually agreeable to the County of Warren and the Applicant. Applicant shall grant and dedicate the Bus Stop as an easement to the Warren County Public Schools, such easement to be in a form reasonably acceptable to Warren County Public Schools. Provided, however, that such dedication of land shall take place only upon (i) the final approval of Applicant's subdivision application by the County of Warren, (ii) recordation of such finally approved subdivision plat among the land records of the Warren County Circuit Court Clerk's Office, and (iii) acceptance by the Warren County Public Schools.

F. Transportation

1. Applicant proffers that Applicant will cause to be prepared, at its sole expense, a revised Traffic Impact Assessment (the "TIA") for the Property based upon the final site plans. The Study shall include the off-ramps from I-66 and Apple Mountain Road. The TIA described in this Paragraph was submitted along with Applicant's initial site plan for commercial retail development on the Property. This TIA was deemed complete and approved by VDOT on January 29th 2021.

2. In addition to any other conditions imposed upon Applicant's proffers set forth in this Section F, Applicant's duties, obligations, and responsibilities set forth in this Section F are expressly conditioned upon written confirmation by VDOT.

3. Applicant further proffers the following highway improvements will be constructed in conjunction with the revised TIA which is dated January 13th, 2021.:

4. All Roadway improvements and site access shall be designed and constructed in accordance with all current VDOT Regulations, Standards, and Specifications.

(a) Apple Mountain Road at Proposed Site Driveway:

- Applicant will provide one inbound lane and two outbound lanes on the site driveway; and
- Applicant will construct a northbound left-turn lane on Apple Mountain Road with 100 feet of storage and a 100 foot taper.

(b) Route 79 at I-66 Eastbound Ramps:

- Applicant will construct a southbound left-turn lane on Route 79 with 175 feet of storage and a 100 foot taper; and
- Applicant will widen and restripe the I-66 eastbound off-ramp to create a left-turn lane with 200 feet of storage.

(c) I-66 West Bound off Ramp:

- Applicant will construct an improved turning radius on the I-66 West bound off ramp. Turning radius will accommodate a WB-67 truck making the westbound right-turn from the I-66 West Bound Off Ramp.
- The existing right turn lane of the I-66 West Bound Ramp will be tested to ensure pavement adequacy.

G. Compliance with Laws

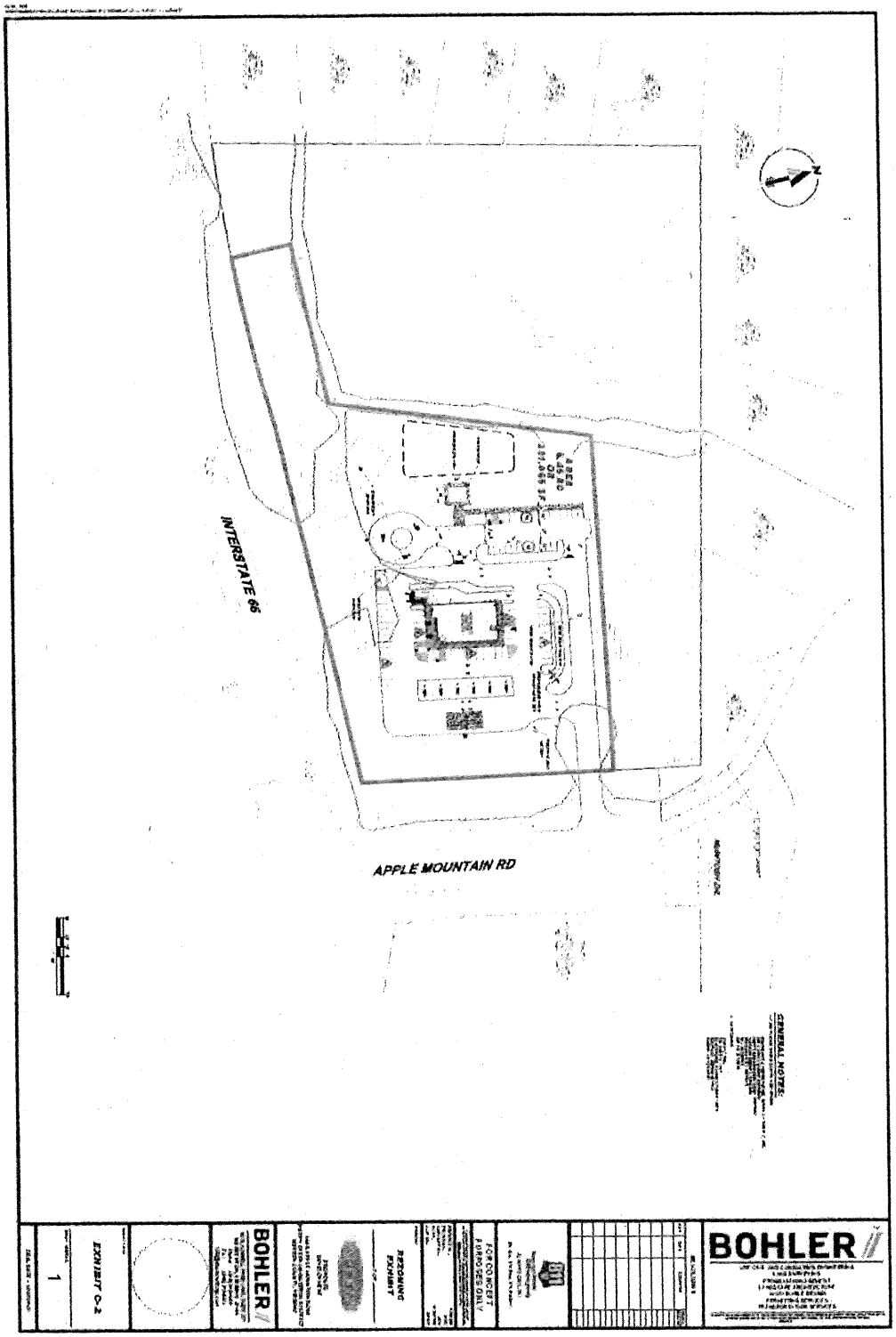
1. The Applicant hereby agrees that these proffers submitted with this Application shall comply with all applicable local, state, and federal laws and regulations.

2. The Applicant hereby agrees that the rezoning itself gives rise to the need for these proffers, that the proffers have a reasonable relation to the rezoning, and that all conditions are in conformity with the County's comprehensive plan.

Respectfully Submitted,
Dudding Commercial Development, LLC

By: _____
Jerime Dudding, its Member

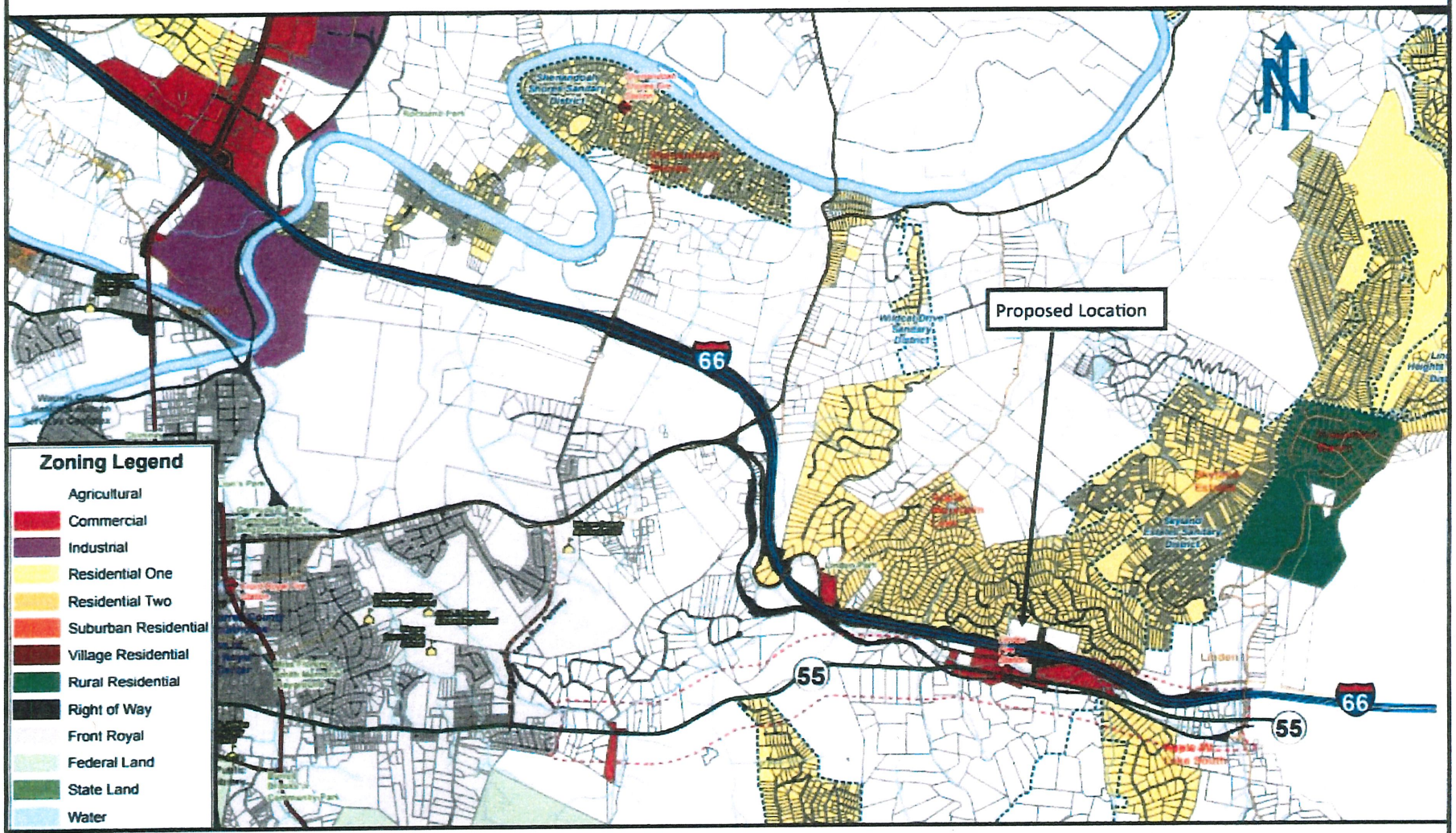
Exhibit A


INTERSTATE 66
APPLE MOUNTAIN RD
GENERAL NOTES
BOHLER
EXHIBIT C-2
1
BOHLER

Warren County, Virginia

Proposed Rezone Map

I-66 and Apple Mountain Rd. (Northwest Quadrant)



Deed—Book 291:Page 160 Tract A

15 Acres



GENERAL NOTES:

1. THIS PLAN IS BASED ON THE FOLLOWING:

   BOUNDARY & TOPOGRAPHIC SURVEY - "SHEETZ, INC."
   I-66 & APPLE MOUNTAIN ROAD
   HAPPY CREEK MAGISTERIAL DISTRICT
   WARREN COUNTY, VIRGINIA
   PREPARED BY: BOHLER
   BE# 5V208400
   DATED: 6/2/2020

2. DEVELOPER:

   SHEETZ, INC.
   351 SHEETZ WAY
   CLAYSBURG, PENNSYLVANIA 16625
   CONTACT: JOHN MAXWELL
   PHONE: (814)239-6021

BOHLER
SITE CIVIL AND CONSULTING ENGINEERING
LAND SURVEYING
PROGRAM MANAGEMENT
LANDSCAPE ARCHITECTURE
LAND PLANNING DESIGN
PERMITTING SERVICES
TRANSPORTATION SERVICES

THE WORK CIVIL DESIGN AND CONTENT OF THIS PLAN ARE PROPRIETARY AND SHALL NOT BE EXPOSED OR USED FOR ANY PURPOSE, WITHOUT PRIOR WRITTEN AUTHORIZATION FROM BOHLER. ONLY APPROVED AND SEALED PLANS SHALL BE UTILIZED FOR CONSTRUCTION PURPOSES.
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REVISIONS

REV	DATE	COMMENT	DRAWN BY / CHECKED BY

811 Know what's below. Call before you dig.
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FOR CONCEPT PURPOSES ONLY

THIS DRAWING IS INTENDED FOR MUNICIPAL AND/OR AGENCY REVIEW AND APPROVAL. IT IS NOT INTENDED AS A CONSTRUCTION DOCUMENT UNLESS INDICATED OTHERWISE.

PROJECT No.:	V208400
DRAWN BY:	MEG
CHECKED BY:	JCW
DATE:	10/30/2020
CAD I.D.:	CPC-2

PROJECT:

REZONING EXHIBIT

FOR

SHEETZ

PROPOSED DEVELOPMENT

I-66 & APPLE MOUNTAIN ROAD
HAPPY CREEK MAGISTERIAL DISTRICT
WARREN COUNTY, VIRGINIA

BOHLER
28 BLACKWELL PARK LANE, SUITE 201
WARRENTON, VIRGINIA 20186
Phone: (540) 349-4500
Fax: (540) 349-0321
VA@BohlerEng.com

SHEET TITLE:

EXHIBIT C-2

SHEET NUMBER:

1

ORG. DATE - 10/30/2020

Oct 30, 2020
H:\20\V208400\DRAWINGS\CONCEPTS\AREA CONCEPTS\V208400-CPC-2---LAYOUT 1- CONCEPT
MCG

Staff Report

To: Warren County Planning Commission/ Warren County Board of Supervisors

From: Taryn Logan, Deputy County Administrator/Planning Director TBL

Date: February 10, 2021

Re: **Rezoning** – Agricultural (A) to Commercial (C)

APPLICATION INFORMATION

APPLICANT	Dudding Commercial Development, LLC 101 Old Carriage Lane Daniels, West Virginia 25832
OWNER	Four-L Corporation 2801 Chapel Hill Road Goochland, Virginia 23063
APPLICATION NUMBER	R2020-10-01
REPRESENTATIVE	Joseph F. Silek, Jr., P.C. 43 Chester Street Front Royal, VA 22630 540-635-3415 jsilek@silekpc.com
APPLICANT'S PROPOSAL	A request to amend the Warren County Zoning Map and rezone approximately six and forty-five hundredths (6.45) +/- acres from Agricultural (A) to Commercial (C).
LOCATION	Route 79 (Apple Mountain Road) Northwest corner of Apple Mountain Road and Interstate 66
TAX MAP	Portion of Tax Map 31, Parcel 39
CURRENT ZONING	Agricultural (A)
REQUESTED ZONING	Commercial (C)
PROPOSED USE	Retail Store with Gas Pumps (Sheetz) Use permitted by-right in the Commercial zoning district - code sections 180-28(B)(3) and (14)

REQUEST

The applicant is requesting to rezone approximately 6.45+/- acres from Agricultural (A) to Commercial (C) for a Sheetz store with gas pumps. The property is currently a 30 acre parcel, which is split by Apple Mountain Road. The applicant has a contract on the 15 acres located west of Apple Mountain Road. The original application was to rezone the entire 15 acres, but

they have since revised their request to rezone only the area that they will need to build the Sheetz development. The property is identified on tax map 31, as a portion of parcel 39. It is located on Apple Mountain Road on the northwest corner of Interstate 66 and Apple Mountain Road.

The proposed use of the property will be for a Sheetz store with a drive thru and gas pumps for automobiles. General retailing is permitted as a use by-right in the Commercial zoning district, as well as an automobile filling station. A convenience store is also permitted by-right, but we have classified similar operations under the general retailing use (Royal Farms and 7-Eleven).

The site is currently being used as a school bus stop/turn around, although there is no formal agreement with the property owner. The applicant is proposing to construct a paved cul-de-sac for use as a public school bus turnaround and a student shelter area, along with approximately 30 parking spaces for parent pick up/drop off. An easement area over this site will be dedicated to Warren County Public Schools and constructed by the applicant in connection with the construction of the Sheetz store.

Sheetz is proposing to have 30-35 employees, 12 to 15 of them as full time employees that are eligible for benefits. They have stated their part-time employees are also eligible for certain benefits as well.

In your packets, you have a statement of justification, application, a parcel map, a conceptual development layout, community and environmental impact statements, a hydrological report, proffer statement, and a copy of the latest revision to the traffic impact analysis. There is an approval letter from VDOT for the latest TIA. There are also letters and emails the County has received from citizens in reference to the rezoning application.

The Commercial (C) district is intended, "for areas suitable for the conduct of general business not characterized by either constant heavy trucking or nuisance factors and to which the public requires direct and frequent access."

SURROUNDING USES

North:	Zoned Residential-One (R-1)	Use:	Apple Mountain Lake Subdivision
South:	Interstate 66	Use:	Highway
East:	Zoned Agricultural (A)	Use:	The parcel is split by Apple Mountain Road
West:	Zoned Residential-One (R-1)	Use:	Apple Mountain Lake Subdivision - Single Family Dwellings

COMPREHENSIVE PLAN

The Future Land Use Map in the existing Comprehensive Plan identifies this area as Agricultural (A).

Staff has reviewed the County's current Comprehensive Plan approved by the Board of Supervisors on July 16, 2013 in relation to this request.

Chapter 4, Section 1 of the Comprehensive Plan (Growth Management and Land Use Issues) states as a goal, "To direct future development into an efficient and serviceable form that will

preserve the County's predominately rural character." (4-5). Specific objectives stated to meet this goal include:

- Direct County development to areas contiguous with Front Royal or rural villages that are served or will be served with adequate public facilities such as roads, sewer, and water. ***(The proposed development does not have public water and sewer located at the site. They plan to service the development by a private well and septic. The applicant has had a hydrogeological report prepared for the site. That report is included in your packet. The well would be reviewed and approved by the VDH-Office of Drinking Water. The septic system would be approved by our local Health Department.)***
- Discourage growth in environmentally sensitive areas that have natural development constraints, such as wetlands, steep slopes, karst terrain, and flood plains. ***(The site will be reviewed and approved by the Department of Environmental Quality in regards to stormwater. Specific performance objectives regarding stormwater, transportation improvements, aesthetic controls, and downward facing lighting are essential in helping to mitigate the impact of the proposed development.)***

The County adopted a Strategic Vision on February 19, 2019 after conducting a citizen survey and working with a consultant to draft the vision. In the Economic Development strategies, a high priority was listed to focus on industrial and commercial development on Route 340/522 and at the Linden Interchange. Commercial has previously been focused on the John Marshall Highway side of I-66 to the south of the Interstate and the southeast corner was rezoned to Commercial in 2005.

Chapter 4, Section 8 of the Comprehensive Plan addresses commercial development. The introduction states that, "There are already several commercial and industrial uses located near the interchange of I-66 and U.S. Route 55, near the Village of Linden. Continued light commercial and industrial uses should continue to be permitted in this area, within the environment's limits to support such uses."

This section states as a goal to, "Encourage orderly growth of commercial and industrial development relative to environmental and economic impacts along the Route 340/522 Corridor and at Route 55 East (Linden)." Specific objectives stated to meet this goal include:

A. Provide land areas with adequate services in place or planned for balanced future commercial and industrial development. ***(The proposed development is in the Linden area. The Linden area is one of two main areas in the County planned for commercial development. The other area is the Route 340/522 North Corridor.)***

B. Encourage the location of clean industry and commercial activities through the development of performance standards that ensure the activity would be compatible with the community's goals. ***(Specific performance objectives regarding stormwater, transportation improvements, aesthetic controls, and lighting requirements will be required to mitigate impact of the proposed development.)***

POTENTIAL IMPACTS

a) *Transportation System:*

The site is situated off of Route 79. The rezoning request was sent to VDOT. They have reviewed the traffic impact analysis. VDOT copied our department on their comments to the applicant on November 9th. The TIA was revised by the applicant's traffic engineer, Carl Hultgren, and resubmitted to VDOT on December 10th. VDOT again

issued comments on the TIA on December 22nd. The TIA was resubmitted to VDOT on January 13th. VDOT submitted comments to our office on this submittal on January 29th. Their comments state that the TIA is acceptable and complete and all of their prior comments have been addressed. They did have comments on the proffers which have been incorporated into the latest draft.

The applicant is proposing to construct the following roadway improvements:

- Constructing a northbound left-turn lane on Apple Mountain Road into the proposed Sheetz site.
- Improvements at Apple Mountain Road and the Westbound Off-Ramp at I-66 to include: pulling back the stop-bar on the southbound land of Apple Mountain Road and adding pavement to the radius in the northeast quadrant to accommodate truck turns.
- Improvements at Apple Mountain Road and the Eastbound Off-Ramp at I-66 to include widening and restriping the ramp to add a left-turn lane.
- Improvements at Apple Mountain Road and the Eastbound On-Ramp at I-66 to include constructing a southbound left-turn lane on Apple Mountain Road, which is warranted today.

b) *Adjoining Properties:*

The use of the surrounding properties is residential and agricultural. The property adjoins Interstate 66 to the east. The closest residential subdivision is Apple Mountain Lake Subdivision which is situated to the north of this property. Our GIS records indicate that this subdivision has a total of 655 lots, 523 of which are built and 123 of which are still vacant. Of the vacant lots, our records show 8 of these to be recreation /POA lots. Our department has sent letters to all of the adjoining property owners that directly adjoin this property. We have also sent the rezoning request to the Apple Mountain Lake Property Owners Association for their comments which are included in your packets. The southwest and southeast quadrants of I-66 are currently zoned Commercial. The northwest and northeast quadrants of I-66 are currently zoned Agricultural (which includes this property).

c) *Historic Resources:*

The Warren County Historic Survey does not identify any historic resources on the site or on adjacent properties.

d) *Environmental Impact:*

The applicant prepared an environmental impact statement as part of the application packet. The report is included in your packet.

e) *Community Impact:*

A community impact statement was submitted with this request. The report is included in your packet.

f) *Outdoor lighting:*

All lighting will need to meet the Warren County Zoning Ordinance requirements in Section 180-49.2. The ordinance requires all lighting fixtures to be full cut-off fixtures. The fixtures must be fully shielded and pointed downward to prevent glare on public roadways and protect the privacy or residents and reduce atmospheric light pollution.

g) *Signage:*

All signs must comply with the Warren County Zoning Ordinance requirements in Section 180-14.

HYDROGEOLOGIC INFORMATION

The applicant has submitted a hydrogeological assessment of the proposed site. They state that the proposed Sheetz store will have an estimated water demand of 2500 gallons per day. This report is included in your packets.

PROFFER STATEMENT

The applicant has submitted a proffer statement. The proffers include information on limiting the future uses on the property, transportation, and aesthetic controls. They have also proffered to construct a school bus turnaround, shelter and parking spaces and dedicate this as an easement to Warren County Public Schools. Sheetz will be constructing this school bus turnaround in connection with their store as stated in the proffers. Sheetz will be maintaining the asphalt area and WCPS will be responsible for maintaining the shelter.

OUTSIDE AGENCIES

This request has been sent to the Virginia Department of Transportation, the Warren County Health Department, Warren County Building Inspections Department, Warren County Public Schools, Rappahannock Electric Company, the Virginia Department of Environmental Quality, and the Apple Mountain Lake Subdivision POA for their review and comment.

All comments received are included in your packets. VDOT has provided several rounds of comments on the traffic impacts. Also, we have received letters from the POA.

Our office has received letters and emails regarding this rezoning application and they are all included in your packets.

TGL
Attachments

Taryn Logan

From: David Beahm
Sent: Thursday, November 12, 2020 8:45 AM
To: Taryn Logan
Cc: Paula Fristoe
Subject: RE: Emailing: R2020-10-02_Request for Comments
Attachments: R2020-10-02_Request for Comments.pdf

Comments – R2020-10-02 – Dubbing Commercial Development, LLC – Rezoning Application – Agricultural to Commercial:

- Erosion and Sediment Control (ESC) Items:
  - Application and permits are required for ESC permit, which would be a normal submission including a full plan review application.
  - The area of disturbance exceeds one (1) acre which would additionally require a Stormwater permit through the Department of Environmental Quality (DEQ). Approval by DEQ would be required prior to anything being issued by Warren County.

- Building Inspections Items:
  - If or when any building construction related activity (structure, electrical, plumbing, mechanical, etc.) were to start, it would be subject to the normal requirements of application, review and approval prior to work beginning.

If anything should change in the scope, additional requirements may be required.

Respectfully,

David C. Beahm, CBO
Building Official
County of Warren
540-636-9973
Fax 540-636-4698
dbeahm@warrencountyva.net
www.warrencountyva.net

THIS MESSAGE IS INTENDED SOLELY FOR THE INDIVIDUAL(S) NAMED IN THE HEADER. THIS MESSAGE MAY CONTAIN MATERIAL THAT IS PRIVILEGED OR CONFIDENTIAL. IF YOU ARE NOT ONE OF THE INTENDED RECIPIENTS, PLEASE DO NOT READ, COPY, USE, OR DISCLOSE THIS MESSAGE TO OTHERS; PLEASE NOTIFY THE SENDER BY REPLYING TO THIS MESSAGE; AND THEN PLEASE DELETE THIS MESSAGE FROM YOUR SYSTEM. THANK YOU.

-----Original Message-----
From: Taryn Logan <Tlogan@warrencountyva.net>
Sent: Tuesday, November 10, 2020 10:25 AM
To: David Beahm <Dbeahm@warrencountyva.net>
Subject: FW: Emailing: R2020-10-02_Request for Comments

Hi David,
Here is the request for comments for the rezoning for the Sheetz store in Linden. Thank you!
Taryn

Taryn Logan

From: Davis, Walter <jim.davis@vdh.virginia.gov>
Sent: Friday, February 5, 2021 10:38 AM
To: Taryn Logan
Subject: Re: FW: Emailing: R2020-10-02_Request for Comments

Good Morning Taryn,

Here is my email response to your request for comments dated 11.09.20. I may have been mistaken that my email response on 11.10.20 was sufficient regarding our office has no objections to the rezoning request thus I did not provide further written response. If you need something, let me know. Yes, our office will review the plans for the proposed onsite sewage system. I have also spoken with Mr. Carter about this and Greg and I will conduct a Level II review of the site which means we will be evaluating the soils, topo and etc. rather than just a paperwork review (Level I). The project will involve a public water well approved by ODW - Culpeper Field Office.

I hope all is well.

Thanks!

Jim Davis, REHS, MAOSE

Environmental Health Supervisor

Clarke, Frederick/Winchester & Warren Offices

Direct Line: 540.551.8434

jim.davis@vdh.virginia.gov

On Tue, Nov 10, 2020 at 3:14 PM Taryn Logan <Tlogan@warrencountyva.net> wrote:

> Yes, that works. Thank you.
>
> ---
> Taryn G. Logan, AICP

Director of Planning

County of Warren

From: Davis, Walter [mailto:jim.davis@vdh.virginia.gov]
Sent: Tuesday, November 10, 2020 3:10 PM
To: Taryn Logan
Subject: Re: FW: Emailing: R2020-10-02_Request for Comments

Hi Taryn,

Are you simply asking for comments regarding the rezoning request at this time? Obviously, our dept. would have no objections to the rezoning request but there are too many unknown factors for us to provide comments on the well and septic at this time. I'm guessing that will come later.

Thanks

Jim

Jim Davis, REHS

Environmental Health Supervisor

Clarke, Frederick/Winchester & Warren Offices

Direct Line: 540.551.8434

jim.davis@vdh.virginia.gov

On Tue, Nov 10, 2020 at 10:19 AM Taryn Logan <Tlogan@warrencountyva.net> wrote:

Hi Jim,
Please see the attached request for comments for the rezoning for a Sheetz store in Linden. Let me know if you have any questions. Thank you. Taryn

Taryn G. Logan, AICP
Director of Planning
County of Warren

-----Original Message-----
From: Joe Petty
Sent: Monday, November 9, 2020 11:42 AM
To: Taryn Logan
Subject: Emailing: R2020-10-02_Request for Comments

Your message is ready to be sent with the following file or link attachments:

R2020-10-02_Request for Comments

Note: To protect against computer viruses, e-mail programs may prevent sending or receiving certain types of file attachments. Check your e-mail security settings to determine how attachments are handled.

Total Control Panel Login

To: tlogan@warrencountyva.net Remove this sender from my allow list
From: jim.davis@vdh.virginia.gov

You received this message because the sender is on your allow list.

December 22, 2020

John Wright, PE
Bohler Engineering
28 Blackwell Lane, Suite 201
Warrenton, Virginia

Cardno

10988 Richardson Road
Ashland, VA 23005
USA
Phone 804 798-6525
Fax 804 798-5907

www.cardno.com

RE: Hydrogeological Assessment –

Dear Mr. Wright,

Please find the following hydrogeological assessment of the proposed Sheetz Station and Market near Linden, Virginia.

Purpose

Cardno, Inc. (Cardno) was contracted by Bohler Engineering to conduct a hydrogeological assessment for the following purposes:

1. To provide a professional opinion regarding the potential for developing an adequate resource of groundwater for the proposed Sheetz at the Route 66 Linden Exit in Warren County, VA.
2. To determine, in or best professional opinion, whether the proposed withdrawals might cause adverse impacts to neighboring groundwater supplies. An adverse impact, in this case, is defined as one that would reduce the water levels in offsite wells to the point where they would cause a decline in production of those wells.

Scope

Cardno has designed the following scope of work in order to complete the tasks described above:

- Review of published studies and maps regarding soils, geology, topography and hydrogeology
- Conduct a fracture trace analysis by stereoscopically analyzing public domain stereo aerial photographs in an effort to identify a precise drilling locations and potential groundwater zones
- Conduct a groundwater availability and recharge analysis of the site and site vicinity
- Obtain and analyze well records of parcels within the 1000 feet of the site regarding, depth to bedrock, depth of well and yields.

Background

The site is an approximately 15-acre parcel located on the northwest side of the intersection of the west bound entrance ramp of US State Route 66 and Apple Mountain Road and situated approximately 1.35 miles west of Linden, Virginia. It is understood that the developers plan to develop a Sheetz Station and Market at the site. Water will be derived from a private well (groundwater) and wastewater will be treated and disposed of on-site via a waste disposal system into the soil. The average daily consumption of water is estimated at approximately 2500 gallons per day (gpd) requiring a groundwater resource that produces about 1.75 gallons per minute (gpm).

Hydrogeology

The site is located within the Blue Ridge Physiographic Province of Virginia, an area characterized by steep slopes and well developed drainage networks underlain by igneous and metamorphic rocks. Groundwater is derived from a fractured bedrock aquifer.

The overlying material of weathered rock (saprolite) and soil is typically relatively granular and porous; it may house a shallow water-table aquifer separate from, but hydraulically connected to and interacting with, the underlying

fractured bedrock aquifer. The water table in shallow aquifers is often a subdued replica of topography, in which groundwater flow is generally from areas of higher elevation (recharge zones) toward areas of lower elevation (discharge zones). The source of groundwater in both aquifers is ultimately from precipitation (recharge) that infiltrates through the soil and weathered rock.

Bedrock wells in this region of Virginia derive water from a fractured bedrock aquifer in which groundwater occurrence and movement are controlled primarily by fractures and joints within the rock. Groundwater flow patterns in the bedrock can be very complex, depending upon the geologic and topographic setting and upon fracture frequency, size, geometry, and degree of interconnectedness. The characteristics of these fractures determine a wells' yield. A high-yielding well is likely connected to large, and/or many fractures which are connected to a recharge zone (often overlying saprolite). On the other hand, low-yielding wells typically intersect few, and/or small fractures which are connected to a limited recharge zone (water bearing fractures).

Geology

According to the United States Geological Service (USGS), the site is underlain by the Catoctin Formation which is a metabasalt (Zcm) consisting of dark-green, amygdaloidal metabasalt (greenstone) and chlorite schist interlayered with thin, discontinuous, finely laminated phyllitic metasiltstone and thin metasandstone and dark, variegated, vesicular tuffaceous phyllite and mud-lump (rip-up) breccias (Reed, 1955). USGS determined a rubidium-strontium (Rb/Sr) age of 570 ± 36 million years (Ma) for the metabasalt of the Catoctin Formation in Virginia. (Nelms, D.L., and Moberg, R.M., Jr., 2010, Preliminary assessment of the hydrogeology and groundwater availability in the metamorphic and siliciclastic fractured-rock aquifer systems of Warren County, Virginia: U.S. Geological Survey Scientific Investigations Report 2010–5190, 74 p.) Within the same publication, the USGS reported in Table 1 that the average yield of wells found in the Catoctin Formation was 13.6 gpm.

Fracture Trace Analysis and Groundwater Potential

Based upon the analysis of the fracture network within the site and site vicinity, it appears that the site possesses at least one moderately well-expressed fracture and that numerous fractured areas are present within 4000 feet of the property. This suggests that the bedrock may be fairly well broken up by joints, fissures, fractures and possibly faults which increases the potential of developing adequate groundwater resources.

Recharge Analysis

In assessing a proposed groundwater withdrawal, it is common practice to compare the proposed withdrawal rate to the rate of groundwater recharge at the withdrawal location. Warren County receives about 41.2 inches of precipitation per year (USGS). Nelms and Moberg in their work, *"Preliminary assessment of the hydrogeology and groundwater availability in the metamorphic and siliciclastic fractured-rock aquifer systems of Warren County, Virginia: U.S. Geological Survey Scientific Investigations Report 2010–5190, 74 p.")*, quantified the recharge of the Manassas Run watershed (where the site is situated). This work estimates that between the years of 2001 and 2007 the effective recharge of the aquifer within boundaries of the Manassas Run watershed was about 14.2 inches per year.

After impervious areas, runoff and transpiration are considered, Cardno estimates that average daily recharge rate to the aquifer from within the boundaries of the site is about 4,777,850 gallons of water per year (GPY) or 13,090 gallons per day (gpd). Furthermore, given that the market will treat their waste on site, Cardno has estimated the consumptive use of water will be about 300 gpd. The attached Chart 1 compares, in graphic form, the relative groundwater recharge to consumption, under average rainfall conditions.

Well Records

Well completion reports (GW-2 Forms) were requested from the County Health Department for all parcels within 1,000 feet of the site (90 parcels in total). Of these parcels, 71 well and/or septic system records were obtained, including 40 well completion reports (GW-2 Forms). Data from these GW-2 Forms is reported in **Attachment I** and summarized in **Table 1** below.

Table 1: Well Data Summary

Statistic	Depth (ft)	Yield Gallons per minute	Depth Rock (ft)	Water Bearing Zone (ft)
Minimum	105	3	10	65
Average	342	13	42	
Median	333	8	38	
Maximum	580	40	135	565

Reported well yields ranged between 3 and 40 gallons per minute (gpm), with a median yield of 8 gpm and an average yield of 13 gpm. Bedrock was reported at a depth ranging from 10 to 135 feet below land surface (ft-bls), with a median depth of 38 ft-bls and an average depth of 42 ft-bls.

Water-bearing zones were reported from 65 to 565 ft-bls. The most commonly-reported water-bearing zones in order of most frequent were within: 200-220 ft-bls (8 reports), 120-140 ft-bls (7 reports), 100-120 ft-bls (6 reports), and 180-200 ft-bls (6 reports). Reference Figure 2 for details on reported water-bearing zones. Finally, total depth of well ranged from 105 ft-bls, with a median depth of 333 ft-bls and a mean well depth of 342 ft-bls.

Discussion/ Conclusion

The estimated water demand of 2500 gpd would require a well(s) to produce about 2 gpm. This report has found that the average yield of wells within 1000 feet of the site is about 13 gpm and compares favorably with the average yield reported by the USGS Scientific Investigation 2010-5190 referenced earlier. Given the geology, the presence of apparent fractures in vicinity of the site, the relatively large size of the parcel where multiple drilling opportunities exist and the average yields in the neighborhood, Cardno believes that it is reasonable to expect that adequate groundwater resources can be developed on and for the site.

The work to date indicates that the theoretical recharge within the boundaries of the site is more than adequate to supply water for the proposed uses.

In or best professional opinion, the proposed withdrawal volumes of water are relatively modest and would not be expected to interfere adversely with offsite supplies. At this time the exact location of a well has not been determined; however, the size of the parcel (~15 acres) makes it possible to position a well in such a way that would reduce the potential of interference with off-site wells further.

Finally, once a well is drilled and developed, aquifer testing will be required by the Virginia Department of Health, Office of Drinking Water (VHD-ODW). This testing will collect and analyze empirical data regarding the characteristics of the aquifer. Pertinent offsite wells could be monitored during the test to determine the degree (if any) of impact to offsite wells.

Limitations

The work performed in conjunction with this project, and the data developed, are intended as a description of available information. This report does not warrant against future operations or conditions, nor does it warrant against operations or conditions present of a type or at a specific location not investigated.

Generally accepted industry standards were used in the preparation of this report. Stated opinions and conclusions are not intended as a guarantee. The only reliable way to confirm that a sustainable groundwater resource is present is to drill a well and test it for quantity and quality.

Cardno appreciates the opportunity to provide hydrogeological consulting services to Bohler Engineering. Please contact us if you have any questions.

Sincerely,

Vincent Day, PG
Senior Hydrogeologist, Principal – Water Supply -
Direct Line +1 804-368-1003
Mobile: 434-923-0888
Email: vincent.day@cardno.com

Figures
Attachment I- GW2 Well Data
Chart 1 - Comparison of Groundwater Usage Estimates

FIGURES



Fig. 1 - Site Location Map

Proposed Sheetz Market
Linden, Virginia

Source: Esri, Maxar, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community, Sources: Esri, HERE, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community

Cardno

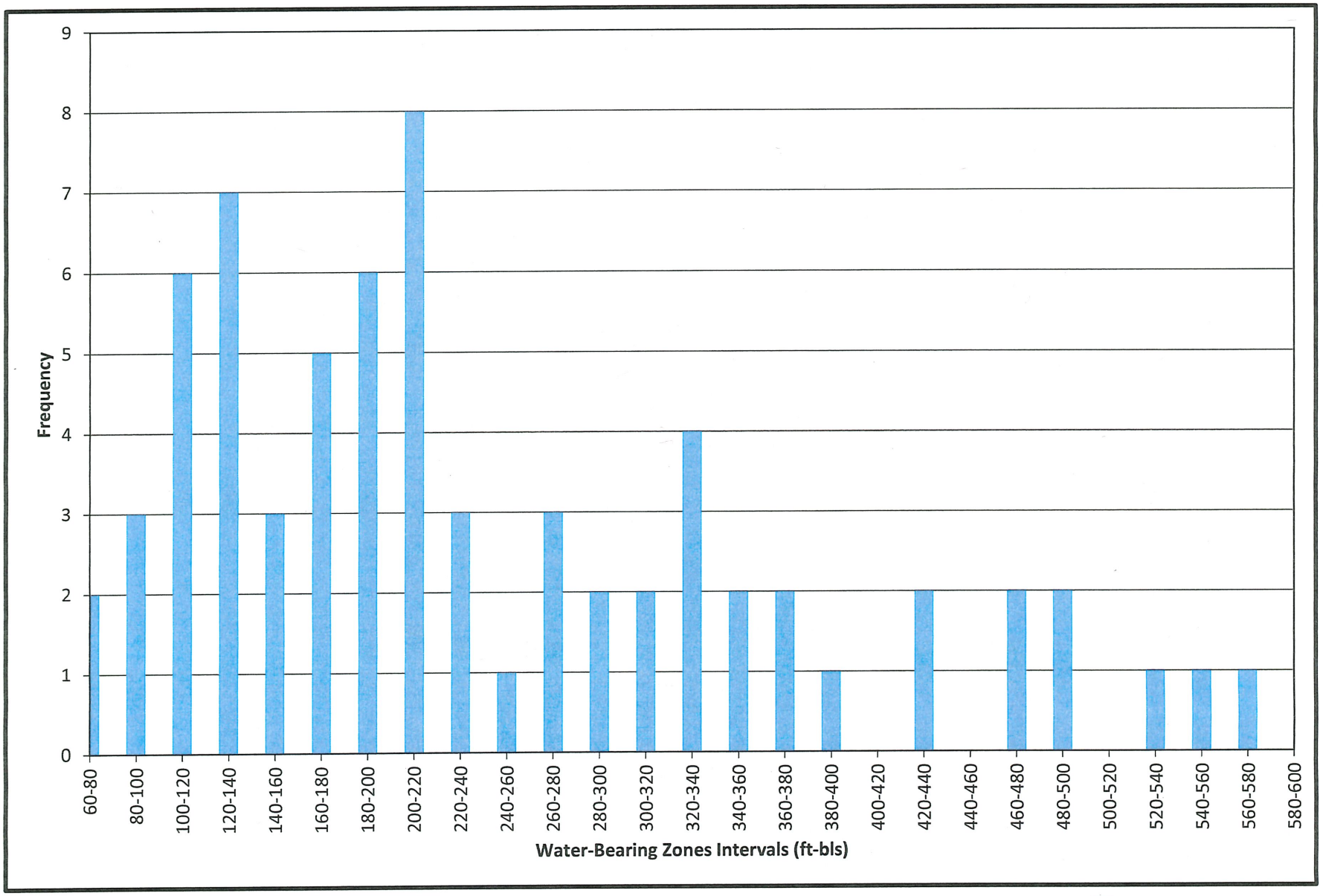
Coordinate System: WGS 1984 Web Mercator Auxiliary Sphere | Drawn by: BDM | 12/22/2020

N

0 0.2 0.4 Mi

0 0.4 0.8 Km

FIGURE 2 - WATER BEARING ZONE HISTOGRAM
WELLS WITHIN 1,000 FEET OF SITE
PROPOSED SHEETZ - LINDEN, VA



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ATTACHMENT I

GW-2 WELL DATA

WELL COMPLETION REPORT SUMMARY
PARCELS WITHIN 1,000 FEET OF SITE
PROPOSED SHEETZ - LINDEN, VA

PARCEL	YEAR DRILLED	WELL DEPTH (FT)	WELL DIAMETER (IN)	DEPTH TO BEDROCK (FT)	YIELD (GPM)	STATIC WATER LEVEL (FT)	PUMPING WATER LEVEL (FT)	DEPTH OF CASING (FT)	DEPTH OF GROUT (FT)	WATER-BEARING ZONES (FT)
22B-N-8	No construction information available									
22B-N-10	2020	460	6	10	20	60	NA	72	50	440
22B-N-15	No construction information available									
22B-N-27	No construction information available									
22B-N-28	No construction information available									
22B-N-38	2020	580	6	45	3	50	NA	82	75	265, 565
22B-P-2	2019	500	6	20	5	5	NA	61	50	470
22B-P-13	2016	230	6	25	30	60	180	55	50	125, 200
22B-T-5	No construction information available									
22B-P-12	2016	290	6	40	12	50	240	77	75	180, 265
22B-P-29	2004	400	6	38	8	90	NA	108	60	210, 240, 370
22B-P-43	1989	240	6	62	15	80	200	79	50	120, 140, 220
22B-P-31	No construction information available									
22B-P-32	1987	440	6	60	15	100	380	22	20	210, 425
22B-P-42	1986	250	6	14	8	NA	NA	53	50	220, 235
22B-P-15	No construction information available									
22B-P-30	No construction information available									
22B-N-2	2006	440	6	20	4	75	NA	84	50	376-378
22B-N-16	1987	345	6	70	8	70	300	84	20	210, 330
22B-N-29	1988	300	6	135	5	70	225	139	50	NA
22B-N-3	1990	520	6	50	15	200	470	76	50	190, 490
22B-N-4	1999	380	NA	15	6	80	310	55	50	220, 340
22B-N-6	1993	400	6	30	7	75	NA	55	55	320-325
22B-N-7	No construction information available									
22B-N-11	1994	300	6	40	5	60	NA	65	65	150-155
22B-P-14	No construction information available									
22B-P-11	No construction information available									
22B-N-30	No construction information available									
22B-P-38	No construction information available									
22B-P-37	No construction information available									
22B-P-35	No construction information available									
22B-T-6	No construction information available									
22B-N-23	1983	310	6	35	20	50	NA	48	48	295-300
22B-P-36	1985	240	6	24	8	NA	NA	34	34	128, 205
22B-P-8	No construction information available									
22B-T-3	No construction information available									
22B-N-35	1986	190	6	70	30	40	160	81	20	110, 180
22B-N-34	1984	170	6	88	10	60	130	98	20	110, 150
22B-N-36	No construction information available									
22B-N-33	2001	360	6	25	6	70	NA	113	50	140, 345
22B-N-14	1986	190	6	15	25	40	150	55	50	90, 180
22B-N-32-1	1994	210	6	65	40	65	170	81	50	120, 150, 195
22B-N-31	1998	420	6	40	4	50	NA	60	50	65, 390
22B-N-32-2	1988	565	6	25	12	200	525	56	50	140, 550
22B-N-12	1988	225	6	35	7	75	NA	80	65	165, 185
31-18-D	1995	105	6	40	35	10	NA	75	50	85
22B-N-37	No construction information available									
22B-P-33	No construction information available									
22B-T-18	1984	370	6	59	5	100	350	69	20	NA
22B-T-19	1984	290	6	94	5	120	250	104	20	NA
22B-P-6	2015	500	6	16	7	45	NA	63	50	223, 474

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WELL COMPLETION REPORT SUMMARY
PARCELS WITHIN 1,000 FEET OF SITE
PROPOSED SHEETZ - LINDEN, VA

PARCEL	YEAR DRILLED	WELL DEPTH (FT)	WELL DIAMETER (IN)	DEPTH TO BEDROCK (FT)	YIELD (GPM)	STATIC WATER LEVEL (FT)	PUMPING WATER LEVEL (FT)	DEPTH OF CASING (FT)	DEPTH OF GROUT (FT)	WATER-BEARING ZONES (FT)
22B-N-25	1988	325	6	50	10	70	NA	101	60	300
22B-N-44	No construction information available									
22B-P-1	1994	225	6	25	10	90	190	52	50	90, 210
22B-P-5	No construction information available									
22B-N-22	1986	230	6	93	6	25	NA	103	50	180-185, 200-215
22B-N-43	1993	380	6	10	5	12	NA	55	52	189, 359
22B-N-21	No construction information available									
22B-N-17	1994	150	6	30	40	60	120	63	50	70, 120, 140
31-18	No construction information available									
22B-T-1	2013	505	6	40	25	150	NA	70	70	485-490
22B-T-2	No construction information available									
22B-T-17	No construction information available									
22B-P-39	No construction information available									
22B-P-40	1999	420	6	55	7	60	310	72	50	140, 340
22B-P-41	1987	300	6	38	8	35	225	40	20	120, 267
22B-N-5	2019	340	6	20	20	45	NA	82	50	260, 320
22B-P-10	No construction information available									
22B-P-34	No construction information available									
22B-T-11	No construction information available									
22B-T-4	2004	565	6	20	8	100	NA	51	50	329, 530-535

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CHART 1

AVERAGE GROUNDWATER RECHARGE

V

PROPOSED CONSUMPTIVE USE IN GALLONS PER DAY

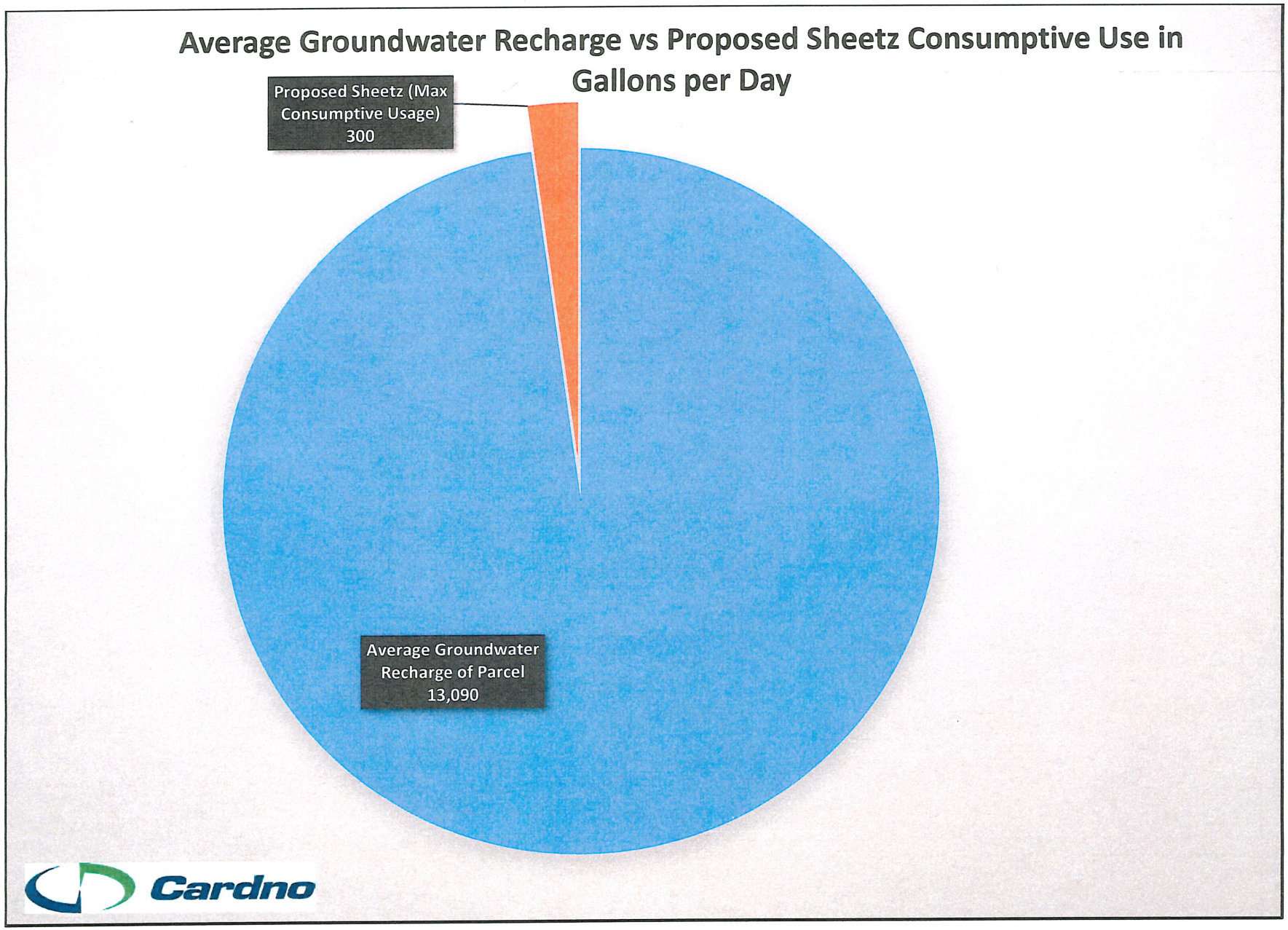


Chart 1: Comparison Analysis of Average Daily Groundwater Recharge to Consumptive Usage

ENVIRONMENTAL IMPACT STATEMENT

PREPARED FOR

Sheetz, Inc.
Apple Mountain Drive & I-66
Warren County, Virginia
BE #V208400

BY

BOHLER

28 BLACKWELL PARK LANE
SUITE 201
WARRENTON, VA 20186
(540) 349-4500

October 8, 2020

Site Inventory

Background

The subject site is a vacant 15.00 acre parcel located at the corner of Apple Mountain Rd and Interstate 66. The site is bounded by single-family residential to the north and west, Apple Mountain Rd to the east, and Interstate 66 to the south. There is existing access to the site via a paved entrance from Apple Mountain Rd.

This project proposes to construct a ±6,077 SF Sheetz convenience store with a drive-thru, 12 fuel stations, 48 parking spaces and associated utilities and infrastructure improvements, as well as a public bus drop-off with bus shelter and 28 parking spaces. The owner will provide landscaping to meet buffer and coverage requirements per the Warren County Zoning Ordinance. Stormwater requirements will be met with a proposed stormwater conveyance system and BMP measures per State requirements. Water and sewer will be provided via on-site well and septic systems.

Earth

The subject site is currently a vacant, wooded parcel with a paved cul-de-sac and existing entrance to Apple Mountain Rd. The site topography, per the Boundary & Topographic Survey, consists of 5% - 30% slopes leading from high elevations of 855' – 875' at the north end of the site to low points of 810' – 830' at the south end of the site. Per the Web Soil Survey, site soils are predominantly Myersville and Montalto Soils, which are stony soils with silt and clay loams at the surface over a bedrock foundation.

This development will maintain the existing entrance location and general runoff characteristics. Stormwater runoff will be routed through a proposed conveyance system and BMPs to the existing outfall points at the 54" CMP culvert under I-66 at the southeast corner of the site and the 66" CPP culvert under I-66 at the southwest corner of the site.

Water

The existing topography shows a ridge in the center of the site with depressions conveying from north to south on the east and west sides of the site. Stormwater flows on the west side of the site have created a measurable swale, however there is no perennial streams located on-site per FEMA FIRM maps. All runoff currently conveys to the 54" CMP and 66" CPP culverts under I-66.

Atmosphere

No negative air quality indicators around the subject site were identified with EPA Air Quality Maps.

Natural Process

The subject site is located in Zone X, outside the 0.2% annual chance flood, per FEMA FIRM Map Number 51187C0150C. Erosion on-site is anticipated to be minor to moderate due to the mountain slopes landform and dense tree cover. This development is not anticipated to generate any negative impact as all graded tie-out slopes will be fully stabilized.

Flora

The site is currently forested with clearings for the existing cul-de-sac and overhead utility poles running through the site. The are no critical habitats identified within the site per the U.S. Fish and Wildlife Service online resources.

Fauna

Fauna may consist of deer, squirrels, and other small mammals. There are two endangered and one threatened species of bat in this region. The Indiana Bat and Virginia Big-eared Bat are endangered, and the Northern Long-eared Bat is threatened. The subject site is located outside the final critical habitat identified for the two endangered species and no critical habitat has been identified for the threatened species.

Land Use

The subject site is an undeveloped, vacant parcel zoned for Agricultural use, with the existing paved entrance and cul-de-sac currently being used as a bus drop-off location. This development proposes to rezone the site for commercial use and to improve the existing entrance and construct the proposed Sheetz store and fuel station as well as the public bus drop-off area.

Recreation

There are no existing or proposed recreational uses on the subject site.

Aesthetics and Human Interests

No historically or archaeologically significant features have been identified to exist on site. The site does not provide significant aesthetic value due to the proximity to the interstate and the existing overhead utility lines. The primary interest for the site is commercial use.

Cultural Status

This undeveloped site adjacent to the interstate does not have any known cultural status.

Man-made Facilities and Activities

The site contains an existing paved entrance and cul-de-sac as well as overhead utility lines. The cul-de-sac is currently used as a school bus drop-off and turnaround with signage for "Authorized Personnel and Equipment Only" and "Limit One Hour Parking."

IMPACT OF PROJECT

Modification of Natural Environment

The natural environment will be modified with this development to include the clearing of trees and flattening of grade in the store and parking area, as well as additional clearing for utility and infrastructure improvements. Existing drainage patters at the southern end of the site will be maintained. Interior landscaping will be provided within the development in addition to undisturbed perimeter buffers to minimize any impact to the neighboring residential uses.

Land Transformation and Construction

The vacant, forested parcel will be modified to contain the Sheetz convenience store with drive-thru, fueling station, and public bus drop-off. Construction shall be performed in accordance with County regulations and standards.

Resource Extraction

There is no resource extraction associated with this development.

Processing

There is no heavy or industrial processing associated with this development.

Land Alteration

The existing topography will be modified to provide a flat building area in the vicinity of the ridge and depression in the center to east side of the site. The existing swale identified at the western edge of the site is not anticipated to be impacted with the development. The development will be localized to the southeast portion of the site, nearest the intersection of Apple Mountain Rd and I-66, and will minimize impact to the northern and western boundaries nearest the adjacent residential uses.

Resource Renewal

There are no resource renewal activities associated with this development.

Changes in Traffic

Apple Mountain Rd from the I-66 off-ramp to the intersection with McIntosh Dr and Jonathan Rd would see a slight increase in traffic associated with this development, which would be controlled at the existing signal on Apple Mountain Road and the westbound I-66 on-ramp.

A Traffic Impact Analysis completed by Ramey Kemp Associates, dated September 22, 2020, found that the proposed development will generate minor increases in traffic and will not have a negative impact on safety or commute times given some minor entrance and road improvements are completed with the development. The recommended improvements include constructing a left-turn lane on Route 79 at the I-66 eastbound ramp with 100 feet of storage, restriping the I-66 eastbound off-ramp to create a left-turn lane with 200 feet of storage, and providing one inbound and two outbound lanes with the proposed site entrance.

Waste Storage and Treatment

Sanitary waste will be conveyed to an on-site septic drain field in accordance with a feasibility report prepared by SES Mid-Atlantic, LLC. The feasibility report identified three areas, at the northwest corner, the center north, and the center south, as potential drain field locations. Any grease from the food preparation activities will be collected in a grease interceptor and disposed of in accordance with County and State regulations.

Water Service

Water for the proposed development will be provided by an on-site well. A feasibility report for the well is currently in production by Cardno, Inc.

Chemical Treatment

Chemical treatments will involve deicing operations during winter months. Any chemical treatments required due to a potential spill in the fueling area shall be treated and disposed of in accordance with all County and State regulations.

Accidents

Access to the site will be provided in the current location of the existing paved entrance and cul-de-sac. This location provides good visibility to the south, towards I-66, and limited visibility to the north, along Apple Mountain Rd, due to grade change and road curvature. However, the speed limit north on Apple Mountain Rd is reduced to 15 mph for the residential area and an existing speed bump is located approximately ±170' from the proposed entrance, therefore no increase in accidents is anticipated with the development.

References

- **Traffic Impact Analysis**
  "Sheetz – I-66 at Route 79 Interchange – Revised Traffic Impact Analysis (TIA) Warren County, Virginia"
  Prepared by: Ramey Kemp & Associates, Inc.
  Dated: September 22, 2020

- **Boundary and Topographic Survey**
  "Boundary and Topographic Survey Sheetz, Inc."
  Prepared by: Bohler
  Project #: SV208400
  Dated: 06/02/2020

- **Septic Feasibility Study**
  "Initial Consult for Onsite Sewage System, Route 66 & Apple Mountain Road, Linden, Virginia"
  Prepared by: SES Mid-Atlantic, LLC
  Dated: 05/28/2020

- **Web Soil Survey**
  Custom Soil Resource Report
  Generated by the USDA and NRCS

- **FEMA FIRM Map**
  FIRM Flood Insurance Rate Map, Warren County, Virginia
  Map Number: 51187C0150C
  Effective Date: 06/03/2008

- **Air Quality Map**
  Outdoor Air Quality Data – Interactive Map of Air Quality Monitors
  Generated by the EPA

- **Endangered Species**
  Information for Planning and Consultation – Resources
  Generated by the U.S. Fish & Wildlife Service

COMMUNITY IMPACT STATEMENT

PREPARED FOR

Sheetz, Inc.
Apple Mountain Drive & I-66
Warren County, Virginia
BE #V208400

BY

BOHLER

28 BLACKWELL PARK LANE
SUITE 201
WARRENTON, VA 20186
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October 8, 2020

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The subject site is a vacant 15.00 acre parcel located at the corner of Apple Mountain Rd and Interstate 66. The site is bounded by single-family residential to the north and west, Apple Mountain Rd to the east, and Interstate 66 to the south. There is existing access to the site via a paved entrance from Apple Mountain Rd.

This project proposes to construct a ±6,077 SF Sheetz convenience store with a drive-thru, 12 fuel stations, 48 parking spaces and associated utilities and infrastructure improvements, as well as a public bus drop-off with bus shelter and 28 parking spaces. The owner will provide landscaping to meet buffer and coverage requirements per the Warren County Zoning Ordinance. Stormwater requirements will be met with a proposed stormwater conveyance system and BMP measures per State requirements. Water and sewer will be provided via on-site well and septic systems.

Law Enforcement

The Warren County Sheriff's Department is ±7 miles away and would take 10-15 minutes for response time per Google Maps. The surrounding area is single-family residential uses and this development is not anticipated to generate an increase in overall service demand.

Fire and Rescue Services

The Linden Volunteer Fire Department is ±0.5 miles away per Google Maps.

Educational Facilities and Services

The existing paved entrance and cul-de-sac on-site serve as a school bus drop-off and pick-up location. This development will provide an improved bus drop-off location with shelter and parking spaces.

Parks and Recreation

These services are not applicable for this proposed development.

Library

These services are not applicable for this proposed development.

Solid Waste Facilities

Warren County Refuse Collection and Disposal is ±0.9 miles away per Google Maps. The proposed development will be served by private trash collection.

Water and Sanitary Sewer Service

Sanitary waste will be conveyed to an on-site septic drain field in accordance with a feasibility report prepared by SES Mid-Atlantic, LLC. The feasibility report identified three areas, at the northwest corner, the center north, and the center south, as potential drain field locations. Water for the proposed development will be provided by an on-site well. A feasibility report for the well is currently in production by Cardno, Inc.

County Administrative Services

The proposed development will require County services for the review and approval of the civil site plan, including any applicable subcontractor designs such as well and septic, during site design and construction.

Transportation

Apple Mountain Rd from the I-66 off-ramp to the intersection with McIntosh Dr and Jonathan Rd would see a slight increase in traffic associated with this development, which would be controlled at the existing signal on Apple Mountain Road and the westbound I-66 on-ramp.

A Traffic Impact Analysis completed by Ramey Kemp Associates, dated September 22, 2020, found that the proposed development will generate minor increases in traffic and will not have a negative impact on safety or commute times given some minor entrance and road improvements are completed with the development. The recommended improvements include constructing a left-turn lane on Route 79 at the I-66 eastbound ramp with 100 feet of storage, restriping the I-66 eastbound off-ramp to create a left-turn lane with 200 feet of storage, and providing one inbound and two outbound lanes with the proposed site entrance.

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  Dated: 05/28/2020

VDOT
Virginia Department of Transportation

EDINBURG RESIDENCY
LAND USE MEMORANDUM

DATE: January 29, 2021

TO: Taryn Logan, AICP, Warren County Planning Director

FROM: Bradley S. Riggleman, P.E., Area Land Use Engineer

RE: TIA & Rezoning Comments – Linen Sheetz Rezoning

Ms. Logan,

Staunton District Planning, Traffic Engineering, and the Edinburg Residency have completed a review of the most recent revision of the Linden Sheetz TIA that was submitted to this office via email on January 13, 2021, along with a revised proffer letter dated December 14, 2020. This comment letter is divided into two sections. First will be comments related to the Traffic Impact Analysis, and second will be comments for the rezoning application and revised proffers. Following are comments for the TIA:

1. Previous comments for the TIA have been addressed. The TIA is acceptable and complete.

The following comments are for the rezoning application and revised proffers:

1. The subject rezoning will have a measurable impact to the roadway network. In an effort to mitigate these impacts, the proffer letter includes a number of off-site roadway improvements that are intended to minimizing impacts. However, there are a couple additional concerns that have been communicated in previous comment letters that the proffers do not appear to address. One is the turning radius at the westbound I-66 off ramp. Previous turning movement templates show that the right turn radius is not large enough to accommodate a WB-67 (73.5' semi-truck). This radius needs to be improved to allow these large commercial vehicles to make this turning maneuver without encroaching into the southbound Rt. 79 travel lane. Also, core samples need to be taken in the right turn lane of the I-66 westbound exit ramp to ensure pavement adequacy. While VDOT recently re-striped the exit ramp to include both a right and left turn lane, it was done without an evaluation of the pavement layers. The plans for the ramp indicate that the main line pavement is 16' wide, with a paved shoulder width of 6' on the right. The plans also indicate that the paved shoulder has a significantly reduced pavement section. With the increase in proposed traffic volume, the pavement structure will need to be evaluated, and if needs be, improved to support the anticipated traffic loading.
2. As noted in previous comment letters, the site entrance on Rt. 79 does not meet current Access Management spacing requirements for the distance between an interchange ramp and a commercial entrance. In an effort to mitigate this reduced spacing, the proffers include the construction of a left turn lane on Apple Mountain Road serving the site entrance. As the TIA indicates, this left turn lane is not warranted, but is included to improve intersection operation and to minimize delay to main line traffic. With this proposed mitigation, the TIA shows that the site entrance will operate with minimum delay, and VDOT could support an Access Management Exception for a reduced entrance spacing.
3. Transportation proffer statement #1 adds some ambiguity to the status of the Traffic Impact Analysis. It is noted that a TIA has been completed and approved by VDOT. We are not

opposed to the proffer for another TIA to be submitted based on the actual use of the site as outlined in future site plans, however, care needs to be taken to differentiate between the proffered improvements that are outlined in the current TIA, as opposed to improvements that could be necessary in a future TIA. This could be addressed in Transportation Proffer #3. The proffered improvements here are based on the completed TIA and would be considered to be minimum improvements. Should a future TIA indicate that additional improvements are necessary, then the verbiage should indicate a commitment on the part of the developer to complete these future needed improvements.

4. VDOT does not support Transportation Proffer #2. The FHWA has authority over the Interstate System. With that said, it is not uncommon for VDOT to work alongside the FHWA on these types of projects, and does not anticipate that the FHWA would fail to support these proposed ramp and Rt. 79 improvements.
5. Transportation Proffer #3 speaks of a revised TIA, along with "necessary and reasonable exceptions and/or waivers from minimum front and rear yard building setback requirements in the Highway Corridor Overlay District..." While setbacks are not under the purview of VDOT, this could lead to an expectation of a reduction to County setback requirements. Consideration should be given to the intention of this language and its implications to any potential development and land divisions.
6. Roadway improvements and site access shall be designed and constructed in accordance with all current VDOT Regulations, Standards, and Specifications.

Please feel free to contact me if you have any questions.

Sincerely,

Bradley S. Riggleman, P.E.
Area Land Use Engineer – Edinburg Residency

Cc: Carl Hultgren, P.E., PTOE, Ramey Kemp Associates
Robert Franks, Sheetz
John Wright, P.E., Bohler Engineering
Jeff Lineberry, P.E. – VDOT Transportation and Land Use Director
Terry Short, AICP, VDOT District Planning Manager
Matt Bond, P.E., VDOT District Traffic Engineer

VDOT
Virginia Department of Transportation

EDINBURG RESIDENCY
LAND USE MEMORANDUM

DATE: December 22, 2020

TO: Carl Hultgren, P.E., PTOE, Ramey Kemp Associates

FROM: Bradley S. Riggleman, P.E., Area Land Use Engineer

RE: TIA Comments – Linen Sheetz Rezoning

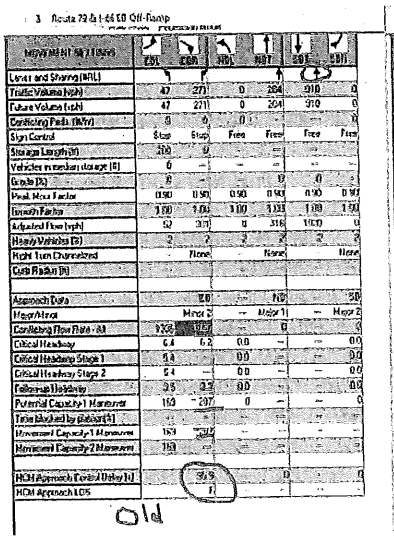
Mr. Hultgren,

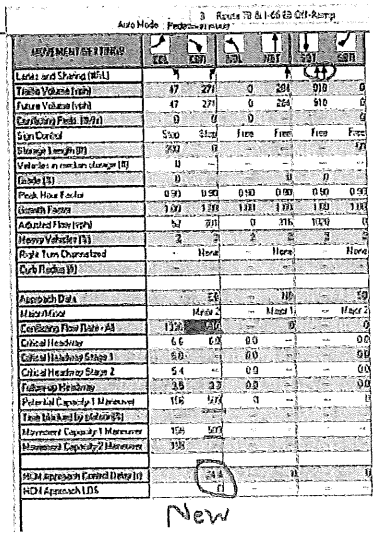
The Residency has completed a review of the most recent revision of the Linden Sheetz TIA that was submitted to this office on December 10, 2020. VDOT has noted one additional comment that is a result of a change to the model at the Rt. 79 & I-66 EB on ramp:

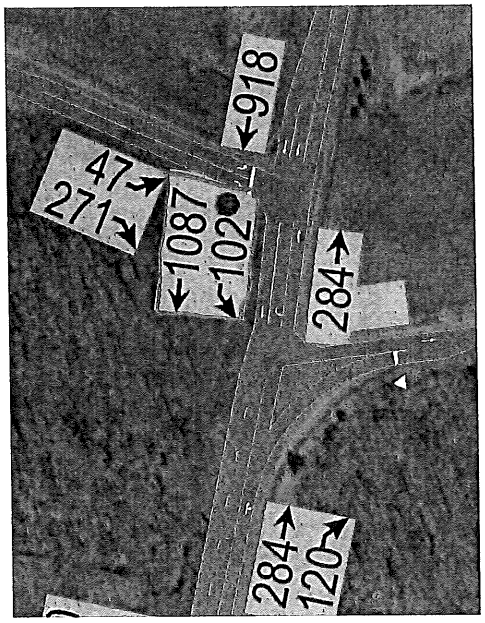
At the Route 79 & I-66 EB Ramps, the December TIA extends the SB left turn lane to the EB on-ramp through the intersection with the EB off-ramp, as seen in the Synchro screenshot below. This turn lane was extended based on our comment that the warrant calls for 175 ft. of storage, but the October TIA only proposed a 100 ft. turn lane to fit in the space between the off-ramp and on-ramp. This new configuration, with two SB approach lanes to the EB off-ramp, changes the HCM calculation significantly, with the EB right turn from the off-ramp (the most delayed movement at the intersection) showing a drop from 106.4 to 21.8 sec in the "PM with Improvements" scenario for the December TIA.

As seen in the HCM 6th Edition table below, it appears that HCM simply cuts the SB lanes (through and left) where they conflict with the EB off ramp. This creates a scenario where the model thinks there are two through lanes through this intersection, greatly reducing the delay for the EB off ramp. This is not a realistic outcome since the downstream demand heavily favors the near-side lane for the SB thru (1087 vehicles) vs. the far lane for the SB left (102 vehicles). We expect that the 106.4 second delay from the previous TIA would be much closer to reality than the 21.8 seconds reported in the December submittal.

We suggest to remove the additional SB thru lane from model and, if desired, note in Table 4 that the delay may be slightly lower given the lengthened added approach lane.







Please feel free to contact me if you have any questions.

Sincerely,

Bradley S. Riggleman, P.E.
Area Land Use Engineer – Edinburg Residency

Cc: Taryn Logan, AICP, Warren County Planning Director
Robert Franks, Sheetz
John Wright, P.E., Bohler Engineering
Jeff Lineberry, P.E. – VDOT Transportation and Land Use Director
Brad Reed, AICP, VDOT Staunton District Planning

VDOT
Virginia Department of Transportation

EDINBURG RESIDENCY
LAND USE MEMORANDUM

DATE: November 9, 2020

TO: Carl Hultgren, P.E., PTOE, Ramey Kemp Associates

FROM: Bradley S. Riggleman, P.E., Area Land Use Engineer

RE: TIA Comments – Linen Sheetz Rezoning

Mr. Hultgren,

The Residency has completed a review of the second submittal of the Linden Sheetz TIA that was submitted to this office on September 30, 2020. VDOT offers the following comments:

1. The entrance location onto Rt. 79 (Apple Mountain Road) does not meet Access Management Spacing Regulations. While the TIA demonstrates that the 95th percentile queue does not back up to the proposed entrance, the TIA does not offer any type mitigation for the reduced spacing. It is suggested for the Engineer to contact the Residency to discuss possible mitigative measures that would protect the roadway network and reduce inconvenience to the existing users of Apple Mountain Road.
2. While the truck fueling positions are no longer included in the proposed use, right turning heavy vehicles (tanker and delivery trucks) continue to be a concern at the I-66 Westbound off-ramp. It is the expectation that improvements for right turning WB-67's be fully evaluated. It continues to be a concern that the radius is not sufficient and that relocating the stop bar for Southbound Rt. 79 farther north will back the queue up closer to the proposed site entrance.
3. Regarding first submittal Comment #6 & #7: Because this development is proposing a significant increase to right turn volume at this intersection and on Rt. 79, we maintain that core samples need to be obtained to verify pavement adequacy for the proposed traffic volume.
4. The TIA states that a left turn lane onto the I-66 Eastbound on-ramp is warranted based on existing traffic volumes. While this appears to be the case, it should be noted that this development is adding significant traffic volume to this movement, which increases the need for the turn lane. The TIA is recommending the construction of a 100' turn lane. Why does the TIA recommend a 100' turn lane when a 175' turn lane is warranted? The TIA should also make clear what the taper length should be.
5. The TIA recommends restriping the I-66 Eastbound off-ramp to provide a designated left turn lane, and the comment response letter acknowledges that the geometry for this new left turn lanes needs to be confirmed to ensure adequate lane and shoulder widths. However, the TIA recommends re-striping only. The TIA needs to show all necessary measures to ensure that adequate turn lane and shoulder widths can be achieved.
6. Table 3 (Rt. 79/I-66 Westbound Ramp) shows that the queue for NBL/T increase 95' while the lane delay decreases by 0.7 seconds. How can this increase in queue result in a decrease in delay?

Please feel free to contact me if you have any questions.

Sincerely,

Bradley S. Riggleman, P.E.
Area Land Use Engineer – Edinburg Residency

Cc: Taryn Logan, AICP, Warren County Planning Director
Robert Franks, Sheetz
John Wright, P.E., Bohler Engineering
Jeff Lineberry, P.E. – VDOT Transportation and Land Use Director
Brad Reed, AICP, VDOT Staunton District Planning

RAMEY KEMP ASSOCIATES
Mount Pleasant

T 804 [illegible]

4343 Cox Road
Glen Allen, VA 23060

January 13, 2021

Mr. Bradley Riggleman, P.E.
Area Land Use Engineer
Virginia Department of Transportation
14031 Old Valley Pike
Edinburg, Virginia 22824
Phone: (540) 984-5615

Reference: **Sheetz** – I-66 at Route 79 Interchange – Revised Traffic Impact Analysis (TIA)
Warren County, Virginia

Dear Mr. Riggleman,

Ramey Kemp & Associates, Inc. (RKA) has performed a Traffic Impact Analysis (TIA) for the proposed convenience store in the northwest quadrant of the I-66 at Route 79 interchange. The development plan includes a convenience store with 12 fueling positions and one full-movement driveway on Apple Mountain Road. The development plan also includes relocating and improving the existing school bus stop on the property. If approved, the convenience store is expected to be built-out in 2022. Figure 1 shows the site location and study intersections, and Figure 2 shows the preliminary site plan.

Based on conference calls with you and the County on May 5 and July 14, the purpose of this report is to provide the following:

- Trip generation calculations
- Evaluation of turn lane warrants for the proposed site driveway
- Capacity and queueing analysis of the study intersections

The Revised TIA was dated December 7, and VDOT provided one review comment in a memo dated December 22. Following is the comment related to the Route 79 at I-66 eastbound ramps and our response:

1. We suggest to remove the additional SB thru lane from the model (due to the proposed southbound left-turn lane on Route 79) and, if desired, note in Table 4 that the delay may be slightly lower given the lengthened added approach lane.

    - The Synchro models have been revised as requested so there is only one southbound through lane at the I-66 eastbound off-ramp, and the results have been updated in Table 4.

Existing Roadway Conditions
I-66 is a four-lane divided Interstate with a current average daily traffic (ADT) volume of approximately 40,000 vehicles per day (vpd), and a posted speed limit of 70 miles per hour (mph) in the vicinity of the site.

Route 79 (Apple Mountain Road) is a two-lane Principal Arterial with a current ADT volume of approximately 8,000 vpd, and a posted speed limit of 35 mph in the vicinity of the site north of I-66. Apple Mountain Road is a two-lane residential collector south od I-66, with a current ADT volume of approximately 2,500 vpd, and a posted speed limit of 15 mph.

Route 55 is a two-lane Principal Arterial with a current ADT volume of approximately 13,000 vpd west of Route 79, and a Major Collector with a current ADT volume of approximately 4,500 vpd east of Route 79. Route 55 has a posted speed limit of 45 mph in the vicinity of Route 79.

The existing roadway configuration is shown in Figure 3.

Existing Traffic Volumes
VDOT provided AM peak hour (7:00 to 9:00 AM) and PM peak hour (4:00 to 6:00 PM) turning movement counts at the following intersections:

- Route 79 at I-66 Westbound Ramps – performed by The Traffic Group in November 2016
- Route 79 at Route 55 – performed by Peggy Malone & Associates in May 2016

VDOT also performed tube counts on Route 79 at the I-66 Eastbound off-ramp in May 2017. For the purpose of this study, it was assumed that 10% of drivers on the I-66 Eastbound off-ramp turn left, and 90% turn right on Route 79.

The 2016 and 2017 traffic volumes were grown by 2.0% per year to estimate the existing 2020 traffic volumes at the study intersections. The traffic count data are enclosed.

School Bus Stop Trips
The applicant is proposing to construct a school bus stop on the west side of the proposed store for the County's use. To estimate the trip potential of the bus stop, it was assumed that 3 buses and 27 passenger cars arrive during the AM peak hour, and no trips during the PM peak hour. Figures 4 and 5 show the estimated school bus stop site trip distribution and assignment, and Figure 6 shows the existing 2020 peak hour traffic volumes.

Background Traffic Growth
The existing 2020 peak hour traffic volumes were grown by an annual rate of 2.0% for two years to estimate the 2022 peak hour traffic volumes. The estimated no-build 2022 volumes are shown in Figure 7.

Truck Percentage
The existing truck percentage at the intersection of Route 79 at I-66 Westbound Ramps is approximately 4% in the AM peak hour and 2% in the PM peak hour. These percentages were applied to all movements in the existing and no-build traffic conditions. For the build conditions, the truck percentages for the individual movements that the school buses will use were calculated and entered into the Synchro models.

Approved Developments
Based on discussion with VDOT, there are no approved developments in the vicinity of the site that will generate a significant amount of traffic.

Trip Generation
The trip generation potential of the proposed convenience store during a typical weekday, AM peak hour, and PM peak hour was estimated using the methodologies published by the ITE *Trip Generation Manual – 10th Edition*. Table 1 summarizes the trip generation calculations.

Table 1: ITE Trip Generation – Weekday – 10th Edition

Land Use (ITE Land Use Code)	Size	Weekday Daily Traffic (vpd)		AM Peak Hour (vph)		PM Peak Hour (vph)	
		Enter	Exit	Enter	Exit	Enter	Exit
Super Convenience Market / Gas Station (960)	12 f.p.	1,383	1,383	168	169	138	138
Estimated School Bus Stop Trips		60[2]	60[2]	30[1]	30[1]	0	0

1 – Assumes 3 buses and 27 passenger cars in and out
2 – Assumes 3 buses and 27 passenger cars in and out during the AM and mid-afternoon peak hours

Convenience stores attract pass-by trips, which are made by drivers who are already driving past the site today. In this study, it was assumed that the proposed store will divert trips from I-66 instead of attracting pass-by trips from Apple Mountain Road. There will be some internal capture between the proposed store and the school bus stop, but that was ignored to be conservative.

Site Trip Distribution
Based on discussion with VDOT, the following site trip distribution was applied to the Sheetz customers:

- 30% to / from I-66 westbound
- 25% to / from the west on Route 55
- 20% to / from I-66 eastbound
- 15% to / from the east on Route 55
- 10% to / from the north on Apple Mountain Road

Figure 8 shows the site trip distribution for Sheetz customers, and Figure 9 shows the site trip assignment. Figure 10 shows the projected 2022 build-out peak hour traffic volumes.

VDOT Turn Lane Warrant Analysis
The existing AM and PM peak hour traffic volumes at the intersection of Route 79 at I-66 eastbound ramps were compared to the turn lane warrants in the Virginia Department of Transportation (VDOT) *Access Management Design Standards for Entrances and Intersections.* Based on the turn lane warrant charts:

Route 79 at I-66 Eastbound Ramps:

- The existing volumes warrant a southbound left-turn lane on Route 79 during both peak hours

The existing AM and PM peak hour traffic volumes are well above the VDOT threshold for a southbound left-turn lane on Route 79. This turn lane is needed with or without the proposed Sheetz trips.

Traffic Capacity Analysis
Traffic capacity analysis for the study intersections was performed using Synchro 10, which is a comprehensive software package that allows the user to model signalized and unsignalized intersections to determine levels-of-service based on the thresholds specified in the Highway Capacity Manual (HCM) – 6th Edition.

Table 2 summarizes the capacity analysis results for the intersection of Apple Mountain Road at Proposed Site Driveway, and the HCM 6th Edition Synchro outputs are enclosed for reference.

Table 2: Level-of-Service Summary for Apple Mountain Road at Proposed Site Driveway

CONDITION	LANE GROUP	AM PEAK HOUR				PM PEAK HOUR			
		Lane LOS	Lane Delay (sec)	Queue (ft)	Overall LOS (Delay)[3]	Lane LOS	Lane Delay (sec)	Queue (ft)	Overall LOS (Delay)[3]
Existing (2020) Traffic Conditions	EBL/R[1]	A	9.9	3	N/A	A	9.8	0	N/A
	NBL/T[2]	A	7.7	0		A	7.5	0	
	SBT/R	-	-	-		-	-	-	
No-Build (2022) Traffic Conditions	EBL/R[1]	A	9.9	3	N/A	A	9.6	0	N/A
	NBL/T[2]	A	7.8	0		A	7.5	0	
	SBT/R	-	-	-		-	-	-	
Build (2022) Traffic Conditions *With Improvement*	EBL[1]	C	15.4	8	N/A	B	13.9	3	N/A
	EBR[1]	B	10.8	23		A	9.7	13	
	NBL[2]	A	8.2	13		A	7.8	8	
	NBT	-	-	-		-	-	-	
	SBT/R	-	-	-		-	-	-	

1. Level of service for minor-street approach
2. Level of service for major street left-turn movement
3. HCM methodology does not provide lane group or overall LOS, delay, and queue lengths for major street through movements or right turns at unsignalized intersections.

Capacity analysis indicates that the minor street left-turn movement currently operates with short delays (less than 25 seconds) during the AM and PM peak hours. Under no-build conditions, the minor street left-turn movement is expected to continue to continue to operate with short delays (less than 25 seconds) during the AM and PM peak hours.

Under build conditions, capacity analysis indicates that the eastbound left-turn movement is projected to continue to operate with short delays (less than 25 seconds) during the weekday AM and PM peak hours with one inbound lane and two outbound lanes on the site driveway and the following improvement:

- Construct a northbound left-turn lane on Apple Mountain Road with 100 feet of storage and a 100 foot taper

Table 3 summarizes the capacity analysis results for the signalized intersection of Route 79 at I-66 Westbound Ramps, and the HCM 2000 Signalized outputs and Synchro outputs (for queues only) are enclosed for reference.

Table 3: Level-of-Service Summary for Route 79 at I-66 Westbound Ramps

CONDITION	LANE GROUP	AM PEAK HOUR				PM PEAK HOUR			
		Lane LOS	Lane Delay (sec)	Queue (ft)	Overall LOS (Delay)	Lane LOS	Lane Delay (sec)	Queue (ft)	Overall LOS (Delay)
Existing (2020) Traffic Conditions	WBL/T	B	11.7	74	A (9.2 sec)	C	21.8	574	C (22.4 sec)
	WBR	A	9.9	0		A	8.2	0	
	NBL/T	A	8.2	59		C	26.0	225	
	SBT/R	A	7.7	60		C	24.6	75	
No-Build (2022) Traffic Conditions	WBL/T	B	11.8	79	A (9.4 sec)	C	21.8	574	C (22.4 sec)
	WBR	A	9.9	0		A	8.2	0	
	NBL/T	A	8.3	62		C	26.0	225	
	SBT/R	A	7.8	62		C	24.6	75	
Build (2022) Traffic Conditions	WBL/T	B	14.8	112	B (10.1 sec)	C	25.9	629	C (28.9 sec)
	WBR	B	12.6	11		A	9.4	9	
	NBL/T	A	8.7	110		D	43.2	334	
	SBT/R	A	8.2	122		C	25.1	165	

Capacity analysis indicates that the intersection currently operates at LOS A during the AM peak hour and LOS C during the PM peak hour. Under no-build conditions, the intersection is expected to continue to operate at LOS A during the AM peak hour and LOS C during the PM peak hour.

With the addition of the proposed site traffic, the intersection is expected to operate at LOS B during the AM peak hour and LOS C during the PM peak hour. No improvements are warranted or recommended at build-out of the site.

Table 4 summarizes the capacity analysis results for the unsignalized intersection of Route 79 at I-66 Eastbound Ramps, and the HCM 6th Edition and HCM 2000 Unsignalized Synchro outputs are enclosed for reference.

Table 4: Level-of-Service Summary for Route 79 at I-66 Eastbound Ramps

CONDITION	LANE GROUP	AM PEAK HOUR				PM PEAK HOUR			
		Lane LOS	Lane Delay (sec)	Queue (ft)	Overall LOS (Delay)[3]	Lane LOS	Lane Delay (sec)	Queue (ft)	Overall LOS (Delay)[3]
Existing (2020) Traffic Conditions	EBL/R[1] NBT/R SBL/T[2]	B - A	11.7 - 1.9	15 - 5	N/A	F - A	71.5 - 1.8	240 - 5	N/A
No-Build (2022) Traffic Conditions	EBL/R[1] NBT/R SBL/T[2]	B - A	11.9 - 1.9	18 - 5	N/A	F - A	95.4 - 1.9	288 - 5	N/A
Build (2022) Traffic Conditions	EBL/R[1] NBT/R SBL/T[2]	C - A	15.6 - 2.5	35 - 8	N/A	F - A	222.1 - 3.0	468 - 7	N/A
Build (2022) Traffic Conditions *With Improvements**	EBL[1] EBR[1] NBT/R SBL[2] SBT	C B - A -	15.8 12.8 - 8.0 -	10 18 - 8 -	N/A	E F - A -	35.6 106.4 - 8.2 -	30 288 - 7 -	N/A

1. Level of service for minor-street approach
2. Level of service for major street left-turn movement
3. HCM methodology does not provide lane group or overall LOS, delay, and queue lengths for major street through movements or right turns at unsignalized intersections.

Capacity analysis indicates that the eastbound left-turn movement currently operates with short delays (less than 25 seconds) during the AM peak hour and with long delays (more than 50 seconds) during the PM peak hour. Under no-build and build conditions, the eastbound left-turn movement is projected to continue to operate with short delays (less than 25 seconds) during the AM peak hour and with long delays (more than 50 seconds) during the PM peak hour.

The existing AM and PM peak hour traffic volumes warrant a southbound left-turn lane on Route 79 with 175 feet of storage, but the applicant is willing to build this turn lane. The following improvement is also recommended to mitigate the proposed site trips:

- Widen and restripe the I-66 eastbound off-ramp to create an eastbound left-turn lane with 200 feet of storage

The eastbound left-turn movement is projected to operate with short delays (less than 25 seconds) during the AM peak hour, and with long delays (greater than 50 seconds) during the PM peak hour, with significantly shorter queues on the off-ramp.

Table 5 summarizes the capacity analysis results for the signalized intersection of Route 79 at Route 55 / Exxon Driveway, and the HCM 2000 Signalized outputs and Synchro outputs (for queues only) are enclosed for reference.

Table 5: Level-of-Service Summary for Route 79 at Route 55 / Exxon Driveway

CONDITION	LANE GROUP	AM PEAK HOUR				PM PEAK HOUR			
		Lane LOS	Lane Delay (sec)	Queue (ft)	Overall LOS (Delay)	Lane LOS	Lane Delay (sec)	Queue (ft)	Overall LOS (Delay)
Existing (2020) Traffic Conditions	EBL	B	10.9	184	B (16.8 sec)	C	26.9	175	D (37.0 sec)
	EBT/R	A	5.1	31		C	20.9	114	
	WBL	B	18.8	4		C	33.6	7	
	WBT	C	22.1	154		D	48.5	197	
	WBT/R	B	19.1	21		C	33.9	3	
	NBL	C	22.9	11		B	12.9	25	
	NBT/R	C	23.8	52		B	12.7	25	
	SBL/T	C	24.6	65		B	11.9	58	
	SBR	C	23.9	67		D	45.9	536	
No-Build (2022) Traffic Conditions	EBL	B	11.2	196	B (17.3 sec)	C	27.1	171	D (39.8 sec)
	EBT/R	A	5.0	33		C	20.4	113	
	WBL	B	19.3	4		C	32.7	7	
	WBT	C	23.0	161		D	44.8	178	
	WBT/R	B	19.6	23		C	32.9	5	
	NBL	C	23.5	11		B	13.4	27	
	NBT/R	C	24.5	55		B	13.2	27	
	SBL/T	C	25.3	67		B	12.5	60	
	SBR	C	24.6	68		D	52.0	597	
Build (2022) Traffic Conditions	EBL	B	12.8	237	B (19.1 sec)	C	33.3	228	D (40.5 sec)
	EBT/R	A	5.4	34		C	20.5	113	
	WBL	C	21.2	5		C	32.7	7	
	WBT	C	25.2	182		D	44.8	178	
	WBT/R	C	21.6	42		C	33.0	20	
	NBL	C	24.6	13		B	13.3	27	
	NBT/R	C	25.5	61		B	13.1	27	
	SBL/T	C	27.4	99		B	12.7	71	
	SBR	C	25.9	79		D	52.3	616	

Capacity analysis indicates that the intersection currently operates at LOS B during the AM peak hour and LOS D during PM peak hour. Under no-build and build conditions, the intersection is expected to continue to operate at LOS B during the AM peak hour and LOS D during the PM peak hour. No improvements are warranted or recommended at build-out of the site.

Recommendations
Based on the trip generation potential of the proposed convenience store, the following roadway improvements are warranted or recommended:

Apple Mountain Road at Proposed Site Driveway:

- Provide one inbound lane and two outbound lanes on the site driveway
- Construct a northbound left-turn lane on Apple Mountain Road with 100 feet of storage and a 100 foot taper

Route 79 at I-66 Eastbound Ramps:

- Construct a southbound left-turn lane on Route 79 with 175 feet of storage and a 100 foot taper
- Widen and restripe the I-66 eastbound off-ramp to create a left-turn lane with 200 feet of storage

Figure 11 shows the recommended roadway laneage.

We appreciate your attention to this matter. Please contact me at (804) 217-8560 if you have any questions about this report.

Sincerely yours,
Ramey Kemp & Associates, Inc.



Carl Hultgren, P.E., PTOE
State Traffic Engineering Lead

Enclosures: Figures, Traffic count data, Synchro output, VDOT turn lane warrant diagrams

Copy to: Mr. Robert Franks, Sheetz
Mr. John Wright, P.E., Bohler Engineering
Mr. Jeffrey Lineberry, P.E., VDOT
Mr. Brad Reed, AICP, VDOT

FIGURES



Inset



Overview

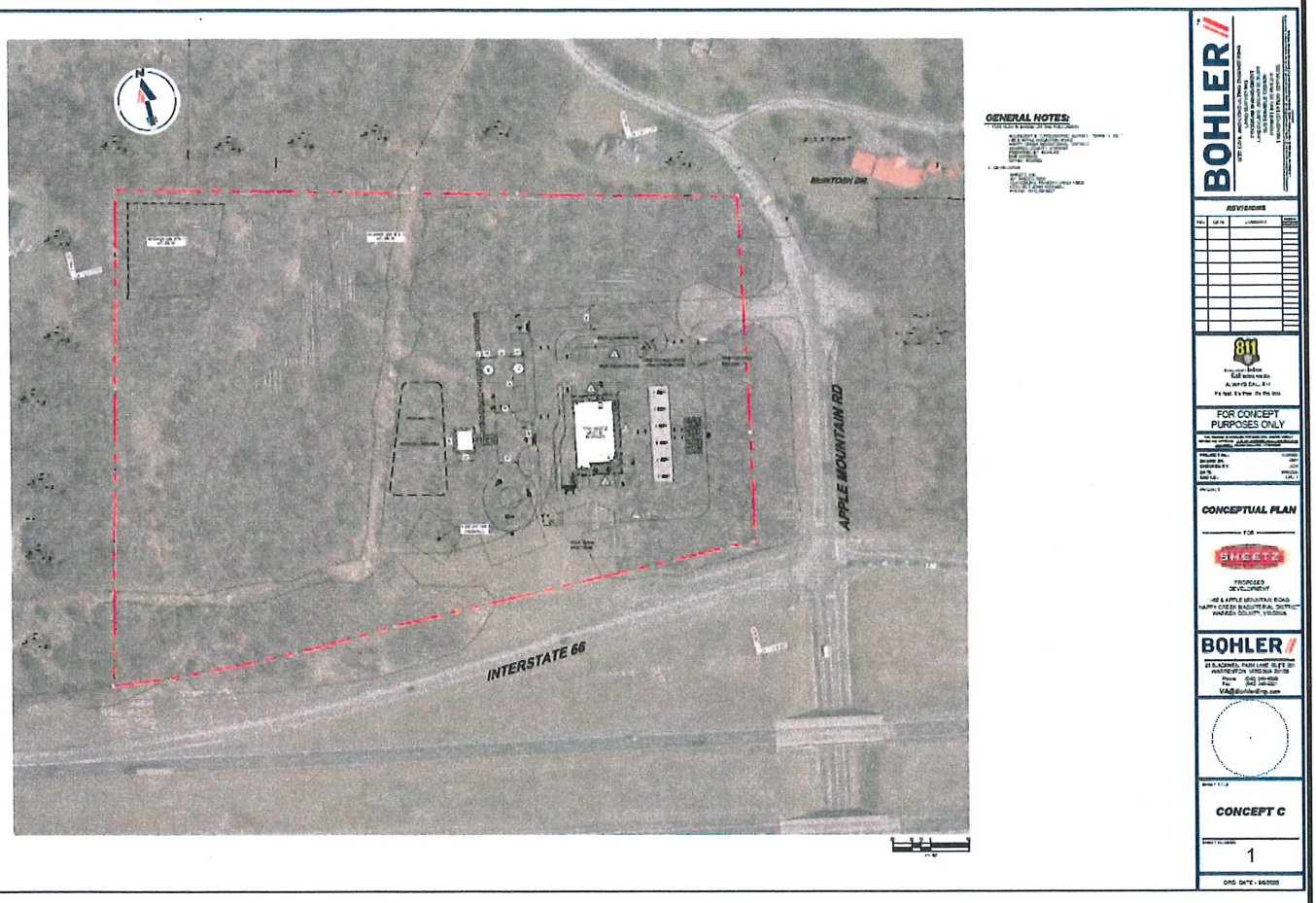
LEGEND

N

Study Intersection

Site Boundary

Moving forward. RKA RAMEY KEMP ASSOCIATES	Sheetz Route 79 Warren County, Virginia	Site Location and Study Intersections Scale: Not to Scale | Figure 1



Moving forward. RKA RAMEY KEMP ASSOCIATES	Sheetz Route 79 Warren County, Virginia	Preliminary Site Plan Scale: Not to Scale | Figure 2

COMMONWEALTH OF VIRGINIA
COUNTY OF WARREN
SHERRY T. SOURS, MCR
COMMISSIONER OF THE REVENUE
PO BOX 1775
FRONT ROYAL VA 22630-0038
PHONE: 540-635-2651 FAX: 540-636-8280
E-MAIL: ssours@warrencountyva.net

June 2, 2021

Warren County Board of Supervisors
Front Royal, VA 22630

Dear Chairman Cheryl Cullers:

An assessment of **2021 Business License** in the name of **Power Home Solar LLC** in the County of Warren is erroneous. This business renewed their 2021 license online and paid on the wrong gross amount.

Under § 58.1-3981(A) of the Code of Virginia and §160-62 Code of Warren, it will be necessary to have the approval of the Board of Supervisors, for a **refund** of **$5,328.04** to **Power Home Solar LLC**.

In order that the Treasurer may have in her files evidence of authority to make this refund, I would appreciate your acknowledgement of this request on a copy of this letter and forwarding it to her.

Sincerely,

Sherry T. Sours, MCR
Commissioner of the Revenue

STS/s

CC: Power Home Solar LLC **– 919 N Main St – Mooresville, NC 28155**

I, Jamie Spiker, Treasurer**,** of Warren County certify on this ___ day of _____ 2021 that the above taxes were paid.

_____
Jamie Spiker -Treasurer

I, Caitlin Jordan, Senior Assistant County Attorney for the County of Warren do consent on this _____ day of _____, 2021 that the above assessment was paid in error.

_____
Caitlin Jordan, Senior Assistant County Attorney

Approved by the Warren County Board of Supervisors on this _____ day of _____, 2021.

___
Dr. Edwin C. Daley, County Administrator

COUNTY OF WARREN, VIRGINIA
BOARD OF SUPERVISORS AGENDA ITEM

DATE	ITEM	SUBJECT:	PAGE
6/15/2021	J-2	Designation of Subdivision Ordinance Administrator *Joseph Petty*	1 of 1

EXPLANATION & SUMMARY:

In March 2021, Joseph Petty was promoted in the Planning Department from Zoning Administrator to Planning Director. The task of enforcing the County's subdivision ordinance falls under the job description of the Planning Director. The Subdivision Administrator reviews and signs plats for County approval such as lot consolidations, boundary adjustments and subdivisions. I have been the primary Subdivision Administrator for the County since 2008. Joe has been continuing to learn the subdivision ordinance and reviewing plats as part of his new position. At this time, I would ask that the Board designate Joseph Petty as Subdivision Ordinance Administrator and myself as the Deputy Subdivision Ordinance Administrator to review/sign plats in his absence.

PROPOSED OR SUGGESTED MOTION:

I move that the Board of Supervisors officially designate Joseph W. Petty as Subdivision Ordinance Administrator effective June 16, 2021, as prescribed by Sections 155-3 of the Warren County Code and name Taryn Logan as the Deputy Subdivision Ordinance Administrator.

SUBMITTED BY:	DISPOSITION OF BOARD:	PROCESSED BY:
Taryn Logan, Deputy County Administrator TGL	☐ APPROVED ☐ OTHER (Describe)	

COUNTY OF WARREN, VIRGINIA

BOARD OF SUPERVISORS AGENDA ITEM

DATE	ITEM	SUBJECT:	PAGE 1 OF 1
June 15, 2021	**J-4**	Acceptance of Award Terms for Receipt of Coronavirus Local Fiscal Recovery Funds by Warren County	

EXPLANATION & SUMMARY:

The American Rescue Plan will deliver $350 billion for eligible state, local, territorial, and Tribal governments to respond to the COVID-19 emergency and bring back jobs. The Coronavirus State and Local Fiscal Recovery Funds provide a substantial infusion of resources to help turn the tide on the pandemic, address its economic fallout, and lay the foundation for a strong and equitable recovery.

The U.S. Department of Treasury is launching this much-needed relief to: (a) Support urgent COVID-19 response efforts to continue to decrease spread of the virus and bring the pandemic under control; (b) Replace lost revenue for eligible state, local, territorial, and Tribal governments to strengthen support for vital public services and help retain jobs; (c) Support immediate economic stabilization for households and businesses; and (d) Address systemic public health and economic challenges that have contributed to the inequal impact of the pandemic. The Coronavirus State and Local Fiscal Recovery Funds provide substantial flexibility for each government to meet local needs—including support for households, small businesses, impacted industries, essential workers, and the communities hardest hit by the crisis. These funds can also be used to make necessary investments in water, sewer, and broadband infrastructure. Warren County is allocated $7,801,386.00.

To receive the funds, the locality must apply for the funds using the Treasury Submission Portal for the Coronavirus State and Local Fiscal Recovery Funds. In order to begin the submission review process, the Authorized Representative must electronically sign and submit the Acceptance of Award Terms (including the Financial Assistance Agreement and Title VI Assurance) document with DocuSign.

COST & FINANCING:

There is no cost to the County. Reference CFR Part 35 – Pandemic Relief Programs, Section 35.5: A recipient may only use funds to cover costs incurred during the period beginning March 3, 2021, and ending December 31, 2024; a recipient must return any funds not obligated by December 31, 2024, and any funds not expended to cover such obligations by December 31, 2026. CFR Part 35, Section 35.10 describes in detail the Treasury recoupment of funds for any amount used in violation of CFR Part 35, Section 35.5, 35.6, or 35.7 may be identified any time prior to December 31, 2026.

PROPOSED OR SUGGESTED MOTION:

I move that the Board of Supervisors authorize Dr. Edwin C. Daley (Authorized Representative) to electronically sign and submit the Coronavirus Local Fiscal Recovery Fund Acceptance of Award Terms (including the Financial Assistance Agreement and Title VI Assurance) document with DocuSign; agree to conditions relating to the same; and authorize the execution of the Award Terms for Receipt of Coronavirus Local Fiscal Recovery Fund Payments.

SUBMITTED BY:	DISPOSITION OF BOARD: ☐ APPROVED ☐ OTHER (DESCRIBE)	PROCESSED BY:
Rick Farrall Lieutenant - Emergency Coordinator		

OMB Approved No. 1505-0271
Expiration Date: November 30, 2021

U.S. DEPARTMENT OF THE TREASURY
CORONAVIRUS STATE AND LOCAL FISCAL RECOVERY FUNDS

Recipient name and address: [*Recipient to provide*]	DUNS Number: [*Recipient to provide*] Taxpayer Identification Number: [*Recipient to provide*] Assistance Listing Number: 21.019

Sections 602(b) and 603(b) of the Social Security Act (the Act) as added by section 9901 of the American Rescue Plan Act, Pub. L. No. 117-2 (March 11, 2021) authorize the Department of the Treasury (Treasury) to make payments to certain recipients from the Coronavirus State Fiscal Recovery Fund and the Coronavirus Local Fiscal Recovery Fund.

Recipient hereby agrees, as a condition to receiving such payment from Treasury, to the terms attached hereto.

Recipient:

_____

Authorized Representative:

Title:

Date signed:

U.S. Department of the Treasury:

_____

Authorized Representative:

Title:

Date:

PAPERWORK REDUCTION ACT NOTICE
The information collected will be used for the U.S. Government to process requests for support. The estimated burden associated with this collection of information is 15 minutes per response. Comments concerning the accuracy of this burden estimate and suggestions for reducing this burden should be directed to the Office of Privacy, Transparency and Records, Department of the Treasury, 1500 Pennsylvania Ave., N.W., Washington, D.C. 20220. DO NOT send the form to this address. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid control number assigned by OMB.

U.S. DEPARTMENT OF THE TREASURY
CORONAVIRUS LOCAL FISCAL RECOVERY FUND
AWARD TERMS AND CONDITIONS

1. Use of Funds.
   a. Recipient understands and agrees that the funds disbursed under this award may only be used in compliance with section 603(c) of the Social Security Act (the Act), Treasury's regulations implementing that section, and guidance issued by Treasury regarding the foregoing.

   b. Recipient will determine prior to engaging in any project using this assistance that it has the institutional, managerial, and financial capability to ensure proper planning, management, and completion of such project.

2. Period of Performance. The period of performance for this award begins on the date hereof and ends on December 31, 2026. As set forth in Treasury's implementing regulations, Recipient may use award funds to cover eligible costs incurred during the period that begins on March 3, 2021, and ends on December 31, 2024.

3. Reporting. Recipient agrees to comply with any reporting obligations established by Treasury as they relate to this award.

4. Maintenance of and Access to Records
   a. Recipient shall maintain records and financial documents sufficient to evidence compliance with section 603(c) of the Act, Treasury's regulations implementing that section, and guidance issued by Treasury regarding the foregoing.

   b. The Treasury Office of Inspector General and the Government Accountability Office, or their authorized representatives, shall have the right of access to records (electronic and otherwise) of Recipient in order to conduct audits or other investigations.

   c. Records shall be maintained by Recipient for a period of five (5) years after all funds have been expended or returned to Treasury, whichever is later.

5. Pre-award Costs. Pre-award costs, as defined in 2 C.F.R. § 200.458, may not be paid with funding from this award.

6. Administrative Costs. Recipient may use funds provided under this award to cover both direct and indirect costs.

7. Cost Sharing. Cost sharing or matching funds are not required to be provided by Recipient.

8. Conflicts of Interest. Recipient understands and agrees it must maintain a conflict of interest policy consistent with 2 C.F.R. § 200.318(c) and that such conflict of interest policy is applicable to each activity funded under this award. Recipient and subrecipients must disclose in writing to Treasury or the pass-through entity, as appropriate, any potential conflict of interest affecting the awarded funds in accordance with 2 C.F.R. § 200.112.

9. Compliance with Applicable Law and Regulations.
   a. Recipient agrees to comply with the requirements of section 603 of the Act, regulations adopted by Treasury pursuant to section 603(f) of the Act, and guidance issued by Treasury regarding the foregoing. Recipient also agrees to comply with all other applicable federal statutes, regulations, and executive orders, and Recipient shall provide for such compliance by other parties in any agreements it enters into with other parties relating to this award.

   b. Federal regulations applicable to this award include, without limitation, the following:

      i. Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 C.F.R. Part 200, other than such provisions as Treasury may determine are inapplicable to this Award and subject to such exceptions as may be otherwise provided by Treasury. Subpart F – Audit Requirements of the Uniform Guidance, implementing the Single Audit Act, shall apply to this award.

      ii. Universal Identifier and System for Award Management (SAM), 2 C.F.R. Part 25, pursuant to which the award term set forth in Appendix A to 2 C.F.R. Part 25 is hereby incorporated by reference.

      iii. Reporting Subaward and Executive Compensation Information, 2 C.F.R. Part 170, pursuant to which the award term set forth in Appendix A to 2 C.F.R. Part 170 is hereby incorporated by reference.

      iv. OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement), 2 C.F.R. Part 180, including the requirement to include a term or condition in all lower tier covered transactions (contracts and subcontracts described in 2 C.F.R. Part 180, subpart B) that the award is subject to 2 C.F.R. Part 180 and Treasury's implementing regulation at 31 C.F.R. Part 19.

      v. Recipient Integrity and Performance Matters, pursuant to which the award term set forth in 2 C.F.R. Part 200, Appendix XII to Part 200 is hereby incorporated by reference.

      vi. Governmentwide Requirements for Drug-Free Workplace, 31 C.F.R. Part 20.

      vii. New Restrictions on Lobbying, 31 C.F.R. Part 21.

      viii. Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. §§ 4601-4655) and implementing regulations.

      ix. Generally applicable federal environmental laws and regulations.

   c. Statutes and regulations prohibiting discrimination applicable to this award include, without limitation, the following:

      i. Title VI of the Civil Rights Act of 1964 (42 U.S.C. §§ 2000d et seq.) and Treasury's implementing regulations at 31 C.F.R. Part 22, which prohibit discrimination on the basis of race, color, or national origin under programs or activities receiving federal financial assistance;

ii. The Fair Housing Act, Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§ 3601 et seq.), which prohibits discrimination in housing on the basis of race, color, religion, national origin, sex, familial status, or disability;

iii. Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), which prohibits discrimination on the basis of disability under any program or activity receiving federal financial assistance;

iv. The Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101 et seq.), and Treasury's implementing regulations at 31 C.F.R. Part 23, which prohibit discrimination on the basis of age in programs or activities receiving federal financial assistance; and

v. Title II of the Americans with Disabilities Act of 1990, as amended (42 U.S.C. §§ 12101 et seq.), which prohibits discrimination on the basis of disability under programs, activities, and services provided or made available by state and local governments or instrumentalities or agencies thereto.

10. Remedial Actions. In the event of Recipient's noncompliance with section 603 of the Act, other applicable laws, Treasury's implementing regulations, guidance, or any reporting or other program requirements, Treasury may impose additional conditions on the receipt of a subsequent tranche of future award funds, if any, or take other available remedies as set forth in 2 C.F.R. § 200.339. In the case of a violation of section 603(c) of the Act regarding the use of funds, previous payments shall be subject to recoupment as provided in section 603(e) of the Act.

11. Hatch Act. Recipient agrees to comply, as applicable, with requirements of the Hatch Act (5 U.S.C. §§ 1501-1508 and 7324-7328), which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by this federal assistance.

12. False Statements. Recipient understands that making false statements or claims in connection with this award is a violation of federal law and may result in criminal, civil, or administrative sanctions, including fines, imprisonment, civil damages and penalties, debarment from participating in federal awards or contracts, and/or any other remedy available by law.

13. Publications. Any publications produced with funds from this award must display the following language: "This project [is being] [was] supported, in whole or in part, by federal award number [enter project FAIN] awarded to [name of Recipient] by the U.S. Department of the Treasury."

14. Debts Owed the Federal Government.
    a. Any funds paid to Recipient (1) in excess of the amount to which Recipient is finally determined to be authorized to retain under the terms of this award; (2) that are determined by the Treasury Office of Inspector General to have been misused; or (3) that are determined by Treasury to be subject to a repayment obligation pursuant to section 603(e) of the Act and have not been repaid by Recipient shall constitute a debt to the federal government.

    b. Any debts determined to be owed the federal government must be paid promptly by

Recipient. A debt is delinquent if it has not been paid by the date specified in Treasury's initial written demand for payment, unless other satisfactory arrangements have been made or if the Recipient knowingly or improperly retains funds that are a debt as defined in paragraph 14(a). Treasury will take any actions available to it to collect such a debt.

15. Disclaimer.
    a. The United States expressly disclaims any and all responsibility or liability to Recipient or third persons for the actions of Recipient or third persons resulting in death, bodily injury, property damages, or any other losses resulting in any way from the performance of this award or any other losses resulting in any way from the performance of this award or any contract, or subcontract under this award.

    b. The acceptance of this award by Recipient does not in any way establish an agency relationship between the United States and Recipient.

16. Protections for Whistleblowers.
    a. In accordance with 41 U.S.C. § 4712, Recipient may not discharge, demote, or otherwise discriminate against an employee in reprisal for disclosing to any of the list of persons or entities provided below, information that the employee reasonably believes is evidence of gross mismanagement of a federal contract or grant, a gross waste of federal funds, an abuse of authority relating to a federal contract or grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal contract (including the competition for or negotiation of a contract) or grant.

    b. The list of persons and entities referenced in the paragraph above includes the following:
        i. A member of Congress or a representative of a committee of Congress;
        ii. An Inspector General;
        iii. The Government Accountability Office;
        iv. A Treasury employee responsible for contract or grant oversight or management;
        v. An authorized official of the Department of Justice or other law enforcement agency;
        vi. A court or grand jury; or
        vii. A management official or other employee of Recipient, contractor, or subcontractor who has the responsibility to investigate, discover, or address misconduct.

    c. Recipient shall inform its employees in writing of the rights and remedies provided under this section, in the predominant native language of the workforce.

17. Increasing Seat Belt Use in the United States. Pursuant to Executive Order 13043, 62 FR 19217 (Apr. 18, 1997), Recipient should encourage its contractors to adopt and enforce on-the-job seat belt policies and programs for their employees when operating company-owned, rented or personally owned vehicles.

18. Reducing Text Messaging While Driving. Pursuant to Executive Order 13513, 74 FR 51225 (Oct. 6, 2009), Recipient should encourage its employees, subrecipients, and contractors to adopt and enforce policies that ban text messaging while driving, and Recipient should establish workplace safety policies to decrease accidents caused by distracted drivers.

OMB Approved No. 1505-0271
Expiration Date: November 30, 2021

ASSURANCES OF COMPLIANCE WITH CIVIL RIGHTS REQUIREMENTS

ASSURANCES OF COMPLIANCE WITH TITLE VI OF THE CIVIL RIGHTS ACT OF 1964

As a condition of receipt of federal financial assistance from the Department of the Treasury, the recipient named below (hereinafter referred to as the "Recipient") provides the assurances stated herein. The federal financial assistance may include federal grants, loans and contracts to provide assistance to the Recipient's beneficiaries, the use or rent of Federal land or property at below market value, Federal training, a loan of Federal personnel, subsidies, and other arrangements with the intention of providing assistance. Federal financial assistance does not encompass contracts of guarantee or insurance, regulated programs, licenses, procurement contracts by the Federal government at market value, or programs that provide direct benefits.

The assurances apply to all federal financial assistance from or funds made available through the Department of the Treasury, including any assistance that the Recipient may request in the future.

The Civil Rights Restoration Act of 1987 provides that the provisions of the assurances apply to all of the operations of the Recipient's program(s) and activity(ies), so long as any portion of the Recipient's program(s) or activity(ies) is federally assisted in the manner prescribed above.

1. Recipient ensures its current and future compliance with Title VI of the Civil Rights Act of 1964, as amended, which prohibits exclusion from participation, denial of the benefits of, or subjection to discrimination under programs and activities receiving federal financial assistance, of any person in the United States on the ground of race, color, or national origin (42 U.S.C. § 2000d *et seq.*), as implemented by the Department of the Treasury Title VI regulations at 31 CFR Part 22 and other pertinent executive orders such as Executive Order 13166, directives, circulars, policies, memoranda, and/or guidance documents.
2. Recipient acknowledges that Executive Order 13166, "Improving Access to Services for Persons with Limited English Proficiency," seeks to improve access to federally assisted programs and activities for individuals who, because of national origin, have Limited English proficiency (LEP). Recipient understands that denying a person access to its programs, services, and activities because of LEP is a form of national origin discrimination prohibited under Title VI of the Civil Rights Act of 1964 and the Department of the Treasury's implementing regulations. Accordingly, Recipient shall initiate reasonable steps, or comply with the Department of the Treasury's directives, to ensure that LEP persons have meaningful access to its programs, services, and activities. Recipient understands and agrees that meaningful access may entail providing language assistance services, including oral interpretation and written translation where necessary, to ensure effective communication in the Recipient's programs, services, and activities.
3. Recipient agrees to consider the need for language services for LEP persons when Recipient develops applicable budgets and conducts programs, services, and activities. As a resource, the Department of the Treasury has published its LEP guidance at 70 FR 6067. For more information on taking reasonable steps to provide meaningful access for LEP persons, please visit http://www.lep.gov.

4. Recipient acknowledges and agrees that compliance with the assurances constitutes a condition of continued receipt of federal financial assistance and is binding upon Recipient and Recipient's successors, transferees, and assignees for the period in which such assistance is provided.

5. Recipient acknowledges and agrees that it must require any sub-grantees, contractors, subcontractors, successors, transferees, and assignees to comply with assurances 1-4 above, and agrees to incorporate the following language in every contract or agreement subject to Title VI and its regulations between the Recipient and the Recipient's sub-grantees, contractors, subcontractors, successors, transferees, and assignees:

   The sub-grantee, contractor, subcontractor, successor, transferee, and assignee shall comply with Title VI of the Civil Rights Act of 1964, which prohibits recipients of federal financial assistance from excluding from a program or activity, denying benefits of, or otherwise discriminating against a person on the basis of race, color, or national origin (42 U.S.C. § 2000d et seq.), as implemented by the Department of the Treasury's Title VI regulations, 31 CFR Part 22, which are herein incorporated by reference and made a part of this contract (or agreement). Title VI also includes protection to persons with "Limited English Proficiency" in any program or activity receiving federal financial assistance, 42 U.S.C. § 2000d et seq., as implemented by the Department of the Treasury's Title VI regulations, 31 CFR Part 22, and herein incorporated by reference and made a part of this contract or agreement.

6. Recipient understands and agrees that if any real property or structure is provided or improved with the aid of federal financial assistance by the Department of the Treasury, this assurance obligates the Recipient, or in the case of a subsequent transfer, the transferee, for the period during which the real property or structure is used for a purpose for which the federal financial assistance is extended or for another purpose involving the provision of similar services or benefits. If any personal property is provided, this assurance obligates the Recipient for the period during which it retains ownership or possession of the property.

7. Recipient shall cooperate in any enforcement or compliance review activities by the Department of the Treasury of the aforementioned obligations. Enforcement may include investigation, arbitration, mediation, litigation, and monitoring of any settlement agreements that may result from these actions. The Recipient shall comply with information requests, on-site compliance reviews and reporting requirements.

8. Recipient shall maintain a complaint log and inform the Department of the Treasury of any complaints of discrimination on the grounds of race, color, or national origin, and limited English proficiency covered by Title VI of the Civil Rights Act of 1964 and implementing regulations and provide, upon request, a list of all such reviews or proceedings based on the complaint, pending or completed, including outcome. Recipient also must inform the Department of the Treasury if Recipient has received no complaints under Title VI.

9. Recipient must provide documentation of an administrative agency's or court's findings of non-compliance of Title VI and efforts to address the non-compliance, including any voluntary compliance or other

agreements between the Recipient and the administrative agency that made the finding. If the Recipient settles a case or matter alleging such discrimination, the Recipient must provide documentation of the settlement. If Recipient has not been the subject of any court or administrative agency finding of discrimination, please so state.

10. If the Recipient makes sub-awards to other agencies or other entities, the Recipient is responsible for ensuring that sub-recipients also comply with Title VI and other applicable authorities covered in this document State agencies that make sub-awards must have in place standard grant assurances and review procedures to demonstrate that that they are effectively monitoring the civil rights compliance of sub-recipients.

The United States of America has the right to seek judicial enforcement of the terms of this assurances document and nothing in this document alters or limits the federal enforcement measures that the United States may take in order to address violations of this document or applicable federal law.

Under penalty of perjury, the undersigned official(s) certifies that official(s) has read and understood the Recipient's obligations as herein described, that any information submitted in conjunction with this assurances document is accurate and complete, and that the Recipient is in compliance with the aforementioned nondiscrimination requirements.

_____

Recipient Date

_____

Signature of Authorized Official

PAPERWORK REDUCTION ACT NOTICE

The information collected will be used for the U.S. Government to process requests for support. The estimated burden associated with this collection of information is 30 minutes per response. Comments concerning the accuracy of this burden estimate and suggestions for reducing this burden should be directed to the Office of Privacy, Transparency and Records, Department of the Treasury, 1500 Pennsylvania Ave., N.W., Washington, D.C. 20220. DO NOT send the form to this address. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid control number assigned by OMB.

COUNTY OF WARREN, VIRGINIA

BOARD OF SUPERVISORS AGENDA ITEM

DATE	ITEM	SUBJECT:	PAGE 1 OF
June 15, 2021		Emergency Medical Care and Transport Fee Schedule Changes	1

EXPLANATION & SUMMARY:

Each year, EMS Management and Consultants, the County's ambulance billing company, conducts an Annual Business Review with their clients. We recently completed this review, and one of the recommendations presented was an opportunity to improve our Cost Recovery revenue by modestly increasing our emergency medical service fee's to 150% of the 2021 Medicare Fee Schedule. The last Board approved EMS fee increase was October 1, 2019. See below:

EMS Service	2021 Medicare Allowable	Current Fee	150% of Medicare	Proposed Fee
BLS (A0429)	$381.72	$563.00	$572.58	$573.00 (increase)
ALS1 (A0427)	$453.29	$669.00	$679.94	$680.00 (increase)
ALS2 (A0433)	$656.08	$968.00	$984.12	$985.00 (increase)
Mileage (1-17 mi)(A0425)	$11.55	$18.00	$17.33	$18.00 (no change)
Mileage (18+ mi)(A0425)	$7.70	$12.00	$11.55	$12.00 (no change)
Oxygen (A0422)	N/A	$50.00	N/A	$50.00 (no change)

The recommended fee schedule changes are customary and consistent with the 2021 Medicare allowable charges for rural Emergency Medical Service providers. These changes are expected to generate approximately $25,000 annually in Cost Recovery revenue. Upon approval, the Department of Fire and Rescue, Standard Operating Guideline, Subject: Billing Program, Billing Policy #2 will be updated as appropriate.

The Fire Chief and County Administrator are aware of these fee schedule changes.

COST & FINANCING:

There is no cost or financing requirements for the County.

PROPOSED OR SUGGESTED MOTION:

I move that the proposed emergency medical care and transport fee schedule change be approved and effective July 1, 2021

Or,

I move that this item be tabled for further discussion.

SUBMITTED BY:	DISPOSITION OF BOARD: ☐ APPROVED ☐ OTHER (DESCRIBE)	PROCESSED BY:
Rick Farrall, Lieutenant – Emergency Coordinator		

COUNTY OF WARREN, VIRGINIA

BOARD OF SUPERVISORS AGENDA ITEM

DATE	ITEM	SUBJECT	PAGE
June 15, 2021	J-6	Request for Approval of Memorandum of Understanding Between the Rivermont Volunteer Fire Department, Inc. and the County of Warren, Virginia Regarding the Warren County Rivermont Fire Station 2	1 OF 1

EXPLANATION & SUMMARY:

The Rivermont Volunteer Fire Department, Inc. ("RVFD") was incorporated in 1996 to serve the Rivermont and Otterburn areas of Warren County. The old Rivermont Fire Station located on Route 619, and built in 1954, was deemed inadequate to meet the existing and future needs of the Department. In 2019, the Board of Supervisors approved funding for the plan and construction for a new station on County owned property, to better serve those areas.

In late 2020, a temporary certificate of occupancy was obtained for the Rivermont Fire Station 2 located at 50 Stokes Airport Road. As the County anticipates obtaining a permanent certificate of occupancy in the near-term, the RVFD now desires to retain use of the Rivermont Fire Station 2, as it was intended. A Memorandum of Understanding ("MOU") for the use of the County owned property and Station, was approved and the signed at the RVFD board meeting held on June 11, 2021, the MOU. A copy of the signed MOU is has and is attached hereto.

A summary of the terms are as follows:

- RVFD remains the sole and legal owner of all apparatus and equipment purchased by RVFD, which shall be utilized jointly by RVFD and Warren County Department of Fire and Rescue Services.
- County and RVFD desire for the parties to use the Property and Station 2 for the County Voter Registrar events and/or operations, County fire and rescue operations, RVFD fundraising, and other events.
- The County is solely responsible to furnish the Station, as deemed appropriate by the County. RVFD agrees to be responsible for furnishing the Community Room for mutual use.
- The County shall be solely responsible for the maintenance and repair of the Property and Station. RVFD shall reimburse the County for any losses, damages, or repairs that arise from negligence.
- No improvements shall be made by RVFD without the expressed written consent of the County and all approved improvements shall become the property of the County.
- RVFD shall not be required to pay any monthly fees to the County for using the Property and Station for the purposes set forth herein. All utility invoices will be paid by the County and deducted from the annual allocation appropriated to RVFD each year.
- RVFD shall be responsible for maintaining all RVFD fire-related operational apparatus and associated RVFD equipment. The County shall be responsible for maintaining any and all EMS-related operational apparatus and associated equipment.
- The County shall be responsible for maintaining:
    - Property, and Station Insurance
    - Accident insurance coverage for all RVFD fire-related operational apparatus
    - Accident insurance coverage EMS-related operational apparatus and associated equipment
    - Workers compensation insurance for all RVFD members

COST AND FINANCING:

The County appropriates an annual allocation to the RVFD each year to be used for its Property and Station utility expenses and reasonable expenses incurred in the operation of the fire department and the maintenance and repair of operational equipment.

The RVFD shall not be required to pay any monetary rental amount to the County for the use of Rivermont Fire Station 2 for the purpose set forth herein.

CONSENT AGENDA MOTION:

I move the Board of Supervisors authorize the Chair to approve the Memorandum of Understanding, in substantial the form as presented, with such additions and corrections as may be approved by the Chair. I further move the Board of Supervisors to authorize the execution of the Memorandum of Understanding between the County of Warren and the Rivermont Volunteer Fire Department for the use of Rivermont Fire Station 2, by the Chair and County Administrator on behalf of Warren County.

ALTERNATIVE MOTIONS:

1) I move the Board of Supervisors not authorize the Chair to approve and execution of the Memorandum of Understanding between the County of Warren and the Rivermont Volunteer Fire Department for the use of Rivermont Fire Station 2.

-OR-

2) I move this item be postponed until _____.

SUBMITTED BY:	**DISPOSITION OF BOARD:** ☐ **APPROVED** ☐ **OTHER**	**PROCESSED BY:**
Rick Farrall, Emergency Coordinator/ Caitlin Jordan, Sr. Asst. Co. Attorney	**(DESCRIBE)**	

MEMORANDUM OF UNDERSTANDING

Between

The Rivermont Volunteer Fire Department, Incorporated and the County of Warren, Virginia

Regarding the Warren County Rivermont Fire Station 2

THIS MEMORANDUM OF UNDERSTANDING ("MOU") is entered this ___ day of _____, 2021 by and between RIVERMONT VOLUNTEER FIRE DEPARTMENT, INC (hereinafter referred to as "RVFD"), and COUNTY OF WARREN, VIRGINIA (hereinafter referred to as "the County"). For and in consideration of the mutual covenants and conditions contained herein, the parties agree as follows:

WHEREAS, the County is the owner of the real property located at 50 Stokes Airport Road, Front Royal, Virginia 22630 (hereinafter referred to as the "Property") as well as the Warren County Rivermont Fire Station 2 (hereinafter referred to as the "Station") located on the Property.

WHEREAS, RVFD remains the sole and legal owner of all apparatus and equipment purchased by RVFD, which shall be utilized jointly by RVFD and Warren County Department of Fire and Rescue Services.

WHEREAS, the County and RVFD desire for the parties to use the Property and Station for the County Voter Registrar events and/or operations, County fire and rescue operations, RVFD fundraising, and other events.

WHEREAS, the County desires for the Community Room, including the commercial kitchen, (hereinafter referred to as the "Room"), which are located within the Station, to be utilized by the Warren County Voter Registrar for election related events, County fire and rescue operations, RVFD for fund raising and other membership-related events, the County for various events, and other groups and general users.

WHEREAS, the County appropriates an annual allocation to the RVFD each year to be used for its Property and Station utility expenses and reasonable expenses incurred in the operation of the fire department and the maintenance and repair of operational equipment.

NOW THEREFORE, in consideration of the mutual promises contained herein, the County and RVFD understand and agree to the following:

1. **SERVICES PROVIDED**: RVFD shall use the Property and Station for fire and rescue operations, fund raising, and other events.

2. **FURNISHING THE STATION**: The County agrees to be solely responsible to furnish the Station, as deemed appropriate by the County. RVFD agrees to be responsible for furnishing the Room. The parties acknowledge that RVFD has gym equipment in the Station; RVFD agrees to keep said equipment in the Station for the duration of this MOU.

3. **<u>USE OF THE ROOM:</u>** The parties, the Warren County Voter Registrar, and other groups and general users may reserve the Room for use of various events. All reservations shall be processed by RVFD, keeping the Warren County Fire and Rescue Station Captain informed of scheduled use. RVFD shall require all persons/group/general users to complete a Community Room Rental Agreement that has been approved by the Warren County Attorney's Office. Use of the Room shall include exclusive use of the parking lot adjacent to the Room by the scheduled user. In scheduling reservations, the Warren County Voter Registrar shall have first priority for any election related event(s); RVFD shall have second priority for any fundraising or membership-related event(s), and the County shall have third priority for any and all appropriate events. All other events will be scheduled on a first-come, first-served basis.

   The following persons/parties shall not be charged a fee for the reservation and/or use of the Room for the purposes set forth above:

   a) The Warren County Voter Registrar
   b) RVFD
   c) The County (for official County events)

4. **<u>MAINTENANCE</u>:** RVFD and Warren County Fire and Rescue shall keep the Property and Station clean and free from refuse and debris and in good condition. RVFD shall immediately notify the Warren County Fire and Rescue Station Captain upon discovering any health or safety hazards, or upon discovering required maintenance of the Property and/or Station. The County shall be solely responsible for the maintenance and repair of the Property and Station. RVFD shall reimburse the County for any losses, damages, or repairs that arise from negligence.

5. **<u>IMPROVEMENTS</u>:** No improvements to the Property, Station and/or Room shall be made by RVFD without the expressed written consent of the County. Any and all approved improvements shall then become the sole and exclusive property of the County and may not be removed by RVFD.

6. **<u>FUNDING:</u>**

   a) *<u>Annual Allocation from the County</u>*: Each year the County appropriates an annual allocation to RVFD for the purpose of covering proper expenses. The County shall maintain control of these funds and shall pay invoices for proper expenditures on behalf of RVFD, including but not limited to utility expenses as set forth in paragraph 7(a) herein and costs RVFD incurs from maintaining operational equipment as required in paragraph 7(b) herein. RVFD shall ensure all utility invoices shall be addressed to the Warren County Department of Fire and Rescue Services located at 200 Skyline Vista Drive, Suite 200, Front Royal, Virginia 22630. The County shall provide RVFD a monthly report of expenditures. At the end of each fiscal year, if there are any remaining funds from the annual allocation, RVFD may request for the

County to reimburse or apply the remaining funds to any appropriate operational or Room related expenses.

b) *Monies obtained through Fund-Raising and Donations*: RVFD shall be responsible for ensuring that all funds received through any and all fund-raising efforts and donations will be properly maintained and used only for legitimate expenses. RVFD shall be responsible for obtaining a third-party vendor to conduct an audit of these funds each and every year. RVFD shall be solely responsible for any and all expenses of the annual audit.

7. **PAYMENT OF EXPENSES:**

a) *Utilities*: RVFD shall not be required to pay any monthly fees to the County for using the Property and Station for the purposes set forth herein. RVFD and the County agree that the allocation described in paragraph 6(a) herein shall initially be used to pay for all utilities for the Station and the Room. RVFD shall ensure all invoices for all utility expenses are sent to the Warren County Department of Fire and Rescue Services as set forth in paragraph 6(a) herein. All utility invoices will be paid by the County and deducted from the annual allocation appropriated to RVFD each year.

i. For the purposes of this agreement, *"utility expenses"* shall include power, propane, telephone, internet, television service provider, refuse collection, water supply and conditioning, and septic services.

b) *Operational Equipment*:

i. RVFD shall be responsible for maintaining any and all RVFD fire-related operational apparatus and associated RVFD equipment in good working order.

ii. RVFD shall be responsible for furnishing the volunteer office located in the Station with equipment that is appropriate for a newly constructed building,

iii. The County shall be responsible for maintaining any and all EMS-related operational apparatus and associated equipment in good working order.

c) *Insurance*:

i. The County shall be responsible for maintaining Property, and Station insurance.

ii. The County shall be responsible for maintaining accident insurance coverage for all RVFD fire-related operational apparatus and associated equipment that is specifically listed on an insurance list approved by the County.

iii. The County shall be responsible for maintaining accident insurance coverage for all EMS-related operational apparatus and associated equipment.

iv. The County shall be responsible for maintaining and workers compensation insurance for all RVFD members.

8. **TERM OF AGREEMENT:** This agreement shall be effective beginning on the day this MOU is fully executed by the parties and this agreement shall be automatically renewed on a year-to-year basis unless one of the parties exercise its power to terminate the agreement as provided for in paragraph 9 herein.

9. **TERMINATION:** Either party shall have the right to terminate this Agreement upon a thirty (30) day advance written notice to the other party.

10. **INDEMNIFY:** RVFD hereby agrees to indemnify, defend, and, to the degree permissible by law, hold harmless the County, its employees, agents, designated volunteers and representatives from any suits, claims, actions, demands, costs and expenses of any kind, including attorneys and professional fees, relating in any way to any claimed injuries or damages sustained by any person(s), or to any property, which is in any way connected with RVFD's use of the Property and/or Station. This waiver does not include claims arising from gross negligence or willful misconduct by the County in regards to its maintenance of the Property and Station.

11. **ENTIRE AGREEMENT:** This MOU contains the entire understanding of the parties regarding subject matter hereof and supersedes all prior agreements, arrangements, and understandings with respect thereto.

12. **AMENDMENT:** This Agreement may be amended by either Party upon written consent by both Parties.

13. **ASSIGNMENT:** This MOU shall not be assignable in whole or in part without the written consent of both parties.

14. **DISPUTES:** The parties will, in good faith, attempt to resolve any controversy, dispute or disagreement arising out of or relating to any provision of this MOU, or the breach thereof, by negotiation between the parties.

15. **GOVERNING LAW:** This MOU shall be governed and construed in accordance with the laws of the Commonwealth of Virginia.

16. **NO THIRD-PARTY BENEFICIARIES:** Nothing expressed or implied in this MOU is intended or shall be construed to confer any rights or remedies upon any person not a party to this MOU.

17. **AVAILABILITY OF FUNDS:** The parties are bound under the terms of this MOU only to the extent funds are available to perform its obligations hereunder.

IN WITNESS WHEREOF, the parties have caused this Memorandum of Understanding to be executed by their respective duly authorized representatives and have affixed their signatures below.

COUNTY OF WARREN, VIRGINIA

BY:	ATTEST:
_____	_____
Cheryl Cullers, Chairwoman Warren County Board of Supervisors	Dr. Edwin C. Daley County Administrator

RIVERMONT VOLUNTEER FIRE DEPARTMENT

BY:	ATTEST:
_____	_____
Ashley L. Woodall, President RVFD, Inc	Jeremy S. Greenbacker, Fire Chief RVFD, Inc.

COUNTY OF WARREN, VIRGINIA
BOARD OF SUPERVISORS AGENDA ITEM

DATE	ITEM	SUBJECT	PAGE 1 OF
June 15, 2021	**J-7**	Adoption of a Resolution Recognizing the Graduates of the Girls of Destiny program through Reaching Out Now	

EXPLANATION & SUMMARY:

Please see the attached resolution.

COST & FINANCING: N/A

RECOMMENDED MOTION:

I move the Board of Supervisors adopt the proposed resolution recognizing the eight (8) graduates of the Girls of Destiny program through Reaching Out Now.

SUBMITTED BY:	DISPOSITION OF BOARD: □ APPROVED □ OTHER (DESCRIBE)	PROCESSED BY:
Tony F. Carter, Supervisor		

RESOLUTION

of the Board of Supervisors of Warren County Recognizing the Graduates of the Girls of Destiny Program

WHEREAS through leadership and empowerment with the Girls of Destiny program, Reaching Out Now (RON) supports and encourages under-served school-aged girls (6th through 12th grade), and young women to live victoriously, not defeated, and to reach their full potential; and

WHEREAS since 2008, RON has served the community by implementing mentoring and support programs and challenging students to rise above life's circumstances to become their best selves; and

WHEREAS RON will challenge those they serve to build a bridge that reaches success and make confident decisions that will set them on a path to a successful future; and

WHEREAS the following young women graduated from the Girls of Destiny program in 2021:

- Cheyenne Bailey
- Audree Mullins
- Hailey McInturff
- Isabel Duran
- Iris Shrader
- Aniyah Waters
- Adisyn Waters
- Marie Coffron

THEREFORE, BE IT RESOLVED that the Warren County Board of Supervisors hereby extends its sincere congratulations to the above-named graduates of the Girls of Destiny program and wishes the graduates continued success in their future endeavors; and

BE IT FURTHER RESOLVED that the Warren County Board of Supervisors commends Samantha Barber, Founder and President of Reaching Out Now, on the valuable lessons taught to the young women of the Front Royal/Warren County community through the Girls of Destiny program.

Adopted: June 15, 2021

_____

Chair, Board of Supervisors
County of Warren, Virginia

COUNTY OF WARREN, VIRGINIA
BOARD OF SUPERVISORS AGENDA ITEM

DATE	ITEM	SUBJECT	PAGE 1 OF
June 15, 2021	**J-8**	Approval of the Warren County Broadband Project Charter	

EXPLANATION & SUMMARY:

At the work session on June 8, 2021, Vicky Cook presented the draft of the Warren County Broadband Project Charter as created by the Warren County Broadband Committee. It was the consensus of the Board to place the proposed Charter on the next meeting agenda for formal consideration.

COST & FINANCING: N/A

RECOMMENDED MOTION:

I move the Board of Supervisors approve the Warren County Broadband Project Charter as presented to facilitate providing universal access to high-speed, reliable, and secure internet connectivity to all Warren County residents.

SUBMITTED BY:	DISPOSITION OF BOARD: ☐ APPROVED ☐ OTHER (DESCRIBE)	PROCESSED BY:
Cheryl Cullers, Chair of the Board/ Member of the Broadband Committee		

Warren County Broadband Project Charter
June 10, 2021

Project Name: Warren County Broadband Extension

Project Description:

Warren County Broadband Extension project will provide universal access to high-speed, reliable, and secure internet connectivity to all Warren County residents, including but not limited to, unserved and underserved residents, schools, and businesses. The broadband extension project will increase economic prospects and educational opportunities to all the residents and businesses in the county.

Project Manager: Edwin Daley, County Administrator

Project Sponsors:

- Cheryl Cullers, Chair, Board of Supervisor, South River District
- Archie Fox, Vice Chair, Board of Supervisor, Fork District
- Walt Mabe, Board of Supervisor, Shenandoah District
- Delores Oates, Board of Supervisor, North River
- Tony Carter, Board of Supervisor, Happy Creek

Team Members:

Name	Role
Cheryl Cullers	Chair, Board of Supervisor, South River District
Archie Fox	Vice Chair, Board of Supervisor, Fork District
Walt Mabe	Board of Supervisor, Shenandoah District
Delores Oates	Board of Supervisor, North River
Tony Carter	Board of Supervisor, Happy Creek
Dr. Edwin Daley	County Administrator
Taryn Logan	Deputy County Administrator
Tim Grant	Director of Technology, Public Schools
Jeff Browne	Vice-Chairman, EDA
Douglas Parsons	Executive Director, EDA
Todd Jones	Director of Information Technology, Front Royal
Robert Hencken	North River District Representative
Vicky L Cook	Fork District Representative
Ray Bramble	South River District Representative
TBD	Telecommunication Service Provider Project Mgr.
TBD – RFQ Selection	Internet Service Provider (ISP) Project Mgr.
TBD	Rappahannock Electric Coop Project Mgr.

Business Case:

Warren County is located in the Shenandoah Valley of northwestern Virginia. It is bounded by Fredrick and Clarke Counties on the north, Fauquier and Rappahannock counties on the east, Page County to the south, and by Shenandoah County to the west. Warren County has a total land area of 217 square miles, or 141,215 acres, with 207.49 square miles of rural areas, or 135,318 acres. The Town of Front Royal has 9.24 square miles, or 5,897 acres. Warren County, includes the Town of Front Royal, which represents the third largest locality in the Northern Shenandoah Valley region, with an estimated population of 40,164 in 2019. It is the fifth smallest county in Virginia, but is the 14th most densely populated county. As of July 1, 2019, and according to the U.S. Census Bureau, there are 16,606 housing units in which the owner-occupied housing unit rate is 76.70%. It is estimate that households with a computer is 90.40%, and of these households' internet subscription is 83.20%.

Over the past year, Warren County Department of Education has been required to convert in-person education over to virtual education lessons in order to continue educating the public-school students of Warren County, mainly because of the COVID pandemic. This has highlighted the importance of universal, high-speed, reliable, and affordable broadband coverage to the entire county. This transition has brought the lack of internet availability and slow data speeds to county households to the awareness Warren County Board of Supervisors and has now become a top priority. As a result, the Warren County Broadband Committee was created to serve as an advisory committee to the Warren County Board of Supervisors. The committee's charter is to make recommendations to the Board of Supervisors on how to initiate, plan, execute, manage, maintain, and sustain a project that will bring a modern, reliable, serviceable, and scalable Internet to households and businesses of Warren County.

The primary objective of the broadband extension project is to provide universal access to high-speed, reliable, and affordable internet to 95% of Warren County to include but not limit to, unserved or underserved residents. Additionally, the project will prioritize its deployments to the unserved or underserved households as well as extending "the last mile" network connectivity to these Warren County households and businesses. It is the intent to partner with Rappahannock Electric Coop, a selection of Internet Service Provider(s), the Town of Front Royal, and other "Right of Ways" owners to prevent unforeseen costs and scope creep during the deployment of the project.

The Broadband Committee will evaluate different network system technologies to determine the best internet connection solution for providing internet service to Warren County's unserved or underserved areas. The committee will use the following performance factors to determine which solution will provide the acceptable level of data speed, file transfer rates, and service that is cost efficient for the county:

1. Broadband coverage provides universal access to high-speed, reliable, and affordable internet to 95% of Warren County
2. Minimum internet speed of 100Mbps Down/20Mbps Up with options for the household to upgrade to speeds into the 1Gbps+ Down/1Gbps+ Up.
3. Minimum infrastructure reliability will be 99%+ once the broadband infrastructure is fully implemented.
4. Minimum last mile reliability for households will be 99%+
5. Customer service for Internet Service Provider will have a simplified customer service process and less than 24-hour response time

In addition to the above network infrastructure performance factors, socio-demographic data will be needed to estimate the unserved or underserved household broadband infrastructures and available services. This action will involve identifying the size of the county population to construct a potential user/subscriber base and defining the geographic area to determine the feasibility of different access technologies.

As part of this broadband project, the Warren County Board of Supervisors will approve two (2) Information Technology (IT) Specialists. The roles and responsibility of these IT specialists is to provide oversight of the broadband extension deployment and performance during the operation and maintenance phase.

Objectives:

1. Provide universal access to high-speed, reliable internet to Warren County
2. Focus first on the unserved or underserved households with broadband that is less than 25/3 Mbps
3. Deploy 95% universal broadband connectivity to Warren County's rural residents, government, schools, and businesses.
4. Internet (Cable/Fiber/Wire to the Premise) to County households and business as established NLT June 2023
5. Provide secure and reliable, competitive and sustainable broadband infrastructure that meets households, schools, and business needs
6. Prioritize the deployment of the "last mile" connections that are sustainable and affordable connectivity in rural areas
7. Select private-sector broadband Internet Service Provider(s) (ISPs) or Regional Broadband Authority partner that will deploy Warren County broadband extension program that is cost-effective

Risks:

1. Last-mile Internet connectivity issues arising in situations where households lack network infrastructure
2. High Internet service prices that make Internet connectivity unaffordable for local populations
3. Selected Grant's period of performance (POP) constraints
4. Socio-demographic data is not accurate or complete
5. Unserved or underserved households do not have the resources to pay for internet service after broadband connectivity has been deployed
6. Cost variable's due to the "last mile" household connectivity configurations (i.e. trenching)
7. Lack of essential Stakeholder and/or municipality participation with broadband extension
8. Re-occurring maintenance cost for customer service to Warren County residents and businesses are underestimated
9. Project performance oversight is not accurate due to lack of project management tools (i.e. Microsoft Project)

Milestones Based on VATI Grant:

Description	Date
Project Charter Approved	6/15/2021
Issue Request for Information (RFI)	6/30/2021
Issue Notice for Application	7/27/2021
Issue Request for Proposal (RFP)	8/1/2021
County, Town, and Municipalities' Partnering Agreement	9/1/2021
Select Internet Service Provider	9/15/2021
Submit Grant Application	9/21/2021
Project Authority to Proceed	12/30/2021
Issue Contract/Partnering Agreement w/ISP	1/30/2022
Project Execution	
Phase 1	2/28/2022
Phase 2	6/30/2022
Phase 3	10/31/2022
Phase 4	1/31/2023
Phase 5	4/30/2023
Project Completion	6/30/2023

Warren County Board of Supervisors Signatures

_____ _____

Cheryl Cullers **Date**
Chair, Board of Supervisor, South River District

_____ _____

Archie Fox **Date**
Vice Chair, Board of Supervisor, Fork District

_____ _____

Walt Mabe **Date**
Board of Supervisor, Shenandoah District

_____ _____

Delores Oates **Date**
Board of Supervisor, North River

_____ _____

Tony Carter **Date**
Board of Supervisor, Happy Creek

COUNTY OF WARREN, VIRGINIA

BOARD OF SUPERVISORS AGENDA ITEM

DATE	ITEM	SUBJECT:	PAGE 1 OF
June 15, 2021	**J-9**	**Approval of Employee Compensation Plan for Fiscal Year 2021-2022**	

EXPLANATION & SUMMARY:

The approved budget for FY 2021-2022 includes $300,000 in funding for a one-step salary adjustment/increase for employees and $300,000 in funding for the implementation of Phase III of the Compensation Plan. The budget includes a 5% salary increase for employees of the Department of Social Services funded by the State and the County. The State budget authorizes 5% salary raises for the Constitutional Officers and State-funded positions in those departments. Increased State funding was added to the adopted County budget.

The following is proposed and/or included in this item. Please refer to the Salary Scale, a spreadsheet which details each grade (denoted by numbers 1-26) along with salaries/rates which detail each salary/rate by step (denoted by letters A-R). was last approved by the Board of Supervisors in December 2020 when the most recent 1.5% Cost of Living Adjustment (COLA) salary increase went into effect.

1. Proposed Salary Scale updated to reflect the 2.5% COLA (would apply to all employees on the Salary Scale).
2. An additional 2.5% (one-step) increase for employees hired prior to January 1, 2021. Employees who have received increases/promotions/reclassifications since that time would not be eligible for such increase.
3. Implementation of Phase III of the Compensation Plan will need to be addressed at a future date.

The **annual** costs (compensation and benefits) for the implementation of the COLA and one-step increase total **$591,318.19**. This provides all full-time and part-time employees (with at least six months of service) a 5% salary increase.

COST & FINANCING: No additional funding is requested; funding is included in the approved FY 2021-2022 budget.

PROPOSED OR SUGGESTED MOTIONS:

I move that the Board of Supervisors approve the compensation plan as proposed, effective July 1, 2021.

OR

I move that this matter be postponed until _____ for further discussion.

SUBMITTED BY:	DISPOSITION OF BOARD: ☐ APPROVED ☐ OTHER (DESCRIBE)	PROCESSED BY:
Edwin C. Daley, County Administrator		

1.5% COLA

WARREN COUNTY, VIRGINIA

SALARY SCHEDULE

DEC 1, 2020

Salary Grade		A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
1	Annual	25714.42	26357.28	27016.21	27691.62	28383.91	29093.51	29820.85	30566.37	31330.53	32113.79	32916.63	33739.55	34583.04	35447.62	36333.81	37242.16	38173.21	39127.54
	Monthly	2142.87	2196.44	2251.35	2307.64	2365.33	2424.46	2485.07	2547.20	2610.88	2676.15	2743.05	2811.63	2881.92	2953.97	3027.82	3103.51	3181.10	3260.63
	Semi-Monthly	1071.43	1098.22	1125.68	1153.82	1182.66	1212.23	1242.54	1273.60	1305.44	1338.07	1371.53	1405.81	1440.96	1476.98	1513.91	1551.76	1590.55	1630.31
	Hourly/40	12.36	12.67	12.99	13.31	13.65	13.99	14.34	14.70	15.06	15.44	15.83	16.22	16.63	17.04	17.47	17.90	18.35	18.81
	Hourly/35	14.13	14.48	14.84	15.22	15.60	15.99	16.39	16.79	17.21	17.64	18.09	18.54	19.00	19.48	19.96	20.46	20.97	21.50
2	Annual	27002.25	27677.31	28369.24	29078.47	29805.43	30550.57	31314.33	32097.19	32899.62	33722.11	34565.16	35429.29	36315.02	37222.90	38153.47	39107.31	40084.99	41087.11
	Monthly	2250.19	2306.44	2364.10	2423.21	2483.79	2545.88	2609.53	2674.77	2741.64	2810.18	2880.43	2952.44	3026.25	3101.91	3179.46	3258.94	3340.42	3423.93
	Semi-Monthly	1125.09	1153.22	1182.05	1211.60	1241.89	1272.94	1304.76	1337.38	1370.82	1405.09	1440.22	1476.22	1513.13	1550.95	1589.73	1629.47	1670.21	1711.96
	Hourly/40	12.98	13.31	13.64	13.98	14.33	14.69	15.05	15.43	15.82	16.21	16.62	17.03	17.46	17.90	18.34	18.80	19.27	19.75
	Hourly/35	14.84	15.21	15.59	15.98	16.38	16.79	17.21	17.64	18.08	18.53	18.99	19.47	19.95	20.45	20.96	21.49	22.02	22.58
3	Annual	28353.42	29062.26	29788.82	30533.54	31296.88	32079.30	32881.28	33703.31	34545.89	35409.54	36294.78	37202.15	38132.20	39085.51	40062.65	41064.22	42090.83	43143.10
	Monthly	2362.79	2421.86	2482.40	2544.46	2608.07	2673.28	2740.11	2808.61	2878.82	2950.80	3024.57	3100.18	3177.68	3257.13	3338.55	3422.02	3507.57	3595.26
	Semi-Monthly	1181.39	1210.93	1241.20	1272.23	1304.04	1336.64	1370.05	1404.30	1439.41	1475.40	1512.28	1550.09	1588.84	1628.56	1669.28	1711.01	1753.78	1797.63
	Hourly/40	13.63	13.97	14.32	14.68	15.05	15.42	15.81	16.20	16.61	17.02	17.45	17.89	18.33	18.79	19.26	19.74	20.24	20.74
	Hourly/35	15.58	15.97	16.37	16.78	17.20	17.63	18.07	18.52	18.98	19.46	19.94	20.44	20.95	21.48	22.01	22.56	23.13	23.71
4	Annual	29767.92	30512.12	31274.92	32056.79	32858.21	33679.67	34521.66	35384.70	36269.32	37176.05	38105.45	39058.09	40034.54	41035.40	42061.29	43112.82	44190.64	45295.41
	Monthly	2480.66	2542.68	2606.24	2671.40	2738.18	2806.64	2876.81	2948.73	3022.44	3098.00	3175.45	3254.84	3336.21	3419.62	3505.11	3592.74	3682.55	3774.62
	Semi-Monthly	1240.33	1271.34	1303.12	1335.70	1369.09	1403.32	1438.40	1474.36	1511.22	1549.00	1587.73	1627.42	1668.11	1709.81	1752.55	1796.37	1841.28	1887.31
	Hourly/40	14.31	14.67	15.04	15.41	15.80	16.19	16.60	17.01	17.44	17.87	18.32	18.78	19.25	19.73	20.22	20.73	21.25	21.78
	Hourly/35	16.36	16.76	17.18	17.61	18.05	18.51	18.97	19.44	19.93	20.43	20.94	21.46	22.00	22.55	23.11	23.69	24.28	24.89
5	Annual	31245.76	32026.90	32827.57	33648.26	34489.47	35351.71	36235.50	37141.39	38069.92	39021.67	39997.21	40997.14	42022.07	43072.62	44149.44	45253.18	46384.51	47544.12
	Monthly	2603.81	2668.91	2735.63	2804.02	2874.12	2945.98	3019.63	3095.12	3172.49	3251.81	3333.10	3416.43	3501.84	3589.39	3679.12	3771.10	3865.38	3962.01
	Semi-Monthly	1301.91	1334.45	1367.82	1402.01	1437.06	1472.99	1509.81	1547.56	1586.25	1625.90	1666.55	1708.21	1750.92	1794.69	1839.56	1885.55	1932.69	1981.01
	Hourly/40	15.02	15.40	15.78	16.18	16.58	17.00	17.42	17.86	18.30	18.76	19.23	19.71	20.20	20.71	21.23	21.76	22.30	22.86
	Hourly/35	17.17	17.60	18.04	18.49	18.95	19.42	19.91	20.41	20.92	21.44	21.98	22.53	23.09	23.67	24.26	24.86	25.49	26.12
6	Annual	32829.16	33649.89	34491.14	35353.42	36237.26	37143.19	38071.77	39023.56	39999.15	40999.13	42024.11	43074.71	44151.58	45255.37	46386.75	47546.42	48735.08	49953.46
	Monthly	2735.76	2804.16	2874.26	2946.12	3019.77	3095.27	3172.65	3251.96	3333.26	3416.59	3502.01	3589.56	3679.30	3771.28	3865.56	3962.20	4061.26	4162.79
	Semi-Monthly	1367.88	1402.08	1437.13	1473.06	1509.89	1547.63	1586.32	1625.98	1666.63	1708.30	1751.00	1794.78	1839.65	1885.64	1932.78	1981.10	2030.63	2081.39
	Hourly/40	15.78	16.18	16.58	17.00	17.42	17.86	18.30	18.76	19.23	19.71	20.20	20.71	21.23	21.76	22.30	22.86	23.43	24.02
	Hourly/35	18.04	18.49	18.95	19.42	19.91	20.41	20.92	21.44	21.98	22.53	23.09	23.67	24.26	24.87	25.49	26.12	26.78	27.45

Salary Grade		A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
	Annual	34454.78	35316.15	36199.05	37104.03	38031.63	38982.42	39956.98	40955.90	41979.80	43029.30	44105.03	45207.66	46337.85	47496.30	48683.71	49900.80	51148.32	52427.03
7	Monthly	2871.23	2943.01	3016.59	3092.00	3169.30	3248.54	3329.75	3412.99	3498.32	3585.78	3675.42	3767.31	3861.49	3958.03	4056.98	4158.40	4262.36	4368.92
	Semi-Monthly	1435.62	1471.51	1508.29	1546.00	1584.65	1624.27	1664.87	1706.50	1749.16	1792.89	1837.71	1883.65	1930.74	1979.01	2028.49	2079.20	2131.18	2184.46
	Hourly/40	16.56	16.98	17.40	17.84	18.28	18.74	19.21	19.69	20.18	20.69	21.20	21.73	22.28	22.83	23.41	23.99	24.59	25.21
	Hourly/35	18.93	19.40	19.89	20.39	20.90	21.42	21.95	22.50	23.07	23.64	24.23	24.84	25.46	26.10	26.75	27.42	28.10	28.81
	Annual	36185.97	37090.62	38017.89	38968.34	39942.55	40941.11	41964.64	43013.76	44089.10	45191.33	46321.11	47479.14	48666.12	49882.77	51129.84	52408.09	53718.29	55061.25
8	Monthly	3015.50	3090.89	3168.16	3247.36	3328.55	3411.76	3497.05	3584.48	3674.09	3765.94	3860.09	3956.60	4055.51	4156.90	4260.82	4367.34	4476.52	4588.44
	Semi-Monthly	1507.75	1545.44	1584.08	1623.68	1664.27	1705.88	1748.53	1792.24	1837.05	1882.97	1930.05	1978.30	2027.76	2078.45	2130.41	2183.67	2238.26	2294.22
	Hourly/40	17.40	17.83	18.28	18.73	19.20	19.68	20.18	20.68	21.20	21.73	22.27	22.83	23.40	23.98	24.58	25.20	25.83	26.47
	Hourly/35	19.88	20.38	20.89	21.41	21.95	22.50	23.06	23.63	24.22	24.83	25.45	26.09	26.74	27.41	28.09	28.80	29.52	30.25
	Annual	38001.60	38951.64	39925.43	40923.57	41946.66	42995.33	44070.21	45171.97	46301.27	47458.80	48645.27	49861.40	51107.94	52385.64	53695.28	55037.66	56413.60	57823.94
9	Monthly	3166.80	3245.97	3327.12	3410.30	3495.56	3582.94	3672.52	3764.33	3858.44	3954.90	4053.77	4155.12	4259.00	4365.47	4474.61	4586.47	4701.13	4818.66
	Semi-Monthly	1583.40	1622.99	1663.56	1705.15	1747.78	1791.47	1836.26	1882.17	1929.22	1977.45	2026.89	2077.56	2129.50	2182.74	2237.30	2293.24	2350.57	2409.33
	Hourly/40	18.27	18.73	19.19	19.67	20.17	20.67	21.19	21.72	22.26	22.82	23.39	23.97	24.57	25.19	25.82	26.46	27.12	27.80
	Hourly/35	20.88	21.40	21.94	22.49	23.05	23.62	24.21	24.82	25.44	26.08	26.73	27.40	28.08	28.78	29.50	30.24	31.00	31.77
	Annual	39901.68	40899.22	41921.70	42969.74	44043.98	45145.08	46273.71	47430.55	48616.31	49831.72	51077.51	52354.45	53663.31	55004.89	56380.01	57789.51	59234.25	60715.11
10	Monthly	3325.14	3408.27	3493.48	3580.81	3670.33	3762.09	3856.14	3952.55	4051.36	4152.64	4256.46	4362.87	4471.94	4583.74	4698.33	4815.79	4936.19	5059.59
	Semi-Monthly	1662.57	1704.13	1746.74	1790.41	1835.17	1881.05	1928.07	1976.27	2025.68	2076.32	2128.23	2181.44	2235.97	2291.87	2349.17	2407.90	2468.09	2529.80
	Hourly/40	19.18	19.66	20.15	20.66	21.17	21.70	22.25	22.80	23.37	23.96	24.56	25.17	25.80	26.44	27.11	27.78	28.48	29.19
	Hourly/35	21.92	22.47	23.03	23.61	24.20	24.80	25.43	26.06	26.71	27.38	28.06	28.77	29.49	30.22	30.98	31.75	32.55	33.36
	Annual	41886.21	42933.37	44006.70	45106.87	46234.54	47390.40	48575.16	49789.54	51034.28	52310.14	53617.89	54958.34	56332.30	57740.61	59184.13	60663.73	62180.32	63734.83
11	Monthly	3490.52	3577.78	3667.23	3758.91	3852.88	3949.20	4047.93	4149.13	4252.86	4359.18	4468.16	4579.86	4694.36	4811.72	4932.01	5055.31	5181.69	5311.24
	Semi-Monthly	1745.26	1788.89	1833.61	1879.45	1926.44	1974.60	2023.97	2074.56	2126.43	2179.59	2234.08	2289.93	2347.18	2405.86	2466.01	2527.66	2590.85	2655.62
	Hourly/40	20.14	20.64	21.16	21.69	22.23	22.78	23.35	23.94	24.54	25.15	25.78	26.42	27.08	27.76	28.45	29.17	29.89	30.64
	Hourly/35	23.01	23.59	24.18	24.78	25.40	26.04	26.69	27.36	28.04	28.74	29.46	30.20	30.95	31.73	32.52	33.33	34.17	35.02
	Monthly	2142.87	2196.44	2251.35	2307.64	2365.33	2424.46	2485.07	2547.20	2610.88	2676.15	2743.05	2811.63	2881.92	2953.97	3027.82	3103.51	3181.10	3260.63
	Semi-Monthly	1071.43	1098.22	1125.68	1153.82	1182.66	1212.23	1242.54	1273.60	1305.44	1338.07	1371.53	1405.81	1440.96	1476.98	1513.91	1551.76	1590.55	1630.31
	Hourly/40	12.36	12.67	12.99	13.31	13.65	13.99	14.34	14.70	15.06	15.44	15.83	16.22	16.63	17.04	17.47	17.90	18.35	18.81
	Hourly/35	14.13	14.48	14.84	15.22	15.60	15.99	16.39	16.79	17.21	17.64	18.09	18.54	19.00	19.48	19.96	20.46	20.97	21.50
2	Annual	27002.25	27677.31	28369.24	29078.47	29805.43	30550.57	31314.33	32097.19	32899.62	33722.11	34565.16	35429.29	36315.02	37222.90	38153.47	39107.31	40084.99	41087.11

Salary Grade		A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
	Annual	46171.94	47326.24	48509.40	49722.14	50965.19	52239.32	53545.30	54883.93	56256.03	57662.43	59103.99	60581.59	62096.13	63648.53	65239.74	66870.73	68542.50	70256.06
13	Monthly	3847.66	3943.85	4042.45	4143.51	4247.10	4353.28	4462.11	4573.66	4688.00	4805.20	4925.33	5048.47	5174.68	5304.04	5436.65	5572.56	5711.88	5854.67
	Semi-Monthly	1923.83	1971.93	2021.23	2071.76	2123.55	2176.64	2231.05	2286.83	2344.00	2402.60	2462.67	2524.23	2587.34	2652.02	2718.32	2786.28	2855.94	2927.34
	Hourly/40	22.20	22.75	23.32	23.90	24.50	25.12	25.74	26.39	27.05	27.72	28.42	29.13	29.85	30.60	31.37	32.15	32.95	33.78
	Hourly/35	25.37	26.00	26.65	27.32	28.00	28.70	29.42	30.16	30.91	31.68	32.47	33.29	34.12	34.97	35.85	36.74	37.66	38.60
	Annual	48494.26	49706.62	50949.29	52223.02	53528.60	54866.82	56238.49	57644.45	59085.56	60562.70	62076.77	63628.69	65219.41	66849.90	68521.15	70234.18	71990.03	73789.78
14	Monthly	4041.19	4142.22	4245.77	4351.92	4460.72	4572.24	4686.54	4803.70	4923.80	5046.89	5173.06	5302.39	5434.95	5570.83	5710.10	5852.85	5999.17	6149.15
	Semi-Monthly	2020.59	2071.11	2122.89	2175.96	2230.36	2286.12	2343.27	2401.85	2461.90	2523.45	2586.53	2651.20	2717.48	2785.41	2855.05	2926.42	2999.58	3074.57
	Hourly/40	23.31	23.90	24.49	25.11	25.73	26.38	27.04	27.71	28.41	29.12	29.84	30.59	31.36	32.14	32.94	33.77	34.61	35.48
	Hourly/35	26.65	27.31	27.99	28.69	29.41	30.15	30.90	31.67	32.46	33.28	34.11	34.96	35.83	36.73	37.65	38.59	39.55	40.54
	Annual	50922.14	52195.19	53500.07	54837.57	56208.51	57613.72	59054.06	60530.41	62043.67	63594.76	65184.63	66814.25	68484.61	70196.73	71951.65	73750.44	75594.20	77484.06
15	Monthly	4243.51	4349.60	4458.34	4569.80	4684.04	4801.14	4921.17	5044.20	5170.31	5299.56	5432.05	5567.85	5707.05	5849.73	5995.97	6145.87	6299.52	6457.01
	Semi-Monthly	2121.76	2174.80	2229.17	2284.90	2342.02	2400.57	2460.59	2522.10	2585.15	2649.78	2716.03	2783.93	2853.53	2924.86	2997.99	3072.94	3149.76	3228.50
	Hourly/40	24.48	25.09	25.72	26.36	27.02	27.70	28.39	29.10	29.83	30.57	31.34	32.12	32.93	33.75	34.59	35.46	36.34	37.25
	Hourly/35	27.98	28.68	29.40	30.13	30.88	31.66	32.45	33.26	34.09	34.94	35.82	36.71	37.63	38.57	39.53	40.52	41.54	42.57
	Annual	53455.58	54791.97	56161.77	57565.81	59004.96	60480.08	61992.08	63541.88	65130.43	66758.69	68427.66	70138.35	71891.81	73689.11	75531.34	77419.62	79355.11	81338.99
16	Monthly	4454.63	4566.00	4680.15	4797.15	4917.08	5040.01	5166.01	5295.16	5427.54	5563.22	5702.31	5844.86	5990.98	6140.76	6294.28	6451.64	6612.93	6778.25
	Semi-Monthly	2227.32	2283.00	2340.07	2398.58	2458.54	2520.00	2583.00	2647.58	2713.77	2781.61	2851.15	2922.43	2995.49	3070.38	3147.14	3225.82	3306.46	3389.12
	Hourly/40	25.70	26.34	27.00	27.68	28.37	29.08	29.80	30.55	31.31	32.10	32.90	33.72	34.56	35.43	36.31	37.22	38.15	39.11
	Hourly/35	29.37	30.11	30.86	31.63	32.42	33.23	34.06	34.91	35.79	36.68	37.60	38.54	39.50	40.49	41.50	42.54	43.60	44.69
	Annual	56136.81	57540.23	58978.74	60453.21	61964.54	63513.65	65101.49	66729.03	68397.26	70107.19	71859.87	73656.37	75497.78	77385.22	79319.85	81302.85	83335.42	85418.81
17	Monthly	4678.07	4795.02	4914.90	5037.77	5163.71	5292.80	5425.12	5560.75	5699.77	5842.27	5988.32	6138.03	6291.48	6448.77	6609.99	6775.24	6944.62	7118.23
	Semi-Monthly	2339.03	2397.51	2457.45	2518.88	2581.86	2646.40	2712.56	2780.38	2849.89	2921.13	2994.16	3069.02	3145.74	3224.38	3304.99	3387.62	3472.31	3559.12
	Hourly/40	26.99	27.66	28.36	29.06	29.79	30.54	31.30	32.08	32.88	33.71	34.55	35.41	36.30	37.20	38.13	39.09	40.07	41.07
	Hourly/35	30.84	31.62	32.41	33.22	34.05	34.90	35.77	36.66	37.58	38.52	39.48	40.47	41.48	42.52	43.58	44.67	45.79	46.93
	Annual	58944.70	60418.32	61928.78	63477.00	65063.93	66690.53	68357.79	70066.73	71818.40	73613.86	75454.21	77340.57	79274.08	81255.93	83287.33	85369.51	87503.75	89691.34
18	Monthly	4912.06	5034.86	5160.73	5289.75	5421.99	5557.54	5696.48	5838.89	5984.87	6134.49	6287.85	6445.05	6606.17	6771.33	6940.61	7114.13	7291.98	7474.28
	Semi-Monthly	2456.03	2517.43	2580.37	2644.88	2711.00	2778.77	2848.24	2919.45	2992.43	3067.24	3143.93	3222.52	3303.09	3385.66	3470.31	3557.06	3645.99	3737.14
	Hourly/40	28.34	29.05	29.77	30.52	31.28	32.06	32.86	33.69	34.53	35.39	36.28	37.18	38.11	39.07	40.04	41.04	42.07	43.12
	Hourly/35	32.39	33.20	34.03	34.88	35.75	36.64	37.56	38.50	39.46	40.45	41.46	42.49	43.56	44.65	45.76	46.91	48.08	49.28

Salary Grade		A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
	Annual	61879.27	63426.25	65011.91	66637.21	68303.14	70010.72	71760.99	73555.01	75393.89	77278.74	79210.71	81190.98	83220.75	85301.27	87433.80	89619.65	91860.14	94156.64
19	Monthly	5156.61	5285.52	5417.66	5553.10	5691.93	5834.23	5980.08	6129.58	6282.82	6439.90	6600.89	6765.92	6935.06	7108.44	7286.15	7468.30	7655.01	7846.39
	Semi-Monthly	2578.30	2642.76	2708.83	2776.55	2845.96	2917.11	2990.04	3064.79	3141.41	3219.95	3300.45	3382.96	3467.53	3554.22	3643.08	3734.15	3827.51	3923.19
	Hourly/40	29.75	30.49	31.26	32.04	32.84	33.66	34.50	35.36	36.25	37.15	38.08	39.03	40.01	41.01	42.04	43.09	44.16	45.27
	Hourly/35	34.00	34.85	35.72	36.61	37.53	38.47	39.43	40.41	41.43	42.46	43.52	44.61	45.73	46.87	48.04	49.24	50.47	51.73
	Annual	64982.74	66607.31	68272.49	69979.30	71728.78	73522.00	75360.05	77244.05	79175.15	81154.53	83183.39	85262.97	87394.54	89579.40	91818.89	94114.36	96467.22	98878.90
20	Monthly	5415.23	5550.61	5689.37	5831.61	5977.40	6126.83	6280.00	6437.00	6597.93	6762.88	6931.95	7105.25	7282.88	7464.95	7651.57	7842.86	8038.94	8239.91
	Semi-Monthly	2707.61	2775.30	2844.69	2915.80	2988.70	3063.42	3140.00	3218.50	3298.96	3381.44	3465.97	3552.62	3641.44	3732.48	3825.79	3921.43	4019.47	4119.95
	Hourly/40	31.24	32.02	32.82	33.64	34.48	35.35	36.23	37.14	38.06	39.02	39.99	40.99	42.02	43.07	44.14	45.25	46.38	47.54
	Hourly/35	35.70	36.60	37.51	38.45	39.41	40.40	41.41	42.44	43.50	44.59	45.71	46.85	48.02	49.22	50.45	51.71	53.00	54.33
	Annual	68233.98	69939.83	71688.33	73480.54	75317.55	77200.49	79130.50	81108.76	83136.48	85214.89	87345.26	89528.89	91767.11	94061.29	96412.82	98823.14	101293.72	103826.06
21	Monthly	5686.17	5828.32	5974.03	6123.38	6276.46	6433.37	6594.21	6759.06	6928.04	7101.24	7278.77	7460.74	7647.26	7838.44	8034.40	8235.26	8441.14	8652.17
	Semi-Monthly	2843.08	2914.16	2987.01	3061.69	3138.23	3216.69	3297.10	3379.53	3464.02	3550.62	3639.39	3730.37	3823.63	3919.22	4017.20	4117.63	4220.57	4326.09
	Hourly/40	32.80	33.62	34.47	35.33	36.21	37.12	38.04	38.99	39.97	40.97	41.99	43.04	44.12	45.22	46.35	47.51	48.70	49.92
	Hourly/35	37.49	38.43	39.39	40.37	41.38	42.42	43.48	44.57	45.68	46.82	47.99	49.19	50.42	51.68	52.97	54.30	55.66	57.05
	Annual	71633.02	73423.85	75259.45	77140.94	79069.46	81046.20	83072.36	85149.17	87277.90	89459.85	91696.35	93988.76	96338.48	98746.94	101215.61	103746.00	106339.65	108998.14
22	Monthly	5969.42	6118.65	6271.62	6428.41	6589.12	6753.85	6922.70	7095.76	7273.16	7454.99	7641.36	7832.40	8028.21	8228.91	8434.63	8645.50	8861.64	9083.18
	Semi-Monthly	2984.71	3059.33	3135.81	3214.21	3294.56	3376.93	3461.35	3547.88	3636.58	3727.49	3820.68	3916.20	4014.10	4114.46	4217.32	4322.75	4430.82	4541.59
	Hourly/40	34.44	35.30	36.18	37.09	38.01	38.96	39.94	40.94	41.96	43.01	44.08	45.19	46.32	47.47	48.66	49.88	51.12	52.40
	Hourly/35	39.36	40.34	41.35	42.39	43.44	44.53	45.64	46.79	47.95	49.15	50.38	51.64	52.93	54.26	55.61	57.00	58.43	59.89
	Annual	75222.06	77102.61	79030.18	81005.93	83031.08	85106.86	87234.53	89415.39	91650.77	93942.04	96290.59	98697.85	101165.30	103694.43	106286.79	108943.96	111667.56	114459.25
23	Monthly	6268.51	6425.22	6585.85	6750.49	6919.26	7092.24	7269.54	7451.28	7637.56	7828.50	8024.22	8224.82	8430.44	8641.20	8857.23	9078.66	9305.63	9538.27
	Semi-Monthly	3134.25	3212.61	3292.92	3375.25	3459.63	3546.12	3634.77	3725.64	3818.78	3914.25	4012.11	4112.41	4215.22	4320.60	4428.62	4539.33	4652.82	4769.14
	Hourly/40	36.16	37.07	38.00	38.95	39.92	40.92	41.94	42.99	44.06	45.16	46.29	47.45	48.64	49.85	51.10	52.38	53.69	55.03
	Hourly/35	41.33	42.36	43.42	44.51	45.62	46.76	47.93	49.13	50.36	51.62	52.91	54.23	55.59	56.97	58.40	59.86	61.36	62.89
	Annual	78340.54	80299.05	82306.53	84364.19	86473.29	88635.12	90851.00	93122.28	95450.34	97836.60	100282.52	102789.58	105359.32	107993.30	110693.13	113460.46	116296.97	119204.39
24	Monthly	6528.38	6691.59	6858.88	7030.35	7206.11	7386.26	7570.92	7760.19	7954.20	8153.05	8356.88	8565.80	8779.94	8999.44	9224.43	9455.04	9691.41	9933.70
	Semi-Monthly	3264.19	3345.79	3429.44	3515.17	3603.05	3693.13	3785.46	3880.10	3977.10	4076.53	4178.44	4282.90	4389.97	4499.72	4612.21	4727.52	4845.71	4966.85
	Hourly/40	37.66	38.61	39.57	40.56	41.57	42.61	43.68	44.77	45.89	47.04	48.21	49.42	50.65	51.92	53.22	54.55	55.91	57.31
	Hourly/35	43.04	44.12	45.22	46.35	47.51	48.70	49.92	51.17	52.45	53.76	55.10	56.48	57.89	59.34	60.82	62.34	63.90	65.50

Salary Grade		A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
	Annual	82927.94	85001.14	87126.17	89304.32	91536.93	93825.35	96170.98	98575.25	101039.63	103565.62	106154.76	108808.63	111528.85	114317.07	117175.00	120104.38	123106.99	126184.66
25	Monthly	6910.66	7083.43	7260.51	7442.03	7628.08	7818.78	8014.25	8214.60	8419.97	8630.47	8846.23	9067.39	9294.07	9526.42	9764.58	10008.70	10258.92	10515.39
	Semi-Monthly	3455.33	3541.71	3630.26	3721.01	3814.04	3909.39	4007.12	4107.30	4209.98	4315.23	4423.12	4533.69	4647.04	4763.21	4882.29	5004.35	5129.46	5257.69
	Hourly/40	39.87	40.87	41.89	42.93	44.01	45.11	46.24	47.39	48.58	49.79	51.04	52.31	53.62	54.96	56.33	57.74	59.19	60.67
	Hourly/35	45.56	46.70	47.87	49.07	50.30	51.55	52.84	54.16	55.52	56.90	58.33	59.78	61.28	62.81	64.38	65.99	67.64	69.33
	Annual	87087.00	89264.18	91495.78	93783.17	96127.75	98530.94	100994.21	103519.07	106107.05	108759.73	111478.72	114265.69	117122.33	120050.39	123051.65	126127.94	129281.14	132513.17
26	Monthly	7257.25	7438.68	7624.65	7815.26	8010.65	8210.91	8416.18	8626.59	8842.25	9063.31	9289.89	9522.14	9760.19	10004.20	10254.30	10510.66	10773.43	11042.76
	Semi-Monthly	3628.63	3719.34	3812.32	3907.63	4005.32	4105.46	4208.09	4313.29	4421.13	4531.66	4644.95	4761.07	4880.10	5002.10	5127.15	5255.33	5386.71	5521.38
	Hourly/40	41.87	42.92	43.99	45.09	46.22	47.37	48.55	49.77	51.01	52.29	53.60	54.94	56.31	57.72	59.16	60.64	62.15	63.71
	Hourly/35	47.85	49.05	50.27	51.53	52.82	54.14	55.49	56.88	58.30	59.76	61.25	62.78	64.35	65.96	67.61	69.30	71.03	72.81

2.5%

WARREN COUNTY, VIRGINIA

SALARY SCHEDULE

JULY 1, 2021

Salary Grade		A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
1	Annual	26357.28	27016.21	27691.62	28383.91	29093.51	29820.85	30566.37	31330.53	32113.79	32916.63	33739.55	34583.04	35447.62	36333.81	37242.16	38173.21	39127.54	40105.73
	Monthly	2196.44	2251.35	2307.63	2365.33	2424.46	2485.07	2547.20	2610.88	2676.15	2743.05	2811.63	2881.92	2953.97	3027.82	3103.51	3181.10	3260.63	3342.14
	Semi-Monthly	1098.22	1125.68	1153.82	1182.66	1212.23	1242.54	1273.60	1305.44	1338.07	1371.53	1405.81	1440.96	1476.98	1513.91	1551.76	1590.55	1630.31	1671.07
	Hourly/40	12.67	12.99	13.31	13.65	13.99	14.34	14.70	15.06	15.44	15.83	16.22	16.63	17.04	17.47	17.90	18.35	18.81	19.28
	Hourly/35	14.48	14.84	15.22	15.60	15.99	16.39	16.79	17.21	17.64	18.09	18.54	19.00	19.48	19.96	20.46	20.97	21.50	22.04
2	Annual	27677.31	28369.24	29078.47	29805.43	30550.57	31314.33	32097.19	32899.62	33722.11	34565.16	35429.29	36315.02	37222.90	38153.47	39107.31	40084.99	41087.11	42114.29
	Monthly	2306.44	2364.10	2423.21	2483.79	2545.88	2609.53	2674.77	2741.63	2810.18	2880.43	2952.44	3026.25	3101.91	3179.46	3258.94	3340.42	3423.93	3509.52
	Semi-Monthly	1153.22	1182.05	1211.60	1241.89	1272.94	1304.76	1337.38	1370.82	1405.09	1440.22	1476.22	1513.13	1550.95	1589.73	1629.47	1670.21	1711.96	1754.76
	Hourly/40	13.31	13.64	13.98	14.33	14.69	15.05	15.43	15.82	16.21	16.62	17.03	17.46	17.90	18.34	18.80	19.27	19.75	20.25
	Hourly/35	15.21	15.59	15.98	16.38	16.79	17.21	17.64	18.08	18.53	18.99	19.47	19.95	20.45	20.96	21.49	22.02	22.58	23.14
3	Annual	29062.26	29788.82	30533.54	31296.88	32079.30	32881.28	33703.31	34545.89	35409.54	36294.78	37202.15	38132.20	39085.51	40062.65	41064.22	42090.83	43143.10	44221.68
	Monthly	2421.85	2482.40	2544.46	2608.07	2673.28	2740.11	2808.61	2878.82	2950.79	3024.56	3100.18	3177.68	3257.13	3338.55	3422.02	3507.57	3595.26	3685.14
	Semi-Monthly	1210.93	1241.20	1272.23	1304.04	1336.64	1370.05	1404.30	1439.41	1475.40	1512.28	1550.09	1588.84	1628.56	1669.28	1711.01	1753.78	1797.63	1842.57
	Hourly/40	13.97	14.32	14.68	15.05	15.42	15.81	16.20	16.61	17.02	17.45	17.89	18.33	18.79	19.26	19.74	20.24	20.74	21.26
	Hourly/35	15.97	16.37	16.78	17.20	17.63	18.07	18.52	18.98	19.46	19.94	20.44	20.95	21.48	22.01	22.56	23.13	23.71	24.30
4	Annual	30512.12	31274.92	32056.79	32858.21	33679.67	34521.66	35384.70	36269.32	37176.05	38105.45	39058.09	40034.54	41035.40	42061.29	43112.82	44190.64	45295.41	46427.80
	Monthly	2542.68	2606.24	2671.40	2738.18	2806.64	2876.81	2948.73	3022.44	3098.00	3175.45	3254.84	3336.21	3419.62	3505.11	3592.74	3682.55	3774.62	3868.98
	Semi-Monthly	1271.34	1303.12	1335.70	1369.09	1403.32	1438.40	1474.36	1511.22	1549.00	1587.73	1627.42	1668.11	1709.81	1752.55	1796.37	1841.28	1887.31	1934.49
	Hourly/40	14.67	15.04	15.41	15.80	16.19	16.60	17.01	17.44	17.87	18.32	18.78	19.25	19.73	20.22	20.73	21.25	21.78	22.32
	Hourly/35	16.76	17.18	17.61	18.05	18.51	18.97	19.44	19.93	20.43	20.94	21.46	22.00	22.55	23.11	23.69	24.28	24.89	25.51
5	Annual	32026.90	32827.57	33648.26	34489.47	35351.71	36235.50	37141.39	38069.92	39021.67	39997.21	40997.14	42022.07	43072.62	44149.44	45253.18	46384.51	47544.12	48732.72
	Monthly	2668.91	2735.63	2804.02	2874.12	2945.98	3019.63	3095.12	3172.49	3251.81	3333.10	3416.43	3501.84	3589.39	3679.12	3771.10	3865.38	3962.01	4061.06
	Semi-Monthly	1334.45	1367.82	1402.01	1437.06	1472.99	1509.81	1547.56	1586.25	1625.90	1666.55	1708.21	1750.92	1794.69	1839.56	1885.55	1932.69	1981.01	2030.53
	Hourly/40	15.40	15.78	16.18	16.58	17.00	17.42	17.86	18.30	18.76	19.23	19.71	20.20	20.71	21.23	21.76	22.30	22.86	23.43
	Hourly/35	17.60	18.04	18.49	18.95	19.42	19.91	20.41	20.92	21.44	21.98	22.53	23.09	23.67	24.26	24.86	25.49	26.12	26.78
6	Annual	33649.89	34491.14	35353.42	36237.26	37143.19	38071.77	39023.56	39999.15	40999.13	42024.11	43074.71	44151.58	45255.37	46386.75	47546.42	48735.08	49953.46	51202.30
	Monthly	2804.16	2874.26	2946.12	3019.77	3095.27	3172.65	3251.96	3333.26	3416.59	3502.01	3589.56	3679.30	3771.28	3865.56	3962.20	4061.26	4162.79	4266.86
	Semi-Monthly	1402.08	1437.13	1473.06	1509.89	1547.63	1586.32	1625.98	1666.63	1708.30	1751.00	1794.78	1839.65	1885.64	1932.78	1981.10	2030.63	2081.39	2133.43
	Hourly/40	16.18	16.58	17.00	17.42	17.86	18.30	18.76	19.23	19.71	20.20	20.71	21.23	21.76	22.30	22.86	23.43	24.02	24.62
	Hourly/35	18.49	18.95	19.42	19.91	20.41	20.92	21.44	21.98	22.53	23.09	23.67	24.26	24.87	25.49	26.12	26.78	27.45	28.13

Salary Grade		A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
	Annual	35316.15	36199.05	37104.03	38031.63	38982.42	39956.98	40955.90	41979.80	43029.30	44105.03	45207.66	46337.85	47496.30	48683.71	49900.80	51148.32	52427.03	53737.71
7	Monthly	2943.01	3016.59	3092.00	3169.30	3248.54	3329.75	3412.99	3498.32	3585.77	3675.42	3767.30	3861.49	3958.02	4056.98	4158.40	4262.36	4368.92	4478.14
	Semi-Monthly	1471.51	1508.29	1546.00	1584.65	1624.27	1664.87	1706.50	1749.16	1792.89	1837.71	1883.65	1930.74	1979.01	2028.49	2079.20	2131.18	2184.46	2239.07
	Hourly/40	16.98	17.40	17.84	18.28	18.74	19.21	19.69	20.18	20.69	21.20	21.73	22.28	22.83	23.41	23.99	24.59	25.21	25.84
	Hourly/35	19.40	19.89	20.39	20.90	21.42	21.95	22.50	23.07	23.64	24.23	24.84	25.46	26.10	26.75	27.42	28.10	28.81	29.53
	Annual	37090.62	38017.89	38968.34	39942.55	40941.11	41964.64	43013.76	44089.10	45191.33	46321.11	47479.14	48666.12	49882.77	51129.84	52408.09	53718.29	55061.25	56437.78
8	Monthly	3090.88	3168.16	3247.36	3328.55	3411.76	3497.05	3584.48	3674.09	3765.94	3860.09	3956.59	4055.51	4156.90	4260.82	4367.34	4476.52	4588.44	4703.15
	Semi-Monthly	1545.44	1584.08	1623.68	1664.27	1705.88	1748.53	1792.24	1837.05	1882.97	1930.05	1978.30	2027.75	2078.45	2130.41	2183.67	2238.26	2294.22	2351.57
	Hourly/40	17.83	18.28	18.73	19.20	19.68	20.18	20.68	21.20	21.73	22.27	22.83	23.40	23.98	24.58	25.20	25.83	26.47	27.13
	Hourly/35	20.38	20.89	21.41	21.95	22.50	23.06	23.63	24.22	24.83	25.45	26.09	26.74	27.41	28.09	28.80	29.52	30.25	31.01
	Annual	38951.64	39925.43	40923.57	41946.66	42995.33	44070.21	45171.97	46301.27	47458.80	48645.27	49861.40	51107.94	52385.64	53695.28	55037.66	56413.60	57823.94	59269.54
9	Monthly	3245.97	3327.12	3410.30	3495.55	3582.94	3672.52	3764.33	3858.44	3954.90	4053.77	4155.12	4258.99	4365.47	4474.61	4586.47	4701.13	4818.66	4939.13
	Semi-Monthly	1622.99	1663.56	1705.15	1747.78	1791.47	1836.26	1882.17	1929.22	1977.45	2026.89	2077.56	2129.50	2182.73	2237.30	2293.24	2350.57	2409.33	2469.56
	Hourly/40	18.73	19.19	19.67	20.17	20.67	21.19	21.72	22.26	22.82	23.39	23.97	24.57	25.19	25.82	26.46	27.12	27.80	28.49
	Hourly/35	21.40	21.94	22.49	23.05	23.62	24.21	24.82	25.44	26.08	26.73	27.40	28.08	28.78	29.50	30.24	31.00	31.77	32.57
	Annual	40899.22	41921.70	42969.74	44043.98	45145.08	46273.71	47430.55	48616.31	49831.72	51077.51	52354.45	53663.31	55004.89	56380.01	57789.51	59234.25	60715.11	62232.99
10	Monthly	3408.27	3493.48	3580.81	3670.33	3762.09	3856.14	3952.55	4051.36	4152.64	4256.46	4362.87	4471.94	4583.74	4698.33	4815.79	4936.19	5059.59	5186.08
	Semi-Monthly	1704.13	1746.74	1790.41	1835.17	1881.04	1928.07	1976.27	2025.68	2076.32	2128.23	2181.44	2235.97	2291.87	2349.17	2407.90	2468.09	2529.80	2593.04
	Hourly/40	19.66	20.15	20.66	21.17	21.70	22.25	22.80	23.37	23.96	24.56	25.17	25.80	26.44	27.11	27.78	28.48	29.19	29.92
	Hourly/35	22.47	23.03	23.61	24.20	24.80	25.43	26.06	26.71	27.38	28.06	28.77	29.49	30.22	30.98	31.75	32.55	33.36	34.19
	Annual	42933.37	44006.70	45106.87	46234.54	47390.40	48575.16	49789.54	51034.28	52310.14	53617.89	54958.34	56332.30	57740.61	59184.13	60663.73	62180.32	63734.83	65328.20
11	Monthly	3577.78	3667.23	3758.91	3852.88	3949.20	4047.93	4149.13	4252.86	4359.18	4468.16	4579.86	4694.36	4811.72	4932.01	5055.31	5181.69	5311.24	5444.02
	Semi-Monthly	1788.89	1833.61	1879.45	1926.44	1974.60	2023.97	2074.56	2126.43	2179.59	2234.08	2289.93	2347.18	2405.86	2466.01	2527.66	2590.85	2655.62	2722.01
	Hourly/40	20.64	21.16	21.69	22.23	22.78	23.35	23.94	24.54	25.15	25.78	26.42	27.08	27.76	28.45	29.17	29.89	30.64	31.41
	Hourly/35	23.59	24.18	24.78	25.40	26.04	26.69	27.36	28.04	28.74	29.46	30.20	30.95	31.73	32.52	33.33	34.17	35.02	35.89
	Annual	45075.71	46202.60	47357.67	48541.61	49755.15	50999.03	52274.01	53580.86	54920.38	56293.39	57700.72	59143.24	60621.82	62137.37	63690.80	65283.07	66915.15	68588.03

Salary Grade		A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
	Annual	47326.24	48509.40	49722.14	50965.19	52239.32	53545.30	54883.93	56256.03	57662.43	59103.99	60581.59	62096.13	63648.53	65239.74	66870.73	68542.50	70256.06	72012.46
13	Monthly	3943.85	4042.45	4143.51	4247.10	4353.28	4462.11	4573.66	4688.00	4805.20	4925.33	5048.47	5174.68	5304.04	5436.65	5572.56	5711.87	5854.67	6001.04
	Semi-Monthly	1971.93	2021.22	2071.76	2123.55	2176.64	2231.05	2286.83	2344.00	2402.60	2462.67	2524.23	2587.34	2652.02	2718.32	2786.28	2855.94	2927.34	3000.52
	Hourly/40	22.75	23.32	23.90	24.50	25.12	25.74	26.39	27.05	27.72	28.42	29.13	29.85	30.60	31.37	32.15	32.95	33.78	34.62
	Hourly/35	26.00	26.65	27.32	28.00	28.70	29.42	30.16	30.91	31.68	32.47	33.29	34.12	34.97	35.85	36.74	37.66	38.60	39.57
	Annual	49706.62	50949.29	52223.02	53528.60	54866.82	56238.49	57644.45	59085.56	60562.70	62076.77	63628.69	65219.41	66849.90	68521.15	70234.18	71990.03	73789.78	75634.52
14	Monthly	4142.22	4245.77	4351.92	4460.72	4572.23	4686.54	4803.70	4923.80	5046.89	5173.06	5302.39	5434.95	5570.82	5710.10	5852.85	5999.17	6149.15	6302.88
	Semi-Monthly	2071.11	2122.89	2175.96	2230.36	2286.12	2343.27	2401.85	2461.90	2523.45	2586.53	2651.20	2717.48	2785.41	2855.05	2926.42	2999.58	3074.57	3151.44
	Hourly/40	23.90	24.49	25.11	25.73	26.38	27.04	27.71	28.41	29.12	29.84	30.59	31.36	32.14	32.94	33.77	34.61	35.48	36.36
	Hourly/35	27.31	27.99	28.69	29.41	30.15	30.90	31.67	32.46	33.28	34.11	34.96	35.83	36.73	37.65	38.59	39.55	40.54	41.56
	Annual	52195.19	53500.07	54837.57	56208.51	57613.72	59054.06	60530.41	62043.67	63594.76	65184.63	66814.25	68484.61	70196.73	71951.65	73750.44	75594.20	77484.06	79421.16
15	Monthly	4349.60	4458.34	4569.80	4684.04	4801.14	4921.17	5044.20	5170.31	5299.56	5432.05	5567.85	5707.05	5849.73	5995.97	6145.87	6299.52	6457.00	6618.43
	Semi-Monthly	2174.80	2229.17	2284.90	2342.02	2400.57	2460.59	2522.10	2585.15	2649.78	2716.03	2783.93	2853.53	2924.86	2997.99	3072.94	3149.76	3228.50	3309.22
	Hourly/40	25.09	25.72	26.36	27.02	27.70	28.39	29.10	29.83	30.57	31.34	32.12	32.93	33.75	34.59	35.46	36.34	37.25	38.18
	Hourly/35	28.68	29.40	30.13	30.88	31.66	32.45	33.26	34.09	34.94	35.82	36.71	37.63	38.57	39.53	40.52	41.54	42.57	43.64
	Annual	54791.97	56161.77	57565.81	59004.96	60480.08	61992.08	63541.88	65130.43	66758.69	68427.66	70138.35	71891.81	73689.11	75531.34	77419.62	79355.11	81338.99	83372.46
16	Monthly	4566.00	4680.15	4797.15	4917.08	5040.01	5166.01	5295.16	5427.54	5563.22	5702.30	5844.86	5990.98	6140.76	6294.28	6451.64	6612.93	6778.25	6947.71
	Semi-Monthly	2283.00	2340.07	2398.58	2458.54	2520.00	2583.00	2647.58	2713.77	2781.61	2851.15	2922.43	2995.49	3070.38	3147.14	3225.82	3306.46	3389.12	3473.85
	Hourly/40	26.34	27.00	27.68	28.37	29.08	29.80	30.55	31.31	32.10	32.90	33.72	34.56	35.43	36.31	37.22	38.15	39.11	40.08
	Hourly/35	30.11	30.86	31.63	32.42	33.23	34.06	34.91	35.79	36.68	37.60	38.54	39.50	40.49	41.50	42.54	43.60	44.69	45.81
	Annual	57540.23	58978.74	60453.21	61964.54	63513.65	65101.49	66729.03	68397.26	70107.19	71859.87	73656.37	75497.78	77385.22	79319.85	81302.85	83335.42	85418.81	87554.28
17	Monthly	4795.02	4914.89	5037.77	5163.71	5292.80	5425.12	5560.75	5699.77	5842.27	5988.32	6138.03	6291.48	6448.77	6609.99	6775.24	6944.62	7118.23	7296.19
	Semi-Monthly	2397.51	2457.45	2518.88	2581.86	2646.40	2712.56	2780.38	2849.89	2921.13	2994.16	3069.02	3145.74	3224.38	3304.99	3387.62	3472.31	3559.12	3648.10
	Hourly/40	27.66	28.36	29.06	29.79	30.54	31.30	32.08	32.88	33.71	34.55	35.41	36.30	37.20	38.13	39.09	40.07	41.07	42.09
	Hourly/35	31.62	32.41	33.22	34.05	34.90	35.77	36.66	37.58	38.52	39.48	40.47	41.48	42.52	43.58	44.67	45.79	46.93	48.11
	Annual	60418.32	61928.78	63477.00	65063.93	66690.53	68357.79	70066.73	71818.40	73613.86	75454.21	77340.57	79274.08	81255.93	83287.33	85369.51	87503.75	89691.34	91933.62
18	Monthly	5034.86	5160.73	5289.75	5421.99	5557.54	5696.48	5838.89	5984.87	6134.49	6287.85	6445.05	6606.17	6771.33	6940.61	7114.13	7291.98	7474.28	7661.14
	Semi-Monthly	2517.43	2580.37	2644.87	2711.00	2778.77	2848.24	2919.45	2992.43	3067.24	3143.93	3222.52	3303.09	3385.66	3470.31	3557.06	3645.99	3737.14	3830.57
	Hourly/40	29.05	29.77	30.52	31.28	32.06	32.86	33.69	34.53	35.39	36.28	37.18	38.11	39.07	40.04	41.04	42.07	43.12	44.20
	Hourly/35	33.20	34.03	34.88	35.75	36.64	37.56	38.50	39.46	40.45	41.46	42.49	43.56	44.65	45.76	46.91	48.08	49.28	50.51

Salary Grade		A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
	Annual	63426.25	65011.91	66637.21	68303.14	70010.72	71760.99	73555.01	75393.89	77278.74	79210.71	81190.98	83220.75	85301.27	87433.80	89619.65	91860.14	94156.64	96510.56
19	Monthly	5285.52	5417.66	5553.10	5691.93	5834.23	5980.08	6129.58	6282.82	6439.89	6600.89	6765.91	6935.06	7108.44	7286.15	7468.30	7655.01	7846.39	8042.55
	Semi-Monthly	2642.76	2708.83	2776.55	2845.96	2917.11	2990.04	3064.79	3141.41	3219.95	3300.45	3382.96	3467.53	3554.22	3643.08	3734.15	3827.51	3923.19	4021.27
	Hourly/40	30.49	31.26	32.04	32.84	33.66	34.50	35.36	36.25	37.15	38.08	39.03	40.01	41.01	42.04	43.09	44.16	45.27	46.40
	Hourly/35	34.85	35.72	36.61	37.53	38.47	39.43	40.41	41.43	42.46	43.52	44.61	45.73	46.87	48.04	49.24	50.47	51.73	53.03
	Annual	66607.31	68272.49	69979.30	71728.78	73522.00	75360.05	77244.05	79175.15	81154.53	83183.39	85262.97	87394.54	89579.40	91818.89	94114.36	96467.22	98878.90	101350.87
20	Monthly	5550.61	5689.37	5831.61	5977.40	6126.83	6280.00	6437.00	6597.93	6762.88	6931.95	7105.25	7282.88	7464.95	7651.57	7842.86	8038.93	8239.91	8445.91
	Semi-Monthly	2775.30	2844.69	2915.80	2988.70	3063.42	3140.00	3218.50	3298.96	3381.44	3465.97	3552.62	3641.44	3732.48	3825.79	3921.43	4019.47	4119.95	4222.95
	Hourly/40	32.02	32.82	33.64	34.48	35.35	36.23	37.14	38.06	39.02	39.99	40.99	42.02	43.07	44.14	45.25	46.38	47.54	48.73
	Hourly/35	36.60	37.51	38.45	39.41	40.40	41.41	42.44	43.50	44.59	45.71	46.85	48.02	49.22	50.45	51.71	53.00	54.33	55.69
	Annual	69939.83	71688.33	73480.54	75317.55	77200.49	79130.50	81108.76	83136.48	85214.89	87345.26	89528.89	91767.11	94061.29	96412.82	98823.14	101293.72	103826.06	106421.71
21	Monthly	5828.32	5974.03	6123.38	6276.46	6433.37	6594.21	6759.06	6928.04	7101.24	7278.77	7460.74	7647.26	7838.44	8034.40	8235.26	8441.14	8652.17	8868.48
	Semi-Monthly	2914.16	2987.01	3061.69	3138.23	3216.69	3297.10	3379.53	3464.02	3550.62	3639.39	3730.37	3823.63	3919.22	4017.20	4117.63	4220.57	4326.09	4434.24
	Hourly/40	33.62	34.47	35.33	36.21	37.12	38.04	38.99	39.97	40.97	41.99	43.04	44.12	45.22	46.35	47.51	48.70	49.92	51.16
	Hourly/35	38.43	39.39	40.37	41.38	42.42	43.48	44.57	45.68	46.82	47.99	49.19	50.42	51.68	52.97	54.30	55.66	57.05	58.47
	Annual	73423.85	75259.45	77140.94	79069.46	81046.20	83072.36	85149.17	87277.90	89459.85	91696.35	93988.76	96338.48	98746.94	101215.61	103746.00	106339.65	108998.14	111723.09
22	Monthly	6118.65	6271.62	6428.41	6589.12	6753.85	6922.70	7095.76	7273.16	7454.99	7641.36	7832.40	8028.21	8228.91	8434.63	8645.50	8861.64	9083.18	9310.26
	Semi-Monthly	3059.33	3135.81	3214.21	3294.56	3376.92	3461.35	3547.88	3636.58	3727.49	3820.68	3916.20	4014.10	4114.46	4217.32	4322.75	4430.82	4541.59	4655.13
	Hourly/40	35.30	36.18	37.09	38.01	38.96	39.94	40.94	41.96	43.01	44.08	45.19	46.32	47.47	48.66	49.88	51.12	52.40	53.71
	Hourly/35	40.34	41.35	42.39	43.44	44.53	45.64	46.79	47.95	49.15	50.38	51.64	52.93	54.26	55.61	57.00	58.43	59.89	61.39
	Annual	77102.61	79030.18	81005.93	83031.08	85106.86	87234.53	89415.39	91650.77	93942.04	96290.59	98697.85	101165.30	103694.43	106286.79	108943.96	111667.56	114459.25	117320.73
23	Monthly	6425.22	6585.85	6750.49	6919.26	7092.24	7269.54	7451.28	7637.56	7828.50	8024.22	8224.82	8430.44	8641.20	8857.23	9078.66	9305.63	9538.27	9776.73
	Semi-Monthly	3212.61	3292.92	3375.25	3459.63	3546.12	3634.77	3725.64	3818.78	3914.25	4012.11	4112.41	4215.22	4320.60	4428.62	4539.33	4652.81	4769.14	4888.36
	Hourly/40	37.07	38.00	38.95	39.92	40.92	41.94	42.99	44.06	45.16	46.29	47.45	48.64	49.85	51.10	52.38	53.69	55.03	56.40
	Hourly/35	42.36	43.42	44.51	45.62	46.76	47.93	49.13	50.36	51.62	52.91	54.23	55.59	56.97	58.40	59.86	61.36	62.89	64.46
	Annual	80299.05	82306.53	84364.19	86473.29	88635.12	90851.00	93122.28	95450.34	97836.60	100282.52	102789.58	105359.32	107993.30	110693.13	113460.46	116296.97	119204.39	122184.50
24	Monthly	6691.59	6858.88	7030.35	7206.11	7386.26	7570.92	7760.19	7954.19	8153.05	8356.88	8565.80	8779.94	8999.44	9224.43	9455.04	9691.41	9933.70	10182.04
	Semi-Monthly	3345.79	3429.44	3515.17	3603.05	3693.13	3785.46	3880.09	3977.10	4076.52	4178.44	4282.90	4389.97	4499.72	4612.21	4727.52	4845.71	4966.85	5091.02
	Hourly/40	38.61	39.57	40.56	41.57	42.61	43.68	44.77	45.89	47.04	48.21	49.42	50.65	51.92	53.22	54.55	55.91	57.31	58.74
	Hourly/35	44.12	45.22	46.35	47.51	48.70	49.92	51.17	52.45	53.76	55.10	56.48	57.89	59.34	60.82	62.34	63.90	65.50	67.13

Salary Grade		A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
	Annual	85001.14	87126.17	89304.32	91536.93	93825.35	96170.98	98575.25	101039.63	103565.62	106154.76	108808.63	111528.85	114317.07	117175.00	120104.38	123106.99	126184.66	129339.28
25	Monthly	7083.43	7260.51	7442.03	7628.08	7818.78	8014.25	8214.60	8419.97	8630.47	8846.23	9067.39	9294.07	9526.42	9764.58	10008.70	10258.92	10515.39	10778.27
	Semi-Monthly	3541.71	3630.26	3721.01	3814.04	3909.39	4007.12	4107.30	4209.98	4315.23	4423.12	4533.69	4647.04	4763.21	4882.29	5004.35	5129.46	5257.69	5389.14
	Hourly/40	40.87	41.89	42.93	44.01	45.11	46.24	47.39	48.58	49.79	51.04	52.31	53.62	54.96	56.33	57.74	59.19	60.67	62.18
	Hourly/35	46.70	47.87	49.07	50.30	51.55	52.84	54.16	55.52	56.90	58.33	59.78	61.28	62.81	64.38	65.99	67.64	69.33	71.07
	Annual	89264.18	91495.78	93783.17	96127.75	98530.94	100994.21	103519.07	106107.05	108759.73	111478.72	114265.69	117122.33	120050.39	123051.65	126127.94	129281.14	132513.17	135826.00
26	Monthly	7438.68	7624.65	7815.26	8010.65	8210.91	8416.18	8626.59	8842.25	9063.31	9289.89	9522.14	9760.19	10004.20	10254.30	10510.66	10773.43	11042.76	11318.83
	Semi-Monthly	3719.34	3812.32	3907.63	4005.32	4105.46	4208.09	4313.29	4421.13	4531.66	4644.95	4761.07	4880.10	5002.10	5127.15	5255.33	5386.71	5521.38	5659.42
	Hourly/40	42.92	43.99	45.09	46.22	47.37	48.55	49.77	51.01	52.29	53.60	54.94	56.31	57.72	59.16	60.64	62.15	63.71	65.30
	Hourly/35	49.05	50.27	51.53	52.82	54.14	55.49	56.88	58.30	59.76	61.25	62.78	64.35	65.96	67.61	69.30	71.03	72.81	74.63

COUNTY OF WARREN, VIRGINIA

BOARD OF SUPERVISORS AGENDA ITEM

DATE	ITEM	SUBJECT:	PAGE 1 OF
June 15, 2021	J-10	Warren County Public Safety Building Phone System	

EXPLANATION & SUMMARY:

The Warren County Public Safety Building has an urgent need to upgrade the phone system. The current Shoretel system was installed when public safety building opened in 2014. This system is no longer upgradable, and many parts are on hard to find. This system is no longer able to be covered under a yearly maintenance agreement either. Lt. Brogan has contacted the vendors below and received quotes for a new VOIP System. This system will also provide telephone services for Warren County Fire and Rescue's administration office. We would like to proceed with ACOM who currently provides telco services to the Warren County Government Center, Samuels Public Library, and the Warren County Courthouse.

COST & FINANCING:

ACOM

Upfront Cost:	$43,023.49
Monthly Recurring Cost:	$1,493.25
5 Year Total Cost:	**$132,618.49**

Vonage

Upfront Cost:	$1,622.00
Monthly Recurring Cost:	$2,542.21
5 year Total Cost:	**$154,154.60**

Lumen

Upfront Cost:	$80.00
Monthly Recurring Cost:	$2,896.45
5 Year Total Cost:	**$173,867.00**

FS1

Upfront Cost:	$92,413.60
Monthly Recurring Cost:	$1,450.00
5 Year Total Cost:	**$179,413.60**

PROPOSED OR SUGGESTED MOTION:

(1) I move that the Board of Supervisors approve the execution of Purchase Order #8092 for the purchase of a new Voice Over IP phone system for the Public Safety Building through ACOM in the amount of $43,023.49.

OR

(2) I move that the Board of Supervisors not approve the execution of Purchase Order #8092 for the purchase of a new Voice Over IP phone system for the Public Safety Building.

SUBMITTED BY:	DISPOSITION OF BOARD: ☐ APPROVED ☐ OTHER (DESCRIBE)	PROCESSED BY:
Mark Butler, Sheriff		

WARREN COUNTY SHERIFF'S OFFICE

200 Skyline Vista Drive, Front Royal, Virginia 22630
(540) 635-4128 (540) 636-4950 (Fax)

Mark A. Butler, Sheriff

Dr. Daley,

The Warren County Public Safety Building has an urgent need to upgrade the phone system. The current Shoretel system was installed when public safety building opened in 2014. This system is no longer upgradable, and many parts are on hard to find. This system is no longer able to be covered under a yearly maintenance agreement either. Lt. Brogan has contacted the vendors below and received quotes for a new VOIP System. This system will also provide telephone services for Warren County Fire and Rescue's administration office. We would like to proceed with ACOM who currently provides telco services to the Warren County Government Center, Samuels Public Library, and the Warren County Courthouse.

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5 Year Total Cost:	$173,867.00

FS1

Upfront Cost:	$92,413.60
Monthly Reoccurring Cost:	$1,450.00
5 Year Total Cost:	$179,413.60

If you have any questions, please let me know.

Sincerely,

Mark A. Butler, Sheriff

COUNTY OF WARREN

220 N. Commerce Ave., Front Royal, VA 22630

REQUISITION-PURCHASE ORDER

Purchase Order No. 8092

Our Purchase Order Number MUST Appear On All Invoices And Packages

Deliver to Department of: Warren County Sheriff's Office

Date: June 7, 2021

Ship by: | Prepaid / Collect | Terms: Net 30 | Requisition No.:

NOTICE: All invoices against the County must be SENT DIRECTLY TO THE COUNTY OF WARREN.

VENDOR

TO: ACOM, LLC
4 Family Life Lane
Front Royal, VA 22630

County of Warren
Special Projects Fund

QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	AMOUNT
1		New VOIP Phone system for the PSB		
		125 Phones of different styles & 5 sidecars		$12,240.95
35		35 Phone Numbers	$12.00	$420.00
108		Configuration, placement and testing	$120.00	$12,960.00
12		Integration with ECATS, NICE, VESTA System	$120.00	$1,440.00
		Hardware		$10,352.00
1		SBC Manufacturer Installation Support	$1,700.00	$1,700.00
1		Other Direct Charges	$3,910.54	$3,910.54

THIS PURCHASE IS EXEMPT FROM TAX PROVISIONS OF THE VIRGINIA SALES AND USE TAX ACT.

TOTAL $43,023.49

I certify that the articles requisitioned here-on are proper and that said articles are necessary to conduct the activities of the department.

DEPARTMENT HEAD

I certify that this purchase is made in compliance with all requirements of the County and in the best interests of the County.

PURCHASING AGENT

ORIGINAL PURCHASE ORDER

WHITE: original purchasing order YELLOW: accounting/purchasing agent PINK: department copy

VoIP Proposal

Lt. Charles Brogan
Warren County Sheriff's Department
200 Skyline Vista Dr.
Front Royal, VA 22630

Dear Lt. Brogan,

Please find attached a revised proposal based on the revised phone list you provided. The highlighted changes in this version of the proposal are:

- Changed allocation of administrative and general user phones
- Changed the number of DIDs required
- Added an "Other Direct Charges" line to the pricing table to cover unexpected needs

We really appreciate the opportunity to provide a bid for this project. We stand by ready to support you with the upmost eagerness. We would love the opportunity to earn your business and show you what we can do! If you have any questions, or we need to make any modifications please let me know.

Sincerely,

Robert P. Adanitsch
President and CEO
ACOM, LLC

Overview

ACOM's goal is to deliver the Warren County Sheriff's Office a phone system that delivers quality voice services at a good value. ACOM, is proposing a state-of-the-art PBX (Private Branch Exchange) that is 100% customizable to your needs. The new PBX will bring the phone system up to date and provide previously unrealized benefits. ACOM will deliver our voice services using Voice over Internet Protocol (VoIP).

VoIP is an over-the-top (OTT) service. It rides over-the-top of your existing infrastructure and Internet connections. Other popular OTT applications such as Netflix, Hulu, or Amazon Prime video work the same way. In this case though we are talking about voice services instead of video.

VoIP in its most recognizable form has been around since the late 1990's. Since then it has risen in popularity and has grown to a reliable and popular means of communicating.

As a part of our solution, ACOM will provide the Sheriff's Office with our CloudPBX and VoIP phones that can integrate into the existing network at your facility and can even be taken offsite or used in mobile command centers or go kits if needed. The phone system no longer confined to the Public Safety Building. Once plugged in, the phones will automatically "call home" and register with the CloudPBX. Once registered, they can begin to make phone calls.

Design Highlights

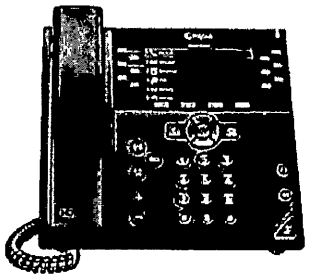
- Keeps your existing phone number(s)
- Utilizes existing cabling within the building
- Soft-client capable with your cell phone or computer
- Fax support
- Voicemail to e-mail
- Compliant with Kari's Law and Ray Baum's Act
- Utilizes existing switches

Design Considerations and Requirements

- Existing 101 phones and 5 fax machines
- Verify and utilize existing Infrastructure
- Integration with the newly installed NICE system
- Integration with Vesta
- Integration with ECATS
- 2 Conference Phones

Phones

Administrative phones



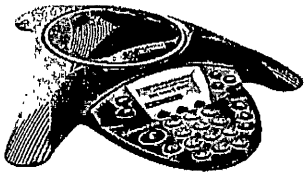
ACOM proposes utilizing Poly VVX 450 phones for the needs of your administrative personnel. These phones are quality VoIP phones and will provide years of good service. These phones feel nice in your hand and provide High Definition (HD) voice. The EM50 expansion module (side cart) is available for users that need to manage higher than normal call volumes. The Phone by itself has 12 lines available for calls or programable keys.

General Use Phones



ACOM proposes utilizing the Poly VVX 150 phones for your standard users. This phone has 2 line keys and has a gray-scale display. It provides HD voice and is ideal for your deputies or other users who need a simpler phone or for applications in common areas.

Conference Phones



For your two conference phones, ACOM proposes using the Polycom SoundStation IP6000 conference phone with microphones that extend to the ends of the table to ensure participants can be heard clearly.

ACOM's CloudPBX

ACOM is proposing our CloudPBX to service the Warren County Sheriff's Department This PBX is scalable and feature rich. The PBX has the ability to provide auto attendants, call forwarding, call waiting, hunt groups, ring groups, time groups, and can be custom configured to meet any needs that one could possibly want from a phone system, including compatibility with smart phone applications that allow your smartphone to become another extension. The new phone systems will have all of the functionality of your existing systems plus additional features and benefits. It will also provide compliance with Kari's Law and Ray Baum's law. Additional benefits include:

- Voice mail to e-mail
- e-911
- Customizable music on hold
- 3 or 4-digit dialing
- Transferring phone calls outside of your system
- Auto Attendant / Interactive Voice Recording (IVR) capabilities
- Native call recording per extension

By utilizing ACOM's Cloud PBX, your PBX will operate independently of your local infrastructure. This means that even if there are power outages, lightning strikes, disasters, or Internet outages that locally may affect the building, calls can still be delivered to the system, routed to the appropriate mailboxes or cellphones, and messages left. These messages can then be accessed from anywhere outside of the Public Safety Building's infrastructure, by webpage, soft client on a cellphone or laptop, or simply by taking the phones to another location that has Internet access.

All users can dial within the system to any other extension, simply by dialing that three-digit or four-digit extension's number. This makes communicating within the building easier. No longer

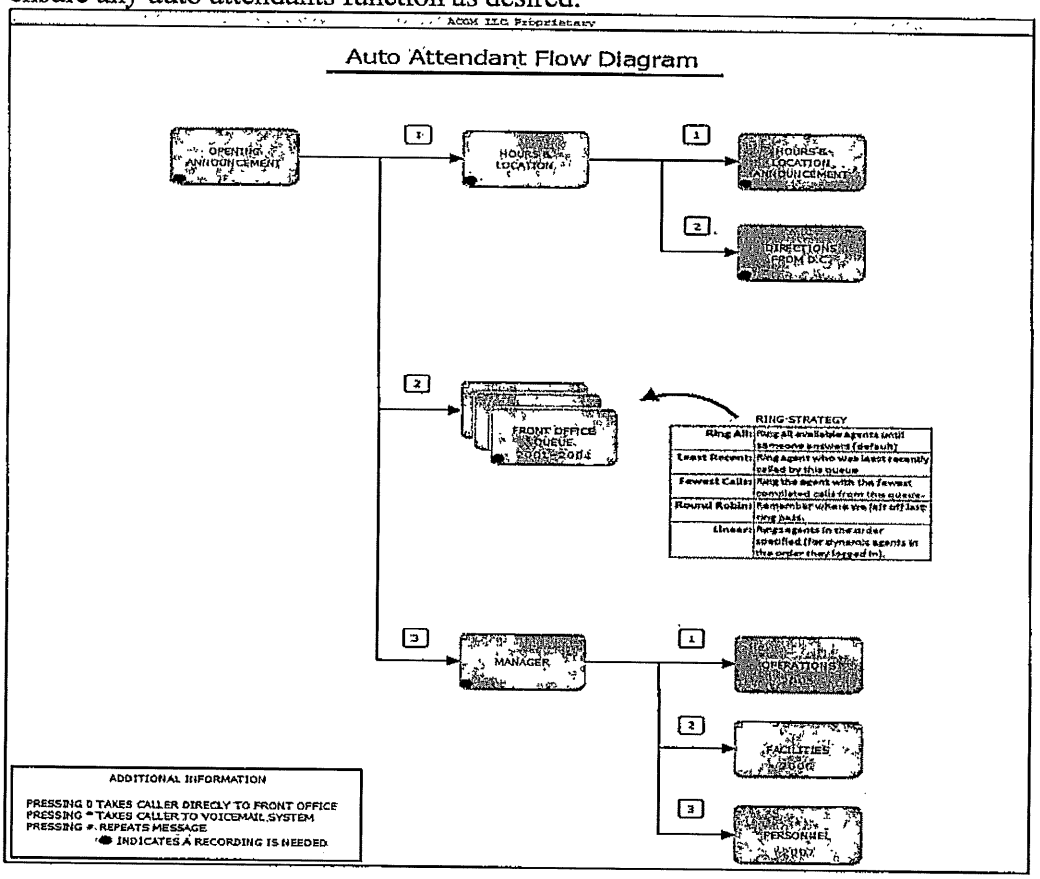
will secretaries have to provide a caller with someone's number so that caller can hang up and make another call. They can simply transfer them to the correct extension or even to an outside line.

An additional benefit is the scalability of the system. If additional extensions are needed, they can be added quickly and easily. Additional tactical or strategic locations within the county can also be added to the PBX, simply by adding phones.

Auto Attendant

ACOM understands that the Sheriff's Office currently has an IVR (Interactive Voice Response) in place today to help route calls. ACOM can mirror this existing functionality, and add additional functionality if needed. ACOM has the ability to completely change how the system operates based on time of day and can route calls to voicemail, call centers, or even forward calls on to answering service or cellphones if required. ACOM can even play a message to your customers explaining what is happening with their call while it is being transferred.

The messages for auto attendants or any other recordings are easily changed, saving time and frustration. This ability to quickly changes messages is helpful to communicate changes to schedules during holidays, or just route calls to the appropriate person. ACOM will work with you to ensure any auto attendants function as desired.



Day to Day Support

ACOM will monitor and maintain the CloudPBX for as long as the service is in place. We'll answer questions you may have about the system and will ensure it remains operational. We clearly understand that the phone system needs to be up so residents can contact your offices and staff for their needs. We try to respond to all issues in timely manner, especially service affecting issues, as the Public Safety building performs their mission 24/7/365. This is why ACOM is prepared to offer you an advanced Service Level Agreement (SLA) for your service. The SLA is categorized into four types of events.

Systems Effected	Priority	Response Time	Penalty
System Wide Outage – No phones on the system function correctly, No calls can be received or made.	Critical	2 Hour Remote/4 Hour On-site site	20% of Monthly Administrative charge per incident
System Wide Degradation – Some systems are affected	High	2 Hour Remote/4 Hour On-site site	10% of Monthly Administrative charge per incident
System Level Changes – Changing inbound and outbound calling behaviors	Medium	8 Hour Remote	5% of Monthly Administrative charge per incident
Extension Level Changes – Reset Voicemail	Low	End of Next Business Day	None

Given issues do arise from time to time and in an effort to resolve issues in a timely manner, we will install a remote VPN node in your network that allows us to securely connect to your local VoIP networks and configure or reconfigure phones as necessary. This remote capability allows us to troubleshoot situations with your phones without making a site visit, and in most cases we're able to correct issues within minutes. It also provides us the ability to assess situations before we arrive, should we need to make a visit to your location.

Timeline and Transition Process

Upon receipt of order, ACOM will order all equipment and have it shipped to our office. We'll configure all equipment and will install the equipment as agreed upon.

Once new phones are deployed and operational, we will request to port your existing phone numbers from your old provider. The porting process can take up to 30 days by law. Our porting systems show it will take approximately 5 business days to port your numbers. However, your system will be fully operational on temporary numbers with your regular number forwarded to

them while we are waiting for the port. When your regular numbers are ported, the system will already be configured for them. They will just simply work as they should.

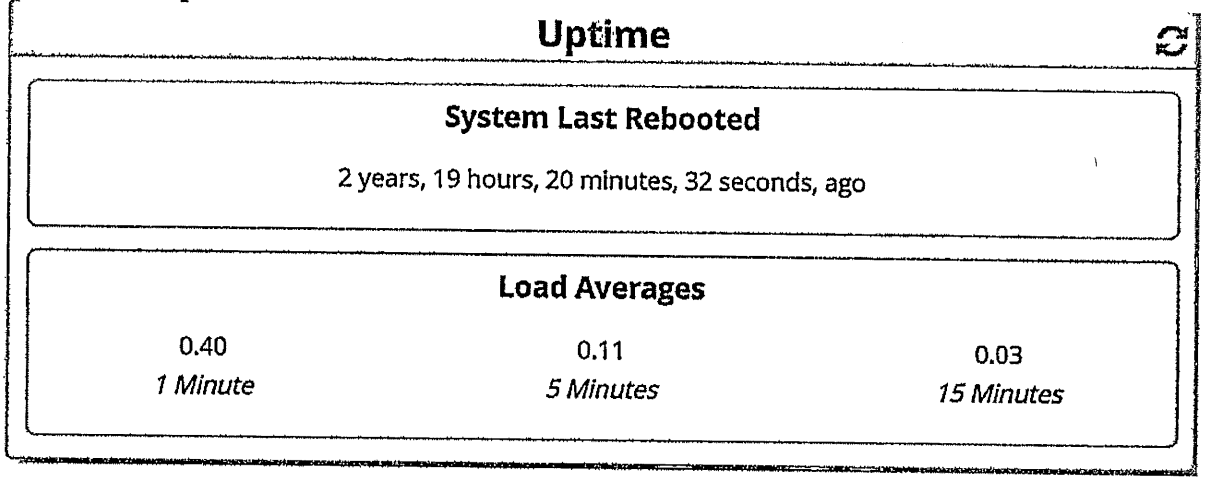
A detailed transition plan will be discussed with your team and implemented ensuring your satisfaction. ACOM will work diligently to implement the new phone system.

Equipment Installation

ACOM has seen that the Public Safety Building is already wired with Cat6 cabling to all desk phone locations. This wiring goes to patch panels in rooms 110, 027, and 155. This makes the installation very convenient. The building Local Area Network (LAN) also contains Meraki Power Over Ethernet (POE) switches that are capable of powering phones.
As an option in the is proposal ACOM is also proposing new LAN equipment.
ACOM will also work with your IT staff to implement and test a Peplink LTE router or secondary internet connection as a backup to your existing terrestrial Internet connection.

Availability

Even though our company is small, availability of your phone system, doesn't need to be a concern. Our CloudPBXs are hosted in a Tier IV Data Center in New York. The Data Center is fully fault tolerant. This includes redundancy in uplinks, storage, chillers, HVAC and power. Our data centers guarantee 99.99% uptime for all virtual servers (to include your PBX). ACOM CloudPBXs are backed up weekly and the four previous backups are maintained. In addition to this the PBX is monitored via scripts that analyze a number of services and thresholds and notify us if there are problems with the PBX.



NICE Integration

ACOM will integrate our phone system with the newly installed NICE system. This integration will consist of a cable ran between a switch supporting the VoIP service and the NICE recorder. The port feeding the NICE recorder will be mirrored as the main uplink port for the phones to the Internet. This will allow all packets to flow through the NICE system and all VoIP packets (SIP and RTP) will be collected. The NICE system must know of every phone's IP address in order to

record it. This means that ACOM will manage the phones IP addresses and will coordinate any changes in IP addresses with ADS Recorders.
ACOM has had multiple conversations with ADS Recorders about the NICE system they recently installed. While the integration is simple, it still remains to be seen if ADS Recorders, needs to add additional trunks. A dynamic solution utilizing the existing 23 admin trunks has been discussed with ADS. In the dynamic recording solution, the Sheriff's Office would incur no additional fees.
If for some reason ADS comes back and requires the purchase of additional trunks, but you would still like the cost benefits of VoIP and the additional features that come along with it, the Sheriff's Office does have options. The ACOM Cloud PBX has recording capabilities and we can securely store and retrieve recordings for as long as needed. The cost to store all calls in and out of the building, and retain all records for two years can be accomplished for $50 per month. ACOM will also provide the Sheriff's Department with a secure web interface to download archived messages. All messages with be compressed and encrypted at the message level with GPGn encryption and again the entire disk partition will be encrypted with AES 256-bit encryption.

Patriot and Vesta Integration

ACOM has previously discussed the integration of the phone system with Motorola. The interface between the Patriot system and the new system will be a T1 interface on an Audiocode's Mediant 1000 chassis. This M1000 will also serve as the SBC for your NICE integration. ACOM will install the necessary gateways to interface with the Vesta system and will work with Motorola to ensure correct operation between the M1000 and the Vesta 911 system.

Pricing

ACOM in most situations brings a wholesale model to our retail customers. However, for the Sheriff's Department, we are willing to provide a cost-effective unlimited local and long distance plan.

One Time charges

These charges are for the Configuration and placement of the phone system. Items are itemized to the maximum extent possible.

Description	NRC Qty	NRC Price/Unit	NRC Total
SIP DID (30 phone numbers for Voice, 5 For Fax)	35	$12.00	$420.00
Configuration, Placement and Testing	108	$120.00	$12,960.00
Polycom VVX 450	15	$195.00	$2,925.00
Polycom EM50 sidecar Expansion module	5	$199.00	$995.00
Polycom Soundstation IP6000	2	$595.14	$1,190.28

Polycom 2215-07155-001- expansion microphones for the IP6000 conference phone	2	$310.80	$621.60
Polycom VVX 150	93	$69.99	$6,509.07
VoIP Gateway FXO 8 port	1	$695.00	$695.00
VoIP Gateway FXS 8 port	1	$695.00	$695.00
Integration with ECATS	4	$120.00	$480.00
Interfacing with Vesta System	4	$120.00	$480.00
Integration with NICE	4	$120.00	$480.00
Patch Cables	108	$2.50	$270.00
SBC capable of 30 simultaneous Calls W/T1 Module, 24/7 Support, Advance Hardware Replacment.	1	$8,692.00	$8,692.00
SBC Manufacturer Installation Support	1	$1,700.00	$1,700.00
Other Direct Charges	1	$3,910.54	$3,910.54
Totals			**$43,023.49**

Monthly Charges

The pricing for the monthly service charges can be found below. We are presenting an unlimited calling plan for your voice service.

ACOM believes in "Truth in Quoting" we've provided an example of what your taxes would be for the VoIP service, to ensure you can compare apples to apples.

Description	MRC Qty	MRC Price Per Unit	MRC Total
SIP DID (30 phone numbers for Voice, 5 For Fax)	35	$4.00	$140.00
Voice Plan Unlimited inbound and outbound calling in the domestic US	1	$350.00	$350.00
Usage Tracking and Billing	35	$5.00	$175.00
CloudPBX	1	$70.00	$70.00
Total			**$735.00**
VA Communications Tax (5%)*			$24.50
USF Fee*			$59.50
E-911 Tax*			$26.25
Total (Services +Taxes)			**$845.25**

Description	Qty	MRC Price Per Unit	MRC Total
Service Contract (Years 1-5) per extension	108	$6.00	$648.00

After 5 years, the customer may continue service month to month with no change in billing.

Yearly Charges

There is a charge for ongoing support for the SBC and T1 module. That price is $1,295 /year and will be billed annually on the installation anniversary.

Pricing notes

Monthly Charges

The proposed solution is based on the proposed number of extensions with an unlimited inbound and outbound calling price and includes local and long distance to the contiguous lower 48 contiguous states. Increasing the number of extensions could result in an increased rate for the unlimited minutes. International, Alaska, and Hawaii calls will be billed on a per minute rate. Taxes and Fees including USF fees will be in addition to the listed rates. ACOM is willing to allow the Sheriff's department to change to a per minute billing if desired. These rates are $.018/minute billed in 60 second increments for inbound calls and $.014/minute billed in 6 second increments for outbound calls. ACOM estimates switching to per minute billing will save the county over $100 per month.

Service Contract

The pricing for the service contract is based on the number of extensions configured on the system. Change requests are expected in the first month to optimize the system and get it functioning the way you'd like the system to function. The service contract priced above is for normal operations and starts after installation is complete. The service contract is for the administration and maintenance of the Cloud PBX and phones. Changes to your network are not included in this line item. Also included is the continued operation with the integrated systems. If we are called for Critical and High priority incidents and we deploy to your location, and the issue is not our phone system, ACOM will charge $150 per hour.

All phones will have an initial 1-year warranty. ACOM will manage the phones and repair or replace any phone in the warranty period under the initial warranty. Warranties and service plans do not cover Force Majeure events, or willful damage and neglect.

One auto attendant, and one-time condition is included per division in the initial build. If additional auto attendants and time conditions are needed, ACOM reserves the right to revisit the pricing.

Customer Responsibilities

- Customer must provide ACOM with the IP address of each Internet service. (This is so we can whitelist the address in our firewalls).
- Provide rack space and power necessary to install switches, UPS devices and phones.

- Provide necessary Ethernet wiring to locations where phones are desired (Cat5 minimum)
- Configure router and firewalls to pass traffic to and from phones or provide ACOM with credentials to make the configuration changes.
- Provide ACOM a list of all existing phones, extensions, and names and how they are to be configured on the phones.
- Provide a Peplink router, sim, and outdoor antenna to act as a secondary Internet connection.
- If reutilizing existing switches, provide technicians with the capability to configure VLANs on the existing switches.
- Move all bookcases and cubicles so that access to wall ports are available where necessary. Moving cubical workstations is not included in this proposal.

ACOM Value Adds

The following table lists the value adds (qualitative features), for ACOM as a service provider to be taken into consideration

Feature	Value
Penalty Bearing SLAs	ACOM will reduce the monthly fee to the Sheriff's department for critical and high priority SLAs that are missed.
Monitoring of Phone System	ACOM will proactively monitor the phone system and provide notification of failures and alerts.
Restoral Priority	In the event of an outage/incident that takes down multiple customers, the Sheriff's office will have the priority above other customers for restoration.
Agility	ACOM can respond quickly and decisively to the needs of the Sheriff's department. ACOM can modify its services to meeting the the Sheriff's Department's needs in near real time. There is no waiting for the next business day for orders to be processed or an account manager to file paperwork. The Buck Stops Here!
Customer Service	You don't have to wait on hold for substandard customer service like our competitors. You and your service are our top priorities. You'll have a direct number to reach us.
Direct Dial to Another Warren County System	Dial another county system serviced by ACOM with 4-digit dialing

AGREED:
CUSTOMER:

By:_____
(Authorized Agent or Representative)

AGREED:
ACOM

By:_____
(Authorized Agent or Representative)

ACOM Service Agreement

CUSTOMER Legal Name ("Customer")	ACOM, LLC ("ACOM")
	ACOM
CUSTOMER Address	ACOM, LLC Address and Contact
	4 Family Life Ln Front Royal, VA 22630 Contact: Robert Adanitsch Email: r.adanitsch@acomllc.net 540-551-5580
CUSTOMER Contact	ACOM Address and Contact
	Robert Adanitsch 4 Family Life Ln Front Royal, VA 22630
CUSTOMER Billing Address	

This Master Service Agreement for ACOM Managed Network Services (hereinafter, "Agreement") is effective on the later of the dates when signed by both the Customer and ACOM (the "Effective Date").

AGREED:
CUSTOMER:

By: _____
(Authorized Agent or Representative)

(Typed or Printed Name) Keith A McGivney

(Title) CFO

(Date) 6/7/2021

AGREED:
ACOM

By: _____
(Authorized Agent or Representative)

Robert Adanitsch
(Typed or Printed Name)

President and CEO
(Title)

(Date)

SCOPE

This Master Service Agreement sets forth the general terms on which Customer buys from ACOM, and ACOM delivers to Customer services, equipment, maintenance, and software. Additional project-specific terms are set forth in Attachments agreed to by the Parties from time to time.

1. DEFINITIONS

"Affiliate" means an entity **(i)** that controls, is controlled by, or is under common control with a Party; **(ii)** that is registered and authorized to do business in the Origination Country or Project Country; and **(iii)** for whose performance under an Attachment a Party remains ultimately liable.

"Attachment" means a Statement of Work ("SOW") for Services, unless Customer buys Equipment only, in which case that Equipment is itemized in a schedule ("Equipment Schedule"). Effective once signed by both Parties, an Attachment is a separate contract governed by this Agreement. Accordingly, where appropriate, references to "Agreement" are deemed to include an Attachment. An Attachment prevails over the Agreement in case of a dispute between them.

"Damages" means, collectively, the damage, expense, injury, interest, liability, loss, and penalty incurred.

"Equipment" means equipment manufactured by a company other than ACOM, procured by ACOM from a Supplier and resold by ACOM to Customer, or equipment procured by ACOM and modified to meet customer specifications, and rented to customer. in accordance with an Attachment, "Equipment" includes the software required to operate the Equipment.

"Information" means a Party's proprietary or confidential information disclosed to the other Party in the course of performing this Agreement and marked "Proprietary" or "Confidential" or, even if not so marked, treated as such because its nature or the circumstances under which it is disclosed, lead the Receiving Party to reasonably believe it to be confidential or proprietary.

"Law(s)" means the international, regional, national or federal, provincial, state, or local code, convention, executive order, law, ordinance, rule, regulation, and statute, which applies to or governs any element of the Parties' performance under this Agreement and its Attachments, and which extends to Permits, record-keeping, and reporting.

"Maintenance" means the Equipment maintenance services provided by ACOM that are sold to.

"Materials" means Purchased Equipment and Maintenance resold under this Agreement.

"Origination Country" means the country, specified in an Attachment, in which title to and risk of loss in Equipment pass from ACOM to Customer.

"Permit" means the approval, certificate, license, or permit required by Law for the export, import, re-export, and/or use of Equipment and technology (including encryption) that is part thereof. Attachments apportion the Parties' obligations regarding Permits.

"Services" means the services specified in an SOW. "Services" does not include Maintenance, even if ACOM facilitates Customer's purchase of, or bills as agent for the Supplier of, that Maintenance.

"Site" means the Customer location at which Services are performed or their benefits enjoyed, and/or to which Materials are delivered.

2 ATTACHMENTS

2.1 The Parties' respective Affiliates have the right to order Services and Equipment and become party to Attachments. However, no Affiliate or subcontractor may order service or equipment that are not already contemplated in this contract without first obtaining written approval from the Customer. ACOM has the right to elect to have it obligations under an Attachment performed by an Affiliate or a subcontractor but any subcontractor that will perform services on the Customer's property must first be approved by the Customer prior to going to said property.

2.2 An Attachment that sets out specific charges for Equipment is Customer's binding commitment to buy that Equipment, but only if the Customer first approves the charges. An Attachment that sets out a price list or method to calculate the price is a contract that sets the price for future Equipment purchases.

2.3 ACOM's performance under an Attachment is conditioned on Customer's timely cooperation, which includes providing accurate information requested by ACOM. Customer acknowledges and agrees that ACOM relies on, and is under no obligation to verify independently, the accuracy or validity of information provided by Customer.

2.4 Customer can order multiple Attachments or Statements of work under this Master Service Agreement.

3 SCOPE

3.1 ACOM will provide services under this agreement only to Customers in connection with their use and/or provision of Intrastate and local communications services and ACOM shall be responsible only for the Installation, operation and maintenance of the services which it provides. ACOM will, for maintenance purposes, test its services only to the extent necessary to clear troubles. Services are provided Monday thru Friday 8AM EST to 6 PM EST unless otherwise noted.

3.2 ACOM's failure to provide or maintain services under this agreement shall be excused by labor difficulties, governmental orders, civil commotions, acts of God and other circumstances beyond ACOM's reasonable control.

3.3 ACOM shall not be liable for any act or omission of any other carrier of customer providing a portion of a service, nor shall the ACOM for its own act or omission hold liable any other carrier or customer providing a portion of service.

4 Term

4.1 This agreement begins on the effective date and will remain in effect for one year unless otherwise terminated. On the anniversary of this agreement, the term will continue for successive periods of one month.

5 MAINTENANCE of SERVICE

5.1 The services provided under this agreement shall be maintained by ACOM as agreed to in the Attachment. The customer or others may not, except with the prior consent of ACOM, rearrange, move, disconnect, remove or attempt to repair any equipment provided by ACOM under agreement in an attachment.

6 EQUIPMENT SPACE and POWER

6.1 The customer shall furnish or arrange to have furnished to ACOM, at no charge, equipment space and electrical power required by ACOM to provide services under this agreement at the points of termination of such services. The selection of AC or DC power shall be mutually agreed to by the customer and ACOM. The customer shall also make necessary arrangement in order that ACOM will have access to such spaces at reasonable times for installing, testing, repairing or removing services or facilities of ACOM.

7 AVAILABILITY for TESTING

7.1 The service provided under this agreement shall be available to ACOM at times mutually agreed upon in order to permit ACOM to make tests and adjustments appropriate for maintaining the service in satisfactory operating condition. Such tests and adjustments shall be completed within a reasonable time.

8 PAYMENTS

8.1 Unless an Attachment specifies otherwise, invoices for Equipment and Services are issued and paid by, respectively, the Party Affiliates who are parties to the Attachment.

8.2 Invoices for Services issue monthly, and invoices for Materials issue upon completion of loading of Materials for delivery to Customer.

8.3 Customer's payment will be not later than thirty (30) days after receipt of invoice, will refer to the invoice number, and will be in the currency stated in the invoice. Payments will be without deduction or set-off, subject to the right to withhold payment where Customer, in good faith and on the basis of facts provided to ACOM in writing, disputes a charge within thirty (30) days after receipt of the invoice. Payment disputes not raised within the 30 days are waived. A service charge of the lesser of one and one-half percent (1½%) per month or the maximum amount allowed by law will be charged on all past due balances. Restrictive endorsements or other statements on checks are void.

8.4 Charges for Equipment exclude the costs of clearing Materials through Customs, duties, shipping charges, surcharges, taxes, and other charges relating to ACOM's providing Deliverables ("Other Charges"). Other Charges are itemized in ACOM's invoice to the extent incurred or, in case of taxes, required by Law. Tax Exemption certificates, valid in the place of delivery, must be presented to ACOM prior to or with an Order to receive exemption status.

8.5 If Customer is required by Law to deduct or withhold tax from payments to ACOM, the amount payable is increased so that, after deduction or withholding, the net amount Customer pays is not less than what ACOM would have received had there been no deduction or withholding.

9 EQUIPMENT TERMS

9.1 Orders for Purchased Equipment, and any requested changes to Orders, shall be submitted by Customer to ACOM in written format and shall contain all information required for ACOM to fulfill such Order and shall contain a reference to this Addendum. Any information, terms and/or conditions, or other language contained in any document(s) or purchase order(s) furnished by Customer to ACOM in excess of or outside of such information or in conflict with any terms and conditions contained in this Agreement or any attachment(s) and/or the applicable SOW are void. ACOM will notify Customer by email whether it has accepted the Order after validation within five (5) business days after receipt of the Order. ACOM reserves the right not to accept an Order.

9.2 Customer acknowledges and agrees that ACOM's ability to deliver Equipment is contingent upon its supplier's delivery schedule. ACOM shall have no liability for delays in delivery. In addition, (i) title and risk of loss to Purchased Equipment shall pass to Customer upon shipment from ACOM to Customer; (ii) Customer is responsible for all shipping-related charges, including insurance, which will be two percent (2%) of the total price of the Order or actual cost, whichever is greater, except that for Orders requiring expedited shipment, in which case it will be the greater of four (4%) percent of the total price or actual cost; and (iii) charges incurred, if any, for storage of Purchased Equipment following delivery to the agreed location are the sole responsibility of Customer and are not included in shipping charges.

10 EQUIPMENT RETURNS

10.1 Warranty Returns. In the event purchased Equipment requires return during the warranty period and such Purchased Equipment is determined by the manufacturer to qualify for a return, ACOM will obtain a Return Material Authorization ("RMA") from the manufacturer. ACOM will then make arrangements for pickup of Equipment, or for customer to ship equipment to ACOM or Equipment manufacturer.

10.2 Non-defective Returns. In the event Customer seeks to return non-defective Equipment, Customer should contact ACOM; however, any such return is at the discretion of ACOM and Customer shall be responsible for payment of any associated return and/or restocking fee. Return shipping costs and risk of loss are the responsibility of Customer.

10.3 Maintenance Returns. In the event Purchased Equipment covered by maintenance requires return, Customer should contact ACOM for Return Instructions

11 WARRANTIES

ACOM warrants that it will perform Services in a workmanlike manner consistent with the industry standards in the field to which the work pertains, and with any standard set forth in an Attachment. ACOM will warranty its workmanship and equipment it sells and installs for one year from date of installation. OTHER THAN THE FOREGOING, ACOM MAKES NO REPRESENTATION OR WARRANTY, EXPRESS OR IMPLIED, AND SPECIFICALLY DISCLAIMS ALL OTHER WARRANTIES AND REPRESENTATIONS, INCLUDING THOSE OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, TITLE, NON-INFRINGEMENT, OR ANY WARRANTY ARISING BY USAGE OF TRADE OR COURSE OF DEALING.

12 LICENSES AND THIRD-PARTY MAINTENANCE

Equipment, software and maintenance services, if any, resold to Customer hereunder may have additional license terms and/or other requirements or restrictions imposed by the manufacturer, supplier or publisher. Customer is solely responsible for ensuring its adherence to any and all such license terms and other requirements or restrictions and is deemed to accept them upon receipt of the Equipment or software, or commence of the maintenance services, as applicable in connection with the use of the Purchased Equipment by Customer in the country of use Services as defined in the Agreement shall not include any manufacturer's maintenance, whether or not ACOM facilitates such purchase or bills such services as agent for the third party.

13 LIMITATIONS OF LIABILITY

(a) TO THE EXTENT PERMITTED BY LAW, THE TOTAL LIABILITY OF ACOM TO CUSTOMER FOR ANY REASON AND UPON ANY CAUSE OF ACTION WHATSOEVER, WHETHER IN CONTRACT, WARRANTY, OR TORT, SHALL BE LIMITED TO PROVEN DIRECT DAMAGES NOT TO EXCEED PER CLAIM (OR, IN THE AGGREGATE, ALL CLAIMS ARISING DURING ANY TWELVE-MONTH PERIOD) THE NET PURCHASE PRICE PAID BY CUSTOMER FOR SERVICES AND/OR PURCHASED EQUIPMENT UNDER THE ORDER OR SOW, AS APPLICABLE, THAT GAVE RISE TO THE LIABILITY. BOTH PARTIES UNDERSTAND AND ACKNOWLEDGE THAT THE FEES HEREUNDER REFLECT THE ALLOCATION OF RISK AND THE EXCLUSION OF CONSEQUENTIAL DAMAGES IN THIS AGREEMENT, AND THAT THE LOSS OF ACOM'S SCHEDULED FEES UNDER THIS AGREEMENT WOULD CONSTITUTE DIRECT DAMAGES

(b) IN NO EVENT SHALL EITHER PARTY BE LIABLE TO THE OTHER FOR ANY INDIRECT, INCIDENTAL, CONSEQUENTIAL, PUNITIVE, RELIANCE, OR SPECIAL DAMAGES, INCLUDING WITHOUT LIMITATION, DAMAGES FOR LOST PROFITS, SAVINGS OR REVENUES OF ANY KIND OR INCREASED COST OF OPERATIONS, WHETHER OR NOT A PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

(c) NEITHER PARTY SHALL BE LIABLE FOR ANY DAMAGES ARISING OUT OF OR RELATING TO: (i) INTEROPERABILITY, INTERACTION OR INTERCONNECTION PROBLEMS WITH APPLICATIONS, EQUIPMENT, SERVICES OR NETWORKS PROVIDED BY THE OTHER PARTY OR BY THIRD PARTIES; (ii) UNAUTHORIZED ACCESS BY A THIRD PARTY OR LOSS OR DESTRUCTION OF THE OTHER PARTY'S APPLICATIONS, CONTENT, DATA, PROGRAMS, INFORMATION, NETWORK OR SYSTEMS.

(d) UNLESS SPECIFIED OTHERWISE IN AN ATTACHMENT, ACOM SHALL HAVE NO DUTY TO DEFEND, INDEMNIFY AND HOLD HARMLESS CUSTOMER FROM AND AGAINST ANY OR ALL DAMAGES AND COSTS INCURRED BY CUSTOMER ARISING FROM THE INFRINGEMENT OF PATENTS OR TRADEMARKS OR THE VIOLATION OF COPYRIGHTS BY PURCHASED EQUIPMENT.

(e) NOTHING IN THIS SECTION LIMITS CUSTOMER'S RESPONSIBILITY FOR THE PAYMENT OF CHARGES DUE AS PROVIDED HEREIN.

14 TERMINATION

14.1 For Uncured Material Breach. A Party has the right to terminate this Agreement or an Attachment for a material breach that remains uncured as of the thirty-first (31st) day after the breaching Party has received written notice specifying the breach. If the breach consists of a failure to comply with Laws or is of a nature that cannot be cured, termination will be effective on the date the breaching Party receives the breach notice.

14.2 Termination Charges. Termination Charges, if any, shall be as specified in an Attachment including whether Customer has the right to terminate the Attachment for its convenience.

14.3 Effects of Termination. Termination of an Attachment does not affect other Attachments then in effect. Termination of this Agreement terminates all Attachments then in effect unless Customer and ACOM agree in writing as to which Attachment(s) they intend to have continued in effect through completion of performance.

14.4 Termination Notices. Termination notices will be sent to the non-terminating Party and the non-terminating Affiliate(s) of the Attachment(s) being terminated.

15 MISCELLANEOUS TERMS and CONDITIONS

15.1 Access. Subject to compliance with prevailing policies on access, conduct, and security, Customer ensures that ACOM will have the Site access reasonably necessary.

15.2 Amendments. For a modification of this Agreement or any Attachment to be legally binding, it must be set forth in a writing signed by each Party.

15.3 Assignment. Neither Party will assign this Agreement without the other Party's prior written consent, except in relation to section 17.16, which will not be unreasonably withheld or delayed. The assigning Party remains ultimately liable to the non-assigning Party for the performance of the assigned Agreement. An assignment other than in strict compliance with the foregoing is void.

15.4 Compliance with Laws. In its performance of this Agreement, each Party will comply with Laws. Without limiting the generality of the foregoing, each Party will strictly comply in particular with Laws governing (i) the collection, protection against unauthorized disclosure, retention, storage, transmission, and use of personal information.

15.5 Construction of Agreement

15.6 This Agreement reflects arm's-length negotiation and each Party's opportunity to review it with legal counsel and other advisors. Each Party acknowledges that it has the experience and sophistication to agree to, interpret, and understand each provision in this Agreement. Accordingly, no ambiguity will be construed against a Party because it may have drafted a provision.

15.7 Force Majeure. Neither Party is liable for delayed or failed performance, or for Damages, arising out of or relating to fire, explosion, power interruption, earthquake, flood, the elements, strike, embargo, labor dispute, act of civil or military authority, war, act of terrorism, act of God, act or omission of a telecommunications carrier, act of a regulatory or government agency, or any other cause beyond a Party's reasonable control. In no event, however, is Customer excused from its obligation to pay for Services rendered and/or Equipment delivered. On the occurrence of a force majeure event, the Parties will negotiate alternatives to fulfilling this Agreement's purposes.

15.8 Governing Law, Venue. The Laws (but not the conflicts-of-law rules) of the State of Virginia govern the construction and interpretation of this Agreement. Venue for disputes not resolved by negotiation will be the courts in Warren County, VA and, accordingly, the Parties consent to the exclusive jurisdiction of the courts there. Notwithstanding the foregoing, nothing in this Agreement is intended, or to be construed, to limit a Party's right to seek injunctive relief from any court of competent jurisdiction for a breach of this Agreement.

15.9 Integration Clause. This Agreement constitutes the entire agreement between the Parties with respect to Deliverables. This Agreement supersedes, and the Parties disclaim reliance on, all prior oral and written agreements, communications, and understandings between the Parties with respect to Deliverables.

15.10 Language. The authentic, legally binding language of this Agreement is English. If there is a conflict between the English version and a translation of it, the English version prevails.

15.11 Notices. Notices under this Agreement will be in writing and deemed given when delivered by overnight courier to the address set forth herein, or to such more recent address of the addressee of which the sending party has received written notice.

15.12 Remedies. Except where specified otherwise, remedies under this Agreement are cumulative, not sole and exclusive. Neither Party will retain the benefit of inconsistent remedies.

15.13 Severability. If a provision is held to be illegal, invalid, or unenforceable, it will be severed and, to the extent that doing so does not materially and adversely affect either Party's economic rationale for entering into this Agreement, the remaining provisions will remain in force.

15.14 Statute of Limitations. Any legal action arising in connection with this Agreement must be filed within one (1)year after the cause of action accrues or it will be deemed time-barred and waived. The Parties waive any statute of limitations to the contrary.

15.15 Third-Party Beneficiary. No provision of this Agreement will inure to the benefit of a third person (including the public at large) so as to constitute such person a third-party beneficiary under this Agreement, or otherwise give rise to a cause of action in any person not a Party.

15.16 Transfer of Service. ACOM my transfer its obligations under this MSA to any company or individual who acquires ACOM.

COUNTY OF WARREN, VIRGINIA
BOARD OF SUPERVISORS AGENDA ITEM

DATE	ITEM	SUBJECT:	PAGE
6/15/2021	J-11	Commonwealth's Attorney's Office Space Improvements	1 of 1

EXPLANATION & SUMMARY:

As discussed at the Board's work session on June 9th, the Commonwealth's Attorney's office is in need of additional office space for staff and files. There is space at the Courthouse that has been proposed to be renovated into several offices and a small conference space for expansion of the Commonwealth Attorney's area.

COST & FINANCING:

The main cost is for the cubicles and furniture which will be ordered from Miller's Supplies at a total cost of $23,314.42. The proposed project budget is as follows:

Cubicles and Furniture – Hon Cubicles/Furniture c/o Miller's Supplies - $23,314.42

High Density Shelving (6 units) – Miller's - $3,703.32

Electrical Services - $4,219.00

Miscellaneous improvements to the space - $2,763.44

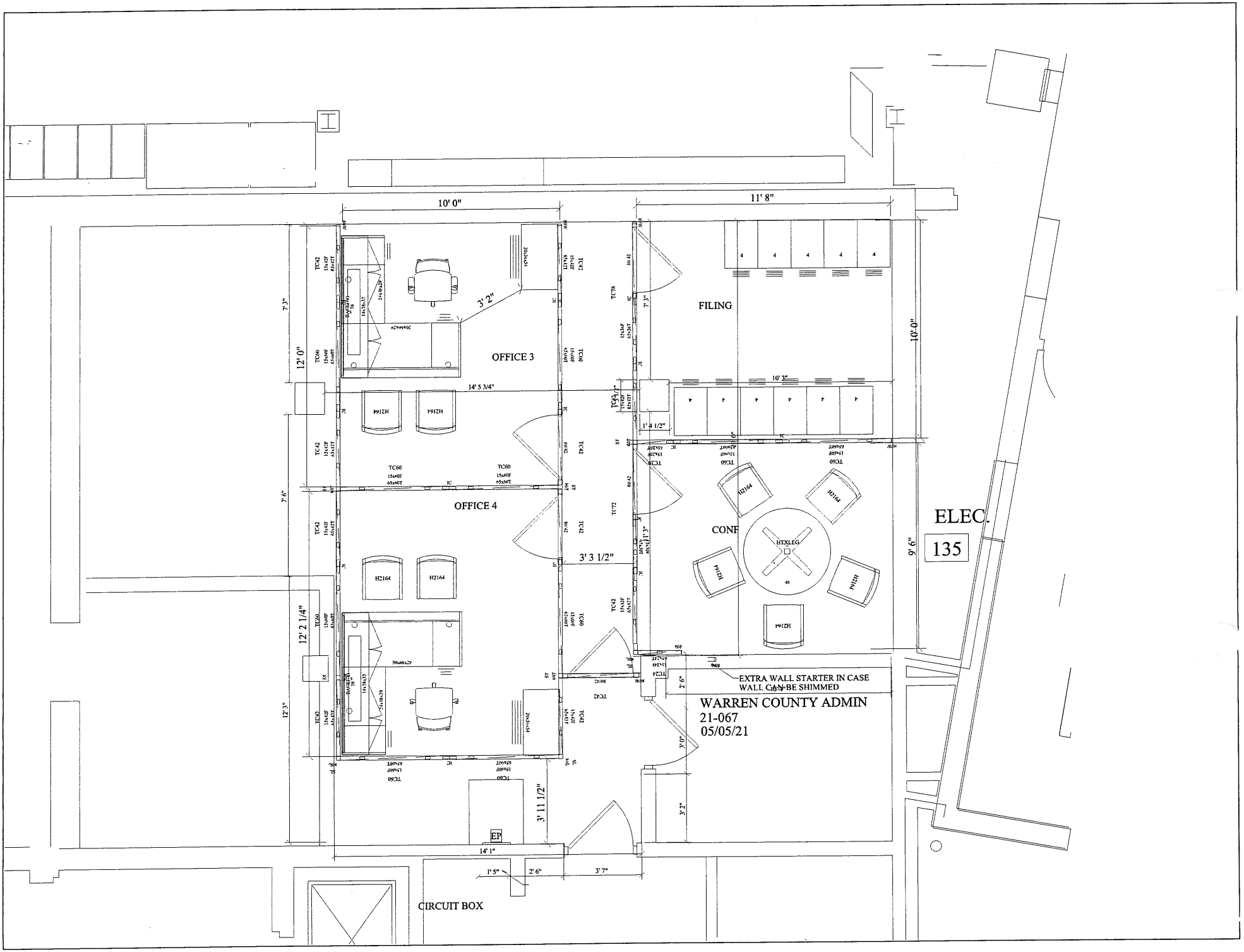
Total estimated project cost: $34,000

On June 1, the Board approved funding for this project as part of the Commonwealth's Attorney's Office fund. This purchase for the cubicles and furniture will be ordered through State Contract #R101804 for Miller's Supplies.

PROPOSED OR SUGGESTED MOTION:

I move that the Board of Supervisors approve the execution of the Purchase Order #8401 to Hon Cubicles/Furniture, c/o Miller's Supplies, in the amount of $23,314.42 for cubicles and furniture for the Commonwealth's Attorney's Office.

SUBMITTED BY:	DISPOSITION OF COMMISSION:	PROCESSED BY:
Taryn Logan, TGL Deputy County Administrator	☐ APPROVED ☐ OTHER (Describe)	


10' 0"
11' 8"
OFFICE 3
OFFICE 4
FILING
CONF
3' 2"
14' 5 3/4"
3' 3 1/2"
3' 11 1/2"
14' 1"
1' 5"
2' 6"
3' 7"
1' 4 1/2"
10' 3"
12' 0"
12' 2 1/4"
12' 3"
7' 1"
7' 6"
10' 0"
9' 6"
3' 0"
3' 2"
2' 6"
EP
HTXLEG
H2164
ELEC.
135
EXTRA WALL STARTER IN CASE
WALL CAN BE SHIMMED
WARREN COUNTY ADMIN
21-067
05/05/21
CIRCUIT BOX

COUNTY OF WARREN

220 N. Commerce Ave., Front Royal, VA 22630

REQUISITION-PURCHASE ORDER

Purchase Order No. 8407

Our Purchase Order Number MUST Appear On All Invoices And Packages

Deliver to Department of: County of Warren

Date: 06/09/2021

Ship by | Prepaid / Collect | Terms | Requisition No.

NOTICE: All invoices against the County must be SENT DIRECTLY TO THE COUNTY OF WARREN.

VENDOR

TO: Hon Cubicles / Furniture
C/O Miller's Supplies
200 Oak Street
Muscatine,IA 52764

QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	AMOUNT
		Quote Number SQAXC003173-1		
		Sales Agreement #4368		
		As Per Attached Hon Spec Sheet		
			TOTAL	$23,314.42

THIS PURCHASE IS EXEMPT FROM TAX PROVISIONS OF THE VIRGINIA SALES AND USE TAX ACT.

I certify that the articles requisitioned here-on are proper and that said articles are necessary to conduct the activities of the department.

DEPARTMENT HEAD

I certify that this purchase is made in compliance with all requirements of the County and in the best interests of the County.

PURCHASING AGENT

ORIGINAL PURCHASE ORDER

WHITE: original purchasing order YELLOW: accounting/purchasing agent PINK: department copy

miller's
SUPPLIES AT WORK

P.O. Box 1537
Newington, VA 22122
703-644-2200

Sales Agreement# **4368**

Rev# **0**

Date: 05/14/2021
Sales Rep: Jim Killmer
Phone: 540-931-8882

Customer:
1003791 - Warren Co Administration
220 N Commerce Ave Suite 100
Front Royal VA 22630

Contact Name: Jeff Hayes
Phone: 540.636.4600 XT354
Alternate Contact Name: Jim Killmer
Phone: 540 931 8882

Item	Description	Color	Quantity	Price	Ext. Price
1 Lot Hon Cubicles	HON Cubicles/Furniture PER ATTACHED SPEC LIST PER ATTACHED DRAWING	Assorted	1	$21314.42	$21,314.42

Sub-total:$21,314.42

Tax:$ 0.00

Installation: $ 2000.00

Total: $23,314.42

Quote Updated June 2 2021
TERMS AND CONDITIONS ON MILLERS QUOTE DO NOT APPLY
THIS PURCHASE IS MADE VIA OMNIA PARTNERS PURCHASING CONTRACT R191804
Deliver To:
Warren Co. Gen District Court
1 East Main Street
Front Royal Va 22630
Atten Jeff Hayes

PAYMENT TERMS AND POLICIES

By signing this application, the customer states that they have reviewed the terms and conditions set forth on page 2 of this application. They agree to be bound by said terms and conditions and that said terms and conditions are hereby incorporated in full as part of the parties agreement.

This furniture order is non-refundable and not returnable. Damaged or defective furniture will be repaired or replaced at no charge to the customer.

Storage charges will apply if premises are not ready for installation/delivery within 30 days after Miller's receives the product.

Credit Card Payments are subject to 3% processing fee.

Buyer - Original Signature Required Title Date

Terms and Conditions of Sale and Security

For purposes of this Sale and Security Agreement (the "Agreement"), "Seller" is Miller's Supplies at Work, Inc. or its designated affiliate, and "Buyer" or "Purchaser" is **Warren Co Administration.**

ACCEPTANCE. This proposal for the purchase of merchandise must be approved and submitted by the Buyer to the Seller within **30** days of the date set forth herein in order for the Seller to meet the delivery schedule set forth in this proposal. Any delay in acceptance beyond this time period shall result in a delay in delivery that may be beyond the control of the Seller. Acceptance of delivery by the Buyer or its agent shall constitute acceptance of the merchandise as deliv¬ered. All merchandise shall be considered accepted after the Buyer or its agent has signed the delivery copy of the Seller's delivery receipt. All claims or exceptions as to the quality of the merchandise must be noted in writing on the delivery receipt at the time of delivery.

FREIGHT. Freight charges may be invoiced separately.

CANCELLATION Once this proposal has been accepted by the Buyer and accepted by the Seller, there can be no cancellations or changes made to the order except those that are noted in a writing signed by both parties. No returns for reasons un-related to defects or damage to merchandise will be honored. The Buyer hereby agrees that any cancellation or change that is not the fault of the Seller is subject to a restocking fee of no less than Twenty Percent (20%).

DELAYS. In the event that construction delays or other causes not within seller's control force postponement of the installation, the furnishings will be stored until installation can be resumed, and will be considered accepted by the Buyer for purposes of payment. In such event the Buyer shall reserve the right to withhold 10% of the invoice amount of such shipments against the completion of the contract. Transfer and storage charges incurred shall be paid by the Buyer. Installation to commence on.

DEPOSITS. A 50% deposit is required with the order. All deposits on goods purchased shall be retained by Seller until shipment, delivery and installation of entire order are complete.

PAYMENT. Payment shall be due on the entire invoice within 10 days of delivery of any or all of the merchandise listed in this proposal. Buyer hereby agrees that it shall be in default if it fails to make payment pursuant to the terms set forth herein at the time that such payment is due. In the event of such a default, the Buyer shall pay a finance charge equal to Eighteen Percent (18%) per year, or One and One Half Percent (1 ½%) per month, on all unpaid balances. Buyer further agrees that in the event of such a default, it shall pay the Seller all expenses associated with said default, including reasonable attorney fees and costs. Title to the merchandise listed on this proposal shall pass from Seller to Buyer when the all charges and expenses due under this agreement, including expenses, attorney fees, and costs associated with any default by the Buyer, are paid in full.

SHIPMENTS. Seller continually expedites orders and will attempt to obtain the commitment of the manufacturer to meet the delivery schedule requirements, but can be held in no way responsible for delayed deliveries. Orders once entered cannot be cancelled due to delayed delivery unless manufacturers will accept cancellation from Seller.

NO OTHER AGREEMENTS. There are no other agreements expressed or implied other than those specified herein and those set forth in the specifications, delivery and installation schedule. The terms and conditions set forth herein and in the above mentioned documents may not be varied except upon the written approval of both Buyer and seller.

SECURITY AGREEMENT. Buyer hereby grants to Seller ("Secured Party"), a security interest in each item listed on this document (hereinafter referred to as "the collateral") Buyer agrees that it shall, at the request of the Seller, execute a UCC-1 Financing Statement in recordable form at such time as it is requested by the Seller. Notwithstanding the provisions of this section, Buyer shall have the right to sell the collateral in the ordinary course of its business provided that the sale price is at least equal to the unpaid balance of the invoice price set forth above and further provided that any funds received as a result of such sale shall either immediately be transferred to the Seller or shall be held by the Buyer in Trust for the Secured Party in a bank account separate from the Buyer's other funds. Secured Party shall have all the remedies available to a secured party under Article 9A of the Uniform Commercial Code including, without limiting the Secured Party's other remedies, the right to enter and repossess the collateral without being deemed a trespasser. Buyer hereby agrees that it shall pay all expenses associated with repossession and sale of the collateral, including reasonable attor¬ney's fees.

DELIVERY AND INSTALLATION. In the event that delivery and/or installation is required as part of this proposal, the following provisions shall apply:

1. Condition of Job Site. The job site shall be clean, clear and free of debris prior to installation.
2. Job Site Service. Electric current, heat, hoisting and/or elevator service will be furnished without charge to seller. Adequate facilities for off-loading, staging, moving and handling of merchandise shall be provided. Site preparation per¬formed by Seller employees, including but not limited to, clearing debris or moving of Purchaser's furniture, shall be charged to the Purchaser at Seller's normal hourly rate.
3. Delivery during normal business hours. Deliver and installation will be made during normal working hours. If delivery/installation is required at time other than these, it will be done at overtime rate and Purchaser shall reimburse Seller the amount by which such overtime rates exceed normal rates. If delivery/installation is required at time other than these, it will be done at overtime rate and Purchaser shall reimburse Seller the amount by which such overtime rates exceed normal rates.
4. Storage Space. Provided the merchandise does not arrive at the site earlier than the date requested, safe and adequate storage space would be provided by the Buyer. If the space provided is inadequate and requires excessive sorting or storage cost, such excess cost will be reimbursed by the Buyer. If the space provided is inconveniently located or on another floor, the extra cost of transporting to and from storage will be reimbursed by the Buyer. If the merchandise must be moved due to progress of other trades or other reason, the extra cost of such moving will be reimbursed by the Buyer. If premises are not ready for installation/delivery within 30 days after receipt of goods by Seller, the Purchaser agrees to pay a monthly storage and handling fee to Seller.
5. Erection and Assembly. Seller's ability to erect or assemble furniture knock-down or to permanently attach, affix, or bolt in place movable furniture is dependent on jurisdictional agreements. If trade regulations enforced at the time of in¬stallation require the use of tradesmen at the site other than the seller's own installation personnel, resulting additional costs will paid by Buyer.
6. Damage. After arrival at the site, any loss or damage by weather, other trades such as painting or plastering, fire or other elements, shall be the responsibility of the Buyer, and the Buyer agrees to hold the seller harmless from loss for such reasons.
7. Insurance. Public liability, Workmen's Compensation, Property Damage, Automotive and Occupational Disease insurance are carried by the seller and certificates will be delivered upon request. Fire, Tornado, Flood and other insurance at the site will be provided and paid for by the Buyer. Risk of loss passes to the Buyer upon delivery.

PRICE. All prices quoted are firm for 30 days from the date of this proposal unless stated otherwise.

TAX. Proposals and order are subject to applicable sales tax.

LIMITED LIABILITY. Unless expressly provided in this Agreement the goods and services incidental to their sale described in this proposal are sold subject only to such warranties as are made by manufacturers of the goods. Seller will coop¬erate with Purchaser in obtaining adjustments from manufacturers for a breach of any such manufacturer's warranty. However, Seller neither guarantees nor warrants that the manufacturer will comply with the terms of its warranty; and Seller does not adopt, guarantee or warranty that the manufacturer will comply with its obligations. Seller shall not be liable for defects in, or loss to the goods sold, or caused by the goods sold. SELLER HEREBY DISCLAIMS ALL WARRANTIES, EXPRESSED OR IMPLIED, INCLUDING WITHOUT LIMITATION, IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE AND SELLER SHALL NOT BE LIABLE FOR ANY ACTUAL, INDIRECT, SPECIAL, INCIDENTAL, OR CONSEQUENTIAL DAMAGES TO PURCHASER OR TO ANY THIRD PARTY AS A CONSEQUENCE OF THE ALLEGED BREACH OF ANY SUCH WARRANTY. Purchaser agrees to indemnify and hold harm¬less Seller and its agents and employees of and from any claims for damage of loss due to damage or injury caused by the goods after delivery to Purchaser.

TRADE/MANUFACTURE STANDARDS. The goods shall be subject to reasonable variation from standard in color, quality, finish and variations allowed by the trade customs of the industry.

LACK OF CONTROL. Seller shall not be liable for any damages arising out of failure, delay or interruption in the performance of this proposal/order caused by strike, flood, wind, war, civil disturbance, fire, act of God, shortage of labor or ma¬terials, or any other matter beyond its direct and sole control.

ADDITIONAL TERMS. Purchaser hereby authorizes Seller to inquire into and make investigation of the credit and credit history of the Purchaser and its principals in connection with any orders of the Purchaser. Purchaser acknowledges that this proposal/order and performance hereunder, shall be deemed severable. Purchaser shall be liable for any part of the goods described in the proposal/order and any invoice submitted hereunder. Purchaser shall pay the monies due hereunder and all invoices submitted hereunder in accordance with their terms, and shall not be entitled to any set-off or to withhold any payment or portion thereof.

WARRANTY. All furniture is warranted by the Seller to be free from defects in materials or workmanship for a period of twelve (12) months from date of delivery unless otherwise specified. No agent or representative of the seller is authorized to make any additional representations or warranties unless in writing and made part of these terms and conditions of sale.

JURISDICTION. Buyer hereby agrees that any action to enforce the terms of this agreement may be brought only in Circuit Courts for the Seventeenth, Eighteenth, or Nineteenth Judicial Circuits of Virginia, which shall have sole and exclusive jurisdiction over said matter. The Buyer hereby further waives the right to trial by jury.

CHOICE OF LAW. This agreement shall be interpreted pursuant to the laws of the Commonwealth of Virginia.

WAIVER: Waiver by the Seller of any one of the Terms and Conditions set forth in this agreement shall not be construed to be a waiver of any other provision of this agreement, nor shall it be construed to be a waiver of any breach of this agreement by the Buyer. Waiver by the Seller of any default in the payment terms set forth herein shall not be construed as a waiver of any future payment default.

MILLERS SUPPLIES AT WORK INC
PO BOX 1335
NEWINGTON, VA 22122-1335

Location:	MILLERS SUPPLIES AT WORK INC	**Quote Name:**	WarrenCo JeffHayes2
Account:	MILLERS SUPPLIES AT WORK INC-LORTON: 8269-62644	**Quote Number:**	SQAXC003173-1
Contract:	A944: HON OMNIA PUBLIC R191804 $0-$75K LIST INV END USE	**Created By:**	James Killmer
		Created Date:	6/1/2021
		Last Modified Date:	6/2/2021
		Total Units:	143
		Est. Weeks to Ship All:	Select Option

				List Price	Discount	Net Price	Total
Line:	001	**Item:**	H10516.HH				
Cust Line:		**Model:**	10500 SERIES LAT FILE 4-DR36W 20D 59-1/8H	$2,105.00	55.00%	$947.25	$1,894.50
Quantity:	2	**Est Weeks to Ship:**	3-4 Weeks				
Bid:		**Tags:**					
		LAMINATE:	Grd L1 Standard Laminates				
		LAMINATE_Selection:	LAM: Bourbon Cherry--LAM: Bourbon Cherry				

				List Price	Discount	Net Price	Total
Line:	002	**Item:**	H105327.HH				
Cust Line:		**Model:**	10500 SERIES STACK ON STORAGE 78W FOR 78D WORKSTATIONS	$1,144.00	55.00%	$514.80	$1,029.60
Quantity:	2	**Est Weeks to Ship:**	3-4 Weeks				
Bid:		**Tags:**					
		LAMINATE:	Grd L1 Standard Laminates				
		LAMINATE_Selection:	LAM: Bourbon Cherry--LAM: Bourbon Cherry				

				List Price	Discount	Net Price	Total
Line:	003	**Item:**	H105857.H				
Cust Line:		**Model:**	10500 SERIES BACK ENCLOSURE FOR 78W STACK ON STORAGE	$259.00	55.00%	$116.55	$233.10
Quantity:	2	**Est Weeks to Ship:**	3-4 Weeks				
Bid:		**Tags:**					
		LAMINATE:	Grd L1 Standard Laminates				
		LAMINATE_Selection:	LAM: Bourbon Cherry				

				List Price	Discount	Net Price	Total
Line:	004	**Item:**	H105897R.HH				
Cust Line:		**Model:**	10500 SERIES 66WX30DX29-1/2H SGL PED DSKRH B/B/FRECTTOP	$1,229.00	55.00%	$553.05	$553.05
Quantity:	1	**Est Weeks to Ship:**	4-5 Weeks				
Bid:		**Tags:**					
		LAMINATE:	Grd L1 Standard Laminates				
		LAMINATE_Selection:	LAM: Bourbon Cherry--LAM: Bourbon Cherry				

				List Price	Discount	Net Price	Total
Line:	005	**Item:**	H105898L.HH				
Cust Line:		**Model:**	10500 SERIES 66WX30DX29-1/2H SGLPEDDSKLH B/B/F RECTTOP	$1,229.00	55.00%	$553.05	$553.05
Quantity:	1	**Est Weeks to Ship:**	4-5 Weeks				
Bid:		**Tags:**					
		LAMINATE:	Grd L1 Standard Laminates				
		LAMINATE_Selection:	LAM: Bourbon Cherry--LAM: Bourbon Cherry				

MILLERS SUPPLIES AT WORK INC
PO BOX 1335
NEWINGTON, VA 22122-1335

Line:	006	Item:	H105905R.HH	List Price	Discount	Net Price	Total
Cust Line:		Model:	10500 SERIES 48WX24DX29-1/2H RETURN RT FILE/FILE PED	$962.00	55.00%	$432.90	$432.90
Quantity:	1	Est Weeks to Ship:	4-5 Weeks				
Bid:		Tags:					
		LAMINATE:	Grd L1 Standard Laminates				
		LAMINATE_Selection:	LAM: Bourbon Cherry--LAM: Bourbon Cherry				

Line:	007	Item:	H105906L.HH	List Price	Discount	Net Price	Total
Cust Line:		Model:	10500 SERIES 48WX24DX29-1/2H RETURN LT FILE/FILE PED	$962.00	55.00%	$432.90	$432.90
Quantity:	1	Est Weeks to Ship:	4-5 Weeks				
Bid:		Tags:					
		LAMINATE:	Grd L1 Standard Laminates				
		LAMINATE_Selection:	LAM: Bourbon Cherry--LAM: Bourbon Cherry				

Line:	008	Item:	H90057.APN15	List Price	Discount	Net Price	Total
Cust Line:		Model:	10500 SERIES TCKBD FOR 78W STACK ON STRG BCK ENCLOSURE	$317.00	55.00%	$142.65	$285.30
Quantity:	2	Est Weeks to Ship:	3-4 Weeks				
Bid:		Tags:					
		FABRIC:	Gr A Fab				
		FABRIC_Selection:	FABRIC: Appoint--COLOR: Dune				

Line:	009	Item:	HH870960	List Price	Discount	Net Price	Total
Cust Line:		Model:	TASKLIGHT 60W	$274.00	65.70%	$93.98	$187.96
Quantity:	2	Est Weeks to Ship:	3-4 Weeks				
Bid:		Tags:					

Line:	010	Item:	HEC80PLN.P	List Price	Discount	Net Price	Total
Cust Line:		Model:	80H L CONNECTOR POST	$167.00	65.70%	$57.28	$171.84
Quantity:	3	Est Weeks to Ship:	3-4 Weeks				
Bid:		Tags:					
		PAINT:	P1 Paint Opts				
		PAINT_Selection:	Black				

Line:	011	Item:	HEC80PSN.P	List Price	Discount	Net Price	Total
Cust Line:		Model:	80H EXTENDED STRAIGHT CONNECTOR POST S	$161.00	65.70%	$55.22	$55.22
Quantity:	1	Est Weeks to Ship:	3-4 Weeks				
Bid:		Tags:					
		PAINT:	P1 Paint Opts				
		PAINT_Selection:	Black				

Line:	012	Item:	HEC80PTN.P	List Price	Discount	Net Price	Total
Cust Line:		Model:	80H T CONNECTOR POST	$161.00	65.70%	$55.22	$220.88
Quantity:	4	Est Weeks to Ship:	3-4 Weeks				
Bid:		Tags:					

MILLERS SUPPLIES AT WORK INC
PO BOX 1335
NEWINGTON, VA 22122-1335

PAINT: P1 Paint Opts
PAINT_Selection: Black

Line:	013	Item:	HECSL	List Price	Discount	Net Price	Total
Cust Line:		Model:	L CONNECTOR STRAP	$16.00	65.69%	$5.49	$16.47
Quantity:	3	Est Weeks to Ship:	3-4 Weeks				
Bid:		Tags:					

Line:	014	Item:	HECSS	List Price	Discount	Net Price	Total
Cust Line:		Model:	EXTENDED STRAIGHT CONNECTOR STRAP S	$22.00	65.68%	$7.55	$7.55
Quantity:	1	Est Weeks to Ship:	3-4 Weeks				
Bid:		Tags:					

Line:	015	Item:	HECST	List Price	Discount	Net Price	Total
Cust Line:		Model:	T CONNECTOR STRAP	$22.00	65.68%	$7.55	$30.20
Quantity:	4	Est Weeks to Ship:	3-4 Weeks				
Bid:		Tags:					

Line:	016	Item:	HEFEC80P.P	List Price	Discount	Net Price	Total
Cust Line:		Model:	PANEL FINISHED END COVERS 80H	$76.00	65.70%	$26.07	$26.07
Quantity:	1	Est Weeks to Ship:	3-4 Weeks				
Bid:		Tags:					
		PAINT:	P1 Paint Opts				
		PAINT_Selection:	Black				

Line:	017	Item:	HN899910.X	List Price	Discount	Net Price	Total
Cust Line:		Model:	DOOR HANDLE - LEVER W/LOCK SET	$328.00	65.70%	$112.50	$562.50
Quantity:	5	Est Weeks to Ship:	3-4 Weeks				
Bid:		Tags:					
		PAINT:	Color: Silver				

Line:	018	Item:	HEPDMK42P.P.H	List Price	Discount	Net Price	Total
Cust Line:		Model:	SWINGING PNL DR 42W X 80H W/O TOP CAP	$2,002.00	65.70%	$686.69	$3,433.45
Quantity:	5	Est Weeks to Ship:	3-4 Weeks				
Bid:		Tags:					
		PAINT:	P1 Paint Opts				
		PAINT_Selection:	Black				
		LAMINATE:	Grd L1 Standard Laminates				
		LAMINATE_Selection:	LAM: Bourbon Cherry				

Line:	019	Item:	HES1520F.APN15	List Price	Discount	Net Price	Total
Cust Line:		Model:	FABRIC STACKER 15H X 20W	$212.00	65.70%	$72.72	$72.72
Quantity:	1	Est Weeks to Ship:	3-4 Weeks				
Bid:		Tags:					
		FABRIC:	Gr A Fabric				
		FABRIC_Selection:	FABRIC: Appoint--COLOR: Dune				

Line:	020	Item:	HES1524F.APN15	List Price	Discount	Net Price	Total

MILLERS SUPPLIES AT WORK INC
PO BOX 1335
NEWINGTON, VA 22122-1335

Cust Line:		**Model:**	FABRIC STACKER 15H X 24W	$232.00	65.70%	$79.58	$79.58
Quantity:	1	**Est Weeks to Ship:**	3-4 Weeks				
Bid:		**Tags:**					
		FABRIC:	Gr A Fabric				
		FABRIC_Selection:	FABRIC: Appoint--COLOR: Dune				

Line:	021	**Item:**	HES1530F.APN15	**List Price**	**Discount**	**Net Price**	**Total**
Cust Line:		**Model:**	FABRIC STACKER 15H X 30W	$250.00	65.70%	$85.75	$85.75
Quantity:	1	**Est Weeks to Ship:**	3-4 Weeks				
Bid:		**Tags:**					
		FABRIC:	Gr A Fabric				
		FABRIC_Selection:	FABRIC: Appoint--COLOR: Dune				

Line:	022	**Item:**	HES1536F.APN15	**List Price**	**Discount**	**Net Price**	**Total**
Cust Line:		**Model:**	FABRIC STACKER 15H X 36W	$268.00	65.70%	$91.92	$91.92
Quantity:	1	**Est Weeks to Ship:**	3-4 Weeks				
Bid:		**Tags:**					
		FABRIC:	Gr A Fabric				
		FABRIC_Selection:	FABRIC: Appoint--COLOR: Dune				

Line:	023	**Item:**	HES1542F.APN15	**List Price**	**Discount**	**Net Price**	**Total**
Cust Line:		**Model:**	FABRIC STACKER 15H X 42W	$290.00	65.70%	$99.47	$795.76
Quantity:	8	**Est Weeks to Ship:**	3-4 Weeks				
Bid:		**Tags:**					
		FABRIC:	Gr A Fabric				
		FABRIC_Selection:	FABRIC: Appoint--COLOR: Dune				

Line:	024	**Item:**	HES1560F.APN15	**List Price**	**Discount**	**Net Price**	**Total**
Cust Line:		**Model:**	FABRIC STACKER 15H X 60W	$347.00	65.70%	$119.02	$1,190.20
Quantity:	10	**Est Weeks to Ship:**	3-4 Weeks				
Bid:		**Tags:**					
		FABRIC:	Gr A Fabric				
		FABRIC_Selection:	FABRIC: Appoint--COLOR: Dune				

Line:	025	**Item:**	HETC20.P	**List Price**	**Discount**	**Net Price**	**Total**
Cust Line:		**Model:**	PANEL TOP CAP 20W	$39.00	65.69%	$13.38	$13.38
Quantity:	1	**Est Weeks to Ship:**	3-4 Weeks				
Bid:		**Tags:**					
		PAINT:	P1 Paint Opts				
		PAINT_Selection:	Black				

Line:	026	**Item:**	HETC24.P	**List Price**	**Discount**	**Net Price**	**Total**
Cust Line:		**Model:**	PANEL TOP CAP 24W	$39.00	65.69%	$13.38	$13.38
Quantity:	1	**Est Weeks to Ship:**	3-4 Weeks				
Bid:		**Tags:**					
		PAINT:	P1 Paint Opts				
		PAINT_Selection:	Black				

Line:	027	**Item:**	HETC42.P	**List Price**	**Discount**	**Net Price**	**Total**

MILLERS SUPPLIES AT WORK INC
PO BOX 1335
NEWINGTON, VA 22122-1335

Cust Line:		**Model:**	PANEL TOP CAP 42W	$64.00	65.70%	$21.95	$241.45
Quantity:	11	**Est Weeks to Ship:**	3-4 Weeks				
Bid:		**Tags:**					
		PAINT:	P1 Paint Opts				
		PAINT_Selection:	Black				

Line:	028	**Item:**	HETC60.P	**List Price**	**Discount**	**Net Price**	**Total**
Cust Line:		**Model:**	PANEL TOP CAP 60W	$88.00	65.70%	$30.18	$301.80
Quantity:	10	**Est Weeks to Ship:**	3-4 Weeks				
Bid:		**Tags:**					
		PAINT:	P1 Paint Opts				
		PAINT_Selection:	Black				

Line:	029	**Item:**	HETC72.P	**List Price**	**Discount**	**Net Price**	**Total**
Cust Line:		**Model:**	PANEL TOP CAP 72W	$107.00	65.70%	$36.70	$36.70
Quantity:	1	**Est Weeks to Ship:**	3-4 Weeks				
Bid:		**Tags:**					
		PAINT:	P1 Paint Opts				
		PAINT_Selection:	Black				

Line:	030	**Item:**	HETC78.P	**List Price**	**Discount**	**Net Price**	**Total**
Cust Line:		**Model:**	PANEL TOP CAP 78W	$112.00	65.70%	$38.42	$38.42
Quantity:	1	**Est Weeks to Ship:**	3-4 Weeks				
Bid:		**Tags:**					
		PAINT:	P1 Paint Opts				
		PAINT_Selection:	Black				

Line:	031	**Item:**	HETP6520FP.APN15.P	**List Price**	**Discount**	**Net Price**	**Total**
Cust Line:		**Model:**	TACKABLE PANEL W/O TC 65H X 20W	$374.00	65.70%	$128.28	$128.28
Quantity:	1	**Est Weeks to Ship:**	3-4 Weeks				
Bid:		**Tags:**					
		FABRIC:	Gr A Fabric				
		FABRIC_Selection:	FABRIC: Appoint--COLOR: Dune				
		PAINT:	P1 Paint Opts				
		PAINT_Selection:	Black				

Line:	032	**Item:**	HETP6524FP.APN15.P	**List Price**	**Discount**	**Net Price**	**Total**
Cust Line:		**Model:**	TACKABLE PANEL W/O TC 65H X 24W	$387.00	65.70%	$132.74	$132.74
Quantity:	1	**Est Weeks to Ship:**	3-4 Weeks				
Bid:		**Tags:**					
		FABRIC:	Gr A Fabric				
		FABRIC_Selection:	FABRIC: Appoint--COLOR: Dune				
		PAINT:	P1 Paint Opts				
		PAINT_Selection:	Black				

Line:	033	**Item:**	HETP6530FP.APN15.P	**List Price**	**Discount**	**Net Price**	**Total**
Cust Line:		**Model:**	TACKABLE PANEL W/O TC 65H X 30W	$408.00	65.70%	$139.94	$139.94
Quantity:	1	**Est Weeks to Ship:**	3-4 Weeks				
Bid:		**Tags:**					

MILLERS SUPPLIES AT WORK INC
PO BOX 1335
NEWINGTON, VA 22122-1335

FABRIC: Gr A Fabric
FABRIC_Selection: FABRIC: Appoint--COLOR: Dune
PAINT: P1 Paint Opts
PAINT_Selection: Black

Line:	034	Item:	HETP6536FP.APN15.P	List Price	Discount	Net Price	Total
Cust Line:		Model:	TACKABLE PANEL W/O TC 65H X 36W	$438.00	65.70%	$150.23	$150.23
Quantity:	1	Est Weeks to Ship:	3-4 Weeks				
Bid:		Tags:					

FABRIC: Gr A Fabric
FABRIC_Selection: FABRIC: Appoint--COLOR: Dune
PAINT: P1 Paint Opts
PAINT_Selection: Black

Line:	035	Item:	HETP6542FP.APN15.P	List Price	Discount	Net Price	Total
Cust Line:		Model:	TACKABLE PANEL W/O TC 65H X 42W	$476.00	65.70%	$163.27	$1,306.16
Quantity:	8	Est Weeks to Ship:	3-4 Weeks				
Bid:		Tags:					

FABRIC: Gr A Fabric
FABRIC_Selection: FABRIC: Appoint--COLOR: Dune
PAINT: P1 Paint Opts
PAINT_Selection: Black

Line:	036	Item:	HETP6560FP.APN15.P	List Price	Discount	Net Price	Total
Cust Line:		Model:	TACKABLE PANEL W/O TC 65H X 60W	$529.00	65.70%	$181.45	$1,814.50
Quantity:	10	Est Weeks to Ship:	3-4 Weeks				
Bid:		Tags:					

FABRIC: Gr A Fabric
FABRIC_Selection: FABRIC: Appoint--COLOR: Dune
PAINT: P1 Paint Opts
PAINT_Selection: Black

Line:	037	Item:	HEWS80P.P	List Price	Discount	Net Price	Total
Cust Line:		Model:	WALL STARTER KIT FOR PANELS 80H	$125.00	65.70%	$42.88	$257.28
Quantity:	6	Est Weeks to Ship:	3-4 Weeks				
Bid:		Tags:					

PAINT: P1 Paint Opts
PAINT_Selection: Black

Line:	038	Item:	HSCKTPS.X	List Price	Discount	Net Price	Total
Cust Line:		Model:	STRAIGHT CONNECTOR KIT	$20.00	65.70%	$6.86	$96.04
Quantity:	14	Est Weeks to Ship:	3-4 Weeks				
Bid:		Tags:					

PAINT: No Option

Line:	039	Item:	HIWMM.Y3.A.H.IM.CU10.BL.SB.T	List Price	Discount	Net Price	Total
Cust Line:		Model:	IGNITION 2 TASK MID-BACK ILIRA BACK	$772.00	55.00%	$347.40	$694.80
Quantity:	2	Est Weeks to Ship:	3-4 Weeks				
Bid:		Tags:					

MILLERS SUPPLIES AT WORK INC
PO BOX 1335
NEWINGTON, VA 22122-1335

CONTROL:	Synchro-Tilt w/ Indep Back Ang
ARM:	Arm: Height and Width Adj. Arm
GLIDE/CAST:	Hard Caster
BACK:	Mesh: Black
FABRIC:	Gr 1 UPH
FABRIC_Selection:	Centurion--COLOR: Black
LUMBAR:	Black Adjustable Lumbar
BASETYPE:	Base: Standard Base
FRAME:	Frame: Black

				List Price	Discount	Net Price	Total
Line:	040	**Item:**	H2164.H.$(1)~				
Cust Line:		**Model:**	CAMBIA ARC ARM UPHOLSTERED BACK	$750.00	55.00%	$337.50	$3,037.50
Quantity:	9	**Est Weeks to Ship:**	Select Option				
Bid:		**Tags:**					
		FINISH:	FINISH: Bourbon Cherry 773				
		FABRIC:	Gr 1 UPH				
		FABRIC_Selection:	~Undecided~				

				List Price	Discount	Net Price	Total
Line:	041	**Item:**	HTLD48.GH.N.H				
Cust Line:		**Model:**	PRESIDE 48ROUND SHAPED LAMINATE TOP	$535.00	55.00%	$240.75	$240.75
Quantity:	1	**Est Weeks to Ship:**	5-6 Weeks				
Bid:		**Tags:**					
		EDGE:	2MM/Flat--Edge: Bourbon Cherry				
		GROMMET:	No Grommets				
		LAMINATE:	Grd L1 Standard Laminates				
		LAMINATE_Selection:	LAM: Bourbon Cherry				

				List Price	Discount	Net Price	Total
Line:	042	**Item:**	HTXLEG.P				
Cust Line:		**Model:**	PRESIDE ALUMINUM X-LEG	$508.00	55.00%	$228.60	$228.60
Quantity:	1	**Est Weeks to Ship:**	3-4 Weeks				
Bid:		**Tags:**					
		PAINT:	P1 Paint Opts				
		PAINT_Selection:	Black				

Mfg List: **$55,475.00** **Mfg Net:** **$21,314.42**

Please refer to your Dealer Terms and Conditions.

COUNTY OF WARREN, VIRGINIA
BOARD OF SUPERVISORS AGENDA ITEM

DATE	ITEM	SUBJECT	PAGE 1 OF
June 15, 2021	J-12	Front Royal-Warren County Airport Management; Contract for Fixed Based Operator (FBO)Services.	

EXPLANATION & SUMMARY:

On May 27, 2021, Warren County received bids for Fixed Based Operator (FBO) services at the Front Royal-Warren County Airport. One (1) proposal was received from CassAviation LLC. If selected, CassAviation, led by Mr. Rock Skowbo current FBO & Airport Manager, will continue to manage the required contractual services at the Airport. Mr. Skowbo displays a passion for the facility and desires to continue the operations that he took over in 2020. Mr. Skowbo is satisfied with much of the previous contractual agreement but has proposed/requested additional maintenance funding for part time help of $3,000 per month. The current compensation contract amount is $1,750 per month. The new contract would require $4,750 ($1,750 plus $3,000) per month or $57,000 per year for FBO/Management services with part time help provided by CassAviation.

Mr. Skowbo has expressed his desire to increase fuel sales and to eventually be able to sell jet fuel, which will also require additional staffing. As an incentive to the County, Mr. Skowbo has offered to reduce the current contracted fuel sales profit sharing threshold to increase the County's profit. Currently after 2000 gallons a month in sales the County gets .12 cents per gallon. Mr. Skowbo has proposed offering the County .15 cents per gallon after 1500 gallons a month in fuel sales.

We currently have $21,000 budgeted for Airport Management compensation for FY 2021-2022. $36,000 in additional funding will be required for this contract.

COST & FINANCING:
$36,000 in additional funding will be needed for FBO maintenance budget needs for FY 2021-2022. Special project funding could be used for the FY 2021-2022 increase. The contract will reviewed annually.

PROPOSED MOTION(S):

I move that the Board of Supervisors approve the Contract for Services with CassAviation, LLC to provide Fixed Based Operator (FBO) Services and authorize the County Administrator to execute the Contract for Services, in substantial form as presented, with such additions and corrections as may be approved by the Chair.

SUBMITTED BY:	DISPOSITION OF BOARD: ☐ APPROVED ☐ OTHER (DESCRIBE)	PROCESSED BY:
Michael R. Berry MRB **Public Works Director**		

25 May, 2021

CassAviation, LLC. (Rock Skowbo)
Front Royal Warren County Airport
229 Stokes Airport Rd.
Front Royal VA 32630

County of Warren, Virginia
County Administration Office
ATTN: Mike Berry, Public Works Director
220 N. Commerce Avenue, Suite 100
Front Royal, Virginia 22630

Dear Mr. Berry,

I have reviewed the FBO RFP which looks very good with some minor editing things that don't really need to be addressed. My proposal is to continue to do business as usual for now, with some of the other things in the proposal as goal to achieve during the next contract term. For example, having a first rate aircraft maintence facility. It goes without saying that I have demonstrated huge advances towards our ultimate goal of having a viable well managed County Airport. And my connections in the local aviation community have really put this airport on the map. That being said it will be impossible for me to continue as a "one man show" without help in the future. Many of the accomplishments here have been from volunteers, friends, and some cash paid hired help.

Obviously normally the FBO and the Airport Management are two completely different things. Due to the constraints of the airport not having a low minimums instrument approach and such a short runway we are restricted in what we can ultimately do here. Therefore, it is in both the FBO's and the County's best interest to have a mutual agreement. Having done both jobs for over a year now, I really need more help. This help comes at a cost that can not be sustained by operating an FBO, therefore it falls into being subsidized by the County.

Right now CassAviation sells aviation fuel and oil, provides flight instruction with three planes, offers scenic rides to the public, sells some pilot supplies books, and snacks. CassAviation uses three flight instructors who are private contractors. Rock Skowbo answers the phone 24/7 as calls are transferred to him anywhere.

Below I will itemize each paragraph in the RFP with a few notes.

A.
Just as a clarification. Building A has one Jet Pod and attached to it are 15 other hangars. Then building B has an additional 19 hangars. Building C has three hangars. Building D is now Silent Falcon. The Aircraft Maintence Building is leased to company that does not actively perform aircraft maintence at the airport.

B. If I didn't mention the item then is is agreed to in its present form.

1. This is the most important item to make this airport move forward. Reliable maintence operations. It is out of CassAviation's Control. However I can try to work with Tom to see if he can staff the facility.

6. House keeping and restrooms of Admin Building will be clean and tidy, however maybe once a week if County Housekeeping could give good cleaning to maintain the country's standards.

12. Employment of key personnel is critical here. I would ideally like two or three part time people to open the building man the desk and the phone and interact with the public. I have had many retired individuals and others that would be suited for part time service, however they would expect some pay. The FBO does not make enough money to support this. I would need a budget or have the county pay the people. Interns have not really worked out as they need tons of training and supervision to perform the dutys. Right now I have a guy that want $500 a week to work 5 days a week. So a budget of about $100/ day would keep the doors open, bathrooms daily cleaned and light mowing around the Admin building and other critical areas.

17. Grass cutting at the airport during the busy season is a full time job. Including weed eating and bush hogging etc. Unfortunately, the FBO is just not going to be able to do this on a consistent basis. Keeping the grass around the public areas is do-able between customers, however, help from other county resources is necessary.

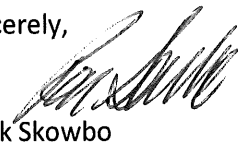
C.

3. Record keeping has been a struggle thus far. With the proper help to run the airport it will free my time up to be better in compliance with all the FAA and DOAV requirements.

To summarize, I propose, that CassAviation headed by Rock Skowbo continues the management contract of the Front Royal Airport. It will be seamless transition with goal of achieving all the desires of the County, State, and Federal guidelines for running a public airport. As far as compensation, I would like to have available a spending account of about $3000/month to pay outside help. That equates to approx. $100 dollars a day or a minimum wage employee. The employees would be other knowledgeable people who would have the ability to make some more money at the airport flying planes or helping with the flight school. This would be in addition to my management fee that would remain unchanged at $1750/ month. As an incentive for the county I would be willing to increase the amount of profit sharing for the fuel. Right now once I reach a threshold of 2000gal/month sales then the county gets .12 cents per gallon of sales or roughly 25% of the profit. My goal is to sell about 3000gal per month reduce the threshold to 1500 gallons for county and give .15 cents/gallon to county. Which equates to about $225 or more if we exceed the 3000 gal goal.

Feel free to schedule a time so that we can hammer out the details of how this contract will look. Of course, please call or email me if you need any additional information.

Sincerely,



Rock Skowbo

CONTRACT FOR SERVICES

THIS CONTRACT FOR SERVICES (the "Contract") is made and entered into this ____ day of June, 2021, by and between **THE COUNTY OF WARREN, VIRGINIA,** (the "County"), a political subdivision of the Commonwealth of Virginia, whose address is 220 N. Commerce Avenue, Suite 100, Front Royal, Virginia 22630, and **CASSAVIATION LLC** (the "Service Provider") whose street address is 229 Stokes Airport Road, Front Royal, Virginia 22630.

W I T N E S S E T H :

That for and in consideration of the mutual promises contained herein, the County agrees to purchase and the Service Provider agrees to provide Fixed Base Operator ("FBO") services for the Front Royal-Warren County Airport (the "Airport").

1. **Term of Contract:** The contract term shall be one year commencing on _____, 2021, and terminating on _____, 2022, unless terminated beforehand in accordance with the terms of the Contract. The contract term may be renewable for four successive one-year terms upon written mutual agreement of the parties.

2. **Payment:** The County shall pay to the Service Provider a monthly retainer of $1,750.00 commencing on _____, 2021, and which shall be due and payable on the first day of each month thereafter. The Service Provider shall submit a monthly invoice to the County with payment due within forty-five (45) days.

3. **Maintenance Budget:** The County agrees to provide the Service Provider with an initial maintenance budget of $3,000 per month to be utilized for the purpose of hiring and paying additional staff to assist in the performance of the Service Provider's duties hereunder. The amount of the maintenance budget may be changed in the County's sole discretion upon 30 days' written notice to Service Provider. Any funds remaining in the maintenance budget at the conclusion of each month shall be credited against the maintenance budget for the next month.

4. **Monthly Report by Service Provider:** A monthly report shall accompany each invoice and shall include the following:

(a) Number of flight operations.

(b) Monthly inventory of fixed and transient aircraft.

(c) Total fuel usage/sales with supporting documentation.

(d) A statement showing the amount and purpose for which any funds from the maintenance budget were utilized during the reporting period.

(e) Summary of special events held on the property.

(f) On-going maintenance projects including actual and anticipated costs.

(g) Suggestions on matters related to safety and commerce.

(h) Any other issues related to Airport operations.

5. **Duties of Service Provider:** The duties (the "Duties") of the Service Provider shall be as follows:

(a) Provide full service, first rate aircraft maintenance operations;

(b) Maintain fuel inventory with fueling service provided in a mutually agreed upon schedule;

(c) Maintain a winter and a summer schedule with mutually agreeable public hours seven days a week at the Administration Building;

(d) Provide information to the public and respond to public inquiries regarding local aviation and the local area;

(e) Provide public facilities available for pilots and their passengers (i.e. flight planning amenities, waiting area, etc.);

(f) Maintenance of the public restrooms in the Administration Building, and general maintenance/housekeeping of the Administration Building;

(g) Aircraft ramp services (towing, parking guidance, etc.) during public hours;

(h) Replace bulbs on runway and taxiway lights;

(i) Operation of Unicom radio, issue Notices to Airmen (NOTAMs) and other necessary public information involving the airport operations and status;

(j) Assign and collect fees for transient tie-downs;

(j) Collect permanent tie-down fees;

(k) Employment of the appropriate number of properly trained and/or certified personnel to provide satisfactory FBO service;

(l) Regularly attend and participate as an invited guest in Warren County Board of Supervisors meetings;

(m) Complete not less than weekly inspections of the airport area and its paved areas, lighting and landing systems, and other on-ground systems, and report any issues to the County identified from these inspections;

(n) Submit written monthly reports summarizing the weekly inspections listed above, plus information regarding the previous month's fuel sales, tie-down rentals and general airport operations;

(o) Monitor on-airport activity and report any potential safety concerns to designated County personnel for potential remedies;

(p) Provide grass cutting, bush hogging (using a tractor and bush hog supplied by the County), snow removal, and ground maintenance of airport designated property on an agreed schedule;

(q) Facilitate excellent communications between the County, the FBO, and the local aviation community; and

(r) Provide flight lessons, aircraft rentals, and/or chartering services at Service Provider's discretion.

6. **Service Provider Acting as Resident Agent for County:** The Service Provider may be required by the County to perform the County's management responsibilities and shall be considered a resident agent of the County but not a principal agent. The Service Provider has authorization to sign reports, certifications, and other information requested regarding the Airport SWPPP.

7. **Licenses and Permits:** Service Provider agrees that it has procured all licenses, permits, or other like permission required by law to conduct or engage in the Duties; that it will procure all additional licenses, permits, or like permission required by law during the term of the Contract; and that it will keep such licenses, permits, and permissions in full force and effect during the term of the Contract.

8. **Insurance Required:** Service Provider agrees to carry Public Liability Insurance in the amount specified below and shall deliver Certificate of Insurance from carriers acceptable to the County specifying such limits. The Certificate shall show the County named as an additional insured for the Commercial General Liability, Automobile Liability (including owned, non-owned, and hired car coverage), Umbrella Liability, and Professional Liability coverage. The coverage shall be provided by a carrier(s) rated "Excellent" by A.M. Bests. In addition, all policies

must contain provisions preventing cancellation, non-renewal or expiration unless written notice is given to the County at least 30 days in advance.

(a) Workers' Compensation and Employer's Liability:

- Coverage A statutory Virginia limits
- Coverage B $100,000 per occurrence
- Coverage C $100,000/$100,000 accident and/or disease
- All States Endorsement

(b) Automobile Liability, including Owned, Non-Owned, and Hired Car Coverage:

- Bodily Injury $1,000,000 each occurrence
- $1,000,000 annual aggregate
- Property Damage $1,000,000 each occurrence

(c) Comprehensive General Liability:

- $1,000,000 Environmental Liability Insurance
- Bodily Injury $1,000,000 each occurrence
- $1,000,000 annual aggregate
- Property Damage $1,000,000 each occurrence
- $1,000,000 annual aggregate Including Completed Operations/Products.
- Contractual Liability for specified Agreement covering the indemnification clause in Section 9.
- (XCU) Explosion, Collapse and Underground Coverage.

(d) Professional Liability:

- $1,000,000 each occurrence
- $2,000,000 aggregate.

9. **Indemnification:** Service Provider shall indemnify and hold harmless the County against and from all liability, claims, damages and costs, including attorney's fees of every kind and nature and attributable to bodily injury, sickness, disease or death or to damage or destruction of property resulting from or in any manner arising out of or in connection with the project and the performance of the work under the Contract.

10. **Performance Review:** The County will conduct a performance review on each anniversary of this Contract. The County Administrator or designee will document each review and note any deficiencies.

11. **Duties of the County:** The duties of the County shall be as follows:

(a) Take all actions necessary to protect the aerial approaches of the Airport against obstruction.

(b) Perform major repairs for all runways, aprons, taxiways, roadways and parking areas.

(c) Handle major repairs at the hangers, terminal and other building owned by the County.

(d) Prevent the erection of any building or structure at the Airport that limits the usefulness of the Airport or constitutes a hazard to aircraft.

(e) Provide adequate water supply and water treatment facilities.

(f) Provide all necessary lighting at the Airport.

(g) Pay for cost of equipment and fuel for mowing, snow removal and sweeping operations at the Airport.

12. **Management Housing:** The County will provide the house (the "House") located at 229 Stokes Airport Road in Front Royal, Virginia, for Service Provider's use in performance of the Duties. Service Provider will be responsible for utilities. The County may inspect the House on an annual basis and make maintenance repairs and upgrades as deemed necessary. The Service Provider shall not make any improvements to the House without prior written approval from the County. The Service Provider shall maintain the House in a clean and orderly fashion.

13. **Fuel Sale Profit Sharing:** The Service Provider agrees to share profit from the sale of fuel with the County as follows:

(a) Service Provider agrees that the County shall receive $0.15 for each gallon of fuel sold in excess of 1,500 gallons per month.

(b) The Service Provider agrees to remit any funds due to the County hereunder by check with the monthly report described in Section 4.

14. **Reservation of Rights by the County:** Notwithstanding anything herein to the contrary, the County reserves the right to:

(a) Inspect the Airport property after reasonable notice to the Service Provider.

(b) Develop or improve the Airport as the County sees fit without interference from the Service Provider.

(c) Close any Airport facilities for purposes of repairs, construction, and expansion or for the safety of the general public after written notice to the Service Provider.

(d) Enter into an agreement with the United States relative to the development of the Airport and its facilities.

15. **Lease to the United States Government:**

(a) During time of war or national emergency, the County has the right to lease the Airport premises to the United States government for military use and if any provisions of the lease with the government are inconsistent with the provisions of this Contract, such provisions of this Contract shall be suspended.

(b) All of the Airport facilities developed with Federal financial assistance will be available to the United States for use by government aircraft without charge. However, if the use is substantial, the charge must be reasonable and proportional to the cost of operating and maintaining the Airport facilities.

16. **Subordination:** This Contract shall be subordinate to the provisions of any existing or future agreement between the County and United States government and/or Commonwealth of Virginia to obtain aid for the improvement or maintenance of the Airport.

17. **Termination for Cause:** The Contract may be terminated by the County in the event that the Service Provider defaults upon any obligation or term of this Contract and fails to cure such default within 20 days of receiving written notice thereof from the County. However, if the Service Provider fails to provide the insurance coverage required hereunder, this Contract shall be terminated immediately.

18. **Termination for Convenience:** The obligation to provide further services under the Contract may be terminated by the County for its convenience and not for cause upon 30 days written notice. Service Provider shall be compensated for work performed through the date of termination and for termination expenses, including any expenses directly attributable to termination and for which Service Provider is not otherwise compensated. Termination expenses shall not, however, include lost profits on services not performed as a result of such termination for convenience.

19. **Claims and Disputes:**

(a) Any claim by Service Provider shall be made in writing and submitted to the County Administrator within 10 days after the event giving rise to the claim; otherwise, the Service Provider shall have waived any and all rights against the County, or its employees, representatives and agents.

(b) The County Administrator shall issue a written decision within 10 days of receiving the claim and furnish a copy of the decision by mail to the Service Provider.

(c) The decision of the County Administrator shall be final unless Service Provider institutes legal action within 30 days from the date of such decision.

20. **Independent Contractor:** Service Provider understands and agrees that the relationship of service provider to the County arising out of the Contract shall be that of independent contractor. It is understood that the Service Provider, or its staff and employees, are not employees of the County and are, therefore, not entitled to any benefits provided employees of the County. Service Provider shall be responsible for reporting and accounting for all State, Federal, Social Security, and local taxes where applicable.

21. **Non-Assignability:** Service Provider understands that the Contract is a contract with the personal services of Service Provider and that it is made by the County in reliance on Service Provider's personal skills and knowledge in the activity to be conducted and as represented by Service Provider. Accordingly, the Contract is non-assignable by Service Provider without the express written advance permission of the County.

22. **Subcontractors:** Service Provider may not subcontract any of its Duties hereunder without prior written consent of the County.

23. **Non-Discrimination:** During the performance of the Contract, Service Provider agrees that Service Provider will not discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin, age, disability, or other basis prohibited by state law relating to discrimination in employment, except where there is a bona fide occupational qualification reasonably necessary to the normal operation of the Service Provider. Service Provider agrees to post in conspicuous places available to employees and applicants for employment notices setting forth the provisions of this non-discrimination clause. Service Provider in all solicitations or advertisements for employees placed by or on behalf of Service Provider will state that Service Provider is an equal opportunity employer. Service Provider will include the provisions of this paragraph in every sub-contract or purchase order of over $10,000.00

so that the provisions will be binding upon each sub-contractor or vendor. The County does not discriminate against faith-based organizations.

24. **Compliance with immigration laws.** The Service Provider agrees and represents that it does not now, nor will it during the performance of the Contract, knowingly employ an unauthorized alien as defined in the federal Immigration Reform and Control Act of 1986.

25. **Service Provider authorized to transact business in Virginia.** During the performance of the Contract, the Service Provider agrees to be authorized to transact business in the Commonwealth of Virginia as a domestic or foreign business entity if so required by Title 13.1 or Title 50 of the Code of Virginia (1950), as amended, or as otherwise required by law.

26. **Drug-free Workplace.** During the performance of the Contract, the Service Provider agrees to (a) provide a drug-free workplace for the Service Provider's employees; (b) post in conspicuous places, available to employees and applicants for employment, a statement notifying employees that the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana is prohibited in the Service Provider's workplace and specifying the actions that will be taken against employees for violations of such prohibition; (c) state in all solicitations or advertisements for employees placed by or on behalf of the Service Provider that the Service Provider maintains a drug-free workplace; and (d) include the provisions of the foregoing clauses in every subcontract or purchase order of over $10,000, so that the provisions will be binding upon each subcontractor or vendor.

For the purposes of this section, "drug-free workplace" means a site for the performance of work done in connection with a specific contract awarded to a contractor in accordance with this chapter, the employees of whom are prohibited from engaging in the unlawful manufacture, sale, distribution, dispensation, possession or use of any controlled substance or marijuana during the performance of the contract.

27. **No Exclusive Rights:** Service Provider understands and acknowledges that nothing in this Contract shall be construed as granting or authorizing an exclusive right within the meaning of 49 U.S.C. § 40101(e) and § 47107(a)(4).

28. **Notice:** Any notice which is required to be given, or which may be given under the Contract, shall be sent to those mailing addresses noted in the first paragraph of the Contract.

29. **Entire Contract:** The Contract constitutes the entire agreement between the parties pertaining to the subject matter of the Contract and supersedes all prior or contemporaneous

agreements and understandings of the parties in connection with the subject matter. No modification of the Contract shall be effective unless made in writing and signed by both parties.

30. **Enforcement:** This Contract shall be governed by the laws of the Commonwealth of Virginia. Any action maintained by either party for the enforcement or interpretation of the terms of the Contract shall be filed in the Courts of Warren County, Virginia.

31. **Severability:** Each paragraph and provision of this Contract will be severable from the entire agreement and if any provision is declared invalid the remaining provisions shall nevertheless remain in effect.

32. **Subject to Approval:** This Contract may be subject to review and approval of the Warren County Board of Supervisors, the Commonwealth of Virginia, and the United States Government as authorized by law.

SIGNATURES TO FOLLOW

IN WITNESS WHEREOF, the undersigned parties hereto have made and executed the Contract as the day and year first above written.

(SEAL)

COUNTY OF WARREN, VIRGINIA

BY: _____ **Attest:** _____

Type Name: _____ **Type Name:** _____

Title: County Administrator **Title:** _____

Date: _____ **Date:** _____

(SEAL)

CASSAVIATION LLC

BY: _____ **Attest:** _____

Type Name: _____ **Type Name:** _____

Title: _____ **Title:** _____

Date: _____ **Date:** _____

COUNTY OF WARREN, VIRGINIA

BOARD OF SUPERVISORS AGENDA ITEM

DATE	ITEM	SUBJECT	PAGE
June 15, 2021	J-13	Approval for Advertising of Public Hearing - Proposed Amendment to Warren County Code Section 172-37.2 to Comply with Section 46.2-752 of the Code of Virginia	1 OF 1

EXPLANATION & SUMMARY:

Virginia Code Section 46.2-755 authorizes localities to "levy and assess taxes and charge license fees on motor vehicles, trailers, and semitrailers." On September 18, 2018, the Board of Supervisors approved the addition of Section 172-37.2 to the Warren County Code. This section provides that the Treasurer shall issue a license decal or sticker without charging a license fee for one motor vehicle for the following individuals:

1. A disabled veteran, or their un-married surviving spouse, and such vehicle bears a special license plate issued in accordance with §46.2-739 of the Code of Virginia;
2. A person, or their un-remarried surviving spouse, who has been awarded the Purple Heart and such vehicle bears a special license plate issued in accordance with § 46.2-742 of the Code of Virginia;
3. A person, or their un-remarried surviving spouse, who has been awarded the Medal of Honor and such vehicle bears a special license plate issued in accordance with § 46.2-745 of the Code of Virginia;
4. A person, or their un-remarried surviving spouse, who has been a prisoner of war and such vehicle bears a special license plate issued in accordance with § 46.2-746 of the Code of Virginia;

Additionally, this code section provides that National Guard Members whose vehicles bear a Virginia National Guard license plate issued pursuant to § 46.2-744 of the Code of Virginia, and does not bear reserved numbers or letters, shall only be charged one-half (1/2/) of the annual license tax fee. Lastly, this code section directs the Treasurer to issue a license decal or sticker without charge for antique motor vehicles and antique trailers in accordance with § 46.2-730.

Pursuant to Virginia Code § 46.2-752, Warren County is only authorized to provide the exemption to disabled veterans and their unmarried surviving spouses. The state code sections referenced in the Warren County Code are not applicable to the vehicle license tax accessed and levied by localities, but rather apply to fees for special license plates issued by the Commissioner of the Department of Motor Vehicles (i.e. the DMV). However, Virginia Code § 46.2-752 prohibits localities from imposing a license tax or fee that is greater than the annual or one-year fee imposed by the Commonwealth for specific license plates. Specifically, the Virginia Code waives fees for the following specific license plates:

1. Persons awarded the Purple Heart and their unmarried surviving spouses (see Virginia Code § 46.2-742).
2. Persons awarded the Medal of Honor and their unmarried surviving spouses (see Virginia Code § 46.2-745).
3. Persons awarded the Navy and Marine Corps Medal and their unmarried surviving spouses (see Virginia Code § 46.2-745.1).
4. Former prisoners of war and their unmarried surviving spouses (see Virginia Code § 46.2-746).
5. Members of the National Guard units shall only be charged one-half of the fee (see Virginia Code § 46.2-744)

The County Attorney's office is drafting an Amendment to Warren County Code Section 172-37.2 that will distinguish the exemptions from the reduced fees for special license plate taxes.

The Board of Supervisors must first hold a public hearing before amending said ordinance.

COST AND FINANCING:

N/A

CONSENT AGENDA MOTION:

I move the Board of Supervisors authorize the advertisement of a public hearing to amend Section 172-37.2 of the Warren County Code to distinguish exemptions from reduced fees for special license plates.

ALTNERATIVE MOTIONS:

I move the Board of Supervisors not authorize the advertisement of a public hearing to amend Section 172-37.2 of the Warren County Code to distinguish exemptions from reduced fees for special license plates.

-OR-

I move the Board of Supervisors postpone this item for further discussion until _____.

SUBMITTED BY:	**DISPOSITION OF BOARD:** ☐ **APPROVED** ☐ **OTHER**	**PROCESSED BY:**
Caitlin W. Jordan, Senior Assistant County Attorney	**(DESCRIBE)**	

Warren County, VA
Thursday, June 10, 2021

Chapter 172. Vehicles and Traffic

Article II. Vehicle License Tax

§ 172-37.2. Other exemptions.

[Added 9-18-2018]

A. The County Treasurer shall issue a license decal or sticker without charging a license tax for one motor vehicle which is regularly used by:

(1) A disabled veteran, or their un-remarried surviving spouse, and such vehicle bears a special license plate issued in accordance with § 46.2-739, Code of Virginia 1950, as amended;

(2) A person, or their un-remarried surviving spouse, who has been awarded the Purple Heart and such vehicle bears a special license plate issued in accordance with§ 46.2-742, Code of Virginia 1950, as amended;

(3) A person, or their un-remarried surviving spouse, who has been awarded the Medal of Honor and such vehicle bears a special license plate issued in accordance with§ 46.2-745, Code of Virginia 1950, as amended;

(4) A person, or their un-remarried surviving spouse, who has been a prisoner of war and such vehicle bears a special license plate issued in accordance with § 46.2-746, Code of Virginia 1950, as amended.

B. The annual license tax for active Virginia National Guard members whose vehicles bear a Virginia National Guard license plate issued pursuant to § 46.2-744, Code of Virginia 1950, as amended, shall be 1/2 the fee prescribed in § 46.2-694, Code of Virginia 1950, as amended, unless the plates bear reserved numbers or letters, in which case there is no discount on the annual license tax.

C. The County Treasurer shall issue a license decal or sticker without charging a license tax for antique motor vehicles and antique trailers in accordance with § 46.2-730, Code of Virginia 1950, as amended.

6/10/2021

Code of Virginia
Title 46.2. Motor Vehicles
Chapter 6. Titling and Registration of Motor Vehicles

§ 46.2-742. Special license plates for persons awarded Purple Heart; fee.

On receipt of an application and written evidence that the applicant has been awarded the Purple Heart, the Commissioner shall issue to the applicant special license plates.

No fee shall be charged for license plates issued under this section to any one motor vehicle owned and used personally by any applicant. For each additional set of license plates issued to an applicant under this section, the Commissioner shall charge the prescribed fee for state license plates.

Unremarried surviving spouses of persons eligible to receive special license plates under this section may also be issued special license plates under this section.

The provisions of subdivisions 1 and 2 of subsection B of § 46.2-725 shall not apply to license plates issued under this section.

The design of license plates issued under this section to persons who have been awarded multiple decorations shall reflect the number of such decorations.

1987, cc. 466, 472, § 46.1-105.15; 1989, c. 727; 1994, c. 914; 1995, c. 747; 1996, cc. 922, 1026; 2004, c. 747; 2008, c. 614; 2011, c. 436.

6/10/2021

Code of Virginia
Title 46.2. Motor Vehicles
Chapter 6. Titling and Registration of Motor Vehicles

§ 46.2-745. Special license plates for persons awarded the Medal of Honor; fees.

On receipt of an application and written confirmation from one of the armed services that the applicant has been awarded the Medal of Honor, the Commissioner shall issue special license plates to such persons and to unremarried surviving spouses of such persons. No fee shall be charged for the issuance of these license plates.

It shall be unlawful for any person who is not a person described in this section to willfully and falsely represent himself as having the qualifications to obtain the special license plates herein provided for.

The provisions of subdivisions 1 and 2 of subsection B of § 46.2-725 shall not apply to license plates issued under this section.

The design of license plates issued under this section to persons who have been awarded multiple decorations shall reflect the number of such decorations.

Unremarried surviving spouses of persons eligible to receive special license plates under this section may also be issued special license plates under this section.

1980, c. 55, § 46.1-105.8; 1989, c. 727; 1995, c. 747; 2004, c. 747.

6/10/2021

Code of Virginia
Title 46.2. Motor Vehicles
Chapter 6. Titling and Registration of Motor Vehicles

§ 46.2-745.1. Special license plates for persons awarded the Navy and Marine Corps Medal.

On receipt of an application and written confirmation from one of the armed services of the United States that the applicant has been awarded the Navy and Marine Corps Medal, the Commissioner shall issue special license plates to such persons. No fee shall be charged for the issuance of these license plates under this section to any one motor vehicle owned and used personally by any applicant. For each additional set of license plates issued to an applicant under this section, the Commissioner shall charge the prescribed fee for state license plates.

It shall be unlawful for any person who is not a person described in this section to willfully and falsely represent himself as having the qualifications to obtain the special license plates herein provided for.

The provisions of subdivisions B 1 and 2 of § 46.2-725 shall not apply to license plates issued under this section.

Unremarried surviving spouses of persons eligible to receive special license plates under this section may also be issued special license plates under this section.

2019, c. 74.

6/10/2021

Code of Virginia
Title 46.2. Motor Vehicles
Chapter 6. Titling and Registration of Motor Vehicles

§ 46.2-746. Special license plates for former prisoners of war; fees.

On receipt of an application and written evidence from one of the armed forces that the applicant was a prisoner of war and was honorably discharged, if not currently a member of the armed forces, the Commissioner shall issue special license plates to persons who have been prisoners of the enemy in any war. No fee shall be charged for license plates issued under the provisions of this section.

It shall be unlawful for any person to willfully and falsely represent himself as having the qualifications to obtain the special plates provided for in this section.

No individual shall be issued special license plates under this section for more than one vehicle.

On presentation of appropriate written evidence from the Foreign Claims Settlement Commission of the United States, special license plates provided for in this section shall also be issued by the Commissioner to persons who were not members of the armed forces.

Unremarried surviving spouses of persons eligible to receive special license plates under this section may also be issued special license plates under this section.

The provisions of subdivisions 1 and 2 of subsection B of § 46.2-725 shall not apply to license plates issued under this section.

1977, c. 164, § 46.1-105.7; 1978, c. 605; 1981, c. 125; 1982, c. 199; 1987, c. 146; 1989, c. 727; 1994, c. 127; 1995, c. 747.

6/10/2021

Code of Virginia
Title 46.2. Motor Vehicles
Chapter 6. Titling and Registration of Motor Vehicles

§ 46.2-744. Special license plates for members of National Guard; fees.

On receipt of an application and written confirmation that the applicant is a member of the National Guard, the Commissioner shall issue to the applicant special license plates.

The fee for license plates issued under this section to members of the National Guard units shall be one-half the fee prescribed in § 46.2-694, unless the plates bear reserved numbers or letters as provided for in § 46.2-726. In this latter case, the fee for the issuance of license plates shall be the same as for those issued under § 46.2-726.

The fee for members of non-Virginia National Guard units shall be ten dollars per year plus the prescribed cost for state license plates, unless the plates bear reserved numbers or letters as provided for in § 46.2-726. In this latter case, such license plates shall be subject to an additional charge of ten dollars per year for the reserved numbers or letters.

The provisions of subdivisions 1 and 2 of subsection B of § 46.2-725 shall not apply to license plates issued under this section.

1981, c. 355, § 46.1-105.9; 1982, c. 85; 1989, c. 727; 1995, cc. 252, 747.

COUNTY OF WARREN, VIRGINIA

BOARD OF SUPERVISORS AGENDA ITEM

DATE	ITEM	SUBJECT:
06/15/21	J-14	Conditional Use Permit #2021-05-01 9700 Court, LLC *Enclosed storage facility*

EXPLANATION & SUMMARY:

See attached application and staff report.

General standards/conditions. In addition to the specific standards set forth hereinafter with regard to particular conditional uses, all such uses shall satisfy the following general standards:

1) The proposed use at the specified location shall be in harmony with the adopted Comprehensive Plan.
2) The proposed use shall be in harmony with the general purpose and intent of the applicable zoning district regulations.
3) The proposed use shall be such that it will be harmonious with and will not adversely affect the use or development of neighboring properties in accordance with the applicable zoning district regulations and the adopted Comprehensive Plan. The location, size and height of buildings, structures, walls and fences and the nature and extent of screening, buffering and landscaping shall be such that the use will not hinder or discourage the appropriate development and use of adjacent or nearby land and/or buildings or impair the value thereof.
4) The proposed use shall be such that pedestrian and vehicular traffic associated with such use will not be hazardous or in conflict with the existing and anticipated traffic in the area.
5) Adequate utility, drainage, parking, loading and other necessary facilities to serve the proposed use shall be provided.
6) In determining whether or not to grant a permit and in determining conditions to be imposed, the governing body shall take into consideration the objectives and intent of this chapter and may impose reasonable conditions that:
   a) Abate or restrict noise, smoke, dust or other elements that may affect surrounding properties.
   b) Establish setback, side and front yard requirements necessary for orderly expansion and to prevent traffic congestion.
   c) Provide for adequate parking and ingress and egress to public streets or roads.
   d) Provide adjoining property with a buffer or shield from view of the proposed use if such use is considered to be detrimental to adjoining property.
   e) Prevent such use from changing the character and established pattern of development of the community.

PLANNING COMMISSION STATUS:

This application is scheduled for a public hearing in front of the Planning Commission on June 9, 2021. The Board of Supervisors will have the Planning Commission's recommendation for the Board public hearing on July 20, 2021, if this is advertised.

PROPOSED OR SUGGESTED MOTION:

I move that the Board of Supervisors authorize the proposed Conditional Use Permit request for an enclosed storage facility for advertisement of a public hearing.

SUBMITTED BY:	**DISPOSITION OF COMMISSION:**	**PROCESSED BY:**
Joseph Petty, Planning Director	☐ APPROVED ☐ OTHER (Describe)	

Conditional Use Permit: 2021-05-01 / Enclosed Storage
9700 Court LLC, *Applicant*
Prepared: May 5, 2021
Staff Contact: Joseph Petty, Planning Director

SUMMARY OF REQUEST

The applicant is requesting a conditional use permit for an Enclosed Storage Facility. The property is located at on Winchester Road in the North River Magisterial District. The proposed facility will consist of two phases. The first phase includes a building footprint of 21,000 square feet, the three levels total 63,000 square feet, which provides 48,058 square feet of rentable space. The second phase includes a building footprint of 21,000 square feet, the two levels total 42,000 square feet, which provides 32,000 square feet of rentable space will be constructed in the future dependent on market demand.

The property lies within the County's highway overlay district, which has architectural requirements on all building facades visible from the corridor highway (Route 340/522). Another requirement of the highway overlay district is no outdoor storage, which would include recreational vehicles, boats and cars that are being stored on the property. They will need to be fully screened from view of the corridor highway.

PROPERTY INFORMATION

Property Location: Winchester Road
Tax Map ID: 12B--1-1---1
Magisterial District: North River
Subdivision: Hill and Dale
City: Front Royal
Zoning: Commercial (C)
Acres: 3.2128 Acres (7.619 total)
Existing Land Use: Vacant

SURROUNDING ZONING DISTRICTS & USES

North:	Zoned Residential-One (R-1)	Use: Single-Family Dwellings
South:	Zoned Residential-One (R-1) & Commercial (C)	Use: Single-Family Dwellings & Convenience Store
East:	Zoned Commercial (C)	Use: Auto Dealerships and Building Materials Store
West:	Zoned Residential-One (R-1)	Use: Single-Family Dwellings

PROPERTY HISTORY

On December 21, 2004, the Board of Supervisors approved Marlow Investments, LC's request to rezone and change the zoning map classification of the subject property; and a portion of right-of-way of "Gore Avenue" (Emerald Lane). The property was rezoned from Residential-One (R-1) to Commercial (C) and the proposed use of the property was for a shopping center. The total property assembled by the applicant for the shopping center is a total of 7.619 acres.

There are four sets of proffers for this development because land was acquired at different times and subsequently rezoned at different times, as well as a conditional use permit for a shopping center with various conditions that was approved by the Board. The applicant proffered to dedicate the 60 feet of right-of-way for the collector road at the time of final site plan approval. Other transportation improvements included: access-egress plan to serve neighboring properties to the north and south; dedication of all right-of-way along the property frontage with Old Hill and Dale Road to ensure adequate road connection between Rt. 340/522 and the future collector road; north and south bound turn lanes on Rt. 340/522; right-of-way along the entire frontage on Rt. 340/522 for a third through lane; and more.

On April 20, 2021, the Board of Supervisors approved Marlow and Silek Investments, LLC request to amend all four of their proffer statements to allow the use of "Enclosed Storage with the Storage of Recreational Vehicles

ATTACHMENTS

□ Agency Comments	□ Application	□ Health Permit	□ Letter from Applicant
□ Location Map	□ Public Comments	□ Submitted Plans	□ Other: _____

and Cars." Their proffer statements restrict the use of the property to an additional seven uses which include: Auto sales and auto parts, general retailing and wholesaling, office, restaurant, convenience, hotel or motel, and personal service establishment such as barbershop, laundry or financial institution.

The Board also approved an amendment to R2004-09-01 to reduce the width of right-of-way dedication from 60 feet to 50 feet for the future planned north-south connector road. The proposed collector road has been on the County's plans for 20 years and we have received right-of-way from other developers for the purpose of constructing this road.

COMPATIBILITY WITH THE COMPREHENSIVE PLAN

The Future Land Use Map in the Comprehensive Plan identifies this area to be used for commercial land uses. An Enclosed Storage facility is a use allowed by conditional use permit in the Commercial zoning district and is compatible with the current Warren County Zoning Ordinance. The Commercial (C) district is intended, "for areas suitable for the conduct of general business not characterized by either constant heavy trucking or nuisance factors and to which the public requires direct and frequent access."

SUPPLEMENTARY REGULATIONS

Warren County Zoning Ordinance: § 180-45.5. Self-service storage facilities.

Where allowed, self-service storage facilities shall meet the following requirements.

A. Materials stored shall not be used or sold within the self-service storage facility. No commercial activities of any kind shall occur within the facility. No repair of vehicles, furniture, or other materials or equipment shall occur within the facility. Signs shall be posted within the facility describing such limitations.
B. No storage of hazardous, toxic or explosive materials shall occur in the self-service storage facility. Signs shall be posted within the facility describing such limitations.
C. The maximum size of any individual storage space or unit in a self-service storage facility shall be 500 square feet.
D. The self-service storage facility, including loading areas and all storage areas, shall be totally enclosed by structures or by an eight-foot-high opaque wall or fence. Such fences shall be set back at least six feet from property boundaries. Landscaping shall be provided in such setback areas, including trees and shrubs.
E. All storage shall be within an enclosed structure, unless otherwise approved by the Board of Supervisors through the issuance of a conditional use permit. The storage of personal vehicles associated with household use within areas enclosed by the wall or fence may be permitted by condition.
F. For storage units that open to the outdoors, a twenty-foot-deep loading aisle or space shall be provided adjacent to each unit. Such loading aisles shall be separate from driveways used for internal circulation.
G. Before a site plan is approved for a self-service storage facility, a copy of the lease agreement shall be submitted to the Zoning Administrator for review and approval to ensure that the limitations described in this section have been included in the lease agreement.
H. Self-service facilities shall not include portable storage containers, shipping containers and/or tractor trailers.

Warren County Zoning Ordinance: § 180-29.1: Highway Corridor Overlay (HC) District.

The property lies within the 1000' HCOD, which should address architectural details, landscaping, screening, and overall appearance. There is a proposed collector road to the rear of the property shown in the County's Comprehensive Plan. The applicant should plan for this in the site plan phase of the project.

Staff will be working with the applicant to ensure that buildings are earth tone in appearance and meet the material requirements as stated in the ordinance and proffers.

RECOMMENDED CONDITIONS

Planning Staff is recommending the following conditions be added to this conditional use permit if the Planning Commission chooses to recommend approval of this permit to the Board of Supervisors. *Please note that additional conditions may be added after all agency comments have been received, prior to the Planning Commission public hearing.*

1. The applicant shall comply with all Virginia Department of Transportation, Town of Front Royal Public Works Department, Warren County Building Inspections, and applicable environmental regulations and requirements.
2. The applicant shall submit a formal site plan to the County prior to the issuance of a building permit.
3. The permanent color of building materials shall be earthen tones in compliance with the County's Highway Corridor Overlay (HC) District ordinance and all building facades visible from Rt. 340/522 shall be constructed of a combination of stone and Dryvit/EFIS or similar material as approved by the Warren County Planning Department.
4. All outdoor lighting fixtures shall be full-cut off fixtures as required by the Warren County Zoning Ordinance.
5. The property shall be in compliance with Warren County Code Section 180-45.5 regarding the supplemental regulations for self-storage facilities.

Cc: 9700 Court LLC - Owner/Applicant

Statement of Justification

9700 Court LLC Proposal for Self Storage Facility
Tax map: 12B 1 1 1, North River Square Lot #4
Winchester RD. Front Royal, VA 22630 April 26, 2021

To: Warren County Planning and Zoning Commission and Board of Supervisors,

We are proposing the construction of a three story climate controlled self storage facility located at Tax map: 12B 1 1 1, North River Square Lot #4 Winchester RD. Front Royal, VA 22630. The building and parking are being proposed on the north eastern area of the 3.2128 acre lot. Through our own research as well as a feasibility study performed by the self storage experts at Self Storage 101, Bob and Bill Copper it is clear the surrounding community is underserved in this industry especially with the complete lack of climate controlled units. Our design and plans for management would provide a professional and higher standard storage option than is currently available in Front Royal as well as surrounding areas, including security cameras, 24 hour monitoring, self storage industry specialized 3rd party management, landscaping, and controlled access

We have contracted North River Square Lot #4 along Winchester Road. This lot is the back parcel of the 4 lots being sold by Marlow and Silek Investments LLC, so the building will not sit directly on Winchester Road which will allow county disired retail and service commerical projects to be front and center in the development of the parcel. Self storage is a quiet use and low traffic commerical entity and we will also utilize capped lighting so as not to interfer with the surrounding residential development. Construction will still follow architectural design standards set by the county for the commercial corridor requirements. The lot is currently empty and VDOT has already paved and lined the turn lane at the main entrance of the lots. Further improvements to said lots will be internal roads, sewer, water, and electric service.

We have already engaged a trusted architectural firm to create a basic footprint to fit the unit mix that our 3rd party professional management company designed to fit the needs for the area. The buildings footprint would be 21,000 SQFT, containing three levels to equal 63,000 SQFT which gives us 48,058 SQFT of Net Rentable Square Footage. We are also planning to have parking storage located behind the building and along the north western corner of the lot to be hidden from view from Winchester Road.

Feasibility study findings are based on an industry standard 5-mile radius maximum analyzing key indicators such as competition, population, area growth, traffic counts, current SQFT of storage available and demand analysis. The study found that currently the 5-mile radius includes four other facilities which provides 4.53 SQFT/person while it could support 7.50-8 SQFT/person. The current amount of self storage is equal to 94,525 SQFT while the area should support 225,000 SQFT. This is less than half of what the area can support and none of it is

climate controlled. Our research also found that for 2 plus years all facilities have been at or just shy of full rental capacity.

We look forward to providing a much needed service for Warren county. We currently own and operate two other facilities and pride ourselves in the improvements and growth we have created within both facilities. Our plans are to provide a clean, well kept, professional business that will thrive with the community.

WARREN COUNTY
CONDITIONAL USE PERMIT APPLICATION

Application Number: 2021-05-01
Date Received: 4-29-2021
Fee Amount: $ 500 00
Date Paid: 4-29-2021

Applicant Information:

9700 Court, LLC
Applicant Name

P.O. Box 1233 | Locust Grove | VA | 22508
Address | *City* | *State* | *Zip*

North River Square, Lot #4, Winchester Rd. Front Royal, VA 22630 Tax Map 12B 1 1 1
Property Location for conditional use permit if Different than Applicant's Address

804-313-9874 | kevin@bandkproperties.com
Primary Contact Number | *Email*

Marlow & Silek Investments, LLC
Property Owner (if same as applicant, leave blank)

707 North Commerce Ave. | Front Royal | Virginia | 22630
Address | *City* | *State* | *Zip*

540-671-0412
Primary Contact Number

Respectfully request that a determination be made by the Warren County Planning Commission and Board of Supervisors on the following request for a Conditional Use Permit for the property described below.

A. Property Information:

(1) Address/Location: North River Square, Lot #4, Winchester Rd. Front Royal, VA 22630
(2) Election District: North River
(3) Tax Map Number: 12B 1 1 1
(4) Subdivision Name: Hill and Dale
(5) Total Area of Property (acres): 3.2128 AC
(6) Total Area to be Used (acres): 3.2128 AC
(7) Total Road Frontage (feet): 451'
(8) Depth of Property (feet): 293'
(9) Present Zoning: Commercial

B. Proposed Use of Property

(1) State the proposed use(s) for the Conditional Use Permit: Self Storage

(2) Current land use and condition of site: Vacant

(3) Zoning of surrounding land/property: Commercial / Residential

(4) Will development be staged? ☒ Yes ☐ No

(5) Construction Time: ~24 months

(6) Season, days, and hours of operation: year round, daytime business hours, limited weekend

(7) Will there be a sign? ☒ Yes ☐ No
(If yes, please submit a sketch of the sign(s) showing size and shape and the sign permit check list with this application.)

(8) Has there been any prior application for a conditional use permit/variance for this property? (If yes, enter the permit number and/or name, date of action, action taken by the Planning Commission, Board of Zoning Appeals and/or Board of Supervisors and a description of the request.) No

(9) Number of full time employees: 2

(10) What type of sewage disposal system will be used? ☐ Private ☐ Central ☒ Public

(11) Number of persons to be served by the sewage disposal system: _____

(12) Number of parking spaces to be provided: Regular 10 Handicap 2

(13) What is the proposed landscaping and buffering for this property? As required / agreed upon

C. Plans Prepared By

Name: Greenway Engineering

Address: 151 Windy Hill Lane Winchester, Virginia 22602

Telephone Number: 540 662-4185

D. Environmental Information

(1) Will this proposed use adversely impact the community of the environment? (If yes, what are the adverse impact(s) and what is proposed to solve these adverse impacts?) No

(2) Will there be any debris generated from the activity? (If yes, where and in what manner will the debris be stored and how and where will it be disposed of?) No

(3) Will any potentially hazardous substances be used and/or stored on the property? (If yes, list the substances, their use and disposal of containers and substance residues.) No - and it is strictly forbidden to store hazardous substances in the customer agreements

(4) List any potentially hazardous emissions including, but not limited to: fumes, gases, smoke noise, liquid effluent, waste water, dust, and state what measures will be used to control these emissions. None.

(5) Will there be any electrical or electronic activity which will interfere with local communications or telephone, television or radio reception? (If yes, describe the type of activity and potential interference.) No

(6) What will be the impact on traffic? No, traffic to and from the facility will be minimal as Self Storage is a very low traffic use.

(7) Will exterior lighting be used? (If yes, state the number of lights and the wattage of each. A lighting plan or lighting contour map may be required to show the nearest candle power as measured at ground level. Yes. Lighting on building and on site will be designed to cut off at the property line.

The following documents and/or information are required to be submitted with the application:

☐ **An application fee of $500.00.**

Make payable to the Treasurer of Warren County. A non-refundable fee of $500.00 will be required at the time of submittal.

☐ **A Statement of Justification**

This printed or typed statement is to be addressed to the Warren County Planning Commission. It is to summarize your proposed use and highlight any aspects of the request which are not addressed in the application form. Please note, the statement is required to be on 8 ½ x 11 size paper.

☐ **A Site Plan/Survey.**

Your site plan should show the property boundaries, existing or proposed structure(s), adjacent roads, and any other pertinent information which would help outline your proposed use. A recent survey with the proposed uses/structures located on it will serve as a site plan for the purposes of this permit. The Planning Director, Planning Commission and/or the Board of Supervisors reserve the right to ask for an engineered site plan, if they deem it necessary for evaluation of the proposed conditional use permit.

☐ **Sewage Disposal and Well Site.**

Location of the existing or proposed septic system & drainfield and the well site are to be indicated on the survey or central/public connection location.

☐ **A copy of the deed to the property verifying the current ownership.**

A copy may be obtained at the Warren County Courthouse, Circuit Clerk's Office.

☐ **A statement verifying that real estate taxes have been paid.**

This may be obtained from the Treasurer's Office in Suite 800 of the Warren County Government Center.

☐ **Environmental and Community Impact Statements**

The Planning Director, the Planning Commission, and\or the Board of Supervisors reserve the right to ask for an environmental and\or community impact statements, prepared by a certified engineer or other person qualified to perform such work, if they deem it necessary for evaluation of the proposed request.

☐ **List of chemicals stored on the site**

A complete list of chemicals to be stored on the site in the form of an oath/statement for Industrial zoned properties only.

☐ **Location Map**

A map clearly legible, showing the location of the proposed project in relation to surrounding publicly maintained roads and showing the use of surrounding properties. County staff can assist in obtaining this information.

☐ **Directions to your property from the Warren County Government Center.**

Take N Commerce Ave North, Right onto N Royal Ave, right onto US-340 N/US-522 N . Site is on the left, just North of the Royal Farms gas station

I/we the undersigned, do hereby respectfully agree to comply with any conditions required by the Board of Supervisors of the County of Warren, Virginia, and authorize the County personnel to go upon the property for the purpose of making site inspections. Expenses incurred in securing professional assistance in connection with the review of this application for a Conditional Use Permit, shall be charged to the applicant.

Applicant Signature — Date: 4/29/21

Property Owner Signature — Date: 4-29-21

Accepted by: _____ Date: _____

PLEASE NOTE: If the required documents are not provided and/or the application is incomplete, your application will not be placed on the Planning Commission Agenda.

NOTES

ENVIRONMENTAL IMPACT STATEMENT

9700 COURT, LLC - SELF STORAGE
CONDITIONAL USE PERMIT

North River Magisterial District
Warren County, Virginia

Tax Map 12B 1 1 1
Conditional Use Permit (3.2128 Acres)

April 26, 2021

Prepared for: 9700 Court, LLC

9700 Court LLC Self Storage
Conditional Use Permit
ENVIRONMENTAL IMPACT STATEMENT

Introduction:

Both a Phase 1 Environmental Site Assessment (ESA) and geotechnical report including test borings have been completed for the site with an address of Winchester Road/Emerald Lane, Front Royal, Virginia 22630 including the 3.2128-acre lot #4 at the rear of the parcel.

The site of proposed work is located approximately 1/2 mile north of Interstate 66 with access off of US-340 / VA Route 522 on an approximately 7.619-acres North River Square property including the proposed Self-Storage parcel consisting of the approximately 3.2128-acre lot #4 at the rear of the property. The site is currently zoned a Commercial (C) District. The proposed use would keep the Commercial zoning, and add two Conditional Use Permits (CUPs) for self storage and boat and recreational vehicle RV) parking.

Conditions:

The site is a vacant lot which had no major environmental issues discovered during the investigation process. Per the Phase 1 ESA, some minor staining surface conditions and site debris were observed including tires, scattered refuse material, and abandoned building foundations. Geotechnical test borings revealed subsurface conditions to be as expected of the area.

Basic information:

Location:	Winchester Road, 1/2 mile north of Interstate 66 Access directly from Route US RT 340 / VA RT 522)
Magisterial District:	North River
Property ID Number:	12B- 1 1 1
Current Zoning:	Commercial (C) District
Current Use:	Vacant land
Proposed Use:	Enclosed Climate Controlled Self Storage Units, Drive-up Units, and Boat and RV Storage
Proposed Zoning:	Commercial (C) with CUP for above uses
Total conditional use permit area:	Approximately 3.2128 acres

Environment:

Development of the site is not anticipated to produce any negative environmental impacts beyond what is normally part of construction and development and will be performed in accordance with all applicable regulations and permit requirements.

A Phase 1 ESA was compiled on September 11, 2020 by Triad Engineering and is provided with this submission for reference. While de minimis surface contamination conditions were observed, no recognized conditions were found. Other conditions including abandoned foundations, old tires and scattered refuse. Unacceptable site conditions will be remedied as part of the development process.

A Geotechnical report with test borings indicating subsurface conditions was compiled for the site on November 5, 2020, and is included with this submission for reference. Generally karst terrain exists, with some fill along with a reduced amount of topsoil, which coincides with previous lot clearing activity. No adverse conditions were found in the investigation, and the report finds the site capable of foundation development as expected in the area.

Stormwater Management will be designed by Greenway Engineering, LLC to address quality and quantity per Virginia DEQ requirements.

The site is not located within a Federal Emergency Management Agency (FEMA) flood plain. A flood plain study is not required.

Public Sewer and Water:

The site will have water and sewer run to the edge of the property by the land sellers, Marlow & Silek Investments, LLC as per the purchase and sale agreement.

Additional Considerations:

There is an overhead power line running across the front of the site, which will be re-routed as part of the larger site improvements from the land seller as part of conveyance. Electric service will be run to the property boundary by Marlow & Silek Investments, LLC once a location is agreed upon.

There is an Underground Storage Tank (UST) associated with another nearby site downslope of the subject property. According to the Phase 1 ESA, the tank does not have any leakage reports and was found to not pose environmental risk.

Community Impact Statement

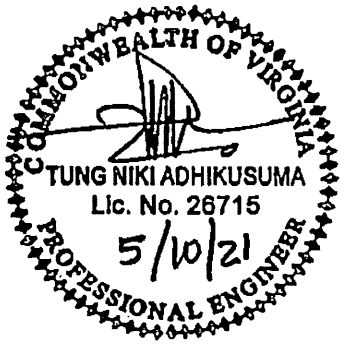
9700 Court LLC- Self-Storage

North River Square, Lot#4, Winchester Rd.
Front Royal, VA 22630
North River Magisterial District, Warren County Virginia
Tax Map Parcel 12B 111
Conditional Use Permit for 3.2128 Acres

Prepared for:
9700 Court LLC
P.O. Box 1233
Locust Grove, VA 22508

Prepared By:
Tung Niki Adhikusuma, P.E.
Greenway Engineering, Inc.

May 10, 2021





GREENWAY
ENGINEERING

151 Windy Hill Lane
Winchester, VA 22602Telephone 540-6624185
Fax 540-722-4185 Acres
www.greenwayeng.com

9700 Court LLC Self Storage
Conditional Use Permit
Community Impact Statement

Introduction

The following report describes potential community impacts of self-storage and boat and recreational vehicle (RV) storage at the approximately 3.2128-acres single parcel identified as Marlow & Silek Investment, LLC, TM-12B-111 Commercial (C) District, located in the Highway Corridor Overlay District. The development of this single parcel is subject to two conditional use permit (CUPS) approvals, one for self-storage units and another for boat and RV storage, and proposed construction will implemented according to market demands.

The subject site is located at North River Square, Lot #4, Winchester Road (US340/VA522) just north of the Warren County/Crooked Run retail hubs and has 451' of road frontage and is approximately 0.6 miles north of interstate I-66. There is an existing VDOT-approved entrance from southbound Winchester Road (VA522); this entrance includes a deceleration right turn lane that was constructed in the past 3 years.

The adjacent properties to the east are part of the original 4 parcels with commercial zoning. North of the parcel is Donovan's property, zoned for residential use, and to both the south and the west are Luther Anderson's properties zoned for residential use.

Currently, the subject parcel is zoned as Commercial (C) District; the applicant, 9700 Court LLC Self Storage is proposing to develop and construct approximately 105,000 GSF of climate-controlled storage and possible drive-up units along the accessibility outside the walls. The applicant is proposing to develop the site in two Phases: Phase 1 will include a 3-level climate-controlled Building 1, potentially along with drive-up units along the accessible walls and boat and RV storage in the rear parking area. All proposed uses are permitted in commercial zoning districts with a CUP approved by the Board of Supervisors.

Phase 1 includes indoor storage units in a 3-level climate-controlled building with window features to mimic office windows located on the north side of property at the 50' set back line; the east wall facing Winchester Road will be in architectural conformance to requirements of the Highway Corridor overlay district. The proposed improvements will be visible from the road and will be located adjacent to the existing access entrance. All boat and RV storage will be located at the rear parking area along the west property line and approximately 500 feet from edge of Winchester Road. This development project is found to be in conformance with the Warren County Comprehensive Plan specifically within the Land Use and Growth Management chapter on Commercial and Industrial Development Corridor 10 and Highway Plan.

Basic information

Location:	North River Square, Lot #4, Winchester Road, 0.6 miles north of Interstate-66 (Access directly Route US RT 340/ VA RT 522)
Magisterial District:	North River
Tax Map ID Numbers:	12B-111
Current Zoning:	Commercial (C) District
Current Use:	Vacant land on commercial zone
Proposed Use:	Self-Storage Climate Controlled (indoor) Facility, and possible drive-up units along the west wall, boat and RV storage
Total Commercial area:	Approximately 3.2128 acres
Total CUP area:	Approximately 3.2128 acres

1. Law Enforcement

Warren County law enforcement headquarters is located in the Public Safety Building at 200 Skyline Vista Drive, approximately four miles away from the subject site. While response time is related to the availability and proximity of Warren County Sheriff Department units in the field at the time of need, travel time from the headquarters office to the 9700 Court LLC- Self-Storage facility should generally be about fourteen minutes.

The surrounding area consists of commercial-type development and there is a nearby interchange related to hospitality and light industrial uses. Future adjacent development includes potential commercial and industrial/institutional uses. The currently vacant property demands law enforcement services for numerous vacant property activities, meaning that proposed development for commercial self-storage use will have little to no impact on law enforcement, fire and rescue, and emergency service demand. Importantly, the entire facility will be fenced with secure gate access.

Additionally, while the property is separated from the Town of Front Royal by the Shenandoah River and the Interstate-66 interchange, there should be no significant concerns related to natural terrain or other natural barriers that would inhibit emergency service response.

Finally, the real estate tax revenue generated by the development of 9700 Court LLC- Self-Storage should far outweigh the cost of local government services.

2. Fire and Rescue Services

Fire and rescue services for this property are provided by Company 10; North Warren, of the Warren County Fire and Rescue system, located just over 0.25 mile from the subject site. Due to the short distance, there should be a very short response time for fire and rescue services. While Company 10 is staffed during the weekday daytime hours with career personnel, backup is provided by Company 1; Front Royal and then Company 3, South Warren. There are no significant natural terrain or physical barriers that would inhibit fire and rescue response to the property, and further development will not increase demand.

3. Educational Facilities and Services

The only impact of the proposed development on educational facilities will the generation of annual real estate tax revenue and other business-related revenue for funding public education.

4. Parks and Recreation

The proposed commercial development of self-storage units and boat and RV storage will have no impact on Parks and Recreation, described as the following: Bing Crosby Baseball Stadium, The Front Royal Golf Club, the Raymond Sandmeyer, Youth Center, the Gertrude E. Miller Community Park, the Claude A. Stokes Community Swimming Pool, the Skyline Soccer plex, Warren County Dog Park, Carson Walking Trail, Riverton/ Front Royal Golf Club Boat Landings and Rockland Park and various other facilities. The Avtex Redevelopment project on the former Avtex Fibers site will also be unaffected.

5. Library

The development of self-storage and boat and RV storage will not have any notable impact on County Library facilities, other than the generate annual sales tax revenue, annual real estate tax revenue, and other business-related revenue to fund public services. The closest County Library facility is the Warren County Samuels Public Library, located in the Town of Front Royal.

6. Solid Waste Facilities

All solid waste generated by the tenants and staff workers of the self-storage facility will be minimal. Bathroom facilities and convenience centers will be located inside the office building. All solid waste generated from self-storage activities will be collected at the proposed dumpster site, located in the rear parking area.

7. County Administrative Services

As stated, the development of the property will require two approved CUPS. There are fees associated with applications for these and any construction related permits which will offset the demand for public administrative services. The proposed development will also generate additional annual sales tax revenue, annual real estate tax revenue, and other business-related revenue. This revenue can be utilized to fund government operational costs and capital projects. Importantly, the development of this property will be a positive contribution to Warren County tax revenue.

8. Transportation

The existing main entrance and turn lane along southbound 522, including the pavement striping for these 4 commercial parcels, was previously constructed concurrent with the entrance of Royal Farm gas station. 9700 Court LLC Self Storage will be accessed directly from this existing entrance. All plans will be submitted and subject to VDOT review and approval. The property is located along the Royal Trolley and Corridor Connector public transportation bus services that are ADA compliant and run from Monday thru Saturday.

No significant impact of traffic will be generated as the proposed self-storage development results in low traffic use. Traffic generated by the facility will vary during any given 24-hour period.

9. Landscape screening

There are two existing residential uses directly adjacent to the property lines, Luther Anderson on the south side property line and Donovan on the north side property line. The development of self-storage and boat and RV storage will provide rows of trees landscape screening and will be planted in such of way that will maximize the screening purposes. The trees selection for the proposed landscape screening are as follow: Northern Bayberry, Fragrant Sumac and Green Giant Arbovitae, see landscape plan.

9700 COURT LLC - SELF STORAGE
GENERAL DEVELOPMENT PLAN
FOR CONDITIONAL USE PERMIT

NORTH RIVER MAGISTERIAL DISTRICT
WARREN COUNTY, VA

Plan Revisions	
Date	Comment



VICINITY MAP
SCALE: 1" = 1000'

OWNER
MARLOW & SILEK INVESTMENT, LLC
707 NORTH COMMERCE AVE.
FRONT ROYAL, VIRGINIA 22630
CONTACT: MIKE SILEK

APPLICANT
9700 COURT, LLC
P.O. BOX 1233
LOCUST GROVE, VIRGINIA 22508
CONTACT: KEVIN TOMAYKO
EMAIL: kevin@bandkproperties.com

CALL "MISS UTILITY"

VIRGINIA UTILITY PROTECTION SERVICE (VUPS) AT 811 OR 1-800-552-7001, 48 HOURS PRIOR TO THE START OF WORK. EXCAVATORS MUST NOTIFY ALL PUBLIC UTILITY OPERATORS WHO MAINTAIN UNDERGROUND UTILITY LINES IN THE AREA OF PROPOSED EXCAVATING OR BLASTING AND HAVE THOSE FACILITIES LOCATED BY THE UTILITY COMPANIES PRIOR TO COMMENCING EXCAVATION. THE EXCAVATOR IS RESPONSIBLE FOR COMPLIANCE WITH ALL COUNTY REQUIREMENTS, VIRGINIA CODE AND REGULATIONS.

UTILITY NOTICE REQUIRED

Contractors shall notify all public utility operators who maintain underground utility lines in the area of proposed excavating or blasting at least two (2) working days, but not more than ten (10) working days, prior to commencement of excavation or demolition. Names and telephone numbers of the operators of underground utility lines appear below. These numbers shall also be used to serve in an emergency condition.

Water/Sewer:	Frederick Water P.O. Box 1877 Winchester, VA. 22604 (540) 868-1061
Power:	Rappahannock Electric Coop 137 Kelly Court Front Royal, VA 22630 1-800-552-3904
Phone:	Verizon P.O. Box 17398 Baltimore, MD 21297 (301) 954-4282
Gas:	Shenandoah Gas Co. P.O. Box 2400 Winchester, VA 22604 (540) 869-1111

SURVEY AND TOPOGRAPHIC INFORMATION

1. Boundary survey was performed by: BROGAN LAND SURVEYING PLC Dated: 2021
2. Aerial, horizontal, and vertical control surveys were performed by: COUNTY 2' TOPO 2016 (Year)
3. Aerial topographic mapping performed by: COUNTY AERIAL MAPPING Dated: NA

APPROVALS

WARREN COUNTY PLANNING DIRECTOR — DATE

*APPROVAL OF THESE PLANS SHALL EXPIRE FIVE (5) YEARS FROM THE DATE OF PLANNING APPROVAL.

*SDLS APPROVAL OF THESE PLANS SHALL EXPIRE ONE HUNDRED EIGHTY (180) DAYS AFTER APPROVAL DATE

GREENWAY ENGINEERING
151 Windy Hill Lane
Winchester, VA 22602
Telephone: (540) 662-4185
Fax: (540) 723-8538
www.greenwayeng.com
OFFICES IN: WINCHESTER (VA) & MARTINSBURG (WV)

COVER SHEET
9700 COURT, LLC- SELF STORAGE
NORTH RIVER MAGISTERIAL DISTRICT
WARREN COUNTY, VA

Rev. No.	Date

COMMONWEALTH OF VIRGINIA
YUNG HSU ADMINISTRATOR
Lic. No. 28715
4/30/21
PROFESSIONAL ENGINEER

DATE: APRIL 30, 2021
SCALE: N/A
DESIGNED BY: TNA
FILE NO. 5637B
SHEET 1 OF 4

GENERAL NOTES

1. Greenway Engineering, Inc. (GE) issued this plan set based on project criteria dictated by the client and municipal codes. This plan set is not considered complete or appropriate for construction until ALL necessary agencies have given approval AND this plan set is signed and sealed by a licensed professional. Any work, planning, scheduling, material purchases and/or construction prior to approvals and licensed/professional sealing will be performed at the risk of the personnel authorizing work. GE shall be held harmless from and costs, time delay and/or material changes incurred on work started before this plan set receives approvals and seals.
2. Methods and materials used in the construction of the improvements herein shall conform to current County Construction Standards and Specifications and/or current VDOT Standards and Specifications.
3. The Engineer shall not have control over or charge of and shall not be responsible for construction means, methods, techniques, sequences or procedures nor for safety precautions and programs in connection with work shown on these plans. The Engineer is not responsible for the contractor's schedules or failure to carry out the work. The Engineer is not responsible for acts of omissions of the contractor, subcontractor, or their agents or employees, or any other person performing portions of the work.
4. The Contractor, Owner or Developer shall be responsible for securing any third party inspection/testing service to insure construction compliance with these plans and specifications. It is Greenway Engineering's recommendation that a third party inspection/testing service be employed to ensure that project is completed and materials installed meet the details and specifications in these plans.
5. The location of existing utilities shown in these plans are taken from existing records. It shall be the contractors responsibility to verify the exact horizontal and vertical location of all existing utilities as needed prior to construction. The contractor shall be responsible for the digging of all test holes that may be required, whether recommended or not by these plans, to determine the exact location and elevation of existing utilities. If any conflicts arising from this existing utility verification or if during the course of construction, any object of an unusual nature is encountered, the contractor shall cease work in that area and immediately notify Greenway Engineering at (540) 662-4185 and/or the proper authority. Greenway Engineering or any engineer associated with these plans shall not be responsible or liable for any construction cost that may be associated with the installation or relocation any utility or other improvements if not notified of any discrepancies between actual field conditions and the approved plan.
6. The approval of these plans in no way relieves the developer, the contractor, or their agents of any legal responsibility which may be required by the code of Virginia or any other ordinance enacted by the County nor does it guarantee the issuance of any required permit by the County, VDOT or any other Agency.
7. An approved set of plans and all applicable permits must be available at the construction site at all times during construction. A representative of the developer must be available at all times.
8. Prior to the initiation of any land disturbing activities the Developer, the Contractor or the Responsible Land Disturber shall obtain a Land Disturbing Permit from the Building Inspections Office. The Contractor, Developer or his agent shall be responsible for obtaining a Virginia Stormwater Management Program (VSMP) Permit and shall be responsible for the registration of the construction site as required by law. They shall also be responsible for obtaining and maintaining on site a Stormwater Pollution Prevention Plan (SWPPP). The approval of these plans in no way relieves the developer or his agent of the responsibilities contained in the Virginia Erosion and Sediment Control Handbook.
9. The Developer or his agent shall be responsible for obtaining any required permits from the Virginia Department of Environmental Quality (DEQ) and the United States Army Corp of Engineers for any plan wetland disturbance as shown on these plans. They shall also be responsible the identification and delineation of any wetlands that may be present on the construction site.
10. The contractor shall provide adequate cleaning and mud control equipment on the site and other equipment prior to entering public streets, and it is the contractors responsibility to clean streets, alley dust, and to take whatever measures are necessary to insure that public streets are maintained in a clean, mud and dust free condition at all times.
11. A permit must be obtained from the Office of the Resident Engineer, Virginia Department of Transportation (VDOT) and Warren County prior to any construction activities within existing State right-of-way.
12. The developer will be responsible for any damage to the existing streets and utilities which occurs as a result of his construction project within or contiguous to the existing right-of-way.
13. Warning signs, markers, barricades or flagmen should be in accordance with the State and Federal Manual on Uniform Traffic Control Devices (MUTCD).
14. The exact location of all guard rails and paved ditches will be determined by VDOT personnel. "A joint inspection will be held with the Developer, County Representatives and Representatives of the Virginia Department of Transportation (VDOT) to determine if and where guard rail and/or paved ditches will be needed. The developer will be responsible for providing guardrail and paved ditches as determined by this joint inspection." Refer to Virginia Department of Transportation (VDOT) Guard Rail and Paved Ditch Specifications.
15. All unsuitable material shall be removed from the construction limits of the site plan before placing embankment.
16. All pavement sections shown on these approved plans are based on a minimum CBR value of 6 and are for preliminary design only. Final pavement design shall be based upon actual field tested CBR values. The Contractor or Developer shall be responsible for field tests per VDOT standards to obtain actual CBR values for final design. Final pavement designs will be approved by VDOT and/or the Owner/Developer, which ever applicable, prior to installation.
17. All springs shall be capped and piped to the nearest storm sewer manholes or curb inlet. The pipe shall be minimum 6" diameter and conform to VDOT standard SS-1.
18. When grading is proposed within easements of utilities, letters of notification from all involved companies must be provided to the Warren County prior to issuance of grading and/or site development permits.
19. Notification shall be given to the appropriate utility company prior to construction of water and/or sanitary sewer lines. Information should also be obtained from the appropriate authority concerning permits, cut sheets, and connection fees and details.
20. The Developer and/or Contractor shall be responsible to supply all utility companies with copies of the approved plans and advise them that all grading shall conform to the approved plans, and further that the utility companies shall be responsible for horning these plans and the finished grades in the installation of their utility lines.
21. All utilities to be located underground.
22. Contractors shall notify operators who maintain underground utility lines in the area of proposed excavating or blasting at least two (2) working days, but not more than ten (10) working days, prior to commencement of excavation or blasting.
23. The developer will be responsible for the relocation of any utilities which is required as a result of his project. The relocation should be done prior to construction.
24. All parking lot/street light and dry utility design shall be performed and provided separately by others. All dry utility and or lighting information shown hereon is as specified by others and is included for informational purposes only, as directed by the Owner. Developer and/or public agency requirements. Greenway Engineering has performed no lighting and/or dry utility design and does not warrant and is not responsible for the degree and/or adequacy of illumination on this project or the adequacy of the dry utility service the site.
25. All sanitary sewers, water mains and appurtenances shall be constructed in accordance with the current standards and specifications of the Town of Front Royal.
26. All stormwater piping and structures shown on these plans are accurate to the inlet or manhole locations as shown hereon. Detail design of stormwater structures were not provided to Greenway Engineering. Actual pipe alignments will be based upon developed structural shop drawings as provided by the manufacturer. Contractor shall make adjustments to pipe alignments base on provided shop drawings. Greenway Engineering will not be held responsible or liable for any discrepancies or changes caused by the structural design. Contractor may submit shop drawings to Greenway Engineering for review and approval at contractor's expense. Shop drawings will be reviewed for compliance with design plans. The Owner or Developer will be responsible for any redesign as a result of structural shop drawing design.
27. Controlled fills shall be compacted to 95% of maximum density as determined by method "A" per standard proctor AASHTO-T99, ASTM-D698, or VTM-1 as applicable. Density shall be certified by a registered professional engineer and results submitted to Warren County prior to pavement construction. If a geotechnical report has been prepared, it should supersede the requirements in this note.
28. Refer to Geotechnical Engineer for methods, materials and details for construction of all earthwork activities.
29. Any retaining wall 2 ft. or greater in height shall require the issuance of a separate building permit.
30. Construction debris shall be containerized in accordance with the Virginia Litter Control Act; no less than one litter receptacle shall be provided at the construction site.
31. These plans identify the location of all known gravesites. Gravesites shown on this plan will be protected in accordance with state law. In the event gravesites are discovered during construction, the owner and engineer must be notified immediately.
32. Individual sign permits will be required from the Zoning Office for all free standing and/or facade signs prior to erecting the sign and may require a seperate building permit..

FIRE MARSHAL'S NOTE

Fire lane markings and signage:
Any "No Parking" signs and yellow painted curb locations will be installed by field inspection at the direction of Warren County Building Inspections Department.

VDOT GENERAL NOTES

V1. All work on this project shall conform to the current editions of and latest revisions to the Virginia Department of Transportation (VDOT) Road and Bridge Specifications and Standards, the Virginia Erosion and Sediment Control Regulations, and any other applicable state, federal or local regulations. In case of a discrepancy or conflict between the Standards or Specifications and Regulations, the most stringent shall govern.

V2. All construction shall comply with the latest U.S. Department of Labor, Occupational Safety and Health Administration (OSHA), and Virginia Occupational Safety & Health (VOSH) Rules and Regulations.

V3. When working within VDOT right-of-way, all traffic control, whether permanent or temporary, shall be in accordance with the current edition of VDOT's Work Area Protection Manual. A transportation management plan needs to be submitted for approval and land use permit issued prior to any execution of work within the VDOT right of way.

V4. The developer shall be responsible for relocating, at his expense, any and all utilities, including traffic signal poles, junction boxes, controllers, etc., owned by VDOT or private / public utility companies. It is the sole responsibility of the developer to locate and identity utility facilities or items that may be in conflict with the proposed construction activity. VDOT approval of these plans does not indemnify the developer from this responsibility.

V5. Design features relating to field construction, regulations, and control or safety of traffic may be subject to change as deemed necessary by VDOT. Any additional expense incurred as a result of any field revision shall be the responsibility of the developer.

V6. If required by the local VDOT Land Development Office, a pre-construction conference shall be arranged and held by the engineer and/or developer with the attendance of the contractor (s), various County agencies, utility companies and VDOT prior to initiation of work.

V7. The contractor shall notify the local VDOT Land Development Office when work is to begin or cease for any undetermined length of time. VDOT requires and shall receive 48 hours advance notice prior to any required or requested inspection.

V8. The contractor shall notify the Traffic Operations Center at (540) 332-9500 for any traffic control plan that impacts a VDOT maintained Interstate or Primary roadway to provide notification of the installation and removal of the work zone.

V9. The contractor shall be responsible for maintaining a VDOT permitted temporary construction Entrance(s) in accordance with Section 3.02 of the Virginia Erosion and Sediment Control Handbook. Furthermore, access to other properties affected by this project shall be maintained through construction.

V10. Contractor shall ensure adequate drainage is achieved and maintained on the site during and at the end of construction.

V11. All water and sewer lines within existing or proposed VDOT right-of-way shall have a minimum thirty-six (36) inches cover and when possible shall be installed under roadway drainage facilities at conflict sites.

V12. Any unusual subsurface conditions (e.g., unsuitable soils, springs, sinkholes, voids, caves, etc.) encountered during the course of construction shall be immediately brought to the attention of the engineer and VDOT. Work shall cease in that vicinity until an adequate design can be determined by the engineer and approved by VDOT.

V13. All fill areas, borrow material and undercut areas shall be inspected and approved by a VDOT representative prior to placement of fill. A VDOT representative shall be present to insure that soil sample(s) obtained for CBRs is representative of the location. Where soil samples are submitted to private laboratories for testing, the samples shall be clearly identified and labeled as belonging to a project to be accepted by VDOT and that testing shall be performed in accordance with all applicable VDOT standards and procedures.

V14. All roadway fill, base, subgrade material, and backfill in utility/storm sewer trenches shall be compacted in accordance with the lift thicknesses, density and moisture requirements as specified in the current VDOT Road and Bridge Specifications. Certified copies of test reports shall be submitted to VDOT daily, unless specified otherwise.

V15. VDOT Standard CD and UD underdrains shall be installed where indicated on these plans and/or as specified by VDOT.

V16. A post installation visual/video camera inspection shall be conducted by the Contractor on all pipes identified on the plans as storm sewer pipe and a select number of pipe culverts. For pipe culverts, a minimum of one pipe installation for each size of each material type will be inspected or ten percent of the total amount for each size and material type summarized. All pipe installations on the plans not identified as storm sewer pipe shall be considered as culvert pipe for inspection purposes. Additional testing may be required as directed by the Area Land Use Engineer or their representative.

V17. The installation of any entrances and mailboxes within any dedicated street right-of-way shall meet VDOT minimum design standards and is the responsibility of the developer.

V18. Prior to VDOT acceptance of any streets, all required street signage and/or pavement markings shall be installed by the developer in accordance with the Manual On Uniform Traffic Control Devices.

V19. The developer shall provide the VDOT Land Development Office with a list of all material sources prior to the start of construction. Copies of all invoices for materials utilized within any dedicated street right-of-way must be provided to the local VDOT Land Development Office prior to acceptance of the work. Unit and total prices may be obscured.

V20. Aggregate base and subbase materials shall be placed on subgrade by means of a mechanical spreader. Density will be determined using the density control strip as specified in Section 315 and VTM-76. A certified compaction technician shall perform these tests. Certified copies of test reports shall be submitted to VDOT daily, unless specified otherwise. In addition for backfilling stone depths, a VDOT representative shall be notified and given the opportunity to be present during the construction and testing of the density control strip.

V21. Asphalt concrete pavements shall be placed in accordance with Section 315 of the VDOT Road and Bridge Specifications. Density shall be determined using the density control strip as specified in Section 315 and VTM-76. A certified compaction technician shall perform these tests. Certified copies of test reports shall be submitted to VDOT daily, unless specific otherwise. A VDOT representative shall be notified and given the opportunity to be present for the construction and testing of the compaction.

V22. In accordance with Section 302.03, the foundations for pipe culverts thirty-six (36) inches and larger shall be explored below the bottom of the excavation to determine the type and condition of the foundation. The contractor shall report findings of foundation exploration to the engineer and VDOT for approval prior to placing pipe. Foundation designs shall comply with VDOT Road and Bridge Standard PB-1. Where soft, yielding, or otherwise unsuitable foundation is encountered, the foundation design and need for foundation stabilization shall be determined by the engineer and approved by VDOT.

V23. VDOT Standard Guardrail shall be installed where warranted and/or as proposed on these plans in accordance with VDOT's installation criteria. Final approval of the guardrail layout to be given by VDOT after grading is mostly complete.

V24. Approval of these plans shall expire five (5) years from the date of the approval letter.

V25. VDOT Standard CG-12 Curb Ramps shall be installed where indicated on these plans and/or as specified by VDOT.

V26. The foundations for all box culverts shall be investigated by means of exploratory borings advanced below proposed foundation elevation to determine the type and condition of the foundation. The contractor shall submit copies of borehole logs and report findings of foundation exploration to the engineer and VDOT for approval prior to constructing box. Foundation designs shall comply with VDOT Road and Bridge Standard PB-1. Contrary to the Standard, where rock is encountered and cast-in-place box is proposed, the thickness of bedding shall be six (6) inches. Where soft, yielding, or otherwise unsuitable foundation is encountered, the foundation design and/or need for foundation stabilization shall be determined by the engineer and approved by VDOT.

TRIP GENERATION DATA

CLASS	USE	UNITS	* TRIP RATE	VPD
ITE CODE 151	MINI WAREHOUSE	105,000 GSF	2.38 Per 1000 GSF	250

* TAKEN FROM ITE TRIP GENERATION 9TH EDITION

PROJECT NOTES

NOTES:

1. THESE PLANS ARE IN CONFORMANCE WITH WARREN COUNTY STANDARDS AND ORDINANCES. ANY DEVIATION OR CHANGE IN THESE PLANS SHALL BE APPROVED BY THE ZONING ADMINISTRATOR PRIOR TO CONSTRUCTION.
2. ALL UTILITY SERVICE LINES, SUCH AS ELECTRIC, TELEPHONE, CABLE, TELEVISION, OR OTHER SIMILAR LINES SERVING INDIVIDUAL PAD SITES, SHALL BE PLACED UNDERGROUND.
3. FOR FILL IN AREAS OF PROPOSED STRUCTURES, ROADWAY. PLEASE SEE CURRENT GEOTECHNICAL REPORT FOR MINIMUM CONTROLLED FILL REQUIREMENTS. ALL CONTROLLED FILLS SHALL BE PLACED IN ACCORDANCE WITH THE GEOTECHNICAL REPORT AND COORDINATED WITH THE DEVELOPER'S GEOTECHNICAL ENGINEER.
4. CONTROLLED FILL SHALL BE COMPACTED TO 95% DRY DENSITY PER AASHTO T-99.
5. SLOPE STABILITY ANALYSES WILL BE REQUIRED FOR ANY SLOPE STEEPER THAN 3:1.
6. PROPOSE RETAINING WALL GREATER THAN 2 FEET IN HEIGHT SHALL BE SUBMITTED TO WARREN COUNTY BUILDING INSPECTIONS FOR SEPARATE APPROVAL.
7. Loading and service bays. Loading areas, service entrances and service bays shall be oriented and/or screened so as not to be visible from the corridor highway.
8. Waste disposal areas. Dumpster and other waste disposal areas shall be completely screened from the public view by means of a board-on-board fence and landscaping, or similar opaque material.Utilities. Utility lines, such as electric, telephone, cable television or similar lines, shall be installed underground. This requirement shall apply to lines serving individual sites as well as to utility lines necessary within the project. All function and access boxes shall be screened. All utility pad fixtures and meters shall be shown on the site plan. The necessity for utility connections, meter boxes, etc., should be recognized and integrated with the architectural elements of the site plan. All underground utilities shall be installed within easements parallel to street rights-of-way or lot lines when possible.
9. Outside storage/display of goods. Outside storage or display of goods shall be completely screened from the view of the corridor highway. Outdoor storage shall include the parking of all company owned and operated vehicles, with the exception of passenger vehicles.
10. Fences. Fences exceeding four feet in height shall be located in side and rear yards only. Chain-link fences, including those with slats, are discouraged, particularly where visible from a public right-of-way. No chain-link fences shall be permitted in the front yard in the HC District.
11. Mechanical equipment. Mechanical equipment shall be shielded and screened from the public view and designed to be perceived as an integral part of the building.
12. Materials. Building materials should be typical of those prevalent in Warren County, including stucco, brick, architectural block, wood siding, and standing seam metal roofs. Inappropriate materials include reflective glass and metal wall panels. No facade visible from adjoining property or the corridor highway shall be constructed of unadorned cinder block, corrugated metal or sheet metal.
13. Color. The permanent color of building materials (to be left unpainted) should resemble the predominant tones, primarily earthen tones, along the corridor. Garish and striking colors should be avoided.
14. Lighting will be installed in accordance with § 180-49.2 of this ordinance.

TOWN OF FRONT ROYAL
GENERAL CONSTRUCTION NOTES

(To be included on all site plans)

1. For technical specifications and details refer to the Town of Front Royal Water and Sewer Standards and Specifications, latest edition. All construction shall be in accordance to these specifications. Any deviation or changes shall be submitted in writing to the Town for supplemental approval. Inspection shall be performed by the Department of Public Works. Contact: Director of Public Works at (540) 635-7819 or FAX (540) 635-8973.
2. Locations of utilities shown are approximate. Contractor shall be responsible field verifying the exact location, vertically and horizontally, of the utilities prior to any excavation or construction. The Contractor shall contact MISS UTILITY and all applicable utility companies for clearance prior to excavation. The Contractor shall be responsible for adhering to the Commonwealth of Virginia Underground Utility Damage Prevention Act, Chapter 10, Title 56 of the Code of Virginia.
3. Contractor shall be responsible for implementing and maintaining all erosion and sediment control measures necessary during construction in accordance with current state and local regulations. Disturbed area shall not remain denuded for more than seven (7) calendar days. During construction, all storm sewer inlets shall be protected by inlet protection, maintained and modified as required by construction process. Contractor shall contact the County Building Inspection Office at (540) 636-9973 prior to schedule inspections.
4. The Contractor shall provide adequate means of cleaning mud from trucks and/or other equipment prior to entering public streets. It is the Contractor's responsibility to clean streets, allay dust, and to take whatever measures necessary to ensure that the streets are maintained in a clean, mud and dust free condition at all times.
5. Any street or utilities damaged by Contractor or Sub-Contractor shall be sole responsibility of the primary contractor and properly and immediately repaired by the Contractor. Such repairs shall be to the original condition and shall be to the satisfaction of the Town Inspector.
6. All plastic sanitary sewer main pipe shall be 8" diameter, SDR 35, unless otherwise noted. Pipe bedding shall be determined by field conditions and Town Specifications.
7. All proposed water mains, hydrant branches and fire suppression lines shall be Class 52 ductile iron pipe with a minimum of 42" cover unless otherwise noted.
8. All 2" and smaller water services shall be type "K" copper pipe. Soldered joints on buried lines are not acceptable.
9. All precast concrete structures shall be minimum 4000 psi and 28 days with a bituminous coating.
10. The Contractor shall be responsible for acquiring all necessary permits before any construction begins.
11. The Contractor is responsible for adjustment of all utility boxes, vaults or other appurtenances to new finished grade elevations.
12. Contractor to relocate all signs and utilities required for this work.
13. Any planned disruptions of or tie-ins to existing utilities shall be coordinated with the appropriate utility owner. With the exception of emergencies, there shall be a minimum of 24 hours notice given by the Contractor to all residential, commercial and industrial utility users affected by utility interruptions.
14. The unauthorized use of water without due compensation is illegal. No person shall connect to or do any work on that portion of the system owned by the Town unless written authorization is received prior to commencing work.
15. Construction limits shall be property lines or as indicated by plan requirements.
16. Construction shall conform to the American with Disabilities Act (ADA) requirements. Curb ramps shall be placed where all sidewalks meet curbs.

LEGEND

EXISTING INTERMEDIATE CONTOUR
EXISTING INDEX CONTOUR
PROPOSED CONTOUR 400
EXISTING EDGE OF PAVEMENT
PROPOSED EDGE OF PAVEMENT
EXISTING CURB AND GUTTER
PROPOSED CURB AND GUTTER
TRANSITION TO REVERSE CURB
EXISTING TELEPHONE LINE T
PROPOSED TELEPHONE LINE T
EXISTING STORM SEWER WITH INLET
PROPOSED STORM SEWER WITH INLET
EXISTING SANITARY SEWER WITH MANHOLE S
PROPOSED SANITARY SEWER WITH MANHOLE S
PROPOSED SAN. LAT. CLEANOUT S
EXISTING ELECTRIC SERVICE E
PROPOSED ELECTRIC SERVICE E
EXISTING GAS LINE G
PROPOSED GAS LINE G
EXISTING WATERLINE W/ TEE W
PROPOSED WATERLINE W TEE W
EXISTING FIRE HYDRANT/VALVE/METER
PROPOSED FIRE HYDRANT/VALVE/METER
PROPOSED REDUCER
PROPERTY LINE
EXISTING EASEMENT
PROPOSED EASEMENT
PROPOSED CENTERLINE
EXISTING CENTERLINE
EXISTING TREE LINE
FLOW LINE
FENCELINE X X X
EXISTING UTILITY POLE/GUIDE WIRE
EXISTING TELEPHONE PEDESTAL
SIGNS
PARKING INDICATOR
INDICATES THE NUMBER OF TYP. PARKING SPACES 12
HANDICAP PARKING
VEHICLES PER DAY CUNT 100
PROPOSED BUILDING ENTRANCE
SANITARY MANHOLE IDENTIFIER 12
STORM DRAIN STRUCTURE IDENTIFIER 6
EXISTING SPOT ELEVATION
PROPOSED SPOT ELEVATION 352
LIGHT POLE

PROJECT INFORMATION

PARCEL IDENTIFICATION NO: TM 12B-1-1Lot 1
STREET ADDRESS: NORTH RIVER SQUARE Lot#4 WINCHESTER RD, FRONT ROYAL, VA 22630
PROJECT SITE AREA: 3.2128 ACRES
CURRENT ZONING: COMMERCIAL
CURRENT USE: VACANT
PROPOSED USE: SELF STORAGE
PREVIOUSLY APPROVED PLANS: NONE

COMMERCIAL ZONING ON HIGHWAY CORRIDOR DISTRICT REQUIREMENTS
MAX LENGTH/WIDTH RATIO: 4:1
LENGTH/WIDTH RATIO PROVIDED: 1.41:1
MINIMUM LOT AREA: 21,780 SQ FT
LOT AREA: 139,950 SQ FT
MIN. LOT WIDTH AT SETBACK: 100'
LOT WIDTH AT SETBACK: 453'

COMMERCIAL REQUIRED SETBACKS
FRONT: From 50'
SIDE: From property line 15'
REAR: From property line 15'

AREA CALCULATIONS

TOTAL SITE AREA = 3.2128 ACRES		
BUILDING AREA (Phase 1 & 2)	= 0.964 ACRES	
FLOOR AREA RATIO (FAR)	= 75 %	
PAVEMENT AND BUILDING AREA	= 2.073 ACRES	64.51%
OPEN SPACE	= 1.14 ACRES	35.49 %

NOTES:

1. The location, height, make, model, lamp type and wattage of each outdoor lighting fixture will be provided with final site plan submission and certification that the angle of total light cutoff is no more than 90°
2. All outdoor lighting fixtures, including display lighting, will be turned off after close-of-business, unless needed for safety or security, in which case the lighting shall be reduced to the minimum level necessary.
3. All light fixtures that are required to be fully shielded will be installed and maintained so that the shielding is effective as described in the definition of a fully-shielded fixture in § 180-49.2U, Definitions
4. Light trespass from a property will be designed not to exceed one footcandle at the property line.
5. Outdoor lighting fixtures will comply with the shielding requirements of Section 180-49.2 Table F.
6. Landscape screening shall be provided in accordance to Warren County requirements

151 Windy Hill Lane
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www.greenwayeng.com

GREENWAY ENGINEERING

GENERAL NOTES

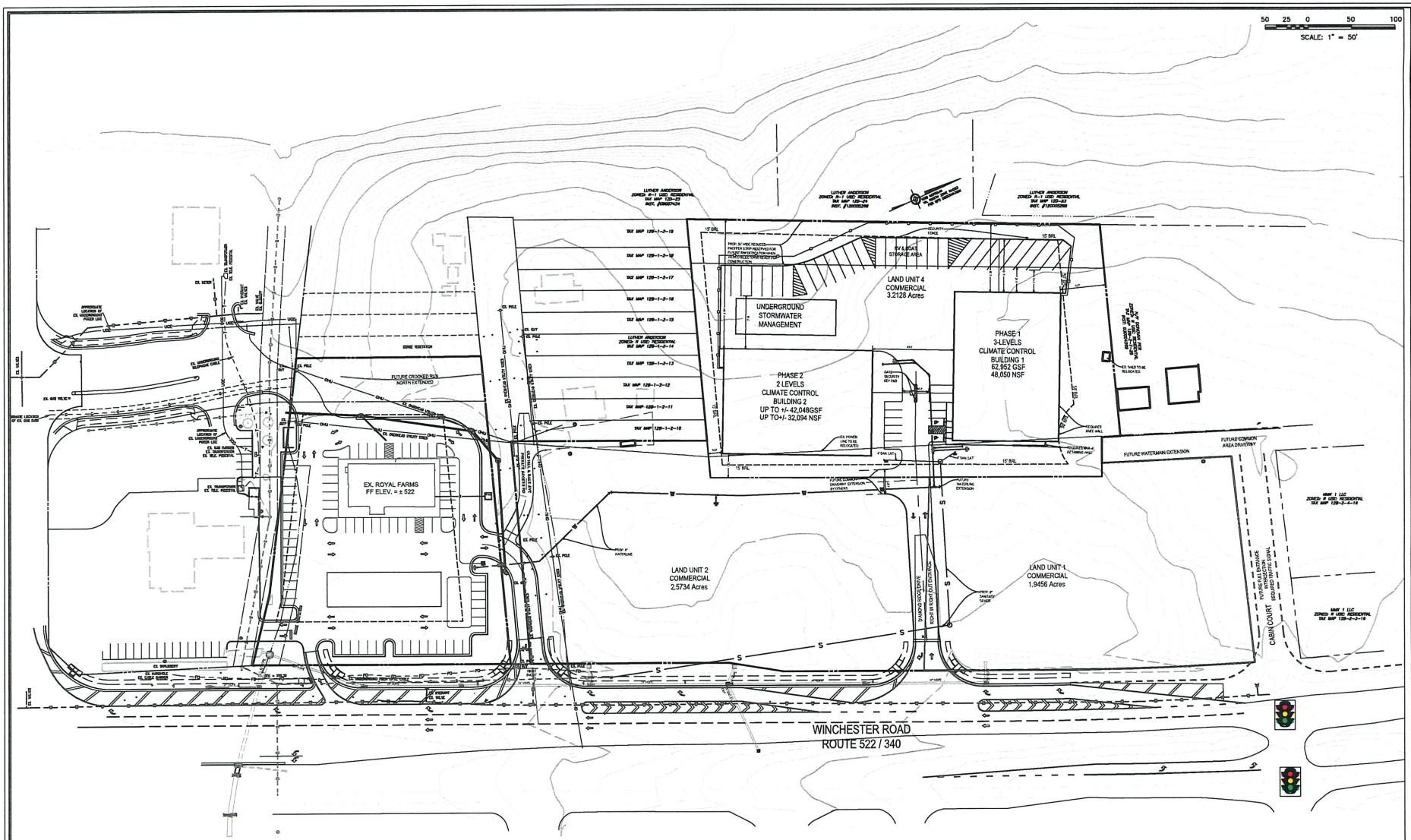
COURT 9700 SELF STORAGE LLC

NORTH RIVER MAGISTERIAL DISTRICT
WARREN COUNTY, VA

SP NUMBER: #XX-XX

COMMONWEALTH OF VIRGINIA
TUNG NIKO ARTHURSUNA
Lic. No 26715
PROFESSIONAL ENGINEER
4/30/21

DATE: APRIL 30, 2021
SCALE: N/A
DESIGNED BY: TNA
FILE NO. 5637B
SHEET 2 OF 4
12-21



151 Windy Hill Lane
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Fax: (540) 722-9328
www.greenwayeng.com

GREENWAY ENGINEERING

DATE	REVISION

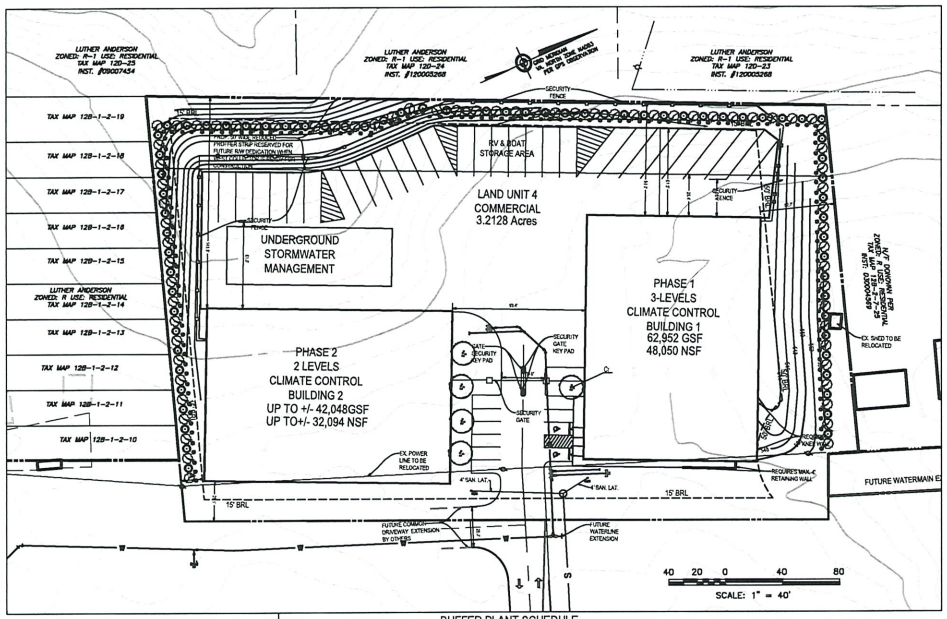
GENERAL DEVELOPMENT PLAN

9700 COURT LLC - SELF STORAGE

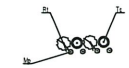
NORTH RIVER MAGISTERIAL DISTRICT
WARREN COUNTY, VIRGINIA

COMMONWEALTH OF VIRGINIA
TUNG NIKO ADHIKUSUMA
Lic. No. 26715
PROFESSIONAL ENGINEER
4/30/21

DATE: APRIL 30, 2021
SCALE: 1"=50'
DESIGNED BY: TNA
FILE NO. 5637B
SHEET 3 OF 4
21-04



FULL SCREEN ZONING BUFFER
not to scale



1. 3 PLANTS PER 10LF., AT LEAST FOUR FEET IN HEIGHT AT PLANTING AND INTENDED TO REACH A MINIMUM HEIGHT OF SIX FEET AT MATURITY, THERE SHALL BE AT LEAST THREE SPECIES OF PLANTS, WITH THE MAJORITY BEING EVERGREENS AND AT LEAST 1/3 BEING DECIDUOUS
2. 6' OPAQUE FENCE

FULL SCREEN ZONING BUFFER:

PROVIDE A 10' WIDE LANDSCAPE SCREEN WITH 3 PLANTS PER 10' 998 LF OF PROPERTY LINE SHARED WITH R-1 ZONED PROPERTIES 998/10 = 99.8 X 3 = 299 PLANTS REQUIRED* 273 PLANTS PROVIDED*

(*GRADES AT REAR OF PROPERTY PRECLUDE PLANTINGS BEING PLACED ALONG PROPERTY LINE FOR SCREENING PURPOSES)

BUFFER PLANT SCHEDULE

ABB	BOTANIC NAME	COMMON NAME	QUANTITY	SIZE
CATEGORY "C" BUFFER		PROPOSED PLANTINGS		
Mp	Myrica pennsylvanica	Northern Bayberry	136	4' Ht.
Rt	Rhus typhina	Fragrant Sumac	68	4' Ht.
Tx	Thuja Standishii plicata 'Green Giant'	Green Giant Arborvitae	68	4' Ht.
PARKING LOT PLANT SCHEDULE			273 Plants	
Cr	Crataegus crus-galli var. inermis	Thornless Cockspur Hawthorn	5	2" Cal.

NOTES:
1. TREE SIZE SHOWN ON PLAN VIEW IS ILLUSTRATIVE. SIZES ARE AS SHOWN IN PLANT SCHEDULE
2. ALL PLANTING SHALL CONFORM WITH 180-49.1 LANDSCAPING REQUIREMENTS AND 180-18B SCREENING AND BUFFERING REQUIREMENTS OF THE WARREN COUNTY ZONING ORDINANCE.
3. ANY PLANT SUBSTITUTIONS MUST BE APPROVED IN WRITING BY THE WARREN COUNTY PLANNING DEPARTMENT.
4. TREES AND SHRUBS SHALL NOT BE PLANTED WITHIN UTILITY EASEMENTS
6. ALL SEEDED AND SODDED AREAS OF PROJECT WILL BE OF A DROUGHT TOLERANT MIX PER PENNINGTON SEED COMPANY.
7. NO SLOPE IN EXCESS OF 25% WILL BE SEEDED OR SODDED.
8. BEFORE SODDING, SEEDING AND LANDSCAPING THE CONTRACTOR WILL TILL ALL COMPACTED AREAS AT LEAST 6" IN DEPTH TO LOOSEN THE COMPACTED SOILS AND ADD AMENDMENTS

STANDARDS

A. PLANTS WILL BE IN ACCORDANCE WITH THE CURRENT ANLA'S STANDARDS AND CONFORM IN GENERAL TO REPRESENTATIVE SPECIES.

B. BALLED AND BURLAPPED (B&B)
1. BALLED AND BURLAPPED PLANTS SHALL BE DUG WITH FIRM ROOT BALLS FREE OF NOXIOUS WEEDS. THERE SHOULD BE NO EXCESS SOIL ON TOP OF THE ROOTBALL OR AROUND THE TRUNK
2. BALL SIZES SHALL BE IN ACCORDANCE WITH ANLA STANDARDS.
3. CALIPER AND HEIGHT MEASUREMENT: IN SIZE GRADING B&B SINGLE TRUNK TREES, CALIPER SHALL TAKE PRECEDENCE OVER HEIGHT. CALIPER OF THE TRUNK SHALL BE TAKEN 6" ABOVE GROUND LEVEL (UP TO AND INCLUDING 4" CALIPER SIZE) AND 12" ABOVE THE GROUND LEVEL FOR LARGER TREES. FOR MULTIPLE-TRUNK TREES, HEIGHT MEASUREMENT SHALL TAKE PRECEDENCE OVER CALIPER.

C. CONTAINER - GROWN STOCK
1. THE SIZE OF CONTAINER-GROWN SHRUBS IS MEASURED BY HEIGHT AND WIDTH OF THE PLANT, CONTAINER-GROWN TREES ARE MEASURED BY THE SAME STANDARDS LISTED IN B.3. ABOVE. THE ROOT SYSTEM OF CONTAINER-GROWN PLANTS SHALL BE WELL DEVELOPED AND WELL DISTRIBUTED THROUGH OUT THE CONTAINER.
2. ALL CONTAINER-GROWN TREES AND SHRUBS THAT HAVE CIRCLING (GIRDLING) AND MATTED ROOTS SHALL BE TREATED IN THE FOLLOWING MANNER PRIOR TO PLANTING: SEPARATE THE ROOTS BY HAND, UNTANGLING SO CIRCLING ROOTS WILL NOT DAMAGE FUTURE OF THE PLANT. SEE PLANTING PROCEDURES FOR ALL CONTAINER-GROWN TREES & SHRUBS IN THIS SECTION.
3. ALL CONTAINER-GROWN PLANTS SHOULD BE GROUPED AND WATERED DAILY UNTIL THEY ARE PLANTED IN THE LANDSCAPE. THE SOIL SHALL BE KEPT MOIST WITH THE EQUIVALENT OF ONE-INCH OF RAINFALL PER WEEK.

D. PRUNING SHALL BE DONE BEFORE PLANTING OR DURING THE PLANTING OPERATION. PRUNING DETAIL FOR TREES IN THIS SECTION.

E. ALL PLANT MATERIAL IN TRANSIT SHALL BE COVERED TO KEEP MATERIAL FROM DRYING OUT. THE COVERING SHALL COMPLY WITH THE STATE AND LOCAL LAWS PERTAINING TO THE TRANSPORT OF MATERIALS.

F. TREES SHALL BE PLACED IN AN UPRIGHT POSITION WITH THE ROOTBALL COVERED BY MULCH AND KEPT MOIST. TREES AND SHRUBS SHOULD NOT BE LEFT ON SITE UNWANTED FOR MORE THAN 24-HOURS WITHOUT ADEQUATE WATER TO INSURE ROOT SURVIVAL.

INSPECTION

A. PLANTS MAY BE SUBJECT TO INSPECTION AND APPROVAL BY THE OWNER OR OWNER'S REPRESENTATIVE AT THE PLACE OF GROWTH OR HOLDING YARD FOR CONFORMITY TO SPECIFICATION REQUIREMENTS AS TO QUALITY, SIZE AND VARIETY.

B. PLANTS DAMAGED IN HANDLING OR TRANSPORTATION CAN BE REJECTED BY THE OWNER OR OWNER'S REPRESENTATIVE.

C. STATE NURSERY INSPECTION CERTIFICATES SHALL BE FURNISHED TO THE LANDSCAPE ARCHITECT UPON REQUEST.

PLANTING PROCEDURES FOR ALL CONTAINER-GROWN TREES & SHRUBS

A. REMOVE THE PLANT EITHER BY CUTTING OR INVERTING THE CONTAINER.

B. FOR UNTREATED PLASTIC CONTAINER-GROWN PLANTS WITH CIRCLING ROOTS, SEPARATE ROOTS BY HAND AND UNTANGLE ROOTS THE LENGTH OF THE ROOTBALL.

C. PLANT SHRUB OR TREE A MINIMUM OF ¼" OF THE HEIGHT OF THE ROOTBALL ABOVE EXISTING GRADE.

D. APPLY A 2 TO 3" THICK LAYER OF APPROVED HARDWOOD MULCH. KEEP MULCH 6" AWAY FROM THE TRUNK OF ALL TREES AND SHRUBS.

E. PLANTS GROWN IN ROOT CONTAINMENT BAGS MUST HAVE BAGS REMOVED DURING THE PLANTING OPERATION. NO ADDITIONAL SLASHING OF THE ROOTBALL IS NECESSARY.

GENERAL CONDITIONS

SCOPE OF WORK

THE LANDSCAPE CONTRACTOR SHALL PROVIDE ALL MATERIALS, LABOR AND EQUIPMENT TO COMPLETE ALL LANDSCAPE WORK AS SHOWN ON THE PLANS AND SPECIFICATIONS.

NOTE: IF CONTRACTOR BIDS ACCORDING TO THE PLANT LIST, HE/SHE SHOULD THOROUGHLY CHECK THE PLANT LIST QUANTITIES WITH THE SYMBOLS DRAWN ON THE PLAN TO ENSURE THERE ARE NO DISCREPANCIES. IF THERE IS A DISCREPANCY BETWEEN THE DRAWING AND THE PLANT LIST, THE DRAWING TAKES PRECEDENCE.

STANDARDS

ALL PLANT MATERIAL WILL CONFORM TO THE CURRENT ISSUE OF THE AMERICAN STANDARD FOR NURSERY STOCK PUBLISHED BY THE AMERICAN NURSERY & LANDSCAPE ASSOCIATION (ANLA).PLANT MATERIAL MUST BE SELECTED FROM NURSERIES THAT HAVE BEEN INSPECTED AND CERTIFIED BY STATE PLANT INSPECTORS. COLLECTED MATERIAL MAY BE USED ONLY WHEN APPROVED BY OWNER'S REPRESENTATIVE. NOMENCLATURE WILL BE IN ACCORDANCE WITH HORTUS III BY L.H. BAILEY.

ALL PLANTING SHALL CONFORM WITH 165-203.01 - B OF THE FREDERICK COUNTY ZONING ORDINANCE (PLANT SELECTION, PLANTING PROCEDURE, AND MAINTENANCE.

ANY PLANT SUBSTITUTIONS MUST BE APPROVED IN WRITING BY THE FREDERICK COUNTY PLANNING DEPARTMENT.

SUBSTITUTIONS: PRE-BID

IT IS THE LANDSCAPE CONTRACTOR'S RESPONSIBILITY TO MAKE EVERY REASONABLE EFFORT TO FIND THE PLANTS SPECIFIED BY THE LANDSCAPE ARCHITECT. THE LANDSCAPE CONTRACTOR MAY OFFER SUBSTITUTIONS TO THE LANDSCAPE ARCHITECT FOR HIS/HER CONSIDERATION. THE LANDSCAPE CONTRACTOR WILL NOTIFY THE LANDSCAPE ARCHITECT IF THERE ARE KNOWN DISEASES OR INSECT RESISTANT SPECIES THAT CAN BE SUBSTITUTED FOR A SELECTED PLANT. THE CONTRACTOR SHALL SUBMIT A BASE BID AS PER PLAN PLUS PRICE CLARIFICATIONS FOR ALL RECOMMENDED SUBSTITUTIONS.

SUBSTITUTIONS: POST-BID

IT IS THE INTENT TO ELIMINATE POST-BID SUBSTITUTIONS. HOWEVER, IN THE EVENT THAT THE CONTRACT MATERIAL HAS BECOME UNAVAILABLE, AN APPROPRIATE SUBSTITUTION MUST BE APPROVED BY THE OWNER'S REPRESENTATIVE.

UTILITIES AND UNDERGROUND FEATURES

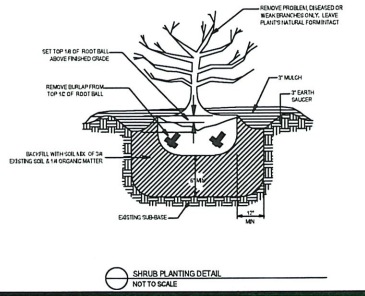
THE LANDSCAPE CONTRACTOR SHALL NOTIFY UTILITY COMPANIES AND/OR THE GENERAL CONTRACTOR IN ADVANCE OF CONSTRUCTION TO LOCATE UTILITIES.
IF THERE IS A CONFLICT WITH UTILITIES AND THE PLANTING, THE LANDSCAPE ARCHITECT SHALL BE RESPONSIBLE FOR RELOCATING PLANTS PRIOR TO THE PLANTING PROCESS. ANY COST DUE TO RELOCATING AFTER PLANTING SHALL BE BORNE BY THE OWNER. IF PLANTS ARE TO BE INSTALLED IN AREAS THAT SHOW OBVIOUS POOR DRAINAGE, AND THE PLANTS ARE INAPPROPRIATE FOR THAT CONDITION, THE LANDSCAPE CONTRACTOR SHALL NOTIFY THE LANDSCAPE ARCHITECT AND OWNER. IF THEY DEEM NECESSARY, THE PLANTS SHALL BE RELOCATED, THE CONTRACT SHALL BE ADJUSTED TO ALLOW FOR DRAINAGE CORRECTION AT A NEGOTIATED COST, OR THE PLANT SELECTION MODIFIED BY THE LANDSCAPE ARCHITECT TO ACCOMMODATE THE POOR DRAINAGE.

TREES AND/OR SHRUBS SHALL NOT BE PLACED WITHIN FREDERICK WATER EASEMENTS

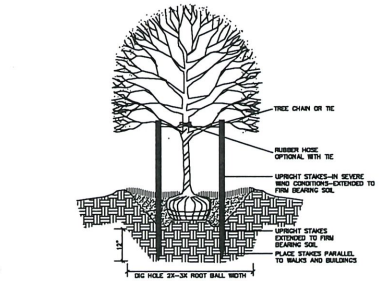
WARRANTY

THE STANDARD WARRANTY IS FOR ONE (1) YEAR PERIOD, EXCLUDING BULBS, SOD AND ANNUALS, COMMENCING ON THE DATE OF INITIAL ACCEPTANCE. ALL PLANTS SHALL BE ALIVE AND IN SATISFACTORY GROWTH AT THE END OF THE GUARANTEE PERIOD. ANY MATERIAL THAT IS 25% DEAD OR MORE SHALL BE CONSIDERED DEAD AND MUST BE REPLACED AT NO CHARGE. A TREE SHALL BE CONSIDERED DEAD WHEN THE MAIN LEADER HAS DIED BACK, OR 25% OF THE CROWN IS DEAD. REPLACEMENTS SHALL BE MADE DURING THE NEXT PLANTING PERIOD. REPLACEMENTS SHALL BE OF THE SAME TYPE, SIZE AND QUALITY AS ORIGINAL SPECIES UNLESS OTHERWISE NEGOTIATED.

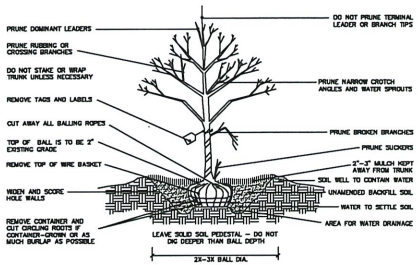




SHRUB PLANTING DETAIL
NOT TO SCALE



TREE PLANTING – VERTICAL STAKES
TREES <6" CAL. SCALE: NOT TO SCALE



TREE PLANTING DETAIL
TREES <6" CAL. SCALE: NOT TO SCALE

151 Hoke Hill Lane
Winchester, Virginia 22602
Telephone (540) 662-4495
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www.greenwayeng.com

GREENWAY ENGINEERING

REVISION	DATE

GDP LANDSCAPE PLAN

9700 COURT LLC - SELF STORAGE

NORTH RIVER MAGISTERIAL DISTRICT
WARREN COUNTY, VIRGINIA

COMMONWEALTH OF VIRGINIA
TUNG HOO ADDHUSUMA
Lic. No. 28715
4/30/21
PROFESSIONAL ENGINEER

DATE: MAY 10, 2021
SCALE: 1"=40'
DESIGNED BY: TNA
FILE NO. 5637B
SHEET 4 OF 4
21-04

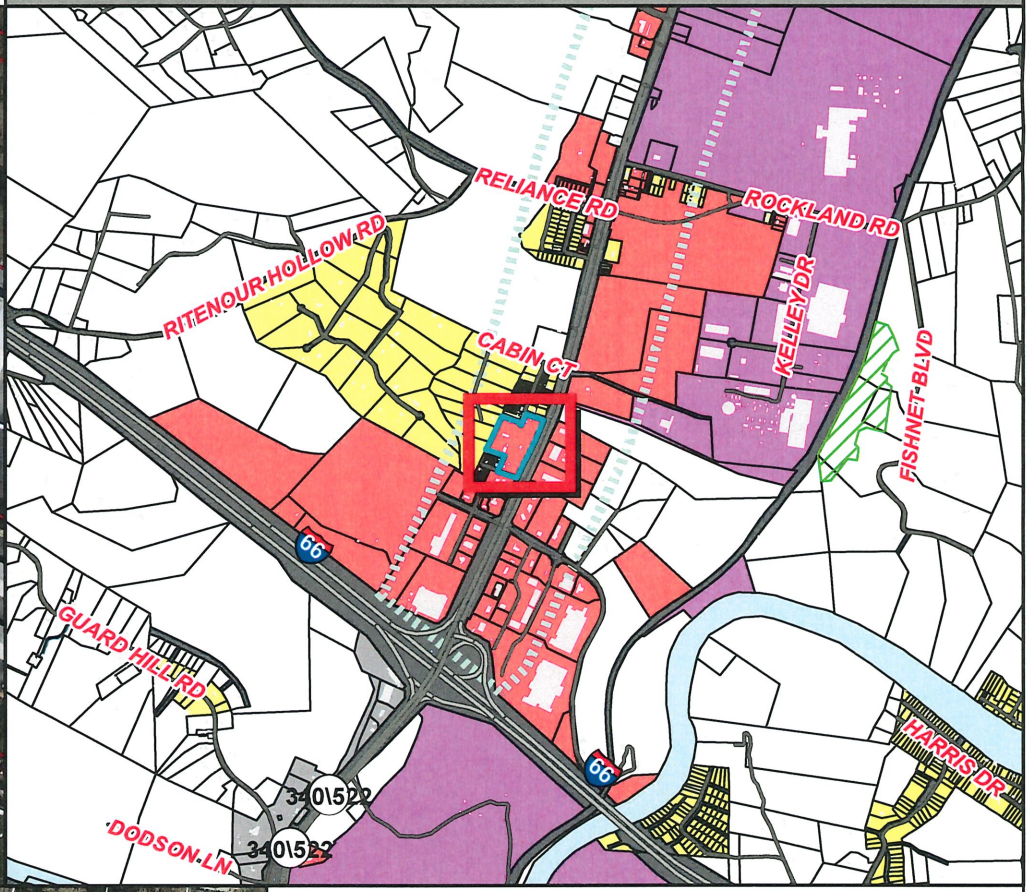
Warren County VA

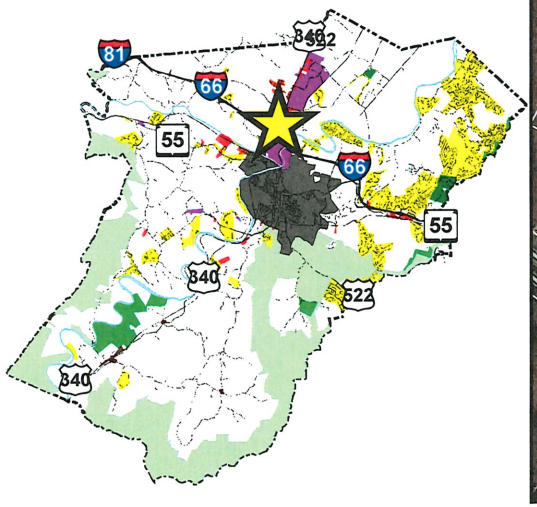
CUP Location Map

CUP: Enclosed Self Storage
Applicant: 9700 Court, LLC

TM 12B--1-1---1
Winchester Rd
Hill and Dale Subdivision









Zoning

- Agricultural
- Commercial
- Industrial
- Residential One
- Residential Two
- Suburban Residential
- Village Residential
- Rural Residential
- Right of Way
- Front Royal
- Federal Land
- State Land
- Water
- VOF Conservation Easements
- WC Conservation Easements

Map produced by
Warren County GIS 2021
Department of Planning

COUNTY OF WARREN, VIRGINIA

BOARD OF SUPERVISORS AGENDA ITEM

DATE	ITEM	SUBJECT:
06/15/21	J-15	Conditional Use Permit #2021-05-02 9700 Court, LLC *Storage of cars, boats and recreational vehicles*

EXPLANATION & SUMMARY:

See attached application and staff report.

General standards/conditions. In addition to the specific standards set forth hereinafter with regard to particular conditional uses, all such uses shall satisfy the following general standards:

1) The proposed use at the specified location shall be in harmony with the adopted Comprehensive Plan.
2) The proposed use shall be in harmony with the general purpose and intent of the applicable zoning district regulations.
3) The proposed use shall be such that it will be harmonious with and will not adversely affect the use or development of neighboring properties in accordance with the applicable zoning district regulations and the adopted Comprehensive Plan. The location, size and height of buildings, structures, walls and fences and the nature and extent of screening, buffering and landscaping shall be such that the use will not hinder or discourage the appropriate development and use of adjacent or nearby land and/or buildings or impair the value thereof.
4) The proposed use shall be such that pedestrian and vehicular traffic associated with such use will not be hazardous or in conflict with the existing and anticipated traffic in the area.
5) Adequate utility, drainage, parking, loading and other necessary facilities to serve the proposed use shall be provided.
6) In determining whether or not to grant a permit and in determining conditions to be imposed, the governing body shall take into consideration the objectives and intent of this chapter and may impose reasonable conditions that:
   a) Abate or restrict noise, smoke, dust or other elements that may affect surrounding properties.
   b) Establish setback, side and front yard requirements necessary for orderly expansion and to prevent traffic congestion.
   c) Provide for adequate parking and ingress and egress to public streets or roads.
   d) Provide adjoining property with a buffer or shield from view of the proposed use if such use is considered to be detrimental to adjoining property.
   e) Prevent such use from changing the character and established pattern of development of the community.

PLANNING COMMISSION STATUS:

This application is scheduled for a public hearing in front of the Planning Commission on June 9, 2021. The Board of Supervisors will have the Planning Commission's recommendation for the Board public hearing on July 20, 2021, if this is advertised.

PROPOSED OR SUGGESTED MOTION:

I move that the Board of Supervisors authorize the proposed Conditional Use Permit request for storage of cars, boats and recreational vehicles for advertisement of a public hearing.

SUBMITTED BY:	**DISPOSITION OF COMMISSION:**	**PROCESSED BY:**
Joseph Petty, Planning Director	☐ APPROVED ☐ OTHER (Describe)	

Conditional Use Permit: 2021-05-02 / Storage of Cars, Boats, and Recreational Vehicles
9700 Court LLC, *Applicant*
Prepared: May 5, 2021
Staff Contact: Joseph Petty, Planning Director

SUMMARY OF REQUEST

The applicant is requesting a conditional use permit for Storage of Cars, Boats, and Recreational Vehicles. The property is located at on Winchester Road in the North River Magisterial District. The proposed facility will consist of two phases. The first phase includes a building footprint of 21,000 square feet, the three levels total 63,000 square feet, which provides 48,058 square feet of rentable space. The second phase includes a building footprint of 21,000 square feet, the two levels total 42,000 square feet, which provides 32,000 square feet of rentable space will be constructed in the future dependent on market demand.

The property lies within the County's highway overlay district, which has architectural requirements on all building facades visible from the corridor highway (Route 340/522). Another requirement of the highway overlay district is no outdoor storage, which would include recreational vehicles, boats and cars that are being stored on the property. They will need to be fully screened from view of the corridor highway.

PROPERTY INFORMATION

Property Location: Winchester Road
Tax Map ID: 12B--1-1---1
Magisterial District: North River
Subdivision: Hill and Dale
City: Front Royal
Zoning: Commercial (C)
Acres: 3.2128 Acres (7.619 total)
Existing Land Use: Vacant

SURROUNDING ZONING DISTRICTS & USES

North:	Zoned Residential-One (R-1)	Use: Single-Family Dwellings
South:	Zoned Residential-One (R-1) & Commercial (C)	Use: Single-Family Dwellings & Convenience Store
East:	Zoned Commercial (C)	Use: Auto Dealerships and Building Materials Store
West:	Zoned Residential-One (R-1)	Use: Single-Family Dwellings

PROPERTY HISTORY

On December 21, 2004, the Board of Supervisors approved Marlow Investments, LC's request to rezone and change the zoning map classification of the subject property; and a portion of right-of-way of "Gore Avenue" (Emerald Lane). The property was rezoned from Residential-One (R-1) to Commercial (C) and the proposed use of the property was for a shopping center. The total property assembled by the applicant for the shopping center is a total of 7.619 acres.

There are four sets of proffers for this development because land was acquired at different times and subsequently rezoned at different times, as well as a conditional use permit for a shopping center with various conditions that was approved by the Board. The applicant proffered to dedicate the 60 feet of right-of-way for the collector road at the time of final site plan approval. Other transportation improvements included: access-egress plan to serve neighboring properties to the north and south; dedication of all right-of-way along the property frontage with Old Hill and Dale Road to ensure adequate road connection between Rt. 340/522 and the future collector road; north and south bound turn lanes on Rt. 340/522; right-of-way along the entire frontage on Rt. 340/522 for a third through lane; and more.

On April 20, 2021, the Board of Supervisors approved Marlow and Silek Investments, LLC request to amend all four of their proffer statements to allow the use of "Enclosed Storage with the Storage of Recreational Vehicles

ATTACHMENTS

□ Agency Comments	□ Application	□ Health Permit	□ Letter from Applicant
□ Location Map	□ Public Comments	□ Submitted Plans	□ Other: _____

and Cars." Their proffer statements restrict the use of the property to an additional seven uses which include: Auto sales and auto parts, general retailing and wholesaling, office, restaurant, convenience, hotel or motel, and personal service establishment such as barbershop, laundry or financial institution.

The Board also approved an amendment to R2004-09-01 to reduce the width of right-of-way dedication from 60 feet to 50 feet for the future planned north-south connector road. The proposed collector road has been on the County's plans for 20 years and we have received right-of-way from other developers for the purpose of constructing this road.

COMPATIBILITY WITH THE COMPREHENSIVE PLAN

The Future Land Use Map in the Comprehensive Plan identifies this area to be used for commercial land uses. An Enclosed Storage facility is a use allowed by conditional use permit in the Commercial zoning district and is compatible with the current Warren County Zoning Ordinance. The Commercial (C) district is intended, "for areas suitable for the conduct of general business not characterized by either constant heavy trucking or nuisance factors and to which the public requires direct and frequent access."

SUPPLEMENTARY REGULATIONS

Warren County Zoning Ordinance: § 180-29.1: Highway Corridor Overlay (HC) District.

The property lies within the 1000' HCOD, which should address architectural details, landscaping, screening, and overall appearance. There is a proposed collector road to the rear of the property shown in the County's Comprehensive Plan. The applicant should plan for this in the site plan phase of the project.

Staff will be working with the applicant to ensure that buildings are earth tone in appearance and meet the material requirements as stated in the ordinance and proffers.

RECOMMENDED CONDITIONS

Planning Staff is recommending the following conditions be added to this conditional use permit if the Planning Commission chooses to recommend approval of this permit to the Board of Supervisors. *Please note that additional conditions may be added after all agency comments have been received, prior to the Planning Commission public hearing.*

1. The applicant shall comply with all Virginia Department of Transportation, Town of Front Royal Public Works Department, Warren County Building Inspections, and applicable environmental regulations and requirements.
2. The applicant shall submit a formal site plan to the county prior to the issuance of a building permit.
3. The area on the property for the storage of RV's, boats and cars shall be adequately screened from view of Route 340/522 North in accordance with the County's Highway Overlay District and as approved by the Warren County Planning Department.
4. All vehicles shall have valid tags and inspection while stored on the site.
5. The storage of recreational vehicles, boats and cars on the property shall be in conjunction with the enclosed storage facility (CUP#2021-05-01).

Cc: 9700 Court LLC - Owner/ Applicant

Statement of Justification

9700 Court LLC Proposal for Self Storage Facility
Tax map: 12B 1 1 1, North River Square Lot #4
Winchester RD. Front Royal, VA 22630 April 26, 2021

To: Warren County Planning and Zoning Commission and Board of Supervisors,

We are proposing the construction of a three story climate controlled self storage facility located at Tax map: 12B 1 1 1, North River Square Lot #4 Winchester RD. Front Royal, VA 22630. The building and parking are being proposed on the north eastern area of the 3.2128 acre lot. Through our own research as well as a feasibility study performed by the self storage experts at Self Storage 101, Bob and Bill Copper it is clear the surrounding community is underserved in this industry especially with the complete lack of climate controlled units. Our design and plans for management would provide a professional and higher standard storage option than is currently available in Front Royal as well as surrounding areas, including security cameras, 24 hour monitoring, self storage industry specialized 3rd party management, landscaping, and controlled access

We have contracted North River Square Lot #4 along Winchester Road. This lot is the back parcel of the 4 lots being sold by Marlow and Silek Investments LLC, so the building will not sit directly on Winchester Road which will allow county disired retail and service commerical projects to be front and center in the development of the parcel. Self storage is a quiet use and low traffic commerical entity and we will also utilize capped lighting so as not to interfer with the surrounding residential development. Construction will still follow architectural design standards set by the county for the commercial corridor requirements. The lot is currently empty and VDOT has already paved and lined the turn lane at the main entrance of the lots. Further improvements to said lots will be internal roads, sewer, water, and electric service.

We have already engaged a trusted architectural firm to create a basic footprint to fit the unit mix that our 3rd party professional management company designed to fit the needs for the area. The buildings footprint would be 21,000 SQFT, containing three levels to equal 63,000 SQFT which gives us 48,058 SQFT of Net Rentable Square Footage. We are also planning to have parking storage located behind the building and along the north western corner of the lot to be hidden from view from Winchester Road.

Feasibility study findings are based on an industry standard 5-mile radius maximum analyzing key indicators such as competition, population, area growth, traffic counts, current SQFT of storage available and demand analysis. The study found that currently the 5-mile radius includes four other facilities which provides 4.53 SQFT/person while it could support 7.50-8 SQFT/person. The current amount of self storage is equal to 94,525 SQFT while the area should support 225,000 SQFT. This is less than half of what the area can support and none of it is

climate controlled. Our research also found that for 2 plus years all facilities have been at or just shy of full rental capacity.

We look forward to providing a much needed service for Warren county. We currently own and operate two other facilities and pride ourselves in the improvements and growth we have created within both facilities. Our plans are to provide a clean, well kept, professional business that will thrive with the community.

WARREN COUNTY
CONDITIONAL USE PERMIT APPLICATION

Application Number: CUP 05-02
Date Received: 4-29-2021
Fee Amount: $ 500.00
Date Paid: 4-29-2021

Applicant Information:

9700 Court, LLC
Applicant Name

P.O. Box 1233	Locust Grove	VA	22508
Address	*City*	*State*	*Zip*

North River Square, Lot #4, Winchester Rd. Front Royal, VA 22630 Tax Map 12B 1 1 1
Property Location for conditional use permit if Different than Applicant's Address

804-313-9874 kevin@bandkproperties.com
Primary Contact Number *Email*

Marlow & Silek Investments, LLC
Property Owner (if same as applicant, leave blank)

707 North Commerce Ave.	Front Royal	Virginia	22630
Address	*City*	*State*	*Zip*

540-671-0412
Primary Contact Number

Respectfully request that a determination be made by the Warren County Planning Commission and Board of Supervisors on the following request for a Conditional Use Permit for the property described below.

A. Property Information:

(1) Address/Location: North River Square, Lot #4, Winchester Rd. Front Royal, VA 22630
(2) Election District: North River
(3) Tax Map Number: 12B 1 1 1
(4) Subdivision Name: Hill and Dale
(5) Total Area of Property (acres): 3.2128 AC
(6) Total Area to be Used (acres): 3.2128 AC
(7) Total Road Frontage (feet): 451'
(8) Depth of Property (feet): 293'
(9) Present Zoning: Commercial

B. Proposed Use of Property

(1) State the proposed use(s) for the Conditional Use Permit: Boat & RV Parking

(2) Current land use and condition of site: Vacant

(3) Zoning of surrounding land/property: Commercial / Residential

(4) Will development be staged? ☒ Yes ☐ No

(5) Construction Time: ~24 months

(6) Season, days, and hours of operation: year round, daytime business hours, limited weekend

(7) Will there be a sign? ☒ Yes ☐ No
(If yes, please submit a sketch of the sign(s) showing size and shape and the sign permit check list with this application.)

(8) Has there been any prior application for a conditional use permit/variance for this property? (If yes, enter the permit number and/or name, date of action, action taken by the Planning Commission, Board of Zoning Appeals and/or Board of Supervisors and a description of the request.) No

(9) Number of full time employees: 2

(10) What type of sewage disposal system will be used? ☐ Private ☐ Central ☒ Public

(11) Number of persons to be served by the sewage disposal system: _____

(12) Number of parking spaces to be provided: Regular 10 Handicap 2

(13) What is the proposed landscaping and buffering for this property? As required / agreed upon

C. Plans Prepared By

Name: Greenway Engineering

Address: 151 Windy Hill Lane Winchester, Virginia 22602

Telephone Number: 540 662-4185

D. Environmental Information

(1) Will this proposed use adversely impact the community of the environment? (If yes, what are the adverse impact(s) and what is proposed to solve these adverse impacts?) No

(2) Will there be any debris generated from the activity? (If yes, where and in what manner will the debris be stored and how and where will it be disposed of?) No

(3) Will any potentially hazardous substances be used and/or stored on the property? (If yes, list the substances, their use and disposal of containers and substance residues.) No - and it is strictly forbidden to store hazardous substances in the customer agreements

(4) List any potentially hazardous emissions including, but not limited to: fumes, gases, smoke noise, liquid effluent, waste water, dust, and state what measures will be used to control these emissions. None.

(5) Will there be any electrical or electronic activity which will interfere with local communications or telephone, television or radio reception? (If yes, describe the type of activity and potential interference.) No

(6) What will be the impact on traffic? No, traffic to and from the facility will be minimal as Self Storage is a very low traffic use.

(7) Will exterior lighting be used? (If yes, state the number of lights and the wattage of each. A lighting plan or lighting contour map may be required to show the nearest candle power as measured at ground level. Yes. Lighting on building and on site will be designed to cut off at the property line.

The following documents and/or information are required to be submitted with the application:

☐ **An application fee of $500.00.**

Make payable to the Treasurer of Warren County. A non-refundable fee of $500.00 will be required at the time of submittal.

☐ **A Statement of Justification**

This printed or typed statement is to be addressed to the Warren County Planning Commission. It is to summarize your proposed use and highlight any aspects of the request which are not addressed in the application form. Please note, the statement is required to be on 8 ½ x 11 size paper.

☐ **A Site Plan/Survey.**

Your site plan should show the property boundaries, existing or proposed structure(s), adjacent roads, and any other pertinent information which would help outline your proposed use. A recent survey with the proposed uses/structures located on it will serve as a site plan for the purposes of this permit. The Planning Director, Planning Commission and/or the Board of Supervisors reserve the right to ask for an engineered site plan, if they deem it necessary for evaluation of the proposed conditional use permit.

☐ **Sewage Disposal and Well Site.**

Location of the existing or proposed septic system & drainfield and the well site are to be indicated on the survey or central/public connection location.

☐ **A copy of the deed to the property verifying the current ownership.**

A copy may be obtained at the Warren County Courthouse, Circuit Clerk's Office.

☐ **A statement verifying that real estate taxes have been paid.**

This may be obtained from the Treasurer's Office in Suite 800 of the Warren County Government Center.

☐ **Environmental and Community Impact Statements**

The Planning Director, the Planning Commission, and\or the Board of Supervisors reserve the right to ask for an environmental and\or community impact statements, prepared by a certified engineer or other person qualified to perform such work, if they deem it necessary for evaluation of the proposed request.

☐ **List of chemicals stored on the site**

A complete list of chemicals to be stored on the site in the form of an oath/statement for Industrial zoned properties only.

☐ **Location Map**

A map clearly legible, showing the location of the proposed project in relation to surrounding publicly maintained roads and showing the use of surrounding properties. County staff can assist in obtaining this information.

☐ **Directions to your property from the Warren County Government Center.**

Take N Commerce Ave North, Right onto N Royal Ave, right onto US-340 N/US-522 N . Site is on the left, just North of the Royal Farms gas station

I/we the undersigned, do hereby respectfully agree to comply with any conditions required by the Board of Supervisors of the County of Warren, Virginia, and authorize the County personnel to go upon the property for the purpose of making site inspections. Expenses incurred in securing professional assistance in connection with the review of this application for a Conditional Use Permit, shall be charged to the applicant.

Applicant Signature — Date: 4/29/21

Property Owner Signature — Date: 4-29-21

Accepted by: _____ Date: _____

PLEASE NOTE: If the required documents are not provided and/or the application is incomplete, your application will not be placed on the Planning Commission Agenda.

NOTES

ENVIRONMENTAL IMPACT STATEMENT

9700 COURT, LLC - SELF STORAGE
CONDITIONAL USE PERMIT

North River Magisterial District
Warren County, Virginia

Tax Map 12B 1 1 1
Conditional Use Permit (3.2128 Acres)

April 26, 2021

Prepared for: 9700 Court, LLC

9700 Court LLC Self Storage
Conditional Use Permit
ENVIRONMENTAL IMPACT STATEMENT

Introduction:

Both a Phase 1 Environmental Site Assessment (ESA) and geotechnical report including test borings have been completed for the site with an address of Winchester Road/Emerald Lane, Front Royal, Virginia 22630 including the 3.2128-acre lot #4 at the rear of the parcel.

The site of proposed work is located approximately 1/2 mile north of Interstate 66 with access off of US-340 / VA Route 522 on an approximately 7.619-acres North River Square property including the proposed Self-Storage parcel consisting of the approximately 3.2128-acre lot #4 at the rear of the property. The site is currently zoned a Commercial (C) District. The proposed use would keep the Commercial zoning, and add two Conditional Use Permits (CUPs) for self storage and boat and recreational vehicle RV) parking.

Conditions:

The site is a vacant lot which had no major environmental issues discovered during the investigation process. Per the Phase 1 ESA, some minor staining surface conditions and site debris were observed including tires, scattered refuse material, and abandoned building foundations. Geotechnical test borings revealed subsurface conditions to be as expected of the area.

Basic information:

Location:	Winchester Road, 1/2 mile north of Interstate 66 Access directly from Route US RT 340 / VA RT 522)
Magisterial District:	North River
Property ID Number:	12B- 1 1 1
Current Zoning:	Commercial (C) District
Current Use:	Vacant land
Proposed Use:	Enclosed Climate Controlled Self Storage Units, Drive-up Units, and Boat and RV Storage
Proposed Zoning:	Commercial (C) with CUP for above uses
Total conditional use permit area:	Approximately 3.2128 acres

Environment:

Development of the site is not anticipated to produce any negative environmental impacts beyond what is normally part of construction and development and will be performed in accordance with all applicable regulations and permit requirements.

A Phase 1 ESA was compiled on September 11, 2020 by Triad Engineering and is provided with this submission for reference. While de minimis surface contamination conditions were observed, no recognized conditions were found. Other conditions including abandoned foundations, old tires and scattered refuse. Unacceptable site conditions will be remedied as part of the development process.

A Geotechnical report with test borings indicating subsurface conditions was compiled for the site on November 5, 2020, and is included with this submission for reference. Generally karst terrain exists, with some fill along with a reduced amount of topsoil, which coincides with previous lot clearing activity. No adverse conditions were found in the investigation, and the report finds the site capable of foundation development as expected in the area.

Stormwater Management will be designed by Greenway Engineering, LLC to address quality and quantity per Virginia DEQ requirements.

The site is not located within a Federal Emergency Management Agency (FEMA) flood plain. A flood plain study is not required.

Public Sewer and Water:

The site will have water and sewer run to the edge of the property by the land sellers, Marlow & Silek Investments, LLC as per the purchase and sale agreement.

Additional Considerations:

There is an overhead power line running across the front of the site, which will be re-routed as part of the larger site improvements from the land seller as part of conveyance. Electric service will be run to the property boundary by Marlow & Silek Investments, LLC once a location is agreed upon.

There is an Underground Storage Tank (UST) associated with another nearby site downslope of the subject property. According to the Phase 1 ESA, the tank does not have any leakage reports and was found to not pose environmental risk.

Community Impact Statement

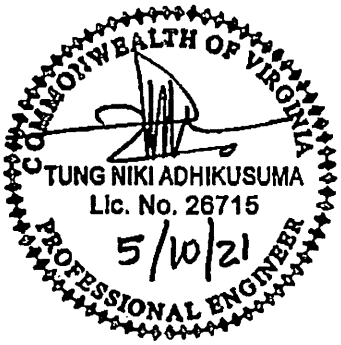
9700 Court LLC- Self-Storage

North River Square, Lot#4, Winchester Rd.
Front Royal, VA 22630
North River Magisterial District, Warren County Virginia
Tax Map Parcel 12B 111
Conditional Use Permit for 3.2128 Acres

Prepared for:
9700 Court LLC
P.O. Box 1233
Locust Grove, VA 22508

Prepared By:
Tung Niki Adhikusuma, P.E.
Greenway Engineering, Inc.

May 10, 2021



FND 1971
GREENWAY
ENGINEERING

151 Windy Hill Lane
Winchester, VA 22602Telephone 540-6624185
Fax 540-722-4185 Acres
www.greenwayeng.com

9700 Court LLC Self Storage
Conditional Use Permit
Community Impact Statement

Introduction

The following report describes potential community impacts of self-storage and boat and recreational vehicle (RV) storage at the approximately 3.2128-acres single parcel identified as Marlow & Silek Investment, LLC, TM-12B-111 Commercial (C) District, located in the Highway Corridor Overlay District. The development of this single parcel is subject to two conditional use permit (CUPS) approvals, one for self-storage units and another for boat and RV storage, and proposed construction will implemented according to market demands.

The subject site is located at North River Square, Lot #4, Winchester Road (US340/VA522) just north of the Warren County/Crooked Run retail hubs and has 451' of road frontage and is approximately 0.6 miles north of interstate I-66. There is an existing VDOT-approved entrance from southbound Winchester Road (VA522); this entrance includes a deceleration right turn lane that was constructed in the past 3 years.

The adjacent properties to the east are part of the original 4 parcels with commercial zoning. North of the parcel is Donovan's property, zoned for residential use, and to both the south and the west are Luther Anderson's properties zoned for residential use.

Currently, the subject parcel is zoned as Commercial (C) District; the applicant, 9700 Court LLC Self Storage is proposing to develop and construct approximately 105,000 GSF of climate-controlled storage and possible drive-up units along the accessibility outside the walls. The applicant is proposing to develop the site in two Phases: Phase 1 will include a 3-level climate-controlled Building 1, potentially along with drive-up units along the accessible walls and boat and RV storage in the rear parking area. All proposed uses are permitted in commercial zoning districts with a CUP approved by the Board of Supervisors.

Phase 1 includes indoor storage units in a 3-level climate-controlled building with window features to mimic office windows located on the north side of property at the 50' set back line; the east wall facing Winchester Road will be in architectural conformance to requirements of the Highway Corridor overlay district. The proposed improvements will be visible from the road and will be located adjacent to the existing access entrance. All boat and RV storage will be located at the rear parking area along the west property line and approximately 500 feet from edge of Winchester Road. This development project is found to be in conformance with the Warren County Comprehensive Plan specifically within the Land Use and Growth Management chapter on Commercial and Industrial Development Corridor 10 and Highway Plan.

Basic information

Location:	North River Square, Lot #4, Winchester Road, 0.6 miles north of Interstate-66 (Access directly Route US RT 340/ VA RT 522)
Magisterial District:	North River
Tax Map ID Numbers:	12B-111
Current Zoning:	Commercial (C) District
Current Use:	Vacant land on commercial zone
Proposed Use:	Self-Storage Climate Controlled (indoor) Facility, and possible drive-up units along the west wall, boat and RV storage
Total Commercial area:	Approximately 3.2128 acres
Total CUP area:	Approximately 3.2128 acres

1. Law Enforcement

Warren County law enforcement headquarters is located in the Public Safety Building at 200 Skyline Vista Drive, approximately four miles away from the subject site. While response time is related to the availability and proximity of Warren County Sheriff Department units in the field at the time of need, travel time from the headquarters office to the 9700 Court LLC- Self-Storage facility should generally be about fourteen minutes.

The surrounding area consists of commercial-type development and there is a nearby interchange related to hospitality and light industrial uses. Future adjacent development includes potential commercial and industrial/institutional uses. The currently vacant property demands law enforcement services for numerous vacant property activities, meaning that proposed development for commercial self-storage use will have little to no impact on law enforcement, fire and rescue, and emergency service demand. Importantly, the entire facility will be fenced with secure gate access.

Additionally, while the property is separated from the Town of Front Royal by the Shenandoah River and the Interstate-66 interchange, there should be no significant concerns related to natural terrain or other natural barriers that would inhibit emergency service response.

Finally, the real estate tax revenue generated by the development of 9700 Court LLC- Self-Storage should far outweigh the cost of local government services.

2. Fire and Rescue Services

Fire and rescue services for this property are provided by Company 10; North Warren, of the Warren County Fire and Rescue system, located just over 0.25 mile from the subject site. Due to the short distance, there should be a very short response time for fire and rescue services. While Company 10 is staffed during the weekday daytime hours with career personnel, backup is provided by Company 1; Front Royal and then Company 3, South Warren. There are no significant natural terrain or physical barriers that would inhibit fire and rescue response to the property, and further development will not increase demand.

3. Educational Facilities and Services

The only impact of the proposed development on educational facilities will the generation of annual real estate tax revenue and other business-related revenue for funding public education.

4. Parks and Recreation

The proposed commercial development of self-storage units and boat and RV storage will have no impact on Parks and Recreation, described as the following: Bing Crosby Baseball Stadium, The Front Royal Golf Club, the Raymond Sandmeyer, Youth Center, the Gertrude E. Miller Community Park, the Claude A. Stokes Community Swimming Pool, the Skyline Soccer plex, Warren County Dog Park, Carson Walking Trail, Riverton/ Front Royal Golf Club Boat Landings and Rockland Park and various other facilities. The Avtex Redevelopment project on the former Avtex Fibers site will also be unaffected.

5. Library

The development of self-storage and boat and RV storage will not have any notable impact on County Library facilities, other than the generate annual sales tax revenue, annual real estate tax revenue, and other business-related revenue to fund public services. The closest County Library facility is the Warren County Samuels Public Library, located in the Town of Front Royal.

6. Solid Waste Facilities

All solid waste generated by the tenants and staff workers of the self-storage facility will be minimal. Bathroom facilities and convenience centers will be located inside the office building. All solid waste generated from self-storage activities will be collected at the proposed dumpster site, located in the rear parking area.

7. **County Administrative Services**

As stated, the development of the property will require two approved CUPS. There are fees associated with applications for these and any construction related permits which will offset the demand for public administrative services. The proposed development will also generate additional annual sales tax revenue, annual real estate tax revenue, and other business-related revenue. This revenue can be utilized to fund government operational costs and capital projects. Importantly, the development of this property will be a positive contribution to Warren County tax revenue.

8. **Transportation**

The existing main entrance and turn lane along southbound 522, including the pavement striping for these 4 commercial parcels, was previously constructed concurrent with the entrance of Royal Farm gas station. 9700 Court LLC Self Storage will be accessed directly from this existing entrance. All plans will be submitted and subject to VDOT review and approval. The property is located along the Royal Trolley and Corridor Connector public transportation bus services that are ADA compliant and run from Monday thru Saturday.

No significant impact of traffic will be generated as the proposed self-storage development results in low traffic use. Traffic generated by the facility will vary during any given 24-hour period.

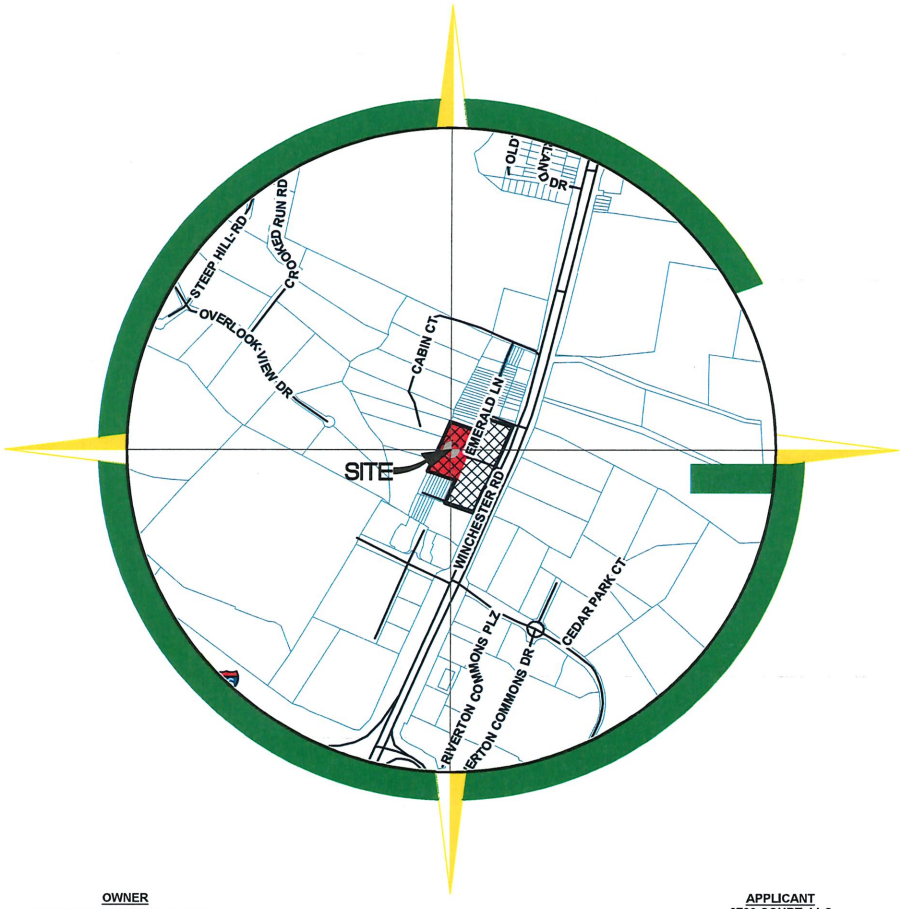
9. **Landscape screening**

There are two existing residential uses directly adjacent to the property lines, Luther Anderson on the south side property line and Donovan on the north side property line. The development of self-storage and boat and RV storage will provide rows of trees landscape screening and will be planted in such of way that will maximize the screening purposes. The trees selection for the proposed landscape screening are as follow: Northern Bayberry, Fragrant Sumac and Green Giant Arbovitae, see landscape plan.

9700 COURT LLC - SELF STORAGE
GENERAL DEVELOPMENT PLAN
FOR CONDITIONAL USE PERMIT

NORTH RIVER MAGISTERIAL DISTRICT
WARREN COUNTY, VA

Plan Revisions	
Date	Comment



VICINITY MAP
SCALE: 1" = 1000'

OWNER
MARLOW & SILEK INVESTMENT, LLC
707 NORTH COMMERCE AVE.
FRONT ROYAL, VIRGINIA 22630
CONTACT: MIKE SILEK

APPLICANT
9700 COURT, LLC
P.O. BOX 1233
LOCUST GROVE, VIRGINIA 22508
CONTACT: KEVIN TOMAYKO
EMAIL: kevin@bandkproperties.com

CALL "MISS UTILITY"
VIRGINIA UTILITY PROTECTION SERVICE (VUPS) AT 811 OR 1-800-552-7001, 48 HOURS PRIOR TO THE START OF WORK. EXCAVATORS MUST NOTIFY ALL PUBLIC UTILITY OPERATORS WHO MAINTAIN UNDERGROUND UTILITY LINES IN THE AREA OF PROPOSED EXCAVATING OR BLASTING AND HAVE THOSE FACILITIES LOCATED BY THE UTILITY COMPANIES PRIOR TO COMMENCING EXCAVATION. THE EXCAVATOR IS RESPONSIBLE FOR COMPLIANCE WITH ALL COUNTY REQUIREMENTS, VIRGINIA CODE AND REGULATIONS.

UTILITY NOTICE REQUIRED
Contractors shall notify all public utility operators who maintain underground utility lines in the area of proposed excavating or blasting at least two (2) working days, but not more than ten (10) working days, prior to commencement of excavation or demolition. Names and telephone numbers of the operators of underground utility lines appear below. These numbers shall also be used to serve in an emergency condition.

Water/Sewer:	Frederick Water P.O. Box 1977 Winchester, VA, 22604 (540) 868-1061
Power:	Rappahannock Electric Coop 137 Kaby Court Front Royal, VA 22630 1-800-552-3904
Phone:	Verizon P.O. Box 17398 Baltimore, MD 21297 (301) 954-4282
Gas:	Shenandoah Gas Co. P.O. Box 2400 Winchester, VA 22604 (540) 869-1111

SURVEY AND TOPOGRAPHIC INFORMATION

1. Boundary survey was performed by: BROGAN LAND SURVEYING PLC Dated: 2021
2. Aerial, horizontal, and vertical control surveys were performed by: COUNTY 2' TOPO 2016 (Year)
3. Aerial topographic mapping performed by: COUNTY AERIAL MAPPING Dated: NA

APPROVALS

WARREN COUNTY PLANNING DIRECTOR — DATE

*APPROVAL OF THESE PLANS SHALL EXPIRE FIVE (5) YEARS FROM THE DATE OF PLANNING APPROVAL

*E&S APPROVAL OF THESE PLANS SHALL EXPIRE ONE HUNDRED EIGHTY (180) DAYS AFTER APPROVAL DATE

151 Windy Hill Lane
Winchester, Virginia 22602
Telephone (540) 722-9455
Fax (540) 722-9456
www.greenwayeng.com

GREENWAY ENGINEERING
PROUDLY SERVING VIRGINIA & WEST VIRGINIA
OFFICES IN: WINCHESTER, VA & MARTINSBURG, W.V.

COVER SHEET
9700 COURT, LLC- SELF STORAGE
NORTH RIVER MAGISTERIAL DISTRICT
WARREN COUNTY, VA

Rev. No.	Date

COMMONWEALTH OF VIRGINIA
TUNG HSI ADHIDJUSMA
Lic. No. 28715
PROFESSIONAL ENGINEER
4/20/21

DATE: APRIL 30, 2021
SCALE: N/A
DESIGNED BY: TNA
FILE NO. 5637B
SHEET 1 OF 4

GENERAL NOTES

1. Greenway Engineering, Inc. (GE) issued this plan set based on project criteria dictated by the client and municipal codes. This plan set is not considered complete or appropriate for construction until ALL necessary agencies have given approval AND this plan set is signed and sealed by a licensed professional. Any work, planning, scheduling, material purchases and/or construction prior to approvals and licensed/professional sealing will be performed at the risk of the personnel authorizing work. GE shall be held harmless from and costs, time delay and/or material changes incurred on work started before this plan set receives approvals and seals.
2. Methods and materials used in the construction of the improvements herein shall conform to current County Construction Standards and Specifications and/or current VDOT Standards and Specifications.
3. The Engineer shall not have control over or charge of and shall not be responsible for construction means, methods, techniques, sequences or procedures nor for safety precautions and programs in connection with work shown on these plans. The Engineer is not responsible for the contractor's schedules or failure to carry out the work. The Engineer is not responsible for acts of omissions of the contractor, subcontractor, or their agents or employees, or any other person performing portions of the work.
4. The Contractor, Owner or Developer shall be responsible for securing any third party inspection/testing service to insure construction compliance with these plans and specifications. It is Greenway Engineering's recommendation that a third party inspection/testing service be employed to ensure that project is completed and materials installed meet the details and specifications in these plans.
5. The location of existing utilities shown in these plans are taken from existing records. It shall be the contractors responsibility to verify the exact horizontal and vertical location of all existing utilities as needed prior to construction. The contractor shall be responsible for the digging of all test holes that may be required, whether recommended or not by these plans, to determine the exact location and elevation of existing utilities. If any conflicts arising from this existing utility verification or if during the course of construction, any object of an unusual nature is encountered, the contractor shall cease work in that area and immediately notify Greenway Engineering at (540) 662-4185 and/or the proper authority. Greenway Engineering or any engineer associated with these plans shall not be responsible or liable for any construction cost that may be associated with the installation or reinstallation any utility or other improvements if not notified of any discrepancies between actual field conditions and the approved plan.
6. The approval of these plans in no way relieves the developer, the contractor, or their agents of any legal responsibility which may be required by the code of Virginia or any other ordinance enacted by the County nor does it guarantee the issuance of any required permit by the County, VDOT or any other Agency.
7. An approved set of plans and all applicable permits must be available at the construction site at all times during construction. A representative of the Owner must be available at all times.
8. Prior to the initiation of any land disturbing activities the Developer, the Contractor or the Responsible Land Disturber shall obtain a Land Disturbance Permit from the Building Inspections Office. The Contractor, Developer or his agent shall be responsible for obtaining a Virginia Stormwater Management Program (VSMP) Permit and shall be responsible for the registration of the construction site as required by law. They shall also be responsible for obtaining and maintaining on site a Stormwater Pollution Prevention Plan (SWPPP). The approval of these plans in no way relieves the developer or his agent of the requirements contained in the Virginia Erosion and Sediment Control Handbook.
9. The Developer or his agent shall be responsible for obtaining any required permits from the Virginia Department of Environmental Quality (DEQ) or the United States Army Corp of Engineers for any plan wetland disturbance as shown on these plans. They shall also be responsible the identification and delineation of any wetlands that may be present on the construction site.
10. The contractor shall provide adequate means of cleaning mud from trucks and/or other equipment prior to entering public streets, and it is the contractors responsibility to clean streets, alley dust, and to take whatever measures are necessary to that public and private streets are maintained in a clean, mud and dust free condition at all times.
11. A permit must be obtained from the Office of the Resident Engineer, Virginia Department of Transportation (VDOT) and Warren County prior to any construction activities within existing State right-of-way.
12. The developer will be responsible for any damage to the existing streets and utilities which occurs as a result of his construction project within or contiguous to the existing right-of-way.
13. Warning signs, markers, barricades or flagmen should be in accordance with the State and Federal Manual on Uniform Traffic Control Devices (MUTCD).
14. The exact location of all guard rails and paved ditches will be determined by VDOT personnel. "A joint inspection will be held with the Developer, County Representatives, and Representatives of the Virginia Department of Transportation (VDOT) to determine if and where guard rail and/or paved ditches will be needed. The developer will be responsible for providing guardrail and paved ditches as determined by this joint inspection." Refer to Virginia Department of Transportation (VDOT) Guard Rail and Paved Ditch Specifications.
15. All unsuitable material shall be removed from the construction limits of the site plan before placing embankment.
16. All pavement sections shown on these approved plans are based on a minimum CBR value of 6 and are for preliminary design only. Final pavement design shall be based upon actual field tested CBR values. The Contractor or Developer shall be responsible for field tests per VDOT standards to obtain actual CBR values for final design. Final pavement designs will be approved by VDOT and/or the Owner/Developer, which ever applicable, prior to installation.
17. All springs shall be capped and piped to the nearest storm sewer manholes or curb inlet. The pipe shall be minimum 6" diameter and conform to VDOT standard SS-1.
18. When grading is proposed within easements of utilities, letters of permission from all involved companies must be provided to the Warren County prior to issuance of grading and/or site development permits.
19. Notification shall be given to the appropriate utility company prior to construction of water and/or sanitary sewer lines. Information should also be obtained from the appropriate authority concerning permits, cut sheets, and construction details.
20. The Developer and/or Contractor shall be responsible to supply all utility companies with copies of the approved plans and advise them that all grading shall conform to the approved plans, and further that the utility companies shall be responsible for horning these plans and the finished grades in the installation of their utility lines.
21. All utilities to be located underground.
22. Contractors shall notify operators who maintain underground utility lines in the area of proposed excavating or blasting at least two (2) working days, but not more than ten (10) working days, prior to commencement of excavation or demolition.
23. The developer will be responsible for the relocation of any utilities which is required as a result of his project. The relocation should be done prior to construction.
24. All parking lot/street light and dry utility design shall be performed and provided separately by others. All dry utility and or lighting information shown hereon is as specified by others and is included for informational purposes only, as directed by the Developer and/or public agency requirements. Greenway Engineering has not performed the lighting and/or dry utility design and does not warrent and is not responsible for the degree and/or adequacy of illumination on this project or the adequacy of the dry utility to service the site.
25. All sanitary sewers, water mains and appurtenances shall be constructed in accordance with the current standards and specifications of the Town of Front Royal.
26. All stormwater piping and structures shown on these plans are only accurate to the inlet or manhole locations as shown hereon. Detail design of stormwater structures were not provided to Greenway Engineering. Actual pipe alignments shall be developed structural shop drawings as provided by the manufacturer. Contractor shall make adjustments to pipe alignments base on provided shop drawings. Greenway Engineering will not be held responsible or liable for any discrepancies or changes caused by the structural design. Contractor may submit shop drawings to Greenway Engineering for review and approval at contractor's expense. Shop drawings will be reviewed for compliance with design plans. The Owner or Developer will be responsible for any redesign as a result of structural shop drawing design.
27. Controlled fills shall be compacted to 95% of maximum density as determined by method "A" per standard procedure AASHTO-T99, or VTM-1 for silty soils. Density shall be certified by a registered professional engineer and results submitted to Warren County prior to pavement construction. If a geotechnical report has been prepared, it should supersede the requirements in this note.
28. Refer to Geotechnical Engineer for methods, materials and details for construction of all earthwork activities.
29. Any retaining wall 2 ft. or greater in height shall require the issuance of a separate building permit.
30. Construction debris shall be containerized in accordance with the Virginia Litter Control Act; no less than one litter receptacle shall be provided at the construction site.
31. These plans identify the location of all known graveyards. Burials on this plan will be protected in accordance with state law. In the event gravesites are discovered during construction, the owner and engineer must be notified immediately.
32. Individual sign permits will be required from the Zoning Office for all free standing and/or facade signs prior to erecting the sign and may require a separate building permit..

FIRE MARSHAL'S NOTE

Fire lane markings and signage:

Any "No Parking" signs and yellow painted curb locations will be installed by field inspection at the direction of Warren County Building Inspections Department.

VDOT GENERAL NOTES

V1. All work on this project shall conform to the current editions of and latest revisions to the Virginia Department of Transportation (VDOT) Road and Bridge Specifications and Standards, the Virginia Erosion and Sediment Control Regulations, and any other applicable state, federal or local regulations. In case of a discrepancy or conflict between the Standards or Specifications and Regulations, the most stringent shall govern.

V2. All construction shall comply with the latest U.S. Department of Labor, Occupational Safety and Health Administration (OSHA), and Virginia Occupational Safety & Health (VOSH) Rules and Regulations.

V3. When working within VDOT right-of-way, all traffic control, whether permanent or temporary, shall be in accordance with the current edition of VDOT's Work Area Protection Manual. A transportation management plan needs to be submitted for approval and land use permit issued prior to any execution of work within the VDOT right of way.

V4. The developer shall be responsible for relocating, at his expense, any and all utilities, including traffic signal poles, junction boxes, controllers, etc., owned by VDOT or private / public utility companies. It is the sole responsibility of the developer to locate and identify utility facilities or items that may be in conflict with the proposed construction activity. VDOT approval of these plans does not indemnify the developer from this responsibility.

V5. Design features relating to field construction, regulations, and control or safety of traffic may be subject to change as deemed necessary by VDOT. Any additional expense incurred as a result of any field revision shall be the responsibility of the developer.

V6. If required by the local VDOT Land Development Office, a pre-construction conference shall be arranged and held by the engineer and/or developer with the attendance of the contractor (s), various County agencies, utility companies and VDOT prior to initiation of work.

V7. The contractor shall notify the local VDOT Land Development Office when work is to begin or cease for any undetermined length of time. VDOT requires and shall receive 48 hours advance notice prior to any required or requested inspection.

V8. The contractor shall notify the Traffic Operations Center at (540) 332-9500 for any traffic control plan that impacts a VDOT maintained Interstate or Primary roadway to provide notification of the installation and removal of the work zone.

V9. The contractor shall be responsible for maintaining a VDOT permitted temporary construction entrance(s) in accordance with Section 3.02 of the Virginia Erosion and Sediment Control Handbook. Furthermore, access to other properties affected by this project shall be maintained through construction.

V10. Contractor shall ensure adequate drainage is achieved and maintained on the site during and at the end of construction.

V11. All water and sewer lines within existing or proposed VDOT right-of-way shall have a minimum thirty-six (36) inches cover and when possible shall be installed under roadway travel lanes to avoid conflict with utilities.

V12. Any unusual subsurface conditions (e.g., unsuitable soils, springs, sinkholes, voids, caves, etc.) encountered during the course of construction shall be immediately brought to the attention of the engineer and VDOT. Work shall cease in that vicinity until an adequate design can be determined by the engineer and approved by VDOT.

V13. All fill areas, borrow material and undercut areas shall be inspected and approved by a VDOT representative prior to placement of fill. A VDOT representative shall be present to insure the soil sample(s) obtained for CBR's is representative of the location. When soil samples are submitted to private laboratories for testing, the samples shall be clearly identified and labeled as belonging to a project to be accepted by VDOT and that testing shall be performed in accordance with all applicable VDOT standards and procedures.

V14. All roadway fill, base, subgrade material, and backfill in utility/storm sewer trenches shall be compacted in accordance with the lift thicknesses, density and moisture requirements as specified in the current VDOT Road and Bridge Specifications. Certified copies of test reports shall be submitted to VDOT daily, unless specified otherwise.

V15. VDOT Standard CD and UD underdrains shall be installed where indicated on these plans and/or as specified by VDOT.

V16. Pipe installation visual/video camera inspection shall be conducted by the Contractor on all pipes identified on the plans as storm sewer pipe and a select number of pipe culverts. For pipe culverts, a minimum of one pipe installation for each size of each material type will be inspected or ten percent (10%) for each size and material type summarized. All pipe installations on the plans not identified as storm sewer pipe shall be considered as culvert pipe for inspection purposes. Additional testing may be required as directed by the Area Land Use Engineer or their representative.

V17. The installation of any entrances and mailboxes within any dedicated street right-of-way shall meet VDOT minimum design standards and is the responsibility of the developer.

V18. Prior to VDOT acceptance of any streets, all required street signage and/or pavement markings shall be installed by the developer in accordance with the Manual On Uniform Traffic Control Devices.

V19. The developer shall provide the VDOT Land Development Office with a list of all material sources prior to the start of construction. Copies of all invoices for materials utilized within any dedicated street right-of-way must be provided to the local VDOT Land Development Office prior to acceptance of the work. Unit and total prices may be obscured.

V20. Aggregate base and subbase materials shall be placed on subgrade by means of a mechanical spreading device. Density will be determined using the density control strip in accordance with Section 304 of the VDOT Road and Bridge Specifications and VTM-10. A certified compaction technician shall perform these tests. Certified copies of test reports shall be submitted to VDOT daily, unless specified otherwise. In addition to checking stone depths, a VDOT representative shall be notified and given the opportunity to be present during the construction and testing of the density control strip.

V21. Asphalt concrete pavements shall be placed in accordance with Section 315 of the VDOT Road and Bridge Specifications. Density shall be determined using the density control strip as specified in Section 315 and VTM-76. A certified compaction technician shall perform these tests. Certified copies of test reports shall be submitted to VDOT daily, unless specified otherwise. A VDOT representative shall be notified and given the opportunity to be present during the construction and testing of the control strip.

V22. In accordance with Section 302.03, the foundations for pipe culverts thirty-six (36) inches and larger shall be explored below the bottom of the excavation to determine the type and condition of the foundation. The contractor shall report findings of foundation exploration to the engineer and VDOT for approval prior to placing pipe. Foundation designs shall comply with VDOT Road and Bridge Standard PB-1. Where soft, yielding, or otherwise unsuitable foundation is encountered, the foundation design and/or need for foundation stabilization shall be determined by the engineer and approved by VDOT.

V23. VDOT Standard Guardrail shall be installed where warranted and/or as proposed on these plans in accordance with VDOT's installation criteria. Final approval of the guardrail layout to be given by VDOT after grading is mostly complete.

V24. Approval of these plans shall expire five (5) years from the date of the approval letter.

V25. VDOT Standard CG-12 Curb Ramps shall be installed where indicated on these plans and/or as specified by VDOT.

V26. The foundations for all box culverts shall be investigated by means of exploratory borings advanced below proposed foundation elevation to determine the type and condition of the foundation. The contractor shall submit copies of borehole logs and report findings of foundation exploration to the engineer and VDOT for approval prior to constructing box. Foundation designs shall comply with VDOT Road and Bridge Standard PB-1. Contrary to the Standard, where rock is encountered and cast-in-place box is proposed, the thickness of bedding shall be six (6) inches. Where soft, yielding, or otherwise unsuitable foundation is encountered, the foundation design and/or need for foundation stabilization shall be determined by the engineer and approved by VDOT.

TRIP GENERATION DATA

CLASS	USE	UNITS	* TRIP RATE	VPD
ITE CODE 151	MINI WAREHOUSE	105,000 GSF	2.38 Per 1000 GSF	250

* TAKEN FROM ITE TRIP GENERATION 9TH EDITION

PROJECT NOTES

NOTES:

1. THESE PLANS ARE IN CONFORMANCE WITH WARREN COUNTY STANDARDS AND ORDINANCES. ANY DEVIATION OR CHANGE IN THESE PLANS SHALL BE APPROVED BY THE ZONING ADMINISTRATOR PRIOR TO CONSTRUCTION.
2. ALL UTILITY SERVICE LINES, SUCH AS ELECTRIC, TELEPHONE, CABLE, TELEVISION, OR OTHER SIMILAR LINES SERVING INDIVIDUAL PAD SITES, SHALL BE PLACED UNDERGROUND.
3. FOR FILL IN AREAS OF PROPOSED STRUCTURES, ROADWAY. PLEASE SEE CURRENT GEOTECHNICAL REPORT FOR MINIMUM CONTROLLED FILL REQUIREMENTS. ALL CONTROLLED FILLS SHALL BE PLACED IN ACCORDANCE WITH THE GEOTECHNICAL REPORT AND COORDINATED WITH THE DEVELOPER'S GEOTECHNICAL ENGINEER.
4. CONTROLLED FILL SHALL BE COMPACTED TO 95% DRY DENSITY PER AASHTO T-99.
5. SLOPE STABILITY ANALYSES WILL BE REQUIRED FOR ANY SLOPE STEEPER THAN 3:1.
6. PROPOSE RETAINING WALL GREATER THAN 2 FEET IN HEIGHT SHALL BE SUBMITTED TO WARREN COUNTY BUILDING INSPECTIONS FOR SEPARATE APPROVAL.
7. Loading and service bays. Loading areas, service entrances and service bays shall be oriented and/or screened so as not to be visible from the corridor highway.
8. Waste disposal areas. Dumpster and other waste disposal areas shall be completely screened from the public view by means of a board-on-board fence and landscaping, or similar opaque material.Utilities. Utility lines, such as electric, telephone, cable television or similar lines, shall be installed underground. This requirement shall apply to lines serving individual sites as well as to utility lines necessary within the project. All junction and access boxes shall be screened. All utility pad fixtures and meters shall be shown on the site plan. The necessity for utility connections, meter boxes, etc., should be recognized and integrated with the architectural elements of the site plan. All underground utilities shall be installed within easements parallel to street rights-of-way or lot lines when possible.
9. Outside storage/display of goods. Outside storage or display of goods shall be completely screened from the view of the corridor highway. Outdoor storage shall include the parking of all company owned and operated vehicles, with the exception of passenger vehicles.
10. Fences. Fences exceeding four feet in height shall be located in side and rear yards only. Chain-link fences, including those with slats, are discouraged, particularly where visible from a public right-of-way. No chain-link fences shall be permitted in the front yard in the HC District.
11. Mechanical equipment. Mechanical equipment shall be shielded and screened from the public view and designed to be perceived as an integral part of the building.
12. Materials. Building materials should be typical of those prevalent in Warren County, including stucco, brick, architectural block, wood siding, and standing seam metal roofs. Inappropriate materials include reflective glass and metal wall panels. No facade visible from adjoining property or the corridor highway shall be constructed of unadorned cinder block, corrugated metal or sheet metal.
13. Color. The permanent color of building materials (to be left unpainted) should resemble the predominant tones, primarily earthen tones, along the corridor. Garish and striking colors should be avoided.
14. Lighting will be installed in accordance with § 180-49.2 of this ordinance.

TOWN OF FRONT ROYAL
GENERAL CONSTRUCTION NOTES

(To be included on all site plans)

1. For technical specifications and details refer to the Town of Front Royal Water and Sewer Standards and Specifications, latest edition. All construction shall be in accordance to these specifications. Any deviation or changes shall be submitted in writing to the Town for supplemental approval. Inspection shall be performed by the Department of Public Works. Contact: Director of Public Works at (540) 635-7819 or FAX (540) 635-8973.
2. Locations of utilities shown are approximate. Contractor shall be responsible field verifying the exact location, vertically and horizontally, of the utilities prior to any excavation or construction. The Contractor shall contact MISS UTILITY and all applicable utility companies for clearance prior to excavation. The Contractor shall be responsible for adhering to the Commonwealth of Virginia Underground Utility Damage Prevention Act, Chapter 10, Title 56 of the Code of Virginia.
3. Contractor shall be responsible for implementing and maintaining all erosion and sediment control measures necessary during construction in accordance with current state and local regulations. Disturbed area shall not remain denuded for more than seven (7) calendar days. During construction, all storm sewer inlets shall be protected by inlet protection, maintained and modified as required by construction process. Contractor shall contact the County Building Inspection Office at (540) 636-9973 prior to schedule inspections.
4. The Contractor shall provide adequate means of cleaning mud from trucks and/or other equipment prior to entering public streets. It is the Contractor's responsibility to clean streets, alley dust, and to take whatever measures necessary to ensure that the streets are maintained in a clean, mud and dust free condition at all times.
5. Any street or utilities damaged by Contractor or Sub-Contractor shall be sole responsibility of the primary contractor and properly and immediately repaired by the Contractor. Such repairs shall be to the original condition and shall be to the satisfaction of the Town Inspector.
6. All plastic sanitary sewer main pipe shall be 8" diameter, SDR 35, unless otherwise noted. Pipe bedding shall be determined by field conditions and Town Specifications.
7. All proposed water mains, hydrant branches and fire suppression lines shall be Class 52 ductile iron pipe with a minimum of 42" cover unless otherwise noted.
8. All 2" and smaller water services shall be type "K" copper pipe. Soldered joints on buried lines are not acceptable.
9. All precast concrete structures shall be minimum 4000 psi and 28 days with a bituminous coating.
10. The Contractor shall be responsible for acquiring all necessary permits before any construction begins.
11. The Contractor is responsible for adjustment of all utility boxes, vaults or other appurtenances to new finished grade elevations.
12. Contractor to relocate all signs and utilities required for this work.
13. Any planned disruptions of or tie-ins to existing utilities shall be coordinated with the appropriate utility owner. With the exception of emergencies, there shall be a minimum of 24 hours notice given by the Contractor to all residential, commercial and industrial utility users affected by utility interruptions.
14. The unauthorized use of water without due compensation is illegal. No person shall connect to or do any work on that portion of the system owned by the Town unless written authorization is received prior to commencing work.
15. Construction limits shall be property lines or as indicated by plan requirements.
16. Construction shall conform to the American with Disabilities Act (ADA) requirements. Curb ramps shall be placed where all sidewalks meet curbs.

LEGEND

EXISTING INTERMEDIATE CONTOUR
EXISTING INDEX CONTOUR
PROPOSED CONTOUR 400
EXISTING EDGE OF PAVEMENT
PROPOSED EDGE OF PAVEMENT
EXISTING CURB AND GUTTER
PROPOSED CURB AND GUTTER
TRANSITION TO REVERSE CURB
EXISTING TELEPHONE LINE T
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EXISTING STORM SEWER WITH INLET
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PROPOSED ELECTRIC SERVICE E
EXISTING GAS LINE G
PROPOSED GAS LINE G
EXISTING WATERLINE W/ TEE W
PROPOSED WATERLINE W/ TEE W
EXISTING FIRE HYDRANT/VALVE/METER
PROPOSED FIRE HYDRANT/VALVE/METER
PROPOSED REDUCER
PROPERTY LINE
EXISTING EASEMENT
PROPOSED EASEMENT
PROPOSED CENTERLINE
EXISTING CENTERLINE
EXISTING TREE LINE
FLOW LINE
FENCELINE X X X
EXISTING UTILITY POLE/GUIDE WIRE
EXISTING TELEPHONE PEDESTAL
SIGNS
PARKING INDICATOR
INDICATES THE NUMBER OF TYP. PARKING SPACES 14
HANDICAP PARKING
VEHICLES PER DAY COUNT 100
PROPOSED BUILDING ENTRANCE
SANITARY MANHOLE IDENTIFIER 12
STORM DRAIN STRUCTURE IDENTIFIER 6
EXISTING SPOT ELEVATION
PROPOSED SPOT ELEVATION X 352
LIGHT POLE

PROJECT INFORMATION

PARCEL IDENTIFICATION NO: TM 12B-1-1Lot 1
STREET ADDRESS: NORTH RIVER SQUARE Lot#4 WINCHESTER RD, FRONT ROYAL, VA 22630
PROJECT SITE AREA: 3.2128 ACRES
CURRENT ZONING: COMMERCIAL
CURRENT USE: VACANT
PROPOSED USE: SELF STORAGE
PREVIOUSLY APPROVED PLANS: NONE

COMMERCIAL ZONING ON HIGHWAY CORRIDOR DISTRICT REQUIREMENTS
MAX LENGTH/WIDTH RATIO: 4:1
LENGTH/WIDTH RATIO PROVIDED: 1.41:1
MINIMUM LOT AREA: 21,780 SQ FT
LOT AREA: 139,950 SQ FT
MIN. LOT WIDTH AT SETBACK: 100'
LOT WIDTH AT SETBACK: 453'

COMMERCIAL REQUIRED SETBACKS
FRONT: From 50'
SIDE: From property line 15'
REAR: From property line 15'

AREA CALCULATIONS

TOTAL SITE AREA = 3.2128 ACRES		
BUILDING AREA (Phase 1 & 2)	= 0.964 ACRES	
FLOOR AREA RATIO (FAR)	= 75 %	
PAVEMENT AND BUILDING AREA	= 2.073 ACRES	64.51%
OPEN SPACE	= 1.14 ACRES	35.49 %

NOTES:

1. The location, height, make, model, lamp type and wattage of each outdoor lighting fixture will be provided with final site plan submission and Certification that the angle of total light cutoff is no more than 90°
2. All outdoor lighting fixtures, including display lighting, will be turned off after close-of-business, unless needed for safety or security, in which case the lighting shall be reduced to the minimum level necessary.
3. All light fixtures that are required to be fully shielded will be installed and maintained so that the shielding is effective as described in the definition of a fully-shielded fixture in § 180-49.2N, Definitions
4. Light trespass from a property will be designed not to exceed one footcandle at the property line.
5. Outdoor lighting fixtures will comply with the shielding requirements of Section 180-49.2 Table F.
6. Landscape screening shall be provided in accordance to Warren County requirements

151 Windy Hill Lane
Winchester, Virginia 22602
Telephone (540) 662-4185
Fax (540) 662-4189
www.greenwayeng.com

GREENWAY ENGINEERING

GENERAL NOTES

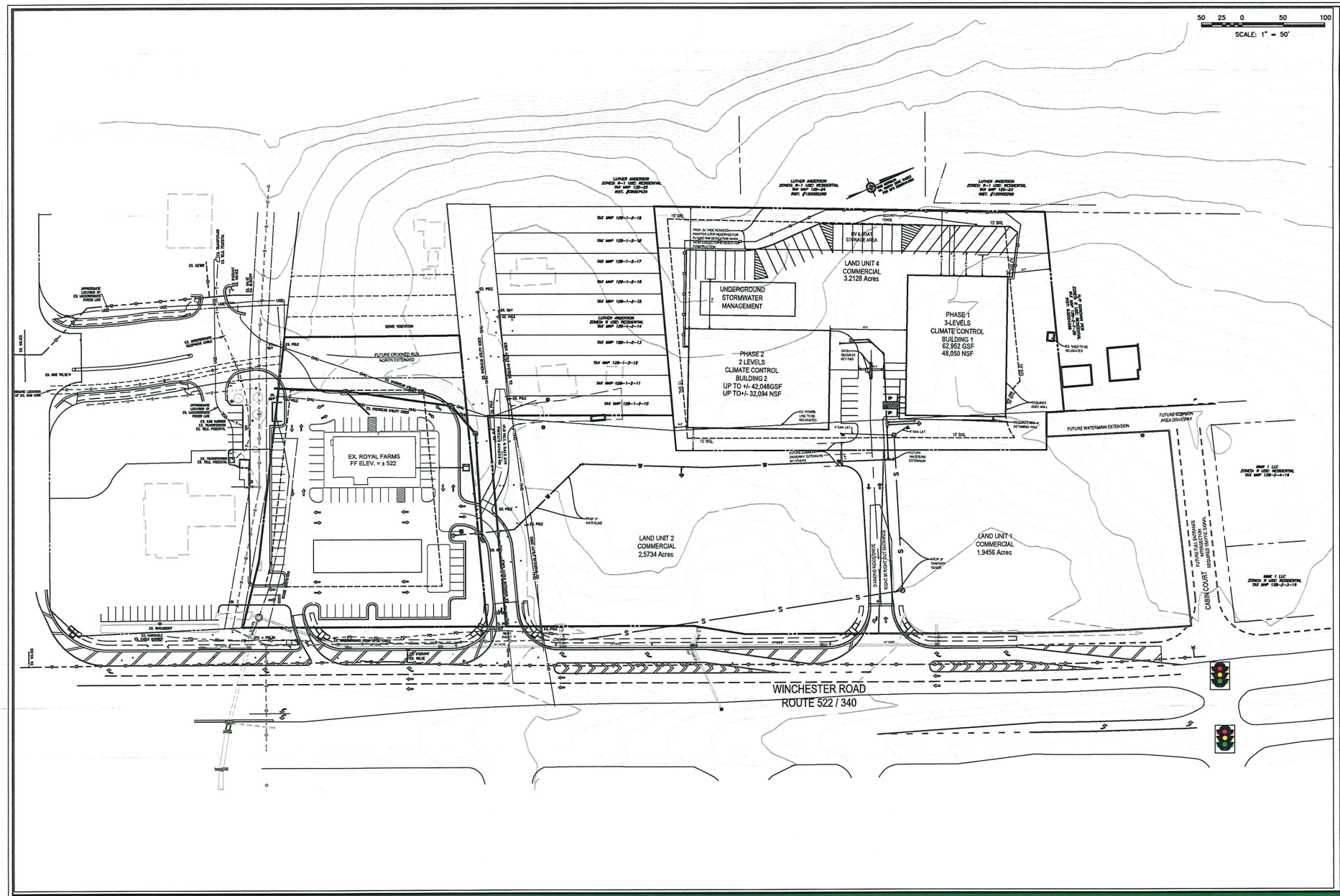
COURT 9700 SELF STORAGE LLC

NORTH RIVER MAGISTERIAL DISTRICT
WARREN COUNTY, VA

SP NUMBER: #XX-XX

COMMONWEALTH OF VIRGINIA
TUNG NIKO ADHIKUSUMA
Lic. No. 26715
4/30/21
PROFESSIONAL ENGINEER

DATE: APRIL 30, 2021
SCALE: N/A
DESIGNED BY: TNA
FILE NO. 5637B
SHEET 2 OF 4
12-21



GREENWAY ENGINEERING
151 Windy Hill Lane
Winchester, Virginia 22602
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DATE	REVISION

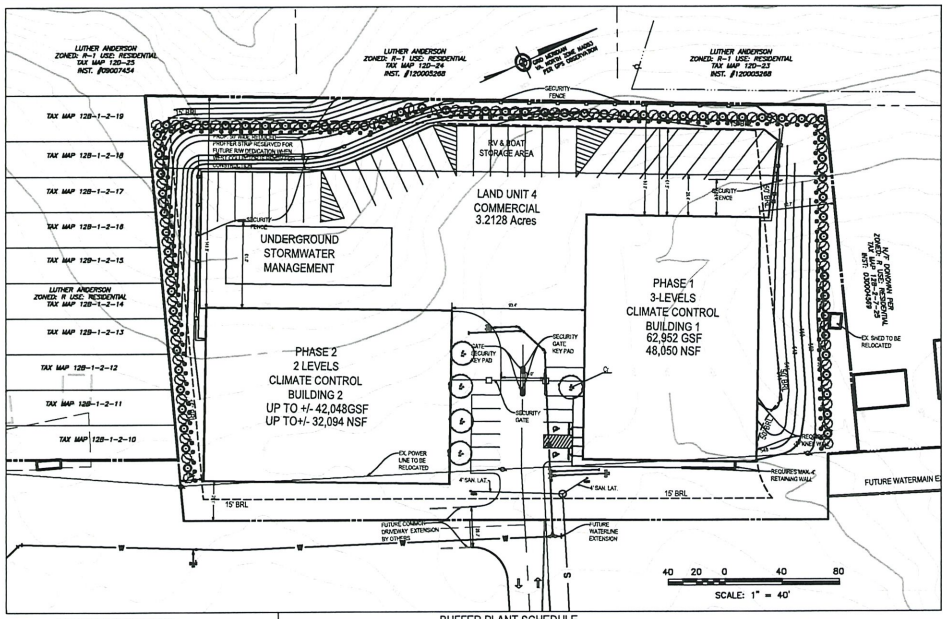
GENERAL DEVELOPMENT PLAN

9700 COURT LLC - SELF STORAGE

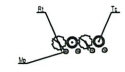
NORTH RIVER MAGISTERIAL DISTRICT
WARREN COUNTY, VIRGINIA

COMMONWEALTH OF VIRGINIA
TUNG NIXI ADHIKSHINA
Lic. No. 28715
4/30/21
PROFESSIONAL ENGINEER

DATE: APRIL 30, 2021
SCALE: 1"=50'
DESIGNED BY: TNA
FILE NO. 5637B
SHEET 3 OF 4
21-04



FULL SCREEN ZONING BUFFER
not to scale



1. 3 PLANTS PER 10 L.F., AT LEAST FOUR FEET IN HEIGHT AT PLANTING AND INTENDED TO REACH A MINIMUM HEIGHT OF SIX FEET AT MATURITY, THERE SHALL BE AT LEAST THREE SPECIES OF PLANTS, WITH THE MAJORITY BEING EVERGREENS AND AT LEAST 1/3 BEING DECIDUOUS
2. 6' OPAQUE FENCE

FULL SCREEN ZONING BUFFER:

PROVIDE A 10' WIDE LANDSCAPE SCREEN WITH 3 PLANTS PER 10' 998 LF OF PROPERTY LINE SHARED WITH R-1 ZONED PROPERTIES 998/10 = 99.8 X 3 = 299 PLANTS REQUIRED* 273 PLANTS PROVIDED*

(*GRADES AT REAR OF PROPERTY PRECLUDE PLANTINGS BEING PLACED ALONG PROPERTY LINE FOR SCREENING PURPOSES)

BUFFER PLANT SCHEDULE

ABB	BOTANIC NAME	COMMON NAME	QUANTITY	SIZE
CATEGORY "C" BUFFER		PROPOSED PLANTINGS		
Mp	Myrica pennsylvanica	Northern Bayberry	136	4' Ht.
Rt	Rhus typhina	Fragrant Sumac	68	4' Ht.
Ts	Thuja Standishii plicata 'Green Giant'	Green Giant Arborvitae	68	4' Ht.
PARKING LOT PLANT SCHEDULE			273 Plants	
Cr	Crataegus crus-galli var. inermis	Thornless Cockspur Hawthorn	5	2" Cal.

NOTES:
1. TREE SIZE SHOWN ON PLAN VIEW IS ILLUSTRATIVE. SIZES ARE AS SHOWN IN PLANT SCHEDULE
2. ALL PLANTING SHALL CONFORM WITH 180-48.1 LANDSCAPING REQUIREMENTS AND 180-18B SCREENING AND BUFFERING REQUIREMENTS OF THE WARREN COUNTY ZONING ORDINANCE.
3. ANY PLANT SUBSTITUTIONS MUST BE APPROVED IN WRITING BY THE WARREN COUNTY PLANNING DEPARTMENT.
4. TREES AND SHRUBS SHALL NOT BE PLANTED WITHIN UTILITY EASEMENTS
6. ALL SEEDED AND SODDED AREAS OF PROJECT WILL BE OF A DROUGHT TOLERANT MIX PER PENNINGTON SEED COMPANY.
7. NO SLOPE IN EXCESS OF 25% WILL BE SEEDED OR SODDED.
8. BEFORE SODDING, SEEDING AND LANDSCAPING THE CONTRACTOR WILL TILL ALL COMPACTED AREAS AT LEAST 6" IN DEPTH TO LOOSEN THE COMPACTED SOILS AND ADD AMENDMENTS

STANDARDS

A. PLANTS WILL BE IN ACCORDANCE WITH THE CURRENT ANLA'S STANDARDS AND CONFORM IN GENERAL TO REPRESENTATIVE SPECIES.

B. BALLED AND BURLAPPED (B&B)
1. BALLED AND BURLAPPED PLANTS SHALL BE DUG WITH FIRM ROOT BALLS FREE OF NOXIOUS WEEDS. THERE SHOULD BE NO EXCESS SOIL ON TOP OF THE ROOTBALL OR AROUND THE TRUNK
2. BALL SIZES SHALL BE IN ACCORDANCE WITH ANLA STANDARDS.
3. CALIPER AND HEIGHT MEASUREMENT: IN SIZE GRADING B&B SINGLE TRUNK TREES, CALIPER SHALL TAKE PRECEDENCE OVER HEIGHT. CALIPER OF THE TRUNK SHALL BE TAKEN 6" ABOVE GROUND LEVEL (UP TO AND INCLUDING 4" CALIPER SIZE) AND 12" ABOVE THE GROUND LEVEL FOR LARGER TREES. FOR MULTIPLE-TRUNK TREES, HEIGHT MEASUREMENT SHALL TAKE PRECEDENCE OVER CALIPER.

C. CONTAINER - GROWN STOCK
1. THE SIZE OF CONTAINER-GROWN SHRUBS IS MEASURED BY HEIGHT AND WIDTH OF THE PLANT. CONTAINER-GROWN TREES ARE MEASURED BY THE SAME STANDARDS LISTED IN B.3. ABOVE. THE ROOT SYSTEM OF CONTAINER-GROWN PLANTS SHALL BE WELL DEVELOPED AND WELL DISTRIBUTED THROUGH OUT THE CONTAINER.
2. ALL CONTAINER-GROWN TREES AND SHRUBS THAT HAVE CIRCLING (GIRDLING) AND MATTED ROOTS SHALL BE TREATED IN THE FOLLOWING MANNER PRIOR TO PLANTING: SEPARATE THE ROOTS BY HAND, UNTANGLING SO CIRCLING ROOTS WILL NOT DAMAGE FUTURE OF THE PLANT. SEE PLANTING PROCEDURES FOR ALL CONTAINER-GROWN TREES & SHRUBS IN THIS SECTION.
3. ALL CONTAINER-GROWN PLANTS SHOULD BE GROUPED AND WATERED DAILY UNTIL THEY ARE PLANTED IN THE LANDSCAPE, THE SOIL SHALL BE KEPT MOIST WITH THE EQUIVALENT OF ONE-INCH OF RAINFALL PER WEEK.

D. PRUNING SHALL BE DONE BEFORE PLANTING OR DURING THE PLANTING OPERATION. PRUNING DETAIL FOR TREES IN THIS SECTION.

E. ALL PLANT MATERIAL IN TRANSIT SHALL BE COVERED TO KEEP MATERIAL FROM DRYING OUT. THE COVERING SHALL COMPLY WITH THE STATE AND LOCAL LAWS PERTAINING TO THE TRANSPORT OF MATERIALS.

F. TREES SHALL BE PLACED IN AN UPRIGHT POSITION WITH THE ROOTBALL COVERED BY MULCH AND KEPT MOIST. TREES AND SHRUBS SHOULD NOT BE LEFT ON SITE UNPLANTED FOR MORE THAN 24-HOURS WITHOUT ADEQUATE WATER TO INSURE ROOT SURVIVAL.

INSPECTION

A. PLANTS MAY BE SUBJECT TO INSPECTION AND APPROVAL BY THE OWNER OR OWNER'S REPRESENTATIVE AT THE PLACE OF GROWTH OR HOLDING YARD FOR CONFORMITY TO SPECIFICATION REQUIREMENTS AS TO QUALITY, SIZE AND VARIETY.

B. PLANTS DAMAGED IN HANDLING OR TRANSPORTATION CAN BE REJECTED BY THE OWNER OR OWNER'S REPRESENTATIVE.

C. STATE NURSERY INSPECTION CERTIFICATES SHALL BE FURNISHED TO THE LANDSCAPE ARCHITECT UPON REQUEST.

PLANTING PROCEDURES FOR ALL CONTAINER-GROWN TREES & SHRUBS

A. REMOVE THE PLANT EITHER BY CUTTING OR INVERTING THE CONTAINER.

B. FOR UNTREATED PLASTIC CONTAINER-GROWN PLANTS WITH CIRCLING ROOTS, SEPARATE ROOTS BY HAND AND UNTANGLE ROOTS THE LENGTH OF THE ROOTBALL.

C. PLANT SHRUB OR TREE A MINIMUM OF ½" OF THE HEIGHT OF THE ROOTBALL ABOVE EXISTING GRADE.

D. APPLY A 2 TO 3" THICK LAYER OF APPROVED HARDWOOD MULCH. KEEP MULCH 6" AWAY FROM THE TRUNK OF ALL TREES AND SHRUBS.

E. PLANTS GROWN IN ROOT CONTAINMENT BAGS MUST HAVE BAGS REMOVED DURING THE PLANTING OPERATION. NO ADDITIONAL SLASHING OF THE ROOTBALL IS NECESSARY.

GENERAL CONDITIONS

SCOPE OF WORK

THE LANDSCAPE CONTRACTOR SHALL PROVIDE ALL MATERIALS, LABOR AND EQUIPMENT TO COMPLETE ALL LANDSCAPE WORK AS SHOWN ON THE PLANS AND SPECIFICATIONS.

NOTE: IF CONTRACTOR BIDS ACCORDING TO THE PLANT LIST, HE/SHE SHOULD THOROUGHLY CHECK THE PLANT LIST QUANTITIES WITH THE SYMBOLS DRAWN ON THE PLAN TO ENSURE THERE ARE NO DISCREPANCIES. IF THERE IS A DISCREPANCY BETWEEN THE DRAWING AND THE PLANT LIST, THE DRAWING TAKES PRECEDENCE.

STANDARDS

ALL PLANT MATERIAL WILL CONFORM TO THE CURRENT ISSUE OF THE AMERICAN STANDARD FOR NURSERY STOCK PUBLISHED BY THE AMERICAN NURSERY & LANDSCAPE ASSOCIATION (ANLA).PLANT MATERIAL MUST BE SELECTED FROM NURSERIES THAT HAVE BEEN INSPECTED AND CERTIFIED BY STATE PLANT INSPECTORS. COLLECTED MATERIAL MAY BE USED ONLY WHEN APPROVED BY OWNER'S REPRESENTATIVE. NOMENCLATURE WILL BE IN ACCORDANCE WITH HORTUS III BY L.H. BAILEY.

ALL PLANTING SHALL CONFORM WITH 165-203.01 - B OF THE FREDERICK COUNTY ZONING ORDINANCE (PLANT SELECTION, PLANTING PROCEDURE, AND MAINTENANCE.

ANY PLANT SUBSTITUTIONS MUST BE APPROVED IN WRITING BY THE FREDERICK COUNTY PLANNING DEPARTMENT.

SUBSTITUTIONS: PRE-BID

IT IS THE LANDSCAPE CONTRACTOR'S RESPONSIBILITY TO MAKE EVERY REASONABLE EFFORT TO FIND THE PLANTS SPECIFIED BY THE LANDSCAPE ARCHITECT. THE LANDSCAPE CONTRACTOR MAY OFFER SUBSTITUTIONS TO THE LANDSCAPE ARCHITECT FOR HIS/HER CONSIDERATION. THE LANDSCAPE CONTRACTOR WILL NOTIFY THE LANDSCAPE ARCHITECT IF THERE ARE KNOWN DISEASES OR INSECT RESISTANT SPECIES THAT CAN BE SUBSTITUTED FOR A SELECTED PLANT. THE CONTRACTOR SHALL SUBMIT A BASE BID AS PER PLAN PLUS PRICE CLARIFICATIONS FOR ALL RECOMMENDED SUBSTITUTIONS.

SUBSTITUTIONS: POST-BID

IT IS THE INTENT TO ELIMINATE POST-BID SUBSTITUTIONS. HOWEVER, IN THE EVENT THAT THE CONTRACT MATERIAL HAS BECOME UNAVAILABLE, AN APPROPRIATE SUBSTITUTION MUST BE APPROVED BY THE OWNER'S REPRESENTATIVE.

UTILITIES AND UNDERGROUND FEATURES

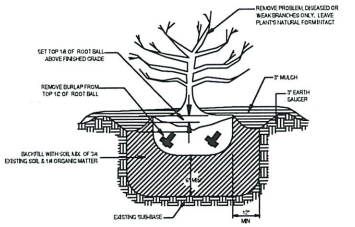
THE LANDSCAPE CONTRACTOR SHALL NOTIFY UTILITY COMPANIES AND/OR THE GENERAL CONTRACTOR IN ADVANCE OF CONSTRUCTION TO LOCATE UTILITIES.
IF THERE IS A CONFLICT WITH UTILITIES AND THE PLANTING, THE LANDSCAPE ARCHITECT SHALL BE RESPONSIBLE FOR RELOCATING PLANTS PRIOR TO THE PLANTING PROCESS. ANY COST DUE TO RELOCATING AFTER PLANTING SHALL BE BORNE BY THE OWNER. IF PLANTS ARE TO BE INSTALLED IN AREAS THAT SHOW OBVIOUS POOR DRAINAGE, AND THE PLANTS ARE INAPPROPRIATE FOR THAT CONDITION, THE LANDSCAPE CONTRACTOR SHALL NOTIFY THE LANDSCAPE ARCHITECT AND OWNER. IF THEY DEEM NECESSARY, THE PLANTS SHALL BE RELOCATED, THE CONTRACT SHALL BE ADJUSTED TO ALLOW FOR DRAINAGE CORRECTION AT A NEGOTIATED COST, OR THE PLANT SELECTION MODIFIED BY THE LANDSCAPE ARCHITECT TO ACCOMMODATE THE POOR DRAINAGE.

TREES AND/OR SHRUBS SHALL NOT BE PLACED WITHIN FREDERICK WATER EASEMENTS

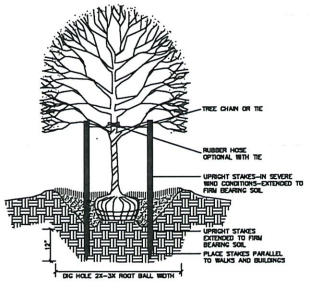
WARRANTY

THE STANDARD WARRANTY IS FOR ONE (1) YEAR PERIOD, EXCLUDING BULBS, SOD AND ANNUALS, COMMENCING ON THE DATE OF INITIAL ACCEPTANCE. ALL PLANTS SHALL BE ALIVE AND IN SATISFACTORY GROWTH AT THE END OF THE GUARANTEE PERIOD. ANY MATERIAL THAT IS 25% DEAD OR MORE SHALL BE CONSIDERED DEAD AND MUST BE REPLACED AT NO CHARGE. A TREE SHALL BE CONSIDERED DEAD WHEN THE MAIN LEADER HAS DIED BACK, OR 25% OF THE CROWN IS DEAD. REPLACEMENTS SHALL BE MADE DURING THE NEXT PLANTING PERIOD. REPLACEMENTS SHALL BE OF THE SAME TYPE, SIZE AND QUALITY AS ORIGINAL SPECIES UNLESS OTHERWISE NEGOTIATED.

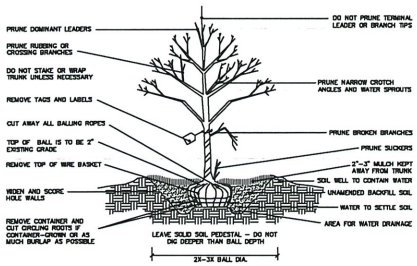




SHRUB PLANTING DETAIL
NOT TO SCALE



TREE PLANTING – VERTICAL STAKES
TREES 4" CAL. SCALE: NOT TO SCALE



TREE PLANTING DETAIL
TREES 4" CAL. SCALE: NOT TO SCALE

151 Hyde Hall Lane
Winchester, Virginia 22602
Telephone (540) 662-4185
Fax (540) 722-9528
www.greenwayeng.com

GREENWAY ENGINEERING

DATE	REVISION

GDP LANDSCAPE PLAN

9700 COURT LLC - SELF STORAGE

NORTH RIVER MAGISTERIAL DISTRICT
WARREN COUNTY, VIRGINIA

COMMONWEALTH OF VIRGINIA
TUNG HOO ADHIKUSUMA
Lic. No. 26715
PROFESSIONAL ENGINEER
4/30/21

DATE: MAY 10, 2021
SCALE: 1"=40'
DESIGNED BY: TNA
FILE NO. 5637B
SHEET 4 OF 4
21-04

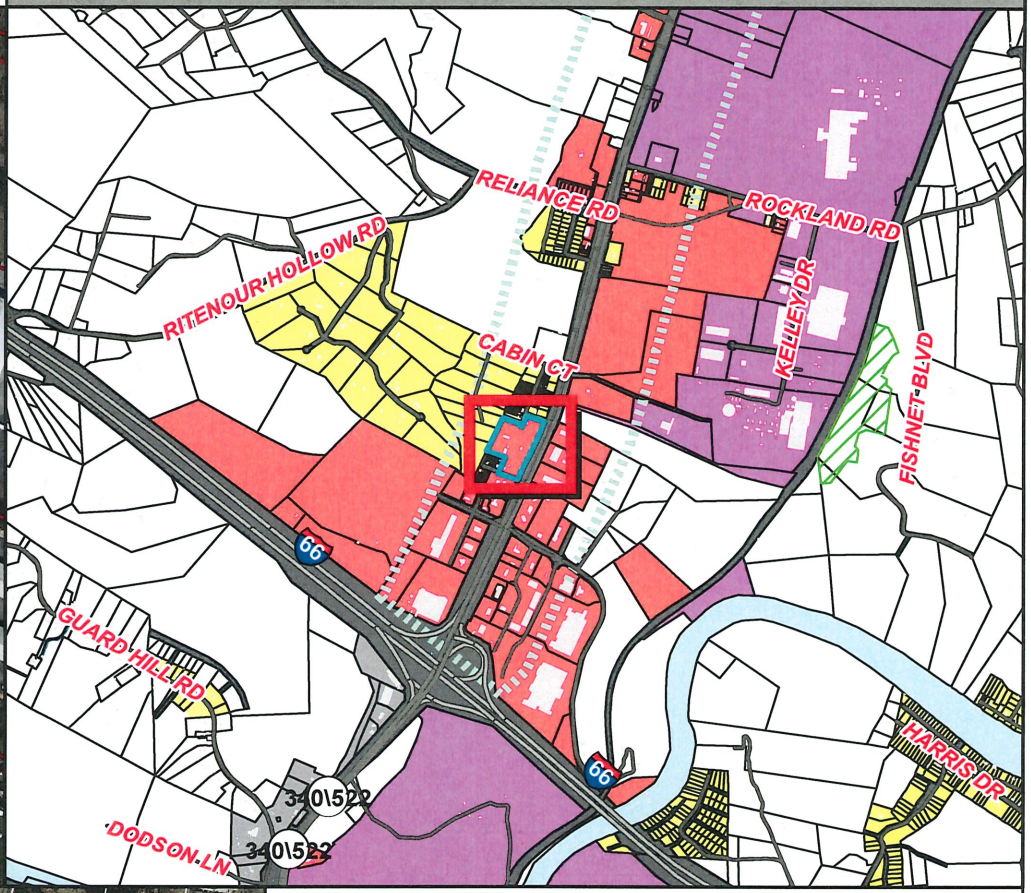
Warren County VA

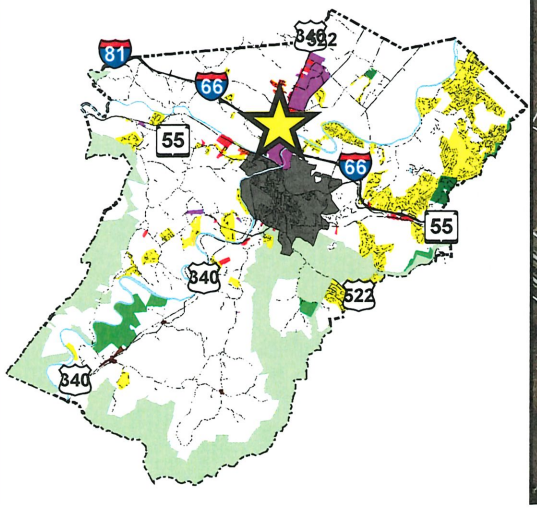
CUP Location Map

CUP: Recreational Vehicle and Boat Storage
Applicant: 9700 Court, LLC

TM 12B--1-1---1
Winchester Rd
Hill and Dale Subdivision









Zoning

- Agricultural
- Commercial
- Industrial
- Residential One
- Residential Two
- Suburban Residential
- Village Residential
- Rural Residential
- Right of Way
- Front Royal
- Federal Land
- State Land
- Water
- VOF Conservation Easements
- WC Conservation Easements

Map produced by
Warren County GIS 2021
Department of Planning

COUNTY OF WARREN, VIRGINIA
BOARD OF SUPERVISORS AGENDA ITEM

DATE	ITEM	SUBJECT:
06/15/21	J-16	Conditional Use Permit #2021-05-03 9700 Court, LLC *Building in Excess of 50,000 Square Feet Located in the Route 340/522 Highway Corridor Overlay District*

EXPLANATION & SUMMARY:

See attached application and staff report.

General standards/conditions. In addition to the specific standards set forth hereinafter with regard to particular conditional uses, all such uses shall satisfy the following general standards:

1) The proposed use at the specified location shall be in harmony with the adopted Comprehensive Plan.
2) The proposed use shall be in harmony with the general purpose and intent of the applicable zoning district regulations.
3) The proposed use shall be such that it will be harmonious with and will not adversely affect the use or development of neighboring properties in accordance with the applicable zoning district regulations and the adopted Comprehensive Plan. The location, size and height of buildings, structures, walls and fences and the nature and extent of screening, buffering and landscaping shall be such that the use will not hinder or discourage the appropriate development and use of adjacent or nearby land and/or buildings or impair the value thereof.
4) The proposed use shall be such that pedestrian and vehicular traffic associated with such use will not be hazardous or in conflict with the existing and anticipated traffic in the area.
5) Adequate utility, drainage, parking, loading and other necessary facilities to serve the proposed use shall be provided.
6) In determining whether or not to grant a permit and in determining conditions to be imposed, the governing body shall take into consideration the objectives and intent of this chapter and may impose reasonable conditions that:
   a) Abate or restrict noise, smoke, dust or other elements that may affect surrounding properties.
   b) Establish setback, side and front yard requirements necessary for orderly expansion and to prevent traffic congestion.
   c) Provide for adequate parking and ingress and egress to public streets or roads.
   d) Provide adjoining property with a buffer or shield from view of the proposed use if such use is considered to be detrimental to adjoining property.
   e) Prevent such use from changing the character and established pattern of development of the community.

PLANNING COMMISSION STATUS:

This application is scheduled for a public hearing in front of the Planning Commission on June 9, 2021. The Board of Supervisors will have the Planning Commission's recommendation for the Board public hearing on July 20, 2021, if this is advertised.

PROPOSED OR SUGGESTED MOTION:

I move that the Board of Supervisors authorize the proposed Conditional Use Permit request for a building in excess of 50,000 square feet located in the Route 340/522 Highway Corridor Overlay District for advertisement of a public hearing.

SUBMITTED BY:	**DISPOSITION OF COMMISSION:**	**PROCESSED BY:**
Joseph Petty, Planning Director	☐ APPROVED ☐ OTHER (Describe)	

Conditional Use Permit: 2021-05-03 / Building in Excess of 50,000 Square Feet Located in the Route 340/ 522 Highway Corridor Overlay District
9700 Court LLC, *Applicant*
Prepared: May 5, 2021
Staff Contact: Joseph Petty, Planning Director

SUMMARY OF REQUEST

The applicant is requesting a conditional use permit for a Building in Excess of 50,000 Square Feet Located in the Route 340/ 522 Highway Corridor Overlay District. The property is located at on Winchester Road in the North River Magisterial District. The building is part of a proposed Enclosed Self-Storage Facility which will consist of two phases. The first phase includes a building footprint of 21,000 square feet, the three levels total 63,000 square feet, which provides 48,058 square feet of rentable space.

The property lies within the County's highway overlay district, which has architectural requirements on all building facades visible from the corridor highway (Route 340/522).

PROPERTY INFORMATION

Property Location: Winchester Road
Tax Map ID: 12B--1-1---1
Magisterial District: North River
Subdivision: Hill and Dale
City: Front Royal
Zoning: Commercial (C)
Acres: 3.2128 Acres (7.619 total)
Existing Land Use: Vacant

SURROUNDING ZONING DISTRICTS & USES

North:	Zoned Residential-One (R-1)	Use: Single-Family Dwellings
South:	Zoned Residential-One (R-1) & Commercial (C)	Use: Single-Family Dwellings & Convenience Store
East:	Zoned Commercial (C)	Use: Auto Dealerships and Building Materials Store
West:	Zoned Residential-One (R-1)	Use: Single-Family Dwellings

PROPERTY HISTORY

On December 21, 2004, the Board of Supervisors approved Marlow Investments, LC's request to rezone and change the zoning map classification of the subject property; and a portion of right-of-way of "Gore Avenue" (Emerald Lane). The property was rezoned from Residential-One (R-1) to Commercial (C) and the proposed use of the property was for a shopping center. The total property assembled by the applicant for the shopping center is a total of 7.619 acres.

There are four sets of proffers for this development because land was acquired at different times and subsequently rezoned at different times, as well as a conditional use permit for a shopping center with various conditions that was approved by the Board. The applicant proffered to dedicate the 60 feet of right-of-way for the collector road at the time of final site plan approval. Other transportation improvements included: access-egress plan to serve neighboring properties to the north and south; dedication of all right-of-way along the property frontage with Old Hill and Dale Road to ensure adequate road connection between Rt. 340/522 and the future collector road; north and south bound turn lanes on Rt. 340/522; right-of-way along the entire frontage on Rt. 340/522 for a third through lane; and more.

On April 20, 2021, the Board of Supervisors approved Marlow and Silek Investments, LLC request to amend all four of their proffer statements to allow the use of "Enclosed Storage with the Storage of Recreational Vehicles and Cars." Their proffer statements restrict the use of the property to an additional seven uses which include:

ATTACHMENTS

□ Agency Comments	□ Application	□ Health Permit	□ Letter from Applicant
□ Location Map	□ Public Comments	□ Submitted Plans	□ Other: _____

Auto sales and auto parts, general retailing and wholesaling, office, restaurant, convenience, hotel or motel, and personal service establishment such as barbershop, laundry or financial institution.

The Board also approved an amendment to R2004-09-01 to reduce the width of right-of-way dedication from 60 feet to 50 feet for the future planned north-south connector road. The proposed collector road has been on the County's plans for 20 years and we have received right-of-way from other developers for the purpose of constructing this road.

COMPATIBILITY WITH THE COMPREHENSIVE PLAN

The Future Land Use Map in the Comprehensive Plan identifies this area to be used for commercial land uses. An Enclosed Storage facility is a use allowed by conditional use permit in the Commercial zoning district and is compatible with the current Warren County Zoning Ordinance. The Commercial (C) district is intended, "for areas suitable for the conduct of general business not characterized by either constant heavy trucking or nuisance factors and to which the public requires direct and frequent access."

SUPPLEMENTARY REGULATIONS

Warren County Zoning Ordinance: § 180-29.1: Highway Corridor Overlay (HC) District.

The property lies within the 1000' HCOD, which should address architectural details, landscaping, screening, and overall appearance. There is a proposed collector road to the rear of the property shown in the County's Comprehensive Plan. The applicant should plan for this in the site plan phase of the project.

Staff will be working with the applicant to ensure that buildings are earth tone in appearance and meet the material requirements as stated in the ordinance and proffers.

RECOMMENDED CONDITIONS

Planning Staff is recommending the following conditions be added to this conditional use permit if the Planning Commission chooses to recommend approval of this permit to the Board of Supervisors. *Please note that additional conditions may be added after all agency comments have been received, prior to the Planning Commission public hearing.*

1. The applicant shall comply with all Virginia Department of Transportation, Town of Front Royal Public Works Department, Warren County Building Inspections, and applicable environmental regulations and requirements.
2. The applicant shall submit a formal site plan to the county prior to the issuance of a building permit.
3. The exterior façade of the building shall meet the County's Highway Overlay District and as approved by the Warren County Planning Department.
4. All mechanical equipment shall be shielded and screened from the public view and designed to be perceived as an integral part of the building.

Cc: 9700 Court LLC - Owner/ Applicant

Statement of Justification

9700 Court LLC Proposal for Self Storage Facility
Tax map: 12B 1 1 1, North River Square Lot #4
Winchester RD. Front Royal, VA 22630 April 26, 2021

To: Warren County Planning and Zoning Commission and Board of Supervisors,

We are proposing the construction of a three story climate controlled self storage facility located at Tax map: 12B 1 1 1, North River Square Lot #4 Winchester RD. Front Royal, VA 22630. The building and parking are being proposed on the north eastern area of the 3.2128 acre lot. Through our own research as well as a feasibility study performed by the self storage experts at Self Storage 101, Bob and Bill Copper it is clear the surrounding community is underserved in this industry especially with the complete lack of climate controlled units. Our design and plans for management would provide a professional and higher standard storage option than is currently available in Front Royal as well as surrounding areas, including security cameras, 24 hour monitoring, self storage industry specialized 3rd party management, landscaping, and controlled access

We have contracted North River Square Lot #4 along Winchester Road. This lot is the back parcel of the 4 lots being sold by Marlow and Silek Investments LLC, so the building will not sit directly on Winchester Road which will allow county disired retail and service commerical projects to be front and center in the development of the parcel. Self storage is a quiet use and low traffic commerical entity and we will also utilize capped lighting so as not to interfer with the surrounding residential development. Construction will still follow architectural design standards set by the county for the commercial corridor requirements. The lot is currently empty and VDOT has already paved and lined the turn lane at the main entrance of the lots. Further improvements to said lots will be internal roads, sewer, water, and electric service.

We have already engaged a trusted architectural firm to create a basic footprint to fit the unit mix that our 3rd party professional management company designed to fit the needs for the area. The buildings footprint would be 21,000 SQFT, containing three levels to equal 63,000 SQFT which gives us 48,058 SQFT of Net Rentable Square Footage. We are also planning to have parking storage located behind the building and along the north western corner of the lot to be hidden from view from Winchester Road.

Feasibility study findings are based on an industry standard 5-mile radius maximum analyzing key indicators such as competition, population, area growth, traffic counts, current SQFT of storage available and demand analysis. The study found that currently the 5-mile radius includes four other facilities which provides 4.53 SQFT/person while it could support 7.50-8 SQFT/person. The current amount of self storage is equal to 94,525 SQFT while the area should support 225,000 SQFT. This is less than half of what the area can support and none of it is

climate controlled. Our research also found that for 2 plus years all facilities have been at or just shy of full rental capacity.

We look forward to providing a much needed service for Warren county. We currently own and operate two other facilities and pride ourselves in the improvements and growth we have created within both facilities. Our plans are to provide a clean, well kept, professional business that will thrive with the community.

WCUP-000105-2021

WARREN COUNTY
CONDITIONAL USE PERMIT APPLICATION

Application Number: [redacted] 2021-05-03
Date Received: _____
Fee Amount: $ 500.00
Date Paid: 5/10/2021 CK#36446

Applicant Information:

9700 Court, LLC
Applicant Name

P.O. Box 1233	Locust Grove	VA	22508
Address	*City*	*State*	*Zip*

North River Square, Lot #4, Winchester Rd. Front Royal, VA 22630 Tax Map 12B 1 1 1
Property Location for conditional use permit if Different than Applicant's Address

804-313-9874 kevin@bandkproperties.com
Primary Contact Number *Email*

Marlow & Silek Investments, LLC
Property Owner (if same as applicant, leave blank)

707 North Commerce Ave.	Front Royal	Virginia	22630
Address	*City*	*State*	*Zip*

540-671-0412
Primary Contact Number

Respectfully request that a determination be made by the Warren County Planning Commission and Board of Supervisors on the following request for a Conditional Use Permit for the property described below.

A. Property Information:

(1) Address/Location: North River Square, Lot #4, Winchester Rd. Front Royal, VA 22630
(2) Election District: North River
(3) Tax Map Number: 12B 1 1 1
(4) Subdivision Name: Hill and Dale
(5) Total Area of Property (acres): 3.2128 AC
(6) Total Area to be Used (acres): 3.2128 AC
(7) Total Road Frontage (feet): 451'
(8) Depth of Property (feet): 293'
(9) Present Zoning: Commercial

B. Proposed Use of Property

(1) State the proposed use(s) for the Conditional Use Permit: Roughly 63,000 SF building

(2) Current land use and condition of site: Vacant

(3) Zoning of surrounding land/property: Commercial / Residential

(4) Will development be staged? ☒ Yes ☐ No

(5) Construction Time: ~24 months

(6) Season, days, and hours of operation: year round, daytime business hours, limited weekend

(7) Will there be a sign? ☒ Yes ☐ No
(If yes, please submit a sketch of the sign(s) showing size and shape and the sign permit check list with this application.)

(8) Has there been any prior application for a conditional use permit/variance for this property? (If yes, enter the permit number and/or name, date of action, action taken by the Planning Commission, Board of Zoning Appeals and/or Board of Supervisors and a description of the request.) No

(9) Number of full time employees: 2

(10) What type of sewage disposal system will be used? ☐ Private ☐ Central ☒ Public

(11) Number of persons to be served by the sewage disposal system: _____

(12) Number of parking spaces to be provided: Regular 10 Handicap 2

(13) What is the proposed landscaping and buffering for this property? As required / agreed upon

C. Plans Prepared By

Name: Greenway Engineering

Address: 151 Windy Hill Lane Winchester, Virginia 22602

Telephone Number: 540 662-4185

D. Environmental Information

(1) Will this proposed use adversely impact the community of the environment? (If yes, what are the adverse impact(s) and what is proposed to solve these adverse impacts?) No

(2) Will there be any debris generated from the activity? (If yes, where and in what manner will the debris be stored and how and where will it be disposed of?) No

(3) Will any potentially hazardous substances be used and/or stored on the property? (If yes, list the substances, their use and disposal of containers and substance residues.) No - and it is strictly forbidden to store hazardous substances in the customer agreements

(4) List any potentially hazardous emissions including, but not limited to: fumes, gases, smoke noise, liquid effluent, waste water, dust, and state what measures will be used to control these emissions. None.

(5) Will there be any electrical or electronic activity which will interfere with local communications or telephone, television or radio reception? (If yes, describe the type of activity and potential interference.) No

(6) What will be the impact on traffic? No, traffic to and from the facility will be minimal as Self Storage is a very low traffic use.

(7) Will exterior lighting be used? (If yes, state the number of lights and the wattage of each. A lighting plan or lighting contour map may be required to show the nearest candle power as measured at ground level. Yes. Lighting on building and on site will be designed to cut off at the property line.

The following documents and/or information are required to be submitted with the application:

☐ **An application fee of $500.00.**

Make payable to the Treasurer of Warren County. A non-refundable fee of $500.00 will be required at the time of submittal.

☐ **A Statement of Justification**

This printed or typed statement is to be addressed to the Warren County Planning Commission. It is to summarize your proposed use and highlight any aspects of the request which are not addressed in the application form. Please note, the statement is required to be on 8 ½ x 11 size paper.

☐ **A Site Plan/Survey.**

Your site plan should show the property boundaries, existing or proposed structure(s), adjacent roads, and any other pertinent information which would help outline your proposed use. A recent survey with the proposed uses/structures located on it will serve as a site plan for the purposes of this permit. The Planning Director, Planning Commission and/or the Board of Supervisors reserve the right to ask for an engineered site plan, if they deem it necessary for evaluation of the proposed conditional use permit.

☐ **Sewage Disposal and Well Site.**

Location of the existing or proposed septic system & drainfield and the well site are to be indicated on the survey or central/public connection location.

☐ **A copy of the deed to the property verifying the current ownership.**

A copy may be obtained at the Warren County Courthouse, Circuit Clerk's Office.

☐ **A statement verifying that real estate taxes have been paid.**

This may be obtained from the Treasurer's Office in Suite 800 of the Warren County Government Center.

☐ **Environmental and Community Impact Statements**

The Planning Director, the Planning Commission, and\or the Board of Supervisors reserve the right to ask for an environmental and\or community impact statements, prepared by a certified engineer or other person qualified to perform such work, if they deem it necessary for evaluation of the proposed request.

☐ **List of chemicals stored on the site**

A complete list of chemicals to be stored on the site in the form of an oath/statement for Industrial zoned properties only.

☐ **Location Map**

A map clearly legible, showing the location of the proposed project in relation to surrounding publicly maintained roads and showing the use of surrounding properties. County staff can assist in obtaining this information.

☐ **Directions to your property from the Warren County Government Center.**

Take N Commerce Ave North, Right onto N Royal Ave, right onto US-340 N/US-522 N . Site is on the left, just North of the Royal Farms gas station

I/we the undersigned, do hereby respectfully agree to comply with any conditions required by the Board of Supervisors of the County of Warren, Virginia, and authorize the County personnel to go upon the property for the purpose of making site inspections. Expenses incurred in securing professional assistance in connection with the review of this application for a Conditional Use Permit, shall be charged to the applicant.

Applicant Signature — Date: 4/29/21

Property Owner Signature — Date: 4-29-21

Accepted by: _____ Date: _____

PLEASE NOTE: If the required documents are not provided and/or the application is incomplete, your application will not be placed on the Planning Commission Agenda.

NOTES

ENVIRONMENTAL IMPACT STATEMENT

9700 COURT, LLC - SELF STORAGE
CONDITIONAL USE PERMIT

North River Magisterial District
Warren County, Virginia

Tax Map 12B 1 1 1
Conditional Use Permit (3.2128 Acres)

April 26, 2021

Prepared for: 9700 Court, LLC

9700 Court LLC Self Storage
Conditional Use Permit
ENVIRONMENTAL IMPACT STATEMENT

Introduction:

Both a Phase 1 Environmental Site Assessment (ESA) and geotechnical report including test borings have been completed for the site with an address of Winchester Road/Emerald Lane, Front Royal, Virginia 22630 including the 3.2128-acre lot #4 at the rear of the parcel.

The site of proposed work is located approximately 1/2 mile north of Interstate 66 with access off of US-340 / VA Route 522 on an approximately 7.619-acres North River Square property including the proposed Self-Storage parcel consisting of the approximately 3.2128-acre lot #4 at the rear of the property. The site is currently zoned a Commercial (C) District. The proposed use would keep the Commercial zoning, and add two Conditional Use Permits (CUPs) for self storage and boat and recreational vehicle RV) parking.

Conditions:

The site is a vacant lot which had no major environmental issues discovered during the investigation process. Per the Phase 1 ESA, some minor staining surface conditions and site debris were observed including tires, scattered refuse material, and abandoned building foundations. Geotechnical test borings revealed subsurface conditions to be as expected of the area.

Basic information:

Location:	Winchester Road, 1/2 mile north of Interstate 66 Access directly from Route US RT 340 / VA RT 522)
Magisterial District:	North River
Property ID Number:	12B- 1 1 1
Current Zoning:	Commercial (C) District
Current Use:	Vacant land
Proposed Use:	Enclosed Climate Controlled Self Storage Units, Drive-up Units, and Boat and RV Storage
Proposed Zoning:	Commercial (C) with CUP for above uses
Total conditional use permit area:	Approximately 3.2128 acres

Environment:

Development of the site is not anticipated to produce any negative environmental impacts beyond what is normally part of construction and development and will be performed in accordance with all applicable regulations and permit requirements.

A Phase 1 ESA was compiled on September 11, 2020 by Triad Engineering and is provided with this submission for reference. While de minimis surface contamination conditions were observed, no recognized conditions were found. Other conditions including abandoned foundations, old tires and scattered refuse. Unacceptable site conditions will be remedied as part of the development process.

A Geotechnical report with test borings indicating subsurface conditions was compiled for the site on November 5, 2020, and is included with this submission for reference. Generally karst terrain exists, with some fill along with a reduced amount of topsoil, which coincides with previous lot clearing activity. No adverse conditions were found in the investigation, and the report finds the site capable of foundation development as expected in the area.

Stormwater Management will be designed by Greenway Engineering, LLC to address quality and quantity per Virginia DEQ requirements.

The site is not located within a Federal Emergency Management Agency (FEMA) flood plain. A flood plain study is not required.

Public Sewer and Water:

The site will have water and sewer run to the edge of the property by the land sellers, Marlow & Silek Investments, LLC as per the purchase and sale agreement.

Additional Considerations:

There is an overhead power line running across the front of the site, which will be re-routed as part of the larger site improvements from the land seller as part of conveyance. Electric service will be run to the property boundary by Marlow & Silek Investments, LLC once a location is agreed upon.

There is an Underground Storage Tank (UST) associated with another nearby site downslope of the subject property. According to the Phase 1 ESA, the tank does not have any leakage reports and was found to not pose environmental risk.

Community Impact Statement

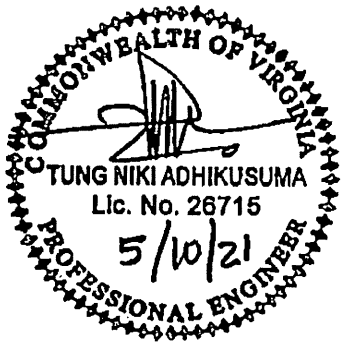
9700 Court LLC- Self-Storage

North River Square, Lot#4, Winchester Rd.
Front Royal, VA 22630
North River Magisterial District, Warren County Virginia
Tax Map Parcel 12B 111
Conditional Use Permit for 3.2128 Acres

Prepared for:
9700 Court LLC
P.O. Box 1233
Locust Grove, VA 22508

Prepared By:
Tung Niki Adhikusuma, P.E.
Greenway Engineering, Inc.

May 10, 2021





GREENWAY
ENGINEERING

151 Windy Hill Lane
Winchester, VA 22602Telephone 540-6624185
Fax 540-722-4185 Acres
www.greenwayeng.com

9700 Court LLC Self Storage
Conditional Use Permit
Community Impact Statement

Introduction

The following report describes potential community impacts of self-storage and boat and recreational vehicle (RV) storage at the approximately 3.2128-acres single parcel identified as Marlow & Silek Investment, LLC, TM-12B-111 Commercial (C) District, located in the Highway Corridor Overlay District. The development of this single parcel is subject to two conditional use permit (CUPS) approvals, one for self-storage units and another for boat and RV storage, and proposed construction will implemented according to market demands.

The subject site is located at North River Square, Lot #4, Winchester Road (US340/VA522) just north of the Warren County/Crooked Run retail hubs and has 451' of road frontage and is approximately 0.6 miles north of interstate I-66. There is an existing VDOT-approved entrance from southbound Winchester Road (VA522); this entrance includes a deceleration right turn lane that was constructed in the past 3 years.

The adjacent properties to the east are part of the original 4 parcels with commercial zoning. North of the parcel is Donovan's property, zoned for residential use, and to both the south and the west are Luther Anderson's properties zoned for residential use.

Currently, the subject parcel is zoned as Commercial (C) District; the applicant, 9700 Court LLC Self Storage is proposing to develop and construct approximately 105,000 GSF of climate-controlled storage and possible drive-up units along the accessibility outside the walls. The applicant is proposing to develop the site in two Phases: Phase 1 will include a 3-level climate-controlled Building 1, potentially along with drive-up units along the accessible walls and boat and RV storage in the rear parking area. All proposed uses are permitted in commercial zoning districts with a CUP approved by the Board of Supervisors.

Phase 1 includes indoor storage units in a 3-level climate-controlled building with window features to mimic office windows located on the north side of property at the 50' set back line; the east wall facing Winchester Road will be in architectural conformance to requirements of the Highway Corridor overlay district. The proposed improvements will be visible from the road and will be located adjacent to the existing access entrance. All boat and RV storage will be located at the rear parking area along the west property line and approximately 500 feet from edge of Winchester Road. This development project is found to be in conformance with the Warren County Comprehensive Plan specifically within the Land Use and Growth Management chapter on Commercial and Industrial Development Corridor 10 and Highway Plan.

Basic information

Location:	North River Square, Lot #4, Winchester Road, 0.6 miles north of Interstate-66 (Access directly Route US RT 340/ VA RT 522)
Magisterial District:	North River
Tax Map ID Numbers:	12B-111
Current Zoning:	Commercial (C) District
Current Use:	Vacant land on commercial zone
Proposed Use:	Self-Storage Climate Controlled (indoor) Facility, and possible drive-up units along the west wall, boat and RV storage
Total Commercial area:	Approximately 3.2128 acres
Total CUP area:	Approximately 3.2128 acres

1. Law Enforcement

Warren County law enforcement headquarters is located in the Public Safety Building at 200 Skyline Vista Drive, approximately four miles away from the subject site. While response time is related to the availability and proximity of Warren County Sheriff Department units in the field at the time of need, travel time from the headquarters office to the 9700 Court LLC- Self-Storage facility should generally be about fourteen minutes.

The surrounding area consists of commercial-type development and there is a nearby interchange related to hospitality and light industrial uses. Future adjacent development includes potential commercial and industrial/institutional uses. The currently vacant property demands law enforcement services for numerous vacant property activities, meaning that proposed development for commercial self-storage use will have little to no impact on law enforcement, fire and rescue, and emergency service demand. Importantly, the entire facility will be fenced with secure gate access.

Additionally, while the property is separated from the Town of Front Royal by the Shenandoah River and the Interstate-66 interchange, there should be no significant concerns related to natural terrain or other natural barriers that would inhibit emergency service response.

Finally, the real estate tax revenue generated by the development of 9700 Court LLC- Self-Storage should far outweigh the cost of local government services.

2. Fire and Rescue Services

Fire and rescue services for this property are provided by Company 10; North Warren, of the Warren County Fire and Rescue system, located just over 0.25 mile from the subject site. Due to the short distance, there should be a very short response time for fire and rescue services. While Company 10 is staffed during the weekday daytime hours with career personnel, backup is provided by Company 1; Front Royal and then Company 3, South Warren. There are no significant natural terrain or physical barriers that would inhibit fire and rescue response to the property, and further development will not increase demand.

3. Educational Facilities and Services

The only impact of the proposed development on educational facilities will the generation of annual real estate tax revenue and other business-related revenue for funding public education.

4. Parks and Recreation

The proposed commercial development of self-storage units and boat and RV storage will have no impact on Parks and Recreation, described as the following: Bing Crosby Baseball Stadium, The Front Royal Golf Club, the Raymond Sandmeyer, Youth Center, the Gertrude E. Miller Community Park, the Claude A. Stokes Community Swimming Pool, the Skyline Soccer plex, Warren County Dog Park, Carson Walking Trail, Riverton/ Front Royal Golf Club Boat Landings and Rockland Park and various other facilities. The Avtex Redevelopment project on the former Avtex Fibers site will also be unaffected.

5. Library

The development of self-storage and boat and RV storage will not have any notable impact on County Library facilities, other than the generate annual sales tax revenue, annual real estate tax revenue, and other business-related revenue to fund public services. The closest County Library facility is the Warren County Samuels Public Library, located in the Town of Front Royal.

6. Solid Waste Facilities

All solid waste generated by the tenants and staff workers of the self-storage facility will be minimal. Bathroom facilities and convenience centers will be located inside the office building. All solid waste generated from self-storage activities will be collected at the proposed dumpster site, located in the rear parking area.

7. **County Administrative Services**

As stated, the development of the property will require two approved CUPS. There are fees associated with applications for these and any construction related permits which will offset the demand for public administrative services. The proposed development will also generate additional annual sales tax revenue, annual real estate tax revenue, and other business-related revenue. This revenue can be utilized to fund government operational costs and capital projects. Importantly, the development of this property will be a positive contribution to Warren County tax revenue.

8. **Transportation**

The existing main entrance and turn lane along southbound 522, including the pavement striping for these 4 commercial parcels, was previously constructed concurrent with the entrance of Royal Farm gas station. 9700 Court LLC Self Storage will be accessed directly from this existing entrance. All plans will be submitted and subject to VDOT review and approval. The property is located along the Royal Trolley and Corridor Connector public transportation bus services that are ADA compliant and run from Monday thru Saturday.

No significant impact of traffic will be generated as the proposed self-storage development results in low traffic use. Traffic generated by the facility will vary during any given 24-hour period.

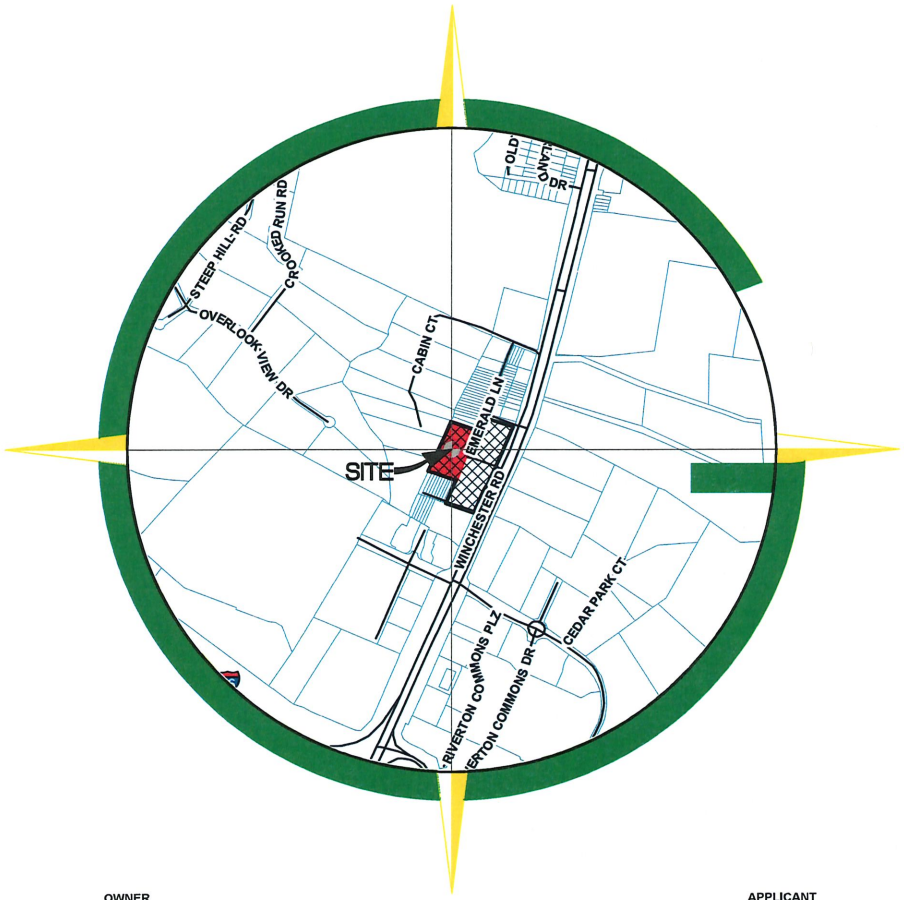
9. **Landscape screening**

There are two existing residential uses directly adjacent to the property lines, Luther Anderson on the south side property line and Donovan on the north side property line. The development of self-storage and boat and RV storage will provide rows of trees landscape screening and will be planted in such of way that will maximize the screening purposes. The trees selection for the proposed landscape screening are as follow: Northern Bayberry, Fragrant Sumac and Green Giant Arbovitae, see landscape plan.

9700 COURT LLC - SELF STORAGE
GENERAL DEVELOPMENT PLAN
FOR CONDITIONAL USE PERMIT

NORTH RIVER MAGISTERIAL DISTRICT
WARREN COUNTY, VA

Plan Revisions	
Date	Comment



VICINITY MAP
SCALE: 1" = 1000'

CALL "MISS UTILITY"

VIRGINIA UTILITY PROTECTION SERVICE (VUPS) AT 811 OR 1-800-552-7001, 48 HOURS PRIOR TO THE START OF WORK. EXCAVATORS MUST NOTIFY ALL PUBLIC UTILITY OPERATORS WHO MAINTAIN UNDERGROUND UTILITY LINES IN THE AREA OF PROPOSED EXCAVATING OR BLASTING AND HAVE THOSE FACILITIES LOCATED BY THE UTILITY COMPANIES PRIOR TO COMMENCING EXCAVATION. THE EXCAVATOR IS RESPONSIBLE FOR COMPLIANCE WITH ALL COUNTY REQUIREMENTS, VIRGINIA CODE AND REGULATIONS.

UTILITY NOTICE REQUIRED

Contractors shall notify all public utility operators who maintain underground utility lines in the area of proposed excavating or blasting at least two (2) working days, but not more than ten (10) working days, prior to commencement of excavation or demolition. Names and telephone numbers of the operators of underground utility lines appear below. These numbers shall also be used to serve in an emergency condition.

Water/Sewer:	Frederick Water P.O. Box 1977 Winchester, VA, 22604 (540) 868-1061
Power:	Rappahannock Electric Coop 137 Kelly Court Front Royal, VA 22630 1-800-552-3904
Phone:	Verizon P.O. Box 17398 Baltimore, MD 21297 (301) 954-6282
Gas:	Shenandoah Gas Co. P.O. Box 2400 Winchester, VA 22604 (540) 869-1111

OWNER
MARLOW & SILEK INVESTMENT, LLC
707 NORTH COMMERCE AVE.
FRONT ROYAL, VIRGINIA 22630
CONTACT: MIKE SILEK

APPLICANT
9700 COURT, LLC
P.O. BOX 1233
LOCUST GROVE, VIRGINIA 22508
CONTACT: KEVIN TOMAYKO
EMAIL: kevin@bandkproperties.com

SURVEY AND TOPOGRAPHIC INFORMATION

1. Boundary survey was performed by: BROGAN LAND SURVEYING PLC Dated: 2021
2. Aerial, horizontal, and vertical control surveys were performed by: COUNTY 2' TOPO 2016 (Year)
3. Aerial topographic mapping performed by: COUNTY AERIAL MAPPING Dated: NA

APPROVALS

WARREN COUNTY PLANNING DIRECTOR — DATE

*APPROVAL OF THESE PLANS SHALL EXPIRE FIVE (5) YEARS FROM THE DATE OF PLANNING APPROVAL

*EAS APPROVAL OF THESE PLANS SHALL EXPIRE ONE HUNDRED EIGHTY (180) DAYS AFTER APPROVAL DATE

151 Windy Hill Lane
Winchester, Virginia 22602
Telephone: (540) 662-4185
Fax: (540) 722-9591
www.greenwayeng.com

GREENWAY ENGINEERING
PROJECTS SERVING VIRGINIA & WEST VIRGINIA
OFFICES IN: WINCHESTER, VA & MARTINSBURG, WV

COVER SHEET
9700 COURT, LLC- SELF STORAGE
NORTH RIVER MAGISTERIAL DISTRICT
WARREN COUNTY, VA

Rev. No.	Date

COMMONWEALTH OF VIRGINIA
TUNG HSIEH ADMINISTRATIVA
Lic. No. 28715
4/30/21
PROFESSIONAL ENGINEER

DATE: APRIL 30, 2021
SCALE: N/A
DESIGNED BY: TNA
FILE NO. 5637B
SHEET 1 OF 4

LIST OF SERVICES: CIVIL ENGINEERING I GIS I LAND SURVEYING I ENVIRONMENTAL I ANALYTICAL LABORATORY I QUALITY CONTROL TESTING & INSPECTIONS

GENERAL NOTES

1. Greenway Engineering, Inc. (GE) issued this plan set based on project criteria dictated by the client and municipal codes. This plan set is not considered complete or appropriate for construction until ALL necessary agencies have given approval AND this plan set is signed and sealed by a licensed professional. Any work, planning, scheduling, material purchases and/or construction prior to approvals and licensed/professional sealing will be performed at the risk of the personnel authorizing work. GE shall be held harmless from and costs, time delay and/or material changes incurred on work started before this plan set receives approvals and seals.
2. Methods and materials used in the construction of the improvements herein shall conform to current County Construction Standards and Specifications and/or current VDOT Standards and Specifications.
3. The Engineer shall not have control over or charge of and shall not be responsible for construction means, methods, techniques, sequences or procedures nor for safety precautions and programs in connection with work as shown on these plans. The Engineer is not responsible for the contractor's schedules or failure to carry out the work. The Engineer is not responsible for acts of omissions of the contractor, subcontractor, or their agents or employees, or any other person performing portions of the work.
4. The Contractor, Owner or Developer shall be responsible for securing any third party inspection/testing service to insure construction compliance with these plans and specifications. It is Greenway Engineering's recommendation that a third party inspection/testing service be employed to ensure that project is completed and materials installed meet the details and specifications in these plans.
5. The location of existing utilities shown in these plans are taken from existing records. It shall be the contractors responsibility to verify the exact horizontal and vertical location of all existing utilities as needed prior to construction. The contractor shall be responsible for the digging of all test holes that may be required, whether recommended or not by these plans, to determine the exact location and elevation of existing utilities. If any conflicts arising from this existing utility verification or if during the course of construction, any object of an unusual nature is encountered, the contractor shall cease work in that area and immediately notify Greenway Engineering at (540) 662-4185 and/or the proper authority. Greenway Engineering or any engineer associated with these plans shall not be responsible or liable for any construction cost that may be associated with the installation or relocation any utility or other improvements if not notified of any discrepancies between actual field conditions and the approved plan.
6. The approval of these plans in no way relieve the developer, the contractor, or their agents of any legal responsibility which may be required by the code of Virginia or any other ordinance enacted by the County nor does it guarantee the issuance of any required permit by the County, VDOT or any other Agency.
7. An approved set of plans and all applicable permits must be available at the construction site at all times during construction. A representative of the contractor must be available at all times.
8. Prior to the initiation of any land disturbing activities the Developer, the Contractor or the Responsible Land Disturber shall obtain a Land Disturbance Permit from the Building Inspections Office. The Contractor, Developer or his agent shall be responsible for obtaining a Virginia Stormwater Management Program (VSMP) Permit and shall be responsible for the registration of the construction site as required by law. They shall also be responsible for obtaining and maintaining on site a Stormwater Pollution Prevention Plan (SWPPP). The approval of these plans in no way relieves the developer or his agent of the responsibility to comply with the Virginia Erosion and Sediment Control Handbook.
9. The Developer or his agent shall be responsible for obtaining any required permits from the Virginia Department of Environmental Quality (DEQ) or the United States Army Corp of Engineers for any plan wetland disturbance as shown on these plans. They shall also be responsible the identification and delineation of any wetlands that may be present on the construction site.
10. The contractor shall provide adequate means of cleaning mud from trucks and/or other equipment prior to entering public streets, and it is the contractors responsibility to clean streets, alley dust, and to take whatever measures are necessary to insure that public streets are maintained in a clean, mud and dust free condition at all times.
11. A permit must be obtained from the Office of the Resident Engineer, Virginia Department of Transportation (VDOT) and Warren County prior to any construction activities within existing State right-of-way.
12. The developer will be responsible for any damage to the existing streets and utilities which occurs as a result of his construction project within or contiguous to the existing right-of-way.
13. Warning signs, markers, barricades or flagmen should be in accordance with the State and Federal Manual on Uniform Traffic Control Devices (MUTCD).
14. The exact location of all guard rails and paved ditches will be determined by VDOT personnel. A joint inspection will be held with the Developer, County Representatives, and Representatives of the Virginia Department of Transportation (VDOT) to determine if and where guard rail and/or paved ditches will be needed. The developer will be responsible for providing guardrail and paved ditches as determined by this joint inspection. Refer to Virginia Department of Transportation (VDOT) Guard Rail and Paved Ditch Specifications.
15. All unsuitable material shall be removed from the construction limits of the site plan before placing embankments.
16. All pavement sections shown on these approved plans are based on a minimum CBR value of 6 and are for preliminary design only. Final pavement design shall be based upon actual field tested CBR values. The Contractor or Developer shall be responsible for field tests per VDOT standards to obtain actual CBR values for final design. Final pavement designs will be approved by VDOT and/or the Owner/Developer, which ever applicable, prior to installation.
17. All springs shall be capped and piped to the nearest storm sewer manholes or curb inlet. The pipe shall be minimum 6" diameter and conform to VDOT standard ES-1.
18. When grading is proposed within easements of utilities, letters of permission from all involved companies must be provided to the Warren County prior to issuance of grading and/or site development permits.
19. Notification shall be given to the appropriate utility company prior to construction of water and/or sanitary sewer lines. Information should also be obtained from the appropriate authority concerning permits, cut sheets, and connections to the utilities.
20. The Developer and/or Contractor shall be responsible to supply all utility companies with copies of the approved plans and advise them that all grading shall conform to the approved plans, and further that the utility companies shall be responsible for horning these plans and the finished grades in the installation of their utility lines.
21. All utilities to be located underground.
22. Contractors shall notify operators who maintain underground utility lines in the area of proposed excavating or blasting at least two (2) working days, but not more than ten (10) working days, prior to commencement of excavation or demolition.
23. The developer will be responsible for the relocation of any utilities which is required as a result of his project. The relocation should be done prior to construction.
24. All parking lot/street light and dry utility design shall be performed and provided separately by others. All dry utility and or lighting information shown hereon is as specified by others and is included for informational purposes only, as required by the power and/or public agency requirements. Greenway Engineering has not performed the lighting and/or dry utility design and does not warrant and is not responsible for the degree and/or adequacy of illumination on this project or the adequacy of the dry utility to service the site.
25. All sanitary sewers, water mains and appurtenances shall be constructed in accordance with the current standards and specifications of the Town of Front Royal.
26. All stormwater piping and structures shown on these plans are only accurate to the inlet or manhole locations as shown hereon. Detail design of stormwater structures were not provided to Greenway Engineering. Actual pipe alignments will be based upon structural shop drawings as provided by the manufacturer. Contractor shall make adjustments to pipe alignments base on provided shop drawings. Greenway Engineering will not be held responsible or liable for any discrepancies or changes caused by the structural design. Contractor may submit shop drawings to Greenway Engineering for review and approval at contractor's expense. Shop drawings will be reviewed for compliance with design plans. The Owner or Developer will be responsible for any redesign as a result of structural shop drawing design.
27. Controlled fills shall be compacted to 95% of maximum density as determined by method "A" per standard proctor AASHTO-T99, ASTM-D698, or VTM-1. Density shall be certified by a registered professional engineer and results submitted to Warren County prior to pavement construction. If a geotechnical report has been prepared, it should supersede the requirements in this note.
28. Refer to Geotechnical Engineer for methods, materials and details for construction of all earthwork activities.
29. Any retaining wall 2 ft. or greater in height shall require the issuance of a separate building permit.
30. Construction debris shall be containerized in accordance with the Virginia Litter Control Act; no less than one litter receptacle shall be provided at the construction site.
31. These plans identify the locations of all known gravesites. Any gravesites on this plan will be protected in accordance with state law. In the event gravesites are discovered during construction, the owner and engineer must be notified immediately.
32. Individual sign permits will be required from the Zoning Office for all free standing and/or facade signs prior to erecting the sign and may require a separate building permit..

FIRE MARSHAL'S NOTE

Fire lane markings and signage:

Any "No Parking" signs and yellow painted curb locations will be installed by field inspection at the direction of Warren County Building Inspections Department.

VDOT GENERAL NOTES

V1. All work on this project shall conform to the current editions of and latest revisions to the Virginia Department of Transportation (VDOT) Road and Bridge Specifications and Standards, the Virginia Erosion and Sediment Control Regulations, and any other applicable state, federal or local regulations. In case of a discrepancy or conflict between the Standards or Specifications and Regulations, the most stringent shall govern.

V2. All construction shall comply with the latest U.S. Department of Labor, Occupational Safety and Health Administration (OSHA), and Virginia Occupational Safety & Health (VOSH) Rules and Regulations.

V3. When working within VDOT right-of-way, all traffic control, whether permanent or temporary, shall be in accordance with the current edition of VDOT's Work Area Protection Manual. A transportation management plan needs to be submitted for approval and land use permit issued prior to any execution of work within the VDOT right of way.

V4. The developer shall be responsible for relocating, at his expense, any and all utilities, including traffic signal poles, junction boxes, controllers, etc., owned by VDOT or private / public utility companies. It is the sole responsibility of the developer to locate and identify utility facilities or items that may be in conflict with the proposed construction activity. VDOT approval of these plans does not indemnify the developer from this responsibility.

V5. Design features relating to field construction, regulations, and control or safety of traffic may be subject to change as deemed necessary by VDOT. Any additional expense incurred as a result of any field revision shall be the responsibility of the developer.

V6. If required by the local VDOT Land Development Office, a pre-construction conference shall be arranged and held by the engineer and/or developer with the attendance of the contractor (s), various County agencies, utility companies and VDOT prior to initiation of work.

V7. The contractor shall notify the local VDOT Land Development Office when work is to begin or cease for any undetermined length of time. VDOT requires and shall receive 48 hours advance notice prior to any required or requested inspections.

V8. The contractor shall notify the Traffic Operations Center at (540) 332-9500 for any traffic control plan that impacts a VDOT maintained Interstate or Primary roadway to provide notification of the installation and removal of the work zone.

V9. The contractor shall be responsible for maintaining a VDOT permitted temporary construction entrance(s) in accordance with Section 3.02 of the Virginia Erosion and Sediment Control Handbook. Furthermore, access to other properties affected by this project shall be maintained through construction.

V10. Contractor shall ensure adequate drainage is achieved and maintained on the site during and at the end of construction.

V11. All water and sewer lines within existing or proposed VDOT right-of-way shall have a minimum thirty-six (36) inches cover and when possible shall be installed under roadway shoulders to avoid conflict points.

V12. Any unusual subsurface conditions (e.g., unsuitable soils, springs, sinkholes, voids, caves, etc.) encountered during the course of construction shall be immediately brought to the attention of the engineer and VDOT. Work shall cease in that vicinity until an adequate design can be determined by the engineer and approved by VDOT.

V13. All fill areas, borrow material and undercut areas shall be inspected and approved by a VDOT representative prior to placement of fill. A VDOT representative shall be present to insure the soil sample(s) obtained for CBR's is representative of the location. When soil samples are submitted to private laboratories for testing, the samples shall be clearly identified and labeled as belonging to a project to be accepted by VDOT and that testing shall be performed in accordance with all applicable VDOT standards and procedures.

V14. All roadway fill, base, subgrade material, and backfill in utility/storm sewer trenches shall be compacted in accordance with the lift thicknesses, density and moisture requirements as specified in the current VDOT Road and Bridge Specifications. Certified copies of test reports shall be submitted to VDOT daily, unless specified otherwise.

V15. VDOT Standard CD and UD underdrains shall be installed where indicated on these plans and/or as specified by VDOT.

V16. A post installation visual/video camera inspection shall be conducted by the Contractor on all pipes identified on the plans as storm sewer pipe and a select number of pipe culverts. For pipe culverts, a minimum of one pipe installation for each size of each material type will be inspected or ten percent of total amount for each size and material type summarized. All pipe installations on the plans not identified as storm sewer pipe shall be considered as culvert pipe for inspection purposes. Additional testing may be required as directed by the Area Land Use Engineer or their representative.

V17. The installation of any entrances and mailboxes within any dedicated street right-of-way shall meet VDOT minimum design standards and is the responsibility of the developer.

V18. Prior to VDOT acceptance of any streets, all required street signage and/or pavement markings shall be installed by the developer in accordance with the Manual On Uniform Traffic Control Devices.

V19. The developer shall provide the VDOT Land Development Office with a list of all material sources prior to the start of construction. Copies of all invoices for materials utilized within any dedicated street right-of-way must be provided to the local VDOT Land Development Office prior to acceptance of the work. Unit and total prices may be obscured.

V20. Aggregate base and subbase materials shall be placed on subgrade by means of a mechanical spreader. Density shall be determined using the density control strip in accordance with Section 304 of the VDOT Road and Bridge Specifications and VTM-10. A certified compaction technician shall perform these tests. Certified copies of test reports shall be submitted to VDOT daily, unless specified otherwise. In addition to checking stone depths, a VDOT representative shall be notified and given the opportunity to be present during the construction and testing of the density control strip.

V21. Asphalt concrete pavements shall be placed in accordance with Section 315 of the VDOT Road and Bridge Specifications. Density shall be determined using the density control strip as specified in Section 315 and VTM-79. A certified compaction technician shall perform these tests. Certified copies of test reports shall be submitted to VDOT daily, unless specified otherwise. A VDOT representative shall be notified and given the opportunity to be present during the construction and testing of the control strip.

V22. In accordance with Section 302.03, the foundations for pipe culverts thirty-six (36) inches and larger shall be explored below the bottom of the excavation to determine the type and condition of the foundation. The contractor shall report findings of foundation exploration to the engineer and VDOT for approval prior to placing pipe. Foundation designs shall comply with VDOT Road and Bridge Standard PB-1. Where soft, yielding, or otherwise unsuitable foundation is encountered, the foundation design and/or need for foundation stabilization shall be determined by the engineer and approved by VDOT.

V23. VDOT Standard Guardrail shall be installed where warranted and/or as proposed on these plans in accordance with VDOT's installation criteria. Final approval of the guardrail layout to be given by VDOT after grading is mostly complete.

V24. Approval of these plans shall expire five (5) years from the date of the approval letter.

V25. VDOT Standard CG-12 Curb Ramps shall be installed where indicated on these plans and/or as specified by VDOT.

V26. The foundations for all box culverts shall be investigated by means of exploratory borings advanced below proposed foundation elevation to determine the type and condition of the foundation. The contractor shall submit copies of borehole logs and report findings of foundation exploration to the engineer and VDOT for approval prior to constructing box. Foundation designs shall comply with VDOT Road and Bridge Standard PB-1. Contrary to the Standard, where rock is encountered and cast-in-place box is proposed, the thickness of bedding shall be six (6) inches. Where soft, yielding, or otherwise unsuitable foundation is encountered, the foundation design and/or need for foundation stabilization shall be determined by the engineer and approved by VDOT.

TRIP GENERATION DATA

CLASS	USE	UNITS	* TRIP RATE	VPD
ITE CODE 151	MINI WAREHOUSE	105,000 GSF	2.38 Per 1000 GSF	250

* TAKEN FROM ITE TRIP GENERATION 9TH EDITION

PROJECT NOTES

NOTES:

1. THESE PLANS ARE IN CONFORMANCE WITH WARREN COUNTY STANDARDS AND ORDINANCES. ANY DEVIATION OR CHANGE IN THESE PLANS SHALL BE APPROVED BY THE ZONING ADMINISTRATOR PRIOR TO CONSTRUCTION.
2. ALL UTILITY SERVICE LINES, SUCH AS ELECTRIC, TELEPHONE, CABLE, TELEVISION, OR OTHER SIMILAR LINES SERVING INDIVIDUAL PAD SITES, SHALL BE PLACED UNDERGROUND.
3. FOR FILL IN AREAS OF PROPOSED STRUCTURES, ROADWAY. PLEASE SEE CURRENT GEOTECHNICAL REPORT FOR MINIMUM CONTROLLED FILL REQUIREMENTS. ALL CONTROLLED FILLS SHALL BE PLACED IN ACCORDANCE WITH THE GEOTECHNICAL REPORT AND COORDINATED WITH THE DEVELOPER'S GEOTECHNICAL ENGINEER.
4. CONTROLLED FILL SHALL BE COMPACTED TO 95% DRY DENSITY PER AASHTO T-99.
5. SLOPE STABILITY ANALYSES WILL BE REQUIRED FOR ANY SLOPE STEEPER THAN 3:1.
6. PROPOSE RETAINING WALL GREATER THAN 2 FEET IN HEIGHT SHALL BE SUBMITTED TO WARREN COUNTY BUILDING INSPECTIONS FOR SEPARATE APPROVAL.
7. Loading and service bays. Loading areas, service entrances and service bays shall be oriented and/or screened so as not to be visible from the corridor highway.
8. Waste disposal areas. Dumpster and other waste disposal areas shall be completely screened from the public view by means of a board-on-board fence and landscaping, or similar opaque material.Utilities. Utility lines, such as electric, telephone, cable television or similar lines, shall be installed underground. This requirement shall apply to lines serving individual sites as well as to utility lines necessary within the project. All junction and access boxes shall be screened. All utility pad fixtures and meters shall be shown on the site plan. The necessity for utility connections, meter boxes, etc., should be recognized and integrated with the architectural elements of the site plan. All underground utilities shall be installed within easements parallel to street rights-of-way or lot lines when possible.
9. Outside storage/display of goods. Outside storage or display of goods shall be completely screened from the view of the corridor highway. Outdoor storage shall include the parking of all company owned and operated vehicles, with the exception of passenger vehicles.
10. Fences. Fences exceeding four feet in height shall be located in side and rear yards only. Chain-link fences, including those with slats, are discouraged, particularly where visible from a public right-of-way. No chain-link fences shall be permitted in the front yard in the HC District.
11. Mechanical equipment. Mechanical equipment shall be shielded and screened from the public view and designed to be perceived as an integral part of the building.
12. Materials. Building materials should be typical of those prevalent in Warren County, including stucco, brick, architectural block, wood siding, and standing seam metal roofs. Inappropriate materials include reflective glass and metal wall panels. No facade visible from adjoining property or the corridor highway shall be constructed of unadorned cinder block, corrugated metal or sheet metal.
13. Color. The permanent color of building materials (to be left unpainted) should resemble the predominant tones, primarily earthen tones, along the corridor. Garish and striking colors should be avoided.
14. Lighting will be installed in accordance with § 180-49.2 of this ordinance.

TOWN OF FRONT ROYAL GENERAL CONSTRUCTION NOTES

(To be included on all site plans)

1. For technical specifications and details refer to the Town of Front Royal Water and Sewer Standards and Specifications, latest edition. All construction shall be in accordance to these specifications. Any deviation or changes shall be submitted in writing to the Town for supplemental approval. Inspection shall be performed by the Department of Public Works. Contact: Director of Public Works at (540) 635-7819 or FAX (540) 635-8973.
2. Locations of utilities shown are approximate. Contractor shall be responsible field verifying the exact location, vertically and horizontally, of the utilities prior to any excavation or construction. The Contractor shall contact MISS UTILITY and all applicable utility companies for clearance prior to excavation. The Contractor shall be responsible for adhering to the Commonwealth of Virginia Underground Utility Damage Prevention Act, Chapter 10, Title 56 of the Code of Virginia.
3. Contractor shall be responsible for implementing and maintaining all erosion and sediment control measures necessary during construction in accordance with current state and local regulations. Disturbed area shall not remain denuded for more than seven (7) calendar days. During construction, all storm sewer inlets shall be protected by inlet protection, maintained and modified as required by construction process. Contractor shall contact the County Building Inspection Office at (540) 636-7973 prior to schedule inspections.
4. The Contractor shall provide adequate means of cleaning mud from trucks and/or other equipment prior to entering public streets. It is the Contractor's responsibility to clean streets, alley dust, and to take whatever measures necessary to ensure that the streets are maintained in a clean, mud and dust free condition at all times.
5. Any street or utilities damaged by Contractor or Sub-Contractor shall be sole responsibility of the primary contractor and properly and immediately repaired by the Contractor. Such repairs shall be to the original condition and shall be to the satisfaction of the Town Inspector.
6. All plastic sanitary sewer main pipe shall be 8" diameter, SDR 35, unless otherwise noted. Pipe bedding shall be determined by field conditions and Town Specifications.
7. All proposed water mains, hydrant branches and fire suppression lines shall be Class 52 ductile iron pipe with a minimum of 42" cover unless otherwise noted.
8. All 2" and smaller water services shall be type "K" copper pipe. Soldered joints on buried lines are not acceptable.
9. All precast concrete structures shall be minimum 4000 psi and 28 days with a bituminous coating.
10. The Contractor shall be responsible for acquiring all necessary permits before any construction begins.
11. The Contractor is responsible for adjustment of all utility boxes, vaults or other appurtenances to new finished grade elevations.
12. Contractor to relocate all signs and utilities required for this work.
13. Any planned disruptions of or tie-ins to existing utilities shall be coordinated with the appropriate utility owner. With the exception of emergencies, there shall be a minimum of 24 hours notice given by the Contractor to all residential, commercial and industrial utility users affected by utility interruptions.
14. The unauthorized use of water without due compensation is illegal. No person shall connect to or do any work on that portion of the system owned by the Town unless written authorization is received prior to commencing work.
15. Construction limits shall be property lines or as indicated by plan requirements.
16. Construction shall conform to the American with Disabilities Act (ADA) requirements. Curb ramps shall be placed where all sidewalks meet curbs.

LEGEND

EXISTING INTERMEDIATE CONTOUR
EXISTING INDEX CONTOUR
PROPOSED CONTOUR 400
EXISTING EDGE OF PAVEMENT
PROPOSED EDGE OF PAVEMENT
EXISTING CURB AND GUTTER
PROPOSED CURB AND GUTTER
TRANSITION TO REVERSE CURB
EXISTING TELEPHONE LINE
PROPOSED TELEPHONE LINE
EXISTING STORM SEWER WITH INLET
PROPOSED STORM SEWER WITH INLET
EXISTING SANITARY SEWER WITH MANHOLE
PROPOSED SANITARY SEWER WITH MANHOLE
PROPOSED SAN. LAT. CLEANOUT
EXISTING ELECTRIC SERVICE
PROPOSED ELECTRIC SERVICE
EXISTING GAS LINE
PROPOSED GAS LINE
EXISTING WATERLINE W/ TEE
PROPOSED WATERLINE W/ TEE
EXISTING FIRE HYDRANT/VALVE/METER
PROPOSED FIRE HYDRANT/VALVE/METER
PROPOSED REDUCER
PROPERTY LINE
EXISTING EASEMENT
PROPOSED EASEMENT
PROPOSED CENTERLINE
EXISTING CENTERLINE
EXISTING TREE LINE
FLOW LINE
FENCELINE
EXISTING UTILITY POLE/GUIDE WIRE
EXISTING TELEPHONE PEDESTAL
SIGNS
PARKING INDICATOR (12) INDICATES THE NUMBER OF TYP. PARKING SPACES
HANDICAP PARKING
VEHICLES PER DAY COUNT 100
PROPOSED BUILDING ENTRANCE
SANITARY MANHOLE IDENTIFIER 12
STORM DRAIN STRUCTURE IDENTIFIER 6
EXISTING SPOT ELEVATION
PROPOSED SPOT ELEVATION 352
LIGHT POLE

PROJECT INFORMATION

PARCEL IDENTIFICATION NO: TM 12B-1-1Lot 1
STREET ADDRESS: NORTH RIVER SQUARE Lot#4 WINCHESTER RD, FRONT ROYAL, VA 22630
PROJECT SITE AREA: 3.2128 ACRES
CURRENT ZONING: COMMERCIAL
CURRENT USE: VACANT
PROPOSED USE: SELF STORAGE
PREVIOUSLY APPROVED PLANS: NONE

COMMERCIAL ZONING ON HIGHWAY CORRIDOR DISTRICT REQUIREMENTS
MAX LENGTH/WIDTH RATIO: 4:1
LENGTH/WIDTH RATIO PROVIDED: 1.41:1
MINIMUM LOT AREA: 21,780 SQ FT
LOT AREA: 139,950 SQ FT
MIN. LOT WIDTH AT SETBACK: 100'
LOT WIDTH AT SETBACK: 453'

COMMERCIAL REQUIRED SETBACKS
FRONT: From 50'
SIDE: From property line 15'
REAR: From property line 15'

AREA CALCULATIONS

TOTAL SITE AREA = 3.2128 ACRES		
BUILDING AREA (Phase 1 & 2)	= 0.964 ACRES	
FLOOR AREA RATIO (FAR)	= 75 %	
PAVEMENT AND BUILDING AREA	= 2.073 ACRES	64.51%
OPEN SPACE	= 1.14 ACRES	35.49 %

NOTES:

1. The location, height, make, model, lamp type and wattage of each outdoor lighting fixture will be provided with final site plan submission and Certification that the angle of total light cutoff is no more than 90°
2. All outdoor lighting fixtures, including display lighting, will be turned off after close-of-business, unless needed for safety or security, in which case the lighting shall be reduced to the minimum level necessary.
3. All light fixtures that are required to be fully shielded will be installed and maintained so that the shielding is effective as described in the definition of a fully-shielded fixture in § 180-49.2F, Definitions
4. Light trespass from a property will be designed not to exceed one footcandle at the property line.
5. Outdoor lighting fixtures will comply with the shielding requirements of Section 180-49.2 Table F.
6. Landscape screening shall be provided in accordance to Warren County requirements

151 Windy Hill Lane
Winchester, Virginia 22602
Telephone: (540) 662-4185
Fax: (540) 722-9782
www.greenwayeng.com

GREENWAY ENGINEERING

GENERAL NOTES

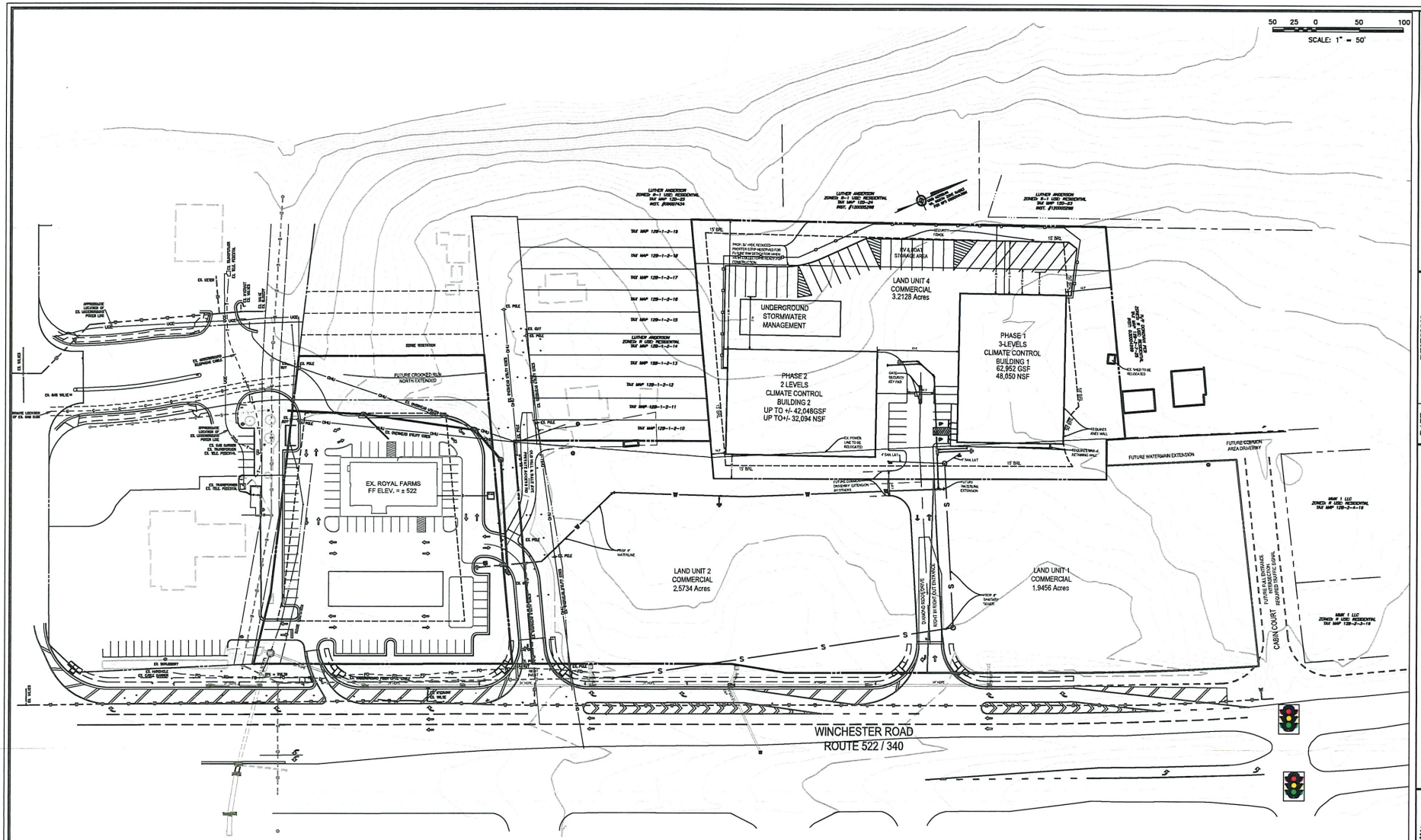
COURT 9700 SELF STORAGE LLC

NORTH RIVER MAGISTERIAL DISTRICT
WARREN COUNTY, VA

SP NUMBER: #XX-XX

COMMONWEALTH OF VIRGINIA
TUNG MEI ADHIKUSUMA
Lic. No. 28715
4/30/21
PROFESSIONAL ENGINEER

DATE: APRIL 30, 2021
SCALE: N/A
DESIGNED BY: TNA
FILE NO. 5637B
SHEET 2 OF 4
12-21



GREENWAY ENGINEERING
151 Windy Hill Lane
Winchester, Virginia 22602
Telephone: (540) 723-8455
Fax: (540) 723-9539
www.greenwayeng.com

REVISION | DATE

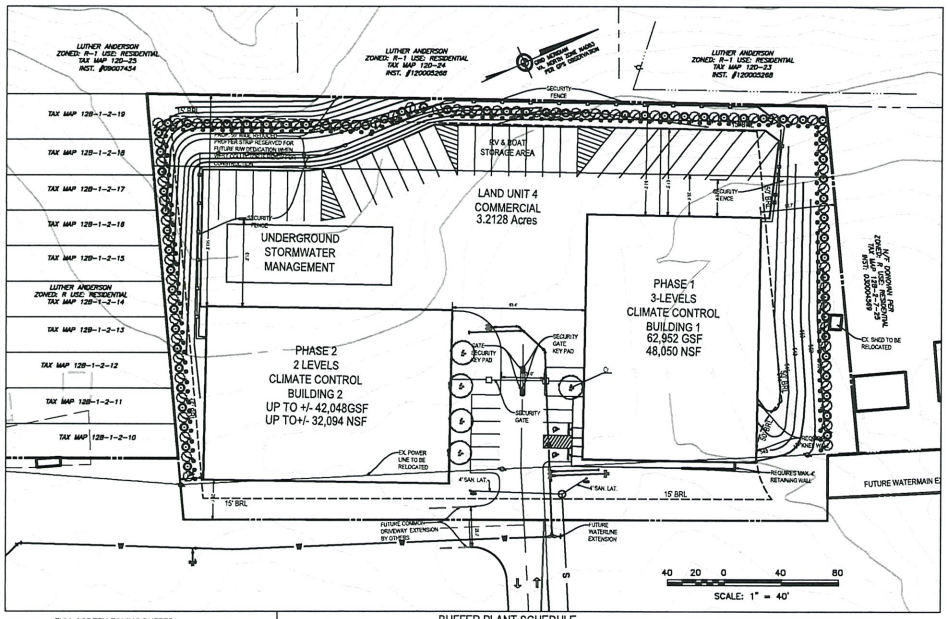
GENERAL DEVELOPMENT PLAN

9700 COURT LLC - SELF STORAGE

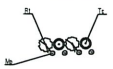
NORTH RIVER MAGISTERIAL DISTRICT
WARREN COUNTY, VIRGINIA

COMMONWEALTH OF VIRGINIA
TUNG NIKO ADHIKUSUMA
Lic. No. 28715
PROFESSIONAL ENGINEER

DATE: APRIL 30, 2021
SCALE: 1"=50'
DESIGNED BY: TNA
FILE NO. 5637B
SHEET 3 OF 4
21-04



FULL SCREEN ZONING BUFFER
not to scale



1. 3 PLANTS PER 10L.F., AT LEAST FOUR FEET IN HEIGHT AT PLANTING AND INTENDED TO REACH A MINIMUM HEIGHT OF SIX FEET AT MATURITY, THERE SHALL BE AT LEAST THREE SPECIES OF PLANTS, WITH THE MAJORITY BEING EVERGREENS AND AT LEAST 1/3 BEING DECIDUOUS
2. 6' OPAQUE FENCE

FULL SCREEN ZONING BUFFER:

PROVIDE A 10' WIDE LANDSCAPE SCREEN WITH 3 PLANTS PER 10' 998 LF OF PROPERTY LINE SHARED WITH R-1 ZONED PROPERTIES 998/10 = 99.8 X 3 = 299 PLANTS REQUIRED* 273 PLANTS PROVIDED*

(*GRADES AT REAR OF PROPERTY PRECLUDE PLANTINGS BEING PLACED ALONG PROPERTY LINE FOR SCREENING PURPOSES)

BUFFER PLANT SCHEDULE

ABB	BOTANIC NAME	COMMON NAME	QUANTITY	SIZE
CATEGORY "C" BUFFER		PROPOSED PLANTINGS		
Mp	Myrica pennsylvanica	Northern Bayberry	138	4' Ht.
Rt	Rhus typhina	Fragrant Sumac	69	4' Ht.
Ts	Thuja Standishii plicata 'Green Giant'	Green Giant Arborvitae	68	4' Ht.
		PARKING LOT PLANT SCHEDULE		273 Plants
Cr	Crataegus crus-galli var. inermis	Thornless Cockspur Hawthorn	5	2" Cal.

NOTES:
1. TREE SIZE SHOWN ON PLAN VIEW IS ILLUSTRATIVE, SIZES ARE AS SHOWN IN PLANT SCHEDULE
2. ALL PLANTING SHALL CONFORM WITH 165-49.1 LANDSCAPING REQUIREMENTS AND 165-18B SCREENING AND BUFFERING REQUIREMENTS OF THE WARREN COUNTY ZONING ORDINANCE.
3. ANY PLANT SUBSTITUTIONS MUST BE APPROVED IN WRITING BY THE WARREN COUNTY PLANNING DEPARTMENT.
4. TREES AND SHRUBS SHALL NOT BE PLANTED WITHIN UTILITY EASEMENTS
6. ALL SEEDED AND SODDED AREAS OF PROJECT WILL BE OF A DROUGHT TOLERANT MIX PER PENNINGTON SEED COMPANY.
7. NO SLOPE IN EXCESS OF 25% WILL BE SEEDED OR SODDED.
8. BEFORE SODDING, SEEDING AND LANDSCAPING THE CONTRACTOR WILL TILL ALL COMPACTED AREAS AT LEAST 6" IN DEPTH TO LOOSEN THE COMPACTED SOILS AND ADD AMENDMENTS

STANDARDS

A. PLANTS WILL BE IN ACCORDANCE WITH THE CURRENT ANLA'S STANDARDS AND CONFORM IN GENERAL TO REPRESENTATIVE SPECIES.

B. BALLED AND BURLAPPED (B&B)
1. BALLED AND BURLAPPED PLANTS SHALL BE DUG WITH FIRM ROOT BALLS FREE OF NOXIOUS WEEDS. THERE SHOULD BE NO EXCESS SOIL ON TOP OF THE ROOTBALL OR AROUND THE TRUNK
2. BALL SIZES SHALL BE IN ACCORDANCE WITH ANLA STANDARDS.
3. CALIPER AND HEIGHT MEASUREMENT: IN SIZE GRADING B&B SINGLE TRUNK TREES, CALIPER SHALL TAKE PRECEDENCE OVER HEIGHT. CALIPER OF THE TRUNK SHALL BE TAKEN 6" ABOVE GROUND LEVEL (UP TO AND INCLUDING 4" CALIPER SIZE) AND 12" ABOVE THE GROUND LEVEL FOR LARGER TREES. FOR MULTIPLE-TRUNK TREES, HEIGHT MEASUREMENT SHALL TAKE PRECEDENCE OVER CALIPER.

C. CONTAINER - GROWN STOCK
1. THE SIZE OF CONTAINER-GROWN SHRUBS IS MEASURED BY HEIGHT AND WIDTH OF THE PLANT. CONTAINER-GROWN TREES ARE MEASURED BY THE SAME STANDARDS LISTED IN B.3. ABOVE. THE ROOT SYSTEM OF CONTAINER-GROWN PLANTS SHALL BE WELL DEVELOPED AND WELL DISTRIBUTED THROUGH OUT THE CONTAINER.
2. ALL CONTAINER-GROWN TREES AND SHRUBS THAT HAVE CIRCLING (GIRDLING) AND MATTED ROOTS SHALL BE TREATED IN THE FOLLOWING MANNER PRIOR TO PLANTING: SEPARATE THE ROOTS BY HAND, UNTANGLING SO CIRCLING ROOTS WILL NOT DAMAGE FUTURE OF THE PLANT, SEE PLANTING PROCEDURES FOR ALL CONTAINER-GROWN TREES & SHRUBS IN THIS SECTION.
3. ALL CONTAINER-GROWN PLANTS SHOULD BE GROUPED AND WATERED DAILY UNTIL THEY ARE PLANTED IN THE LANDSCAPE, THE SOIL SHALL BE KEPT MOIST WITH THE EQUIVALENT OF ONE-INCH OF RAINFALL PER WEEK.

D. PRUNING SHALL BE DONE BEFORE PLANTING OR DURING THE PLANTING OPERATION. PRUNING DETAIL FOR TREES IN THIS SECTION.

E. ALL PLANT MATERIAL IN TRANSIT SHALL BE COVERED TO KEEP MATERIAL FROM DRYING OUT. THE COVERING SHALL COMPLY WITH THE STATE AND LOCAL LAWS PERTAINING TO THE TRANSPORT OF MATERIALS.

F. TREES SHALL BE PLACED IN AN UPRIGHT POSITION WITH THE ROOTBALL COVERED BY MULCH AND KEPT MOIST. TREES AND SHRUBS SHOULD NOT BE LEFT ON SITE UNPLANTED FOR MORE THAN 24-HOURS WITHOUT ADEQUATE WATER TO INSURE ROOT SURVIVAL.

INSPECTION

A. PLANTS MAY BE SUBJECT TO INSPECTION AND APPROVAL BY THE OWNER OR OWNER'S REPRESENTATIVE AT THE PLACE OF GROWTH OR HOLDING YARD FOR CONFORMITY TO SPECIFICATION REQUIREMENTS AS TO QUALITY, SIZE AND VARIETY.

B. PLANTS DAMAGED IN HANDLING OR TRANSPORTATION CAN BE REJECTED BY THE OWNER OR OWNER'S REPRESENTATIVE.

C. STATE NURSERY INSPECTION CERTIFICATES SHALL BE FURNISHED TO THE LANDSCAPE ARCHITECT UPON REQUEST.

PLANTING PROCEDURES FOR ALL CONTAINER-GROWN TREES & SHRUBS

A. REMOVE THE PLANT EITHER BY CUTTING OR INVERTING THE CONTAINER.

B. FOR UNTREATED PLASTIC CONTAINER-GROWN PLANTS WITH CIRCLING ROOTS, SEPARATE ROOTS BY HAND AND UNTANGLE ROOTS THE LENGTH OF THE ROOTBALL.

C. PLANT SHRUB OR TREE A MINIMUM OF ½" OF THE HEIGHT OF THE ROOTBALL ABOVE EXISTING GRADE.

D. APPLY A 2 TO 3" THICK LAYER OF APPROVED HARDWOOD MULCH. KEEP MULCH 6" AWAY FROM THE TRUNK OF ALL TREES AND SHRUBS.

E. PLANTS GROWN IN ROOT CONTAINMENT BAGS MUST HAVE BAGS REMOVED DURING THE PLANTING OPERATION. NO ADDITIONAL SLASHING OF THE ROOTBALL IS NECESSARY.

GENERAL CONDITIONS

SCOPE OF WORK

THE LANDSCAPE CONTRACTOR SHALL PROVIDE ALL MATERIALS, LABOR AND EQUIPMENT TO COMPLETE ALL LANDSCAPE WORK AS SHOWN ON THE PLANS AND SPECIFICATIONS.

NOTE: IF CONTRACTOR BIDS ACCORDING TO THE PLANT LIST, HE/SHE SHOULD THOROUGHLY CHECK THE PLANT LIST QUANTITIES WITH THE SYMBOLS DRAWN ON THE PLAN TO ENSURE THERE ARE NO DISCREPANCIES. IF THERE IS A DISCREPANCY BETWEEN THE DRAWING AND THE PLANT LIST, THE DRAWING TAKES PRECEDENCE.

STANDARDS

ALL PLANT MATERIAL WILL CONFORM TO THE CURRENT ISSUE OF THE AMERICAN STANDARD FOR NURSERY STOCK PUBLISHED BY THE AMERICAN NURSERY & LANDSCAPE ASSOCIATION (ANLA).PLANT MATERIAL MUST BE SELECTED FROM NURSERIES THAT HAVE BEEN INSPECTED AND CERTIFIED BY STATE PLANT INSPECTORS. COLLECTED MATERIAL MAY BE USED ONLY WHEN APPROVED BY OWNER'S REPRESENTATIVE. NOMENCLATURE WILL BE IN ACCORDANCE WITH HORTUS III BY L.H. BAILEY.

ALL PLANTING SHALL CONFORM WITH 165-203.01 - B OF THE FREDERICK COUNTY ZONING ORDINANCE (PLANT SELECTION, PLANTING PROCEDURE, AND MAINTENANCE.

ANY PLANT SUBSTITUTIONS MUST BE APPROVED IN WRITING BY THE FREDERICK COUNTY PLANNING DEPARTMENT.

SUBSTITUTIONS: PRE-BID

IT IS THE LANDSCAPE CONTRACTOR'S RESPONSIBILITY TO MAKE EVERY REASONABLE EFFORT TO FIND THE PLANTS SPECIFIED BY THE LANDSCAPE ARCHITECT. THE LANDSCAPE CONTRACTOR MAY OFFER SUBSTITUTIONS TO THE LANDSCAPE ARCHITECT FOR HIS/HER CONSIDERATION. THE LANDSCAPE CONTRACTOR WILL NOTIFY THE LANDSCAPE ARCHITECT IF THERE ARE KNOWN DISEASES OR INSECT RESISTANT SPECIES THAT CAN BE SUBSTITUTED FOR A SELECTED PLANT, THE CONTRACTOR SHALL SUBMIT A BASE BID AS PER PLAN PLUS PRICE CLARIFICATIONS FOR ALL RECOMMENDED SUBSTITUTIONS.

SUBSTITUTIONS: POST-BID

IT IS THE INTENT TO ELIMINATE POST-BID SUBSTITUTIONS. HOWEVER, IN THE EVENT THAT THE CONTRACT MATERIAL HAS BECOME UNAVAILABLE, AN APPROPRIATE SUBSTITUTION MUST BE APPROVED BY THE OWNER'S REPRESENTATIVE.

UTILITIES AND UNDERGROUND FEATURES

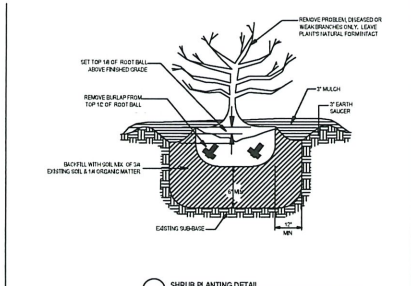
THE LANDSCAPE CONTRACTOR SHALL NOTIFY UTILITY COMPANIES AND/OR THE GENERAL CONTRACTOR IN ADVANCE OF CONSTRUCTION TO LOCATE UTILITIES.
IF THERE IS A CONFLICT WITH UTILITIES AND THE PLANTING, THE LANDSCAPE ARCHITECT SHALL BE RESPONSIBLE FOR RELOCATING PLANTS PRIOR TO THE PLANTING PROCESS. ANY COST DUE TO RELOCATING AFTER PLANTING SHALL BE BORNE BY THE OWNER. IF PLANTS ARE TO BE INSTALLED IN AREAS THAT SHOW OBVIOUS POOR DRAINAGE, AND THE PLANTS ARE INAPPROPRIATE FOR THAT CONDITION, THE LANDSCAPE CONTRACTOR SHALL NOTIFY THE LANDSCAPE ARCHITECT AND OWNER. IF THEY DEEM NECESSARY, THE PLANTS SHALL BE RELOCATED, THE CONTRACT SHALL BE ADJUSTED TO ALLOW FOR DRAINAGE CORRECTION AT A NEGOTIATED COST, OR THE PLANT SELECTION MODIFIED BY THE LANDSCAPE ARCHITECT TO ACCOMMODATE THE POOR DRAINAGE.

TREES AND/OR SHRUBS SHALL NOT BE PLACED WITHIN FREDERICK WATER EASEMENTS

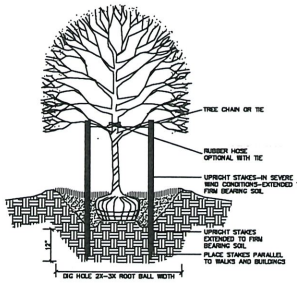
WARRANTY

THE STANDARD WARRANTY IS FOR ONE (1) YEAR PERIOD, EXCLUDING BULBS, SOD AND ANNUALS, COMMENCING ON THE DATE OF INITIAL ACCEPTANCE. ALL PLANTS SHALL BE ALIVE AND IN SATISFACTORY GROWTH AT THE END OF THE GUARANTEE PERIOD. ANY MATERIAL THAT IS 25% DEAD OR MORE SHALL BE CONSIDERED DEAD AND MUST BE REPLACED AT NO CHARGE. A TREE SHALL BE CONSIDERED DEAD WHEN THE MAIN LEADER HAS DIED BACK, OR 25% OF THE CROWN IS DEAD. REPLACEMENTS SHALL BE MADE DURING THE NEXT PLANTING PERIOD. REPLACEMENTS SHALL BE OF THE SAME TYPE, SIZE AND QUALITY AS ORIGINAL SPECIES UNLESS OTHERWISE NEGOTIATED.

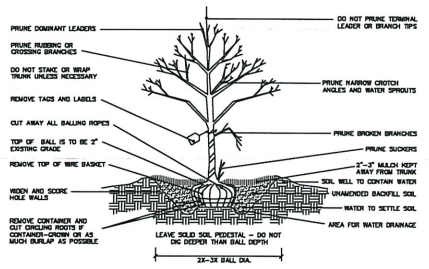




SHRUB PLANTING DETAIL
NOT TO SCALE



TREE PLANTING — VERTICAL STAKES
TREES <6" CAL. SCALE: NOT TO SCALE



TREE PLANTING DETAIL
TREES <6" CAL. SCALE: NOT TO SCALE

151 Work Hill Lane
Winchester, Virginia 22602
Telephone (540) 662-4495
Fax (540) 662-4496
www.greenwayeng.com

GREENWAY ENGINEERING

REVISION	DATE

9700 COURT LLC - SELF STORAGE

GDP LANDSCAPE PLAN

NORTH RIVER MAGISTERIAL DISTRICT
WARREN COUNTY, VIRGINIA

COMMONWEALTH OF VIRGINIA
TUNG HOU ADHIKUSUMA
Lic. No. 28715
4/30/21
PROFESSIONAL ENGINEER

DATE: MAY 10, 2021
SCALE: 1"=40'
DESIGNED BY: TNA
FILE NO. 5637B
SHEET 4 OF 4
21-04

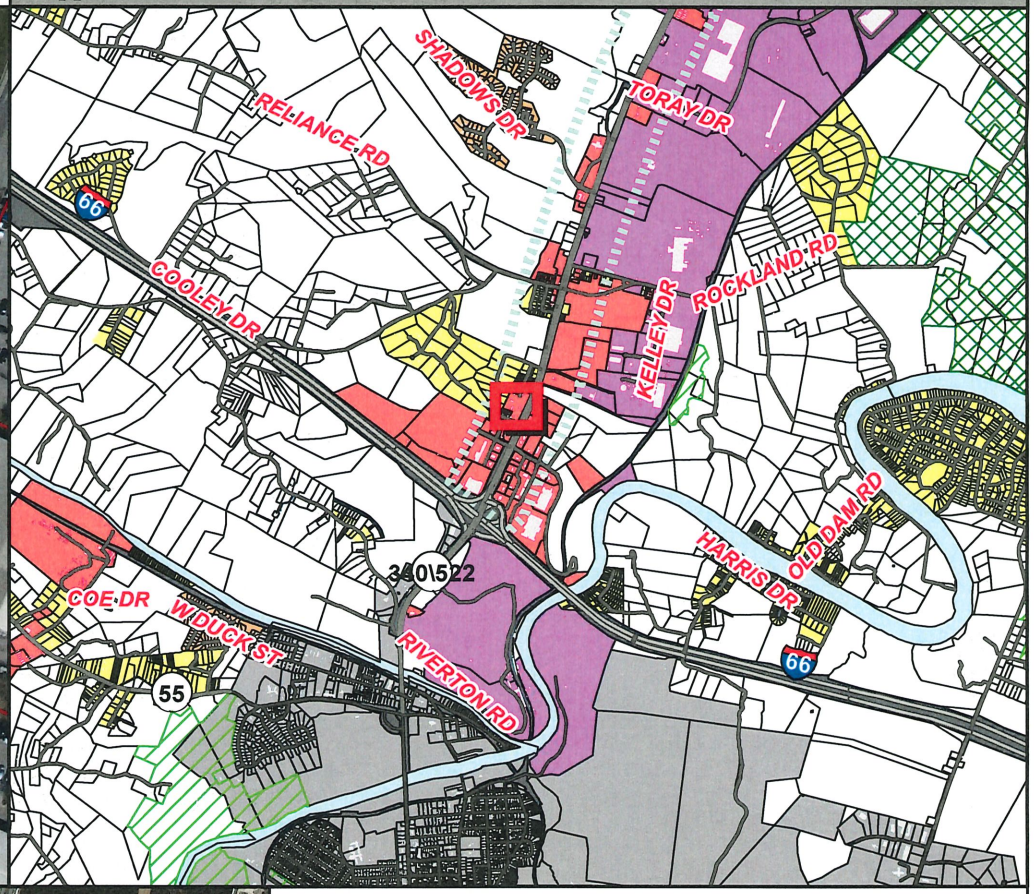
Warren County VA

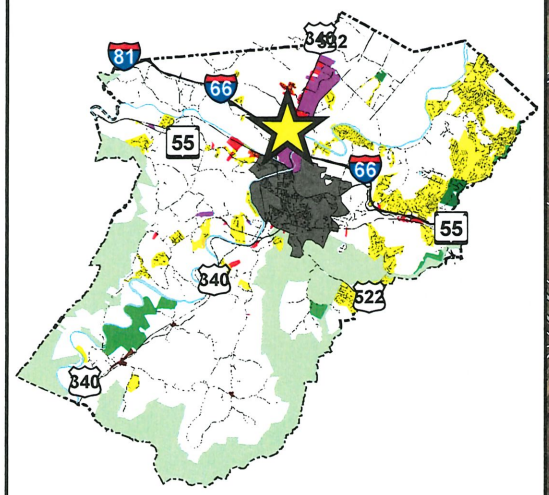
CUP Location Map

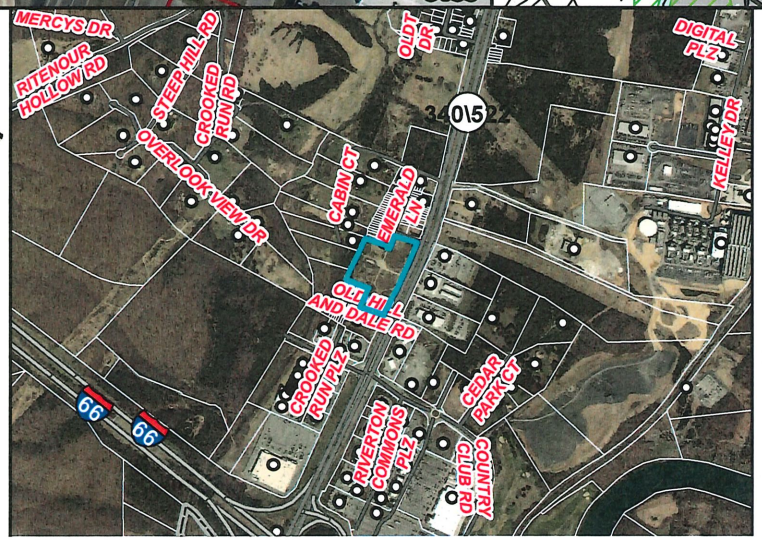
CUP: Building in Excess of 50,000 Sq Ft
Located in the Rte 340/522
Highway Corridor Overlay District
Applicant: 9700 Court, LLC

TM 12B--1-1---1
Winchester Road
Hill and Dale Subdivison









Zoning

- Agricultural
- Commercial
- Industrial
- Residential One
- Residential Two
- Suburban Residential
- Village Residential
- Rural Residential
- Right of Way
- Front Royal
- Federal Land
- State Land
- Water
- VOF Conservation Easements
- WC Conservation Easements

Map produced by
Warren County GIS 2021
Department of Planning

COUNTY OF WARREN, VIRGINIA
BOARD OF SUPERVISORS AGENDA ITEM

DATE:	ITEM:	SUBJECT:	PAGE
6/15/2021	J-17	Conditional Use Permit #2021-06-03 Chad & Charleen Backstrom *Private Use Camping (Non-Commercial)*	1 of 2

EXPLANATION & SUMMARY:

See attached application and staff report.

General standards/conditions. In addition to the specific standards set forth hereinafter with regard to particular conditional uses, all such uses shall satisfy the following general standards:

(1) The proposed use at the specified location shall be in harmony with the adopted Comprehensive Plan.

(2) The proposed use shall be in harmony with the general purpose and intent of the applicable zoning district regulations.

(3) The proposed use shall be such that it will be harmonious with and will not adversely affect the use or development of neighboring properties in accordance with the applicable zoning district regulations and the adopted Comprehensive Plan. The location, size and height of buildings, structures, walls and fences and the nature and extent of screening, buffering and landscaping shall be such that the use will not hinder or discourage the appropriate development and use of adjacent or nearby land and/or buildings or impair the value thereof.

(4) The proposed use shall be such that pedestrian and vehicular traffic associated with such use will not be hazardous or in conflict with the existing and anticipated traffic in the area.

(5) Adequate utility, drainage, parking, loading and other necessary facilities to serve the proposed use shall be provided.

(6) In determining whether or not to grant a permit and in determining conditions to be imposed, the governing body shall take into consideration the objectives and intent of this chapter and may impose reasonable conditions that:

(a) Abate or restrict noise, smoke, dust or other elements that may affect surrounding properties.

(b) Establish setback, side and front yard requirements necessary for orderly expansion and to prevent traffic congestion.

(c) Provide for adequate parking and ingress and egress to public streets or roads.

(d) Provide adjoining property with a buffer or shield from view of the proposed use if such use is considered to be detrimental to adjoining property.

(e) Prevent such use from changing the character and established pattern of development of the community.

This application is scheduled for a public hearing in front of the Planning Commission on July 14th, 2021. The Board of Supervisors will have the Planning Commission's recommendation for the Board public hearing on July 20th, 2021 if this is advertised.

PROPOSED OR SUGGESTED MOTION:

I move that the Board of Supervisors authorize the proposed conditional use permit request for advertisement for a public hearing.

SUBMITTED BY:	**DISPOSITION OF BOARD:**	**PROCESSED BY:**
Matt Wendling, CFM Deputy Planning Director/ County Floodplain Manager	☐ **APPROVED** ☐ **OTHER (Describe)**	

Conditional Use Permit: 2021-06-03 / Private Use Camping (Non-Commercial)
Chad and Charleen Backstrom, *Current Owners/Applicants*
Staff Report for the Planning Commission
Prepared: May 11, 2021
Staff Contact: Matt Wendling, Deputy Planning Director/County Floodplain Manager

SUMMARY OF REQUEST

The applicant is requesting a conditional use permit for Private Use Camping on vacant lots in the Man-Da-Lay subdivision which are located in the Special Flood Hazard Area (SFHA). The applicants purchased these lots November 2020 and were unaware that a conditional use permit was required for Private Use Camping at the time they try to apply for an electrical permit. Their intent is to use the property for outdoor recreation and overnight camping for friends and family on a non-commercial basis.

PROPERTY INFORMATION

Property Location: Burma Rd.
Tax Map ID: #19H-1 Parcel 12 & 13
Magisterial District: North River
Subdivision: Man-Da-Lay
City: Front Royal
Zoning: Residential One (R-1)
Acres: 0.54 in total
Existing Land Use: Vacant Lots

SURROUNDING ZONING DISTRICTS & USES

North: Agricultural (A) — Use: Shenandoah River & River Ridge Sub.
South: Residential One (R-1) — Use: Vacant Lot – Recreational Use
East: Residential One (R-1) — Use: Vacant Lot – Recreational Use
West: Agricultural (A) — Use: RR Right-Of-Way, Trailer Park Open Space

PROPERTY HISTORY

This property has not had any previous Conditional Use Permits issued for uses in the Residential One (R-1) zoning district. The applicants purchased these to be used as recreational lots and would like to install a shed for storage of maintenance equipment and recreational items in the future. The property has been well maintained and has a pre-existing drainfield.

COMPATIBILITY WITH THE COMPREHENSIVE PLAN

The Future Land Use Map in the Comprehensive Plan identifies this area to be used for residential land uses. Private Use (Non-commercial) Camping is a use allowed by conditional use permit in the Residential One (R-1) zoning district, and is compatible with the current Warren County Zoning Ordinance Section §180-22.

PROPOSAL:

Private Use Camping (non-commercial) is defined by the Warren County Zoning Ordinance as, *"No more than two major recreational vehicles used for living, sleeping or other occupancy on any lot or combination of lots under one ownership, provided that such use is limited to the owner, family members or guests, and no fee is charged for camping."*

SUPPLEMENTARY REGULATIONS FOR MAJOR RECREATIONAL VEHICLES AND EQUIPMENT

§ 180-40.1 **Major recreational vehicles and equipment.**
[Added 1-16-1996; amended 10-18-2011; 8-18-2020]

A. Statement of intent. These provisions are intended to ensure that camping in major recreational vehicles and the parking, storage and use of major recreational equipment is conducted in a safe and healthful manner.

B. For the purposes of this section, the term "major recreational equipment" shall include "major recreational vehicles."

C. Parking, storage and use of major recreational equipment in residential districts. The following regulations shall apply to major recreational equipment in residential districts:

(1) No major recreational equipment shall be used for living, sleeping or other occupancy when parked or stored on a residential lot or in any other location not approved for such use.

(2) Major recreational equipment not parked or stored in a garage, carport or other building. All major recreational equipment shall be located at least three feet from all buildings and shall not be located in any front yard, except in a driveway, perpendicular to the street and a minimum of 10 feet from the right-of-way.

D. Limitation on parking and storage of inoperative major recreational equipment. No more than one inoperative major recreational equipment item shall be parked or stored outdoors on any lot or combination of contiguous lots under one ownership.

E. Use and location of major recreational vehicles where permitted.

(1) The placement of major recreational vehicles on vacant lots shall comply with the established setbacks of the respective zoning district.

(2) Major recreational vehicles shall not be used as a permanent dwelling but as temporary living quarters for recreational camping, travel or seasonal use.

(3) Major recreational vehicles shall not be used for storage facilities.

F. Parking, storage and use of major recreational equipment within the special flood hazard area (SFHA). The following regulations shall apply to major recreational equipment within the SFHA:

(1) Be on site for less than 180 consecutive calendar days in any one year; be fully licensed and ready for highway use.

(2) The major recreational equipment is ready for highway use if it is on its wheels or jacking system, attached to the site by only quick disconnect-type utilities and securities and has no permanently attached additions.

(3) The parking and storage of inoperative major recreational equipment shall be prohibited.

RECOMMENDED CONDITIONS

Planning Staff is recommending the following conditions be added to this conditional use permit if the Planning Commission chooses to recommend approval of this permit to the Board of Supervisors. Please note that additional conditions may be added after all agency comments have been received, prior to the Planning Commission public hearing.

1. The applicants shall comply with all Warren County Health Department regulations and requirements.

2. Materials associated with the campers are to be stored in a neat and orderly fashion during the time of use and are to be removed from the site when not in use.

3. The applicant shall post the property with a lot/parcel number for Fire and Emergency Rescue Services and have an emergency egress plan for removal of the recreational vehicles and portable commode prior to a predicted flood event.

Cc: Chad and Charleen Backstrom – *Owner/Applicants*



Figure 1 Adjacent Mandalay Property



Figure 2 Adjacent North Fork Resort Property

May 10, 2021

Statement of Justification
Backstrom

Hello Warren County Planning Commission,

My husband and I, Chad and Charleen Backstrom, recently purchased two lots in the Mandalay subdivision. We purchased the property for recreation and to enjoy overnight camping.

It has come to our attention that a conditional use permit is required to have electric service hooked up to the property. We are asking for approval for electric service to be installed.

Thank you for your time.

Kindest Regards,
Chad and Charleen Backstrom

CCUP-000107-202

WARREN COUNTY
CONDITIONAL USE PERMIT APPLICATION

Application Number: 2021-06-03
Date Received: 5/10/2021
Fee Amount: $ 200.00 NON-COMMERCIAL
Date Paid: 5/10/2021

Applicant Information:

Chad and Charleen Backstrom
Applicant Name

1409 High Top Road Linden VA 22642
Address *City* *State* *Zip*

Lots - 12 & 13 Burma Road Front Royal VA 22630
Property Location for conditional use permit if Different than Applicant's Address

Charleen - 540-631-5932 Charleenbackstrom@gmail.com
Primary Contact Number *Email*

Property Owner (if same as applicant, leave blank)

Address *City* *State* *Zip*

Primary Contact Number

Respectfully request that a determination be made by the Warren County Planning Commission and Board of Supervisors on the following request for a Conditional Use Permit for the property described below.

A. Property Information:

(1) Address/Location: Lots 12-13 Burma Rd Front Royal.
(2) Election District: North River - County
(3) Tax Map Number: 19H-1-12 19H-1-13
(4) Subdivision Name: Mandalay
(5) Total Area of Property (acres): .27 x 2 = 0.54
(6) Total Area to be Used (acres): .27 x 2 = 0.54
(7) Total Road Frontage (feet): 120 ft
(8) Depth of Property (feet): 203.4' (Lot 12) 196.7' (Lot 13)
(9) Present Zoning: Residential One

B. Proposed Use of Property

(Non-commercial)

(1) State the proposed use(s) for the Conditional Use Permit: Private Use Camping

(2) Current land use and condition of site: recreation, stone parking

(3) Zoning of surrounding land/property: Residential one

(4) Will development be staged? ☐ Yes ☒ No

(5) Construction Time: N/A

(6) Season, days, and hours of operation: year around

(7) Will there be a sign? ☐ Yes ☒ No
(If yes, please submit a sketch of the sign(s) showing size and shape and the sign permit check list with this application.)

(8) Has there been any prior application for a conditional use permit/variance for this property? (If yes, enter the permit number and/or name, date of action, action taken by the Planning Commission, Board of Zoning Appeals and/or Board of Supervisors and a description of the request.) NO

(9) Number of full time employees: N/A

(10) What type of sewage disposal system will be used? ☒ Private ☐ Central ☐ Public

(11) Number of persons to be served by the sewage disposal system: 4

(12) Number of parking spaces to be provided: Regular driveway Handicap Accessable

(13) What is the proposed landscaping and buffering for this property?
N/A

C. Plans Prepared By

Name: N/A

Address:

Telephone Number:

D. Environmental Information

(1) Will this proposed use adversely impact the community of the environment? (If yes, what are the adverse impact(s) and what is proposed to solve these adverse impacts?)
NO-

(2) Will there be any debris generated from the activity? (If yes, where and in what manner will the debris be stored and how and where will it be disposed of?) _____

N/A

(3) Will any potentially hazardous substances be used and/or stored on the property? (If yes, list the substances, their use and disposal of containers and substance residues.) _____

N/A

(4) List any potentially hazardous emissions including, but not limited to: fumes, gases, smoke noise, liquid effluent, waste water, dust, and state what measures will be used to control these emissions. _____

N/A

(5) Will there be any electrical or electronic activity which will interfere with local communications or telephone, television or radio reception? (If yes, describe the type of activity and potential interference.) _____

N/A

(6) What will be the impact on traffic? _____

N/A

(7) Will exterior lighting be used? (If yes, state the number of lights and the wattage of each. A lighting plan or lighting contour map may be required to show the nearest candle power as measured at ground level. _____

N/A

The following documents and/or information are required to be submitted with the application:

☑ **An application fee of ~~$500.00~~:** # 20042 NON-COMMERCIAL
Make payable to the Treasurer of Warren County. A non-refundable fee of $500.00 will be required at the time of submittal.

☑ **A Statement of Justification**
This printed or typed statement is to be addressed to the Warren County Planning Commission. It is to summarize your proposed use and highlight any aspects of the request which are not addressed in the application form. Please note, the statement is required to be on 8 ½ x 11 size paper.

☐ **A Site Plan/Survey.**
Your site plan should show the property boundaries, existing or proposed structure(s), adjacent roads, and any other pertinent information which would help outline your proposed use. A recent survey with the proposed uses/structures located on it will serve as a site plan for the purposes of this permit. The Planning Director, Planning Commission and/or the Board of Supervisors reserve the right to ask for an engineered site plan, if they deem it necessary for evaluation of the proposed conditional use permit.

☑ **Sewage Disposal and Well Site.**
Location of the existing or proposed septic system & drainfield and the well site are to be indicated on the survey or central/public connection location.

☑ **A copy of the deed to the property verifying the current ownership.**
A copy may be obtained at the Warren County Courthouse, Circuit Clerk's Office.

☐ **A statement verifying that real estate taxes have been paid.**
This may be obtained from the Treasurer's Office in Suite 800 of the Warren County Government Center.

☐ **Environmental and Community Impact Statements**
N/A The Planning Director, the Planning Commission, and\or the Board of Supervisors reserve the right to ask for an environmental and\or community impact statements, prepared by a certified engineer or other person qualified to perform such work, if they deem it necessary for evaluation of the proposed request.

☐ **List of chemicals stored on the site**
N/A A complete list of chemicals to be stored on the site in the form of an oath/statement for Industrial zoned properties only.

☐ **Location Map**
N/A A map clearly legible, showing the location of the proposed project in relation to surrounding publicly maintained roads and showing the use of surrounding properties. County staff can assist in obtaining this information.

☐ **Directions to your property from the Warren County Government Center.** 22 N. COMMERCE AVE.

I/we the undersigned, do hereby respectfully agree to comply with any conditions required by the Board of Supervisors of the County of Warren, Virginia, and authorize the County personnel to go upon the property for the purpose of making site inspections. Expenses incurred in securing professional assistance in connection with the review of this application for a Conditional Use Permit, shall be charged to the applicant.

Applicant Signature — Date: 5/10/21

Property Owner Signature — Date: May 10, 2021

Accepted by: Matt Wendling — Date: 5/10/2021

PLEASE NOTE: If the required documents are not provided and/or the application is incomplete, your application will not be placed on the Planning Commission Agenda.

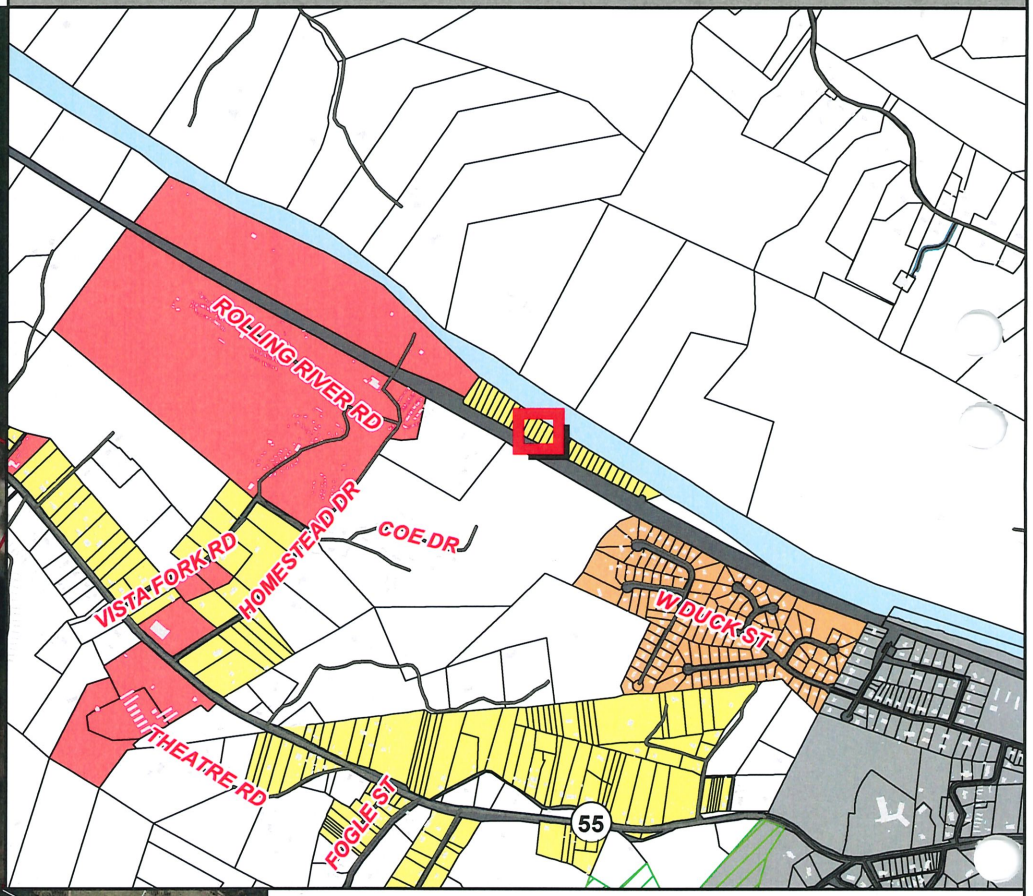
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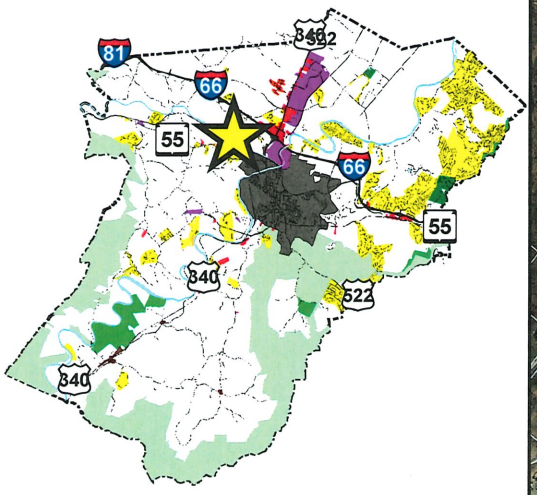
Warren County VA
CUP Location Map

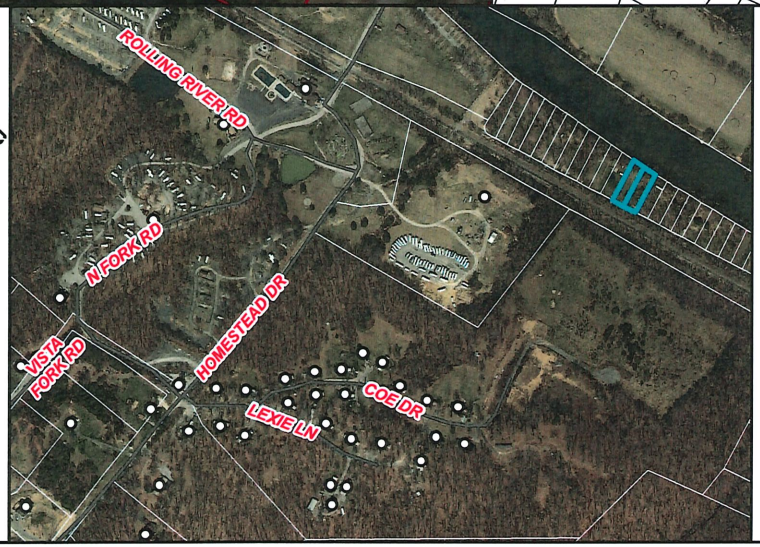
CUP: Private Use Camping
Applicant: Chad and Charleen Backstrom

TM 19[illegible]1-----12 & 13
Burma Road
Mandalay Subdivison









Zoning

- Agricultural
- Commercial
- Industrial
- Residential One
- Residential Two
- Suburban Residential
- Village Residential
- Rural Residential
- Right of Way
- Front Royal
- Federal Land
- State Land
- Water
- VOF Conservation Easements
- WC Conservation Easements

Map produced by
Warren County GIS 2021
Department of Planning

COUNTY OF WARREN, VIRGINIA
BOARD OF SUPERVISORS AGENDA ITEM

DATE:	ITEM:	SUBJECT:	PAGE
6/15/2021	J-18	Conditional Use Permit #2021-06-04 Shawn M. Tsanganelias *Private Use Camping (Non-Commercial)*	1 of 2

EXPLANATION & SUMMARY:

See attached application and staff report.

General standards/conditions. In addition to the specific standards set forth hereinafter with regard to particular conditional uses, all such uses shall satisfy the following general standards:

(1) The proposed use at the specified location shall be in harmony with the adopted Comprehensive Plan.

(2) The proposed use shall be in harmony with the general purpose and intent of the applicable zoning district regulations.

(3) The proposed use shall be such that it will be harmonious with and will not adversely affect the use or development of neighboring properties in accordance with the applicable zoning district regulations and the adopted Comprehensive Plan. The location, size and height of buildings, structures, walls and fences and the nature and extent of screening, buffering and landscaping shall be such that the use will not hinder or discourage the appropriate development and use of adjacent or nearby land and/or buildings or impair the value thereof.

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(5) Adequate utility, drainage, parking, loading and other necessary facilities to serve the proposed use shall be provided.

(6) In determining whether or not to grant a permit and in determining conditions to be imposed, the governing body shall take into consideration the objectives and intent of this chapter and may impose reasonable conditions that:

(a) Abate or restrict noise, smoke, dust or other elements that may affect surrounding properties.

(b) Establish setback, side and front yard requirements necessary for orderly expansion and to prevent traffic congestion.

(c) Provide for adequate parking and ingress and egress to public streets or roads.

(d) Provide adjoining property with a buffer or shield from view of the proposed use if such use is considered to be detrimental to adjoining property.

(e) Prevent such use from changing the character and established pattern of development of the community.

This application is scheduled for a public hearing in front of the Planning Commission on July 14th, 2021. The Board of Supervisors will have the Planning Commission's recommendation for the Board public hearing on July 20th, 2021 if this is advertised.

PROPOSED OR SUGGESTED MOTION:

I move that the Board of Supervisors authorize the proposed conditional use permit request for advertisement for a public hearing.

SUBMITTED BY:	**DISPOSITION OF BOARD:**	**PROCESSED BY:**
Matt Wendling, CFM Deputy Planning Director/ County Floodplain Manager	☐ **APPROVED** ☐ **OTHER (Describe)**	

Conditional Use Permit: 2021-06-04 / Private Use Camping (Non-Commercial)
Shawn M. Tsanganelias, *Current Owner/Applicant*
Staff Report for the Planning Commission
Prepared: May 20, 2021
Staff Contact: Matt Wendling, Deputy Planning Director/County Floodplain Manager

SUMMARY OF REQUEST

The applicant is requesting a conditional use permit for Private Use Camping on vacant lot in the Man-Da-Lay subdivision which is located in the Special Flood Hazard Area (SFHA). The applicant purchased this lot February of 2019 and was notified in October 2019 and May 2021 by County staff that he would need a conditional use permit in order to keep the accessory structure he built on the property according to Warren County Code section §180-16 the Floodplain Overlay District. This was done after an inspection was made by the Planning and Zoning Department during our annual review. The applicant intent is to use the property for personal outdoor recreation, overnight camping, barbecuing and picnicking with family and friends on a non-commercial basis.

PROPERTY INFORMATION

Property Location: Burma Rd.
Tax Map ID: #19H-1 Parcel 2
Magisterial District: North River
Subdivision: Man-Da-Lay
City: Front Royal
Zoning: Residential One (R-1)
Acres: 0.3437
Existing Land Use: Recreational Use

SURROUNDING ZONING DISTRICTS & USES

North: Agricultural (A) — Use: Shenandoah River & River Ridge Sub.
South: Residential One (R-1) — Use: Vacant Lot – Recreational Use
East: Residential One (R-1) — Use: Vacant Lot – Recreational Use
West: Agricultural (A) — Use: RR Right-Of-Way, Trailer Park Open Space

PROPERTY HISTORY

This property has not had any previous Conditional Use Permits issued for uses in the Residential One (R-1) zoning district. The applicant was notified in October 2019 after an inspection of ManDaLay subdivision that the property required a conditional use permit for the accessory structure that was built. During a follow-up site visit by County staff in May 2021 we observed the structure still in place and notified the property owner again and told him he would be subject to fines and penalties if it was removed or permitted.

COMPATIBILITY WITH THE COMPREHENSIVE PLAN

The Future Land Use Map in the Comprehensive Plan identifies this area to be used for residential land uses. Private Use (Non-commercial) Camping is a use allowed by conditional use permit in the Residential One (R-1) zoning district, and is compatible with the current Warren County Zoning Ordinance Section §180-22.

PROPOSAL:

Private Use Camping (non-commercial) is defined by the Warren County Zoning Ordinance as, *"No more than two major recreational vehicles used for living, sleeping or other occupancy on any lot or combination of lots under one ownership, provided that such use is limited to the owner, family members or guests, and no fee is charged for camping."*

SUPPLEMENTARY REGULATIONS FOR MAJOR RECREATIONAL VEHICLES AND EQUIPMENT

§ 180-40.1 **Major recreational vehicles and equipment.**
[Added 1-16-1996; amended 10-18-2011; 8-18-2020]

A. Statement of intent. These provisions are intended to ensure that camping in major recreational vehicles and the parking, storage and use of major recreational equipment is conducted in a safe and healthful manner.

B. For the purposes of this section, the term "major recreational equipment" shall include "major recreational vehicles."

C. Parking, storage and use of major recreational equipment in residential districts. The following regulations shall apply to major recreational equipment in residential districts:

(1) No major recreational equipment shall be used for living, sleeping or other occupancy when parked or stored on a residential lot or in any other location not approved for such use.

(2) Major recreational equipment not parked or stored in a garage, carport or other building. All major recreational equipment shall be located at least three feet from all buildings and shall not be located in any front yard, except in a driveway, perpendicular to the street and a minimum of 10 feet from the right-of-way.

D. Limitation on parking and storage of inoperative major recreational equipment. No more than one inoperative major recreational equipment item shall be parked or stored outdoors on any lot or combination of contiguous lots under one ownership.

E. Use and location of major recreational vehicles where permitted.

(1) The placement of major recreational vehicles on vacant lots shall comply with the established setbacks of the respective zoning district.

(2) Major recreational vehicles shall not be used as a permanent dwelling but as temporary living quarters for recreational camping, travel or seasonal use.

(3) Major recreational vehicles shall not be used for storage facilities.

F. Parking, storage and use of major recreational equipment within the special flood hazard area (SFHA). The following regulations shall apply to major recreational equipment within the SFHA:

(1) Be on site for less than 180 consecutive calendar days in any one year; be fully licensed and ready for highway use.

(2) The major recreational equipment is ready for highway use if it is on its wheels or jacking system, attached to the site by only quick disconnect-type utilities and securities and has no permanently attached additions.

(3) The parking and storage of inoperative major recreational equipment shall be prohibited.

RECOMMENDED CONDITIONS

Planning Staff is recommending the following conditions be added to this conditional use permit if the Planning Commission chooses to recommend approval of this permit to the Board of Supervisors. Please note that additional conditions may be added after all agency comments have been received, prior to the Planning Commission public hearing.

1. The applicants shall comply with all Warren County Health Department regulations and requirements.

2. Materials associated with the campers are to be stored in a neat and orderly fashion during the time of use and are to be removed from the site when not in use.

3. The applicant shall post the property with a lot/parcel number for Fire and Emergency Rescue Services and have an emergency egress plan for removal of the recreational vehicles and portable commode prior to a predicted flood event.

Cc: Shawn M. Tsanganelias – *Owner/Applicant*



Figure 1 Subject Mandalay Property



Figure 2 Adjacent North Fork Resort Property

To: Warren County Planning Commission

Re: Application for Conditional Use Permit, Statement of Justification

From: Shawn Tsanganelias, Applicant for property located at Lot #2 Mandalay, T.M. #19H1-2

The property owned by Shawn & Christine Tsanganelias is used for personal outdoor recreation, such as camping, barbecuing and family gatherings.

Thank you for your consideration.

Shawn Tsanganelias



703 928 6109

WCCUP-000109-2021

WARREN COUNTY
CONDITIONAL USE PERMIT APPLICATION

Application Number: CUP 2021-06-04
Date Received: 5-13-2021
Fee Amount: $ 200.00
Date Paid: 5-13-2021

Applicant Information:

SHAWN M. TSANGANELIAS
Applicant Name

7927 SAINT DENNIS DR. SPRINGFIELD VA 22153
Address *City* *State* *Zip*

BURMA ROAD LOT #2
Property Location for conditional use permit if Different than Applicant's Address

703.928.6109 SHAWN.OBI@ME.COM
Primary Contact Number *Email*

Property Owner (if same as applicant, leave blank)

Address *City* *State* *Zip*

Primary Contact Number

Respectfully request that a determination be made by the Warren County Planning Commission and Board of Supervisors on the following request for a Conditional Use Permit for the property described below.

A. Property Information:

(1) Address/Location: BURMA RD
(2) Election District: NORTH DISTRICT
(3) Tax Map Number: 19H-1-2
(4) Subdivision Name: ~~MANDALAY~~ MANDALAY
(5) Total Area of Property (acres): .3437 AC
(6) Total Area to be Used (acres): .3437 AC
(7) Total Road Frontage (feet): 60 FEET
(8) Depth of Property (feet): 256.44 FEET
(9) Present Zoning: R-1

B. Proposed Use of Property

(1) State the proposed use(s) for the Conditional Use Permit: PRIVATE USE CAMPING

(2) Current land use and condition of site: _____

(3) Zoning of surrounding land/property: R-1

(4) Will development be staged? ☐ Yes ☒ No

(5) Construction Time: N/A

(6) Season, days, and hours of operation: N/A

(7) Will there be a sign? ☐ Yes ☒ No
(If yes, please submit a sketch of the sign(s) showing size and shape and the sign permit check list with this application.)

(8) Has there been any prior application for a conditional use permit/variance for this property? (If yes, enter the permit number and/or name, date of action, action taken by the Planning Commission, Board of Zoning Appeals and/or Board of Supervisors and a description of the request.) NO

(9) Number of full time employees: N/A

(10) What type of sewage disposal system will be used? ☐ Private ☐ Central ☐ Public

(11) Number of persons to be served by the sewage disposal system: N/A

(12) Number of parking spaces to be provided: Regular _____ Handicap _____

(13) What is the proposed landscaping and buffering for this property? N/A

C. Plans Prepared By N/A

Name: _____

Address: _____

Telephone Number: _____

D. Environmental Information

(1) Will this proposed use adversely impact the community of the environment? (If yes, what are the adverse impact(s) and what is proposed to solve these adverse impacts?) NO

(2) Will there be any debris generated from the activity? (If yes, where and in what manner will the debris be stored and how and where will it be disposed of?) NO

(3) Will any potentially hazardous substances be used and/or stored on the property? (If yes, list the substances, their use and disposal of containers and substance residues.) NO

(4) List any potentially hazardous emissions including, but not limited to: fumes, gases, smoke noise, liquid effluent, waste water, dust, and state what measures will be used to control these emissions. NO

(5) Will there be any electrical or electronic activity which will interfere with local communications or telephone, television or radio reception? (If yes, describe the type of activity and potential interference.) NO

(6) What will be the impact on traffic? NO

(7) Will exterior lighting be used? (If yes, state the number of lights and the wattage of each. A lighting plan or lighting contour map may be required to show the nearest candle power as measured at ground level. NO

The following documents and/or information are required to be submitted with the application:

☑ **An application fee of ~~$500.00~~ $200.00.**

Make payable to the Treasurer of Warren County. A non-refundable fee of $500.00 will be required at the time of submittal.

☑ **A Statement of Justification**

This printed or typed statement is to be addressed to the Warren County Planning Commission. It is to summarize your proposed use and highlight any aspects of the request which are not addressed in the application form. Please note, the statement is required to be on 8 ½ x 11 size paper.

☑ **A Site Plan/Survey.**

Your site plan should show the property boundaries, existing or proposed structure(s), adjacent roads, and any other pertinent information which would help outline your proposed use. A recent survey with the proposed uses/structures located on it will serve as a site plan for the purposes of this permit. The Planning Director, Planning Commission and/or the Board of Supervisors reserve the right to ask for an engineered site plan, if they deem it necessary for evaluation of the proposed conditional use permit.

N/A ☐ **Sewage Disposal and Well Site.**

Location of the existing or proposed septic system & drainfield and the well site are to be indicated on the survey or central/public connection location.

☑ **A copy of the deed to the property verifying the current ownership.**

A copy may be obtained at the Warren County Courthouse, Circuit Clerk's Office.

☐ **A statement verifying that real estate taxes have been paid.**

This may be obtained from the Treasurer's Office in Suite 800 of the Warren County Government Center.

☐ **Environmental and Community Impact Statements**

N/A The Planning Director, the Planning Commission, and\or the Board of Supervisors reserve the right to ask for an environmental and\or community impact statements, prepared by a certified engineer or other person qualified to perform such work, if they deem it necessary for evaluation of the proposed request.

☐ **List of chemicals stored on the site**

N/A A complete list of chemicals to be stored on the site in the form of an oath/statement for Industrial zoned properties only.

☐ **Location Map**

N/A A map clearly legible, showing the location of the proposed project in relation to surrounding publicly maintained roads and showing the use of surrounding properties. County staff can assist in obtaining this information.

☐ **Directions to your property from the Warren County Government Center.**

HEAD NORTH TO EAST 3rd ST., TURN RIGHT ON EAST 3rd ST., TURN LEFT ON N. COMMERCE AVE., RIGHT ON N. ROYAL AVE., RIGHT ON US340 N./US522 N/NORTH SHENANDOAH AVE, LEFT ON QUADRANT RD, LEFT ON VA55 WEST, RIGHT ON HOMESTEAD DR, RIGHT TOWARD BURMA RD, LOT # 2

I/we the undersigned, do hereby respectfully agree to comply with any conditions required by the Board of Supervisors of the County of Warren, Virginia, and authorize the County personnel to go upon the property for the purpose of making site inspections. Expenses incurred in securing professional assistance in connection with the review of this application for a Conditional Use Permit, shall be charged to the applicant.

Applicant Signature — Date 5/13/21

Property Owner Signature — Date 5/13/21

Accepted by: Matt Wendling — Date: 5/13/21

PLEASE NOTE: If the required documents are not provided and/or the application is incomplete, your application will not be placed on the Planning Commission Agenda.

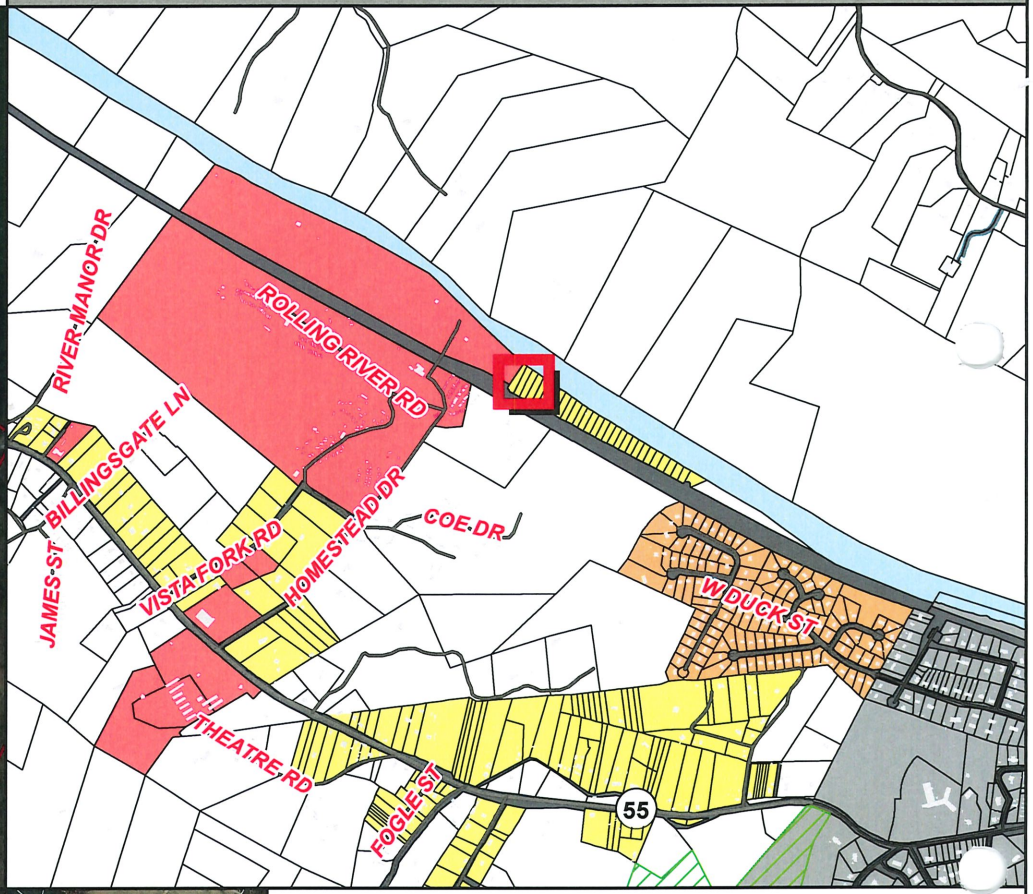
NOTES

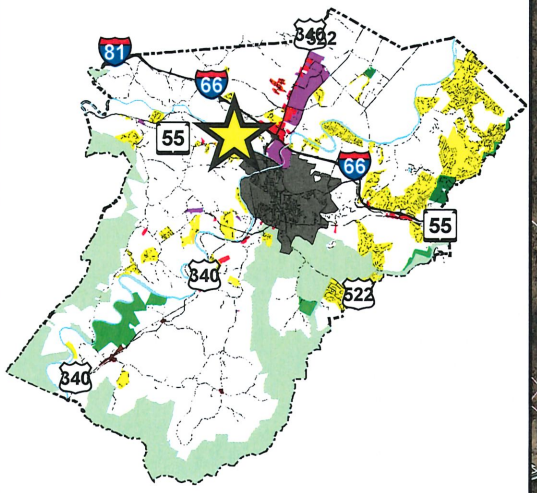
Warren County VA
CUP Location Map

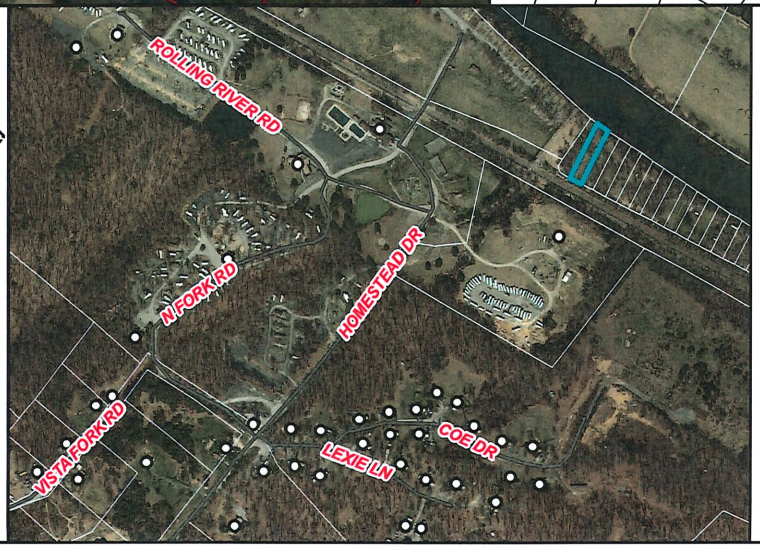
CUP: Private Use Camping
Applicant: Shawn Tsanganelias

T... 19H--1-----2
Burma Road
Mandalay Subdivison









Zoning

- Agricultural
- Commercial
- Industrial
- Residential One
- Residential Two
- Suburban Residential
- Village Residential
- Rural Residential
- Right of Way
- Front Royal
- Federal Land
- State Land
- Water
- VOF Conservation Easements
- WC Conservation Easements

Map produced by
Warren County GIS 2021
Department of Planning

COUNTY OF WARREN, VIRGINIA
BOARD OF SUPERVISORS AGENDA ITEM

DATE:	ITEM:	SUBJECT:	PAGE
6/15/2021	J-19	Conditional Use Permit #2021-06-08 James Humphrey *Private Use Camping (Non-Commercial)*	1 of 2

EXPLANATION & SUMMARY:

See attached application and staff report.

General standards/conditions. In addition to the specific standards set forth hereinafter with regard to particular conditional uses, all such uses shall satisfy the following general standards:

(1) The proposed use at the specified location shall be in harmony with the adopted Comprehensive Plan.

(2) The proposed use shall be in harmony with the general purpose and intent of the applicable zoning district regulations.

(3) The proposed use shall be such that it will be harmonious with and will not adversely affect the use or development of neighboring properties in accordance with the applicable zoning district regulations and the adopted Comprehensive Plan. The location, size and height of buildings, structures, walls and fences and the nature and extent of screening, buffering and landscaping shall be such that the use will not hinder or discourage the appropriate development and use of adjacent or nearby land and/or buildings or impair the value thereof.

(4) The proposed use shall be such that pedestrian and vehicular traffic associated with such use will not be hazardous or in conflict with the existing and anticipated traffic in the area.

(5) Adequate utility, drainage, parking, loading and other necessary facilities to serve the proposed use shall be provided.

(6) In determining whether or not to grant a permit and in determining conditions to be imposed, the governing body shall take into consideration the objectives and intent of this chapter and may impose reasonable conditions that:

(a) Abate or restrict noise, smoke, dust or other elements that may affect surrounding properties.

(b) Establish setback, side and front yard requirements necessary for orderly expansion and to prevent traffic congestion.

(c) Provide for adequate parking and ingress and egress to public streets or roads.

(d) Provide adjoining property with a buffer or shield from view of the proposed use if such use is considered to be detrimental to adjoining property.

(e) Prevent such use from changing the character and established pattern of development of the community.

This application is scheduled for a public hearing in front of the Planning Commission on July 14th, 2021. The Board of Supervisors will have the Planning Commission's recommendation for the Board public hearing on July 20th, 2021 if this is advertised.

PROPOSED OR SUGGESTED MOTION:

I move that the Board of Supervisors authorize the proposed conditional use permit request for advertisement for a public hearing.

SUBMITTED BY:	**DISPOSITION OF BOARD:**	**PROCESSED BY:**
Matt Wendling, CFM Deputy Planning Director/ County Floodplain Manager	☐ **APPROVED** ☐ **OTHER (Describe)**	

Conditional Use Permit: 2021-06-08 / Private Use Camping (Non-Commercial)
James Humphrey, *Current Owner/Applicant*
Staff Report for the Planning Commission
Prepared: May 20, 2021
Staff Contact: Matt Wendling, Deputy Planning Director/County Floodplain Manager MW

SUMMARY OF REQUEST

The applicant is requesting a conditional use permit for Private Use Camping on vacant lot in the Man-Da-Lay subdivision which is located in the Special Flood Hazard Area (SFHA). The applicant was gifted this lot in August of 2018 and it was subject to some flooding during the 2018 moderate flood events. County staff observed an abandoned boat and trailer with other items such as a picnic table on this lot after the flooding. This was done after inspections were made by the Planning and Zoning Department during the annual reviews in 2019 and 2021. These have since been removed as of the date of this application. The applicant intent is to use the property for personal outdoor recreation and overnight camping.

PROPERTY INFORMATION

Property Location: Burma Rd.
Tax Map ID: #19H-1 Parcel 1
Magisterial District: North River
Subdivision: Man-Da-Lay
City: Front Royal
Zoning: Residential One (R-1)
Acres: 0.3437
Existing Land Use: Recreational Use

SURROUNDING ZONING DISTRICTS & USES

North: Agricultural (A) — Use: Shenandoah River & River Ridge Sub.
South: Residential One (R-1) — Use: Vacant Lot – Recreational Use
East: Residential One (R-1) — Use: Vacant Lot – Recreational Use
West: Agricultural (A) — Use: RR Right-Of-Way, Trailer Park Open Space

PROPERTY HISTORY

This property has not had any previous Conditional Use Permits issued for uses in the Residential One (R-1) zoning district. The applicant was notified in October 2019 and May 2021 of the violation and he told us he didn't own the boat and trailer. He has since been able to find a person that reclaimed the boat and trailer through the Department of Motor Vehicles and it has now been removed from the property. With the exception of some high grass the property is now compliant.

COMPATIBILITY WITH THE COMPREHENSIVE PLAN

The Future Land Use Map in the Comprehensive Plan identifies this area to be used for residential land uses. Private Use (Non-commercial) Camping is a use allowed by conditional use permit in the Residential One (R-1) zoning district, and is compatible with the current Warren County Zoning Ordinance Section §180-22.

PROPOSAL:

Private Use Camping (non-commercial) is defined by the Warren County Zoning Ordinance as, *"No more than two major recreational vehicles used for living, sleeping or other occupancy on any lot or combination of lots under one ownership, provided that such use is limited to the owner, family members or guests, and no fee is charged for camping."*

SUPPLEMENTARY REGULATIONS FOR MAJOR RECREATIONAL VEHICLES AND EQUIPMENT

§ 180-40.1 **Major recreational vehicles and equipment.**
[Added 1-16-1996; amended 10-18-2011; 8-18-2020]

A. Statement of intent. These provisions are intended to ensure that camping in major recreational vehicles and the parking, storage and use of major recreational equipment is conducted in a safe and healthful manner.

B. For the purposes of this section, the term "major recreational equipment" shall include "major recreational vehicles."

C. Parking, storage and use of major recreational equipment in residential districts. The following regulations shall apply to major recreational equipment in residential districts:

(1) No major recreational equipment shall be used for living, sleeping or other occupancy when parked or stored on a residential lot or in any other location not approved for such use.

(2) Major recreational equipment not parked or stored in a garage, carport or other building. All major recreational equipment shall be located at least three feet from all buildings and shall not be located in any front yard, except in a driveway, perpendicular to the street and a minimum of 10 feet from the right-of-way.

D. Limitation on parking and storage of inoperative major recreational equipment. No more than one inoperative major recreational equipment item shall be parked or stored outdoors on any lot or combination of contiguous lots under one ownership.

E. Use and location of major recreational vehicles where permitted.

(1) The placement of major recreational vehicles on vacant lots shall comply with the established setbacks of the respective zoning district.

(2) Major recreational vehicles shall not be used as a permanent dwelling but as temporary living quarters for recreational camping, travel or seasonal use.

(3) Major recreational vehicles shall not be used for storage facilities.

F. Parking, storage and use of major recreational equipment within the special flood hazard area (SFHA). The following regulations shall apply to major recreational equipment within the SFHA:

(1) Be on site for less than 180 consecutive calendar days in any one year; be fully licensed and ready for highway use.

(2) The major recreational equipment is ready for highway use if it is on its wheels or jacking system, attached to the site by only quick disconnect-type utilities and securities and has no permanently attached additions.

(3) The parking and storage of inoperative major recreational equipment shall be prohibited.

RECOMMENDED CONDITIONS

Planning Staff is recommending the following conditions be added to this conditional use permit if the Planning Commission chooses to recommend approval of this permit to the Board of Supervisors. Please note that additional conditions may be added after all agency comments have been received, prior to the Planning Commission public hearing.

1. The applicants shall comply with all Warren County Health Department regulations and requirements.

2. Materials associated with the campers are to be stored in a neat and orderly fashion during the time of use and are to be removed from the site when not in use.

3. The applicant shall post the property with a lot/parcel number for Fire and Emergency Rescue Services and have an emergency egress plan for removal of the recreational vehicles and portable commode prior to a predicted flood event.

Cc: James Humphrey – *Owner/Applicant*



Figure 1 Subject Mandalay Property

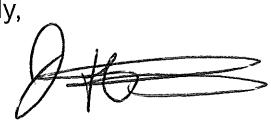


Figure 2 Adjacent North Fork Resort Property

Warren County Planning Commission:
To Whom it may concern,

I, James Humphrey, would like to use my Man-da-lay property with a conditional use permit. We would like to occasionally use the property for camping and recreation. We would like to occasionally use a camper. Thank you for your time.

Sincerely,



James Humphrey

WCCUP - 100113-2021

WARREN COUNTY
CONDITIONAL USE PERMIT APPLICATION

Application Number: 2021-CC-08
Date Received: 5-19-2021
Fee Amount: $ 266.66 NON-PROFIT/NON-COMMERCIAL
Date Paid: 5-19-2021 #1021

Applicant Information:

James Humphrey
Applicant Name

443 Longmeadow Rd Middletown VA 22645
Address *City* *State* *Zip*

Property Location for conditional use permit if Different than Applicant's Address

540 408-3292 Jimmmmmm2000@Yahoo.com
Primary Contact Number *Email*

Property Owner (if same as applicant, leave blank)

Address *City* *State* *Zip*

Primary Contact Number

Respectfully request that a determination be made by the Warren County Planning Commission and Board of Supervisors on the following request for a Conditional Use Permit for the property described below.

A. Property Information:

(1) Address/Location: Mandalay
(2) Election District: NORTH RIVER
(3) Tax Map Number: 19H-1--1
(4) Subdivision Name: MAN-DA-LAY
(5) Total Area of Property (acres): .32 acres
(6) Total Area to be Used (acres): .32 acres
(7) Total Road Frontage (feet): 69
(8) Depth of Property (feet): 266
(9) Present Zoning: Residental one

B. Proposed Use of Property

(1) State the proposed use(s) for the Conditional Use Permit: Private Use Camping

(2) Current land use and condition of site: No use - Good condition

(3) Zoning of surrounding land/property: _____

(4) Will development be staged? ☐ Yes ☐ No

(5) Construction Time: _____

(6) Season, days, and hours of operation: _____

(7) Will there be a sign? ☐ Yes ☐ No
(If yes, please submit a sketch of the sign(s) showing size and shape and the sign permit check list with this application.)

(8) Has there been any prior application for a conditional use permit/variance for this property? (If yes, enter the permit number and/or name, date of action, action taken by the Planning Commission, Board of Zoning Appeals and/or Board of Supervisors and a description of the request.) NO

_____

(9) Number of full time employees: _____

(10) What type of sewage disposal system will be used? ☐ Private ☐ Central ☐ Public

(11) Number of persons to be served by the sewage disposal system: _____

(12) Number of parking spaces to be provided: Regular _____ Handicap _____

(13) What is the proposed landscaping and buffering for this property? _____

_____

_____

_____

C. Plans Prepared By

Name: _____

Address: _____

Telephone Number: _____

D. Environmental Information

(1) Will this proposed use adversely impact the community of the environment? (If yes, what are the adverse impact(s) and what is proposed to solve these adverse impacts?) _____

_____

_____

_____

(2) Will there be any debris generated from the activity? (If yes, where and in what manner will the debris be stored and how and where will it be disposed of?) No

(3) Will any potentially hazardous substances be used and/or stored on the property? (If yes, list the substances, their use and disposal of containers and substance residues.)

(4) List any potentially hazardous emissions including, but not limited to: fumes, gases, smoke noise, liquid effluent, waste water, dust, and state what measures will be used to control these emissions.

(5) Will there be any electrical or electronic activity which will interfere with local communications or telephone, television or radio reception? (If yes, describe the type of activity and potential interference.)

(6) What will be the impact on traffic? None

(7) Will exterior lighting be used? (If yes, state the number of lights and the wattage of each. A lighting plan or lighting contour map may be required to show the nearest candle power as measured at ground level.

The following documents and/or information are required to be submitted with the application:

☒ **An application fee of ~~$500.00.~~** $200.00

Make payable to the Treasurer of Warren County. A non-refundable fee of $500.00 will be required at the time of submittal.

☒ **A Statement of Justification**

This printed or typed statement is to be addressed to the Warren County Planning Commission. It is to summarize your proposed use and highlight any aspects of the request which are not addressed in the application form. Please note, the statement is required to be on 8 ½ x 11 size paper.

☒ **A Site Plan/Survey.**

Your site plan should show the property boundaries, existing or proposed structure(s), adjacent roads, and any other pertinent information which would help outline your proposed use. A recent survey with the proposed uses/structures located on it will serve as a site plan for the purposes of this permit. The Planning Director, Planning Commission and/or the Board of Supervisors reserve the right to ask for an engineered site plan, if they deem it necessary for evaluation of the proposed conditional use permit.

☐ **Sewage Disposal and Well Site.**

Location of the existing or proposed septic system & drainfield and the well site are to be indicated on the survey or central/public connection location.

☒ **A copy of the deed to the property verifying the current ownership.**

A copy may be obtained at the Warren County Courthouse, Circuit Clerk's Office.

☒ **A statement verifying that real estate taxes have been paid.**

This may be obtained from the Treasurer's Office in Suite 800 of the Warren County Government Center.

☐ **Environmental and Community Impact Statements**

N/A The Planning Director, the Planning Commission, and\or the Board of Supervisors reserve the right to ask for an environmental and\or community impact statements, prepared by a certified engineer or other person qualified to perform such work, if they deem it necessary for evaluation of the proposed request.

☐ **List of chemicals stored on the site**

N/A A complete list of chemicals to be stored on the site in the form of an oath/statement for Industrial zoned properties only.

☐ **Location Map**

N/A A map clearly legible, showing the location of the proposed project in relation to surrounding publicly maintained roads and showing the use of surrounding properties. County staff can assist in obtaining this information.

☐ **Directions to your property from the Warren County Government Center.**

_____

_____

_____

_____

_____

I/we the undersigned, do hereby respectfully agree to comply with any conditions required by the Board of Supervisors of the County of Warren, Virginia, and authorize the County personnel to go upon the property for the purpose of making site inspections. Expenses incurred in securing professional assistance in connection with the review of this application for a Conditional Use Permit, shall be charged to the applicant.

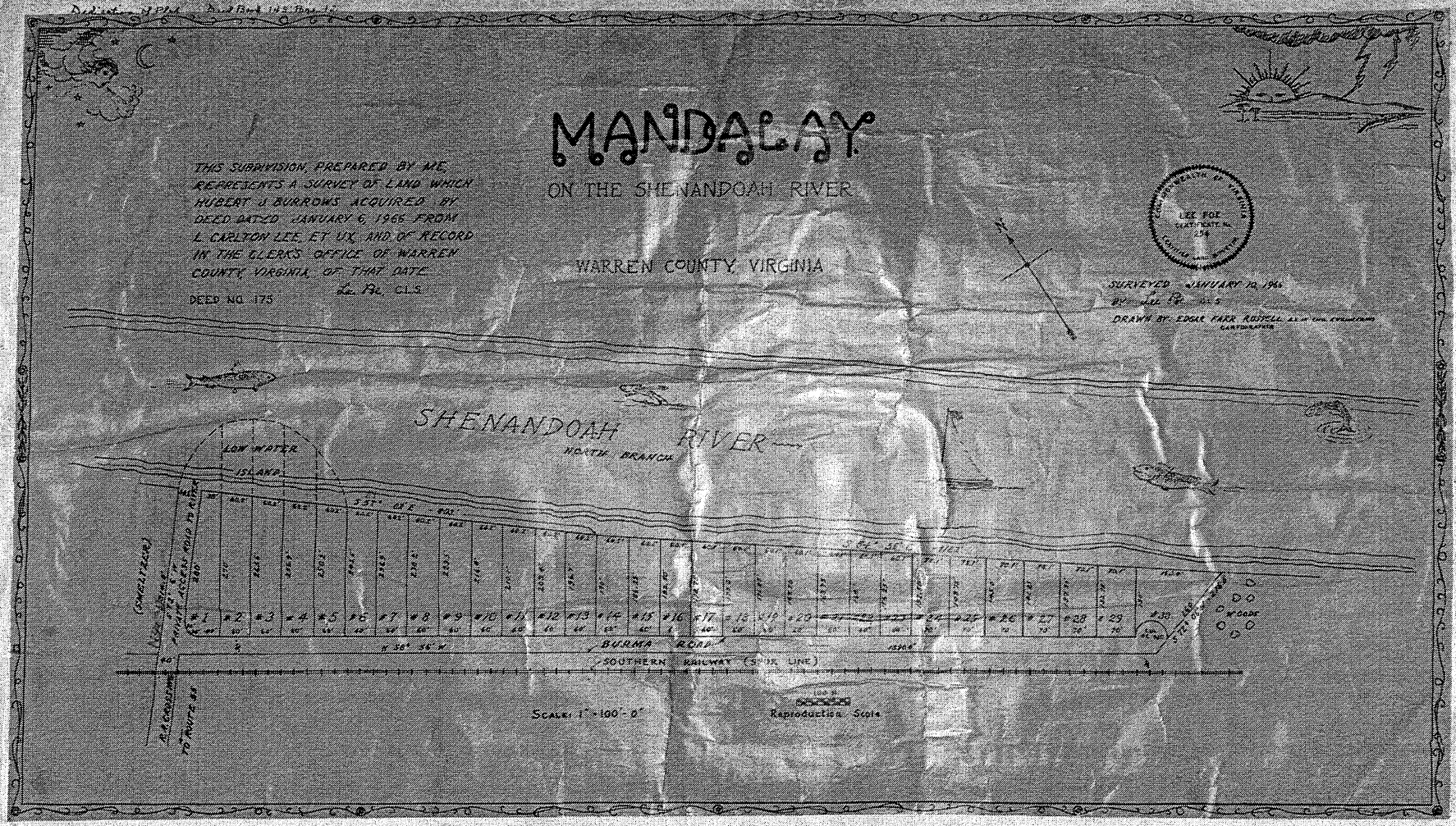
Applicant Signature — Date: 5-18-21

Property Owner Signature — Date: 5-18-21

Accepted by: _____ Date: 5-19-2021

PLEASE NOTE: If the required documents are not provided and/or the application is incomplete, your application will not be placed on the Planning Commission Agenda.

NOTES

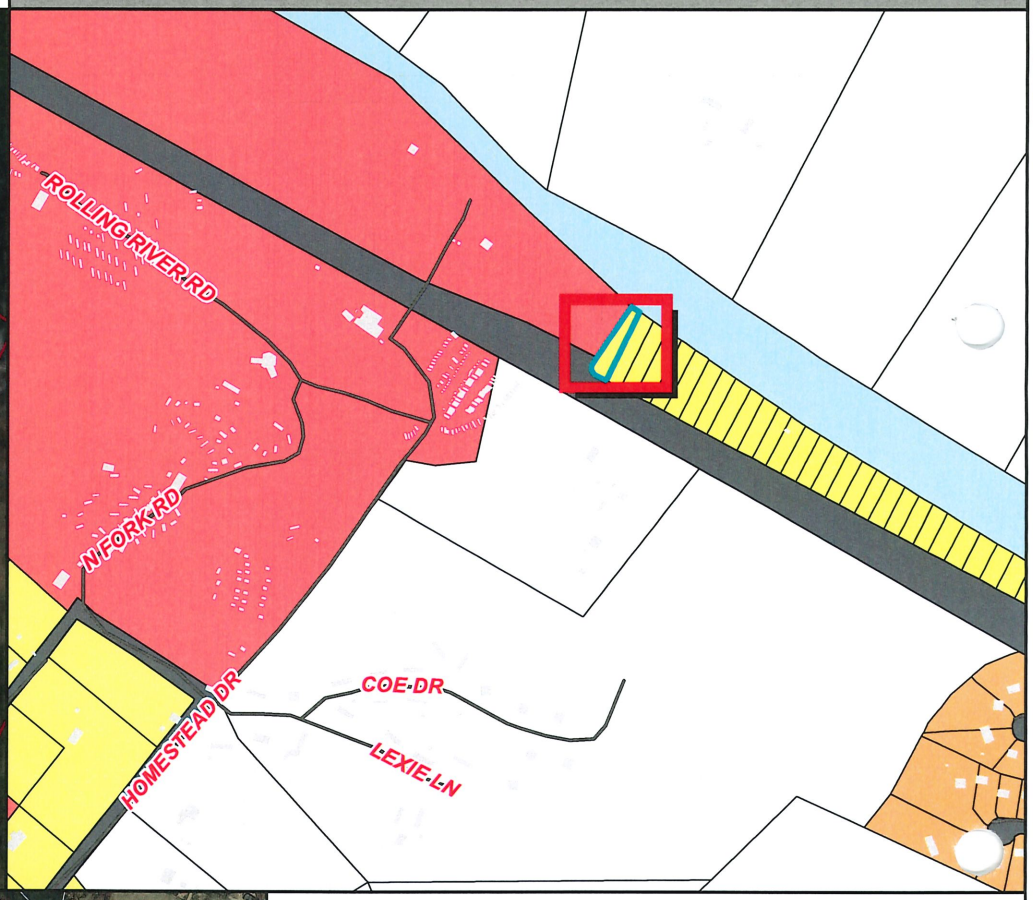

MANDALAY
ON THE SHENANDOAH RIVER
WARREN COUNTY, VIRGINIA
THIS SUBDIVISION, PREPARED BY ME, REPRESENTS A SURVEY OF LAND WHICH HUBERT J BURROWS ACQUIRED BY DEED DATED JANUARY 6, 1966 FROM L. CARLYON LEE, ET UX, AND OF RECORD IN THE CLERKS OFFICE OF WARREN COUNTY, VIRGINIA, OF THAT DATE.
DEED NO. 175
L. Fox C.L.S.
LEE FOX
SURVEYED JANUARY 10, 1966
BY: LEE FOX C.L.S.
DRAWN BY: EDGAR PARK RUSSELL
SHENANDOAH RIVER
NORTH BRANCH
LOW WATER ISLAND
BURMA ROAD
SOUTHERN RAILWAY (SPUR LINE)
Scale: 1" = 100' - 0"
Reproduction Scale

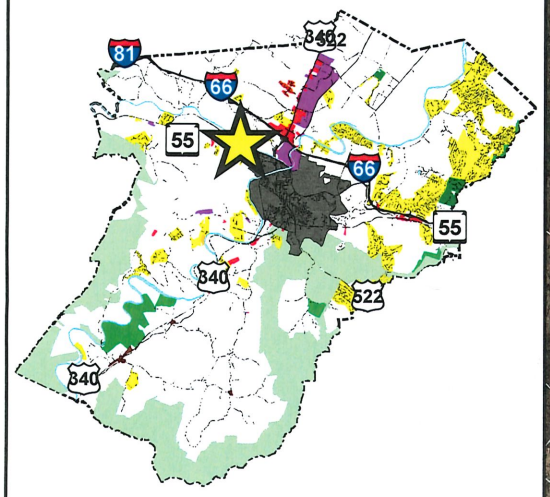
Warren County VA
CUP Location Map

CUP: Private-Use Camping
Applicant: James Humphrey

TM 19H-1--1
Mandalay Subdivison









Zoning

- Agricultural
- Commercial
- Industrial
- Residential One
- Residential Two
- Suburban Residential
- Village Residential
- Rural Residential
- Right of Way
- Front Royal
- Federal Land
- State Land
- Water
- VOF Conservation Easements
- WC Conservation Easements

Map produced by
Warren County GIS 2021
Department of Planning

COUNTY OF WARREN, VIRGINIA
BOARD OF SUPERVISORS AGENDA ITEM

DATE:	ITEM:	SUBJECT:	PAGE
6/15/2021	J-20	Conditional Use Permit #2021-06-10 Randall D. Lewis & Monica R. Stover *Private Use Camping (Non-Commercial)*	1 of 2

EXPLANATION & SUMMARY:

See attached application and staff report.

General standards/conditions. In addition to the specific standards set forth hereinafter with regard to particular conditional uses, all such uses shall satisfy the following general standards:

(1) The proposed use at the specified location shall be in harmony with the adopted Comprehensive Plan.

(2) The proposed use shall be in harmony with the general purpose and intent of the applicable zoning district regulations.

(3) The proposed use shall be such that it will be harmonious with and will not adversely affect the use or development of neighboring properties in accordance with the applicable zoning district regulations and the adopted Comprehensive Plan. The location, size and height of buildings, structures, walls and fences and the nature and extent of screening, buffering and landscaping shall be such that the use will not hinder or discourage the appropriate development and use of adjacent or nearby land and/or buildings or impair the value thereof.

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(5) Adequate utility, drainage, parking, loading and other necessary facilities to serve the proposed use shall be provided.

(6) In determining whether or not to grant a permit and in determining conditions to be imposed, the governing body shall take into consideration the objectives and intent of this chapter and may impose reasonable conditions that:

(a) Abate or restrict noise, smoke, dust or other elements that may affect surrounding properties.

(b) Establish setback, side and front yard requirements necessary for orderly expansion and to prevent traffic congestion.

(c) Provide for adequate parking and ingress and egress to public streets or roads.

(d) Provide adjoining property with a buffer or shield from view of the proposed use if such use is considered to be detrimental to adjoining property.

(e) Prevent such use from changing the character and established pattern of development of the community.

This application is scheduled for a public hearing in front of the Planning Commission on July 14th, 2021. The Board of Supervisors will have the Planning Commission's recommendation for the Board public hearing on July 20th, 2021 if this is advertised.

PROPOSED OR SUGGESTED MOTION:

I move that the Board of Supervisors authorize the proposed conditional use permit request for advertisement for a public hearing.

SUBMITTED BY:	**DISPOSITION OF BOARD:**	**PROCESSED BY:**
Matt Wendling, CFM Deputy Planning Director/ County Floodplain Manager	☐ **APPROVED** ☐ **OTHER (Describe)**	

Conditional Use Permit: 2021-06-010 / Private Use Camping (Non-Commercial)
Randall D. Lewis/ Monica R. Stover, *Current Owner/Applicant*
Staff Report for the Planning Commission
Prepared: May 21, 2021
Staff Contact: Matt Wendling, Deputy Planning Director/County Floodplain Manager

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SUMMARY OF REQUEST

The applicant is requesting a conditional use permit for Private Use Camping on vacant lot in the Shenandoah Farms subdivision Riverview section which is located in the Special Flood Hazard Area (SFHA). The applicant recently purchased this property in November 2020 and was informed by County staff that he required a Conditional Use Permit for private use camping. The applicant's son and daughter-in-law own a recreational lot on Farms Riverview Road and he would like to spend time with his grandchildren camping, fishing and having fun. The applicant may build a house on the lot at a later date since a portion of the lot is out of the floodplain in non-flood zone "X".

PROPERTY INFORMATION

Property Location: Howellsville Rd. & Farms Riverview Rd.
Tax Map ID: #15D-1-3 Parcel 24
Magisterial District: Shenandoah
Subdivision: Shenandoah Farms – Riverview Section
Town: Front Royal
Zoning: Residential One (R-1)
Acres: 1.5
Existing Land Use: Recreational Use
Portions of property are located in Floodzone AE of Special Flood Hazard Area

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SURROUNDING ZONING DISTRICTS & USES

North:	Residential One (R-1)	Use: Single Family Dwelling/ Boat Landing
South:	Residential One (R-1)	Use: Single Family Dwelling
East:	Residential One (R-1)	Use: Single Family Dwelling
West:	Residential One (R-1)	Use: Vacant Lot/ Wooded

PROPERTY HISTORY

This property has not had any previous Conditional Use Permits issued for uses in the Residential One (R-1) zoning district.

COMPATIBILITY WITH THE COMPREHENSIVE PLAN

The Future Land Use Map in the Comprehensive Plan identifies this area to be used for residential land uses. Private Use (Non-commercial) Camping is a use allowed by conditional use permit in the Residential One (R-1) zoning district, and is compatible with the current Warren County Zoning Ordinance Section §180-22.

PROPOSAL:

Private Use Camping (non-commercial) is defined by the Warren County Zoning Ordinance as, *"No more than two major recreational vehicles used for living, sleeping or other occupancy on any lot or combination of lots under one ownership, provided that such use is limited to the owner, family members or guests, and no fee is charged for camping."*

SUPPLEMENTARY REGULATIONS FOR MAJOR RECREATIONAL VEHICLES AND EQUIPMENT

§ 180-40.1 **Major recreational vehicles and equipment.**
[Added 1-16-1996; amended 10-18-2011; 8-18-2020]

A. Statement of intent. These provisions are intended to ensure that camping in major recreational vehicles and the parking, storage and use of major recreational equipment is conducted in a safe and healthful manner.

B. For the purposes of this section, the term "major recreational equipment" shall include "major recreational vehicles."

C. Parking, storage and use of major recreational equipment in residential districts. The following regulations shall apply to major recreational equipment in residential districts:

(1) No major recreational equipment shall be used for living, sleeping or other occupancy when parked or stored on a residential lot or in any other location not approved for such use.

(2) Major recreational equipment not parked or stored in a garage, carport or other building. All major recreational equipment shall be located at least three feet from all buildings and shall not be located in any front yard, except in a driveway, perpendicular to the street and a minimum of 10 feet from the right-of-way.

D. Limitation on parking and storage of inoperative major recreational equipment. No more than one inoperative major recreational equipment item shall be parked or stored outdoors on any lot or combination of contiguous lots under one ownership.

E. Use and location of major recreational vehicles where permitted.

(1) The placement of major recreational vehicles on vacant lots shall comply with the established setbacks of the respective zoning district.

(2) Major recreational vehicles shall not be used as a permanent dwelling but as temporary living quarters for recreational camping, travel or seasonal use.

(3) Major recreational vehicles shall not be used for storage facilities.

F. Parking, storage and use of major recreational equipment within the special flood hazard area (SFHA). The following regulations shall apply to major recreational equipment within the SFHA:

(1) Be on site for less than 180 consecutive calendar days in any one year; be fully licensed and ready for highway use.

(2) The major recreational equipment is ready for highway use if it is on its wheels or jacking system, attached to the site by only quick disconnect-type utilities and securities and has no permanently attached additions.

(3) The parking and storage of inoperative major recreational equipment shall be prohibited.

RECOMMENDED CONDITIONS

Planning Staff is recommending the following conditions be added to this conditional use permit if the Planning Commission chooses to recommend approval of this permit to the Board of Supervisors. Please note that additional conditions may be added after all agency comments have been received, prior to the Planning Commission public hearing.

1. The applicants shall comply with all Warren County Health Department regulations and requirements.

2. Materials associated with the campers are to be stored in a neat and orderly fashion during the time of use and are to be removed from the site when not in use.

3. The applicant shall post the property with a lot/parcel number for Fire and Emergency Rescue Services and have an emergency egress plan for removal of the recreational vehicles and portable commode prior to a predicted flood event.

Cc: Randall D. Lewis and Monica R. Stover – *Owners/Applicants*

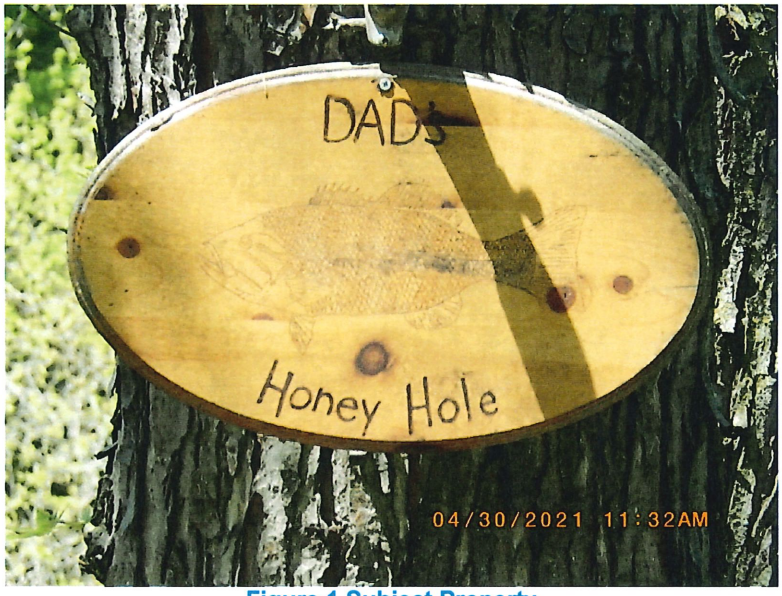


Figure 1 Subject Property



Figure 2 Farms Riverview Boat Landing

Hi,

My name is Randy Lewis and I'm applying for camping to be allowed on the river lot #24 we've purchased at Farms Riverview Road. My son, Daughter-in-law and grandkids have purchased a lot just a few lots away and we'd like to come down and spend some weekends in the spring, summer and fall floating the river, cooking out and spending time with the family. If approved, as others along there do, we will have a porta-john and our camper is self-contained.

Thanks, Randy

WCUP - 000115-2021

WARREN COUNTY
CONDITIONAL USE PERMIT APPLICATION

Application Number: 2021-06-10
Date Received: 5-19-2021
Fee Amount: $ 200.00
Date Paid: _____

Applicant Information:

RANDALL D. LEWIS / MONICA R STOVER
Applicant Name

814 DEER CHASE Rd. Culpeper VA 22701
Address *City* *State* *Zip*

O FARMS Riverview Rd. / L24 SHEN. FARMS Riverview
Property Location for conditional use permit if Different than Applicant's Address

540-660-2072 randylewis10@gmail.com
Primary Contact Number *Email*

Property Owner (if same as applicant, leave blank)

Address *City* *State* *Zip*

Primary Contact Number

Respectfully request that a determination be made by the Warren County Planning Commission and Board of Supervisors on the following request for a Conditional Use Permit for the property described below.

A. Property Information:

(1) Address/Location: O FARMS Riverview Rd. / L24 SHEN. FARMS, Riverview
(2) Election District: SHENANDOAH FARMS SAN. DIST.
(3) Tax Map Number: 15D 1 3 24
(4) Subdivision Name: N/A
(5) Total Area of Property (acres): 1.5 ACRE
(6) Total Area to be Used (acres): 1/2 ACRE
(7) Total Road Frontage (feet): 90'
(8) Depth of Property (feet): 600'
(9) Present Zoning: Residential ONE

B. Proposed Use of Property

(1) State the proposed use(s) for the Conditional Use Permit: PRIVATE USE CAMPING

(2) Current land use and condition of site: VACANT LAND

(3) Zoning of surrounding land/property: RESIDENTIAL ONE

(4) Will development be staged? ☐ Yes ☒ No

(5) Construction Time: 9:00 AM - 6:00 PM

(6) Season, days, and hours of operation: SPRING, SUMMER, FALL CAMPING

(7) Will there be a sign? ☐ Yes ☒ No
(If yes, please submit a sketch of the sign(s) showing size and shape and the sign permit check list with this application.)

(8) Has there been any prior application for a conditional use permit/variance for this property? (If yes, enter the permit number and/or name, date of action, action taken by the Planning Commission, Board of Zoning Appeals and/or Board of Supervisors and a description of the request.) NO

(9) Number of full time employees: N/A

(10) What type of sewage disposal system will be used? ☒ Private ☐ Central ☐ Public

(11) Number of persons to be served by the sewage disposal system: N/A / porta-potty

(12) Number of parking spaces to be provided: Regular N/A Handicap N/A

(13) What is the proposed landscaping and buffering for this property? PRIVACY TREES & SHRUBS, SHADE TREES

C. Plans Prepared By

Name: N/A

Address:

Telephone Number:

D. Environmental Information

(1) Will this proposed use adversely impact the community of the environment? (If yes, what are the adverse impact(s) and what is proposed to solve these adverse impacts?)
NO

(2) Will there be any debris generated from the activity? (If yes, where and in what manner will the debris be stored and how and where will it be disposed of?) NO

(3) Will any potentially hazardous substances be used and/or stored on the property? (If yes, list the substances, their use and disposal of containers and substance residues.) NO

(4) List any potentially hazardous emissions including, but not limited to: fumes, gases, smoke noise, liquid effluent, waste water, dust, and state what measures will be used to control these emissions. NONE

(5) Will there be any electrical or electronic activity which will interfere with local communications or telephone, television or radio reception? (If yes, describe the type of activity and potential interference.) NO

(6) What will be the impact on traffic? NONE

(7) Will exterior lighting be used? (If yes, state the number of lights and the wattage of each. A lighting plan or lighting contour map may be required to show the nearest candle power as measured at ground level. NONE

The following documents and/or information are required to be submitted with the application:

☐ **An application fee of ~~$500.00~~ $200.00.**

Make payable to the Treasurer of Warren County. A non-refundable fee of $500.00 will be required at the time of submittal.

☑ **A Statement of Justification**

This printed or typed statement is to be addressed to the Warren County Planning Commission. It is to summarize your proposed use and highlight any aspects of the request which are not addressed in the application form. Please note, the statement is required to be on 8 ½ x 11 size paper.

☑ **A Site Plan/Survey.**

Your site plan should show the property boundaries, existing or proposed structure(s), adjacent roads, and any other pertinent information which would help outline your proposed use. A recent survey with the proposed uses/structures located on it will serve as a site plan for the purposes of this permit. The Planning Director, Planning Commission and/or the Board of Supervisors reserve the right to ask for an engineered site plan, if they deem it necessary for evaluation of the proposed conditional use permit.

☐ **Sewage Disposal and Well Site.**

Location of the existing or proposed septic system & drainfield and the well site are to be indicated on the survey or central/public connection location.

☑ **A copy of the deed to the property verifying the current ownership.**

A copy may be obtained at the Warren County Courthouse, Circuit Clerk's Office.

☐ **A statement verifying that real estate taxes have been paid.**

This may be obtained from the Treasurer's Office in Suite 800 of the Warren County Government Center.

☐ **Environmental and Community Impact Statements**

N/A The Planning Director, the Planning Commission, and\or the Board of Supervisors reserve the right to ask for an environmental and\or community impact statements, prepared by a certified engineer or other person qualified to perform such work, if they deem it necessary for evaluation of the proposed request.

☐ **List of chemicals stored on the site**

N/A A complete list of chemicals to be stored on the site in the form of an oath/statement for Industrial zoned properties only.

☐ **Location Map**

A map clearly legible, showing the location of the proposed project in relation to surrounding publicly maintained roads and showing the use of surrounding properties. County staff can assist in obtaining this information.

☐ **Directions to your property from the Warren County Government Center.**

I/we the undersigned, do hereby respectfully agree to comply with any conditions required by the Board of Supervisors of the County of Warren, Virginia, and authorize the County personnel to go upon the property for the purpose of making site inspections. Expenses incurred in securing professional assistance in connection with the review of this application for a Conditional Use Permit, shall be charged to the applicant.

Randall D Jones / MonicaR Stover 5/17/2021
Applicant Signature Date

Randall D Jones Y MonicaR Stover 5/17/2021
Property Owner Signature Date

Accepted by: Matt Wendling Date: 5/19/2021

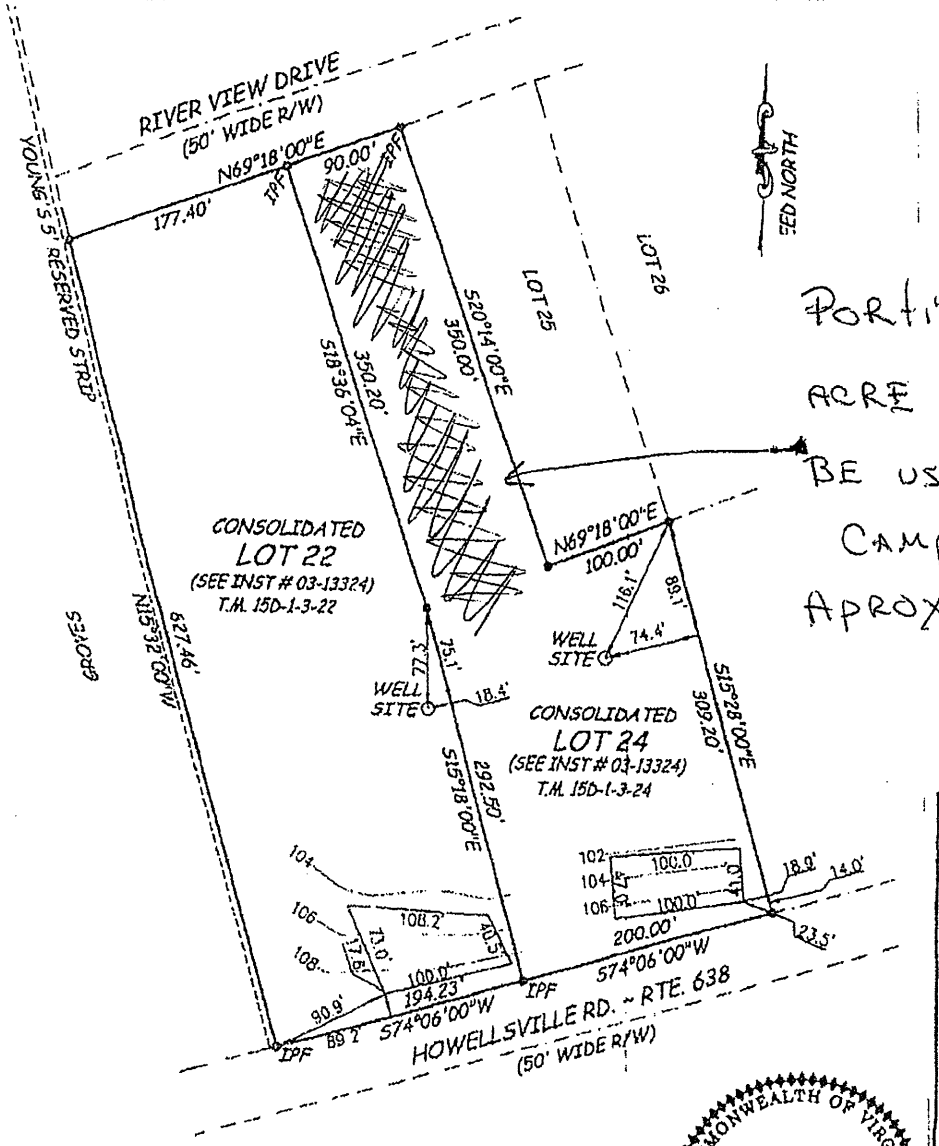
PLEASE NOTE: If the required documents are not provided and/or the application is incomplete, your application will not be placed on the Planning Commission Agenda.

NOTES

Inst # 070009844

NOTES:

1. THE PROPERTY SHOWN HEREON IS SAID TO BE IN THE NAME OF EDWARD M GROVES AND THELMA C. GROVES AS REFERRED TO IN INST #03-13324.
2. THE BOUNDARY SHOWN HEREON IS BASED ON A PLAT OF RECORD IN SLIDE 158
3. 2' CONTOUR INTERVALS SHOWN ARE BASED ON ASSUMED ELEVATIONS.
4. IPF= PINCHED PIPE FOUND
5. THE DRAINFIELD DIMENSIONS SHOWN ARE BASED ON THE PLAN PROVIDED BY THE AOSE AND MAY NOT ACCURATELY REPRESENT THE STAKES FOUND IN THE FIELD. THEREFORE IT IS RECOMMENDED THAT THE DRAINFIELD BE STAKED ACCORDING TO THIS PLAT PRIOR TO INSTALLATION



Portion of 1.5 ACRE LOT # 24 to BE used for Camping. APROX 1/2 ACRE

COMMONWEALTH OF VIRGINIA
10-17-07
Daniel B. Clark
Lic. No. 002309
DANIEL B. CLARK, LIC. NO. 2309

DRAINFIELD CERTIFICATION PLAT
CONSOLIDATED LOTS 22 & 24 ~ SHENANDOAH FARMS
RIVER VIEW SECTION - PART III SHENANDOAH DISTRICT ~ WARREN COUNTY, VIRGINIA

SCALE : 1" = 100'	CLARK LAND SURVEYING P.C.	DATE : OCT. 17, 2007
SHEET 1 OF 1	LAND PLANNERS AND SURVEYORS P.O. BOX 478; FLINT HILL, VA 22627 - (540)635-2828	PROJ. # : 07-131

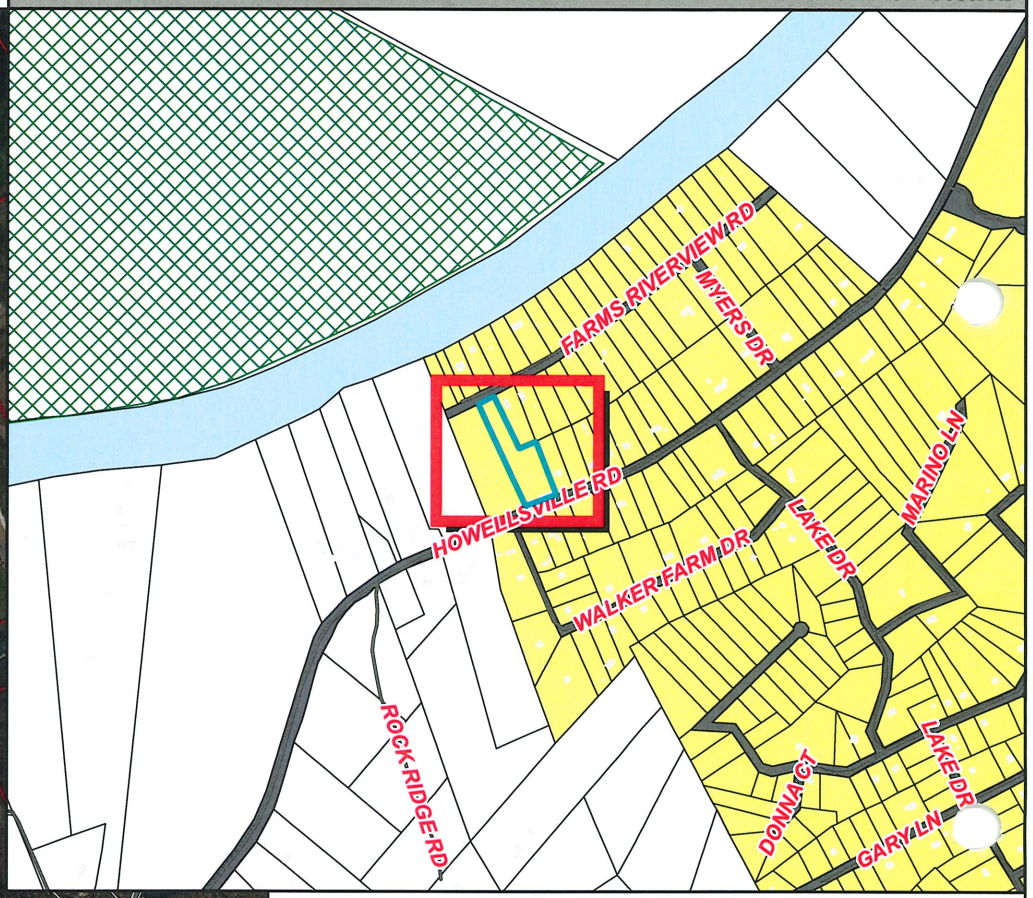
Z:\2007\WARREN\GROVE\EDWARD\PROJ 07-131\DRAWING\GROVE DRAINFIELD.DWG

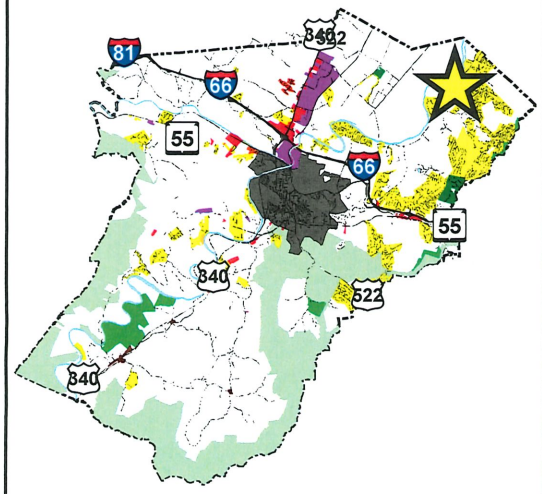
Warren County VA
CUP Location Map

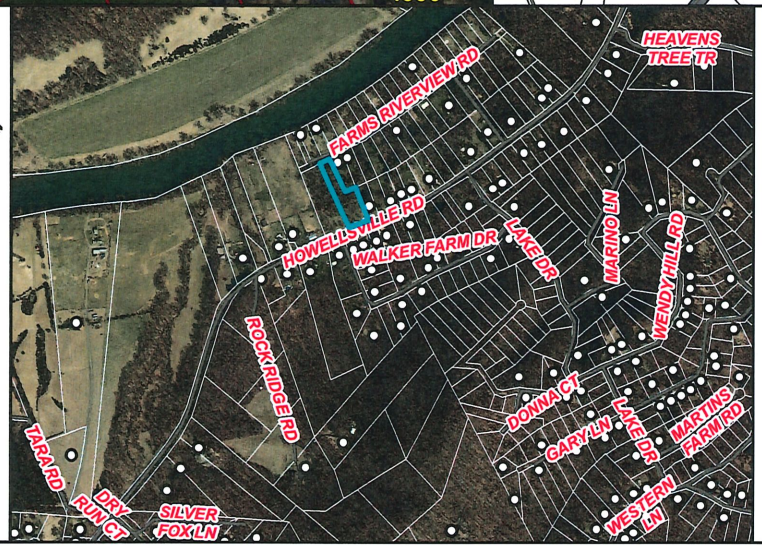
CUP: Private-Use Camping
Applicant: Randall Lewis

TM 15D--1-3--24
0 Fa[illegible]s Riverview Rd
Shenandoah Farms - River View Section









Zoning

- Agricultural
- Commercial
- Industrial
- Residential One
- Residential Two
- Suburban Residential
- Village Residential
- Rural Residential
- Right of Way
- Front Royal
- Federal Land
- State Land
- Water
- VOF Conservation Easements
- WC Conservation Easements

Map produced by
Warren County GIS 2021
Department of Planning

COUNTY OF WARREN, VIRGINIA

BOARD OF SUPERVISORS AGENDA ITEM

DATE	ITEM	SUBJECT:	PAGE 1 OF
June 15, 2021	**K-1**	Public Hearing – Proposed Secondary Six-year Plan for FY 2022-2027 and 2022 Construction Budget	

EXPLANATION & SUMMARY:

The Board has discussed the proposed Secondary Six-Year Plan for Fiscal Year 2022-2027 at several work sessions, and a copy of the proposed Plan is attached.

COST & FINANCING: N/A

PROPOSED MOTION:

I move that the Board of Supervisors approve the proposed Secondary Six-year Plan for FY 2022-2027 and 2022 Construction Budget as proposed.

ALTERNATE MOTION

I move that the Board of Supervisors postpone action until _____.

SUBMITTED BY:	DISPOSITION OF BOARD: ☐ APPROVED ☐ OTHER (DESCRIBE)	PROCESSED BY:
Edwin C. Daley, County Administrator		

RESOLUTION

of the Board of Supervisors of Warren County

At a regular meeting of the Board of Supervisors of the County of Warren held at the Warren County Government Center on June 15, 2021:

Present were: _____

Absent were: _____

On motion by _____, seconded by _____, and carried:

WHEREAS, Section 33.2-361 of the Code of Virginia (1950), as amended, provides the opportunity for each county to work with the Virginia Department of Transportation in developing a Secondary Six-Year Road Plan, and

WHEREAS, this Board had previously agreed to assist in the preparation of this Plan, in accordance with the Virginia Department of Transportation policies and procedures, and participated in a public hearing on the proposed Plan (2022 through 2027) as well as the Secondary System Construction Budget (2022) on June 15, 2021 after duly advertised so that all citizens of Warren County had the opportunity to participate in said hearing and to make comments and recommendations concerning the proposed Plan and Priority List, and

WHEREAS, Ed Carter, Residency Administrator with the Virginia Department of Transportation, appeared before the Warren County Board of Supervisors and recommended approval of the Six-Year Plan for Secondary Roads (2022 through 2027) and the Secondary System Construction Budget (2022) for Warren County.

NOW, THEREFORE, BE IT RESOLVED that since said Plan appears to be in the best interests of the Secondary Road System in Warren County and of the citizens residing on the Secondary System, said Secondary Six-Year Plan (2022 through 2027) and Secondary System Construction Budget (2022) are hereby approved as advertised.

Adopted: June 15, 2021

_____
Clerk, Board of Supervisors
County of Warren, Virginia

Secondary System
Warren County
Construction Program
Estimated Allocations

Fund	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Total
CTB Formula - Unpaved State	$0	$0	$0	$0	$0	$0	$0
Formula Secondary State	$0	$0	$0	$0	$0	$0	$0
Secondary Unpaved Roads	$0	$0	$0	$0	$0	$0	$0
TeleFee	$112,470	$112,470	$112,470	$112,470	$112,470	$112,470	$674,820
STP Converted from IM	$0	$0	$0	$0	$0	$0	$0
Federal STP - Bond Match	$0	$0	$0	$0	$0	$0	$0
Formula STP	$0	$0	$0	$0	$0	$0	$0
MG Formula	$0	$0	$0	$0	$0	$0	$0
State Funds	$0	$0	$0	$0	$0	$0	$0
Federal STP	$0	$0	$0	$0	$0	$0	$0
District Grant - Unpaved	$141,055	$187,270	$199,477	$199,477	$220,768	$220,768	$1,168,815
Total	$253,525	$299,740	$311,947	$311,947	$333,238	$333,238	$1,843,635

Board Approval Date:

Residency Administrator Date

County Administrator Date

SECONDARY SYSTEM CONSTRUCTION PROGRAM (in dollars)

District: Staunton
County: Warren County
Board Approval Date: 2021-22 through 2026-27

Route PPMS ID Accomplishment	Road Name Description From To Length	Estimated Cost Ad Date	Previous Funding	Additional Funding Required	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	Balance to complete	Scope of Work Comments
Rt. 624 17714 RAAP Contract	Happy Creek Road #HB2FY 17 Reconstruction ECL Front Royal Rt. 645	PE $1,321,196 RW $933,393 CON $36,093.68 Total $58,639.57	$4,488,046	$1,006,569	$1,007,000	$0	$0	$0	$0	$0	$0	Reconstruction w/o added capacity
Rt. 623 104617 State Forces/ Hired Equipment	Downing Farm Road Rural Rustic Thunder Road Stoney Bottom Road	$435,762	$294,707	$141,055	$141,000	$0	$0	$0	$0	$0	$0	Reconstruction w/o added capacity
Rt. 613 104617 State Forces/ Hired Equipment	Panhandle Road Rural Rustic 1.1 Mi from Low Water Bridge 1000' from Low Water Bridge	$355,725	$351,456	$4,269	$4,000	$0	$0	$0	$0	$0	$0	Reconstruction w/o added capacity
Rt. 628 111061 State Forces/ Hired Equipment	Rocky Hollow Road Rural Rustic Rt. 613 Indian Hollow Road Rt. 629 Acorn Hill Road	$450,000	$250,000	$200,000	$38,760	$187,000	$13,000	$0	$0	$0	$0	Reconstruction w/o added capacity
Rt. 660 21814 State Forces/ Hired Equipment	Kendrick Ford Road Rural Rustic Rt. 621 Punch Run Road End of State Maintenance	$216,390	$4,000	$212,390	$0	$4,111	PE $141,055 RW $0 CON $141,055 Total $177,000	$36,000	$0	$0	$0	Reconstruction w/o added capacity

SECONDARY SYSTEM CONSTRUCTION PROGRAM (in dollars)

District: Staunton
County: Warren County
Board Approval Date: 2021-22 through 2026-27

Route PPMS ID Accomplishment	Road Name Description From To Length	Estimated Cost Ad Date	Previous Funding	Additional Funding Required	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	Balance to complete	Scope of Work Comments
Rt. 613 21815 State Forces/ Hired Equipment	Panhandle Road Rural Rustic Rt. 619 Mountain Road Rt. 608 Wilson Burke Road	$160,000	$0	$160,000	$0	$0	$10,000	$150,000	$0	$0	$0	Reconstruction w/o added capacity
Rt. 631 21816 State Forces/ Hired Equipment	William Vincent Road Rural Rustic Rt. 622 Buck Mountain Road Rt. 613 Bentonville Road	$355,000	$0	$355,000	$0	$0	$0	$14,000	$0	$221,000	$0	Reconstruction w/o added capacity
Rt. 4005 100215	Countywide Eng. & Survey Various Locations	$0	$0	$0	$108,000	$112,000	$112,000	$112,000	$112,000	$112,000	$0	Minor Survey & Preliminary Eng. For Budget Items and Incidental Type Work
117036	Additional Rural Rustic Funds	$249,346	$0	$249,346	$0	$0	$0	$221,000	$0	$0	$0	

Warren County

Warren County (093)

UPC	Description
17714	#HB2.FY17 RTE 624 - RECONSTRUCTION

0001.03 Project 0624093186 ECL FRONT ROYAL ROUTE 645

Previous	Budget	Projected	Total
$4,488,046	$1,006,569	$0	$5,494,615

Total Estimate $5,863,957

Balance: $369,342

	PE	RW	CN
Schedule:	07/31/13	07/01/19	01/12/21
Estimate:	$1,321,196	$933,393	$3,609,368

Funding Detail (in $1000s)		Previous	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
6011007	DGP - State	$3,899	$1,007	$0	$0	$0	$0	$0
6011907	DGP - State	$61	$0	$0	$0	$0	$0	$0
6030601	.Formula - Secondary :Federal/State - Warren (CNS601)	$117	$0	$0	$0	$0	$0	$0
6030605	Secondary Formula - Unpaved Roads : Warren	$51	$0	$0	$0	$0	$0	$0
6030606	Secondary Formula - Telecommunications : Warren	$360	$0	$0	$0	$0	$0	$0

UPC	Description
104618	Downing Farm Road - Rural Rustic

0003.06 Project 0623093769 Thunder Road Stoney Bottom Road

Previous	Budget	Projected	Total
$294,707	$141,055	$0	$435,762

Total Estimate $435,762

Balance: $0

	PE	RW	CN
Schedule:	09/28/22		03/29/23
Estimate:	$0	$0	$435,762

Funding Detail (in $1000s)		Previous	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
3001500	CTB Formula: Unpaved - Warren	$235	$0	$0	$0	$0	$0	$0
6030606	Secondary Formula - Telecommunications : Warren	$59	$0	$0	$0	$0	$0	$0
6071700	HB2 DG: Unpaved - Warren	$0	$141	$0	$0	$0	$0	$0

UPC	Description
104617	Panhandle Rd - Rural Rustic

0003.07 Project 0613093770 1.25 Mile from Lower Water Bridge Shenandoah River 1000' from Lower Water Bridge Shenandoah River

Previous	Budget	Projected	Total
$351,456	$4,269	$0	$355,725

Total Estimate $355,725

Balance: $0

	PE	RW	CN
Schedule:	02/28/19		06/24/19
Estimate:	$0	$0	$355,725

Funding Detail (in $1000s)		Previous	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
3001500	CTB Formula: Unpaved - Warren	$248	$0	$0	$0	$0	$0	$0
6030606	Secondary Formula - Telecommunications : Warren	$104	$4	$0	$0	$0	$0	$0

Warren County

Warren County (093)

UPC **Description**

111061 Rocky Hollow Road Rd - Rural Rustic

0003.08 Project 0628093811 Rt. 613 - Indian Hollow Road Rt. 629 - Acorn Hill Road

Previous	Budget	Projected	Total
$250,000	$0	$200,000	$450,000

Total Estimate $450,000

Balance: $0

	PE	RW	CN
Schedule:			08/31/20
Estimate:	$0	$0	$450,000

Funding Detail (in $1000s)	Previous	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
3001500 CTB Formula: Unpaved - Warren	$39	$0	$0	$0	$0	$0	$0
6071700 HB2 DG: Unpaved - Warren	$211	$0	$187	$13	$0	$0	$0

116775 Cauthorn Mill Road - Rural Rustic

0003.10 Project 0637093805 0.06 Mile North of Rt. 627 0.34 Mile North of Rt. 627

Previous	Budget	Projected	Total
$38,837	$0	$0	$38,837

Total Estimate $40,000

Balance: $1,163

	PE	RW	CN
Schedule:	05/08/20		07/24/20
Estimate:	$0	$0	$40,000

Funding Detail (in $1000s)	Previous	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
6030606 Secondary Formula - Telecommunications : Warren	$39	$0	$0	$0	$0	$0	$0

116774 Kendrick Ford Road - Rural Rustic

0003.11 Project 0660093817 Punch Run Rd. Rt. 621 End of State Maintenance

Previous	Budget	Projected	Total
$4,111	$0	$212,279	$216,390

Total Estimate $216,390

Balance: $0

	PE	RW	CN
Schedule:			01/16/25
Estimate:	$0	$0	$216,390

Funding Detail (in $1000s)	Previous	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
6071700 HB2 DG: Unpaved - Warren	$4	$0	$0	$177	$36	$0	$0

116773 Panhandle Road Phase II - Rural Rustic

0003.12 Project 0613093818 Mountain Road Rt. 619 Wilson Burke Road Rt. 608

Previous	Budget	Projected	Total
$0	$0	$160,000	$160,000

Total Estimate $160,000

Balance: $0

	PE	RW	CN
Schedule:			01/16/25
Estimate:	$0	$0	$160,000

Funding Detail (in $1000s)	Previous	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
6071700 HB2 DG: Unpaved - Warren	$0	$0	$0	$10	$150	$0	$0

Warren County

Warren County (093)

UPC	Description
116772	**William Vincent Road - Rural Rustic**

0003.13 Project 0631093819 Buck Mountain Road Rt. 622 Bentonville Road Rt. 613

Previous	Budget	Projected	Total
$0	$0	$234,713	$234,713

Total Estimate $355,000

Balance: $120,287

	PE	RW	CN
Schedule:			01/16/25
Estimate:	$0	$0	$355,000

Funding Detail (in $1000s)	Previous	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
6071700 HB2 DG: Unpaved - Warren	$0	$0	$0	$0	$14	$0	$221

100215	COUNTYWIDE ENGINEERING & SURVEY

9999.99 Budget Item 1204005 VARIOUS LOCATIONS IN COUNTY VARIOUS LOCATIONS IN COUNTY

Funding Detail (in $1000s)	Previous	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
6030606 Secondary Formula - Telecommunications : Warren	$221	$108	$112	$112	$112	$112	$112

117036	FY26 Warren County Rural Rustic Roads Projects

9999.99 Project 9999093830 Various Various

Previous	Budget	Projected	Total
$0	$0	$220,768	$220,768

Total Estimate $249,346

Balance: $28,578

	PE	RW	CN
Schedule:			10/07/25
Estimate:	$0	$0	$249,346

Funding Detail (in $1000s)	Previous	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
6071700 HB2 DG: Unpaved - Warren	$0	$0	$0	$0	$0	$221	$0

VDOT Virginia Department of Transportation

WARREN COUNTY SECONDARY SYSTEM IMPROVEMENT PLAN 2021/22-2026/27

April 20, 2021

Edinburg Residency

MAJOR PROJECTS

ROUTE	ROAD NAME	FROM	TO	AVERAGE DAILY TRAFFIC COUNT	DESCRIPTION OF WORK	VICINITY	ESTIMATED COST	TENTATIVE AD/START DATE	COMMENTS
624	Happy Creek Road UPC 17714	ECL Front Royal	Rt. 645	4,200	Reconstruction	E. of Front Royal	$10,487,052	2021	Smart Scale

NEW HARDSURFACE PROJECTS-SEC FUNDS

PRIORITY	ROUTE	ROAD NAME	FROM	TO	AVERAGE DAILY TRAFFIC COUNT	LENGTH (miles)	REQUEST	FUNDING AVAILABLE	COMMENT
1)	628 UPC 20180	Rocky Hollow Lane	Rt. 613	Rt. 629	100	1.1	Rural Rustic Pave	July 2023	Dist. Grant Est. $250,000
2)	660 T-21814	Kendrick Ford Road	Rt. 621	End State Maint.	130	0.7	Rural Rustic Pave	July 2024	Dist. Grant Est $180,000
3)	613 T-21815	Panhandle Road II	Rt. 619	Rt. 608	220	0.5	Rural Rustic Pave	July 2024	Dist. Grant Est. $130,000
4)	631 T-21816	William Vincent Road	Rt. 622	Rt. 613	170	1.2	Rural Rustic Pave	July 2026	Dist. Grant Est. $318,000

QUESTIONS/COMMENTS
?

Secondary System
Warren County
Construction Program
Estimated Allocations

Fund	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	Total
CTB Formula - Unpaved State	$153,375	$0	$0	$0	$0	$0	$153,375
Secondary Unpaved Roads	$0	$0	$0	$0	$0	$0	$0
TeleFee	$79,173	$79,173	$79,173	$79,173	$79,173	$79,173	$475,038
Residue Parcels	$0	$0	$0	$0	$0	$0	$0
STP Converted from IM	$0	$0	$0	$0	$0	$0	$0
Federal STP - Bond Match	$0	$0	$0	$0	$0	$0	$0
Formula STP	$0	$0	$0	$0	$0	$0	$0
MG Formula	$0	$0	$0	$0	$0	$0	$0
BR Formula	$0	$0	$0	$0	$0	$0	$0
Other State Match	$0	$0	$0	$0	$0	$0	$0
State Funds	$0	$0	$0	$0	$0	$0	$0
Federal STP	$0	$0	$0	$0	$0	$0	$0
District Grant - Unpaved	$0	$215,351	$141,055	$187,270	$199,477	$199,477	$942,630
Total	$232,548	$294,524	$220,228	$266,443	$278,650	$278,650	$1,571,043

Board Approval Date:

Edwin L. Castro 5-29-19

Residency Administrator Date

5.22.19

County Administrator Date

District: Staunton

County: Warren County

Board Approval Date:

SECONDARY SYSTEM CONSTRUCTION PROGRAM (in dollars)

2020-21 through 2024-25

Route / PPMS ID / Accomplishment / Type of Funds / Type of Project / Priority #	Road Name / Project # / Description / FROM / TO / Length	Estimated Cost / Ad Date	Previous Funding / SSYP Funding / Other Funding / Total	Additional Funding Required	PROJECTED FISCAL YEAR ALLOCATIONS 2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	Balance to complete	Traffic Count / Scope of Work / FHWA # / Comments
Rt.0624	MORGAN FORD ROAD	*PE* $1,452,640										1876
77272	0624093192	*RW* $165,069	$276,511		$0	$0	$0	$0	$0	$0		Bridge Replacement w/o Added Capacity
RAAP CONTRACT	RTE 624 - BRIDGE & APPROACHES OVER SHENANDOAH RIVER	*CON* $7,332,790	$8,673,988		$0	$0	$0	$0	$0	$0		14011
BR	0.03 Mi South of Rte 643	*Total* $8,950,499	$8,950,499	$0	$0	$0	$0	$0	$0	$0	$0	
Migration	0.36 Mi North of Rte 643											
0001.02	0.4											
Rt.0624	HAPPY CREEK RD	*PE* $1,321,196										4200
17714	0624093186	*RW* $569,234	$528,000		$0	$0	$0	$0	$0	$0		Reconstruction w/o Added Capacity
RAAP CONTRACT	#HB2.FY17 RTE 624 - RECONSTRUCTION	*CON* $8,596,622	$5,454,857		$1,272,027	$1,225,599	$2,006,569	$0	$0	$0		15004
STP	ECL FRONT ROYAL	*Total* $10,487,052	$5,982,857	$4,504,195	$1,272,027	$1,225,599	$2,006,569	$0	$0	$0	$0	
Migration	ROUTE 645											
0001.03	0.9											
Rt.0607	Rocky lane	*PE* $10,000										280
104624	0607093766	*RW* $0	$147,052		$0	$0	$0	$0	$0	$0		Reconstruction w/o Added Capacity
STATE FORCES/HIRED EQUIPMENT	Rocky LN - Rural Rustic	*CON* $350,000	$212,948		$0	$0	$0	$0	$0	$0		17004
	Rt 340	*Total* $360,000	$360,000	$0	$0	$0	$0	$0	$0	$0	$0	
	Rt 649											
Migration	1.6											
0003.02												
Rt.0616	Richardson Road	*PE* $2,500										210
105006	0616093775	*RW* $0	$45,000		$0	$0	$0	$0	$0	$0		Reconstruction w/o Added Capacity
STATE FORCES/HIRED EQUIPMENT	Richardson Road - Rural Rustic	*CON* $42,500	$0		$0	$0	$0	$0	$0	$0		17004
	Rt 610	*Total* $45,000	$45,000	$0	$0	$0	$0	$0	$0	$0	$0	
	River Lakes Drive											
Migration	0.2											
0003.04												
Rt.0610	Bucks Mill Road	*PE* $2,500										450
105009	0610093774	*RW* $0	$45,000		$0	$0	$0	$0	$0	$0		Reconstruction w/o Added Capacity
STATE FORCES/HIRED EQUIPMENT	Bucks Mill Rd - Rural Rustic	*CON* $42,500	$0		$0	$0	$0	$0	$0	$0		17004
	Rt 55	*Total* $45,000	$45,000	$0	$0	$0	$0	$0	$0	$0	$0	
	.05 East of Rt 616											
Migration	0.2											
0003.05												

SECONDARY SYSTEM CONSTRUCTION PROGRAM (in dollars)

District: Staunton
County: Warren County
Board Approval Date:

2020-21 through 2024-25

Route / PPMS ID / Accomplishment / Type of Funds / Type of Project / Priority #	Road Name / Project # / Description / FROM / TO / Length	Estimated Cost / Ad Date		Previous Funding / SSYP Funding / Other Funding / Total	Additional Funding Required	PROJECTED FISCAL YEAR ALLOCATIONS 2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	Balance to complete	Traffic Count / Scope of Work / FHWA # / Comments
Rt.0623	Downing Farm Road	*PE*	$10,000										490
104618	0623093769	*RW*	$0	$225,000		$0	$0	$0	$0	$0	$0		Reconstruction w/o Added Capacity
STATE FORCES/HIRED EQUIPMENT	Downing Farm Road - Rural Rustic	*CON*	$216,000	$0		$0	$0	$0	$0	$0	$0		17004
	Thunder Road	*Total*	$225,000	$225,000	$0	$0	$0	$0	$0	$0	$0	$0	
	Stoney Bottom Road												
Migration	1.0												
0003.06													
Rt.0613	Panhandle Road	*PE*	$10,000										260
104617	0613093770	*RW*	$0	$132,885		$114,615	$0	$0	$0	$0	$0		Reconstruction w/o Added Capacity
STATE FORCES/HIRED EQUIPMENT	Panhandle Rd - Rural Rustic	*CON*	$237,500	$0		$0	$0	$0	$0	$0	$0		17004
	1.1 Mile from Lower Water Bridge Shenandoah River	*Total*	$247,500	$132,885	$114,615	$114,615	$0	$0	$0	$0	$0	$0	
	1000' from Lower Water Bridge Shenandoah River												
Migration	1.1												
0003.07													
Rt.0628	Rocky Hollow Road	*PE*	$0										100
111061	0628093811	*RW*	$0	$0		$38,760	$211,240	$0	$0	$0	$0		Reconstruction w/o Added Capacity
STATE FORCES/HIRED EQUIPMENT	Rocky Hollow Road Rd - Rural Rustic	*CON*	$250,000	$0		$0	$0	$0	$0	$0	$0		17004
	Rt. 613 - Indian Hollow Road	*Total*	$250,000	$0	$250,000	$38,760	$211,240	$0	$0	$0	$0	$0	
	Rt. 629 - Acorn Hill Road												
State forces/Hired equip CN Only	1.1												
0003.08													
Rt.0637	Cauthorn Mill Road	*PE*	$0										180
-18105	0637093805	*RW*	$0	$0		$67,500	$67,500	$0	$0	$0	$0		Reconstruction w/o Added Capacity
STATE FORCES/HIRED EQUIPMENT	Cauthorn Mill Road - Rural Rustic	*CON*	$135,000	$0		$0	$0	$0	$0	$0	$0		17004
	0.06 Mile North of Rt. 627	*Total*	$135,000	$0	$135,000	$67,500	$67,500	$0	$0	$0	$0	$0	
	0.62 Mile North of Rt. 627												
State forces/Hired equip CN Only	0.6												
0003.10													
Rt.0660	Kendrick Ford Road	*PE*	$0										110
-21814	0660093817	*RW*	$0	$0		$0	$4,111	$141,055	$71,224	$0	$0		Reconstruction w/o Added Capacity
STATE FORCES/HIRED EQUIPMENT	Kendrick Ford Road - Rural Rustic	*CON*	$216,390	$0		$0	$0	$0	$0	$0	$0		17004
	Punch Run Rd. Rt. 621	*Total*	$216,390	$0	$216,390	$0	$4,111	$141,055	$71,224	$0	$0	$0	
	End of State Maintenance												
State forces/Hired equip CN Only	0.7												
0003.11													

District: Staunton

County: Warren County

Board Approval Date:

SECONDARY SYSTEM CONSTRUCTION PROGRAM (in dollars)

2020-21 through 2024-25

Route / PPMS ID / Accomplishment / Type of Funds / Type of Project / Priority #	Road Name / Project # / Description / FROM / TO / Length	Estimated Cost / Ad Date	Previous Funding / SSYP Funding / Other Funding / Total	Additional Funding Required	PROJECTED FISCAL YEAR ALLOCATIONS 2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	Balance to complete	Traffic Count / Scope of Work / FHWA # / Comments
Rt.0613	Panhandle Road	*PE* $0										200
-21815	0613093818	*RW* $0	$0		$0	$0	$0	$116,046	$43,954	$0		Reconstruction w/o Added Capacity
STATE FORCES/HIRED EQUIPMENT	Panhandle Road Phase II - Rural Rustic	*CON* $160,000	$0		$0	$0	$0	$0	$0	$0		17004
	Mountain Road Rt. 619	*Total* $160,000	$0	$160,000	$0	$0	$0	$116,046	$43,954	$0	$0	
	Wilson Burke Road Rt. 608											
State forces/Hired equip CN Only	0.5											
0003.12												
Rt.0631	William Vincent Road	*PE* $0										90
-21816	0631093819	*RW* $0	$0		$0	$0	$0	$0	$155,523	$199,477		Reconstruction w/o Added Capacity
STATE FORCES/HIRED EQUIPMENT	William Vincent Road - Rural Rustic	*CON* $355,000	$0		$0	$0	$0	$0	$0	$0		17004
	Buck Mountain Road Rt. 622	*Total* $355,000	$0	$355,000	$0	$0	$0	$0	$155,523	$199,477	$0	
	Bentonville Road Rt. 613											
State forces/Hired equip CN Only	1.2											
0003.13												
Rt.0603	Oregon Hollow Road	*PE* $0										820
112383	0603093806	*RW* $0	$0		$0	$0	$0	$0	$0	$0		Reconstruction w/o Added Capacity
STATE FORCES/HIRED EQUIPMENT	Oregon Hollow - High Volume Unpaved Road - Warren County	*CON* $599,000	$768,000		$0	$0	$0	$0	$0	$0		17004
	Rte 643	*Total* $599,000	$768,000	($169,000)	$0	$0	$0	$0	$0	$0	($169,000)	Revised estimate required
	0.74 Miles S of Rt 643											
State forces/Hired equip CN Only	0.7											
0005.02												
Rt.4005		*PE* $0										0
100215	1204005	*RW* $0	$267,516		$11,673	$11,673	$79,173	$79,173	$79,173	$79,173		Preliminary Engineering
NOT APPLICABLE	COUNTYWIDE ENGINEERING & SURVEY	*CON* $250,000	$0		$0	$0	$0	$0	$0	$0		17015
S	VARIOUS LOCATIONS IN COUNTY	*Total* $250,000	$267,516	($17,516)	$11,673	$11,673	$79,173	$79,173	$79,173	$79,173	($357,554)	MINOR SURVEY & PRELIMINARY ENGINEERING FOR BUDGET ITEMS AND INCIDENTAL TYPE WORK.
9999,99	VARIOUS LOCATIONS IN COUNTY											

COUNTY OF WARREN, VIRGINIA
BOARD OF SUPERVISORS AGENDA ITEM

DATE	ITEM	SUBJECT:
06/15/2021	K-2	Rezoning Request: R2021-04-01 Salvador & Josette Barragan *Residential-One (R-1) to Agricultural (A)*

EXPLANATION & SUMMARY:

See attached application and staff report.

PLANNING COMMISSION RECOMMENDATION:

On Wednesday, May 12, 2021, Mr. Henry moved to forward this application to the Board of Supervisors, recommending approval. The motion was seconded by Mr. Kersjes and approved by the Planning Commission by a vote of 3-0.

PROPOSED OR SUGGESTED MOTION:

Finding that the requested rezoning is appropriate for the public necessity and is good zoning practice, I move that the Board of Supervisors approve the applicant's request to rezone and change the zoning map classification of the property, identified on tax map 28C, section 2, lot 44, from Residential-One (R-1) to Agricultural (A).

OR

Finding that the requested rezoning is not appropriate for the public necessity and is not good zoning practice, I move that the Board of Supervisors deny the applicant's request to rezone and change the zoning map classification of the property, identified on tax map 28C, section 2, lot 44, lot 1 from Residential-One (R-1) to Agricultural (A).

SUBMITTED BY:	DISPOSITION OF COMMISSION:	PROCESSED BY:
Joseph Petty, Planning Director	☐ APPROVED ☐ OTHER (Describe)	

Rezoning: 2021-04-01
Salvador & Josette Barragan, *Current Owners/Applicants*
Prepared: April 7, 2021
Staff Contact: Joseph Petty, Zoning Administrator

SUMMARY OF REQUEST

The applicants are requesting to amend the Warren County Zoning Map and rezone 1.77 acres from Residential One (R-1) to Agricultural (A). The property is located off Mint Springs Road (undeveloped road) in Front Royal, VA, and identified on tax map 28C, section 2, lot 44. The property is part of the Dungadin subdivision which was created in 1963.

The applicants are proposing the rezoning to allow them to extend their adjacent Agricultural zoning properties and use the property for Agricultural pursuits. They plan to construct a run-in shed for livestock and allow the horses access to the property which could total 17.99 acres. The property subject to the request is currently 1.77 acres, the owners submitted a boundary line adjustment on April 1, 2021 to create a 2.00 acre parcel; this shall make the property compliant with the minimum lot size required in the Agricultural District if the rezoning is approved.

The Agricultural (A) District is intended, *"for areas where general agricultural pursuits are practiced, where low density residential developments may be situated without degrading the environment and where expanses of open spaces best exist for parks, playgrounds, game preserves and similar uses."*

PROPERTY INFORMATION

Property Location: 0 Mint Springs Road
Tax Map ID: 28C – 2----44
Current Zoning: Residential One (R-1)
Magisterial District: South River
City: Front Royal
Acres: 1.6704 Acres (2 Acres per BLA)
Requested Zoning: Agricultural (A)
Subdivision: Dungadin

SURROUNDING ZONING DISTRICTS & USES

North: Zoned Agricultural (A) — Use: Vacant Lot, Forest
South: Zoned Agricultural (A) — Use: Single-Family Dwelling
East: Zoned Agricultural (A) — Use: Vacant Lot, Forest
West: Zoned Residential One (R-1) — Use: Single-Family Dwelling

Cc: Salvador & Josette Barragan, Current Owners/ Applicants

ATTACHMENTS

- ☐ Agency Comments
- ☒ Application
- ☐ Health Permit
- ☒ Letter from Applicant
- ☒ Location Map
- ☒ Public Comments
- ☐ Submitted Plans
- ☒ Other: PROFFERS

110 Park Way
Front Royal, VA 22630
March 15, 2021

Warren County Zoning and Planning Department
220 North Commerce Avenue, Suite 400
Front Royal, VA 22630

Dear Warren County Board of Supervisors,

We are requesting to have our Lot Number 28C 2 44 rezoned as Agricultural. It is currently Zoned R-1. The lot adjoins our other property that is already zoned Agricultural. This particular lot is our most flat and most clear lot and we would like to use it to pasture and ride horses. Furthermore, as a consideration, the Lot has no road frontage. It is only accessible from the dirt Right-of-Way know as Mint Springs Road.

Thank you for your consideration and diligence with this request.

Sincerely,

Josette Barragan

Josette Barragan

Salvador Barragan

WCRez.-000006-2021

REZONING APPLICATION

APPLICATION NO. R2021-04-01
DATE RECEIVED: 3-24-2021
FEE AMOUNT: $ 700.00
DATE PAID: 3-24-2021 #2393

Applicant:

Name: Salvador + Josette Barragan
Address: 110 Park Way
Front Royal, VA 22630
Telephone: (540) 622-2762 Email: josbarragan@gmail.com

Owner of Record: (if different than above; if more than one owner provide information for each on a separate page).

Name:	Same as above
Address:	" "
Telephone :( )	" "

Respectfully (name above) request that a determination be made by the Warren County Planning Commission and Board of Supervisors on the following request for a rezoning for the property described below.

Property Information:

A. Location of Property:

Election District: South River
Tax Map No.: 28C 2 44
Section: N/A
Block: N/A
Lot(s): Lot 44
Subdivision Name: Dungadin
Area of Property (acres): ~~1.67~~ 1.77

B. Current land use and condition of site:
Empty lot. Mostly cleared of trees. Contains overhead powerline. No current usage

C. Zoning of surrounding land and property:
R-1 on 2 sides. A on 2 sides

Zoning Classification and Request:

A. Present Zoning of property: R-1

B. Proposed Zoning requested: Agricultural

Proposed Use of Property:

A. Describe the proposed use of the property, including primary and secondary uses.
We would like to use Lot 44 to pasture horses. This would include the construction of a run-in shed and fencing

Plans Prepared by:

Name: Josette + Salvador Barragan
Address: 110 Park Way
Front Royal, VA 22630
Telephone: (540) 622-2762

I/we the undersigned, do hereby respectfully agree to comply with any conditions required by the Board of Supervisors of the County of Warren, Virginia, and authorize the County personnel to go upon the property for the purpose of making site inspections. Expenses incurred in securing professional assistance in connection with the review of this application for Rezoning, shall be charged to the applicant. **If the set of required documents is incomplete, your application will not be placed on the Planning Commission's agenda.**

Signature of Owner: JosetteBarragan	Date: 3-15-21
Signature of Applicant: JosetteBarragan	Date: 3-15-21
Signature of Co-Applicant(s):	Date: 3-15-21

For County Planning, Zoning, and Building Office use:

Date Authorized for Advertisement:

Advertising Deadline:

Building Dept. Review/Comments:

Planning/Zoning Dept. Review/Comments:

Date of Planning Commission Public Hearing:

Planning Commission Recommendation:	Vote:

Planning Commission Conditions Attached to Application:

Date of Board of Supervisors Public Hearing:

Board of Supervisors Decision:	Vote:

Board of Supervisors Conditions Attached to Application:

JOB SITE DIRECTIONS

Applicant: _____

Directions: _____

_____

_____

_____

_____

_____

_____

Taken by: _____

To: Warren County Zoning Department

From: Josette Barragan

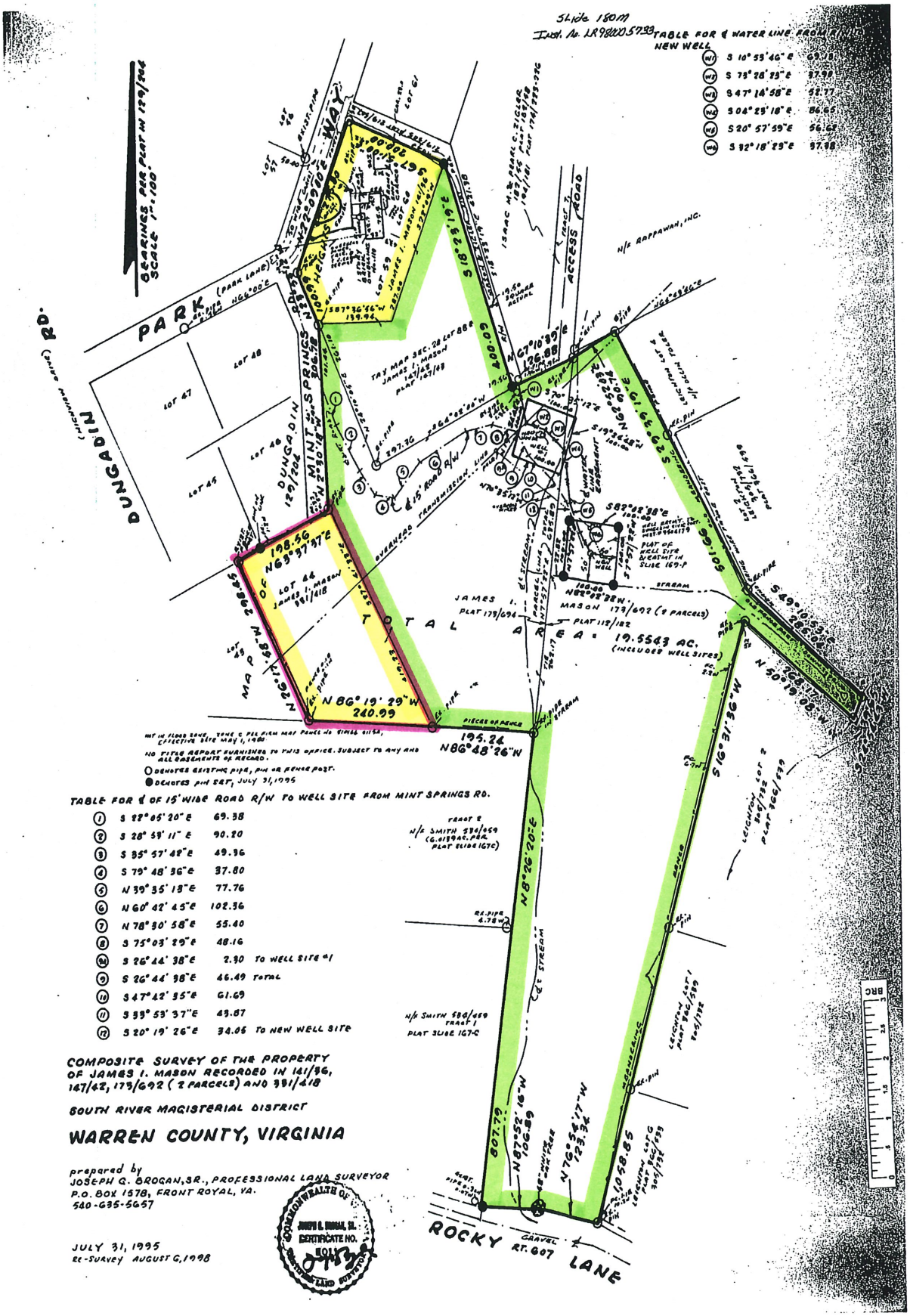
Re: Directions to Lot 28C 2 44

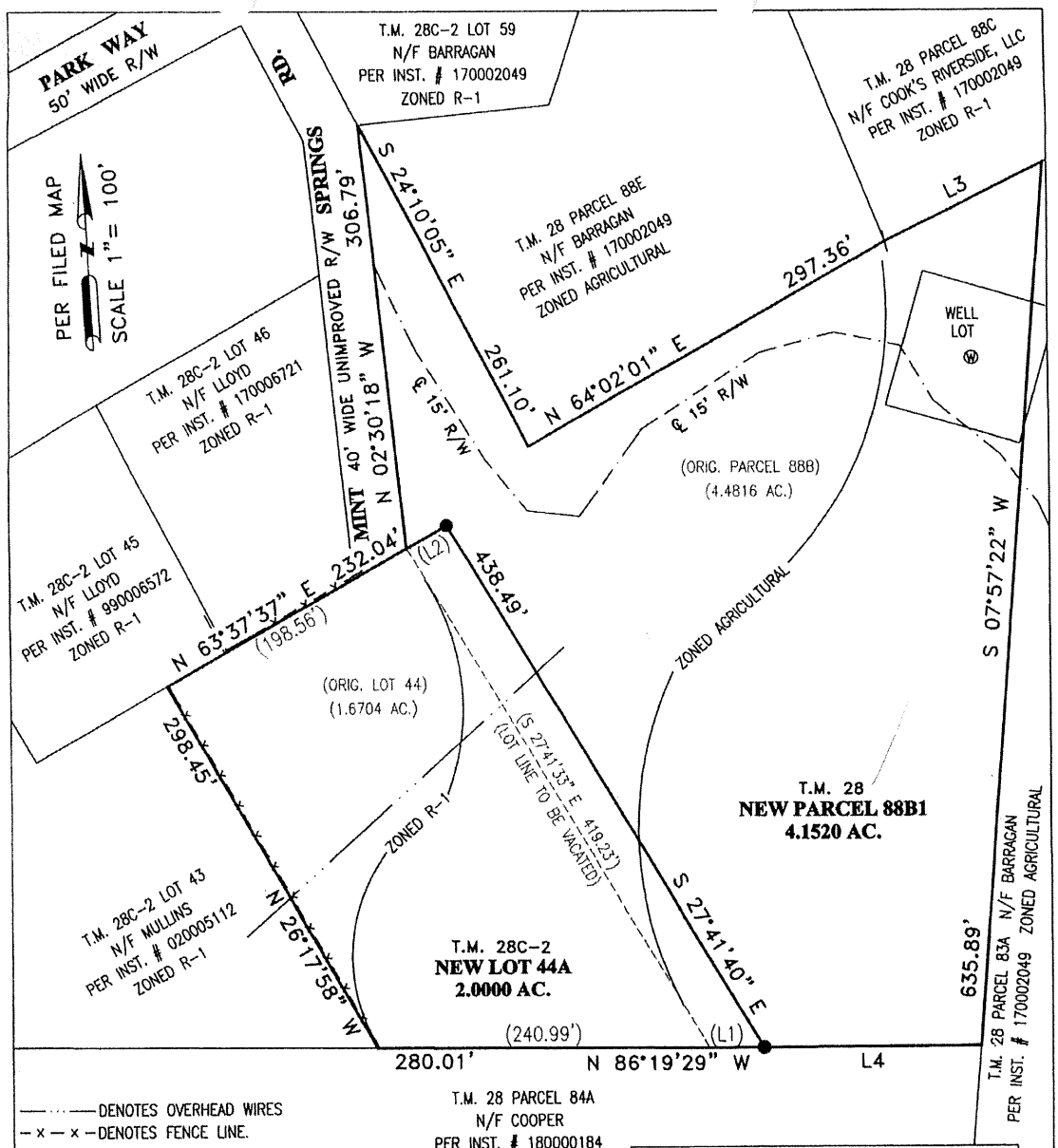
Travel South on Route 340 for approximately 2 miles south of Front Royal town. Turn Left onto Eldridge Drive. Turn Left onto Dungadin Road. Turn Left onto Park Way. Dungadin Lot 44 can be accessed from the "Mint Springs Road" Right-of-Way dirt access road from Park Way.

- REZONING REQUEST

- CURRENTLY AGRICUTURAL

- CURRENTLY RESIDENTIAL ONE





——·——·——DENOTES OVERHEAD WIRES
– x – x – DENOTES FENCE LINE.

LINE	BEARING	DISTANCE
L1	N 86°48'25" W	39.02'
L2	S 63°37'37" W	33.48'
L3	N 67°10'39" E	126.88'
L4	N 86°48'25" W	156.22'

AREA TABULATION	
ORIG. T.M. 28 PARCEL 88B	4.4816 AC.
ORIG. T.M. 28C-2 LOT 44	1.6704 AC.
TOTAL AREA	6.1520 AC.
NEW T.M. 28 PARCEL 88B1	4.1520 AC.
NEW T.M. 28C-2 LOT 44A	2.0000 AC.
TOTAL AREA	6.1520 AC.

REVIEWED AND CERTIFIED AS EXEMPT FROM THE WARREN COUNTY SUBDIVISION ORDINANCE UNDER SECTION 155-3B(1)(a), ALLOWING BOUNDARY LINE ADJUSTMENTS AND MAY BE COMMITTED TO RECORD.

Taryn G. Logan — PLANNING DIRECTOR — 4/7/2021 — DATE

E-12-2021

NO TITLE REPORT WAS FURNISHED TO THIS OFFICE. SUBJECT TO ANY AND ALL EASEMENTS OF RECORD.

DERIVATION OF TITLE TO: SALVADOR AND JOSETTE BARRAGAN PER INST. # 170002049.

PLAT REF: D.B. 173/694 AND D.B. 129/204.

SUBJECT PARCELS SITUATED OUTSIDE THE LIMITS OF THE FEMA FLOOD ZONE.

BOUNDARY LINE ADJUSTMENT BETWEEN LOT 44 MAP OF DUNGADIN HEIGHTS AND T.M. 28 PARCEL 88B

SOUTH RIVER MAGISTERIAL DISTRICT

WARREN COUNTY, VA.

COMMONWEALTH OF VIRGINIA
JOSEPH G. BROGAN, JR.
Lic No. 3209
LAND SURVEYOR

PREPARED BY:
BROGAN LAND SURVEYING, PLC
P.O. BOX 1578,
FRONT ROYAL, VA. 22630-0034
TEL. & FAX (540) 635-5657
MARCH 29, 2021

PROFFER STATEMENT

REZONING: R2021-04-01: Residential-One (R-1) to Agricultural (A)

PROPERTY: Tax Map 28C--2----44 (1.7 Acres +/-) of Dungadin Subdivision

APPLICANTS: Salvador and Josette Barragan

PROJECT NAME: Barragan Rezoning

ORIGINAL DATE OF PROFFERS: May 6, 2021

The undersigned hereby proffers that the use and development of the subject property ("Property"), as described above, shall be in strict conformance with the following conditions. In the event that the above referenced Agricultural (A) conditional rezoning is not granted as applied for by the applicants ("Applicants"), these proffers shall be deemed withdrawn and shall be null and void. Further, these proffers are contingent upon final rezoning of the Property with "final rezoning" defined as that rezoning which is in effect on the day following the last day upon which the Warren County Board of Supervisors (the "Board") decision granting the rezoning may be contested in the appropriate court. If the Board's decision is contested, and the Applicants elects not to submit development plans until such contest is resolved, the term rezoning shall include the day following entry of a final court order affirming the decision of the Board which has not been appealed, or, if appealed, the day following which the decision has been affirmed on appeal.

The Property shall not be used for any of the following purposes:

1. The raising of porcine animals; including but not limited to domestic pigs, boar, and other animals of genus Sus.
2. Kennels.
3. Commercial riding stables.
4. Manufactured home dwelling.
5. The storage of any inoperable motor vehicle as deemed by the Warren County Code.
6. Cemetery.
7. Commercial nursery/garden center.
8. Microwave towers, cell telephone towers, and similar communications structures.
9. Public utility poles, lines, transformers, pipes, meters, and other facilities unless directly servicing the residents of the County.
10. Shooting of firearms as stated in Warren County Code §177-3A(12).

Respectfully submitted,

Salvador Barragan

Josette Barragan

Josette Barragan

To Whom It May Concern:

This letter is written to express our support for the Barragan Lot Re-zoning request. As the previous property owners, we agree that this re-zoning is a good and logical choice. This parcel, Lot 44-A in Dungadin subdivision is best used for agricultural purposes, since it has no water source nor any maintained road frontage. Furthermore, it adjoins other lots belonging to the Barragans that are already zoned Agricultural. Additionally, since assuming ownership of their property at 110 Park Way in Dungadin, the Barragans have proved to be responsible property owners and considerate neighbors.

Sincerely,

Larry and Maria Hambric

Date: 5/5/2021

Joe Petty

From: Elizabeth Wallace <elizabethrice@gmail.com>
Sent: Tuesday, May 11, 2021 7:39 AM
To: Joe Petty
Subject: Property off of Park Way hearing

To whom it may concern:

As a lifelong Warren county resident, I would like to give my affirmation to the rezoning to agricultural of the property belonging to Josette and Salvador Barragan, off of Park Way.

I appreciate our community maintaining its agricultural roots.

Sincerely,

Elizabeth Wallace
Warren County resident

MEMO

Re: Barragan R-1 to Ag Lot Re-Zoning

To Whom It May Concern,

I agree that the Barragans, residing at 110 Park Way, are good neighbors and responsible property owners. I agree that they should be allowed to re-zone their 2-acre lot, Lot 44-A from R-1 to Agricultural.

Printed Name	Address	Signature	Date
William Frenzel	149 Dongadin	William Frenzel	5-9-24

MEMO

Re: Barragan R-1 to Ag Lot Re-Zoning

To Whom It May Concern,

I agree that the Barragans, residing at 110 Park Way, are good neighbors and responsible property owners. I agree that they should be allowed to re-zone their 2-acre lot, Lot 44-A from R-1 to Agricultural.

Printed Name	Address	Signature	Date
Ronald W Smith.	148 Parkway.	Ronald W Smith.	5/4/2021.
Anita Shunk	429 Dungadin		5-4-2021
Charles Shunk	429 Dungadin	Charles Shunk	5/4/2021
Patricia Coffelt	163 Park Way	Patricia Coffelt	5/5/21

RECEIVED
MAY 05 2021
WARREN COUNTY
PLANNING DEPARTMENT

Dungadin Incorporated
126 Park Way Road
Front Royal, Virginia 226390

May 4, 2021

Warren County Board of
Supervisors
Planning Department
220 North Commerce
Front Royal, VA 22630

To Whom It May Concern:

Re: Board of Supervisor Work Session Scheduled May 11, 2021, Request to Rezone Property at 110 Park Way, Front Royal, VA 22630

The purpose of this letter is to express our concern upon learning that a resident of Dungadin Heights (Zoned RI) is requesting a portion of their property (all within the Dungadin Subdivision) be rezoned from residential to agricultural. The property owners, as we understand, wish to purchase a horse/horses and build a structure for their protection.

The following are our concerns:

Water. We are a community of 48 houses and maintain and operate the Dungadin Water System in accordance with the applicable regulations, guidelines and requirements of the Virginia Department of Health and the Commonwealth of Virginia Office of Drinking Water, managed by the Culpeper Field Office. We have already lost one of our wells to cattle caused contamination. Per the State of Virginia directive, we are prohibited from adding any additional water lines to our strained water system. We have two active community wells and one of them is located downhill from the property being discussed and we fear it will be susceptible to contamination run off.

We are also concerned that if the property is rezoned and later sold its designation as agricultural under Code 180-21 and its uses permitted by right, accessory uses by right and conditional use permits will have an extremely detrimental effect on our neighborhood and our property values.

Therefore, we respectfully request the Board of Supervisors not approve the request.

Sincerely,

Dana C Fogle

Dana Fogel

President

Dungadin Incorporated

Cell phone #(540) 305 5833

COUNTY OF WARREN, VIRGINIA
BOARD OF SUPERVISORS AGENDA ITEM

DATE	ITEM	SUBJECT:	PAGE
6/15/2021	K-3	Conditional Use Permit #2021-04-01 Ryan & Kelsey Speers *Guesthouse*	1 of 2

EXPLANATION & SUMMARY:

See attached application and staff report.

General standards/conditions. In addition to the specific standards set forth hereinafter with regard to particular conditional uses, all such uses shall satisfy the following general standards:

(1) The proposed use at the specified location shall be in harmony with the adopted Comprehensive Plan.

(2) The proposed use shall be in harmony with the general purpose and intent of the applicable zoning district regulations.

(3) The proposed use shall be such that it will be harmonious with and will not adversely affect the use or development of neighboring properties in accordance with the applicable zoning district regulations and the adopted Comprehensive Plan. The location, size and height of buildings, structures, walls and fences and the nature and extent of screening, buffering and landscaping shall be such that the use will not hinder or discourage the appropriate development and use of adjacent or nearby land and/or buildings or impair the value thereof.

(4) The proposed use shall be such that pedestrian and vehicular traffic associated with such use will not be hazardous or in conflict with the existing and anticipated traffic in the area.

(5) Adequate utility, drainage, parking, loading and other necessary facilities to serve the proposed use shall be provided.

(6) In determining whether or not to grant a permit and in determining conditions to be imposed, the governing body shall take into consideration the objectives and intent of this chapter and may impose reasonable conditions that:

- (a) Abate or restrict noise, smoke, dust or other elements that may affect surrounding properties.
- (b) Establish setback, side and front yard requirements necessary for orderly expansion and to prevent traffic congestion.
- (c) Provide for adequate parking and ingress and egress to public streets or roads.
- (d) Provide adjoining property with a buffer or shield from view of the proposed use if such use is considered to be detrimental to adjoining property.
- (e) Prevent such use from changing the character and established pattern of development of the community.

After proper advertisement and a public hearing by the Planning Commission, the application has been forwarded to the Board of Supervisors recommending approval with the following conditions:

1. The guesthouse shall not be used for full-time occupancy.

2. This accessory dwelling shall not be used for commercial rental or leasing of rooms for compensation of any kind.

3. The applicant shall comply with all Warren County Building Inspections and Warren County Health Department regulations and requirements including Building Code requirements for a smoke and fire detector system.

4. The applicant shall have a condition placed on the deed at the time of transfer of the property to a new owner that this is a non-commercial guesthouse and the rental or leasing of the dwelling for monetary compensation is prohibited and that it is limited to part-time occupancy up to six months in a calendar year.

Motion to Approve:

Mr. Henry moved to forward this application to the Board of Supervisors, recommending approval with the conditions listed above. The motion was seconded by Mr. Kersjes, and approved by the Planning Commission by a vote of 3-0. Mr. Longo was absent.

PROPOSED OR SUGGESTED MOTION:

I move that the Board of Supervisors approve the conditional use permit request of Ryan and Kelsey Speers for a guesthouse with the conditions as recommended by the Planning Commission and staff.

OR

I move that the Board of Supervisors deny the conditional use permit request of Ryan and Kelsey Speers for a guesthouse (list reasons).

SUBMITTED BY:	**DISPOSITION OF BOARD:**	**PROCESSED BY:**
Matt Wendling, CFM Deputy Planning Director	☐ **APPROVED** ☐ **OTHER (Describe)**	

Conditional Use Permit: 2021-04-01 / Guesthouse
Ryan & Kelsey Speers, *Applicants*
Roger, Jerri & Ronald Morris, *Current Owners*
Staff Report for the Planning Commission
Prepared: March 29, 2021
Staff Contact: Matt Wendling, Planner II/County Floodplain Manager MPW

SUMMARY OF REQUEST

The applicants are requesting a conditional use permit for a guesthouse for the property they currently have under contract. They are requesting this use in order to construct a small cabin on the lot prior to the construction of their larger single-family dwelling which they plan to use as a residence. They plan to live in the cabin temporarily part-time since they currently live in Silver Spring, Maryland. Once their main dwelling is completed they plan to utilize the cabin for family and friends who visit once they receive a certificate of occupancy for the primary dwelling. They also plan to build a woodshop to store maintenance equipment for the property and as a hobby workshop. They understand the guesthouse is to be utilized as a dwelling for non-commercial use and not for full-time occupancy after they move into the principle structure.

PROPERTY INFORMATION

Property Location: Liberty Hall Rd. and Lands Run Rd. City: Bentonville (Browntown)
Tax Map ID: #44---72B Zoning: Agricultural (A)
Magisterial District: South River Acres: 20.79
Subdivision: Larivee Family Subdivision Existing Land Use: Vacant Land

SURROUNDING ZONING DISTRICTS & USES

North: Agricultural (A) Use: Single Family Dwelling – Woodlands-Pasture
South: Agricultural (A) Use: Single Family Dwelling – Woodlands/Pasture
East: Agricultural (A) Use: Vacant Lot - Woodlands
West: Agricultural (A) Use: Single Family Dwelling - Woodlands

PROPERTY HISTORY

This property has not had any previous Conditional Use Permits issued for uses in the Agricultural (A) zoning district. This property can be accessed by both Lands Run Rd. and Liberty Hall Rd. private access easement and prescriptive right-of-way. VDOT maintains both roads to a point and then the property owners of the lots maintain the access "driveway" to the lots. The prescriptive 30' R-O-W has been researched by staff and VDOT and this information has been provided in your packets.

COMPATIBILITY WITH THE COMPREHENSIVE PLAN

The request is compatible with Code Section §180-21, indicating district regulations in the Agricultural (A) zoning district. A guesthouse is permitted under this section as a Conditional Use granted by the Board of Supervisors.

PROPOSAL

The Warren County Zoning Ordinance §180-8 defines a *"Guesthouse"* as *"A Dwelling or lodging units for temporary nonpaying guests. No such quarters shall be rented, leased or otherwise made available for compensation of any kind. A guesthouse may be constructed and used prior to the construction of the principal dwelling. The principal dwelling, however, must be completed within five years from the date of issuance of a certificate of occupancy for the guesthouse."* And a *"Single-Family Dwelling"* as *"A building containing one dwelling unit and meeting the standards of the Virginia Uniform Statewide Building Code for a one-family dwelling but not to include "manufactured homes" as defined in this chapter."*

SUPPLEMENTARY REGULATIONS FOR GUESTHOUSES

There are no supplemental regulations in the Warren County Zoning Ordinance for a guesthouse. Warren County Code Section §180-11.B for Location of Structures states in part: *"Erection of more than one principal structure on a lot. In all residential and agricultural districts only one principal structure, housing a use permitted by right, may be erected on a single lot...."*

SEWAGE DISPOSAL

The property owner is currently working with an On-site Soil Evaluator to get the soil data for a certification letter from the Warren Health Department for a private septic system and well.

RECOMMENDED CONDITIONS

Planning Staff is recommending the following conditions be added to this conditional use permit if the Planning Commission chooses to recommend approval of this permit to the Board of Supervisors. Please note that additional conditions may be added after all agency comments have been received, prior to the Planning Commission public hearing.

1. The guesthouse shall not be used for full-time occupancy.

2. This accessory dwelling shall not be used for commercial rental or leasing of rooms for compensation of any kind.

3. The applicant shall comply with all Warren County Building Inspections and Warren County Health Department regulations and requirements including Building Code requirements for a smoke and fire detector system.

4. The applicant shall have a condition placed on the deed at the time of transfer of the property to a new owner that the rental or leasing of the dwelling for monetary compensation is prohibited and that it is limited to part-time occupancy up to six months.

Cc: Ryan and Kelsey Speers: *Applicants*

Statement of Justification

To:
Warren County Planning Commission
County of Warren Virginia

From:
Ryan and Kelsey Speers
(Planned Purchasers of 44 72B)
603-565-2289
rmspeers@gmail.com

Dear Warren County Planning Commission,

We are respectfully submitting our application for a conditional use permit to build a guesthouse on the property referenced by tax map #44 72B.

Our desire is to build a small cabin, which will serve as our part-time residence while becoming familiar with the area and the land. Eventually, we desire to build a larger house, which will then become our residence. The initial cabin would then become a guesthouse, for our family and friends staying with us. The use of the cabin, both before and after building the house, will be part-time - we will not be there all of the time occupying it.

As we intend to build all the structures on the smaller side, in stages of building, and integrated with the landscape, we do not foresee being able to have one structure big enough to house ourselves as well as family or friends visiting. As such, we request permission to have the guesthouse approved for the property so that we know we may be able to realize our vision for this property.

We plan to build the small cabin (future guesthouse) primarily ourselves, as well as a woodshop elsewhere on the property. While building this, we may spend time (e.g., for weekends) during construction in our self-built small camper trailer which we intend to keep on the property.

In addition, we desire to create an outdoor sitting area and potentially build a small treehouse in the future.

Please let us know if you have any questions, and we would be happy to discuss or provide additional details.

Sincerely,

Ryan Speers Kelsey Speers

WCUP-000095-2021

WARREN COUNTY
CONDITIONAL USE PERMIT APPLICATION

Application Number: CUP2021-04-01
Date Received: 3/22/2021
Fee Amount: $ 500.00
Date Paid: 3/22/2021 CK# 153

Applicant Information:

Ryan Speers and Kelsey Speers
Applicant Name

9053 Ottawa Pl	Silver Spring	MD	20910
Address	*City*	*State*	*Zip*

0 Lands Run Rd, Tax Map 44 72B
Property Location for conditional use permit if Different than Applicant's Address

603-565-2289	rmspeers@gmail.com
Primary Contact Number	*Email*

Property Owner (if same as applicant, leave blank)

Address	*City*	*State*	*Zip*

Primary Contact Number

Respectfully request that a determination be made by the Warren County Planning Commission and Board of Supervisors on the following request for a Conditional Use Permit for the property described below.

A. Property Information:

(1) Address/Location: Known as "0 Lands Run Rd"
(2) Election District: 504 South - River
(3) Tax Map Number: 44 72B
(4) Subdivision Name: L 1 Bernard S Larivee Jr Prop Fam Sub LR07-3231
(5) Total Area of Property (acres): 20.79
(6) Total Area to be Used (acres):
(7) Total Road Frontage (feet): 764' (measured as exposed right of way on property, road frontage is 30' at entrance to right of way)
(8) Depth of Property (feet): 1213' or 696' on either end as measured off of right of way, or 764' along right of way.
(9) Present Zoning: Agricultural

B. Proposed Use of Property

(1) State the proposed use(s) for the Conditional Use Permit: Guesthouse

(2) Current land use and condition of site: Vacant

(3) Zoning of surrounding land/property: Agricultural

(4) Will development be staged? ☒ Yes ☐ No

(5) Construction Time: Grading/foundation mostly weekdays, followed by primarily self-build construction on weekends and some weekdays.

(6) Season, days, and hours of operation: N/A

(7) Will there be a sign? ☐ Yes ☒ No
(If yes, please submit a sketch of the sign(s) showing size and shape and the sign permit check list with this application.)

(8) Has there been any prior application for a conditional use permit/variance for this property? (If yes, enter the permit number and/or name, date of action, action taken by the Planning Commission, Board of Zoning Appeals and/or Board of Supervisors and a description of the request.)
Not to my knowledge.

(9) Number of full time employees: 0

(10) What type of sewage disposal system will be used? ☒ Private ☐ Central ☐ Public

(11) Number of persons to be served by the sewage disposal system: Estimated 4-8

(12) Number of parking spaces to be provided: Regular N/A Handicap N/A

(13) What is the proposed landscaping and buffering for this property?
The desire is for all buildings to be sheltered by trees from being seen from other nearby buildings. The guesthouse will have a view across the right-of-way on the property and onto the clearing that exists on the lot tax map # 45 1, and thus may not be sheltered from part of that lot.

C. Plans Prepared By

Name: Ryan Speers

Address: 9053 Ottawa Pl, Silver Spring, MD 20910

Telephone Number: 603-565-2289

D. Environmental Information

(1) Will this proposed use adversely impact the community of the environment? (If yes, what are the adverse impact(s) and what is proposed to solve these adverse impacts?)
We do not expect it to have adverse impact. The desire is to have a guesthouse which integrates with the natural habitat in design, landscaping, and construction practices.

(2) Will there be any debris generated from the activity? (If yes, where and in what manner will the debris be stored and how and where will it be disposed of?)

In the normal use, household trash and recycling will be generated in limited quantities, and will be brought to the local disposal facility. During construction, additional debris such as scrap wood may be generated and will be disposed of in line with local regulations.

(3) Will any potentially hazardous substances be used and/or stored on the property? (If yes, list the substances, their use and disposal of containers and substance residues.)

Limited amounts of household chemicals such as bleach may be used for cleaning and will be stored in containers with appropriate safety lids as typical.

(4) List any potentially hazardous emissions including, but not limited to: fumes, gases, smoke noise, liquid effluent, waste water, dust, and state what measures will be used to control these emissions.

The guesthouse will have a wood-burning stove for heat, and as such will have a chimney/vent which will produce some wood smoke when in use.

(5) Will there be any electrical or electronic activity which will interfere with local communications or telephone, television or radio reception? (If yes, describe the type of activity and potential interference.)

None is expected.

(6) What will be the impact on traffic?

Typical and limited vehicle traffic for resident and guests may exist on Liberty Hall Rd to access the lot.

(7) Will exterior lighting be used? (If yes, state the number of lights and the wattage of each. A lighting plan or lighting contour map may be required to show the nearest candle power as measured at ground level.

Yes, we expect some lights on the guesthouse to include a front door light, porch light, and potentially some strings of "bistro lights". Wattage of each bulb is expected to be at or below 80 watts.

The following documents and/or information are required to be submitted with the application:

☐ **An application fee of $500.00.**

Make payable to the Treasurer of Warren County. A non-refundable fee of $500.00 will be required at the time of submittal.

☒ **A Statement of Justification**

This printed or typed statement is to be addressed to the Warren County Planning Commission. It is to summarize your proposed use and highlight any aspects of the request which are not addressed in the application form. Please note, the statement is required to be on 8 ½ x 11 size paper.

☒ **A Site Plan/Survey.**

Your site plan should show the property boundaries, existing or proposed structure(s), adjacent roads, and any other pertinent information which would help outline your proposed use. A recent survey with the proposed uses/structures located on it will serve as a site plan for the purposes of this permit. The Planning Director, Planning Commission and/or the Board of Supervisors reserve the right to ask for an engineered site plan, if they deem it necessary for evaluation of the proposed conditional use permit.

☐ **Sewage Disposal and Well Site.**

Location of the existing or proposed septic system & drainfield and the well site are to be indicated on the survey or central/public connection location.

☒ **A copy of the deed to the property verifying the current ownership.**

A copy may be obtained at the Warren County Courthouse, Circuit Clerk's Office.

☒ **A statement verifying that real estate taxes have been paid.**

This may be obtained from the Treasurer's Office in Suite 800 of the Warren County Government Center.

☐ **Environmental and Community Impact Statements**

N/A The Planning Director, the Planning Commission, and\or the Board of Supervisors reserve the right to ask for an environmental and\or community impact statements, prepared by a certified engineer or other person qualified to perform such work, if they deem it necessary for evaluation of the proposed request.

☐ **List of chemicals stored on the site**

N/A A complete list of chemicals to be stored on the site in the form of an oath/statement for Industrial zoned properties only.

☐ **Location Map**

A map clearly legible, showing the location of the proposed project in relation to surrounding publicly maintained roads and showing the use of surrounding properties. County staff can assist in obtaining this information.

☒ **Directions to your property from the Warren County Government Center.**

Get on E 2nd St, and go until you turn Left onto Union St. Turn and take 340 (S Royal Ave) South. Turn Left to Rte 649 (Browntown Rd) to a left onto Rte 622 (Liberty Hall Rd). Continue to end of state maintance, and use the right of way to continue over the rough gravel to the gate which is at the NE corner of the property.

I/we the undersigned, do hereby respectfully agree to comply with any conditions required by the Board of Supervisors of the County of Warren, Virginia, and authorize the County personnel to go upon the property for the purpose of making site inspections. Expenses incurred in securing professional assistance in connection with the review of this application for a Conditional Use Permit, shall be charged to the applicant.

[signature] Kelsey Spence 3/23/21

Applicant Signature Date

(see other document)

Property Owner Signature Date

Accepted by: _____ Date: _____

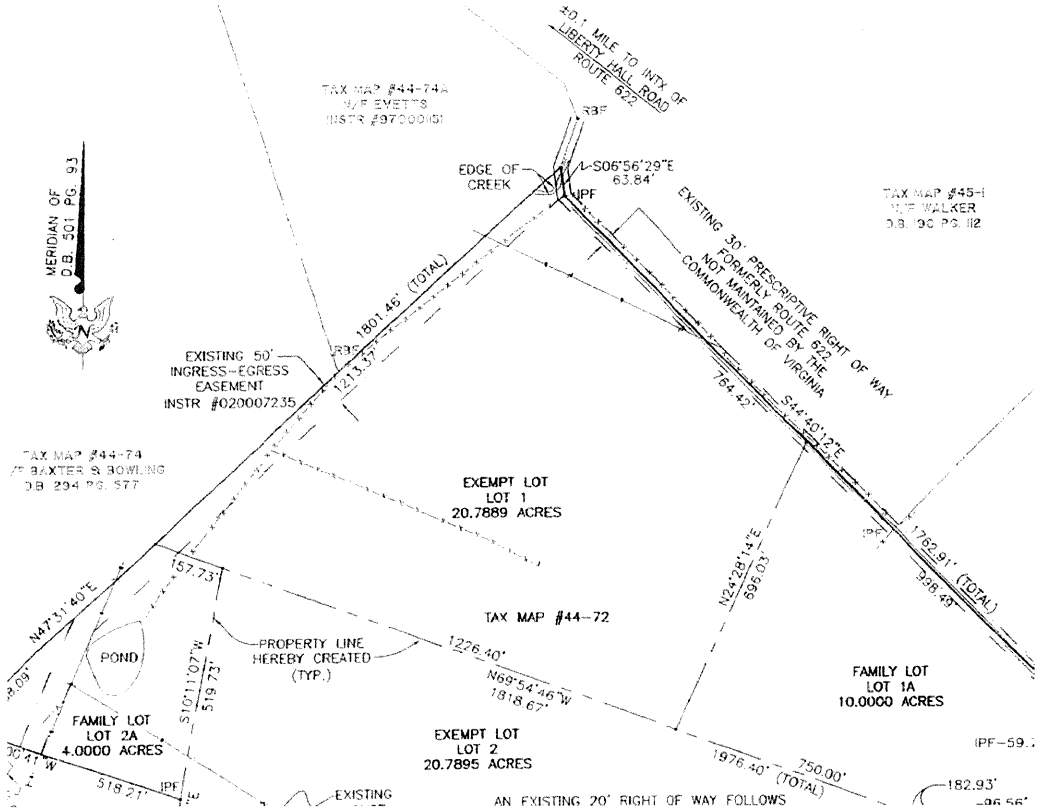
PLEASE NOTE: If the required documents are not provided and/or the application is incomplete, your application will not be placed on the Planning Commission Agenda.

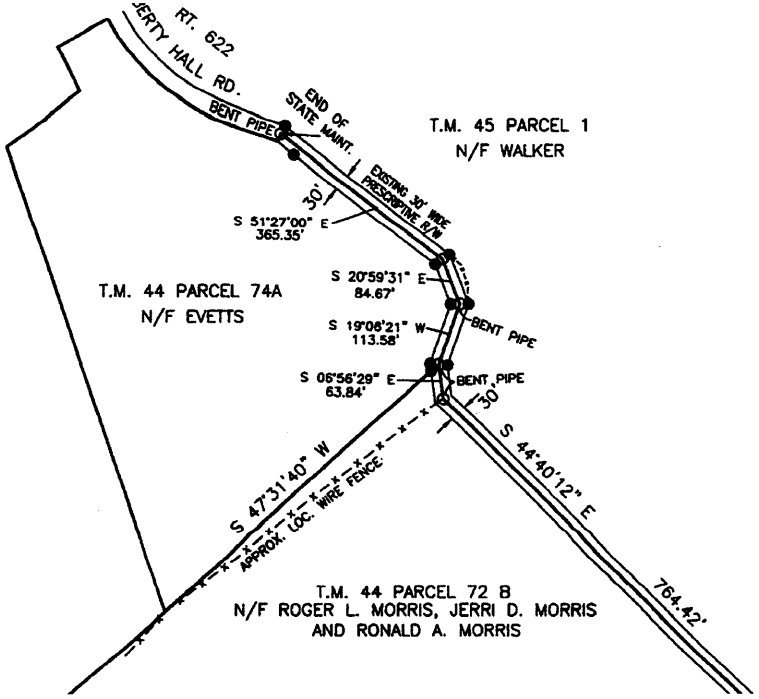
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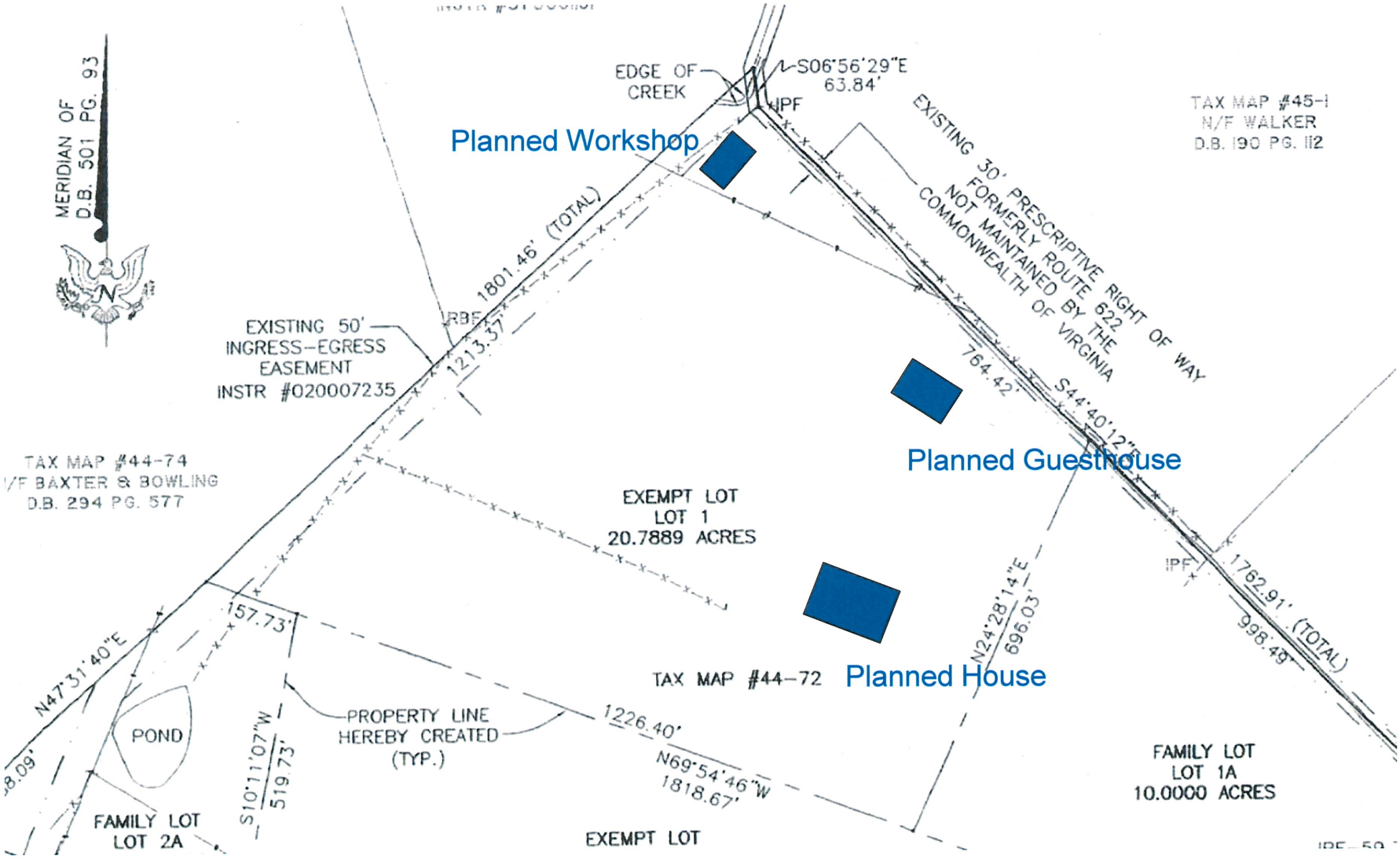
Site Plan/Survey

for 44 72B
Guesthouse Conditional Use Permit

Surveys


±0.1 MILE TO INTX OF LIBERTY HALL ROAD ROUTE 622
TAX MAP #44-74A
N/F EVETTS
INSTR #970000151
EDGE OF CREEK
S06°56'29"E
63.84'
IPF
EXISTING 30' PRESCRIPTIVE RIGHT OF WAY FORMERLY ROUTE 622 NOT MAINTAINED BY THE COMMONWEALTH OF VIRGINIA
TAX MAP #45-1
N/F WALKER
D.B. 190 PG. 112
MERIDIAN OF D.B. 301 PG. 93
EXISTING 50' INGRESS-EGRESS EASEMENT INSTR #020007235
1801.46' (TOTAL)
1213.37'
764.42'
S44°40'12"E
TAX MAP #44-74
N/F BAXTER & BOWLING
D.B. 294 PG. 577
EXEMPT LOT
LOT 1
20.7889 ACRES
157.73'
N47°31'40"E
TAX MAP #44-72
N24°28'14"E
695.03'
1762.91' (TOTAL)
398.49'
POND
PROPERTY LINE HEREBY CREATED (TYP.)
1226.40'
N69°54'46"W
1818.67'
S10°11'07"W
519.73'
FAMILY LOT
LOT 2A
4.0000 ACRES
FAMILY LOT
LOT 1A
10.0000 ACRES
EXEMPT LOT
LOT 2
20.7895 ACRES
IPF-59.
518.21'
IPF
EXISTING
1976.40'
750.00' (TOTAL)
182.93'
AN EXISTING 20' RIGHT OF WAY FOLLOWS


RT. 622
JERRY HALL RD.
END OF STATE MAINT.
BENT PIPE
T.M. 45 PARCEL 1
N/F WALKER
EXISTING 30' WIDE PRESCRIPTIVE R/W
30'
S 51°27'00" E
365.35'
T.M. 44 PARCEL 74A
N/F EVETTS
S 20°59'31" E
84.67'
S 19°08'21" W
113.58'
BENT PIPE
S 06°56'29" E
63.84'
BENT PIPE
30'
S 47°31'40" W
APPROX. LOC. WIRE FENCE
S 44°40'12" E
764.42'
T.M. 44 PARCEL 72 B
N/F ROGER L. MORRIS, JERRI D. MORRIS
AND RONALD A. MORRIS


MERIDIAN OF
D.B. 501 PG. 93
EDGE OF
CREEK
S06°56'29"E
63.84'
IPF
Planned Workshop
TAX MAP #45-1
N/F WALKER
D.B. 190 PG. 112
EXISTING 30' PRESCRIPTIVE RIGHT OF WAY
FORMERLY ROUTE 622
NOT MAINTAINED BY THE
COMMONWEALTH OF VIRGINIA
1801.46' (TOTAL)
1213.37'
EXISTING 50'
INGRESS-EGRESS
EASEMENT
INSTR #020007235
764.42'
S44°40'12"E
Planned Guesthouse
TAX MAP #44-74
N/F BAXTER & BOWLING
D.B. 294 PG. 577
EXEMPT LOT
LOT 1
20.7889 ACRES
IPF
1762.91' (TOTAL)
998.49'
N24°28'14"E
696.03'
157.73'
N47°31'40"E
TAX MAP #44-72
Planned House
POND
PROPERTY LINE
HEREBY CREATED
(TYP.)
S10°11'07"W
519.73'
1226.40'
N69°54'46"W
1818.67'
FAMILY LOT
LOT 1A
10.0000 ACRES
FAMILY LOT
LOT 2A
EXEMPT LOT

Memorandum

To:
Planning Department
County of Warren Virginia
220 North Commerce Avenue, Suite 400
Front Royal, Virginia 22630

From:
Roger and Jerri and Ronald Morris
(Current Land Owners of 44 72B)
908 Lands Run Rd
Bentonville VA
Phone: 540-305-4805

To Whom it May Concern:

Ryan and Kelsey Speers are under contract and in a study period within that contract to evaluate the potential to use the 20.79 acres of land known as 0 Lands Run Rd, or tax map 44 72B. As part of this study, they are submitting a Conditional Use Permit application.

As they are not currently the owners of the property, we are submitting this letter as required by the Conditional Use Permit application:

> "If the applicant is not the owner of the property, evidence must be submitted showing that the applicant has approval to request a conditional use permit and will have the right to use the property as proposed."

Please evaluate their Conditional Use Permit request as expeditiously as possible, knowing that if they do close on the property, they therefore will be the owner and will have the right to use the property as proposed.

Sincerely,

Roger Morris
Jerri Morris
Ronald Morris

COUNTY OF WARREN

Building Inspections Office
Warren County Government Center
220 North Commerce Avenue, Suite 400
Front Royal, Virginia 22630
Phone: (540) 636-9973
FAX: (540) 636-4698
Email: dbeahm@warrencountyva.net

David C. Beahm
Building Official

BOARD OF SUPERVISORS

*****

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South River District

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Interim
County Administrator

Comments 2021-04-01 – Ryan and Kelsey Speers – Conditional Use Permit for Guesthouse – WCCUP-000098-2021:

- Erosion and Sediment Control Items:
    - This structure would be considered a new single-family dwelling as defined by the building code and as such would require either an Agreement in Lieu of or an Erosion and Sediment Control Permit once the work is thoroughly described on the site.
- Building Inspections Items:
    - This request would be a completely new structure and would require all required permits for the work that is being completed. Including, but not limited to building, electrical, mechanical, plumbing. All of these would require applications and submissions that would be completely separate from this process going through the building inspections office when the applicant is ready to submit the needed documents and information.
    - It is indicated that this would be a "small cabin" eventually becoming a guesthouse, but no further information was provided that would be needed to submit for permits. The requirements for the required permits may vary depending on what is provided at the time of application. However, the structure will need to meet the Virginia Uniform Statewide Building Codes to be approved for this use.

If anything should change in the scope additional requirements may be required.

Fw: FW: Warren-Rte622 Liberty Hall - 44 72B

Taryn Logan <Tlogan@warrencountyva.net>
Mon 4/12/2021 9:37 AM
To: Natalie Lentz <NLentz@warrencountyva.net>

1 attachments (12 MB)
SCN_20100621125925_001.pdf;

From: Taryn Logan <warrcova@gmail.com>
Sent: Thursday, April 8, 2021 2:40 PM
To: Taryn Logan <Tlogan@warrencountyva.net>
Subject: Fwd: FW: Warren-Rte622 Liberty Hall - 44 72B

---------- Forwarded message ---------
From: **Arthur Boyce** <bobby.boyce@vdot.virginia.gov>
Date: Thu, Apr 8, 2021 at 1:17 PM
Subject: FW: Warren-Rte622 Liberty Hall - 44 72B
To: <WarrCoVa@gmail.com>

From: Arthur Boyce <bobby.boyce@vdot.virginia.gov>
Sent: Friday, March 19, 2021 1:51 PM
To: 'Ryan Speers' <rmspeers@gmail.com>
Cc: 'Mwendling@warrencountyva.net' <Mwendling@warrencountyva.net>; Bradley Riggleman <bradley.riggleman@vdot.virginia.gov>; 'Rhonda Funkhouser' <Rhonda.Funkhouser@vdot.virginia.gov>; 'Duncan, Travis' <travis.duncan@vdot.virginia.gov>; 'Taryn Logan' <Tlogan@warrencountyva.net>
Subject: Warren-Rte622 Liberty Hall - 44 72B

Hey Ryan,

Attached is the VDOT discontinuance paperwork for the section of Rte 622 of your concerns. It appears that VDOT officially discontinued maintenance of the section of roadway in 1982, however the County of Warren does retain the 30' prescriptive easement for public use.

If you have any questions, please give me a call at (540)280-5045.

Sincerely,

Bobby Boyce

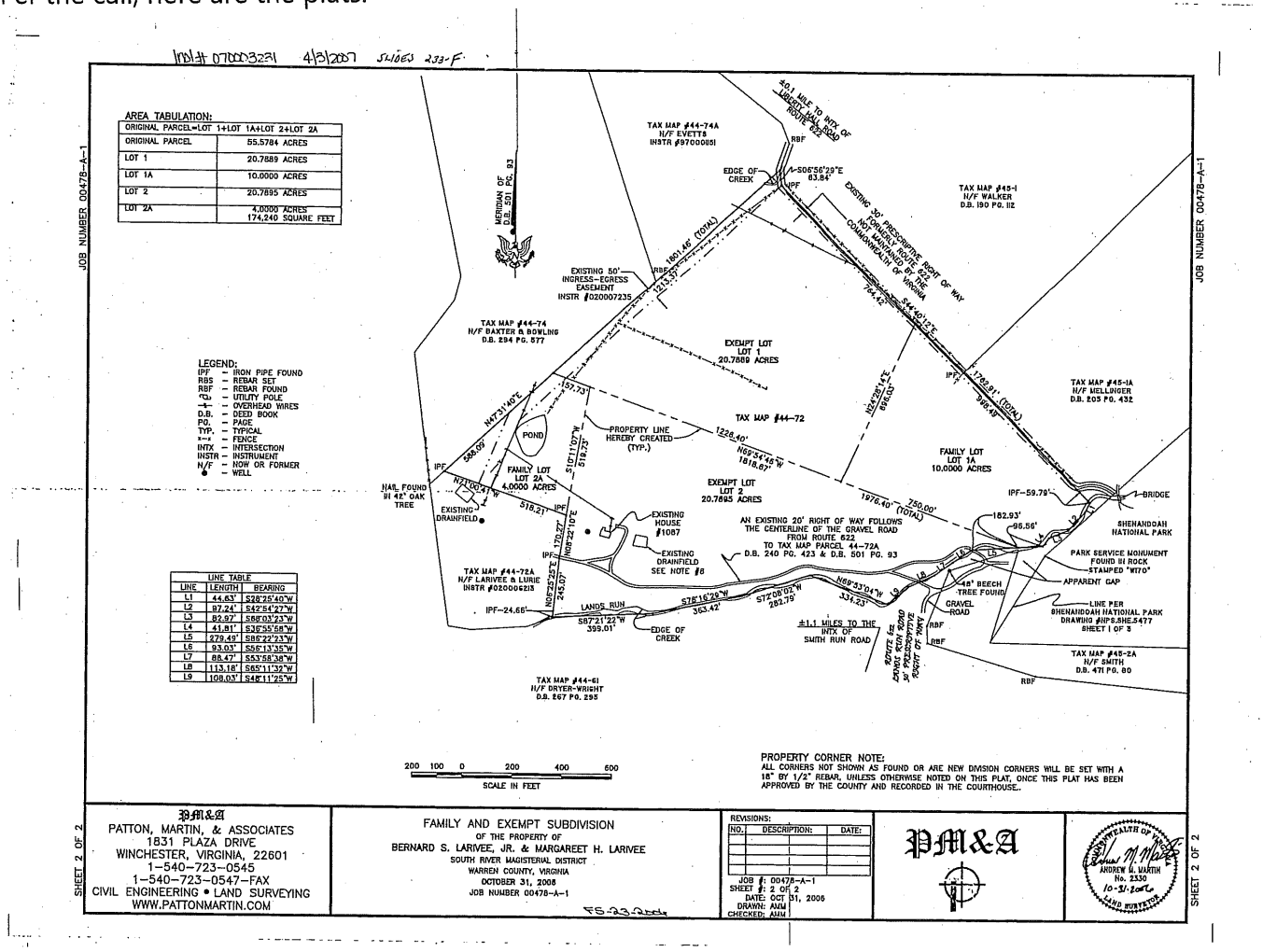
VDOT- Land Development Engineer
Shenandoah, Frederick, Clarke, & Warren Counties

14031 Old Valley Pike
Edinburg, VA 22824
(540) 534-3211

From: Ryan Speers <rmspeers@gmail.com>
Sent: Friday, March 19, 2021 10:54 AM
To: bobby.boyce@vdot.virginia.gov
Subject: Liberty Hall - 44 72B

Hi,

Per the call, here are the plats.



-Ryan

Mr. A. S. Brown

Paul F. Cecchini

Proposed Discontinuance

Staunton

December 6, 82

622

Warren County

This is in reference to your memorandum of November 30, 1982, which advised that Mr. O. K. Mabry had concurred in the recommendation that appropriate action be taken to discontinue 0.61 mile of Route 622 in Warren County between 1.39 miles east of Route 649 and 1.10 miles north of Route 634.

In connection with the above we are forwarding to you herewith the following data:

Form CE-5
Form T&S-5
Sketch

No resolution from the Board of Supervisors is attached since the Board would not concur in this request. Copies of a letter dated September 17, 1982, from Mr. Leo E. Busser, III notifying the County of the Commission's intent to discontinue are enclosed.

Your efforts to accomplish the above are appreciated.

Paul F. Cecchini
District Engineer

BY: W. F. McCormick
Assistant District Engineer

WFM/p
Att.
CC: Mr. M. L. Dickerson

Form No. 22-A

DEPARTMENT OF HIGHWAYS & TRANSPORTATION

INTRA-DEPARTMENTAL MEMORANDUM

TO : Mr. P. F. Cecchini Att'n.: Mr. W. F. McCormick Luray , Virginia

FROM : M. L. Dickerson December 3 , 19 82

SUBJECT: Proposed Discontinuance Route 622 Proj. _____

Warren County

Attached is the following assembly in regard to the proposed discontinuance of Route 622, in Warren County.

Original and two copies of Form CE-5
Original and two copies of Form T&S-5
Original and two copies of Sketch

As the Board of Supervisors of Warren County oppose the discontinuance, a resolution is not attached. We are submitting three (3) copies of Mr. Busser's letter of September 17, 1982, notifying the county of the Commission's intent to discontinue.

M. L. Dickerson
Resident Engineer

By: L F Pauls

L. F. Pauls
Assistant Resident Engineer

LFP/s

Attachments



CE-5 (Rev. 4-1-59)

SECONDARY SYSTEM

ADDITIONS–DISCONTINUANCES–ABANDONMENTS - REPORT AND RECOMMENDATION

COUNTY WARREN (93) DATE OF RESOLUTION _____

PRIOR APPLICATION: If prior application has been made, state action

1. By Board _____ Date _____
2. By Commissioner _____ Date November 18, 1982

ADDITION (Attach sketch and resolution)

SECTION REQUESTED: Present Width–Right-of-Way _____ Ft. Length _____ Mi.

Description _____

Service _____

Condition _____
(If not maintainable, report condition in detail.)

New Construction _____
(State length, type, and cost of new construction required.)

SECTION RECOMMENDED: Present Width–Right-of-Way _____ Ft. Length _____ Mi.

Description _____

Remarks _____
(If not maintainable, report estimated cost to bring to secondary standards.)

Right of Way recorded in Deed Book _____, Page Number _____, Date _____

DISCONTINUANCE (Attach sketch and resolution)

Description On Route 622, beginning at a point 1.10 mi. N. Route 634 and proceeding to a point on Route 622, 1.39 mi. E. of Route 649, a total distance of 0.61 mile

Service No public service Length 0.61 Mi.

Hearing held at 8:00 PM, Warren County Court House, Date November 16, 1982

ABANDONMENT (Attach sketch and resolution)

Description _____

Service _____ Length _____ Mi.

* * * * * *

RECOMMENDATION Use words "Accept" "Reject" "Discontinue" or "Abandon"
Give length Accepted, Discontinued or Abandoned

Recommend	Length		Signature
DISCONTINUE	0.61	Mi.	M. L. Johnson Resident Engineer
"	"	Mi.	Date 12/3/82
			Paul L. Cochrum District Engineer
		Mi.	Date 12/6/82
			_____ Sec. Roads Engr.
		Mi.	Date _____
			_____ Deputy Comm.
			Date _____

T&S 5-1
1-1-81

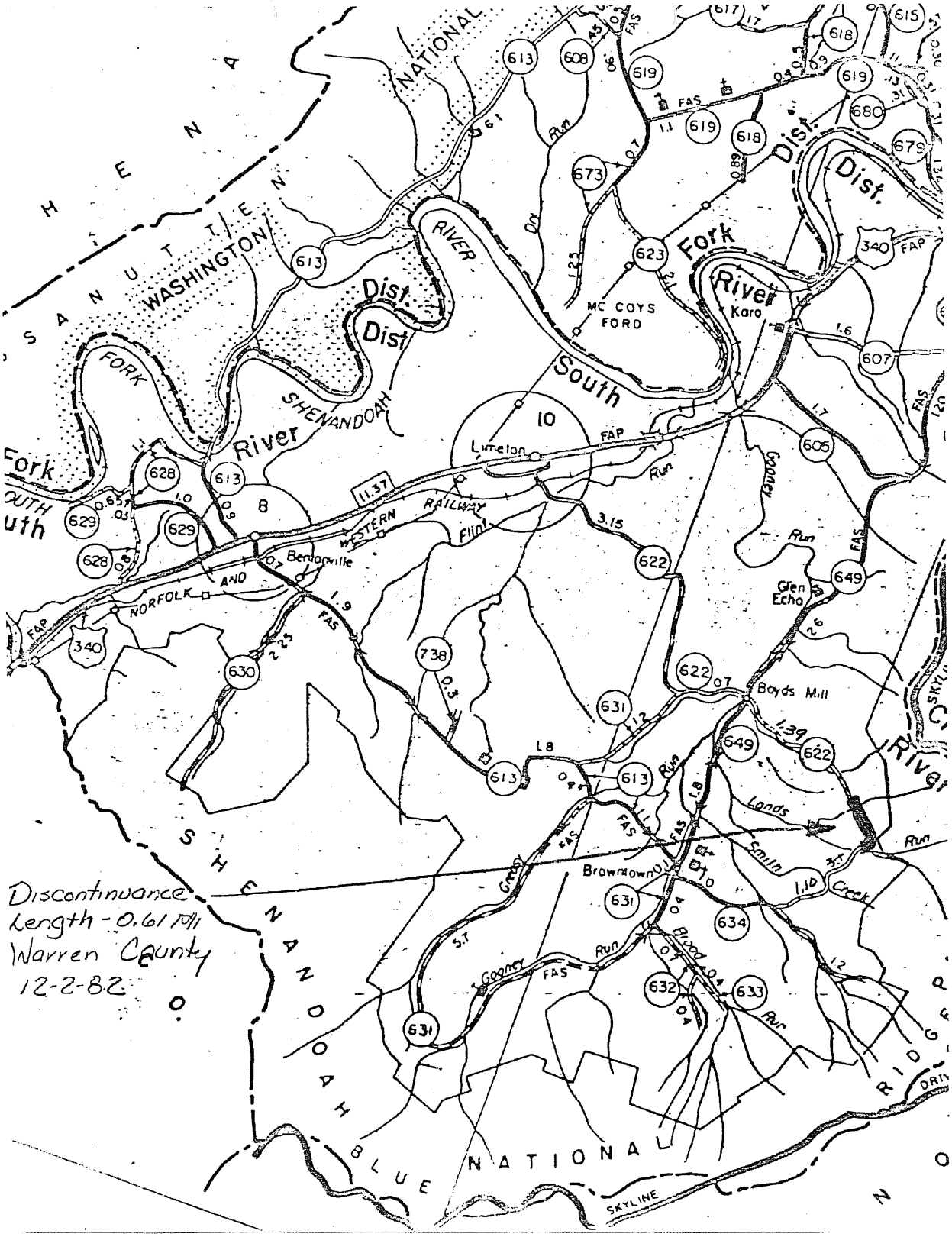
VIRGINIA DEPARTMENT OF HIGHWAYS AND TRANSPORTATION
ROAD INVENTORY
MILEAGE RECORDS

REPORT FOR MONTH ENDING Dec. 1982

DISTRICT Staunton
CITY
COUNTY Warren

FIELD INPUT | CENTRAL OFFICE INPUT

DISTRICT	STATE COUNTY	CITY / TOWN OR TOLL FACILITY	ROUTE NUMBER: FED RTE	ROUTE NUMBER: STATE	SECTION NUMBER	SEQUENCE NUMBER	TERMINI: FROM	TERMINI: TO	LENGTH 0 00.00	WIDTH: SURFACE	WIDTH: SHOULDER	SURFACE & BASE TYPE	KIND OF HIGHWAY	INTERSTATE LANES OPEN 5 YEARS	ANNUAL ADT	TYPE OF SECTION ID	MILE POINT	RTE SIGN	SYSTEM	OPERATION	FUNCTIONAL CLASS	SPEC CODE	FEDERAL COUNTY	URBAN AREA CODE	RURAL/URBAN DESIG	MPO/MSA	HWY SECT	HWY TYPE	SPECIAL CODE
1-3	4-5	6-10	11-14		15-18	19-21	22-33	34-45	46-48 / 49-50	51	52-53	54-55	56-57	58-59	61-66	67	68-72	73	74-79	80-83	84	85	86-88	89-93	94	95-99	100-103	104-105	106
893			0622		010	RT 634		110 MN RT 634	001 / 00	8	0	13	02	00	000027	1	00004	2	00111	1111	16	3	18	700000	1	00			
893			0622		020	139 ME RT 649	RT 649		001 / 39	1	0	13	02	00	000007	2	10017	2	40011	1111	16	3	18	700000	1	00			


Discontinuance
Length - 0.61 Mi
Warren County
12-2-82
SHENANDOAH NATIONAL
BLUE RIDGE
SKYLINE
SHENANDOAH
South Fork
River
Dist.
Lumelon
Bentonville
Boyds Mill
Glen Echo
Browntown
Gooney Run
Lands Run
Smith Creek
McCOYS FORD
Karo
Flint
RAILWAY
WESTERN
NORFOLK AND
FAP
FAS
11.37

Luray Residency

September 17, 1982

Route 622
Warren County

Mr. Robert F. Looney, Chairman
Warren County Board of Supervisors
P. O. Box 908
Front Royal, Virginia 22630

Dear Mr. Looney:

Section 33.1-150 of the Code of Virginia, as amended, enables the State Highway and Transportation Commission to discontinue State maintenance on any secondary road or crossing not required for public convenience.

Based on its condition and other available evidence, the middle 1.1 miles section of Route 622 located between the intersections of Routes 649 and 634 in the Lands Run area, no longer provides a service warranting public expenditure.

With the County Board taking no action to abandon this portion of Route 622 from the secondary system, the Department finds it necessary to undertake discontinuance under its own initative as provided for under Section 33.1-150.

The Board is, therefore, herewith notified of the Commission's intent to discontinue Route 622 from 1.0 mile east of Route 649 to 1.0 mile north of Route 634, a distance of 1.1 miles, effective November 18, 1982.

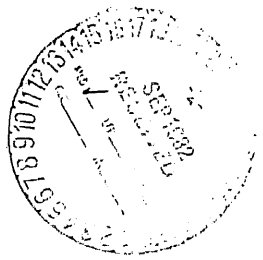
Section 33.1-150 also provides that a public hearing must be held if so requested by the County. Should the County desire a public hearing, the Board must notify Mr. M. L. Dickerson, the Department's Resident Engineer, prior to November 1, 1982, so that arrangements can be made for the hearing.

Sincerely,

Leo E. Busser, III
Deputy Commissioner

Cc: Mr. P. F. Cecchini
Mr. M. L. Dickerson

DLC/ajm
Bcc: Mr. O. K. Mabry
Mr. A. S. Brown
Mr. C. O. Leigh
Mr. A. L. Thomas, Jr.



Staunton District

HAROLD C. KING, COMMISSIONER
EUGENE M. BANE, GRUNDY, *BRISTOL DISTRICT*
T. GEORGE VAUGHAN, JR., GALAX, *SALEM DISTRICT*
WILLIAM R. WATKINS, SOUTH BOSTON, *LYNCHBURG DISTRICT*
WILLIAM F. MOHR, RICHMOND, *RICHMOND DISTRICT*
RICHARD G. BAYDGES, VIRGINIA BEACH, *SUFFOLK DISTRICT*
H. R. HUMPHREYS, JR., WEEMS, *FREDERICKSBURG DISTRICT*
JOSEPH M. GUIFFRE, ALEXANDRIA, *CULPEPER DISTRICT*
ROBERT W. SMALLEY, BERRYVILLE, *STAUNTON DISTRICT*
T. EUGENE SMITH, MCLEAN, *AT LARGE-URBAN*
ROBERT A. QUICKE, BLACKSTONE, *AT LARGE-RURAL*

A. S. BROWN
STATE SECONDARY ROADS ENGINEER

COMMONWEALTH of VIRGINIA
DEPARTMENT OF HIGHWAYS & TRANSPORTATION
1221 EAST BROAD STREET
RICHMOND, 23219

LEO E. BUSSER, III
DEPUTY COMMISSIONER
JOHN M. WRAY, JR.
CHIEF ENGINEER
J. T. WARREN
DIRECTOR OF ADMINISTRATION
OSCAR K. MABRY
DIRECTOR OF PLANNING
HAROLD W. WORRALL
DIRECTOR OF FINANCE
S. HODGE
ASSISTANT CHIEF ENGINEER
SALLY H. COOPER
DIRECTOR OF PUBLIC TRANSPORTATION
IN REPLY PLEASE REFER TO

November 30, 1982

Proposed Discontinuance
Route 622 - Warren County

MEMORANDUM

TO Mr. P. F. Cecchini

ATTENTION Mr. W. F. McCormick

We have received concurrence from Mr. O. K. Mabry to proceed with the appropriate action to discontinue the 0.61 mile portion of Route 622 between 1.39 miles east of Route 649 and 1.10 miles north of Route 634.

Mr. Dickerson has been advised via telephone of Mr. Mabry's concurrence and will be forwarding to you the necessary information for presentation to the Commission.

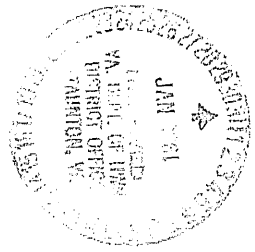
A. S. Brown

A. S. Brown
Secondary Roads Engineer

CTS:mmm

cc Mr. M. L. Dickerson - att. 12/6/82

MR. P. F. CECCHINI - STAUNTON DISTRICT



January 26, 1983

Secondary System
Discontinuance
Warren County

Board of Supervisors
Warren County
P. O. Box 908
Front Royal, Virginia 22630

Gentlemen:

On September 17, 1982, you were, by letter to your chairman, Mr. Robert F. Looney, notified of the Commissioner's intent to discontinue state maintenance on Route 622 between 1.0 mile east of Route 649 and 1.0 mile north of Route 634.

A public hearing was held on November 16, 1982, at 8:00 PM in the Warren County Circuit Courtroom for the purpose of discontinuing a lesser portion of Route 622 between 1.39 miles east of Route 649 to 1.10 miles north of Route 634.

In the absence of any evidence that the section of Route 622 between 1.39 miles east of Route 649 and 1.10 miles north of Route 634 provides any public service to vehicular traffic, the Highway and Transportation Commission at its January 20, 1983, meeting officially discontinued state maintenance on that portion of Route 622.

Sincerely,

Leo E. Busser, III
Deputy Commissioner

CTS:mmm

bcc Mr. O. K. Mabry
Mr. A. S. Brown
Mr. J. G. Ripley
Mr. A. L. Thomas, Jr.
Mr. P. F. Cecchini
Mr. B. L. Dunnavant
Mr. M. L. Dickerson

MOVED BY Mr. Bane, SECONDED BY Mr. Vaughan,

that the Commission confirm letter ballot action on the following resolution:

WHEREAS, by proper resolutions, the Boards of Supervisors of Rockbridge and Warren Counties have requested that certain roads which no longer serve as a public necessity be discontinued as parts of the Secondary System of Highways; and

WHEREAS, at its meeting on November 18, 1982, this Commission authorized the discontinuance of

Warren County	Route 622 from 1.00 mile east of Route 649 to 1.00 mile north of Route 634.	1.10

and this has been found to be in error;

NOW, THEREFORE, BE IT RESOLVED, that action at the November 18, 1982, meeting authorizing discontinuance of the above described portion of Route 622 in Warren County be rescinded; and

BE IT FURTHER RESOLVED, that pursuant to Section 33.1-150 of the Code of Virginia of 1950, as amended, the following roads be discontinued as parts of the Secondary System of Highways, effective this date:

Rockbridge County	Route 832, from Rte. 770 to 0.15 Mi. N. Rte. 770.	0.15 Mi.
Warren County	Route 622, beginning at a point 1.10 mi. N. Route 634 and proceeding to a point 1.39 Mi. E. of Rte. 649.	0.61 Mi.

MOTION CARRIED

1/20/83

RECEIVED

JAN 21 1983

SECONDARY ROADS

...LD C. KING, COMMISSIONER
...NI M. BANE, GRUNDY, *BRISTOL DISTRICT*
...ORGE VAUGHAN, JR., GALAX, *SALEM DISTRICT*
...LIAM R. WATKINS, SOUTH BOSTON, *LYNCHBURG DISTRICT*
...AM F. MOHR, RICHMOND, *RICHMOND DISTRICT*
...ARD C. BRYDGES, VIRGINIA BEACH, *SUFFOLK DISTRICT*
... HUMPHREYS, JR., WEEMS, *FREDERICKSBURG DISTRICT*
... M. GUIFFRE, ALEXANDRIA, *CULPEPER DISTRICT*
...RY K. SMALLEY, BERRYVILLE, *STAUNTON DISTRICT*
... SUE SMITH, MCLEAN, *AT LARGE-URBAN*
... A. QUICKE, BLACKSTONE, *AT LARGE-RURAL*

Mr. Cecchini
Staunton District

LEO E. BUSSER, III
DEPUTY COMMISSIONER
JOHN M. WHAY, JR.
CHIEF ENGINEER
J. T. WARREN
DIRECTOR OF ADMINISTRATION
OSCAR K. MABRY
DIRECTOR OF PLANNING
HAROLD W. WORRALL
DIRECTOR OF FINANCE
J. S. HOGE
ASSISTANT CHIEF ENGINEER
EARLY H. COOPER
DIRECTOR OF PUBLIC TRANSPORTATION

COMMONWEALTH of VIRGINIA

DEPARTMENT OF HIGHWAYS & TRANSPORTATION
1221 EAST BROAD STREET
RICHMOND, 23219

December 15, 1982

DEC 15 1982
DISTRICT OFFICE
STAUNTON, VA

Proposed Discontinuance of
a Portion of Route 622
Warren County

Mr. J. Ronald George
County Administrator
County of Warren
P. O. Box 908
Front Royal, Virginia 22630

Dear Mr. George:

This will acknowledge receipt of your letter of November 29, 1982, relative to the proposed discontinuance of a portion of Route 622 in Warren County.

I can assure you that your letter will be made a part of the official proceedings in this matter.

Sincerely,

Leo E. Busser, III

Leo E. Busser, III
Deputy Commissioner

CC: Mr. P. F. Cecchini
Mr. M. L. Dickerson

COUNTY OF WARREN

P.O. BOX 908
FRONT ROYAL, VIRGINIA 22630
(703) 636-9973

BOARD OF SUPERVISORS

ROBERT F. LOONEY
Chairman

BERNARD L. STOKES
Vice-Chairman

CHARLES T. INGLES
LYNWOOD L. MORRISON
RICHARD D. TRENARY

J. RONALD GEORGE
County Administrator

November 29, 1982

Mr. Leo E. Busser, III
Deputy Commissioner
Department of Highways & Transportation
1221 East Broad Street
Richmond, Virginia 23219

Dear Mr. Busser:

I am writing in reference to the proposed discontinuance of a portion of Route 622 in Warren County. The County was notified of this proposal by your letter of September 17, 1982. As a result of your letter, the Warren County Board of Supervisors requested a public hearing on this matter which was held on November 16, 1982. The public hearing was well attended and area residents voiced their opinions concerning the proposal. At the conclusion of the hearing, the Warren County Board of Supervisors voted unanimously to inform the State Highway and Transportation Commission of the County's opposition to the proposed discontinuance of this section of Route 622 in Warren County.

I have been informed by Mr. Marlin L. Dickerson, Resident Engineer, that this proposal will be considered at the next scheduled meeting of the Highway Commission. I would appreciate it if you would forward a copy of this letter to the members of the Commission to notify them of Warren County's position on this matter.

Thank you for your assistance.

Sincerely yours,

Ron George

J. Ronald George
County Administrator

JRG:hms

ccs: Mr. Robert W. Smalley
Commission Member, VDH&T
Mr. M.L. Dickerson
Resident Engineer

Staunton District

HAROLD C. KING, COMMISSIONER
EUGENE M. BANE, GRUNDY, *BRISTOL DISTRICT*
GEORGE VAUGHAN, JR., GALAX, *SALEM DISTRICT*
WILLIAM H. WATKINS, SOUTH BOSTON, *LYNCHBURG DISTRICT*
WILLIAM T. MOHR, RICHMOND, *RICHMOND DISTRICT*
HAROLD C. BRYDGES, VIRGINIA BEACH, *SUFFOLK DISTRICT*
E. MURPHREYS, JR., WELMS, *FREDERICKSBURG DISTRICT*
WILLIAM QUIFFEE, ALEXANDRIA, *CULPEPER DISTRICT*
MATTHEW SMALLEY, BERRYVILLE, *STAUNTON DISTRICT*
EDWIN SMITH, MCLEAN, *AT LARGE-URBAN*
MRS. A. QUICKE, BLACKSTONE, *AT LARGE-RURAL*

A. S. BROWN
STATE SECONDARY ROADS ENGINEER

COMMONWEALTH of VIRGINIA

DEPARTMENT OF HIGHWAYS & TRANSPORTATION
1221 EAST BROAD STREET
RICHMOND, 23219

LEO E. BUSSER, III
DEPUTY COMMISSIONER
JOHN M. WRAY, JR.
CHIEF ENGINEER
J. T. WARREN
DIRECTOR OF ADMINISTRATION
OSCAR K. MABRY
DIRECTOR OF PLANNING
HAROLD W. WORRALL
DIRECTOR OF FINANCE
J. S. HODGE
ASSISTANT CHIEF ENGINEER
SALLY H. COOPER
DIRECTOR OF PUBLIC TRANSPORTATION
IN REPLY PLEASE REFER TO

November 24, 1982

Proposed Discontinuance
Route 622 - Warren County

MEMORANDUM

TO Mr. O. K. Mabry

I am attaching memorandum dated November 19, 1982, from Mr. Paul F. Cecchini along with our entire file concerning the proposed discontinuance of a section of Route 622 in Warren County.

This particular section of Route 622 has been untravelable to vehicular traffic for a period of over 40 years and the Board of Supervisors of Warren County has continually refused to take any action concerning either abandonment or discontinuance of the road. This has not been a particular problem until recently when a controversy started to brew between property owners along the road and others who wish to use the road as a horseback riding trail.

The property owners, having errected gates to protect their cattle, furnished the horseback riders with keys to the locks; but the horseback riders do not feel that they should be so inconvenienced.

In deference to the controversy and since the Board would take no action regarding abandonment or discontinuance, a notice was given the Board of Supervisors and a subsequent public hearing was held in accordance with Section 33.1-150 of the Code to consider discontinuance under the Commission's initiative.

Although the testimony was about evenly divided for and against discontinuance, the Board of Supervisors voted 4 to 1 against discontinuance. While it is difficult to understand the Board's favoring those who wish to use the road over the property owners, I feel that the Department has an obligation to the public which overrides the local sentiment. The evidence is overwhelming that this section of road provides absolutely no public service to vehicular traffic and the only reason for keeping it in the system is for the convenience of horseback riders which is contrary to our philosophy of public service.

I, therefore, agree with the District Engineer and the Resident Engineer to recommend that the Commission discontinue this section of the road under Section 33.1-150 of the Code.

A. S. Brown

A. S. Brown
Secondary Roads Engineer

Attachment
ASB:mmm

cc Mr. P. F. Cecchini
Mr. W. F. McCormick
Mr. M. L. Dickerson 11/26/82

Staunton District

HAROLD C. KING, COMMISSIONER
EUGENE M. BANE, GRUNDY, *BRISTOL DISTRICT*
GEORGE VAUGHAN, JR., GALAX, *SALEM DISTRICT*
WILLIAM R. WATKINS, SOUTH BOSTON, *LYNCHBURG DISTRICT*
WILLIAM F. MOHR, RICHMOND, *RICHMOND DISTRICT*
RICHARD G. BRYDGES, VIRGINIA BEACH, *SUFFOLK DISTRICT*
H. HUMPHREYS, JR., WELMS, *FREDERICKSBURG DISTRICT*
JOSEPH M. GUIFFRE, ALEXANDRIA, *CULPEPER DISTRICT*
WILLIAM W. SMALLEY, BERRYVILLE, *STAUNTON DISTRICT*
CECIL SMITH, MCLEAN, *AT LARGE-URBAN*
ROBERT A. QUICKE, BLACKSTONE, *AT LARGE-RURAL*

COMMONWEALTH of VIRGINIA
DEPARTMENT OF HIGHWAYS & TRANSPORTATION
1221 EAST BROAD STREET
RICHMOND, 23219

LEO E. BUSSER, III
DEPUTY COMMISSIONER
JOHN M. WRAY, JR.
CHIEF ENGINEER
J. T. WARREN
DIRECTOR OF ADMINISTRATION
OSCAR K. MABRY
DIRECTOR OF PLANNING
HAROLD W. WOHRALL
DIRECTOR OF FINANCE
J. S. HODGE
ASSISTANT CHIEF ENGINEER
SALLY H. COOPER
DIRECTOR OF PUBLIC TRANSPORTATION
IN REPLY PLEASE REFER TO

A. S. BROWN
STATE SECONDARY ROADS ENGINEER

November 24, 1982

Proposed Discontinuance
Route 622 - Warren County

MEMORANDUM

TO Mr. O. K. Mabry

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I, therefore, agree with the District Engineer and the Resident Engineer to recommend that the Commission discontinue this section of the road under Section 33.1-150 of the Code.

A. S. Brown

A. S. Brown
Secondary Roads Engineer

Attachment
ASB:mmm

cc Mr. P. F. Cecchini
Mr. W. F. McCormick
Mr. M. L. Dickerson

Mr. A. S. Brown

Staunton

Paul F. Cecchini

November 19, 82

Public Hearing - Discontinuance

622

Warren County

We are in receipt of a copy of Mr. M. L. Dickerson's memorandum to you dated November 17,1982, wherein he relates the events of the hearing and the Board of Supervisors' action.

We concur with Mr. Dickerson in his recommendation to the Highway and Transportation Commission that this section of road be officially discontinued.

Paul F. Cecchini
District Engineer

BY: W. F. McCormick
Assistant District Engineer

WFM/p
CC: Mr. M. L. Dickerson

Form No. 22-B

DEPARTMENT OF HIGHWAYS & TRANSPORTATION

INTRA-DEPARTMENTAL MEMORANDUM

TO : Mr. A. S. Brown

FROM : M. L. Dickerson

SUBJECT: Public Hearing - Discontinuance

Luray, Virginia

November 17, 19 82

Route 622 Proj. ~~Warren~~ County

A public hearing was held on November 16, 1982, at 8:00 P.M. in the Warren County Circuit Courtroom for the purpose of discontinuing a section of Route 622 in Warren County. The section in question is 1.39 mile East of Route 649 to 1.10 mile North of Route 634, a total distance of 0.61 mile.

There were approximately 30 people in attendance for the hearing, 9 of whom spoke. Five of the speakers were in opposition to the discontinuance. They were horseback riders and Browntown area residents who feel that the road should remain open and the gates unlocked. Since there is no fence on one side of the right of way, the gates are necessary to contain cattle. Mr. Larivee, one of the principal landowners, has given keys to the horseback riders, but they simply do not want to dismount their horses to unlock the gates. The remaining four speakers, three of whom were the property owners that will be affected, were in complete agreement with our plan for discontinuance. They stated that since the road has been closed to vehicular traffic for at least forty years there is no reason now to open it back up. Mr. Larivee has experienced problems with his cattle due to the gates being left open.

The Board of Supervisors by a 4-to-1 vote wants the road left in the Secondary System and remain open for horseback riders and hikers. It still remains our desire to have this section of road discontinued. There were no statements made at the Public Hearing that were good reasons for leaving the road in the Secondary System. I feel that all of our secondary roads shown on the county maps should be travelable with a motor vehicle and this is certainly not true with this road. It would take a considerable amount of improvement funds to bring this section of road up to a maintainable standard. I cannot justify spending a nickel on this road, due to the limited service it would provide. The Shenandoah National Park service has a gate across the road on the southern end of this section, so even if this section was open to traffic it could not be considered a through road.

We are, therefore, recommending to the Highway Commission that this section of road be officially discontinued as proposed.

If additional information is needed, please advise.

M. L. Dickerson, Resident Engineer

MLD:l

CC: Mr. P. F. Cecchini

[illegible] COMMISSIONER
[illegible], BRISTOL DISTRICT
[illegible], ROANOKE, SALEM DISTRICT
WILLIAM [illegible], SOUTH BOSTON, LYNCHBURG DISTRICT
[illegible], RICHMOND, RICHMOND DISTRICT
WILLIAM [illegible], YORKTOWN, SUFFOLK DISTRICT
WILLIAM T. ROBINSON, WEST POINT, FREDERICKSBURG DISTRICT
WILLIAM B. WELTCH, SPRINGFIELD, CULPEPER DISTRICT
H. DELVIER ROBINSON, JR., WINCHESTER, STAUNTON DISTRICT
T. RAY HASSELL, III, CHESAPEAKE, AT LARGE-URBAN
CHARLES S. HOOPER, JR., CREWE, AT LARGE-RURAL

COMMONWEALTH of VIRGINIA

DEPARTMENT OF HIGHWAYS & TRANSPORTATION
1221 EAST BROAD STREET
RICHMOND, 23219

LEO E. BUSSER, III
DEPUTY COMMISSIONER & CHIEF ENGINEER
J. T. WARREN
DIRECTOR OF ADMINISTRATION
J. M. WRAY, JR.
DIRECTOR OF OPERATIONS
H. R. PERKINSON, JR.
DIRECTOR OF PROGRAM MANAGEMENT
W. L. BRITTLE, JR.
DIRECTOR OF ENGINEERING
OSCAR K. MABRY
DIRECTOR OF PLANNING
H. W. WORRALL
DIRECTOR OF FINANCIAL AFFAIRS

IN REPLY PLEASE REFER TO

Telephone 703-743-6585
P. O. Box 308
Luray, Virginia 22835
October 25, 1982

Northern Virginia Daily
Front Royal, Virginia 22630

Gentlemen:

Please publish the attached notice of Public Hearing in your newspaper two times - November 4 and November 13, 1982.

Billing and verification of publication should be sent to this office at Luray for payment.

Very truly yours,

M. L. Dickerson

M. L. Dickerson
Resident Engineer

CC: J. Ron George, Administrator
W. F. McCormick

Attachment

PUBLIC NOTICE

Pursuant to Section 33.1-150 of the Code of Virginia of 1950, as amended the Virginia Department of Highways and Transportation and the Warren County Board of Supervisors will hold a public hearing at 8:00 P.M. on November 16, 1982, in the Warren County Circuit Courtroom for the proposed discontinuance of maintenance of Route 622 from 1.39 mile East of Route 649 to 1.10 mile North Route 634, a distance of 0.61 miles of Secondary Road in Warren County. Any interested person who should have questions about this proposal should appear at the hearing to make their views known.

J. Ronald George, Administrator

Form No. 22-A

DEPARTMENT OF HIGHWAYS & TRANSPORTATION

INTRA-DEPARTMENTAL MEMORANDUM

TO : *Mr. P. F. Cecchini* *Attn: Mr. W. F. McCormick* *Luray*, Virginia

FROM : *M. L. Dickerson* *October 21*, 19 *82*

SUBJECT: *Public Hearing Discontinuance* Route *622* Proj. _____

Warren County

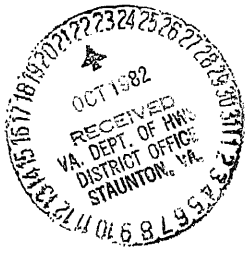
In reference to your letter dated October 18, 1982, please be advised that the public hearing will be conducted by us for the Board of Supervisors, at their request. We have proceeded to advertise for the hearing on the 16th of November.

In addition to Route 622, we have eight (8) other sections of roads in Warren County that need to be discontinued and we propose to remove them from the Secondary System at this time.

If there should be additional questions, please let me know.

M. L. Dickerson
Resident Engineer

MLD:l



Mr. M. L. Dickerson

Staunton

Paul F. Cecchini

October 18, 82

Public Hearing Discontinuance

622

Warren County

This is with reference to your memorandum dated October 6, 1982, captioned as above wherein you advise that the Board voted to hold a public hearing on November 16, 1982, at 8:00 p.m.

It would appear that the Department is responsible for holding the hearing, not the Board of Supervisors. Section 33.1-150 Code of Virginia reads in part, "If the Commission on its own motion desires to discontinue any such road or crossing, notice shall be given the governing body of the county or town at least thirty days prior to any discontinuance of a road or crossing under this section. If the governing body of any county or town requests a hearing, the Commission, or a representative thereof, shall hold a hearing in the county in which the road or crossing is located in order to ascertain whether or not such road or crossing should be discontinued."

Mr. L. E. Busser's letter to the Board of Supervisors dated September 17, 1982, states in part last paragraph, "Should the county desire a public hearing, the Board must notify Mr. M. L. Dickerson, the Department's Resident Engineer, prior to November 1, 1982, so that arrangements can be made for the hearing."

It appears the Board is in error in establishing the public hearing. Should they desire one, they should have notified you and we in turn would arrange for the hearing. It appears we have a legal conflict in this matter which should be resolved.

Paul F. Cecchini
District Engineer

BY: W. F. McCormick
Assistant District Engineer

WFM/p

Luray Residency

September 17, 1982

Route 622
Warren County

Mr. Robert F. Looney, Chairman
Warren County Board of Supervisors
P. O. Box 908
Front Royal, Virginia 22630

Dear Mr. Looney:

Section 33.1-150 of the Code of Virginia, as amended, enables the State Highway and Transportation Commission to discontinue State maintenance on any secondary road or crossing not required for public convenience.

Based on its condition and other available evidence, the middle 1.1 miles section of Route 622 located between the intersections of Routes 649 and 634 in the Lands Run area, no longer provides a service warranting public expenditure.

With the County Board taking no action to abandon this portion of Route 622 from the secondary system, the Department finds it necessary to undertake discontinuance under its own initative as provided for under Section 33.1-150.

The Board is, therefore, herewith notified of the Commission's intent to discontinue Route 622 from 1.0 mile east of Route 649 to 1.0 mile north of Route 634, a distance of 1.1 miles, effective November 18, 1982.

Section 33.1-150 also provides that a public hearing must be held if so requested by the County. Should the County desire a public hearing, the Board must notify Mr. M. L. Dickerson, the Department's Resident Engineer, prior to November 1, 1982, so that arrangements can be made for the hearing.

Sincerely,

Leo E. Busser, III
Deputy Commissioner

Cc: Mr. P. F. Cecchini
Mr. M. L. Dickerson

DLC/ajm
Bcc: Mr. O. K. Mabry
Mr. A. S. Brown
Mr. C. O. Leigh
Mr. A. L. Thomas, Jr.



W. F. McCormick

COMMONWEALTH OF VIRGINIA
DEPARTMENT OF HIGHWAYS

Telephone 703-743-6585
P. O. Box 308
Luray, Virginia 22835
October 20, 1982

Northern Virginia Daily
Front Royal, Virginia 22630

Gentlemen:

Please publish the attached notice of Public Hearing in your newspaper two times - November 4 and November 13, 1982.

Billing and verification of publication should be sent to this office at Luray for payment.

Very truly yours,

M. L. Dickerson
Resident Engineer

COPY

CC: J. Ron George, Administrator
W. F. McCormick

Attachment

MR. GEORGE: PLEASE ALSO POST COPY ON COURTHOUSE IN PROMINENT PLACE.
MLD

Due to the fact that several routes will be involved the Board set the date for all routes including 622 caused in Mr. Beasley's name. The hearing will be conducted by the Department, not the Board as was originally thought.

WFM

PUBLIC NOTICE

Pursuant to Section 33.1-150 of the Code of Virginia of 1950, as amended, the Virginia Department of Highways and Transportation and the Warren County Board of Supervisors will hold a public hearing at 8:00 P.M. on November 16, 1982, in the Warren County Circuit Courtroom for the proposed discontinuance of maintenance on the following sections of Secondary roads in Warren County:

Route	From	To	Length
615	Rte. 626 W	0.27 mi. N. Rte. 626	0.27 mi.
622	1.39 mi. E. Rte. 649	1.10 mi. N. Rte. 634	0.61 mi.
626	0.31 mi. N. Shenandoah River	Shenandoah River	0.31 mi.
630	1.97 mi. S. Rte. 613	Dead End	0.28 mi.
633	0.32 mi. E. Rte. 632	Dead End	0.15 mi.
634	1.05 mi. E. Rte. 622	Dead End	0.15 mi.
636	0.46 mi. W. Rte. 638	Dead End	0.54 mi.
673	1.13 mi. S. Rte. 623	Dead End	0.12 mi.
842	Rte. 612	Dead End	0.20 mi.

Any interested citizen who should have any questions about these proposed discontinuances should appear at the hearing to make their views known.

Staunton District



September 17, 1982

Route 622
Warren County

Mr. Robert F. Looney, Chairman
Warren County Board of Supervisors
P. O. Box 908
Front Royal, Virginia 22630

Dear Mr. Looney:

Section 33.1-150 of the Code of Virginia, as amended, enables the State Highway and Transportation Commission to discontinue State maintenance on any secondary road or crossing not required for public convenience.

Based on its condition and other available evidence, the middle 1.1 miles section of Route 622 located between the intersections of Routes 649 and 634 in the Lands Run area, no longer provides a service warranting public expenditure.

With the County Board taking no action to abandon this portion of Route 622 from the secondary system, the Department finds it necessary to undertake discontinuance under its own initative as provided for under Section 33.1-150.

The Board is, therefore, herewith notified of the Commission's intent to discontinue Route 622 from 1.0 mile east of Route 649 to 1.0 mile north of Route 634, a distance of 1.1 miles, effective November 18, 1982.

Section 33.1-150 also provides that a public hearing must be held if so requested by the County. Should the County desire a public hearing, the Board must notify Mr. M. L. Dickerson, the Department's Resident Engineer, prior to November 1, 1982, so that arrangements can be made for the hearing.

Sincerely,

Leo E. Bussey III

Leo E. Bussey, III
Deputy Commissioner

Cc: Mr. P. F. Cecchini
Mr. M. L. Dickerson

DLC/ajm
Bcc: Mr. O. K. Mabry
Mr. A. S. Brown
Mr. C. O. Leigh
Mr. A. L. Thomas, Jr.

MR. P. F. CECCHINI - STAUNTON DIST. ENG.

HAROLD C. KING, COMMISSIONER
EUGENE M. BANE, GRUNDY, *BRISTOL DISTRICT*
T. GEORGE VAUGHAN, JR., GALAX, *SALEM DISTRICT*
WILLIAM R. WATKINS, SOUTH BOSTON, *LYNCHBURG DISTRICT*
WILLIAM F. MOHR, RICHMOND, *RICHMOND DISTRICT*
RICHARD G. BOZ[illegible]GUS, VIRGINIA BEACH, *SUFFOLK DISTRICT*
H. R. HUMPHREYS, JR., WEEMS, *FREDERICKSBURG DISTRICT*
JOSEPH M. GUIFFRE, ALEXANDRIA, *CULPEPER DISTRICT*
ROBERT R. SHALLEY, BERRYVILLE, *STAUNTON DISTRICT*
T. EUGENE SMITH, MCLEAN, *AT LARGE-URBAN*
ROBERT A. QUICKE, BLACKSTONE, *AT LARGE-RURAL*

LEO E. BUSSER, III
DEPUTY COMMISSIONER

J. M. WRAY, JR.
CHIEF ENGINEER

J. T. WARREN
DIRECTOR OF ADMINISTRATION

OSCAR K. MABRY
DIRECTOR OF PLANNING

H. W. WORRALL
DIRECTOR OF FINANCE

JACK HODGE
ASSISTANT CHIEF ENGINEER

IN REPLY PLEASE REFER TO

COMMONWEALTH of VIRGINIA

DEPARTMENT OF HIGHWAYS & TRANSPORTATION
1221 EAST BROAD STREET
RICHMOND, 23219

August 30, 1982

A. S. BROWN
ATE SECONDARY ROADS ENGINEER

RECEIVED
SEP 1982
VA. DEPT. OF HWS.
DISTRICT OFFICE
STAUNTON, VA

Route 622
Warren County

MEMORANDUM

TO: Mr. O. K. Mabry

I am attaching a copy of Mr. Cecchini's memorandum of August 10, 1982, to Mr. Leigh which was recently forwarded to this office by the Maintenance Division.

Apparently this road was accepted into the Secondary System in 1932 under the "Byrd Act." Current traffic counts indicate 31 vpd use the section of this route from Route 634 to the section in question and 116 vpd travel the Route 649 end. This 1.1 mile section is recorded with 0 vpd. Such reflects Mr. Cecchini's position that no public service is provided for motor vehicles on this portion of Route 622. Even the citizens now requesting the unrestricted use of the right of way do so for recreational related purposes rather than for public transportation. Without a true public need to use this right of way, I question the advisability of the Department attempting to force free access even if such might be permitted under the statutes.

I recommend the Board be advised of the Department's intent to proceed under the provisions of Section 33.1-150 of the Code to discontinue maintenance on this 1.1 mile section due to the lack of public service it provides. By doing so would remove the Department from this controversy but not extinguish any right the public may now have to use this area. The alternative would be to provide the necessary funds from the County's Secondary Construction Budget to improve this road to the point it could be reasonably traveled by motor vehicles.

Your guidance in this matter is requested.

D. L. Camper, Assistant
Secondary Roads Engineer

DLC/ajm
Attachment
Cc: Mr. P. F. Cecchini
Mr. C. O. Leigh
Mr. M. L. Dickerson - attached by send 9-1-82

Mr. C. O. Leigh

Paul F. Cecchini

Gated Right of Way

Staunton

August 10 82

622

Warren County

Attached is a copy of correspondence related to a request by several citizens for use of right of way which is apparently still a part of the Secondary System but has not been maintained for a number of years. You may recall we had a similar situation on Route 601 in Warren County several months past. In the 601 incident we have removed the barricades twice. No doubt they will be reerected again.

The Route 622 incident mentioned by Mr. Dickerson, like 601, involves sections of road on which no one lives; therefore, no maintenance has been performed for many years. The abutting property owners have assumed ownership and are not allowing for free passage of the public.

Mr. Dickerson has attempted to get the Board of Supervisors to take action to either discontinue or abandon these sections, but they consistently refuse to do so. Insofar as the Department is concerned, we perform no maintenance and have not for many years, thus abandonment or even discontinuance would create no problem to us.

It would appear that we still have the legal rights to request the property owner to either unlock or remove the gates to permit passage of those members of the public who wish to use it. Mr. Dickerson feels there might be a legal question involved since we have not performed any maintenance for many years. He suggests our attorneys might advise us in the matter.

Your review and recommendations would be appreciated.

Paul F. Cecchini
District Engineer

BY: W. F. McCormick
Assistant District Engineer

WFM/p
Att.
CC: Mr. M. L. Dickerson

Form No. 22-A

DEPARTMENT OF HIGHWAYS & TRANSPORTATION

INTRA-DEPARTMENTAL MEMORANDUM

TO : Mr. P. F. Cecchini Attn: Mr. W. F. McCormick Luray , Virginia

FROM : M. L. Dickerson August 5 , 19 82

SUBJECT: Route 622 - Warren County Route _____ Proj. _____

Attached is a copy of a letter from Victoria Wright Strosnider dated August 2, 1982, along with a signed petition concerning the opening of Route 622 in Warren County to horseback riders and hikers. Mrs. Strosnider had previously written to Mr. Cecchini on June 30, 1982, about this matter.

The section of road that Mrs. Strosnider is speaking of lies between Routes 649 and 634 in the Lands Run area. At the present time we are maintaining 1.0 mile on each end of this road. The 1.10 mile section in the middle has not been maintained for probably forty years. None of the old-timers that are working now ever remember doing any work on this road. At the present time the road is certainly not travelable with a motor vehicle, and there is little evidence that a road even exists.

One of the property owners, Bernard Larivee, has erected two gates across the road. It is his opinion that the road has been abandoned and he can do what he very well pleases. He has no objection to horseback riders coming through his property, as long as they keep the gates closed. He has given keys to several of the riders for their convenience.

This road passes through the Shenandoah National Park for a distance of approximately 300 feet and, of course, a locked gate is up at this part also.

I discussed this matter with the Warren County Board of Supervisors on August 3, 1982, and, as expected, they want the road left open to the public. I try to impress upon them the fact that all Secondary roads in the highway system should be travelable and provide some public service, but the Board is very reluctant to discontinue any of these roads in the county.

As far as I am concerned, the road can remain closed because it would take improvement money to open it up to the public. It might be difficult to ask the property owner to remove the gates on this untraveled road after all these years of no maintenance. It would be interesting to know what our attorneys might advise us to do in this particular case.

Any help that you might be able to provide will be appreciated.

M. L. Dickerson

M. L. Dickerson, Resident Engineer

MLD:1
Attachments

Liberty Hall
Route 1, Box 353
Front Royal, VA 22630
August 2, 1982

M.L. Dickerson
Box 308
Department of Highways and Transportation
Luray, VA 22835

Dear Mr. Dickerson,

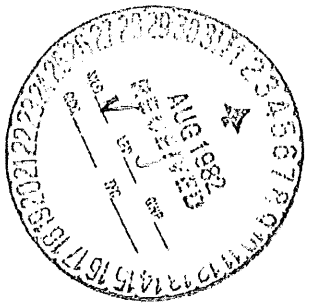
Enclosed is a petition signed by concerned area citizens requesting unrestricted use of the Lands Run portion of Route 622 which is now obstructed by locked gates.

As my previous letter indicated it is not to the advantage of horse back riders and hikers to have the road maintained in any fashion. The only expense to your department would be the removal of said gates.

Your assistance in this request will be greatly appreciated.

Sincerely,
Victoria Wright Strosnider
Victoria Wright Strosnider
1- 703 - 635 - 8250

encl.
cc. Front Royal Department of Highways
P.F. Cecchine - Virginia Department of Highways and Transportation



TO: M.L. Dickerson
Department of Highways and Transportation
Box 308
Luray, VA 22835

FROM: UNDERSIGNED CITIZENS

SUBJECT: Unrestricted use of Route 622 unsurfaced road in Lands Run area of Warren County

A small portion of Route 622 in Warren County is blocked by locked gates which prevent access by both horse back riders and hikers. The undersigned respectfully request the removal of these gates. It is not to the advantage of the undersigned to request maintaince of this portion of Route 622. Our simple goal is to recieve unrestricted use of the right-away for horses and hikers. Your support in our efforts will be greatly appreciated.

Victoria Wright Shrasnider
Harold E. Baggarly
W. R. Clegg
Ozzie Baker
Sharon Sharpe
George B. Baggarly
Julia Good
Elsie Miller
Vallie Deavers
Elizabeth Cooper
Ray Lewis Cooper
Frances W. Baggarly

Ulysses J Clegg
Mary C. Robinson
Stacey Lockhart
Jerry F Mattews
Ricky L. Mattews
Jo Anne J. Marcey
J. Wilson M Marcey

Mirza Clegg
Geraldine Clegg
Gerald Thomas Faucette
Jean Faucette
Wanda Shrasnider

Liberty Hall
Route 1, Box 353
Front Royal, VA 22630
August 2, 1982

M.L. Dickerson
Box 308
Department of Highways and Transportation
Luray, VA 22835

Dear Mr. Dickerson,

Enclosed is a petition signed by concerned area citizens requesting unrestricted use of the Lands Run portion of Route 622 which is now obstructed by locked gates.

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Your assistance in this request will be greatly appreciated.

Sincerely,
Victoria Wright Strosnider
Victoria Wright Strosnider
1- 703 - 635 - 8250

encl.
cc. Front Royal Department of Highways
P.F. Cecchine - Virginia Department of Highways and Transportation

Letter has been written to Mr. C.O. Leigh requesting legal advice be procedures.

TO: M.L. Dickerson
Department of Highways and Transportation
Box 308
Luray, VA 22835

FROM: UNDERSIGNED CITIZENS

SUBJECT: Unrestricted use of Route 622 unsurfaced road in Lands Run area of Warren County

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Frances W. Baggarly
Ulysses J Clegg
Mary C. Robinson
Stacey Lockhart
Jerry F Mathews
Ricky L. Mathews
Jo Anne J. Marcey
J. Wilson M Marcey
Virgil Clegg
Geraldine Clegg
Anna Newman
Gerald Thomas Jasmine
Jean Jasmine
Harold G Strassnider




04/21/2021 03:33PM


04/21/2021 03:33PM


04/21/2021 03:33PM

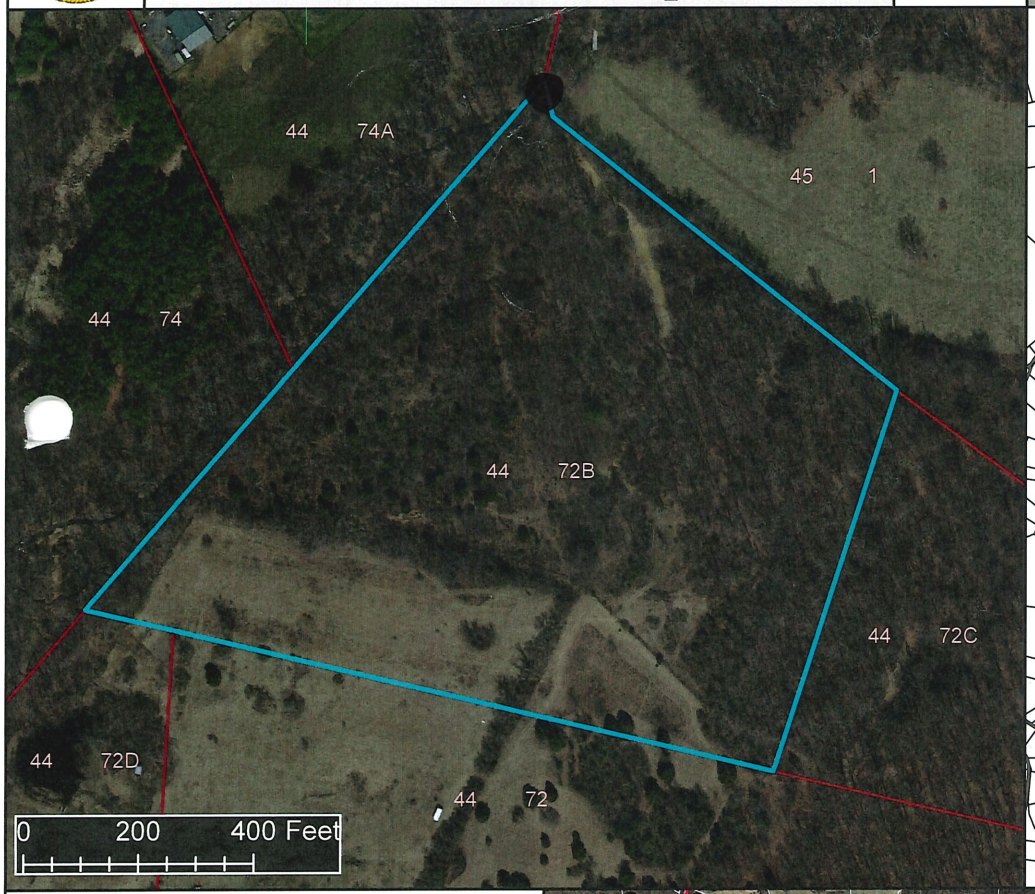

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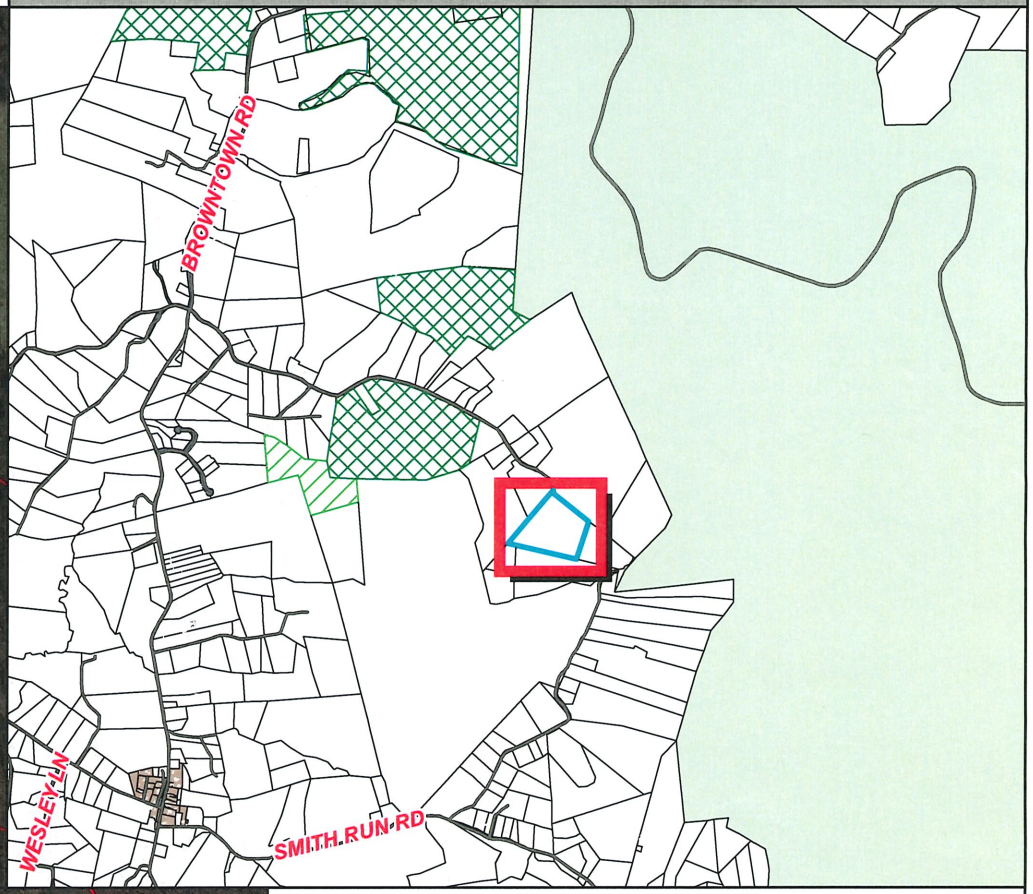
Warren County VA

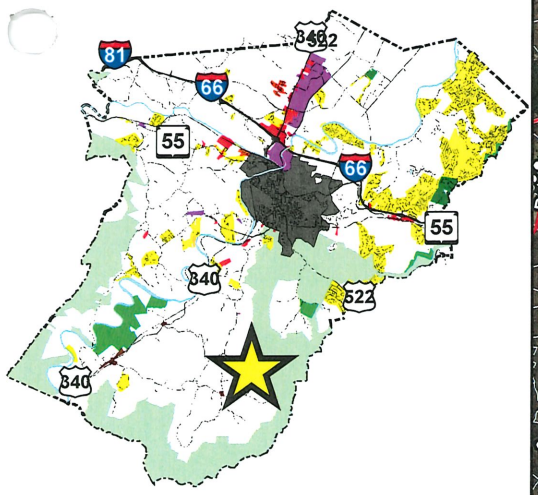
CUP Location Map

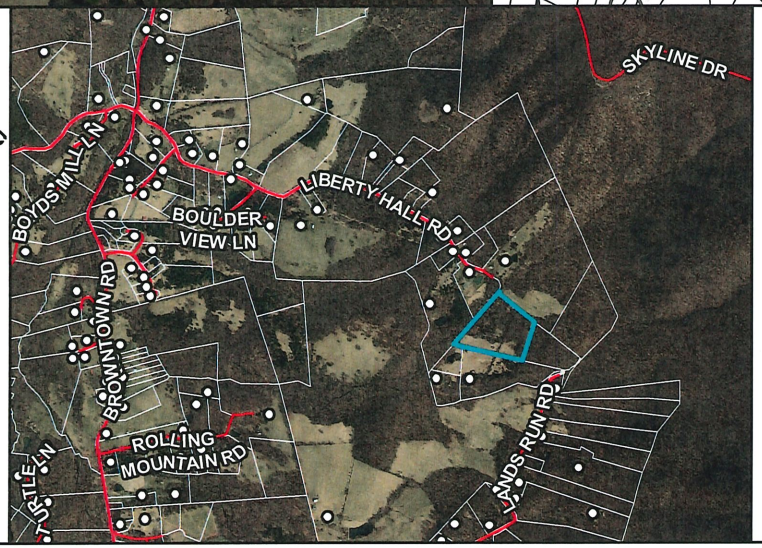
CUP: Guest House
Applicant: Ryan Speers

TM 44--------72B
Liberty Hall Road
20.7889 Acres









Zoning

- Agricultural
- Commercial
- Industrial
- Residential One
- Residential Two
- Suburban Residential
- Village Residential
- Rural Residential
- Right of Way
- Front Royal
- Federal Land
- State Land
- Water
- VOF Conservation Easements
- WC Conservation Easements

Map produced by
Warren County GIS 2021
Department of Planning

COUNTY OF WARREN, VIRGINIA
BOARD OF SUPERVISORS AGENDA ITEM

DATE	ITEM	SUBJECT:
06/15/2021	K-4	Conditional Use Permit #2021-04-02 David Khol *Short-Term Tourist Rental*

EXPLANATION & SUMMARY:

See attached application and staff report.

General standards/conditions. In addition to the specific standards set forth hereinafter with regard to particular conditional uses, all such uses shall satisfy the following general standards:

1) The proposed use at the specified location shall be in harmony with the adopted Comprehensive Plan.
2) The proposed use shall be in harmony with the general purpose and intent of the applicable zoning district regulations.
3) The proposed use shall be such that it will be harmonious with and will not adversely affect the use or development of neighboring properties in accordance with the applicable zoning district regulations and the adopted Comprehensive Plan. The location, size and height of buildings, structures, walls and fences and the nature and extent of screening, buffering and landscaping shall be such that the use will not hinder or discourage the appropriate development and use of adjacent or nearby land and/or buildings or impair the value thereof.
4) The proposed use shall be such that pedestrian and vehicular traffic associated with such use will not be hazardous or in conflict with the existing and anticipated traffic in the area.
5) Adequate utility, drainage, parking, loading and other necessary facilities to serve the proposed use shall be provided.
6) In determining whether or not to grant a permit and in determining conditions to be imposed, the governing body shall take into consideration the objectives and intent of this chapter and may impose reasonable conditions that:
   a) Abate or restrict noise, smoke, dust or other elements that may affect surrounding properties.
   b) Establish setback, side and front yard requirements necessary for orderly expansion and to prevent traffic congestion.
   c) Provide for adequate parking and ingress and egress to public streets or roads.
   d) Provide adjoining property with a buffer or shield from view of the proposed use if such use is considered to be detrimental to adjoining property.
   e) Prevent such use from changing the character and established pattern of development of the community.

RECOMMENDED CONDITIONS:

Planning Staff is recommending the following conditions be added to this conditional use permit.

1. The applicant shall comply with all Warren County Health Department, Warren County Building Inspections, and Virginia Statewide Fire Prevention Code regulations and requirements.

2. The maximum number of occupants shall not exceed six as determined according to the Health Department permit for a three bedroom dwelling.

3. The applicants shall provide documentation to County Staff for the maintenance of the sewage treatment system as recommended by the Warren County Health Department.

4. The applicants shall have the well water tested annually for e- coli and coliform bacteria and a copy of the results shall be submitted to the Planning and Health Departments by the end of the calendar year.

PLANNING COMMISSION STATUS:

On Wednesday, May 12, 2021, Mr. Kersjes moved to forward this application to the Board of Supervisors, recommending approval. The motion was seconded by Mr. Henry and approved by the Planning Commission by a vote of 3-0.

PROPOSED OR SUGGESTED MOTION:

I move that the Board of Supervisors approve the conditional use permit request of David Khol for a Short-Term Tourist Rental with the conditions as recommended by the Planning Commission and staff.

OR

I move that the Board of Supervisors deny the conditional use permit request of David Khol for a Short-Term Tourist Rental. (List reasons)

SUBMITTED BY:	**DISPOSITION OF COMMISSION:**	**PROCESSED BY:**
Joseph Petty, Planning Director	☐ APPROVED ☐ OTHER (Describe)	

Conditional Use Permit: 2021-04-02 / Short-Term Tourist Rental
David Khol, *Current Owner/Applicant*
Prepared: April 7, 2021
Staff Contact: Joseph Petty, Zoning Administrator

SUMMARY OF REQUEST

The applicant is requesting a conditional use permit for a Short-Term Tourist Rental. The owner currently uses the dwelling as their permanent residence, and the rental will be available for short-term visitations for individuals who will be visiting the Warren County area while the owner is out-of-town. The home will be maintained by a local property manager for reservations.

PROPERTY INFORMATION

Property Location: 519 Freezeland Road
Tax Map ID: 23----------5A1
Magisterial District: Happy Creek
Subdivision: N/A
City: Linden
Zoning: Agricultural (A)
Acres: 2.58 Acres (16.99 Acres total)
Existing Land Use: Single-Family Dwelling

SURROUNDING ZONING DISTRICTS & USES

North: Zoned Agricultural (A) — Use: Single-Family Dwelling, Forest
South: Zoned Agricultural (A) — Use: Vacant Lot, Forest
East: Zoned Agricultural (A) — Use: Vacant Lot, Forest
West: Zoned Agricultural (A) — Use: Single-Family Dwelling, Forest

PROPERTY HISTORY

This property has not had any previous Conditional Use Permits issued for uses in the Agricultural zoning district. The house was constructed in 2006 and does not have a record of any previous zoning violations.



COMPATIBILITY WITH THE COMPREHENSIVE PLAN

The Future Land Use Map in the Comprehensive Plan identifies this area to be used for agriculture/residential land uses. A Short-Term Tourist Rental is a use allowed by conditional use permit in the Agricultural zoning district, and is compatible with the current Warren County Zoning Ordinance.

STAFF RECOMMENDATION

APPROVE | APPROVE WITH CONDITIONS | DENY

ATTACHMENTS

- □ Agency Comments
- □ Application
- □ Health Permit
- □ Letter from Applicant
- □ Location Map
- □ Public Comments
- □ Submitted Plans
- □ Other: _____

SUPPLEMENTARY REGULATIONS
Warren County Zoning Ordinance: § 180-56.4: Short-term tourist rentals.

A. The owner of a dwelling unit to be used for a short-term tourist rental shall apply and receive a zoning permit and/or a conditional use permit from the Planning Department prior to utilizing the dwelling unit as a short-term rental. The permit shall be reviewed by planning staff on an annual basis to ensure compliance with the performance standards listed in this section, along with all conditions placed on the conditional use permit, if applicable. Warren County may revoke a permit for repeated noncompliance with these performance standards.

B. The maximum number of occupants in the dwelling unit shall be determined according to permit approval received by the Warren County Health Department; however the maximum number of occupants shall not exceed 10. **Our office is awaiting the response from the Health Department. The applicants have provided documents requesting a three (3) bedrooms with a six (6) person maximum.**

C. Parking for the use shall be located in driveways or other designated and approved parking areas. The parking of vehicles is prohibited in or along all right-of-ways and in yards. **There is sufficient parking for at least two (2) vehicles in the driveway.**

D. Property boundaries, or limitations within the property's boundaries where transients are allowed, must be clearly marked at all times. **The property is situated on an interior lot, with two sides bordering adjacent properties containing a single-family dwelling. Most of the area is forest land, the area to the south and east is are vacant parcels that are heavily forested.**

E. There shall be no visible evidence of the conduct of such short-term rentals on the outside appearance of the property.

F. A fire extinguisher shall be provided and visible in all kitchen and cooking areas; smoke detectors shall be installed in all locations as identified in the Uniform Statewide Building Code, and a carbon monoxide detector must be installed on each floor in every dwelling. **The applicant shall obtain building permits to ensure the dwelling meets the current code requirements for fire protection systems.**

G. The owner of a dwelling used for short-term tourist rentals shall give the County written consent to inspect any dwelling used for short-term rental to ascertain compliance with all of the above performance standards upon a 24 hour notice.

H. A property management plan (PMP) demonstrating how the short-term tourist rental will be managed and how impacts to neighboring properties will be minimized shall be submitted for review and approval as part of the permitting process to the Planning Department. The plan shall include local points of contact available to respond immediately to complaints, clean up garbage, manage unruly tenants, utility issues, etc. It shall also be posted in a visible location in the short-term rental. The contact numbers shall be provided to county staff, public safety officials, and if applicable, the HOA/POA of the subdivision. The plan must be provided as a part of the rental contract. **The PMP will be provided by public hearing. The application does list a local property manager.**

I. If the property is located within a subdivision governed by a Home Owners Association/Property Owners Association, the Planning Department must receive a recommendation of approval or disapproval from the HOA/POA to operate the short-term tourist rental. **This property is not located within an HOA/POA.**

J. The short-term tourist rental shall have a "land-line" with local phone service. The phone number servicing the short-term tourist rental shall be included in the property management plan.

K. The owners of the tourist rental shall provide an emergency evacuation plan for the dwelling and the neighborhood. **The property shall have the evacuation plan posted in each bedroom and in the guest registration packet.**

L. A copy of Chapter 123 of the Warren County Code relative to noise must be provided at the short-term tourist dwelling. **The applicant shall have a copy of the ordinance in their guest registration packet and posted in a common area of the dwelling.**

M. Failure to comply with the approved conditions and/or supplemental regulations will subject the permit to revocation as described in §180-63 of the Warren County Zoning Ordinance.

N. All outdoor burning shall be in compliance with Chapter 92 of the Warren County Code.

O. There shall be a minimum of 100′ from the short-term tourist rental to all neighboring residences. **This short-term tourist dwelling does meet the setback requirement to adjacent single-family dwellings. The closest dwelling is 347′ to the north, which is also separated by Freezeland Road. The closest dwelling by contiguous land is 412′ to the northwest.**

RECOMMENDED CONDITIONS

Planning Staff is recommending the following conditions be added to this conditional use permit if the Planning Commission chooses to recommend approval of this permit to the Board of Supervisors. *Please note that additional conditions may be added after all agency comments have been received, prior to the Planning Commission public hearing.*

1. The applicant shall comply with all Warren County Health Department, Warren County Building Inspections, and Virginia Statewide Fire Prevention Code regulations and requirements.

2. The maximum number of occupants shall not exceed six (6) as determined according to the Health Department permit for a three (3) bedroom dwelling.

3. The applicants shall provide documentation to County Staff for the maintenance of the sewage treatment system as recommended by the Warren County Health Department.

4. The applicants shall have the well water tested annually for e- coli and coliform bacteria and a copy of the results shall be submitted to the Planning and Health Departments by the end of the calendar year.

Cc: David Khol – Owner/Applicant

March 17, 2021

Dear Warren County Planning Commission,

The first time I visited 519 Freezeland Rd in Linden, I fell in love with the property immediately. I had been looking for a new home for over a year, but the moment I saw this property, I knew this was it. I immediately called my realtor, and soon put in an offer. For years I have visited Warren County as a chance to get out of the city and enjoy long hikes or camping trips in the woods. Now I am a resident. By purchasing the adjacent lot, I now have a total of 17 acres of woods with a private pond. I enjoy the peace and tranquility of drinking my morning coffee on my deck, while listening to the songbirds in my yard.

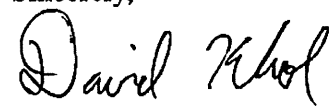
I see my home as an escape from the bustle of city life, and I think that others will love the same things that first made me fall in love with my home. While this property will still be my primary residence, I would like to open it up as a short term rental through Air BnB for the times that I will be away from home for camping trips, obstacle course race weekends, or work travel. This will give others the opportunity to escape the city to enjoy the tranquility, while raising funds for the county through tax revenue and tourism. I will benefit by putting my home to use during times it would otherwise sit empty.

Using my home as a short term rental while I am away will benefit the community by bringing people in who will then visit local vineyards, restaurants, and other tourist attractions. It will give visitors a chance to spend quality time in Warren County, because they will be able to stay here locally. They will stay longer than if they were to drive in and back out to Washington DC, or wherever their home is. The impact to the community will be negligible, as my home sits on 17 acres of woods. Visitors will be drawn to my home because of the privacy and tranquility it offers, so neighbors would likely not even notice whether or not anyone is using my home as a short term rental. Additionally, because the pond and the woods are the main draws to the property, I will keep the natural look to the property with only the addition of more flowers and trees.

I have reached out to Jamie Inlow from Be Still Getaways to manage my property when I am gone. She has considerable experience managing short term rentals for others here in Virginia, and she will be available at all times to address any concerns with the property or the renters. Be Still Getaways consistently receives positive reviews for their short term rental management, and their excellent customer service. I have full confidence that my home will be in good hands with Jamie and Be Still Getaways. You can reach Jamie directly at bestillgetaways@gmail.com, at 540-649-5336, or online at www.bestillgetaways.com.

Alternately, you can always reach me at davidkhol@gmail.com or at 804-502-1901. This will primarily still be my home, and I plan to enjoy it for years to come. Thank you for your time, and your consideration of my request to use my home as a short term rental.

Sincerely,



David Khol

WARREN COUNTY
CONDITIONAL USE PERMIT APPLICATION

Application Number: _____
Date Received: 3-17-2021
Fee Amount: $500.00
Date Paid: 3-17-2021 #2222

Applicant Information:

David Khol
Applicant Name

519 Freezeland Rd | Linden | VA | 22642
Address | *City* | *State* | *Zip*

Property Location for conditional use permit if Different than Applicant's Address

804-502-1901 | davidkhol@gmail.com
Primary Contact Number | *Email*

Property Owner (if same as applicant, leave blank)

Address | *City* | *State* | *Zip*

Primary Contact Number

Respectfully request that a determination be made by the Warren County Planning Commission and Board of Supervisors on the following request for a Conditional Use Permit for the property described below.

A. Property Information:

(1) Address/Location: 519 Freezeland Rd, Linden, VA 22642
(2) Election District: Happy Creek District
(3) Tax Map Number: 23 5A1, 23 5A, 23 5A2
(4) Subdivision Name: _____
(5) Total Area of Property (acres): 17.008
(6) Total Area to be Used (acres): 17.008
(7) Total Road Frontage (feet): 3,122
(8) Depth of Property (feet): _____
(9) Present Zoning: Agricultural

B. Proposed Use of Property

(1) State the proposed use(s) for the Conditional Use Permit: Short term rental

(2) Current land use and condition of site: Single-Family Residential

(3) Zoning of surrounding land/property: Agricultural

(4) Will development be staged? ☐ Yes ☒ No

(5) Construction Time: N/A

(6) Season, days, and hours of operation: Periodically throughout the year

(7) Will there be a sign? ☐ Yes ☒ No
(If yes, please submit a sketch of the sign(s) showing size and shape and the sign permit check list with this application.)

(8) Has there been any prior application for a conditional use permit/variance for this property? (If yes, enter the permit number and/or name, date of action, action taken by the Planning Commission, Board of Zoning Appeals and/or Board of Supervisors and a description of the request.) No

(9) Number of full time employees: 0

(10) What type of sewage disposal system will be used? ☒ Private ☐ Central ☐ Public

(11) Number of persons to be served by the sewage disposal system: Approx. 7

(12) Number of parking spaces to be provided: Regular 2 Handicap _____

(13) What is the proposed landscaping and buffering for this property? _____

C. Plans Prepared By

Name: _____

Address: _____

Telephone Number: _____

D. Environmental Information

(1) Will this proposed use adversely impact the community of the environment? (If yes, what are the adverse impact(s) and what is proposed to solve these adverse impacts?) No, the short term rental will have no visible impact on the community or on the environment.

(2) Will there be any debris generated from the activity? (If yes, where and in what manner will the debris be stored and how and where will it be disposed of?) The short term rental will generate typical household debris. This debris will be disposed of at a county refuse collection point, separating recyclables from landfill trash

(3) Will any potentially hazardous substances be used and/or stored on the property? (If yes, list the substances, their use and disposal of containers and substance residues.) No, any household cleaners used and stored at this location will be septic-safe. In the future, I may install a hot tub. If I do, then I will store chemicals to purify the water.

(4) List any potentially hazardous emissions including, but not limited to: fumes, gases, smoke noise, liquid effluent, waste water, dust, and state what measures will be used to control these emissions. None beyond typical household emissions.

(5) Will there be any electrical or electronic activity which will interfere with local communications or telephone, television or radio reception? (If yes, describe the type of activity and potential interference.) No

(6) What will be the impact on traffic? Impact on traffic will be negligible. Guests will likely only bring one vehicle, which they will use to visit wineries or other local attractions.

(7) Will exterior lighting be used? (If yes, state the number of lights and the wattage of each. A lighting plan or lighting contour map may be required to show the nearest candle power as measured at ground level. None beyond typical household use.

The following documents and/or information are required to be submitted with the application:

☑ **An application fee of $500.00.**

Make payable to the Treasurer of Warren County. A non-refundable fee of $500.00 will be required at the time of submittal.

☐ **A Statement of Justification**

This printed or typed statement is to be addressed to the Warren County Planning Commission. It is to summarize your proposed use and highlight any aspects of the request which are not addressed in the application form. Please note, the statement is required to be on 8 ½ x 11 size paper.

☐ **A Site Plan/Survey.**

Your site plan should show the property boundaries, existing or proposed structure(s), adjacent roads, and any other pertinent information which would help outline your proposed use. A recent survey with the proposed uses/structures located on it will serve as a site plan for the purposes of this permit. The Planning Director, Planning Commission and/or the Board of Supervisors reserve the right to ask for an engineered site plan, if they deem it necessary for evaluation of the proposed conditional use permit.

☐ **Sewage Disposal and Well Site.**

Location of the existing or proposed septic system & drainfield and the well site are to be indicated on the survey or central/public connection location.

☐ **A copy of the deed to the property verifying the current ownership.**

A copy may be obtained at the Warren County Courthouse, Circuit Clerk's Office.

☐ **A statement verifying that real estate taxes have been paid.**

This may be obtained from the Treasurer's Office in Suite 800 of the Warren County Government Center.

☐ **Environmental and Community Impact Statements**

The Planning Director, the Planning Commission, and\or the Board of Supervisors reserve the right to ask for an environmental and\or community impact statements, prepared by a certified engineer or other person qualified to perform such work, if they deem it necessary for evaluation of the proposed request.

☐ **List of chemicals stored on the site**

A complete list of chemicals to be stored on the site in the form of an oath/statement for Industrial zoned properties only.

☐ **Location Map**

A map clearly legible, showing the location of the proposed project in relation to surrounding publicly maintained roads and showing the use of surrounding properties. County staff can assist in obtaining this information.

☐ **Directions to your property from the Warren County Government Center.**

My property is 15 minutes away from the Warren County Government Center. Head South on N Commerce Ave for 1 mile. Turn Left onto VA-55 and follow it for 6 miles. Turn Left onto State Rte 638/Freezeland Rd. My property will be on the left in about 3/4 miles.

I/we the undersigned, do hereby respectfully agree to comply with any conditions required by the Board of Supervisors of the County of Warren, Virginia, and authorize the County personnel to go upon the property for the purpose of making site inspections. Expenses incurred in securing professional assistance in connection with the review of this application for a Conditional Use Permit, shall be charged to the applicant.

David Khol 03/17/2021

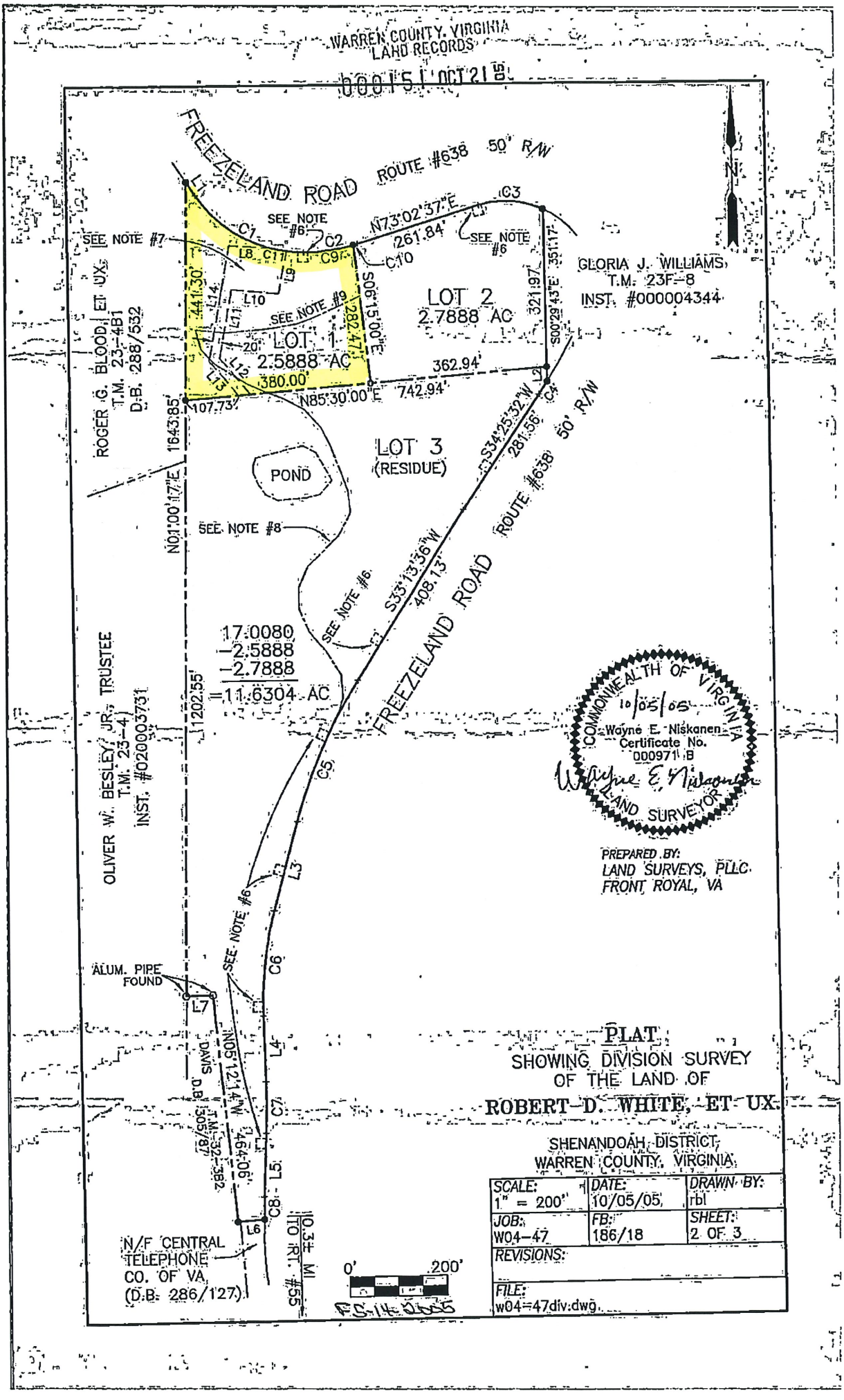
Applicant Signature Date

Property Owner Signature Date

Accepted by: Date: 3-17-2021

PLEASE NOTE: If the required documents are not provided and/or the application is incomplete, your application will not be placed on the Planning Commission Agenda.

NOTES


WARREN COUNTY, VIRGINIA
LAND RECORDS
00015 OCT 21 05
FREEZELAND ROAD ROUTE #638 50' R/W
SEE NOTE #6
SEE NOTE #7
N73°02'37"E 261.84'
SEE NOTE #6
GLORIA J. WILLIAMS
T.M. 23F-8
INST. #000004344
ROGER G. BLOOD, ET UX
T.M. 23-4B1
D.B. 288/532
441.30'
SEE NOTE #9
LOT 1
2.5888 AC
LOT 2
2.7888 AC
S09°15'00"E 282.47'
S00°29'43"E 321.97'
351.17'
362.94'
380.00'
107.73'
N85°30'00"E 742.94'
1643.85'
N01°00'17"E
POND
LOT 3
(RESIDUE)
SEE NOTE #8
S34°25'32"W 281.56'
ROUTE #638 50' R/W
S35°13'36"W 408.13'
SEE NOTE #6
FREEZELAND ROAD
17.0080
-2.5888
-2.7888
11.6304 AC
1202.55'
OLIVER W. BESLEY, JR., TRUSTEE
T.M. 23-4
INST. #020003731
COMMONWEALTH OF VIRGINIA
10/05/05
Wayne E. Niskanen
Certificate No.
000971 B
LAND SURVEYOR
PREPARED BY:
LAND SURVEYS, PLLC.
FRONT ROYAL, VA
ALUM. PIPE FOUND
SEE NOTE #6
DAVIS
D.B. 305/87
T.M. 22-38
N05°12'47"W 449.06'
N/F CENTRAL TELEPHONE CO. OF VA. (D.B. 286/127)
TO RT. #55
10.3± MI
0' 200'
PLAT
SHOWING DIVISION SURVEY
OF THE LAND OF
ROBERT D. WHITE, ET UX
SHENANDOAH DISTRICT,
WARREN COUNTY, VIRGINIA
SCALE: 1" = 200'
DATE: 10/05/05
DRAWN BY: rbl
JOB: W04-47
FB: 186/18
SHEET: 2 OF 3
REVISIONS:
FILE: w04-47div.dwg

Page 6 of 7

Appendix 6
Abbreviated Design Form

For use with gravity and pump drainfields, enhanced flow systems and low pressure distribution systems when applying for a certification letter or subdivision approval.

Design Basis

A. Estimated Percolation Rate: 65 mpi

B. Trench bottom square feet required per bedroom (from Table 4.6 based on ☐ Gravity ☐ LPD): 450 sq ft / 0.77 = 585 ft² ÷ 2 ft = 293 in.

C. Number of bedrooms: 3

Area calculations

D. Length of trench: 75' Length of available area: >75'

E. Width of trench: 2' } 4 in drainfield, 4 in reserve

F. Number of trenches: 8 }

G. Center-to-center spacing: 7'

H. Width required G(F-1) + E: 51' Width of available area: >51'

I. Total square footage required (line B times line C): 585 ft²

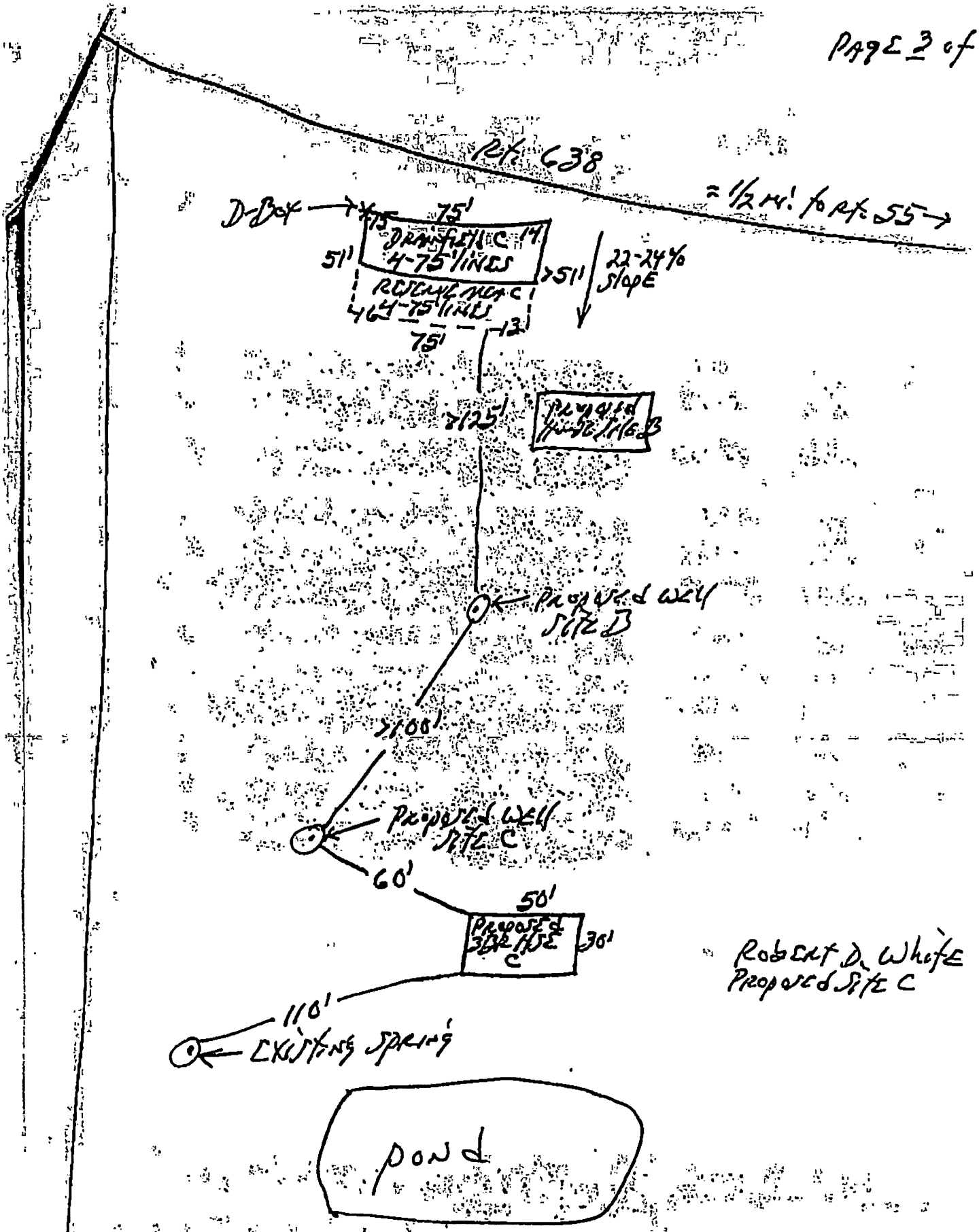
J. Square footage in design (D*E*F): 600 ft²

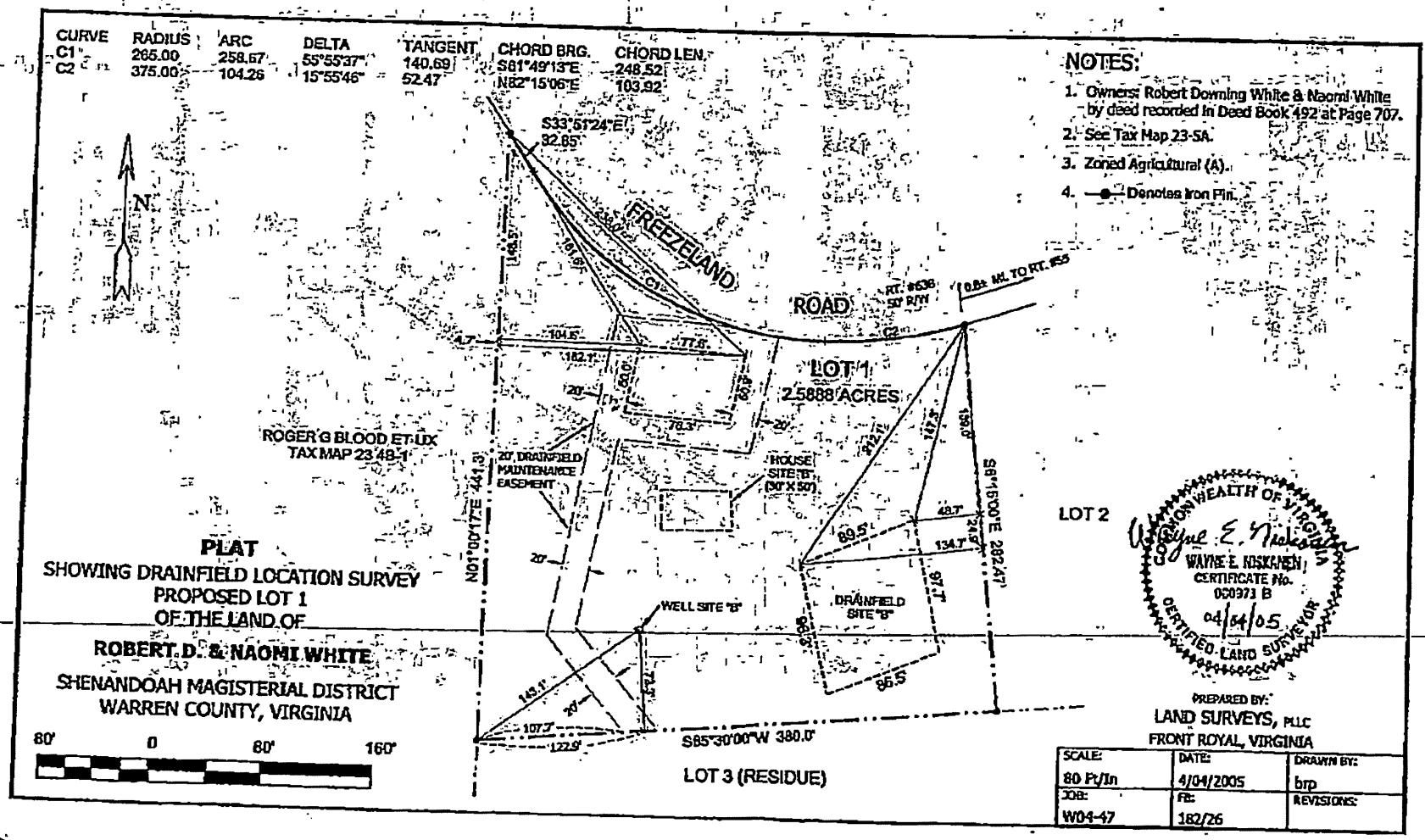
K. Is a reserve area required? 100% ☑ yes ☐ No

4-75'/lines → 600 ft²

L. Installation Depth → 22"

Drainfield → 4-75'/lines } 8-75'/lines (7' centers) → 51' x 7'
Reserve → 4-75'/lines }


Rt. 638
≈ 1/2 mi. to Rt. 55
D-Box
75'
75'
DRAINFIELD C
4-75' LINES
51'
>51'
22-24% SLOPE
REPLACEMENT C
4-75' LINES
75'
13'
>125'
PROPOSED WELL SITE B
>100'
PROPOSED WELL SITE C
60'
50'
PROPOSED SEPTIC SITE C
30'
110'
EXISTING SPRING
POND
ROBERT D. WHITE
PROPOSED SITE C


CURVE RADIUS ARC DELTA TANGENT CHORD BRG. CHORD LEN.
C1 265.00 258.67 55°55'37" 140.69 S81°49'13"E 248.52
C2 375.00 104.26 15°55'46" 52.47 N82°15'06"E 103.92
S33°51'24"E 32.85'
FREELAND ROAD
RT. #638 50' R/W
0.8± MI. TO RT. #55
LOT 1
2.5888 ACRES
LOT 2
ROGER G BLOOD ET UX
TAX MAP 23 48-1
20' DRAINFIELD MAINTENANCE EASEMENT
HOUSE SITE "B" (50' X 50')
WELL SITE "B"
DRAINFIELD SITE "B"
N01°00'17"E 441.3'
S85°15'00"E 282.47'
S85°30'00"W 380.0'
LOT 3 (RESIDUE)
NOTES:
1. Owners: Robert Downing White & Naomi White by deed recorded in Deed Book 492 at Page 707.
2. See Tax Map 23-5A.
3. Zoned Agricultural (A).
4. Denotes Iron Pin.
PLAT
SHOWING DRAINFIELD LOCATION SURVEY
PROPOSED LOT 1
OF THE LAND OF
ROBERT D. & NAOMI WHITE
SHENANDOAH MAGISTERIAL DISTRICT
WARREN COUNTY, VIRGINIA
80' 0 80' 160'
COMMONWEALTH OF VIRGINIA
WAYNE E. NISKANEN
CERTIFICATE No. 020373 B
04/04/05
CERTIFIED LAND SURVEYOR
PREPARED BY:
LAND SURVEYS, PLLC
FRONT ROYAL, VIRGINIA
SCALE: 80 Ft/In
DATE: 4/04/2005
DRAWN BY: brp
JOB: W04-47
FB: 182/26
REVISIONS:

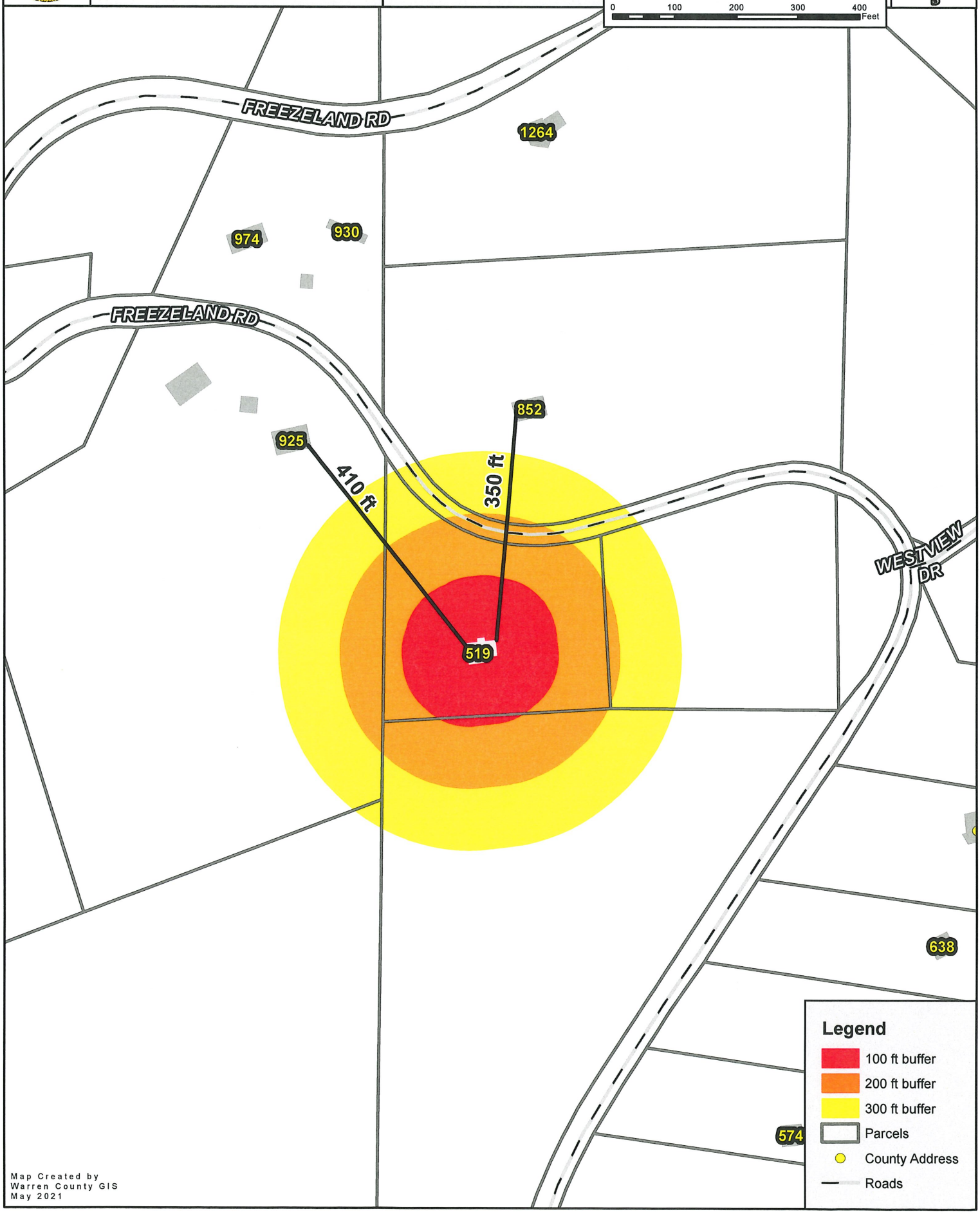
Warren County, VA
2021

519 Freezeland Rd: Distance to Surrounding Homes

TM 23---------5A, 5A1, & 5A2

1 inch = 200 feet

0 100 200 300 400 Feet



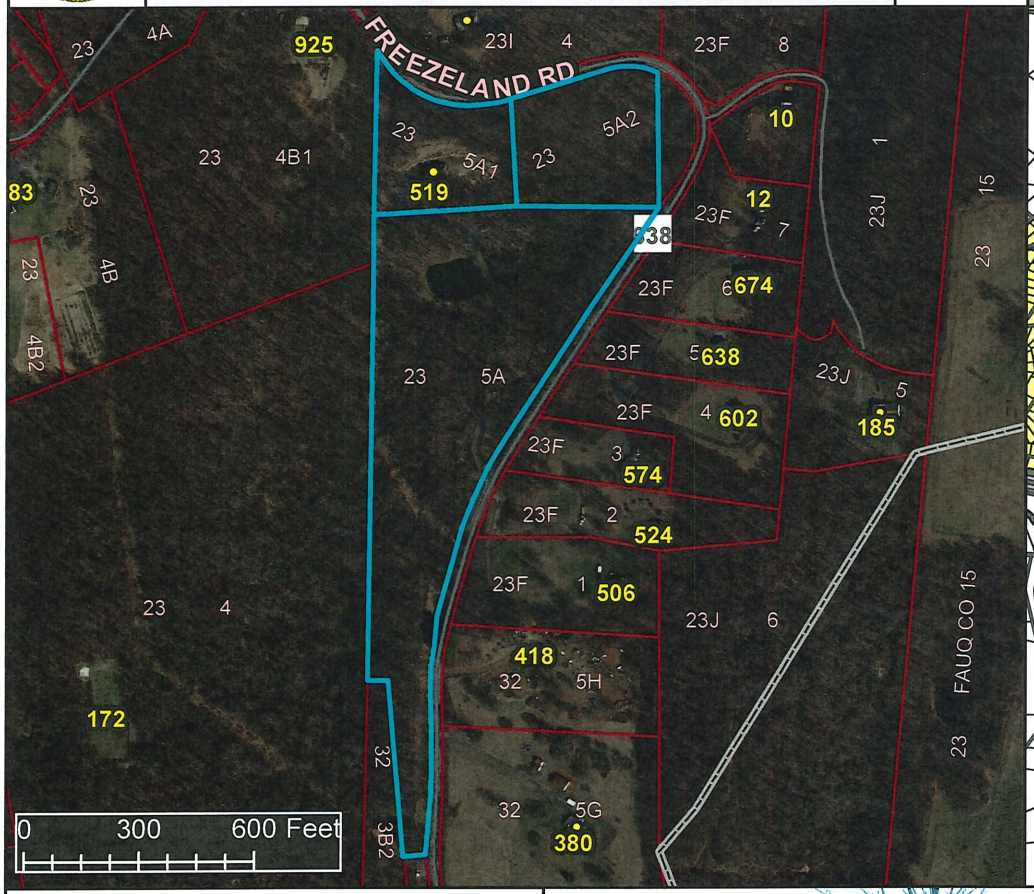
Map Created by
Warren County GIS
May 2021

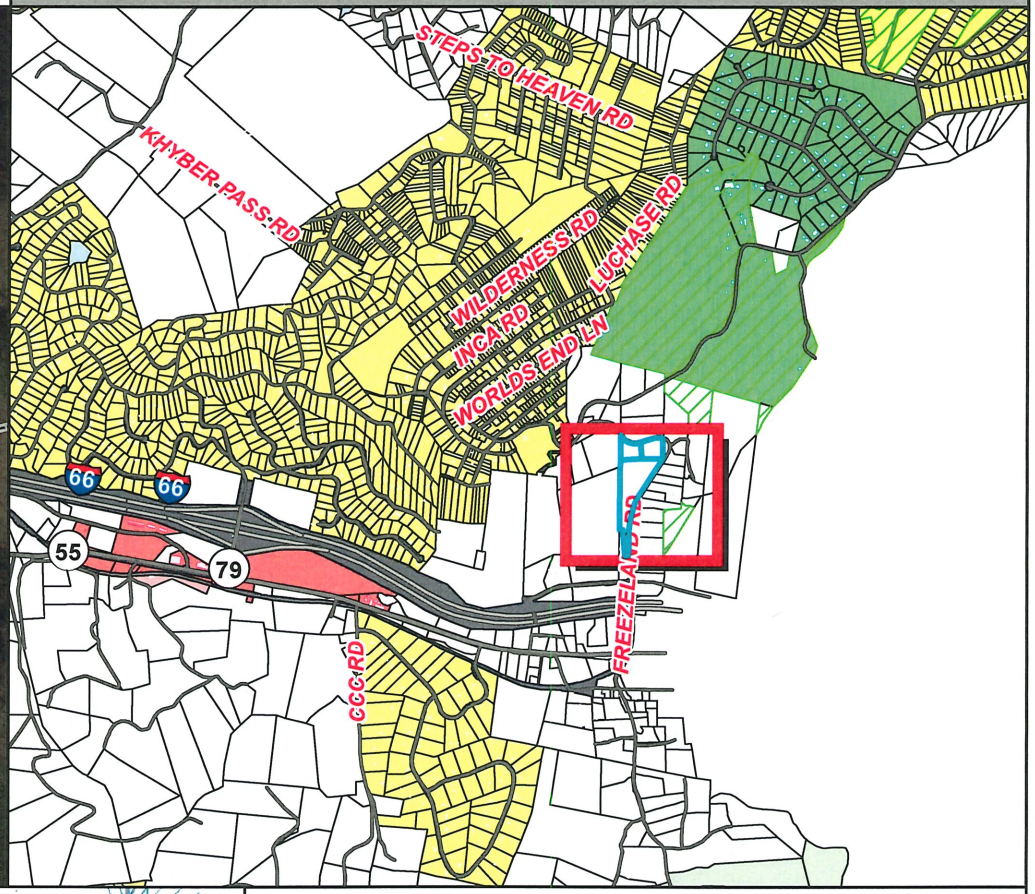
Warren County VA

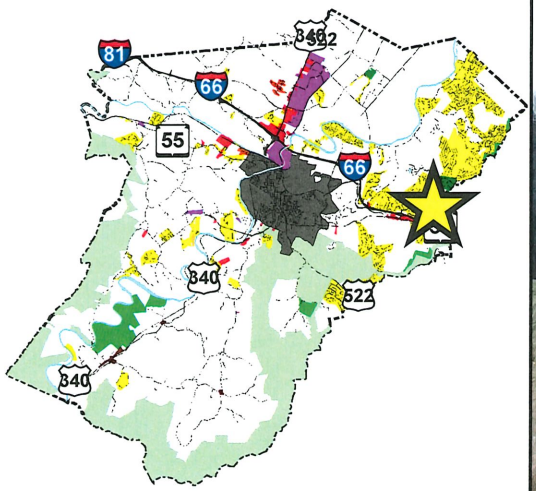
CUP Location Map

CUP: Short Term Toursit Rental
Applicant: David Kohl

TM 23---------5A, 5A1, & 5A2
519 Freezeland Rd









Zoning

- Agricultural
- Commercial
- Industrial
- Residential One
- Residential Two
- Suburban Residential
- Village Residential
- Rural Residential
- Right of Way
- Front Royal
- Federal Land
- State Land
- Water
- VOF Conservation Easements
- WC Conservation Easements

Map produced by
Warren County GIS 2021
Department of Planning

COUNTY OF WARREN, VIRGINIA
BOARD OF SUPERVISORS AGENDA ITEM

DATE	ITEM	SUBJECT:	PAGE
6/15/2021	K-5	Conditional Use Permit #2021-04-04 Melissa & Jonathan Greene *Guesthouse*	1 of 2

EXPLANATION & SUMMARY:

See attached application and staff report.

General standards/conditions. In addition to the specific standards set forth hereinafter with regard to particular conditional uses, all such uses shall satisfy the following general standards:

(1) The proposed use at the specified location shall be in harmony with the adopted Comprehensive Plan.

(2) The proposed use shall be in harmony with the general purpose and intent of the applicable zoning district regulations.

(3) The proposed use shall be such that it will be harmonious with and will not adversely affect the use or development of neighboring properties in accordance with the applicable zoning district regulations and the adopted Comprehensive Plan. The location, size and height of buildings, structures, walls and fences and the nature and extent of screening, buffering and landscaping shall be such that the use will not hinder or discourage the appropriate development and use of adjacent or nearby land and/or buildings or impair the value thereof.

(4) The proposed use shall be such that pedestrian and vehicular traffic associated with such use will not be hazardous or in conflict with the existing and anticipated traffic in the area.

(5) Adequate utility, drainage, parking, loading and other necessary facilities to serve the proposed use shall be provided.

(6) In determining whether or not to grant a permit and in determining conditions to be imposed, the governing body shall take into consideration the objectives and intent of this chapter and may impose reasonable conditions that:

- (a) Abate or restrict noise, smoke, dust or other elements that may affect surrounding properties.
- (b) Establish setback, side and front yard requirements necessary for orderly expansion and to prevent traffic congestion.
- (c) Provide for adequate parking and ingress and egress to public streets or roads.
- (d) Provide adjoining property with a buffer or shield from view of the proposed use if such use is considered to be detrimental to adjoining property.
- (e) Prevent such use from changing the character and established pattern of development of the community.

After proper advertisement and a public hearing by the Planning Commission, the application has been forwarded to the Board of Supervisors recommending approval with the following conditions:

1. The guesthouse shall not be used for full-time occupancy.

2. This accessory dwelling shall not be used for commercial rental or leasing of rooms for compensation of any kind.

3. The applicant shall comply with all Warren County Building Inspections and Warren County Health Department regulations and requirements including Building Code requirements for a smoke and fire detector system.

4. The applicant shall have a condition placed on the deed at the time of transfer of the property to a new owner that this is a non-commercial guesthouse and the rental or leasing of the dwelling for monetary compensation is prohibited and that it is limited to part-time occupancy up to six months in a calendar year.

Motion to Approve:

Mr. Henry moved to forward this application to the Board of Supervisors, recommending approval with the conditions listed above. The motion was seconded by Mr. Kersjes, and approved by the Planning Commission by a vote of 3-0. Mr. Longo was absent.

PROPOSED OR SUGGESTED MOTION:

I move that the Board of Supervisors approve the conditional use permit request of Melissa and Jonathan Greene for a guesthouse with the conditions as recommended by the Planning Commission and staff.

OR

I move that the Board of Supervisors deny the conditional use permit request of Melissa and Jonathan Greene for a guesthouse (list reasons).

SUBMITTED BY:	**DISPOSITION OF BOARD:**	**PROCESSED BY:**
Matt Wendling, CFM Deputy Planning Director	☐ **APPROVED** ☐ **OTHER (Describe)**	

Conditional Use Permit: 2021-04-04 / Guesthouse
Jonathan & Melissa Greene, *Owner/Applicants*
Staff Report for the Planning Commission
Prepared: April 6, 2021
Staff Contact: Matt Wendling, Planner II/County Floodplain Manager MPW

SUMMARY OF REQUEST

The applicants are requesting a conditional use permit for a guesthouse for the property they currently own. They are requesting this use in order to convert the storage area of an existing 26' X 40' bank barn on the property to a loft apartment with a full bath and kitchenette. The barn is currently used for storage of maintenance equipment and vehicles for the property. They plan to live in the barn-loft apartment temporarily and part-time since they currently live in Washington, D.C. and will be staying on the weekends. They have plans to build a principle dwelling in the next few years once funds are available. Once their main dwelling is completed they plan to utilize the loft apartment for family and friends who visit for non-commercial use. They understand the guesthouse is to be utilized as a dwelling for non-commercial use and not for full-time occupancy after they move into the principle structure once it receives a certificate of occupancy.

PROPERTY INFORMATION

Property Location: Gooney Manor Loop
Tax Map ID: #43C-3–20
Magisterial District: South River
Subdivision: Eva Mae Farms Subdivision
Village: Bentonville (Browntown)
Zoning: Agricultural (A)
Acres: 21.2822
Existing Land Use: Vacant Land

SURROUNDING ZONING DISTRICTS & USES

North: Agricultural (A) — Use: Single Family Dwelling – Woodlands-Pasture
South: Agricultural (A) — Use: Single Family Dwelling - Pasture
East: Agricultural (A) — Use: Single Family Dwelling - Woodlands
West: Agricultural (A) — Use: Vacant Lots - Pasture

PROPERTY HISTORY

This property has not had any previous Conditional Use Permits issued for uses in the Agricultural (A) zoning district.

COMPATIBILITY WITH THE COMPREHENSIVE PLAN

The request is compatible with Code Section §180-21, indicating district regulations in the Agricultural (A) zoning district. A guesthouse is permitted under this section as a Conditional Use granted by the Board of Supervisors.

PROPOSAL

The Warren County Zoning Ordinance §180-8 defines a *"Guesthouse"* as *"A Dwelling or lodging units for temporary nonpaying guests. No such quarters shall be rented, leased or otherwise made available for compensation of any kind. A guesthouse may be constructed and used prior to the construction of the principal dwelling. The principal dwelling, however, must be completed within five years from the date of issuance of a certificate of occupancy for the guesthouse."* And a *"Single-Family Dwelling"* as *"A building containing one dwelling unit and meeting the standards of the Virginia Uniform Statewide Building Code for a one-family dwelling but not to include "manufactured homes" as defined in this chapter."*

SUPPLEMENTARY REGULATIONS FOR GUESTHOUSES

There are no supplemental regulations in the Warren County Zoning Ordinance for a guesthouse. Warren County Code Section §180-11.B for Location of Structures states in part: *"Erection of more than one principal structure on a lot. In all residential and agricultural districts only one principal structure, housing a use permitted by right, may be erected on a single lot...."*

SEWAGE DISPOSAL

The property owner is currently working with an On-site Soil Evaluator to get the soil data for a certification letter from the Warren Health Department for a private septic system and well.

RECOMMENDED CONDITIONS

Planning Staff is recommending the following conditions be added to this conditional use permit if the Planning Commission chooses to recommend approval of this permit to the Board of Supervisors. Please note that additional conditions may be added after all agency comments have been received, prior to the Planning Commission public hearing.

1. The guesthouse shall not be used for full-time occupancy.

2. This accessory dwelling shall not be used for commercial rental or leasing of rooms for compensation of any kind.

3. The applicant shall comply with all Warren County Building Inspections and Warren County Health Department regulations and requirements including Building Code requirements for a smoke and fire detector system.

4. The applicant shall have a condition placed on the deed at the time of transfer of the property to a new owner that the rental or leasing of the dwelling for monetary compensation is prohibited and that it is limited to part-time occupancy up to six months.

Cc: Melissa & Jonathan Greene: *Applicants*

Warren County Conditional Use Permit Application: GREENE, Jonathan and Melissa

Justification Narrative

This application respectfully requests that the owners be granted the ability to use the current agricultural structure on their property as a, "guest house," until they are able to complete construction of their home on this parcel.

Property owners Jonathan and Melissa Greene have constructed a 26' x 40' bank barn for agricultural use. They applied for and received a Certificate of Exemption for the construction of the barn in 2020. The intended use of the building is for the storage of vehicles and equipment on the land. The construction of the barn is part of the owners plan to have an adjacent single family dwelling on the site with this barn structure serving in its current use as well as for residential garage and storage area once they occupy the dwelling.

The owners do not have the financial resources to construct the dwelling at this time, but intend to do so within the next two to five years. Use of the structure as a guest house would allow for the installation of a bathroom and kitchenette area. The kitchenette would be limited to a sink, counter top, and under counter "dormitory style" refrigerator. Such use would allow the owners to be on site more often to oversee the planning and construction of the dwelling and to provide the convenience of onsite bathroom facilities while on their property. They have secured the services of a private home inspection service and structural engineer to ensure that construction of the existing building and alterations for the requested use meet applicable building code. They anticipate construction alteration to be completed within one year. See enclosures (9) and (10).

The owners already have an approved well site and septic field plan for a four bedroom structure. Based on their desire to place a bathroom in the barn building, they acknowledge that they would be limited to three bedrooms in their dwelling when constructed. They intend to revert the use of the barn structure to garage, storage, and work space once they are able to occupy their new home. See enclosure (6).

Alteration of the current structure to serve in use as a guest house would include internal modifications to meet applicable code and allow for addition of the bathroom and kitchenette as described. No exterior modification to the existing structure is contemplated under this request. As such, there should be no impacts on the community or the environment as a result of this request. The nature of the barn's architecture is consistent with the neighborhood and the rural setting.

Encl (1)

WCCUP-000101-2021

WARREN COUNTY
CONDITIONAL USE PERMIT APPLICATION

Application Number: 2021-04-04
Date Received: 3/30/2021
Fee Amount: $ 300.00
Date Paid: 3/30/2021 CK# 5060

Applicant Information:

Melissa and Jonathan Greene
Applicant Name

1211 13th ST NW, APT 802 | Washington, DC 20005
Address | *City* | *State* | *Zip*

Tax Map/Section/Block/Parcel: 43-C-20 Lot U
Property Location for conditional use permit if Different than Applicant's Address

(202) 604 3744 | melissaagreene1@gmail.com
Primary Contact Number | *Email*

Property Owner (if same as applicant, leave blank)

Address | *City* | *State* | *Zip*

Primary Contact Number

Respectfully request that a determination be made by the Warren County Planning Commission and Board of Supervisors on the following request for a Conditional Use Permit for the property described below.

A. Property Information:

(1) Address/Location: Gooney Manor Loop, Bentonville
(2) Election District: South River
(3) Tax Map Number: 43C-3-20
(4) Subdivision Name: Eva Mae Farms
(5) Total Area of Property (acres): 21.28
(6) Total Area to be Used (acres): Less than 2 acres
(7) Total Road Frontage (feet): 351
(8) Depth of Property (feet): 1648
(9) Present Zoning: Agricultural

B. Proposed Use of Property

(1) State the proposed use(s) for the Conditional Use Permit: Guest House

(2) Current land use and condition of site: Agriculture/Pasture/Barn

(3) Zoning of surrounding land/property: Residential / Agricultural

(4) Will development be staged? ☐ Yes ☐ No N/A

(5) Construction Time: 1 year from date of permit

(6) Season, days, and hours of operation: All seasons, weather permitting, Daylight hours

(7) Will there be a sign? ☐ Yes ☑ No
(If yes, please submit a sketch of the sign(s) showing size and shape and the sign permit check list with this application.)

(8) Has there been any prior application for a conditional use permit/variance for this property? (If yes, enter the permit number and/or name, date of action, action taken by the Planning Commission, Board of Zoning Appeals and/or Board of Supervisors and a description of the request.)
No.

(9) Number of full time employees: N/A

(10) What type of sewage disposal system will be used? ☒ Private ☐ Central ☐ Public

(11) Number of persons to be served by the sewage disposal system: 2

(12) Number of parking spaces to be provided: Regular N/A Handicap N/A

(13) What is the proposed landscaping and buffering for this property?
Pasture land in agricultural use program

C. Plans Prepared By

Name: Owner Melissa + Jonathan Greene

Address: 1211 13th St. NW Unit 802, Washington DC 20005

Telephone Number: 202-604-3744

D. Environmental Information

(1) Will this proposed use adversely impact the community of the environment? (If yes, what are the adverse impact(s) and what is proposed to solve these adverse impacts?)
No adverse impact to the community of the environment

(2) Will there be any debris generated from the activity? (If yes, where and in what manner will the debris be stored and how and where will it be disposed of?)
Minimal Construction Debris for alteration of interior of current structure.
Container storage, transport to transfer station.

(3) Will any potentially hazardous substances be used and/or stored on the property? (If yes, list the substances, their use and disposal of containers and substance residues.)
No

(4) List any potentially hazardous emissions including, but not limited to: fumes, gases, smoke noise, liquid effluent, waste water, dust, and state what measures will be used to control these emissions.
None. Interior partition wall construction and fixture installation.

(5) Will there be any electrical or electronic activity which will interfere with local communications or telephone, television or radio reception? (If yes, describe the type of activity and potential interference.)
No electrical activities that will interfere with local communications, telephone, television or radio reception.

(6) What will be the impact on traffic?
Minimal traffic, subcontractor/trades.

(7) Will exterior lighting be used? (If yes, state the number of lights and the wattage of each. A lighting plan or lighting contour map may be required to show the nearest candle power as measured at ground level.
All changes to the structure are internal. No external changes.

The following documents and/or information are required to be submitted with the application:

☑ **An application fee of $500.00.**

Make payable to the Treasurer of Warren County. A non-refundable fee of $500.00 will be required at the time of submittal.

☑ **A Statement of Justification**

This printed or typed statement is to be addressed to the Warren County Planning Commission. It is to summarize your proposed use and highlight any aspects of the request which are not addressed in the application form. Please note, the statement is required to be on 8 ½ x 11 size paper. ENCL(1)

☑ **A Site Plan/Survey.**

Your site plan should show the property boundaries, existing or proposed structure(s), adjacent roads, and any other pertinent information which would help outline your proposed use. A recent survey with the proposed uses/structures located on it will serve as a site plan for the purposes of this permit. The Planning Director, Planning Commission and/or the Board of Supervisors reserve the right to ask for an engineered site plan, if they deem it necessary for evaluation of the proposed conditional use permit.

☑ **Sewage Disposal and Well Site.** ENCL (2), (3), (4) and (5) (OVERALL (2) PLANS (3) BARN ASIS (4) ROOF (5))

Location of the existing or proposed septic system & drainfield and the well site are to be indicated on the survey or central/public connection location.

☑ **A copy of the deed to the property verifying the current ownership.** ENCL (6)

A copy may be obtained at the Warren County Courthouse, Circuit Clerk's Office. DEED + SALES CONTRACT (7)

☐ **A statement verifying that real estate taxes have been paid.**

This may be obtained from the Treasurer's Office in Suite 800 of the Warren County Government Center.

☐ **Environmental and Community Impact Statements**

The Planning Director, the Planning Commission, and\or the Board of Supervisors reserve the right to ask for an environmental and\or community impact statements, prepared by a certified engineer or other person qualified to perform such work, if they deem it necessary for evaluation of the proposed request.

☐ **List of chemicals stored on the site**

A complete list of chemicals to be stored on the site in the form of an oath/statement for Industrial zoned properties only.

☑ **Location Map**

A map clearly legible, showing the location of the proposed project in relation to surrounding publicly maintained roads and showing the use of surrounding properties. County staff can assist in obtaining this information. ENCL (8)

☑ **Directions to your property from the Warren County Government Center.** right on to Head SE toward E 2nd St. Turn [illegible] E 2nd St. Turn left onto US 340 S for 1.4 mile Turn left on Rt 649 for 7.4 miles. Turn right onto St Rte 613 for one mile. Turn left onto St Rte 631 for 2.8 miles. House 875 Gooney Manor Loop on corner. Turn left up LENA MAE Lane. Barn about .25 mile up on left.

I/we the undersigned, do hereby respectfully agree to comply with any conditions required by the Board of Supervisors of the County of Warren, Virginia, and authorize the County personnel to go upon the property for the purpose of making site inspections. Expenses incurred in securing professional assistance in connection with the review of this application for a Conditional Use Permit, shall be charged to the applicant.

Applicant Signature — Date: 29MAR2021

Property Owner Signature — Date: 29MAR2021

Accepted by: _____ Date: _____

PLEASE NOTE: If the required documents are not provided and/or the application is incomplete, your application will not be placed on the Planning Commission Agenda.

NOTES

ENCL (9) STRUCTURAL ENGINEERING REPORT 3/29/21

ENCL (10) BLDG INSPECTOR REPORT 3/1/21

VDH VIRGINIA DEPARTMENT OF HEALTH
Protecting You and Your Environment

Warren County Health Department
465 W 15th St. Ste 200
Front Royal, VA 22630
(540) 635-3159 Voice
(540) 635-9698 Fax

Private OSE Private Well Permit

January 20, 2021

Jonathan Greene
1211 13th St NW Unit 802
Washington, DC 20005

Tax Map/GPIN: 43C-3-20 **HDID:** 187-20-0406
Lena Mae Ln
Bentonville, VA 22610

Dear Jonathan Greene:

This letter, in conjunction with the approved plans and specifications, which are attached, constitutes your **permit to install a private well.**The application for a permit was submitted pursuant to §32.1-163.5 of the Code of Virginia which requires the Health Department to accept private site evaluations and designs from an Onsite Soil Evaluator (OSE) or a Professional Engineer working in consultation with an OSE for residential development. The permitted site was certified as being in compliance with the Board of Health's *Private Well Regulations (12VAC5-630-10 ets seq.),* and local ordinances if the locality has authorized the local health department to accept private evaluations for compliance with local ordinances, by **Perry, Daniel G. Private OSE**.

This letter is issued in reliance upon that certification .The Board of Health hereby recognizes that the site conditions acknowledged by this correspondence, and documented by additional records on file at the local health department, are suitable for the installation of Private Well. The attached plat (or plats) shows the approved areas for the private well. This letter is void if there is any substantial physical change in the soil or site conditions where a sewage disposal system is to be located.

If modifications or revisions are necessary between now and when you construct your dwelling, please contact the Onsite Soil Evaluator (OSE) or Professional Engineer (PE) who performed the site evaluation and design on which this private well permit is based. The name, address, and phone number of the OSE/PE appears on the certification form attached to this permit. Should revisions be necessary during construction, your contractor should consult with the OSE/PE that submitted the site evaluation or site evaluation and design. The OSE or PE is authorized to make minor adjustments in the location or design of the system at the time of construction provided adequate documentation is provided to the Warren County Health Department.

This authorization is null and void if conditions are changed from those shown on the application or conditions are changed from those shown on the attached construction drawings, plans and specifications.

ENCL (6)

No private well shall be used until inspected, corrections made if necessary, and approved by the Warren County Health Department or unless expressly authorized by the Warren County Health Department. Any part of any installation which has been covered prior to approval shall be uncovered if necessary, upon the direction of the Department. If you have any questions, please contact me. This authorization to construct a private well **expires: July 20, 2022**

Sincerely,

GSmith

Greg Smith,
Environmental Health Specialist

cc: Perry, Daniel G., Private OSE

VDH VIRGINIA DEPARTMENT OF HEALTH
Protecting You and Your Environment

Warren County Health Department
465 W 15th St. Ste 200
Front Royal, VA 22630
(540) 635-3159 Voice
(540) 635-9698 Fax

OSE Construction Permit

Well and Sewage Contractors: Please notify Health Department and OSE or PE 48 hours prior to installation to arrange for inspection

January 20, 2021

Jonathan Greene
1211 13th St NW Unit 802
Washington, DC 20005

RE: Lena Mae Ln, Bentonville, VA 22610
Tax Map/GPIN: 43C-3-20 (Warren County)
HDID: 187-20-0406 **Reserve:** 100% reserve area provided
System Capacity: Residential, 4 Bedrooms, 600 gallons per day
Occupancy Limit: 8 persons maximum

Dear Jonathan Greene:

This letter and the attached drawings, specifications, and calculations (12 pages) dated December 30, 2020, constitute your permit to install a sewage disposal system and well if applicable on the property referenced above. Your application for a permit was submitted pursuant to §32.1-163.5 of the Code of Virginia, which requires the Health Department to accept private soil evaluations and designs from an Onsite Soil Evaluator (OSE) or a Professional Engineer working in consultation with an OSE for residential development. VDH is not required to perform a field check to verify the private evaluations of OSEs or PEs and such a field check may not have been conducted for the issuance of this permit.

The soil absorption area ("site"), sewage system design, and the well location and construction if applicable were certified by **Perry, Daniel G. Private OSE** as substantially complying with the Board of Health's regulations (and local ordinances if the locality has authorized the local health department to accept private evaluations for compliance with local ordinances). This permit is issued in reliance upon that certification. VDH hereby recognizes that the soil and site conditions acknowledged by this permit are suitable for the installation of an onsite sewage system. The attached plat shows the approved area for the sewage disposal system; there are additional records on file with the Warren County Health Department pertaining to this permit, including the Site and Soil Evaluation Report. This construction permit is null and void if any substantial physical change in the soil or site conditions occurs where a sewage disposal system is to be located.

If modifications or revisions are necessary between now and when you construct your dwelling, please contact the OSE/PE who performed the evaluation and design on which this permit is based. Should revisions be necessary during construction, your contractor should consult with the OSE/PE that submitted the site evaluation or site evaluation and design. The OSE/PE is authorized to make minor adjustments in the location or design of the system at the time of construction provided adequate documentation is provided to the Warren County Health Department.

The OSE/PE that submitted the certified design for this permit is required to conduct a final inspection of this sewage system when it is installed and to submit an inspection report and completion statement. As the owner, you are responsible for giving reasonable notice to the OSE/PE of the need for a final inspection. If the designer is unable to perform the required inspection, you may provide an inspection report and

Comments 2021-04-04 – Jonathan and Melissa Greene – Conditional Use Permit for Guesthouse – WCCUP-000101-2021:

- Erosion and Sediment Control Items:

o There does not appear to being any land disturbance at this time (appears to be existing), but any requirements to meet the building code, i.e., sanitary sewage system would require a normal submission.

- Building Inspections Items:

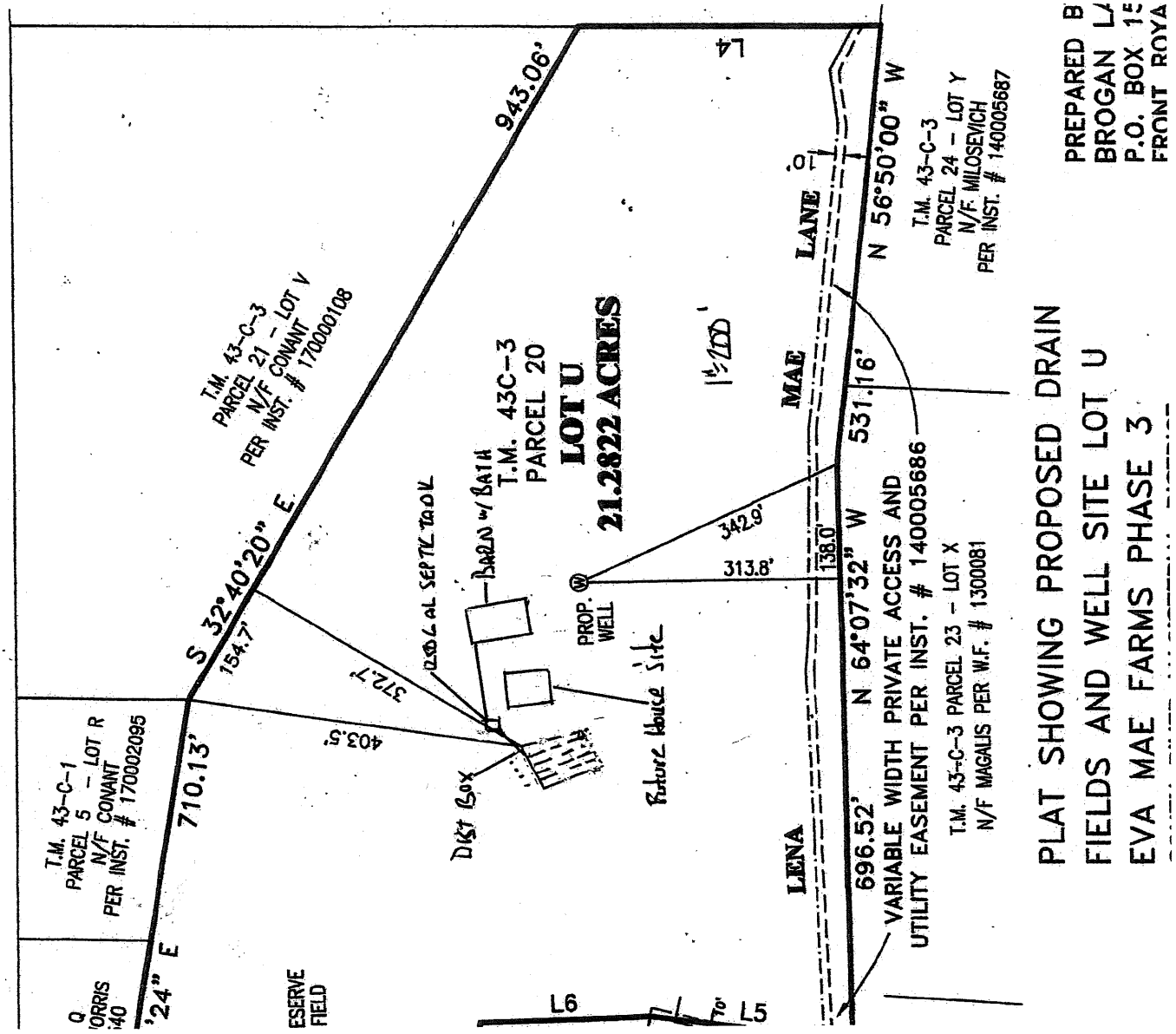
o The structure as indicated was constructed as an exempt structure and would not have had any required inspections performed as required by the Code of Virginia to be used as a residence. An evaluation performed by a Registered Design Professional (RDP) appropriately credentialed would be completed on the existing construction and submitted to the Building Inspections office for approval as a first step.

o This request would require all applicable permits for the work that is being completed. Including, but not limited to building, electrical, mechanical, plumbing. All of these would require applications and submissions that would be completely separate from this process and would go through the building inspections office when the applicant is ready to submit the needed documents/information.

If anything should change in the scope additional requirements may be required.

David C. Beahm

Perry Environmental Consulting
495 Cardinal Drive, Front Royal, VA 22630
Tel: 540-635-8292 Web: pecsoiltesting.com

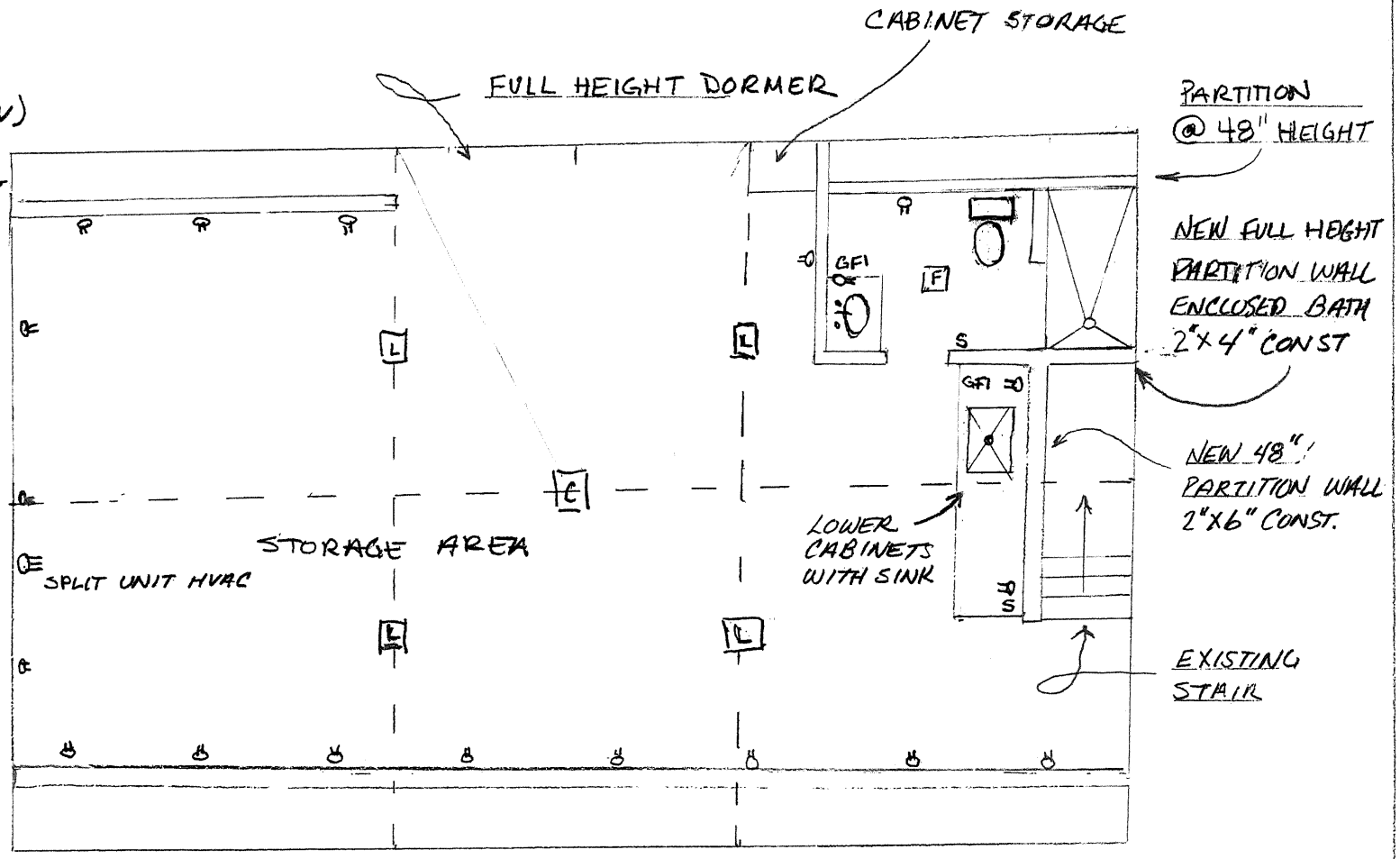


Customer: Greene
Subdivision: Eva Mae Farms
Tax Map: 43C-3 Lot: U
Location: Lena Mae Lane

Commonwealth of Virginia
Daniel Perry
DPOR #1940001067
Daniel Perry
AOSE

ELECTRIC LEGEND

- RECEPTACLE (120V)
- S SWITCH
- [F] LIGHT / FAN EXHAUST
- [C] CEILING FAN
- [L] LIGHT FIXTURE
- RECEPTACLE (220V)



NOTES:

1. END WALLS INSULATED R15
2. FLOOR INSULATED R19
3. FLOOR FIRESTOPPED BELOW 5/8" DRY WALL
4. STAIRS ENCLOSED, FIRE STOPPED, STEEL DOOR

LOFT AREA 26' X 40'

ALTERATION AND FLOOR PLAN

WITH ELECTRICAL AND PLUMBING

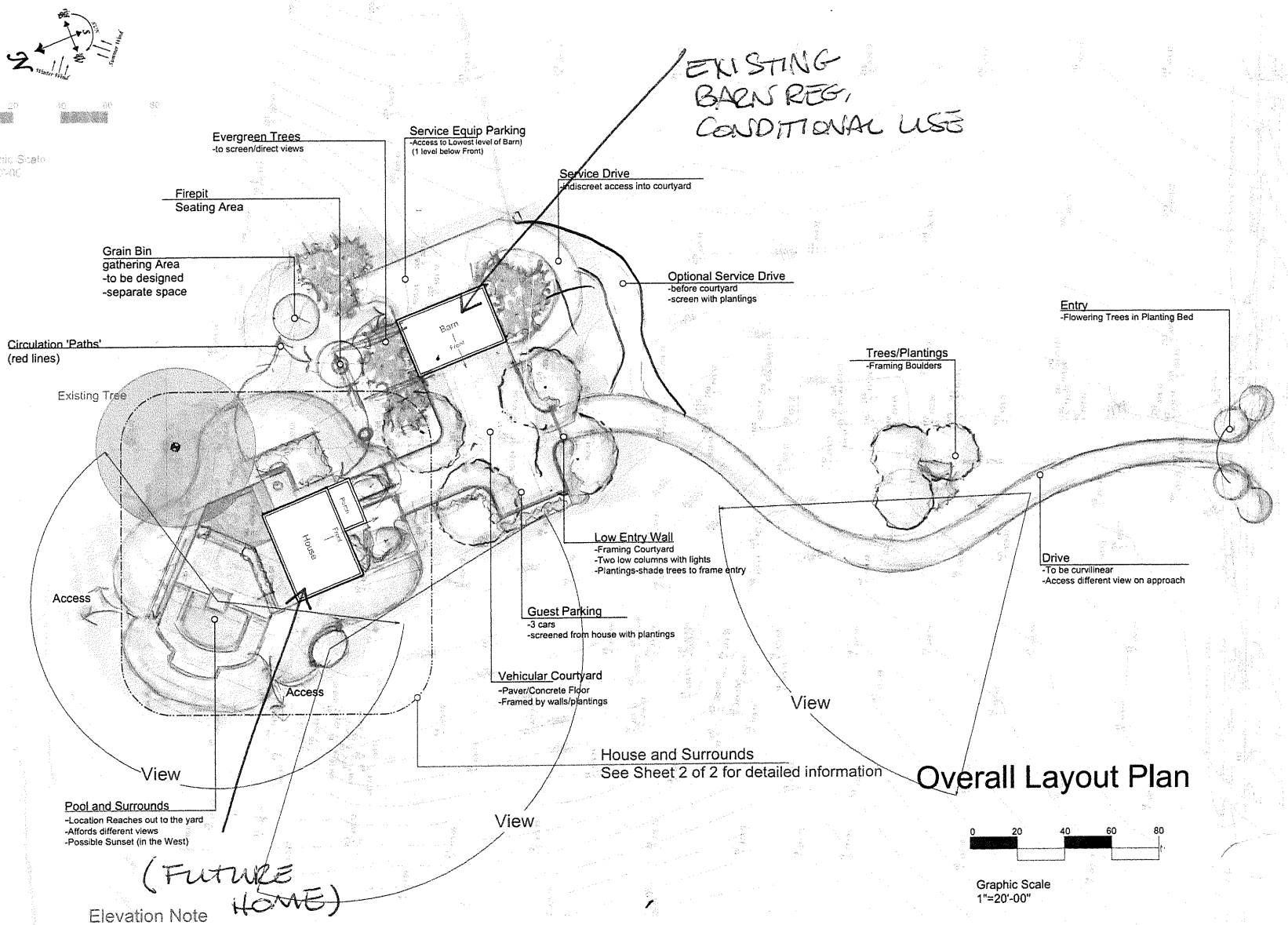
JON & MELISSA GREENE

SCALE = 1/4

Greene Concept Plan sht 1 of 2 9-29-20.pdf Open with

noon

ENCL (2)



Elevation Note
Both House and Barn First Floor levels to be at +500 (ap
Proposed Elevations to be on final Layout.


04/21/2021 04:29PM


04/21/2021 04:22PM


04/21/2021 04:29PM

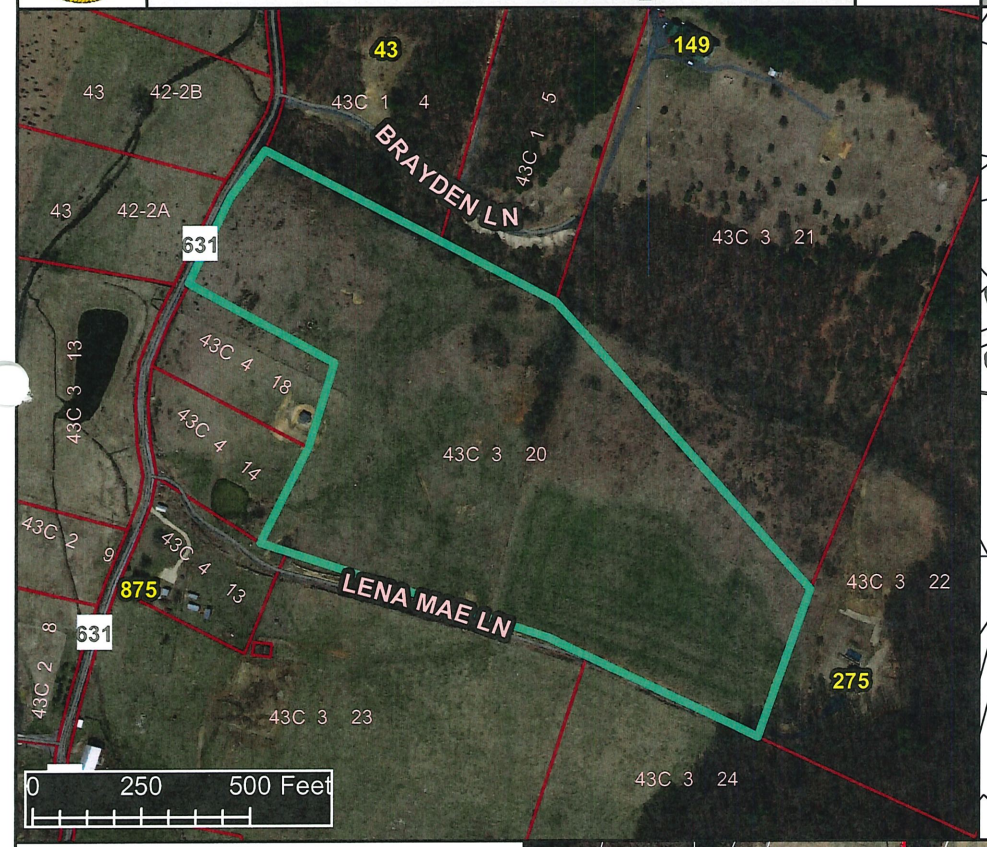

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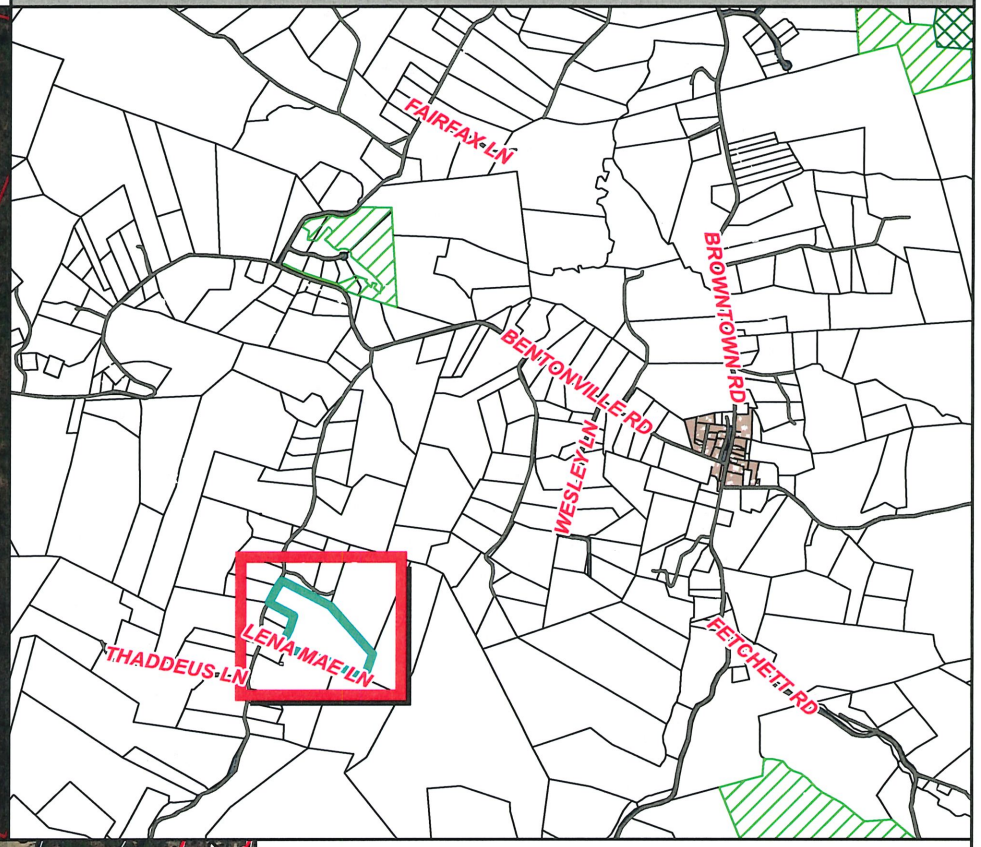
Warren County VA

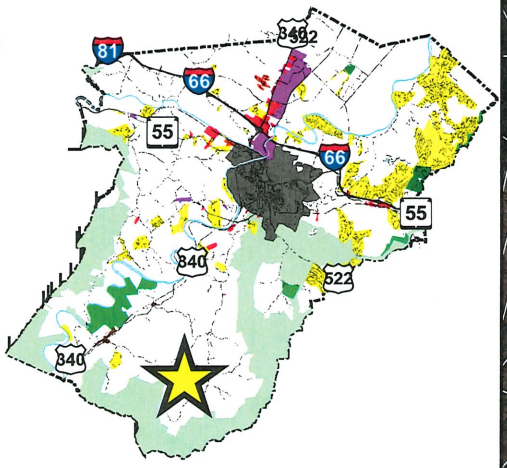
CUP Location Map

CUP: Guest House
Applicant: Melissa Greene

TM 43C--3----20
Gooney Manor Loop
Eva Mae Farms









Zoning

- Agricultural
- Commercial
- Industrial
- Residential One
- Residential Two
- Suburban Residential
- Village Residential
- Rural Residential
- Right of Way
- Front Royal
- Federal Land
- State Land
- Water
- VOF Conservation Easements
- WC Conservation Easements

Map produced by
Warren County GIS 2021
Department of Planning

Motion to be Made Going into Closed Meeting

I move the Board enter into a closed meeting under the provisions of Section 2.2-3711(A)(1) of the Virginia Freedom of Information Act for the discussion or consideration of the assignment, appointment, promotion, performance, demotion, salaries, and resignation of a specific public officer of the public body; I further move that discussion be limited to the Lord Fairfax Community College Board.

- - -

Motion to be Made Coming out of Closed Meeting

I move that the Board certifies to the best of each member's knowledge only public business matters lawfully exempted from open meeting requirements under Section 2.2-3711(A)(1) of the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the meeting by the public body.