



# Franklin County

*A Natural Setting for Opportunity*

## AGENDA FRANKLIN COUNTY BOARD OF SUPERVISORS TUESDAY, MAY 17, 2016

- 1:30 P.M. Call To Order, Chairman Cline Brubaker
- 1:31 Invocation, Supervisor Charles Wagner
- 1:32 Pledge of Allegiance, Supervisor Leland Mitchell
- 1:33 Resolution of Appreciation/Bobby Shively - 50 Years Ferrum Volunteer Fire Department & Ferrum Rescue Squad (**See - Attachment #6**)
- 1:34 Public Comment
- David Pursley - MVP Concerns
  - Carolyn Reilly - Blue Ridge Environmental Defense League/FOIA Request
  - Ronnie Altizer - Tax Relief for the Elderly & Disable
- 1:43 **CONSENT AGENDA (REQUIRES ACTION)**
- REF: 1. Approval of Accounts Payable Listing, Appropriations, and Minutes for April 4, 19 & 26, 2016
2. MOU of Town of Rocky Mount Stormwater Management & E & S Plan (**See Attachment #10**)
3. 4-H Center 2016 Special Events Application (**See Attachment #11**)
4. Cahas Retreat & The Windward at Pointe Cheli New Subdivision Streets (**See Attachment #9**)
5. Authorization to Apply for Tourism Grant (**See Attachment #15**)
- 1:45 Vincent Copenhaver, Director of Finance
- REF: 1. Monthly Finance Report
- 1:50 Don Smith, Solid Waste Manager
- REF: 1. OmniSource Update (**See Attachment #8**)
2. Lakewatch Road Bids (**See Attachment #16**)
- 2:10 Steven Sandy, Directory of Planning & Community Development
- REF: 1. MVP Update (**See Attachment #17**)

2:20 Brent Robertson, County Administrator  
REF: 1. County Vehicle Policy (**See Attachment #7**)  
2. Other Matters

2:30 Other Matters by Supervisors  
**APPOINTMENTS: (See Attachment #1)**

2:45 **RECESS FOR FY'2016–2017 BUDGET WORKSESSION IN B-75**

4:30 Request for Closed Meeting in Accordance with 2.2-3711, a-1, Personnel, a-3, Acquisition of Land, & a-5, Discussion of a Prospective New Business, of the Code of Virginia, as Amended.

*Certification of Closed Meeting in Accordance with 2.2–3712 (d), of the Code of Virginia, as Amended.*

Recess for Dinner

6:00 Call To Order, Chairman Brubaker

6:01 Adoption of County Proposed Budget for FY'2016-2017

6:10 Recess for Previously Advertised Public Hearings as Follows:

**PETITION for REZONE** - Petition of Louis E Conway, Jr. and Kathleen R Conway, Petitioners and Louis E Conway, Jr., Kathleen R Conway and Mike Ferguson, Owners, requesting to rezone 1.238 acres from B-1, Business District, Limited with proffered conditions to A-1, Agricultural District, and to rezone 0.972 acres from B-1, Business District, Limited with proffered conditions to B-1, Business District, Limited with possible proffered conditions for a total of +/- 2.21 acre, located at 6866 Booker T. Washington Highway and 6832 Booker T. Washington, respectively, in the Union Hall District of Franklin County, and further identified as the following Franklin County Tax Map/Parcels #0280012801 and 0280012700. (Case # [REZO-3-16-15243](#)) (**See Attachment #12**)

**PETITION for REZONE** - Petition of Runk & Pratt of SML, LLC, R&P SML Facility LLC, and Willard Construction of Smith Mountain Lake, LLC, Petitioners/Owners, requesting a rezoning from PCD, Planned Community Development to PCD, Planned Community Development with concept plan and proffered conditions, for the purpose of modifying the approved concept plan to add up to 36 units of patio homes, expand existing Assisted Living facility by 40 beds, and added Medical Wellness Center, for a total of +/- 28.135 acre parcels, located in the Gills Creek District of Franklin County, and further identified as the following Franklin County Tax Map/Parcels #0300005207, 0300005209, 0300005210, 0300005211, 0300005211A, and 0300005213. The following deviations are being requested as part of the approved concept plan: (Case # [REZO-3-16-15244](#)) (**See Attachment #13**)

- Deviation of Section 25-395 - Minimum Dimensions - (a) Front setback of 10' from the edge of right-of-way; (b) Side setback of 'None', (c) Rear setback of 'None'.

- Deviation of Sections 25-399 & 25-391 - Design Guidelines and Permitted Uses - To allow for dwellings, attached, multi-family dwellings and townhouses.

**PETITION of Franklin County Board of Supervisors to amend Chapter 25, "Zoning," of the Franklin County Code, as follows: amend Article II, Division 2, Section 25-72, Uses and structures permitted in required yards to specify the types of accessory structures and uses allowed in required yards and Section 25-74, Accessory structures in required yards to clarify location of other accessory structures in required yards. (Case # A-4-16-001) (See Attachment #14)**

#### PUBLIC NOTICE

In accordance to Section 33.2-331 of the Code of Virginia, Franklin County Board of Supervisors and the Virginia Department of Transportation have jointly formulated a budget for the expenditure of improvement funds for the next fiscal year as well as to update the current Six-Year Secondary Roads Improvement Program based on projected allocation of funding.

In accordance with this section of the Code of Virginia, the Franklin County Board of Supervisors has established a time of **6:00 P.M., on Tuesday, May 17, 2016**, in the Board of Supervisors Meeting Room in the Franklin County Government Center, 1255 Franklin Street, Suite 104, Rocky Mount, Virginia to allow for public comment. A copy of the proposed Six-Year Plan and priority listing for the upcoming fiscal year is available for review in (1) the Office of Finance at 1255 Franklin Street, Suite 111, Rocky Mount, Virginia, and at (2) [www.franklincountyva.gov](http://www.franklincountyva.gov), under "In the Spotlight." (See Attachment #2)

#### PUBLIC NOTICE

The Franklin County Board of Supervisors will hold a public hearing at approximately **6:00 P.M., on Tuesday, May 17, 2016**, at the Government Center, Board of Supervisors Meeting Room located at 1255 Franklin Street, Suite 104, Rocky Mount, Virginia to consider proposed amendments to **Chapter 8-124** of the Franklin County Code. The reason for the proposed amendments to Chapter 8 is to authorize criminal background investigations of applicants for public employment and volunteer positions. (See Attachment #3)

#### PUBLIC NOTICE

The Franklin County Board of Supervisors will hold a public hearing at approximately **6:00 P.M., on Tuesday, May 17, 2016**, at the Franklin County Government Center, 1255 Franklin Street, Suite 104, Rocky Mount, Virginia to consider the proposed amendment to (Chapter 20: Article II, Division; Section 20-41), with the result that all applications for relief filed to the Board of Equalization shall be finally disposed of by the Board of Equalization by **5:00 P.M., Thursday, May 26, 2016**. A complete copy of the proposed amendment to said ordinance is available in the Office of the Clerk to the Board of Supervisors, 1255 Franklin Street, Suite 111, Rocky Mount, Virginia 24151. (See Attachment #4)

#### PUBLIC NOTICE

The Franklin County Board of Supervisors will hold a public hearing at approximately **6:00 P.M., on Tuesday, May 17, 2016**, at the Government Center, Board of Supervisors Meeting Room located at 1255 Franklin Street, Suite 104, Rocky Mount, Virginia to consider the repeal of **Chapter 3: Sections 16-55, and to readopt proposed amendments to Chapter 3: Section 16-55** of the Franklin County Code. The reason for the proposed amendments to Chapter 3 is to coincide with the State Code of Virginia. (See Attachment #5)

*Adjournment Thereafter*

**RISE & SHINE GUESTS FOR MAY ARE BOB CAMICIA & BRENT**

**THE FOLLOWING TERMS ARE UP FOR RE/APPOINTMENT**

**(NOTIFICATION IS GIVEN ACCORDING TO THE BOARD'S POLICY/60 DAYS PRIOR TO EXPIRATION)**

COMMITTEE	NAME	ADDRESS	AREA	YEAR	TERM EXPIRES
AG BOARD  <b>See Attachment A</b>	Daniel Austin	5688 Old Forge Road Rocky Mount, VA 24151	Crops	OPEN	12/15/2015
	Lynn Satalino	220 Mallard Point Road Wirtz, Va 24184	Equine	OPEN	12/15/2015
AGING SERVICES BOARD  <b>See Attachment B.</b>	Lynn Meyers	130 Hickmon Road, RM, VA 24151	Blackwater	4 - Year	7/1/2016
	Pauline Nickelston	193 Storey Creek Lane, RM, VA	Blue Ridge	4 - Year	7/1/2016
	Dr. Susan Beatty	842 Park Place, Moneta, VA 24121	Gills Creek	4 - Year	7/1/2016
	Arthur Donaldson	66 Sunburst Court, UH, VA 24176	Union Hall	4 - Year	7/1/2016
WEST PIEDMONT PLANNING COMMISSION BOARD <b>See Attachment C</b>	Bobby Thompson	Post Office Box 40 Ferrum, VA 24088	BOS Rep	1-Year	12/31/2015
PLANNING COMMISSION  <b>See Attachment D</b>	Earl Webb	151 Graveyard Knob Road Callaway, VA 24067	Blackwater	4 - Year	6/30/2016
	Wendy Ralph	265 Hampton Drive Union Hall, VA 24176	Union Hall	4 - Year	6/30/2016
	C. W. Doss	247 Five Mountain Road Ferrum, VA 24088	Blue Ridge	4 - Year	6/30/2016
TLAC <b>See Attachment E</b>	Brent Robertson	1255 Franklin Street Rocky Mount, VA 24151	Co. Adm.	1 Year	1/31/2017
SOUTHERN AREA AGENCY ON AGING <b>See Attachment F</b>	Dr. Susan Beatty	842 Park Place Moneta, Virginia 24121	Open District	3 - Year	5/31/2016
LIBRARY  <b>See Attachment G</b>	Nora Bowman	266 Sunflower Lane Callaway, Virginia 24067	Blackwater	4 - Year	6/30/2018 Unexpired Term
	Rebecca Mushko	8 Listening Hill Road Penhook, VA 24137	Union Hall	4 - Year	6/30/2017 Unexpired Term
DAN RIVER ASAP <b>See Attachment H</b>	Brandt Gawor	245 Farmington Road Hardy, VA 24101	Open District	3 - Year	6/30/2016
RECREATION COMMISSION <b>See Attachment I</b>	Jessica Gawor	245 Farmington Road Hardy, VA 24101	At Large Member	3 - Year	6/30/2015
RO. VALLEY ALLEGHANY REGIONAL COMMISSION  <b>See Attachment J</b>	Chris Whitlow	1255 Franklin Street Rocky Mount, VA 24151	Citizen/Staff Rep	3 - Year	6/30/2016
	Ronnie Thompson	1629 Deepwoods Road Hardy, VA 24101	BOS Rep	3 - Year	6/30/2016
	Bob Camicia	143 Charlotte Lane Hardy, VA 24101	BOS Rep	3 - Year	6/30/2016
	Charles Wagner	330 Riverview Street Rocky Mount, VA 24151	BOS Rep	3 - Year	6/30/2016
SOCIAL SERVICES BOARD  <b>See Attachment K</b>	John Lipscomb	346 Quail Valley Lane Boones Mill, VA 24065	Boone	4 - Year	6/30/2016
	Charles Wagner	330 Riverview Street Rocky Mount, VA 24151	Rocky Mount	4 - Year	6/30/2016
	Howard Ferguson	161 Mount Carmel Road Rocky Mount, VA 24151	Snow Creek	4 - Year	6/30/2016
VA. WESTERN COMMUNITY COLLEGE <b>See Attachment L</b>	Larry Moore	45 Scenic River Drive Rocky Mount, VA 24151	Open District	4 - Year	6/30/2016
WP BUSINESS DEVELOPMENT <b>See Attachment M</b>	Barry Bridges	125 Woodlake Drive Moneta, VA 24121	Open District	3 - Year	6/30/2016

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**AGRICULTURE BOARD  
BOARD MEMBERSHIP ROSTER  
1/31/2013**

The Board of Directors will:

- Promote and enhance the economic viability of production agriculture, forestry, and agri-business.
- Represent the agricultural community's position on policy issues at the local, state, and federal level.
- Provide advice and counsel to the Franklin County Board of Supervisors on policies relating to viability and sustainability of agriculture.
- Partner with other organizations to increase public understanding and awareness of state-of-the-art agricultural practices.
- Promote utilization of land use, conservation, and agricultural best management practices.
- Expand agricultural educational programming and workforce development.
- Advocate and coordinate agricultural economic development, investment, marketing, and promotion activities.
- Establish a network of agriculture producers and suppliers to encourage diversification and strengthen the agricultural infrastructure.
- Promote agritourism.

**ARTICLE III: Membership**

**A. Selection and Term**

Voting members shall represent each agriculture group in Franklin County with at least 11 individuals appointed by the Franklin County Board of Supervisors. For the purpose of the first meeting of the Agricultural Development Board, the membership on the Board shall be divided into two groups. At the first meeting, five (5) Directors shall be appointed to serve a one (1) year term and six (6) shall be appointed to serve a two (2) year term; thereby creating staggered terms. Subsequent appointments of Directors shall be for a term of two (2) years and may be reappointed for two (2) additional two-year terms. After serving three (3) consecutive terms, board members may be reappointed after a one year absence.

Board membership will include one producer from each of the following agricultural groups:

- Cattle
- Crops/Grain/Hay
- Crops/Produce/Organic
- Dairy
- Equine
- Forestry
- Horticultural
- Tobacco
- Viticulture/Orchard
- At-large (2 members)

**THE FOLLOWING TERMS ARE UP FOR RE-APPOINTMENT  
BY.  
DECEMBER 15 & 31, 2015**

**(NOTIFICATION IS GIVEN ACCORDING TO THE BOARD'S POLICY/60 DAYS PRIOR TO EXPIRATION)**

<b>COMMITTEE</b>	<b>NAME</b>	<b>ADDRESS</b>	<b>DISTRICT</b>	<b>YEAR</b>	<b>TERM EXPIRES</b>
AG BOARD	Daniel Austin	5688 Old Forge Road Rocky Mount, VA 24151	Crops	OPEN	12/15/2015
AG BOARD	Lynn Satalino	220 Mallard Point Road Wirtz, Va 24184	Equine	OPEN	12/15/2015
AG BOARD	Connell McEnheimer	4999 Sontag Road Rocky Mount, VA 24151	Tobacco	OPEN	12/15/2015
AG BOARD	Davis Torrence	2801 McNeil Mill Road Rocky Mount, VA 24151	Cattle	2-Year	12/15/2017
AG BOARD	Jason Thurman	703 Woodman Road Rocky Mount, Va 24151	At Large Member	2-Year	12/15/2017
AG BOARD	Mark Woods	4111 Wades Gap Road Boones Mill, VA 24065	Produce	2 Year	12/15/2017
AG BOARD	Stephen Bray	511 Heritage Hollow lane Penhook, VA 24137	Diary	1-Year	12/15/2016
AG BOARD	David Craun	905 Kenwood Road Glade Hill, VA 24096	Horticulture	2-Year	12/15/2017
G BOARD	Ethan Cundiff	1712 Novelty Road Penhook, VA 24137	At Large Member	2-Year	12/15/2017
AG BOARD	Davis Torrence	2801 McNeil Mill Road Rocky Mount, VA 24151	Cattle	2-Year	12/15/2017

**AGING SERVICES BOARD**

**4 YEAR TERMS**

**MAY 17, 2016**



**STAGGERED TERMS COINSIDE WITH BOS MEMBERS**

The Advisory Committee is appointed by the Board of Supervisors to serve two and four year terms and can be reappointed for up to four year terms.

The main function of this Committee is to advise Department of Aging staff on services and activities relative to developing the yearly plan for services for the elderly (within the guidelines of The Older Americans Act), act as liaison between the Director and the Board of Supervisors, act as liaison between the Department of Aging and the community at large, act as advocate for the Department of Aging Services, provide program evaluation, act as advocate for elderly persons and programs.

Dr. Susan Beatty

842 Park Place

Moneta, Virginia 24121

July 1, 2016

GILLS CREEK DISTRICT

Mr. Benny Russell

70 East Court Street

Rocky Mount, Virginia 24151

July 1, 2018

BOONE DISTRICT

Mrs. Janet Poindexter

6694 Brooks Mill Road

Wirtz, VA 24184

July 1, 2016

UNION HALL DISTRICT

Mrs. Pauline A. Nickelston

193 Storey Creek Lane

Rocky Mount, Virginia 24151

July 1, 2016

BLUE RIDGE DISTRICT

Lynn Meyers (Unexpired Term of Jim Conklin)

130 Hickmon Road

Rocky Mount, Virginia 24065

July 1, 2016

BLACKWATER DISTRICT

Johnny Greer

1256 Beulah Road

Rocky Mount, Virginia 24151

July 1, 2018

SNOW CREEK DISTRICT

Johnny L. Smith

15 Holly Knoll Drive

Rocky Mount, Virginia 24151

July 1, 2018

ROCKY MOUNT DISTRICT

Maggie Gray  
129 Leeward Drive  
Moneta, Virginia 24121

July 1, 2018  
AT LARGE MEMBER

aging services/commission

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# WEST PIEDMONT PLANNING DISTRICT BOARD

David Hoback, Executive Director

Post Office Box 5268

Martinsville, VA 24115

**1-YEAR TERM (2-BOS MEMBERS)**

**CITIZEN APPOINTMENT (3-YEAR TERM)**

AS OF 11-17-2015

4<sup>th</sup> THURSDAY 7:00 Executive Board Meeting

7:30 Board Meeting-

[tmeade@wppdc.org](mailto:tmeade@wppdc.org)

In 1968, Virginia was divided into 21 planning districts. A planning district commission is a political subdivision of the Commonwealth chartered under the Regional Cooperation Act by the local governments of each planning district. As such they are a creation of local government encouraged by the state.

The West Piedmont Planning District Commission is made up of the Cities of Danville and Martinsville; the Counties of Franklin, Henry, Patrick, and Pittsylvania; and the Town of Rocky Mount. The Commission has two elected representatives and one appointed representative. Elected representatives serve terms coincident with their elected terms of office or such shorter term as their governing bodies shall determine. Citizen, or appointed, representatives serve a three-year term. Both elected and appointed representatives have a vote on Commission matters. The Commission meets on the fourth Thursday of each month at its office at 1100 Madison Street in Martinsville; an agenda or cancellation notice is sent one week prior to the meeting date.

The purpose of Planning District Commissions, as set out in the Code of Virginia, Section 15.2-4207, is "...to encourage and facilitate local government cooperation and state-local cooperation in addressing on a regional basis problems of greater than local significance. The cooperation resulting from this chapter is intended to facilitate the recognition and analysis of regional opportunities and take account of regional influences in planning and implementing public policies and services. The planning district commission shall also promote the orderly and efficient development of the physical, social and economic elements of the district by planning and encouraging and assisting localities to plan for the future."

Virginia's PDCs provide a variety of technical and program services to member local governments. They include grant application assistance, management services for program implementation, land use planning services and mapping. The merging of mapping and information services has created the field of geographic information systems, where PDC's often lead the way. Transportation planning is another role for PDCs, who may deal with highway development, ridesharing, airport planning, and specialized transit. The West Piedmont Planning District Commission has also been designated as an Economic Development District by the U.S. Department of Commerce, making its member localities eligible to receive federal grant funds from that agency.

For the Commonwealth, PDCs serve as an accessible network that gives quick and complete statewide coverage. Each serves as the Affiliate State Data Center for the region. In this role they provide important information to businesses as well as citizens. PDCs are the regional contact for the Commonwealth Intergovernmental Review Process and provide input for a host of agencies and commissions.

Other duties of the PDC's are:

- To conduct studies on issues and problems of regional significance
- To identify and study potential opportunities for local cost savings and staffing efficiencies through coordinated local government efforts
- To identify mechanisms for the coordination of state and local interests on a regional basis
- To implement services upon request of member localities
- To provide technical assistance to state government and member localities
- To serve as a liaison between localities and state agencies, as requested.
- To review local government aid applications as required by applicable law through the A-95 or Intergovernmental Review Process
- To conduct strategic planning for the regional as required by applicable law
- To develop regional functional area plans as deemed necessary by the commission or as requested by member localities
- To assist state agencies, as requested, in the development of substate plans
- To participate in a statewide geographic information system, the Virginia Geographic Information Network, as directed by the Department of Planning and Budget
- To collect and maintain demographic, economic and other data, acting as a state data center affiliate in cooperation with the Virginia Employment Commission

Mr. Bobby Thompson  
364 Sawmill Road  
Ferrum, VA 24088  
493-0364

12-31-2015

Mr. Leland Mitchell  
4180 Sontag Road  
Rocky Mount, Virginia 24151  
493-0059

12-31-2016

Brian C. Hamilton  
100 Fralins Road  
Rocky Mount, Virginia 24151

12-31-2016

# WEST PIEDMONT PLANNING DISTRICT COMMISSION BYLAWS

## ARTICLE 1

### Name, Location, Authority, Purpose

- Section 1. The name of this organization shall be the West Piedmont Planning District Commission, hereinafter called the "COMMISSION," and designated as District No. 12. It includes the Counties of Franklin, Henry, Patrick, and Pittsylvania and the Cities of Danville and Martinsville and the Town of Rocky Mount, Virginia.
- Section 2. The principal office of the COMMISSION shall be in Martinsville, Virginia. The location of the principal office may be changed in accordance with the provisions of the Charter of the COMMISSION.
- Section 3. The COMMISSION shall be a public body corporate and politic with all the powers and duties granted to it by the Regional Cooperation Act (Title 15.1, Chapter 34, Sections 1-1400 through 15.1-1416.1, Code of Virginia, 1950, as amended). The official acts of the COMMISSION shall be attested by the use of a common seal, an impression of which shall be affixed hereunder.
- Section 4. The purpose of the COMMISSION shall be to promote the orderly and efficient development of the physical, social, and economic elements of the Planning District by planning and encouraging and assisting governmental subdivisions to plan for the future, with emphasis on projects of greater than local interest.
- Section 5. The COMMISSION is composed of the following:
- A. The Board of Commissioners
  - B. An Executive Committee
  - C. Policy Advisory Committees and their sub-committees
  - D. The West Piedmont Regional Alliance
  - E. The Commission Staff

## ARTICLE II

### Membership

- Section 1. COMMISSION members shall be appointed, removed for cause, and vacancies filled by the respective governing bodies of those political subdivisions which are parties to the Charter Agreement, in accordance with the provisions of the Virginia Regional Cooperation Act and the Charter Agreement.

- Section 2 Any member of the COMMISSION shall be eligible for reappointment but may be removed for cause by the governing body which appointed him.
- Section 3. All members of the COMMISSION shall serve without compensation or refund of personal expenses except as otherwise authorized by the Executive Committee.
- Section 4 Whenever any COMMISSION member fails to attend three consecutive regular meetings, the Chairman shall notify the governing body of which the absent member is an appointee.
- Section 5. The COMMISSION may designate advisors who shall include the senior administrative official in each jurisdiction and such others as may be designated by the COMMISSION.

### ARTICLE III

#### Terms of Office and Voting Rights

- Section 1. The terms of office and voting rights of COMMISSION members shall be in accordance with the provisions of the Charter Agreement.
- Section 2. A majority of the members shall constitute a quorum

### ARTICLE IV

#### Meetings

- Section 1. Meetings of the COMMISSION shall be held normally on the fourth Thursday of each month. The regular meeting place shall be the Commission Offices in Martinsville or as determined by a majority of the COMMISSION in regular session. The locale of the meetings shall be rotated, at approximately quarterly intervals, among the member jurisdictions, at the invitation of the jurisdictions.
- Section 2. Matters may be placed on the agenda for consideration at meetings of the COMMISSION by one of the following:
- A. The Executive Director
  - B. A member of the Board of Commissioners
  - C. The governing body of a member jurisdiction

### ARTICLE V

#### Officers

- Section In addition to the offices of Chairman and Vice-Chairman, as provided for in the Charter or Agreement, the COMMISSION may elect other officers such as a Secretary and a Treasurer.

- Section 2. The Chairman shall preside at all COMMISSION meetings, shall sign all acts or orders necessary to carry out the will of the COMMISSION, shall have the authority to assign routine administrative functions to the Executive Director, shall be eligible to vote on all matters before the COMMISSION, and shall have the generally recognized powers and duties of the office of Chairman or President of an organization. He shall also be authorized to countersign checks or drafts against COMMISSION funds.
- Section 3. The Vice-Chairman shall serve as Chairman in the absence or disability of the Chairman. In the case of a vacancy in the office of Chairman, the Vice-Chairman shall assume the Chairman's duties until a new Chairman is elected to fill the unexpired term. He shall also be authorized to countersign checks or drafts against COMMISSION funds.
- Section 4. The immediate past Chairman shall serve as Chairman Emeritus from the date his successor qualifies as Chairman until the next succeeding election and succession of a Chairman. The Chairman Emeritus shall be an advisor to the COMMISSION, with the right to participate in its deliberations, but without vote. Should a Chairman Emeritus continue to serve as a member of the COMMISSION in his own right, his equal powers and status shall be neither enlarged nor diminished by his status as Chairman Emeritus.
- Section 5. All COMMISSION officers shall be elected at the regular May or June meeting for terms of one year or until their successors are elected.
- Section 6. COMMISSION officers shall be eligible for re-election.
- Section 7. The COMMISSION shall appoint an Executive Director who shall be an employee of the COMMISSION and shall serve at the pleasure of a majority of the membership.
- Section 8. The COMMISSION may designate its Executive Director as the organization's secretary but without the right to vote.
- Section 9. The Secretary shall prepare and maintain a permanent written record of all COMMISSION proceedings, shall transmit notices and agendas to the membership, and shall transmit a copy of the minutes of each COMMISSION meeting to each member prior to the next regular meeting.
- Section 10. The Treasurer shall be responsible for supervision of the receipt, keeping, and disbursement of all funds and property of the COMMISSION, investing funds when and as authorized by the COMMISSION, and insuring that proper permanent records are maintained of all financial transactions; he may delegate to the Executive Director the routine conduct of his fiscal duties. He will sign all warrants and checks issued against the COMMISSION, except those authorized for signature by the Executive Director and/or Chairman and will submit a financial report at each regular meeting of the COMMISSION and at such other times and in such form as the COMMISSION may require. The Treasurer shall be bonded in an amount as determined by the COMMISSION.

- Section 11 In addition to his regular administrative duties, the Executive Director shall:
- A Recommend work programs and financing methods for adoption of the COMMISSION.
  - B Prepare the annual budget for adoption by the COMMISSION.
  - C Arrange for an annual audit of the accounts of the COMMISSION by an independent auditing firm, a copy of which shall be submitted to the governing body of each participating governmental subdivision.
  - D Recommend staff positions, professional personnel and their compensation, and personnel administrative practices for approval.
  - E See that all warrants and checks issued against the COMMISSION are countersigned, subject to the provisions contained elsewhere within these Bylaws.
- Section 12 The Executive Director shall be bonded in an amount to be determined by the COMMISSION.
- Section 13 The COMMISSION may appoint one of its employees to serve as Deputy Director, to serve as such at the pleasure of a majority of the COMMISSION, and such service shall be a responsibility in addition to his other duties. The Deputy Director shall assist the Executive Director in review of plans and advise him on policy and budget matters. He shall act, within the context of established policies, in the place of the Executive Director in his absence, except in the hiring and discharge of employees and signing of checks or warrants.

Article VI  
Executive Committee

- Section 1. There shall be an Executive Committee consisting of the COMMISSION Chairman, Vice-Chairman, and one COMMISSION member from each city, town, and county delegation on the COMMISSION other than those of the Chairman and Vice-Chairman. The Executive Committee member from each city, town, and county shall be selected by the individual city, town, or county delegation on the COMMISSION except that those delegations from which the COMMISSION Chairman and Vice-Chairman were elected will not select other members.
- Section 2 The COMMISSION may delegate to the Executive Committee such powers as the COMMISSION may determine, provided that these powers are not inconsistent with provisions of the Virginia Regional Cooperation Act or the Charter Agreement.
- Section 3. A majority of the members shall constitute a quorum.

ARTICLE VII  
Policy Advisory Committees

Section 1 As deemed appropriate, the COMMISSION shall designate Policy Advisory Committees, which shall be composed of the following:

- A Chairman: Each Policy Advisory Committee shall be chaired by a member of the Commission, appointed by and serving at the pleasure of the COMMISSION.
- B. Jurisdiction Members: The governing bodies of each member jurisdiction shall designate one representative to each of the Policy Advisory Committees.
- C. At-large Members: Each Policy Advisory Committee shall have two members to serve a voice for the under-represented groups of the elderly, youth, poor, blacks, and women, these members to have full voting rights. At-large members shall be nominated by the local governing bodies and appointed by the COMMISSION.

Section 2. All matters, prior to Board action, shall be referred to the appropriate Policy Advisory Committee by the Executive Director. Each such committee shall be responsible for preparing recommendations to the COMMISSION on such matters. A Policy Advisory Committee may seek the advice of a sub-committee on a particular issue before acting thereon.

Section 3. Each Policy Advisory Committee may organize such sub-committee as it deems proper and necessary, the Chairman of the Policy Advisory Committee to report such acts to the COMMISSION at a regular meeting thereof. Unless the Policy Advisory Committee votes otherwise, each such sub-committee shall be chaired by a member of the parent Policy Advisory Committee.

Section 4. The regular term of office for each Policy Advisory Committee member shall be three (3) years. The term of office of members of a sub-committee shall be three years or such shorter period as is specified when the sub-committee is authorized. Members may be reappointed to serve another term or may be removed from office at any time, at the discretion of their governing bodies.

Section 5. To insure stability of membership and retention of experienced members on Policy Advisory Committees, initial terms of members shall be established as follows, in alphabetical order of the jurisdictions, effective 1 July 1973:

Danville City.....	1 year, expiring 30 June 1974
Franklin County.....	1 year, expiring 30 June 1974
Henry County.....	2 years, expiring 30 June 1975
Martinsville City.....	2 years, expiring 30 June 1975
Patrick County.....	3 years, expiring 30 June 1976
Pittsylvania County.....	3 years, expiring 30 June 1976
Rocky Mount.....	3 years, expiring 30 June 1976
At-large Members.....	3 years, expiring 30 June 1976

Subsequent to these initial terms of office, all future appointments will be for a three (3) year term.

Section 6 When a committee member has two consecutive unexcused absences from committee meetings, the jurisdiction which he represents will be notified of such absences.

## ARTICLE VIII

### West Piedmont Regional Alliance

Section 1. In order to comply with and take advantage of Chapter 26.3, the Regional Competitiveness Act, Section 15.1-1227.1 through Section 15.1-1227.5, of the Code of Virginia, the West Piedmont Planning District Commission shall create the West Piedmont Regional Alliance operating as a special standing committee under the auspices and responsibility of the Commission, this Alliance's legal existence depending on the existence of Section 15.1-1227.2, of the Code of Virginia.

A. Purpose of the West Piedmont Regional Alliance: The West Piedmont Regional Alliance shall provide the required institutional management body for the implementation of the Commonwealth of Virginia's Regional Competitiveness Act Program in the West Piedmont Region to promote increased intergovernmental cooperation and, through the cooperation created and the associated strategically planned projects, produce a region which is more economically competitive with competing localities outside the Commonwealth of Virginia.

B. Authorities of the Alliance: The Alliance shall have no additional authority beyond that which is necessary for carrying out the purposes of the Regional Competitiveness Act or which is prescribed within the Act.

The existence and operations of the Alliance shall cease with the repeal of the Regional Competitiveness Act or by an action by the West Piedmont Planning District Board of Commissioners to repeal Article VIII of the Planning District Commission's Bylaws.

C. Area of Coverage by the Alliance: All cities, counties, and towns with a population of 3,500 or greater within the Planning District will be invited to participate in the Alliance.

D. Distribution of Regional Competitiveness Act Program Funds: Funds that may be received in the Planning District through awards of Regional Competitiveness Act funding from the Virginia Department of Housing and Community Development or its successor shall be distributed on the basis as determined by resolution by all participating local governments, with the amounts of the awards determined by the Commonwealth of Virginia.

For its efforts in serving as the administrative agent for the West Piedmont Regional Alliance and as necessary as the fiscal agent, it is understood that the West Piedmont Planning District Commission shall invoice the

localities receiving Regional Competitiveness Act funds in an amount up to but not exceeding ten (10) percent of the funds distributed.

E. Alliance Membership: Membership of the Alliance shall reflect the requirements of the Code of Virginia, changing upon amendments made to the Code of Virginia. At its inception, members to be included in the Alliance shall be:

- Chief elected officials one each from the local government members of the Planning District, who may also be a Board of Commissioners member. The Planning District Commission shall invite officials (or their designees who must also be elected officials) to serve the Alliance.
- Local government administrators (or designees), one from each of the Commission's member localities. The Planning District Commission shall invite administrators/designees to serve the Alliance.
- Corporate officials, eight (8) members appointed by the Commission. Nominees must be chief executive officers and/or presidents of a business corporation or their designees.
- Presidents of Community Colleges (or their designees) within participating localities of the Planning District.
- Presidents of Four-Year Private Colleges (or their designees) within participating localities of the Planning.
- Public School Systems Superintendents (or their designees), two (2) superintendents (or their designees) from among the school systems of the member jurisdictions.
- Development Organization Representatives, two (2) members appointed by the Commission selected on a rotating basis from among the local economic development organizations or corporations within the Planning District.
- Civic Organization Representatives, two (2) members appointed by the Commission selected from a list of nominees submitted by Chamber of Commerce Directors whose lists of nominations may include: the Chamber Director, Chamber President, or a Director or President from other civic organizations and community action agencies within the Planning District.
- West Piedmont Planning District Commission representatives, two (2) members, the Chairman and Vice Chairman, or their designees in the event that they are members under another category, PDC representatives shall be appointed by the Commission Chairman.

F. Terms of Office:

- Chief elected official members (or their designees) shall serve for the term as determined by their localities.
- Local Government Administrators (or their designees) shall serve a term as determined by their localities.
- Corporate members shall serve three (3) year terms.
- Community College Presidents shall serve for their term of office with the Virginia Community College System. A designee of a Community College President shall serve such term as determined by the President.
- Presidents of the Four-Year Private Colleges shall serve for their term of office with the college. A designee of a President of a Four-year Private College shall serve such term as determined by the President.
- Public School Systems Superintendents (or their designees) shall serve for two (2) year terms.
- Development Organization Representatives shall serve two (2) year terms.
- Civic Organization representatives shall serve for two (2) year terms after which time the organizations making their original appointment shall be asked to renominate the member or nominate a new member; the Planning District Commission Board shall make the appointment(s) from the list of nominees.
- West Piedmont representatives shall serve for their term of office on the Commission, or for no more than two (2) years in the case of designees.

- G. Officers of the West Piedmont Regional Alliance. The Chairman and Vice-Chairman of the West Piedmont Planning District shall serve as Chairman and Vice-Chairman of the Alliance.
- The Executive Director of the West Piedmont Planning District Commission shall serve as Executive Director of the West Piedmont Regional Alliance. He may assign duties to a designee, including the Deputy Director of the West Piedmont Planning District Commission.
- H. Quorum/Voting for Meetings. A quorum shall consist of one-third the Alliance's membership in attendance at a called meeting. If a quorum is present when a vote is taken, the official vote of a majority of the members present is the act of the Alliance.
- Executive Committee. The Alliance may create an Executive Committee with no more than fourteen (14) members including the Chairman, Vice-Chairman chosen at a meeting of the full Alliance membership. The Alliance may delegate to the Executive Committee such responsibilities as the Alliance may determine, provided that these powers are not inconsistent with the provisions of the Virginia Regional Competitiveness Act.
- J. Committees. The Alliance Board may create one or more other committees and appoint members of the Board to serve on them. Each committee shall have two (2) or more members who serve at the pleasure of the Alliance Board. The creation of a committee and appointment of members to it shall be approved by a majority of directors in office when the action is taken. Each such committee shall be responsible for preparing recommendations to the Alliance on such matters as assigned.
- K. Termination. No provision is made for terminating participation by a member other than through term expiration; however, the Chairman of the Alliance may direct that a letter be sent to the original nominating party, advising of poor attendance, in effect, missing four (4) meetings in one (1) year.
- L. Bylaws for the Alliance. The Alliance shall operate under Article VIII of the West Piedmont Planning District Commission Bylaws as a standing committee of the Planning District. Once operative, the Alliance is permitted to adopt operating procedures in addition to but not in substitution for these bylaws herewith, insofar as these additional operating procedures do not conflict with West Piedmont Planning District Commission bylaws herewith.
- M. Fiscal Agency. The West Piedmont Planning District Commission may serve as Fiscal Agent for its Alliance. The Alliance shall be liable for compliance with the laws of the Commonwealth in all respects, as a subdivision of the West Piedmont Planning District Commission, which itself is a subdivision of the Commonwealth of Virginia.
- N. Administrative Agency. The West Piedmont Planning District Commission through its Executive Director and staff shall serve in the role of Administrative Agent for the Alliance. Local governing bodies participating in the Alliance and which receive Regional Competitiveness Act reward funding shall be billed at a rate not to exceed 10 percent per annum by the West Piedmont Planning District to cover costs of Alliance operations and administration.
- O. Freedom of Information, other Virginia Acts Impend on the Alliance. The Alliance is liable for the Virginia Freedom of Information Act, Procurement Act, and those other acts of the Commonwealth of Virginia which generally govern the acts or actions, procedures, and recordations of public bodies.

## ARTICLE IX

### Amendments

- Section 1 Any proposed amendment to these Bylaws shall be mailed to each member of the COMMISSION at least five days prior to the meeting at which it is to be voted upon. A majority vote of all members of the COMMISSION, voting at a regular meeting, shall be required to adopt any proposed amendment to the Bylaws.

## ARTICLE X

### Parliamentary Procedure

- Section 1 Robert's Rules of Order, Revised shall be the parliamentary authority for the conduct of meetings of the COMMISSION, the Executive Committee, Policy Advisory Committee, and the West Piedmont Regional Alliance, in all cases in which such rules apply and where they are not inconsistent with the provisions of the laws of Virginia, the Charter Agreement, and these Bylaws.
- Section 2. During Policy Advisory Committee (or sub-committee) meetings, no action shall be taken with respect to a matter affecting only a particular jurisdiction unless the committee (or sub-committee) representative of that jurisdiction is present or unless he is represented by a proxy or written proxy statement. Matters so tabled shall be reported by the Committee Chairman to the COMMISSION at its next regular meeting. In extreme cases, committees may exercise their own judgment in deviating from this rule.

## ARTICLE XI

- Section 1. These Bylaws and any amendments thereto shall be effective immediately upon adoption.

A

**PLANNING COMMISSION MEMBERS & TERMS**  
Updated 1-21-2014  
4-YEAR TERMS

**James M. Colby**  
80 Coveport Place  
Moneta, Virginia 24121  
540-719-2760 (home)

**Gills Creek District**  
**Term Expires: 3-31-2016**

**C. W. Doss, Jr.**  
484 Twin Creeks Drive  
Ferrum, Virginia 24088  
540-365-2678 (home)

**Blue Ridge District**  
**Term Expires: 6-30-2016**

**Edmund C. (Doc) Law**  
130 Mountain Avenue  
Rocky Mount, Virginia 24151  
540-483-9695 (home)

**Rocky Mount District**  
**Term Expires: 3-31-2018**

**Wendy Ralph**  
265 Hampton Drive  
Union Hall, Virginia 24176  
540-576-3085 (home)

**Union Hall District**  
**Term Expires: 6-30-2016**

**Sherri Mitchell**  
6061 Sontag Road  
Rocky Mount, Virginia 24151  
540-857-2020 3xt 5107 (work)  
540-483-7000 (home)  
e-mail: [sherrie.mitchell@va.gov](mailto:sherrie.mitchell@va.gov)

**Snow Creek District**  
**Term Expires: 6-30-2018**

**Earl Webb Vice-Chairman**  
151 Graveyard Knob Road  
Callaway, VA 24067  
540-489-5270 (work)  
e-mail: [ewebb@swva.net](mailto:ewebb@swva.net) (do not send large mail)

**Blackwater District**  
**Term Expires: 6-30-2016**

**Angie McGhee**  
24935 Virgil Goode Highway  
Boones Mill, Virginia 24065  
540-334-2020 (work)  
540-537-5918 (cell)  
e-mail: [McGheeRealtor@aol.com](mailto:McGheeRealtor@aol.com)

**Boone District**  
**Term Expires 3-31-2018**

**\*Each term is for 4 years**

**BY-LAWS**

**FRANKLIN COUNTY PLANNING COMMISSION**

Adopted May 10, 2005; Amended November 13, 2007, Amended May 11, 2010,  
Amended February 12, 2013  
Amended February 9, 2016

**ARTICLE 1 – OBJECTIVES**

- 1-1. This commission, established in conformance with the resolution adopted by the Board of Supervisors of Franklin County on February 29, 1961, had adopted the following Articles in order to facilitate its powers and duties in accordance with the provisions of Title 15, Article 2, Code of Virginia.
- 1-2. The official title of this commission shall be the "Franklin County Planning Commission".
- 1-3. Purpose and Responsibilities  
Planning Commission Members duties and responsibilities include, but not limited to the following:
  - 1-3-1. The purpose of the Planning Commission is to advise the Board of Supervisors on all matters related to the orderly growth and development of Franklin County.
  - 1-3-2. With the advice and assistance of the Planning Department, recommend a comprehensive plan for the physical development of the County, and review the plan once every five (5) years as required by Virginia State Code.
  - 1-3-3. Recommend elements and amendments to the comprehensive plan.
  - 1-3-4. Recommend amendments to the Zoning Ordinance.
  - 1-3-5. Recommend amendments to the Subdivision Ordinance.
  - 1-3-6. Review and make recommendations on all special use permit applications to the Board of Supervisors.
  - 1-3-7. Approve or disapprove the general or approximate location, character, and extent of streets, parks or other public buildings, public structures, public utility facilities, or public service corporation facilities whether owned publicly or privately as required by Virginia State Code, and communicate its findings to the Board of Supervisors.
  - 1-3-8. And other duties as assigned by the Board of Supervisors.

**ARTICLE 2 – MEMBERS**

- 2-1. A county planning commission shall consist of seven (7) members. Members shall be appointed by the Board of Supervisors.
- 2-2. Members shall be appointed for a term of four (4) years, ending on June 30th. Any vacancy in membership shall be filled by appointment by the Board of Supervisors. It shall be for an expired term only. Any appointed member may be removed by the Board of Supervisors for inefficiency, neglect of duty or malfeasance in office. The Board may provide for the payment of expenses incurred by the performance of their official duties.
- 2-3. Attendance reports shall be made to the Franklin County Board of Supervisors each six (6) months, recommending that less than 50% attendance of each Commissioner would justify consideration for replacement.

**ARTICLE 3 – OFFICERS AND THEIR SELECTION**

## Planning Commission By-Laws

- 3-1. The Officers of the Planning Commission shall consist of a chairman and vice chairman.
- 3-2. Nomination of officers shall be made from the floor at the regular July meeting each year. Election of officers shall follow immediately.
- 3-3. A candidate receiving a majority vote of the entire membership of the Planning Commission shall be declared elected. He shall take office immediately and serve for one (1) year or until his successor shall take office.
- 3-4. Vacancies in office shall be filled immediately by regular election procedures.

### ARTICLE 4 – DUTIES OF OFFICERS

- 4-1. The chairman shall be a citizen member of the commission and shall:
  - 4-1-1. Preside at all meetings whenever possible.
  - 4-1-2. Appoint committees, special and/or standing.
  - 4-1-3. Rule on all procedural questions (subject to a reversal by a two-thirds (2/3) majority vote of the members present).
  - 4-1-4. Be informed immediately of any official communication and report same at the next regular meeting.
  - 4-1-5. Carry out other duties as assigned by the commission.
- 4-2. The vice-chairman shall be a citizen member of the commission and shall:
  - 4-2-1. Act in the absence or inability of the chairman to act.
  - 4-2-2. Have the powers to function in the same capacity as the Chairman in cases of the chairman's inability to act.
- 4-3. The Franklin County Department of Planning and Community Development will provide staff functions to the commission. Among other duties that may be undertaken, it will include:
  - 4-3-1. Keep a written record of all business transacted by the commission, the minutes.
  - 4-3-2. Notify all members of all pending meetings.
  - 4-3-3. Keep a file of all official records and reports of the commission.
  - 4-3-4. Certify all maps, records and reports of the commission.
  - 4-3-5. Give notice of all hearings and public meetings.
  - 4-3-6. Attend to all the correspondence of the commission.
  - 4-3-7. Keep a set of minutes of all meetings and send a copy to each member of the Commission and a public copy shall be sent to the County Clerk and individual copies shall be sent to such other persons as may be authorized by the Commission from time to time.
  - 4-3-8. Prepare and be responsible for the publishing of advertisements relating to public hearings.
  - 4-3-9. Ensure that members are timely informed of proposed or contemplated actions within their districts.

### ARTICLE 5 – STANDING AND SPECIAL COMMITTEES

The need for standing committees shall be addressed by the Planning Commission at the February meeting each year. The committees must be approved by majority vote of those present at the regular February meeting.

## Planning Commission By-Laws

- 5-1. Standing committees shall be appointed for one (1) year. Vacancies shall be filled immediately by the Commission Chairman.
- 5-2. Special committees may be appointed by the Chairman as necessary for the purposes and terms approved by the commission.

### ARTICLE 6 – MEETINGS

- 6-1. Regular meetings of the Commission shall be held on the second Tuesday of each month at 6:00 p.m., unless otherwise designated. Due to inclement weather the regular meetings of the Franklin County Planning Commission may be continued to the following Thursday after the scheduled Planning Commission Meeting if the chairman, or vice chairman if the chairman is unable to act, finds and declares that weather or other conditions are such that it is hazardous for members to attend the meeting. Such findings shall be communicated to the member and the press as promptly as possible. All hearings and other matters previously advertised for such meeting shall be conducted at the continued meeting and no further advertisement is required.
- 6-2. Special meetings shall be called at the request of the Chairman or by two (2) members upon written request to the secretary. The secretary shall mail to all members, at least five (5) days in advance of a special meeting, a written notice fixing the time and place of the meeting and the purpose thereof. Written notice of a special meeting is not required if the time of the special meeting has been fixed at a regular meeting or if all members are present at the special meeting or files a waiver of notice.
- 6-3. All regular meetings, hearings, records and accounts shall be open to the public.
- 6-4. A majority of the members of the Commission shall constitute a quorum. The number of votes necessary to transact business shall be majority vote of those present and voting. Voting will be by roll call, and a record shall be kept as a part of the minutes.

### ARTICLE 7 – ORDER OF BUSINESS

- 7-1. The order of business for a regular meeting shall be:
  - 7-1-1. Call to order by Chairman.
  - 7-1-2. Roll Call.
  - 7-1-3. Consent Agenda Approval of minutes of previous meeting.
  - 7-1-4. Public Hearing
  - 7-1-5. Citizen Comment
  - 7-1-6. New business.
  - 7-1-7. Old business
  - 7-1-8. Work session
  - 7-1-9. Adjournment.
- 7-2. Motions shall be restated by the Chairman before a vote is taken. Also, the Chairman will explain what a "yes" or "no" vote will mean with respect to the motion being voted on. The names of persons making and seconding motions shall be recorded.
- 7-3. Parliamentary procedure in commission meetings shall be governed by the adopted rules of order, namely, Robert's Rules of Order.

## Planning Commission By-Laws

- 7-4. The secretary shall sign all minutes and at the end of the year shall certify that the minutes of the preceding year are a true and correct copy.

### ARTICLE 8 – HEARINGS

- 8-1. In addition to those required by law, the commission, at its discretion, may hold public hearings when it decides that a hearing will be in the public interest.
- 8-2. Notice of hearing shall be published in accordance with Title 15.2-2204 of the Code of Virginia.
- 8-3. The case before the commission shall be summarized by the Chairman or other member delegated by the Chairman. Interested parties shall have the privilege of the floor, but the chairman shall have the right to limit the amount of speaking time for each individual and in total. Citizens shall be limited to five (5) minutes to speak with exception of petitioners and/or their agents. Records or statements shall be recorded or sworn to, as evidence for any court of law, only after notice is given to the interested parties.
- 8-4. A record shall be kept of those speaking before the hearing.
- 8-5. Motions shall be restated by the Chairman before a vote is taken.

### ARTICLE 9 – CORRESPONDENCE

- 9-1. It shall be the duty of the secretary to draft and sign all correspondence necessary for the execution of the duties and functions of the planning commission.
- 9-2. It shall be the duty of the secretary to communicate by telephone, facsimile or e-mail when necessary to make communications that cannot be carried out as rapidly as required through direct correspondence.

### ARTICLE 10 – AMENDMENTS

- 10-1. These rules may be changed by a recorded two-thirds (2/3) vote of the entire membership after thirty (30) days' prior notice.

### ARTICLE 11 – EFFECTIVE DATE

- 11-1. Nothing in the foregoing by-laws shall be construed as invalidating any official business of the commission transacted prior to that date.
- 11-2. The foregoing by-laws shall become effective upon vote of a majority of the commission in regular meeting.
- 11-3. Adopted: May 10, 2005
- 11-4. Amended: November 13, 2007
- 11-5. Amended: May 11, 2010
- 11-6. Amended: February 12, 2013
- 11-7. Amended: February 9, 2016

Pam Dinkle, Executive Director  
Karen/Secretary  
Post Office Box 55  
400 Scruggs Road, Suite 200  
Moneta, VA 24121  
540 721-4400 (T)  
540-721-4450 (Fax)

LG

**1 YEAR TERMS**  
1-19-2016

The Tri-County Lake Administrative Commission (TLAC) was created on October 3, 2000. It replaced the Smith Mountain Lake Policy Advisory Board which was created in July of 1986. TLAC serves as an administrative department for the three counties surrounding Smith Mountain Lake (Bedford, Franklin, and Pittsylvania). TLAC carries out Smith Mountain Lake planning duties including, but not limited to, navigation marker issues, debris removal, invasive aquatic vegetation issues and coordination with APCO for lake related issues. TLAC strives to assist in the development of a harmonious community at Smith Mountain Lake through the administration of the programs and projects delegated to it by the three County Boards of Supervisors.

- The TLAC Board of Directors meets on the first Tuesday of each month at 4 P.M.
- Appointments/Re-appointments are made annually
  - Members:
    - Administrator from each member County
    - Supervisor from each member County
    - Citizen Representative from each member County (appointed by the County's Board of Supervisors)  
Note: Pittsylvania County's citizen representative serves only as an alternate for the County Supervisor
    - One member from the following local organizations:
      - Smith Mountain Lake Association
      - Smith Mountain Lake Chamber of Commerce
      - Appalachian Power Company
- Total Voting Members: 11
- Current Active Committees: Environmental and Navigation Committee Chairman must be active members of the TLAC Board of Directors
- Organizational Cooperative Agreement must be renewed every two years by all three Counties. The Boards of Supervisors recently approved the renewal of the agreement through October 3, 2008.

Lorie M. Smith  
Citizen Appointment  
400 Emerald Bay Drive  
Moneta, Virginia 24121

1 31 2017

Robert M. Canicia  
Board Member  
113 Charlotte Lane  
Hardy, Virginia 24101

1 31 2017

SOUTHERN AREA AGENCY ON AGING  
Teresa N. Fontaine, Executive Director  
204 Cleveland Avenue  
Martinsville, Virginia 24112  
632-6442 & 632-6252 (fax)  
1-800-468-4571  
[tfontaine@southernaaa.org](mailto:tfontaine@southernaaa.org)

### Responsibility of the Board

The Board of Directors is the principal policy making unit of the area agency on aging (AAA). The AAA Board is autonomous, bound only by its legal responsibilities under its charter and by-laws and its contractual agreements with State, local government and other agencies.

The AAA Board has an obligation to fulfill the purposes stated in its charter and to accomplish the goals and objectives outlined in the annual area wide plan for services to the elderly. In doing these things, it should adhere to two basic concepts First; the Board of Directors has primarily and fundamentally a policy making role as distinguished from an implementation and administration role which is carried out by the staff of the AAA and its subcontractors. Second, the authority of the Board is derived from its group action. No individual Board member has authority over the area agency on aging.

The AAA Board should not be confused with other organizations such as the Planning District Commission, the AAA Advisory Committee, and the governing bodies of its contract agencies. The AAA Board may delegate authority for certain major policy decisions to subcontractors or advisory groups, but it is ultimately responsible for the total program it administers.

In its policy-making role, the Board of Directors has the following responsibilities: (this list is not all inclusive)

- Develop an area plan for aging services.
- Identify the needs of the elderly in the community.
- Establish long-range goals for meeting the needs of the elderly.
- Formulate short-range objectives for programs to be conducted in the community.
- Approve overall plans for carrying out the objectives.
- Assure compliance with the conditions of financial assistance (e.g. contract with Virginia's Department for the Aging).
- Assure adherence to legal constraints and sound financial management procedures.
- Adopt a written personnel policy, including a plan for affirmative action in providing equal employment opportunity.
- Hire and fire the Executive Director (although the Board has the option of directly employing all staff of the AAA, it is recommend that the selection of other staff be left to the Executive Director within personnel policy guidelines established by the Board).

The Board meets at least six times a year (usually on the last Monday of the month). Committee meetings are usually scheduled for the morning of the Board meeting.

### **3-YEAR TERMS EXPIRES DECEMBER 31<sup>st</sup>**

Mrs. Maggie Gray  
129 Leeward Drive  
Moneta, Virginia 24121

Expires 12/31/2018

Dr. Susan Beatty  
842 Park Place  
Moneta,, Virginia 24121

Expires 5/31/2016

LIBRARY BOARD MEMBERS  
AS OF 10-20-2015  
4 YEAR TERMS

The Library Board is comprised of one member from each magisterial district. The appointment is for a four year term, and the member may be re-appointed for an additional term. The Library Board normally meets on the Thursday before the second Monday of each month at 7:00 PM in the Library.

GENERAL DUTIES OF THE LIBRARY BOARD

- A. To hire a capable, trained librarian subject to approval by the governing body.
- B. To determine Library policies.
- C. To approve expenditures of Library funds.
- D. To receive gifts to the Library.
- E. To work actively for the improvement of all libraries by supporting library legislation in the state and nation.
- F. To become familiar with the State and Federal aid program and with state and national library standards.
- G. To attend Board meetings regularly.
- H. To become familiar with what constitutes good library service by reading, attending library meetings and visiting other libraries.
- I. To support the Library's service program in daily contacts with the public at large.

John R. Leary, III (Unexpired Term Kim Roe)  
P. O. Box 123  
Hardy, VA 24101  
540-798-8025 (home)  
[john.leary@earthlink.net](mailto:john.leary@earthlink.net)

BOONE DISTRICT 6/2017

Mrs. Bethany Worley  
2821 Beech Mountain Road  
Ferrum, Virginia 24088

BLUE RIDGE DISTRICT 6/2019

Doug Pafford  
038 Island Pointe Lane  
Moneta, Virginia 24121

GILLS CREEK DISTRICT 6/2019

Nora Bowman (Unexpired Term of Ruth Cook)  
266 Sunflower Lane  
Callaway, Virginia 24067

BLACKWATER DISTRICT 6/2018

Sandy Dillon  
185 Sycamore Street  
Rocky Mount, Virginia 24151

ROCKY MOUNT DISTRICT 6/2017

William Mitchell  
6061 Sontag Road  
Rocky Mount, VA 24151  
483-7000

SNOW CREEK DISTRICT 6/2017

Rebecca Mushko  
8 Listening Hill Road  
Penhook, VA 24137  
576-3339

UNION HALL DISTRICT 6/2017

**ARTICLE VII - POWERS OF THE POLICY BOARD**

This Board shall have the following powers:

- a. To oversee and be responsible for the operation of the Program.
- b. To monitor the development of and approve all programs necessary for the successful and efficient operation of Dan River ASAP.
- c. To appoint, supervise and, if necessary, terminate the Executive Director, fix compensation and prescribe powers and responsibilities in keeping with the Commission on VASAP Policy and Procedure Manual.
- d. To establish staffing needs and authorize expenditure of funds as compensation therefore.
- e. To establish policy in connection with the expenditure of all funds available through the appropriation and collections of the Program.
- f. To monitor the development of and approve an annual budget to assure fiscal responsibility in the expenditure of funds collected by the Program. To approve line item transfers within the annual budget pursuant to requests of the Executive Director and to meet the needs of the Program.
- g. To direct the Executive Director to secure an annual state or independent audit of all financial records of the Program.
- h. To contract with and monitor any person, corporation, agency, or entity, public or private, meeting the qualifications of the Commission on VASAP Policy and Procedure Manual and the Code of Virginia for the furnishing of educational, analytic or alcohol/drug treatment, or other program services.

A Policy Board member of Dan River ASAP meets quarterly - March, June, September and December. The meetings are currently held at "The Dutch Inn" in Collinsville at 6:00pm dinner, and 6:30pm for the meeting. Dan River ASAP pays for the dinner

Brandt Gawor  
245 Farmington Road  
Hardy, VA 24101  
540-263-0107

(Term Expires 6-30-2016)

Mr. Tom Webster, Chairman  
Post Office Box 81  
Boones Mill, VA 24065  
(800) 347-0911 (W)  
(540) 334-5469 (H) [tomwebster@jefferds.com](mailto:tomwebster@jefferds.com)

(Term Expires 6-30-2015)

Tammy Goad  
Executive Director  
Dan River ASAP  
135 East Market Street  
Martinsville, VA 24112  
276 632-6303 (T)  
276 632-6304 (F)

[danrascp@centruylink.net](mailto:danrascp@centruylink.net)

Assistant County Administrator  
1255 Franklin Street, Suite 112  
Rocky Mount, Virginia 21151  
(510) 183-3030  
(510) 183-3035 (fax)

[chriswhitlow@franklincountyva.org](mailto:chriswhitlow@franklincountyva.org)  
(TERM EXPIRES 6/30/2016)

Mr. Mike Smith  
130 Smithfield Lane  
Boones Mill, VA 21065  
(TERM EXPIRES 6/30/2016)

**RECREATION COMMISSION MEMBERS  
AS OF 08-18-2015  
3-YEAR TERMS**



**Recreation Advisory Commission Members (RAC)**

The objective of the RAC shall be to function as an advisory body to the Franklin County Department of Parks and Recreation and the Franklin County Board of Supervisors. Granted in February of 1994, the Franklin County Board of Supervisors passed legislation to allow the operational structure of the Parks and Recreation Department to be jointly administered in the following capacity:

- By recommending the establishment of relevant policies for the development and enhancement of recreational programs and park facilities.
- By assisting the Department and the Board in improving relationships between the community and the Department through civic, business, and other community representatives within their respective districts.
- By providing an additional resource for evaluating existing and proposed Departmental programs and facilities.
- By assisting the Director in development of strategic plans for implementation of long-term goals and objectives to meet anticipated community needs.
- By providing the Director with general advice on the operation and implementation of both programming and recreational facilities.

Each member of the RAC shall be appointed by the Board and shall be elected in the following manner: one (1) member shall be appointed from each electoral district, provided that one (1) member shall be appointed at large; irrespective of his/her residence within any particular electoral district. The Board may modify the requirement for appointment by electoral district for original appointments to the RAC. The RAC meets once a month (the Thursday after the month's first Tuesday.)

George P. Martin, II (Unexpired Term of F. Witcher) 3768 Snow Creek Road Martinsville, Virginia 24112	<b>SNOW CREEK DISTRICT</b>	<b>6/30/2018</b>
Reba Dillon 6051 Burnt Chimney Road Wirtz, Virginia 24184	<b>GILLS CREEK DISTRICT</b>	<b>6/30/2017</b>
Mr. Al Flora (Unexpired term of Jonathan Crutchfield) 695 Dugwell Road Boones Mill, VA 24065	<b>BLACKWATER DISTRICT</b>	<b>6/30/2016</b>
Brenda Perdue 1092 Big Oak Lane Wirtz, Virginia 24154 719-0799	<b>UNION HALL DISTRICT</b>	<b>6/30/2018</b>
Frank Chrzanowski (Unexpired Term of Rick Arrington) 12-17-2013 2544 Poteet Road Hardy, Virginia 24101 721-2868	<b>BOONE DISTRICT</b>	<b>6/30/2018</b>

Kay Saleeby (Unexpired term of Doug Beatty)

85 Forest Hill Road

Rocky Mount, Virginia 24151

483-1678

**ROCKY MOUNT DISTRICT**

6/30/2017

William Maxwell (Unexpired Term of Gary Holden)

3629 Dry Hill Road

Ferrum, VA 24088

**BLUE RIDGE DISTRICT**

6/30/2017

Jessica Gawor

245 Farmington Road

Hardy, Virginia 24101

(Unexpired term of Kay Saleeby)

**AT LARGE MEMBER**

6/30/2016

Post office Box 2569  
Roanoke, Virginia 24010  
Jackie (Secretary) [jpace@rvarc.org](mailto:jpace@rvarc.org)  
(540) 343-4417 (Telephone)  
(540) 343-4416 (Fax)



**3-YEAR TERMS**  
(As of 4-16-2013)

## **An Overview of the Roanoke Valley-Alleghany Regional Commission**

Meetings of the Roanoke Valley-Alleghany Regional Commission are held every 4<sup>th</sup> **Thursday monthly** at 3:00 p.m. at the Regional Commission office (Conference Room) located at 313 Luck Avenue in downtown Roanoke. *(Unless otherwise notified.)* The Commission is composed of 34 representatives appointed by its 10-member governments. The majority of Commission members must be elected officials from local governments. Length of terms for local government representatives serving on the Regional Commission is three-years. Commission representation also includes non-voting liaison members representing chambers of commerce, economic development organizations, workforce development organizations and community colleges that are invited to participate in Commission meetings. Members of the Regional Commission discuss regional approaches to issues involving transportation, community/economic development and the environment. Members also initiate and facilitate productive regional discussion. Through its staff, the Commission encourages and assists localities in planning for the future. Commission members, through the annual work program and budget, establish a strategic agenda for the region. For more information on the Roanoke Valley-Alleghany Regional Commission visit [www.rvarc.org](http://www.rvarc.org).

Mr. Ronnie Thompson  
1629 Deepwoods Road  
Hardy, VA 24101  
[ronniethompson@franklincountyva.org](mailto:ronniethompson@franklincountyva.org)  
(TERM EXPIRES 6/30/2016)

Board Representative

Mr. Charles Wagner  
330 Riverview Street  
Rocky Mount, Virginia 24151  
(540) 483-9109 - Home  
[charleswagner@franklincountyva.org](mailto:charleswagner@franklincountyva.org)  
(TERM EXPIRES 6-30-2016)

Board Representative

Mr. Robert "Bob" Camicia  
143 Charlotte Lane  
Hardy, Virginia 24101  
(540) 890-6007 (Home)  
(540) 312-1976 (Cell)  
[gillscreek@earthlink.net](mailto:gillscreek@earthlink.net)  
(TERM EXPIRES 6/30/2016)

Board Representative



Roanoke Valley-Alleghany

**REGIONAL**  
**commission**

rvarc.org

313 Luck Avenue, SW | Roanoke, Virginia 24016 | P: 540.343.4417 | F: 540.343.4416 | rvarc@rvarc.org

April 19, 2016

Ms. Sharon Tudor, CMC  
Clerk, Franklin County Board of Supervisors  
1255 Franklin Street, Suite 112  
Rocky Mount, Virginia 24151

Dear Ms. Tudor:

According to our record of appointments, the terms of The Honorable Bob Camicia, The Honorable Ronnie Thompson, and The Honorable Charles Wagner, elected representatives of Franklin County on the Roanoke Valley-Alleghany Regional Commission, expire June 30, 2016. The Regional Commission Bylaws state that all appointments are for three-year terms. They are, of course, eligible for reappointment.

Please notify the Commission of the County's official action in filling these upcoming vacancies on the Commission. Thank you.

Yours truly,

A handwritten signature in blue ink that reads 'Wayne Strickland'. The signature is written in a cursive style with a large initial 'W'.

Wayne Strickland  
Secretary to the Commission

WGS:jlj



Roanoke Valley-Alleghany

**REGIONAL**  
**commission**

rvarc.org

313 Luck Avenue, SW | Roanoke, Virginia 24016 | P: 540.343.4417 | F: 540.343.4416 | rvarc@rvarc.org

April 19, 2016

Ms. Sharon Tudor, CMC  
Clerk, Franklin County Board of Supervisors  
1255 Franklin Street, Suite 112  
Rocky Mount, Virginia 24151

Dear Ms. Tudor:

According to our record of appointments, the term of Christopher Whitlow, non-elected representative of Franklin County on the Roanoke Valley-Alleghany Regional Commission, expires June 30, 2016. The Regional Commission Bylaws state that all appointments are for three-year terms. Mr. Whitlow is, of course, eligible for reappointment.

Please notify the Commission of the County's official action in filling this upcoming vacancy on the Commission. Thank you.

Yours truly,

Wayne Strickland  
Secretary to the Commission

WGS:jlj

AS OF 6-17-2014  
4 YEAR TERMS  
[Renee.Smith@dss.virginia.gov](mailto:Renee.Smith@dss.virginia.gov)

YK.

The Franklin County Department of Social Services provides both financial and social work services that are administered according to State and Federal regulations. The purpose of the Department is to provide assistance to meet basic needs, promote self reliance, strengthen families, and provide protection for County residents through community based services.

The Franklin County Board of Social Services is made up of seven members with one member from each magisterial district in the county, usually including one representative from the County Board of Supervisors. Members are appointed by the Board of Supervisors for a term of four years unless they are filling an unexpired term created by a vacancy on the Board. A member may serve no more that two full terms consecutively.

The Board is required by Virginia Code to meet at least bimonthly, and generally meets monthly on the fourth Tuesday of the month at 3:30 p.m.

Board member are expected to

- >Faithfully attend board and committee meetings.
- >Familiarize themselves with the programs, goals, and objectives of the local department.
- >Develop local personnel or other policies where needed if no State or Federal policies exist.
- >Take an active interest in issues of social services.
- >Avoid the hint of conflict of interest and clarify and enhance the public image of the Department.

Michael DeGiorgi  
8585 Burnt Chimney Road  
Wirtz, Virginia 24184                      UNION HALL DISTRICT                      6/18

Danny Agee  
545 Hempfield Road  
Callaway, Virginia 24067                      BLACKWATER DISTRICT                      6/17

Charles Wagner  
330 Riverview Street  
Rocky Mount, VA 24151                      ROCKY MOUNT DISTRICT  
BOARD REPRESENTATIVE                      6/16 ✓

John Lipscomb  
346 Quail Valley Lane  
Boones Mill, VA 24065                      BOONE DISTRICT                      6/16 ✓  
(540) 334-2839 (H)  
(248) 310-0650 (C)                      [jlipscomb@embarqmai.com](mailto:jlipscomb@embarqmai.com)

Howard Ferguson  
161 Mount Carmel Road  
Rocky Mount, VA 24151                      SNOW CREEK DISTRICT                      6/16 ✓

Richard Kleckner (*Unexpired Term of Benson Beck*)  
145 Channelview Drive  
Moneta, Virginia 24121                      GILLS CREEK DISTRICT                      6/18

Martha H. Bowling  
9249 Franklin Street  
Ferrum, Virginia 24088                      BLUE RIDGE DISTRICT                      6/17

social services board/commission

VIRGINIA WESTERN COMMUNITY COLLEGE  
DR. ROBERT SANDEL, PRESIDENT  
3095 Colonial Avenue, SW  
Post Office Box 14007  
Roanoke, Virginia 24038  
(540) 857-7311  
[abalzer@viriniawestern.edu](mailto:abalzer@viriniawestern.edu)

*L.*

Amy Balzer, Secretary

The Virginia Western Community College Local Advisory Board consists of eleven appointed members from six localities. The Board meets every other month from 3:30pm-5:00pm on the Virginia Western campus in the President's Conference Room. The purpose of the Board is to act in an advisory capacity to the State Board for Community Colleges and to perform duties with respect to the operation of Virginia Western Community College.

4-Year Term

Expires June 30<sup>th</sup>

857-7311  
857-7544(fax)

*Cannot be  
reappt  
previously  
10.5.15*

Larry D. Moore  
45 Scenic River Drive  
Rocky Mount, Virginia 24151

Expires 6/30/2016

**VIRGINIA WESTERN COMMUNITY COLLEGE  
EDUCATIONAL FOUNDATION BOARD OF  
DIRECTORS**

William "Bill" Brush  
81 Lighthouse Lane  
Moneta, Virginia 24121  
**APPOINTED 9-20-2011**

M.

**WEST PIEDMONT BUSINESS DEVELOPMENT  
CENTER**

The Board of Directors meets the first Wednesday of each month at 1:00 P.M. The meetings are held in the main office in Martinsville, Va (22 East Church Street). The meetings usually last approximately 1 hour.

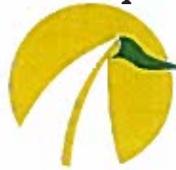
**Robbin Hall  
West Piedmont Business Development Center  
22 East Church Street  
Post Office Box 747  
Martinsville, VA 24114  
276-638-2523  
276-638-2669 FAX**

**3-Year Term**

**Barry Bridges  
125 Woodlake Drive  
Moneta, Virginia 24121**

**6/30/2016**

FRANKLIN COUNTY  
Board of Supervisors



Franklin County  
*A Natural Setting for Opportunity*

EXECUTIVE SUMMARY

<p><b>AGENDA TITLE:</b> FY 2017-2022 Secondary Six Year Plan (SSYP)</p> <p><b>SUBJECT/PROPOSAL/REQUEST:</b> Secondary System Construction Program for Secondary County Roads.</p> <p><b>STRATEGIC PLAN FOCUS AREA:</b></p> <p><b>Action Strategy:</b> N/A</p> <p><b>STAFF CONTACT(S):</b> Robertson, Whitlow, Planning and VDOT staffs</p>	<p><b>AGENDA DATE:</b> May 17, 2016</p> <p><b>ITEM NUMBER:</b></p> <p><b>ACTION:</b> Yes</p> <p><b>INFORMATION:</b></p> <p><b>CONSENT AGENDA:</b></p> <p><b>ACTION:</b> <b>INFORMATION:</b></p> <p><b>ATTACHMENTS:</b> Yes</p> <p><b>REVIEWED BY:</b> <i>BR</i></p>
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**BACKGROUND:**

The Secondary Six Year Plan is updated annually based on funds allocated by the Commonwealth Transportation Board (CTB) to counties for the purpose of performing construction work on the secondary roadway system. Allocations are based on state revenue projections provided by the Department of Taxation.

The State of Virginia requires the Board of Supervisors to review and adopt by resolution the Secondary Six Year Plan (SSYP) annually.

On April 29, 2016, staff sent a memorandum to the Board of Supervisors presenting the projected allocations for the FY 2017-2022 SSYP. Staff showed a table referencing each year's funding allocation over the next six (6) years. VDOT staff advises that after distributing the projected allocations in the existing SSYP plan, the County can fully fund each road project in the current plan by FY 2022. The Board of Supervisors can potentially add one unpaved secondary road project to the plan this year. The potential project added to this year's plan, will not be fully funded in FY 22; however, the monies should fund any PE work necessary and begin the construction phase.

In FY 2014-19 SSYP, the Board of Supervisors was able to add additional roads to the plan. However, in FY 2015-20 SSYP two roads were removed due to lack of funding. The two roads removed were Route 659, Bar Ridge Road and Route 657, Red Valley Road. Bar Ridge Road was the higher priority of the two roads when the roads were removed from the FY 2015-20 SSYP.

As a result, staff has tentatively added Route 659, Bar Ridge Road as the potential project for the FY 2017-22 SSYP. Staff feels Bar Ridge Road should be added back as it was on the plan for FY 2014-19 and it was the higher priority road and the first one removed from the plan.

**DISCUSSION:**

The following is a brief summary of the updated Franklin County FY 2017-2022 SSYP.

The plan now shows District Grant Unpaved Road funds in FY 2021 and 2022. These unpaved road funds are the result of the funding distribution detailed in House Bill 1887 (HB 1887) which was passed in 2015 and takes effect July 1, 2016. These funds replaced the CTB Unpaved road funds received through FY 2020.

The draft plan reflects one additional rural rustic unpaved road project for FY 2022, Route 659, Bar Ridge Road, which was part of the FY 2014 thru 2019 SSYP but was removed from the plan in FY 2015 due to allocation reductions. All projects in the draft plan are fully funded except Bar Ridge Road which requires funding from future allocations past FY 2022. Although a project is fully funded, construction may not commence in the same year 100% funding is available. Preliminary engineering activities must be completed prior to the start of construction activities.

The funding for the Countywide Cost Centers on pages three and four of the plan is consistent with previous years. Please disregard the estimated cost, advertisement date, previous funding and additional funding required data for all three of the Countywide Cost Centers. Our project management system requires that we enter this data for all projects; however, this information presents an inaccurate picture for these line items.

Please find attached "SSYP Allocation Comparison for FY 2016-2021-VS-FY 2017-2022" and the draft FY 2017-2022 (SSYP).

**RECOMMENDATION:**

Staff respectfully requests that the Board of Supervisors to adopt by resolution the FY2017-2022 Secondary Six Year Plan (SSYP).

## SSYP ALLOCATION COMPARISON FY 2016-2021 PLAN -VS- FY 2017-2022 PLAN

FY 16 - 21						
CODE	FUND	FY17	FY18	FY19	FY20	FY21
3001500	CTB Formula - Unpaved	\$ 102,146	\$ 116,761	\$ 125,838	\$ 120,940	\$ -
6030606	TeleFee	\$ 159,249	\$ 159,249	\$ 159,249	\$ 159,249	\$ 159,249

FY 17 - 22							
CODE	FUND	FY17	FY18	FY19	FY20	FY21	FY22
3001500	CTB Formula - Unpaved	\$ 86,230	\$ 101,679	\$ 116,966	\$ 112,413	\$ -	\$ -
6030606	TeleFee	\$ 162,688	\$ 162,688	\$ 162,688	\$ 162,688	\$ 162,688	\$ 162,688
6071700	District Grant - Unpaved	\$ -	\$ -	\$ -	\$ -	\$ 157,837	\$ 157,837

DIFFERENCE							
CODE	FUND	FY17	FY18	FY19	FY20	FY21	FY22
3001500	CTB Formula - Unpaved	\$ (15,916)	\$ (15,082)	\$ (8,872)	\$ (8,527)	\$ -	\$ -
6030606	TeleFee	\$ 3,439	\$ 3,439	\$ 3,439	\$ 3,439	\$ 3,439	\$ 162,688
6071700	District Grant - Unpaved	\$ -	\$ -	\$ -	\$ -	\$ 157,837	\$ 157,837

TOTAL CHANGE FY 17 - FY 21		
3001500	CTB Formula - Unpaved	\$ (48,397)
6030606	TeleFee	\$ 17,195
6071700	District Grant - Unpaved	\$ 157,837

**\$ 126,635**

Secondary System  
Franklin County  
Construction Program  
Estimated Allocations

Fund	FY2017	FY2018	FY2019	FY2020	FY2021	FY2022	Total
CTB Formula - Unpaved State	\$86,230	\$101,679	\$116,966	\$112,413	\$0	\$0	\$417,288
Secondary Unpaved Roads	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TeleFee	\$162,688	\$162,688	\$162,688	\$162,688	\$162,688	\$162,688	\$976,128
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
Disinct Grant - Unpaved	\$0	\$0	\$0	\$0	\$157,837	\$157,837	\$315,674
<b>Total</b>	<b>\$248,918</b>	<b>\$264,367</b>	<b>\$279,654</b>	<b>\$275,101</b>	<b>\$320,525</b>	<b>\$320,525</b>	<b>\$1,709,090</b>

Board Approval Date:

-----  
 Todd K. Daniel  
 Residency Administrator  
 Date

-----  
 Brent Robertson  
 County Administrator  
 Date

## SECONDARY SYSTEM CONSTRUCTION PROGRAM (in dollars)

District: Salem  
 County: Franklin County  
 Board Approval Date: 2017-18 through 2021-22

Route	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					Balance to complete	Traffic Count Scope of Work FHWA # Comments		
					2016-17	2017-18	2018-19	2019-20	2020-21			2021-22	
RL0718	COLONIAL TURNPIKE	PE \$950,000											
5471	0718033334	RW \$115,287	\$1,681,549	\$0	\$0	\$0	\$0	\$0	\$0	\$0	601	Bridge Replacement w/o Added Capacity	
RAAP CONTRACT	RTE. 718 OVER PIGG RIVER (STR. 07928) - BRIDGE REPLACEMENT	CON \$4,164,126	\$378,722	\$69,142	\$0	\$0	\$3,100,000	\$0	\$0	\$0			
BR/STP-STP		Total \$5,229,413	\$2,060,271	\$3,169,142	\$0	\$0	\$3,100,000	\$0	\$0	\$0	14011	Revised schedule required.	
MIN PLAN/FED-AID/SECONDARY	0.5 Mi. North of Rte. 715	11/10/2020											
0001.00	0.9 Mi. South of Rte. 646												
0.2													
RL0616	Scuggs Road	PE \$262,901											
93277	0616033727	RW \$166,222	\$711,240	\$0	\$0	\$0	\$0	\$0	\$0	\$0	8800	Reconstruction w/ Added Capacity	
RAAP CONTRACT	Rte 616 - Const. Rt Turn Lane on Rte 616 @ INT. w/ RTE. 122	CON \$348,170	\$67,828	(\$1,573)	\$0	\$0	\$0	\$0	\$0	\$0	24003		
STP	Intersection with Route 122	Total \$777,293	\$778,866										
Minimum Plan	0.066 miles south of intersection with Route 122	10/11/2016											
0002.00	0.1												
RL0744	Webster Corner Road	PE \$60,796											
98459	0744033744	RW \$0	\$434,877	\$0	\$0	\$0	\$0	\$0	\$0	\$0		Resurfacing	
STATE FORCESHIRED EQUIPMENT	RTE 744 - RURAL RUSTIC, SURF TRT NON-HARDSURF RD (RESURF)	CON \$374,081	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	16005		
S	Intersection of RTE 643	Total \$434,877	\$434,877	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
No Plan	0.7 Mi N of Rte 643	10/23/2014											
0003.00	0.7												
RL0936	GREENHOUSE RD	PE \$70,000											
108191	0936033785	RW \$30,000	\$633,913	\$0	\$0	\$0	\$0	\$0	\$0	\$0	286	Reconstruction w/o Added Capacity	
SAAP CONTRACT	RTE 936 GREENHOUSE ROAD - RURAL RUSTIC	CON \$537,382	\$3,469	\$0	\$0	\$0	\$0	\$0	\$0	\$0	16004		
S	0.178 MI N RTE. 839	Total \$637,382	\$637,382	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
No Plan	END STATE MAINTENANCE	4/26/2016											
0004.00	0.6												
RL0929	BRIAR MOUNTAIN RD	PE \$25,000											
106745	0828033786	RW \$20,000	\$359,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	282	Resurfacing	
STATE FORCESHIRED EQUIPMENT	RTE 929 BRIAR MOUNTAIN RD - RURAL RUSTIC	CON \$314,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	16005		
S	END STATE MAINTENANCE	Total \$359,000	\$359,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
No Plan	0.63 MI E END STATE MAINTENANCE	7/11/2019											
0005.00	0.6												

## SECONDARY SYSTEM CONSTRUCTION PROGRAM (in dollars)

District: Salem  
 County: Franklin County  
 Board Approval Date: 2017-18 through 2021-22

Route	Road Name Project # Description FROM TO Length Ad Date	Estimated Cost	Previous Funding SSYP Funding Other Funding Total	Additional Funding Required	PROJECTED FISCAL YEAR ALLOCATIONS						Balance to complete	Traffic Count Scope of Work FHWA # Comments
					2016-17	2017-18	2018-19	2019-20	2020-21	2021-22		
Rt.0981	EDWARDS ROAD 0981033787	PE \$25,000 RW \$15,000	\$76,475		\$0	\$0	\$0	\$0	\$0	\$0	229 Resurfacing 16005	
STATE FORCES/HIRED EQUIPMENT	RTE 981 EDWARDS RD - RURAL RUSTIC END STATE MAINTENANCE	CON \$213,000 Total \$253,000	\$0 \$76,475	\$176,525	\$0	\$0	\$0	\$0	\$0	\$0		
No Plan 0006.00	RTE. 660 MORGANS FORK RD 0.6	6/30/2020										
Rt.0691	BONBROOK RD 0691033786	PE \$25,000 RW \$15,000	\$35,730		\$198,828	\$0	\$0	\$0	\$0	\$0	200 Resurfacing 16005	
STATE FORCES/HIRED EQUIPMENT	RTE 691 BONBROOK RD RURAL RUSTIC .9 MILE OF BONBROOK MILL RD	CON \$282,000 Total \$322,000	\$35,730 \$55,049 \$90,779	\$32,393	\$0	\$0	\$0	\$0	\$0	\$0		
No Plan 0007.00	RTE 687 ALEAN RD 0.6	12/1/2021		\$231,221								
Rt.0665	TIMBERLINE RD 0665033791	PE \$125,000 RW \$30,000	\$0		\$23,039	\$237,154	\$232,601	\$278,025	\$134,181	\$0	67 Resurfacing 16005	
SAAP CONTRACT	RTE 865 (TIMBERLINE RD) - RURAL RUSTIC RTE 778	CON \$750,000 Total \$905,000	\$0 \$0 \$0	\$231,221	\$0	\$0	\$0	\$278,025	\$134,181	\$0		
No Plan 0008.00	0.35 MILE OF RTE 781 1.7	12/30/2023		\$905,000								
Rt.0659	BAR RIDGE RD 0659033792	PE \$158,000 RW \$15,000	\$0		\$0	\$0	\$0	\$0	\$143,844	\$0	50 Resurfacing 16005	
SAAP CONTRACT	RTE 659 BAR RIDGE RD RURAL RUSTIC 0.96 MI N RTE 626	CON \$783,000 Total \$956,000	\$0 \$0 \$0	\$956,000	\$0	\$0	\$0	\$0	\$0	\$812,155		
No Plan 0009.00	RTE 046 1.7	9/30/2026										
Rt.4007	1204007 COUNTYWIDE TRAFFIC SERVICES VARIOUS LOCATIONS IN COUNTY VARIOUS LOCATIONS IN COUNTY	PE \$0 RW \$0 CON \$250,000 Total \$250,000	\$462,542		\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	0 Safety 16021 TRAFFIC SERVICES INCLUDE SECONDARY SPEED ZONES SPEED STUDIES, OTHER NEW SECONDARY SIGNS	
S 9999 99			\$462,542	(\$212,542)	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	(\$387,542)		

## SECONDARY SYSTEM CONSTRUCTION PROGRAM (in dollars)

District: Salem  
 County: Franklin County  
 Board Approval Date: 2017-18 through 2021-22

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					Balance to complete	Traffic Count Scope of Work FHWA # Comments
										2016-17	2017-18	2018-19	2019-20	2020-21		
Rt.4005	100176	1204005 COUNTYWIDE ENGINEERING & SURVEY	FROM			PE RW CON Total	\$0 \$0 \$250,000 \$250,000	\$2,587 \$0 \$2,587	\$197,413	\$15,000 \$0 \$15,000	\$10,000 \$0 \$10,000	\$10,000 \$0 \$10,000	\$10,000 \$0 \$10,000	\$10,000 \$0 \$10,000	\$132,413	0 Preliminary Engineering 16015 MINOR SURVEY & PRELIMINARY ENGINEERING FOR BUDGET ITEMS AND INCIDENTAL TYPE WORK.
Rt.4008	100343	1204008 COUNTYWIDE RIGHT OF WAY ENGR.	TO			PE RW CON Total	\$0 \$0 \$0 \$0	\$25,000 \$0 \$0 \$25,000	(\$25,000)	\$0 \$0 \$0	\$2,500 \$0 \$2,500	\$2,500 \$0 \$2,500	\$2,500 \$0 \$2,500	\$2,500 \$0 \$2,500	(\$37,500)	0 Right of Way 16016 USE WHEN IMPRACTICAL TO OPEN A PROJECT. ATTORNEY FEES and ACQUISITION COST.
9999.99	9999.99	VARIOUS LOCATIONS IN VARIOUS LOCATIONS IN COUNTY					3/1/2011									

2

**PUBLIC NOTICE**

In accordance to Section 33.2-331 of the Code of Virginia, Franklin County Board of Supervisors and the Virginia Department of Transportation have jointly formulated a budget for the expenditure of improvement funds for the next fiscal year as well as to update the current Six-Year Secondary Roads Improvement Program based on projected allocation of funding.

In accordance with this section of the Code of Virginia, the Franklin County Board of Supervisors has established a time of **6:00 P.M., on Tuesday, May 17, 2016**, in the Board of Supervisors Meeting Room in the Franklin County Government Center, 1255 Franklin Street, Suite 104, Rocky Mount, Virginia to allow for public comment. A copy of the proposed Six-Year Plan and priority listing for the upcoming fiscal year is available for review in (1) the Office of Finance at 1255 Franklin Street, Suite 111, Rocky Mount, Virginia, and at (2) [www.franklincountyva.gov](http://www.franklincountyva.gov), under "News."

**"ALL REQUESTS FOR REASONABLE ACCOMMODATIONS DUE TO A DISABILITY SHOULD BE MADE TO SHARON K. TUDOR WITH AT LEAST A 48 HOUR NOTICE."**

  
Sharon K. Tudor, MMC, Clerk  
Franklin County Board of Supervisors

**FRANKLIN NEWS POST:**

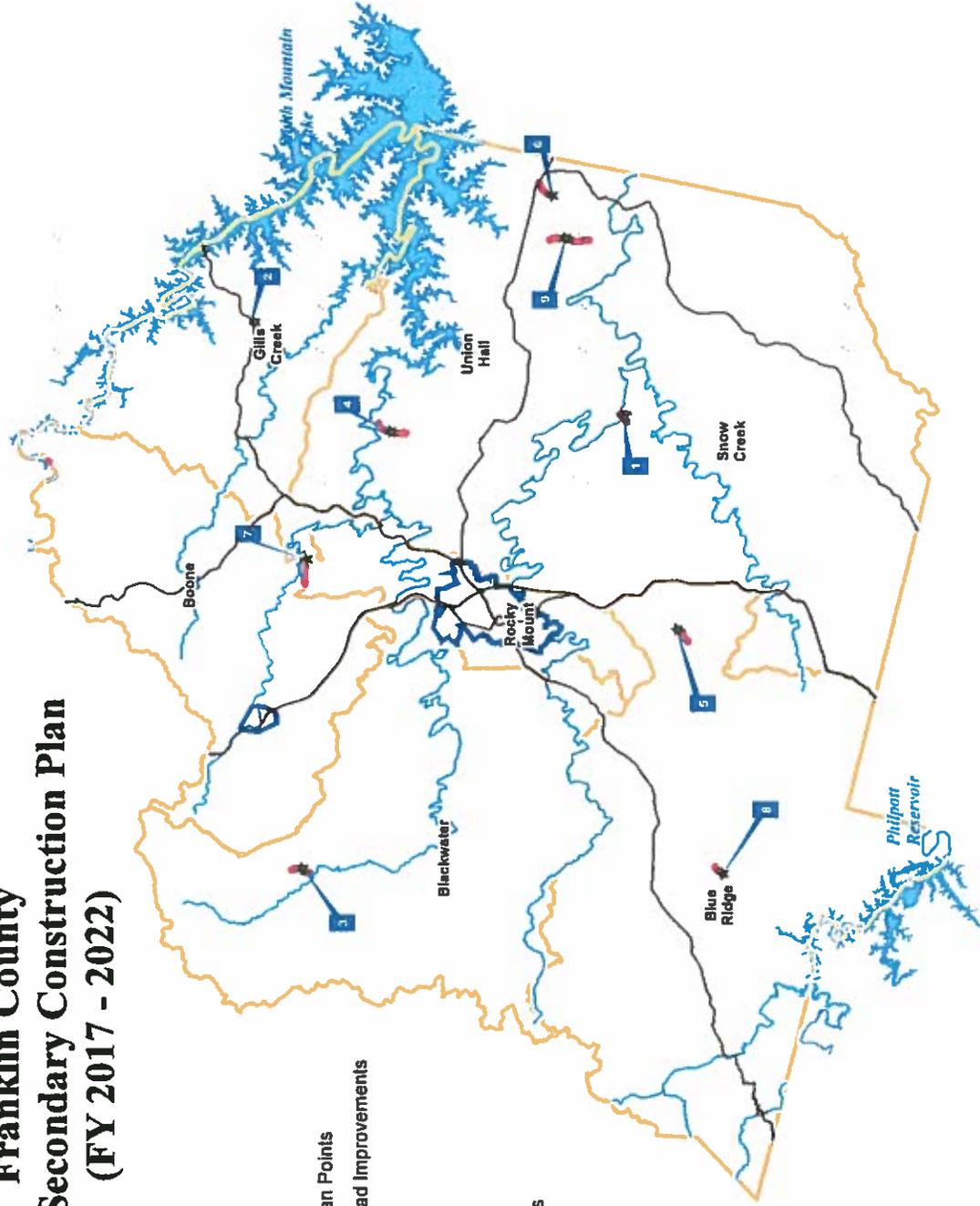
*Please publish in your Friday, May 6 & 13, 2016 editions.*

**CATHY THURMAN: Please place on the County's web page under "News"!!!!!!**

THANKS SO MUCH!!!!!!!!!!!!!!!!!!!!!!

# Franklin County Six Year Secondary Construction Plan (FY 2017 - 2022)

- Legend**
- \* VDOT6 Year Plan Points
  - 6\_Year Plan Road Improvements
  - Streams Major
  - Main Roads
  - Roads
  - Town Centers
  - Election Districts
  - Lakes
  - Priority



File: U:\Working\2017 planning\6\_Year\_Secundary\_Plan\_Improvements.kmz Year: November Date: 11/15/2016 10:58:00 AM



Updated: 05/10/16

FRANKLIN COUNTY  
Board of Supervisors



Franklin County  
*A Natural Setting for Opportunity*

EXECUTIVE SUMMARY

<p><b>AGENDA TITLE:</b> Background check requirement for EMS staff.</p> <p><b>SUBJECT/PROPOSAL/REQUEST</b> Background check for EMS providers/Enable local background checks for EMS providers/Approve public hearing to approve county ordinance.</p> <p><b>STRATEGIC PLAN FOCUS AREA:</b> <u>Goal #</u> <u>Action Strategy:</u> Improve process time for EMS agency applicants.</p> <p><b>STAFF CONTACT(S):</b> Msrs. Robertson, Hatcher</p>	<p><b>AGENDA DATE:</b> 5-17-2016      <b>ITEM NUMBER:</b></p> <p><b>ACTION:</b> YES      <b>INFORMATION:</b></p> <p><b>CONSENT AGENDA:</b> <b>ACTION:</b>      <b>INFORMATION:</b></p> <p><b>ATTACHMENTS:</b></p> <p><b>REVIEWED BY:</b> <i>BR</i></p>
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**BACKGROUND:** Pursuant to § 32.1-111.5, each person who, on or after July 1, 2013, applies to be a volunteer with or employee of an emergency medical services (EMS) agency must submit fingerprints and provide personal descriptive information to be forwarded by the Office of EMS (Office) along with his fingerprints through the Central Criminal Records Exchange (CCRE) of the Virginia State Police to the Federal Bureau of Investigation, for the purpose of conducting a state and national criminal history check. In 2015 the General Assembly enacted legislation that would allow this background check to be conducted locally which would decrease the processing time for EMS agency applicants for both volunteer and career agencies. Franklin County currently has no ordinance that allows for local processing of these background checks.

**DISCUSSION:** Pursuant to § 32.1-111.5 local EMS agency applications are processed through the Public Safety office for a local driving history and state criminal background check. When that is completed the applicant is sent a fingerprint card that must be taken by the applicant to the sheriff's office where the applicant is fingerprinted. The completed card is returned to the Public Safety office where it is mailed to the Virginia Office of EMS for a national criminal records database search to be conducted through the Virginia State Police at the expense of the Office of EMS. When the national criminal history record search is completed by the state police the report is returned to the Office of EMS where a letter is prepared and sent by US Mail to the Public Safety office. The letter simply states whether the applicant is eligible or ineligible for affiliation with an EMS agency in Virginia. The process typically takes between 4 and 6 weeks to be completed. This leads to an extreme delay in processing EMS provider applications which sometimes results in applicants losing interest in volunteering with a local agency. In 2015 the General Assembly allowed localities to conduct national criminal history searches, at the localities expense, provided a letter was submitted to the Office of EMS stating that the applicant is eligible or ineligible to be affiliated with a EMS agency. In most localities the sheriff's office has waived the processing fees associated with conducting the national criminal history request for those localities that have adopted such an ordinance. In preparation of this proposal, Public Safety staff contacted the Sheriff's Office regarding the fees for conducting background checks on EMS providers. The Sheriff has agreed to provide the background checks for EMS providers at no cost.

Staff drafted the following proposed ordinance for the Board to consider. This draft has been reviewed by the County Attorney. The ordinance reads as follows:

## **ARTICLE VII - PUBLIC SAFETY**

### **Sec. 8-124. - Background investigations of applicants for public employment and volunteer positions.**

- (a) In the interest of public welfare and safety, under the provisions of Code of Virginia § 19.2-389, § 32.1-111.5, and 15.2-1503.1, the director of human resources or his designee, who shall be located in a government entity, shall require any applicant who is offered or accepts employment with the county department of public safety, or who is offered or accepts a volunteer position with either the department of public safety, or volunteer emergency medical services department(s) within the County of Franklin to submit to fingerprinting and to provide personal descriptive information to be forwarded along with the applicant's fingerprints through the Central Criminal Record Exchange to the Federal Bureau of Investigation for the purpose of obtaining criminal history information regarding such applicant. Where authorized under the provisions of Code of Virginia § 15.2-1503.1, the county may require such applicants to pay for the cost of fingerprinting or a criminal records check, or both.
- (b) Criminal history information considered in accordance with this section shall include outstanding warrants, pending criminal charges and records of conviction. Records of dispositions which occurred while an applicant was considered a juvenile shall not be referenced unless authorized by court order, federal regulation or state statute authorizing such dissemination.
- (c) Any applicant who is denied employment or rejected as a volunteer on the basis of an investigation summary obtained in accordance with this section may inspect that summary for the purpose of clarifying, explaining or denying the information therein.
- (d) The criminal history information provided in accordance with this section shall be used solely to assess eligibility for public employment or service, and shall not be disseminated to any person not involved in the assessment process.

Staff has spoken with the Sheriff who has agreed to waive any fees associated with processing EMS criminal history records. Once the ordinance is approved staff will develop a plan to comply with the requirement to submit a letter to the Office of EMS as outlined in § 32.1-111.5.

**RECOMMENDATION:** Staff respectfully requests that the Board of Supervisors approve the proposed ordinance after the advertised public hearing is held.

PUBLIC NOTICE

3

The Franklin County Board of Supervisors will hold a public hearing at approximately **6:00 P.M.**, on **Tuesday, May 17, 2016**, at the Government Center, Board of Supervisors Meeting Room located at 1255 Franklin Street, Suite 104, Rocky Mount, Virginia consider proposed amendments to **Chapter 8-124** of the Franklin County Code. The reason for the proposed amendments to Chapter 8 is to authorize criminal background investigations of applicants for public employment and volunteer positions.

A complete copy of the proposed amendments to said ordinance with the specifics of the proposed changes is available in the Office of the Board of Supervisor's Clerk, 1255 Franklin Street, Suite 111, Rocky Mount, Virginia 24151.

All requests for reasonable accommodations due to a disability should be made to Sharon K. Tudor with at least a 48 hour notice.

All citizens are encouraged to attend.

  
SHARON K. TUDOR, CLERK, MMC  
FRANKLIN COUNTY BOARD OF SUPERVISORS

**FRANKLIN NEWS POST**

PLEASE PUBLISH IN YOUR **FRIDAY, MAY 6 & 13, 2016** EDITIONS

## **ARTICLE VII - PUBLIC SAFETY**

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(b) Criminal history information considered in accordance with this section shall include outstanding warrants, pending criminal charges and records of conviction. Records of dispositions which occurred while an applicant was considered a juvenile shall not be referenced unless authorized by court order, federal regulation or state statute authorizing such dissemination.

(c) Any applicant who is denied employment or rejected as a volunteer on the basis of an investigation summary obtained in accordance with this section may inspect that summary for the purpose of clarifying, explaining or denying the information therein.

(d) The criminal history information provided in accordance with this section shall be used solely to assess eligibility for public employment or service, and shall not be disseminated to any person not involved in the assessment process.



# ORDINANCE

## CHAPTER 20:41

### DIVISION 3. - ORDINANCE SETTING DATES FOR APPLICATION TO THE BOARD OF EQUALIZATION FOR RELIEF AND FOR DISPOSITIONS OF ALL APPLICATIONS FOR RELIEF BY THE BOARD OF EQUALIZATION

#### Sec. 20-41. - Applications.

It is hereby ordained, as follows:

(1)

All applications to the board of equalization by property owners or lessees seeking relief from assessments must be made by 5:00 p.m., ~~Wednesday, February 29, 2012~~ **Friday, May 20, 2016.**

(2)

All applications for relief filed shall be finally disposed of by the board of equalization by 5:00 p.m., ~~Friday, April 27, 2012~~ **Thursday, May 26, 2016.**

(Ord. of 2-17-04; Res. No. 10-03-2012, 3-20-12)

## PUBLIC NOTICE

The Franklin County Board of Supervisors will hold a public hearing at approximately 6:00 P.M., on Tuesday, May 17, 2016, at the Franklin County Government Center, 1255 Franklin Street, Suite 104, Rocky Mount, Virginia to consider the proposed amendment to (Chapter 20: Article II, Division; Section 20-41), with the result that all applications for relief filed to the Board of Equalization shall be finally disposed of by the Board of Equalization by 5:00 P.M., Thursday, May 26, 2016. A complete copy of the proposed amendment to said ordinance is available in the Office of the Clerk to the Board of Supervisors, 1255 Franklin Street, Suite 111, Rocky Mount, Virginia 24151.

All requests for reasonable accommodations due to a disability should be made to Sharon K. Tudor with at least a 48 hour notice.

All interested parties are encouraged to attend.

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SHARON K. TUDOR, MMC  
CLERK

***FRANKLIN NEWS POST:***  
PLEASE PUBLISH IN YOUR FRIDAY, MAY 6 & 13, 2016 EDITIONS.

Extension date/cor



ARTICLE II. - PUBLIC DANCE HALLS

FOOTNOTE(S):

--- (2) ---

State Law reference— Authority of county to regulate public dance halls. Code of Virginia, § ~~18-2-433~~15.2-912.3

DIVISION 1. - GENERALLY

Sec. 3-16. - Defined.

For the purposes of this article, the following words, terms, and phrases shall have the meanings ascribed to them in this section, except where context indicates a different meaning:

County Administrator means the County Administrator, or another County employee or officer as the County Administrator may designate.

Manager means any person charged with conducting the business affairs or daily operations of a public dance hall.

Permit holder means the person(s) who hold(s) a permit issued pursuant to this article.

Person means any individual, group of individuals, corporation, partnership, association or other entity formed for the purpose of conducting business, or any combination thereof, unless context indicates that a natural person is the intended meaning.

Public dance hall means any place not owned by the county open to the general public where dancing by the general public is permitted; however, a restaurant located in the county licensed under Code of Virginia, § 4.1-210 to serve food and beverages having a dance floor with an area not exceeding ten percent of the total floor area of the establishment shall not be considered a public dance hall.

For the purposes of this article the term "public dance hall" includes any dance hall or other place where there is dancing and which is open to members of the public upon the payment of an admission fee or any other form of compensation to the operator.

(Ord. of 12-19-77 Code of Virginia, § 15.2-912.3)

Sec. 3-17. - Violations of article generally.

Unless otherwise specifically provided, a violation of any provision of this article shall constitute a Class 3 misdemeanor.

(Ord. of 12-19-77)

**Cross reference**— Penalty for Class 3 misdemeanor, § 1-11.

Sec. 3-18. - Exemptions ~~from article.~~

This article shall not apply to any single dance:

(1) Held for benevolent or charitable purposes; or

(2) Conducted under the auspices of a governmental, religious, educational, civic or military organization.

~~This article shall not apply to dances held for benevolent or charitable purposes or conducted under the auspices of religious, educational, civic or military organizations.~~

(Ord. of 12-19-77:[Code 2016](#))

State Law reference— Authority for above exemptions, Code of Virginia, § [158.2-912.3433](#).

Sec. 3-19. - Security requirements.

Whenever the number of patrons in a public dance hall is less than 50, then the public dance hall shall have at least one security worker. Whenever the number of patrons in a public dance hall is at least 100, then the public dance hall shall have at least three security personnel, no less than one of whom shall be a law-enforcement officer patrolling the establishment. For every 200 patrons, the public dance hall shall have at least four security personnel, no less than two of whom shall be law-enforcement officers dedicated to maintaining order in and around the public dance hall. For purposes of this section, the term "law-enforcement officer" has the meaning ascribed to that term by Code of Virginia, § 9.1-101. All other security personnel shall be "unarmed security officers" or "armed security officers" as defined by Code of Virginia, § 9.1-138 validly registered with the State Department of Criminal Justice Services as required by Code of Virginia, § 9.1-139. The permit holder for the public dance hall shall be responsible for all costs associated with fulfilling the security requirements of this section. The permit holder for the public dance hall shall be responsible for ensuring full compliance with this section.

(Code 2016)

Sec. 3-20. - Right of entry of police; enforcement.

Sheriff's Office personnel may enter any public dance hall for which a permit has been granted under this article during all hours of operation.

(Code 2016)

Sec. 3-21. - Entry prohibited to certain persons.

(a) No person under the age of 18 years shall remain on the public dance hall premises after 9:00 p.m. unless lawfully employed therein or unless accompanied by a parent or legal guardian.

(b) The manager of any public dance hall shall conduct, or cause to be conducted, a positive identification and age check of each person seeking admittance to ensure compliance with this section.

(c) It shall be unlawful for any person to falsely represent his or her age in order to gain admittance to a public dance hall or for any person to aid, abet or assist in making such false representation.

(Code 2016)

Sec. 3-22. - Manager to be present during operation; events with promoters.

(a) Each permit holder, except an individual who is a permit holder and on the premises, shall have a designated manager, as defined in Section 3-16, present and in actual charge of the business being conducted under the permit at any time the public dance hall is in operation. The name of the designated manager of every public dance hall shall be kept posted in a conspicuous place in the public dance hall, legible in print and size, during the time such manager is in charge. Designated managers must be at least 21 years of age and have passed a criminal background check to show that he or she has not been convicted of:

(1) Any violent felony involving a crime against a person;

(2) Any other felony within five years preceding the date of the event;

(3) Any misdemeanor involving contributing to the delinquency of a minor within five years preceding the date of the event;

(4) Any other criminal offense against a juvenile; or

(5) Any crime within five years preceding the date of the event involving:

a. The possession, sale or distribution of, attempted possession, sale or distribution of, or conspiracy to possess, sell or distribute a controlled substance, alcohol or firearms; or

b. The sale or distribution of, attempted sale or distribution of, or conspiracy to sell or distribute marijuana.

(b) No permit holder shall allow a promoter to sponsor any event within a public dance hall unless all persons with a controlling interest in that promoter have completed a criminal background check through the County Administrator within the three months preceding the date of such event and the criminal background check has shown that no such person has been convicted of:

(1) Any violent felony involving a crime against a person;

(2) Any other felony within five years preceding the date of the event;

(3) Any misdemeanor involving contributing to the delinquency of a minor within five years preceding the date of the event;

(4) Any other criminal offense against a juvenile; or

(5) Any crime within five years preceding the date of the event involving:

a. The possession, sale or distribution of, attempted possession, sale or distribution of, or conspiracy to possess, sell or distribute a controlled substance, alcohol or firearms; or

b. The sale or distribution of, attempted sale or distribution of, or conspiracy to sell or distribute marijuana.

(c) The permit holder shall ensure that the promoter possesses a business license issued by the county, and the permit holder shall produce on demand by any county officer or employee a copy of such business license.

(Code 2016)

Sec. 3-1923. - Required permit; application and fee. Permit.

(a) It shall be unlawful for any person to own, operate or maintain a public dance hall within the county, unless he has a permit so to do, approved by the Board of Supervisors pursuant to this section. Upon receipt of an approved dance hall permit from the Board of Supervisors, it shall be displayed next to the existing ABC License and Certificate of Occupancy within the establishment.

(b) Application for a permit under this article shall be made in writing on forms provided for this purpose and filed with the County Administrator. Applicants shall provide the following:

(1) The name, street address and telephone number of the proposed public dance hall.

(2) The name, residential address, telephone number, date of birth, gender, race, hair and eye color, height and weight of the individual applicant or the individual applying on behalf of an entity.

(3) The name, address and telephone number of each individual who is an officer, director, partner, principal or manager of the proposed public dance hall, as well as any promoter involved in conducting dances at the proposed public dance hall.

(4) Whether the applicant or any of the persons listed in subsection (b)(3) of this section has been convicted of any felony or misdemeanor and, if so, the nature of the offense, when and where convicted and the penalty or punishment assessed.

(5) Whether the applicant or any of the persons listed in subsection (b)(3) of this section has had a public dance hall permit denied or revoked by any jurisdiction and, if so, when and where the denial or revocation occurred.

(6) The name, residential address and telephone number of two references who are neither minors nor relatives of the applicant or of any person listed in subsection (b)(3) of this section.

(7) If the applicant does not own the premises of the proposed public dance hall, a signed statement from the owner(s) authorizing use of the premises for a public dance hall.

(8) Written declaration, dated and signed by the applicant, certifying that the information contained in the application is true and correct and authorizing the County Administrator to commence a criminal background and reference check.

(c) Each such application for a permit shall be accompanied by a fee in the amount of \$600.00.

(d) In addition to submitting the information required by subsection (b) of this section, applicants shall make the premises of the proposed public dance hall available for inspection pursuant to this article by representatives of the Sheriff's Office, Department of Public Safety, the Building Inspections Office, and the Department of Planning & Community Development.

It shall be unlawful for any person to own, operate or maintain a public dance hall within the county, unless he has a permit so to do issued pursuant to this section.

(b) Application for a permit required by this section shall be filed with the county administrator, who shall, within thirty (30) days thereafter, conduct such investigation as he deems necessary and report the results thereof to the board of supervisors.

(c) Upon receipt of the report referred to in subsection (b) above, the board of supervisors shall either approve or disapprove the permit application. If the application is approved by the board, the county administrator shall issue a signed permit to the applicant. If the application is disapproved by the board, the permit shall be denied.

(d) Upon receipt of approved county dance hall license from the board of supervisors, it shall be displayed next to the existing ABC License within the establishment.

(Ord. of 12-19-77; Res. No. 24-12-91, 12-17-91; Code 2016)

**State Law reference**— Authority of county to require dance hall permit, Code of Virginia, § 18.2-433.

Sec. 3-24. - Issuance or denial of permit.

(a) Within 45 days of the application filing, the Board of Supervisors shall approve a permit or provide a written decision of denial to the applicant.

(b) Upon receipt of a completed application, the County Administrator shall provide the application to the Sheriff, the Department of Public Safety Director, the Building Official for the Building Inspections Office, and the Director of Planning and Community Development, Va. Department of Highways and Transportation (VDOT), Treasurer and Commissioner of Revenue for their review. Within 21 days of receipt:

(1) The Sheriff and VDOT shall inform the County Administrator in writing whether the structure in which the proposed dance hall is located meets all security and traffic concerns;

(2) The Department of Public Safety Director shall inform the County Administrator in writing whether the structure in which the proposed dance hall is located meets all the provisions in the

county's fire prevention code, including the Virginia Statewide Fire Prevention Code, and whether the parking facilities impede the approach of fire apparatus;

(3) The Building Official shall inform the County Administrator in writing whether the structure in which the proposed dance hall is located meets all the applicable provisions in the Virginia Uniform Statewide Building Code; and

(4) The Director of Planning and Community Development shall inform the County Administrator in writing whether the proposed property use and vehicular parking provided on premises meets zoning requirements for the proposed dance hall.

(5) VDOT shall inform the County Administrator in writing whether a commercial entrance is required.

(6) Treasurer shall inform the County Administrator in writing that the real estate and personal property taxes are not delinquent.

(7) Commissioner of Revenue shall inform the County Administrator in writing that the meals tax is paid to date.

(c) The County Administrator shall recommend that the Board of Supervisors approve a permit if:

(1) The Sheriff has determined that the structure in which the proposed dance hall is located meets all security and traffic concerns;

(2) The Department of Public Safety Director has determined that the structure in which the proposed dance hall is located meets all the provisions in the county's fire prevention code, including the Virginia Statewide Fire Prevention Code, and the parking facilities do not impede the approach of fire apparatus;

(3) The Building Official has determined that the structure in which the proposed dance hall is located meets all applicable provisions in the Virginia Uniform Statewide Building Code;

(4) The Director of Planning and Community Development has determined that all property use and vehicular parking meets zoning requirements for the proposed dance hall.

(5) VDOT has determined a commercial entrance is not required.

(6) Treasurer has determined the real estate and personal property taxes are not delinquent.

(7) Commissioner of Revenue has determined the meals tax is paid to date.

(d) The County Administrator may recommend attaching conditions to a permit that are reasonably related to the preservation of domestic tranquility.

(Code 1995, § 4-64; Ord. No. 1093, § 3, 3-13-2007; Code 2016)

Sec. 3-259. - To be closed during certain hours.

It shall be unlawful for the owner, manager or other person in control of any public dance hall to permit such establishment to remain open for business or to allow dancing therein between 1:00 a.m. and 7:00 a.m. on ~~any day and further, Monday through Saturday. D~~ dancing shall only be allowed between the hours of 1:00 p.m. and 11:00 p.m. on Sunday.

(Code 1974, § 13-9; Ord. of 12-19-77; Amend. of 1-21-03(1); Code 2016)

Sec. 3-26. - Revocation of permit or license.

The Board of Supervisors may revoke any permit issued pursuant to this article for any of the following reasons:

- (1) The dance hall does not conform to the requirements of the fire prevention code of the county, the Virginia Statewide Fire Prevention Code, or any other law concerning fire prevention or safety.
- (2) The dance hall does not conform to the requirements of the Virginia Uniform Statewide Building Code.
- (3) The dance hall does not conform to the county's zoning requirements.
- (4) The application or any statement made in support of the application has been discovered to contain a material misrepresentation or omission of fact.
- (5) The permit holder has allowed, or failed to take, reasonable measures to prevent repeated occurrences of disorderly, violent, obscene or other unlawful conduct on its premises.
- (6) The permit holder has violated any permit terms or conditions.
- (7) The permit holder has violated any provision of this article.
- (8) The permit holder has assigned or otherwise transferred the dance hall permit to another person or entity.
- (9) The permit holder is in violation of a local, state or federal law, and such violation prohibits continued operation of the dance hall.

(Code 2016)

Sec. 3-27. - Procedure upon denial of an application or revocation of a permit.

(a) If the Board of Supervisors denies an application or revokes a permit, the applicant or permit holder shall be notified in writing of such action, the reasons therefore, and the right to request a hearing. To receive a hearing, the applicant or permit holder is required to make a written hearing request which must be received by the County Administrator within thirty (30) days of the denial or revocation notice issuance. If a timely hearing request is not received by the County Administrator, the denial or revocation decision shall be final. If a hearing is properly requested, it shall be held within fourteen (14) days from receipt of the hearing request. The hearing shall be presided over by the County Attorney. The applicant or permit holder shall have the right to present evidence and argument or to have counsel do so. Within five (5) days of the hearing, the County Attorney shall render a decision, which shall be final. If a permit revocation decision becomes final, the permit holder must discontinue all dance hall operations, effective no later than 11:59PM that same day.

(b) Any person operating such a public dance hall whose permit has been revoked shall have the right of appeal to the circuit court of the county in accordance with law.

Sec. 3-218. - Consumption, etc., of alcoholic beverages on premises.

It shall be unlawful and a Class 4 misdemeanor for any person to ~~take a drink of~~consume any alcoholic beverage or tender a drink thereof to another, whether accepted or not, on the premises of any public dance hall, unless the establishment is licensed by the state alcoholic beverage control commission for "on the premises" alcoholic beverages sales.

(Ord. of 12-19-77)

**State Law reference**— Authority for above section, Code of Virginia, § 4-96.

Sec. 3-229. - Intoxicated, etc., persons to leave premises on order so to do.

Any person within a public dance hall who is found to be intoxicated or under the influence of alcohol, ~~marijuana~~ or any ~~other illegal drug or~~ narcotic shall, upon order of the proprietor or management personnel or any police officer, leave such dance hall forthwith and not return until sober.

(Code 1974, § 13-9; Ord. of 12-19-77)

Sec. 3-2330. - Responsibility for control of patrons; revocation of permit and license.

The owner(s) of a public dance hall shall be responsible for maintaining control of the patrons of such establishment ~~to the best of his ability~~. Lack of effort to control the patrons or repeated requests for police assistance may initiate action by the Board of Supervisors to review the establishment's permit and

license ~~of the establishment~~. Revocation of the permit and license may occur if, in the judgment of the ~~Board of S~~supervisors, such action is in the best interest of the county.

(Ord. of 12-19-77)

Sec. 3-31. - Illumination of exterior signs.

Any person operating or conducting a public dance hall shall not allow exterior signs to be illuminated after 1:00 a.m., or to be illuminated during any hours prohibited for the operation of such dance hall.

(Code 2016)

Secs. 3-~~2432~~—3-35. - Reserved.

DIVISION 2. - LICENSE

Sec. 3-36. - Required.

It shall be unlawful for any person to operate a public dance hall within the county, unless he has a current license issued by the ~~County Administrator~~Commissioner of Revenue, upon approval by the Board of Supervisors pursuant to this division.

(Ord. of 12-19-77; Res. No. 39-01-91, 1-22-91)

Sec. 3-37. - License year.

The license year for public dance halls shall be from January first to December thirty-first.

(Ord. of 12-19-77)

Sec. 3-38. - Fee.

The annual fee for a license required by this division shall be ~~one-six~~ hundred dollars (~~\$6100.00~~); provided, however, that such fee shall be prorated as follows, if the initial license is obtained after the beginning of the license year:

- (1) If obtained during the first quarter of the year, the fee shall be ~~one-six~~ hundred dollars (~~\$6100.00~~).
- (2) If obtained during the second quarter of the year, the fee shall be ~~seventy-five~~four hundred and fifty dollars (~~\$75450.00~~).
- (3) If obtained during the third quarter of the year, the fee shall be ~~fifty-three~~ hundred dollars (~~\$50300.00~~).
- (4) If obtained during the last quarter of the year, the fee shall be ~~twenty-five~~one hundred and fifty dollars (~~\$25150.00~~).

The fee prescribed by this section shall be paid to the County Treasurer.

(Ord. of 12-19-77)

**Cross reference**— License taxes, § 20-151 et seq.

**State Law reference**— Authority of county to impose license tax on dance halls, Code of Virginia, § 18.2-433.

Sec. 3-39. - Issuance.

Upon proper application, payment of the fee prescribed by section 3-38 and compliance with all applicable provisions of this article, the County Administrator shall issue the license for a public dance hall; provided, however, that no such license shall be issued until such time as the Board of Supervisors has approved such application.

(Ord. of 12-19-79; Res. No. 39-01-91, 1-22-91)

Sec. 3-40. - Expiration and renewal.

A license issued under this division shall expire on December thirty-first next following its issuance and shall be renewed no later than the following January thirty-first. There shall be a penalty of ten (10) percent of the license fee, if the license is not so renewed, in addition to the yearly-annual license fee.

(Ord. of 12-19-77)

Sec. 3-41. - Revocation.

The County Administrator shall have the authority to suspend for a period of not more than thirty (30) days a permitlicense issued under this division for failure to comply with any of its provisions and conditions with the suspension being subject to review by the Board of Supervisors at their next regular meeting.

(Amend of 1-21-03(1))

Sec. 3-42. - Changes in ownership, management or location.

Any change in the ownership of a controlling interest in a permitlicense holder of a public dance hall shall invalidate the permitlicense for such public dance hall. The permitlicense holder of a public dance hall shall furnish the county with written notice of any change in the ownership of less than a controlling interest in the permitlicense holder, containing all of the information required by Section 3-23(b) and (c), within thirty (30) days of such change. Upon any change in the management of a public dance hall, the permitlicense holder shall report the change to the County Administrator within fourteen (14) days by submitting information sufficient for the County Administrator to determine whether the permitlicense holder remains in compliance with this article. Any change in the location of a public dance hall shall invalidate the permitlicense for such public dance hall.

Secs. 3-~~423~~—3-55. - Reserved.



# Franklin County

*A Natural Setting for Opportunity*

## DANCE HALL PERMIT APPLICATION

### Dance Hall Permit Application Instructions

This application must be completed in its entirety and submitted to the County Administrator's Office, 1255 Franklin Street, Suite 111, Rocky Mount, Virginia 24151 along with the Dance Hall Application fee of **\$600**, **AT LEAST FORTY-FIVE DAYS PRIOR TO THE FIRST DANCE HALL EVENT**. Payment may be made in cash, check, or money order made payable to the County of Franklin.

The following County departments will review this application: Planning & Community Development, Public Safety, Building Inspections, Commissioner of Revenue, Treasurer, VDOT and Sheriff's Department. Each department has its own section within this application. A copy of Franklin Code Chapter 3, Article II titled "Dance Halls" is available upon request. Please read through these instructions completely before you begin. If you have any questions, you may contact the County Administrator's Office at (540) 483-3030.

#### SECTION I (page 2)

This section is general information about the applicant, the venue, and the event. This page will be forwarded to all of the reviewing departments.

must select one of the following:

- Continuous (to operate a permanent dance hall)
- Promoter – Multiple Events (to conduct multiple dances at the same location)
- Single Event (to conduct a single dance)

Permits issued as Promoter – Multiple Events are valid for 12 months following the date of issuance. You may list as many events as desired within the 13-month period following the date of application, provided that all events will occur at the same location. Final approval for each dance will not be granted until the premises passes inspection by the Public Safety Department prior to the dance. It is **your** responsibility to contact the Public Safety Department at (540) 483-3091 a minimum of 30 days prior to each event to arrange for an inspection.

#### SECTION II (page 3)

This section is for the Planning & Community Department, which determines if the venue is properly zoned for the event. You **must** submit a floor plan showing total floor area and area devoted to dancing.

#### SECTION III (page 4)

This section is for the Division of Public Safety. You **must** submit the following with your application:

1. A site plan for the venue indicating the building location and parking areas; and
2. A floor plan for the venue indicating locations of exits, seating areas, dance floors, food preparation areas, and other occupied areas.
3. A certificate of Liability Insurance (Board of Supervisor's will set the amount)

The venue must submit to a fire inspection of the premises, to include building systems, occupancy limits, emergency exit conditions, fire suppression and detection systems, and emergency evacuation plans.

#### SECTION IV (page 5)

This section is for Building Inspections, who determines if the venue adheres to the Virginia Uniform Statewide Building Code.

**SECTION V (pages 6)**

This section is for the Sheriff's Division. Background screening is performed on the applicant, as well as those affiliated with the dance hall venue and promotion of the event. **The Authorization to Obtain Information (page 8) must be notarized.**

**SECTION I – GENERAL INFORMATION**

Check one:  Continuous (permanent dance hall)  Promoter – Multiple Events (multiple dances at the same location)  Single Event (one dance)

**APPLICANT INFORMATION**

Name: \_\_\_\_\_  
*Name of individual applying* *Name of your business or employer*

Phone numbers: \_\_\_\_\_  
*Home* *Work* *Cell* *Fax*

E-mail address: \_\_\_\_\_

Address: \_\_\_\_\_  
*Street* *City* *State* *Zip code*

Have you ever had a dance hall permit denied or revoked by any jurisdiction?  Yes  No  
If yes, list the date(s) and reason(s) for revocation(s):

ABC license #: \_\_\_\_\_ **\*\*An ABC license is required if there will be ANY alcohol at your dance hall, either served by your or brought by the attendees\*\***

Has your ABC license ever been suspended/revoked or have you ever been denied an ABC license?  
 Yes  No  
If yes, list the date(s) and reason(s) why:

**EVENT INFORMATION**

Name of event: \_\_\_\_\_ Date of event: \_\_\_\_\_

Sponsoring organization: \_\_\_\_\_

Anticipated number of attendees: \_\_\_\_\_ Attendee ages:  18 and over  18 and under  
 21 and over  21 and under  All ages

**VENUE INFORMATION**

Name of business: \_\_\_\_\_ Phone number: \_\_\_\_\_

Address: \_\_\_\_\_  
*Street* *City* *State* *Zip code*

Contact person/manager: \_\_\_\_\_

SECTION II - PLANNING

**VENUE INFORMATION**

Tax map or parcel number: \_\_\_\_\_ Zoning: \_\_\_\_\_

Type of business (check one):  Restaurant  
 Private Club (if admission privileges are sold to the general public at any time, check "Other")  
 Other

Floor plan showing total area and area devoted to dancing attached?  Yes  No

Total floor area (in square feet): \_\_\_\_\_ Area devoted to dancing (in square feet): \_\_\_\_\_

**FOR PLANNING DEPARTMENT OFFICE USE ONLY**

Case number: \_\_\_\_\_

- The location **COMPLIES** with zoning regulations for a public dance hall.
- The location **DOES NOT** comply with zoning regulations for a public dance hall.
- The proposed use is not a public dance hall as defined in the zoning ordinance.

Director of planning (or designee): \_\_\_\_\_ Date: \_\_\_\_\_

**VDOT**

**COMMERCIAL ENTRANCE REQUIRED**       **COMMERCIAL ENTRANCE NOT REQUIRED**

\_\_\_\_\_  
**SIGNATURE**

\_\_\_\_\_  
**DATE**

\_\_\_\_\_  
**COMMISSIONER OF REVENUE**

\_\_\_\_\_  
**TREASURER**

\_\_\_\_\_  
**DATE**

\_\_\_\_\_  
**DATE**

**ALL MEALS TAX PAID IN FULL:  YES  NO**

**ALL PERSONAL PROPERTY AND/OR REAL ESTATE TAXES PAID IN FULL  YES  NO**

**SECTION III – DIVISION OF PUBLIC SAFETY**

Will there be any pyrotechnics/special effects in conjunction with the event?  Yes  No

If yes, you must complete a separate permit application, obtained through the Fire Marshal's Office. Contact the Division of Fire at 501-4900 for more information.

Site plan for the venue indicating the building location and parking areas attached?  Yes  No

Floor plan provided indicating locations of exits, seating areas, dance floors, food preparation areas, and other occupied areas?  Yes  No

**FOR DIVISION OF FIRE USE ONLY**

Case number: \_\_\_\_\_

Did the proposed venue submit to a fire inspection of the premises, to include building systems, occupancy limits, emergency exit conditions, fire suppression and detection systems, and emergency evacuation plans?

Yes  No

Date of inspection: \_\_\_\_\_

Comments:

The location **COMPLIES** with State and County fire codes.

Yes  No

The location **DOES NOT** comply State and County fire codes.

Fire Chief (or designee): \_\_\_\_\_

Date: \_\_\_\_\_

**SECTION IV – BUILDING INSPECTION OFFICE**

Existing/previous use of space: \_\_\_\_\_

Proposed occupant load: \_\_\_\_\_

Floor plan provided indicating locations of exits, seating areas, dance floors, food preparation areas, and other occupied areas?  Yes  No

**FOR BUILDING INSPECTIONS OFFICE USE ONLY**

Date of inspection: \_\_\_\_\_

Use group: \_\_\_\_\_

Occupant load: \_\_\_\_\_

Construction type: \_\_\_\_\_

CO number: \_\_\_\_\_

The location **COMPLIES** with applicable provisions of the Virginia Uniform Statewide Building Code.

The location **DOES NOT** comply with applicable provisions of the Virginia Uniform Statewide Building Code.

Building Official (or designee): \_\_\_\_\_

Date: \_\_\_\_\_

\* **SECTION 2 (CODES/COMPLIANCE)**

**BUILDING INSPECTION (CONTACT # (540) 483-3047)**

This section will determine if the venue's structure adheres to the Virginia Uniform Statewide Building Code.

**APPLICANT INFORMATION**

Name: \_\_\_\_\_  
*Name of individual applying* *Name of your business or employer*

Position with business: \_\_\_\_\_

Date of birth: \_\_\_\_\_ Last four digits of SSN: \_\_\_\_\_ Marital status: \_\_\_\_\_

Race: \_\_\_\_\_ Sex: \_\_\_\_\_ Height: \_\_\_\_\_ Weight: \_\_\_\_\_ Hair: \_\_\_\_\_

Eyes: \_\_\_\_\_

Have you ever been convicted of any criminal violations?  Yes  No

If yes, list the date(s) and offense(s):

**REFERENCES**

List the name, residential address, and telephone number of two individuals who are neither minors nor relatives of the applicant or of any person affiliated with the proposed dance hall.

1. Name: \_\_\_\_\_ Relationship to applicant: \_\_\_\_\_  
Phone numbers: \_\_\_\_\_  
*Home Work*  
Address: \_\_\_\_\_  
*Street City State Zip code*

2. Name: \_\_\_\_\_ Relationship to applicant: \_\_\_\_\_  
Phone numbers: \_\_\_\_\_  
*Home Work*  
Address: \_\_\_\_\_  
*Street City State Zip code*

**SECURITY**

What arrangements have you made for security for the dance hall? Include the security company's name, number of security personnel, etc. For information on hiring off-duty Franklin County Sheriff's Office call (540) 483-3000.

**FOR SHERIFF'S OFFICE USE ONLY**

Case number: \_\_\_\_\_

A background check conducted by the Franklin County Sheriff's Office indicates the applicant:

Meets background requirements pertaining to Franklin County Code regulations for a public dance hall.

**DOES NOT** meet background requirements pertaining to Franklin County Code regulations for a public dance hall.

Reference Check Completed:

Criminal History Check Completed:

Sheriff's Department (or designee): \_\_\_\_\_ Date: \_\_\_\_\_

**PROMOTER / MANAGER / OFFICER'S INFORMATION**

List the name, title, home address, and telephone number of each individual who is an officer, director, partner, principal, or manager of the proposed public dance hall, as well as any promoter involved in conducting the dances at the proposed public dance hall. Attach a separate piece of paper if needed.

1. Name: \_\_\_\_\_ DOB: \_\_\_\_\_ SSN: \_\_\_\_\_  
 Phone numbers: \_\_\_\_\_ Home \_\_\_\_\_ Work \_\_\_\_\_ Work title: \_\_\_\_\_  
 Address: \_\_\_\_\_ Street \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip code \_\_\_\_\_

2. Name: \_\_\_\_\_ DOB: \_\_\_\_\_ SSN: \_\_\_\_\_  
 Phone numbers: \_\_\_\_\_ Home \_\_\_\_\_ Work \_\_\_\_\_ Work title: \_\_\_\_\_  
 Address: \_\_\_\_\_ Street \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip code \_\_\_\_\_

3. Name: \_\_\_\_\_ DOB: \_\_\_\_\_ SSN: \_\_\_\_\_  
 Phone numbers: \_\_\_\_\_ Home \_\_\_\_\_ Work \_\_\_\_\_ Work title: \_\_\_\_\_  
 Address: \_\_\_\_\_ Street \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip code \_\_\_\_\_

4. Name: \_\_\_\_\_ DOB: \_\_\_\_\_ SSN: \_\_\_\_\_  
 Phone numbers: \_\_\_\_\_ Home \_\_\_\_\_ Work \_\_\_\_\_ Work title: \_\_\_\_\_  
 Address: \_\_\_\_\_ Street \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip code \_\_\_\_\_

**LEASED OR RENTED PROPERTY**

If the applicant does not own the premises of the proposed dance hall, the following signed statement must be obtained from the owner or owners of the premises:

I, \_\_\_\_\_, the owner or owners of the property at  
 \_\_\_\_\_ do hereby authorize the applicant,  
 \_\_\_\_\_, to use the above listed property for a public dance hall.  
 \_\_\_\_\_  
 Signature of owner \_\_\_\_\_ Date \_\_\_\_\_

**FOR COUNTY ADMINISTRATOR'S OFFICE ONLY**

Pursuant to Chapter 3, Article 3-39 of the Code of Franklin County, and the representations, terms, and conditions set forth in the above application  is issued a dance hall permit  is denied a dance hall permit for the operation of a dance all as described in said application.

COUNTY ADMINISTRATOR (or designee): \_\_\_\_\_ Date: \_\_\_\_\_

**AUTHORIZATION TO OBTAIN INFORMATION**

I authorize the County of Franklin, Sheriff's Office to perform a background investigation in connection with my application for a public dance hall permit.

This investigation may include information as to my credit, criminal convictions, Division of Motor Vehicle records, personal references, professional references, previous employers, and other appropriate sources.

I authorize the release of any information that the County of Franklin may request from the above sources. All information I have provided on this application is true and accurate.

Applicant's signature: \_\_\_\_\_ Date: \_\_\_\_\_

Commonwealth of Virginia  
County of Franklin  
Sheriff's Department

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, \_\_\_\_\_, who name is signed to the foregoing instrument, personally appeared before me, acknowledged the foregoing signature to be his, and having been duly sworn by me, made oath that the statements made in the said instrument are true.

Signature of Notary Public: \_\_\_\_\_ My commission expires: \_\_\_\_\_

## PUBLIC NOTICE

The Franklin County Board of Supervisors will hold a public hearing at approximately **6:00 P.M.**, on **Tuesday, May 17, 2016**, at the Government Center, Board of Supervisors Meeting Room located at 1255 Franklin Street, Suite 104, Rocky Mount, Virginia to consider the repeal of **Chapter 3: Sections 16-55, and to readopt proposed amendments to Chapter 3: Section 16-55** of the Franklin County Code. The reason for the proposed amendments to Chapter 3 is to coincide with the State Code of Virginia.

A complete copy of the proposed amendments to said ordinance with the specifics of the proposed changes is available in the Office of the Board of Supervisor's Clerk, 1255 Franklin Street, Suite 111, Rocky Mount, Virginia 24151.

All requests for reasonable accommodations due to a disability should be made to Sharon K. Tudor with at least a 48 hour notice.

All citizens are encouraged to attend.

  
SHARON K. TUDOR, CLERK, MMC  
FRANKLIN COUNTY BOARD OF SUPERVISORS

### **FRANKLIN NEWS POST**

PLEASE PUBLISH IN YOUR **FRIDAY, MAY 6 & 13, 2016** EDITIONS

FRANKLIN COUNTY  
Board of Supervisors



Franklin County  
*A Natural Setting for Opportunity*

EXECUTIVE SUMMARY

<p><b>AGENDA TITLE:</b> Resolution for Bobby Shively</p> <p><b>SUBJECT/PROPOSAL/REQUEST</b> Recognize Bobby Shively for 50 years of volunteer service/Approve resolution</p> <p><b>STRATEGIC PLAN FOCUS AREA:</b> Goal # Action Strategy:</p> <p><b>STAFF CONTACT(S):</b> Messrs. Robertson, Hatcher</p>	<p><b>AGENDA DATE:</b> May 17, 2016      <b>ITEM NUMBER:</b></p> <p><b>ACTION:</b> Yes      <b>INFORMATION:</b></p> <p><b>CONSENT AGENDA:</b> Yes <b>ACTION:</b>      <b>INFORMATION:</b></p> <p><b>ATTACHMENTS:</b></p> <p><b>REVIEWED BY:</b> <i>BR</i></p>
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**BACKGROUND:** Bobby Shively began volunteering in 1966 and has served with both the Ferrum Volunteer Fire Department and Ferrum Rescue Squad. Bobby is still an active member of the Ferrum Volunteer Fire Department and responds to emergency calls when available.

**DISCUSSION:** Bobby Shively has served the citizens of Franklin County for 50 years as a volunteer fire fighter as well as a volunteer emergency medical services provider. Bobby began volunteering in 1966 with the Ferrum Volunteer Fire Department where he rose through the ranks and eventually served as fire chief for 5 years from 1984 through 1989. Bobby Shively was instrumental in organizing the Ferrum Rescue Squad in 1977 and volunteer with the agency for 13 years. Bobby served as the Captain of the Ferrum Rescue Squad from 1979 until 1981 and then served on the Board of Directors for the agency. Bobby Shively is still an active member of the Ferrum Volunteer Fire Department and still responds to calls and offers guidance and instruction to younger members to mentor them in the fire service. It is impossible to determine how many lives Bobby's has touched in Ferrum and surrounding communities due to his service to Franklin County.

**RECOMMENDATION:** Staff respectfully recommends that the Board of Supervisors approve the resolution honoring him for his service.



**Franklin County**  
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## RESOLUTION

**WHEREAS**, Bobby Shively was a charter member of the Ferrum Rescue Squad in 1977 and served as a member of the Ferrum Rescue Squad for 13 years, and

**WHEREAS**, Bobby Shively served as an officer of the Ferrum Rescue Squad serving as Second Lieutenant from 1977 until 1979 then as Captain from 1979 until 1981, and

**WHEREAS**, Bobby Shively served as a member of the Ferrum Rescue Squad Board of Directors for 4 years, and

**WHEREAS**, Bobby Shively is a Member of the Ferrum Volunteer Fire Department and served as Fire Chief 1984 through 1989, and

**WHEREAS**, Bobby Shively has given 50 years of service to his community and still continues to serve the citizens of Franklin County as an active volunteer fire fighter,

**NOW THEREFORE BE IT RESOLVED**, by the Board of Supervisors of Franklin County that Bobby Shively is hereby recognized for his service to the County and the Public Safety System.

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**E. CLINE BRUBAKER**  
**MAY 17, 2016**



COUNTY OF FRANKLIN

DEPARTMENTAL VEHICLE POLICY

OPERATIONAL PROCEDURES MANUAL

**ORIGINAL ADOPTION DATED: 9/1/1996**  
**AMENDED AND RE-ADOPTED: 2/15/2005**

PURPOSE : To provide policy guidelines for the acquisition, distribution, use and final disposition of vehicles owned by the County; to provide guidelines for determining when each of the aforementioned situations should exist and how each stage should be executed.

POLICY : 1. PROCUREMENT OF VEHICLES - Procurement of vehicles for all County Departments and agencies of the County must conform to the following guidelines:

A. Law and Policy - All vehicle purchases will follow the established County procurement policies and the State Public Procurement in effect at time of acquisition;

B. Board Approval - The Board of Supervisors must grant permission for the request for competitive bids to be advertised and for the purchase of a vehicle after a selection has been decided upon. If the vehicle is acquired through the Commonwealth of Virginia purchase contracts or in conjunction with volume purchases of other localities in the Commonwealth, the Board must approve the purchase and competitive bids are not required;

C. Title - All vehicles purchased with any County funds will be titled exclusively to the County unless the vehicle in question is a specialized vehicle utilized for law enforcement purposes or a written request is submitted and approved by the County Administrator specifying a County Department as the title holder;

D. Specifications/Pre-approval - Prior to submission of a purchase request to the Board of Supervisors, all vehicle specifications shall be reviewed by the Department Head or his/her designee and the Procurement Specialist and a written request shall be submitted to the Director Of General Properties. At a minimum this request must include:

- 1) Detailed description of vehicle being requested
- 2) Reason for request
- 3) Funding Source

(1) Emergency or Special Use Vehicles - In reference to emergency or special use vehicles, specialized accessories or special package extras may be considered as a standard due to the operational consequence of the vehicle;

- (3) Any County employee called out to work on an occasional basis may claim mileage from home to work and back.
  - (4) Should evidence be presented that documents any vehicle is being utilized improperly, the Board of Supervisors reserves the right to withdraw the privileges of vehicle use.
- C. Trustee Program - Use of County vehicles in conjunction with the correctional system trustee program is subject to the approval of the Sheriff or his designee. Trustees are not to utilize County vehicles for the work release program in conjunction with the private sector.
  - D. Relatives and Friends - Use of County owned vehicles for transporting family members or friends shall be limited to official business or personal emergencies;
  - E. Assigned Vehicles - Assigned vehicles are the responsibility of the department head to whom assigned and the to the primary operator with respect to use, servicing, maintenance and replacement. These vehicles may be borrowed by other County staff for County business as needed and when available by request to the head of the primary user department or their designee;
  - F. Pool Vehicles - Pool vehicles may be either assigned to one department or shared among several departments. The department ordering the vehicle shall be responsible for designating someone within the department to assume supervision of use, servicing, maintenance and replacement of the vehicle. In lieu of this, the County Administrator or his designee may assign pool vehicle maintenance and servicing to the General Properties Department or to others as appropriate.
4. VEHICLE REPLACEMENT - Guidelines for the replacement of vehicles currently utilized by a department are as follows (for vehicles purchased after July 1, 1996)
- A. Emergency or Specialized Service Vehicles - Emergency or specialized service vehicles will be expected to have a minimum service life of **125,000** miles for the initial department or agency receiving the vehicle new;
  - B. Regular Service Vehicles - Regular service vehicles will be expected to have a normal service life of approximately 150,000 miles when the department or agency purchases the vehicle new;
  - C. All Other Vehicles - All other vehicles will not be limited to a mileage life but will be determined by the serviceability of the particular vehicle;
  - D. Exceptions - A vehicle may be considered for replacement even though it may not have logged the normal service mileage, provided adequate

documentation is presented which demonstrates the operational condition and/or the cost of maintenance of the vehicle substantially exceeds other similarly operated vehicles and is not a result of user negligence in regard to operation or maintenance;

- E. Re-allocation Policy - Vehicles removed from emergency or special use service will be utilized whenever possible for agencies requiring regular service vehicles in lieu of purchasing new vehicles. Departments, such as building inspection, which regularly accumulate high mileage on service vehicles over a short period of time may elect to purchase new vehicles;
  - (1) Notification of Availability - At least annually (in October of each year unless otherwise specified) departments shall notify the General Properties Department of the year, make, model, mileage, condition and primary operator of any vehicles to be declared available for re-allocation during the current fiscal year ending June 30. The Board of Supervisors or their designee shall approve all re-allocation of vehicles.
- F. Re-allocation Priority - The order of priority for the re-allocation of County vehicles shall be as follows:
  - (1) Other County departments;
  - (2) County School Board;
  - (3) Other public or non-profit agencies existing in the County as approved by the Board of Supervisors;
  - (4) Public sale.
- G. Secondary Service Life - Vehicles removed from initial service of a department may be utilized for as long as the vehicle is mechanically reliable and can be operated in an efficient and safe manner. No mileage limitation will be placed on any vehicle removed from initial service, however, a total service life of 150,000 miles will be the objective, barring other priority considerations;
- H. Removal From Service - The Board of Supervisors, or an agent appointed to act on their behalf, will have the authority to remove any vehicle(s) from the service of an individual or a department other than constitutional service, should adequate justification be evidenced. If a vehicle is mechanically unsafe to operate or presents a potential liability, the Board or designated agent will have the same authority;
- I. Service Life - For vehicles in service purchased prior to July 1, 1996, the service life of the vehicle will be determined by the department head, constitutional officer or designee of same. Criteria utilized for replacement

## DEPARTMENTAL VEHICLE POLICY

### OPERATIONAL PROCEDURES MANUAL

**ORIGINAL ADOPTION DATED: 9/1/1996**  
**AMENDED AND RE-ADOPTED: 2/15/2005**

**PURPOSE :** To provide consistence in the maintenance, service and inspection of vehicles owned by the County; to provide guidelines for determining when each of the aforementioned situations should exist and flow each stage should be executed. The policy is designed to reduce the liability potential for all County owned and operated vehicles.

- POLICY :**
1. MAINTENANCE OF VEHICLES - Maintenance of vehicles for a17 County departments and agencies of the County must conform to the following guidelines:
    - A. Service Policy - All departments will follow the established County maintenance policies in effect at time of acquisition;
      1. Emergency or Special Use Vehicles - Emergency or special service vehicles will have routine service performed every 3,000 to 4,000 miles, every six (6) months or at the manufacturers recommendation which ever occurs first;
      2. Regular Service Vehicles - Regular service vehicles will have routine service performed every 4,000 to 5,000 miles, every twelve (12) months or at the manufacturers recommendation which ever occurs comes first;
      3. All Other Vehicles - All other vehicles, including but not limited to, refuse trucks, service trucks, passenger vans and similar vehicles will utilize the manufacturers recommendation for routine service.
    - B. Service Records – All Departments shall maintain current service records on file for each vehicle.
  2. ROUTINE MAINTENANCE - Routine maintenance for County vehicles may be performed at any recognized service center or garage or at the County landfill upon appropriate scheduling.
  3. MAJOR SERVICE REPAIRS - Any major service repairs for County owned or operated vehicles may be performed at any recognized service center or garage.
  4. LANDFILL VEHICLE SHOP - County vehicles may be repaired- at the landfill vehicle shop by coordinating with the Solid Waste Supervisor or their designee. The department requesting service will be invoiced for parts or services out-sourced by

the Landfill. Landfill equipment maintenance will receive priority service from the vehicle shop with all other vehicles served on a first come, first served basis.

5. DEFINITIONS AND EXPENSE LIMITATIONS -

A. Routine Service - All repairs, inspections and service not considered major including, but not limited to:

- (1) State Inspection
- (2) Oil Changes and Lubrication
- (3) Mufflers and Exhaust Systems
- (4) Brake Service
- (5) Cooling Service
- (6) Air Conditioning/Heating Service
- (7) Lamp or Fuse Replacements
- (8) Tire Replacement

B. Major Service - All repairs requiring a significant time and expense to perform including, but not limited to:

- (1) Engine Overhaul
- (2) Transmission/Power Train Overhaul
- (3) Body/Painting Repairs

C. Expense Limitations - All repairs exceeding \$ 300.00 must have approval of the department head or their designee prior to obligation of County funds.

5. INVENTORY CONTROL - It shall be the responsibility of the General Properties Director to maintain a current inventory of all motor vehicles owned by the County. The inventory listing will be updated annually from data supplied from the County departments each October. The inventory data shall include at a minimum:

A. Assignment - Designation of department, individual assigned to or primary operator;

B. Condition - Mileage, general condition of vehicle;

C. Replacement Status - Whether vehicle should be considered for replacement or removed from service in the next fiscal year.

6. INSURANCE - Any service vendor, service center, garage or other business operation utilized to repair, service, alter or maintain any County owned or operated vehicle, must provide documentation of liability coverage for said service performed in the event an accident occurs related to the services rendered. The liability coverage must be for a minimum of \$ 500,000.00 for each occurrence. The Procurement Specialist will keep on file a copy of insurance certificates for utilized service vendors.

Vehicle policy(Original Adoption Date 9-1-1996) **Revised 2-15-2005**

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FRANKLIN COUNTY  
Board of Supervisors



Franklin County  
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EXECUTIVE SUMMARY

<p><b><u>AGENDA TITLE:</u></b> Omnisource Metal Recycling Operations Update</p> <p><b><u>SUBJECT/PROPOSAL/REQUEST:</u></b> Omnisource request for new recycling waste stream at Rocky Mount Facility</p> <p><b><u>STRATEGIC PLAN FOCUS AREA:</u></b> Infrastructure</p> <p><b><u>STAFF CONTACT(S):</u></b> Messrs. Robertson, Whitlow, Smith</p>	<p><b><u>AGENDA DATE</u></b>                      <b><u>ITEM NUMBER:</u></b> May 17, 2016</p> <p><b><u>ACTION:</u></b></p> <p><b><u>CONSENT AGENDA:</u></b>                      <b><u>INFORMATION:</u></b></p> <p><b><u>ATTACHMENTS:</u></b> Yes</p> <p><b><u>REVIEWED BY:</u></b> <i>BR</i></p>
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**BACKGROUND:** Omnisource is the owner/operator of a metal recycling operation in the Franklin County Commerce Center. The operation consists of a metal recovery phase (the shredder) and a private, DEQ (Department of Environmental Quality) regulated landfill for the associated generated waste (fluff). The entire operation is located on a portion of the tract of land originally owned by Roanoke Electric Steel. The Roanoke Electric Steel tract is also the tract from which Franklin County purchased the land for the Commerce Center. Approval for this private landfill was granted by the Board of Supervisors in 1991 following Virginia Department of Waste Management permitting and establishment of a "host fee" to be paid to Franklin County for material going in the private landfill. Per Board of Supervisors Resolution (41-04-91) " Said approval at this time be limited to waste generated on-site with any other waste requiring separate approval of the Board prior to disposal." Per letters from Roanoke Electric Steel to then Franklin County Administrator Macon Sammons dated July 21, 1993 and March 7, 1995, methods were established to calculate landfill tonnages to apply the \$3 per ton host fee. Since that time the host fee payment has been reduced to \$1.50 per ton. The current tonnage is being calculated on the basis of 20% of the gross tonnage going across the scales at the Rocky Mount site. In recent years, advances in metal reclamation technology have provided new opportunities for metal recyclers to extract more metal from materials. At the November 2015 Franklin County Board of Supervisors meeting, Omnisource made a request to introduce a new waste stream opportunity for the Rocky Mount plant to process materials from their Kernersville North Carolina operation.

**DISCUSSION:** In November, Omnisource made a request to the Board of Supervisors to bring a new waste stream to the Rocky Mount plant for a trial period beginning in January of 2016. The waste stream was to be the fluff from automobiles shredded at their Kernersville, NC facility. The Omnisource plant in Rocky Mount is experimenting with new procedures for removing the non-ferrous metals (copper, aluminum, gold etc) from the fluff and then the waste was to be landfilled at the Omnisource Rocky Mount Landfill. Company officials noted 85% of the fluff by weight was anticipated to be waste and landfilled. Omnisource proposed to pay Franklin County an additional host fee of \$1.50 per ton on this waste landfilled fluff. The Board approved Omnisource's request to complete a trial period for bringing

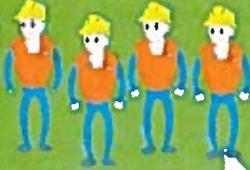
automobile fluff waste from the Omnisource facility in Kenersville, North Carolina to the Rocky Mount Plant for further processing and landfilling. Permission was given to bring a maximum of 2500 tons per month during the trial period. The time for this trial period was the first quarter of 2016 and due to plant downtime for repairs Omnisource requested the trial period be extended through April. The additional host fees generated by the new waste stream from the Kenersville operations during the trial period was \$18,731.43. These fees are in addition to the regular host fees of \$6354.29 collected during this same time period. Staff made a field inspection visit to the Omnisource Commerce Center site and saw no obvious issues. This Omnisource private landfill site is continually monitored and regulated by the DEQ in the same manner as the Franklin County Landfill.

**RECOMMENDATIONS:** Omnisource representatives will be with the Board of Supervisors to review and discuss the results of the recent trial period and share other economic impacts of the new process, thereby possibly requesting the continuation of the outside waste stream.

### 4 EMPLOYEES ADDED TO OUR HEADCOUNT

(MABGH AND APRIL 2015/2016 DATA)

2015 EMPLOYEE WAGES AND BENEFITS COST



2016 EMPLOYEE WAGES AND BENEFITS COST

\$15,405

ADDED MONTHLY WAGES

\$52,441

AVG MONTHLY COST

MARCH/APRIL 2016

\$12,441

INCREASED MAINTENANCE COSTS DUE TO INCREASED VOLUME OF ASR



AVG MONTHLY COST MARCH/APRIL 2015

\$4,038



JAN 1 – APRIL 30

ADDED TIPPING FEES

\$18731.00 BASED ON 12481 GT



## A BENEFICIAL PARTNERSHIP BETWEEN OMNISOURCE AND FRANKLIN COUNTY

TOTAL INCREASE IN MONTHLY SPENDING BY OMNISOURCE THAT LARGELY BENEFITS FRANKLIN COUNTY

\$114,550

ADDITIONAL REVENUE FROM THE PROJECT HAS REDUCED THE ROCKY MOUNT FACILITY'S YTD LOSS BY:

\$147,759



(A FRANKLIN COUNTY HAULER) ADDED DRIVERS TO COVER THE HAULING FROM KERNERSVILLE



3 DRIVERS BASED IN ROCKY MOUNT

HAULING IS AVERAGING \$59,672 MONTHLY

**Yard 7A Rocky Mount  
Proforma For addition of Kernersville Tons**

Total Input Tons-Kernersville ASR

2015			2016		
March	April	AVG	March	April	AVG
N/A	N/A		4,120	5,504	4,812
<b>2 Employees</b>			<b>6 Employees</b>		
\$ 10,624.00	\$ 10,624.00	\$ 10,624.00	\$ 34,020.00	\$ 34,020.00	\$ 34,020.00
\$ 4,780.80	\$ 4,780.80	\$ 4,780.80	\$ 15,309.00	\$ 15,309.00	\$ 15,309.00
			\$ 3,112.00	\$ 3,112.00	\$ 3,112.00
\$ 15,404.80	\$ 15,404.80	\$ 15,404.80	\$ 52,441.00	\$ 52,441.00	\$ 52,441.00

Employee Labor Cost

Employee Benefits

Other Employee Costs (Mileage)

Total Labor & Benefit Costs

Fluff Hauling Charges

Repairs and Supplies

Outside Services

Landfill Tipping Fee-Rocky Mount

Landfill Tipping Fee-Kernersville

Total Costs

N/A	N/A		\$ 59,149.00	\$ 68,162.00	\$ 63,655.50
\$ 743.00	\$ -	\$ 371.50	\$ 9,083.00	\$ 10,100.00	\$ 9,591.50
\$ -	\$ 7,333.00	\$ 3,666.50	\$ 500.00	\$ 5,200.00	\$ 2,850.00
\$ 955.40	\$ 1,299.59	\$ 1,127.50	\$ 2,073.18	\$ 1,744.00	\$ 1,908.59
N/A	N/A		\$ 5,253.00	\$ 7,018.00	\$ 6,135.50
		\$ 20,570.30	\$ 128,499.18	\$ 144,665.00	\$ 136,582.09

<b>Rocky Mount Profit/ Loss</b>	<b>Jan-April 2015</b>	<b>Jan-April 2016</b>	<b>BENEFIT</b>
	(\$191,274.46)	(\$43,515.93)	\$147,758.53

**Resolution R1 - Addition of New Subdivision Streets**

The Board of Supervisors of Franklin County, in regular meeting on the 17th day of May 2016, adopted the following:

Cahas Retreat  
Cahas Summit Rd. – Route 1157  
Old Cabin Trail – Route 1158  
Woods End Trail – Route 1159

**RESOLUTION**

WHEREAS, the street(s) described on the attached Additions Form AM-4.3, fully incorporated herein by reference, are shown on plats recorded in the Clerk's Office of the Circuit Court of Franklin County, and

WHEREAS, the Land Use Engineer for the Virginia Department of Transportation has advised this Board the street(s) meet the requirements established by the Subdivision Street Requirements of the Virginia Department of Transportation, and

NOW, THEREFORE, BE IT RESOLVED, this Board requests the Virginia Department of Transportation to add the street(s) described on the attached Additions Form AM-4.3 to the secondary system of state highways, pursuant to §33.2-705, Code of Virginia, and the Department's Subdivision Street Requirements, and

BE IT FURTHER RESOLVED, this Board hereby guarantees a clear and unrestricted right-of-way, as described, and any necessary easements for cuts, fills and drainage, and

BE IT FURTHER RESOLVED, this Board guarantees a clear and unrestricted right-of-way, as described, and any necessary easements for cuts, fills and drainage, and

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Land Use Engineer for the Virginia Department of Transportation.

Recorded Vote

A Copy Teste:

Moved By: \_\_\_\_\_

Seconded By: \_\_\_\_\_

Yeas: \_\_\_\_\_

Nays: \_\_\_\_\_

\_\_\_\_\_  
(Name), (Title)

In the County of Franklin

By resolution of the governing body adopted May 17, 2016

The following VDOT Form AM-4.3 is hereby attached and incorporated as part of the governing body's resolution for changes in the secondary system of state highways.

A Copy Testee

Signed (County Official): \_\_\_\_\_

Report of Changes in the Secondary System of State Highways

Project/Subdivision Cahas Retreat

Type Change to the Secondary System of State Highways: Addition

The following additions to the Secondary System of State Highways, pursuant to the statutory provision or provisions cited, are hereby requested; the right of way for which, including additional easements for cuts, fills and drainage, as required, is hereby guaranteed:

Reason for Change: New subdivision street

Pursuant to Code of Virginia Statute: §33.2-705

Street Name and/or Route Number

◆ Old Cabin Trail, State Route Number 1158

Old Route Number: 0

- From: Intersection of Route 1157
To: cul de sac, a distance of: 0.13 miles.
Recordation Reference: PB 910 PG 645
Right of Way width (feet) = 50

Street Name and/or Route Number

◆ Cahas Summit Road, State Route Number 1157

Old Route Number: 0

- From: Intersection of Route 735
To: Intersection of Route 1158, a distance of: 0.15 miles.
Recordation Reference: PB 910 PG 645
Right of Way width (feet) = 50

Street Name and/or Route Number

◆ Woods End Trail, State Route Number 1159

Old Route Number: 0

- From: Intersection of Route 735
To: cul de sac, a distance of: 0.07 miles.
Recordation Reference: PB 910 PG 645
Right of Way width (feet) = 50

**Resolution R1 - Addition of New Subdivision Streets**

The Board of Supervisors of Franklin County, in regular meeting on the 17th day of May 2016, adopted the following:

The Windward at Pointe Cheli  
Windward Pointe Dr. – Route 1058

**RESOLUTION**

WHEREAS, the street(s) described on the attached Additions Form AM-4.3, fully incorporated herein by reference, are shown on plats recorded in the Clerk's Office of the Circuit Court of Franklin County, and

WHEREAS, the Land Use Engineer for the Virginia Department of Transportation has advised this Board the street(s) meet the requirements established by the Subdivision Street Requirements of the Virginia Department of Transportation, and

NOW, THEREFORE, BE IT RESOLVED, this Board requests the Virginia Department of Transportation to add the street(s) described on the attached Additions Form AM-4.3 to the secondary system of state highways, pursuant to §33.2-705, Code of Virginia, and the Department's Subdivision Street Requirements, and

BE IT FURTHER RESOLVED, this Board hereby guarantees a clear and unrestricted right-of-way, as described, and any necessary easements for cuts, fills and drainage, and

BE IT FURTHER RESOLVED, this Board guarantees a clear and unrestricted right-of-way, as described, and any necessary easements for cuts, fills and drainage, and

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Land Use Engineer for the Virginia Department of Transportation.

Recorded Vote

A Copy Teste:

Moved By: \_\_\_\_\_

Seconded By: \_\_\_\_\_

Yeas: \_\_\_\_\_

Nays: \_\_\_\_\_

\_\_\_\_\_  
(Name), (Title)

In the County of Franklin

By resolution of the governing body adopted May 17, 2016

The following VDOT Form AM-4.3 is hereby attached and incorporated as part of the governing body's resolution for changes in the secondary system of state highways.

A Copy Testee

Signed (County Official): \_\_\_\_\_

Report of Changes in the Secondary System of State Highways

Project/Subdivision Windward at Pointe Chelis

Type Change to the Secondary System of State Highways: Addition

The following additions to the Secondary System of State Highways, pursuant to the statutory provision or provisions cited, are hereby requested; the right of way for which, including additional easements for cuts, fills and drainage, as required, is hereby guaranteed:

Reason for Change: New subdivision street

Pursuant to Code of Virginia Statute: §33.2-705

Street Name and/or Route Number

◆ Windward Pointe Dr., State Route Number 1058

Old Route Number: 0

- From: Intersection of Route 1234  
To: cul de sac, a distance of 0.16 miles.
- Recordation Reference: PB 903 PG 54  
Right of Way width (feet) = 50

FRANKLIN COUNTY  
Board of Supervisors



Franklin County

*A Natural Setting for Opportunity*

EXECUTIVE SUMMARY

<p><b>AGENDA TITLE:</b> Memorandum of Understanding between Franklin County and the Town of Rocky Mount for providing Stormwater Management &amp; Erosion and Sediment Control Plan review and inspection services</p> <p><b>SUBJECT/PROPOSAL/REQUEST:</b> Approval to execute MOU with Town of Rocky Mount</p> <p><b>STRATEGIC PLAN FOCUS AREA:</b> Development Services</p> <p><b>STAFF CONTACT(S):</b> Robertson, Whitlow, Jefferson, Sandy</p>	<p><b>AGENDA DATE:</b> 5/17/16      <b>ITEM NUMBER:</b></p> <p><b>ACTION:</b></p> <p><b>CONSENT AGENDA:</b> <b>ACTION:</b> Yes</p> <p><b>INFORMATION:</b></p> <p><b>ATTACHMENTS:</b> Yes      DR</p>
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**BACKGROUND:**

In December 2015, Planning Staff presented the Board with information concerning changes to the County's Erosion and Sediment Control and Storm Water Management programs and procedures. This included proposed amendments to Chapter 7, Chapter 27 and establishment of Memorandums of Understanding (MOU) with the Towns of Rocky Mount and Boones Mill. The amendments to Chapter 7 and 27 were adopted by the Board in February 2016.

**DISCUSSION:**

During the County's annual review by the Virginia Department of Environmental Quality (DEQ), the oversight agency advised that a formal MOU is necessary to demonstrate that currently the County is responsible for the plan review, permitting and enforcement of both the erosion and sediment control and the storm water management programs within the towns. Draft copies of the MOU were sent to both towns for review and comment following the December 2015 meeting. Town and County staff have reviewed the documents as well as attorneys for both localities. The MOU formalizes the responsibilities of both parties in these programs.

Towns within Virginia are not required to have their own erosion and sediment control or stormwater programs. If towns choose not to have their own program, the County regulations (programs) also govern land disturbing activities within town limits.

The Boones Mill has MOU was approved by the Board in April. . The Town of Rocky Mount has now approved the MOU (see attached) and it is now submitted to the Board for approval.

**RECOMMENDATION:**

Staff recommends that the Board of Supervisors approve the MOU with the Town of Rocky Mount and authorize the County Administrator and County Attorney to sign the document that will become effective May 17, 2016. This MOU will remain in effect for a period of two (2) years. In 2018, this MOU could be renewed, if both parties are in agreement.

## MEMORANDUM OF UNDERSTANDING

### BETWEEN FRANKLIN COUNTY AND THE TOWN OF ROCKY MOUNT FOR PROVIDING STORMWATER MANAGEMENT & EROSION AND SEDIMENT CONTROL PLAN REVIEW AND INSPECTION SERVICES

#### I. PARTIES AND PURPOSE

This Memorandum of Understanding (MOU) is made and entered into this 16 day of April, 2016 by and between the County of Franklin, Virginia, a political subdivision of the Commonwealth of Virginia, hereinafter referred to as the "County", and the Town of Rocky Mount, a municipality of the Commonwealth of Virginia, hereinafter referred to as the "Town" for the purpose of clarifying stormwater management plan ("SWM") and erosion and sediment management plan ("ESC") review services and inspections to the Town of Rocky Mount.

The Town of Rocky Mount recognizes that in order to maintain a high quality level of customer service to its development/construction community and comply with federal, state, and local requirements of the stormwater management and erosion and sediment control regulations, a close working relationship with the County is desirable and will be made possible through this MOU.

#### II. SCOPE OF WORK

The County and the Town desire to cooperatively work together to continue to provide an optimum level of customer service to the development/construction community. Therefore, in accordance with Code of Virginia Section 62.1-44.15:27b and 62.1-44.15:54, the Town is entering into this MOU with the County Department of Planning and Community Development which clarifies that projects within the Town are subject to the County's stormwater management and erosion and sediment control regulations found in Chapter 7 of the Franklin County Code, as amended. The Town understands that the County has full control of this program to obtain stormwater management and erosion and sediment plan review services for the review of construction plans, concept stormwater management and erosion and sediment control plans, site stormwater management and erosion and sediment control plans and all or any documents including associated stormwater management and erosion and sediment control reports related to the issuance of Virginia Stormwater Maintenance Program (VSMP) and/or Virginia Erosion and Sediment Control (VESC) permit(s). In addition, the County would conduct all inspection services during construction and post-construction inspection services of stormwater management facilities.

For the period hereinafter set forth, the County and Town will provide the necessary personnel, materials, services, facilities, funds, and otherwise perform all things necessary for or incidental to this MOU.

##### A. Responsibilities of the Town Planning and Zoning Department:

1. Accept site and subdivision development plans for SWM and/or ESC projects located in the Town and distribute for review and approval to the appropriate Town and County departments in a timely manner. Plans should be delivered to County within three (3) business days of submittal to Town;
2. Collect checks, made payable to The County of Franklin, for all County fees

associated with the project; this includes SWM and/or ESC review and inspection services in accordance with Franklin County Code Chapter 7 Erosion & Sediment Control and Stormwater Management & Chapter 27 Fee Schedule; for credit card payment, the applicant will arrange payment with the County at the time of plan delivery;

3. Coordinate and/or attend pre-review, pre-construction and/or any needed meetings with all parties involved in the review and approval of the Plans;
4. Facilitate all appropriate and/or necessary meetings;
5. Confirm zoning of property is appropriate for intended use; and
6. Act as primary point of contact for development review process until plan approval or disapproval has occurred.

**B. Responsibilities of the County Planning and Community Development Services.**

1. Attend pre-review, pre-construction and/or any needed meetings with all parties involved in the review and approval of the plans; and,
2. Review SWM and/or ESC plans for projects in the Town in accordance with Chapter 7 of Franklin County Code, as amended; provide recommendations on whether a project proposal meets environmental design to the maximum extent practicable;
3. Review construction plans as they pertain to stormwater and erosion and sediment control;
4. Review stormwater management and erosion and sediment control plans design revisions;
5. Review stormwater management and erosion and sediment control plan studies;
6. Review construction revisions to "issued permits" and manage modification of existing permits;
7. Coordinate all plan review comments and approval/disapprovals with Town zoning administrator;
8. Review all design calculations including stormwater management, erosion and sediment control, hydraulic, hydrology, structural, etc.;
9. Approve/disapprove plans and enter the necessary information into the Department of Environmental Quality (DEQ) web based stormwater permitting system, as appropriate;
10. Collect, administer, maintain, reduce, and release development surety necessary for all construction projects; and,
11. Transmit appropriate fees and reports to State of Virginia as required by the Code of Virginia.

**III. FEE AND PAYMENT**

The County shall provide project review for all projects requiring review in accordance with Chapter 7 of Franklin County Code. The Town shall collect all necessary fees from the applicant at the time of initial application, made payable to The County of Franklin, in accordance with Chapter 27, Fee Schedule, of Franklin County Code and transmit the checks/fees to the County along with the required plans and supporting documentation. All surety related to stormwater and/or erosion and sediment control shall be held by County. Any additional fees necessary after initial plan submittal shall be collected by the County.

IV. PERIOD OF AGREEMENT AND MODIFICATIONS

This MOU will be effective for TWO (2) years, commencing on the \_\_\_\_ day of \_\_\_\_\_, 20\_\_ and terminating on the \_\_\_\_ day of \_\_\_\_\_, 20\_\_. The MOU may be modified, extended or terminated at any time by mutual consent of the parties hereto, or may be terminated by either party by giving 90 days written notice to the other party.

IN WITNESS WHEREOF, the parties have executed this Memorandum of Understanding on the day, month and year indicated:

**FOR FRANKLIN COUNTY:**

Approved as to Form:

BOARD OF SUPERVISORS OF  
COUNTY OF FRANKLIN,  
VIRGINIA

\_\_\_\_\_  
B. James Jefferson  
County Attorney

By: \_\_\_\_\_  
W. Brent Robertson  
County Administrator

STATE OF VIRGINIA  
COUNTY OF FRANKLIN, to wit:

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_, by W. Brent Robertson, County Administrator on behalf of the County of Franklin.

Registration #: \_\_\_\_\_  
My Commission expires: \_\_\_\_\_

\_\_\_\_\_  
Notary Public

**FOR TOWN OF  
ROCKY MOUNT:**

Approved as to Form:

TOWN COUNCIL OF TOWN OF  
ROCKY MOUNT, VIRGINIA

*John V. Boitnott*  
\_\_\_\_\_  
John Boitnott  
Town Attorney

By: *C. James Ervin*  
\_\_\_\_\_  
C. James Ervin  
Town Manager

STATE OF VIRGINIA  
TOWN OF ROCKY MOUNT, to wit:

The foregoing instrument was acknowledged before me this 26<sup>th</sup> day of April, 2016 by C. James Ervin, Town Manager on behalf of the Town of Rocky Mount, Virginia.

Registration #: 7669993  
My Commission expires: February 29, 2020

*Rebecca H. Dillon*  
\_\_\_\_\_  
Notary Public





**Franklin County**  
*A Natural Setting for Opportunity*  
**FRANKLIN COUNTY**  
 Board of Supervisors

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**EXECUTIVE SUMMARY**

<p><b><u>AGENDA TITLE:</u></b></p> <p style="text-align: center;"><i>2016 Special Entertainment Permit/W. E. Skelton 4-H Educational Conference Center</i></p> <p><b><u>SUBJECT/PROPOSAL/REQUEST:</u></b></p> <p style="text-align: center;"><i>Special Entertainment Permit Approval for July 29-30, 2016 (No Rain Date)</i></p> <p><b><u>STAFF CONTACT(S):</u></b> Mr. Roberson &amp; Mrs. Tudor</p>	<p><b><u>AGENDA DATE:</u></b> <span style="float: right;"><b><u>ITEM NUMBER:</u></b></span></p> <p style="text-align: right;"><i>May 17, 2016</i></p> <p><b><u>ACTION:</u></b> <span style="float: right;"><b><u>INFORMATION:</u></b></span></p> <p><b><u>CONSENT AGENDA:</u></b> <span style="float: right;"><i>YES</i></span></p> <p><b><u>ACTION:</u></b> <span style="float: right;"><i>YES</i></span> <span style="float: right;"><b><u>INFORMATION:</u></b></span></p> <p><b><u>ATTACHMENTS:</u></b> <i>YES</i></p> <p><b><u>REVIEWED BY:</u></b> <span style="float: right;"><i>BR</i></span></p>
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**BACKGROUND:**

Mr. Roger Ellmore, Executive Director, W. E. Skelton 4-H Educational Conference Center, is requesting Board approval for their 2016 Special Entertainment Permit set for **July 29-30, 2016**. In the past, the Board has granted approval for the completed permit and setting a property bond in the amount of \$500.00 to be posted with the County Administrator (10) days prior to the day the festival is to begin per County Code Section 3-80.

**DISCUSSION:**

With all of the required County departments signing off on the proposed Special Entertainment Permit, the application is in order and Mr. Ellmore remitted the \$100.000 application fee on April 28, 2016 and will remit the amount of \$500.00 in a property bond (as in the past years set by the Board) per County Code Section 3-80 after Board approval. As you may be aware, the W. E. Skelton 4-H Educational Conference Center is the owner of the property in which the event will be held.

**RECOMMENDATION:**

**Staff requests Board approval on the proposed Special Entertainment Permit for W. E. Skelton 4-H Educational Conference Center on July 29 - 30, 2016.**



Franklin County

APPLICATION FOR A SPECIAL ENTERTAINMENT PERMIT

(Completed applications are due in the County Administrator's Office sixty (60) days prior to the event)

pd. #100.00  
chk # 15337

DATE SUBMITTED: 4.28.2016

NAME OF APPLICANT: W. E. Skelton 4-H Education & Conference Center  
COMPLETE MAILING ADDRESS: 775 Hermitage Road (Roger Ellmore Contract)  
Wirtz, Va. 54184

TELEPHONE NUMBER: 540-721-2759  
CELL PHONE NUMBER: 540-353-7578  
EMAIL ADDRESS: rellmore.c.vt.edu

NAME OF PROMOTER: Big Dick Entertainment (ND Sutphin Contract)  
COMPLETE MAILING ADDRESS: P.O. Box 13186  
Roanoke VA. 24015

TELEPHONE NUMBER: 540-793-3354  
CELL PHONE: Same

- Discuss the means by which the Festival will be financially supported:  
*Solicitation of sponsors, Registration Fees, Ticket Sales*
- Please describe the exact location of the proposed Festival including the tax map and parcel location of the property: *Willard Amph. Theatre + Willard Lake Pavilion + associated cove areas*  
*Tax map - parcel # 52-1 (see attached)*
- Please list the names and addresses of the owners of the property on which the event is to be held:  
*4-H Center is a 501(c)3 non-profit org. Property held by the Board of Directors of Center*
- Please list the dates for which the permit is to be issued and alternative rain date(s).  
*Judy 29-30, 2016 - No rain Date*
- Discuss the nature and interest of the Applicant in the property on which the Festival is to be held (if any).  
*Applicant is the owner of property*
- List persons or groups who will be performing:  
*1) How Low Charcot*  
*2) Quebec Sisters*
- Outline your plans for the provision of the following:
  - Sanitation Facilities: *Onsite restrooms in Parl, Willard Lake Pavilion + Staff Lodge* *Porta Potties as required*
  - Garbage, Trash & Sewage Disposal: *Garbage + Trash - onsite facilities*  
*Sewage Disposal - Center has own wastewater plant*
  - Food, Water & Lodging: *Food + Water - onsite vendors on Friday night*  
*Center food service on Saturday - No Lodging*

APPROVED: [Signature]  
Franklin County Health Department

Date 5/3/2016

d. Medical Services & Facilities: 3 EMTs + Infirmary on site with  
Medical Galvan.

e. Fire Protection: Franklin County Fire + Rescue

APPROVED:  5-9-16  
Public Safety Official Date

f. Parking Facilities, Crowd Control & Traffic Control in and around the Festival Area: 5 surface parking lots (2160 spaces) Overflow in recreational fields

APPROVED:  5/4/16  
Sheriff's Department Date

8. Are outdoor lights or lighting to be used?  Yes  No If yes, present a sketch showing the location of such lights and shielding devices or other equipment to prevent unreasonable glow beyond the point where the property is located. Also, indicate plans to insure compliance with the National Electrical Code.

APPROVED:  4/28/16  
Franklin County Building Official Date

9. Will music be played either by mechanical devices or live performance in such a manner that the sound emanating will be unreasonably audible beyond the property on which the festival is located? If so, what measures will be used to curtail unreasonable sound levels? No

10. What is the best estimate of the expected attendance at this proposed festival? 850 Friday 800 Saturday

11. What is the basis for your estimate? Expense of Event promoter

12. Attach a copy of the badge of admission and/or ticket used for entry into the festival (note that the badge or ticket must clearly state the time and date of the festival).

13. Outline your plans for any advertising to be done to promote the festival: Advertising will be through  
local media outlets in Franklin County, social media accounts, WDBJ-TV  
+ local radio, calendars in entertainment supplement. Posters + Flyers  
will also be used. Additional marketing will be done by Big Fish Entertainment



Franklin County

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14. I, Roger Ellmore (For Skully 4-H Center) hereby certify that on the dates of the proposed music or entertainment festival not more than a total of 900 tickets will be offered for sale. I further grant permission for the Board of Supervisors of Franklin County, its lawful agents, or duly constituted law enforcement officers to enter the property at any time for the purpose of determining compliance with the provisions of the Franklin County Code. I recognize that the Board of Supervisors of Franklin County shall have the right to revoke any permit issued upon noncompliance with any of its provisions or conditions.

Applicant Name: Roger Ellmore

Applicant: [Signature]  
Signature

4/26/16  
Date

Applicant Name: \_\_\_\_\_

Applicant: \_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

COMMONWEALTH OF VIRGINIA

COUNTY OF FRANKLIN, to-wit:

On this the 26<sup>th</sup> day of April, 2016

Whose name is signed to the foregoing instrument, personally appeared before me, acknowledged the foregoing signature to be his/hers, and made oath that the statements are true.

My Commission expires:

Sept. 30, 2017

LAUREN BARBOUR BRENNAN  
NOTARY PUBLIC  
Commonwealth of Virginia  
Reg. #7244658  
My Commission Expires Sept. 30, 2017

[Signature]  
Notary Public

SHERIFF'S CERTIFICATION:

I hereby certify that on the dates of the proposed music or entertainment festival, and under the circumstances described by the promoter of the event, that adequate crowd control and security will be provided and I hereby convey approval of the promoter's plan for security.

Signature: [Signature]  
Sheriff of County of Franklin

4 May 2016  
Date

Estimate number of deputies or security officers to be provided: \_\_\_\_\_



Franklin County  
a Natural setting for Opportunities

FOR OFFICE USE ONLY

Date application received: 4.28.2016  
(Requirement 21 days prior to Board meeting and 60 days prior to festival)

Next Board Meeting Date: 5.17.2016

Date forwarded to the Board: 5.17.2016

Date approved by the Board: \_\_\_\_\_

Date forwarded to the Health Department: 5.3.2016

Bond Amount required: \$500.00 (Not to exceed \$100,000)

Date to be Received by this office: 7.19.2016  
(10 days prior to the festival)

Date delivered to the Treasurer: \_\_\_\_\_

Date to be returned to Promoter: Aug. 13, 2016  
(15 days after festival)

Claims to be filed by: Aug. 12, 2016  
(12 days after festival)

Claim Summary:

Name	Address	Phone	Date Filed	Loss Amount

Fee Paid to Commissioner on: \_\_\_\_\_ Amount: \_\_\_\_\_

SECTION 3-80. APPLICANT'S BOND (TO BE ADDED TO THE END OF SECTION 3-80 PARAGRAPH)

In the event that the applicant has conducted an outdoor musical or entertainment festival pursuant to Section 3-56 et.seq. of the Franklin County Code for three consecutive years immediately prior to the year in which application is made with no claims being made against applicant by the County or other persons pursuant to Section 3-80(b) of the Franklin County Code as verified by the County Administrator and the Sheriff of Franklin County, the Board of Supervisors may allow the bond required by Section 3-80 of the Franklin County Code or some part thereof to be a real property bond posted by the applicant or his/her surety according to and on forms provided and approved by the County.

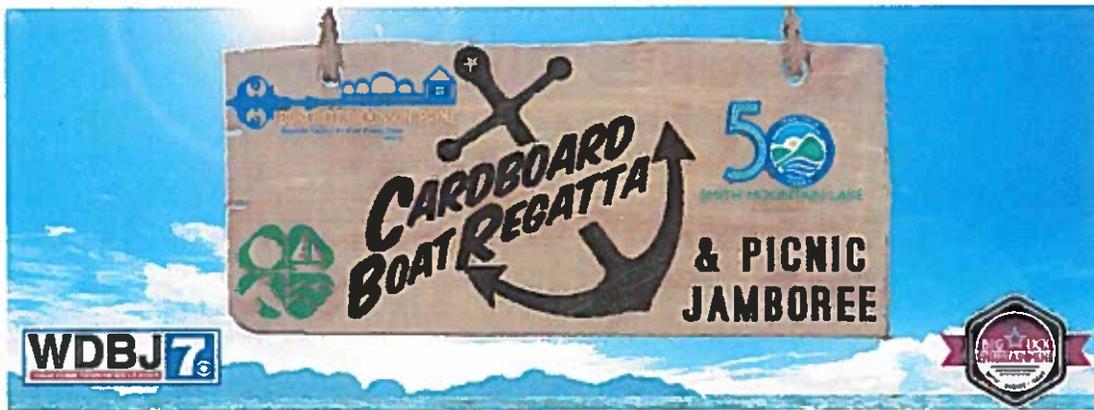


# W.E. Skelton 4-H Educational Conference Center at Smith Mountain Lake



775 Hermitage Rd. Wirtz, VA 24184 540-721-2759

HOME ABOUT RETREATS & CONFERCING FACILITIES 4H YOUTH PROGRAMS OUTDOOR EDUCATION  
ADULT PROGRAMS CONTACT DONATE



## What is it?

We know that the folks at Smith Mountain Lake and the surrounding area love to have a good time. This is why we at the Chamber of Commerce and Skelton 4-H Center have gotten together to plan a race between boats made entirely of cardboard to celebrate the 50th anniversary of the lake that brings us together and drives our recreation.

The Cardboard Boat Regatta & Picnic Jamboree will be two days of fun, but the real work begins in March! Your team will register and pick up your starter packet of cardboard and start building your boat. On Friday, July 29, your boat goes on display for judging and viewing, and you will join us for a concert and food truck picnic at the Center! The next day is when the true test comes, though... The blast of the airhorn at 11:00am on Saturday, July 30 will begin the race to determine the winner! Think you have what it takes? Take a peek at the rules below and return to this site in March 2016 to get your boat in the races!



[Click here for a printable registration form to fill out and mail in.](#)

[Click here for a printable volunteer form to fill out and mail in.](#)

## Schedule of Events (tentative)

### Friday, July 29, 2016

5:00 pm Boats will be available to view at the 4-H Center

7:00 pm Picnic Jamboree Concert Begins

### Saturday, July 30, 2016

9:00 am Volunteers begin checking in boats

11:00 am Qualifying Heats begin

2:00 pm Final Heats for the win!

## Other races, other places:

Springfield, VA "Lake Accotink Days": <http://www.springfielddays.com/home/cardboard-boat-regatta/>

Watkins Glen, NY "The Waterfront

Festival": [http://www.thewaterfrontfestival.com/cardboard\\_boat\\_regatta.php](http://www.thewaterfrontfestival.com/cardboard_boat_regatta.php)

Cape Coral, FL "Cape Coral Regatta": <http://www.capecoralregatta.com/>



Virginia Cooperative Extension programs and employment are open to all, regardless of age, color, disability, gender, gender identity, gender expression, national origin, political affiliation, race, religion, sexual orientation, genetic information, veteran status, or any other basis protected by law. An equal opportunity/affirmative action employer.

Issued in furtherance of Cooperative Extension work, Virginia Polytechnic Institute and State University, Virginia State University, and the U.S. Department of Agriculture cooperating. Edwin J. Jones, Director, Virginia Cooperative Extension, Virginia Tech, Blacksburg; M. Ray McKinnie, Interim Administrator, 1890 Extension Program, Virginia State University, Petersburg.

If you are a person with a disability and desire any assistive devices, services or other accommodations to participate in this activity, please contact the W.E. Skelton 4-H Educational Conference Center at 540-721-2759/TDD\* during business hours of 8:30AM and 5PM to discuss accommodations 5 days prior to the event. \*TDD number is (800) 828-1120.



W.E. SKELTON 4-H CENTER – PROPERTY INFORMATION

Parcel ID: 0520000100  
Map: 05200  
Parcel: 00100  
Owner: SMITH MOUNTAIN LAKE 4-H EDUCATIONAL CENTER INC  
775 HERMITAGE ROAD  
WIRTZ VA 24184  
Description 1: SMITH MOUNTAIN LAKE  
Zoning: A1  
Acres: 220.54  
Land Value: \$11,032,000  
Building Value: \$8,962,200  
Deed Book: 235  
Deed Page: 531  
District: UH  
Plat page: 0

Attributes at point: N: 4443953, E: -8875121

**School Districts**

School District: Dudley

**Election Districts**

District Name: Union Hall

Supervisor: Tommy Cundiff

**Precincts and Political Districts**

Precinct Name: Dudley

House District: 9

Senate District: 19

**Voting Precincts**

Name: Dudley

White Population: 1524

Black Population: 51

Other Population: 0

**Franklin County Zoning**

Proffers: Null

Case Number: Null

**Watersheds**

HUC: 3010101

HUPNAME: LOWER BLACKWATER RIVER/SMITH MOUNTAIN LAKE

**Soil Type**

Soil Type: 8E

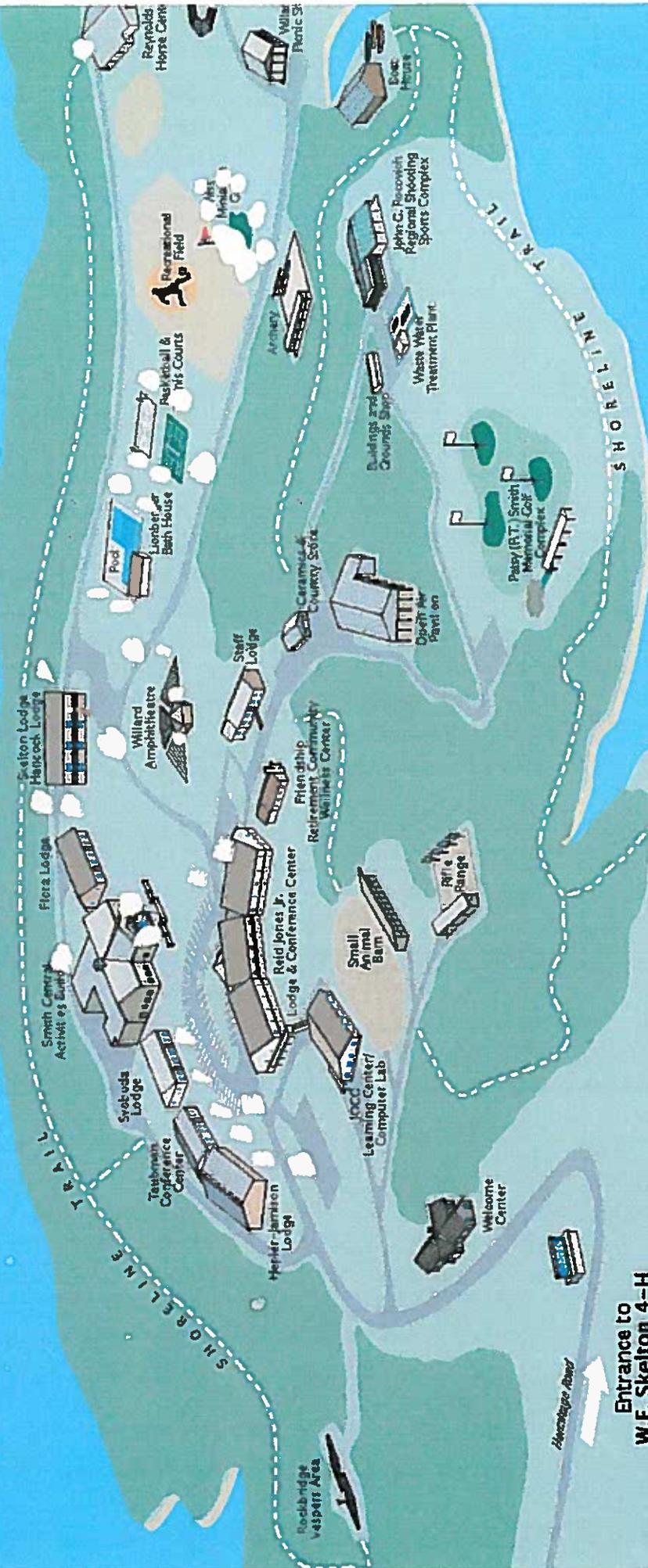
Soil ID: 581951

Name: Clifford-Hickoryknob complex, 25 to 45 percent slopes



# W.E. Skelton Educational Conference Center at Smith Mountain Lake

SMITH MOUNTAIN LAKE



Entrance to W.E. Skelton 4-H Educational Conference Center

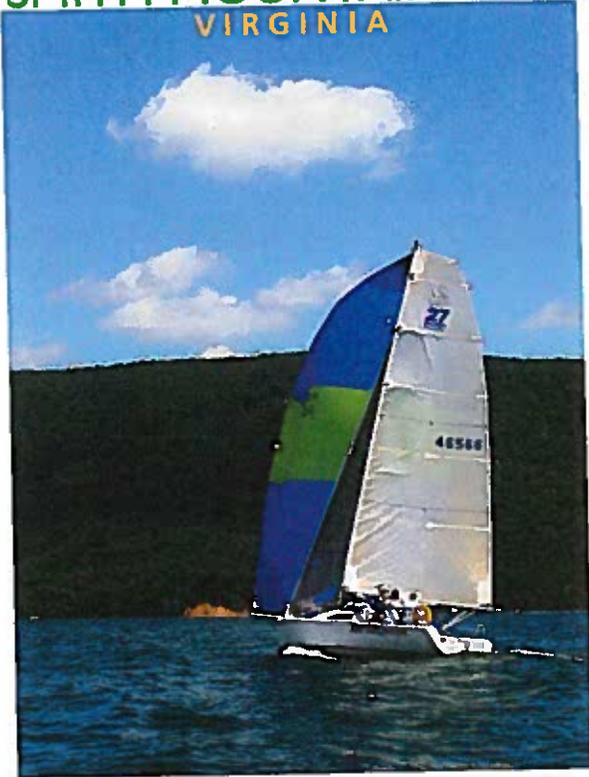


W.E. Skelton Educational Conference Center  
775 Highway 10  
Wirtz, VA

*Concord Light  
Arresting*



SMITH MOUNTAIN LAKE  
VIRGINIA



Smith Mountain Lake's  
50th Anniversary  
1966-2016

JEWEL  THE BLUE RIDGE

SAVE *the* DATE



CARDBOARD  
BOAT REGATTA



& PICNIC  
JAMBOREE

*at the*

W.E. SKELTON 4-H EDUCATIONAL CONFERENCE CENTER

775 HERMITAGE RD. WIRTZ, VA 24184

**JULY 29 & 30, 2016**

*for more information, log on to*

[WWW.SKELTON4H.ORG/REGATTA](http://WWW.SKELTON4H.ORG/REGATTA)



W.E. SKELTON 4-H EDUCATIONAL CONFERENCE CENTER  
775 HERMITAGE RD. WIRTZ, VA 24184

**JULY 29, 2016 6:00PM - 10:00PM**

**THE QUEBE SISTERS**

WITH OPENING ACT: THE LOW LOW CHARIOT

001

Franklin County Treasurer

*HH Center*

1255 Franklin Street  
Suite 101  
Rocky Mount  
Virginia, 24151

Phone - (540) 483-3078  
Fax - (540) 483-3080

4/28/2016 04:02 PM Cashier 0003  
T/Ref 1010067794 Reg 1010 Tran No 3241  
Cash Report: 160428-01 for 4/28/2016

02 - Franklin County  
Treasurer Susan J. Wray

COUNTY BUSINESS LICENSES

Validation Number: 284764 \$100.00

=====  
Total \$100.00

Check (\$100.00)

Check No. 15337

Thank You for Your Payment.

MEMORANDUM  
Case # REZO-3-16-15243



To: Franklin County Board of Supervisors  
From: Franklin County Planning Commission  
Date: May 17, 2016  
Tax #s: 0280012801 and 0280012700  
District: Union Hall  
Applicants: Louis Conway Jr.; Kathleen R. Conway; Mike Ferguson  
Owners: Louis Conway Jr.; Kathleen R. Conway; Ferguson Properties

**REQUEST:**  
  
This is a request of Louis and Kathleen Conway and Mike Ferguson to rezone two tax parcels from B-1 with proffers, to A-1 (Conway Property) with proffers, and from B-1 with proffers to B-1 (Ferguson Property). The Conway's' desire to construct a single family home on their property (Lot #2) and Mr. Ferguson desires to preserve the existing B-1 zoning on his property granted by the Board of Supervisors in 2004.

**RECOMMENDATION:**  
  
Planning Commission recommends that the Board of Supervisors consider and approve the rezoning petition as requested by the applicants.



## **BACKGROUND:**

In 2004 the two parcels which are the subject of this rezoning request existed as a single 2.21 acre parcel owned by the Conway's. The property was zoned A-1 Agriculture. In 2004, Mr. Conway petitioned the County to rezone the property from A-1 to B-1 Business District for the purpose of developing an office park. The rezoning was approved by the Board of Supervisors as a conditional rezoning in 2004. Proffers were accepted that (1) required development in accordance with a submitted concept plan, (2) limited signage to a single monument style sign, (3) required landscape screening along the southern and western borders, (4) required architectural designs consistent with those portrayed on the proffered concept plan, and (5) required all lighting to be shielded and directed downward. The proffers also allowed the existing single family house on the property to be used as an office until such time as the office park was developed. Mr. Conway's design studio and office were located in this existing house.

The development of the office park plan never progressed. In 2012 the Conway's subdivided the property into two lots and sold Lot #1 (Tax Parcel 0280012700) to Ferguson Properties. Lot #1 included the single family house that Mr. Conway continues to lease as his office. The subdivision of the property and the subsequent sale of Lot #1, limited the potential for the future development of the proffered office park plan approved in 2004.

Mr. Conway now wishes to use Lot #2 as a single family home site for his family, and also wishes to develop a small detached office on the property for his design studio business. The office would comply with Class B Home Occupation standards. The requested A-1 zoning designation on the Conway's Lot #2 allows the property to be used as a site for a single family home and a Class B Home Occupation.

Mr. Ferguson desires to preserve the B-1 zoning on his property (Lot #1). The approval of this current request will thus rezone the Ferguson property from B-1 with proffers to B-1. No new or modified proffers have been offered by Mr. Ferguson at this time.

## **SITE STATISTICS AND SURROUNDING LAND USES**

<i>Location:</i>	6832 and 6866 Booker T. Washington, Hwy (Route 122) in the Union Hall District	
<i>Size:</i>	Lot #1	.972 acres
	Lot #2	1.238 acres
	Total	2.210 acres
<i>Existing Land Use:</i>	Lot #1	Office
	Lot #2	Vacant
<i>Adjoining Zoning:</i>	A-1 Agricultural District and B-2 General Business District	

*Adjoining and Nearby*

*Land Uses:* Agriculture, Church, Single Family, Childcare Center, Public School

**COMPREHENSIVE PLAN:**

These properties are designated in the 2025 Comprehensive Plan as the Village of Burnt Chimney. The Village of Burnt Chimney's geographic center is the intersection of Route 122/Booker T. Washington Highway and Route 116/Jubal Early Highway. The village has a half mile radius from the geographic center.

Villages are intended to be the primary focus for local services, social activities, and community life as well as providing opportunities for employment. Appropriate commercial services in Village areas include convenience shopping, general business, and professional services that serve the needs of the surrounding rural community. Community facilities include elementary schools, recreation areas, fire and rescue sites, post offices, and churches. Residential uses include farmhouses, rural dwellings, small subdivisions and apartments located on the upper floors of commercial development. Villages provide many of the daily needs of the area residents, but some services will still be provided outside of the village area.

**POLICIES FOR VILLAGES**

The policies for villages listed below should be considered in the review of this application for rezoning.

- Encourage small-scale residential subdivision, townhouses, garden apartments and apartments above commercial uses in locations that complement and support established or new villages with supporting services such as convenience shopping, general business, elementary schools, recreational areas, fire and rescue sites, and churches.
- Make future decisions about the location of community facilities so as to strengthen the identity and improve the quality of life of the village.
- New development in villages should preserve open space and view sheds; take into consideration existing vegetation; and incorporate these concepts into site planning to preserve the rural character.
- Development in the village should be based on adopted community plans that include architectural and site development guidelines.



- In conjunction with community plans, identify villages where small-scale County public water and sewer systems are feasible.
- Develop the villages in such a way that residents are in walking distance to services and public spaces.
- Encourage development of small scale commercial and light industrial in villages for residents to work and provide services to the surrounding rural community.
- The County will encourage and monitor site plans for new development along key commercial corridors to coordinate entrances according to good engineering practices to reduce safety hazards and congestion and to meet or exceed VDOT commercial highway entrance standards.

### **PUBLIC UTILITIES**

A public water line is located in the Route 122 right-of-way. The proposed Conway residence will be within 300 feet of this line and will be required to connect to this line. No public sewer currently exists in this area. The existing house on Lot 1 is served by a well and an existing septic drain field. This drain field extends into a drain field easement on Lot # 2, created at the time of the subdivision of the property in 2012.

A new drain field is proposed on Lot #2 to serve the proposed Conway residence.

### **TRANSPORTATION**

A commercial entrance permit, issued by VDOT, will be required for any new access to Lot #1 associated with future commercial development on this lot. Lot #2 development as a single family home will not require a commercial entrance permit.

### **PUBLIC COMMENTS**

One (1) adjacent property owner (Beckner) contacted the staff supporting the rezoning of Lot # 2 to A-1. The Beckner property is also zoned A-1

### **ANALYSIS**

The subdivision of this property in 2012 all but precluded the development of these two lots as an office park as envisioned in 2004. The A-1 zoning district requested by the Conway's returns the property back to a zoning district that existed prior to 2004 and allows the construction of a single family home and Class B Home Occupation on the site.



**RECOMMENDATION:**

Planning Commission recommends that the Board of Supervisors consider and approve the rezoning petition as requested by the applicants. Specifically:

Lot #1 (Ferguson) B-1 w/Proffers to B-1	.972 acres
Lot #2 (Conway) B-1 w/Proffers to A-1 w/Proffer	1.238 acres
Total	2.210 acres

**SUGGESTED MOTIONS:**

The following suggested motions are sample motions that may be used.

**(APPROVE)** I find that the proposal will not be of substantial detriment to adjacent property, that the character of the projected future land use of the community will not be adversely impacted, that such use will be in harmony with the purpose and intent of the zoning ordinance and with the public health, safety and general welfare. Therefore I move to recommend approval of the petitioner's request to rezone Lot 1 from B-1 with proffers to B-1 (.972 acres) and rezone Lot 2 from B-1 with proffers to A-1 with proffer (1.238 acres.)

**OR**

**(DENY)** I find that the proposal is of substantial detriment to adjacent property and that such use will not aid in the creation of a convenient, attractive, or harmonious community. Therefore I move to recommend denial of the request.

**OR**

**(DELAY ACTION)** I find that the required information for the submitted petition is incomplete. Therefore I move to delay action until additional necessary materials are submitted to the Planning Commission.

VIRGINIA:

BEFORE THE BOARD OF SUPERVISORS OF FRANKLIN COUNTY

For the property known as  
Tax Map # 28-128.1 (1 parcel totaling 1.238 acres)  
Addressed as 6866 Booker T. Washington Hwy.  
Located in the Union Hall District  
Franklin County , Virginia

TO THE MEMBERS OF THE BOARD OF SUPERVISORS OF FRANKLIN COUNTY

PROFFER OF CONDITIONS:

WHEREAS, the applicants and owners Louis E. Conway Jr. and Kathleen R. Conway have filed with the zoning administrator a petition to rezone property known as tax parcel #28-128.1 (1.238 acres) addressed as 6866 Booker T. Washington Hwy, in the Union Hall District; and

WHEREAS, the property is currently zoned B-1 (Business District Limited) with proffered conditions; and

WHEREAS, the petitioners request that the property be rezoned by the Franklin County Board of Supervisors to A-1 Agricultural; and

WHEREAS, the owners desire to proffer certain conditions according to Section 15.2-2296, et seq., of the Code of Virginia, and Section 25-733 of the Zoning Ordinance of Franklin County.

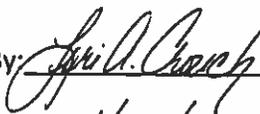
NOW, THEREFORE, the owner does hereby voluntary proffer the following condition to the rezoning petition as follows:

1. The property shall only be used as (1) a single family dwelling and office/design studio to be used by the owners/occupants of the single family dwelling on property or, (2) a single family dwelling and accessory dwelling unit in accord with Section 25-188 of the zoning ordinance.

By:  Louis E. Conway Jr.

Date: April 27, 2016

Received and entered into the record for Case # REZO-3-16-15243

By:   
Date: 4/27/16

STATE OF VIRGINIA:

BEFORE THE BOARD OF SUPERVISORS OF FRANKLIN COUNTY:

**RECOMMENDATION:**

A request to rezone 2.21 total acres; Lot #1, 0.972 acres from B-1, Business District, Limited with proffered conditions to B-1, Business District, Limited with no proffered conditions, and Lot #2, 1.238 acres from B-1, Business District, Limited with proffer conditions to A-1, Agricultural District, with proffered condition, located at 6832 Booker T Washington Highway & 6866 Booker T. Washington Highway, respectively, in the Union Hall District of Franklin County, identified and recorded as Tax Map #28, Parcel #127 and Map #28, Parcel #128.1 in the Franklin County Real Estate Tax Records.

TO THE HONORABLE SUPERVISORS OF FRANKLIN COUNTY:

**WHEREAS**, the owners, **Louis E. Conway, Jr., Kathleen R. Conway, & Mike Ferguson (Ferguson Properties)** and petitioners, **Louis E. Conway & Kathleen R. Conway**, have filed with the Secretary of the Planning Commission a petition requesting a rezone.

**WHEREAS**, the petition was referred to the Planning Commission on April 12, 2016 and to the Board of Supervisors on May 17, 2016, which after due legal notice as required by Section 15.2-2204 and Section 15.2-2205 of the Code of Virginia of 1950, as amended, the Planning Commission held a public hearing on April 12, 2016; and

**WHEREAS**, at that public hearing all parties in interest were afforded an opportunity to be heard; and

**WHEREAS**, the Planning Commission after due consideration, does have a recommendation for the Board of Supervisors for the petition of Louis E. Conway & Kathleen R. Conway, Petitioners and Louis E. Conway, Kathleen R. Conway & Mike Ferguson, Owners; Case # REZO-3-16-15243.

**NOW THEREFORE**, be it resolved, that the Planning Commission does have a recommendation to the Franklin County Board of Supervisors for the above-referenced parcel(s) of land and the Petitioner/Owner(s), regarding the rezone for Lot #1, B-1, Business District, Limited with proffered conditions to B-1, Business District, Limited with no proffered conditions, and Lot #2, from B-1, Business District, Limited with proffered conditions to A-1, Agricultural District with proffered condition as follows:

1. **Limitation of Use.** The property shall only be used as a single family dwelling and office/design studio to be used by the owners/occupants of the single family dwelling on Lot #2

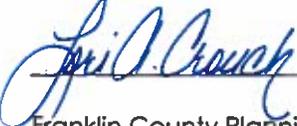
The above action was a motion to approve by Mrs. Wendy Ralph, representative for the Union Hall District. The motion was seconded by, Mrs. Sherrie Mitchell, representative for the Snow Creek District of Franklin County. The motion was a majority as written above upon the following vote:

AYES: Doss, Ralph, Law, Mitchell, Webb

NAYES:

ABSTAIN:

ABSENT: McGhee, Colby

  
\_\_\_\_\_ Clerk  
Franklin County Planning Commission

  
\_\_\_\_\_ Date

FRANKLIN COUNTY  
PETITION/APPLICATION FOR REZONING

(Type or Print)

I/We Louis E., Jr. & Kathleen R. Conway, as Owner(s), Contract Purchasers, or Owner's Authorized Agent of the property described below, hereby apply to the Franklin County Board of Supervisors to amend the Franklin County Zoning Maps as hereinafter described:

1. Petitioners Name: Louis E., Jr. & Kathleen R. Conway

2. Property Owner's Name: Same

Phone Number: 540-334-1210

Address: 6866 Booker T. Washington Hwy.  
W1T2, VA Zip: 24184

3. Exact Directions to Property from Rocky Mount: 122 North (Booker T. Washington Hwy)  
property on R ds you enter Burnt Chimney Community

4. Tax Map and Parcel Number: Tax No. 28-128-1 # 02800/2801

5. Magisterial District: Gills Creek

6. Property Information:

A. Size of Property: 1.238 Acres

B. Existing Land Use: vacant lot

C. Existing Zoning: B1

D. Existing number of allowed dwelling units per acre or commercial/industrial development square feet per acre: \_\_\_\_\_

E. Is property located within any of the following overlay zoning districts:

Corridor District  Westlake Overlay District  Smith Mountain Lake Surface District

F. Is any land submerged under water or part of a lake? Yes  No  If yes, explain.

\_\_\_\_\_

7. Proposed Development Information:

A. Proposed Land Use: Single Family Residence, detached studio/office  
(Type B)

B. Proposed Zoning: A1

C. Size of Proposed Use: 2900 sq. ft. ±

D. Proposed dwelling units per acre or commercial/industrial development square feet per acre: 1

Checklist for completed items:

- Application Form
- Letter of Application
- List of Adjoining Property Owners and Addresses
- Concept Plan
- Application Fee

I certify that this petition/application for rezoning and the information submitted herein is correct and accurate.

Petitioner's Name (Print): Louis E. Conway Jr. / Kathleen R. Conway  
Signature of Petitioner: [Signature] \*Kathleen R. Conway  
Date: March 7, 2016  
Mailing Address: 807 Crafty Fox Dr  
Boones Mill VA 24065  
Telephone: 540-334-1210 (H) 540-420-0494 (C)

Owner's consent, if petitioner is not property owner:

Owner's Name (Print): \_\_\_\_\_  
Signature of Owner: \_\_\_\_\_  
Date: \_\_\_\_\_

Date Received by Planning Staff: \_\_\_\_\_  
Time: \_\_\_\_\_  
Clerk's Initials: \_\_\_\_\_

CHECK #: \_\_\_\_\_  
RECPT. #: \_\_\_\_\_  
AMOUNT: \_\_\_\_\_

March 5, 2016  
Louis E., Jr. & Kathleen R. Conway  
807 Crafty Fox Dr.  
Boones Mill, Va.

To: Mr. Terry Harrington  
Franklin County Planning & Community Development  
1255 Franklin St., St. 103  
Rocky Mount, Va. 24151

RE: Parcel 0280012801  
6866 Booker T. Washington Hwy.  
Wirtz, Va. 24184

Mr. Harrington,

Per your recommendation, we are requesting a re-zoning of the above noted parcel we own in the Burnt Chimney Community from its current B1 back to its original zoning of A1. Our plans for the 1.2 acre parcel are to build our new home on the property and include a detached office/studio in which I'll be locating my architecture and construction business, Conway Design-Build, Inc.

Our business office has been in Burnt Chimney since 1994 and has been located next door to the subject parcel at 6832 Booker T. Washington Hwy. since 2004. We originally purchased both of these parcels at that time as a single 2.2 acre parcel, had it re-zoned to B1 (#R 04-04-02), then subdivided it into the 2 separate parcels in 2012. We subsequently sold the parcel with the house to Ferguson Properties, Inc. in 2014 and have been leasing the property back from them since then.

The effect of this re-zoning from B1 to A1 for our stated purposes will certainly result in a lot less activity than if we'd have followed through and been successful with our original plans for the professional office park that we proffered with the 2004 re-zoning request. In contrast, Conway Design-Build is a small, closely held architecture and construction firm whose office activities are limited to the owner's required workspace and the rare visits by clients and other associates.

We certainly appreciate your considering this request and we look forward to continuing both our personal and business commitments here in Franklin County.

Louis Conway, Jr.  
Kathleen Conway

*Louis Conway, Jr.*  
*Kathleen R. Conway*

March 5, 2016

Ferguson Properties, Inc.  
117 Serpentine Rd.  
Roanoke, Va. 24014

RE: Parcel #0280012700  
6832 Booker T. Washington Hwy.  
Wirtz, Va. 24184

Mr. Harrington,

Ferguson Properties, Inc., owners of Parcel #0280012700, hereby assign Louis & Kathleen Conway as our agent representing our interests that are a part of their rezoning request for their Parcel #0280012801.

We understand that our parcel will maintain its current B1 zoning although the original proffers that were part of the approved 2004 rezoning no longer apply. Any new proffers we may offer will need to be submitted in writing and signed by us.

*Mike Ferguson, President, Ferguson Properties, Inc.*  
\_\_\_\_\_  
Mike Ferguson

Date

*3/2/2016*

Ferguson Properties, Inc.

ROSALINDA BROWN  
#0280012211  
TAX NO. 28-122.11

ROSALINDA BROWN  
#0280012300  
TAX NO. 28-123

J & K HTCC LLP  
#0280012800  
TAX NO 28-128

BURNT CHIMNEY  
ELEMENTARY SCHOOL  
#0280013300  
TAX NO. 28-133

VA. ROUTE 122

170.98'

SMALL SIGN W/  
BUSINESS NAME &  
ADDRESS

CONWAY  
1.238 ACRES  
#0280012801  
TAX NO. 28-128.1  
DB 816 PG 227B  
(LOT 2)

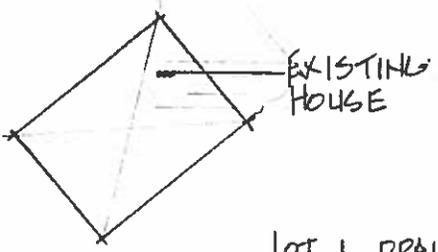
NEW DRIVEWAY

EXISTING WOODED  
AREA TO REMAIN

FERGUSON PROPERTIES  
.972 ACRES  
#0280012700  
TAX NO. 28-127  
(LOT 1)

258.26' EXISTING WOODED  
AREA TO REMAIN

PROPOSED  
OFFICE/STUDIO



LOT 1 DRAINFIELD W/  
EASEMENT ON LOT 2

PROPOSED  
CONWAY HOME

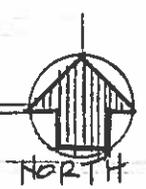


167.71'  
PROPOSED SEPTIC  
DRAINFIELD

HARMON L & WANDA B. BECKNER  
#0350002702  
TAX NO. 35-27.2  
DB 596 PG. 265

CONCEPT PLAN

SCALE: 1" = 60'-0"  
MARCH 7, 2016



March 5, 2016

Louis & Kathleen Conway Rezoning Request  
Parcel # 0280012801  
6866 Booker T Washington Hwy  
Wirtz, Va. 24184

**List of adjacent property owners**

Parcel #0280012700  
Ferguson Properties, Inc.  
117 Serpentine Rd.  
Roanoke, Va. 24014

Parcel #0280012800  
J & K HTCC LLP  
418 First St.  
Roanoke, Va. 24011

Parcel #0280013300  
Burnt Chimney Elementary School  
108 E. Court St.  
Rocky Mount, Va. 24151

Parcel #0350002702  
Harmon & Wanda Beckner  
P. O. Box 163  
Wirtz, Va. 24184

Parcel #0280012300 & Parcel 0280012211  
Rosalinda Brown  
1495 Murray Hollow Rd.  
Thaxton, Va. 24174

MEMORANDUM  
Case # REZO-3-16-15244



To: Franklin County Board of Supervisors  
From: Franklin County Planning Commission  
Date: May 17, 2016  
Tax #s: 0300005207;0300005210; 0300005209; 0300005211; 0300005211A;  
0300005213  
District: Gills Creek  
Applicant/Owners: Runk and Pratt of SML, LLC; Runk and Pratt SML Facility LLC;  
Willard Construction of Smith Mountain Lake, LLC

**REQUEST:**  
This is a request to amend the zoning of +/- 5.92 acres within the Westlake Planned Commercial District. The specific request is to amend the approved Westlake Concept Plan by (1) adding up to 36 new additional residential units as a permitted use by right within Concept Plan areas #9, #10, 11B and #12; (2) modifying the approved concept plan to allow the expansion of the assisted living facility within area #11 to a maximum of 100 beds; and (3) modifying the concept plan to allow a fitness/wellness facility to be located within area #6 now developed as an automobile repair facility.  
The applicant owners are also requesting deviations to PCD development standards to allow a minimum front setback of 10 feet from any public right-of-way and allow zero feet side and rear yard setbacks. The purpose of these deviations is to permit future residential development in conformance with established development patterns, and to allow flexibility in housing design allowing future dwellings in duplex, triplex or quadplex configurations.

**RECOMMENDATION:**  
Planning Commission recommends (1) the applicant /land owners proffer the Conceptual Plan for Westlake Towne Center dated March 3, 2016 (Sheet 1- 3), including all notes contained on Sheet 3 pertaining to permitted uses within each development tract area and all notes requesting deviations to development standards, and (2) the Planning Commission recommends approval of the requested changes to the Westlake PCD conceptual plan and recommend approval of the requested development standard deviations.

**BACKGROUND:**

The Westlake Planned Commercial Development District was originally approved in 2002. The +/-139.323 acre development plan was conceived to allow a range of residential, office, service, and retail uses. An approved concept plan defines and controls the mixture and character of uses within the PCD district.

The approved concept plan has been modified by the County on multiple occasions as development opportunities and market demands have emerged. Each proposed modification was approved by the Board of Supervisors after a determination the plan modification would not impact existing and planned uses in or near Westlake, and the requested modification maintained the character and functionality envisioned with the original Westlake approval.

The Runk and Pratt assisted living facility and associated patio homes were approved by the County as a concept plan amendment in 2004.

**CURRENT REQUEST**

Runk and Pratt have now requested a concept plan amendment to allow the addition of up to 36 additional residential units in areas designated as Tracts 9, 10, 11B and 12 as shown on the Conceptual Plan for Westlake Towne Center dated March 3, 2016 (Sheet 3 of 3 attached). The approval of residential units on these tracts would be in addition to the general office, medical office, and multifamily uses currently approved for these tracts. These residential units would be allowed to have a duplex, triplex or quadplex configuration. The applicants have also requested the existing assisted living facility be allowed to expand to a maximum of 100 beds from the current sixty (60) bed limit. This expansion would be to the south of the existing facility on tract 11B. If the planned expansion of the assisted living facility does not occur, this area would be used for a portion of the requested 36 additional units.

The applicant has also requested Tract 6, shown on Sheet 2 of 3 be approved as a location of a wellness/fitness facility. This site was originally developed as an automobile repair facility.

**COMPREHENSIVE PLAN**

The property is designated in the 2025 Comprehensive Plan as an Unincorporated Town/Westlake.

Incorporated or unincorporated Towns are intended to be the primary focus for commercial services and social activity. Business services include retail shopping opportunities, general business, industry, offices, and government services. These Towns serve the daily needs of the population living within a 5-10 mile radius. Rural, low, and



medium density residential land uses are located in and around Towns. The Westlake area is developing into a commercial area of retail businesses, professional offices, service uses, and proposed residential uses. Over the past decades, Smith Mountain Lake has been a major source of growth in the County. Initially in the form of second home development and recreational campgrounds, the growth became increasingly affluent in character as a substantial number of year round residents have been attracted to the beauty of the lake and the unique lakefront residential life. In 2002 the Franklin County Board of Supervisors adopted Westlake Village Center Overlay District. (See Westlake Village Center Overlay District Map) The overlay district was established to promote a development pattern that brings a sense of community to the surrounding rural area.

### Policies for Westlake

The policies for towns below support this application:

1. Encourage infill development of parcels within the Westlake Village Overlay District and discourage the linear development of Routes 122 and 616 corridors outside of the overlay district.
2. Encourage the development of public sewer and alternative treatment systems and discourage the development of individual septic systems.
3. Encourage mixed use development with a variety of housing types including housing on the upper floors of commercial buildings.

### PUBLIC UTILITIES

The Western Virginia Water Authority has reviewed this request. Public water is available for the proposed residential units on tracts 9 and 12, but public sewer will need to be extended up to Medical Court to serve the proposed units on tracts 9 and 12. This required extension will be approximately 370 feet and will require easements across two properties. Water and sewer availability fees are higher than normal in Westlake due to the Authority's investment in the sewage treatment plant, pump station and sewer main extension.

Public water is available for parcels shown along Professional Drive. Connection will be required.

### TRANSPORTATION

No new public or private roads are needed to accommodate this petition to amend the Westlake concept plan. Professional Drive will provide access to the proposed development in tract 10. Retirement Drive will provide access to the units proposed for tract 11B. Tracts 9 and 12 can be provided access via Medical Court or Retirement Drive. These current roads are private and are expected to remain that way.



### **CITIZEN COMMENTS**

One (1) resident of Carefree Lane contacted staff regarding proposed changes to the Westlake concept plan, specifically tracts 9 and 12. This citizen did not have any concerns with the proposal to add residential dwellings as a permitted use on these two tracts.

### **ANALYSIS**

The requested changes to the approved conceptual plan for Westlake allow for the continuation of the general development pattern established in 2002 with the initial approval of this planned commercial area. The residential development proposed as an option on tracts, 9, 10, 11B and 12 will be served by public utilities and an existing road network designed to accommodate the uses and densities proposed. The redevelopment of tract 6 as a wellness center recognizes the mutual benefits derived from the proximity of the adjacent Carilion facilities, and the growing population in this area of the county.

### **RECOMMENDATION:**

Planning Commission recommends the Board of Supervisor consider and approve the rezoning petition as requested by the applicants. Specifically the Commission recommends (1) the applicant /land owners proffer the Conceptual Plan for Westlake Towne Center dated March 3, 2016 (Sheets 1 - 3), including all notes contained on Sheet 3 pertaining to permitted uses within each development tract area and all notes requesting deviations to development standards, and (2) the Planning Commission recommend approval of the requested changes to the Westlake PCD conceptual plan and recommend approval of the requested development standard deviations.



**SUGGESTED MOTIONS:**

The following suggested motions are sample motions that may be used.

**(APPROVE)** I find this proposal will not be of substantial detriment to the character of the Westlake PCD, or adjacent property, that the character of projected future land uses in the Westlake town community will not be adversely impacted, that the proposed uses will be in harmony with the purpose and intent of the zoning ordinance and with the public health, safety and general welfare. Therefore, I move to approve the petitioner's request to modify the approved concept plan for Westlake Towne Center and accept the Conceptual Plan for Westlake Towne Center dated March 3, 2016, including all notes thereon as the approved concept plan for the Westlake PCD. I further move that tract 6 as shown on the Schematic Master Plan for Westlake Town Center be approved to be used as a wellness/fitness center.

**OR**

**(DENY)** I find that the proposal is of substantial detriment to adjacent property and that such use will not aid in the creation of a convenient, attractive, or harmonious community. Therefore I move to recommend denial of the request.

**OR**

**(DELAY ACTION)** I find that the required information for the submitted petition is incomplete. Therefore I move to delay action until additional necessary materials are submitted to the Board of Supervisors.

**VIRGINIA:**

**BEFORE THE BOARD OF SUPERVISORS OF FRANKLIN COUNTY**

**For the property known as**

**Tax Parcel 0300005211A, totaling +/- 2.931 acres owned by Runk and Pratt, Facility, SML, LLC  
Located in the Westlake Planned Commercial Development in the Union Hall District, Franklin County,  
Virginia**

**TO THE MEMBERS OF THE BOARD OF SUPERVISORS OF FRANKLIN COUNTY**

**PROFFER OF CONDITIONS:**

**S**

**WHEREAS, the applicants and owners Runk and Pratt Facility, SML, LLC, have filed with the zoning administrator a petition to rezone property known as tax parcels 0300005211A, totaling +/- 2.931 acres owned by Runk and Pratt Facility SML, LLC, Gills Creek District Franklin County, Virginia; and**

**WHEREAS, said rezoning involves the modification of the approved concept plan for the Westlake PCD; and**

**WHEREAS, the property is currently zoned PCD (Planned Commercial District) with proffered concept plan; and**

**WHEREAS, the petitioner requests that the property be rezoned by the Franklin County Board of Supervisors to PCD with a modified concept plan; and**

**WHEREAS, the owner desires to proffer certain conditions according to Section 15.2-2296, et seq., of the Code of Virginia, and Section 25-733 of the Zoning Ordinance of Franklin County.**

**NOW, THEREFORE, the owner does hereby voluntary proffer the following condition to the rezoning petition as follows:**

- 1. Development of the property shall conform to the Conceptual Plan for Westlake Towne Center prepared by Lumsden Associates, PC dated March 3, 2016 (Sheets 1 thru 3), including all notes contained on Sheet 3 pertaining to permitted uses within each development tract area and all notes requesting approval of deviations to development standards,**

**Runk and Pratt, Facility, SML, LLC**

**By: \_\_\_\_\_**

**Date: \_\_\_\_\_**



**5/9/16**

Received and entered into the record for Case # REZO-3-16-15244

By: \_\_\_\_\_

*Teri A. Church*

Date: \_\_\_\_\_

*5/9/2016*

**VIRGINIA:**

**BEFORE THE BOARD OF SUPERVISORS OF FRANKLIN COUNTY**

For the properties known as

Tax Parcels 0300005211, and 0300005213 totaling +/- 20.242 acres owned by Runk and Pratt, SML, LLC  
Located in the Westlake Planned Commercial Development in the Union Hall District, Franklin County,  
Virginia

**TO THE MEMBERS OF THE BOARD OF SUPERVISORS OF FRANKLIN COUNTY**

**PROFFER OF CONDITIONS:**

**WHEREAS**, the applicants and owners Runk and Pratt SML, LLC, have filed with the zoning administrator a petition to rezone properties known as tax parcels 0300005211, and 0300005213 totaling +/- 20.242 acres owned by Runk and Pratt SML, LLC, Gills Creek District Franklin County, Virginia; and

**WHEREAS**, said rezoning involves the modification of the approved concept plan for the Westlake PCD; and

**WHEREAS**, the property is currently zoned PCD (Planned Commercial District) with proffered concept plan; and

**WHEREAS**, the petitioner requests that the property be rezoned by the Franklin County Board of Supervisors to PCD with a modified concept plan; and

**WHEREAS**, the owner desires to proffer certain conditions according to Section 15.2-2296, et seq., of the Code of Virginia, and Section 25-733 of the Zoning Ordinance of Franklin County.

**NOW, THEREFORE**, the owner does hereby voluntary proffer the following condition to the rezoning petition as follows:

1. Development of the property shall conform to the Conceptual Plan for Westlake Towne Center prepared by Lumsden Associates, PC dated March 3, 2016 (Sheets 1 thru 3), including all notes contained on Sheet 3 pertaining to permitted uses within each development tract area and all notes requesting approval of deviations to development standards.

Runk and Pratt, SML, LLC

By: \_\_\_\_\_  
  
Date: 5/9/16 \_\_\_\_\_

Received and entered into the record for Case # REZO-3-16-15244

By: \_\_\_\_\_

Date: \_\_\_\_\_

*Spencer Crouch*  
*05/9/2016*

VIRGINIA:

BEFORE THE BOARD OF SUPERVISORS OF FRANKLIN COUNTY

For the properties known as

Tax Parcels 0300005207, 0300005209 and 0300005210 totaling +/- 4.09622 acres

Owned by Willard Construction SML, LLC

Located in the Westlake Planned Commercial Development in the  
Union Hall District, Franklin County, Virginia

TO THE MEMBERS OF THE BOARD OF SUPERVISORS OF FRANKLIN COUNTY

PROFFER OF CONDITIONS:

WHEREAS, the applicants and owners Willard Construction SML, LLC, have filed with the zoning administrator a petition to rezone properties known as tax parcels 0300005207, 0300005209 and 0300005210 totaling +/- 4.09622 acres owned by Willard Construction SML, LLC, Gills Creek District Franklin County, Virginia; and

WHEREAS, said rezoning involves the modification of the approved concept plan for the Westlake PCD; and

WHEREAS, the property is currently zoned PCD (Planned Commercial District) with proffered concept plan; and

WHEREAS, the petitioner requests that the property be rezoned by the Franklin County Board of Supervisors to PCD with a modified concept plan; and

WHEREAS, the owner desires to proffer certain conditions according to Section 15.2-2296, et seq., of the Code of Virginia, and Section 25-733 of the Zoning Ordinance of Franklin County.

NOW, THEREFORE, the owner does hereby voluntary proffer the following condition to the rezoning petition as follows:

1. Development of the property shall conform to the Conceptual Plan for Westlake Towne Center prepared by Lumsden Associates, PC dated March 3, 2016 (Sheets 1 thru 3), including all notes contained on Sheet 3 pertaining to permitted uses within each development tract area and all notes requesting deviations to development standards.

By:   
Willard Construction SML, LLC

MANAGER

Date: 4-21-16

Received and entered into the record for Case # REZO-3-16-15244

By: *Spencer A. Crowder*  
Date: 4/22/16

STATE OF VIRGINIA:

BEFORE THE BOARD OF SUPERVISORS OF FRANKLIN COUNTY:

**RECOMMENDATION:**

A request to rezone 28.135 total acres from PCD, Planned Community Development, to PCD, Planned Community Development, with concept plan and proffered conditions for the purpose of modifying the approved concept plan to add up to 36 units of patio homes, expand existing Assisted Living facility by up 100 beds and added Medical Wellness Center located in the Gills Creek District of Franklin County, identified and recorded as Tax Map #30, Parcel #52.7, Map #30, Parcel #52.9, Map #30, Parcel #52.10, Map #30, Parcel #52.11, Map #30, Parcel #52.11A and Map #30, Parcel #52.13 in the Franklin County Real Estate Tax Records.

TO THE HONORABLE SUPERVISORS OF FRANKLIN COUNTY:

**WHEREAS**, the owners/petitioners, **Runk & Pratt of SML, LLC., R&P SML Facility, LLC., and Willard Construction of Smith Mountain Lake, LLC.** have filed with the Secretary of the Planning Commission a petition requesting a rezone.

**WHEREAS**, the petition was referred to the Planning Commission on April 12, 2016 and to the Board of Supervisors on May 17, 2016, which after due legal notice as required by Section 15.2-2204 and Section 15.2-2205 of the Code of Virginia of 1950, as amended, the Planning Commission held a public hearing on April 12, 2016; and

**WHEREAS**, at that public hearing all parties in interest were afforded an opportunity to be heard; and

**WHEREAS**, the Planning Commission after due consideration, does have a recommendation for the Board of Supervisor for the petition of Runk and Pratt of SML, LLC, R& P SML Facility, LLC and Willard Construction of SML, LLC ; Case # REZO-3-16-15244.

**NOW THEREFORE**, be it resolved, that the Planning Commission does have a recommendation to the Franklin County Board of Supervisors for the above-referenced parcel(s) of land and the Petitioner/Owner(s), regarding the rezone

1. **Limitation of Use.** the Conceptual Plan for Westlake Towne Center dated March 3, 2016 (Sheets 1 thru 3), including all notes contained on Sheet 3 pertaining to permitted uses within each development tract area and all notes requesting deviations to development standards, and of the requested changes to the Westlake PCD conceptual plan and recommend approval of the requested development standard deviations.

The above action was a motion to approve by Mrs. Wendy Ralph, representative for the Union Hall District. The motion was seconded by, Mr. C.W. Doss, representative for the Blue Ridge District of Franklin County. The motion was a majority as written above upon the following vote:

AYES: Doss, Ralph, Law, Mitchell, Webb

NAYES:

ABSTAIN:

ABSENT:

McGhee, Colby



Clerk

Franklin County Planning Commission



Date

**FRANKLIN COUNTY  
PETITION/APPLICATION FOR REZONING  
(Type or Print)**

Runk & Pratt of SML LLC, R & P SML Facility LLC, Willard  
I/We, Construction of Smith Mountain Lake LLC, as Owner(s), Contract Purchasers, or Owner's  
Authorized Agent of the property described below, hereby apply to the Franklin County Board of  
Supervisors to amend the Franklin County Zoning Maps as hereinafter described:

1. Petitioners Name: Runk & Pratt of SML LLC, R & P SML Facility LLC, and Willard Construction of Smith Mountain Lake LLC

2. Property Owner's Name: Runk & Pratt of SML LLC, R & P SML Facility LLC, and Willard Construction of Smith Mountain Lake LLC

Phone Number: Runk & Pratt - (434) 237-2268, Willard Construction - (540) 721-5288

Address: Runk and Pratt - R & P P.O. Box 15067, Lynchburg, VA 24502  
Willard Construction P.O. Box 540, Wirtz, VA 24184

3. Exact Directions to Property from Rocky Mount: Take Va. Route 122 North to Westlake Road. Take Right onto Westlake Road for approximately 0.3 miles to site just beyond the traffic circle

4. Tax Map and Parcel Number: 03000 - 05207, 05209, 05210, 05211, 05211A, and 05213

5. Magisterial District: Gills Creek

6. Property Information:

A. Size of Property: 27.7 Acres

B. Existing Land Use: Assisted Living Facility, Vacant Office, and Vacant Land

C. Existing Zoning: PCD

D. Existing number of allowed dwelling units per acre or commercial/industrial development square feet per acre: Per concept plan

E. Is property located within any of the following overlay zoning districts:

   Corridor District    Westlake Overlay District    Smith Mountain Lake Surface District

F. Is any land submerged under water or part of a lake? Yes  No  If yes, explain.

\_\_\_\_\_

\_\_\_\_\_

7. Proposed Development Information:

A. Proposed Land Use: Expansion of Assisted Living, adding uses of Residential and Medical Wellness Center to specific lots

B. Proposed Zoning: PCD

C. Size of Proposed Use: Expansion of Assisted Living would bring total to 100 bed maximum Residential would be maximum of 36 units on specific lots per concept plan

D. Proposed dwelling units per acre or commercial/industrial development square feet per acre: Per concept plan

Checklist for completed items:

- Application Form
- Letter of Application
- List of Adjoining Property Owners and Addresses
- Concept Plan
- Application Fee

I certify that this petition/application for rezoning and the information submitted herein is correct and accurate.

Petitioner's Name (Print): <sup>Runk & Pratt - Brian Runk</sup> Willard Construction - Walker & Willard II  
Signature of Petitioner: [Signature]

Date: \_\_\_\_\_

Mailing Address: See first page of application

Telephone: See first page of application

Owner's consent, if petitioner is not property owner:

Owner's Name (Print): \_\_\_\_\_

Signature of Owner: \_\_\_\_\_

Date: \_\_\_\_\_

Date Received by Planning Staff: \_\_\_\_\_

Time: \_\_\_\_\_

Clerk's Initials: \_\_\_\_\_

CHECK #: \_\_\_\_\_

RECPT. #: \_\_\_\_\_

AMOUNT: \_\_\_\_\_



**LUMSDEN ASSOCIATES, P.C.**  
ENGINEERS-SURVEYORS-PLANNERS

V. KIRK LUMSDEN, L.S.  
B. LEE HENDERSON, JR., P.E., L.S.  
THOMAS C. DALE, P.E.  
TIMOTHY HOELZLE, L.S.  
LARRY T. OGLE, JR., L.S.  
HOWARD P. BOGGESS, II, L.A.  
ANDREW P. LUMSDEN, P.E.

4664 BRAMBLETON AVENUE, SW - P.O. BOX 20669 - ROANOKE, VA 24018 - PHONE (540) 774-4411 - FAX (540) 772-9445 - EMAIL MAIL@LUMSDENPC.COM

March 7, 2016

Mr. Steve Sandy, Director  
Planning & Community Development  
1255 Franklin Street, Suite 103  
Rocky Mount, VA 24151

Re: Runk & Pratt / Westlake Towne Center  
PCD Rezoning Application  
Comm: 2015-168

Dear Steve:

Please allow this letter to serve as our request for your office to accept the enclosed rezoning application for approval by the Franklin County Planning Commission and Board of Supervisors. The intent of the rezoning is to allow for a possible expansion of the Westlake Assisted Living facility, and the addition of Residential uses to four existing tracts within the PCD, to allow for the development of additional cottages around the existing Runk & Pratt property. The enclosed rezoning application package includes a narrative that describes the request in greater detail.

Please find enclosed thirty-five copies of the Rezoning Package, which include the following items:

- Completed Petition/Application for Rezoning
- Adjacent Property Owners list
- Rezoning Narrative
- Schematic Master Plan for Westlake Towne Center with the Site Abstract consistent with the approved 2002 Schematic Master Plan
- Schematic Master Plan for Westlake Towne Center with the Site Abstract updated with the current land uses
- A Conceptual Plan of the proposed development areas on the tracts to which Residential uses are requested to be added.

In addition, we have included one full-sized copy of each of the three Plan sheets described above.

Should you have any questions or concerns, or require additional information, please do not hesitate to call or email.

Very truly yours,

LUMSDEN ASSOCIATES, P.C.

Howard P. Boggess, II, L.A.  
Project Manager

HPB/

Enclosures

Copy to:

Mr. Brian Runk, Runk & Pratt Senior Living Communities (via email)  
Mr. Ron L. Willard, II, Willard Construction of Smith Mountain Lake, LLC (via email)

**REZONING REQUEST/APPLICATION**

**WESTLAKE TOWNE CENTER  
PCD AMENDMENT FOR  
RUNK & PRATT SENIOR LIVING COMMUNITIES  
& WILLARD CONSTRUCTION OF SMITH  
MOUNTAIN LAKE, LLC**

*COUNTY OF FRANKLIN, VIRGINIA*

*PREPARED FOR*  
**RUNK & PRATT**

**DATE: MARCH 7, 2016  
COMM. #2015-168**



**LUMSDEN ASSOCIATES, P.C.**  
ENGINEERS-SURVEYORS-PLANNERS  
ROANOKE, VIRGINIA

## ADJACENT PROPERTY OWNERS

Adjacent property owners are mailed a notice of the request. Please provide each owner's name and mailing address plus zip code for every property adjacent to the site and directly across from any public right-of-way adjoining the site. Names and addresses are available in the County Real Estate office in the Courthouse.

NAME: Carilion Clinic Properties LLC ADDRESS: P.O. Box 12385

TAX MAP NUMBER: 03000 05215 Roanoke, VA 24025

NAME: Kroger Limited Partnership I ADDRESS: P.O. Box 14002

TAX MAP NUMBER: 03000 05202 Roanoke, VA 24038

NAME: Western Virginia Water Authority ADDRESS: 601 South Jefferson Street, 2nd Floor

TAX MAP NUMBER: 03000 05224 Roanoke, VA 24011

NAME: LPC LLC ADDRESS: 400 Scruggs Road, Suite 100

TAX MAP NUMBER: 03000 05918 Moneta, VA 24121

NAME: James K. & Patricia A. McKelvey ADDRESS: 400 Scruggs Road, Suite 100

TAX MAP NUMBER: 03000 05900 Moneta, VA 24121

NAME: Deloris Harris and others ADDRESS: 220 King James Road

TAX MAP NUMBER: 03000 05301 Upper Marlboro, MD 20774

NAME: Robert J. Dahlin, and others (Trustees) ADDRESS: 150 Retirement Drive

TAX MAP NUMBER: 03000 05211B Hardy, VA 24101

NAME: Shirley L. Powell ADDRESS: 875 Riverbend Drive

TAX MAP NUMBER: 03000 05211D Rocky Mount, VA 24151

NAME: Marguerite W. Currie ADDRESS: 110 Retirement Drive

TAX MAP NUMBER: 03000 05211F Hardy, VA 24101

NAME: Mazola Allen, and others ADDRESS: 96 Retirement Drive

TAX MAP NUMBER: 03000 05211G Hardy, VA 24101

NAME: Charles B. & Lilian F. Cosmato ADDRESS: 90 Retirement Drive

TAX MAP NUMBER: 03000 05211H Hardy, VA 24101

### ADJACENT PROPERTY OWNERS

Adjacent property owners are mailed a notice of the request. Please provide each owner's name and mailing address plus zip code for every property adjacent to the site and directly across from any public right-of-way adjoining the site. Names and addresses are available in the County Real Estate office in the Courthouse.

NAME: Elisabeth B. Crocker ADDRESS: 76 Retirement Drive

TAX MAP NUMBER: 03000 05211J Hardy, VA 24101

NAME: Carol Brewer ADDRESS: 9 Carefree Court

TAX MAP NUMBER: 03000 05211K Hardy, VA 24101

NAME: Paul R. & Rebecca C. Shreves, Jr. ADDRESS: 23 Carefree Court

TAX MAP NUMBER: 03000 05211L Hardy, VA 24101

NAME: Elizabeth F. Gorman ADDRESS: 1129 Marina Lane

TAX MAP NUMBER: 03000 05211M Huddleston, VA 24104

NAME: Shirley L. Wade ADDRESS: 43 Carefree Court

TAX MAP NUMBER: 03000 05211N Hardy, VA 24101

NAME: Kenneth J. & Jean Webber (Co-Trustees) ADDRESS: 49 Carefree Court

TAX MAP NUMBER: 03000 05211P Hardy, VA 24101

NAME: Fred E. & Beverly B. Waddell ADDRESS: 63 Carefree Court

TAX MAP NUMBER: 03000 05211R Hardy, VA 24101

NAME: \_\_\_\_\_ ADDRESS: \_\_\_\_\_

TAX MAP NUMBER: \_\_\_\_\_

# WESTLAKE TOWNE CENTER PCD REZONING NARRATIVE

## **INTENT OF ZONING AMENDMENT**

Runk & Pratt Senior Living Communities, the Owner and operator of Westlake Assisted Living Center, requests the amendment of the Westlake Towne Center PCD zoning district to allow for the development of additional residential dwelling units on several existing parcels, and the future expansion of the Assisted Living Center building to provide additional units within the facility. Runk & Pratt also proposes to renovate the former Mullins Automotive building located on tract 6 for use as a 'Wellness Center' to complement the existing facilities and offer services to the surrounding community. These uses would be in addition to those uses already provided for by the current Master Plan for Westlake Towne Center.

## **DESCRIPTION OF NEED**

Westlake Assisted Living facility and associated residential development consisting of seven duplex cottage dwelling units have been very successful and provide an attractive and pleasant living experience for their target demographic. The need for such residential opportunities in the area is anticipated to grow, and Runk & Pratt is well positioned to fill the need.

To that end, several expansion options have been identified. An expansion of the Assisted Living facility would likely occur on one or both of the rear wings of the existing building, extending into a portion of tract 11B. The size of such an expansion would be driven by the market and need at the time, but the Developer would limit any expansion to result in a maximum of 100 units within the Assisted Living facility.

The construction of new residential dwelling units, similar in character to the existing duplex cottages are envisioned both adjacent to the existing Assisted Living facility on tract 11B, and potentially on tracts 9, 10 and 12. These new dwelling units would be in the form of duplex, triplex or quadplex units of an architectural style to match or complement the existing cottages. The accompanying "Concept Plan" illustrates one potential development scenario of thirty dwelling units located across the subject tracts and in duplex and quadplex configurations, as well as a hatched area on tract 11B where 6 additional dwelling units might be located. The Developer would limit the total number of residential cottage units to a maximum of 36. The actual architectural design and site layout would be determined at time of site plan submittal.

## **DESCRIPTION OF ZONING AMENDMENT**

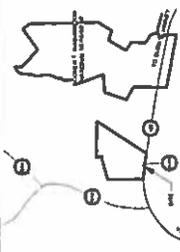
Runk & Pratt, with the consent of Willard Construction of Smith Mountain Lake, LLC, requests that the Planned Commercial District (PCD) Master Plan be amended to add the uses appropriate for the future development described above to the Site Abstract for Westlake Towne Center, without the removal of any uses currently provided for. Runk & Pratt is the current owner of tract 11B, and has expressed interest in purchasing one or more of the remaining subject tracts. Purchase would be contingent upon a successful amendment of the PCD; however, the amendment is in no way intended to limit the current Owner from pursuing other options for development that would be consistent with the permitted uses provided for at the time of this application.

(Continued next page)

In reference to the Site Abstract found on the Schematic Master Plan, the following changes are proposed:

<u>KEY</u>	<u>DESCRIPTION</u>
6	"DAY CARE CENTER/OFFICE/RETAIL/MEDICAL/WELLNESS CENTER"
9	"4,000 SQ.FT. GENERAL OFFICE/MEDICAL/RESIDENTIAL"
10	"10,000 SQ.FT. GENERAL OFFICE/MEDICAL/RESIDENTIAL"
11	"ASSISTED LIVING 100-UNITS"
11B	"CLUSTER/MULTI-FAMILY RESIDENTIAL/RESIDENTIAL"
12	"4,000 SQ.FT. GENERAL OFFICE/RESIDENTIAL"

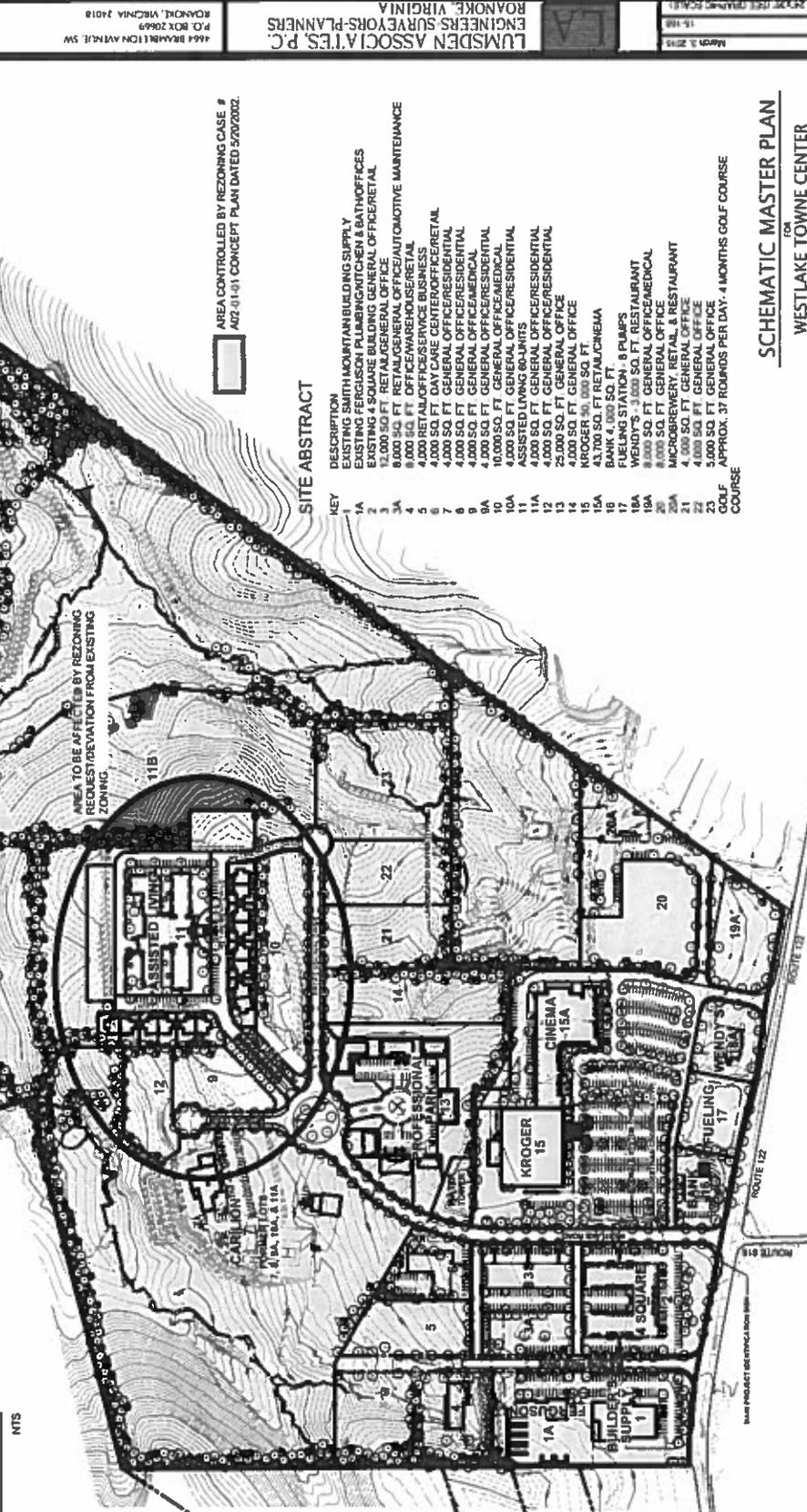
The Concept Plan provided with the application is a schematic representation of the development intent, should Runk & Pratt choose to purchase the property and proceed with construction. It is not included as a proffered plan, and should not be construed as limiting the form of development for any of the permitted uses.



VICINITY MAP

NTS

AREA TO BE AFFECTED BY REZONING  
RESUBMITTATION FROM EXISTING ZONING.



**SITE ABSTRACT**

KEY	DESCRIPTION
1	EXISTING SMITH MOUNTAIN BUILDING SUPPLY
1A	EXISTING FERGLISON PLUMBING/ITCHEN & BATH OFFICES
2	EXISTING 4 SQUARE BUILDING GENERAL OFFICE/RETAIL
3	12,000 SQ. FT. RETAIL GENERAL OFFICE
3A	9,000 SQ. FT. RETAIL GENERAL OFFICE/AUTOMOTIVE MAINTENANCE
4	4,000 SQ. FT. DAY CARE CENTER/OFFICE/RETAIL
5	4,000 SQ. FT. GENERAL OFFICE/RESIDENTIAL
6	4,000 SQ. FT. GENERAL OFFICE/RESIDENTIAL
7	4,000 SQ. FT. GENERAL OFFICE/RESIDENTIAL
8	4,000 SQ. FT. GENERAL OFFICE/RESIDENTIAL
9	4,000 SQ. FT. GENERAL OFFICE/RESIDENTIAL
9A	4,000 SQ. FT. GENERAL OFFICE/RESIDENTIAL
10	4,000 SQ. FT. GENERAL OFFICE/RESIDENTIAL
10A	4,000 SQ. FT. GENERAL OFFICE/RESIDENTIAL
11	4,000 SQ. FT. GENERAL OFFICE/RESIDENTIAL
11A	4,000 SQ. FT. GENERAL OFFICE/RESIDENTIAL
12	4,000 SQ. FT. GENERAL OFFICE/RESIDENTIAL
13	25,000 SQ. FT. GENERAL OFFICE
14	4,000 SQ. FT. GENERAL OFFICE
15	4,000 SQ. FT. GENERAL OFFICE
15A	4,000 SQ. FT. GENERAL OFFICE
16	4,000 SQ. FT. GENERAL OFFICE
17	BANK 4,000 SQ. FT.
18	FUELING STATION - 8 PUMPS
18A	WENDY'S - 3,000 SQ. FT. RESTAURANT
19	8,000 SQ. FT. GENERAL OFFICE
19A	8,000 SQ. FT. GENERAL OFFICE
20	MICROBREWERY, RETAIL, & RESTAURANT
20A	4,000 SQ. FT. GENERAL OFFICE
21	4,000 SQ. FT. GENERAL OFFICE
22	4,000 SQ. FT. GENERAL OFFICE
23	5,000 SQ. FT. GENERAL OFFICE
	GOLF COURSE APPROX. 37 ROUNDS PER DAY - 4 MONTHS GOLF COURSE

AREA CONTROLLED BY REZONING CASE #  
A02-01-011 CONCEPT PLAN DATED 5/20/2002.

LUMSDEN ASSOCIATES, P.C.  
ENGINEERS/SURVEYORS/PLANNERS  
ROANOKE, VIRGINIA  
4664 BRAYLTON AVENUE, SW  
P.O. BOX 20669  
ROANOKE, VIRGINIA 24018  
PHONE: (540) 774-6411  
FAX: (540) 772-9445  
E-MAIL: MAIL@LUMSDENPC.COM

**SCHEMATIC MASTER PLAN**

FOR  
WESTLAKE TOWNE CENTER  
RUNK & PRATT  
SENIOR LIVING COMMUNITIES  
WILLARD CONSTRUCTION  
OF SMITH MOUNTAIN LAKE, LLC  
GOLF COURSE MAINTENANCE  
FRANKLIN COUNTY, VIRGINIA

THE SITE ABSTRACT ON THIS SHEET IS CONSISTENT WITH THE  
SITE ABSTRACT INCLUDED ON THE APPROVED 2002  
SCHEMATIC MASTER PLAN.

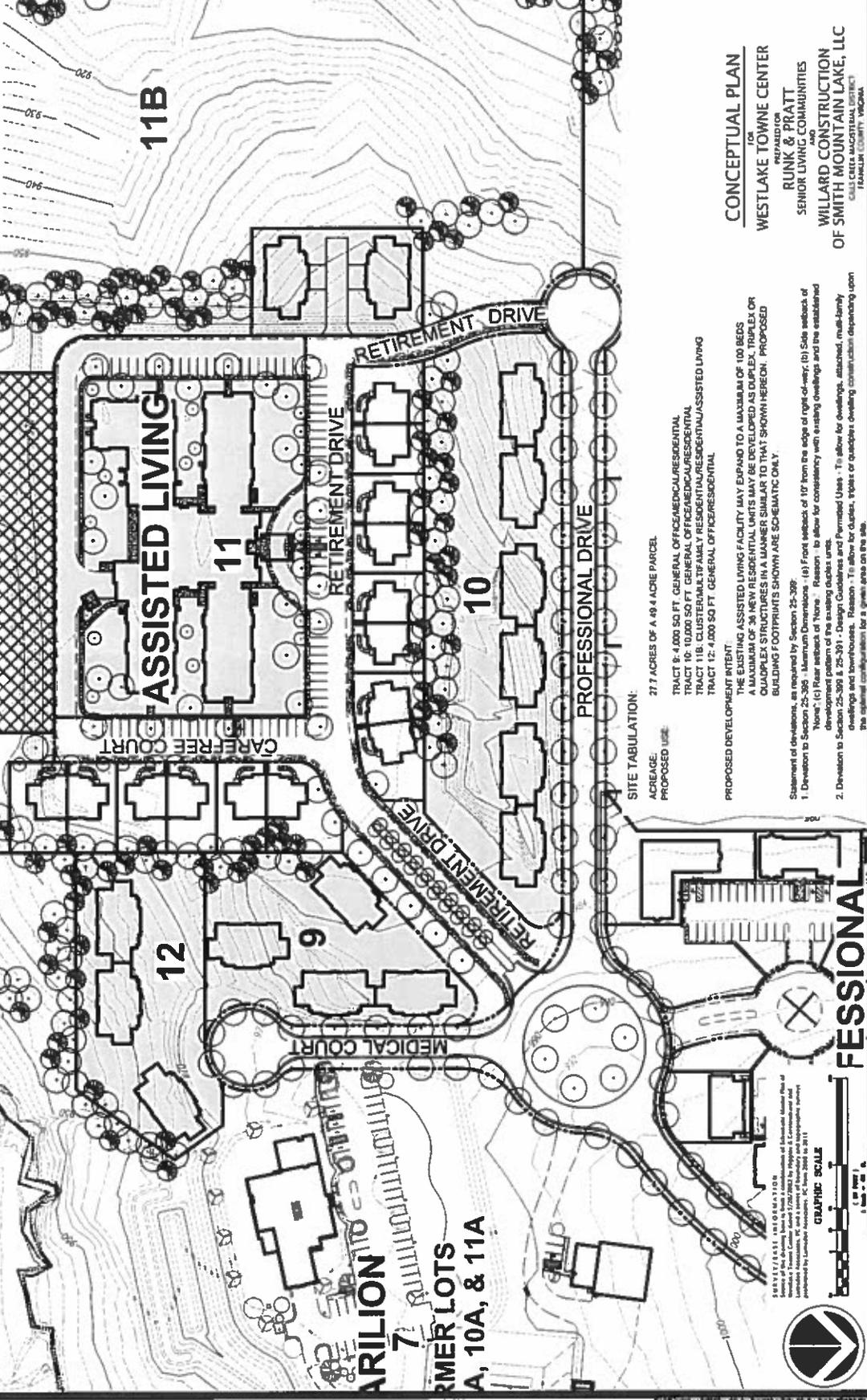
SEWER/GAS INFORMATION  
None of the services shown herein are a continuation of the services shown on any of the previous sheets. It is the responsibility of the engineer to determine the location, depth, and size of all services to be installed and to provide the necessary information to the contractor. The engineer is not responsible for the accuracy of the information provided by the utility companies. © 2002 by Lumsden Associates, P.C. and a service of Lumsden and Associates, Inc. All rights reserved.





AREAS 92 ACRES TO BE EFFECTED BY  
 REZONING REQUEST/DEVIATION FROM  
 EXISTING ZONING.

AREAS 82 ACRES MAY BE DEVELOPED  
 AS AN EXPANSION OF ASSISTED LIVING  
 AND/OR RESIDENTIAL DWELLINGS.



**MEMORANDUM**  
**Case # A-4-16-001**



**To:** Franklin County Board of Supervisors  
**From:** Lisa Cooper, Principal Planner  
**Date:** May 17, 2016  
**RE:** Accessory Structures  
Amendment to Section 25-72. Uses and Structures permitted in required yards and 25-74. Accessory structures in required yards

**SUMMARY:**  
On March 31, 2016, the Home Builders Association requested the Board of Supervisors and Planning Commission to direct staff to revise the zoning ordinance to allow retaining walls and other accessory structures to be constructed within the required yard setbacks. Several contractors and builders have also requested an amendment to the zoning ordinance to exempt certain accessory structures from setback requirements in the required yards.

In April, the Board of Supervisors requested staff and Planning Commission members to consider possible changes to the zoning ordinance concerning certain accessory structures; including but not limited to, retaining walls to be exempt from the required yard setbacks. The Board of Supervisors requested public hearings on this matter to be held in the same month.

On April 28<sup>th</sup>, staff and Planning Commission members held a work session to discuss changes to the zoning ordinance to exempt certain accessory structures from the required yard setbacks, such as retaining walls. Staff and Planning Commission members have drafted an amendment to Article II, Basic Regulations; Division 2, Lot Regulations; Section 25-72, Uses and Structures permitted in required yards 25-74. Accessory structures in required yards.

The proposed amendments would exempt the eight (8) items listed from the current setback requirements of the zoning ordinance. These structures could now be built/placed up to the property line and not subject to front, side or rear yard setbacks. The amendments also proposes that retaining walls over six (6) feet in height designed by a professional will be required to have a safety handrail. The proposed amendment to section 25-74 would allow other accessory structures (not exempted in 25-72) to be located twelve (12) feet from rear property lines.

On May 10, 2016, Planning Commission held a public hearing to receive comments concerning the amendments to the zoning ordinance. The Roanoke Regional Homebuilders sent a letter approving the proposed changes to the zoning ordinance and thanked the Board of Supervisors, Planning Commission, and staff for addressing the issue in a timely manner. (See attached)

**RECOMMENDATION:**  
Planning Commission recommended approval with a 7-0 vote of the following:

*Planning Commission recommends that the Board of Supervisors approve amendments to Chapter 25 "Zoning" of the Franklin County Code, as follows: Article II, Basic Regulations; Division 2, Lot Regulations; and Section 25-72, Uses and structures permitted in required yards, 25-74. Accessory structures in required yards and to specify the types of accessory structures and uses allowed in required yards, and the standards governing their placement and use.*



ARTICLE II. BASIC REGULATIONS  
DIVISION 2. LOT REGULATIONS

Sec. 25-72. ~~Uses and~~ sStructures permitted in required yards.

~~The following uses and structures shall be permitted in required yards, subject to the following limitations established:~~

The following structures shall not be deemed accessory structures and shall be permitted in required yards provided applicable sight distance and fire safety requirements are met and maintained and are in compliance with the Franklin County Code:

1. Bay windows
2. Clotheslines
3. Fences, provided no fence in a front yard shall exceed four (4) feet in height.
4. Freestanding air conditioning units
5. Walls and retaining walls must comply with International Building Code (IBC) and Uniform Statewide Building Code (USBC), as amended. For walls requiring a design bearing the stamp of a Virginia Registered Design Professional, a safety railing shall be required along the top of wall.
6. Satellite dishes.
7. Sculpture, fountain, etc.
8. Solar power panels, residential.

Any other structures the zoning administrator determines to be similar in scope, size and impact as those listed herein, and are in compliance with all other provisions of this chapter shall also be permitted.

Sec. 25-74. - Accessory structures in required yards.

~~If no utility or drainage easements or other easements are adversely affected, accessory structures or portions thereof may be erected no closer than twelve (12) feet to adjacent lot lines in the case of detached structures or to a common wall in the case of attached structures; provided further, that no such structure shall be located within any yard required under sections 25-62 through 25-64.~~

Except as provided in section 25-72, above, accessory structures as defined in section 25-40 shall be located as follows:

1. No accessory structure shall be located in any front yard required for a principal structure.



2. No accessory structure shall be located in any side yard required for a principal structure.
3. No accessory structure shall be located closer than 12 feet from any rear property line.
4. No accessory structure shall be located on any public utility easement, drainage easement or any other easement without the written permission of the easement's grantee.

**SUGGESTED MOTIONS:**

The following suggested motions are sample motions that may be used.

- 1) (APPROVE) I make a motion to approve the proposed ordinance amendments for public necessity, convenience, general welfare, or good zoning practice.

**OR**

- 2) (DENY) I find that the proposed ordinance amendments do not serve the public necessity, convenience, general welfare, or good zoning practice. Therefore, I move to deny approval of the proposed ordinance amendments.

**OR**

- 3) (DELAY ACTION) I find that the required proposed ordinance amendments are incomplete. Therefore, I move to delay action until further information is submitted.



1955 61<sup>st</sup> ANNIVERSARY 2016

*Mission Statement: "To serve, support & represent the building industry."  
Since 1955, proudly serving the counties of Botetourt, Craig, Floyd,  
Franklin & Roanoke, and the cities of Roanoke & Salem.*

May 10, 2016

Planning Commission  
Franklin County  
1255 Franklin Street, Suite 103  
Rocky Mount, VA 24151

*President*  
Merle Heckman

*Vice President*  
Sean Horne

*Secretary*  
Mike Shorten

*Treasurer*  
Fred Corbett

*VP/Associate*  
John Hopkins

*Immediate  
Past President*  
Mike Eades

*Executive Officer*  
Shelly Young

*Directors*  
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Brett Bennett  
Bo Bohon  
Frank Caldwell IV  
Peter Fields  
Suzi Fortenberry  
Andy Kelderhouse  
Corey Mitchell  
Matt Prescott  
Buddy Rhoades  
Paykon Sarmadi  
Earle Shumate  
Al Smith  
Josh Werle

*HBAV Directors*  
Bob Flynn  
John Hopkins  
Pete McKnight

*HBAV Second VP*  
Shawn Callahan

*NAHB Directors*  
Merle Heckman  
Frank Radford

*Legal Counsel*  
David Helscher

RE: County Policy on the Zoning Regulation of Retaining Walls

Dear Chairman Webb and Commissioners:

The Roanoke Regional Home Builders Association (RRHBA) is a non-profit, professional trade organization with nearly 300 member firms dedicated to being the respected voice of the residential and commercial building industry. Since 1955, the RRHBA has proudly served the counties of Botetourt, Craig, Floyd, Franklin, Roanoke; and the cities of Roanoke & Salem.

We recently received new proposed amendments to Sec 25-72 and 25-74 of the subdivision ordinance for Franklin County. Our Association has reviewed the new amendments and agree with the proposed changes recommended by Franklin County Planning Department.

We would like to thank the Planning Department, the Planning Commission, and the Board of Supervisors for addressing this issue in a timely manner. The new proposed language will give us the ability to keep our jobs moving forward and not hinder overall construction in the County of Franklin.

The RRHBA appreciates the opportunity to work with the County in reviewing or suggesting common sense approaches to local ordinances that help the County of Franklin to prosper. We look forward to continuing our working relationship.

Sincerely,

A handwritten signature in black ink, appearing to read "Ron Willard II", is written over a horizontal line.

Ron Willard II

RRHBA Locality Representative - Franklin County

Cc: Steve Sandy, Director - Planning & Community Development

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**FRANKLIN COUNTY**  
**Board of Supervisors**



**EXECUTIVE SUMMARY**

<b><u>AGENDA TITLE:</u></b> VTC MLP Funding Proposal - Tourism	<b><u>AGENDA DATE:</u></b> May 17, 2016	<b><u>ITEM NUMBER:</u></b>
<b><u>SUBJECT/PROPOSAL/REQUEST</u></b> Board approval for Franklin County to serve as lead applicant/fiscal agent to Virginia Mountain Region in funding request to Virginia Tourism Corporation.	<b><u>ACTION:</u></b>	<b><u>INFORMATION:</u></b>
<b><u>STRATEGIC PLAN FOCUS AREA:</u></b> Goal #	<b><u>CONSENT AGENDA:</u></b> X <b><u>ACTION:</u></b>	<b><u>INFORMATION:</u></b>
<b><u>STAFF CONTACT(S):</u></b> Robertson, Burnette, Rotenizer	<b><u>ATTACHMENTS:</u></b>	
	<b><u>REVIEWED BY:</u></b>	

**BACKGROUND:**

Franklin County is a member of the Virginia Tourism Corporation's (VTC) newest tourism region: Virginia Mountains Region, which was launched in January 2016. The region consists of eight counties (Alleghany, Bath, Botetourt, Craig, Franklin, Highland and Roanoke) and two independent cities (Roanoke and Salem). Franklin County's tourism development manager is co-chairman for the region.

Now that the region has been established, efforts are underway to develop strategic plans for marketing and promotion. Visitors don't travel by county lines but rather by destinations. Through regional partnerships and product development, Franklin County can leverage assets to draw more visitors and spending.

The Virginia Mountains Region is a new marketing region. Because this informal regional coalition is not a dues based marketing organization, it is necessary to secure funding through grant opportunities maximize marketing potential for the new region. The region proposes to apply for a VTC Marketing Leverage Program (MLP) grant to fund the development of select marketing materials.

The VTC MLP requires one Lead Applicant per application and the Virginia Mountains Region requires that one locality to serve as the Fiscal Agent for the proposed grant project. If approved, Franklin County Division of Tourism & Film would serve as both lead applicant and fiscal agent on behalf of Virginia Mountains Region.

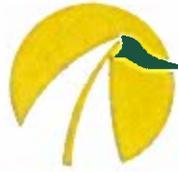
**DISCUSSION:**

1. Proposed project would help Franklin County leverage regional assets to attract increased visitors and spending.

**RECOMMENDATION:**

It is recommended that the Board approve the Staff recommendations for Franklin County to serve as Lead Applicant and Fiscal Agent for VTC MLP funding proposal.

FRANKLIN COUNTY  
Board of Supervisors



**Franklin County**  
*A Natural Setting for Opportunity*

**EXECUTIVE SUMMARY**

<p><b><u>AGENDA TITLE:</u></b> Request to Advertise for Paving Bids at Lakewatch Plantation</p> <p><b><u>SUBJECT/PROPOSAL/REQUEST:</u></b> Request to advertise for paving bids for approved bonded streets in Lakewatch Plantation Development</p> <p><b><u>STRATEGIC PLAN FOCUS AREA:</u></b> Managed Growth</p> <p><b><u>STAFF CONTACT(S):</u></b> Messrs. Robertson, Whitlow, Smith, Sandy</p>	<p><b><u>AGENDA DATE</u></b>                      <b><u>ITEM</u></b></p> <p><b><u>NUMBER:</u></b>                              May 17, 2016</p> <p><b><u>ACTION:</u></b> Yes</p> <p><b><u>CONSENT AGENDA:</u></b>      <b><u>INFORMATION:</u></b></p> <p><b><u>ATTACHMENTS:</u></b></p> <p><b><u>REVIEWED BY:</u></b>      BR</p>
--	---

**BACKGROUND:**

Lakewatch Plantation is a mixed residential and commercial development east of Westlake on Rte. 122. Lakewatch L.L.C., the developer, rezoned, proffered the property and had subdivision, road, and utility plans approved by VDOT, Franklin County, and the Virginia Department of Health. The development was started in 2005 and was then foreclosed into bankruptcy in 2011. During this time residential and commercial lots were sold in various areas of the development. Roads and utilities in various states of completion were constructed throughout the development. When the trustees foreclosed, all Lakewatch L.L.C. construction stopped. After the foreclosure the new trustees continued selling lots without contributing to or completing any of the required approved improvements. Houses were then also built on public right of ways that had not been completed to approved requirements. Unapproved lighting, paving, and drainage structures were all constructed in and out of the public right of ways. Existing homeowners began questioning county staff as to why the roads were not being taken into the State Highway system. Staff met with VDOT and a punch list of unfinished and unapproved items that would need to be corrected to allow VDOT to consider accepting the roads in the residential portion of the development was drafted. The extensive punch list forced the County to call in the remaining letter of credit funds in July 2015 posted by Lakewatch L.L.C. Unfortunately initial bond cost estimates for the project were drastically undervalued and the balance on the remaining line of credit (\$292,900) is insufficient to complete all the remaining unfinished road construction required for VDOT acceptance in the development.

Several of the roads did meet VDOT eligibility requirements by having the minimum three houses constructed. These roads serving residential lots are partially paved with storm structures in place. The letter of credit specified these roads were the first to be completed. There had never been a formal inspection of existing construction made by VDOT so VDOT now required an "as built"

inspection of the storm structures (this was performed by County staff), required cores samples of the existing pavement to determine what materials were there to enable a final design and required a set of drawings that would show the final current road design for VDOT to approve. Inspections at the time revealed the following issues: guardrail that was not installed, signage not installed, final asphalt not installed, unmaintained drainage easements, unapproved light poles in the right of way, unapproved wall with storm drain pipes under it and unapproved extra paving for a recreational path in the right of way. County staff contracted with an engineering firm on the County's O.E.S list to prepare the plans to satisfy VDOT's requirements. The plans specify asphalt design, signage location and guardrail location.

Maintenance of the drainage easements; permanent future maintenance of the asphalt recreational path; the wall storm drains, and the light poles are issues noted by VDOT, whereby such items must be addressed prior to road acceptance by the state. The County's intention is for the various property owners and Home Owners Associations (HOA's) to address such matters. Once such issues are addressed to both the County's and VDOT's satisfaction, then a permanent maintenance agreement with VDOT would need to be signed by the County before acceptance of streets into state system.

#### **DISCUSSION:**

In an effort to have paving completed this summer/fall, County staff is prepared to advertise for bids to complete the signage, asphalt paving and guardrail as shown on Stone Engineering Plans, Lakewatch Area VDOT Secondary Road Acceptance Plan, Phase 1 Rehabilitation, dated May 10, 2016. The majority residential property owner, New Horizon Development, L.L.C., has offered to accept the maintenance responsibilities on behalf of the County for a period of one year. Following year one, it is expected that the various, three homeowner's association(s) in Lakewatch Plantation will assume the maintenance responsibilities of the paved trails, lights and applicable drainage structures. Once paving is completed this summer, it will be upon these groups to address any such outstanding issues before VDOT will consider an application for acceptance of streets into the VDOT system.

Staff is currently preparing to request bids from contractors, whereby a couple of bid alternates are needed. One will reflect an additional paved shoulder wedge onto the recreational path if it is to remain. The second will reflect paving of only the mainline streets provided the paved recreational path in the right of way is vacated/removed. (*\*\*Please note, any request by property owners or homeowner's association to vacate and/or remove paved trails from the development will have to be approved by the Board of Supervisors after a public hearing since it was a requirement of the rezoning approval.*) Only funds from the Lakewatch L.L.C. letter of credit will be used for this project. No public money will be used for the construction or acceptance of streets into the state system. It is the County's intention to pave a portion of the roads to prepare them for acceptance into the state system, however it will be up to the property owners to satisfy and complete any other requirements (i.e. maintenance agreements for trails, lights, drainage, etc.) before application can be made to VDOT to offer the streets for actual acceptance.

#### **RECOMMENDATION:**

Staff requests authorization from the Board of Supervisors to advertise for bids for construction of signage, asphalt paving and guardrail installation as shown on Stone Engineering Plans, Lakewatch Area VDOT Secondary Road Acceptance Plan, Phase 1 Rehabilitation, dated May 10, 2016. Once bids have been received, County staff will present the board with a recommendation for bid acceptance and initiation of contract and maintenance agreement.

**Phase Index**

- Phase I - Section A
- Phase I - Section B
- Phase I - Section C
- Phase II

**Vicinity Map & Phasing Plan  
Lakewatch Area - Work Zone Exhibit**  
(Scale 1" = ±300')



**Lakewatch Plantation Exhibit  
Plan for VDOT Roadway Acceptance Phasing**

Gills Creek Magisterial District, Franklin County, VA

Note:  
This exhibit shows information  
from the Franklin County GIS.  
The information presented has  
not been verified for accuracy  
as presented, surveyed, etc.

**Stone Engineering**  
P.O. BOX 1066  
Rechy Mount, Virginia 24161  
(540) 683-4878  
(800) 623-2350 fax  
www.stoneengineering.biz

FRANKLIN COUNTY  
Board of Supervisors

17



**Franklin County**  
*A Natural Setting for Opportunity*  
**EXECUTIVE SUMMARY**

<b>AGENDA TITLE:</b> <i>Update on Mountain Valley Pipeline Project</i>	<b>AGENDA DATE:</b> <i>May 17, 2016</i>	<b>ITEM NUMBER:</b>
<b>SUBJECT/PROPOSAL/REQUEST</b> <i>FERC Approval Process</i>	<b>ACTION:</b>	<b>INFORMATION:</b>
<b>STAFF CONTACT(S):</b> Messrs. Robertson, Whitlow, Sandy	<b>CONSENT AGENDA:</b> <b>ACTION:</b>	<b>INFORMATION:</b>
	<b>ATTACHMENTS:</b> <i>Yes</i>	
	<b>REVIEWED BY:</b> <i>BR</i>	

**BACKGROUND:**

On October 23, 2015 the Mountain Valley Pipeline (MVP) project was submitted to the Federal Energy Regulatory Commission (FERC). The project proposes the installation of 300 miles of 42 inch natural gas pipeline with 36 miles in Virginia and Virginia. The application was assigned Docket No. CP16-10-000.

In April, 2016 FERC issued a project update (see attached). The update indicates that FERC is currently conducting their environmental analysis of the project. The results of the analysis will be published as a draft Environmental Impact Statement (EIS) and sent out for a public comment period. Public meetings will be held in the project area to take oral comments on the draft EIS. It is anticipated that the draft EIS will be issued this summer and public comment period and meetings will also occur in the summer 2016. When FERC has all information necessary to complete their analysis, they will issue a Notice of Schedule for Environmental Review that will identify the date for issuing the final EIS.

FERC has identified the following sub-set of environmental concerns that were raised during scoping of the project:

- Impacts on residences, values, mortgages, and insurance
- Impacts on groundwater, surface waters, and springs
- Crossing of karst terrain
- Constructions on steep mountainous slopes
- Impacts on National Register of Historic Places listed historic districts and "cultural attachment" to places
- Crossings on Appalachian Trail, Jefferson National Forest, and Blue Ridge Parkway
- Clearing of forest and impacts on special status species

To date, MVP indicates that they have completed approximately 97% of the centerline surveying in Franklin County. They are working to gain access to properties to conduct remaining survey evaluations. MVP has also indicated that there could be minor revisions to the route as they accommodate landowner requests. MVP indicates that the project remains on track for construction to begin late this year.

Staff will continue to monitor the process and advise the Board and citizens of public meetings when that information is released by FERC.

## NEXT STEPS

We are currently conducting our environmental analysis of the Projects, based on the information filed in Mountain Valley's and Equitrans' applications, their responses to our post-application EIRs, and comments we have received from stakeholders. The results of our analysis will be published as a draft EIS, sent out for a comment period. During that period we will again hold public meetings in the Project area to take oral comments on the draft EIS. When we have all of the information necessary to complete our analysis and write the EIS, we will issue a Notice of Schedule for Environmental Review that will identify the date for issuing the final EIS. The final EIS will address comments on the draft.

## HOW TO STAY INFORMED

Go to the FERC website at <http://www.ferc.gov>. Under "Documents & Filings," click on the eLibrary link, click on General Search and enter the docket number (i.e., CP16-10 or CP16-13). Be sure you have selected an appropriate date range. For assistance, please contact FERC Online Support at [FERCOnlineSupport@ferc.gov](mailto:FERCOnlineSupport@ferc.gov) or toll free at 1-866-208-3676. For TTY, contact 202-502-8659.

In addition, the FERC offers a free service called eSubscription that allows you to keep track of all issuances and submittals in specific dockets. This service will provide you with electronic notification when new items are posted and provide direct links to the documents. To register for this service, go to: <http://www.ferc.gov/docs-filing/esubscription.asp>.

Company Project web pages can be viewed at: <http://mountainvalleypipeline.info/> or <http://equitransproject.com/>.

While we believe that the Internet is the best way to stay informed of the Projects, we realize that not everyone has Internet access. Selected issuances by the FERC for these Projects, including the EIS, will be mailed to the environmental mailing list in either hard copy or compact disc format.

Copies of the Mountain Valley and Equitrans applications were also deposited at local libraries in the Project area.

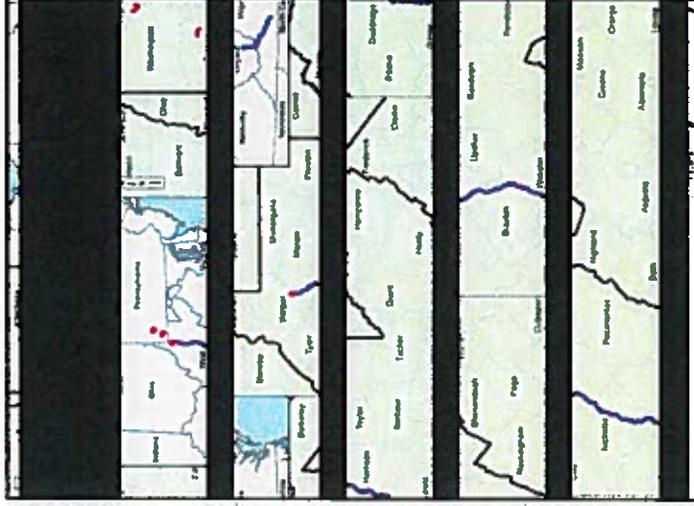
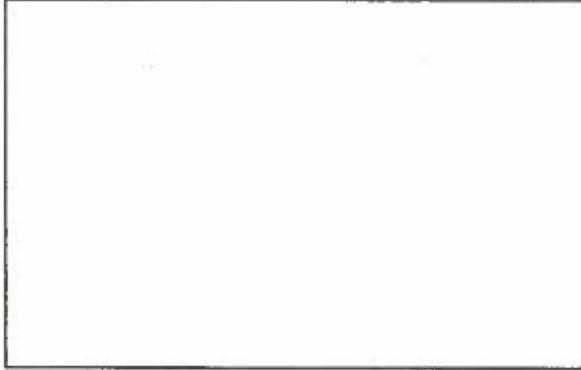


Federal Energy  
Regulatory  
Commission  
Office of Energy  
Projects

## PROJECT UPDATE FOR THE MOUNTAIN VALLEY PIPELINE and EQUITRANS EXPANSION PROJECTS

DOCKET Nos. CP16-10-000  
and CP16-13-000

April 2016



FEDERAL  
ENERGY  
REGULATORY  
COMMISSION  
Washington, DC  
20426

6

## PURPOSE

The purpose of this mailing is to provide you with an update on the environmental review of the proposed Mountain Valley Pipeline Project (MVP Project) and the Equitrans Expansion Project (EEP), explain the Federal Energy Regulatory Commission (FERC or Commission) environmental review process, identify the issues raised, and give you an idea of what's next in our review process.

## DESCRIPTION OF THE PROJECTS

The MVP Project, proposed by Mountain Valley Pipeline LLC (Mountain Valley), is a joint venture between affiliates of EQT Midstream Partners, LP; NextEra Energy US Gas Assets, LLC; WGL Midstream, Inc.; Vega Energy Midstream MVP, LLC; RGC Midstream, LLC; and Con Edison Gas Midstream, LLC. Mountain Valley seeks Commission authorization to construct and operate about 301 miles of new 42-inch-diameter natural gas pipeline in West Virginia and Virginia. Additional aboveground facilities would include 3 new compressor stations in Weizel, Braxton, and Fayette Counties, West Virginia; 6 new meter stations, interconnections, or taps; 36 mainline valves; and 5 pig launchers and receivers.

The EEP, proposed by Equitrans, L.P. (Equitrans), would consist of six pipeline segments totaling about eight miles of 6-, 12-, 16-, 20-, 24-, and 30-inch-diameter natural gas pipeline in Pennsylvania and West Virginia. Additional aboveground facilities would include one new compressor station, decommissioning of an existing compressor station, two interconnects, and three pig launcher and receiver sites.

According to Mountain Valley, the MVP Project is designed to transport about 2.0 billion cubic feet per day (Bcf/d) of natural gas from the Appalachian Basin to markets in the Mid-Atlantic and Southeastern United States. According to Equitrans, the addition of 0.4 Bcf/d of natural gas via the EEP would allow for greater north-south system reliability and through interconnections with the MVP Project, and other existing pipelines that would provide transportation to markets along the East Coast.

## WHERE WE ARE IN THE ENVIRONMENTAL REVIEW PROCESS

The FERC is the lead federal agency responsible for conducting the environmental review of the Projects. In compliance with the National Environmental Policy Act, the FERC will prepare an environmental impact statement (EIS) for the Projects. The U.S. Forest Service, the U.S. Army Corps of Engineers, the U.S. Bureau of Land Management, the U.S. Environmental Protection Agency, the U.S. Department of Transportation, the West Virginia Department of Environmental Protection, and the West Virginia Division of Natural Resources have agreed to be cooperating agencies in the production of the EIS.

Between October 2014 and October 2015, we<sup>1</sup> conducted a pre-filing environmental review of the Projects to engage stakeholders. During pre-filing, the MVP Project was assigned temporary docket number PF15-3-000 and the EEP was assigned temporary docket number PF15-22-000. We issued a Notice of Intent to Produce an EIS, held public scoping meetings, and issued environmental information requests (EIR) in review of the draft reports submitted by Mountain Valley and Equitrans. With the filing of formal applications by Mountain Valley and Equitrans in October 2015 the pre-filing process ended. On November 5, 2015, the FERC issued a Notice of Application and assigned permanent docket numbers CP16-10-000 (MVP Project) and CP16-13-000 (EEP) to the Projects. The FERC issued post-application EIRs to Mountain Valley on December 24, 2015 and March 31, 2016; and to Equitrans on December 29, 2015 and March 31, 2016. Mountain Valley responded to our first post-application EIR on January 19 and 27, and March 1 and 15, 2016. Equitrans responded on January 22, February 5 and 26, 2016.

## ISSUES IDENTIFIED

The following sub-set of environmental concerns have been raised during scoping on the Projects, including but not limited to:

- Impacts on residences, property values, mortgages, and insurance
- Impacts on groundwater, surface waters, and springs
- Crossing of karst terrain
- Construction on steep mountainous slopes
- Impacts on National Register of Historic Places listed historic districts and "cultural attachment" to places
- Crossings of the Appalachian Trail, Jefferson National Forest, and Blue Ridge Parkway
- Clearing of forest and impacts on special status species

<sup>1</sup> The pronouns "we," "us," and "our" refer to the environmental staff of the FERC's Office of Energy Projects.

## FERC's Environmental Review Process

(dates of completed activities are noted)

Approved the Applicants pre-filing requests and assigned Docket Nos. PF15-3 (10/31/14 - MVP) and PF15-22 (4/9/15 - EEP)

Participated in the Applicants' open houses (12/14, 1/15, 4/15, & 5/15)

Issued Notice of Intent to Prepare an EIS and opened the scoping period to seek public comments (4/17/2015 - MVP and 8/11/15 - EEP)

Conducted public scoping meetings and consulted with interested stakeholders (5/15)

Issued Notice of Application (11/5/15) and assigned Docket Nos. CP16-10 (MVP) & CP16-13 (EEP) after the Applicants filed formal applications (10/23/15 for MVP & 10/27/15 for EEP)

Analyze data and prepare draft EIS

Issue draft EIS and open public comment period  
Hold public comment meetings in the Project area to gather comments on the draft EIS

Respond to comments, revise draft EIS, issue final EIS

Commission issues Order approving or denying the applications

Parties can request rehearing of the FERC decision

If approved and once certain conditions are met, FERC issues Notice to Proceed with construction

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