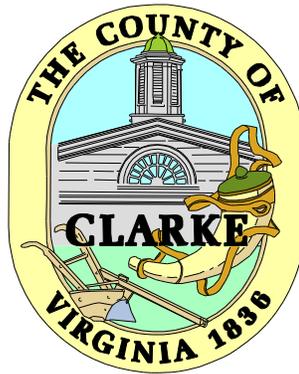


Clarke County Board of Supervisors



Regular Meeting Packet

December 17, 2013



Clarke County Board of Supervisors Regular Meeting Agenda

Main Meeting Room Berryville / Clarke County Government Center
101 Chalmers Court, 2nd Floor, Berryville, Virginia

December 17, 2013

Packet
Page

Item

Afternoon Session 1:00 PM

1. Call To Order	4
2. Adoption Of Agenda	5
3. Citizen's Comment Period	6
4. VDOT Update	7
5. Shenandoah Area Agency on Aging, Inc.: Introduction of and Presentation by Catherine Galvin, Director	8
6. Set Public Hearing: SUP-13-02/SP-13-08, Gina Schaecher (Happy Tails Development LLC)	9
7. SUP Revocation Request: Virginia National Golf Revocation of Special Use Permit - Virginia National Golf Course/Shenandoah University	319
8. Special Event Permit Application: Blue Ridge Hunt Point to Point, Medium Event, 3-Year 2014, 2015, 2016	322
9. January 2014 Organizational, January Committee Meetings, and Regular Meeting Dates, Time, and Location	347
10. Approval of Minutes	
- November 19, 2013 Regular Meeting	348
11. Consent Agenda	366
A. Lord Fairfax Health District 2013-2014 Locality Agreement	367
12. Board of Supervisors Personnel` Committee Items	381
A. Expiration of Term for appointments expiring through February 2013. Action: Approve Committee recommendation:	383
- Recommend to Circuit Court, Judge Wetsel, appointment of an at-large alternate to the Board of Zoning Appeals – Pat McKelvy to serve a five-year term expiring February 15, 2019.	
13. Board of Supervisors Finance Committee Items	392
1. FY 14 Transfer. The multifunction machine at the Park ceased functioning and was beyond its useful life. A replacement has been ordered and the following action is requested: "Be it resolved that \$8,250 be transferred from the minor capital contingency to the Parks Administration budget. "	393
2. Fiscal Policy Amendment. In "Expenditure Polices" Section C "Expenditure Accountability" add a new section 9 "Donations" to read "The County may accept donations of cash, materials, and labor from individuals or groups for purposes it deems	394

Note: The order in which Agenda items are considered may be changed to assure that public hearings are started as close as possible to the scheduled time

Page 1 of 2

12/12/2013 3:08 PM



Clarke County Board of Supervisors Regular Meeting Agenda

Main Meeting Room Berryville / Clarke County Government Center
101 Chalmers Court, 2nd Floor, Berryville, Virginia

Item	December 17, 2013	Packet Page
<i>to be in the best interest of the County. Once formally accepted, the documented purpose for which the donation was given shall be respected Because the scope and components of projects can be modified subsequent to donation acceptance, a general statement of purpose is encouraged to permit efficient management of the project. "</i>		
3. Acceptance of November Bills and Claims. Action: Review for acceptance.		418
4. Standing Reports. Action: Information Only.		
FY2014 General Fund Balance		436
General Government Expenditure Summary		404
FY2014 Reconciliation of Appropriations		435
General Government Capital Projects		437
14. Joint Administrative Services Board Update		438
15. Government Projects Update		448
16. Miscellaneous		449
17. Summary Of Required Action		450
18. Board Member Committee Status Reports		451
19. Closed Session Pursuant to §2.2-3711-A1 Discussion, Consideration of Board Appointees		452
20. Adjournment		453
No Evening Session		
Reports in December Packet:		454
1. Building Department		455
2. Commissioner of the Revenue		461

Note: The order in which Agenda items are considered may be changed to assure that public hearings are started as close as possible to the scheduled time

12/12/2013 3:08 PM

Clarke County Board of Supervisors

WE CLARKE COUNTY BOARD OF SUPERVISORS REGULAR MEETING PACKET DECEMBER 17, 2013

Call To Order

Clarke County Board of Supervisors

Adoption of Agenda

Clarke County Board of Supervisors

Citizen Comment Period

Clarke County Board of Supervisors

VDOT

Clarke County Board of Supervisors

Shenandoah Area Agency on Aging, Inc. Introduction and Presentation Catherine Galvin, Director

SPECIAL USE / SITE PLAN (SUP-13-02/SP-13-08)
Gina Schaecher (Happy Tails Development, LLC)
December 17, 2013 Board of Supervisors Meeting – SET PUBLIC HEARING
STAFF REPORT– Department of Planning

The purpose of this staff report is to provide information to the Planning Commission and Board of Supervisors to assist them in reviewing this proposed land use request. It may be useful to members of the general public interested in this request.

Case Summary

Applicant(s):

Gina Schaecher (Happy Tails Development, LLC)

Location:

- 300 block of Bellevue Lane, Tax Map #20-2-9
- White Post Election District (Bouffault, Brumback – Planning Commission; McKay – Board of Supervisors)
- Zoned Agricultural-Open Space-Conservation (AOC)

Parcel Size/Project Area: 91.350 acres

Request:

Approval of a Special Use Permit (SUP) and Site Plan to construct a commercial boarding kennel and animal shelter per §3-A-1-a-3(u) of the Zoning Ordinance.

Purpose of Request:

To provide rescue and rehabilitation services for the purpose of finding permanent adoptive homes for dogs, and would include boarding and training for dogs.

Planning Commission Recommendation:

Following duly advertised public hearings on November 1, 2013 and December 6, 2013, the Planning Commission voted 5-4-2 (Ohrstrom, McFillen, Turkel, Kruhm NAY; Staelin, Nelson ABSTAINED) to recommend denial of the special use permit request. The Commission also voted 7-2-2 (McFillen, Turkel NAY; Staelin, Nelson ABSTAINED) to recommend denial of the site plan approval request.

Staff Recommendation:

- Recommend setting Public Hearing for the January 21, 2014 Board meeting.
- Staff recommends approval of the special use permit request based on the Applicant's proposal meeting the technical requirements of the Zoning Ordinance. Staff has also included a proposed framework for special use permit conditions for the Board's consideration (see full discussion later in this report).
- Staff recommends conditional approval of the site plan based upon inclusion of language in the Septic Computations plan note to indicate the maximum approved capacity of the septic system for clarity purposes.

Facts:

The Applicant, Gina Schaecher, proposes to construct a commercial boarding kennel and animal shelter for the purpose of finding permanent adoptive homes for dogs including the boarding and training of dogs. Happy Tails Development, LLC is the entity that would develop the facility and according to the Applicant's supplementary narrative, 3 Dog Farm, LC, would be the operational entity to provide the kennel and kennel-related services if the special use permit (SUP) and site plan are approved.

The Applicant has provided a Narrative of Operations stating that 3 Dog Farm provides daycare, boarding, training, behavioral and medical rehabilitation services for dogs that have been adopted and dogs affiliated with a rescue organization. The narrative also states that 3 Dog Farm has worked with the Appalachian Great Pyrenees Rescue and Lost Dog Rescue "to rehabilitate and re-home displaced dogs as well as dog guardians that are seeking a working environment for the care and training of their dog." Based upon this description, the proposed use would be categorized as a Commercial Boarding Kennel and an Animal Shelter in the AOC District as defined by the Zoning Ordinance. Additional elements provided in the narrative further describe the details of the proposed use. These details are evaluated later in this staff report.

Subject Property

The subject property is 91.35 acres in size. It is accessed via the west side of Bellevue Lane, a private road. The property has approximately 487 feet of frontage on Old Winchester Road (Rt. 723) but does not have an access point on the public road. The kennel complex would be located to the north of the center of the property approximately 500 feet from the northern property line shared with the Sell property. The facility would also be located 596 feet from the northwestern property line, 1111 feet from the southeastern property line, 900 feet from the eastern property line and over 1300 feet from Rt. 723. There are five homes located within 1500 feet of the proposed facility: 1437 Old Winchester Road (E. Sell, ± 770 feet), 196 Bellevue Lane (Peck, ± 1000 feet), 918 Morning Star Lane (Senyitko, ± 1400 feet), 165 Bellevue Lane (Donohue, ± 1500 feet), and 1321 Old Winchester Road (R. Sell, ± 1500 feet).

Planning Staff conducted a site visit on October 18. The proposed building site is located along a ridge line at the highest point on the property. The building site is currently an open field that has been recently farmed. Adjacent to the site to the east and north is an old fence line containing numerous trees. Some of these existing trees would be removed to accommodate the building construction, and the Applicant's arborist has recommended removal of three mulberry trees due to their health and potential impact on parking areas. Additional landscaping in the form of evergreen trees would be planted along the northern property line (see discussion below).

The facility's drainfield would be located northeast of the building site opposite the fence line. Liquid waste produced from the dogs kept in the kennel including water used to wash down the indoor runs would be held in a separate holding tank that would be periodically pumped and hauled off to a disposal facility by a contractor. The liquid dog waste would not be permitted in the septic system. The holding tank is shown on the site plan located in the front of the kennel building.

The site is accessed via an approximately 1600 foot long driveway with an entrance on Bellevue Lane. The driveway currently is mostly dirt with several deep ruts that require the use of 4 wheel drive vehicles when wet. The Applicant has not included a plan for improving the driveway and may not need to include it in the erosion control plan if there is only minor grading and placement of gravel. Planning Staff would work with the Applicant on this issue if the special use permit and site plan are ultimately approved.

The subject property is under permanent conservation easement held by the Virginia Outdoors Foundation (VOF). Planning Staff received a copy of a letter addressed to the current property owner from VOF indicating that the proposed use is consistent with the terms of the conservation easement. VOF also noted that proposed signage for the facility can be no larger than 9 square feet and cautioned that there riparian buffers on the property that must be maintained.

Proposed Facility

The Applicant proposes to construct an approximately 3,200 square foot, two-story building to house the kennel. §3-C-2-kk-3 of the Zoning Ordinance only permits Commercial Boarding Kennels as an accessory use to a single family detached dwelling. In order to comply with this provision, the Applicant will also construct a 2,000 square foot, one-bedroom detached dwelling on the property. The Applicant originally proposed to satisfy this requirement with an approximately 600 square foot caretaker apartment to be located on the second floor of the kennel building. Following consultation with the County Attorney, it was determined that an apartment within the kennel building would not constitute a single family detached dwelling. As a result, the Applicant amended the site plan to depict the 2,000 square foot detached dwelling.

§3-C-2-kk-3 requires that the dogs be confined in an enclosed building that is climate controlled and constructed of sound absorbing materials. The Applicant's narrative indicates that the kennel building will be climate controlled and constructed of poured 8-inch concrete walls with insulation, block glass, commercial doors and acoustical tiles to absorb sound. The Applicant further stated in the narrative that the concrete wall design will reduce dog barking at 80 decibels to 27 decibels, and also stated that doors and windows will not be left open when dogs are in the facility. The Applicant provided a November 15, 2013 letter from their sound consultant (Miller, Beam, and Paganelli) that anticipates a 30 decibel reduction based on the building construction and a potential 35 decibel reduction if windows and doors are upgraded to ensure that any ventilation openings are attenuated.

The Applicant has provided a layout of the kennel building interior. Twenty double-occupancy indoor kennels (maximum 40 dogs) would be located on the first floor with trench drains serving each kennel for disposal of waste water produced by the dogs and from washing down of the runs. The remainder of the first floor would consist of a reception area, indoor daycare room, grooming and bathing areas, a restroom, and food prep area. The second floor is listed as storage. The Applicant notes that the kennel building would be "a gambrel style barn and will have board and baton siding to conform to the agricultural environment." At the Planning Commission's December 6 Public Hearing, the Applicant provided an architectural rendering of the proposed kennel building consistent with the aforementioned description.

§3-C-2-kk-3 also allows the facility to have a fenced exercise area that must be at least 500 feet from any property line if not fully enclosed. The Applicant proposes a fenced training area at the

rear of the kennel building divided into five separate fenced areas for large dog exercise, agility, covered play, small dog exercise, and training. Two additional fenced areas are shown for sheep and chickens. All of the fenced areas would retain grass and both internal and external fences would be 6 feet high. There would be no outside dog runs allowed per Ordinance requirements.

Proposed Operations

§3-C-2-kk-3 imposes limitations on the Applicant's proposed use. Hours of operation are not permitted to be earlier than 7:00AM or later than 9:00PM, and dogs must be confined to the enclosed building from 9:00PM to 6:00AM. Dogs may be taken outdoors briefly in exceptional cases during these hours but must be escorted by kennel staff. A question was raised during the Commission's deliberations regarding the Ordinance language indicating that dogs must be confined in the building until 6:00AM each day but that hours of operation cannot begin earlier than 7:00AM. Staff notes that dogs would be permitted in the fenced training area from 6:00AM-7:00AM for outdoor exercise and to relieve themselves but training activities would not be permitted during this hour.

Per the Applicant's narrative and subsequent letters, the facility would be operated as follows:

- Hours of operation. Hours are not specified but would be within ordinance parameters noted above. A staff member will remain on premises at all times when dogs are at the kennel facility. The facility would not be open to the general public and access to the facility would be by invitation or appointment only.
- Staffing. The Applicant indicates that staffing would consist of a total of 9 people – a resident manager, five trainers/care providers, Gina Schaecher, Bob Schaecher, and Michael Williams. Details on the duties and experience of the staff are included in the narrative. The resident manager would have one dog and two cats as pets that are not part of the kennel operation.
- Daycare function. Dogs would be brought to and from the facility by kennel staff and would be permitted outdoors for exercises/activities in the fenced exercise area. Dogs would be divided into groups of 6-8 dogs supervised by a staff member at all times and would be rotated through the various training stations in the fenced exercise area.
- Boarding function. Overnight boarding would be available to customers by appointment only as well as for the dogs that are part of the rescue operation. Dogs that are boarded would be provided outdoor exercise as noted above. A resident manager would remain onsite to care for the dogs overnight.
- Training function. Individualized training for dogs is also offered and would operate under the same parameters as the daycare and boarding functions.
- Events. The Applicant indicates in the Narrative of Operations that on-site events would be held periodically for charitable and educational purposes. The events would be by invitation only, 1-2 times per year, and would last from 11:00AM-5:00PM. Planning Staff has advised the Applicant that any events with 150 or more attendees would require a special event permit issued by the Board of Supervisors.

It should be noted that the Applicant indicated in a December 2 letter that they do not anticipate having more than 3 events per year and this point was not clarified at the December 6 Planning Commission meeting. Staff will work with the Applicant to clarify the maximum number of events per year.

- Training classes for humans. The Applicant also indicated that training classes would be offered to human customers on various topics related to the operation. Planning Staff requested additional information on the frequency of classes, hours, and maximum number of students in order to gauge the impact of this function on surrounding properties. The Applicant responded by noting in the December 2 letter that there would be a maximum of four training classes offered per year.
- Breeding/sale of dogs. Breeding and sale of dogs would not take place at the facility. The Applicant indicated that from time to time they have accepted a pregnant dog for the purpose of caring for the puppies and re-homing the dogs.
- Retail sales. No retail sales to the general public will be allowed. The Applicant states that items for purchase such as dog treats will be offered for purchase by customers of the facility.
- Waste removal. The Applicant states that all solid waste produced by the dogs would be collected, containerized, and taken to a landfill. As noted above, liquid waste and waste water would be held in a holding tank, pumped, and hauled off-site for disposal.

Site Plan

The Applicant's current site plan iteration is dated October 3, 2013 and has been reviewed by Planning Staff and reviewing agencies. Modified plan sheets dated October 31, 2013 were also submitted to address concerns with outdoor lighting, landscaping, and septic system notes. Aspects of the site plan are discussed separately below:

Location and Access

As noted above, the subject property is located approximately 2 miles west of Boyce on Old Winchester Road (Rt. 723). The property is accessed through Bellevue Lane. Bellevue Lane was previously approved by VDOT and constructed to minor commercial entrance standards. The Applicant's engineer has provided a trip generation for the facility using the Institute for Transportation Engineers (ITE) Trip Generation Manual. The facility would produce 4 vehicle trips per day per 1,000 square feet of floor space, or a total of 13 vehicle trips per day. VDOT estimates 10 trips per day for residences.

Bobby Boyce (VDOT) reviewed the request, indicating that the proposed use would not impact Bellevue Lane's existing commercial entrance and that VDOT has no outstanding concerns. Bellevue Lane was approved in 2005 along with VDOT approval of the existing minor commercial entrance.

Stormwater

The proposed project has less than a 1% stormwater flow over the subject property and no stormwater management tools such as detention ponds will be necessary. Elizabeth Adamowicz

(Chester Engineers) provided a letter on October 18, 2013 recommending approval of the site plan, erosion control plan, and stormwater management plan components. She previously provided a comment letter on September 6 requesting changes that the Applicant's engineer has since addressed.

Water, Waste Water Disposal, and Solid Waste Disposal

The Applicant applied for and received initial approval of the well and septic system by the Virginia Department of Health (VDH). However, on October 24, 2013, VDH staff issued a supplementary review letter requesting clarification of a discrepancy on the site plan regarding the number of gallons per day per employee and the design of the system. The septic system was previously approved for 5 employees and a one bedroom dwelling. This issue was ultimately clarified with a revision to the Septic Computations note to correctly indicate that there would be 20 gallons per day of waste water per employee.

An additional issue was raised during the Commission's review of the request regarding the total capacity of the septic system. The Septic Computations note indicates a total usage of 250 gallons per day between the employee usage and the waste water produced by the dwelling. This led to questions from the Commissioners regarding whether additional uses, such as training classes and events, would exceed the total usage shown in the Septic Computations note. The Applicant indicated that the septic system was designed with built-in excess capacity. VDH confirmed that the approved septic system design would accommodate a maximum of 450 gallons per day. Staff recommends that the Applicant provide additional language in the Septic Computations note to indicate the maximum capacity of the system (450 gallons per day) and the total projected usage (250 gallons per day) for clarity purposes. This issue has been communicated to the Applicant and is currently listed as a condition of site plan approval.

The solid waste from the kennel will be containerized and taken to the land fill. The liquid waste produced by the dogs and from washing down the kennel runs will be captured in a holding tank where it will be pumped and hauled. VDH does not regulate holding tank systems constructed exclusively for waste water produced by animals. Therefore, VDH will not require any maintenance or inspections for the pump and haul system.

Karst Plan

Dan Rom (Piedmont Geotechnical) reviewed the Applicant's Karst Plan and provided an initial approval letter on August 18, 2013. However, the scope of this approval was limited to review of the drainfield area. After discussing this with Mr. Rom, he conducted further review of the Karst Plan and issued a full approval letter on October 9, 2013. No special conditions or mitigation measures are needed to address impact of karst features.

Lighting and Signage

- Lighting. No free standing pole lighting is proposed. The Applicant's original site plan submission provided a photo of a proposed spotlight-style outdoor wall fixture that does not meet the Zoning Ordinance requirements for outdoor lighting. An excerpt of the relevant section is quoted below:

6-H-11-a-1. All exterior light fixtures shall be a full cut-off type. Such light fixtures shall have flat cut-off lenses.

The Applicant later provided a photo and specifications on a substitute wall fixture that also did not meet the outdoor lighting requirements. That fixture was a box style wall pack fixture with bulbs that extend below the fixture housing and behind a lens that is not flat cut-off. In response to Staff's concerns, the Applicant provided a revised plan sheet (dated 10/31/2013) at the November 1 Commission meeting that now shows a wall fixture that is a full cut-off type with a flat cut-off lens. This fixture meets the requirements of the outdoor lighting provisions.

- Signage. The maximum sign area for a special use permit in the AOC is 24 square feet. The applicant is proposing a sign approximately 16 square feet to be located at the front of the property along Rt. 723. Staff does note that the letter from VOF confirming conformance of their use with the easement parameters also indicates that the signage requirements of the easement limit signs to a maximum of 9 square feet. The County is unable to enforce the provisions of the VOF conservation easement on this issue as this is a private matter between VOF and the property owner.

Parking

Five (5) parking spaces are required by the Zoning Ordinance – one space for every four dog runs. Eight (8) parking spaces are provided by the Applicant.

Landscaping

The Zoning Ordinance requires perimeter buffers of 25 feet to be maintained around the entire property, including the required caliper of deciduous and evergreen trees and shrubs. In this case, the property is 91 acres and compliance with the literal interpretation of these provisions would be excessive since the kennel complex would only occupy a small portion of the property. Literal application for screening purposes would also be ineffective as the 25 foot perimeter buffer is also located at a much lower elevation than the building site and would not provide additional screening of the facility. Furthermore, requiring plantings around the immediate building site would potentially draw attention to the kennel complex.

Staff noted during our site visit that there is a gap in the existing landscaping along the northern property line adjacent to the Sell property that would allow the kennel to be visible at this location. There are existing deciduous trees in this area but no evergreen trees so Staff advised the Applicant to provide supplemental planting of evergreen trees to Ordinance requirements in this area. §6-H-10-c-2 requires evergreen trees to be included in buffer areas. Subsection e-5 requires evergreens to be at least six feet tall at the time of planting and be planted at least 10 feet apart.

The Applicant's revised plan sheet now depicts a row of 30 Leyland cypress trees with 10 foot spacing covering a 300 foot length of the northern property line in the area of concern noted by Staff. With these proposed changes, Staff has no additional concerns with the landscaping requirements.

Prior Kennel and Animal Shelter Cases:

Below is a list of the prior kennel and animal shelter cases reviewed since 1994. In summation, the Board of Supervisors approved 3 kennel SUP requests (Patmore, Green Step, and Ashby Gap Kennels) and one animal shelter SUP request (Clarke County Animal Shelter). One request for a kennel was denied by the Board in 2000 (Schoffstall) on grounds that there would be potential adverse impact on property values, the Millwood historic district, and the scenic byway on Route 723. The Clarke County Animal Shelter was the last of these cases to be reviewed in 2003 when the special use permit was amended.

Of the kennels that were approved, two were permitted to have a maximum of 30 dogs and one was permitted to have 20 dogs. Two were also permitted to have cats. The Clarke County Animal Shelter was originally approved as an 18 run shelter and later amended their SUP to have a maximum of 34 dogs and 40 cats. One kennel (Patmore) included special conditions to require dogs to be on a leash if outside of the kennel and prohibited noise generated that would constitute a nuisance. Neither of the other two kennel SUPs included special use permit conditions. The Clarke County Animal Shelter included special operating hours as a condition.

1. Patmore (approved August 1994). Commercial kennel on 15.7 acres located on Wadesville Road. Maximum 30 dogs not including dogs under 10 weeks old. Dogs cannot be outside the kennel without a leash. No noise shall be generated that would constitute a nuisance.
2. Green Step (approved May 1995). Commercial kennel on 211 acres located on Senseny Road. Maximum 30 dogs and 15 cats. No additional special conditions.
3. Ashby Gap Kennels (approved October 1995). Commercial kennel on 2.5 acres located on US 50/17. 20 run dog kennel and cat room. No specified limits or conditions.
4. Schoffstall (denied May 2000). Commercial kennel on 53.23 acres located on Millwood Road. 30 run kennel proposed that would be totally enclosed with no outside runs. Opposition grounds included potential adverse impact on property values, the historic district, and the scenic byway. Numerous residents opposed the use at the public hearings.
5. Clarke County Animal Shelter (approved October 2001 and modified in 2003). Animal shelter on 10 acres located on Ramsburg Lane. 18 run shelter (expanded to 26 runs in 2003). Maximum of 34 dogs and 40 cats. Hours Monday-Friday 10AM-5PM, can be open one night until 8:30, Saturday 10AM-2PM, Sunday 2PM-5PM.

Citizen Comments:

Staff has received a number of citizen comments in favor of an in opposition to this request. Copies of written comments, petitions, and supporting documentation are enclosed for your reference. A copy of the draft minutes from the November 1, 2013 Public Hearing are also enclosed for your review.

Staff Analysis – Special Use Permit Review Criteria

Evaluation of the special use permit request includes an in-depth analysis of 19 criteria set forth in §5-B-4 of the Zoning Ordinance. Staff comments on each criterion are included below.

a. *Will be consistent with the Comprehensive Plan of the County.*

Staff has not identified any aspects of the proposed use that would be inconsistent with the County's Comprehensive Plan.

b. *Is consistent with Purpose and Intent of the Zoning Ordinance.*

Staff has identified no elements of this project that would conflict with the Purposes and Intent of the Zoning Ordinance.

c. *Will not have an undue adverse impact on the short-term and long-term fiscal resources of the County for education, water, sewage, fire, police, rescue, solid waste disposal or other services, and will be consistent with the capital improvement goals and objectives of the*

Comprehensive Plan, to the end that growth of the community will be consonant with the efficient and economic use of public funds.

The kennel facility would be served by private well and on-site septic system and would have no impact on public utilities. The facility would also have no impact on schools or emergency services. Solid waste disposal would also not be impacted as the Applicant would be responsible for taking the solid waste to a disposal facility or contracting with a disposal company. Pump-out of liquid waste from the holding tank would have a negligible impact on the County's contract with Frederick County to accept and treat waste water from County sources.

d. *Will not cause an undue adverse effect on neighboring property values without furthering the goals of the Comprehensive Plan to the benefit of the County.*

Planning Staff has a concern with this criterion recommending an evaluation of a project's impact on property values. It is Staff's opinion that the use of property values alone as an evaluation criterion can produce very subjective outcomes depending on the perspective of the particular appraiser. Property values can vary due to a wide variety of elements and can be a very subjective determination that a proposed use is the sole source of a potential negative impact on property values. Staff instead recommends evaluating the overall effect of tangible impacts such as noise, traffic, odor, safety, light pollution, and visual appearance to determine impacts on surrounding properties.

e. *Will not cause an undue adverse effect on the preservation of agricultural or forestal land.*

Staff has not identified any elements of the project that would adversely affect preservation of agricultural land. As noted above, the property is currently in permanent conservation easement held by the Virginia Outdoors Foundation (VOF), who has determined that the proposed use would be consistent with the terms of the easement.

f. Will not cause unreasonable traffic congestion or unsafe conditions on existing or proposed public roads and has adequate road access.

The facility would access Old Winchester Road (Rt. 723) via Bellevue Lane, a private road. Bellevue Lane has an approved commercial entrance with adequate sight distance to support the traffic that would be generated by the use.

g. Will not cause destruction of or encroachment upon historic or archeological sites, particularly properties under historic easement.

Staff has not identified any historic or archaeological sites that would be impacted by the proposed use.

h. Will not cause an undue adverse effect on rare or irreplaceable natural areas, areas of outstanding natural beauty, state-designated scenic byways or scenic rivers or properties under open space easement.

Staff has not identified any rare natural areas that would be impacted by the proposed use and the subject property is not located near the Shenandoah River. Old Winchester Road (Rt. 723) is a state-designated scenic byway but the proposed facility would be located over 1300 feet to the south. It is unlikely that the facility would be visible from Old Winchester Road. In the event that it is visible, the facility has been designed to appear as an agricultural building and would not have an adverse impact on the byway.

Properties adjacent to the subject property to the south are also held in permanent conservation easement but would not be impacted by the proposed use. As noted above, a letter from the Virginia Outdoors Foundation (VOF) has been provided indicating that the proposed use is not inconsistent with the terms of VOF's conservation easement held on the subject property.

i. Will not cause an undue adverse effect on wildlife and plant habitats.

Staff has identified no potential adverse impacts to wildlife or plant habitats.

j. Will have sufficient water available for its foreseeable needs.

The Virginia Department of Health (VDH) has approved installation of a new well to serve the kennel's needs.

k. Will not cause unreasonable depletion of or other undue adverse effect on the water water source(s) serving existing development(s) in adjacent areas.

The Applicant's Karst plan has been reviewed and approved by the County's consultant and demonstrates no hazards to adjacent groundwater supplies.

l. Will not cause undue surface or subsurface water pollution.

Approval of the Karst plan also demonstrates that there were no potential pollution hazards to subsurface water. The Applicant's stormwater management and erosion control plans will mitigate the potential for surface water pollution due to sedimentation during the construction process. The Applicant is also providing a collection system to ensure that all liquid wastes produced by the kennel will be collected in a holding tank for later disposal. No solid or liquid waste will be permitted to be discharged or buried in the grounds of the property.

m. Will not cause an undue adverse effect on existing or proposed septic systems in adjacent areas.

Approval of the Karst plan demonstrates no potential hazards to existing or proposed septic systems in adjacent areas.

n. Will not cause unreasonable soil erosion.

The Applicant's stormwater and erosion control plans have been reviewed and approved by the County's engineering consultant. If the special use permit and site plan are approved, County staff will provide erosion control inspections throughout the construction process until completion and site stabilization.

o. Will have adequate facilities to provide safety from flooding, both with respect to proposed structures and to downhill/downstream properties.

Staff has identified no risk of flooding for the facility or increased risk of flooding to adjacent properties.

p. Will not cause undue air pollution.

The proposed facility will not generate any source of air pollution.

q. Will not cause undue noise, light or glare, dust, odor, fumes, or vibration.

Noise from barking dogs in the outdoor training areas was a major point of discussion during the Commission's deliberations. Staff notes that by its very nature, the facility will generate noise from barking dogs as well as noise from additional vehicle trips to and from the property than is currently being experienced. The subjective question is whether the noise impacts would be considered "undue." The Applicant ensures compliance with ordinance requirements by providing sound-mitigating building construction measures and by honoring the hours of operation requirements. This should ensure that noise from the dogs is minimized to the furthest extent between the hours of 9:00PM and 6:00AM by confining them in the enclosed building. However, dogs will be permitted outdoors under supervision between the hours of 6:00AM-9:00PM and potentially the maximum 40 dogs could be outside receiving training and exercise based on the Applicant's operating parameters. It is highly likely that barking would occur outdoors during these hours.

Staff has not been able to identify a standard or definition for the term, “undue,” to quantify what level of noise produced by the dogs in the outdoor training areas would be unreasonable. Staff spoke with Sheriff Tony Roper to determine whether there was an established practice that the Sheriff’s Office used for processing noise complaints from barking dogs, and Sheriff Roper indicated that there was an insufficient amount of cases in recent years to provide us with any specific guidance. Staff notes that the Sheriff’s Office is responsible for enforcement of noise complaints under applicable sections of the County Code and State law.

The Board, however, has the authority to address this issue by establishing a condition that reduces the maximum number of dogs allowed outdoors at one time and/or by reduces the hours that dogs may be permitted in the fenced training areas at one time. As this proposed facility is somewhat unique with the outdoor training component, Staff has not identified any past cases to provide guiding precedent on this matter or a record of sound impacts to use for comparison purposes. Staff has included a framework of potential conditions (see below) for the Board’s consideration that includes conditions addressing the aforementioned issues based upon the Applicant’s operating parameters.

r. If in the AOC or FOC zoning districts, will not result in scale or intensity of land uses significantly greater than that allowed under the permitted uses for these districts.

The scale and intensity of the proposed land use will not be significantly greater than other potential permitted uses allowed in the AOC district.

s. Will not cause a detrimental visual impact.

Based upon the location of the facility on the subject property, the property’s size, and the proposed facility design, there should be no detrimental visual impact on adjacent and nearby properties.

Analysis of Key Issues

Below is a detailed analysis of key issues that were discussed during the Planning Commission’s deliberation of this request.

Sound absorbing design – kennel building

The Planning Commission expressed concerns about how the sound absorbing design of the kennel building would be evaluated and requested Staff to determine whether our engineering consultant could review and provide comments on the Applicant’s sound mitigation components for the kennel building. Staff recently determined that our consultant, Anderson & Associates, has a working relationship with an engineering firm with this expertise and was looking into the logistics of having this firm review and comment on the Applicant’s materials.

The Applicant stated in the December 2 letter that there is no mention of “soundproofing” in the Zoning Ordinance – Staff disagrees with this position. 3-C-2-kk of the Zoning Ordinance requires kennel buildings to be “constructed of sound absorbing materials so as to mitigate animal noise at the property line.” The Applicant is correct in stating that there is no specific requirement that the sound-proofing design be certified by their engineer but is incorrect in stating that any inquiry with respect to soundproofing is irrelevant.

It is Staff's opinion that this provision of the Zoning Ordinance gives us the authority to determine, through review by our engineering consultant, that a proposed kennel building is constructed with sound absorbing materials. Since building construction plans are not required to be provided with a site plan, Staff has added new language to Condition #4 to require review of the sound absorbing measures at the time of building construction plan review and to determine degree of conformance with the site plan, special use permit, and Zoning Ordinance. Such review and approval would be required as part of the issuance of a building permit. In addition to the building construction plans, Staff would also have our engineering consultant review the acoustical information provided in the Miller, Beam, & Paganelli letter.

Sound issues with dogs in the fenced training areas

As noted above, another major concern discussed by the Commission is the impact of noise from barking dogs that would be permitted outside of the kennel building in the fenced training areas. The Applicant asserts that there is no proof that noise from the dogs barking in the fenced training areas would exceed current noise levels in the immediate areas, and has provided an acoustical analysis of the noise impact to support this position. The Applicant further states that existing sound conditions "greatly surpasses" any potential sound impact that would be generated by the proposed facility. The Applicant cites air traffic from nearby Winchester Regional Airport and helicopter traffic as existing sources of noise. Adjoining property owners have also asserted that the dogs would generate significant noise and provided background information to support their position.

The Applicant's current project parameters would allow potentially a maximum of 40 dogs to be in the fenced training areas from 7:00AM to 9:00PM as noted in proposed Conditions #6 and #7. Given the wide variation in dog breeds, temperaments, behavioral patterns and other variables, Staff has identified no reasonable or enforceable methods to guarantee that the noise generated through the dogs in the outdoor training areas will remain at or below a certain decibel level. The letter provided by the Applicant's acoustical consultant provides the result of testing using six barking dogs but this is significantly less than the potential 40 dogs that could be permitted in the training areas at one time.

As previously stated, Staff has not been able to find a standard, definition, or prior precedent to aid in quantifying what constitutes "undue" noise. The Board of Supervisors, however, has the authority to address this issue by limiting the scope of outdoor activity generated by the use through special use permit conditions. This could include reducing the maximum number of dogs allowed outdoors at one time and/or by reducing the hours that dogs may be permitted in the fenced training areas at one time. As this proposed facility is somewhat unique with the outdoor training component, Staff has not identified any past cases to provide guiding precedent on this matter or a record of sound impacts to use for comparison purposes.

Liquid dog waste management

As noted in the Planning Commission recommendation section below, one of the reasons stated in support of the motion to deny the request is the potential for the pump and haul system to overflow and contaminate groundwater if the trucks do not arrive on a regular basis to empty the holding tanks. The Applicant has indicated that they intend to provide a response to this concern once they have received confirmation of the bases articulated by Ms. Bouffault at the

Commission's December 6 public hearing. As of the drafting of this report, Staff has not had sufficient time to transcribe this from the public hearing notes and recording. Staff intends to provide this information to the Applicant as soon as possible and will address this issue in a Supplementary Staff Report once we receive the Applicant's response.

A related issue discussed is the potential adverse impact of waste hauling trucks using Bellevue Lane to access the subject property. In response to these concerns, the Applicant indicates that the frequency of pump trucks can be controlled by increasing the size of the liquid waste tank or connecting a second tank. The Applicant also states that the pump trucks would be similar to those used to service residential systems and that there would be no additional impact to Bellevue Lane than what can currently be expected by a by-right use of the property.

Also raised during the Commission's deliberations was the concern that the liquid dog waste could enter the septic system instead of the pump and haul tank via floor drains. The Applicant has indicated that there will be no floor drains connected to the septic system. To address this issue, Staff added language to proposed Condition #15 to ensure that liquid waste water produced by the dogs cannot enter the septic system through floor drains.

Events; Dogs Permitted Outside the Kennel Complex

As noted above, the Applicant has indicated a desire to have a maximum of three events per year in conjunction with the kennel operation with some of the events involving guests bringing their dogs to the property. During the discussion of proposed events at the November 1 Commission meeting, the point was raised about a potential conflict with proposed Condition #9 regarding dogs that may be brought to the property by guests of an event regulated under proposed Condition #11. Condition #9 provides that dogs being boarded or trained in conjunction with the kennel operation shall not be permitted outside of the kennel building or fenced training areas unless being transported to and from a vehicle in arriving or departing the facility. The Condition does not apply to the maximum 3 dogs that would be permitted on the property as pets. The Condition does not address dogs that are brought to the property as part of an event such as the Applicant's "K-9 Carnival."

To address this discrepancy for the Commission's consideration, Staff added language to proposed Condition #9 that would also exempt dogs brought to the property in conjunction with an event as specified in proposed Condition #11.

It should be noted that 3-C-2-kk of the Zoning Ordinance states that companion animals such as dogs shall be confined in an enclosed building or within a fenced exercise area during specified times. This section does not provide for companion animals being kept in a kennel or animal shelter to be located outside of these two areas. The proposed language in Condition #9 ensures enforcement of this condition in a reasonable manner for dogs being kept at the facility for boarding and/or training.

As a reminder, the Applicant's December 2 letter indicates that there would be a maximum of 3 events held per year. However, the Applicant's Narrative of Operations indicated that there would be 1-2 events held per year. This issue was not clarified at the December 6 Commission meeting and Staff made no changes to the number of events (maximum of 2) listed in proposed Condition #9. Staff will work with the Applicant to clarify the maximum number of events.

Training classes for humans

During the Commission's review of this request, Staff requested additional information on training classes that the Applicant indicated in the narrative would be held at the kennel facility. The Applicant provided the following information on past training classes that have been held as an example of the type of classes that would be held at this proposed facility:

- Classes by reservation only for people with and without their dogs.
- Held on Saturdays and Sundays.
- Approximately a dozen participants per class.
- Also held educational classes for students that formed an animal rescue club – this included 15-20 students brought to their facility periodically over a six week period.

The Applicant further stated in the December 2 letter that a maximum of four training classes for humans per year is anticipated.

The Applicant also indicated that it is their position that classes and educational activities of the type noted above are not directly related to the kennel use, should not be subject to condition, and are part of the by-right use of the property. The Applicant compares the activity to a property owner hosting a scout meeting, bible study class, or book club gathering, and that the activity would not impact adjoining landowners beyond what is currently allowed by right.

It is Staff's position that the training classes would be an accessory activity to the kennel operation and would be subject to regulation by the special use permit via condition. The training activities as described are directly related to the dog-related functions conducted at the facility and the degree of their impact must be quantified by identifying the frequency that the classes will be held, the number of people that would be attending the classes, and the hours of operation. This information would help discern the amount of additional traffic going to and from the facility as well as whether there would be additional outdoor activity that would impact adjoining properties.

Staff has included proposed Condition #12 below for consideration which would limit the number of training classes to four per year to be held within the kennel building during the hours of operation permitted by the Zoning Ordinance.

A related issue that was raised is whether training classes would have an adverse effect on the onsite septic system capacity. As noted above, Staff has clarified with the Applicant and VDH that total usage of the system would be 250 gallons per day but the system is designed to treat a maximum of 450 gallons of waste water per day. Training classes held four times per year would be occasional usage consistent with the system's design capacity.

Planning Commission Recommendation:

Following duly advertised public hearings on November 1, 2013 and December 6, 2013, the Planning Commission voted 5-4-2 (Ohrstrom, McFillen, Turkel, Kruhm NAY; Staelin, Nelson ABSTAINED) to recommend denial of the special use permit request. Commissioner Bouffault made the motion to recommend denial and provided four reasons for the motion as summarized below:

1. 5-B-4-l, “Will not cause undue surface or subsurface water pollution.” There is the potential for the liquid dog waste holding tank to overflow if the septic trucks do not arrive on a timely basis to empty the tank. There are also no contingency plans proposed by the Applicant to prevent spillage. This presents a permanent threat of contamination of groundwater and approval of the proposed system design would violate the Comprehensive Plan principles of protecting the County’s groundwater supply. Ms. Bouffault provided a handout showing the subject property located within the County’s groundwater recharge area, excerpts from the County’s Comprehensive Plan, and additional information to support this point.

2. 5-B-4-q, “Will not cause undue noise, light or glare, dust, odor, fumes, or vibration.” Noise generated by barking dogs in the outdoor training areas as well as dogs that are brought to events would constitute a noise nuisance. Ms. Bouffault provided excerpts from County Code Chapter 120 on Noise and Chapter 61 pertaining to dog nuisances to support this point.

3. 5-B-4-f, “Will not cause unreasonable traffic congestion or unsafe conditions on existing or proposed public roads and has adequate road access.” The Applicant has underestimated the number of trips to be generated by the proposed use. Additional trips generated by pump and haul tanker trucks, delivery trucks, events, training classes, customer visits, and trips by kennel volunteers need to be evaluated for potential negative impact on Route 723.

4. Dogs are not considered to be agricultural animals and additional activities proposed including retail activities, educational classes for humans, and other events related to kennel activities are not allowed “by right” in the AOC zoning district. Allowing such activities in the AOC district would set a bad precedent for future special use permit requests.

The Commission also voted 7-2-2 (McFillen, Turkel NAY; Staelin, Nelson ABSTAINED) to recommend denial of the site plan approval request. Commissioner Bouffault made the motion to recommend denial on the grounds that the site plan does not show a containment system for the dog waste holding tank to prevent groundwater contamination. She also stated that the Soil Notes on the site plan indicate that the property has poor soil quality which increases the potential for groundwater contamination that would adversely affect surrounding water wells.

Staff Recommendation:

Staff recommends that the Board set public hearing on the special use permit and site plan for the January 21, 2014 meeting. Staff is recommending approval of the special use permit based on the Applicant’s proposal meeting the technical requirements of the Zoning Ordinance. Staff also recommends conditional approval of the site plan based upon inclusion of language in the Septic Computations plan note to indicate the maximum approved capacity of the septic system for clarity purposes.

Staff has provided a framework of special use permit conditions below that were previously provided for the Planning Commission’s consideration at their November and December meetings. The potential conditions are based upon the parameters of the use as described by the Applicant along with additional language recommended to address ordinance issues and to clarify operation parameters as part of Staff’s administrative review of this request. Staff recognizes that the Board of Supervisors has legislative authority to modify, add to, or delete

these conditions to further address and/or mitigate impacts that may be generated by the proposed special use.

As with all special use permit/site plan approval requests, Staff also notes that the Board must pass separate motions in order to take action on the special use permit and the site plan.

**PROPOSED SPECIAL USE PERMIT CONDITIONS FOR CONSIDERATION
(provided to the Planning Commission 12/5/2013)**

1. **Special Use Permit to be Nontransferable.** The special use permit (SUP) shall be issued to the applicant, Gina Schaecher/Happy Tails Development LLC, and to the operational entity for the kennel, 3 Dog Farm, LC. The SUP shall not be transferable to any other entity without prior approval from the Board of Supervisors as an amendment of the SUP conditions.
2. **Special Use Limitations.** The special use permit (SUP) shall be issued to operate a commercial boarding kennel and animal shelter per §3-A-1-a-3(u) of the Zoning Ordinance. The facility shall be limited to providing rescue and rehabilitation services for the purpose of finding permanent adoptive homes for dogs, and would include boarding and training for dogs.
3. **Operating Hours; Facility Closed to the General Public.** The facility shall maintain operating hours consistent with the Zoning Ordinance requirements and customers shall be permitted at the facility by appointment only to mitigate traffic impact on the private road. The facility owner or manager shall ensure that the facility is not advertised or publicized as being open to the general public.
4. **Kennel Building Sound-Absorbing Measures.** The facility shall be constructed of sound absorbing materials and in a fashion as described in the applicant's Narrative of Operations and as depicted on the site plan. Sound-absorbing measures shall be shown on the building construction plans and shall be reviewed by the County's engineering consultant for conformance with the approved site plan in conjunction with the building permit application review. Doors and windows in the kennel building shall remain closed to mitigate noise impact on adjacent properties when dogs are present in the building.
5. **Employees.** A maximum of five (5) employees shall be permitted to staff the facility at any one time in order to mitigate traffic impact on the private road and to comply with the septic system design of 20 gallons of waste water per day per employee. A minimum of one (1) employee shall remain onsite at all times that any dogs are housed at the facility.
6. **Maximum Number of Dogs Permitted Onsite.** A maximum of forty (40) dogs shall be permitted at the facility for training and/or kenneling. A maximum of three (3) additional dogs may be permitted on site as pets.

7. **Fenced Training Areas.** Dogs may be permitted in the fenced training areas between 7:00AM and 9:00PM and shall be supervised at all times within the training areas by kennel staff. The ratio of dogs to staff in the training areas shall not exceed 8 dogs per staff member. At no time shall any dog be left unattended in the fenced training areas.
8. **Maintenance of Fences and Gates.** Fencing around the training areas shall be a minimum of six (6) feet in height and shall be maintained throughout the life of the special use permit to ensure complete confinement of the dogs. All gates shall remain closed and secured to prevent dogs from escaping the training areas.
9. **Limitation on Dogs Allowed Outside of the Kennel Facility.** Dogs being boarded or trained in conjunction with the kennel operation shall not be permitted outside of the kennel building or fenced training areas unless being transported to and from a vehicle in arriving or departing the facility. This condition shall not apply to the maximum three (3) dogs to be kept as pets specified in Condition #6 or to dogs that are brought to the property by event attendees in conjunction with events as specified in Condition #11.
10. **Limitations on Retail Activity.** No retail activity shall be permitted with the exception of accessory sale of dog-related food or treats to customers housing their dogs at the facility.
11. **Events.** A maximum of two (2) events shall be permitted at the facility per year. Events are defined as activities open to the public or by invitation for the purpose of fund-raising, promoting the kennel operation, or supporting any kennel-related activity. Operating hours of the events shall be limited to 11:00AM – 5:00PM. The facility owner or manager shall provide a schedule of the special event to the Department of Planning within 30 days of the date of the event, and, if required, shall obtain a County Special Event Permit. If the event is not regulated by the County Special Event Permit process, the facility owner or manager shall also provide a plan to the Department of Planning for providing toilet facilities for the event attendees.
12. **Training Classes.** A maximum of four (4) training classes for humans may be held per year at the facility provided that they are conducted within the kennel building and are held within the operating hours permitted by the Zoning Ordinance.
13. **Breeding and Sale of Dogs Prohibited.** No breeding or sale of dogs, with the exception of an adoption fee/administrative processing fee for rescue dogs, shall be permitted at the facility.
14. **Solid Waste Management.** All solid waste shall be containerized and properly disposed of off-site either by the facility owner or manager transporting the waste to the Frederick County landfill or by contracting with an authorized waste disposal company. No solid waste shall be disposed of onsite.
15. **Liquid Waste Management.** All liquid waste and waste water produced by the dogs shall be held in a storage tank, pumped, and hauled off-site for disposal by an authorized waste disposal company. There shall be no open floor drains in the kennel building,

and the liquid dog waste/waste water system shall not be connected to the onsite septic system. The property owner or manager shall provide the Planning Department with a copy of the contract with a waste disposal company prior to issuance of the certificate of occupancy for the kennel and shall provide updated copies of the contract as it is renewed or reissued.

History:

August 2, 2013.	Special use permit and site plan applications filed with the Department of Planning.
September 6, 2013.	Commission voted to defer action on setting public hearing for one month.
October 4, 2013.	Commission voted 7-0-4 (Steinmetz, McFillen, Kreider absent; Nelson abstained) to set public hearing for November 1, 2013.
November 1, 2013.	Commission voted 8-1-2 (Steinmetz NAY; Nelson abstained; Staelin absent) to defer the matter and continue the public hearing for one month to the December 6, 2013 meeting.
December 6, 2013.	Commission voted 5-4-2 (Ohrstrom, McFillen, Turkel, Kruhm NAY; Staelin, Nelson ABSTAINED) to recommend denial of the special use permit request. Commission also voted 7-2-2 (McFillen, Turkel NAY; Staelin, Nelson ABSTAINED) to recommend denial of the site plan approval request.
December 17, 2013.	Placed on the Board of Supervisors' December meeting agenda to consider setting public hearing for January 21, 2014 meeting.

Index of Previous Staff Reports:

- September 6, 2013 Planning Commission meeting (set public hearing)
- November 1, 2013 Planning Commission meeting (public hearing)
- Supplementary Staff Report #1 (10/31/2013)
- Supplementary Staff Report #2 (11/27/2013)
- Supplementary Staff Report #3 (12/5/2013)



LAND DEVELOPMENT APPLICATION

Applicant HAPPY TAILS DEVELOPMENT, LLC
 Applicant's Address 15268 SHANNONDALE ROAD
PURCELLVILLE, VA 20132
 City State Zip Code
 Applicant's E-Mail Address GINA@3DOGFRM.COM
 Agent (Contact Person) GINA SCHAECHER Phone 571-215-4902
 Agent's Company HAPPY TAILS DEVELOPMENT, LLC
 Agent's Address 15268 SHANNONDALE ROAD, PURCELLVILLE, VA 20132
 Current Property Owner Carl Hales
 Owner's Address _____ Phone _____
 Correspondence to be sent to: Applicant Owner Agent Other
 Tax Map Parcel Number _____ Magisterial District _____
 General Project Location _____ Site size (gross/net acreage) _____

Check Appropriate Request:

PLANNING COMMISSION

- Major Subdivision
- Minor Subdivision (1 or 2 lots)
- Administrative Subdivision (parcels > 100 acres)
- Boundary Line Adjustment
- Merger of Parcels
- Site Plan
- Site Plan Amendment
- Erosion & Sediment Plan
- Storm Water Plan
- Maximum Lot Size Exception

PLANNING COMMISSION & BOARD of SUPERVISORS

- Rezoning
- Special Use Permit
- Comprehensive Plan Amendment
- Zoning Ordinance Text Amendment
- Subdivision Ordinance Text Amendment
- Other

BOARD OF ZONING APPEALS

- Administrative Appeal
- Variance
- Special Exception

BOARD OF SEPTIC & WELL APPEALS

- Administrative Appeal
- Variance

BERRYVILLE AREA DEVELOPMENT AUTHORITY

- Site Plan
- Site Plan Amendment

HISTORIC PRESERVATION COMMISSION

- Certificate of Appropriateness

Complete as applicable:

Name of Subdivision, Development, or Proposal _____
 Proposal/Request _____
 Existing Zoning _____ Proposed Zoning _____ # of Proposed Lots _____

Applicant: The information provided is accurate to the best of my knowledge. I acknowledge that fees and expenses for professional review of application materials by county consultants shall be reimbursed to the County at cost, including any percolation tests, topographic studies, or other requirements of the Health Official or Zoning Administrator. I understand that the County may deny, approve, or conditionally approve this application. I certify that all property corners have been clearly staked and flagged.

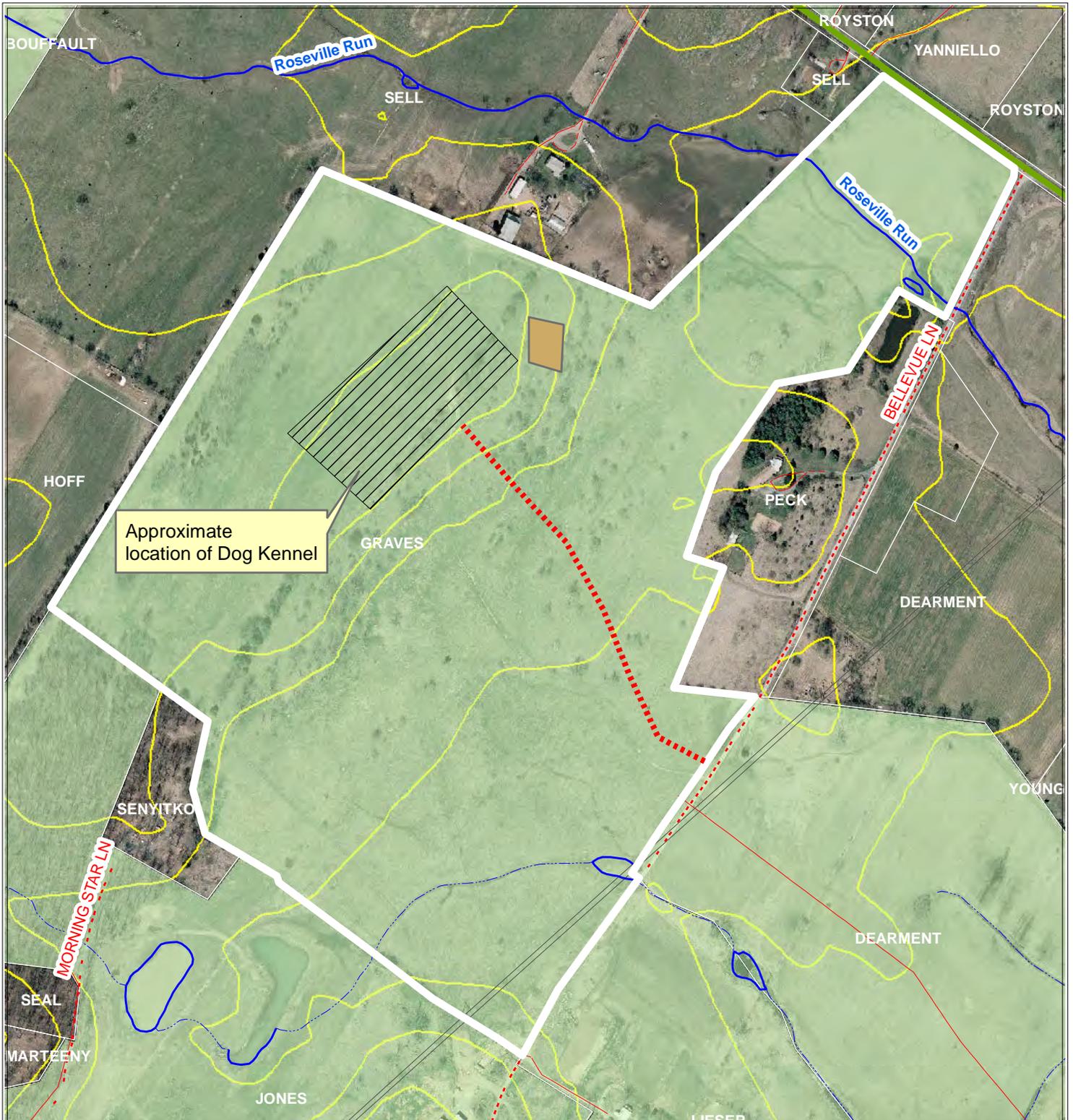
Applicant's Signature [Signature] Date 7-30-13

Owner: I have read this completed application, understand its intent, and freely consent to its filing. If this application is for the purpose of subdivision, I understand that further subdivision of this property will not be permitted within twelve months of approval of this action, unless an Exploratory Sketch Plan is submitted with this application. I grant permission to the Planning Department and other authorized government agents to enter the property and make such investigations and test as they deem necessary.

Owner's Signature [Signature] Date 8-2-13

Town/County Government Center
 101 Chalmers Court
 Berryville, VA 22611

www.clarkecounty.gov
 voice 540-955-5132
 fax 540-955-5180



Gina Schaecher (Happy Tails Development, LLC)
Tax Map #20-2-9
Vacant land, 1 DUR



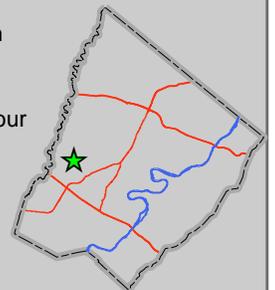
200 100 0 200 Feet



August 29, 2013
 Clarke County GIS



- | | |
|-----------------------|-----------------------|
| Parcel Boundary | Intermittent Stream |
| Conservation Easement | Perennial Stream |
| Public Road | 10' Elevation Contour |
| Private Road | |
| Scenic Road | |
| Drainfield | |



Aerial Imagery Copyright 2011, Commonwealth of Virginia

APPLICANT CORRESPONDENCE

SUP-13-02/SP-13-08

APPLICANT CORRESPONDENCE

SUP-13-02/SP-13-08



**HAPPY TAILS DEVELOPMENT, LLC
15268 SHANNONDALE ROAD
PURCELLVILLE, VA 20132
571.215.4902**

August 2, 2013

VIA HAND DELIVERY

Jesse Russell
Zoning Administrator
Clarke County Planning Department
Town / County Government Center
101 Chalmers Court
Berryville, VA 22611

RE: *SITE PLAN; SPECIAL USE PERMIT*
91.350 acres located at the intersection of Rt. 723 (Old Winchester Road)
and Bellevue Lane, Boyce, VA 22620; Tax Map ID # 20-2-9;
Happy Tails Development, LLC

Dear Mr. Russell:

Happy Tails Development, LLC ("Happy Tails") submits the following in support of its application for a Special Use Permit concerning the real property identified above:

1. Site Plan;
2. Floor Plan;

Jesse Russell
August 2, 2013
Page 2 of 2



3. Elevations; and
4. Application fee in the amount of \$4,575.00

Happy Tails has also submitted its Application for Sewage System, including its septic system design and calculations for the above-noted property to the Clarke County Health Department on Thursday, August 1, 2013. In addition, we have also contracted with Forest Environmental Services, Inc. to conduct an electric resistivity ("ER") imaging survey of the proposed location for the barn and the septic field. It is our understanding that the ER imaging survey will be conducted at or about August 6, 2013 and that the report will be submitted at or about August 9, 2013.

Thank you for your consideration and assistance with this matter. Should you have any questions, or should you require any additional information, please do not hesitate to contact us.

Respectfully,

Gina Schaecher

Happy Tails Development, LLC

Enclosures (4)

cc: David Jordan, PE w/o enclosures via electronic transmission;
Jim Slusser w/o enclosures via electronic transmission;
Andy Forrest w/o enclosures via electronic transmission;
Byron Leavitt w/o enclosures via electronic transmission;
Cindy Anderson w/o enclosures via electronic transmission;
Carl Hales, c/o Cindy Anderson w/o enclosures via electronic transmission



September 6, 2013

Mr. Carl Hales
P.O. Box 3625
Winchester, Virginia 22604
By email: carlh@mris.com

Re: VOF Open-Space Easement # CLA – VOF – 1630

Dear Mr. Hales:

As you are aware, in March 2013, the Virginia Outdoors Foundation reviewed the request of your potential buyers to have a dog kennel on the 91 acre parcel of the easement property. Yesterday, Jesse Russell, Clarke County Zoning Administrator requested a written response as to whether the proposed kennel complies with the VOF open-space easement governing the property. According to Mr. Russell's email dated 9/4/2013 and the documents submitted to the County by the prospective buyer, the kennel building will be 3,200 sq. ft. in ground area and will have a one bedroom apartment on the 2nd floor. The exercise and training areas will be fenced areas that do not require outdoor kennels. A proposed sign of 4 ft. by 4 ft. to describe the kennel operation and located on a post at Rt. 723.

The easement on the property contains the following relevant provisions, which provide, in part:

"2. Signs. ... No such sign shall exceed nine square feet in size".

"4a. Riparian Buffer. There shall be no plowing, cultivation, or similar earth disturbing activity within 35 feet of each bank of the tributaries that flow through the Property."

"6. Building and structures: No permanent or temporary building or structure shall be built or maintained on the Property other than: (i) two single family dwellings...and non-residential outbuildings or structures... (ii) two secondary dwellings not to exceed 600 sq. ft. of livable space and non-residential outbuildings or structures... (iii) farm building or structures, provided that farm buildings or structures exceeding 4,500 sq. ft. in ground area may not be constructed on the Property unless prior written approval for said building or structure is obtained in writing from Grantee..."

7. Industrial or Commercial Activities: ...other than the following are prohibited: (i) agriculture, viticulture, aquaculture, silviculture, horticulture, and equine activities, ...

This letter is to advise you that VOF approves the kennel and apartment as described above as one of two allowed dwellings (identified as either the single family dwelling if over 600 sq. ft. in living area or the secondary dwelling if under 600 sq. ft. in living area) on this parcel of the easement and a farm building of less than 4,500 sq. ft. in ground area. As far as the operation of the kennel itself, VOF has taken a broad view of activities allowed under commercial agricultural uses. Livestock on farms may include a variety of animals and the boarding or breeding of dogs is an acceptable and compatible use.

However, the proposed sign of 16 sq. ft. is bigger than the allowed maximum (9 sq. ft.) under the easement and must be downsized accordingly. In addition, please remember that there are riparian buffers that must be maintained on the property as outlined in the Special Conditions Map provided with your 2012 Stewardship Field Report.

Please remember that the VOF easement does not permit any use of the property that is otherwise prohibited by federal, state, or local law or regulation. If you have any questions or concerns, please do not hesitate to contact me at (540) 347-7727 ext. 229 or by e-mail at erichardson@vofonline.org

Sincerely,

Erika Richardson

Stewardship Manager

Executive Office / Northern Piedmont Region | 39 Garrett St. Ste. 200 | Warrenton, VA 20186 | P: 540.347.7727 | F: 540.347.7711

www.virginiaoutdoorsfoundation.org

HALL, MONAHAN, ENGLE, MAHAN & MITCHELL

A PARTNERSHIP OF PROFESSIONAL CORPORATIONS

ATTORNEYS AT LAW

WILBUR C. HALL (1892-1972)

THOMAS V. MONAHAN (1924-1999)

SAMUEL D. ENGLE

O. LELAND MAHAN

ROBERT T. MITCHELL, JR.

JAMES A. KLENKAR

STEVEN F. JACKSON

7 & 307 EAST MARKET STREET

LEESBURG, VIRGINIA

TELEPHONE 703-777-1050

9 EAST BOSCAWEN STREET

WINCHESTER, VIRGINIA

TELEPHONE 540-662-3200

FAX 540-662-4304

E-MAIL lawyers@hallmonahan.com

RECEIVED

SEP 26 2013

CLARKE COUNTY PLANNING

PLEASE REPLY TO:

P. O. Box 848

WINCHESTER, VIRGINIA 22604-0848

September 25, 2013

Mr. Brandon Stidham, Director of Planning
County of Clarke
101 Chalmers Court, Suite B
Berryville, VA 22611

Mr. Jesse Russell, Zoning Administrator
County of Clarke
101 Chalmers Court, Suite B
Berryville, VA 22611

Re: Application of Happy Tales Development, LLC for
Approval of a Special Use and Site Plan for constructing
a kennel for boarding and training dogs

Dear Brandon and Jesse:

You have asked that I review the above-referenced application as it relates to the requirements of the Clarke County Zoning Ordinance.

The application concerns a parcel of approximately 91 acres located in the AOC Zoning District. This analysis is based upon the application and proposed site plan submitted.

The following provisions of the Zoning Ordinance are relevant to this application:

(1) Pursuant to §3-A-1-a-1, a Single Family Detached Dwelling, as a principle use and structure, is a permitted use and structure as a matter of right in the AOC District.

September 25, 2013

Page 2

(2) §9-B-62 defines Detached Dwelling as “a dwelling that is entirely free standing”.

(3) §3-A-1-a-3-u permits Commercial Boarding Kennels and Breeding Kennels in the AOC District with approval of a Special Use.

(4) §3-C-2-kk-3 provides that “a Breeding Kennel or Commercial Boarding Kennel is allowed only as an accessory use to a Single Family Detached Dwelling. Enclosed facilities and exercise areas shall be at least 200 feet from any property line.”

(5) §9-B-103, 104, and 105 provide that a kennel “shall be allowed only as an accessory use to a Single Family Detached Dwelling and shall be located not more than 200 feet from such a dwelling”.

(6) §9-B-3 defines Accessory Use as “a use of a building, lot, or portion thereof, which is customarily incidental and subordinate to the principal use of the main building or lot”.

A single family detached dwelling is a permitted use and structure in the AOC District as a principle use and structure. A “use” is the principle purpose for which the lot or main building is designed, arranged, or intended (§9-B-189). Therefore, the kennel use must be an accessory use to a single family detached dwelling which is the principal use of the property.

There is no existing single family detached dwelling on the property. There is no single family detached dwelling proposed to be constructed on the property. The only residential space shown on the site plan is a 600 square foot “apartment” located in what the site plan describes as a “kennel building” (Sheet 2 of 8) and as a “2 Story Kennel w/Apt” (Sheet 4 of 8).

It is clear from the application and site plan submitted that the proposed kennel use would not be an accessory use to a single family detached dwelling as required by the zoning ordinance. The proposed apartment would not be a single family detached dwelling which is the principal use of the property, as it is not a single family detached dwelling, nor is it the principal use of the property or of the

HALL, MONAHAN, ENGLE, MAHAN & MITCHELL

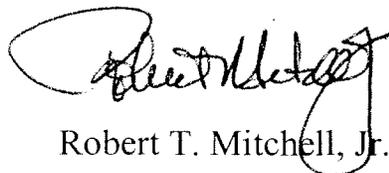
September 25, 2013

Page 3

building in which it is located, nor would the proposed kennel use be incidental and subordinate to a single family detached dwelling use. In fact, it would appear that the apartment would be incidental and subordinate to the kennel.

Therefore, it is my opinion that the proposed kennel project would not meet the requirements of the Clarke County Zoning Ordinance to be eligible for or to obtain Special Use approval.

Very truly yours,

A handwritten signature in black ink, appearing to read "Robert T. Mitchell, Jr.", written over a printed name.

Robert T. Mitchell, Jr.

RTM/ks

Clarke County



September 27, 2013

Happy Tails Development, LLC
15268 Shannondale Road
Purcellville, Virginia 20132

Subject: Application for Special Use Permit

Dear Ms. Schaecher,

At their September meeting, the Planning Commission raised the question as to whether your request for Special Use Permit met the County Zoning Ordinance regulations especially in regard to a commercial boarding kennel requirement that such as an accessory use to a single family dwelling.

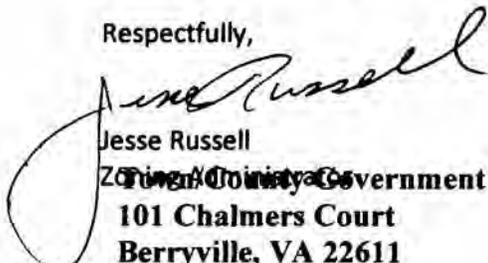
The Planning Department referred this matter to the County Land Use Attorney for his opinion. It is his opinion that the applicant has not met the ordinance criteria in regard to the special use requirements for a commercial kennel as an accessory to a single family dwelling. The legal opinion by the County attorney has been attached to this letter.

In addition, the Planning Commission had asked whether your request was in compliance with the private restrictive covenants for the subject property. Although, the County does not enforce private restrictive covenants, we have found that these covenants required that any property owner that is governed by these covenants, construct a dwelling no less than 2,000 sq. ft. in area. The living area that you have shown on the site plan is 600 sq. ft.

In light of the foregoing, please advise us as soon as possible as to whether you wish to proceed with this application.

Should you decide to withdraw your application prior to setting a public hearing, 50% of the initial application fee will be refunded, although you will still be responsible for any professional fees incurred during the review of your special use and site plan application.

Respectfully,


Jesse Russell

Zoning Administrator
Government Center
101 Chalmers Court
Berryville, VA 22611

www.clarkecounty.gov
540-955-5132

Happy Tails Development, LLC
15268 Shannondale Road
Purcellville, VA 20132
571.215.4902

October 1, 2013

VIA ELECTRONIC TRANSMISSION
rmitchell@hallmonahan.com
& FIRST CLASS U.S. MAIL

Robert T. Mitchell, Jr., Esquire
Hall, Monahan, Engle, Mahan & Mitchell
P.O. Box 848
Winchester, Virginia 22604-0848

Re: Happy Tails Development, LLC
Application for Special Use Permit

Dear Mr. Mitchell:

Thank you for your time on Friday, September 27th to discuss your September 25, 2013 opinion letter which was forwarded to us by Zoning Administrator, Jesse Russell, on September 27, 2013. As we discussed, we do not understand the basis for your opinion letter and do not agree with its conclusion, specifically in light of Mr. Russell's representations at the last planning commission meeting, and our previous meetings with the County regarding our proposed plan. We had been previously advised that our proposed plan was consistent with the County's application of its own ordinances, and Mr. Russell made reference to such cases during the last planning commission meeting. This fact is further demonstrated by the staff report published for the September 6, 2013 planning commission meeting wherein it was recommend that our application be set for public hearing for the October meeting.

As you are aware, we have requested that Mr. Russell provide us with the specifics of the cases that he previously referenced as such appear to be inconsistent with your recent correspondence. Moreover, we note that during our brief discussion on September 27th, you conceded your lack of knowledge of the discussion at the September 6, 2013 planning commission meeting, or the cases previously referenced by the Zoning Administrator.

We submit that the conclusions contained in your opinion letter lack a factual or legal basis and are contrary to the plain language of the ordinances. Consequently, we write to clarify our position, state our opposition to your opinion letter, and to request that you reconsider your position and issue a revised opinion letter consistent with the Clarke County ordinances.

The subject property (hereinafter the "Property") is zoned Agricultural-Open Space Conservation (AOC). The purpose for the zoning requirements in the AOC districts is to

Robert T. Mitchell, Jr., Esquire
Hall, Monahan, Engle, Mahan & Mitchell
October 1, 2013
Page 2

maintain and promote the rural, agricultural, forestal and open space character of the land, to minimize conflicting land uses detrimental to the historical landscape and to agricultural operations and to *minimize land disturbance*. Clarke County Ordinance, 3-D-1(*emphasis added*). Clearly, a principal use in the AOC district is agriculture. Clarke County Ordinance 3-A-1(a). Veterinary services, animal hospitals, commercial boarding kennels of more than five canine or feline animals, breeding kennels of more than 15 canine animals and animal shelters are *permitted* as a special use within the AOC districts. Clarke County Ordinance, 3-A-1-a(3)(u) (*emphasis added*).

In your letter you interpret several sections of the Clarke County Ordinances. Assuming without conceding that the ordinances identified in your letter are indeed applicable to our application, we respectfully submit that your interpretation is contrary to the plain language of the ordinances.

Section 9-B-103 defines a kennel as follows:

A place designed [sic] prepared to house, board, breed, handle, or otherwise keep or care for dogs and cats for sale or in return for compensation. A Kennel shall be allowed only as an accessory use to a Single Family Detached Dwelling and shall be located not more than 200 feet from such a dwelling.

As you note in your letter, the Clarke County ordinance defines “detached dwelling” as a dwelling that is entirely free standing. Our proposed structure is a detached dwelling consistent with this definition as it is entirely free standing. As we are sure you are aware, an “attached dwelling,” as compared to a “detached dwelling,” typically refers to condominium units, apartment units, and/or town houses wherein one dwelling unit is attached to another. *See, United Masonry, Inc. v. Jefferson Mews, Inc.*, 218 Va. 360, 362, 237 S.E.2d 171, 174 (1977) (condominium project consists of attached single-family dwelling houses); Bergin, *Virginia’s Horizontal Property Act: An Introductory Analysis*, 52 Va. L. Rev. 961, 961 n.1 (1966). This is consistent with the County ordinance as Section 9-B-58 defines an attached dwelling as having all or a portion of a wall in common with an adjoining dwelling. Our plan clearly does not propose an attached dwelling; only one dwelling is being proposed at this time.

Section 9-B-62 defines a single family dwelling as a “residential dwelling unit, other than a portable dwelling, designed for and occupied by one (1) family only. This term shall include Group Homes, or Assisted Living Facility (as defined in Section 15.2-2291 Code of Virginia, 1950, as amended).” Again, our plan proposes a structure which is consistent with the definition of a single family dwelling.

Robert T. Mitchell, Jr., Esquire
Hall, Monahan, Engle, Mahan & Mitchell
October 1, 2013
Page 3

“Accessory use” is defined as a use of a building, *lot*, or portion thereof, which is customarily incidental and subordinate to the *principal use of the property*. § 9-B-3 (*emphasis added*). This definition compares the principal use of the property (in our case agriculture) to the proposed accessory use (kennel). This definition does not contemplate a comparison of the uses of various portions of a dwelling as you would contend. It is abundantly clear that the characterization of a use as accessory requires the comparison of the uses of the property as a whole.

As explained during the planning commission meeting, the principal use of the Property is agriculture. Farming is a permitted use and we intend to continue the farming of the property. The proposed kennel use, as it entails only 1.9% of the Property, clearly is an accessory use as proposed. Consequently, we respectfully submit that your assumption that the kennel is not an accessory use is incorrect and not supported by the facts as presented in our plan or the clear, plain and unambiguous language of the ordinance.

Your opinion letter appears to confuse the terms "accessory use" and "accessory building." An "accessory building" is a building subordinate to, and located on the same lot with a main building, the use of which is clearly incidental to the main building or to the use of the land, and which is not attached by any part of a common wall or roof to the main building. The kennel ordinance does not require that a kennel be housed in an accessory building, contrary to your assumption. The kennel ordinance merely requires that the kennel be an "accessory use," and not an "accessory building." Again, as noted above, it is clear from the language of the ordinance that the concern was that the single family detached dwelling be close to the kennel use as the ordinance sets a maximum number of feet for the location of the kennel from the dwelling, not a minimum distance. Nowhere within the Clarke County ordinances does it state that any portion of the kennel use cannot be contained within the same structure as the single family detached dwelling. Again, your opinion assumes that the dwelling must be detached from the kennel use. However, simply put, there is no such language in the ordinance.

Our plan proposes a kennel as an accessory use to a dwelling that is entirely free standing (a detached dwelling), as opposed to an attached dwelling. Our plan demonstrates 600 square feet of residential space in a detached dwelling. The balance of the upper level and portions of the lower level will be used to support the principal use of the Property, the agricultural use. The proposed kennel use is an accessory use to the single-family detached dwelling proposed to be built. We again submit and maintain that our application satisfies the requirements of the ordinances that you have considered.

For all the reasons stated herein, we oppose and reject the conclusions contained in your opinion letter. Moreover, we submit that the strained interpretation of the ordinances, if adopted by the County, would rise to the level of an arbitrary and capricious misapplication of the

Robert T. Mitchell, Jr., Esquire
Hall, Monahan, Engle, Mahan & Mitchell
October 1, 2013
Page 4

ordinances and an abuse of the County's power. Our site plan has been pending with the County since August 2, 2013. The staff report for the September 6, 2013 planning commission meeting recommended that our application be set for public hearing. The County failed to provide us with any comments prior to the September 6th planning commission meeting. As of the morning of the meeting, we were without any notice of any questions or issues with our application. During the meeting, one member of the commission stated that additional time was necessary to investigate some unidentified questions surrounding the application. Without notice to us, or any input from us, and apparently without knowledge of the County's previous representations to us, this opinion letter was issued. Without being afforded any opportunity to respond to your opinion letter, we were further notified we should advise the County as to whether we wished to proceed with our application because the Zoning Administrator claimed that our application was in violation of a private restrictive covenant. Without being afforded any opportunity to address the County's most recent contentions, and being denied the most modest of procedural protections, it would seem from the County's September 27th correspondence, that the County has predetermined the outcome of our application. We submit that the County's ordinances guarantee procedural protections and that the substance of this matter demands a full and fair opportunity to be heard, and we will insist upon nothing less.

We submit and maintain that our application is in accordance with the requirements of the County's ordinances and that our application should be recommended for public hearing and should be granted. We would be hard pressed to identify a proposed use of this Property that is more consistent with the purpose behind the AOC districts and the preservation of the agricultural heritage that this County seeks to preserve. We request that you reconsider your position and issue a revised opinion letter consistent with the clear, plain and unambiguous language of the ordinances.

Having explained our position and our opposition to your opinion letter, in an effort to resolve any and all remaining concerns regarding our proposed plan, we have offered to revise the proposed farm house to allow for a full 2000 square feet of residential space on the upper level of the dwelling. We submit that the revised farm house, as proposed, would serve as one of the single family dwellings allowed pursuant to the VOF easement. We further submit that our revised proposed plan remains consistent with all applicable County ordinances and private covenants. We have submitted our proposed revision to the Zoning Administrator and Mr. Stidham and asked that the proposed revision be considered during the planning commission's briefing session today. As noted above, we offer the proposed revision in an effort to resolve any and all concerns regarding this project and such should not be interpreted as a concession as to the noncompliance of any portion of our original application. This proposed revision is offered as a means of resolving this matter so that the application will not be held up any further.

Robert T. Mitchell, Jr., Esquire
Hall, Monahan, Engle, Mahan & Mitchell
October 1, 2013
Page 5

To this end, should you have any questions about our application, our proposed revision or any aspect of our application, you are invited to contact us at your earliest opportunity. I can be reached at my office, 703-790-1911, or on my cell phone at any time, 571-215-4902.

Respectfully



Gina L. Schaecher
Happy Tails Development, LLC

cc: Jesse Russell, Zoning Administrator
Brandon Stidham, Planning Commission
David Jordan, P.E.
Carl Hales
Cindy Anderson

RECEIVED

OCT 03 2013

CLARKE COUNTY PLANNING

Happy Tails Development, LLC
15268 Shannondale Road
Purcellville, VA 20132
571.215.4902

October 3, 2013

VIA ELECTRONIC TRANSMISSION

jrussell@clarkecounty.gov

& HAND DELIVERY

Jesse Russell
Clarke County Zoning Administrator
101 Chalmers Court
Berryville, VA 22611

Re: Happy Tails Development, LLC
Application for Special Use Permit; Revised Site Plan

Dear Mr. Russell:

In accordance with our discussion with you and Robert Mitchell on October 1, 2013, Happy Tails Development, LLC submits the following revised site plan. The revised plan is submitted to address the issues raised by Mr. Mitchell's opinion letter and your September 27, 2013 correspondence. Although we do not agree with the assertions contained in your September 27th correspondence or Mr. Mitchell's opinion letter, nor do we concede any such purported interpretations of the County ordinances and/or the private covenants, we submit the revised site plan in order to avoid further delay of our proposed project.

From our discussions with Mr. Mitchell, we understand that the delivery of the revised plan prior to Friday's planning commission meeting will allow our application to remain ready for referral to public hearing, as the revisions are minor and in response to the planning commission's review.

Enclosed please find the following:

1. Revised Site Plan, October 3, 2013;
2. Jordan Land Design LLC, October 2, 2013 Responses to Reviewer's Comments;
3. BL Survey Arborist, September 25, 2013 Tree Removal Letter;
4. Revised architectural plan for second floor storage area for kennel structure.

The revised plan incorporates the minor modifications noted in our engineer's response to the reviewer's comments, and proposes two (2) separate structures, one for the single family

Jesse Russell
Clarke County Zoning Administrator
October 3, 2013
Page 2

detached dwelling and the other for the accessory kennel use. The accessory kennel use structure will remain as originally proposed for the first level. The plan for the upper level of the accessory kennel use structure is modified to provide for storage space. The balance of the plan remains unchanged.

As a point of clarification, we do note that the description of our project on the agenda remains inconsistent with the purpose and nature of our project. We are requesting a special use permit for a kennel as incident to the animal rescue purpose for this portion of our project. As we have explained, we plan to provide rescue and rehabilitation services for canines in an effort to rehome displaced canines. As incident to this mission, we seek the ability to board and train canines. We do not plan to breed or sell dogs. Moreover, the animal rescue portion of the project is only a minor and/or accessory use. The property is zoned AOC and agriculture is a by right use. The property is presently being farmed and we plan to continue to farm the property.

Should you have any questions or require any additional information prior to Friday's planning commission meeting, please contact us immediately.

Respectfully



Gina L. Schaecher
Happy Tails Development, LLC

cc: Brandon Stidham, Planning Commission
David Jordan, P.E.
Jim Slusser
Carl Hales
Cindy Anderson

It is my opinion that the trees identified as #224, #225, #226 (all Mulberries) should be removed for numerous reasons.

These trees all exhibit problems such as girdled roots from poor soil and growing on a rock outcropping. They also have included bark, unhealthy scaffold branches with dead wood in numerous places and the small branches and twigs are stressed as well.

These are typical fence row trees, planted for windbreaks or propagated by birds. They are not specimen trees and should not be treated as such.

Therefore, it is my opinion, they should all be removed to avoid the hazards they represent to heaving parking lots, and stained cars and clothes.

DATE: 9/25/2013

JOB ID: 00-31574-02

ADDRESS: Bellevue Farm



Tree removal opinion

BL SURVEY ARBORIST

13605 SOUTH SPRINGS CT
CLIFTON VA 20124

[PH] 703-624-4821
[FAX] 1-703-991-1320



Happy Tails Development, LLC
Special Use / Site Plan (SUP-13-02/SP-13-08)

Narrative of Operations for 3 Dog Farm, LC

The following narrative is provided in an effort to describe our current operations which would supplement and support those proposed for the subject Property, Tax Map. #20-2-9, located at the intersection of Bellevue Lane and Old Winchester Road (hereinafter the "Property"). This narrative is also provided to address questions and/or concerns that neighbors typically have about a kennel or kennel- related services.

3 Dog Farm, LC ("3 Dog Farm") is the operational entity to provide the kennel / kennel-related services at the subject Property currently under contract with Happy Tails Development, LLC. 3 Dog Farm has been in operation since 2009. We provide daycare, boarding, training, behavioral and medical rehabilitation services for dogs that have been adopted and dogs affiliated with a recognized rescue organization. Historically, we have worked with the Appalachian Great Pyrenees Rescue and Lost Dog Rescue to rehabilitate and re-home displaced dogs as well as dog guardians that are seeking a working environment for the care and training of their dog.

We work with guardians and dogs by appointment only. We are not open to the general public. A guardian or rescue organization must contact us by phone or by email to schedule a telephone conference to discuss the situation with the dog. If we think that we can be of service, we schedule an appointment to either pick up the dog or to have the guardian meet us with the dog for an evaluation. All dogs are evaluated to consider temperament, physical abilities, socialization, manners and

specific issues or concerns. After evaluating the dog, if we determine that we can effectively help and/or provide rehabilitation services, we prepare an individualized plan for each dog. The overall goal is to achieve a balanced dog with self control that is better prepared to live in that dog's home environment. For instance, if a dog lives in an urban setting with the dog's guardian, we would endeavor to train the dog to be comfortable in situations with many unfamiliar people and dogs. If the dog is working on a farm, we would prepare a plan to assist the farmer in training the dog to guard or herd livestock, depending upon the breed of the dog, and to ignore non-predatory animals.

We have found that by working a dog both physically and mentally the dog is better able to learn self control and discipline and as a result operates and lives more compatibly in our human environments. In order to achieve this mission, we provide different services to meet the needs of guardians and rescue organizations.

Daycare. By appointment, we pick up dogs and bring them to the farm for a day of work and play. During the day the dogs are rotated through a series of stations that offer both physically and mentally stimulating activities. For instance, we typically work dogs through the following stations during a day's stay at the farm: 1) indoor / outdoor exercise; 2) agility; 3) basic manners; 4) treats & breaks inside kennel runs; 5) scent work; 6) rally; 7) fly ball; 8) carting/pulling; and 9) coursing (sight work). The daycare dogs are organized into size and temperament appropriate groups of 6 to 8 dogs and then a group will rotate through the various stations throughout the day. Each group of dogs has a human guardian that stays with the assigned group

throughout the day. At the end of the day, the dogs are cleaned up and shuttled back home.

Boarding. We offer overnight boarding for guardians who are traveling or rescue organizations that need assistance in re-homing a dog. The boarding dogs are worked through the daycare stations during the day and remain on premises to stay overnight. Again, the boarding dogs are always with a human unless in an inside kennel run resting or eating. An on-site resident manager is present overnight and monitors boarding dogs. Boarding services are provided by appointment only after an evaluation has been conducted and we have agreed to accept the dog into our program.

Special Events. We currently coordinate off-site special events, and occasionally host on-site events by invitation only. We work in conjunction with local area business to host adoption events to provide rescue dogs an opportunity to meet people in an effort to find permanent homes. These adoption events are not on-site and do not impact the operation at the farm. We have in the past and would like to continue to host charitable and educational events where registered and/or invited guests attend an on-site event. In the past we have hosted classes for small animal message, specialty training, and animal education. We have also hosted fund raising events to charitable organizations and local animal shelters. Typically, such events would be one or two per year and would last from 11:00 am to 4:00 or 5:00 pm. The purpose would be to invite guardians and their dogs to the farm for a planned activity in exchange for a fee which is donated to the charitable organization.

Training. Some guardians and rescue organizations seek our assistance to work on a specific issue with a particular dog.

In these cases we bring the dogs to us for day sessions or longer boarding sessions. We also travel to provide in home training sessions with guardians or work at a rescue kennel to assist in training rescue dogs. Again, training services are provided by appointment only and subject to a dog's acceptance into our program after evaluation.

Breeding & sale of dogs. We do not breed or sell dogs. All dogs on Property, with the exception of puppies, must be spayed or neutered. Occasionally, we have agreed to foster a pregnant rescue dog, whelp the puppies and find homes for the puppies and adult female dog. In such instances, the puppies are spayed or neutered prior to adoption or adoptive guardians must contract to have the puppy spayed or neutered within six (6) months of adoption, and the adult female is spayed prior to adoption.

Hours of operation. At least one person will remain on premises at all times when dogs are present. Hours of operation will be consistent with the County Ordinances.

Number of persons staffing the operation. The operation will be staffed by a resident manager, five trainers / care providers, and Michael Williams, Bob Schaecher, and Gina Schaecher. The kennel facility will be staffed in shifts and scheduled based upon the number of dogs present at the facility. The kennel staff will provide cleaning and grounds maintenance services. The person proposed as the resident manager is a family member who is the guardian to one (1) 3-legged rescue dog and two cats.

We will operate with a staff of trained professionals with decades of experience in their respective fields. Our proposed staff consists of the following:

1. Professional dog trainer with over 25 years of experience who has worked for, and managed a dog training, boarding and daycare facility;
2. Retired law enforcement canine handler who shows and trains Belgian Malinois for competition, and is completing training to become a certified canine good citizenship examiner and has her own petsitting and boarding operation;
3. Former animal shelter employee, certified small animal massage provider, and staff member for a canine daycare and boarding facility;
4. Certified canine trainer and training canine behaviorist, and former facilities manager;
5. Former animal control officer and current veterinary surgical nurse and technician with over 20 years of experience with animal services;
6. Construction and facilities manager with over 20 years of facilities management, and decades of residential, commercial and light industrial construction experience;
7. My husband and I have operated 3 Dog Farm, LC on our existing 23 acre farm since 2009. We have successfully hosted charitable fund raising events at our farm with hundreds of people and dogs without incident. We personally have fostered

and rehomed hundreds of dogs over the past eleven years in our service as rescue foster guardians.

My husband, Michael Williams is a construction consultant who specializes in building envelope issues. He has owned and operated commercial and light industrial construction enterprises, managed residential, commercial and industrial construction projects, and worked as a real estate appraiser. He is a trained framing carpenter and woodworking enthusiast. Michael Williams and Bob Schaecher will personally manage the construction of the house and kennel structure at the subject Property.

I have served as foster guardian and rehabilitation trainer for the past eleven years. I serve as a board member and general counsel for the Appalachian Great Pyrenees Rescue. As such I routinely address, counsel and resolve issues concerning canine facilities management, staffing, canine handling and training, veterinary care, budgets, and euthanasia decisions. I am an attorney in the construction law practice section at my law firm. I provide pro bono legal services to guardians facing dangerous dog prosecutions, the investigation and prosecution of animal neglect and abuse cases, as well as the protection of the legal rights of family farmers.

Noise prevention plan. The kennel structure will be constructed of poured 8" concrete walls, insulation, block glass, commercial doors, and acoustical tiles to absorb sound. The facility is designed to specifically address sound. Concrete walls have a STC of 53, meaning that a dog barking at 80 decibels (equivalent to a garbage disposal) will be reduced to 27 decibels (equivalent to a whisper). The structure is fully climate controlled and ventilation is achieved through the HVAC system

using EVR's. The doors & windows will not be left open while dogs are in the facility.

The exterior of the kennel is a Gambrel style barn and will have board & baton siding to conform to the agricultural environment. The dogs are not allowed outside without a human and never remain in any one outside location for any extended period of time. Moving the dogs through work/play stations with a human care provider eliminates and prevents stress barking both inside and outside the kennel structure. Exercise and socialization can contribute to a sense of well-being and make dogs less likely to vocalize due to stress. There are no outside dog runs.

The subject Property has an existing tree buffer at the Property boundaries which will remain in place. Additional trees are proposed at the parking area to provide additional screening. The proposed facility is not visible from the road and will be surrounded by farming operations.

Road trips & travel. The farm and kennel services are not open to the general public. Services are offered and provided by appointment and invitation only. We currently coordinate with local businesses to identify pick up and drop off points and then shuttle the dogs to and from our farm to reduce travel and road trips. If a guardian, rescue representative, and/or potential adoptive guardian needs or wants to meet with us on site, such meetings are conducted by invitation only. Most individualized meetings with guardians, adoptive guardians, and rescue representatives are scheduled for our Loudoun County location.

Kennel waste & waste removal. All canine solid waste will be collected, containerized and taken to the landfill. All liquid

waste and waste water will be held in a separate tank, pumped and hauled off site for disposal.

No retail sales. As we are not open to the general public, we do not conduct retail sales. We do offer items for purchase for clients, for instance a guardian can purchase a bag of treats for the guardian's dog's consumption while the dog is staying at the farm or to take home at the end of a stay. We also provide meals for dogs staying on site as related services.

Prepared and submitted by:

Gina Schaecher

For

Happy Tails Development, LLC

3 Dog Farm, LC

October 15, 2013

Clarke County

jrussell@clarkecounty.gov

RE: happy tails

From : Gina L. Schaecher <GSchaecher@reesbroome.com> Thu, Oct 24, 2013 04:43 PM
Subject : RE: happy tails
To : 'Jesse Russell' <jrussell@clarkecounty.gov>, Gina Schaecher <gina@3dogfarm.com>
Cc : Brandon Stidham <bstidham@clarkecounty.gov>

We are not having 9 people live on site. We would only have a total of 9 people upon which to draw if we needed assistance. They would work in shifts and would not be occupying the space consistently. The number of persons working would be entirely dependent upon the number of dogs. So if there were only 5 dogs at the facility, we most likely would only need one or two people on site. Similarly, with a maximum number of dogs at 40, we would never have more than 4 or 5 people plus a resident manager. So, I do not think that your calculation is necessarily applicable, and do not agree with your assumptions. However, I have referred it to our engineers and designer, and we will be back in touch.

Just to be clear, we have identified that we have nine people available to work in order to cover. We are not saying that we would have 9 people working. We simply are trying to demonstrate that we have coverage ie) we have help available if someone is sick, needs a day off, etc.

Gina L. Schaecher, Esq.
Rees Broome, PC
1900 Gallows Road, Suite 700
Tysons Corner, Virginia 22182
(703) 790-1911 - Telephone
(703) 848-2530 - Facsimile
gschaecher@reesbroome.com
www.reesbroome.com

Leesburg Area Office
1602 Village Market Blvd., S.E.
Suite 270
Leesburg, Virginia 20175
(703) 443-6605 - Telephone
(703) 779-2804 - Facsimile

This e-mail and any files transmitted with it are confidential and are intended solely for the use of the individual or entity to whom they are addressed. This communication may contain material protected by the attorney-client privilege. If you are not the intended recipient or the person responsible for delivering the e-mail to the intended recipient, be advised that you have received this e-mail in error and that any use, dissemination, forwarding, printing or copying of the this e-mail is strictly prohibited. If you have received this e-mail in error, please immediately notify Rees Broome, PC by telephone at (703) 790-1911. You will be reimbursed for reasonable costs incurred in notifying us.

From: Jesse Russell [mailto:jrussell@clarkecounty.gov]
Sent: Thursday, October 24, 2013 4:14 PM
To: Gina L. Schaecher; Gina Schaecher
Cc: Brandon Stidham
Subject: Fwd: happy tails

Gina - Please see letter from HD. The site plan will need to be amended per their comments regarding your own OSAE comments. That said, you indicated that you will have 9 employees. At 20 gal. per day per employee would come to 180 gal. per day. One bedroom uses 150 gal. per day based on health dept. regs. Add these two GPD numbers together and you get 330 gpd. The septic system is designed for 250 gpd. How do you plan to address this issue? Thanks.
Jesse

From: "Ryan Fincham (VDH)" <Ryan.Fincham@vdh.virginia.gov>
To: "Jesse Russell" <jrussell@clarkecounty.gov>
Sent: Thursday, October 24, 2013 3:26:11 PM
Subject: happy tails

**HAPPY TAILS DEVELOPMENT, LLC
15268 Shannondale Road
Purcellville, VA 20132
571.215.5902**

RECEIVED
OCT 30 2013
CLARKE COUNTY PLANNING

October 28, 2013

VIA ELECTRONIC TRANSMISSION

Brandon Stidham
Clarke County Planning Commission
101 Chalmers Court
Berryville, Virginia 22611

**Re: Happy Tails Development, LLC
Special Use / Site Plan (SUP-13-02/SP-13-08
Opposition to Staff Report Recommendation**

Dear Mr. Stidham:

We write in response to the Staff Report ("Report") regarding our application for a special use permit which was provided to us on Friday, October 25, 2013. After a complete review of the Report, and consultation with our engineers, designers, and consultants, we write to submit our opposition to the recommendation of yet another deferral further postponing the Commission's recommendation to the Board of Supervisors.

We respectfully submit that the Commission is without authority to defer the submission of our application to the Board of Supervisors, and to do so, yet again in the instant case, would be a violation of the Clarke County Zoning Ordinance, Chapter 188, Section 5-B-2-b. We further submit that the staff's contentions that additional information is necessary on the limited issues of alleged traffic impact on the road and the sheriff's response to inquiry regarding past noise complaints not related to our proposed use or the subject Property are not a legitimate bases for yet another deferral of our application. Therefore, we oppose the staff recommendation, and request that the Commission act in accordance with the law and recommend the application for approval and/or approval with agreed conditions to the Board of Supervisors.

We also request revision of the proposed conditions contained in the Report, and provide this information for the Commission's consideration during its working session in further preparation for this Friday's public hearing.

We submit the following in further support of our Opposition and request the planning staff's and the Commission's immediate review and consideration.

I. The Commission is obligated to make timely recommendation to the Board of Supervisors.

Section 5-B-2-b provides:

Action by Planning Commission within one-hundred (100) days of the referral [of] the application to the Planning Commission at their next regular monthly meeting, the Planning Commission **shall** make a recommendation on said application to the Board of Supervisors. The recommendation of the Planning Commission may include recommendations for conditions to be applied to the Special Use Permit should it be granted by the Board of Supervisors.

(Emphasis added).

Our application was submitted on August 6, 2013. In accordance with Section 5-B-1-b, our application included the following:

1. A site development plan in accordance with Article 6 of the Zoning Ordinance;
2. Front, side and rear elevations and floor plans of proposed buildings; and
3. The applicable filing fee.

It has been clear since the date of submission that we were seeking approval of a kennel use to include 20 inside runs for a maximum of 40 dogs. The location of the proposed kennel structure and the proposed access to the subject Property have remained consistent since the submission of our application.

Pursuant to Section 5-B-2-a, **upon receipt of the application**, the Zoning Administrator **shall** refer same to the Planning Commission for consideration. Consequently, our application has been referred to the Planning Commission since August 6, 2013. The Planning Commission is required to take action on the application within 100 days of the referral. Consequently, the deadline for the Planning Commission to take action, pursuant to the County ordinance is November 14, 2013. Therefore, deferral to a December 6, 2013 meeting is untimely and in violation of the County ordinance.

We do not waive our rights pursuant to the County ordinances and require that the Planning Commission act in accordance therewith by making recommendation to the Board of Supervisors. We respectfully submit that the County ordinance requires that the Commission make recommendation to the Board of Supervisors and request that the Commission do so on November 1, 2013.

II. There are no outstanding technical issues and the Commission must make recommendation to the Board of Supervisors.

In further support of our opposition, we submit that the allegations contained in the Report of unresolved outstanding technical issues are without factual or legal support; and therefore do not provide a legitimate basis for any additional deferral of our application. From our review of the Report, we have identified only two areas of inquiry for which the staff contends additional information is necessary. We respectfully submit that the requested information is not relevant to the criteria at issue before the Commission and therefore such does not merit a further deferral of a recommendation on our application. Furthermore, to the extent that the staff thought such information was applicable, the application has been pending since August 6th, providing the staff with over two months to compile whatever information the staff contends is relevant. Therefore, we maintain that the staff's request for an opinion from VDOT and some anecdotal accounts from the Sheriff's office are not legitimate bases for further deferring a recommendation on our application.

Below, we specifically address the two areas of inquiry that the staff contends support a deferral of the recommendation on our application.

1. Planning Staff has asked Bobby Boyce (VDOT) to verify that the limited projected traffic of the proposed use (13 vehicles per day) would not require any additional improvements to Bellevue Lane's access point onto Old Winchester Road. As of the drafting of this report, we have not received a response from VDOT.

As a preliminary response, we note that we do not agree, nor is there any evidence to support that our proposed use for the Property would create any greater impact on the road than is already allowed pursuant to the by-right use of the property. The agricultural by-right use of the road permits an impact far greater than any vehicular traffic proposed for the road. Specifically, farm equipment and horse trailers would have a far greater impact on the road than a car but such use is permitted due to the agricultural zoning of the property.

Furthermore, as stated above, our application has been pending since August 6th. If the planning staff wanted such information, although we maintain that such is irrelevant to its consideration of our application, the staff has had over two months to seek such opinion. The planning staff's failure to timely act to compile the information that it claims has some bearing on the review of our application is not a legitimate basis for deferral of our application.

2. Will not cause undue noise, light or glare, dust, odor, fumes, or vibration.

The Report admits that our application provides for a facility that minimizes any impact that dogs barking might have. However, the Report raises an issue due to the fact that the County ordinance fails to contain a definition for "undue" noise and states that the staff has inquired to Sheriff Tony Roper as to how the Sheriff's Office would respond to barking dog complaints during daytime hours.

Again, we submit that the planning staff's failure to timely seek information that it contends is relevant is not a legitimate basis for the deferral of our application. Furthermore, the Report seems to invite some type of discriminatory action as to our proposed operation by virtue of the inquiry. One would assume that the Sheriff would act in accordance with the law in addressing any legitimate noise complaint. Consequently, we fail to see the relevance of the staff's alleged need for information on how the Sheriff responds to complaints. Moreover, the staff's inquiry appears to assume that such complaints would be registered with respect to our proposed use without any factual basis to support such assumption. Again, the need for information on how the Sheriff will respond to a nonexistence complaint in the hypothetical is not a legitimate basis for deferral of our application.

We submit that we have provided the information required pursuant to Clarke County ordinance, and have fully and completely complied with any and all requests for further information regarding our proposed use and operations. For all the reasons stated above, we submit that the staff's recommendation to defer the Commission's recommendation to the Board of Supervisors is without merit and in violation of the Clarke County Ordinance. We submit that our application has been available with all relevant information since August 6, 2013 and that the Commission is required to act without any further delay or deferral of our application.

- III. The proposed conditions should not include matters covered by existing ordinance and should not impact our primary use of the property.**

We also note that the Report contains proposed special use permit conditions. Consequently, we further respond to the Report to provide your comments to the proposed conditions. As a preliminary matter, we are not aware of any authority that would require that any existing ordinance requirement be part of, or included within, the proposed permit conditions. We are already subject to the Clarke County Zoning Ordinance; therefore, we object to any proposed condition that incorporates any Clarke County ordinance or code.

Brandon Stidham
Clarke County Planning Commission
October 28, 2013
Page 5

Similarly, we object to any proposed conditions that impacts our other use of the property. For example, proposed condition 9 provides:

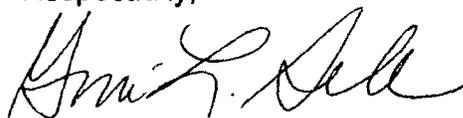
Dogs shall not be permitted outside of the kennel building or fenced training areas unless being transported to and from a vehicle in arriving or departing the facility.

We do not agree with or accept this condition. Given that the primary use of the Subject Property is farming, we need the ability to allow dogs on lead to be walked on the farm and that our own dogs be allowed access to areas that will contain sheep, goats or poultry. In employing our own working dogs to guard livestock, we would comply with the maximum of three (3) additional dogs permitted on site, meaning the working dogs would be included in the 3 additional dogs permitted on site. For this reason, we request that this condition be revised in accordance with our proposed amendment to Condition 9.

Similarly, we would note that we should not be treated differently than any other property owner with respect to our own dogs on our property, or that any condition be imposed that impacts our use of the property other than for the proposed kennel use.

We submit that our application should be recommended for approval and/or recommended for approval with reasonable conditions to the Board of Supervisors. We have demonstrated compliance with all applicable ordinances. We further assert and maintain that our site plan and proposed use satisfy and surpass the relevant criteria for evaluation. For all these reasons, we oppose the staff recommendation of further deferral of our application and respectfully urge the Commission's recommendation for approval of our application.

Respectfully,



Happy Tails Development, LLC

cc: Jesse Russell *via electronic transmission*
Carl Hales *via electronic transmission*

Clarke County**bstidham@clarkecounty.gov****Re: Happy Tails Development, LLC - Response to Staff Report**

From : Gina Schaecher <gina@3dogfarm.com>
Sender : gschaecher@gmail.com
Subject : Re: Happy Tails Development, LLC - Response to Staff Report
To : Brandon Stidham <bstidham@clarkecounty.gov>
Cc : Jesse Russell <jrussell@clarkecounty.gov>, Carl Hales <carlh@mrisc.com>

Tue, Oct 29, 2013 11:30 AM



Mr. Stidham:

Thank you for your response. We appreciate the stated interpretation of the ordinance; however, we maintain that such is inconsistent with the plain language of the ordinance, and clearly contrary to the practical application and facts of the instant case. As you know, once the application is submitted, the review process begins. Clearly, commission members were reviewing and considering the application prior to the September 6th meeting, as our application was discussed and considered in the working session prior to the September 6th meeting. The commission members could not have formulated questions regarding the application prior to the September 6th meeting without reviewing it. Surely, you will agree that the application was referred to the commission members upon its submission, on or about August 6th.

Regardless of the time limit for the Commission's action on our application, we reassert and maintain that there is no legitimate bases for further deferring recommendation on our application. Although we appreciate the thorough and comprehensive review of our application, we respectfully submit that the additional irrelevant information being sought so late in the process appears to be merely a means of further delay. We have provided all requisite information and further provided any and all additional information asked of us.

We are in compliance with all regulatory measures pertaining to the subject Property and are entitled to have our permit recommended to the Board of Supervisors, without further delay.

Finally, with respect to Condition 9, we suggest that the condition be omitted. As you state, to the extent that there is an ordinance that is applicable, the ordinance will apply; and there is no need for such condition.

Thank you for your continued attention and consideration for our application.

Respectfully,

Gina Schaecher

Happy Tails Development, LLC

On Tue, Oct 29, 2013 at 10:56 AM, Brandon Stidham <bstidham@clarkecounty.gov> wrote:
Ms. Schaecher,

We have received your response to our Staff Report and have provided copies to our Planning Commissioners for discussion at the briefing meeting this afternoon.

Regarding the 100-day review period for the Planning Commission, the review period begins on the date of the Planning Commission's first meeting where they take up consideration of the case. This occurred at their meeting on September 6. The 100-day review period would conclude on December 15, enabling the Commission to consider the case at their December 6 regular meeting. We asked our County Attorney to review this question and he confirms our interpretation of 5-B-1-b, also noting that the provision conforms to Code of Virginia requirements for planning commission review of special use permits.

Regarding your opposition to Condition #9, you indicate that you will have 3 working dogs that would be walked on a lead throughout the farm for guarding livestock and that these working dogs would be included in the maximum 3 dogs that can be kept on site as pets. If this is the case, then Condition #9 could be amended to clarify that the proposed restriction is limited to the dogs being kept in conjunction with the kennel operations. The purpose of this condition is to ensure that the maximum 40 dogs to be kept at the kennel are maintained within the building and fenced complex per ordinance requirements. This condition is not intended to limit the 3 dogs to be kept as pets per Condition #6.

9. Dogs ***being boarded or trained in conjunction with the kennel operation*** shall not be permitted outside of the kennel building or fenced training areas unless being transported to and from a vehicle in arriving or departing the facility. ***This condition shall not apply to the maximum three (3) dogs to be kept as pets specified in Condition #6.***

Please let us know if you have any additional concerns with the amended language above.

~Brandon Stidham

From: "Gina Schaecher" <gschaecher@gmail.com>
To: "Brandon Stidham" <bstidham@clarkecounty.gov>
Cc: "Jesse Russell" <jrussell@clarkecounty.gov>, "Carl Hales" <carlh@mrisc.com>
Sent: Monday, October 28, 2013 3:17:59 PM

Subject: Happy Tails Development, LLC - Response to Staff Report

Mr. Stidham:

Attached please find our written response to the Staff Report. We appreciate the work that the County has done in the preparation of the Report, but we do not agree with, and oppose the recommendation.

Please kindly share the attached with the Commission in preparation for its meeting tomorrow.

As always, should you have any questions or require any additional information, do not hesitate to contact us.

Respectfully,

Gina Schaecher
Happy Tails Development, LLC

--

Brandon Stidham
Director of Planning
Clarke County
101 Chalmers Court, Suite B
Berryville, VA 22611
(540) 955-5130

**HAPPY TAILS DEVELOPMENT, LLC
15268 Shannondale Road
Purcellville, VA 20132
571.215.5902**

October 30, 2013

VIA ELECTRONIC TRANSMISSION

Brandon Stidham
Planning Director
Clarke County Planning Commission
101 Chalmers Court
Berryville, Virginia 22611

**Re: Happy Tails Development, LLC
Special Use / Site Plan (SUP-13-02/SP-13-08)
Response to request for additional information**

Dear Mr. Stidham:

Thank you for your time to discuss your request for additional information and/or clarifying information regarding our application. We appreciate the opportunity to respond and provide the following in our continued effort to comply with all requests with respect to our application.

1. Number of employees and demand on the septic system.

As we have previously explained in our email correspondence, we have nine (9) individuals committed to working at the planned facility. Given the maximum number of dogs that we have requested, there would not be a need for more than four or five people to be working a shift at any one time. The number of persons working at the facility would be dependent upon the number of dogs. We wanted the commission to be aware that we have adequate coverage for our operations, and thus, we have identified nine (9) people committed to working on site. Consequently, the demand on the septic will not be any greater than that which our designer has considered and is consistent with our designer's calculations.

2. Outdoor Lighting.

We intend to install the following, and /or equivalent to the exterior of the building to provide conservative outdoor lighting:

Acuity Lithonia Wall Pack, 70w w/lamp
Security/Area Lighting, Mini Wall Pack with Photocell Fixture Type, High
Pressure Sodium Lamp
Grainger Item # 5YB61

Our Site Plan is being revised to include a photograph of the proposed lighting. See figure below.



3. Waste water from kennel will be collected in a tank and hauled off site for disposal.

During our call today you asked if the kennel drains would be connected to the septic system. As we previously represented in our narrative, all liquid waste and waste water from the kennel will be collected and held in a separate tank, pumped and hauled off site for disposal.

4. Revision to certain pages of the site plan in response to comments.

We are submitting certain revised pages for our site plan in response to further inquiry and/or comments received from the county. Specifically, the site plan will be revised to include: 1) Information regarding the outdoor lighting that is provided above; 2) Trees and vegetative buffer at property boundary between subject property and Sells' property; and 3) Site plan note revised to comport with Sewage Disposal System Construction Permit designed by James Slusser. The revised pages should be available no later than Thursday, October 31, 2013. We submit that the revisions are minor and a result of responses to comments, and not a change in design or to any significant aspect of the project.

5. Clarification regarding training classes.

In our narrative of operations, we stated that "[i]n the past we have hosted classes for small animal message, specialty training, and animal education." The

planning director has requested that we provide suggestions for the parameters for any such classes for consideration. In the past, such classes have been by reservation only and provided to small groups of humans with and without their respective companion animals. For example, we have previously hosted a small animal massage class. The participants made reservations to attend. The class was held on Saturday and Sunday. We had a dozen or so participants and the participants were invited to bring their companion animals on the last day of class so each student had a dog for the final examination. We have also hosted educational events in which a group of students formed an animal rescue club. The student members, which were approximately 15 to 20 students, came to the farm with their teacher on occasion while we were fostering puppies (over a period of 6 weeks) and learned about the care and training for puppies. The students ultimately raised funds for a rescue organization to help other dogs find homes. These are the types of events and classes in which we would participate.

We submit that such classes and our involvement are not directly related to the kennel use and should not be subject to condition. For example, there is no difference between us hosting a class and/or educational program and a neighbor hosting a boy scout meeting, a 4H club class, a bible study class, or a book club gathering. The gathering would be for a limited group of people and would be of short duration with no impact on the adjoining land owners beyond what is already allowed by right.

6. VDOT opinion provides no issue with access.

From our discussion today, I understand that you have received the VDOT opinion that the staff had requested and that the opinion confirms that there is no issue with regard to access to Bellevue Lane. Although we maintain that such information was not relevant and certainly not a basis for further deferring the commission's recommendation, we understand that the requested information has been received and that the inquiry posed did not identify any issue or basis for deferral of the recommendation of our application.

7. Inquiry of Sherriff.

As we have indicated, we do not understand, nor accept that the inquiry of the sheriff and the sheriff's response to alleged noise violations is relevant to our application. Moreover, given the limited number of kennel operations located within the sheriff's jurisdiction, we fail to see the application. Furthermore, we submit that the staff's inquiry would be confusing and biased to the extent that it failed to consider noise complaints alleged against individuals as compared to alleged noise complaints against kennel operations. For instance there are far more individual dog owners in the county as compared to the 4 approved kennels in Clarke County. Therefore, any such inquiry would have to consider complaints against individual dog owners which arguably would not be relevant and/or in any way transferrable to our proposed operation.

Brandon Stidham
Clarke County Planning Commission
October 30, 2013
Page 4

According to the staff report, the concern appears to be the fact that there is no definition for "undue" noise in the Zoning Ordinance. We do agree that your concern in this regard is well founded, but submit that such is not relevant to our application, but rather a problem with the constitutionality of the ordinance. Noise ordinances in Warren County, Virginia, and the City of Virginia Beach have been struck down as unconstitutionally vague for reliance upon terms equally as vague as "undue noise". See *Tanner v. City of Virginia Beach*, 277 Va. 432, 674 S.E.2d 848 (2009) and *Souter v. County of Warren*, 2011 Va. App. LEXIS 32 (2011). In addition most recently, an alleged noise ordinance violation was dismissed in Fauquier County due to a constitutional challenge to the Fauquier County ordinance. See *Commonwealth of Virginia v. Gisselquist*, Case No. GC13000514-00. In all three cases, the problem was the use of terms such as "unreasonably loud" or "disturbing sound." The use of such language in these noise ordinances was declared to be unconstitutionally vague, and therefore, the ordinances could not survive a constitutional challenge. Therefore, to the extent that the term "undue noise" poses a problem, we submit that such is for the drafter of the ordinance. Our application should not be prejudiced by the fact that this provision of the Zoning Ordinance may not pass constitutional muster.

The county has a noise ordinance, and we would assume that the sheriff would enforce the ordinance. Therefore, we maintain that the staff's inquiry of the sheriff is not a legitimate basis for further deferral of the commission's recommendation on our application.

We reassert and maintain that our application should be recommended for approval and/or recommended for approval with reasonable conditions to the Board of Supervisors. We have demonstrated compliance with all applicable ordinances. We further assert and maintain that our site plan and proposed use satisfy and surpass the relevant criteria for evaluation. For all these reasons, we oppose the staff recommendation of further deferral of our application and respectfully urge the Commission's recommendation for approval of our application.

Respectfully,



Happy Tails Development, LLC

cc: Jesse Russell *via electronic transmission*
Carl Hales *via electronic transmission*

Clarke County**bstidham@clarkecounty.gov**

Happy Tails Development, LLC; Additional Information

From : Gina Schaecher <gina@3dogfarm.com>

Fri, Nov 22, 2013 09:25 AM

Sender : gschaecher@gmail.com**Subject :** Happy Tails Development, LLC; Additional Information**To :** Brandon Stidham <bstidham@clarkecounty.gov>**Cc :** Jesse Russell <jrussell@clarkecounty.gov>, Michael Williams <mwilliams@becllc.com>, Bob Schaecher <rjbuilderbob1@gmail.com>, Carl Hales <carlh@mrisc.com>, Cynthia Anderson <canderson@mrisc.com>

Mr. Stidham:

We are finalizing a response to the issues raised at the public hearing. We will endeavor to provide a comprehensive response before close of business today. However, one of our consultants has had a family emergency. Therefore, our full response may be postponed to early next week. We will do all that we can to deliver our response today. Unfortunately, we are dealing with a circumstance beyond our control.

We appreciate your courtesy and cooperation in this regard.

Respectfully,

Gina Schaecher
Happy Tails Development, LLC
571.215.4902

**HAPPY TAILS DEVELOPMENT, LLC
15268 Shannondale Road
Purcellville, VA 20132
571.215.5902**

November 29, 2013

VIA ELECTRONIC TRANSMISSION

Brandon Stidham
Planning Director
Clarke County Planning Commission
101 Chalmers Court
Berryville, Virginia 22611

**Re: Happy Tails Development, LLC
Special Use / Site Plan (SUP-13-02/SP-13-08)**

Dear Mr. Stidham:

We write to follow up from issues raised and questions asked at the public hearing on November 1, 2013.

1. Septic system capacity.

The question was posed by one of the commission members as to whether our septic system design could accommodate occasional classes for humans being held on site. We have consulted our designer, and it is our understanding that our drain field has adequate capacity to accommodate occasional classes for humans to be held on site, and that there is an additional 30% capacity built into our approved and permitted system. Moreover, the original approval for our drain field was for a greater capacity than that proposed by our current approved design. Our designer has opined that that any changes in our current design to accommodate more frequent human classes being held on site would be minor and that there is sufficient capacity in the drain field to accommodate such proposed use.

2. Pump and haul system for kennel waste water.

At the hearing, a few of the adjoining land owners raised the issue as to the frequency that our kennel effluent containment tank will need to be pumped. A few of the speakers contended that the frequency of the pump trucks on the road would create a safety issue and impact the road. Our soil scientist has considered this issue and has assured us that we can limit and/or regulate the number of pump trips based upon the size of the tank and by possibly connecting to an additional tank for additional volume. The haul would be conducted by the same trucks that service residential applications.

Consequently, there would be no greater impact to the road with our proposed use than the by right use already allowed.

3. Sound.

A few of the adjoining land owners continue to make unsubstantiated contentions regarding sound. We respectfully submit that there is no evidence that our proposed use of the property will create any negative impact for the neighbors as to sound. To the contrary, given that there is no restriction preventing the neighbors' dogs from being at and barking at the property line, the neighbors' dogs barking have a far greater impact on the subject Property. Moreover, some of the neighbors continue to represent the area surrounding and including the subject Property as unusually quiet and/or somehow unimpacted by the existing conditions. However, we find it necessary to remind the commission that the subject Property and the surrounding area are in the direct flight path for the Winchester airport. When we were taking sound readings as to the neighbors' dog(s) at the property boundary, we had to interrupt our reading several times due to the loud noise of planes overhead. The subject Property is approximately 3.5 miles from the Winchester Airport. The statistics from that airport record an average of 100 flights per day with take -offs and landings allowed 24 hours a day. We have also noted considerable helicopter traffic at and around the subject Property as well. We submit that the sound associated with the existing conditions of the surrounding area, including the aircraft, greatly surpasses any possible impact that our proposed use may have with respect to sound given our design.

4. Alleged misrepresentations of the plan and changes in the plan.

There have been some contentions regarding changes to our plan. We submit that this simply is not the case. For example, one or two of the speakers at the hearing alleged that we had changed our plan from 20 dogs to 40 dogs. As is clear from our site plan, or narrative of operation and all documents submitted by us for this Project, we have always planned to have **twenty (20) runs** for a maximum of **forty (40) dogs**. Allegations to the contrary are simply inaccurate. We have consistently represented all the relevant components of the proposed accessory kennel use, those being:

- a. Twenty (20) runs for a maximum of forty (40) dogs;
- b. Accessory kennel structure, dimensions and location;
- c. Residential space for our family;
- d. Providing training, boarding, daycare, and rehabilitation services for rescue dogs; and
- e. Not open to the general public. Guests are allowed by invitation / reservation only.

All the relevant information about the proposed kennel use has remained consistent.

5. Training classes for humans.

At the hearing, commission members asked questions about the fact that in our narrative of operations we noted that we plan to have occasional classes for humans on animal related issues. We further provided examples of the types of classes that we have held at our current farm. As we have previously stated, we do not see this as any different than any of the neighbors having a gathering of people at their respective farms for an occasion. We are not aware of any limitation on the number of people that the neighbors can invite to their respective farms and see no reason why we should be subjected to any such restraint as well. We see no legitimate basis for treating us differently than the neighbors. Why should my neighbor be allowed to have a meeting of the 4-H Club at his or her farm, but we cannot, at least not without approval from the commission? A 4-H Club meeting would be animal related event as would be a meeting of the sheep producers club. There are already ordinances in place with respect to assembly and events which govern. Consequently, we respectfully request clarification as to the basis supporting any further and unique regulation as to the subject Property in such regard.

6. Comments by Ms. Barbara Byrd on behalf of the Clarke County Humane Foundation.

Although we are not certain that we fully understood Ms. Byrd's comments at the public hearing, we do appreciate the incredible work that the Clarke County Humane Foundation and the Clarke County Animal Shelter do on a daily basis. We want to make it clear that we in no way intend to compete with and/or could in any way replace the tremendous work that these organizations perform and the vital services that they provide. It is our intention to work with and support the Clarke County Shelter and/or the Clarke County Humane Foundation to the extent that they will accept our offer of assistance. We would propose to work with the local shelter in much the same way that we work with other rescue organizations and shelters in other counties. For example, we know that shy dogs have a very difficult time being adopted because they cower from strangers. When working with a rescue organization, we have fostered such dogs and worked with such dogs to help them become generally more at ease with humans in order to increase the dog's opportunity to be adopted. We then feature our special dogs on our social media sites, conduct adoption events and seek business sponsors to help us permanently rehome such dogs in need. We offer our services to assist with special cases. In the past, we have worked with the Appalachian Great Pyrenees Rescue to move Great Pyrenees dogs from the Clarke County Shelter to permanent

homes. We propose continued aid and support for local shelter and rescue organizations.

7. Impact on Bellevue Lane

Some of the speakers at the public hearing contended that our proposed use of the Property would have a negative impact on Bellevue Lane. We submit that the neighbors' concerns in this regard are unsubstantiated and without merit. First, we wish to clarify the point that in order to access our Property, we would only pass by the drive ways of two neighbors. Second, the allegations regarding daily pump truck trips up and down that road, are not based upon any factual information and are a mischaracterization of the limited trips any pump truck would need to make. Contentions as to some unsubstantiated negative impact caused by various and sundry road trips to the bank and for the delivery of supplies, as asserted by one of the speakers, are no different than any by right use of the property. For instance, to farm the property, we have the right to use the road to pick up, or have delivered, farm supplies and materials to the property, to make an occasional trip to the bank, and come and go to the Property. Our proposed limited, accessory kennel use places no greater impact on Bellevue Lane than any other by right use.

8. Admission by some in opposition that Project is needed and meritorious.

Some of the speakers that stated that they were opposed to the location of the Project still admitted that the proposed use is a needed and meritorious Project, but that the speakers simply did not agree with the location. Although we appreciate and respect the opinions stated at the hearing, simply not wanting the proposed use on the subject Property is not a legitimate basis for this commission's consideration. A decision is arbitrary if motivated principally by the heavy opposition of neighbors expressing concerns not related to any legitimate zoning interest. *Marks v. City of Chesapeake*, 883 F.2d 308 (4th Cir. 1989).

9. Residential vs. agricultural use of Property.

At our farm preview event in September to which we invited all the adjoining landowners and other nearby property owners to explain our proposed use, some of the neighbors voiced their opposition to us farming the property. One of the neighbors stated that we should not be allowed to farm the property because in his opinion, it should remain an open meadow. Similarly another neighbor asserted that the area is residential and not "really" agricultural; and therefore certain neighbors did not agree with **any** proposed use of the Property. These same contentions were raised at the public hearing.

Brandon Stidham
Clarke County Planning Commission
November 29, 2013
Page 5

The facts are that some area residents currently use the Property, without consent of the current owners, to ride horses. At least one of the adjoining land owners tried to purchase the Property, but was not successful. Consequently, we ask that the commission consider the motives from neighboring landowners who are opposed to our proposed use because in reality they are opposed to any proposed use.

We maintain and reassert that our proposed, limited kennel use on the subject Property will not be detrimental to the public health, safety, or general welfare. We further reaffirm and maintain that our proposed use is reasonable, does not create any adverse effect, and is in compliance with the elements of public health, safety, and general welfare under the applicable Clarke County ordinance. For all these reasons, we submit that our application should be immediately recommended for approval.

Respectfully,

A handwritten signature in black ink, appearing to read "G. L. Silva", with a long horizontal line extending to the right.

Happy Tails Development, LLC

cc: Jesse Russell *via electronic transmission*
Carl Hales *via electronic transmission*

**HAPPY TAILS DEVELOPMENT, LLC
15268 Shannondale Road
Purcellville, VA 20132
571.215.5902**

December 2, 2013

VIA ELECTRONIC TRANSMISSION

Brandon Stidham
Planning Director
Clarke County Planning Commission
101 Chalmers Court
Berryville, Virginia 22611

**Re: Happy Tails Development, LLC
Special Use / Site Plan (SUP-13-02/SP-13-08)
Response to Supplementary Staff Report #2 (11/27/13)**

Dear Mr. Stidham:

We write in response to the Supplementary Staff Report dated November 27, 2013. As you noted in your email correspondence of earlier today, your report does not consider the information contained in our November 29, 2013 letter, and we do understand that you plan to prepare an additional supplementary staff report for the Commission to address the information provided in our November 29th letter. However, we would like to take this opportunity to address the items on which you have indicated additional information is necessary.

1. Special Events.

As we have noted in our November 29th correspondence, we have addressed this matter in the section on training classes for humans. There are ordinances in place that govern special events. We understand that said ordinances will govern our activity at the Property. We would not anticipate more than 3 special events each year.

2. Training classes for humans.

With respect to this issue, we direct you to our November 29th correspondence. In addition, we direct you to the questions posed by Member Caldwell at the November 1, 2013 public hearing, and my direct responses to Member Caldwell's questions. We would not anticipate more than 4 training classes for humans each year.

3. Acoustical engineering report.

We note that we have not received any specific or particular question regarding the kennel building design with respect to sound. We have provided the Commission

with the architectural design and further discussion of the construction materials and the design was included in our narrative and subsequent correspondence. As pointed out in the November 27, 2013 Supplementary Staff Report, there is no requirement with regard to sound-proofing or that the applicant make any certification as such. Moreover, there is no mention of "soundproofing" anywhere in the applicable ordinance. Consequently, we respectfully submit that any inquiry with respect to "soundproofing" is irrelevant.

The information regarding the kennel structure design has been available to the Commission since August 2013. If additional information was necessary for the Commission's assessment of the applicable criteria, no such request was made.

As previously discussed, we have agreed to provide our acoustical engineer's report as a courtesy and in the spirit of cooperation. The report is enclosed with this correspondence.

Please kindly identify the consultant from whom the Commission has sought a recommendation with respect to the kennel design as noted in your November 27th Supplementary Report at p. 3.

4. Proposed condition 9.

We did not understand the Commission to be seeking any additional information as to proposed condition 9. We have no record of any outstanding question in this regard, and our notes from the November 1, 2013 public hearing do not reflect an outstanding issue in this regard. Please immediately advise as to what information you contend is necessary and when it was requested, so that we may fully address this issue.

5. Draft meeting minutes from November 1, 2013 meeting.

We note that the draft minutes provided from the November 1, 2013 are not a verbatim transcript of the statements made at the meeting. To this extent, we do take issue with the accuracy of the draft minutes and do not agree with the characterization contained in the minutes in several instances. The following excerpts are provided as example of the characterizations that we contest and/or inaccuracies contained in the draft minutes:

a. Page 5 of 17. "She[referring to Gina Schaecher] said that in late September she invited her neighbors to her home in order to show and explain to them what we are proposing." This statement is not correct. The fact is that we invited the adjoining landowners to the Property to review the plans and to witness the staked area for the proposed construction.

b. Page 16 of 17. In the draft minutes, it states that the Commission voted to defer action on the Special Use Permit and Site Plan and continue the public hearing for one month until the December 6, 2013 Planning Commission meeting for review of specific technical issues. However, those issues were not articulated at the November 1, 2013. Moreover, we specifically asked that we be provided with a list of specific questions and/or issues that the Commission claimed remained outstanding, and no such list was provided. We submit that the summary of alleged technical issues contained on page 16 is not accurate and does not reflect the discussion at the November 1, 2013 meeting. From our notes of the November 1st meeting, we understood that the Commission wanted to know if the septic design for the Property could accommodate a few training classes for humans. We have provided our response in this regard.

With regard to the other items identified on page 16, there was no request for any additional or specific information made to us regarding sound-proofing, special events, details concerning condition #9, and details of training classes for humans. Moreover these items were not articulated as the basis for any deferral of action on our application at the meeting.

We therefore do not agree with, or accept the draft meeting minutes, and contest their accuracy. We request a copy of the audio file for the November 1, 2013 meeting and public hearing.

We submit that we have provided any and all information necessary for the Commission's consideration of the relevant criteria. We maintain and reassert that our proposed, limited kennel use on the subject Property will not be detrimental to the public health, safety or general welfare. We further reaffirm and maintain that our proposed use is reasonable, does not create any adverse effect, and is in compliance with the relevant criteria contained in the Clarke County ordinances.

For all these reasons, we reaffirm and submit that our application should be recommended for approval.

Respectfully,


Happy Tails Development, LLC

Enclosure



November 15, 2013

Gina L. Schaecher, Esq.
Rees Broome, PC
1900 Gallows Road, Suite 700
Tysons Corner, Virginia 22182

Leesburg Area Office
1602 Village Market Blvd., S.E.
Suite 270
Leesburg, Virginia 20175

RE: 3 DOG FARM

Dear Ms. Schaecher:

An acoustical analysis and associated site survey were performed of the proposed 3 Dog Farm facility to address potential concerns for noise impact on the surrounding community. The analysis includes an overview of the site drawings, proposed building construction, and noise ordinances provided. To supplement this overview, a site survey was conducted to evaluate the existing area, while also conducting subjective/objective testing. The tests were conducted by evaluating/measuring both the typical background noise levels from sources surrounding the site, along with resulting levels at the closest property lines from a complement of 6 "barking" dogs that were supplied for the tests. For these tests, the dogs were generally located in the vicinity of the proposed facility.

The noise ordinance provided for this location indicates that maximum levels shall not exceed 70 dBA at the property lines. In addition, the ordinance incorporates a section relating specifically to dog barking that states "loud, frequent or habitual barking or howling causes annoyance and disturbs the peace and quiet of any person or neighborhood" is considered a public nuisance. Although we are not legal experts, experience indicates that it is difficult to define this type of nuisance which can vary from person to person as to the degree of annoyance. Thus most enforcement personnel prefer to utilize objective measurements such as the above noted 70 dBA which can be measured and do not rely on individual sensitivities or opinions.

Survey Results

The site survey was conducted on a typical Fall day in the afternoon hours with relatively clear weather and low winds. Due to the relatively late Fall date, there was little insect noise which can substantially raise background levels. Background levels without intermittent sources such as overhead aircraft, animals, or traffic noise from the nearby roadways was averaging in the 40 dBA range which is typical for an afternoon environment in this type of location. Measurements were made at the two closest

property lines to the North of the proposed building site and to the East. Initially, measurements were obtained at approximately 50' from the North property line (closer to the proposed structure) which is on a slightly elevated hill and thus offered better site lines to the proposed structure (and thus higher noise levels). At this location, with the six "kennel" dogs barking, levels averaged in the 40-45 dBA range. Measurements were then repeated closer to the property line, below the hill, and thus partially shielded from the "kennel" dogs. At this location, the kennel dogs averaged in the 35-40 dBA range and thus essentially in the ambient although, due to the character of the sound, were still slightly audible. During these measurements, other intermittent noise sources, not associated with the kennel activity, were also measured. These included an aircraft flying overhead which measured 72 dBA, a cow at the adjoining neighbor's property which measured over 55 dBA, and the neighbor's dog which ranged from 55 to 65 dBA. Thus the "kennel" dogs measured in the 35-45 dBA range at the North property line, while the loudest measured sounds were the overhead aircraft and the neighbor's cow and dog.

Measurements were then repeated near the closest property line to the East which is slightly further away from the proposed building than the North property line. At this location, the ambient or background levels averaged in the 35-40 dBA range. The kennel dogs averaged 45-50 dBA at this location. As explained during the site survey, even though this property line is slightly further away, the slightly higher resulting levels would be anticipated because there is no barrier or ridge to block the sound and there is a slight gully or depression between the proposed building location and the property line which eliminates the benefit of "ground attenuation". Therefore, even though this property line is slightly further away, it represents a "worst case condition" with resulting slightly higher 45-50 dBA levels from the 6 barking kennel dogs. During this measurement, although slightly lower, the North neighbor's barking dog measured slightly higher (over 50 dBA) than the kennel dogs because of the closer proximity.

Proposed Building Construction

The proposed building construction was reviewed with an overview of anticipated performance and possible preliminary options to improve noise isolation offered. Based on the information provided, it is understood that the building walls will consist of concrete, along with a modest complement of doors, windows, and ventilation systems. Although not included in the documentation, it is assumed that standard wood type roof construction will be utilized. As noted in the Happy Tails Narrative, this type of wall construction will offer a nominal 50-55 STC performance which equates to a nominal 45-50 dBA noise reduction at the typical dog bark frequency range. The performance of the building envelope, however, is a composite of the performance provided by the walls, doors, windows, roof, and any ventilation openings, along with the respective percentage of the total area for each component. Typically, windows and doors represent the weakest path with nominal ratings in the 25-30 STC range but also represent relatively small percent of the total area. Thus for this type of construction, a nominal 30 dBA overall noise reduction performance would be anticipated. A modest improvement in performance could be obtained by upgrading the windows and/or doors and assuring that any ventilation openings are attenuated. Depending on the approach selected, these

modest upgrades would likely improve the overall building construction noise reduction performance to a nominal 35 dBA reduction.

Analyses

As explained in preliminary consultation, our firm has considerable experience in measurement, assessment, and where necessary, noise mitigation of veterinarian clinics and dog kennels. Although we do not claim to be kennel experts, our experience and discussions with kennel operators indicate that, in general, individual animals under control of a person generally do not bark. Thus, in general, one or a few dogs under the control of individuals during outdoor activities generally do not bark and can be brought indoors if they become overexcited. Dogs indoors will occasionally bark, especially when they become excited such as just before they are fed. This can cause most of the dogs to bark for a brief period of time, but generally does not last for any significant period.

As demonstrated by the site measurements, any outdoor barking of a modest number of dogs (less than 10) would therefore result in typical levels less than 50 dBA at the property lines (and likely less than 45 dBA at most property lines). As noted above, generally, dogs under control do not bark and thus this condition would not be anticipated to occur often and could be controlled by moving dogs indoors. These projected levels, however, are well under the 70 dBA code requirement and noticeably lower than the property line levels measured of other non-kennel related sources such as the neighbor's cow, dog, or overhead aircraft which produced higher levels in the 55-70 dBA range. Most codes also differentiate between daytime and nighttime activities recognizing that nighttime is generally considered more sensitive. It is understood that outdoor activities will be limited to "daytime hours" and thus the potential occasional 50 dBA property line levels would be limited to the less sensitive daytime hours.

As noted above, the proposed building construction is anticipated to provide a nominal 30 dBA reduction (and possibly approach 35 dBA with optional upgrades). In assessing potential noise levels at the property line from dogs within the facility, the potential indoor levels would need to be assessed and then resulting levels at the property line calculated taking into consideration the noise reduction of the building envelope, along with reduction in distance which was essentially obtained by the above site measurement tests.

In explaining the following assessment, it is important to understand that the decibel scale is logarithmic. A 3 dB change represents one-half or twice the energy such as increasing a hi-fi amplifier from 5 W to 10 W. Subjectively however, a 3 dB change is only slightly perceptible. A 10 dB reduction represents 1/10 the energy such as decreasing an amplifier from 50 W to 5 W with the resulting sound subjectively appearing one-half as loud. The A-weighted scale is the most universally used descriptor for human reaction to sound, approximates human hearing, and is incorporated by most noise ordinances and other similar criteria such as OSHA standards. Thus, when adding two equal sources, the sound level increase would be approximately 3 dBA. Therefore an

increase from the 6 dogs used during the test to 12 dogs would represent a 3 dBA increase and, similarly, an increase from 6 dogs to 24 dogs would therefore represent a 6 dBA increase. Therefore, assuming a maximum complement of 24 dogs, resulting levels at the property line would be approximately 6 dB higher (and 48 dogs would therefore be 9 dBA higher).

As noted above, although the dogs normally do not continuously bark, when excited, all dogs may bark for a modest time period. Under this condition, without the attenuation of the building, levels at the property line with 24 dogs would therefore increase to slightly over 55 dBA (or slightly under 60 dBA with 48 dogs). As noted above, however, the building should provide at least 30 dBA of noise reduction and thus resulting property line levels with all dogs barking would be projected to be less than 30 dBA (or less than 35 dBA with 48 dogs) at the closest property lines from indoor dogs. These levels therefore are well below the 70 dBA criteria, well below other exterior sources such as the neighbor's animals or aircraft, and reasonably lower than the ambient background levels (which are typically slightly lower at night).

If you have any questions, please contact us.

Sincerely,



Kevin C. Miller
President

KCM/ik

AGENCY CORRESPONDENCE

SUP-13-02/SP-13-08



704 Quince Orchard Road – Suite 310 – Gaithersburg, MD 20878
301.840.1030 – www.chesterengineers.com - Fax-301.948.9258

September 6, 2013

Chester Ref. No.: 13-6262-GB-042

Mr. Jesse Russell, Planning Administrator
The County of Clarke
Department of Planning and Zoning
101 Chalmers Court
Berryville, VA 22611

Re: Happy Tails
Erosion and Sediment and SWM Plan Review

Dear Mr. Russell:

We completed our review of the Site Plan, dated July 01, 2013 and received in our office on August 8, 2013 for the above referenced project. We offer the following comments related to SWM, ESC and site Layout issues:

1. With the developed area exceeding 10,000 square feet, this project needs to meet Clarke County Storm Water Management requirements as described in County Code Chapter 154 Stormwater Management. The plans contain the Outfall Storm Statement and simplified computations showing that this site contributes to two discharge points and in both instances the contribution is a fraction of a percent. This makes this development in compliance with the CC SWM Ordinance section 154-4-D.3 and no on-site SWM quantity control is required.
2. In addition, the applicant shall demonstrate how the water quality requirements (§154-4-B) are met. Considering the low intensity of the subject development it is anticipated that a rooftop and non-rooftop area disconnection method may account for the majority, or all of the quality requirements, however this should be demonstrated by engineering calculations. Follow methodologies explained in CC SWM Design Manual. Provide standardized Virginia Runoff Reduction worksheet customized to meet County TPT Load of 0.28 lb/ac/year and water quantity calculations to show what LID/BMP measure (like a simple disconnection) is accounted for quality control on this site.
3. Will there be any paved walkways between the parking and building?
4. Label what is proposed for the land cover within the fenced yards. Is it grass, gravel, mulch? Reflect the land cover for the yards in SWM runoff reduction spreadsheet.
5. The tree protection fence is discussed and detailed on the plans, but the plan itself does not show it in any location. Are there existing trees adjacent to disturbed areas?
6. From the plan it appears that the proposed parking lot is proposed where large three trees are located. It appears that an effort shall be made to save these trees and move the parking lot slightly to the north-west.
7. Four new Sycamore trees are proposed. They are spaced at 15' apart. This spacing is too small for such trees. We recommend providing one shade tree on each side of the parking lot and smaller evergreen bushes along the parking edges.
8. Are the two Private Access Easements and associated driveways already existing? If so, why the entrance visibility exhibit is provided? If not, please provide driveway profile. The top section of the driveway appears to be extremely steep.

This concludes our list of comments at this time; however, please note that a future submission addressing the comments above may generate additional comments. We request a comment-response letter from the applicant based on our review. Please contact us if you have any questions regarding this project.

Sincerely,

A handwritten signature in black ink that reads 'Elizabeth Adamowicz'.

Elizabeth Adamowicz, P.E.
Project Manager

"Tradition in Engineering Excellence Since 1910"

Jordan Land Design LLC

18267 Channel Ridge Ct. Leesburg, VA 20176
(571) 233-5830 Fax (703) 997-4444

October 2, 2013

Mr. Jessie Russell, Planning Administrator
The County of Clarke
Department of Planning and Zoning
101 Chalmers Court
Berryville, Virginia 22611

RE: HAPPY TAILS Development, LLC E&S and SWM REVIEW

Dear Mr. Russell:

On behalf of the applicant, Happy Tails Development, LLC, I am responding to the comments received from Chester Engineers on the Happy Tails Development, LLC site plan. The comments and my respective responses are as follows:

Comment:

1. With the developed area exceeding 10,000 square feet, this project needs to meet Clarke County Storm Water Management requirements as described in County Code Chapter 154 Stormwater Management. The plans contain the Outfall Storm Statement and simplified computations showing that this site contributes to two discharge points and in both instances the contribution is a fraction of a percent. This makes this development in compliance with the CC SWM Ordinance section 154-4-D.3 and no on-site SWM quantity control is required.

Response:

The plans are in compliance with the County Ordinance. No revisions needed.

Comment:

2. In addition, the applicant shall demonstrate how the water quality requirements (§ 154-4-B) are met. Considering the low intensity of the subject development it is anticipated that a rooftop and non-rooftop area disconnection method may account for the majority, or all of the quality requirements, however this should be demonstrated by

engineering calculations. Follow methodologies explained in CC SWM Design Manual. Provide standardized Virginia Runoff Reduction worksheet customized to meet County TPT Load of 0.28 lb/ac/year and water quantity calculations to show what LID/BMP measure (like a simple disconnection) is accounted for quality control on this site.

Response:

A TPT Load calculation prepared for the immediate area of the proposed development (2 acres). "Disconnect" of the roof drainage, as well as grass swales and sheet flow taken into consideration as LID measures.

Comment:

3. Will there be any paved walkways between the parking and building?

Response:

A walkway added with the revised plans.

Comment:

4. Label what is proposed for the land cover within the fenced yards. Is it grass, gravel, mulch? Reflect the land cover for the yards in SWM runoff reduction spreadsheet.

Response:

Land cover (grass) added to the fence yards with this submission.

Comment:

5. The tree protection fence is discussed and detailed on the plans, but the plan itself does not show it in any location. Are there existing trees adjacent to disturbed areas?

Response:

An "X" has been placed over the tree cover detail with this submission.

Comment:

6. From the plan it appears that the proposed parking lot is proposed where large three trees are located. It appears that an effort shall be made to save these trees and move the parking lot slightly to the north-west.

Response:

The trees have been determined to be in poor health. A tree assessment prepared by arborist Byron Leavitt is provided with the revised plan.

Comment:

7. Four new Sycamore trees are proposed. They are spaced at 15' apart. This spacing is too small for such trees. We recommend providing one shade tree on each side of the parking lot and smaller evergreen bushes along the parking edges.

Response:

Revised trees to place one Sycamore on west side of parking lot, and adding Leyland Cypress trees for buffer on East.

Comment:

8. Are the two Private Access Easements and associated driveways already existing? If so, why the entrance visibility exhibit is provided? If not, please provide driveway profile. The top section of the driveway appears to be extremely steep.

Response:

There is only one Private Access Easement. This page was included to show the available sight distance at entrance. The driveway has been realigned near kennel to provide 9% slope.

Please contact me if you have any questions at (571) 233-5830.

Sincerely,

David M. Jordan, P.E.

cc: Gina Schaecher, Happy Tails Development, LLC



704 Quince Orchard Road – Suite 310 – Gaithersburg, MD 20878
301.840.1030 – www.chesterengineers.com - Fax-301.948.9258

October 18, 2013

Chester Ref. No.: 13-6262-GB-042

Mr. Jesse Russell, Planning Administrator
The County of Clarke
Department of Planning and Zoning
101 Chalmers Court
Berryville, VA 22611

Re: Happy Tails
Erosion and Sediment and SWM Plan
Second Review

Dear Mr. Russell:

We completed our review of the revised Site Plan and SWM calculations, dated October 2, 2013 and received in our office on October 11, 2013 for the above referenced project.

All of our previous comments were satisfactory addressed in the revised plan submission. The proposed development meets Clarke County Storm Water Management requirements as described in County Code Chapter 154 Stormwater Management. This development is in compliance with the CC SWM Ordinance section 154-4-D.3 and due to the negligible peak flow increases no on-site SWM quantity control is required.

The water quality requirements (§154-4-B) are met in this low intensity development by a simple rooftop disconnection for buildings and parking and by a disconnection to an open swale for driveway. The pollutant load calculations are provided on the plans. For verification purpose, we completed the runoff reduction worksheet for this development and the results indicate that this proposed development is in compliance.

We recommend the approval of this Site Plan. Please contact us if you have any questions regarding this project.

Sincerely,

A handwritten signature in black ink that reads 'Elizabeth Adamowicz'.

Elizabeth Adamowicz, P.E.
Project Manager

“Tradition in Engineering Excellence Since 1910”

Lord Fairfax Health District



Clarke County Health Department
100 North Buckmarsh Street
Berryville, Virginia 22611
Tel. (540) 955-1033 ~ Fax (540) 955-4094
www.vdh.virginia.gov



August 29, 2013

Jesse Russell, Zoning Administrator
County of Clarke
101 Chalmers Court
Berryville, Virginia 22611

RECEIVED

AUG 30 2013

CLARKE COUNTY PLANNING

RE: Site Plan Review Comments
Applicant Name: Happy Tails Development, LLC
Subdivision Name: OLGS
Parent Tract Tax Map #: 20 - (2) - 9

Dear Mr. Russell,

Pursuant to your written request, we have evaluated the aforementioned site plan proposal, and offer the following comments:

- 1.) The proposed septic system was approved previously for subdivision in 2005. An application for the new design to accommodate the proposed project has been received by this office from AOSE Jim Slusser, and is acceptable.
- 2.) The septic system is for residential waste only.
- 3.) Site Plan Note "Septic Computations" on Page 2 states "25gpd per employee", but the AOSE design is for 20gpd.
- 4.) County required resistivity testing has been conducted.
- 5.) The existing well was properly permitted and a GW-2 well log report was submitted to this office. Water sample results will be required prior to final approval of the project.

If you have any questions, please call me at (540) 955-1033.

Sincerely,


Ryan M. Fincham
Environmental Health Specialist Senior

Pc: Applicant
File

Clarke County

jrussell@clarkecounty.gov

RE: FW: Happy Tails

From : Ryan Fincham (VDH) <Ryan.Fincham@vdh.virginia.gov>
Subject : RE: FW: Happy Tails
To : Gina Schaecher <gina@3dogfarm.com>
Cc : Jesse Russell <jrussell@clarkecounty.gov>

Thu, Sep 26, 2013 09:56 AM

Thank you. This should be helpful to the county. I am copying Jesse Russell, and he will inform the Commission.

Ryan

From: gschaecher@gmail.com [mailto:gschaecher@gmail.com] **On Behalf Of** Gina Schaecher
Sent: Wednesday, September 25, 2013 11:58 AM
To: Fincham, Ryan (VDH)
Cc: David Jordan; jslusser@aose211.com; Bob Schaecher
Subject: Re: FW: Happy Tails

Ryan:

I just wanted to be sure to give you a status with respect to a written response to the comments that you received on the Happy Tails Development, LLC project. Jim Slusser has been traveling and at a remote location, so he does not have access to email. However, it is my understanding that he will be back on Monday, September 30th. Our plan is to have Jim provide you with a written response early next week upon his return.

From my discussions with Jim regarding the septic, it remains our understanding:

1. The public restroom was accounted for in septic capacity. Our proposed use places a minimal demand on the septic as there will be one resident manager. The only others using the system would be the 5 trainers and that would only be during working hours. The public would be using the system only on occasion as the majority of our animals would be picked up by us.
2. Any water from the kennel such as water from washing floors and water from a kennel washing machine would not be included in the septic. We were advised that dog hair was the concern and therefore directed that water from washing dog bedding would not be included from the septic.
3. We have discussed the pump and haul with Jesse Russell and we are not aware of any further comments requiring response in this regard.

I do hope that this helps clarify while we are awaiting Jim's follow up. In the interim, should this matter require discussion, please do not hesitate to contact us.

Best regards

Gina Schaecher
Happy Tails Development, LLC
571-215-4902

On Fri, Sep 20, 2013 at 1:44 PM, Fincham, Ryan (VDH) <Ryan.Fincham@vdh.virginia.gov> wrote:
Gina-

I sent an email Sept 4 asking a couple questions of Jim for the zoning administrator, planning commission, and the health department that needed confirmation. These questions were resent this week, and we still haven't received a reply. I assume the answer will be a simple, 'Yes I have accounted for these items', but the county will want a reply. Copies of both emails below.

Have a good weekend-
Ryan

From: "Ryan Fincham (VDH)" <Ryan.Fincham@vdh.virginia.gov>
To: jslusser@aose211.com
Cc: "Jesse Russell" <jrussell@clarkecounty.gov>
Sent: Wednesday, September 18, 2013 4:20:03 PM
Subject: RE: Happy Tails

Jim-

The Clarke County Planning Commission has asked that the answers to the previous questions be determined before their next meeting on October 4th. Please address these questions for the County. Thanks.

Ryan

Ryan Fincham
Environmental Health Specialist
Clarke County Health Department
(540) 955 - 1033
fax 540.955.4094

From: Fincham, Ryan (VDH)
Sent: Wednesday, September 04, 2013 9:57 AM
To: jslusser@aose211.com
Cc: Fincham, Ryan (VDH); Jesse Russell
Subject: RE: Happy Tails

Jim-

I am currently speaking with Jesse Russell, Clarke County Zoning Administrator, and he has several; questions that arose from the Planning Commission briefing meeting yesterday. The questions are as follows:

- 1) Is the public restroom accounted for in the septic capacity?
- 2) Is any other water use such as washing dog related materials (blankets, etc.) accounted for in the septic capacity?
- 3) There were questions about the pump and haul for dog waste/hair/etc. Jesse will handle that and he explained that in the future there may be a below surface drainage area for this non-residential waste. Just a note.

Please respond as soon as you can, the next meeting is this Friday!

Thanks-
Ryan

Ryan Fincham
Environmental Health Specialist
Clarke County Health Department
(540) 955 - 1033
fax 540.955.4094

From: Fincham, Ryan (VDH)
Sent: Thursday, August 29, 2013 11:30 AM
To: 'jslusser@aose211.com'
Subject: Happy Tails

Jim-

The submittal looks good. I may have already asked, but are you accounting for the public restroom in your 20gpd per employee? Just verifying before I issue the permit.

Thanks-
Ryan

Ryan Fincham
Environmental Health Specialist
Clarke County Health Department
(540) 955 - 1033
fax 540.955.4094

Clarke County

jrussell@clarkecounty.gov

FW: Happy Tails**From :** Ryan Fincham (VDH) <Ryan.Fincham@vdh.virginia.gov>

Tue, Oct 15, 2013 10:16 AM

Subject : FW: Happy Tails**To :** Jesse Russell <jrussell@clarkecounty.gov>

Based upon this response by Mr. Slusser, AOSE, the submittal appears to be satisfactory as proposed.

Ryan Fincham

From: jslusser@aose211.com [mailto:jslusser@aose211.com]

Sent: Thursday, October 03, 2013 9:41 AM

To: Fincham, Ryan (VDH); Gina Schaecher

Cc: Jesse Russell

Subject: RE: Happy Tails

Mr. Fincham,

As per your most recent request, I would like to propose the following comments for your consideration. In doing such, a brief explanation has been provided below.

Question 1 (Public Restroom)

The public does have access to the restroom facilities at the proposed project. However, in most instances, staff will pick up and return the canine guests from their owners' residence.

Septic capacity, as per the design called for 250 Gallons Per Day (GPD) of use. Regulations require a minimum of 398ft² per 100Gallons of effluent. A total of 995 ft² was required for the proposed use. The proposed design accounted for 1200 ft². On rare occasion when clients come in to pick up their canine companion at the facility, there is sufficient additional capacity to handle the public use.

Question 2 (Blanket Use)

It is my understanding that all dog washing and bedding waste water will be discharged to the pump and haul facility. Should this be a concern, all materials will be sent off site for laundering. At no time will materials with excessive hair be washed/utilize the approved onsite sewage system.

- 1) Is the public restroom accounted for in the septic capacity?
- 2) Is any other water use such as washing dog related materials (blankets, etc.) accounted for in the septic capacity?
- 3) There were questions about the pump and haul for dog waste/hair/etc. Jesse will handle that and he explained that in the future there may be a below surface drainage area for this non-residential waste. Just a note.

--

Jim Slusser, M.S., AOSE
Alternative Wastewater Services LLC
540-295-7571

----- Original Message -----

Subject: RE: Happy Tails

From: "Fincham, Ryan (VDH)" <Ryan.Fincham@vdh.virginia.gov>

Date: Wed, September 18, 2013 4:20 pm

To: "jslusser@aose211.com" <jslusser@aose211.com>

Cc: Jesse Russell <jrussell@clarkecounty.gov>

Jim-

The Clarke County Planning Commission has asked that the answers to the previous questions be determined before their next meeting on October 4th. Please address these questions for the County. Thanks.

Ryan

Ryan Fincham
Environmental Health Specialist
Clarke County Health Department
(540) 955 - 1033
fax 540.955.4094

Lord Fairfax Health District



Clarke County Health Department
100 North Buckmarsh Street
Berryville, Virginia 22611
Tel. (540) 955-1033 ~ Fax (540) 955-4094
www.vdh.virginia.gov



October 24, 2013

Jesse Russell, Zoning Administrator
County of Clarke
101 Chalmers Court
Berryville, Virginia 22611

RECEIVED

OCT 25 2013

CLARKE COUNTY PLANNING

RE: Site Plan Review Comments
Applicant Name: Happy Tails Development, LLC
Subdivision Name: OLGs
Parent Tract Tax Map #: 20 – (2) – 9

Dear *Mr. Russell*,

Pursuant to your written request on October 9, 2013, we have evaluated the aforementioned REVISED site plan proposal, and offer the following comments:

- 1.) The new proposed 2,000 square foot farm house must have a maximum of one bedroom and two maximum occupants.
- 2.) An AOSE Sewage Disposal System Construction Permit designed by James Slusser was issued by this office on August 29, 2013 for a capacity of 250 gallons per day of residential strength waste.
- 3.) Site Plan Note "Septic Computations" on Page 2 states "25gpd per employee", but the AOSE design is for 20gpd.
- 4.) Coliform bacteria and Nitrate water sample results are required prior to final approval of the project.

If you have any questions, please call me at (540) 955-1033.

Sincerely,

Ryan M. Fincham
Environmental Health Specialist Senior

Pc: Applicant
File

Piedmont Geotechnical, Inc.

14735 Wrights Lane • Waterford, Virginia 20197-1601
540-882-9350 • FAX 540-882-3629

RECEIVED

August 18, 2013

AUG 25 2013

Clarke County Planning Department
Attn: Mr. Jesse Russell
101 Chalmers Court
Berryville, Virginia 22611

CLARKE COUNTY PLANNING

Re: Review of Electrical Resistivity Report
Tax Map 20-2-9; Bellevue Lane
Boyce, Virginia
PGI No. 1565VA

Dear Mr. Russell:

In accordance with your request, we reviewed the document "Geophysical Survey - Proposed Kennel and Septic Field - Tax Map 20-2-9 - Bellevue Lane - Boyce, Virginia", made by Forrest Environmental Services, Inc. (FES), and dated August, 2013. The report addressed potential karst risk issues at the site of a proposed kennel and drain field on the property. Analysis of the kennel site is beyond the authorized scope of the review. We did not visit the site, but we did review the geologic map and a site air photograph.

FES made two electrical resistivity (ER) survey lines (ER Lines 3 and 4) for the proposed drain field. The ER lines were oriented approximately perpendicular to the bedrock strike. The number and orientation of the ER lines is satisfactory. A brief description of the possible interaction of site geology and local drainage impacts on karst development was also provided. It is our opinion that the scope of work was consistent with the standard of the profession.

Limestone rock outcrops were observed by FES approximately 30 feet east of the proposed field. No depressions or sinkholes were observed in the vicinity. The nearest structural feature identified was the White Post Anticline approximately 500 feet east of the proposed field. The ER Lines displayed common pinnacles and cutters, but were free of features that might be indicative of karst receptors. No discontinuous differential weathering patterns which might indicate a potential drain field problem were identified in the ER profiles.

In summary, the scope of work reported by FES conforms to industry standards and there were no groundwater-threatening karst-related limitations identified below the proposed drain field. No additional evaluation is recommended at this time. If you have any questions regarding the above, or if additional review is required, please call.

Sincerely,

Piedmont Geotechnical, Inc.

Daniel S. Rom
Daniel S. Rom, P.E.
Vice President



cc: Ms. Teetor
Mr. Forrest

Geotechnical and Geoenvironmental Consulting

Piedmont Geotechnical, Inc.

14735 Wrights Lane • Waterford, Virginia 20197-1601
540-882-9350 • FAX 540-882-3629

RECEIVED

OCT 1 2013

October 9, 2013

CLARKE COUNTY PLANNING

Clarke County Planning Department
Attn: Mr. Jesse Russell
101 Chalmers Court
Berryville, Virginia 22611

Re: Review of Electrical Resistivity Report - Addendum No. 1
Tax Map 20-2-9; Bellevue Lane
Boyce, Virginia
PGI No. 1565VA

Dear Mr. Russell:

In response to a request from Mr. Brandon Stidham, we have again reviewed the report "Geophysical Survey - Proposed Kennel and Septic Field - Tax Map 20-2-9 - Bellevue Lane - Boyce, Virginia", made by Forrest Environmental Services, Inc. (FES), and dated August, 2013. The second review was to provide comment on the electrical resistivity (ER) profiles under ER Lines 1 and 2. Our initial review, dated August 18, 2013, was specific to ER Lines 3 and 4 only.

In the proposed building area, as in the previously reviewed drain field area, the ER Lines displayed common pinnacles and cutters, but were free of features that might be indicative of karst receptors. No discontinuous differential weathering patterns which might indicate a potential source of groundwater contamination were identified in the ER profiles below the proposed building.

No additional evaluation is recommended at this time. If you have any questions regarding the above, or if additional review is required, please call.

Sincerely,

Piedmont Geotechnical, Inc.

Original signed by Daniel S. Rom

Daniel S. Rom, P.E.
Vice President

cc: Ms. Teetor
Mr. Forrest
Mr. Stidham

Geotechnical and Geo-Environmental Consulting

Virginia, Maryland, District of Columbia, West Virginia, New Jersey
North Carolina, Pennsylvania, Delaware, US Virgin Islands

**Geophysical Survey
Proposed Kennel and Septic Field
Tax Map 20 2 9
Bellevue Lane
Boyce, Virginia**

Prepared For:
Happy Tails Development LLC
15268 Shannondale Road
Purcellville, Virginia 20132

Prepared By:

Forrest Environmental Services, Inc.



3057 Crosen Court
Oak Hill, Virginia 20171
(703) 648-9090

August 2013

FES Project No. 13172

Table of Contents

Section	Page
1.0 Introduction	1
2.0 Equipment and Procedures	2
3.0 Interpretation Methods	4
4.0 Survey Results	5

List of Figures

Figure	
1	Geophysical Area Map
2	Geophysical Site Map
3	Geophysical Anomaly Map

List of Appendices

Appendix	
A	ER Cross-Sections 1 through 4

1.0 Introduction

Forrest Environmental Services, Inc. (FES) performed a geophysical survey for the proposed kennel building and septic field (Tax Map Number 20-2-9) located on Bellevue Lane in Boyce, Virginia on the 12th and 14th August 2013 (Figure 1). The survey consisted of an electric resistivity (ER) survey to locate potential voids that may develop into sinkholes.

Four east-west electric resistivity lines (ER lines 1 through 4) were conducted at the proposed kennel building and septic field. The ER survey covered approximately 1,150 linear feet and approximately 2,100 soundings were collected

The electrode spacing (dipole size) was 2 meters (6.6.feet) to 3 meters (10 feet) and used 35 electrodes for ER lines 1 through 4. The ER total distance of ER lines 1 through 4 was between 240 and 335 feet during collection.

The 20-2-9 site is located within the Valley and Ridge Province of Virginia. The geology includes the Rockdale Run Formation which is predominately a gray fine-grained limestone with sandstone and chert lenses and fossils. Limestone outcrops were observed approximately 60 east of the proposed building and 30 feet east of the proposed septic field. No depressions or sinkholes were observed during the survey.

The closest water body is Roseville Run located approximately more than 1,000 feet north of the proposed kennel building and septic field. The closest geologic feature is the White Post Anticline located approximately 500 east of the proposed kennel building and septic field. These features appear not to influence the proposed kennel and septic field.

Topographically, the site slopes downhill to the south at the site. The site generally consisted of a corn field and grassed pasture. Survey locations and physical features are shown in Figure 2. Details of the geophysical survey are described in the following sections.

2.0 Equipment and Procedures

The geophysical survey instrument used during this survey was an earth resistivity meter that maps the resistivity changes in the earth. Resistivity is a fundamental parameter of the material that describes how easily the material can transmit electrical current. High values of resistivity imply that the material is very resistant to the flow of electricity, and low values of resistivity imply that the material transmits electrical current very easily.

The primary factors affecting the resistivity of earth materials are porosity, water saturation, clay content, and ionic strength of the pore water. The minerals making up soil and rock generally do not readily conduct electric current. Most of the current flow takes place through the material's pore water in which the resistivity decreases with increasing porosity and water saturation. Clay minerals are conductive because of the availability of free ions in the sheet structure of the clay particles in which resistivity decreases with increasing clay content. Similarly, higher salinity in groundwater makes the water more conductive to electrical current and resistivity decreases. Hard competent bedrock, such as limestone or granite, generally has a high resistivity in the absence of fracture or other permeable features.

The geophysical survey instrument used during this survey was a Sting R8 earth resistivity meter (Sting) connected to a Swift automatic electrode system (Swift). The Sting measures the electrical resistivity of the earth and the Swift automates the resistivity measurement process using the multi-electrode system.

The Swift was connected to the Sting and SMART electrodes to optimize survey efficiency by gathering maximum information with a minimum of electrodes. Each SMART electrode is numbered by a computer chip located within the electrode. The Swift selects which electrodes to employ as the current and receiver. For example for this ER survey, the first sounding uses electrodes 1 and 2 as the transmitter and electrodes 3 and 4 as the receiver. The next sounding uses electrodes 2 and 3 as the transmitter and electrodes 4 and 5 as the receiver. The Swift also uses redundancies in the data set to reduce the effects of lateral heterogeneities in the earth and to calculate uncertainties in the data. The survey was conducted automatically using the Sting/Swift dipole-dipole array system.

The earth resistivity meter works by introducing a measured current into the earth through two electrodes; the resultant voltage is then measured across two different electrodes. At the low currents used, the voltage is proportional to the current. The resistivity meter calculates the voltage/current ratio or resistance in ohms. The resistance is then converted to resistivity using an algorithm which is a function of the electrode array configuration. Measured differences in the electrical resistivity of various earth materials are then used to map the geology and character of the soil and rock materials. For example, clays generally have low resistivities and limestones have high resistivities.

A contact resistance test was conducted before the Sting/Swift dipole-dipole survey commenced. The contact resistance test ensures the stake has good contact with the ground. The Sting produces a current between the first two stakes and measures the voltage. The instrument measures the resistance between the first and second stakes and the ground. The contact resistance is also checked for the measurements consistent for all of the 35 electrodes.

The Swift cable resistance checks the voltage difference signal between two electrodes. Four leads of the Swift cable using two electrodes send a current through a 1 ohm resistor in the Swift box. The test is checked before the first ER survey and after the last ER line for each day.

The Swift switch relays test is performed to check the Swift cable is continuous and the relays in the electrodes are working properly. A current is sent through each lead in the Swift cable to make sure the relays are functioning properly and there is no leakage between leads, and to test the relays for sticking. The test is checked before the first ER survey and after the last ER line for each day.

The depth of investigation by Sting is a function of the total distance of the electrode layout was between 240 and 335 feet. The Sting has an effective analysis depth of approximately 45 to 60 feet using a 2-meter (6.6 feet) to 3-meter (10 feet) electrode spacing. This depth is considered sufficient to locate voids and caverns at the proposed kennel building and septic field the Bellevue Lane site.

3.0 Interpretation Methods

The ER data was converted into a resistivity depth model using Rapid 2D resistivity inversion model and the least-squares method (RES2DINV). Soundings from each line were modeled to produce the measured apparent resistivity pseudo-sections. The model calculated the apparent resistivity pseudo-sections using finite-difference forward modeling. The least-squares optimization technique was used for the inversion routine that calculated the modeled resistivity section. The profiles include cross-sections that consist of the inverse model resistivity cross-section. The horizontal and vertical scales are in feet.

The cross-section is the inverse model resistivity pseudo-section. The ER data was converted into a resistivity depth model (RES2DINV) using a resistivity inversion model by the least-squares method and is topographically corrected. The ground surface elevations were determined by interpolating between contours interpreting contours from a USGS topographic quadrangle map. RES2DINV confirms the model reliability by calculating the modeled data into empirical data or the calculated resistivity pseudo-section. The difference between the measured and calculated data is the root mean square percent error. The modeled calculated mean root square error was approximately less than 10 rms error which is considered accurate.

Low resistive materials can be caused by certain conductive soils such as clay. High resistive materials are caused generally by bedrock, sand, wood, and air. Low ER values represent the thickening overburden. Lower ER anomalies are generally found at saturated or semi-saturated sinkholes, or fractures in the rock.

Typical resistivities of the overburden (clay) are approximately 100 ohm meters (blue). Limestone resistivities typically range from 200 (green) to 5,000 (red) ohm meters. Saturated zone/mud-filled void resistivities typically measure approximately less than 50 ohm meters (dark blue), and less dense or soft zone areas that can cause lower blow counts during split-spoon sampling typically measure approximately 1,000 ohm meters (yellow). Air-filled voids typically measure greater than 3,500 ohm meters (red).

4.0 Survey Results

The objective of the ER survey was to locate suspected voids and caverns that may develop into sinkholes. ER cross-sections are provided in Appendix A. The horizontal scale is in feet. The vertical scale is in feet above sea level.

ER Line 1 indicated two conductive anomalies centered at 270 feet East and 300 feet East about 5 feet below ground surface. The conductive anomalies appear to be mud seams. Depth to bedrock appears to be about near ground surface at approximately 260 feet East to about 20 feet below ground surface at approximately 90 feet East.

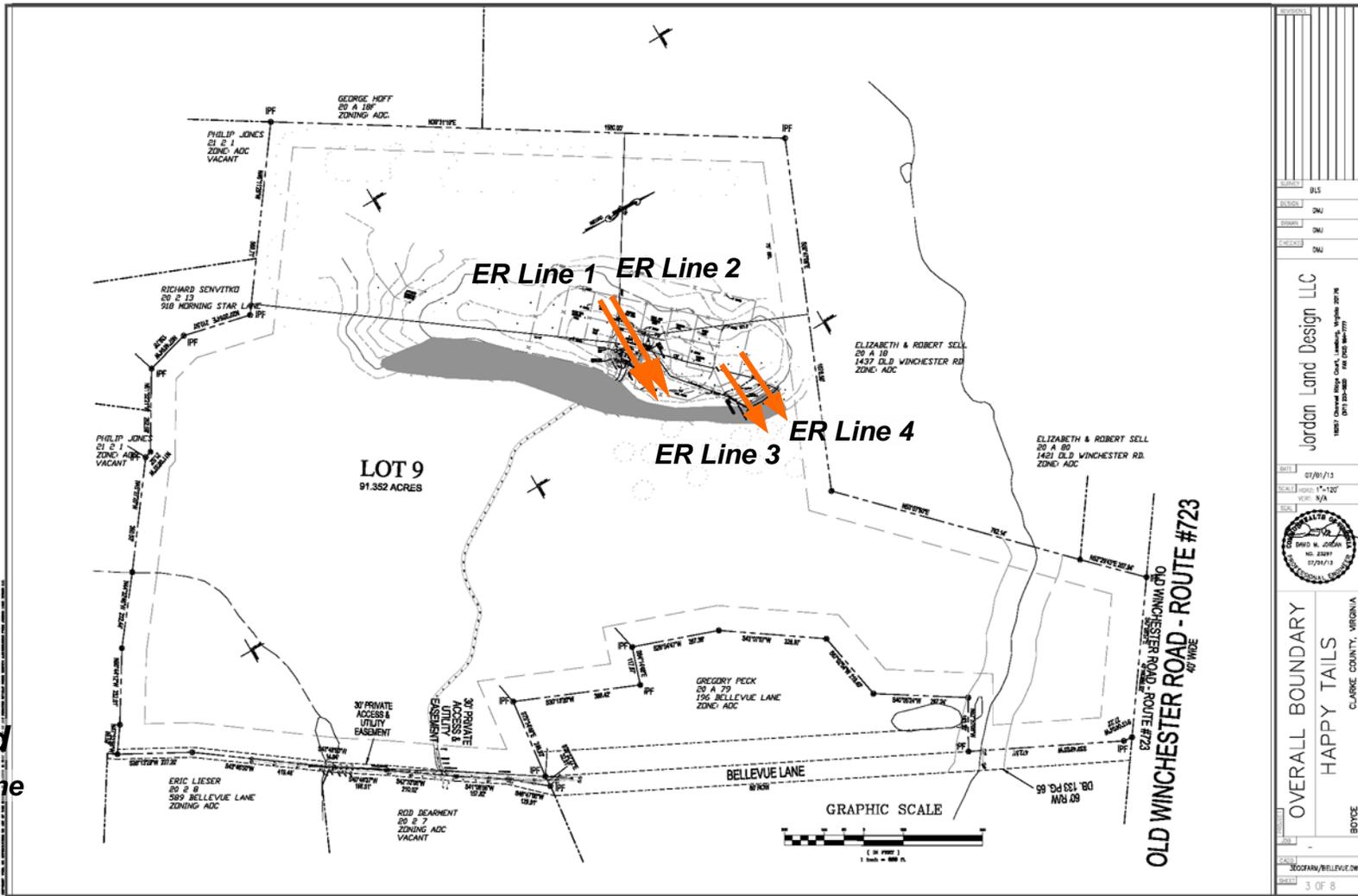
ER Line 2 indicated depth to bedrock appears to be about near ground surface at approximately 230 feet East to about 30 feet below ground surface at approximately 80 feet East.

ER Line 3 indicated depth to bedrock appears to be about near ground surface at approximately 200 feet East to about 15 feet below ground surface at approximately 140 feet East.

ER Line 4 indicated two conductive anomalies centered at 180 feet East about 5 feet and 10 feet below ground surface. The conductive anomalies appear to be mud seams. Depth to bedrock appears to be about near ground surface at approximately 185 feet East to about 20 feet below ground surface at approximately 165 feet East.

The geophysical survey indicated no karst features within the proposed kennel building footprint and proposed septic field. The geophysical survey indicated a karst feature 110 feet east of the proposed kennel and 40 feet east of the proposed septic field. The karst features appear to be mud seams about 5 to 10 feet below ground surface.

ER lines 1 and 2 indicate depth to bedrock appears to be approximately 5 feet to 15 feet below ground surface within the proposed kennel building and septic field. The geophysical survey indicated no groundwater-threatening karst-related structures beneath the proposed kennel building and septic field and has a low risk in collapse or groundwater contamination.



Legend
 → ER Line

DATE	05/01/13
SCALE	1" = 100'
PROJECT	NO. 23097
DATE	05/01/13
OVERALL BOUNDARY HAPPY TAILS CLARKE COUNTY, VIRGINIA	
BOYCE	
3 OF 8	

Forrest Environmental Services, Inc.



Oak Hill, Virginia
 (703) 648-9090
www.fesinc.net

DATE	August 2013	SCALE	1 inch ~ 500 ft
DRAWN BY		APPROVED BY	
JOB NO.	13172	DWG. NO./REV. NO.	HTD2029-3

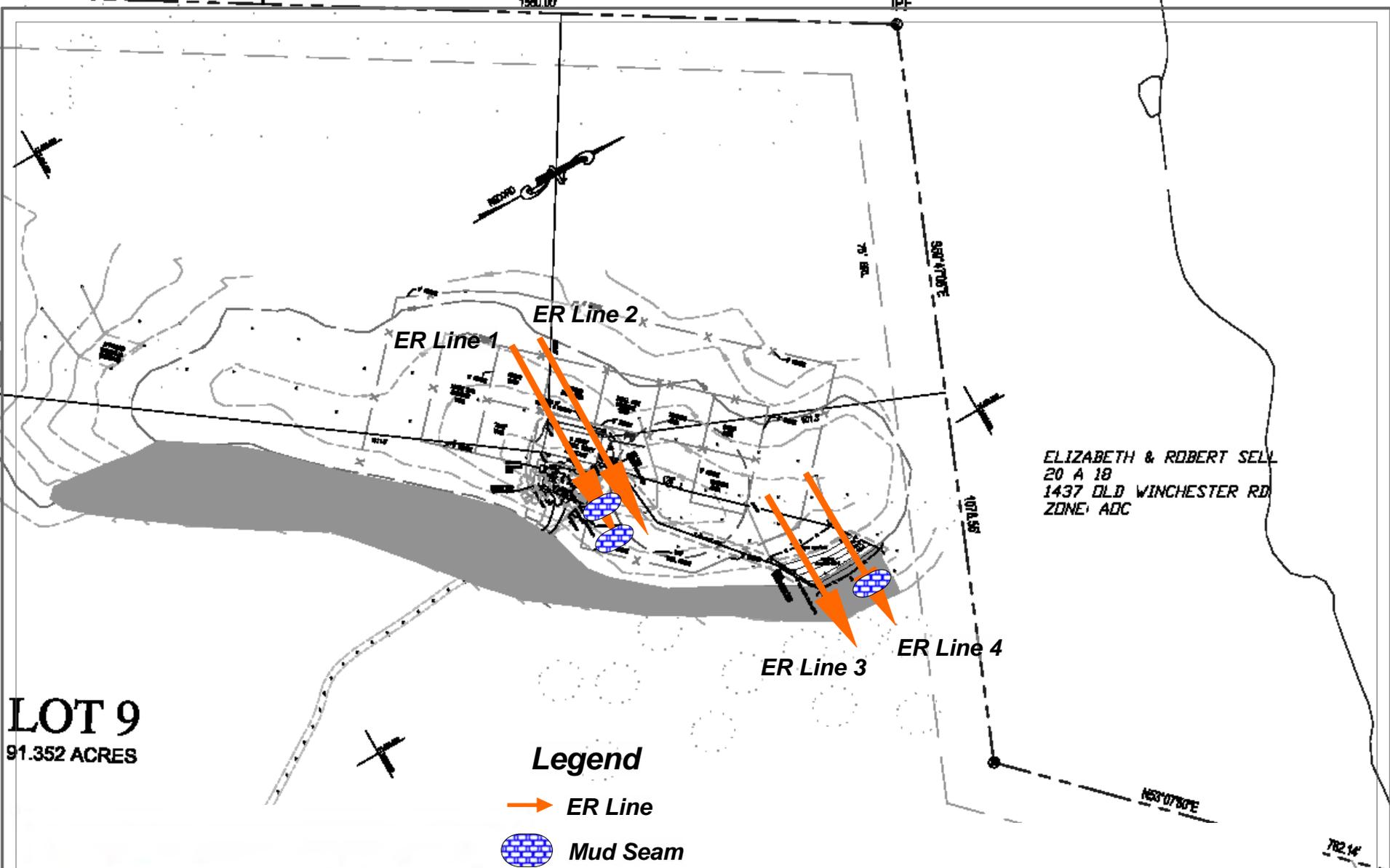
TITLE	Geophysical Site Map Proposed Kennel and Septic Field Tax Map 20 2 9 - Bellview Lane Boyce, Virginia
CLIENT	Happy Tails Development LLC

FIGURE **2**

N39°31'18"E

1580.00'

IPF



ELIZABETH & ROBERT SELL
20 A 18
1437 OLD WINCHESTER RD
ZONE: ADC

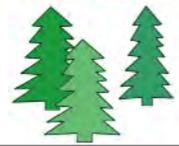
LOT 9
91.352 ACRES

Legend

→ ER Line

▨ Mud Seam

Forrest Environmental Services, Inc.



Oak Hill, Virginia
(703) 648-9090
www.fesinc.net

DATE August 2013	SCALE 1 inch ~ 200 ft	TITLE Geophysical Anomaly Map Proposed Kennel and Septic Field Tax Map 20 2 9 - Bellview Lane Boyce, Virginia	FIGURE 3
DRAWN BY	APPROVED BY	CLIENT Happy Tails Development LLC	
JOB NO. 13172	DWG. NO./REV. NO. HTD2029F3		

Appendix A

ER Cross-Sections

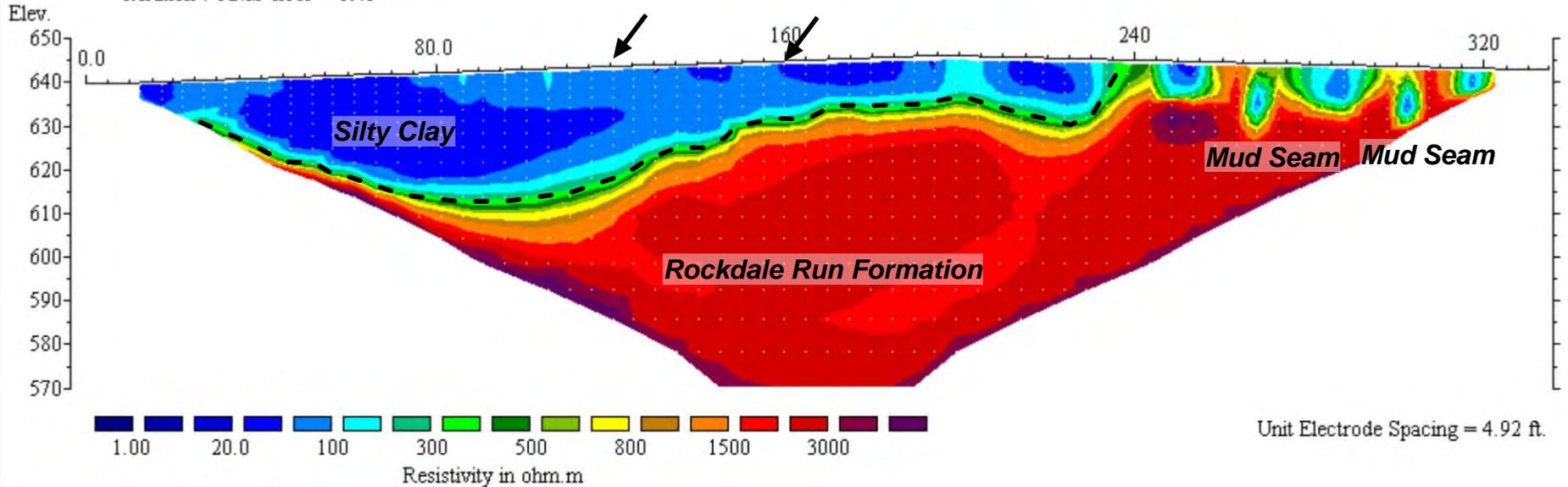
1 through 4

West

East

Sting/Swift prg: 3DF1

Model resistivity with topography
Iteration 7 RMS error = 19.5



Horizontal scale is 13.87 pixels per unit spacing
 Vertical exaggeration in model section display = 1.00
 First electrode is located at 0.0 ft.
 Last electrode is located at 334.6 ft.

Forrest Environmental Services, Inc.



Oak Hill, Virginia
 (703) 648-9090
www.fesinc.net

DATE August 2013	SCALE shown	TITLE ER Line 1 Proposed Kennel and Septic Field Tax Map 20 2 9 - Bellview Lane Boyce, Virginia	FIGURE
DRAWN BY	APPROVED BY	CLIENT Happy Tails Development LLC	
JOB NO. 13172	DWG. NO./REV. NO. HTD2029-1		

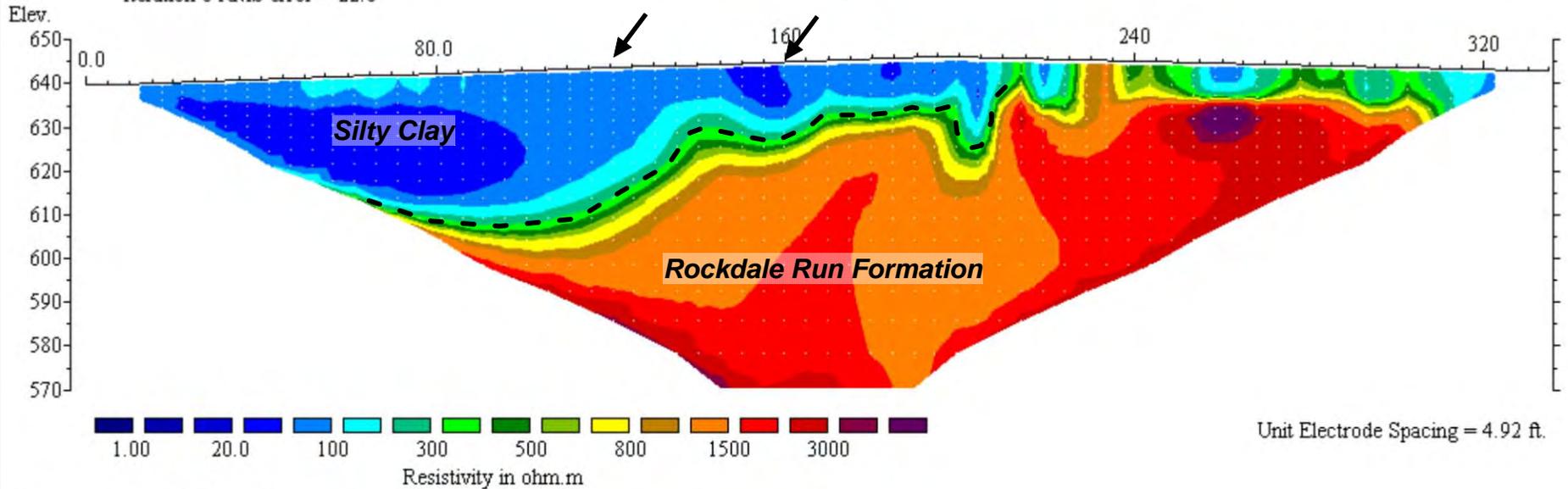
West

East

Sting/Swift prg: 3DF2

Model resistivity with topography
Iteration 6 RMS error = 22.8

Proposed Building



Horizontal scale is 13.87 pixels per unit spacing
 Vertical exaggeration in model section display = 1.00
 First electrode is located at 0.0 ft.
 Last electrode is located at 334.6 ft.

Forrest Environmental Services, Inc.



Oak Hill, Virginia
 (703) 648-9090
www.fesinc.net

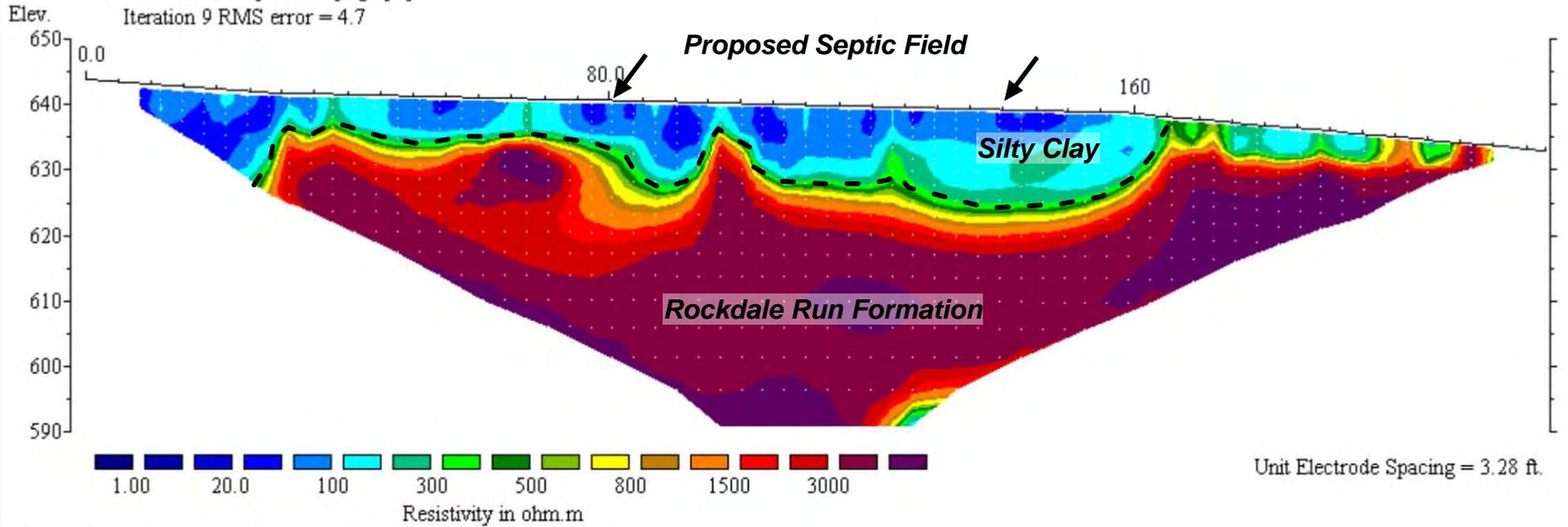
DATE August 2013	SCALE shown	TITLE ER Line 2 Proposed Kennel and Septic Field Tax Map 20 2 9 - Bellview Lane Boyce, Virginia	FIGURE
DRAWN BY	APPROVED BY	CLIENT Happy Tails Development LLC	
JOB NO. 13172	DWG. NO./REV. NO. HTD2029-2		

West

East

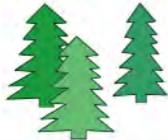
Sting/Swift prg: 3DF3

Model resistivity with topography
Iteration 9 RMS error = 4.7



Horizontal scale is 13.87 pixels per unit spacing
 Vertical exaggeration in model section display = 1.00
 First electrode is located at 0.0 ft.
 Last electrode is located at 223.1 ft.

Forrest Environmental Services, Inc.



Oak Hill, Virginia
 (703) 648-9090
www.fesinc.net

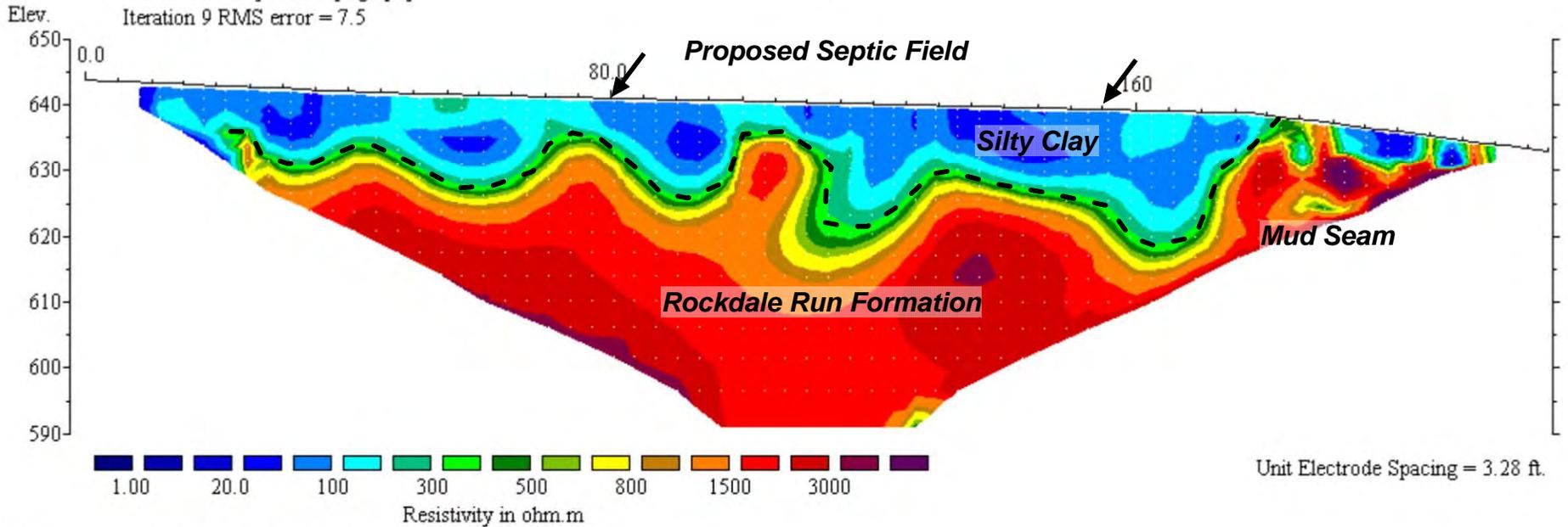
DATE August 2013	SCALE shown	TITLE ER Line 3 Proposed Kennel and Septic Field Tax Map 20 2 9 - Bellview Lane Boyce, Virginia	FIGURE
DRAWN BY	APPROVED BY	CLIENT Happy Tails Development LLC	
JOB NO. 13172	DWG. NO./REV. NO. HTD2029-3		

West

East

Sting/Swift prg: 3DF4

Model resistivity with topography
Iteration 9 RMS error = 7.5



Horizontal scale is 13.87 pixels per unit spacing
 Vertical exaggeration in model section display = 1.00
 First electrode is located at 0.0 ft.
 Last electrode is located at 223.1 ft.

Forrest Environmental Services, Inc.



Oak Hill, Virginia
 (703) 648-9090
www.fesinc.net

DATE August 2013	SCALE shown	TITLE ER Line 4 Proposed Kennel and Septic Field Tax Map 20 2 9 - Bellview Lane Boyce, Virginia	FIGURE
DRAWN BY	APPROVED BY	CLIENT Happy Tails Development LLC	
JOB NO. 13172	DWG. NO./REV. NO. HTD2029-4		

Clarke County**bstidham@clarkecounty.gov****Clarke County - Route 723 -- Special Use Permit Ms. Gina Schaecher - Three Dog Kennel**

From : Arthur Boyce (VDOT) <Bobby.Boyce@vdot.virginia.gov> Wed, Oct 30, 2013 09:05 AM
Subject : Clarke County - Route 723 -- Special Use Permit Ms. Gina Schaecher - Three Dog Kennel 1 attachment
To : Jesse Russell <jrussell@clarkecounty.gov>
Cc : Rhonda Funkhouser (VDOT) <Rhonda.Funkhouser@vdot.virginia.gov>, Matthew Smith, P.E. (VDOT) <Matthew.Smith@vdot.virginia.gov>, Brandon Stidham <bstidham@clarkecounty.gov>

DEPARTMENT OF TRANSPORTATION

Staunton/Edinburg Land Development
14031 Old Valley Pike
Edinburg, VA 22824

Dear Mr. Russell:

We have reviewed the above subject Special Use Permit dated October 15, 2013 for impacts to the transportation system. This application is for the construction of a 20 run kennel on a 91 acre parcel off of Bellevue Lane west of Boyce. Our comments are as follows:

- The existing entrance "Bellevue Lane" meets current Virginia Department of Transportation "Minimum Standards for Entrances" to a State highways. Therefore, we have no objections to the proposed Special Use Permit for this property.

We appreciate the County's efforts to include VDOT in the early planning stages for development and the opportunity to provide comments on this Special Use Permit. We ask that you include a copy of this transmittal for official public record. If you have any questions or need further information, please do not hesitate to give me a call at (540) 984-5631.

Sincerely,

Arthur R. Boyce, III

Arthur (Bobby) R. Boyce
VDOT Land Development Engineer
Shenandoah, Frederick, Clarke, & Warren Counties
14031 Old Valley Pike

SUPPORT LETTERS

SUP-13-02/SP-13-08

10/30/2013

To Whom It May Concern,

I am so excited about the concept of a facility opening in our area that in a very experienced & knowledgeable manner will be doing a lot to help take care of and re-train dogs that have been abandoned or abused, as well as to educate dog guardians and the community about helping local animals in need. As a Realtor, I in no way feel that this project will bring down the values of the surrounding properties. Instead I believe that it will create a niche from which Clarke County will be known and respected.

The proposed site for this property is on 100+ acres surrounded by open & rolling farm land, the fields have cattle, horses, goats as well as hounds & horses for "The Hunt" when in season.

It is my understanding the in-door runs and Gambrel style barn that will house these animals will conform and uplift the existing agricultural environment. There will also be special attention paid to noise control, waste removal & usage of the existing lane. Many of the activities proposed will be off site.

I think that the project "3 Dog Farm" will be taking on is a wonderful way to teach people about their dogs and how to train them. It is a great alternative for abandoned or abused animals to be saved, re-trained, socialized & put back out into the world to help families and individuals needing companions, especially when one considers the sad alternative that many of these dogs would face.

All visits will be by appointment and there is no retail business that could create additional traffic. Guardians that would adopt the rescue dogs would, on occasion, be able to have their dogs spend the night when the need arose.

It will be a place of learning, training, and humanitarian efforts and what can possibly be wrong with that?

Rather than bringing down the land values of the surrounding farm lands I think that this project will uplift and educate the surrounding community, and give people one more reason to think of Clarke County as a wonderful community in which to live.

310 N. Buckmarsh St.
Berryville, Virginia 22611

Business 540.955.2500 • Toll Free 800.736.6753 • Fax 540.955.3530

Website www.century21newvalleyrealty.com • www.c21newvalleyrealty.ismyreagent.com



The kennel and any auxiliary buildings will be far from any boundary lines. The boundary lines have a buffer of trees which will remain in place. I believe that no one when passing by or working out in their fields will even notice the new facility.

In summary, it is my opinion that the positive things that will come with permitting "3 Dog Farm" to make Clarke County it's home will by far outweigh any potential negative or nebular impact that it could have on our current environment.

In the words of the late great John Lennon "let it be, let it be"

Sincerely,

Lisette B. Turner

Owner-Agent of Century 21 New Valley Realty.

36 year resident and property owner in Clarke County



Clarke County**bstidham@clarkecounty.gov**

Fwd: Please forward to Mr. Ohrstrom

From : Alison Teetor <ateetor@clarkecounty.gov>

Tue, Oct 29, 2013 12:53 PM

Subject : Fwd: Please forward to Mr. Ohrstrom**To :** Brandon Stidham-Clarke Co
<bstidham@clarkecounty.gov>**From:** "Dave E Jones" <dave.e.jones@lmco.com>**To:** ateetor@clarkecounty.gov**Sent:** Tuesday, October 29, 2013 12:11:40 PM**Subject:** Please forward to Mr. Ohrstrom

Ms. Teetor,

Please forward the following to Mr Ohrstrom:

Folks,

First a story. My wife Susan and I came to 3 Dog Farm several years ago to find a companion for our greater Swiss Mountain Dog. We brought Merry Weather home with us. We spent several hours there admiring the clean, well kept, kennels and the humane treatment that was afforded the dogs in their care. I believe that their new facility will be a place that you can be proud of. Sue and I are contributors to the Great Pyrenees Rescue and we have two dogs now from that organization. We know they make a difference.

We support SUP-13-02/SP-13-08, Happy Tails Development, LLC & 3 Dog Farm, LC, because this project is good for the community & the animals. Please vote in favor of the Happy Tails' Project.

Vty,

David and Susan Jones

P.O. Box 199

King George, VA 22485

Clarke County**bstidham@clarkecounty.gov**

Fwd: SUP-13-02/SP-13-08, Please Support

From : Douglas Kruhm <dmkruhm@gmail.com>

Tue, Oct 29, 2013 09:23 AM

Subject : Fwd: SUP-13-02/SP-13-08, Please Support**To :** Brandon Stidham <bstidham@clarkecounty.gov>

just received this.....Sorry I cannot attend today's meeting. I will contact you tomorrow to get an update. Doug

----- Forwarded message -----

From: Sharon Carroll <sharon.carroll615@gmail.com>**Date:** Tue, Oct 29, 2013 at 9:08 AM**Subject:** SUP-13-02/SP-13-08, Please Support**To:** robina5@verizon.net, claybrumback@gmail.com, rivervue@visuallink.com, jmturkel@gmail.com, skreider557@comcast.net, dmkruhm@gmail.com, mcfillen@comcast.net, chip@teamrootsandwings.com, cluny@shentel.net, gohrstrom@aol.com, bjb1971@verizon.net, amweiss@visuallink.com, lawyers@visuallink.com, jstaelin@earthlink.com, bmckay@clarkecounty.gov

I support SUP-13-02/SP-13-08, Happy Tails Development, LLC and 3 Dog Farm, LC, because this project is good for the community and the animals. This is a win win for everyone, but especially the dogs. Without organizations such as this one, many of these dogs would be put down, instead of getting a second chance. These animals, through no fault of their own, have often been mistreated by people and need some champions to stand up for them and care for them. The people involved in Happy Tails Development have tremendous commitment to doing what is right for these dogs, and enhancing both the lives of the dogs and the community they live and work in.

PLEASE VOTE IN FAVOR OF THE HAPPY TAILS' PROJECT!!

Sharon Carroll
Sharon.carroll615@gmail.com
(908)510-2797

PETITION

If you are in favor of Happy Tails Development, LLC's development of an animal rehabilitation facility, including an indoor kennel for rescue and companion dogs, on a real working farm near Boyce, VA, indicate your support by signing this petition in favor of: SPECIAL USE/SITE PLAN (SUP-13-02/SP-13-08) for Tax Map 20-2-9, 91.35 acres; intersection of Rt. 723 & Bellevue Lane, Clarke County, VA.
THANK YOU!



Name	Address	Date
Print Name		
Signature below printed name		
1 <u>Bill Anderson</u> <i>Bill Anderson</i>	<u>2746 Springsburg</u> Berryville 22611	<u>10-29-13</u>
2 <u>Sam Healey</u> Claudia Oliver	<u>3924 Middle Rd.</u> Winchester Va. 22602	<u>10/29/13</u>
3 <u>B. Oliver</u> Danielle Pennie	<u>8 LEWIS FARM RD.</u> Leesburg, VA 22641	<u>10/29/13</u>
4 <u>Stephen Stempel</u> Scott Heston	" "	<u>10/29/13</u>
5 <u>J. Wash</u> Jennifer Fishel	<u>17644 RAVEN ROCKS RD.</u> Bluemont VA	<u>10/29/13</u>
6 <u>Jennifer Fishel</u>	<u>202 E. Fairfax St</u> Berryville, VA 22611	<u>10/29/13</u>
7 <u>Kristin Longwater</u> Kristin Longwater	<u>224 Liberty St</u> Berryville VA	<u>10/29/13</u>
8 <u>Jayne Basley</u>	<u>81 Bullskin St</u> Charlottesville VA	<u>10/29/13</u>

Name Print Name Signature below printed name	Address	Date
--	---------	------

9 <u>Tina Ritenow</u> Tina Rite	<u>906 Woods Mill Rd Stephenson VA 22686</u>	<u>10-29-13</u>
------------------------------------	--	-----------------

10 <u>Jeannie Marie Combs</u> Jeannie Marie Combs	<u>105 Arum Trail Star Tannery VA</u> 22684	<u>10-29-13</u>
--	--	-----------------

11 <u>Sandy Pearson</u> Sandy Pearson	<u>7 W. Sharon Dr.</u> Boyce, VA. 22620	<u>10-29-13</u>
--	--	-----------------

12 <u>Anna M Singhas</u> Anna M. Singhas	<u>165 Lindey Lane</u> Berryville, VA 22611	<u>10-31-13</u>
---	--	-----------------

AFFIDAVIT

I Cynthia H Anderson, swear or affirm that my residential address is 2746
Springsbury Rd Berryville VA 22611. I am a legal resident of the Commonwealth of Virginia in the
County/City of Clarke; I am not a minor nor a felon whose voting
rights have not been restored; and I personally witnessed the signature of each person who signed Page
1 and 2 of this document. I understand that falsely signing this affidavit may subject me to felony
prosecution and/or penalty.

Cynthia H Anderson
Signature of Person Circulating Petition

COMMONWEALTH OF VIRGINIA)
)ss.
COUNTY/CITY OF Clarke)

Subscribed and sworn to before me on this 31st day of October, 2013 by
Cynthia H. Anderson

Pamela K Keeler
Notary Public



Pamela K. Keeler
NOTARY PUBLIC
Commonwealth of Virginia
Reg. #138437
My Commission Expires
May 31, 2017

PETITION

If you are in favor of Happy Tails Development, LLC's development of an animal rehabilitation facility, including an indoor kennel for rescue and companion dogs, on a real working farm near Boyce, VA, indicate your support by signing this petition in favor of: SPECIAL USE/SITE PLAN (SUP-13-02/SP-13-08) for Tax Map 20-2-9, 91.35 acres; intersection of Rt. 723 & Bellevue Road, Clarke County, VA.
THANK YOU!



Name	Address	Date
Print Name Signature below printed name		
1 <i>Melby Fleming</i> Meghan Fleming	48 Loosst Lane Bluemont Va	10.15.13
2 <i>Michelle Snow</i> MICHELLE SNOW	43258 WARWICK HILLS CT. LEESBURG, VA 20176	10-18-13
3 <i>R V Deslaurier</i> R V DESLAURIER	43258 WARWICK HILLS CT. LEESBURG, VA 20176	10-18-13
4 <i>David Stephens</i> All Steps	525 Rendalston Lane Bluemont VA 20135	10-18-13
5 <i>Dreama Finney</i> Dreama Finney	414 Treadwell St Berryville VA 22611	10-18-13
6 <i>BEN GOODSPEED</i> B Goodspeed	8317 DUCK HAWK HORTON VA 10/18/13	
7 <i>Kerrin Goodspeed</i> KERRIN GOODSPEED	8317 Duck Hawk Horton, VA 22079	10/18/13

Chris Tobey
Chris Tobey

230 Lois Lane
Bluemont, VA

10/18/13

Name

Address

Date

Print Name

Signature below printed name

9 SHANNON MASON

Shannon Mason

212 Shenandoah Ave
Berryville VA, 22611

10/18/13

10 Douglas Orsady

Douglas Orsady

182 Auburn Rd

Berryville VA 22611

10/19/13

11 Robert J. Hubel

Robert J. Hubel

106 South Eucalypt Ave
Winchester, VA

10/19/13

12 Rickard Byrnes

Rickard Byrnes

121 Hampton Ct
Winchester VA

10/19/13

AFFIDAVIT

I, MARY J Schaecher

, swear or affirm that my residential address is

County/City of Clarke/Bluemont

; I am a legal resident of the Commonwealth of Virginia in the

rights have not been restored; and I personally witnessed the signature of each person who signed Page 1 and 2 of this document. I understand that falsely signing this affidavit may subject me to felony prosecution and/or penalty.

; I am not a minor nor a felon whose voting

Mary J Schaecher

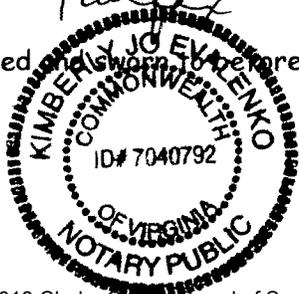
Signature of Person Circulating Petition

COMMONWEALTH OF VIRGINIA)

)ss.

COUNTY/CITY OF Fairfax)

Subscribed and sworn to before me on this 31st day of October, 2013 by



Notary Public

Kimberly J. Evlenko

my commission expires

1/31/2014

PETITION

If you are in favor of Happy Tails Development, LLC's development of an animal rehabilitation facility, including an indoor kennel for rescue and companion dogs, on a real working farm near Boyce, VA, indicate your support by signing this petition in favor of: SPECIAL USE/SITE PLAN (SUP-13-02/SP-13-08) for Tax Map 20-2-9, 91.35 acres; intersection of Rt. 723 & Bellevue Road, Clarke County, VA. THANK YOU!



Name	Address	Date
Print Name		
Signature below printed name		
1 Judy Pierce <i>Judy Pierce</i>	218 River Park LN. Bluemont VA. 20135	10/16/13
2 BRIAN PIERCE <i>Brian Pierce</i>	218 RIVER PARK LN BLUEMONT VA. 20135	10/16/13
3 Amy Stanley <i>Amy Stanley</i>	100 Lois Lane Bluemont, VA 20135	10/17/13
4 Debra Orbaez <i>Debra Orbaez</i>	35171 Dornoch Ct - Round Hill, VA 20141	10/16/13
5 Julianne Strauss <i>Julianne Strauss</i>	200 Kimberly Way Winchester VA 22601	10/18/13
6 Nancy Ruppert <i>Nancy Ruppert</i>	18875 Armwntd/ Purcellville VA 20132	10/18/13
7 Amanda Hurst <i>Amanda Hurst</i>	106 Little River Dr Winchester, VA 22602	10/18/13

8

Mike Scott

Name

Mike Scott

Address 8807 Strouse Ct

Date 10-18-13

Print Name

Springfield Va 22153

Signature below printed name

9 Audrey Goodspeed
Audrey Goodspeed

8807 Strouse Ct 10-18-13
Springfield Va 22153

10 Jason Henricks
Jason

173 TRIPLE ROAD 10-18-13
BERRYVILLE VA 28211

11 Mark Rinehart
Mark

479 Hemlock Lane
Bluemont VA 20135

12 SANDRA Rinehart
sandra Rinehart

SAME as Above

I, MARY J Schuecher

AFFIDAVIT

, swear or affirm that my residential address is

County/City of Clarke/Bluemont

; I am a legal resident of the Commonwealth of Virginia in the

rights have not been restored; and I personally witnessed the signature of each person who signed Page 1 and 2 of this document. I understand that falsely signing this affidavit may subject me to felony prosecution and/or penalty.

; I am not a minor nor a felon whose voting

Mary J Schuecher

Signature of Person Circulating Petition

COMMONWEALTH OF VIRGINIA)

)ss.

COUNTY/CITY OF Fairfax)

Subscribed and sworn to before me on this 31st day of October, 2013 by



Notary Public

Kimberly Jo Evalenko

my commission expires

1/31/2014

PETITION

If you are in favor of Happy Tails Development, LLC's development of an animal rehabilitation facility, including an indoor kennel for rescue and companion dogs, on a real working farm near Boyce, VA, indicate your support by signing this petition in favor of: SPECIAL USE/SITE PLAN (SUP-13-02/SP-13-08) for Tax Map 20-2-9, 91.35 acres; intersection of Rt. 723 & Bellevue Road, Clarke County, VA. THANK YOU!



Name	Address	Date
Print Name Signature below printed name 1 Elizabeth MOCK EMOCK	10 Farmers Ln Berryville, VA 22611	10/19/13
2 KEVIN BOXX KBOX	10 FARMERS LN BERRYVILLE VA 22611	10/19/13
3 Kenneth B. Swain Kenneth B. Swain	127 Clarke Lane Berryville, VA 22611	10/19/13
4 LARRY ALLISON 104 Liberty St - Berryville, VA 22611	Larry Allison	10/19/13
5 LEON E BURRELL 209 MOORE DR BERRYVILLE VA 22611	Leon E Burrell	10/19/13
6 Sylvia Y. Black 908 Clayton Rd Berryville Va 22611	Sylvia Y Black	10/19/13
7 Chris Chu	110 Josephine	10/19/13

8 ~~Trammy~~ Chapman 252 Cameron St. Berryville Va. 10-19
Ty Chup

Name Address Date
Print Name
Signature below printed name

9 William Alexander 252 Cameron St Berryville VA 22611 10-19-13
William Alexander

10 Tyler Place 274 Hermitage Blvd 10-19-13
Tyler Place Berryville VA

11 George Place 274 Hermitage Blvd 10-19-13
George Place Berryville VA

12 Harry Whitmore 310 Ridgfield Av 10-19-13
Harry Whitmore Stephens City VA 22655

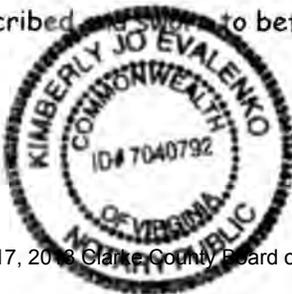
AFFIDAVIT

I, MARY I Schaecher, swear or affirm that my residential address is
County/City of Clarke/Bluemont; I am a legal resident of the Commonwealth of Virginia in the
rights have not been restored; and I personally witnessed the signature of each person who signed Page
1 and 2 of this document. I understand that falsely signing this affidavit may subject me to felony
prosecution and/or penalty.

Mary I Schaecher
Signature of Person Circulating Petition

COMMONWEALTH OF VIRGINIA)
)ss.
COUNTY/CITY OF Fairfax)

Subscribed and sworn to before me on this 31st day of October, 2013 by



Kimberly Jo Evalenko
Notary Public
my commission expires

11/21/2014

PETITION

If you are in favor of Happy Tails Development, LLC's development of an animal rehabilitation facility, including an indoor kennel for rescue and companion dogs, on a real working farm near Boyce, VA, indicate your support by signing this petition in favor of: SPECIAL USE/SITE PLAN (SUP-13-02/SP-13-08) for Tax Map 20-2-9, 91.35 acres; intersection of Rt. 723 & Bellevue Road, Clarke County, VA. THANK YOU!



Name Print Name Signature below printed name	Address	Date
1 Manda Whited <i>Manda Whited</i>	145 River Park Lane Bluemont VA 20135	10/13/13
2 EDWARD R. FRITZ Edward R Fritz	198 RIVER PARK LA. BLUEMONT VA 20135	10/13/13
3 Paula J Redmond <i>Paula Redmond</i>	198 River Park Ln Bluemont, VA 20135	10/13/13
4 Kelly Bridwell <i>Kelly Bridwell</i>	424 River Park Lane Bluemont VA 20135	10/13/13
5 Kurt Samuel <i>Kurt Samuel</i>	424 River Park Lane Bluemont VA 20135	10/13/13
6 Lonnie Roberts <i>Robert</i>	11 LOIS LN Bluemont VA 20135	10/13/13
7 James Roberts <i>James Roberts</i>	11 Lois Lane Bluemont VA 20135	10/13/13

Allen T Smith
Allen Smith

STEPHEN CTY VA 22655
10/19/13

Name	Address	Date
Print Name		
Signature below printed name		

9 Heather Jue, DVM
Heather Jue

6399 St. Timothys Ln
Centreville, VA 20121
10/31/13

10 Elissa Thorndike, DVM
Elissa Thorndike

2932 Woodlawn
Falls Church, VA 22042
10/31/13

11

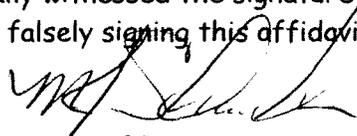
12

I, MARY J Schaecher

AFFIDAVIT

County/City of Clarke/Bluemont
rights have not been restored; and I personally witnessed the signature of each person who signed Page 1 and 2 of this document. I understand that falsely signing this affidavit may subject me to felony prosecution and/or penalty.

, swear or affirm that my residential address is
; I am a legal resident of the Commonwealth of Virginia in the
; I am not a minor nor a felon whose voting



Signature of Person Circulating Petition

COMMONWEALTH OF VIRGINIA)
)ss.
COUNTY/CITY OF Fairfax)

Subscribed and sworn to before me on this 31st day of October, 2013 by



Notary Public

Kimberly Jo Evalenko
my commission expires
1/31/2014

8 Marshall See
Marshall See

145 River Park Lane
Bluemont, Va 20135

10/13/13

Name Print Name	Address	Date
Signature below printed name		

9 Laura MacLaurin
Laura MacLaurin

2379 Springbury Rd.
Berryville, VA 22611

10/13/13

10 EASON SAMUEL
Sam Eason

444 RIVER PARK LN
BLUEMONT, VA 20135

10/13/13

11 Richard Hampton
Richard Hampton

~~115 N~~ 112 Eastside Ln.
Winchester

10/16/13

12 David Mall,
David Mall

207 Ch. 118 Hollow rd
Berryville VA

10-16-13

I, MARY J Schaefer

AFFIDAVIT

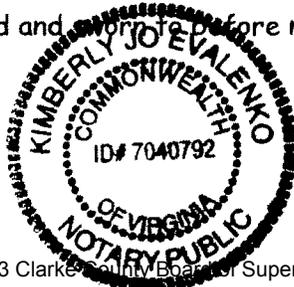
, swear or affirm that my residential address is
 ; I am a legal resident of the Commonwealth of Virginia in the
 County/City of Clarke/Bluemont ; I am not a minor nor a felon whose voting
 rights have not been restored; and I personally witnessed the signature of each person who signed Page
 1 and 2 of this document. I understand that falsely signing this affidavit may subject me to felony
 prosecution and/or penalty.

Mary J Schaefer

Signature of Person Circulating Petition

COMMONWEALTH OF VIRGINIA)
)ss.
 COUNTY/CITY OF Fairfax)

Subscribed and sworn to before me on this 31st day of October, 2013 by



Kimberly Jo Evalenko
Notary Public

My commission expires

11/31/2014 Page 125 of 469

PETITION

If you are in favor of Happy Tails Development, LLC's development of an animal rehabilitation facility, including an indoor kennel for rescue and companion dogs, on a real working farm near Boyce, VA, indicate your support by signing this petition in favor of: SPECIAL USE/SITE PLAN (SUP-13-02/SP-13-08) for Tax Map 20-2-9, 91.35 acres; intersection of Rt. 723 & Bellevue Road, Clarke County, VA.
THANK YOU!



Name	Address	Date
Print Name		
Signature below printed name		
1 <u>Ruth Szecenyi</u>	Boyce, VA 2535 Pyletown Rd	<u>10/16</u>
2 <u>Samantha Schneeman</u>	Boyce, VA 353 Pyletown Rd	<u>10/17</u>
3 <u>Kim Hagland</u>	Berryville, VA 22611 6982 Lord & Hwy	<u>10/17</u>
4 <u>Karon L. Roeder</u> Karon L. Roeder	Berryville VA 22611 741 Seasony Rd	<u>10/17</u>
5 <u>Nory Longbean</u>	Boyce, Va 478 Pagebrook Lane	<u>10/17</u>
6 _____	_____	_____
7 _____	_____	_____
8 _____	_____	_____

Name Print Name Signature below printed name	Address	Date
9		
10		
11		
12		

AFFIDAVIT

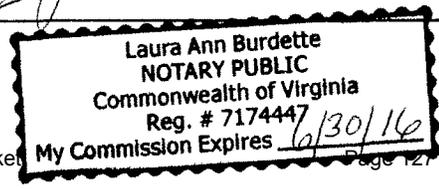
I, GINA SCHAECHER, swear or affirm that my residential address is 15268 SHANNONDALE RD. PURCELLVILLE, VA. I am a legal resident of the Commonwealth of Virginia in the County/City of LOUDOUN; I am not a minor nor a felon whose voting rights have not been restored; and I personally witnessed the signature of each person who signed Page 1 and 2 of this document. I understand that falsely signing this affidavit may subject me to felony prosecution and/or penalty.

Gina L. Schaecher
Signature of Person Circulating Petition

COMMONWEALTH OF VIRGINIA)
)ss.
FAIRFAX COUNTY/CITY OF Fairfax)

Subscribed and sworn to before me on this 31st day of October, 2013 by Gina L. Schaecher.

Laura Ann Burdette
Notary Public



PETITION

If you are in favor of Happy Tails Development, LLC's development of an animal rehabilitation facility, including an indoor kennel for rescue and companion dogs, on a real working farm near Boyce, VA, indicate your support by signing this petition in favor of: SPECIAL USE/SITE PLAN (SUP-13-02/SP-13-08) for Tax Map 20-2-9, 91.35 acres; intersection of Rt. 723 & Bellevue Road, Clarke County, VA.
THANK YOU!



Name	Address	Date
Print Name		
Signature below printed name		
1 <u>Keith Underwood</u>	704 <u>Academy Rd</u> Boyce, VA 22625	10/19/13
2 <u>Heath Shelters</u>	8 Josephine St Berryville, VA 22611	10/19/13
3 <u>MICHAEL PATRICK</u>	1098 PINE GROVE RD	10/19/13
4 <u>Donna Hess</u>	1983 Lockes Mill Rd Berryville, VA 22611	10/19/13
5 <u>William M. Bray</u>	193 Millwood Rd Millwood, VA 1804 Millwood Rd	10-19-13
6 <u>Jennifer Brown</u>	Millwood VA	10-19-13
7 <u>Irene DeFrank</u>	182 Auburn Rd Berryville Va	10/19/13
8 <u>Donna Mutter</u>	37817 Long Ln Lynchburg, VA	10/19/13

Name	Address	Date
9 <u>Patricia Jackson</u> Print Name Signature below printed name	<u>205 Josephine St.</u>	<u>10-19-2013</u>
10 <u>Mike Dasher</u>	<u>115 Academy Street</u>	<u>10-19-2013</u>
11 _____	_____	_____
12 _____	_____	_____

AFFIDAVIT

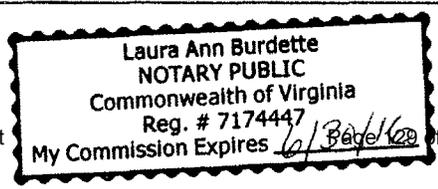
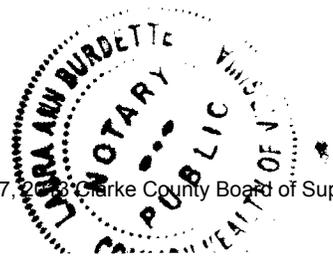
I, GINA L. SCHAECHTEL, swear or affirm that my residential address is 15269 SHANNONDALE RD, PURCELLVILLE, VA; I am a legal resident of the Commonwealth of Virginia in the County/City of LOUDOUN; I am not a minor nor a felon whose voting rights have not been restored; and I personally witnessed the signature of each person who signed Page 1 and 2 of this document. I understand that falsely signing this affidavit may subject me to felony prosecution and/or penalty.

[Signature]
Signature of Person Circulating Petition

COMMONWEALTH OF VIRGINIA)
)ss.
COUNTY/CITY OF Fairfax)

Subscribed and sworn to before me on this 31st day of October, 2013 by
GINA L. SCHAECHTEL

[Signature]
Notary Public



PETITION

If you are in favor of Happy Tails Development, LLC's development of an animal rehabilitation facility, including an indoor kennel for rescue and companion dogs, on a real working farm near Boyce, VA, indicate your support by signing this petition in favor of: SPECIAL USE/SITE PLAN (SUP-13-02/SP-13-08) for Tax Map 20-2-9, 91.35 acres; intersection of Rt. 723 & Bellevue Road, Clarke County, VA.
THANK YOU!



Name	Address	Date
Print Name		
Signature below printed name		
1 <u>Michèle Worthing</u> <i>Michèle Worthing</i>	<u>84 Wickliffe, Berryville</u> 22611	<u>10/26/13</u>
2 <u>Clyde Crosswell</u> <i>Clyde Crosswell</i>	<u>994 Crums Church Rd.</u> Berryville, VA 22611	<u>10/26/13</u>
3 <u>Halter Andersen</u> <i>Halter Andersen</i>	<u>10570 Hamstead Hwy</u> Berryville Va. 22611	<u>10/24/13</u>
4 <u>Bess Stuart</u> <i>Bess Stuart</i>	<u>2455 Red Gate Rd</u> White Post, VA 22663	<u>10/26/13</u>
5 <u>Marcus Zechini</u> <i>Marcus Zechini</i>	<u>2455 Red Gate Rd.</u> White Post, VA. 22663	<u>10/26/13</u>
6 _____	_____	_____
7 _____	_____	_____
8 _____	_____	_____

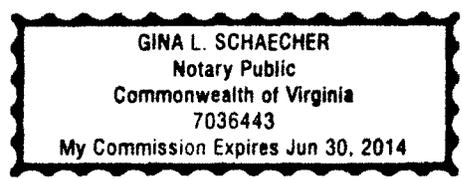
Name	Address	Date
Print Name		
Signature below printed name		
9		
10		
11		
12		

AFFIDAVIT

I, MICHAEL WILLIAMS, swear or affirm that my residential address is 1526 8 SHANNON DYALE RD, PURCELLVILLE, VA am a legal resident of the Commonwealth of Virginia in the County/City of LOUDOUN; I am not a minor nor a felon whose voting rights have not been restored; and I personally witnessed the signature of each person who signed Page 1 and 2 of this document. I understand that falsely signing this affidavit may subject me to felony prosecution and/or penalty.

MW
Signature of Person Circulating Petition

COMMONWEALTH OF VIRGINIA)
)ss.
COUNTY/CITY OF LOUDOUN)



Subscribed and sworn to before me on this 30th day of October, 2013 by MICHAEL WILLIAMS

G. L. Schaecher
Notary Public

PETITION

If you are in favor of Happy Tails Development, LLC's development of an animal rehabilitation facility, including an indoor kennel for rescue and companion dogs, on a real working farm near Boyce, VA, indicate your support by signing this petition in favor of: **SPECIAL USE/SITE PLAN (SUP-13-02/SP-13-08)** for Tax Map 20-2-9, 91.35 acres; intersection of Rt. 723 & Bellevue Lane, Clarke County, VA.
THANK YOU!



Name	Address	Date
Print Name Signature below printed name Anke King <i>Anke King</i> 1	4608 Hamilton Dr. Woodbridge VA 22193	10-27-13
2 <i>Jane Moxton</i>	600 W. Virginia Ave Martinsburg, WV 25401	10/27/13
3 <i>Joni S Whiffled</i>	704 Hickory Hill Dr Harrisburg VA 22801	10/27/13
4 <i>Kendra Hill</i>	223 Middlefield Salisbury MD 21801 PO Box 618	10/27/13
5 <i>Mary R Ellenburg</i>	Monterey VA 24465 PO Box 618	10/27/13
6 <i>Maria C Ellenburg</i>	Monterey VA 24465 4830 Hanover Pike	10-27-13
7 <i>Barbara Lunnfeld</i>	Manchester, MD 21102	10-27-13
8		

PETITION

If you are in favor of Happy Tails Development, LLC's development of an animal rehabilitation facility, including an indoor kennel for rescue and companion dogs, on a real working farm near Boyce, VA, indicate your support by signing this petition in favor of: SPECIAL USE/SITE PLAN (SUP-13-02/SP-13-08) for Tax Map 20-2-9, 91.35 acres; intersection of Rt. 723 & Bellevue Lane, Clarke County, VA. THANK YOU!



Name	Address	Date
Print Name		
Signature below printed name		
1 <u>B. Colthene</u>	6005 Chapman Rd Mason Neck Va	10/27/13
2 <u>Marcella Cisneros</u> <i>Marcella Cisneros</i>	8220 Chestwood Hills Dr #116 McLean, VA 22102	27 Oct 13
3 <u>Gretchen Mason</u> <i>Gretchen Mason</i>	26 Triangle Farm Ln Summit Point, VA 25446	10/27/13
4 <u>Jean Woodward</u> <i>Jean Woodward</i>	4117 Virginia St Fairfax VA 22032	10/27/13
5 <u>Shirley Thomas</u> <i>Shirley Thomas</i>	4551 Chimneys W Dr Haymarket, VA	10/27/13
6 <u>KONSTANCE McCaffree</u> <i>Konstance McCaffree</i>	560 Maple Ave Doylesboro, VA	10/27/13
7 <u>Sheri McAlevy</u> <i>Sheri McAlevy</i>	2935 New River Rd West Friendship Md	10/27/13
8 <u>Robert Lutz</u> <i>Robert Lutz</i>	157 Warm Springs Rd Winchester, VA 22603	10/27/13

PETITION

If you are in favor of Happy Tails Development, LLC's development of an animal rehabilitation facility, including an indoor kennel for rescue and companion dogs, on a real working farm near Boyce, VA, indicate your support by signing this petition in favor of: SPECIAL USE/SITE PLAN (SUP-13-02/SP-13-08) for Tax Map 20-2-9, 91.35 acres; intersection of Rt. 723 & Bellevue Lane, Clarke County, VA. THANK YOU!



Name	Address	Date
1 <u>Kenneth Herring</u> <u>Kerry A</u>	<u>10310 Greenacres Dr</u> <u>Silver Spring MD 20903</u>	<u>10/27/13</u>
2 <u>BARBARA GLOVER</u>	<u>436 FRIENDSVILLE Addison Rd</u> <u>FRIENDSVILLE, Md 21531</u>	<u>10/27/13</u>
3 <u>Joanne Dzenkowski</u> <u>Joanne Dzenkowski</u>	<u>8467 Renolds Ave</u> <u>Marshall, VA 20115</u>	<u>10/27/13</u>
4 <u>Katie Meyer</u>	<u>3483 Constellation Dr</u> <u>DAVIDSONVILLE, MD</u>	<u>10/27/13</u>
5 <u>Susan E Helbert</u>	<u>111 Third Avenue</u> <u>Brookly Park MD 21229</u>	<u>10/27/13</u>
6 <u>Susan Osomansky</u>	<u>13310 LeRae St NE</u> <u>Cumberland, MD</u>	<u>10/27/13</u>
7 <u>JC Desrosier</u>	<u>1715 Spring Tree Dr</u> <u>Eldersburg, MD 21784</u>	<u>10/27/2013</u>
8 <u>Lesley J Weibs</u> <u>Lesley T. Weibs</u>	<u>30638 EKustic Dr</u> <u>Salisbury MD 21804</u>	<u>10/27/2013</u>

PETITION

you are in favor of Happy Tails Development, LLC's development of an animal rehabilitation facility, including an indoor kennel for rescue and companion dogs, on a working farm near Boyce, VA, indicate your support by signing this petition in favor of: SPECIAL USE/SITE PLAN JP-13-02/SP-13-08) for Tax Map 20-2-9, 91.35 acres: intersection of Rt. 723 & Bellevue Lane, Clarke County, VA. THANK YOU!



Name _____ Address _____ Date _____
 Print Name
 Signature below printed name

[Signature] _____ 5000 Drexel _____ Harrisburg, PA 10/27/13

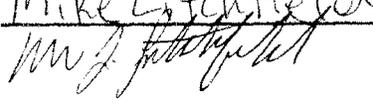
DANA K. WALPOLE _____ 15219 EDGE GROVE RD _____ 10-27-13
Dana K. Walpole _____ Purcellville VA 20132 _____

Mary Jo Walpole _____ 15219 Edgemoor Rd _____ 10/29/13
Mary Jo Walpole _____ Purcellville VA 20132 _____

PETITION

you are in favor of Happy Tails Development, LLC's development of an animal rehabilitation facility, including an indoor kennel for rescue and companion dogs, on a working farm near Boyce, VA, indicate your support by signing this petition in favor of: SPECIAL USE/SITE PLAN (JP-13-02/SP-13-08) for Tax Map 20-2-9, 91.35 acres; intersection of Rt. 723 & Bellevue Lane, Clarke County, VA. THANK YOU!



Name	Address	Date
Printed Name Signature below printed name Mike Litchfield 	4830 Hamover Pike Manchester, MD 21102	Oct. 27, 2013

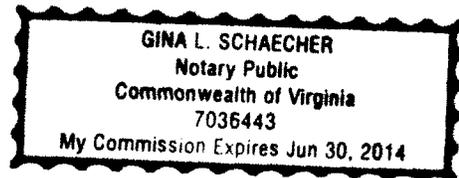
Name	Address	Date
Print Name		
Signature below printed name		
9		
10		
11		
12		

AFFIDAVIT

I, Mary Jo Walpole, swear or affirm that my residential address is 15219 Edgemoor Rd Parkersville, VA. I am a legal resident of the Commonwealth of Virginia in the County/City of Loudoun County; I am not a minor nor a felon whose voting rights have not been restored; and I personally witnessed the signature of each person who signed Page 1 and 2 of this document. I understand that falsely signing this affidavit may subject me to felony prosecution and/or penalty.

Mary Jo Walpole
 Signature of Person Circulating Petition

COMMONWEALTH OF VIRGINIA)
) ss.
 COUNTY/CITY OF LOUDOUN)

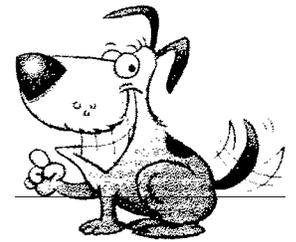


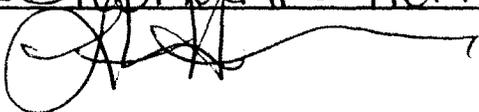
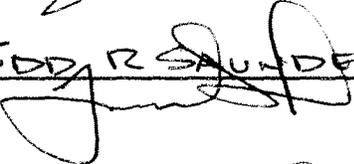
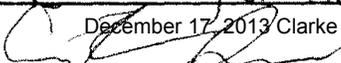
Subscribed and sworn to before me on this 30th day of October, 2013 by
MARY JO WAPOLG

Gina L. Schaecher
 Notary Public

PETITION

If you are in favor of Happy Tails Development, LLC's development of an animal rehabilitation facility, including an indoor kennel for rescue and companion dogs, on a real working farm near Boyce, VA, indicate your support by signing this petition in favor of: SPECIAL USE/SITE PLAN (SUP-13-02/SP-13-08) for Tax Map 20-2-9, 91.35 acres; intersection of Rt. 723 & Bellevue Road, Clarke County, VA.
THANK YOU!



Name	Address	Date
Print Name		
Signature below printed name		
1 <u>Cindy Akland</u>	<u>Box 133 Millwood, VA 22648</u>	<u>10/14/13</u>
2 <u>Stephanie L Herron</u> 	<u>27 Calmes Neck Ln</u> <u>22620</u>	<u>10/14/13</u>
3 <u>Joseph Lynn</u> 	<u>14 Bol Voi Drive</u> <u>Berryville, VA 22611</u>	<u>10/14/13</u>
4 <u>TODD R SAUNDERS</u> 	<u>23 WEST MAIN ST.</u> <u>BERRYVILLE, VA. 22611</u>	<u>10/14/13</u>
5 <u>Patricia W James</u> Patricia James	<u>15 W Main St, Bville, VA</u> <u>22611</u>	<u>10/14/13</u>
6 <u>Jayne</u> Jan Layne	<u>15 W Main St, Bville, VA.</u> <u>22611</u>	<u>10/14/13</u>
7 <u>Courtney Hickerson</u> Cathy M. Hickerson	<u>534 Providence Lane</u> <u>Bluemont VA 20135</u>	<u>10/14-2013</u>
8 <u>Carrington Summa</u> 	<u>470 Foxridge Dr.</u> <u>Ellensburg Va 20175</u>	<u>10/14/2013</u>

Name

Address

Date

Print Name

Signature below printed name

9 Cassy Thompson

1514 Millwood Rd.
Boyce VA 27620

10/14

Cassy Thompson

10

LISA CLAVEE

90 Tom Lane
Berryville, VA 22611

10/14

Lisa Clavee

11

Amber Bamaley

19 Clarke Ln Berryville
VA 22611

10/14

Amber Bamaley

12

D. L. Lan tonio

23 Crow Street
Berryville 22611

10/14

AFFIDAVIT

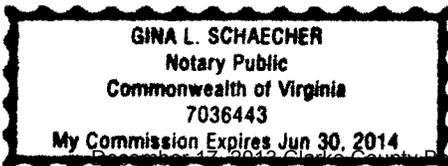
I, ROBERT J. SCHAECHER, swear or affirm that my residential address is 1526 B SHANNONDALE ROAD, PURCELLVILLE, VA; I am a legal resident of the Commonwealth of Virginia in the County/City of LOUDOUN; I am not a minor nor a felon whose voting rights have not been restored; and I personally witnessed the signature of each person who signed Page 1 and 2 of this document. I understand that falsely signing this affidavit may subject me to felony prosecution and/or penalty.

Robert J. Schaecher
Signature of Person Circulating Petition

COMMONWEALTH OF VIRGINIA)
)ss.
COUNTY/CITY OF LOUDOUN)

Subscribed and sworn to before me on this 14th day of October, 2013 by
ROBERT J. SCHAECHER

Gina L. Schaecher
Notary Public



PETITION

If you are in favor of Happy Tails Development, LLC's development of an animal rehabilitation facility, including an indoor kennel for rescue and companion dogs, on a real working farm near Boyce, VA, indicate your support by signing this petition in favor of: SPECIAL USE/SITE PLAN (SUP-13-02/SP-13-08) for Tax Map 20-2-9, 91.35 acres; intersection of Rt. 723 & Bellevue Road, Clarke County, VA.
THANK YOU!



Name	Address	Date
Print Name		
Signature below printed name		
1 <u>MIKE SKAGGS</u> <i>Mike Skaggs</i>	<u>415 JACK FROST BLVD</u> BERRYVILLE	<u>10/14/13</u>
2 <u>Christina Singhas</u> <i>Christina</i>	<u>200 Oregon Ave</u> Winch. VA 22601	<u>10-14-13</u>
3 <u>Nicole Shamber</u> <i>Nicole Shamber</i>	<u>203 E. Fairfax St</u> Berryville, Va 22611	<u>10-14-13</u>
4 <u>MATT CALLIS</u> <i>Matt Callis</i>	<u>309 HEMLOCK LN</u> BLUENONT, VA 20135	<u>10-14-13</u>
5 <u>Katie Thompson</u> <i>Katie Thompson</i>	<u>Berryville</u>	<u>10-14-13</u>
6 <u>Jessica R Carter</u> <i>Jessica R Carter</i>	<u>Berryville, VA</u>	<u>10-14-13</u>
7 <u>Adam Tedder</u> <i>Adam Tedder</i>	<u>Berryville, VA</u>	<u>10-14-13</u>
8 <u>CHAD MASSEY</u> <i>Chad Massey</i>	<u>Winchester</u>	<u>10-14-13</u>

Name

Address

Date

Print Name

Signature below printed name

9 Norma Green (Green) 101 Blue Ridge St 10/14/13
Norma Green

10 Rachel Smucker 208 Sutton Ct 10/14/13
Rachel Smucker Winchester, VA 22601

11 Shirley Goodcharan 12 Crosswinds Ct 10/14/13
Shirley Goodcharan Charles town, WV 25414

12 Dele Cain Jr 163 Revolution Drive 10/14/13
Dele Cain Jr Bunker Hill WV 25413

AFFIDAVIT

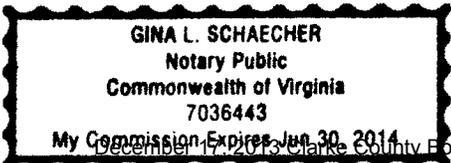
I, ROBERT J. SCHAECHER, swear or affirm that my residential address is 15268 SHANNONDALE ROAD, PURCELLVILLE, VA. I am a legal resident of the Commonwealth of Virginia in the County/City of LOUDOUN; I am not a minor nor a felon whose voting rights have not been restored; and I personally witnessed the signature of each person who signed Page 1 and 2 of this document. I understand that falsely signing this affidavit may subject me to felony prosecution and/or penalty.

Robert J. Schaecher
 Signature of Person Circulating Petition

COMMONWEALTH OF VIRGINIA)
)ss.
 COUNTY/CITY OF LOUDOUN)

Subscribed and sworn to before me on this 14th day of October, 2013 by ROBERT J. SCHAECHER.

Gina L. Schaecher
 Notary Public



PETITION

If you are in favor of Happy Tails Development, LLC's development of an animal rehabilitation facility, including an indoor kennel for rescue and companion dogs, on a real working farm near Boyce, VA, indicate your support by signing this petition in favor of: SPECIAL USE/SITE PLAN (SUP-13-02/SP-13-08) for Tax Map 20-2-9, 91.35 acres: intersection of Rt. 723 & Bellevue Lane, Clarke County, VA.
THANK YOU!



Name	Address	Date
Print Name		
Signature below printed name		
1 <u>MARGARET SINE</u> Margaret Sine	<u>782 JOHN MOSBY HWY.</u> PARIS VA.	<u>10/27/13</u>
2 <u>WENDELL SINE</u> Wendell Sine	<u>782 JOHN MOSBY HWY.</u> PARIS VA.	<u>10/27/13</u>
3 <u>CHARLES R SeCHRIST</u> Charles R. Sechrist	<u>792 John Mosby Hwy</u> PARIS VA	<u>10/27/13</u>
4 <u>TERRY McCARTY</u> Terry McCarty	<u>792 John Mosby Highway</u> Paris VA 20130	<u>10/27/13</u>
5 <u>DAVID Sechrist</u> David Sechrist	<u>766 John Mosby Hwy</u> Paris VA. 20130	<u>10/28/13</u>
6 <u>Juanita Sechrist</u> Juanita Sechrist	<u>766 John Mosby Hwy</u> Paris, Va. 20130	<u>10/28/13</u>
7 <u>MARY R SeCHRIST</u> Mary R Sechrist	<u>54 Summer Sp Ln</u> Paris, Va 2013	<u>10/28/13</u>
8 <u>DAVID SEALOCK</u> David Sealock	<u>8126 John mosby</u> <u>HWY BOYCE VA</u>	<u>10/29/13</u>

PETITION

If you are in favor of Happy Tails Development, LLC's development of an animal rehabilitation facility, including an indoor kennel for rescue and companion dogs, on a real working farm near Boyce, VA, indicate your support by signing this petition in favor of: SPECIAL USE/SITE PLAN (SUP-13-02/SP-13-08) for Tax Map 20-2-9, 91.35 acres; intersection of Rt. 723 & Bellevue Lane, Clarke County, VA.
THANK YOU!



Name	Address	Date
Print Name Signature below printed name DENNIS W. SINGHAS 1 <u>DWS</u>	<u>963 JOHN MOSBY HWY</u> <u>PARIS VA. 20130</u>	<u>10-23-13</u>
SHARON M. SINGHAS 2 <u>Sharon M. Singhas</u>	<u>963 JOHN MOSBY HWY</u> <u>PARIS, VA. 20130</u>	<u>10-23-13</u>
LINDA M. OMDORFF 3 <u>Linda M Omdorff</u> WARREN L. OMDORFF, JR.	<u>21784 Blue Ridge Mt Rd</u> <u>Paris, Va 20130</u>	<u>10/23/13</u>
4 <u>W. L. Omdorff, Jr.</u> WILLIAM G. COX, JR.	<u>21786 Blue Ridge Mt. Rd</u> <u>PARIS, VA. 20130</u>	<u>10/23/2013</u>
5 <u>William G Cox</u>	<u>61 MORGAN LANE</u> <u>BOYCE, VA 22620</u>	<u>10-28-13</u>
THERESA L COX 6 <u>Theresa L Cox</u>	<u>61 Morgan Lane</u> <u>Boyce, Va 22620</u>	<u>10-28-2013</u>
BRIAN W. SINGHAS 7 <u>BWS</u>	<u>963 JOHN MOSBY HWY</u> <u>PARIS, VA. 20130</u>	<u>10-30-13</u>

PETITION

If you are in favor of Happy Tails Development, LLC's development of an animal rehabilitation facility, including an indoor kennel for rescue and companion dogs, on a real working farm near Boyce, VA, indicate your support by signing this petition in favor of: SPECIAL USE/SITE PLAN (SUP-13-02/SP-13-08) for Tax Map 20-2-9, 91.35 acres; intersection of Rt. 723 & Bellevue Lane, Clarke County, VA.
THANK YOU!



Name	Address	Date
Print Name		
Signature below printed name		
Robert Morgan Jr.		
1 <u>Robert Morgan Jr.</u>	2491 Bishopmeade Rd. Boyce VA. 22620	10-29-13
2 _____	_____	_____
3 _____	_____	_____
4 _____	_____	_____
5 _____	_____	_____
6 _____	_____	_____
7 _____	_____	_____
8 _____	_____	_____

Name

Address

Date

Print Name

Signature below printed name

9 _____

10 _____

11 _____

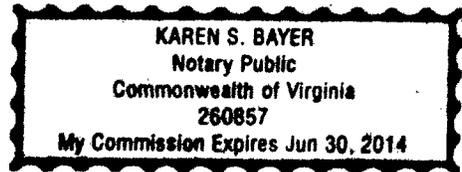
12 _____

AFFIDAVIT

I, DENNIS W. SINGHAS, swear or affirm that my residential address is 963 JOHN MOSBY HWY PARIS VA 20130. I am a legal resident of the Commonwealth of Virginia in the County/City of CLARKE; I am not a minor nor a felon whose voting rights have not been restored; and I personally witnessed the signature of each person who signed Page 1 and 2 of this document. I understand that falsely signing this affidavit may subject me to felony prosecution and/or penalty.

D.W. Singhas DENNIS W. SINGHAS
Signature of Person Circulating Petition

COMMONWEALTH OF VIRGINIA)
)ss.
COUNTY/CITY OF Fauquier)



Subscribed and sworn to before me on this 31st day of October, 2013 by
Dennis W. Singhas

Karen S. Bayer
Notary Public

PETITION

If you are in favor of Happy Tails Development, LLC's development of an animal rehabilitation facility, including an indoor kennel for rescue and companion dogs, on a real working farm near Boyce, VA, indicate your support by signing this petition in favor of: SPECIAL USE/SITE PLAN (SUP-13-02/SP-13-08) for Tax Map 20-2-9, 91.35 acres; intersection of Rt. 723 & Bellevue Lane, Clarke County, VA.
THANK YOU!



Name	Address	Date
Print Name		
Signature below printed name		
1 <u>John F. Harris</u>	<u>175 River Park Lane Bluemont, Va 20135</u>	<u>10/26/13</u>
2 <u>Jim Fitzgibbon</u>	<u>769 Bench Lane Bluemont VA</u>	<u>10-26-13</u>
3 <u>RUSH J. GIBSON III</u>	<u>4447 River Road Bluemont VA</u>	<u>10-26-13</u>
4 <u>Sharon Gibson</u>	<u>4447 River Road Bluemont VA 20135</u>	<u>10/26/13</u>
5 <u>LINDA HALLE</u>	<u>310 1/2 W BUCKMARSH ST Berryville, Va 22611</u>	<u>10/27/13</u>
6 <u>Debbie M Wright</u>	<u>2409 Russell Rd Berryville VA 22611</u>	<u>10/29/13</u>
7 <u>Dale L. Fritts</u>	<u>432 Cather Rd Berryville VA 22611</u>	<u>10/30/13</u>
8 <u>Joyce A Fritts</u>	<u>432 Cather Rd Berryville VA 22611</u>	<u>10-30-13</u>

Name

Address

Date

Print Name

Signature below printed name

9 James Scott Thompson
[Signature]

790 Frogtown Rd Bluemont, VA 10/31/2013

10 Edward M. Lesley
[Signature]

14619 Blue Ridge Mtn Rd Bluemont VA 10/31/2013

11 [Signature]
MATHIAS P LEWIS

457 Kinsky Ln
Beanyville, VA 22611 10-31-13

12

AFFIDAVIT

I, CARL S. HALES, swear or affirm that my residential address is 241
ROVIDENCE LN, BLUEMONT, VA 20135 I am a legal resident of the Commonwealth of Virginia in the
County/City of CLARKE; I am not a minor nor a felon whose voting
rights have not been restored; and I personally witnessed the signature of each person who signed Page
1 and 2 of this document. I understand that falsely signing this affidavit may subject me to felony
prosecution and/or penalty.

[Signature]
Signature of Person Circulating Petition

COMMONWEALTH OF VIRGINIA)
)ss.
COUNTY/CITY OF Winchester)

Subscribed and sworn to before me on this 31st day of October, 2013 by
Carl S. Hales

[Signature]
Notary Public Reg # 138621
Comm. Expires: 3/31/15

PETITION

If you are in favor of Happy Tails Development, LLC's development of an animal rehabilitation facility, including an indoor kennel for rescue and companion dogs, on a real working farm near Boyce, VA, indicate your support by signing this petition in favor of: SPECIAL USE/SITE PLAN (SUP-13-02/SP-13-08) for Tax Map 20-2-9, 91.35 acres: intersection of Rt. 723 & Bellevue Lane, Clarke County, VA.
THANK YOU!



Name	Address	Date
Print Name		
Signature below printed name		
1 <u>SEAN E MALUCCI</u>	321 Triple J Rd Beverlyville, VA 22611	10-22-13
SEAN E MALUCCI	" "	" "
2 <u>SEAN E MALUCCI</u>		
Patricia A Doyle	11590 Harry Byrd Hwy Beverlyville, VA 22611	
3 <u>PATRICIA A DOYLE</u>		10/22/13
PAUL J. DOYLE	"	"
4 <u>PAUL J. DOYLE</u>		
MICHAEL M. BERRY	942 TILTHAMMER MILL RD BOYCE, VA 22620	
5 <u>GWEN HALES</u>		10/22/13
GWEN HALES		
6 <u>GWEN HALES</u>	241 Providence Ln Beverlyville, VA 22611	10/23/13
7 _____		
8 _____		

Name	Address	Date
Print Name		
Signature below printed name		
9		
10		
11		
12		

AFFIDAVIT

I, CARL S. HALES, swear or affirm that my residential address is 241
PROVIDENCE LANE; I am a legal resident of the Commonwealth of Virginia in the
County/CITY of CLARKE ~~CLARKE~~ BLUEMOUNT VA 20135; I am not a minor nor a felon whose voting
rights have not been restored; and I personally witnessed the signature of each person who signed Page
1 and 2 of this document. I understand that falsely signing this affidavit may subject me to felony
prosecution and/or penalty.

Carl Hales
Signature of Person Circulating Petition

COMMONWEALTH OF VIRGINIA)
)ss.
COUNTY/CITY OF Winchester)

Subscribed and sworn to before me on this 31ST day of October, 2013 by
Carl S. Hales

Austen J. Scheuler
Notary Public Reg # 138621
My Comm Expires 3/31/15

PETITION

If you are in favor of Happy Tails Development, LLC's development of an animal rehabilitation facility, including an indoor kennel for rescue and companion dogs, on a real working farm near Boyce, VA, indicate your support by signing this petition in favor of: SPECIAL USE/SITE PLAN (SUP-13-02/SP-13-08) for Tax Map 20-2-9, 91.35 acres; intersection of Rt. 723 & Bellevue Lane, Clarke County, VA.
THANK YOU!



Name	Address	Date
Print Name		
Signature below printed name		
<i>Frank J. Cefalo</i> 1 FRANK J. CEFALO	<i>B. Beaumont Va, 20135</i> <i>19595 Crossfork</i>	<i>26 Oct 13</i>
<i>Michael J. LeBlanc</i> 2 Michael J. LeBlanc	<i>4 Battletown Dr Berryville</i>	<i>26 OCT 13</i>
<i>John Sengewalt</i> 3 John Sengewalt	<i>126 W. Main St Berryville</i>	<i>26 OCT 13</i>
<i>James J. Kelly</i> 4 JAMES J. KELLY	<i>300 Archer Ct Berryville, VA</i>	<i>26 OCT 13</i>
<i>Warren A. Ardison</i> 5 WARREN A. ARDISON	<i>85 Tappan Rd</i> <i>Berryville VA 22611</i>	<i>26 Oct 13</i>
<i>Edward F. Windisch</i> 6 EDWARD F. WINDISCH	<i>329 DUNLAP DRIVE</i> <i>BERRYVILLE VA 22611</i>	<i>26 OCT 13</i>
<i>Frederick J. Curtis</i> 7 Frederick J. Curtis	<i>3274 Shepherds Pt. II Rd.</i> <i>Berryville, VA 22611</i>	<i>26 OCT 13</i>
<i>Walter C. McGraw</i> 8 WALTER C. MCGRAW	<i>313 Hermitage Blvd</i> <i>Berryville, VA 22611</i>	<i>26 Oct 13</i>

Name

Address

Date

Print Name

Signature below printed name

9 JAMES W. WILLIS

128 W. MAIN ST
BERRYVILLE, VA

10-26-13

10 GREGORY HART

775 WADESVILLE RD
BERRYVILLE VA

10-26-13

11 Daniel Securit

151 WRIGHTS MILL RD
BERRYVILLE

10-26-13

12 RUTH LOUGHBOROUGH

P.O. Box 425
BERRYVILLE, VA 22011

10-26-13

AFFIDAVIT

I, CARL S. HALES, swear or affirm that my residential address is 241 PROVIDENCE LN, BLENHEIM; I am a legal resident of the Commonwealth of Virginia in the County/City of CLARKE; I am not a minor nor a felon whose voting rights have not been restored; and I personally witnessed the signature of each person who signed Page 1 and 2 of this document. I understand that falsely signing this affidavit may subject me to felony prosecution and/or penalty.

Carl Hales
Signature of Person Circulating Petition

COMMONWEALTH OF VIRGINIA)
)ss.
COUNTY/CITY OF Winchester)

Subscribed and sworn to before me on this 31st day of October, 2013 by
Carl S. Hales

Susan A. Scheulen
Notary Public Reg # 138621
Comm. Expires 3/31/15

PETITION

If you are in favor of Happy Tails Development, LLC's development of an animal rehabilitation facility, including an indoor kennel for rescue and companion dogs, on a real working farm near Boyce, VA, indicate your support by signing this petition in favor of: SPECIAL USE/SITE PLAN (SUP-13-02/SP-13-08) for Tax Map 20-2-9, 91.35 acres; intersection of Rt. 723 & Bellevue Lane, Clarke County, VA.
THANK YOU!



Name	Address	Date
Print Name		
Signature below printed name		
1 <u>C. B. Chappel</u> <i>C. B. Chappel</i>	<u>P.O. Box 309, Berryville</u> <i>Berryville VA 22611</i>	<u>10/30/13</u>
2 <u>K E Brobst</u> <i>K E Brobst</i>	<u>316 Henderson Ct, Berryville</u>	<u>10/30/13</u>
3 <u>Clark Hammerberg</u>	<u>5933 Lord Fairfax Hwy</u>	<u>10/30/13</u>
4 <u>HOWARD L. JONES</u> <i>Howard L. Jones</i>	<u>112 TAYLOR D. BERRYVILLE</u>	<u>10/30/13</u>
5 <u>ROBERT E. JACKSON</u> <i>Robert E. Jackson</i>	<u>218 EAST MAIN ST</u> <u>BERRYVILLE, VA. 22611</u> <i>Robert E. Jackson</i>	<u>10-30-13</u>
6 <u>Robert A. Ferrelle</u> <i>Robert A. Ferrelle</i>	<u>205 Henderson Ct.</u> <u>Berryville, VA 22611</u>	<u>10-30-13</u>
7 <u>REBECCA G JACKSON</u> <i>Rebecca G Jackson</i>	<u>125 S. Church St</u> <u>Berryville VA 22611</u>	<u>10-30-13</u>
8 <u>George Dellinger</u> <i>George Dellinger</i>	<u>300 Taylor St</u> <u>Berryville, VA 22611</u>	<u>10/30/13</u>

Name

Address

Date

Print Name

Signature below printed name

9 _____

10 _____

11 _____

12 _____

AFFIDAVIT

I, CARL S. HALES, swear or affirm that my residential address is 241 PROVIDENCE LN, BLUEMOUNT VA 20135. I am a legal resident of the Commonwealth of Virginia in the County/CITY of CLARKE; I am not a minor nor a felon whose voting rights have not been restored; and I personally witnessed the signature of each person who signed Page 1 and 2 of this document. I understand that falsely signing this affidavit may subject me to felony prosecution and/or penalty.

Carl S. Hales

Signature of Person Circulating Petition

COMMONWEALTH OF VIRGINIA)
)ss.
COUNTY/CITY OF Winchester)

Subscribed and sworn to before me on this 31st day of October, 2013 by
Carl S. Hales

Austin J. Achealer

Notary Public Reg # 138621
Comm. expires 3/31/15

PETITION

If you are in favor of Happy Tails Development, LLC's development of an animal rehabilitation facility, including an indoor kennel for rescue and companion dogs, on a real working farm near Boyce, VA, indicate your support by signing this petition in favor of: SPECIAL USE/SITE PLAN (SUP-13-02/SP-13-08) for Tax Map 20-2-9, 91.35 acres; intersection of Rt. 723 & Bellevue Lane, Clarke County, VA.
THANK YOU!



Name	Address	Date
Print Name		
Signature below printed name		
1 <u>Phyllis Onder</u> <u>Phyllis Onder</u>	<u>2881 Bishop Meade Rd</u> <u>Boyce, VA 22620</u>	<u>10/29/13</u>
2 <u>Edw. H. Bell</u>	<u>310 N. Buckhorn St</u>	<u>29 Oct 13</u>
3 <u>ELEANORE M. KOBETZ</u> <u>Eleanor M. Kobetz</u>	<u>Berryville, VA 22611</u> <u>564 Shepherds Mill Rd</u>	<u>10/29/13</u>
4 <u>[Signature]</u>	<u>1890 Old Chapel Rd.</u> <u>Boyce, VA</u>	<u>10/29/13</u>
5 <u>Ann W. Hudson</u>	<u>545 Russell Rd</u> <u>Berryville, VA 22611</u>	<u>10/30/13</u>
6 <u>Lois B. Spivey</u>	<u>132 Lusk Lane</u> <u>Berryville Va.</u>	<u>10/30/13</u>
7 <u>Nancy Shirley</u>	<u>336 Stringtown Rd</u> <u>Berryville, Va.</u> <u>22611</u> <u>2556 Kimble Rd</u>	<u>10/31/13</u>
8 <u>Sharon Bell</u>	<u>Berryville, Va.</u> <u>22611</u>	<u>10/31/13</u>

Name

Address

Date

Print Name

Signature below printed name

9 CHRISTOPHER M. CURRAN
Christopher M. Curran

487 Bell Lane
Berryville VA

22611

10 _____

11 _____

12 _____

AFFIDAVIT

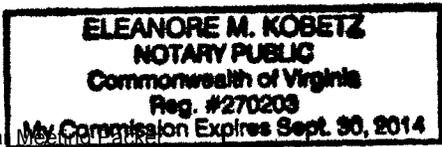
I, Lisette B. Turner, swear or affirm that my residential address is 132
Livster Lane, Berryville Va. 22611; I am a legal resident of the Commonwealth of Virginia in the
County/City of Berryville; I am not a minor nor a felon whose voting
rights have not been restored; and I personally witnessed the signature of each person who signed Page
1 and 2 of this document. I understand that falsely signing this affidavit may subject me to felony
prosecution and/or penalty.

Lisette B. Turner
Signature of Person Circulating Petition

COMMONWEALTH OF VIRGINIA)
)ss.
COUNTY/CITY OF Berryville)

Subscribed and sworn to before me on this 30th day of October, 2013 by
LISETTE B. TURNER

Eleanore M. Kobetz
Notary Public



PETITION

If you are in favor of Happy Tails Development, LLC's development of an animal rehabilitation facility, including an indoor kennel for rescue and companion dogs, on a real working farm near Boyce, VA, indicate your support by signing this petition in favor of: SPECIAL USE/SITE PLAN (SUP-13-02/SP-13-08) for Tax Map 20-2-9, 91.35 acres; intersection of Rt. 723 & Bellevue Lane, Clarke County, VA. THANK YOU!



Name Print Name Signature below printed name	Address	Date
1 <u>Bill Anderson</u> [Signature]	<u>2746 Springsburg</u> <u>Berryville 22611</u>	<u>10-29-13</u>
2 <u>Sam Healey</u> Claudia Oliver	<u>3924 Middle Rd.</u> <u>Winchester Va. 22602</u>	<u>10/29/13</u>
3 <u>B. Oliver</u> Danielle Rennie	<u>8 LEWIS FARM Rd.</u> <u>Leesburg, VA 22611</u>	<u>10/29/13</u>
4 <u>[Signature]</u> Scott Heston	<u>" "</u>	<u>10/29/13</u>
5 <u>[Signature]</u> Jennifer Fishel	<u>17644 RAVEN ROCKS Rd.</u> <u>Bluemont VA</u>	<u>10/29/13</u>
6 <u>Jennifer Fishel</u>	<u>202 E. Fairfax St</u> <u>Berryville, VA 22611</u>	<u>10/29/13</u>
7 <u>Kristin Longhofer</u> Kristin Longhofer	<u>224 Liberty St</u> <u>Berryville, VA</u>	<u>10/29/13</u>
8 <u>[Signature]</u> Jayme Basley	<u>81 Bullskin St</u> <u>Charlottesville VA</u>	<u>10/29/13</u>

Name	Address	Date
Print Name		
Signature below printed name		

9 Tina Ritenow
Tina Ritenow

906 Woods Mill Rd Stephens VA 22656 10-29-13

10 Jeannie Marie Combs
Jeannie Marie Combs

105 Arum Trail Star Tannery VA 10-29-13
22654

11 Sandy Pearson
Sandy Pearson

7 W. Sharon Dr. 10-29-13
Boyce, VA. 22620

12 Anna M Singhas
Anna M. Singhas

165 Lindey Lane 10-31-13
Bennyville, VA 22611

AFFIDAVIT

I, Cynthia H Anderson, swear or affirm that my residential address is 2746
Springbury Rd Bennyville VA 22611. I am a legal resident of the Commonwealth of Virginia in the
County/City of Clarke; I am not a minor nor a felon whose voting
rights have not been restored; and I personally witnessed the signature of each person who signed Page
1 and 2 of this document. I understand that falsely signing this affidavit may subject me to felony
prosecution and/or penalty.

Cynthia H Anderson
Signature of Person Circulating Petition

COMMONWEALTH OF VIRGINIA)
)ss.
COUNTY/CITY OF Clarke)

Subscribed and sworn to before me on this 31st day of October, 2013 by
Cynthia H. Anderson

Pamela K Keeler
Notary Public



Pamela K. Keeler
NOTARY PUBLIC
Commonwealth of Virginia
Reg. #138437
My Commission Expires
May 31, 2017

PETITION

If you are in favor of Happy Tails Development, LLC's development of an animal rehabilitation facility, including an indoor kennel for rescue and companion dogs, on a real working farm near Boyce, VA, indicate your support by signing this petition in favor of: SPECIAL USE/SITE PLAN (SUP-13-02/SP-13-08) for Tax Map 20-2-9, 91.35 acres; intersection of Rt. 723 & Bellevue Lane, Clarke County, VA.
THANK YOU!



Name	Address	Date
Print Name		
Signature below printed name		
1 <u>Jessica Keyser</u> <i>Jessica Keyser</i>	<u>2605 Gun Barrel Road</u> <u>White Post VA 22663</u>	<u>10/22/13</u>
2 <u>CHRIS EMERY</u> <i>Chris Emery</i>	<u>1124 Huntmadusterrace</u> <u>Leesburg VA 20176</u>	<u>10/23/13</u>
3 <u>KARLEY SOMMATEER</u> <i>Karley Sommateer</i>	<u>43045 Stoney Brooks Sq</u> <u>+208</u>	<u>10.23.13</u>
4 <u>Hannah Doan</u> <i>Hannah Doan</i>	<u>314 1st street</u> <u>Berryville VA 22611</u>	<u>10.23.13</u>
5 <u>Edite Pereira</u> <i>Edite Pereira</i>	<u>9630 Wigfall way</u> <u>Manassas Park VA 20111</u>	<u>10/23/13</u>
6 <u>Jacqueline Connors</u> <i>Jacqueline Connors</i>	<u>40799 Sweet Birch Ter</u> <u>Stening VA 20164</u>	<u>10/25/13</u>
7 <u>OLWEN WOODIEG</u> <i>Olwen WoodieG</i>	<u>17642 Canby Road</u> <u>Leesburg 20175</u> <u>703 431 9507</u>	<u>10/31/13</u>
8 <u>Christine Kallivokas</u> <i>Christine Kallivokas</i>	<u>41727 Puffers Green Ct</u> <u>Leesburg, VA 20176</u>	<u>10/31/13</u>

Name	Address	Date
Print Name Signature below printed name 9 <u>Jessica King</u>	1074 710 N. YORK Rd STERLING VA 20164	<u>10/31/2013</u>
10 <u>Tracy Melton</u>	1025 SPAIN 805 Gunpowder Court, SE Leesburg, VA 20175	<u>10/31/13</u>
11 <u>Debbie Nandury</u>	21395 Marble Chip Ct Ashburn va 20147	<u>10/31/13</u>
<u>Sarah Raimond</u> 12 <u>Susan Raimond</u>	224 Revolutionaryway Charlestown WV 25414	<u>10/31/13</u>

AFFIDAVIT

I, Chris Keyser, swear or affirm that my residential address is 2665 Gun Barrel Rd White Post VA 22663 I am a legal resident of the Commonwealth of Virginia in the County/City of CLARKE; I am not a minor nor a felon whose voting rights have not been restored; and I personally witnessed the signature of each person who signed Page 1 and 2 of this document. I understand that falsely signing this affidavit may subject me to felony prosecution and/or penalty.

Chris Keyser
Signature of Person Circulating Petition

COMMONWEALTH OF VIRGINIA)
)ss.
COUNTY/CITY OF Loudoun)

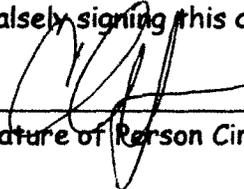
Subscribed and sworn to before me on this 31 day of October, 2013 by
Chris Keyser

Charles G. Darty, Jr.
Notary Public
Commonwealth of Virginia
Regis. No. 266878

Name	Address	Date
Print Name		
Signature below printed name		
<u>9</u>	_____	_____
<u>10</u>	_____	_____
<u>11</u>	_____	_____
<u>12</u>	_____	_____

AFFIDAVIT

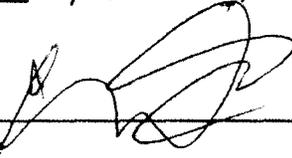
I, CHRIS Keyser, swear or affirm that my residential address is 2665
Gun Board Rd White Post VA 22663 I am a legal resident of the Commonwealth of Virginia in the
 County/City of CLARKE; I am not a minor nor a felon whose voting
 rights have not been restored; and I personally witnessed the signature of each person who signed Page
 1 and 2 of this document. I understand that falsely signing this affidavit may subject me to felony
 prosecution and/or penalty.



 Signature of Person Circulating Petition

COMMONWEALTH OF VIRGINIA)
)ss.
 COUNTY/CITY OF London)

Subscribed and sworn to before me on this 31 day of October, 2013 by
CHRIS Keyser



 Notary Public
CHARLES G. DARTLEY
 Notary Public
 Commonwealth of Virginia
 Regis. No. 266878

PETITION

If you are in favor of Happy Tails Development, LLC's development of an animal rehabilitation facility, including an indoor kennel for rescue and companion dogs, on a real working farm near Boyce, VA, indicate your support by signing this petition in favor of: SPECIAL USE/SITE PLAN (SUP-13-02/SP-13-08) for Tax Map 20-2-9, 91.35 acres; intersection of Rt. 723 & Bellevue Lane, Clarke County, VA.
THANK YOU!



Name	Address	Date
Print Name		
Signature below printed name		
1 Ann K. Samuel <u>Ann K. Samuel</u>	9135 Karlost. <u>Manassas VA 20111</u>	<u>10/30/13</u>
2 _____	_____	_____
3 _____	_____	_____
4 _____	_____	_____
5 _____	_____	_____
6 _____	_____	_____
7 _____	_____	_____
8 _____	_____	_____

Clarke County**bstidham@clarkecounty.gov**

FW: Please Support 3 Dog Farm

From : Robina <robina5@verizon.net> Mon, Nov 04, 2013 04:41 PM
Subject : FW: Please Support 3 Dog Farm
To : Anne Caldwell <rvflc@gmail.com>, Chip Steinmetz, II <Chip@TeamRootsandWings.com>, Clay Brumback <claybrumback@gmail.com>, Cliff Nelson <cluny@shentel.net>, Doug Kruhm <dmkruhm@gmail.com>, George L. Ohrstrom, II <gohrstrom2@aol.com>, John Staelin <jstaelin@clarkecounty.gov>, Jon Turkel <jmturkel@gmail.com>, Scott Kreider <skreider557@comcast.net>, 'Tom McFillen' <mcfillen@comcast.net>, Barbara Byrd <bjb1971@verizon.net>, Bev McKay <bevbmkay@gmail.com>, 'David Ash' <dash@clarkecounty.gov>, 'David Weiss' <amweiss@visuallink.com>, J. Michael Hobert <lawyers@visuallink.com>, John Staelin <jstaelin@clarkecounty.gov>, 'Lora Walburn' <lwalburn@clarkecounty.gov>
Cc : Brandon Stidham <bstidham@clarkecounty.gov>, Jesse Russell <jrussell@clarkecounty.gov>, Alison Teetor <ateetor@clarkecounty.gov>

FYI - RRB

From: margaret hostetler [mailto:margarethostetler@hotmail.com]**Sent:** Monday, November 04, 2013 4:36 PM**To:** Robina**Subject:** Re: Please Support 3 Dog Farm

Yes.

652 tub mill run road

West Salisbury pa 15565

On Nov 1, 2013, at 4:12 PM, "Robina" <robina5@verizon.net> wrote:

Ms. Hostetler –

Thank you for your e-mail. Can you please confirm your place of residence?

Robina Rich Bouffault

Planning Commissioner – Clarke County

From: margaret hostetler [<mailto:margarethostetler@hotmail.com>]
Sent: Friday, November 01, 2013 3:44 PM
To: robina5@verizon.net; claybrumback@gmail.com; rivervue@visuallink.com; jmturkel@gmail.com; skreider557@comcast.net; dmkruhm@gmail.com; mcfillen@comcast.net; Chip@TeamRootsandWings.com; cluny@shentel.net; gohrstrom@aol.com; bjb1971@verizon.net; amweiss@visuallink.com; lawyers@visuallink.com; jstaelin@earthlink.com; bmckay@clarkecounty.gov
Subject: Please Support 3 Dog Farm

Dear Supervisors:

I wish to make my support known for the 3 Dog Farm organization and its owners. I have personally worked with and benefited from their outstanding efforts, particularly their volunteer work with the Appalachian Great Pyrenees Rescue League.

About four years ago, I discovered two Great Pyrs, tied up with chains around their necks in dirty, junk filled shacks. They had no medical care, were starved, and the female was 10 days from birthing nine pups. Had it not been for Gina's counsel and the Rescue league, I could have not acted to save those two dogs and the eight puppies that did survive. For the dogs, it meant new loving and healthy lives, and for the owners, the joy of beautiful puppies (one which became a gift to my cousin whose husband wanted her to have a Great Pyr before he died of ALS), and two others that appeared on the Animal Planet Channel.

If you are looking for dedicated owners, mindful of their neighbors and respectful of the responsibilities that go with farm ownership, you can be assured that 3 Dog Farm will be all that and more. I hope they are able to move into their new facility soon, as there is much good work to be done, and having been the beneficiary of it, I hope to be there to volunteer my time to the Great Pyr rescue effort.

Three Dog Farm are dedicated advocates and a exemplary group that conducts business as it should be done. They will make outstanding residents in Clarke County and i am sure that you will feel lucky to have them as citizens in your lovely county.

Please do not hesitate to contact if I can be of further assistance in this matter.

Sincerely,
Margaret Hostetler

Clarke County**dbean@clarkecounty.gov**

Re: Subject: Special Use Site Plan (SUP-13-02/SP-13-08), Happy Trails Development, LLC

From : Brandon Stidham
<bstidham@clarkecounty.gov>

Thu, Dec 05, 2013 01:39 PM

Subject : Re: Subject: Special Use Site Plan
(SUP-13-02/SP-13-08), Happy Trails
Development, LLC**To :** ceegail@mindspring.com**Cc :** Debbie Bean <dbean@clarkecounty.gov>

Ms. Johnson,

Thanks much for your comments. We will make sure that the Commission receives a copy.

~Brandon Stidham

From: ceegail@mindspring.com**To:** bstidham@clarkecounty.gov, bstidham@clarkecounty.gov**Sent:** Thursday, December 5, 2013 1:35:13 PM**Subject:** Subject: Special Use Site Plan (SUP-13-02/SP-13-08), Happy Trails Development, LLC

Brandon Stidham, Planning Director
Clarke County Planning Commission
Clarke County Government Center
101 Chalmers Court
Berryville, VA
bstidham@clarkecounty.gov

Subject: Special Use Site Plan (SUP-13-02/SP-13-08), Happy Trails Development, LLC

Director Stidham,

I am writing as personal witness to professional capabilities of principals for 3 Dog Farm and Happy Trails Development: Gina Schaecher and Rhonda May. Two disclaimers: I am unable to attend the public hearing Nov 6 but am told I would have three minutes to speak. I have read through some of the transcript of the Nov.1, 2013 hearing. Below is what I would say were I able to attend.

Gina and Rhonda helped train me and rehabilitate my rescue dog Jake over a period of ~ two years at the 3 Dog Farm facilities Gina and her husband own in Purcellville, VA. I can tell you stories (and provide statistics) about rescue shelters in Loudon county, in VA generally and in parts of Maryland; traveling to Maryland for help/classes; hiring expensive trainers; working with vets in my attempt to help Jake not be so reactive so I would not have to return him to a shelter – all to little avail for Jake or me. I also can tell you stories about Jake going from fearing most people and many other animals to being awarded a Canine Good Citizen certificate (almost 2 years of work) after working with Gina and Rhonda where we both got the training and support we needed. He met a pack of dogs in controlled conditions that allowed him to eventually become one of them. We still ended up with boundaries, but at least I knew what they were and how to manage them. We were so very, very lucky to meet two professionals with the skill, ability to implement, and dedication to the belief that untrained, maybe wounded, maybe difficult animals can become caring companions if trained properly and are allowed to form a community where they feel safe. I felt safe because I had the tools I needed to be responsible Guardian in my community. The dogs begin to feel safe because they *are* safe and are become better citizens because of it. They want to belong. They just need a skilled, capable leader's help and a little space. Gina and Rhonda taught me more about community and commitment than almost any other experience I have had living in Northern VA over the last 7 years.

I am not a resident of the White Post election district nor it is likely I ever will be. I am a resident of rural Loudon County and live far from my workplace and have a horrible commute because I value the peace and tranquility of a rural setting so make a sacrifice to live where I want to live. I have a front porch with chairs on it; I keep my windows open as much as I can. So I understand concerns about a kennel. The engineering issues, except for the roads, seem to me to be a Happy Trails planning, cost and execution burden. I can say that in the almost 4 years I visited 3Dog Farm with Jake, it was never less than immaculate – grounds and facilities; never. I understand concern about roads; I too live on a 1^{1/2} lane dirt road and know that too much traffic causes anxiety, cost, and down time on the shoulder of the road often close to a ditch. For me,

that usually takes the form of horse trailers, duallys, and large farming equipment but I wait for them to pass. I may or may not now the folks on “my” road, but I wave and move along. Happily; because I am home. I am blessed to be able to live where I live and understand agriculture takes space.

After reading the transcript of the first hearing, that is what I hear in the voices of your community: I want to feel safe, build on what I have, have a voice in my community, belong someplace. So, to me the question is whether the citizens of this community can support the care and support of what may be the oldest domesticated farm animal in existence. I wish Happy Trails could be up the road from me; I would visit as often as I could knowing all was safe, well managed and filled with purpose. I can hear ~ 4 dogs barking as I write this... not mine. I don't mind.

Please consider allowing this permit for Happy Trails Development, LLC.

Thank you for your time.

Respectfully,

C. Gail Johnson
19789 Greggsville Road
Purcellville, VA 20132
703.424.0068
ceegail@mindspring.com

--
Brandon Stidham
Director of Planning
Clarke County
101 Chalmers Court, Suite B
Berryville, VA 22611
(540) 955-5130

Clarke County**bstidham@clarkecounty.gov****Fwd: We support 3 Dog Farm!**

From : Jesse Russell <jrussell@clarkecounty.gov> Thu, Oct 31, 2013 01:20 PM
Subject : Fwd: We support 3 Dog Farm!

To : George L. Ohrstrom, II <gohrstrom2@aol.com>, Anne Caldwell <rivervue@visuallink.com>, Chip Steinmetz <chip@teamrootsandwings.com>, Cliff Nelson <cluny@shentel.net>, Clay Brumback <claybrumback@gmail.com>, Staelin John <jstaelin@earthlink.net>, Jon Turkel <jmturkel@gmail.com>, Scott Kreider <skreider557@comcast.net>, Tom McFillen <mcfillen@comcast.net>

Cc : Brandon Stidham <bstidham@clarkecounty.gov>

FYI

From: "Robina" <robina5@verizon.net>
To: "Brandon Stidham" <bstidham@clarkecounty.gov>, "Jesse Russell" <jrussell@clarkecounty.gov>
Sent: Thursday, October 31, 2013 11:54:21 AM
Subject: FW: We support 3 Dog Farm!

FYI - RRB

From: TMc [mailto:bigwhitedoggz@gmail.com]
Sent: Thursday, October 31, 2013 11:51 AM
To: Robina
Subject: Re: We support 3 Dog Farm!

We live in Arlington, VA, and have been active in Great Pyrenees rescue with Gina for many years. We know her and her operation very well, and believe her new location will be a real asset to the community.

Tom McCulloch.

On Thu, Oct 31, 2013 at 11:45 AM, Robina <robina5@verizon.net> wrote:
Thank you for your e-mail. Could you please identify your place of residence?

Robina Rich Bouffault, Planning Commissioner

From: TMc [mailto:bigwhitedoggz@gmail.com]

Sent: Thursday, October 31, 2013 11:44 AM

To: robina5@verizon.net

Subject: We support 3 Dog Farm!

We have known and worked with Gina for many years and we support SUP-13-02/SP-13-08, Happy Tails Development, LLC & 3 Dog Farm, LC, because this project is good for the community & the animals.

Please vote in favor of the Happy Tails' Project.

Thanks, Tom McCulloch and Mindel De La Torre

OPPOSITION LETTERS

SUP-13-02/SP-13-08

Clarke County

jrussell@clarkecounty.gov

Kennel Permit on the Former Dimmel property

From : Phil Jones <jonesphil@earthlink.net>

Wed, Sep 04, 2013 06:47 PM

Subject : Kennel Permit on the Former Dimmel property**To :** jrussell@clarkecounty.gov**Reply To :** Phil Jones <jonesphil@earthlink.net>

Mr. Russell

I read an article in the Winchester Star regarding the consideration of a permit to allow a dog kennel to be moved to the former Dimmel property. As an owner of one of the adjacent properties, also of the former Dimmel property, I would like to express my opposition to the permit. Our covenants and the conservation easement do not provide for such use of the land. Prior to any action being taken by the county on this matter, I would respectfully request that affected adjacent property owners be specifically queried and any plans be fully disclosed at a time and place more convenient for us to attend.

Respectfully

Phil Jones
Owner, Lot 1
703.623.9540

October 28, 2013

Jesse Russell
Zoning Administrator
101 Chalmers Court
Berryville, Va. 22611

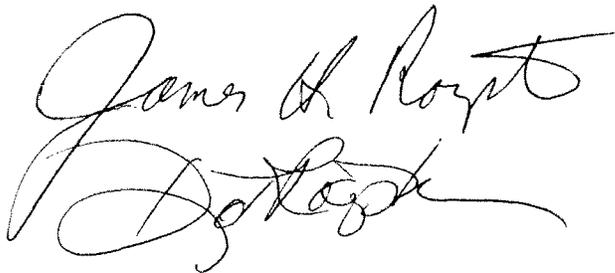
CLARKE COUNTY
OCT 29 2013
CLARKE COUNTY CLERK

Dear Jesse:

After carefully reviewing your letter regarding the proposed request of Gina Schaecher for a commercial boarding kennel and animal shelter at the 300 block of Bellevue Lane in Boyce in the White Post Election District that is presently zoned Agricultural Open – Space conservation, Dot and I would like to go on record as opposing this request. Throughout the years we have dealt with dogs, coyotes, etc. and just feel that since this is agricultural it should remain so. Not that we have anything against rescue dogs (we have had many) we just don't need a neighboring tract of land to house that many (not to mention the chaos that 20-40 barking dogs would create). We have sheep and cattle nearby and just feel this is not the appropriate place for a commercial business.

We need to look out for the farming community and would suggest this type of business remain across the mountain . It seems that there is not an understanding of the hard work that has gone into farming and protecting our livestock and what we have spent years working for.

Allow them to find a tract of land that suits what they want to build.
.Thank you.



Gregory Peck, Ph.D. and Mrs. Kathi Colen Peck
196 Bellevue Lane • Boyce, VA 22620
gregmpeck@gmail.com • kscp10@gmail.com
607.279.8931

November 1, 2013

Clarke County Planning Commission
101 Chalmers Court
Berryville, VA 22611

Dear Commissioners,

We're writing to you today to express our strong opposition to granting a Special Use Permit to Happy Tails Development, LLC/3 Dogs Farm LC to establish a commercial kennel business on Bellevue Lane in an area zoned agricultural. A commercial kennel of any sort is inconsistent with the agricultural zoning in Clarke County and will most certainly set a precedent of allowing additional commercial activities to intrude upon agriculturally zoned land, not to mention residential neighborhoods.

In addition, there are three significant problems we see with regard to Happy Tails Development, LLC being granted a Special Use Permit: 1) the building site for which the kennel is proposed is the highest elevation in the immediate area, a feature that will facilitate the sound of up to 43 barking dogs to easily travel downhill to the neighboring properties in all directions, of which we are one; 2) the impact of constant traffic on Bellevue Lane, a private one-lane road that connects the existing four families to their homes, of which we are one; and 3) the decrease in property value to the surrounding properties, of which we are one.

1) Barking Dogs. Because of the proposed building site's high elevation, sound, particularly barking, will carry exceptionally well to the residences on many of the surrounding properties in our neighborhood in Boyce. Our bedroom and kitchen windows are in a direct line of sight and sound to the proposed kennel. This is of great concern because the potential for 43 dogs residing at such a facility will most certainly act as a clear, unobstructed channel of barking dogs directly into our home. To illustrate the certainty of such barking, we quote from the website of the Appalachian Great Pyrenees Rescue (AGPR) of which Gina Schaecher, owner of Happy Tails Development, is Secretary. In order for AGPR to determine whether a Great Pyrenees (Pyr) is a good fit for someone wishing to adopt, they ask, "*Can you and your neighbors tolerate barking?*" "*When not directed and controlled at a young age (6-9 months), barking can become a habit born of boredom and is a leading reason for Pyrs being given away as adults.*" Happy Tails is proposing to board and care for rescue dogs, Great Pyrenees in particular—dogs that have already been surrendered or left to fend for themselves—therefore, they will most certainly be dogs that bark. And, when one or two dogs bark, the other dogs will most certainly follow. Again, from the AGPR website, "*All Pyrs bark - some more than others. Almost all Pyrs bark at night - to warn potential intruders that they are "on duty".*" While Great Pyrenees will not be the only breed on site, dogs en masse tend to behave as a pack and will therefore bark if others do so. It is unclear how the staff of the proposed commercial kennel would be able to control a riot of barking dogs on a regular basis, particularly when the dogs are outside the building.

Furthermore, in reviewing the topography of the 91-acre parcel in question, it is long and narrow with the crest running north to south. On the west side, the landscape has a gentle downward slope, on the north side, a gentle downward slope, and on the east side, a more pronounced down slope, which then rises up to a smaller knoll on which our home sits. This topography creates a bowl in between the proposed kennel and our home; in essence an amphitheater and the perfect conditions for sound to travel long distances. Additionally, there are homes on all four sides of this property with little vegetation or landform to protect them from the sound of barking dogs. We do not believe that there is any amount of landscaping—trees, shrubs, or otherwise—that can satisfactorily mitigate the nuisance barking that will come from the kennel.

2) Traffic on Bellevue Lane. The commercial kennel operation will significantly increase traffic, and make Bellevue Lane unsafe for our child, our pets, and all the residents connected by this road. Bellevue Lane provides access to the 91-acre property from Route 723 (Old Winchester Road), through an easement, but the intention of such access was to grant it with one prospective residence and corresponding agricultural activity on the 91-acre parcel—it was not intended to allow continual vehicular traffic on a daily basis for a non-agricultural commercial business. The cumulative negative impact from the daily commuting of nine employees and an unspecified number of volunteers, the frequent pick-up and drop-off of up to 40 boarded dogs, hauling liquid and solid waste several times a week if not daily, the delivery of kennel supplies, and the planned events that may potentially attract over 100 people, will be far greater than what was originally intended for Bellevue Lane. A commercial dog kennel business, which in itself is not an agricultural enterprise, will surely put undue wear and tear on our one-lane road with its constant use.

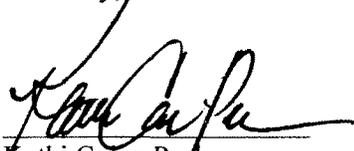
Bellevue Lane is used in many ways other than simply to access the homes and properties—we walk our dogs, walk our child to and from the school bus, walk to visit neighbors, and we allow our child to ride bicycles with friends on the road. Additionally, there are few easily accessed turnouts that can accommodate vehicles travelling in opposite directions on the road and since it is a private road, law enforcement agencies will not enforce a speed limit that would keep drivers at a reasonable and safe speed for our neighborhood. Again, we strongly believe that the county should not grant a Special Use Permit on the 91-acre parcel in question and turn Bellevue Lane into a driveway for a commercial dog kennel.

3) Property Values. We bought our home two years ago after doing research on the development parameters of the adjoining properties, learning as much as we could about the easements and building rights on these properties. We chose our property because it met the criteria we set for what we wanted: high quality schools, agriculturally zoned, minimal potential for encroaching development with the neighboring properties protected by easement, and affordability. Our home is the original residence from a 500-acre parcel that has been subdivided into smaller lots over the past 20 or so years. The original house was built in the 1930s and had not been updated since 1970. We have been painstakingly updating the home to increase its value and bring it up to 21st century standards. By granting a Special Use Permit, and allowing a commercial kennel operation into our neighborhood, the County would, in effect, swiftly and unequivocally take away any gains in property value we have made to date. In fact, in consulting with a local realtor in Berryville, we were told in no uncertain terms that the value of our property would indeed decrease with respect to its assessed value. This is in direct conflict with the County's Comprehensive Plan, which states that development not have a negative impact on property values.

We do not contest the vision for the applicant's commercial dog kennel operation—we, ourselves, have a rescue dog, which we love. Instead, we object to and contest the **location** of the proposed commercial dog kennel business. Additionally, the owner of Happy Tails Development, Gina Schaecher, has stated that she has no intention of residing on this property—now or in the future. This clearly illustrates a lack of commitment to the spirit of our neighborhood and community and sets the kennel firmly as a commercial enterprise. Simply put, Bellevue Lane is an inappropriate location for a commercial dog kennel.

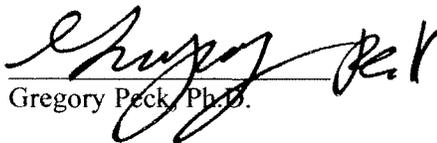
We respectfully ask the Commission to not place at risk the safety of the Bellevue Lane residents, especially our children, our pets, our property values, our pursuit of a peaceful home environment, and our overall quality of life by granting the Special Use Permit—we emphatically urge you to decline the application.

Sincerely,



Kathi Colen Peck

196 Bellevue Lane, adjoining property owners



Gregory Peck, Ph.D.

Teresa Miller
1430 Old Winchester Road, Boyce

November 1, 2013

“The great Pyrenees. It is probably the most powerful dog in existence.”

“Can you and your neighbors tolerate barking?”

This is the Appalachian Great Pyrenees Rescue’s website page. Gina Schaecher is its secretary. This is what is asked on her group’s website.

To adopt a great Pyrenees, you AND your neighbors have to be able to tolerate barking.

Did she ask us this question?

Maybe her rescued dogs don’t bark. Mmmm “All Pyrenees bark - “A leading reason for Pyrs to be given away is because of barking. “ Aren’t rescue dogs “given away” dogs?

I wonder why this breed is known for barking? “When Pyrenees are not directed and controlled at a young age, barking can become a habit born of boredom and is a leading reason for Pyrenees being given away as adults...as rescue dogs...to our proposed neighbor and OUR neighborhood???? And I thought they’d only bark at night when inside or when eating. So, they will bark when their bored.

The Pyrenees is territorial. “He considers his “territory” to be as far as he can see.” The proposed site for this facility is at the highest point in our area, a beacon for the dogs to see and for us to hear.

Who are the neighbors that would need to tolerate this barking? There are 10 farms adjacent to this proposed site. 6 families have places within 300 meters, 13 are within 600 meters, 7 are within 900 meters and 12 are within 1 mile, to include a serene bed and breakfast and our children in Boyce Elementary School.

“Is a great Pyrenees the right dog for you?” No, not for me or for my neighborhood.

Question: What is this business? It’s confusing. We listened to our planning commission discuss this questions on Tuesday. I heard kennel and rescue animal shelter. It could be a boarding facility. The name 3DogFarm advertises that it is a “farm”, of which dogs are not a part. I see the nature of this operation in its LLC name...Happy Trails Development. I see that this a development. .

I see 2 slippery slopes for this development in our agricultural neighborhood.

Down 1 side of the slope, I see that a “yes” vote would start with Gina being given the authority to have 40 dogs. Will she have this many dogs? Now, our current Clarke County kennels often do not fill up with our area dogs. Her business is different from ours. This development LLC can find and funnel dogs from northern Virginia and beyond into our neighborhood. Runs may house rescue dogs, kennel dogs, boarding, dogs, or other dogs. This 3DogFarm could become the 40DogDevelopment.

Next What might this development do next? We can prepare ourselves by looking at her current business’ operation. (This is a copy of her website.) Currently at 3DogFarm there is boarding, a “wide range of classes”, parties, pet sitting, play dates, seminars, workshops, group events, special events, and (look here) a “doggie day camp” is coming! The current facility is in Purcellville. (shake paper) She wants to expand, so applied to the Loudoun Co government to enlarge her development. For reasons unstated, this did not occur. She wants to expand, so she came to our neighborhood. I think that she wants what’s in this website and more. Then, We know that she still wants a disproportional large sign for this private, by invitation only place. She wants retail in her business. How big might this store develop? She wants to have the “doggie day camp” She hasn’t mention this to us, only to her customers. Can she have 40dogs in her development at night AND an unlimited number of dogs in her doggie day camp?

Down the second side of the slippery slope, a “yes” vote would create a precedence. Remember the Millwood kennel case? It was declined. How could it or similar businesses be declined after this? This might be an invitation to more animal developments.

The only way to “know” about the future of such developments in our area is to vote “no” now.



APPALACHIAN GREAT PYRENEES RESCUE

AGPR

HOME | FAQS | FUNDRAISING | LIVESTOCK GUARD DOG | MEMBERSHIP | LINKS

Victoria Marshman

- Director
- Foster Coordinator
Richmond, VA
804-795-1369
bkennel@msn.com

Karen Reiter

- Rescue Information
804-795-5318
karen@dogsoft.com

Gina Schaecher

- Secretary
571-215-4902
gina@3dogfarm.com

Welcome to the Appalachian Great Pyrenees Rescue

What is it like to live with a Great Pyrenees?

The Great Pyrenees is probably the most powerful breed in existence. ✖
Fortunately, the breed is known as the "gentle giant" and carries a kindly nature with its immense frame. They are obedient, loyal, and affectionate but capable of guarding. Adult Pyrs are typically placid by nature and calm in the house.

What should a person consider before adopting a Great Pyrenees?

Ask yourself these questions: Can you physically handle a large dog? Does dog hair around the house and on your clothes bother you? Can you and your family provide daily love and attention? Do you or your family have time to train a strong, independent dog? Do you have room for a Pyr? Can you and your neighbors tolerate barking? ✖ ✖
If you answered all of these questions honestly and would still like to adopt a Great Pyrenees, you are perfect to be adopted by a Great Pyrenees.

IS A GREAT PYRENEES THE RIGHT DOG FOR YOU?

The Great Pyrenees Temperament:

The Great Pyrenees is a calm, gentle, affectionate, and loyal dog. While territorial and protective of his flock or family when necessary, his general demeanor is one of quiet composure, both patient and tolerant. He is strong willed, independent and somewhat reserved, fearless and loyal to his charges both human and animal.

A Pyr's general demeanor is one of quiet composure, both patient and tolerant. They are relatively low energy dogs - not requiring a large amount of exercise - but alert and with a serious disposition. A well-bred and well-socialized Pyr is amazingly tolerant of small things - children, lambs or kids, small dogs and even cats. Pyrs are generally calm and dignified as adults. Adult Pyrs are usually somewhat reserved around visitors. Once introduced, a Pyr will never forget a person; however that doesn't mean that person is automatically welcomed. Out in public, the well-socialized Pyr will permit petting by strangers, but never solicits it.

Independence is another typical Great Pyrenees trait. It allows him to make his own decisions based on his experience and best judgment, and not wait for a human to tell him what to do. The Pyr is attentive to his owners desires, but is not a "velcro" dog. Obedience training is absolutely necessary for a Great Pyrenees. It not only builds a bond between you and the dog, but teaches him that he must grant you some degree of control if he wants to go on rides, walks, and have house privileges.

Great Pyrenees are **guard dogs** by instinct, and members of the great family of livestock guardian dogs. Pyrs are not herding dogs, but were bred to be left alone to protect their flock of sheep up in the mountain valleys. They do not need to be trained to be guard dogs. Neither can they be trained NOT to guard.

A good Pyr only uses as much force as is needed in a given situation. When protecting its territory, the first line of protection is the scent marks left around the perimeter of its yard or field. The next line of defense is barking - an announcement that someone big is on duty and trespassing might be hazardous. When not directed and controlled at a young age (6-9 months), barking can become a habit born of boredom and is a leading reason for Pyrs being given away as adults.

If, despite scent marking and barking, an intruder enters a Pyr's territory, the next line of defense is to chase it away. A Great Pyrenees must be taught by his owner what really constitutes an intruder. The owner teaches which "intruders" are welcome, which are accepted conditionally and which are not welcome. This includes both people and other animals. Good, consistent socialization and training are necessary to produce a dog that understands the proper degree of protectiveness, and uses it when necessary.

A Pyr considers his "territory" to be as far as he can see, so the territory his owners want him to claim has to be surrounded by good fencing. When taken outside the fence, his territory has to be limited by a leash. **We require a fenced yard for all our Pyrs.** Most Pyrs are not happy without the job of patrolling and guarding their territory - even if it is only a small yard.

A Great Pyrenees is fiercely loyal to his flock, both human and animal. He feels responsible for you and your family and your property. He is your friend and not your slave. This characteristic makes for a dog that is very protective of his territory and everything that is in it. On a farm or ranch, this protectiveness is welcomed and channeled into a superlative livestock guardian dog. In the urban environment, the degree of protectiveness must be tempered by early socialization and obedience training.

Things to consider when you are thinking of adopting a Great Pyrenees:

- Can I physically handle a dog who typically weighs between 90-140 pounds?
- Am I prepared to have a large dog who doesn't mature until around 2 years old? They are puppies for a long time!
- Does dog hair around the house and on your clothes bother you? If so, you do not want a Pyr! They shed 365 days a year and you will have to learn to love white fur on your clothes, furniture, and floors. Wearing black becomes a real challenge.
- Can you and your family provide daily love and attention? These dogs bond completely with their families and need to be treated as a family member.
- Do you and your family have time to train a strong, independent dog? Obedience training is a MUST with a Pyr. There is nothing adorable about a 100+ pound dog who has knocks down guests, or drags you down the street during your 'walks'.
- Do you have room for a Pyr? **We require a fenced yard for all our Pyrs. Please do not ask us to make an exception to this rule.** The fence must have a minimum height of 4 feet. Electric fences, as a rule, do not successfully work with Pyrs. Pyrs must always be on a leash when outside a fenced area.
- Can you and your neighbors tolerate barking? All Pyrs bark - some more than others. Almost all Pyrs bark at night - to warn potential intruders that they are

"on duty". They are not incessant barkers, unless they are left unattended for long periods of time and become bored.

- Can you live with a dog who is protective? Your Pyr may not love everyone who comes in your house, but should always accept anyone whom you allow in. You must be willing to socialize your Pyr extensively, both on and off its territory. This means taking him for walks, riding in the car, trips to Petsmart, etc. Because this is a large and powerful dog, an aggressive or unpredictable Pyr can be dangerous to both people and other animals - and must be under control at all times. Socialize, socialize, socialize!!

A★

[Adoption Application](#) | [Visit the Dogs](#) | [Events](#) | [Newsletters](#) | [Happy Tails](#) | [Rescue Info/Contacts](#)



3 Dog Farm

Canine Country Retreat

Where dogs can be dogs.

3 Dog Farm, LC
Gina 571-215-4802
Serving Virginia, Maryland
and D.C.



- Home
- Directions
- Make a Reservation
- Contact us
- Doggie Day Camp
- Classes
- Event Hosting
- Pet Sitting
- Photo Gallery
- About us
- Testimonials
- Calendar

Welcome to 3 Dog Farm, LC

Give your dog what every dog wants - a day at 3 Dog Farm!

3 Dog Farm, LC ("3 Dog Farm") is private property available by reservation only. More than 23 acres of trees, grass, pond and creek for your pup to enjoy - alone or with a few friends. Nestled in the foothills of the Blue Ridge, 3 Dog Farm is the perfect get away for your dog while you visit the local vineyards, sample local wines and enjoy the beauty of western Loudoun County.

Interested in animal educational classes? Need a place to hold the next event for your animal organization? Does your dog need a job? Let 3 Dog Farm take care of it all!

Contact us for complete information.

Classes



We offer a wide range of classes that explore the animal/human bond including small animal massage, livestock guardian courses and much more.

More about classes and educational programs...

Event Hosting



Invite your friends and have a party or a play date.

Hold your animal organization's next event here.

More about Event Hosting...

Recent Events:

K9 Kamival



Over 100 lucky dogs enjoyed a day of swimming, romping, racing, hurdling and competing in such contests as best kisser and fastest Farm Frosty eater! ...read more and see photos

Upcoming Events:

View Event Calendar

Favorite links

- Wylie Wag
- Appalachian Great Pyrenees Rescue
- Clark County Animal Shelter
- Loudoun County Animal Shelter
- Lost Dog and Cat Rescue
- Jim Poor Pet Photography
- Blue Mist Groomers



Doggie Day Camp (Coming soon!)



At 3 Dog Farm, we tailor the day to your dog's personal pleasures to promise one pooped out pooch at the end of the day.

Fully fenced and staffed - safe and secure.

Our idea of fun includes: water retrieving, wooded acres walks, goat herding, livestock guarding, massage, country cooking, and a little bit of R&R. Transportation available upon request.

More about Doggie Day Camp...

Farm Friends Forever and Satisfied Visitors...



© 2008-2013 3 Dog Farm, LC. All rights reserved.



3 Dog Farm

Canine Country Retreat

Where dogs can be dogs...

[Make a reservation](#) | [Ask a question](#)

3 Dog Farm, LC
Gina 571-215-4902
Serving Virginia, Maryland
and D.C.



Event Hosting

Be a Party Animal -- Invite your friends and have a party at 3 Dog Farm!

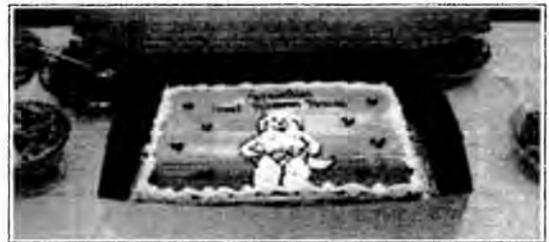
We have indoor and outdoor facilities for birthday parties, play dates, animal education events, seminars and workshops.

- Home
- Directions
- Make a Reservation
- Contact us
- Doggie Day Camp
- Classes
- Event Hosting
- Pet Sitting
- Photo Gallery
- About us
- Testimonials
- Calendar

Want to have a party or play date for your pooch?

Let us coordinate all the canine celebration and doggie delicacies for the perfect pup party.

We'll plan a special day for your best friend and a few of his or her best buddies.



Price includes use of the Lucy Loodles Learning Center and 5-acre pond.

Contact us for more information and pricing.



Favorite links

- Wylie Wagg
- Appalachian Great Pyrenees Rescue
- Clark County Animal Shelter
- Loudoun County Animal Shelter
- Lost Dog and Cat Rescue
- Jim Poor Pet Photography
- Blue Mist Groomers

Let 3 Dog Farm help your animal organization.

Farm animals are our favorites! We are committed to our rural roots at 3 Dog Farm.

Farm animals, livestock groups, and 4 H Clubs are always welcome.

We are farm friendly and looking for opportunities to spread the word about your prized pig, super sheep, gorgeous goats, curious cattle and beautiful bunnies.





Ask us about hosting your next educational event or club meeting.

We are the perfect place to bring people and animals together for education and entertainment.

Price includes use of the Lucy Loodles Learning Center and 5-acre pond.

Contact us for more information and pricing.

Be a Winner: Come Play at 3 Dog Farm Today!

Pictured at right: Assembly of the Lucketts Proud Pooch Show Winners from 3 Dog Farm and our friends from Loudoun County Animal Shelter.



Contact us now to make a reservation.

© 2008-2013 3 Dog Farm, LLC. All rights reserved.

We strongly oppose the granting of a Special Use Permit to allow the establishment of a commercial kennel on Bellevue Lane. As property owners near the proposed operation, we believe it will cause undue noise and create a public nuisance, will adversely affect property values, and will increase traffic congestion and pose safety issues on Bellevue Lane and 723. Housing rescue dogs identified as needing rehabilitation in close proximity to our homes also has the potential to threaten the safety of the neighboring residents and livestock. Moreover, a kennel of any sort is inconsistent with the agricultural nature and zoning of our neighborhood.

Name Roderick DeArment

Signature 

Address 409 Bellevue Lane

Boyce, VA 22620

Tax Map ID# 20 27 / 21 A 79B

Name Annmarie DeArment

Signature Annmarie DeArment

Address 409 Bellevue Lane

Boyce, VA 22620

Tax Map ID# 2027 / 21A 79B

Name Danielle Donohue

Signature 

Address 165 Bellevue Lane

Boyce, VA 22620

Tax Map ID# 21 A 79C

Name Eric M Keene
Signature EM Keene
Address 773 Old Winchester Rd
Boyer VA 22620
Tax Map ID# 21 A 78

Name R.W. Graves Jr
Signature R.W. Graves Jr.
Address 1025 Old Winch. Rd
Boyer, VA. 22620
Tax Map ID# 21 A 79A

Name Audrey L. Graves
Signature Audrey L. Graves
Address 1025 Old Winch. Rd
Boyer, VA. 22620
Tax Map ID# 21 A 79A

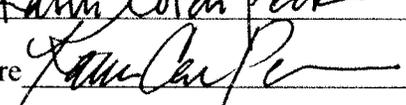
Name ALAIN BOREL
Signature Alain Borel
Address 692 Old Winchester Rd.
Boyer, VA.
Tax Map ID# 21 A 86

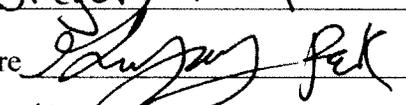
Name Celeste D. BOREL
Signature Celeste D. Borel
Address 699 Old Winchester Rd.
Boyce, Va. 22613
Tax Map ID# 21 A 86

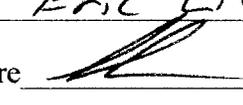
Name Teresa Baker
Signature [Signature]
Address 917 Old Winchester Rd
Boyce, VA 22620
Tax Map ID# 21 A 78B

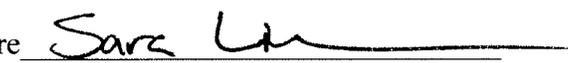
Name Scott Baker
Signature Scott Baker
Address 917 old winchester Rd
Boyce VA 22620
Tax Map ID# 21 A 78B

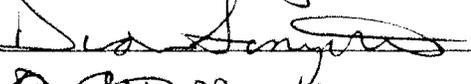
Name RICK SENYITKO
Signature [Signature]
Address 918 morning Star Ln
Boyce VA 22620
Tax Map ID# 20 213

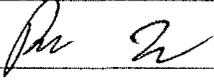
Name Kathie Colan Peck
Signature 
Address 196 Bellevue Lane
Boyce, VA 22620
Tax Map ID# 21 A 79

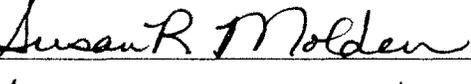
Name Gregory Peck
Signature 
Address 196 Bellevue Lane
Boyce, VA 22620
Tax Map ID# 21 A 79

Name Eric Lieser
Signature 
Address 589 Bellevue Ln
Boyce VA 22620
Tax Map ID# 20 2 8

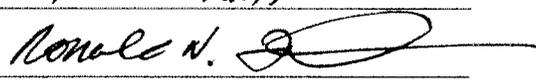
Name Sara Lieser
Signature 
Address 589 Bellevue Ln
Boyce VA 22620
Tax Map ID# 20 2 8

Name Aiane Sanyitka
Signature 
Address 918 Morning Star Lane
Boyce, VA 22620
Tax Map ID# 20 2 13

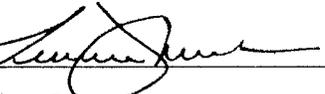
Name Peter Jones
Signature 
Address 735 Morning Star Lane
Boyce VA 22620
Tax Map ID# 20 2 1

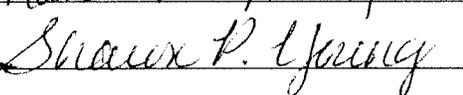
Name Susan R. Mollen
Signature 
Address 1 Morning Star Lane
Boyce, VA 22620
Tax Map ID# 20 2 6

Name Timothy W. Harmon ↗
Signature Timothy W. HARMON
Address 1 MORNING STAR LANE
Boyce, VA 22620
Tax Map ID# 20 2 6

Name RONALD N. LIGHT
Signature 
Address 146 Morning Star Lane
Boyce, VA 22620
Tax Map ID# 20-2-5

Name Elizabeth A. Light
Signature 
Address 146 Morning Star Lane
Boyce, VA 22620
Tax Map ID# 20-2-5

Name TERENCE M. DONOHUE
Signature 
Address 165 Bellevue Lane
Boyce, VA 22620
Tax Map ID# 21 A 79C

Name Sharon P. Young
Signature 
Address 923 Old Winchester Rd
Boyce, VA 22620
Tax Map ID# 21 A 78A

Name Alan Young
Signature Alan Young
Address 923 Old Winchester Rd
Boyce, VA 22620
Tax Map ID# 20-A 78A

Name Philip Jones
Signature [Signature]
Address 735 Morning Star Ln.
Boyce VA 22620
Tax Map ID# 20 2 1

Name _____

Signature _____

Address _____

Tax Map ID# _____

Name _____

Signature _____

Address _____

Tax Map ID# _____

November, 1 2013

We strongly oppose the granting of a Special Use Permit to allow the establishment of a commercial kennel on Bellevue Lane. As property owners near the proposed operation, we believe it will cause undue noise, will adversely affect property values, and will increase traffic congestion and pose safety issues on Bellevue Lane. Housing rescue dogs identified as needing rehabilitation in close proximity to our homes also has the potential to threaten the safety of the neighboring residents and livestock. Moreover, a kennel of any sort is inconsistent with the agricultural nature of our neighborhood.

Name George Matthew Hoff
~~George Matthew Hoff~~
 Signature George Matthew Hoff
 Address 278 Ginns Rd
Boyce, Va 22620
 Tax Map ID# 20 A 18-F

Name Elizabeth H Sell
 Signature Elizabeth H Sell
 Address 1321 Old Winchester Rd
Boyce, Va 22620
 Tax Map ID# 21 A 80 + 20 A 18

Name Robert G. Sell
 Signature Robert G. Sell

November, 1 2013

Address 1321 Old Winchester Rd
Boyce VA 22620

Tax Map ID# 20-A-18 + 21 A 80

Name ROBERT E YANNIELLO

Signature REYanniello

Address 1308 OLD WINCHESTER RD
BOYCE VA 22620

Tax Map ID# 21-A-83A ON PT 723

Name CAROL YANNIELLO

Signature Carol Yanniello

Address 1308 Old Winchester Rd
Boyce, VA. 22620

Tax Map ID# 21-A-83A on Pt 723

Name Susan Harrison

Signature Susan Harrison

Address 1437 Old Winchester Rd
Boyce, VA 22620

Tax Map ID# 20 A 18

November, 1 2013

Name Michael Harrison

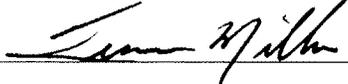
Signature 

Address 1437 Old Winchester Rd
Boyce, VA 22620

Tax Map ID# 20 A 18

November, 1 2013

We strongly oppose the granting of a Special Use Permit to allow the establishment of a commercial kennel on Bellevue Lane. As property owners near the proposed operation, we believe it will cause undue noise and create a public nuisance, will adversely affect property values, and will increase traffic congestion and pose safety issues on Bellevue Lane and 723. Housing rescue dogs identified as needing rehabilitation in close proximity to our homes also has the potential to threaten the safety of the neighboring residents and livestock. Moreover, a kennel of any sort is inconsistent with the agricultural nature and zoning of our neighborhood.

Name Teresa Miller
Signature 
Address 1430 Old Winchester Rd
Boyce, VA 22620
Tax Map ID# 21A82

Name Bruce Welch
Signature 
Address 1430 Old Winchester Rd,
Boyce, VA 22620
Tax Map ID# 21A82

Name _____
Signature _____

Roderick DeArment
P.O. Box 99
Boyce, VA 22620

November 29, 2013

Brandon Stidham
Clark County Planning Commission
101 Chalmers Court
Berryville, VA 22611

Re: Happy Trails Development LLC
Special Use Permit Application
(SUP 13-02)

Dear Mr. Stidham:

The applicant for the special use permit referenced above has repeatedly asserted that there will be no retail sales at the proposed kennel operation “[a]s we are not open to the general public.”

This assertion is wrong as a matter of Virginia law and indicates another potential source of unsafe commercial traffic that could mushroom over time.

Virginia Code §58.1-602 defines a “retail sale” as “a sale to any person for any purpose other than resale in any form of tangible personal property.”.

The assertion that the kennel is “not open to the public” is both factually wrong and provides no legal basis for a retail sales tax exemption. The fact is that the applicant’s kennel is aggressively marketed to the public as any viewer of the 3-Dog website will observe. Just because the public comes to the facility by appointment does not change their status as retail customers. The Virginia statute provides no retail sales tax exemption for sales by appointment.

A beauty shop owner who operates strictly by appointment still is making a retail sale when she or he sells Paul Mitchell hair products to customers. The beauty shop owner, like the applicant, will be required by Virginia law to collect retail sales tax on the transactions.

Applicant acknowledges as an example that bags of treats will be sold to customers. This constitutes a retail sale subject to Virginia retail sales tax whether it is consumed on the premises or taken home. Even with the proposed condition, this retail sales operation could be expanded to the sale of special dog food, leashes, training books etc. Over time there are likely to be a fair

number of potential customers coming to the Kennel as the boarding, dog training classes, Doggie Day Care and K-9 Karnival operations are in full swing.

In my view, this potential for expanding retail sales is another reason that Commission should recommend against granting this application for a special use permit.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Roderick DeArment". The signature is fluid and cursive, with a large initial "R" and "D".

Roderick DeArment

Roderick DeArment
P.O. Box 99
Boyce, VA 22620

December 1, 2013

Brandon Stidham
Clark County Planning Commission
101 Chalmers Court
Berryville, VA 22611

Re: Happy Trails Development LLC
Special Use Permit Application
(SUP 13-02)

Dear Mr. Stidham:

In evaluating a special use permit application, the Commission must determine that the proposed use will not have an adverse effect on a state-designated scenic byway or properties under open-space easement.

Currently, the views along Route 723, a scenic byway, are pastoral agricultural views – wood and stone fences with cows, horses and sheep grazing. A large commercial kennel will be out of place in this landscape and will mar the agriculture viewshed. With a three-acre maze of metal fenced dog runs, the kennel will have more in common with a penal facility than an agricultural one.

The applicant has asserted that the facility will not be visible from Rt. 723. This is not accurate. Even with the proposed addition of 30 six-foot evergreens, the facility will be clearly visible from significant sections of Rt. 723, particularly coming from Ginn's Road toward the Town of Boyce. The attached photographs taken from Rt. 723 demonstrate that one can plainly see cars and people on the proposed kennel site, even without a two-story structure and three acres of metal dog runs. The addition of 30 six-foot evergreens will not solve the problem, since the planting (1) would not extend far enough, (2) the facility would sit on top of a ridge and the evergreens would be far down the ridge, and (3) Rt. 723 has open views of the proposed site from another ridge. Even properly sited, the 6-foot trees will take decades to provide any functional screening and even then the topography may render such screening ineffective. The existing tree line is entirely deciduous trees, so they provide little screening half of the year and many are relatively short osage orange and sumac trees.

The creation of an inappropriate jarring commercial operation visible on scenic Rt. 723 is one more reason against granting this permit.

Respectfully submitted,



Roderick DeArment





Clarke County**bstidham@clarkecounty.gov**

Dog Kennel

From : Susan Molden <smolden524@gmail.com>

Fri, Dec 06, 2013 07:37 AM

Subject : Dog Kennel**To :** bstidham@clarkecounty.gov

Good morning Brandon, I will not be able to make the public hearing today in regards to the Dog Kennel. I would like to say that I am still and will continue to be strongly opposed to this kennel being allowed in Clarke County. Thank you!

Susan Molden-Harmon

1 Morning Star Lane

Boyce, Va.

540-974-9996

Gregory Peck, Ph.D. and Mrs. Kathi Colen Peck
196 Bellevue Lane • Boyce, VA 22620
gregmpeck@gmail.com • kscp10@gmail.com
607.279.8931

December 6, 2013

Clarke County Planning Commission
101 Chalmers Court
Berryville, VA 22611

Dear Commissioners,

We're writing to you today to reaffirm our strong opposition to granting a Special Use Permit to Happy Tails Development, LLC/3 Dog Farm, LC to establish a commercial kennel business on Bellevue Lane in Boyce. We stand by the statement that we submitted to the Planning Commission on November 1, 2013. Under the current rendition of their proposal, we are particularly concerned about the scale of the operation and the many unknowns that still exist. It seems as if we are continually learning about new aspects of their proposed plans. For example, their most recent letter to the County requests up to three special events per year as opposed to one or two as was previously requested. As adjoining property owners, we are very concerned that there will be a continual push by the applicant to expand their operation beyond what is currently outlined in their narrative.

Our specific concerns include: 1) undue noise from barking dogs, particularly given that under the current narrative up to 40 dogs may be allowed outside at any given time between the hours of 7:00AM and 9:00PM, seven days a week, 2) increased traffic on Bellevue Lane that will make this private, one-lane, unpaved road potentially unsafe, and 3) inconsistencies with the County's Comprehensive Plan in relation to the potential decrease in property values in the neighborhood should a commercial kennel be established.

1) Undue noise. The Code of Clarke County (Chapter 120, Article I) states, "The Board of Supervisors hereby finds and declares that excessive or unwanted sound is a serious hazard to the public health, safety, welfare, and quality of life, and that the inhabitants of Clarke County have a right to and should be free from an environment of excessive or unwanted sound." The barking of 40 dogs, particularly if the Special Use Permit allows up to 40 dogs to be outside of the kennel building at any given time, would likely result in "excessive and unwanted sound" in our home environment, as well as that of many of our neighbors.

Furthermore, in Chapter 61, Article II, a Public Nuisance dog is defined as "Any dog which: by loud, frequent or habitual barking or howling, causes annoyance and disturbs the peace and quiet of any person or neighborhood." Again, we believe that by permitting a 40-dog commercial kennel, particularly with the proposal of 20 outdoor exercise runs for their kennel compound, has great potential to disturb the peace of the neighborhood and create a public nuisance.

The proposed kennel compound is sited at the high point in the local topography in such a way as to potentially broadcast the sound of barking dogs in all directions. The elevation of subject property is at 650', with our property's elevation 25' lower, at 625'. In between the two locations, there is a swale that dips down to 610'. From our kitchen and bedroom windows, the compound will be a mere 330 yards away in a direct line of site.

Additionally, we have not been given sufficient time to review the sound study submitted on December 2, 2013 by the Applicant, but under cursory review, we question the scientific methods presented by the Applicant's hired firm, Miller, Beam & Paganelli, Inc. This study was not conducted by an impartial third party and therefore does not give the County or the neighbors adequate, fact-based information for making an objective decision. Our concerns are strengthened by the decibel calculations submitted by Bruce and Theresa Welch, which state that the sound of 20 dogs barking could be up to 120 decibels on our property.

In Chapter 188, Article 5 of the Clarke County Zoning Ordinance, Section 5-B-3-b, "The Burden of Proof shall be on the applicant to show reasonableness of the proposed special use permit, the lack of adverse effect, and compliance with the elements of public health, safety, and general welfare as set forth in Section 5-B-4". As such, given the potentially biased data provided by the Applicant's acoustical analysis and associated site survey, we request that an impartial, third-party sound study on the effects of all potential kennel-related noise be commissioned by the County and paid for by the Applicant to show unbiased results that the kennel might have on the public's health, safety, and general welfare.

2) Traffic on Bellevue Lane. In regards to the Applicant's assertion that our concerns about the additional vehicular traffic on Bellevue Lane are "unsubstantiated and without merit", we wish to remind the Commission that we have a young child who, along with the neighbors children, is particularly vulnerable to this increased vehicular activity. To illustrate this point, our son travels to school by a school bus that picks him up and drops him off at the end of Bellevue Lane where it meets Route 723, a ¼-mile distance; our neighbors' children will also utilize this same transportation in a few years, which will continue for the next 18 years. It is worth stating that our concern for our child's safety while walking on our one-lane road, and the interface he will encounter with the increased traffic, is most certainly substantiated and with merit.

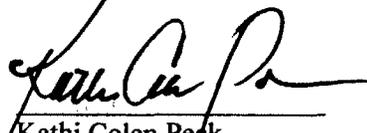
3) Property Values. With regard to the impact the proposed kennel compound would have on our property value, we wish to make note that the letter submitted by Lisette B. Turner, Owner/Agent of Century 21 New Valley Realty, stated that she believes our property values would in no way be brought down by the proposed kennel—this is without merit. Ms. Turner is the same realtor with whom I spoke on October 30, who, when pressed on the specifics of our proximity to the proposed kennel, admitted that there would likely be a decline in the value of our property.

In reflecting on a similar case, namely the application for a kennel on Route 723 in 2000, we learned that a real estate appraiser in Middleburg (Jack B. Connor & Associates) submitted a statement saying that he believed property values would decline by 15 to 25%. That Special Use Permit application was denied.

Again, we strongly recommend that the Planning Commission deny the applicant's Special Use Permit. However, if the Commission is considering an approval with conditions, we propose that the Commission limit the number of dogs permitted in the outdoor runs to one dog per handler at any given time, similar to other kennels and shelters in the County. We further request that the hours of operation be modeled after the Clarke County Shelter, which is Monday through Friday from 10:00AM to 5:00PM, Saturdays from 10:00AM to 2:00PM, and Sundays from 2:00PM to 5:00PM. Lastly, we request that all classes for humans, including obedience training, agility etc., be conducted exclusively indoors in the soundproofed building.

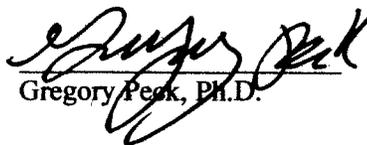
We thank the Commission for its attention on these matters and respectfully ask that you protect our pursuit of a peaceful home environment and overall quality of life, which is in keeping with Clarke County's Comprehensive Plan.

Sincerely,



Kathi Colen Peck

196 Bellevue Lane, adjoining property owners



Gregory Peck, Ph.D.

Clarke County**bstidham@clarkecounty.gov**

Fwd: Kennel Opposition

From : Jesse Russell <jrussell@clarkecounty.gov> Tue, Dec 10, 2013 12:59 PM
Subject : Fwd: Kennel Opposition 🚩
To : David <dash@clarkecounty.gov> 📎 1 attachment
Cc : Lora Walburn <lwalburn@clarkecounty.gov>, Brandon Stidham <bstidham@clarkecounty.gov>

Received another kennel opposition letter. Could Lora include this in the BOS packet?
thanks.
jesse

From: "Chip McConville" <lfmcccon@aol.com>
To: jrussell@clarkecounty.gov
Cc: cathy3sons@aol.com, Lfmcccon@aol.com
Sent: Monday, December 9, 2013 10:16:07 PM
Subject: Kennel Opposition

Jesse, My wife, Catherine, and I strongly oppose the granting of a Special Use Permit to allow the establishment of a commercial kennel on Bellevue Lane (see attached). While we understand the planning commission voted not to allow this, we would like to register our opposition to the establishment of a commercial kennel to the Board of Supervisors. Would appreciate your assistance in registering our opposition to the Board of Supervisors.

Thank you.
Lester McConville
540-837-1628 (Home)
703-501-8145 (Cell)
email: lfmcccon@aol.com

 **clarke_kennel.pdf**
40 KB

Mail to:
Jesse Russell, Zoning Administrator
Clarke County Offices
101 Chalmers Court, Suite B
Berryville, VA 22611

Concerns may also be emailed to:
jrussell@clarkecounty.gov

If you wish to voice your concerns in person, the public hearing is located at the address above at 9:00 a.m. on Friday, December 6th.

I/We strongly oppose the granting of a Special Use Permit to allow the establishment of a commercial kennel on Bellevue Lane. I/We believe it will cause undue noise, will adversely affect property values, and will increase traffic congestion and pose safety issues on Bellevue Lane and Route 723. Housing rescue dogs identified as needing rehabilitation in close proximity to homes also has the potential to threaten the safety of the neighboring residents and livestock. Moreover, a kennel of any sort is inconsistent with the agricultural nature of this neighborhood.

Name Lester F. McConville

Address 260 Rose Airy Lane

P.O. Box 314, Boyce, VA 22620

Signature [Handwritten Signature]

Date December 9, 2013

Name Catherine McConville

Address 260 Rose Airy Lane

P.O. Box 314, Boyce, VA 22620

Signature [Handwritten Signature]

Date 12/9/13

Clarke County**bstidham@clarkecounty.gov**

Fwd: Opposition To Kennel

From : Jesse Russell <jrussell@clarkecounty.gov> Wed, Dec 11, 2013 09:45 AM
Subject : Fwd: Opposition To Kennel
To : Lora Walburn <lwalburn@clarkecounty.gov>
Cc : Brandon Stidham <bstidham@clarkecounty.gov>

Lora - please include this with the BOS packet re: kennel SUP.

From: "Miklos Szentirmai" <szentm@gmail.com>
To: jrussell@clarkecounty.gov
Sent: Wednesday, December 11, 2013 9:31:34 AM
Subject: Fwd: Opposition To Kennel

Jesse,

My wife, Andrea ligeti, MD and I want to register our strong opposition to the establishment of a kennel on Bellevue Lane in our county. We both believe it would endanger our drinking water supply, would cause unnecessary noise (after all we all moved here for the peace and quiet), would pose safety concerns, and the traffic issues are completely unresolved. In addition the establishment of a kennel would be inconsistent with the agricultural nature of the area. Furthrmore a kennel would decrease property values for a lot of people. The noble nature of the idea should not distract from the fact that it should not be established in the proposed location if at all in our county.

We understand that the planning commission has already rejected the idea so please forward our opposition to the Board of Supervisors / County Administration so when they make their final decision they are aware of our opposition.

Sincerely, Miklos Szentirmai, MD

Address: 370 Rose Airy Lane Boyce, VA 22620 (mailing address: P.O.Box 286 Boyce,VA 22620)

Cell: 318-286 7617

Bruce Welch

Doctor of Veterinary Medicine

Certified Canine Rehabilitative Therapist

1430 Old Winchester Road, Boyce, VA

I have great respect and admiration for all animals. My life experience and dedication has, is and will continue to nurture animal care, wellness and quality of life. I believe we all have a moral and ethical responsibility for the care of domestic animals and preservation of wildlife and the habitat we all share.

Gina Schaecher's proposal in vision, dedication and ambition are progressive and admirable. This type of vision is inspirational to me. I live with and absolutely love a dog we rescued, repaired and rehabilitated -- Sunshine. For over forty years I have cared for, rehabilitated, fostered, adopted and nurtured hundreds of animals of substantial diversity.

However, based on information outlined below, I feel that an entity proposed by Happy Trails/3Dog Farm is incompatible with this location and zoning at this site. An establishment such as this would have substantial negative impact on our property values, quality of life our families currently enjoy and set a dangerous negative precedence within Clarke County regarding commercial use within agricultural zoning. The proposed use in the site-plans and written description far exceeds the intensity of training (competitive agility, small dog, large dog, covered, sheep/goat and chicken areas), and hybrid uses including boarding/daycare/guardian training/behavioral rehabilitation/special events and classes are like no other private or commercial enterprise in this region. As such, I feel this commercial type entity is far better suited in an industrial or selected business zoning NOT in our rural family agricultural neighborhood.

Appalachian Great Pyrenees Rescue website statements: (Gina Schaecher – secretary)

“Probably THE most powerful breed in existence”

Temperament –“Great Pyrenees are guard dogs by instinct”

“The next (2nd) line of defense is barking. When not directed and controlled at a young age (6-9 months), barking can become a habit born of boredom and is a leading reason for Pyrs being given away as adults. If, despite scent marking and barking, an intruder enters a Pyr's territory, the next line of defense is to chase it away.”

Other Great Pyrenees characteristics described on this website include: Strong, independent, large (90-140#), Fencing is required (4' minimum), slow to mature—puppies for a long time.

“Can you and your neighbors tolerate barking? All Pyrs bark – some more than others. Almost all Pyrs bark at night.”

“Can you live with a dog who is protective?”

“Because this a large and powerful dog, an aggressive or unpredictable Pyr can be dangerous to both people and other animals.”

Other information about the Great Pyrenees Mountain Dog:

90 – 140 lbs. mature size, up to 39 inches in height, lifespan 10-11 years.

Likes to patrol its perimeter and may wander away in an unenclosed space.

“Protects its flock by barking and being nocturnal, tends to bark at night unless trained against such behavior.”

Behavioral Problems are the leading cause of relinquishment of dogs and account for 35 – 46% of all canine surrenders – one study suggests 47% of Great Pyrenees surrenders are related to primary behavioral problems. These behavioral problems include:

1) Aggressive Behavior – “Among dogs surrendered for aggressive behaviors (growling, snarling, baring teeth, and biting), 69% had bitten at least 1 person.” In another study, “Of dogs presented to veterinarians for undesirable behavioral, 40% were presented for aggression and 54% to 67 % of these cases involved aggression to humans.”

2) Barking

Decibels within a building are relatively easy to control with appropriate construction materials and design. The real issue here is the presence of a large number of dogs outside creating a cumulative significant noise nuisance. The bark of a dog has a unique acoustic amplitude in which the acute crescendo – decrescendo (ie. Sound spike) which has documented psychological impacts and potentially physical compromise on humans and animals depending upon decibel levels and duration of exposure. While a single dog bark can vary significantly, a typical large dog at 10 meters is 90-100 decibels. The cumulative effect of 20 large barking dogs has been documented to exceed 130 decibels. Please note that a jackhammer at 10 meters transmits about 110 decibels. OSHA recommends hearing protection be worn at noise levels above 90 decibels. At the proposed kennel site at the highest altitude on the property with a 360 degrees open scope for sound transmission, significant sound nuisance issues with this number of dogs outside is unavoidable.

Calculations of 120 decibels (measured initially at 10 yards) at 300, 600 and 900 yard distances using the Tontechnik-Rechner-Sengpiellaudio decibel calculator are as follows:

<u>dB at 10yards</u>	<u>300 yards</u>	<u>600 yards</u>	<u>900 yards</u>
100 dB	50.46 dB	44.44 dB	40.92 dB
110 db	60.46 dB	54.44 db	50.92 dB
120 dB	70.46 dB	64.44 dB	60.92 dB

For reference purposes consider the following:

- At 45 decibels, distraction when learning or during concentration
- At 50 decibels, room with window air conditioner, an office
- At 60 – 70 decibels, normal piano practice, noisy office, vacuum cleaner at 3 meters
- At 65 decibels, a moderate to high risk of heart circulation disease at constant impact can occur

- 3) Other problem behaviors included: bites, killed another animal, chases animals, chases people, not friendly, destructiveness indoors, destructiveness outdoors, escaping (5.5%), disobedience.

Resources.

Journal of Applied Animal Welfare Science, 3(2), 93-106

Journal of American Veterinary Medical Association, vol. 220, No. 3, 306-311.

WHO – World Health Organization – Data and Statistics

OSHA – Occupational Safety and Health Act – USA

The decibel calculator - Tontechnik-Rechner-Sengpiellaudio decibel calculator

Cesar's Way.com/dog. Reasons dogs end up in shelters and rescues

Livescience.com.

VIN (Veterinary Information Network)

Other potential concerns and issues I feel warrant consideration include:

Local B & B economic impact potential

The presence of Boyce Elementary School within 1 mile of the proposed facility

Impact on property values within sight and sound – Does the presence of this kennel require a disclosure for someone trying to sell their property?

Aggression to people – potential significant human/child injury, potential liability

Aggression to animals – potential livestock and/or pet injury, potential liability

I have great question as to what impact another rescue facility in this area would have on the existing local Animal Shelters and Humane Societies adoption rates and possible reduction in private funding, donations and volunteerism – despite its ‘private’ claims. Happy Trails/3 – Dog Farm currently acquires the greatest number of the dogs in their program from outside Clarke County. A facility such as this would actually increase the total number of dogs needing homes in this area. Depending upon where dogs are placed/rehomed, this may result in reduced adoption rates from existing area publically funded shelters.

What is THE proposed and actual use of this property going to be? Great Pyrenees Rescue and/or boarding? General Boarding, Kenneling, General Doggie Daycare, General Dog training, Advanced Agility training for competition? Commercial or completely non-profit? The proposal appears to be a complex hybrid of the above. While the proposal specifies a “private” and “by invitation only” type business, the activities proposed on the property ARE quite commercial in nature. Events which are currently advertised on the “3 Dog Farm” website and the description of events such as the “Canine Carnival” or other “events” having attendance of 100 or more dogs and over 140 people is very alarming regarding the noise, traffic, ecological and safety to everyone in this rural residential neighborhood.

Virginia Outdoors Foundation position statement.

“The Virginia Outdoors Foundation was established in 1966 to promote the preservation of open-spaced lands to encourage private gifts of money, securities, land or other property to preserve the natural, scenic, historic, scientific, open-space and recreation areas of the commonwealth.” Uses outlined include, “compatible purposes such as farming, forestry and recreation.”

Please note that NO founding objectives are consistent with kennels, boarding, and/or dog rescue nor are in any way described as a compatible purpose.

Code of Virginia code 3.2-6500 definitions:

“Boarding Establishment” A place or establishment other than a pound or animal shelter where companion animals not owned by the proprietor are sheltered, fed, and watered in exchange for a fee.”

“Farming Activity” means, consistent with standard animal husbandry practices, the raising, management and use of agricultural animals to provide food, fibre, or transportation and the breeding, exhibition, lawful recreation use, marketing, transportation, and slaughter of agriculture animals pursuant to such purposes.”

“Kennel” means any establishment in which 5 or more canines, felines, or hybrids of either are kept for the purpose of breeding, hunting, training, renting, buying, boarding, selling or showing”

“Livestock” definition does not include canines in any form.

“3 Dog Farm” in Loudoun County is not actually a ‘farm’ by Virginia code definition if only dogs are on the property.

3 Dog Farm website in Loudoun County promotes non-agriculture (ie. Commercial in nature) activities promoted including:

Events --- birthday parties, 4-H clubs, animal education events, play dates, seminars, and workshops

Doggie Day Camp --- drop-off for the day, pick-up and delivery “available”

Boarding

Classes – Dog training, classes, 4-H education seminars and events

Canine Carnival – stated to have had nearly 100 dogs in attendance on the website.

“We are the perfect place to bring people together for education and entertainment.”

For the many reasons above, I see that the Happy Trails business operation would be beneficial in a commercial or very rural location. I see that our agricultural community is not a viable location for any of us. If however, our planning commission and Board of Supervisors were to approve the applicant’s request, I submit that these restrictions be added at minimum, including those already in consideration of the Planning Commission:

- 1) Full and substantial screen (360 degrees of the proposed facility) for sound restrictions. (Berm would be best I think)

- 2) Sign size not to exceed six sq. ft. (temporary banners could be used for special events)
- 3) Restrict the number of dogs outside at any one time to five (5) with direct employee supervision at all times. This number is consistent with the code of Virginia defining "kennel".
- 4) Restrict the hours the dogs can be outside to accordingly fit in this rural neighborhood to: M-F 9 am to 5 pm, Saturday 9 am to 12 noon.
- 5) Decrease the facility maximum allowed capacity to 20 dogs at any one time.
- 6) Allow three (3) non-employee visitors daily during business hours to the facility.
- 7) Limit the number of "events" to one annually with a maximum of 40 dogs and 60 people while providing appropriate sanitation facilities for all (human and canine) and erect and maintain a permanent property fence of appropriate material to reduce the likelihood of canine escape.
- 8) Allow periodic unannounced inspections by appropriate Clarke County personnel to assure ordinance compliance.
- 9) All fences directly associated with the canine facility shall be at a minimum six feet in height and board on board or chain link in material, well maintained and all gates closed and secured unless in direct use for ingress/egress by employees.
- 10) At no time shall any dog be allowed outside of the fenced or enclosed facility unless being admitted or discharged, and at all times these said animals shall be properly restrained at a minimum of a six (6) foot leash. Exception for those owned and being supervised (up to three dogs) by the residents personal canines.

In the proposed business plan outline described, up to eight dogs could be outside and undergoing "training" by a single handler, with up to five handlers simultaneously training. The likelihood of significant and effective progress and successful training with the varied skill levels of the dogs proposed to be within this facility is impractical. This is my basis for reducing the maximum number of allowed dogs on said property while keeping the number of employees/staff the same.

Road – private, traffic, safety, not built for meeting/passing cars, weight of heavy trucks – the sanitation pump trucks are typically much larger and heavier than standard farming trailers/tractors and truck , safety for others walking/driving on this road – traffic and possible kennel escape.

Chicken area, sheep area While training of dogs can certainly include working and /or protection of goats, sheep and chickens, I have great cause and concern for the welfare of these agricultural animals for this purpose. The rescue dogs significant potential for aggressive behaviors coupled with a high probability of dog inexperience (in exposure and training) being in close or direct contact with sheep, goats and/or chickens warrants legitimate animal welfare concerns for these agricultural animals.

Allowing a kennel/boarding/rescue facility would set a dangerous precedent for agricultural AOC property in Clarke County and possibly for other properties also enrolled in conservation easements via

The Virginia Outdoor Foundation. No new kennel or boarding facility has been constructed within Clarke County on existing VOF easement.

Distances from proposed dog shelter to Clarke County neighbors and decibel levels:

	Distance	Decibels
Elizabeth Sell	Adjacent	70.46-130dB
Gregory and Kathi Colen Peck	“	“
Robert Sell	“	“
Rich and Diane Senyitko	“	“
George M Hoff	“	“
Robert and Carol Yanniello	“	“
Phillip Jones	“	“
Terry and Danielle Donohoe	“	“
Rod DeArment	“	“
Eric and Sara Lieser	“	“
Bruce and Teresa Welch	< 300 yards	70.46dB
Christopher Birch	“	“
James and Dot Royston	“	“
Ginger Seal	“	“
Robert Graves	“	“
Ronal Light	“	“
Alan Young	“	“
Ryan and Royston	< 600 yards	64.44dB
Jimmy and Elizabeth Hill	“	“
Scott Baker	“	“
Charles and Brenda Plunket	“	“
Robina Bouffault	“	“
Brenda Hoff	“	“
Gladys Harris	“	“
Susan Molden	“	“
Wayne Ferrell	“	“
Mattie Fries	“	“
Christopher Gillis	“	“
Erma Russell	“	“
Dorothy Eisenberg	“	“
Scott Baker	“	“
Jerry and Patricia Henke	< 900 yards	60.92dB
Elizabeth Lewis	“	“
Katheryn Hicks	“	“

Linda and David Ames	“	“
Darryl Banks	“	“
Alain Borel (Le A B and B)	“	“
Michael and Nancy Feldman	“	“
Henry “Bunny” Benham	< 1 mile	
Noel Hicks	“	
Jerome Russell	“	
James and Susan Merriman	“	
Leonard Woelfel	“	
Mary Ellen Nicholas	“	
Mark Butler	“	
AR “Pete” and Elizabeth Dunning	“	
Gladys Harris	“	
Philip and Janet Deteran	“	
Todd and Stephanie Ellis	“	
Boyce Elementary School	“	

Dear Mr Stidham and Mr Russell,

The following are objective although un-attenuated decibel calculations values, complete with baseline.

While a single dog bark can vary significantly, a typical large dog at 10 meters is 90-100 decibels. The cumulative effect of 20 large barking dogs has been documented to exceed 130 decibels.

For reference purposes, the World Health Organization and OSHA state that the following can occur

At 65 decibels - a moderate to high risk of heart circulation disease

At 45 decibels - distraction when learning or during concentration

Distances from proposed dog property to Clarke County neighbor properties and decibel levels per these distances. (Decibels are objective yet un-attenuated using the Tontechnik-Rechner-Sengiellaudio decibel calculator, given 120 decibels at 10 yards.)

	Distance	Decibels
Elizabeth Sell	Adjacent	70.46-120dB
Gregory and Kathi Colen Peck	“	“
Robert Sell	“	“
Rich and Diane Senyitko	“	“
George M Hoff	“	“
Robert and Carol Yanniello	“	“
Phillip Jones	“	“
Terry and Danielle Donohoe	“	“
Rod DeArment	“	“
Eric and Sara Lieser	“	“
Bruce and Teresa Welch	< 300 yards	70.46dB
Christopher Birch	“	“
James and Dot Royston	“	“
Ginger Seal	“	“
Robert Graves	“	“
Ronal Light	“	“
Alan Young	“	“
Ryan and Royston	< 600 yards	64.44dB
Jimmy and Elizabeth Hill	“	“
Scott Baker	“	“
Charles and Brenda Plunket	“	“
Robina Bouffault	“	“

Brenda Hoff	“	“
-------------	---	---

Clarke County**bstidham@clarkecounty.gov****Fwd: Bellevue Private Lane Hearing on November 1, 2013****From :** Jesse Russell <jrussell@clarkecounty.gov>

Thu, Oct 31, 2013 03:54 PM

Subject : Fwd: Bellevue Private Lane Hearing on November 1, 2013

To : George L. Ohrstrom, II <gohrstrom2@aol.com>, Anne Caldwell <rivervue@visuallink.com>, Staelin John <jstaelin@earthlink.net>, Jon Turkel <jmturkel@gmail.com>, Tom McFillen <mcfillen@comcast.net>, Cliff Nelson <cluny@shentel.net>, Clay Brumback <claybrumback@gmail.com>, Chip Steinmetz <chip@teamrootsandwings.com>, Scott Kreider <skreider557@comcast.net>, Douglas Kruhm <dmkruhm@gmail.com>

Cc : Brandon Stidham <bstidham@clarkecounty.gov>

FYI

----- Forwarded Message -----

From: "AnnMarie De Arment" <annmarie822@gmail.com>

To: jrussell@clarkecounty.gov

Sent: Thursday, October 31, 2013 3:49:55 PM

Subject: Bellevue Private Lane Hearing on November 1, 2013

Dear Mr. Russell,

I am writing to express my opposition to the proposal to allow a dog kennel/rescue dog facility to be built on Bellevue Lane in Boyce, VA. I am unable to attend the Planning Commission Hearing on November 1, 2013, and want to go on record in opposition to this proposal.

My family and I live in this part of Clarke County because it is a rural, agricultural area. We moved here because of the historical philosophy of the County to retain the rural agricultural nature of this beautiful area of the Shenandoah Valley. We expected the County to retain and maintain the beautiful, peaceful rural area, and were encouraged when we attended the Planning Commission hearing on October 17th recommending the County retain its current land use philosophy to keep the AOC areas as they are. We do not think a special use permit should be granted that would disrupt this peaceful setting.

Bellevue Lane is a private one-lane gravel road intended for use by residents only. The road is used for walking, jogging and biking, and cars must proceed slowly on this road in order to avoid the constant traffic of wild animals that cross the road as well. The road has a

hill and a curve which cause a blind spot that can be very dangerous. It is not designed for commercial traffic. The residents of the road are responsible for sharing the cost of maintaining the road. Allowing a commercial facility to be located with access via this road will endanger my family and the other residents and animals who reside here.

Rescue dogs can and should be rehabilitated if possible, but not in a neighborhood with animals and small children. My grandchildren live in this neighborhood, and I am concerned for their safety if a dog gets out of its fenced area. In addition, we as current residents should not be saddled with subsidizing a commercial business operation in our neighborhood.

When I was approached by Bob Schaecher, his daughter and son-in-law in August, he presented his daughter and husband as potential new neighbors who had a few rescue dogs. It was my understanding that they had a contingent contract on the purchase of that land, and would be deciding whether to buy the property after a feasibility study was done.

As time progressed, the stories these people have told the neighbors have grown and morphed into something that is entirely unacceptable to the neighbors, and it is our hope that the County will stand beside the residents and not permit such a facility to be built. As it turns out, these people did not even intend to build a home or reside on the property, but would be building a business called 3 Dog Farm. The "3 Dog Farm" concept continues to change, and it is impossible to grasp the dimensions of this proposal which keeps changing. I felt certain that the Schaecher's would abandon their plan because the feasibility study would prove overwhelming. I am still hoping that this is so. This property should remain for residential use only.

The Schaechers recently asked neighbors to come to their property to see their plans. This is when I became extremely alarmed that this facility was being built with 40+dogs in mind. Since then it has come to my attention that they have a web site promoting their facility, and have been gathering support for their facility across the Internet. Of course the web site advertises that this facility would sit on a beautiful hill; however the noise from the facility would project to the surrounding neighborhood and destroy the peaceful environment of our neighborhood. In addition to the noise created by these large dogs, we are also worried about the waste produced requiring large waste removal trucks to travel our road on a frequent basis as well. Their proposal seems to keep changing, and now they say they do not plan to live on the property at all but will have a caretaker living there. They told residents they would also practice sustainable farming using volunteers and 4H members to "farm" the land. This would cause additional traffic on our private road.

They are also advertising on Facebook, and asking for people to contact the Clarke County Board of Supervisors on their behalf. They are extensively lobbying dog enthusiasts, some of whom do not even live in Clarke County. I have been told that they applied for a similar special

use permit in Loudoun County, and it was rejected by neighbors and apparently abandoned. Certainly it has no place in this neighborhood either. The neighbors of this property strongly oppose this facility, and we as private citizens did not realize the growing scope of their efforts. The Schaechers' attempt to answer questions from neighbors in October was touted on their Facebook page as being an "Event" in which the neighbors showed their support for their efforts. This is blatantly untrue, and is one more example of their deceptive attempts to project this as a good project. We feel we were "used" against our intentions in their attempts to advertise their endeavor. We and the other neighbors are strongly opposed.

There is a big difference between caring for a few foster children and operating a large orphanage facility. In essence this is not a home for a few rescue dogs, but is actually a commercial service business offering dog boarding, doggie day-care, dog classes, parties, events, and retail sales. While they claim not to be a retail business, in actuality they plan to have available dog treats, leashes, collars, and supplies for sale to their clients. What is NOT retail about this?

Because they take appointments, they claim not to be a business. This is no different from a hair salon, or any other business that makes appointments for their customers. If the County allows this business, it should be located in a commercial zone, not an agricultural one. We as private residents cannot police the activities of this kind of operation, and the County should not spend its resources enforcing compliance either. I urge the County to disapprove this special use permit, and not to merely cut down it's scope of operation. We as residents cannot police the activities of their business, nor can Clarke County have to expend its resources on compliance of such a nebulous operation.

Never did we expect that Clarke County would allow a business to build in our neighborhood. I cannot tell you how upset and disappointed I will be if this special use permit is granted. If Clarke County inflicts this facility on me and my neighbors, it will denigrate our quality of life. It is my sincere hope that Clarke County officials will not allow this to happen, and that these people will take their facility elsewhere. Please do not "Loudoun" Clarke County. Please maintain the integrity of our land.

Sincerely,
AnnMarie De Arment
409 Bellevue Lane
Boyce, VA 22620

Clarke County**bstidham@clarkecounty.gov**

Fwd: Proposed Kennel

From : Jesse Russell <jrussell@clarkecounty.gov>

Thu, Oct 31, 2013 05:44 PM

Subject : Fwd: Proposed Kennel**To :** George Ohrstrom II <gohrstrom2@aol.com>, Brandon Stidham <bstidham@clarkecounty.gov>, Anne Caldwell <rvflc@gmail.com>, Robina Bouffault <robina5@verizon.net>

Sent from my iPhone

Begin forwarded message:

From: Terence Donohue <tmd2x@yahoo.com>
Date: October 31, 2013, 5:32:38 PM EDT
To: "jrussell@clarkecounty.gov" <jrussell@clarkecounty.gov>
Subject: **Proposed Kennel**
Reply-To: Terence Donohue <tmd2x@yahoo.com>

Mr. Russell,

I'm writing to register my opposition to the proposed Kennel on Bellevue Lane. My first exposure to the project came during the summer when Bob Schaecher approached me at the site of our new home at 165 Bellevue Lane. He presented the project as a small operation and suggested it would be a passion project for his daughter who would eventually move in. The story has changed each time I've had the occasion to talk with anybody involved in it. What started out as a handful of dogs has ballooned to 43 dogs (including the three the owners are asking be allowed to roam unattended). If the volume of the operation alone poses an obvious nuisance to our community, the nature of the kennel constitutes a much more serious problem for me. That this will be a facility specifically for dogs which, failing to be socialized in adoption homes, proved to be dysfunctional enough to require rehabilitation is a real concern. Dogs, even domestic ones, are inherently capable of destruction, and psychologically wounded ones are specifically inclined to it. This is a breed known for territorial aggression and massiveness, two qualities that-- even in a well trained dog-- make me fearful for my children. That the applicant's website links to the Appalachian Great Pyrnees Rescue foundation , which advises potential owners to consider the neighbors prior to adoption (as this breed is especially noisy) is a small concern compared to my safety fears.

Those fears have been augmented by my developing understanding of the applicant's intentions. Their willingness to create ad hoc responses to concerns without thought of implementation and to manipulate information is suggestive of a blind ambition. While I don't doubt their commitment to the breed, I wonder at the dissembling nature of their petition. We were invited to what I thought was an "information" session to learn about the plans, only to find out that our open-minded attendance was twisted into evidence of our support for this scheme. When I questioned them about the traffic situation, they suggested a pick-up program that was patently impractical (and unlikely). While presented as a solution, the idea of picking up the dogs would only address part of the issue. The staff, deliveries, waste removal and retail customers they would depend on would add an undesirable degree of traffic in and of itself, even if the pick-up plan was employed. Ultimately, I don't trust them, and I feel as though they will say whatever it takes to make this thing happen.

While the manner with which they have pursued this issue without concern for the neighbors they will be affecting has heightened my wariness of this application, the ultimate problem I have is with safety. That this is an area zoned to preserve agriculture and they are proposing a disruptive business is a concern, but the main problem I have is with safety. This is an inherently unsafe proposition, and perhaps the applicant's love of the breed has blinded them to its risks. Whatever the cause, these people have proceeded without any concern for the human lives they will be impacting.

Please consider these issues as you make your recommendation. Thank you,
Terry Donohue

Clarke County**bstidham@clarkecounty.gov**

Opposition to Proposed Dog Rescue/Kennel

From : Susan Keene <aghokie98@gmail.com>

Thu, Oct 31, 2013 08:43 PM

Subject : Opposition to Proposed Dog Rescue/Kennel**To :** bstidham@clarkecounty.gov

Good Morning Mr Stidham,

My husband and I are unable to attend the public hearing concerning the proposed dog rescue/kennel operation on Bellevue Lane and are instead addressing our comments to you in this email which we would like made part of the public record on the matter. We have many concerns about an operation of this type including its potential impacts on our own livestock, pets, and children; on our water supply, and on the overall quality and peaceful nature of our area.

With plans to possibly rescue, board, and train up to 40 large breed dogs we are extremely concerned about the safety of our herd of cattle, our personal pets, and our children. Animals that are being rescued can be coming from all types of backgrounds and conditions and we are unsure of what types of health problems or concerns they could bring with them. We are also concerned about the possibility of these animals getting loose and coming onto the property where they could cause havoc with our cattle. When dogs (especially packs) get into a herd, they can potentially kill the young animals, run the larger animals causing injury or property damage (if they were to attempt to run through a fence to get away), or generally stress the animals causing illness. Finally, we have a young son who will soon be running and playing outside. If these dogs were to come onto the property and encounter a young child who does not understand the dangers of strange dogs or dogs with unfortunate backgrounds, the consequences could be disastrous.

Another of our concerns focuses on the impact an operation of this size could have on the water supply of the area. The proximity of the well for this property to our own is fairly small. It is possible that water would be drawn from the same aquifer as ours. The amount of water that would be needed to bathe, clean up after, and sanitize kennels for up to 40 dogs is tremendous. This could cause too much stress on the water supply and endanger this precious resource that we so dearly need.

A third concern is the potential impact on the quality and peaceful nature of our area. The way we understand it, the plan is to dispose of the animal waste using a pump and haul system. Our concern is what will happen if there is failure or breach of this system. We are downhill from this property and do not relish the thought of any of this waste potentially ending up here. What kind of monitoring would there be to ensure proper operation of this system and removal of the waste? The amount of noise the these dogs could make also bothers us. When one dog begins to bark or whine, others tend to join in. If the other dogs that already reside in the area hear these dogs making a lot of noise, it will quickly become a chorus of howling dogs that would easily keep the entire area awake. We are dog owners ourselves and love our pets dearly, but we do not care to hear them or other dogs constantly barking and disrupting the peace and tranquility we are used to.

In short, we do not feel that our area is good fit for an operation of this nature and do

not see it as welcome addition.

Thank you for your time and consideration,
Michael and Susan Harrison
1437 Old Winchester Rd
Boyce

EDWIN AND SANDRA PATMORE

SU-94-01

CLARKE COUNTY BOARD OF SUPERVISORS



SUPERVISORS

RUSSELL VOTING DISTRICT
JOHN D. HARDESTY
Chairman
Tel.: 955-2127

MILLWOOD VOTING DISTRICT
JAMES E. CLARK, III
Tel.: 837-2152

BERRYVILLE VOTING DISTRICT
JOHN W. SOURS, JR.
Tel.: 955-1302

SUPERVISORS

WHITE POST VOTING DISTRICT
A. R. DUNNING, JR.
Vice Chairman
Tel.: 837-1719

BUCKMARSH VOTING DISTRICT
Lawrence W. White, Jr.
Tel.: 955-1257

COUNTY ADMINISTRATOR
DAVID L. ASH
Tel.: 955-5100
FAX: 955-4002

August 19, 1994

Mr. Benjamin Butler
P. O. Drawer 2097
Winchester, VA 22604-1297

Dear Mr. Butler:

The Clarke County Board of Supervisors, at their meeting of August 16, 1994, voted unanimously to approve the following request with conditions:

Edwin L. & Sandra S. Patmore (Benjamin M. Butler, Agent) request approval of a Special Use Permit and Site Plan for a kennel on the parcel identified as Tax Map 3-((7))-1, containing 15.77 acres, located on the west side of Route 661, .4 of a mile north of Route 761, zoned Agricultural-Open Space-Conservation (AOC), Longmarsh Magisterial District. (SU-94-01) KRD

The following conditions shall apply to the Special Use Permit for the 16 run commercial kennel:

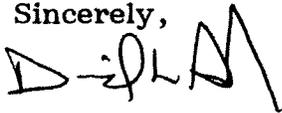
1. Waste stored on the site must be removed periodically so as not to create an unhealthy situation or nuisance in a manner approved by the Virginia Department of Environmental Quality.
2. All water used in wash down of the interior of the facility must be treated as waste and therefore stored for proper disposal as required in condition 1.
3. The facility shall house at no time more than 30 dogs, this number shall not include dogs under 10 weeks of age. There is no limitation on the number of dogs under 10 weeks of age house in the facility.
4. At no time shall any dogs from the kennel be permitted outside of the facility without being on a leash.
5. At no time shall the dogs at the facility create a level of noise so as to constitute a nuisance.

Benjamin Butler
August 19, 1994
Page Two

In accordance with Section 6-K of the Clarke County Zoning Ordinance, the approved site plan shall expire and become null and void if a building permit for approved development is not issued within five years from the date of site plan approval. The Administrative Body or agent may grant a one year extension upon written request.

If we may be of further assistance, please contact the Planning Department at (703) 955-5132.

Sincerely,

A handwritten signature in black ink, appearing to read "D-L-Ash". The signature is stylized and written in a cursive-like font.

David L. Ash
County Administrator

/nb

c: Edwin L. & Sandra S. Patmore
P. O. Box 174
Fishkill, NY 12524

**BOARD OF SUPERVISORS
REGULAR MEETING
SPECIAL USE PERMIT/SITE PLAN**

**PAGE 1
August 16, 1994
PUBLIC HEARING**

Edwin L. & Sandra S. Patmore (Benjamin M. Butler, Agent) request approval of a Special Use Permit and Site Plan for a kennel on the parcel identified as Tax Map 3-((7))-1, located on the west side of Route 661, .4 of a mile north of Route 761, containing 15.77 acres, zoned Agricultural-Open Space-Conservation (AOC), Longmarsh Magisterial District. (SU-94-01) KR D

Planning Commission Action - July 1, 1994

The Commission voted 5-1 to recommend approval of the above request for a 16 run commercial kennel to the Board of Supervisor with the following conditions:

1. waste stored on the site must be removed periodically so as not to create an unhealthy situation or nuisance in a manner approved by the Virginia Department of Environmental Quality,
2. all water used in wash down of the interior of the facility must be treated as waste and therefore stored for proper disposal as required in condition 1,
3. there shall be at no time more than 30 dogs over 10 weeks of age housed in the kennel,
4. at no time shall any dogs from the kennel be permitted outside of the facility without being on a leash, and
5. at no time shall the dogs at the facility create a level of noise as to constitute a nuisance.

Additional Staff Comments - July 19, 1994

No additional comments.

Board of Supervisors Action - July 19, 1994

The Board voted unanimously to schedule a public hearing to consider the above request at the next regular Board meeting of August 16, 1994.

Additional Staff Comments - August 16, 1994

No additional comments.

Recommendation

Approve with conditions recommended by Planning Commission, contingent upon final approval of waste disposal system by the Department of Environmental Quality.

**GREEN STEP KENNEL
(Kellie Ferguson)
SU-95-01**

CLARKE COUNTY BOARD OF SUPERVISORS



SUPERVISORS

RUSSELL VOTING DISTRICT
JOHN D. HARDESTY
Chairman
Tel.: 955-2127

MILLWOOD VOTING DISTRICT
JAMES E. CLARK, III
Tel.: 837-2152

BERRYVILLE VOTING DISTRICT
JOHN W. SOURS, JR.
Tel.: 955-1302

SUPERVISORS

WHITE POST VOTING DISTRICT
A. R. DUNNING, JR.
Vice Chairman
Tel.: 837-1719

BUCKMARSH VOTING DISTRICT
LAWRENCE W. WHITE, JR.
Tel.: 955-1257

COUNTY ADMINISTRATOR
DAVID L. ASH
Tel.: 955-5100
FAX: 955-4002

May 17, 1995

Ms. Kellie Ferguson
Route 1 Box 1157
Berryville, VA 22611

Dear Ms. Ferguson:

The Clarke County Board of Supervisors, at its meeting of May 16, 1995, voted unanimously (Supervisor Dunning abstained) to approve the following request:

Green Step Kennel (Kellie J. Ferguson, Agent) requests approval of a special use permit and site plan to construct a boarding kennel for not more than 30 dogs and 15 cats on the parcel identified as Tax Map 12-((A))-41, containing 211 acres, located on the south side of Route 657 at the intersection of Routes 632 and 657, zoned Agricultural Open Space Conservation (AOC), Chapel Magisterial District. (SU-95-01) CJ

At your request, the Board unanimously waived the site plan fee as no addition to the heated area of the structure was proposed.

If we may be of further assistance, please contact the Planning Department at 955-5132.

Sincerely,

David L. Ash
County Administrator

/nb

c: William B. Watkins, III

ACTION.LTR/PLANNING/BOS/MEETINGS/1995/516

**BOARD OF SUPERVISORS
REGULAR MEETING
SPECIAL USE PERMIT & SITE PLAN**

**PAGE 1
April 18, 1995
SET PUBLIC HEARING**

Green Step Kennel (Kellie J. Ferguson, Agent) requests approval of a special use permit and site plan to construct a boarding kennel for not more than 30 dogs and 15 cats on the parcel identified as Tax Map 12-((A))-41, containing 211 acres, located on the south side of Route 657 at the intersection of Routes 632 and 657, zoned Agricultural Open Space Conservation (AOC), Chapel Magisterial District. (SU-95-01) CJ

Recommendation

Schedule a public hearing to consider the above request at the next regular Board meeting of May 16, 1995.

Additional Staff Comments - April 18, 1995

Because the applicant proposes what she believes to be minor changes to the existing 10'x 64' structure she is requesting the Board of Supervisors to waive the \$1200 site plan fee.

Planning Commission Action - April 7, 1995

The Commission voted unanimously to recommend approval of the above request to the Board of Supervisors.

Additional Staff Comments - April 7, 1995

As previously indicated that the applicant is requesting approval a Special Use Permit and Site Plan for an animal kennel (30 dogs and 15 cats) on the subject property. The property's AOC zoning designation provides for such use with a Special Use Permit. In considering a Special Use Permit, the Zoning Ordinance provides 24 criteria to be used to evaluate the request:

1. Will not be detrimental to the health, safety, and welfare of persons residing or working in the neighborhood of the proposed use.
Off-site impact will be limited by virtual of the relative small size of the facility, large size of the subject property, and large setback from any adjacent property.
2. Will not cause the harmful results of haphazard and ill-advised growth patterns.
No.
3. Will not result in undue traffic congestion, noise, light, dust, odor, fumes and vibration.
See #1.
4. Will not be detrimental to public welfare or injurious to the property or improvements in the neighborhood.
See #1.
5. Will not have a detrimental physical, visual, and monetary impact on neighboring property.
See #1.
6. Will be consistent with community sentiment.
To be determined at the public hearing.
7. Will be consistent with the general purposes and intent of this Ordinance and the Comprehensive Plan of the County.
Yes.
8. Will not result in undue water pollution.
The Health Department has approved disposal of animal wastes. No other significant source of pollution is apparent.

9. Does have sufficient water available per lot for the foreseeable needs of the development.
Yes.
10. Will not cause an unreasonable depreciation of an existing water supply.
No.
11. Will not cause unreasonable soil erosion or reduction in the capacity of the land to hold water so that a dangerous or unhealthy condition may result.
No.
12. Will not cause undue air pollution.
No.
13. Will not cause unreasonable highway congestion or unsafe conditions with respect to use of the highways existing or proposed.
No.
14. Will not cause an unreasonable burden on the ability of the County to provide educational services.
Not applicable.
15. Will not place an unreasonable burden on the ability of the County to provide water, sewage, fire, police, hospital, solid waste disposal and other services.
No.
16. Will not have an undue adverse effect on the scenic or natural beauty of the area, aesthetics, historic sites or rare and irreplaceable natural areas.
No. No new buildings will be constructed, change to the character of the landscape is minimal.
17. Will not have an undue adverse effect on wildlife and their habitats or on human psychological-physiological dependence upon open space.
No.
18. Will not have an undue adverse effect on the preservation of open space, conservation or agricultural land.
No.
19. Will not have an undue adverse effect on the surrounding areas due to its size, nature, and the number of units.
Not applicable
20. Will not put an undue burden on the County to provide additional public services.
No.
21. Does have adequate drainage.
Yes.
22. Does have adequate road access.
Yes.
23. Meets a reasonably anticipated need in the County for such development as proposed.
Yes.
24. Will not have an undue adverse effect on existing or proposed septic systems or water supply systems in adjacent areas.
No significant impact on groundwater is anticipated.

Commissioner McFillen and staff met with the applicant on site. No problem or issue seemed apparent that have any negative impact.

Planning Commission Action - March 3, 1995

The Commission voted unanimously to schedule a public hearing to consider the above request at the next regular Commission meeting of April 7, 1995.

Request

Project Description: The applicant is requesting approval for special use permit for a kennel for not more than 30 dogs and 15 cats on a 211 acre parcel on the south side of Senseny Road at its intersection with Route 632. The applicant is currently operating a pet grooming business at the site. She proposes to add 12 animal enclosures to the existing structure. The access will be off Senseny Road, using the current farm drive-way. Because the applicant proposes what she believes to be minor changes to the existing 10'x 64' structure she will be asking the Board of Supervisors to waive the \$1200 site plan fee.

Zoning: The subject property is zoned Agricultural Open-Space Conservation (AOC). The AOC zoning district regulations permit kennels with a Special Use Permit (sect. 3-A-1-a-(3)-(bb)). The existing structure which is being modified for the proposed use meets all setback requirements. The AOC district regulations require setbacks of 35 feet from a right-of-way and 25 feet from other property lines.

Site Plan: The Zoning Ordinance requires a site development plan meeting the requirements of Section 6 of the Ordinance, be submitted with a Special Use Permit application. The submitted plan is very simple due to the low scale of the project and the use of existing structures. A committee of the Commission should visit the site to determine what additional information, if any, should be added to the submitted site plan. Disposal of animal waste has been demonstrated, however, storage and wash down run-off have not been specifically addressed.

Health, Safety, and Welfare: The Special Use Permit application, site plan, and other applicable information will be forwarded to the appropriate reviewing agencies.

Ordinance Requirements: The Zoning Ordinance identifies 24 criteria for the review of Special Use Permits. These criteria are to be used by the Commission to determine whether the application is detrimental to the public health, safety, or general welfare: such a determination shall be based on these specific findings. An analysis of this application in light of the 24 criteria will be provided at the public hearing.

Action Date: The Planning Commission must make a recommendation to the Board of Supervisors within 100 day of the referral of the application by the Zoning Administrator. Therefore, if the Commission sets a public hearing, it must make a recommendation to the Board by the regular meeting in June.

**ASHBY GAP KENNELS
(Robert and Marsha Savolainen)**

SU-95-05

Ashby Gap Kennels

Proposal submitted by Marsha & Robert Savolainen
October 13, 1995

Address: Route 1/Box 55A, Paris, Virginia

Goals: Our goal in the creation of this kennel is to offer an atmosphere which will be as pleasurable for the owner as for his pet. We realize, as pet owners, that it is often as traumatic for the owner when faced with the necessity of leaving his best friend as it is for the animal. Our aim, therefore, is to alleviate any fears, thus allowing the owner to enjoy his time away and to leave his animal with a peace of mind. We are striving to, both visually and structurally, create a kind of *bed and breakfast atmosphere* for the animal as well as the owner.

Description of Facility:

The catery will have separate areas 4'X4'X7'. Each stall will have a window and exercise perches. There will also be a screened in section of each window, which will allow the animal to have the illusion of being outside, without actually being outside. All areas will be air-conditioned in warm weather and heated in cold. With the realization that all creatures need hands on attention, we will (unless otherwise requested) give each animal private attention on a one to one basis at least twice a day. All precautions will be taken to prevent both parasite infestation as well as the spread of disease from animal to animal. Shot records will be required upon admittance and a parasite check done at the same time. All areas will be thoroughly disinfected between animal visits.

The canine quarters will have sleeping areas varying from 4'X6' to 5'X9' depending upon the size of the animal and each will have its own outside run, also varying from 8' - 16' long depending upon the size of the animal. We will also have special areas for both pregnant and older dogs as well as animals in heat. An exercise area will be provided and amounts of time spent with each animal will depend upon the wishes of the owner. Each canine area will be constructed of concrete, floor to ceiling with chain link doors and runs. The floors will be heated in cold weather for the comfort of the animal, as well as air-conditioned in the warmer weather. Bedding will be provided by us as well as food for ease of operation (unless alternate methods specified by owner due to extenuating circumstances.) This will also make it easier for the owner in that they do not have to bring as many things with them, thus making this experience as uncomplicated as possible. Any special toys will be welcome.

Animal waste will be containerized and disposed of by sanitary landfill.

The grounds will be shrubbed to eliminate noise and privacy fencing will be installed for the benefit of any neighboring homes.

Ashby Gap Kennels will be located on the owners property along with their private residence.

**BOARD OF SUPERVISORS
REGULAR MEETING
SPECIAL USE PERMIT/SITE PLAN**

**Page 1
December 19, 1995
PUBLIC HEARING**

Robert and Marsha Savolainen request approval of a Special Use Permit and Site Plan for a kennel to board dogs and cats on the parcel identified as Tax Map Parcel 39-((A))-45, containing approximately 2.5 acres, zoned Forestal Open Space Conservation (FOC), located on the north side of U.S. Route 17/50 approximately 750 feet west of the intersection of U.S. 17/50 and Route 601, Chapel Magisterial District. (SU-95-05) CJ

Recommendation

To schedule a public hearing to consider the above request.

Additional Staff Comments - December 19, 1995

No additional staff comments.

Planning Commission Action - December 8, 1995

The Commission voted unanimously to recommend approval of the above request to the Board of Supervisors.

Additional Staff Comments - December 8, 1995

The Site Plan Committee and Staff met to discuss design elements, erosion and sediment control, storm water control, landscaping, and sign regulation. All of the above have met both state and local standards.

The conditions recommended by the Site Plan Committee are as follows:

- 1) Engineering: A berm shall be placed behind the kennel to direct storm water runoff to existing drainage ways to either side of the kennel as proposed by Dewberry and Davis.
- 2) Landscaping: Tree buffering will be staggered and will consist of Leland Cypress, Spruce, White Pine, Flame Maple, and Dogwoods as shown on revised site plan. The buffering was determined to only be needed on the south and southeastern sides of the kennel.
- 3) Design Materials: Material will be consistent with those used on the applicants home: brick and white aluminum siding. The roof will be standing seam metal with a dark color.
- 4) Size: The kennel, as shown on the site plan, will consist of twenty dog runs and a 14 foot by 15 foot cat room. A 10 by 15 foot office will face and be part of the entire structure.
- 5) Lighting: The existing pole lighting on the property will be used, no additional lighting is proposed.
- 6) Signage: A 4 by 5 foot sign will be used atop an existing brick entrance way wall at a point 15 feet from the right of way and a 4 by 5 foot wall sign will be used on the existing garage. A 15 foot setback is required for the freestanding sign at the entrance and has been met. The applicant is allowed 1 square feet of wall sign per 2 linear feet of frontage. There is 68 feet of frontage on the proposed structure and therefore the signage is all in compliance.
- 7) Waste Disposal: Waste stored on the site must be removed periodically so as not to create an unhealthy situation or nuisance in a manner approved by the Virginia Department of Environmental Quality. All water used in

Planning Commission Action - November 9, 1995

The Commission voted unanimously to schedule a public hearing to consider the above request at the next regular Commission meeting of December 8, 1995.

November 9, 1995

Request Description

The applicants are proposing a 55'x25' kennel with 20 dog runs plus a 14'x15' cat room located 60 feet behind the existing house and 190 feet from US Route 50 on the subject 2.5 acre parcel. The proposed use is allowed in the property's FOC Zoning District designation with a Special Use Permit. The applicants purchased the subject property in September 1995.

The proposed kennel is 52 feet from the east property line. The .77 acre property to the east is vacant and owned by the applicants. The proposed kennel is approximately 110 feet from the rear property line and 155 feet from the the west property line. The 40 acre property to the north is vacant. The 1+ acre parcel to the west is developed with a single family residence. The required setbacks in the FOC Zoning District for this property are 100 feet from US Route 50 (a primary highway) and 50 feet from all other property lines.

Site Plan

By state and county code a site plan is to be submitted with a Special Use Permit application. The proposed structure is shown on the proposed plan. No exterior lighting is shown. No landscaping is shown. The plan should be modified to note that 7 parking spaces are required. They are to be provided on the east side of the existing house in an area already paved. Erosion and Sedimentation Control notes should also be added. A copy of the site plan has been forwarded to Dewberry and Davis, county contract engineer, to determine if there are any engineering issues that need to be addressed. No signage is shown. The Commission's site plan committee should meet with the applicants to discuss any questions regarding the details of the plan. The proposed structure is not required to conform with the Historic Access Corridor design standards for structures as the parcel is not zoned commercial.

**BOARD OF SUPERVISORS
REGULAR MEETING
SPECIAL USE PERMIT/SITE PLAN**

**Page 1
January 16, 1996
PUBLIC HEARING**

Robert and Marsha Savolainen request approval of a Special Use Permit and Site Plan for a kennel to board dogs and cats on the parcel identified as Tax Map Parcel 39-((A))-45, containing approximately 2.5 acres, zoned Forestal Open Space Conservation (FOC), located on the north side of U.S. Route 17/50 approximately 750 feet west of the intersection of U.S. 17/50 and Route 601, Chapel Magisterial District. (SU-95-05) CJ

Board of Supervisors Action-December 19, 1995

The Board voted unanimously to schedule a public hearing to consider the above request at the next regular Board meeting of January 16, 1996.

Additional Staff Comments-January 16, 1996

Additional perimeter fencing around kennel will be installed. This will be shown as an addendum to the site plan cover letter.

Recommendation

Approval of requested Special Use Permit/Site Plan application.

PUBLIC HEARING NOTICE

The Clarke County Board of Supervisors will hold a public hearing on Tuesday January 16, 1996, at 11:15 a.m., or as soon thereafter as the matter may be heard in the Board of Supervisors' Meeting Room, Second Floor, Circuit Courthouse Berryville, Virginia, to consider the following matter:

- (a) Robert and Marsha Savolainen request approval of a Special Use Permit and Site Plan for a kennel to board dogs and cats on the parcel identified as Tax Map Parcel 39-((A))-45, containing approximately 2.5 acres, zoned Forestal Open Space Conservation (FOC), located on the north side of U. S. Route 17/50 approximately 750 feet west of the intersection of U. S. 17/50 and route 601, Chapel Magisterial District. (SU-95-05) CJ

The full text in connection with the above matter is available to the public at Clarke County Administrative Offices during regular working hours.

Any person desiring to be heard regarding the above matters should appear at the appointed time and place. Written copies of statements at public hearings are requested but not required.

Clarke County does not discriminate on the basis of handicapped status in admission to its programs and activities. Accommodations will be made for handicapped persons upon prior request.

David L. Ash,
County Administrator

ADVERTISED: CLARKE COURIER December 27, 1995
January 3, 1996

Jesse Russell, Zoning Administrator, presented a brief overview of the above described matter. He remarked that the Planning Commission reviewed and recommended approval of the request. Virginia Department of Transportation has approved the entrance and site plan.

Chairman Dunning opened the public hearing for comments from the public. There being no persons present to address the public hearing, it was closed by the Chairman.

After discussion by the Board, Supervisor Konkel moved for approval of the request for a Special Use Permit and Site Plan for a kennel to board dogs and cats on the parcel identified as Tax Map Parcel 39-((A))-45, containing approximately 2.5 acres, zoned Forestal Open Space Conservation (FOC), located on the north side of U. S. Route 17/50 approximately 750 feet west of the intersection of U. S. 17/50 and 601 in Chapel Magisterial District. The motion was approved by unanimous vote.

REQUEST FOR DOCUMENTS TO BE PROVIDED TO LOCAL LIBRARY
- Supervisor Lillis

Supervisor Lillis moved that the County Administrator send letters requesting agencies routinely send a copy of meeting minutes and any significant documents such as reports and studies they generate to the local library. Sensitive information such as might be generated in executive session should not be included. In addition, copies of minutes for meetings held since July 1, 1995 and any current documents already existing which the library does not already have should also be included. The motion was approved by unanimous vote.

JENNIFER SCHOFFSTALL

SUP-99-05 (denied)

**BOARD OF SUPERVISORS
REGULAR MEETING
SPECIAL USE PERMIT/SITE PLAN**

**ITEM
MARCH 21, 2000
PUBLIC HEARING**

Jennifer Schoffstall requests approval of a Special Use Permit and Site Plan for a Kennel, on Tax Map Parcel 30-((A))-19 containing approximately 53.23 acres located on the south side of Millwood Road (Route 723) approximately .5 mile west of the intersection of John Mosby Highway (Route 50) and Millwood Road, Greenway Magisterial District, zoned Agricultural-Open Space-Conservation (AOC). SUP-99-05 JR

The Planning Commission held a public hearing on the revised request. At the public hearing Ian Williams, was present as legal counsel representing a group of adjoining property owners. Mr. Williams stated that several of the property owners wanted to speak in opposition of the request, based on concerns of property values, comprehensive plan compliance, quality of life, scenic byway preservation, and general health, safety and welfare issues: George Greenhough, Tom Wiseman, Dee Dee Cady, Roger Chavez, E.C. Hart, Susie Hart, Mr. Lock, Charles Burwell, Chip Shutte, Vail Juring, and Terry Hobbin. The applicant spoke in response to the comments of these individuals. There being no further public comment Chairman Smalley closed the public hearing. Commissioner Ghramm said she would like more time to consider the comments presented. After discussion by the Commission and staff, Chairman Smalley called for a motion. **On motion by Commissioner Carlisle, second by Commissioner Bergner, the Commission voted 6-4-1 to recommend approval to the Board of Supervisors of the above request.**

Yes: Bergner, Carlisle, Flues, McFillen, Smalley, and Weiss

No: Arnold, McKay, Mills, and Staelin

Abstained: Ghramm

Staff comments 3/3/00 PC:

At its February 15th public hearing, the Board of Supervisors heard the applicant's request and comments from neighboring property owners. Just before the Board took action the applicant agreed to change the site plan by eliminating all outside runs so that the proposed kennel would totally enclosed. The Board determined that this change was a significant modification of the Special Use Permit/Site Plan request, meriting reconsideration by the Planning Commission of their original recommendation to the Board of Supervisors. Per the recommendation of legal counsel, this item has been advertised as a public hearing.

The revisions to the request are as follows:

- 1) Eliminated outside dog runs; totally enclosed kennel.
- 2) Additional planting of trees around kennel.

Staff Comments 1/25/00 BOS:

The Planning Commission held a public hearing on this request on their regular meeting in December. Six adjoining property owners spoke against the request. The Commission continued the public hearing so as to allow the applicant to alter the application to address the adjoining property owners concerns. The primary concern was noise. The applicant shifted the buildings as described below, but did not provide fully enclosed dog runs. At the continued public hearing in January, eight adjoining property owners reiterated their opposition to the revised site plan primarily because of noise. Commissioners noted that this use did not contribute to the agricultural character of the zoning district. The LESA Score for the above property is 75.5 (see attached calculation sheet). On motion of Vice-Chairman Ghramm, second by Commissioner Staelin, the Planning Commission voted 8-2 (Yes: Arnold, Bergner, Flues Ghramm, McKay, Mills, Smalley, Staelin; No: Carlisle, Weiss; Absent: McFillen) to recommend denial because the request:

1. Will not be consistent with the County Comprehensive Plan Objective 1 which states:
Encourage agricultural operations and productivity and ensure the preservation and availability of agricultural lands for the continued production of crops and livestock.
as the subject 53 acre property has agricultural value.
2. Will cause undue noise.
3. Will cause an undue adverse effect on neighboring property values

Recommendation

It is the recommendation of the Planning Commission that this application be denied.

Staff Comments 1/14/00 PC:

At the December meeting the Planning Commission asked the applicant if it were feasible to locate the proposed kennel in the wooded area near Route 50. The applicant has agreed to relocate the kennel next to the wooded area, which would change the setbacks as follows:

	<u>Old Setbacks</u>	<u>New Setbacks</u>	<u>Required Setbacks</u>
Front, from Millwood Road	950 feet	1100 feet	100 feet (scenic by-way)
Right (west)	200 feet	300 feet	25 feet (side)
Left (east)	1400 feet	1300 feet	25 feet (side)
Rear, from John Mosby Hwy.	600 feet	450 feet	100 feet (primary highway)

The applicant is proposing 30 outdoor runs for dogs but is willing to limit the number of dogs to be outside at any one given time.

Since the December meeting the Health Department has approved a drainfield site for the proposed kennel and VDOT has approved the proposed entrance from Route 723 as shown on the site plan.

Recommendation

Recommend to the Board of Supervisors approval of the Special Use Permit and Site Plan for a Kennel on Tax Map Parcel 30-((A))-19, on condition the Site Plan is revised to show the new setbacks as stated above and a limit to the number of dogs utilizing the outdoor runs as considered appropriate by the Planning Commission.

Staff Comments 12/5/99 PC:

At the November meeting Commissioners questioned an article in *The Winchester Star* which stated that the proposed kennel would be a breeding operation for the applicant's dogs and that a 1 to 2 acre fenced in area would be used for the dogs to jointly exercise and play. The proposed 30-run dog kennel will be utilized for a combination of the applicant's dogs and for commercial boarding. The dogs will be exercised daily on leashes on the applicant's property, but will not be placed in a designated fenced in area for independent exercise.

The County Zoning Ordinance establishes 19 criteria for evaluating special use permit applications:

- a. ***Is consistent with the Comprehensive Plan***
Is consistent.
- b. ***Is consistent with Purpose and Intent of the Zoning Ordinance.***
The Zoning Ordinance permits commercial kennels with a Special Use Permit and is therefore consistent.
- c. ***Will not have an undue adverse impact on fiscal resources of the County***
Will not create additional services provided by the County and therefore will not have an adverse impact on fiscal resources.
- d. ***Will not cause an undue adverse effect on neighboring property values***
Because of the size of the parcel and the setbacks provided by the applicant, adverse effect on neighboring property values is not anticipated.
- e. ***Will not cause an undue adverse effect on preserving agricultural or forestal land.***
No adverse effect on the agricultural land is anticipated.

- f. Will not cause unreasonable traffic congestion*
The kennel projects approximately 10 trips per day maximum. This would not create unreasonable traffic congestion.
- g. Will not cause destruction of or encroachment upon historic or archeological sites*
There would be no destruction or unreasonable encroachment upon either historic or archeological sites.
- h. Will not cause an undue adverse effect on natural areas*
No adverse effect on natural areas are anticipated due to the proposed use and its location.
- i. Will not cause an undue adverse effect on wildlife and plant habitats.*
None are anticipated.
- j. Will have sufficient water available for its foreseeable needs.*
The applicant will use water from a well, which will serve the kennel and future home. Neither use would appear to have any adverse effect on ground water.
- k. Will not cause depletion of water source(s)*
See (j.)
- l. Will not cause undue surface or subsurface water pollution.*
Solid waste will be containerized and disposed at the landfill. Liquid waste will be stored and removed by a septic hauling company. Therefore, no surface or ground water pollution is anticipated.
- m. Will not cause an undue adverse effect on septic systems*
All waste will be taken away from the property. Therefore, conventional septic systems are not required.
- n. Will not cause unreasonable soil erosion.*
No soil erosion would occur with the proposed use.
- o. Will have adequate facilities to provide safety from flooding*
The proposed site is not located in a flood plain. Therefore, flooding is not a safety issue.
- p. Will not cause undue air pollution.*
The proposed use would not create any anticipated air pollution.
- q. Will not cause undue noise, light or glare, dust, odor, fumes, or vibration.*
All lighting will be downcast and shielded. The kennel will be cleaned daily and will be located approximately 500' from the nearest adjacent dwelling. Odor problems are not anticipated. The proposed use will not have fumes or vibration. The kennel will be soundproofed and all dogs will be kept inside during normal sleeping hours.
- r. If in the AOC or FOC zoning districts, will not result in scale or intensity of land uses significantly greater than that allowed under the permitted uses for these districts.*
Will not result as such.
- s. Will not cause a detrimental visual impact.*
The proposed structure will resemble a typical agricultural barn or stable and therefore is consistent with the Agricultural Open Space Conservation (AOC) District.

Staff Comments 11/5/99 PC:

Request Description

The applicant is requesting approval of a Special Use Permit and Site Plan for a proposed 30 run dog kennel on the same 53.23 acre parcel of land on which they will build their home.

Kennel Description

The 30 indoor run facility will be constructed of metal and measure 44' x 115'. Outdoor runs will measure 5' x 10' and will be covered by the roof extension. The building exterior will be tan with dark brown trim and have a design similar to a center aisle horse stable common to Clarke County. Interior runs measure 5' x 8' and will be located on either side of the center aisle. Acoustic tiles will be used in the ceiling to absorb noise. An office and reception area will be located at one end of the building.

Site Description

The property fronts on both Routes 50 and 723 approximately ½ mile west of the intersection of said roads and is zoned Agricultural Open Space Conservation (AOC). The proposed kennel will be approximately 800' from the Route 50 right of way, 900' from the Route 723 right of way, 150' from the western property line and 1,300' from the eastern property line. The property is heavily wooded along Route 50, partially wooded along both side property lines and mostly open field in the center of the property and along Route 723. The actual kennel site including parking will utilize less than 1 acre. A gravel road from Route 723 will access the kennel. A gravel parking area will provide 5 parking spaces.

Lighting and Signage

A downcast and shielded automatic security light will be located at the entrance of the kennel. Ground lighting will be provided around the parking area and along the brick walkway. A 3' x 4' wooden sign painted white with green lettering will be located at the entrance off Route 723.

Sewage Disposal

The office will have an employee restroom and must meet County Septic and well requirements and be approved by the Health Department. Comments are forthcoming. Animal solid waste will be containerized and disposed at the local landfill. The applicant proposes a 2,500-gallon septic tank for liquid waste, which will require pump and haul approval from a licensed septage hauling company.

Traffic

The applicant anticipates 5-10 vehicle trips per week.

February 24, 2000

This notice is to inform you of the following:

Jennifer Schoffstall requests the approval of a Special Use Permit and Site Plan for an Kennel, on Tax Map Parcel 30--(A)--19 containing approximately 53.23 acres located on the south side of Millwood Road (Route 723) approximately .5 mile west of the intersection of John Mosby Highway (Route 50) and Millwood Road, Greenway Magisterial District, zoned Agricultural-Open Space-Conservation (AOC). SUP-99-05 CJ

**Applicant: Jennifer Schoffstall
8612 Cottage Street
Vienna, VA 22150
(540) 364-4956**

At its February 15th public hearing, the Board of Supervisors heard the applicant's request and comments from neighboring property owners. Just before the Board took action the applicant agreed to change the site plan by eliminating all outside runs so that the proposed kennel would totally enclosed. The Board determined that this change was a significant modification of the Special Use Permit/Site Plan request, meriting reconsideration by the Planning Commission of their original recommendation to the Board of Supervisors. Per the recommendation of legal counsel, this item has been advertised as a public hearing.

The revisions to the request are as follows:

- 3) Eliminated outside dog runs; totally enclosed kennel.
- 4) Additional planting of trees around kennel.

Pertinent information in connection with the above matter is on file in the Clarke County Planning Department, Second Floor, Clarke County Circuit Courthouse, Berryville, Virginia.

The Clarke County Planning Commission will hold a public hearing for this request on Friday, **March 3, 2000, at 9:00 a.m.**, or as soon thereafter as the matter may be heard, in the **Board of Supervisors' Meeting Room, Second Floor, Clarke County Circuit Courthouse, Berryville, Virginia**. You are welcome attend. If you have any questions, the Board requests that you contact the Planning Department at 955-5132 prior to the date of the meeting.

You may wish to call the Planning Department to confirm that this request will in fact be considered at the aforementioned meeting.

BOARD OF SUPERVISORS

**Adjourned Meeting
March 21, 2000**

At an adjourned meeting of the Board of Supervisors of Clarke County, Virginia, held in the General District Courthouse, N. Church Street, Berryville, Virginia on Tuesday, March 21, 2000 at 7:30 p.m.

PRESENT:

Chairman A. R. Dunning, Jr.; Vice-Chairman Philip Shenk; Supervisor Barbara J. Byrd; Supervisor J. Michael Hobert; and Supervisor John Staelin.

Also present: County staff members, press and a large number of citizens.

CALL TO ORDER:

Chairman Dunning called the meeting to order at 7:32 p.m. in the General District Courtroom, N. Church Street, Berryville, Virginia.

READING OF PUBLIC HEARING NOTICE

Charles Johnston, Planning Administrator, read the notice of public hearing as follows:

PUBLIC HEARING NOTICE

The Clarke County Board of Supervisors will hold a public hearing on Tuesday, March 21, 2000 at 7:30 p.m., or as soon thereafter as the matter may be heard, in the Board of Supervisors' Meeting Room, Second floor, Circuit Courthouse, 102 N. Church Street, Berryville, Virginia, to consider the following matter:

Jennifer Schoffstall requests approval of a Special Use Permit and Site Plan for a Kennel, on Tax Map Parcel 30-((A))-19 containing approximately 53.23 acres located on the south side of Millwood Road (Route 723) approximately .5 mile west of the intersection of John Mosby Highway (Route 50) and Millwood Road, Greenway Magisterial District, zoned Agricultural-Open Space-Conservation (AOC)

Pertinent information in connection with the above matter is available to the public at the Clarke County Administrative Offices during regular working hours.

Any person desiring to be heard regarding the above matter should appear at the appointed time and place. Written copies of statements at public hearings are requested but not required.

Clarke County does not discriminate on the basis of handicapped status in admission to its programs and activities. Accommodations will be made for handicapped persons upon prior request.

**David L. Ash,
County Administrator**

Advertised: Clarke Courier March 8, 2000 and March 15, 2000

The Planning Administrator reviewed the action taken by the Clarke County Planning Commission on the above referenced matter.

The public hearing was opened by the Chairman for comment. The following persons appeared to address the Board:

Ian Williams – Attorney representing the opposing property owners presented opening remarks. He commented that the application violates many of the requirements for a Special Use Permit. A letter from Jack B. Conner & Associates, Inc., a real estate firm located in Middleburg, VA, was submitted. Mr. Conners remarked that it was his opinion that real estate values would decline by 15% to 25% as a result of a kennel being placed on Ms. Schoffstall's property. (A copy of the reference correspondence is on file in the March 2000 Board of Supervisors' folder.) Mr. Williams further remarked that a number of people opposing the kennel will speak at this hearing and that a number of petitions will be submitted.

George Greenhalgh – Real estate broker and lifelong resident of the county. Remarked that buyers want to know what is in the area of the property being considered. The proposed kennel will have a negative impact on land values, taxes, etc. He compared the value of this property with other kennels in the county. The proposed area is FOC and not AOC. The Patmore kennel is probably assessed at the highest value. Land assessments are much higher in the Rt. 723 area. There is no real comparison. Route 723 is a very unique area.

Chip Schutte – Realtor living on Rt. 255. This area is a residential community with the highest priced houses. The kennel will have a major negative impact. Probably if another area was proposed for a kennel, the people would react just the same.

Ms. Fielding – Submitted petitions containing 146 signatures. Urged the Board to consider them.

Doug Zimmerman – Submitted petition containing signatures of 18 neighbors opposing the kennel. Do not need barking dogs in the area. Please think about this.

Vail Jurney – Submitted 60 signatures opposing the kennel. Please do not put a commercial kennel in a residential area.

Dee Dee Cady – Referenced a map on the wall and commented that the entire pink area are the people opposing the kennel. “Please consider the quality of life. There is a different way of life in Clarke County and people want to maintain a unique way of life. We are asking the Board to listen to us. It is your responsibility as elected officials to oversee our way of life.” Addressed the scenic beauty of Rt. 723, which is a scenic by-way. “The neighbors want to enhance this scenic beauty. Let’s not erode this beauty by letting a kennel be built.”

Tyson Gilpin – Remarked that when the Planning Commission approve this, it sent a chilling message. Suggested that the Board be careful and take the long view.

Sharon Wright – Said that she was getting ready to move into the house right next to the proposed property. “This is not what I want in my back yard. Please don’t do this.”

Henry Julius – Is President of the Millwood Homeowners Association. Feels that kennel will have an adverse effect on the quality of life. Commercial dog kennels will not add to the way of life in this area.

Susie Hart – Said that she has sent a letter to the Board from her bank in Florida indicating that property values will be effected. Said that she had learned the meaning of community pride when 240 signatures opposing the kennel had been secured last weekend. Local support is overwhelming. Suggested that the Board listen to the united voices of Millwood.

Lisa Cottrell – Lives on the property right behind the proposed kennel. This will be at her back door. Feels the applicant has contradicted herself. Questioned whether she is going to be living on the property. Feels she will have noise and odor at her back door.

Peggy Harrington – Owns the property directly across from the proposed site. Plans to move to Clarke County this summer and build a house. Feels it is incredible that with so much opposition the Planning Commission and Board of Supervisors would consider this project. Hopes the Board will do the right thing for the county.

Grady Duncan – Lives near the Horton and Harrington property. Joins with his neighbors in voicing opposition. A kennel in the area will adversely affect people.

Mrs. Duncan – Submitted 10 signatures in opposition. Supports the comments made by Susie Hart and Peggy Harrington.

Lee King – Owns property along the neighboring fence. Does not want a kennel there. Wants to retire in peace. Wishes the applicant would find another spot for a kennel.

Charles Burwell – Spoke in opposition to the application. Feels a kennel will impair property values. It would be cruel to enclose the animals and it would be cruel to the neighbors to have to endure such a facility. Feels it does not comply with the Comprehensive Plan.

Harry Benham – Is a resident of Clarke County. Questioned as to whether it would be appropriate for a kennel to be placed in the area along Rt. 723. Feels it does not fit in with the county ordinances. This is mostly a residential area. A kennel would not be appropriate there. Asked the Board to think of the character of this neighborhood. The appropriate placement would be a large agricultural area.

Tom Wiseman – Opposes the Special Use Permit. “We are here by choice in the Millwood area. It is unique.” Since proposed site is the gateway into Millwood, it would be inappropriate to put a kennel there. It is incompatible with the charm of Rt. 723. This should not be approved. The value of property would also be affected.

Pug Hart – Feels there are many inconsistencies in the applicant’s statements. As a veterinarian he has concerns about the welfare of the animals. Suggested the applicant have her home here and become a part of the community but put her business elsewhere.

Roger Chavez – Presented a book on Mills in America. Millwood is the only place in the United States that has two mills. The Mill generates much revenue for the county. Tourism brings money into the county. There is a possibility that the Mill could generate as much as \$400,000 in sales this year.

Sandra Patmore – Has one of the kennels in Clarke County. There are homes in the immediate area and has not had a single complaint about the dogs and they are not contained. Had put in trees as a buffer and they have really grown in the past five years. Does not see a problem with a contained kennel. Feels that their business has greatly increased.

Jennifer Schofstall – Is glad that she was able to bring the neighborhood together even if she is the brunt of it. Feels her proposed facility could be referred to as a barn, an enclosed structure with minimal noise. There will be no one within 300 feet of the barn. Will have one or two employees available when she is unable to be there. Does not feel that she is going to have that much impact on the area. Feels she would be bringing a lot personally and professionally to the county. This will be a quality, first rate kennel. Also referenced information that indicated there would be no devaluation of property.

Scott Schofstall – Owner of the property in question. Questioned the remarks made by real estate agents. Does not see a decrease in property values and presented information to the contrary.

Anna Lee Horton – Feels that property values will be affected and submitted a report from Brian Craig Jones giving the opinion that there would be an impact on property values.

Ian Williams – Closing statement – Commented that he had attended a VACO meeting on how to preserve historical values and Clarke County was the model used. Smart growth is not new to Clarke County – you have been a part of smart growth. You are a model across the state. You are in a good position to keep doing what you are doing.

There being no further public input, the hearing was closed by the Chairman.

(Copies of referenced petitions and documents are on file in the March 2000 Board of Supervisors’ folder.)

Supervisor Staelin opined that this proposed kennel is different from others in the county. The proposed site is in a historic district. There are scenic highways and property values are of concern. There are 19 criteria to base an opinion on and he feels this application does not meet five of those points.

Supervisor Hobert stated that he would like to support the applicant but feels there is enough opposition here to reject the request. Need to support the majority.

Supervisor Shenk said that he was overwhelmed with the opposition.

It was the opinion of Supervisor Byrd that she too would like to support the applicant but that the majority of the public opinion was in opposition.

Supervisor Staelin moved to deny the request for a Special Use Permit and Site Plan for a kennel on Tax Map Parcel 30-(A)-19 containing approximately 53.23 acres located on the south side of Millwood Road (Route 723) approximately .5 mile west of the intersection of John Mosby Highway (Route 50) and Millwood Road, Greenway Magisterial District, zoned Agricultural-Open Space-Conservation (AOC) because of the following reasons:

1. **Is inconsistent with the Comprehensive Plan**
2. **Will cause an undue adverse effect on neighboring property values**
3. **Will cause an undue adverse effect on preserving agricultural or forestal land**
4. **Will cause destruction of or encroachment upon historic or archeological sites**
5. **Will cause undue noise, light or glare, dust, odor, fumes, or vibration**

The motion was approved as follows:

Chairman Dunning	-	aye
Vice Chairman Shenk	-	aye
Supervisor Byrd	-	aye
Supervisor Hobert	-	aye
Supervisor Staelin	-	aye

CLARKE COUNTY ANIMAL SHELTER

SUP-01-06

SUP-03-04 (amendment)

**BOARD OF SUPERVISORS
REGULAR MEETING
SPECIAL USE PERMIT/SITE PLAN
MINOR SUBDIVISION**

**ITEM
16 OCTOBER 2001
PUBLIC HEARING**

Clarke County Humane Foundation requests approval of a Special Use Permit and Site Plan for an Animal Shelter located on 10 acre portion of Tax Map Parcel 13-A-13, adjacent to 450 Westwood Road, Longmarsh Magisterial District, zoned Agricultural Open Space Conservation (AOC). SUP-01-06

At its last meeting, the Board of Supervisors requested the applicant to revise the site plan by adding the hours of operation, the maximum number of animals, and a note stating that the existing trees on the property would remain other than those needed to be removed in order to install the sewer line and entrance. The applicant's engineer is currently revising the site plan per the Board's request. This information will be presented at the public hearing. Other revisions include materials and colors to be used in the shelter and signage.

RECOMMENDATION

Approval of the request for a Special Use Permit and Site Plan for an Animal Shelter located on 10 acre portion of Tax Map Parcel 13-A-13, adjacent to 450 Westwood Road, Longmarsh Magisterial District, zoned Agricultural Open Space Conservation subject to the addition of notes to the Site Plan stating:

- 1. no existing trees will be removed except as needed for access and utilities;**
- 2. hours of operation; and**
- 3. maximum number of animals.**

Staff Comments – BOS - 18 Sept 01

At its September 7th meeting, the Commission voted unanimously to recommend approval for the above request on condition of Town and County approval of water and sewer connections. In addition, the Commission recommends that the Board address the water and sewer situation in this area in the near future.

RECOMMENDATION

Set public hearing for a Special Use Permit and Site Plan for an Animal Shelter located on 10 acre portion of Tax Map Parcel 13-A-13, adjacent to 450 Westwood Road, Longmarsh Magisterial District, zoned Agricultural Open Space Conservation.

Staff Comments 9/7/01 PC:

Since the July Planning Commission Meeting, the site plan has been revised as follows:

1. Dog runs increased from 15 to 18 runs;
2. Existing 50 foot wide access easement shown as access and *utility*;
3. 100 foot radius well lot shown;
4. Training pavilion relocated to rear of shelter;
5. Easement to existing pump station shown;
6. 10 foot water line easement removed; and
7. 1-inch sanitary force main relocated and increased to 2-inch force main line.

The applicant is currently revising the plan to show the following changes:

1. Revise the proposed sanitary pump station easement from 10 feet to 20 feet in width;
2. Remove the approximate location of the existing 2 foot water line on the adjacent County Maintenance Building property, as the line does not exist as shown;
3. Show exterior lighting;
4. Add color and materials of proposed shelter; and
5. Show signage.

VDOT has requested entrance improvements at the existing easement off of Westwood Road. This easement serves the proposed shelter and County facilities. The County plans to make these improvements.

Special Use Permit

The County Zoning Ordinance establishes 19 criteria for evaluating special use permit applications. It shall be determined whether the request:

a. *Is consistent with the Comprehensive Plan*

Is consistent.

b. *Is consistent with Purpose and Intent of the Zoning Ordinance.*

Is consistent.

c. *Will not have an undue adverse impact on fiscal resources of the County*

The shelter will serve public needs with a partnership of public and private sectors that will not have an undue adverse fiscal impact on the County.

d. *Will not cause an undue adverse effect on neighboring property values*

The subject property is adjacent to several public schools, County offices and a maintenance facility. The shelter will not be visible to adjacent property owners, be fully enclosed and located approximately 1,000 feet from Westwood Road and the nearest residential neighbor. Property values would not appear to be adversely effected.

e. *Will not cause an undue adverse effect on preserving agricultural or forestal land.*

Although the property is located on agriculturally zoned land it is adjacent to numerous County uses that in itself will require expansion of these services in future years which will require the acquisition of additional lands.

f. *Will not cause unreasonable traffic congestion*

The applicant proposes a maximum of 30 vehicle trips per day, which will not cause traffic congestion.

g. *Will not cause destruction of or encroachment upon historic or archeological sites*

No archeological or historic sites will be encroached upon.

h. *Will not cause an undue adverse effect on natural areas*

No adverse effects appear to be present.

i. *Will not cause an undue adverse effect on wildlife and plant habitats*

The subject property is an open field with some wooded areas. The wooded area should have little or no disturbance and therefore no adverse effect on wildlife and plant habitats.

j. *Will have sufficient water available for its foreseeable needs.*

A well and very likely in the future public water will serve the property.

k. *Will not cause depletion of water source(s)*

The proposed use will not demand water usage as to deplete water sources.

l. *Will not cause undue surface or subsurface water pollution.*

The proposed animal shelter will dispose of waste through the public sewer system and be treated at the Berryville Sewer Treatment Plant.

m. *Will not cause an undue adverse effect on septic systems*

The proposed shelter will have a grinder pump sized accordingly. The existing pump station appears to have the needed capacity to handle the waste.

n. *Will not cause unreasonable soil erosion.*

Will not cause soil erosion.

o. *Will have adequate facilities to provide safety from flooding*

Property not subject to flooding.

p. *Will not cause undue air pollution.*

Will not cause undue air pollution.

q. *Will not cause undue noise, light or glare, dust, odor, fumes, or vibration.*

The proposed use could only cause undue noise. The applicant is proposing a totally enclosed shelter, which should eliminate any undue noise.

r. *If in the AOC or FOC zoning districts, will not result in scale or intensity of land uses significantly greater than that allowed under the permitted uses for these districts.*

Will not impact such.

s. *Will not cause a detrimental visual impact.*

Due to the shelter's proposed location, detrimental visual impact should not be a factor.

RECOMMENDATION

1. Approve the request for a one lot minor subdivision of Tax Map Parcel 13-A-13 to create a 10-acre parcel, subject to Board of Supervisors approval of the requested Special Use Permit and Site Plan.
2. Recommend approval to the Board of Supervisors of a Special Use Permit and Site Plan for an 18 run animal shelter located on property adjacent to the County Maintenance facility and identified as Tax Map Parcel 13-A13.

COMMENTS – 7/13/01 PC

Request Description

The applicant is requesting approval of a one-lot subdivision (residual greater than 100 acres) to create a 10-acre parcel. This parcel will be the location of a proposed Special Use Permit and Site Plan for a completely enclosed animal shelter containing 15 runs located west of the County Maintenance Building and ¼ mile west of Westwood Road (Route 636).

Special Use Permit Requirements

In accordance with County Ordinance an animal shelter requiring a Special Use Permit is defined as any facility housing more than 5 canines on parcels up to 5 acres in size and one additional canine for each acre over 5 acres but not to exceed 20 canines. The applicant is proposing a shelter on 10 acres with 15 runs capable of housing 30 animals with a 60'x 60' fenced exercise area. Future expansion would include an additional 15 runs. Therefore, a Special Use Permit is required for the proposed shelter. The County Ordinance further requires that all facilities be constructed of sound absorbing materials and if fully enclosed, as proposed by the applicant, be at least 200 feet from any property line. The County Zoning Ordinance establishes 19 criteria for evaluating special use permit applications. Compliance with these criteria will be evaluated for the public hearing.

Site Plan Requirements

Stormwater

The subject property is generally flat with only 2 feet of elevation difference on the majority of the property. Stormwater management needs appear to be minimal. The site plan has been forwarded to the county engineer for comments.

Location and Access

The subject property is located on the west side of Westwood Road on the driveway serving the Maintenance Building approximately ½ mile south of the intersection of Business Route 7 and Westwood Road. The proposed shelter will be accessed off of the driveway for the Maintenance Building, a 50-foot wide private access and utility easement. VDOT has reviewed the proposed access and private easement and has required that the driveway's entrance off Westwood Road be reconstructed to VDOT minimum commercial standards.

Septic and Well

Sewage is to be disposed by public sewer extended from the County Maintenance Building to the proposed shelter. The site plan shows water to be provided from an existing well on the adjacent County property. Due to the existing well's limitations for the future, the applicant, along with the County, are considering a new well on the shelter property for joint use.

Parking and Lighting

Four parking spaces are required. Nine parking spaces plus one handicapped parking space are provided. Lighting has not been shown on current site plan, but will be included on revised site plan and shall be shielded and downcast.

Landscaping and Signage

Woodland screening exist on the common property lines of the proposed kennel and the adjacent property owners (Betty Casey and County of Clarke). A tree line along the maintenance building road extends along the length of the kennel property. Additional tree planting is proposed in the rear of the property and shrubs shown around the perimeter of the kennel. The applicant also proposes a sign at the entrance of the shelter off maintenance building road and a directional sign on the existing County Maintenance Building sign. The applicant has not shown this on the site plan but will show such on the revised plan.

Design

The subject kennel will be 2,958 square feet in size with a 60'x 60' fenced in exercise area in the rear. The kennel will be air conditioned with radiant floor heating in the runs. The exterior will be either a gray split face block or brick with black shutters and gray/black shingles.

MINOR SUBDIVISION

Subdivision Requirements

Request Description

The applicant is requesting preliminary and final approval of a one lot minor subdivision for the location of a Special Use Permit Animal Shelter. The minimum lot size for the proposed use is approximately 5 acres based on required setbacks for fully enclosed kennels. The proposed configuration is:

Lot 1 = 10.00 acres (no existing dwelling and no DURs)

Parent Tract Residual = 389.66 acres (2 pre-1980 dwellings and 12 DURs)

Total Area in Subdivision = 399.66 acres

Location and Access

See Site Plan description

Septic and Well

See Site Plan description

Application Requirements

Application requirements will be met at time of approval for a Special Use Permit and Site Plan.

Action Date

The Planning Commission must act on this request within 60 days of the Planning Commissions acceptance for action.

RECOMMENDATION

1. Postpone consideration of the request of the Clarke County Humane Foundation for approval of one lot minor subdivision of Tax Map Parcel 13-A-13 to create a 10 acre parcel, until September 7th when action on the associated Special Use Permit and Site Plan request is anticipated.
2. Set public hearing for the next regular meeting of the Commission on September 7th on the request of the Clarke County Humane Foundation for approval of a Special Use Permit and Site Plan for an Animal Shelter located on 10 acre portion of Tax Map Parcel 13-A-13.

The motion carried by the following recorded vote:

Chairman Dunning	-	aye
Vice Chairman Shenk	-	aye
Supervisor Byrd	-	aye
Supervisor Hobert	-	aye
Supervisor Staefin	-	aye

PUBLIC HEARING - Clarke County Humane Foundation
- Chuck Johnston, Planning Department

Clarke County Humane Foundation requests approval of a Special Use Permit and Site Plan for the Clarke Humane Animal Shelter located on a 10-acre portion of Tax Map Parcel 13-A-13, adjacent to 450 Westwood Road, Longmarsh Magisterial District, zoned Agricultural Open Space Conservation (AOC).SUP-01-06

Chuck Johnston informed the Board that modifications to the plan identifies the hours of operation, the actual number of dogs and cats, and that the existing vegetative buffer area will be maintained.

Chairman Dunning opened the matter for public hearing. The following citizens appeared:

Jim Wink appeared before the Board. He stated that he was confused about this issue. He said that a committee was appointed and he wondered what had happened to that committee.

Supervisor Byrd informed Mr. Wink that the committee will be brought back into active duty as to what will be going on with the shelter.

Supervisor Hobert recommended that the notes on the plans should be amended to reflect public hours of operation.

Supervisor Byrd moved for the approval of the request by the Clarke County Humane Foundation for approval of a Special Use Permit and Site Plan for the Clarke Humane Animal Shelter located on a 10-acre portion of Tax Map Parcel 13-A-13, adjacent to 450 Westwood Road, Longmarsh Magisterial District, zoned Agricultural Open Space Conservation (AOC).SUP-01-06

The motion carried by the following recorded vote:

Chairman Dunning	-	aye
Vice Chairman Shenk	-	aye
Supervisor Byrd	-	aye
Supervisor Hobert	-	aye
Supervisor Staefin	-	aye

SET PUBLIC HEARING - Harry Z. Isaacs Foundation
- Chuck Johnston, Planning Department

The Harry Z. Isaacs Foundation and the Regional Equine Associates Central Hospital (R.E.A.C.H.) at Long Branch requests a Special Use Permit and Site Plan for a house museum and equine veterinary clinic located at 311 Long Branch Lane, Tax Map Parcel 29-A-29, Greenway Magisterial District, zoned Agricultural Open Space Conservation (AOC). SUP-01-07

Discussions were held about the services that will be provided by R.E.A.C.H and about possible traffic concerns; specifically, increased traffic.

Chairman Dunning asked for additional information from the Planning Department. Chairman Dunning and Supervisor Staefin will serve as a committee to receive additional details about the traffic flow and operations of the facility at Long Branch.

No vote was taken at this time and no public hearing was set.

Clarke County Humane Foundation requests approval of a Special Use and Site Plan amendment so as to add eight additional runs to the proposed animal shelter, located adjacent to 450 Westwood Road, Tax Map Parcel 13-A-13A, Longmarsh Magisterial District, zoned Agricultural-Open Space-Conservation (AOC). SUP-03-04

At its May 13th meeting, the Board set public hearing on this request for their June 17th meeting. After a public hearing on June 6th, at which no member of the public spoke, the Commission voted unanimously to recommend approval of the amended special use and site plan (which had been modified by the applicant's engineer to reflect the comments from the county's engineer).

RECOMMENDATION

Approval of the Special Use and Site Plan amendment so as to add eight additional runs to the proposed animal shelter, located adjacent to 450 Westwood Road, Tax Map Parcel 13-A-13A.

Comments – PC Meeting 6 June 2003

Comments have been received from Chester Engineers suggesting minor adjustments to the site plan concerning access to the dumpster, design of the construction entrance, typos, County review of pump station design, grading to limit on-site ponding, and tree location. The applicant's engineer is modifying the plans to address these comments.

RECOMMENDATION

Recommend approval to the Board of Supervisors the Special Use and Site Plan amendment so as to add eight additional runs to the proposed animal shelter, located adjacent to 450 Westwood Road, Tax Map Parcel 13-A-13A.

Comments – BOS Meeting – 13 May 03

At their May 2nd meeting, the Planning Commission set public hearing on this request for June 6th meeting. In order to allow the timely construction of the proposed animal shelter, including the proposed expansion, the applicant has requested the Board set public hearing for their June 17th meeting.

RECOMMENDATION

Set public hearing for the next regular meeting of the Board on June 17th to consider the request for an amendment of the Special Use and Site Plan for an animal shelter, located adjacent to 450 Westwood Road, Tax Map Parcel 13-A-13A, so as to add eight additional runs.

Comments – PC Meeting – 2 May 03

In October 2001, the Board of Supervisors approved a Special Use and Site Plan for an 18 run animal shelter on a 10-acre parcel located west of the County Maintenance Building off of Westwood Road. The applicant is now requesting an amendment to the Special Use and Site Plan for eight additional enclosed runs. The Foundation concluded that the facility should be sized to meet long term needs and it would be cheaper to build as much as could be built as soon as funding was available.

The site has been cleared and graded for the construction of the office/service core and the 18 initial runs. This initial phase of construction is planned to begin in June 2002. Depending on the availability of funding, construction for the additional runs may be at least partially completed with the current building program. However, completion of construction for all of the proposed 26 runs is planned to occur as soon as financially possible.

Since the original approval, an administrative amendment was approved in November 2002:

- relocating the driveway and sewer service to the same corridor,
- shifting the building 20 feet to the south and east,
- enlarging the building for expanded office/service areas (with 18 enclosed runs), and

- moving the dumpster, training pavilion, and fenced in exercise/training area.

**BOARD OF SUPERVISORS
REGULAR MEETING
SPECIAL USE / SITE PLAN AMENDMENT**

**ITEM PAGE 2
6 JUNE 2003
PUBLIC HEARING**

The current proposal leaves all the elements essentially in the same location with:

- the office/service area further expanded to the south,
- the enclosed kennel area expanded to the west for the eight additional enclosed runs,
- the fenced area shifted from a square to a rectangle, and
- the dumpster/utility area reconfigured.

The revised site plan has been referred to Chester Engineers, County Maintenance, and Berryville Utilities for review.

RECOMMENDATION

Set public hearing for the next regular meeting of the Commission on June 6th to consider the request for an amendment of the Special Use and Site Plan for an animal shelter, located adjacent to 450 Westwood Road, Tax Map Parcel 13-A-13A, so as to add eight additional runs.

Public Hearing - Clarke County Humane Foundation Site Plan [SUP-03-04]

- Charles Johnston, Planning Administrator

Clarke County Humane Foundation requests approval of a Special Use and Site Plan amendment so as to add eight additional runs to the proposed animal shelter, located adjacent to 450 Westwood Road, Tax Map Parcel 13-A-13A, Longmarsh Magisterial District, zoned Agricultural-Open Space-Conservation (AOC). SUP-03-04

Charles Johnston appeared before the Board to present an overview of the above-described matter.

At 10:15 a.m., Chairman Staelin opened the public hearing for citizen comment.

David Frank introduced himself as the Design Engineer for the Humane Society offering to answer any questions the Board might have on the facility design.

There being no persons present desiring to address the Board on this matter Chairman Staelin closed the public hearing at 10:17 a.m.

Chairman Staelin commended the Clarke County Humane Foundation for a wonderful job with the facility and for their fundraising efforts. For clarification, he pointed out while the County would operate and maintain they would not own the facility.

Supervisor Byrd also commended the Clarke County Humane Foundation for their efforts. She noted that other counties were already commenting on the facility and their desire to establish something similar for their localities.

Supervisor Dunning moved to approve the Clarke County Humane Foundation requests for a Special Use and Site Plan amendment so as to add eight additional runs to the proposed animal shelter, located adjacent to 450 Westwood Road, Tax Map Parcel 13-A-13A, Longmarsh Magisterial District, zoned Agricultural-Open Space-Conservation (AOC). SUP-03-04

The motion carried as follows:

- Chairman Staelin - Aye
- Supervisor Byrd - Aye
- Supervisor Dunning - Aye
- Supervisor Hobert - Aye
- Supervisor Weiss - Aye

Public Hearing - Special Use / Site Plan [SUP-03-03]

- Charles Johnston, Planning Administrator

Mount Olive Baptist Church requests the approval of a Special Use and Site Plan amendment for an addition to the church located at 14401 Lord Fairfax Highway, Tax Map Parcel 28A-A-21 and a portion of 28-A-27, Greenway Magisterial District, zoned Rural Residential and Agricultural-Open Space-Conservation (AOC). SUP-03-03

Charles Johnston appeared before the Board to provide an overview of the above-described matter. He explained that the zoning on the affected property allowed for churches as a special use.

Chairman Staelin opened the public hearing at 10:20 a.m. for public comment.

Reverend Page, Mount Olive Baptist Church, introduced himself to the Board and offered to answer any questions they might have on the amendment.

There being no other persons present desiring to address the Board Chairman Staelin closed the public comment portion of the hearing at 10:21 a.m.

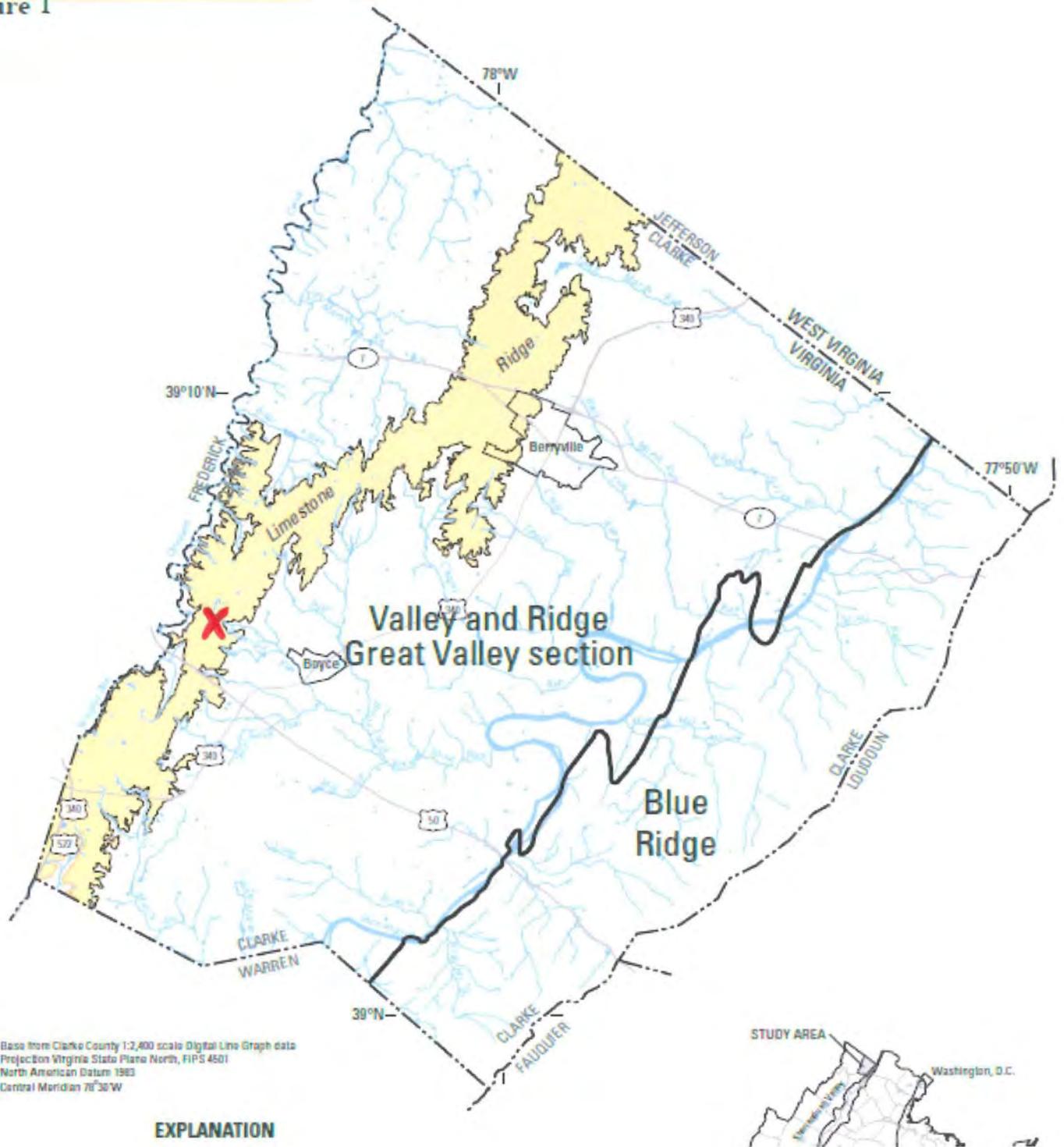
Following discussion, Supervisor Dunning moved to approve the request by the Mount

**MATERIALS IN SUPPORT OF DENIAL
MOTION (R. BOUFFAULT)**

SUP-13-02/SP-13-08

Groundwater Recharge Area – Clarke County

Figure 1



Business Intersections Area Plans

There are two intersections in the County of major arterial highways that are federally designated routes: Waterloo (U.S. Routes 50/17 and 340), and Double Tollgate (U.S. Routes 340 and 522). These intersections are uniquely suited for business activities that require auto or truck access. Area plans are necessary to help ensure that appropriate land is provided for such development, that the necessary utilities are available, and that the character of the development enhances the character of County.

Water Resources Plan

1) Groundwater Resources

Three-fourths of the people in Clarke County depend on groundwater as their source of drinking water. Protection of groundwater from pollution is, and has been, of primary importance. The urgent need for protection was vividly demonstrated in 1981, when, because of pollution, the Town of Berryville had to abandon the wells that provided its public water supply. In the early 1990s wells were polluted by benzene in the White Post area and fuel contamination has occurred in Pine Grove and the Shepherd's Mill Road area. These events underscored the need for protection of groundwater. The Groundwater Resources section addresses related issues, including minimizing contamination from non-point sources, protecting the Prospect Hill Spring water supply (the public water supply serving the businesses and residents in Boyce, Millwood, Waterloo, and White Post), and increasing public understanding of the sensitive nature of limestone geology and its susceptibility to contamination.

2) Surface Water Resources

Surface waters include secondary streams or tributaries, such as the Shenandoah River, the Opequon Creek, and Spout Run (a state-designated trout stream). The Surface Water Resources section addresses related issues including surface water contamination from both point and nonpoint sources, off-stream water use, such as domestic supply and irrigation, and recreational uses. Point-source pollution comes from specific, identifiable sources. Nonpoint-source pollution is caused by many diffuse sources, such as runoff, precipitation, or percolation.

Historic Resources Plan

Clarke County's extensive historic resources play a large part both in attracting tourism and influencing land use decisions. The County encourages historic preservation through state and national programs and has conducted four area surveys to provide documentation of historic properties.

Capital Improvement Plan

Public facilities are the infrastructure for Clarke County's essential services, including education, police and fire protection, social services, parks and recreation, and library services. Because the provision of public facilities can influence when and where development will take place, they are very important growth management tools. The intent of the Capital Improvement Plan is to provide an outline of potential public facility and services needs so the County can review these provisions and maintain adequate levels of services in a timely fashion. Most important, it promotes the effective provision of capital improvements consistent with the goals of the Comprehensive Plan.

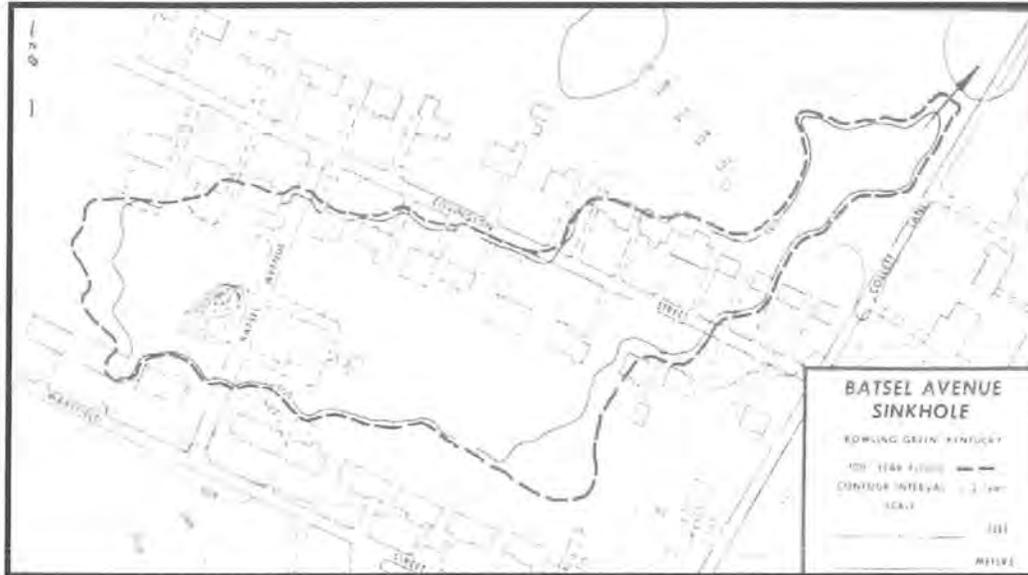


Figure 2.2– Outline of Sinkhole Floodplain
 Source: Crawford, 1982: 11

Figure 2.2 illustrates why many communities underestimate sinkhole floodplains. The series of closely spaced contour lines to the west of Batzel Avenue indicates the location of the Batzel Avenue sinkhole. The heavy black dashed line indicates the 100-year sinkhole floodplain for the Batzel Avenue sinkhole. Although land development avoids the actual sinkhole, the community drastically underestimates the extent of the 100-year floodplain. At least sixteen structures and two roads lie wholly or partially within the substantial area delineated by the boundary of the 100-year sinkhole floodplain.

Urban development exacerbates sinkhole flooding. Changes in the natural drainage patterns of the landscape, increases in the quantities and velocities of stormwater runoff due to increased impervious surface, and the clogging of sinkhole throats by eroded sediment, debris, and/or trash increase the extent and frequency of sinkhole flooding in urban areas (Crawford, 1984). The cities of Bowling Green, Kentucky (Crawford, 1984), and Johnson City, Tennessee (Reese, 1997) both suffer major sinkhole flooding problems that force them to designate no-build-areas below sinkhole floodplain elevations to minimize flooding damage. By prohibiting development in sinkhole floodplains, urban and rural communities minimize structural damage to buildings and community infrastructure and help limit groundwater contamination.

Groundwater Contamination

Karst aquifers efficiently and rapidly convey large quantities of water throughout karst areas. Recharge areas, including sinkholes and sinking creeks, provide direct access for surface waters entering the groundwater (Kastning & Kastning, 1999). Diffuse groundwater recharge also occurs as surface waters percolate through the soil and into fractures in carbonate bedrock (Kastning, 1989). Solutionally enlarged channels rapidly transport water through karst aquifers.

Karst groundwater returns to the surface through discharge points like springs, seeps, and wells (Kastning & Kastning, 1999). Unfortunately, due to the fractured nature of carbonate bedrock in karst areas, karst aquifers are extremely vulnerable to contamination (U.S. Geological Survey, 2003). The presence of numerous non-filtering, point source, recharge features like sinkholes, solutionally widened flow paths or solution channels, rapid velocities of ground water and contaminants, and often thin overlaying soils characterize karst aquifers (U.S. Geological Survey, 2002). Figure 2.3 illustrates some of the hydro-geological features that make karst aquifers so vulnerable.

Groundwater velocities in karst aquifers are often extreme, ranging from feet to miles per day. These extreme groundwater flow velocities drastically reduce the potential for water-quality improvement that results from sustained water-soil-rock interactions and chemical and microbial breakdown of contaminants (Kastning, 2002). Dye-tracing helps delineate the direction and velocity of subsurface water flow in karst aquifers by “injecting” fluorescent dye into a karst recharge feature, like a sinkhole, and waiting for the dye to reemerge at a discharge feature, like a spring. Dye-tracing in the Clover Hollow karst system in Giles County, Virginia found groundwater flow velocities of over one mile per day (Kastning, 2002).

Sources of groundwater pollution are extensive and include residential, commercial, industrial, agricultural, waste management, and transportation land uses (Virginia Groundwater Protection Steering Committee, 1998; Merideth, 2001). In addition, karst aquifers are vulnerable to the long list of pollution sources that threaten surface water quality because of the direct connection between surface and subsurface water provided by karst features like sinkholes and sinking creeks.

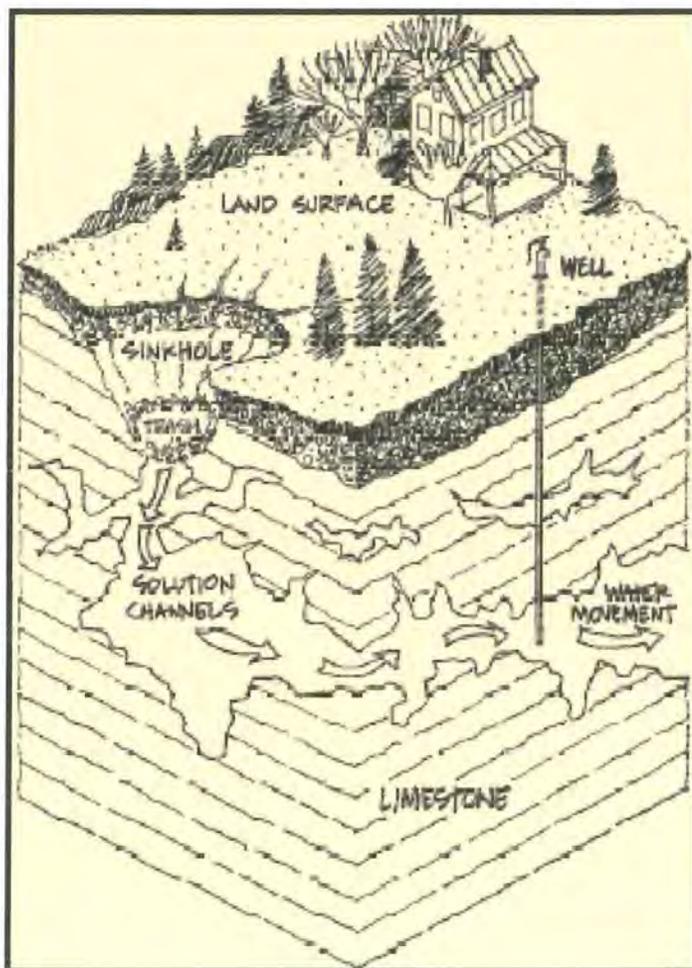


Figure 2.3 – Karst terrain cross-section.
Source: Carpenter, undated.

Specific contamination hazards that threaten karst aquifers include, but are not limited to, bacteria in manure (Pasquarell & Boyer, 1995), bio-solids, pesticides (Hallber, *et al*, 1985), fertilizers used in agriculture (Hallberg, *et al*, 1985; Boyer & Pasquarell, 1995), effluent from animal waste lagoons, failing underground storage tanks, hazardous waste spills, runoff from

industrial land uses, household chemicals, lawn care products (Kastning & Kastning, 1989), and the numerous pollutants carried in stormwater runoff (Kochanov, 1995). Septic systems, incorrectly or too densely installed or poorly maintained, form a particular concern for groundwater contamination in karst terrains (Panno, *et al*, 1997; Barner, 1997; Kozar, 2001). Illegal sinkhole trash dumps are common sources of groundwater contamination in many karst regions. Some counties in Virginia have hundreds of illegal dumps contaminating local karst aquifers (Slifer and Erchul, 1989).

Conclusion

Development on karst terrain exposes communities to several chronic natural hazards. Sinkhole subsidence and sinkhole flooding damage private property and community infrastructure. Contamination of groundwater and surface waters in karst areas threaten human health as well as animal habitat. Land development in karst terrain often intensifies and concentrates karst terrain natural hazards increasing karst hazard risks in the community.

Whether intended or not, local governments set karst natural hazard planning policies when making decisions about zoning and subdivision regulations, sewage management, and stormwater management. The following chapter illustrates the current karst related land use planning and management tools used by local governments in Virginia.

Code of Clarke County

Chapter 120

Article I - Noise

[Adopted 1-19-1988 as § 8-10 of the 1987 Code]

The Board of Supervisors hereby finds and declares that **excessive or unwanted sound** is a serious hazard to the public health, safety, welfare, and quality of life, and that the inhabitants of Clarke County have a right to and should be free from an environment of excessive or unwanted sound.

Chapter 61

Article II – Dogs [Added 7-18-1995]

§ 61-15. Nuisances.

PUBLIC NUISANCE DOG -- Any dog which:

- (1) Is repeatedly found running at large;
- (2) Damages the property of any person other than its owner;
- (3) Is vicious;
- (4) Causes unsanitary conditions or enclosures or surroundings;
- (5) Causes fouling of air by odors;
- (6) **By loud, frequent or habitual barking or howling, causes annoyance and disturbs the peace and quiet of any person or neighborhood;**
- (7) Molests passersby or passing vehicles;
- (8) Attacks other animals; or
- (9) Has been designated by the Animal Warden to be a public nuisance dog by virtue of causing a menace to the public health, safety or welfare.

PREVIOUS STAFF REPORTS

SUP-13-02/SP-13-08

SPECIAL USE / SITE PLAN (SUP-13-02/SP-13-08)
Gina Schaecher (Happy Tails Development, LLC)
September 6, 2013 Planning Commission Meeting – Set Public Hearing
STAFF REPORT – Department of Planning

The purpose of this staff report is to provide information to the Planning Commission and Board of Supervisors to assist them in reviewing this proposed ordinance amendment. It may be useful to members of the general public interested in this proposed amendment.

Case Summary

Applicant(s):

- Gina Schaecher (Happy Tails Development, LLC)

Location:

- 300 block of Bellevue Lane
- White Post Election District (Bouffault, Brumback – Planning Commission; McKay – Board of Supervisors)

Parcel Size/Project Area: 91.350 acres

Request:

Approval of a Special Use and Site Plan for constructing a kennel for boarding and training dogs for private individuals. The property is identified as Tax Map #20-2-9, located in the 300 block of Bellevue Lane in the White Post Election District and is zoned Agricultural Open-Space Conservation (AOC).

Facts

- 1) The subject property is zoned AOC which allows for kennels as a special use.
- 2) The applicant trains dogs for clients and houses the dogs for the 30 day training period.
- 3) The property is held in conservation easement with the Virginia Outdoor Foundation (VOF).
- 4) The proposed kennel will be totally enclosed in a structure that mimics typical agricultural structures and will cover approximately 3,200 sq. ft. of floor area.
- 5) The kennel will contain 20 dog runs with the possibility of having 2 dogs per run.
- 6) The dogs will be exercised outdoors with a handler but the dogs will not have independent access to the outdoors. Outdoor areas will consists of a number of 4 training paddocks, a covered play area, a rear yard and two paddocks for farm animals.
- 7) The kennel will be located on 91.35 acres and approximately 501 feet from the northeastern property line, 596 feet from the northwestern property line, 1111 feet from the southeastern property line, 900 feet from the eastern property line and over 1300 feet from Rt. 723.
- 8) Zoning requires that indoor kennels be a minimum of 200 feet from property lines. Kennels that allow dogs to independently go between indoor and outdoor require a 500 ft. setback to property lines. The proposed kennel will be an indoor kennel.
- 9) The kennel is proposing a second story 1 bedroom apartment for a kennel employee.

10) The nearest neighbor's house is located approximately 700 feet from the proposed kennel.

11)

Staff Evaluation:

Special Use Permit

- a. *Is consistent with Purpose and Intent of the Zoning Ordinance.*
- b. *Will not have an undue adverse impact on fiscal resources of the County.*
- c. *Will not cause an undue adverse effect on neighboring property values.*
- d. *Will not cause an undue adverse effect on preserving agricultural or forestal land.*
- f. *Will not cause unreasonable traffic congestion.*
- g. *Will not cause destruction of or encroachment upon historic or archeological sites.*
- h. *Will not cause an undue adverse effect on natural areas.*
- i. *Will not cause an undue adverse effect on wildlife and plant habitats.*
- j. *Will have sufficient water available for its foreseeable needs.*
- k. *Will not cause depletion of water source(s)*
- l. *Will not cause undue surface or subsurface water pollution.*
- m. *Will not cause an undue adverse effect on septic systems.*
- n. *Will not cause unreasonable soil erosion*
- o. *Will have adequate facilities to provide safety from flooding.*
- p. *Will not cause undue air pollution.*
- q. *Will not cause undue noise, light or glare, dust, odor, fumes, or vibration.*
- r. *If in the AOC or FOC zoning districts, will not result in scale or intensity of land uses significantly greater than that allowed under the permitted uses for these districts.*
- s. *Will not cause a detrimental visual impact.*

Site Plan

Location and Access

The subject property is located approximately 2 miles west of Boyce on Rt. 723. The property is accessed through Bellvue Lane. Bellvue Lane was previously approved by VDOT and constructed to minor commercial entrance standards. The proposed trips per day for the kennel is four (4). VDOT

estimates 10 trips per day for residences. Total trips per day are 14. No further review is required by VDOT.

Stormwater

The proposed project has less than a 1% stormwater flow over the subject property and no stormwater management tools such as detention ponds will be necessary.

Water and Septic

The applicant has applied for and been approved for well and septic by the Health Department. The septic has been approved for 5 employees and a one bedroom apartment. The solid waste from the kennel will be containerized and taken to the land fill. The effluent will be captured in a septic tank where it will be pumped and hauled.

Resistivity

The resistivity test has been conducted for the proposed drainfield and been approved.

Lighting and Signage

Lighting -No free stand pole lighting is proposed. All exterior lighting will be downcast wall fixtures. The location of the wall lighting and lighting intensity is currently being added to the site plan and should be available at the September meeting.

Sign – The maximum sign area for a special use permit in the AOC is 24 sq. ft. The applicant is proposing a sign approximately 16 sq. ft. to be located at the front of the property along Rt. 723. The sign location and sketch are currently being added to the site plan and should be available at the September meeting.

Parking

Five (5) parking spaces are required. Eight (8) parking spaces are provided.

Landscaping

The subject property contains 91 acres. County ordinance requires a 25' buffer along all property lines. Typically any business uses are on far smaller parcels and buffering along the property lines is appropriate. In this case, the barn/kennel will be located on a higher elevation and vegetated buffering should be located on the same elevation as the structure so as to screen the use from view of adjacent properties. The structure will be designed to look like any typical agricultural building and creating a 25' buffer around the structure on all 4 sides would in staffs opinion draw attention to the area when indeed, the county prefers business uses in the agricultural area to blend and not stand out. The applicant is currently revising the landscaping notes and showing a landscape detail. This revised plan should be available by the September meeting. It would be helpful if the Commission comment on the landscaping and help give the applicant direction

Recommendation

Set public hearing for a dog training kennel located off Bellvue Lane on the property identified as Tax Map Parcel 20-2-9 for the October meeting.

SPECIAL USE / SITE PLAN (SUP-13-02/SP-13-08)
Gina Schaecher (Happy Tails Development, LLC)
November 1, 2013 Planning Commission Meeting – PUBLIC HEARING
STAFF REPORT – Department of Planning

The purpose of this staff report is to provide information to the Planning Commission and Board of Supervisors to assist them in reviewing this proposed land use request. It may be useful to members of the general public interested in this request.

Case Summary

Applicant(s):

Gina Schaecher (Happy Tails Development, LLC)

Location:

- 300 block of Bellevue Lane, Tax Map #20-2-9
- White Post Election District (Bouffault, Brumback – Planning Commission; McKay – Board of Supervisors)
- Zoned Agricultural-Open Space-Conservation (AOC)

Parcel Size/Project Area: 91.350 acres

Request:

Approval of a Special Use Permit (SUP) and Site Plan to construct a commercial boarding kennel and animal shelter per §3-A-1-a-3(u) of the Zoning Ordinance.

Purpose of Request:

To provide rescue and rehabilitation services for the purpose of finding permanent adoptive homes for dogs, and would include boarding and training for dogs.

Staff Recommendation:

Staff recommends deferral of the requests for one month to the December 6, 2013 meeting to allow additional time to resolve outstanding technical issues with the special use parameters and the site plan.

Facts:

The Applicant, Gina Schaecher, proposes to construct a commercial boarding kennel and animal shelter for the purpose of finding permanent adoptive homes for dogs including the boarding and training of dogs. Happy Tails Development, LLC is the entity that would develop the facility and according to the Applicant's supplementary narrative, 3 Dog Farm, LC, would be the operational entity to provide the kennel and kennel-related services if the special use permit (SUP) and site plan are approved.

The Applicant's supplementary narrative indicates that 3 Dog Farm provides daycare, boarding, training, behavioral and medical rehabilitation services for dogs that have been adopted and dogs affiliated with a rescue organization. The narrative also notes that 3 Dog Farm has worked with the Appalachian Great Pyrenees Rescue and Lost Dog Rescue "to rehabilitate and re-home displaced dogs as well as dog guardians that are seeking a working environment for the care and training of their dog." Based upon this description, the proposed use would be categorized as a Commercial Boarding Kennel and an Animal Shelter in the AOC District as defined by the Zoning Ordinance. Additional elements provided in the narrative further describe the details of the proposed use. These details are evaluated later in this staff report.

Subject Property

The subject property is 91.35 acres in size. It is accessed via the west side of Bellevue Lane, a private road. The property has approximately 487 feet of frontage on Old Winchester Road (Rt. 723) but does not have an access point on the public road. The kennel complex would be located to the north of the center of the property approximately 500 feet from the northern property line shared with the Sell property. The facility would also be located 596 feet from the northwestern property line, 1111 feet from the southeastern property line, 900 feet from the eastern property line and over 1300 feet from Rt. 723. There are five homes located within 1500 feet of the proposed facility: 1437 Old Winchester Road (E. Sell, ± 770 feet), 196 Bellevue Lane (Peck, ± 1000 feet), 918 Morning Star Lane (Senyitko, ± 1400 feet), 165 Bellevue Lane (Donohue, ± 1500 feet), and 1321 Old Winchester Road (R. Sell, ± 1500 feet).

Planning Staff conducted a site visit on October 18. The proposed building site is located along a ridge line at the highest point on the property. The building site is currently an open field that has been recently farmed. Adjacent to the site to the east and north is an old fence line containing numerous trees. Some of these existing trees would be removed to accommodate the building construction, and the Applicant's arborist has recommended removal of three mulberry trees due to their health and potential impact on parking areas. The facility's drainfield would be located northeast of the building site opposite the fence line.

The site is accessed via an approximately 1600 foot long driveway with an entrance on Bellevue Lane. The driveway currently is mostly dirt with several deep ruts that require the use of 4 wheel drive vehicles when wet. The Applicant has not included a plan for improving the driveway and may not need to include it in the erosion control plan if there is only minor grading and placement of gravel. Planning Staff would work with the Applicant on this issue if the special use permit and site plan are ultimately approved.

The subject property is under permanent conservation easement held by the Virginia Outdoors Foundation (VOF). Planning Staff received a copy of a letter addressed to the current property

owner from VOF indicating that the proposed use is consistent with the terms of the conservation easement. VOF also noted that proposed signage for the facility can be no larger than 9 square feet and cautioned that there riparian buffers on the property that must be maintained.

Proposed Facility

The Applicant proposes to construct an approximately 3,200 square foot, two-story building to house the kennel. §3-C-2-kk-3 of the Zoning Ordinance only permits Commercial Boarding Kennels as an accessory use to a single family detached dwelling. In order to comply with this provision, the Applicant will also construct a 2,000 square foot, one-bedroom detached dwelling on the property. The Applicant originally proposed to satisfy this requirement with an approximately 600 square foot caretaker apartment to be located on the second floor of the kennel building. Following consultation with the County Attorney, it was determined that an apartment within the kennel building would not constitute a single family detached dwelling. As a result, the Applicant amended the site plan to depict the 2,000 square foot detached dwelling.

§3-C-2-kk-3 requires that the dogs be confined in an enclosed building that it climate controlled and constructed of sound absorbing materials. The Applicant's narrative indicates that the kennel building will be climate controlled and constructed of poured 8-inch concrete walls with insulation, block glass, commercial doors and acoustical tiles to absorb sound. The Applicant further states that the concrete wall design will reduce dog barking at 80 decibels to 27 decibels. The Applicant also notes that doors and windows will not be left open when dogs are in the facility.

The Applicant has provided a layout of the kennel building interior. Twenty double-occupancy indoor kennels (maximum 40 dogs) would be located on the first floor with trench drains serving each kennel for disposal of waste water. The remainder of the first floor would consist of a reception area, indoor daycare room, grooming and bathing areas, a restroom, and food prep area. The second floor is listed as storage. The Applicant notes that the kennel building would be "a gambrel style barn and will have board and baton siding to conform to the agricultural environment."

§3-C-2-kk-3 also allows the facility to have a fenced exercise area that must be at least 500 feet from any property line if not fully enclosed. The Applicant proposes a fenced exercise area at the rear of the kennel building divided into five separate fenced areas for large dog exercise, agility, covered play, small dog exercise, and training. Two additional fenced areas are shown for sheep and chickens. All of the fenced areas would retain grass and both internal and external fences would be 6 feet high. There would be no outside dog runs.

Proposed Operations

§3-C-2-kk-3 imposes limitations on the Applicant's proposed use. Hours of operation are not permitted to be earlier than 7:00AM or later than 9:00PM, and dogs must be confined to the enclosed building from 9:00PM to 6:00AM. Dogs may be taken outdoors briefly in exceptional cases during these hours but must be escorted by kennel staff.

Per the Applicant's narrative, the facility would be operated as follows:

- Hours of operation. Hours are not specified but would be within ordinance parameters noted above. A staff member will remain on premises at all times when dogs are at the

kennel facility. The facility would not be open to the general public and access to the facility would be by invitation or appointment only.

- Staffing. The Applicant indicates that staffing would consist of a total of 9 people – a resident manager, five trainers/care providers, Gina Schaecher, Bob Schaecher, and Michael Williams. Details on the duties and experience of the staff are included in the narrative. The resident manager would have one dog and two cats as pets that are not part of the kennel operation.
- Daycare function. Dogs would be brought to and from the facility by kennel staff and would be permitted outdoors for exercises/activities in the fenced exercise area. Dogs would be divided into groups of 6-8 dogs supervised by a staff member at all times and would be rotated through the various training stations in the fenced exercise area.
- Boarding function. Overnight boarding would be available to customers by appointment only as well as for the dogs that are part of the rescue operation. Dogs that are boarded would be provided outdoor exercise as noted above. A resident manager would remain onsite to care for the dogs overnight.
- Training function. Individualized training for dogs is also offered and would operate under the same parameters as the daycare and boarding functions.
- Special events. The Applicant indicates that on-site special events would be held periodically for charitable and educational purposes. The events would be by invitation only, 1-2 times per year, and would last from 11:00AM-5:00PM. Planning Staff has advised the Applicant that any special events with 150 or more attendees would require a special event permit issued by the Board of Supervisors.
- Training classes. Under the Applicant's "special events" section, training classes would be offered for various topics related to the operation. Planning Staff has requested additional information on the frequency of classes, hours, and maximum number of students in order to gauge the impact of this function on surrounding properties.
- Breeding/sale of dogs. Breeding and sale of dogs would not take place at the facility. The Applicant indicated that from time to time they have accepted a pregnant dog for the purpose of caring for the puppies and re-homing the dogs.
- Retail sales. No retail sales to the general public will be allowed. The Applicant states that items for purchase such as dog treats will be offered for purchase by customers of the facility.
- Waste removal. The Applicant states that all solid waste produced by the dogs would be collected, containerized, and taken to a landfill. Liquid waste and waste water would be held in a holding tank, pumped, and hauled off-site for disposal.

Site Plan

The Applicant's current site plan iteration is dated October 3, 2013 and has been reviewed by Planning Staff and reviewing agencies. Aspects of the site plan are discussed separately below:

Location and Access

As noted above, the subject property is located approximately 2 miles west of Boyce on Old Winchester Road (Rt. 723). The property is accessed through Bellevue Lane. Bellevue Lane was previously approved by VDOT and constructed to minor commercial entrance standards. The Applicant's engineer has provided a trip generation for the facility using the Institute for Transportation Engineers (ITE) Trip Generation Manual. The facility would produce 4 vehicle trips per day per 1,000 square feet of floor space, or a total of 13 vehicle trips per day. VDOT estimates 10 trips per day for residences.

Planning Staff has asked VDOT to verify that Bellevue Lane's existing minor commercial entrance will support the proposed traffic to be generated by the facility but Planning Staff has not yet received confirmation from VDOT. Bellevue Lane was approved in 2005 along with VDOT approval of the existing minor commercial entrance.

Stormwater

The proposed project has less than a 1% stormwater flow over the subject property and no stormwater management tools such as detention ponds will be necessary. Elizabeth Adamowicz (Chester Engineers) has approved the stormwater and erosion control plans.

Water and Septic

The Applicant applied for and received initial approval of the well and septic system by the Health Department. However, on October 24, 2013, VDH staff issued a supplementary review letter requesting clarification of a discrepancy on the site plan regarding the number of gallons per day per employee and the design of the system. The septic system was previously approved for 5 employees and a one bedroom dwelling. Planning Staff and VDH Staff are working with the Applicant to clarify this issue.

The solid waste from the kennel will be containerized and taken to the land fill. The effluent will be captured in a septic tank where it will be pumped and hauled. The Virginia Department of Health (VDH) does not regulate holding tank systems constructed exclusively for waste water produced by animals. Therefore, VDH will not require any maintenance or inspections for the pump and haul system.

Karst Plan

The Applicant's Karst Plan has been reviewed and approved by Dan Rom, the County's karst consultant. No special conditions or mitigation measures are needed to address impact of karst features.

Lighting and Signage

- Lighting. No free standing pole lighting is proposed. All exterior lighting will be downcast wall fixtures that are intended to comply with the provisions of the Zoning Ordinance. Staff notes that the site plan currently shows a photograph of a spotlight fixture that is not a full cutoff fixture and would not meet ordinance requirements. Staff

has advised the Applicant to provide a photograph or sketch of a compliant fixture that will be used.

- Sign. The maximum sign area for a special use permit in the AOC is 24 square feet. The applicant is proposing a sign approximately 16 square feet to be located at the front of the property along Rt. 723. Staff does note that the letter from VOF confirming conformance of their use with the easement parameters also indicates that the signage requirements of the easement limit signs to a maximum of 9 square feet. The County is unable to enforce the provisions of the VOF conservation easement on this issue as this is a private matter between VOF and the property owner.

Parking

Five (5) parking spaces are required by the Zoning Ordinance – one space for every four dog runs. Eight (8) parking spaces are provided by the Applicant.

Landscaping

The subject property contains 91 acres. County ordinance requires a 25' buffer along all property lines. Typically, business uses are located on far smaller parcels and buffering along the property lines is appropriate. In this case, the barn/kennel will be located on a higher elevation and vegetated buffering should be located on the same elevation as the structure so as to screen the use from view of adjacent properties. The structure will be designed to look like a typical agricultural building and creating a 25' buffer around the structure on all 4 sides would in Staff's opinion draw attention to the area when the County prefers business uses in the agricultural area to blend and not stand out. The Applicant is currently revising the landscaping notes and showing a landscape detail including shaded areas to indicate existing landscaping.

Previous Cases:

For your reference, Staff has researched and identified five past special use permit cases involving commercial kennels and animal shelters. Details on these cases and their dispositions are provided below. Staff reports and documentation on each case are enclosed for your reference.

1. Patmore (approved August 1994). Commercial kennel on 15.7 acres located on Wadesville Road. Maximum 30 dogs not including dogs under 10 weeks old. Dogs cannot be outside the kennel without a leash. No noise shall be generated that would constitute a nuisance.
2. Green Step (approved May 1995). Commercial kennel on 211 acres located on Senseny Road. Maximum 30 dogs and 15 cats. No additional special conditions.
3. Ashby Gap Kennels (approved October 1995). Commercial kennel on 2.5 acres located on US 50/17. 20 run dog kennel and cat room. No specified limits or conditions.
4. Schoffstall (denied May 2000). Commercial kennel on 53.23 acres located on Millwood Road. 30 run kennel proposed that would be totally enclosed with no outside runs. Opposition grounds included potential adverse impact on property values, the historic

district, and the scenic byway. Numerous residents opposed the use at the public hearings.

5. Clarke County Animal Shelter (approved October 2001 and modified in 2003). Animal shelter on 10 acres located on Ramsburg Lane. 18 run shelter (expanded to 26 runs in 2003). Maximum of 34 dogs and 40 cats. Hours Monday-Friday 10AM-5PM, can be open one night until 8:30, Saturday 10AM-2PM, Sunday 2PM-5PM.

Summary of Review Comments:

Below is an updated summary of the review comments provided by the County's engineering consultants and reviewing agencies.

Piedmont Geotechnical

Dan Rom (Piedmont Geotechnical) reviewed the Applicant's Karst Plan and provided an initial approval letter on August 18, 2013. However, the scope of this approval was limited to review of the drainfield area. After discussing this with Mr. Rom, he conducted further review of the Karst Plan and issued a full approval letter on October 9, 2013.

Chester Engineers

Elizabeth Adamowicz (Chester Engineers) provided a letter on October 18, 2013 recommending approval of the site plan and its stormwater management plan components. She previously provided a comment letter on September 6 requesting changes that the Applicant's engineer has since addressed.

Virginia Department of Transportation (VDOT)

The Applicant's entrance onto Bellevue Lane is located entirely within the private road and is outside of the scope of review by VDOT. However, Planning Staff has asked Bobby Boyce (VDOT) to verify that the limited projected traffic of the proposed use (13 vehicles per day) would not require any additional improvements to Bellevue Lane's access point onto Old Winchester Road. As of the drafting of this report, we have not received a response from VDOT on this issue.

Virginia Department of Health (VDH)

Ryan Finchum (VDH) provided a letter on August 29, 2013 initially approving the private well and onsite septic system for the proposed facility. Mr. Finchum also issued a letter on October 24, 2013 noting a discrepancy in the Applicant's site plan between the "septic computations" of 25 gallons per day per employee of waste water and the AOSE design of a 20 gallon per day system. Mr. Finchum's letter has been forwarded to the Applicant to be addressed as part of the site plan review.

The Planning Commission had also provided a series of questions to Mr. Finchum regarding the septic system usage:

1. Is the public restroom accounted for in the septic capacity?
2. Is any other water use such as washing dog related materials (blankets, etc.) accounted for in the septic capacity?

Jim Slusser, the Applicant's septic system engineer, provided responses to these questions (see enclosed email). Following review of the responses, Mr. Finchum confirmed that the responses adequately addressed the Commission's questions.

Staff Analysis:

Evaluation of the special use permit request includes an in-depth analysis of 19 criteria set forth in §5-B-4 of the Zoning Ordinance:

a. *Will be consistent with the Comprehensive Plan of the County.*

Staff has not identified any aspects of the proposed use that would be inconsistent with the County's Comprehensive Plan.

b. *Is consistent with Purpose and Intent of the Zoning Ordinance.*

Staff has identified no elements of this project that would conflict with the Purposes and Intent of the Zoning Ordinance.

c. *Will not have an undue adverse impact on the short-term and long-term fiscal resources of the County for education, water, sewage, fire, police, rescue, solid waste disposal or other services, and will be consistent with the capital improvement goals and objectives of the Comprehensive Plan, to the end that growth of the community will be consonant with the efficient and economic use of public funds.*

The kennel facility would be served by private well and on-site septic system and would have no impact on public utilities. The facility would also have no impact on schools or emergency services. Solid waste disposal would also not be impacted as the Applicant would be responsible for taking the solid waste to a disposal facility or contracting with a disposal company. Pump-out of liquid waste from the holding tank would have a negligible impact on the County's contract with Frederick County to accept and treat waste water from County sources.

d. *Will not cause an undue adverse effect on neighboring property values without furthering the goals of the Comprehensive Plan to the benefit of the County.*

Planning Staff has a concern with this criterion recommending an evaluation of a project's impact on property values. It is Staff's opinion that the use of property values alone as an evaluation criterion can produce very subjective outcomes depending on the perspective of the particular appraiser. Property values can vary due to a wide variety of elements and can be a very subjective determination that a proposed use is the sole source of a potential negative impact on property values. Staff instead recommends evaluating the overall effect of tangible impacts such as noise, traffic, odor, safety, light pollution, and visual appearance to determine impacts on surrounding properties.

e. *Will not cause an undue adverse effect on the preservation of agricultural or forestal land.*

Staff has not identified any elements of the project that would adversely affect preservation of

agricultural land. As noted above, the property is currently in permanent conservation easement held by VOF, who has determined that the proposed use would be consistent with the terms of the easement.

f. Will not cause unreasonable traffic congestion or unsafe conditions on existing or proposed public roads and has adequate road access.

The facility would access Old Winchester Road (Rt. 723) via Bellevue Lane, a private road. Bellevue Lane has an approved commercial entrance with adequate sight distance to support the traffic that would be generated by the use.

g. Will not cause destruction of or encroachment upon historic or archeological sites, particularly properties under historic easement.

Staff has not identified any historic or archaeological sites that would be impacted by the proposed use.

h. Will not cause an undue adverse effect on rare or irreplaceable natural areas, areas of outstanding natural beauty, state-designated scenic byways or scenic rivers or properties under open space easement.

Staff has not identified any rare natural areas that would be impacted by the proposed use and the subject property is not located near the Shenandoah River. Old Winchester Road (Rt. 723) is a state-designated scenic byway but the proposed facility would be located over 1300 feet to the south. It is unlikely that the facility would be visible from Old Winchester Road. In the event that it is visible, the facility has been designed to appear as an agricultural building and would not have an adverse impact on the byway.

Properties adjacent to the subject property to the south are also held in permanent conservation easement but would not be impacted by the proposed use.

i. Will not cause an undue adverse effect on wildlife and plant habitats.

Staff has identified no potential adverse impacts to wildlife or plant habitats.

j. Will have sufficient water available for its foreseeable needs.

The Virginia Department of Health (VDH) has approved installation of a new well to serve the kennel's needs.

k. Will not cause unreasonable depletion of or other undue adverse effect on the water water source(s) serving existing development(s) in adjacent areas.

The Applicant's Karst plan has been reviewed and approved by the County's consultant and demonstrates no hazards to adjacent groundwater supplies.

l. Will not cause undue surface or subsurface water pollution.

Approval of the Karst plan also demonstrates that there were no potential pollution hazards to subsurface water. The Applicant's stormwater management and erosion control plans will mitigate the potential for surface water pollution due to sedimentation during the construction process. The Applicant is also providing a collection system to ensure that all liquid wastes produced by the kennel will be collected in a holding tank for later disposal. No solid or liquid waste will be permitted to be discharged or buried in the grounds of the property.

m. Will not cause an undue adverse effect on existing or proposed septic systems in adjacent areas.

Approval of the Karst plan demonstrates no potential hazards to existing or proposed septic systems in adjacent areas.

n. Will not cause unreasonable soil erosion.

The Applicant's stormwater and erosion control plans have been reviewed and approved by the County's engineering consultant. If the special use permit and site plan are approved, County staff will provide erosion control inspections throughout the construction process until completion and site stabilization.

o. Will have adequate facilities to provide safety from flooding, both with respect to proposed structures and to downhill/downstream properties.

Staff has identified no risk of flooding for the facility or increased risk of flooding to adjacent properties.

p. Will not cause undue air pollution.

The proposed facility will not generate any source of air pollution.

q. Will not cause undue noise, light or glare, dust, odor, fumes, or vibration.

Staff notes that by its very nature, the facility will generate noise from barking dogs as well as additional vehicle trips to and from the property than is currently being experienced. The subjective question is whether the noise impacts would be considered "undue." The Applicant ensures compliance with ordinance requirements by providing a sound-mitigating building and by honoring the hours of operation requirements. This should ensure that noise from the dogs is minimized to the furthest extent between the hours of 9:00PM and 6:00AM by confining them in the enclosed building. However, dogs will be permitted outdoors under supervision between the hours of 6:00AM-9:00PM and potentially the maximum 40 dogs could be outside receiving training and exercise based on the Applicant's operating parameters. It is highly likely that barking would occur outdoors during these hours.

Absent a standard or definition for "undue" noise in the Zoning Ordinance, Planning Staff has inquired to Sheriff Tony Roper as to how the Sheriff's Office would respond to barking dog

complaints during daytime hours. Sheriff Roper is currently researching past cases involving barking dogs and hopes to provide Staff with additional information soon.

r. If in the AOC or FOC zoning districts, will not result in scale or intensity of land uses significantly greater than that allowed under the permitted uses for these districts.

The scale and intensity of the proposed land use will not be significantly greater than other potential permitted uses allowed in the AOC district.

s. Will not cause a detrimental visual impact.

Based upon the location of the facility on the subject property, the property's size, and the proposed facility design, there should be no detrimental visual impact on adjacent and nearby properties.

In summation, the Applicant's proposal demonstrates general compliance with the County's Zoning Ordinance provisions and review criteria. Planning Staff does note that the proposed use has several subjective elements – specifically potential noise from the dogs and possible adverse impacts from vehicles traveling to and from the facility on the private road – evaluation of which is dependent upon managing the details of the Applicant's proposal. In order to accomplish this, Planning Staff has prepared a list of possible conditions to be imposed on the special use permit if it is ultimately approved. Among these conditions, Staff has included Condition #1 which would issue the SUP to the Applicant and not allow the permit to run with the land. This was used most recently in the Blue Ridge Wildlife Center case (SUP-13-01) and is recommended in cases where the proposed use has unique elements or multiple aspects that could potentially impact surrounding properties.

It should be noted that the following list has been generated by Planning Staff from the parameters set by the Applicant via conversations and the Applicant's supplementary narrative. Should the Planning Commission have concerns about specific elements or impacts of the proposed use, Commissioners should discuss modifying the parameters of these conditions with the Applicant in order to address the impacts:

PROPOSED SPECIAL USE PERMIT CONDITIONS

1. The special use permit (SUP) shall be issued to the applicant, Gina Schaecher/Happy Tails Development LLC, and to the operational entity for the kennel, 3 Dog Farm, LC. The SUP shall not be transferable to any other entity without prior approval from the Board of Supervisors as an amendment of the SUP conditions.
2. The special use permit (SUP) shall be issued to operate a commercial boarding kennel and animal shelter per §3-A-1-a-3(u) of the Zoning Ordinance. The facility shall be limited to providing rescue and rehabilitation services for the purpose of finding permanent adoptive homes for dogs, and would include boarding and training for dogs.
3. The facility shall maintain operating hours consistent with the Zoning Ordinance requirements and customers shall be permitted at the facility by appointment only to

- mitigate traffic impact on the private road. The facility owner or manager shall ensure that the facility is not advertised or publicized as being open to the general public.
4. The facility shall be constructed of sound absorbing materials and in a fashion as described in the applicant's Narrative of Operations and as depicted on the site plan. Doors and windows in the kennel building shall remain closed to mitigate noise impact on adjacent properties when dogs are present in the building.
 5. A maximum of nine (9) employees shall be permitted to staff the facility at any one time in order to mitigate traffic impact on the private road. A minimum of one (1) employee shall remain onsite at all times that any dogs are housed at the facility.
 6. A maximum of forty (40) dogs shall be permitted at the facility for training and/or kenneling. A maximum of three (3) additional dogs may be permitted on site as pets.
 7. Dogs may be permitted in the fenced training areas between 7:00AM and 9:00PM and shall be supervised at all times within the training areas by kennel staff. The ratio of dogs to staff in the training areas shall not exceed 8 dogs per staff member. At no time shall any dog be left unattended in the fenced training areas.
 8. Fencing around the training areas shall be a minimum of six (6) feet in height and shall be maintained throughout the life of the special use permit to ensure complete confinement of the dogs. All gates shall remain closed and secured to prevent dogs from escaping the training areas.
 9. Dogs shall not be permitted outside of the kennel building or fenced training areas unless being transported to and from a vehicle in arriving or departing the facility.
 10. No retail activity shall be permitted with the exception of accessory sale of dog-related food or treats to customers housing their dogs at the facility.
 11. A maximum of two (2) special events shall be permitted at the facility per year. Operating hours of the events shall be limited to 11:00AM – 5:00PM. The facility owner or manager shall provide a schedule of the special event within 30 days of the date of the event, and, if required, shall obtain a County Special Event Permit.
 12. Training classes may be held at the facility provided that they are conducted within the kennel building and are held within the operating hours permitted by the Zoning Ordinance.
 13. No breeding or sale of dogs, with the exception of an adoption fee/administrative processing fee for rescue dogs, shall be permitted at the facility.
 14. All solid waste shall be containerized and properly disposed of off-site either by the facility owner or manager transporting the waste to the Frederick County landfill or by contracting with an authorized waste disposal company. No solid waste shall be disposed of onsite.

15. All liquid waste and waste water shall be held in a storage tank, pumped, and hauled off-site for disposal by an authorized waste disposal company. The property owner or manager shall provide the Planning Department with a copy of the contract with a waste disposal company prior to issuance of the certificate of occupancy for the kennel and shall provide updated copies of the contract as it is renewed or reissued.

Staff Recommendation:

As noted above, there are technical issues that remain outstanding with the special use permit and site plan. These include obtaining additional details on the Applicant’s proposed training classes, resolution of the discrepancy identified by VDH in the septic system plan, providing additional detail on the landscaping plan, and updating the plan sheet to show a compliant wall fixture. Staff is also awaiting information from VDOT regarding whether any additional improvements would be required at the Bellevue Lane access point to Old Winchester Road, and information from the Sheriff’s office on enforcement of potential noise complaints.

Due to these remaining technical questions, Staff recommends deferral of the special use permit and site plan requests at this time for one month to the December 6, 2013 meeting to allow additional time to resolve outstanding technical issues with the special use parameters and the site plan. If new information is received, Staff will provide an update to the Commission at the October 29 briefing meeting or the November 1 regular meeting.

History:

- | | |
|--------------------|--|
| August 2, 2013. | Special use permit and site plan applications filed with the Department of Planning. |
| September 6, 2013. | Commission voted to defer action on setting public hearing for one month. |
| October 4, 2013. | Commission voted 7-0-4 (Steinmetz, McFillen, Kreider absent; Nelson abstained) to set public hearing for November 1, 2013. |
| November 1, 2013. | Placed on the Commission’s November meeting agenda and advertised for public hearing. |

**SPECIAL USE / SITE PLAN (SUP-13-02/SP-13-08)
Gina Schaecher (Happy Tails Development, LLC)
November 1, 2013 Planning Commission Meeting – PUBLIC HEARING
SUPPLEMENTARY STAFF REPORT #1 (10/31/2013) – Department of Planning**

The purpose of this staff report is to provide information to the Planning Commission and Board of Supervisors to assist them in reviewing this proposed land use request. It may be useful to members of the general public interested in this request.

Case Summary

Applicant(s):

Gina Schaecher (Happy Tails Development, LLC)

Location:

- 300 block of Bellevue Lane, Tax Map #20-2-9
- White Post Election District (Bouffault, Brumback – Planning Commission; McKay – Board of Supervisors)
- Zoned Agricultural-Open Space-Conservation (AOC)

Parcel Size/Project Area: 91.350 acres

Request:

Approval of a Special Use Permit (SUP) and Site Plan to construct a commercial boarding kennel and animal shelter per §3-A-1-a-3(u) of the Zoning Ordinance.

Purpose of Request:

To provide rescue and rehabilitation services for the purpose of finding permanent adoptive homes for dogs, and would include boarding and training for dogs.

Staff Recommendation:

Staff recommends deferral of the requests for one month to the December 6, 2013 meeting to allow additional time to resolve outstanding technical issues with the site plan requirements and the special use parameters.

Case Update:

The purpose of this supplementary report is to provide you with an update on the unresolved issues that were outlined in the previous staff report. Each issue is addressed separately below. The Applicant provided a supplementary letter on October 30 and materials on October 31 in an effort to address these issues. A copy of the letter and the materials are enclosed for your review.

VDOT review of Bellevue Lane entrance

Staff had requested VDOT to review the Applicant's proposal and to identify whether there would be any impacts to the existing Bellevue Lane commercial entrance onto Old Winchester Road (Rt. 723) that would require improvements. Bobby Boyce (VDOT) provided Staff with a letter via email indicating that the proposed use would not impact the existing commercial entrance and that VDOT had no outstanding concerns with the Applicant's proposal. A copy of the letter is enclosed for your reference.

Septic System Notes Discrepancy/Number of Employees

A discrepancy was noted between the "Septic Computations" note shown on the site plan, which indicated a design of 25 gallons per day per employee, and the AOSE design, which indicated that the system would handle 20 gallons per day per employee. The Applicant's engineer has provided a revised plan sheet reconciling this discrepancy by correcting the 25 gallon per day figure in the "Septic Computations" note.

A question was also raised regarding whether the maximum number of employees would exceed the septic system's capacity. Staff noted that the system is designed for 250 gallons per day of waste water – 150 gallons per day would be used by the 1-bedroom house and each employee would use 20 gallons per day based on the Applicant's AOSE design. The Applicant previously indicated a maximum of nine (9) employees that would produce 180 gallons per day. This would produce a total of 330 gallons per day which is 80 gallons per day over the system design.

The Applicant provided a clarification in her October 30 letter indicating that a maximum of nine (9) employees have committed to working at the facility but that a maximum of five (5) employees would be working during each shift. Limiting the maximum number of employees per shift to five (5) would match the 250 gallons per day system design. Staff has amended the language of Condition #5 to address this issue and we have no further concerns.

Outdoor Lighting

The Applicant's previous site plan submission provided a photo of a proposed spotlight-style outdoor wall fixture that does not meet the Zoning Ordinance requirements for outdoor lighting. An excerpt of the relevant section is quoted below:

6-H-11-a-1. All exterior light fixtures shall be a full cut-off type. Such light fixtures shall have flat cut-off lenses.

The Applicant provided a photo and specifications on a substitute wall fixture in the October 30 letter as well as a revised plan sheet detail on October 31. However, the substitute wall fixture also does not meet the outdoor lighting requirements. The wall pack shown is a box style fixture with bulbs that extend below the fixture housing and behind a lens that is not flat cut-off. Staff spoke to the Applicant and engineer about this issue and has requested a compliant fixture to be

shown. Staff has also advised the Applicant to include the language quoted above from the Zoning Ordinance in the “Lighting Detail” note on the site plan sheet.

Floor Drains in the Kennel Runs

At the October 29 briefing meeting, Commissioners inquired whether there would be any floor drains in the kennel runs that would be connected to the septic system. The Applicant indicated verbally that there would be no floor drains connected to the septic system and reiterated in the October 30 letter the plan to have all liquid waste from the kennel collected in a holding tank for pump and haul. Staff has added language to Condition #15 to indicate that there shall be no floor drains permitted to be connected to the onsite septic system.

Landscaping

The Applicant has also provided a revised plan sheet depicting the existing tree coverage located between the kennel complex and the northern property line shared with the Sells. Staff noted during our site visit that this particular portion of the 25 foot perimeter buffer does contain gaps that would allow the kennel to be visible from the Sells property. In reviewing the revised landscaping plan sheet, it was also noted that there are additional trees proposed to be planted in this location and that the Zoning Ordinance requires evergreen trees to be planted in buffer areas. Staff has advised the Applicant to provide supplemental planting of evergreen trees to Ordinance requirements in this area.

Staff also notes that the Zoning Ordinance requires perimeter buffers of 25 feet to be maintained around the entire property, including the required caliper of deciduous and evergreen trees and shrubs. In this case, the property is 91 acres and compliance with the literal interpretation of these provisions would be excessive since the kennel complex would only occupy a small portion of the property. Literal application would also be ineffective as the 25 foot perimeter buffer is also located at a much lower elevation than the building site and would not provide additional screening of the facility. Staff recommends having the Applicant supplement the buffer along the northern property with the Sells to remedy the specific visual gap in the buffer.

Sheriff's Office Inquiry Regarding Noise Complaints

Staff had contacted the Sheriff's Office to determine how they handle noise complaints involving barking dogs. The purpose of the inquiry was to find out if the Sheriff's Office used any type of criteria in gauging whether to issue a citation for a barking dog complaint. Since the briefing meeting, Staff discussed the matter with Sheriff Tony Roper. Per Sheriff Roper, there have been no barking dog complaints that have resulted in issuance of a citation in the last twelve months and anecdotally there have been no complaints on any of the existing kennels in the County. Sheriff Roper also noted that other types of noise complaints that are ultimately taken to court are reviewed subjectively on a case-by-case basis and not held to any specific criteria.

Soundproofing Design for the Kennel Building

Commissioners inquired at the briefing meeting about whether the Applicant's construction detail will provide effective sound proofing to meet Zoning Ordinance requirements, and asked Staff to provide a copy of the plan to our engineers for review and comment. During a discussion with the Applicant on October 30, Staff was advised that the Applicant did have a sound consultant review the building design and that the consultant provided a written assessment. Staff requested and the Applicant agreed to provide a copy of this letter but as of the

drafting of this report, the letter has not been provided. There is no Zoning Ordinance requirement that an applicant provide certification of building sound-proofing, however the Applicant's consultant letter could potentially help to answer the Commission's questions on this issue.

Training classes

Staff has also requested additional information on training classes that the Applicant indicated in the narrative would be held at the kennel facility. The Applicant provided the following information on past training classes that have been held as an example of the type of classes that would be held at this proposed facility:

- Classes by reservation only for people with and without their dogs.
- Held on Saturdays and Sundays.
- Approximately a dozen participants per class.
- Also held educational classes for students that formed an animal rescue club – this included 15-20 students brought to their facility periodically over a six week period.

The Applicant also indicated that she believes that classes and educational activities of the type noted above are not directly related to the kennel use, should not be subject to condition, and are part of the by-right use of the property. The Applicant compares the activity to a property owner hosting a scout meeting, bible study class, or book club gathering, and that the activity would not impact adjoining landowners beyond what is currently allowed by right.

It is Staff's position that the training classes would be an accessory activity to the kennel operation and would be subject to regulation by the special use permit. The training activities as described are directly related to the dog-related functions conducted at the facility and the degree of their impact must be quantified by identifying the frequency that the classes will be held, the number of people that would be attending the classes, and the hours of operation. This information would help discern the amount of additional traffic going to and from the facility as well as whether there would be additional outdoor activity that would impact adjoining properties. Staff recommends that the Commission discuss this issue further with the Applicant to determine the parameters of a condition for this proposed activity.

Special Events

Commission members asked Staff to re-examine the current language of Condition #11 regarding special events that the Applicant proposes to hold at the facility. Commissioners were concerned that Staff's wording of the condition could be confused with the requirements of the County's Special Events Ordinance which regulates outdoor activities with 150 or more attendees. Condition #11 reads as follows:

A maximum of two (2) special events shall be permitted at the facility per year. Operating hours of the events shall be limited to 11:00AM – 5:00PM. The facility owner or manager shall provide a schedule of the special event within 30 days of the date of the event, and, if required, shall obtain a County Special Event Permit.

Staff recommends amending the condition as follows:

*A maximum of two (2) **special** events shall be permitted at the facility per year. **Events are defined as activities open to the public or by invitation for the purpose of fund-raising, promoting the kennel operation, or supporting any kennel-related activity.** Operating hours of the events shall be limited to 11:00AM – 5:00PM. The facility owner or manager shall provide a schedule of the special event to the **Department of Planning** within 30 days of the date of the event, and, if required, shall obtain a County Special Event Permit. **If the event is not regulated by the County Special Event Permit process, the facility owner or manager shall also provide a plan to the Department Planning for providing toilet facilities for the event attendees.***

Staff refers to the activities as “events” instead of “special events” to avoid confusion that the condition would only apply to activities regulated by the Special Event Ordinance. Staff has also clarified that the event schedule shall be provided to the Planning Department and that a plan for providing toilet facilities should also be provided if the event does not require a special event permit. This is to ensure that the onsite septic system is not being overtaxed by attendees’ use.

Applicant’s Objection to Condition #9

In the Applicant’s October 28 letter, she indicated opposition to Condition #9 which read:

9. *Dogs shall not be permitted outside of the kennel building or fenced training areas unless being transported to and from a vehicle in arriving or departing the facility.*

Following a conversation with the Applicant, Staff recommends amending the language as follows:

9. *Dogs **being boarded or trained in conjunction with the kennel operation** shall not be permitted outside of the kennel building or fenced training areas unless being transported to and from a vehicle in arriving or departing the facility. **This condition shall not apply to the maximum three (3) dogs to be kept as pets specified in Condition #6.***

This clarifies Staff’s intent to ensure that the dogs associated with the kennel operation are retained at all times within the kennel building or fenced areas unless being transported to and from a vehicle, and the Applicant’s intent to utilize the three dogs identified as “pets” in Condition #6 to have access to the entire property.

Proposed Special Use Permit Conditions

Below is the list of proposed Special Use Permit conditions based upon the parameters of the use as described by the Applicant along with the aforementioned changes. Please note that the changes are shown in bold italics with strikethroughs where necessary.

PROPOSED SPECIAL USE PERMIT CONDITIONS (Amended 10/31/2013)

Note: Changes from the previous staff report are shown in bold italics with strikethroughs where necessary.

1. The special use permit (SUP) shall be issued to the applicant, Gina Schaecher/Happy Tails Development LLC, and to the operational entity for the kennel, 3 Dog Farm, LC.

The SUP shall not be transferable to any other entity without prior approval from the Board of Supervisors as an amendment of the SUP conditions.

2. The special use permit (SUP) shall be issued to operate a commercial boarding kennel and animal shelter per §3-A-1-a-3(u) of the Zoning Ordinance. The facility shall be limited to providing rescue and rehabilitation services for the purpose of finding permanent adoptive homes for dogs, and would include boarding and training for dogs.
3. The facility shall maintain operating hours consistent with the Zoning Ordinance requirements and customers shall be permitted at the facility by appointment only to mitigate traffic impact on the private road. The facility owner or manager shall ensure that the facility is not advertised or publicized as being open to the general public.
4. The facility shall be constructed of sound absorbing materials and in a fashion as described in the applicant's Narrative of Operations and as depicted on the site plan. Doors and windows in the kennel building shall remain closed to mitigate noise impact on adjacent properties when dogs are present in the building.
5. A maximum of ~~nine (9)~~ **five (5)** employees shall be permitted to staff the facility at any one time in order to mitigate traffic impact on the private road **and to comply with the septic system design of 20 gallons of waste water per day per employee**. A minimum of one (1) employee shall remain onsite at all times that any dogs are housed at the facility.
6. A maximum of forty (40) dogs shall be permitted at the facility for training and/or kenneling. A maximum of three (3) additional dogs may be permitted on site as pets.
7. Dogs may be permitted in the fenced training areas between 7:00AM and 9:00PM and shall be supervised at all times within the training areas by kennel staff. The ratio of dogs to staff in the training areas shall not exceed 8 dogs per staff member. At no time shall any dog be left unattended in the fenced training areas.
8. Fencing around the training areas shall be a minimum of six (6) feet in height and shall be maintained throughout the life of the special use permit to ensure complete confinement of the dogs. All gates shall remain closed and secured to prevent dogs from escaping the training areas.
9. Dogs **being boarded or trained in conjunction with the kennel operation** shall not be permitted outside of the kennel building or fenced training areas unless being transported to and from a vehicle in arriving or departing the facility. **This condition shall not apply to the maximum three (3) dogs to be kept as pets specified in Condition #6.**
10. No retail activity shall be permitted with the exception of accessory sale of dog-related food or treats to customers housing their dogs at the facility.
11. A maximum of two (2) ~~special~~ events shall be permitted at the facility per year. **Events are defined as activities open to the public or by invitation for the purpose of fund-raising, promoting the kennel operation, or supporting any kennel-related activity.**

Operating hours of the events shall be limited to 11:00AM – 5:00PM. The facility owner or manager shall provide a schedule of the special event *to the Department of Planning* within 30 days of the date of the event, and, if required, shall obtain a County Special Event Permit. *If the event is not regulated by the County Special Event Permit process, the facility owner or manager shall also provide a plan to the Department Planning for providing toilet facilities for the event attendees.*

12. Training classes may be held at the facility provided that they are conducted within the kennel building and are held within the operating hours permitted by the Zoning Ordinance.
13. No breeding or sale of dogs, with the exception of an adoption fee/administrative processing fee for rescue dogs, shall be permitted at the facility.
14. All solid waste shall be containerized and properly disposed of off-site either by the facility owner or manager transporting the waste to the Frederick County landfill or by contracting with an authorized waste disposal company. No solid waste shall be disposed of onsite.
15. All liquid waste and waste water shall be held in a storage tank, pumped, and hauled off-site for disposal by an authorized waste disposal company. *No floor drains in the kennel building shall be permitted to be connected to the onsite septic system.* The property owner or manager shall provide the Planning Department with a copy of the contract with a waste disposal company prior to issuance of the certificate of occupancy for the kennel and shall provide updated copies of the contract as it is renewed or reissued.

Additional Comments from Citizens

Staff has also included emails from citizens that were received since the briefing meeting. Three emails in support of the proposal were received. One letter from nearby property owner Bruce Welch has been provided in opposition to the request. Copies are enclosed for your reference.

Staff Recommendation:

Staff continues to recommend deferral of the special use permit and site plan requests at this time for one month to the December 6, 2013. Remaining technical issues to be addressed include resolution of the landscaping along the northern property line and provision of a compliant outdoor lighting fixture. Staff also recommends that the Commission further discuss the issue of training classes with the Applicant, specifically the need for parameters to quantify the activity's impact on surrounding properties and the Applicant's position that it should not be considered part of the special use permit.

History:

August 2, 2013.	Special use permit and site plan applications filed with the Department of Planning.
-----------------	--

September 6, 2013. Commission voted to defer action on setting public hearing for one month.

October 4, 2013. Commission voted 7-0-4 (Steinmetz, McFillen, Kreider absent; Nelson abstained) to set public hearing for November 1, 2013.

November 1, 2013. Placed on the Commission's November meeting agenda and advertised for public hearing.

**SPECIAL USE / SITE PLAN (SUP-13-02/SP-13-08)
Gina Schaecher (Happy Tails Development, LLC)
December 6, 2013 Planning Commission Meeting – PUBLIC HEARING
SUPPLEMENTARY STAFF REPORT #2 (11/27/2013) – Department of Planning**

The purpose of this staff report is to provide information to the Planning Commission and Board of Supervisors to assist them in reviewing this proposed land use request. It may be useful to members of the general public interested in this request.

Case Summary

Applicant(s):

Gina Schaecher (Happy Tails Development, LLC)

Location:

- 300 block of Bellevue Lane, Tax Map #20-2-9
- White Post Election District (Bouffault, Brumback – Planning Commission; McKay – Board of Supervisors)
- Zoned Agricultural-Open Space-Conservation (AOC)

Parcel Size/Project Area: 91.350 acres

Request:

Approval of a Special Use Permit (SUP) and Site Plan to construct a commercial boarding kennel and animal shelter per §3-A-1-a-3(u) of the Zoning Ordinance.

Purpose of Request:

To provide rescue and rehabilitation services for the purpose of finding permanent adoptive homes for dogs, and would include boarding and training for dogs.

Staff Recommendation:

Staff offers no recommendation at this time as we are awaiting additional materials to be provided by the Applicant (see discussion below).

Case Update:

Following the Public Hearing on November 1, 2013, the Planning Commission moved to defer action on this request and to continue the Public Hearing to the December 6, 2013 meeting. Six items of concern were identified for additional review during the deferral period:

1. Reconciliation of the outdoor lighting issues.
2. Reconciliation of landscaping issues.
3. Evaluation of the degree of sound-proofing to be provided with the Applicant's kennel building design.
4. Additional details on special events to be held at the site.
5. Additional details on proposed Condition #9 requiring dogs being kenneled or trained at the facility to be kept in the building or fenced training areas at all times unless being taken to and from a vehicle for transport.
6. Additional details on training classes for humans including septic system concerns.

On November 22, Staff received an email from the Applicant indicating that they were finalizing a response to the issues raised at the Public Hearing but that one of their consultants had a family emergency that would delay provision of the response. The email indicated that they would try to provide the response by close of business that day but that the full response would be delayed until early next week (the week of November 25). As of the drafting of this report (November 27), Staff has not received the additional materials from the Applicant.

Some of the issues that Staff can address at this time are discussed separately below:

Outdoor Lighting

The Applicant's original site plan submission provided a photo of a proposed spotlight-style outdoor wall fixture that does not meet the Zoning Ordinance requirements for outdoor lighting. An excerpt of the relevant section is quoted below:

6-H-11-a-1. All exterior light fixtures shall be a full cut-off type. Such light fixtures shall have flat cut-off lenses.

The Applicant later provided a photo and specifications on a substitute wall fixture that also did not meet the outdoor lighting requirements. That fixture was a box style wall pack fixture with bulbs that extend below the fixture housing and behind a lens that is not flat cut-off. In response to Staff's concerns, the Applicant provided a revised plan sheet (dated 10/31/2013) at the November 1 Commission meeting that now shows a wall fixture that is a full cut-off type with a flat cut-off lens. This fixture meets the requirements of the outdoor lighting provisions.

Landscaping

The revised plan sheet (dated 10/31/2013) also addresses Staff's concerns with providing evergreen plantings along the northern property line shared with the Sells. As previously reported, Staff noted during our site visit that this particular portion of the 25 foot perimeter buffer does contain gaps that would allow the kennel to be visible from the Sells property. Staff advised the Applicant to provide a supplemental planting of evergreen trees in this area to meet ordinance requirements.

§6-H-10-c-2 requires evergreen trees to be included in buffer areas. Subsection e-5 requires evergreens to be at least six feet tall at the time of planting and be planted at least 10 feet apart. The Applicant's revised plan sheet now depicts a row of 30 Leyland cypress trees with 10 foot spacing covering a 300 foot length of the northern property line in the area of concern noted by Staff. With these proposed changes, Staff has no additional concerns with the landscaping requirements.

Soundproofing Design for the Kennel Building

Commissioners inquired at the briefing meeting and again at the November 1 meeting about whether the Applicant's construction detail will provide effective sound proofing to meet Zoning Ordinance requirements, and asked Staff to provide a copy of the plan to our engineers for review and comment. During a discussion with the Applicant on October 30, Staff was advised that the Applicant did have a sound consultant review the building design and that the consultant provided a written assessment. Staff requested and the Applicant agreed to provide a copy of this letter but as of the drafting of this report, the letter has not been provided. Staff notes that there is no Zoning Ordinance requirement that an applicant provide certification of building sound-proofing, however the Applicant's consultant letter could potentially help to answer the Commission's questions on this issue.

Staff recently inquired of our engineering consultant whether they could provide a recommendation on the degree of sound-proofing for the kennel building based on the information provided in the Applicant's narrative alone. In the event that the Applicant's forthcoming response includes more details on the sound-proofing of the building, we will forward that to our consultant for evaluation.

Remaining Issues and Planning Commission's Timeframe for Review

As noted above, Staff has not received additional information from the Applicant to address the Commission's outstanding concerns with special events, proposed Condition #9, and training classes for humans to be offered. Once we receive the Applicant's response to these issues, we will conduct our review, forward any information to our consultants as applicable, and generate an additional Staff Report on our findings including any further modifications to the list of recommended conditions and an overall recommendation on the request.

However, as noted at the November 1 Commission meeting, the Planning Commission's 100-day review period for this special use permit request will expire on December 15 making deferral of the case to the Commission's January meeting not a viable option. Depending on the date that we ultimately receive the Applicant's supplementary materials and the content of those materials, the Commission may want to consider asking the Applicant to formally request a deferral of the matter to the Commission's January meeting. Any deferral request made by an applicant and accepted by the Commission stops the Commission's review period until the date requested by the Applicant. Given the delay in receiving the Applicant's materials and Staff's need (and potentially our engineering consultant's need) for time to review and provide recommendations on the materials, Staff believes it would be a reasonable request to make to the Applicant.

Staff Recommendation:

At this time, Staff cannot provide a recommendation on the request as we have not received additional materials that the Applicant intends to submit to address the issues raised at the November 1, 2013 Public Hearing. Staff intends to provide a final recommendation on this request once the Applicant's pending materials are received and we have had sufficient time to review them internally and with our engineering consultant as needed.

History:

August 2, 2013.	Special use permit and site plan applications filed with the Department of Planning.
September 6, 2013.	Commission voted to defer action on setting public hearing for one month.
October 4, 2013.	Commission voted 7-0-4 (Steinmetz, McFillen, Kreider absent; Nelson abstained) to set public hearing for November 1, 2013.
November 1, 2013.	Commission voted 8-1-2 (Steinmetz NAY; Nelson abstained; Staelin absent) to defer the matter and continue the public hearing for one month to the December 6, 2013 meeting.
December 6, 2013	Placed on the Commission's December meeting agenda and advertised for public hearing.

Index of Previous Staff Reports:

- September 6, 2013 Planning Commission meeting (set public hearing)
- November 1, 2013 Planning Commission meeting (public hearing)
- Supplementary Staff Report #1 (10/31/2013)

**SPECIAL USE / SITE PLAN (SUP-13-02/SP-13-08)
Gina Schaecher (Happy Tails Development, LLC)
December 6, 2013 Planning Commission Meeting – PUBLIC HEARING
SUPPLEMENTARY STAFF REPORT #3 (12/5/2013) – Department of Planning**

The purpose of this staff report is to provide information to the Planning Commission and Board of Supervisors to assist them in reviewing this proposed land use request. It may be useful to members of the general public interested in this request.

Case Summary

Applicant(s):

Gina Schaecher (Happy Tails Development, LLC)

Location:

- 300 block of Bellevue Lane, Tax Map #20-2-9
- White Post Election District (Bouffault, Brumback – Planning Commission; McKay – Board of Supervisors)
- Zoned Agricultural-Open Space-Conservation (AOC)

Parcel Size/Project Area: 91.350 acres

Request:

Approval of a Special Use Permit (SUP) and Site Plan to construct a commercial boarding kennel and animal shelter per §3-A-1-a-3(u) of the Zoning Ordinance.

Purpose of Request:

To provide rescue and rehabilitation services for the purpose of finding permanent adoptive homes for dogs, and would include boarding and training for dogs.

Staff Recommendation:

- Staff recommends approval of the special use permit request based on the Applicant's proposal meeting the technical requirements of the Zoning Ordinance. Staff has also included a proposed framework for special use permit conditions for the Planning Commission's consideration (see full discussion later in this report).
- Staff recommends conditional approval of the site plan based upon inclusion of language in the Septic Computations plan note to indicate the maximum approved capacity of the septic system for clarity purposes.

Case Update:

The purpose of this Supplementary Staff Report is to provide the following information:

- An update on documents received from the Applicant and neighboring property owners since Supplementary Staff Report #2 was finalized on November 27.
- Staff analysis of remaining outstanding issues with this request.
- Recap of prior kennel and animal shelter cases.
- Staff's recommendation on the request.

Applicant's Letters of November 29, 2013 and December 2, 2013

As noted in the previous Staff Report, the Applicant indicated that they intended to file a response to the issues raised at the November 1 Public Hearing but the response was not provided to Staff in time to be included in the Planning Commission meeting packet that was finalized and distributed on November 27. The first of the Applicant's two response letters was emailed to Staff on Friday, November 29 and included the items summarized below:

- Septic system capacity. The Applicant indicates that in consulting with the septic system designer, the permitted system has sufficient capacity to accommodate "occasional classes for humans" and that the system has an additional 30% capacity.
- Pump and haul system for kennel waste water. In response to comments about waste hauling trucks using Bellevue Lane to access the subject property, the Applicant indicates that the frequency of pump trucks can be controlled by increasing the size of the liquid waste tank or connecting a second tank. The Applicant also states that the pump trucks would be similar to those used to service residential systems and that there would be no additional impact to Bellevue Lane than what can currently be expected by a by-right use of the property.
- Sound. The Applicant states that existing sound conditions "greatly surpasses" any potential sound impact that would be generated by the proposed facility. The Applicant cites air traffic from nearby Winchester Regional Airport and helicopter traffic as existing sources of noise.
- Alleged misrepresentations of the plan and changes in the plan. The Applicant refutes comments at the Public Hearing that the Applicant changed the proposal from 20 dogs to 40 dogs and indicates that the proposal has been consistent with respect to number of dogs and runs; accessory kennel structure, dimensions, and location; residential space; uses; and access to the facility by invitation/reservation only.
- Training classes for humans. The Applicant argues that the proposed training classes should be treated similarly "to neighbors having a gathering of people at their respective farms for an occasion," and requested clarification as to the basis for which the training classes can be further regulated beyond current County ordinance.
- Comments by Ms. Barbara Byrd on behalf of the Clarke County Humane Foundation. The Applicant indicates that they do not intend to compete with the Clarke County

Animal Shelter but will work cooperatively with the facility as they do with rescue organizations.

- Impact on Bellevue Lane. In response to neighbor concerns that there would be a negative impact on Bellevue Lane due to additional traffic, the Applicant asserts that the traffic generated by the proposed facility would be no greater than any other by-right use that could take place on the subject property.
- Admission by some in opposition that the project is needed and meritorious. The Applicant states that any decision on the request based upon extensive neighbor opposition would be arbitrary. The Applicant also provided a court case citation to support this point.
- Residential vs. agricultural use of the property. The Applicant provided additional comments on the motives of the neighboring property owners for opposing the request.

Following receipt of this letter on Monday, December 2, Staff provided the Applicant with a copy of Supplementary Staff Report #2 and inquired about whether the Applicant intended to provide supporting documentation from their acoustical engineer regarding the sound-proofing measures to be included in the building design. The Applicant previously indicated to Staff that they would be willing to provide this documentation. In response to this inquiry, a second letter was received by Staff on Tuesday, December 2 containing additional information and a supporting letter dated November 15, 2013 from the Applicant's acoustical engineer, Miller, Beam, & Paganelli. The additional information provided is summarized as follows:

- Special events. The Applicant indicates that they anticipate having no more than 3 special events per year. Staff notes that this is a departure from the 1-2 events that the Applicant specified in the Narrative of Operations.
- Training classes for humans. The Applicant indicates that there would be no more than 4 training classes for humans per year.
- Acoustical engineering report. The Applicant asserts that Staff indicated that "there is no requirement with regard to sound-proofing or that the applicant make any certification as such" in the November 27 Supplementary Staff Report. The Applicant also states that "there is no mention of 'soundproofing' anywhere in the applicable ordinance" and that any inquiry regarding soundproofing is "irrelevant." The Applicant indicates that they are providing the acoustical engineer's report as a courtesy.
- Proposed condition 9. The Applicant requests clarification on the outstanding concerns with Condition 9.
- Draft meeting minutes from November 1, 2013 meeting. The Applicant provided comments on specific parts of the draft meeting minutes and indicated that they "do not agree with, or accept the draft meeting minutes, and contest their accuracy." The Applicant also requested a copy of the audio recording of the meeting which was provided by Staff on December 3.

Staff analysis and response to the points raised in the Applicant's letters are included later in this report.

Citizen Comment Letters

Staff received two comment letters from Roderick DeArment on December 2. The first letter (dated November 29, 2013) expresses concern about the limited retail component of the Applicant's proposal. Mr. DeArment states that the Applicant's assertion that there will be no retail sales is inaccurate because the sale of dog treats to customers constitutes a retail sale under Virginia law. He also expresses concern that the retail aspect could be easily expanded and can generate additional traffic by customers coming to purchase goods.

Mr. DeArment's second comment letter (dated December 1, 2013) contends that the kennel facility and fenced training areas will have an adverse impact on the view from Route 723, a Virginia Scenic Byway. He indicates that the addition of evergreen plantings along the northern property line will not mitigate this visual impact and provided copies of photographs of the kennel site taken from Route 723 to support his point.

Staff also received an email on December 4 from Bruce Welch that included information on decibel measurements from adjoining properties. Copies of all documents have been forwarded via email to the Commission members.

Discussion of Outstanding Issues

As previously noted in Supplementary Staff Report #2, the Applicant modified the site plan to satisfy three previously outstanding technical concerns – compliance with the County's outdoor lighting provisions, landscaping requirements, and reconciliation of a plan note regarding the onsite septic system. In the motion to defer action on this case at the November 1 meeting, the Commission identified additional items review. These and other items are discussed separately below.

Additional details on events to be held onsite/Reconciliation with proposed Condition #9

During the discussion of proposed events at the November 1 Commission meeting, the point was raised about a potential conflict with proposed Condition #9 regarding dogs that may be brought to the property by guests of an event regulated under proposed Condition #11. Condition #9 provides that dogs being boarded or trained in conjunction with the kennel operation shall not be permitted outside of the kennel building or fenced training areas unless being transported to and from a vehicle in arriving or departing the facility. The Condition does not apply to the maximum 3 dogs that would be permitted on the property as pets. The Condition does not address dogs that are brought to the property as part of an event such as the Applicant's "K-9 Carnival." To address this discrepancy for the Commission's consideration, Staff added language to proposed Condition #9 to also exempt dogs brought to the property in conjunction with an event as specified in proposed Condition #11.

It should be noted that 3-C-2-kk of the Zoning Ordinance states that companion animals such as dogs shall be confined in an enclosed building or within a fenced exercise area during specified times. This section does not provide for companion animals being kept in a kennel or animal

shelter to be located outside of these two areas. The proposed language in Condition #9 ensures enforcement of this condition in a reasonable manner.

There is one other item to note regarding events. As indicated above, the Applicant's December 2 letter indicates that there would be a maximum of 3 events held per year. However, the Applicant's Narrative of Operations indicated that there would be 1-2 events held per year. Staff recommends that the Commission discuss this discrepancy with the Applicant. Staff made no changes to the number of events listed in proposed Condition #9.

Training classes for humans/septic system concerns

Another issue raised at the November 1 Commission meeting was training classes for humans – educational classes offered to customers as opposed to training programs for the dogs.

Specifically, the Applicant had not previously provided details on the training classes to be offered – the number of classes, frequency, duration, and projected attendees. The concern was that training classes held on a regular basis may have significant, unaddressed impacts on the septic system and on traffic going to and from the facility. The Applicant indicated at the Commission meeting that classes were held 1-2 times per year but agreed to provide a more definitive number for the Commission's consideration. As noted above, the Applicant stated in the December 2 letter that there would be a maximum of 4 training classes held per year.

The Applicant also stated in the November 29 letter that the septic system has additional capacity to handle occasional training classes. The Applicant's revised site plan contains a note that the septic system is based on 150 gallons per day per bedroom and 20 gallons per day per employee for a total of 250 gallons per day. However, after further discussion with Virginia Department of Health (VDH) staff, it was determined that the septic system design has been approved for a maximum of 450 gallons per day and that the 250 gallons per day shown on the site plan indicates projected usage. Staff recommends that the Applicant add language to the Septic Computations plan note to clarify that the septic system design has been approved to accommodate 450 gallons per day.

Staff has added language to proposed Condition #12 for the Commission's consideration indicating that there would be a maximum of four (4) training classes for humans held per year. This limited number of classes would be consistent with the Applicant's septic system designer's recommendations.

On the subject of training classes, as noted above the Applicant asserted in the November 29 letter that the training classes would already be regulated by County ordinances and that clarification should be provided as to the source of authority to further regulate these activities through the special use permit. As previously presented in Supplementary Staff Report #1, Staff notes that evaluation of any special use permit request should also take into consideration impacts generated by any accessory or related uses to the proposed special use. In this case, the Applicant proposes training classes for humans on dog-related issues. Staff's opinion is that these training classes would clearly be related to the kennel/animal shelter special use and subject to regulation by permit condition.

Liquid dog waste management

Also discussed at the November 1 Commission meeting was a concern that the liquid dog waste could enter the septic system instead of the pump and haul tank via floor drains. The Applicant has indicated that there will be no floor drains connected to the septic system. To address this issue, Staff added language to proposed Condition #15 for the Commission's consideration to ensure that liquid waste water produced by the dogs cannot enter the septic system through floor drains.

Sound absorbing design – kennel building

The Commission requested Staff to determine whether our engineering consultant could review and provide comments on the Applicant's sound mitigation components for the kennel building. Staff recently determined that our consultant, Anderson & Associates, has a working relationship with an engineering firm with this expertise and was looking into the logistics of reviewing the Applicant's materials.

Staff does not agree with the Applicant's statements in the December 2 letter that there is no mention of "soundproofing" in the Zoning Ordinance. 3-C-2-kk of the Zoning Ordinance requires kennel buildings to be "constructed of sound absorbing materials so as to mitigate animal noise at the property line." The Applicant is correct in stating that there is no specific requirement that the sound-proofing design be certified by their engineer but is incorrect in stating that any inquiry with respect to soundproofing is irrelevant.

It is Staff's opinion that this provision of the Zoning Ordinance gives us the authority to determine, through review by our engineering consultant, that a proposed kennel building is constructed with sound absorbing materials. Since building construction plans are not required to be provided with a site plan, Staff has added new language to Condition #4 to require review of the sound absorbing measures at the time of building construction plan review and to determine degree of conformance with the site plan, special use permit, and Zoning Ordinance. Such review and approval would be required as part of the issuance of a building permit. In addition to the building construction plans, Staff would also have our engineering consultant review the acoustical information provided in the Miller, Beam, & Paganelli letter.

Sound issues with dogs in the fenced training areas

Another major concern discussed at the November 1 Public Hearing is the impact of noise from barking dogs that would be permitted outside of the kennel building in the fenced training areas. The Applicant asserts that there is no proof that noise from the dogs barking in the fenced training areas would exceed current noise levels in the immediate areas, and has provided an acoustical analysis of the noise impact to support this position. Adjoining property owners have also asserted that the dogs would generate significant noise and provided background information to support their position.

The Applicant's current project parameters would allow potentially a maximum of 40 dogs to be in the fenced training areas from 7:00AM to 9:00PM as noted in proposed Conditions #6 and #7. Given the wide variation in dog breeds, temperaments, behavioral patterns and other variables, Staff has identified no reasonable or enforceable methods to guarantee that the noise generated through the dogs in the training areas will remain at or below a certain decibel level. The letter provided by the Applicant's acoustical consultant provides the result of testing using six barking

dogs but this is significantly less than the potential 40 dogs that could be permitted in the training areas at one time.

This issue falls under special use permit review criterion 5-B-4-q, “*Will not cause undue noise, light or glare, dust, odor, fumes, or vibration.*” As discussed at the November 1 meeting and in previous Staff Reports, Staff noted that the Zoning Ordinance does not define “undue” or include parameters for measuring noise. Staff spoke with Sheriff Tony Roper to determine whether there was an established practice that the Sheriff’s Office used for processing noise complaints from barking dogs, and Sheriff Roper indicated that there was an insufficient amount of cases in recent years to provide us with any specific guidance. Staff notes that the Sheriff’s Office is responsible for enforcement of noise complaints under applicable sections of the County Code and State law.

The Commission, however, has the authority to address this issue by adjusting the parameters of proposed Conditions #6 and #7. This could include reducing the maximum number of dogs allowed outdoors at one time and/or by reducing the hours that dogs may be permitted in the fenced training areas at one time. As this proposed facility is somewhat unique with the outdoor training component, Staff has not identified any past cases to provide guiding precedent on this matter or a record of sound impacts to use for comparison purposes (see below).

Prior Kennel and Animal Shelter Cases

Below is a list of the prior kennel and animal shelter cases reviewed since 1994. This list was provided in the original Staff Report and is being provided again to aid the Commission in evaluating the proposed special use permit cases. In summation, the Board of Supervisors approved 3 kennel SUP requests (Patmore, Green Step, and Ashby Gap Kennels) and one animal shelter SUP request (Clarke County Animal Shelter). One request for a kennel was denied by the Board in 2000 (Schoffstall) on grounds that there would be potential adverse impact on property values, the Millwood historic district, and the scenic byway on Route 723. The Clarke County Animal Shelter was the last of these cases to be reviewed in 2003 when the special use permit was amended.

Of the kennels that were approved, two were permitted to have a maximum of 30 dogs and one was permitted to have 20 dogs. Two were also permitted to have cats. The Clarke County Animal Shelter was originally approved as an 18 run shelter and later amended their SUP to have a maximum of 34 dogs and 40 cats. One kennel (Patmore) included special conditions to require dogs to be on a leash if outside of the kennel and prohibited noise generated that would constitute a nuisance. Neither of the other two kennel SUPs included special use permit conditions. The Clarke County Animal Shelter included special operating hours as a condition.

1. Patmore (approved August 1994). Commercial kennel on 15.7 acres located on Wadesville Road. Maximum 30 dogs not including dogs under 10 weeks old. Dogs cannot be outside the kennel without a leash. No noise shall be generated that would constitute a nuisance.
2. Green Step (approved May 1995). Commercial kennel on 211 acres located on Senseny Road. Maximum 30 dogs and 15 cats. No additional special conditions.

3. Ashby Gap Kennels (approved October 1995). Commercial kennel on 2.5 acres located on US 50/17. 20 run dog kennel and cat room. No specified limits or conditions.
4. Schoffstall (denied May 2000). Commercial kennel on 53.23 acres located on Millwood Road. 30 run kennel proposed that would be totally enclosed with no outside runs. Opposition grounds included potential adverse impact on property values, the historic district, and the scenic byway. Numerous residents opposed the use at the public hearings.
5. Clarke County Animal Shelter (approved October 2001 and modified in 2003). Animal shelter on 10 acres located on Ramsburg Lane. 18 run shelter (expanded to 26 runs in 2003). Maximum of 34 dogs and 40 cats. Hours Monday-Friday 10AM-5PM, can be open one night until 8:30, Saturday 10AM-2PM, Sunday 2PM-5PM.

Staff Recommendation:

Staff recommends approval of the special use permit based on the Applicant's proposal meeting the technical requirements of the Zoning Ordinance. Staff also recommends conditional approval of the site plan based upon inclusion of language in the Septic Computations plan note to indicate the maximum approved capacity of the septic system for clarity purposes.

Staff has provided a framework of special use permit conditions below for the Commission's consideration. The potential conditions are based upon the parameters of the use as described by the Applicant along with additional language recommended to address ordinance issues and to clarify operation parameters as part of Staff's administrative review of this request. Staff recognizes that the Planning Commission and the Board of Supervisors have additional legislative authority to modify, add to, or delete these conditions to further address and/or mitigate impacts that may be generated by the proposed special use.

As a reminder, the Planning Commission's 100-day review period concludes on December 15, 2013. Typically Staff could also support a Commission action to defer the case to address outstanding items of concern that the Commissioners may have. Unfortunately with the pending expiration of the Commission's review period, a deferral by the Commission is not an option. The Commission could ask the Applicant if they would be willing to formally request a deferral to continue working with the Commission on any outstanding issues. If the Applicant were to request a deferral, the Commission's review period could be further extended. Absent a deferral request from the Applicant, Staff recommends that the Commission members take action based upon the materials that have been currently presented.

As with all special use permit/site plan approval requests, Staff also notes that the Commission must pass separate motions in order to take action on the special use permit and the site plan.

**PROPOSED SPECIAL USE PERMIT CONDITIONS FOR CONSIDERATION BY THE
PLANNING COMMISSION (Amended 12/5/2013)**

Note: Staff's recommended changes to this framework of conditions from Supplementary Staff Report #1 (10/31/2013) are shown in bold italics with strikethroughs where necessary. Subject

titles are added to each condition for organizational purposes to aid the Commission's considerations.

1. **Special Use Permit to be Nontransferable.** The special use permit (SUP) shall be issued to the applicant, Gina Schaecher/Happy Tails Development LLC, and to the operational entity for the kennel, 3 Dog Farm, LC. The SUP shall not be transferable to any other entity without prior approval from the Board of Supervisors as an amendment of the SUP conditions.
2. **Special Use Limitations.** The special use permit (SUP) shall be issued to operate a commercial boarding kennel and animal shelter per §3-A-1-a-3(u) of the Zoning Ordinance. The facility shall be limited to providing rescue and rehabilitation services for the purpose of finding permanent adoptive homes for dogs, and would include boarding and training for dogs.
3. **Operating Hours; Facility Closed to the General Public.** The facility shall maintain operating hours consistent with the Zoning Ordinance requirements and customers shall be permitted at the facility by appointment only to mitigate traffic impact on the private road. The facility owner or manager shall ensure that the facility is not advertised or publicized as being open to the general public.
4. **Kennel Building Sound-Absorbing Measures.** The facility shall be constructed of sound absorbing materials and in a fashion as described in the applicant's Narrative of Operations and as depicted on the site plan. ***Sound-absorbing measures shall be shown on the building construction plans and shall be reviewed by the County's engineering consultant for conformance with the approved site plan in conjunction with the building permit application review.*** Doors and windows in the kennel building shall remain closed to mitigate noise impact on adjacent properties when dogs are present in the building.
5. **Employees.** A maximum of five (5) employees shall be permitted to staff the facility at any one time in order to mitigate traffic impact on the private road and to comply with the septic system design of 20 gallons of waste water per day per employee. A minimum of one (1) employee shall remain onsite at all times that any dogs are housed at the facility.
6. **Maximum Number of Dogs Permitted Onsite.** A maximum of forty (40) dogs shall be permitted at the facility for training and/or kenneling. A maximum of three (3) additional dogs may be permitted on site as pets.
7. **Fenced Training Areas.** Dogs may be permitted in the fenced training areas between 7:00AM and 9:00PM and shall be supervised at all times within the training areas by kennel staff. The ratio of dogs to staff in the training areas shall not exceed 8 dogs per staff member. At no time shall any dog be left unattended in the fenced training areas.
8. **Maintenance of Fences and Gates.** Fencing around the training areas shall be a minimum of six (6) feet in height and shall be maintained throughout the life of the

special use permit to ensure complete confinement of the dogs. All gates shall remain closed and secured to prevent dogs from escaping the training areas.

9. **Limitation on Dogs Allowed Outside of the Kennel Facility.** Dogs being boarded or trained in conjunction with the kennel operation shall not be permitted outside of the kennel building or fenced training areas unless being transported to and from a vehicle in arriving or departing the facility. *This condition shall not apply to the maximum three (3) dogs to be kept as pets specified in Condition #6 or to dogs that are brought to the property by event attendees in conjunction with events as specified in Condition #11.*
10. **Limitations on Retail Activity.** No retail activity shall be permitted with the exception of accessory sale of dog-related food or treats to customers housing their dogs at the facility.
11. **Events.** A maximum of two (2) events shall be permitted at the facility per year. Events are defined as activities open to the public or by invitation for the purpose of fund-raising, promoting the kennel operation, or supporting any kennel-related activity. Operating hours of the events shall be limited to 11:00AM – 5:00PM. The facility owner or manager shall provide a schedule of the special event to the Department of Planning within 30 days of the date of the event, and, if required, shall obtain a County Special Event Permit. If the event is not regulated by the County Special Event Permit process, the facility owner or manager shall also provide a plan to the Department of Planning for providing toilet facilities for the event attendees.
12. **Training Classes.** *A maximum of four (4) ~~T~~training classes for humans may be held per year* at the facility provided that they are conducted within the kennel building and are held within the operating hours permitted by the Zoning Ordinance.
13. **Breeding and Sale of Dogs Prohibited.** No breeding or sale of dogs, with the exception of an adoption fee/administrative processing fee for rescue dogs, shall be permitted at the facility.
14. **Solid Waste Management.** All solid waste shall be containerized and properly disposed of off-site either by the facility owner or manager transporting the waste to the Frederick County landfill or by contracting with an authorized waste disposal company. No solid waste shall be disposed of onsite.
15. **Liquid Waste Management.** All liquid waste and waste water *produced by the dogs* shall be held in a storage tank, pumped, and hauled off-site for disposal by an authorized waste disposal company. *There shall be ~~No open~~ floor drains in the kennel building, and shall be ~~permitted to be connected~~ the liquid dog waste/waste water system shall not be connected* to the onsite septic system. The property owner or manager shall provide the Planning Department with a copy of the contract with a waste disposal company prior to issuance of the certificate of occupancy for the kennel and shall provide updated copies of the contract as it is renewed or reissued.

History:

August 2, 2013. Special use permit and site plan applications filed with the Department of Planning.

September 6, 2013. Commission voted to defer action on setting public hearing for one month.

October 4, 2013. Commission voted 7-0-4 (Steinmetz, McFillen, Kreider absent; Nelson abstained) to set public hearing for November 1, 2013.

November 1, 2013. Commission voted 8-1-2 (Steinmetz NAY; Nelson abstained; Staelin absent) to defer the matter and continue the public hearing for one month to the December 6, 2013 meeting.

December 6, 2013 Placed on the Commission's December meeting agenda and advertised for public hearing.

Index of Previous Staff Reports:

- September 6, 2013 Planning Commission meeting (set public hearing)
- November 1, 2013 Planning Commission meeting (public hearing)
- Supplementary Staff Report #1 (10/31/2013)
- Supplementary Staff Report #2 (11/27/2013)

A regular meeting of the Planning Commission of Clarke County, Virginia, was held at the Berryville/Clarke County Government Center, Berryville, Virginia, on Friday, November 1, 2013.

ATTENDANCE

George L. Ohrstrom, II, Chair; Anne Caldwell, Vice Chair; Robina Bouffault, Clay Brumback, Scott Kreider, Doug Kruhm, Tom McFillen, Cliff Nelson, Chip Steinmetz and Jon Turkel.

ABSENT

John Staelin

STAFF

Brandon Stidham, Planning Director; Jesse Russell, Zoning Administrator; Alison Teetor, Natural Resource Planner and Debbie Bean, Recording Secretary.

CALLED TO ORDER

Chair Ohrstrom called the meeting to order at 9:00 a.m.

APPROVAL OF AGENDA

The Commission voted to approve the agenda.

Yes: Bouffault, Caldwell (seconded), Kreider, Kruhm, McFillen Nelson (moved), Ohrstrom, Steinmetz and Turkel

No: No one

Absent: Brumback and Staelin

Commissioner Brumback arrived at the meeting.

APPROVAL OF MINUTES

The Commission voted to approve the briefing meeting minutes of October 1, 2013.

Yes: Bouffault, Brumback, Caldwell (moved), Kreider, Kruhm (seconded), McFillen, Nelson, Ohrstrom, Steinmetz and Turkel

No: No one

Absent: Staelin

The Commission voted to approve the regular meeting minutes of October 4, 2013.

Yes: Bouffault (seconded), Brumback, Caldwell, Kreider, Kruhm, McFillen, Nelson, Ohrstrom, Steinmetz and Turkel (moved)

No: No one

Absent: Staelin

The Commission voted to approve the special meeting minutes for October 17, 2013 on the Comprehensive Plan.

Yes: Bouffault (moved), Brumback, Caldwell, Kreider, Kruhm, McFillen (seconded), Nelson, Ohrstrom, Steinmetz and Turkel

No: No one

Absent: Staelin

The Commission voted to approve the special meeting minutes for October 17, 2013 on the Transportation Plan.

Yes: Bouffault, Brumback, Caldwell (seconded), Kreider, Kruhm, McFillen (moved), Nelson, Ohrstrom, Steinmetz and Turkel

No: No one

Absent: Staelin

SPECIAL USE / SITE PLAN (SUP-13-02/SP-13-08) – PUBLIC HEARING

Gina Schaecher (Happy Tails Development, LLC) requests approval of a Special Use Permit (SUP) and Site Plan to construct a commercial boarding kennel and animal shelter per §3-A-1-a-3(u) of the Zoning Ordinance. The facility would provide rescue and rehabilitation services for the purpose of finding permanent adoptive homes for dogs, and would include boarding and training for dogs. The property is identified as Tax Map #20-2-9, located in the 300 block of Bellevue Lane in the White Post Election District and is zoned Agricultural Open-Space Conservation (AOC).

Commissioner Nelson recused himself from this request due to conflict of interest.

Mr. Stidman gave a power point presentation and discussed the update of the unresolved issues with the proposed request. He stated that the applicant provided a supplementary letter on October 30 and materials on October 31 in an effort to address these issues. He said that a copy of the letter and the materials have been provided to the Planning Commission for their review. He said that staff had requested VDOT to review the Applicant's proposal and to identify where there would be any impacts to the existing Bellevue Lane commercial entrance onto Old Winchester Road that would require improvements. He explained that VDOT sent Staff a letter via e-mail indicating that the proposed use would not impact the existing commercial entrance and that VDOT had no outstanding concerns with the Applicant's proposal.

Mr. Stidham mentioned that a discrepancy was noted between the "Septic Computations" note shown on the site plan, which indicated a design of 25 gallons per day per employee, and the AOSE design which indicated that the system would handle 20 gallons per day per employee. He said that the Applicant's engineer has provided a revised plan sheet reconciling this discrepancy by correcting the 25 gallon per day figure in the "Septic Computations" note. He stated that a question was raised regarding whether the maximum number of employees would exceed the septic system's capacity. He explained that Staff noted that the system is designed for 250 gallons per day of waste water – 150 gallons per day would be used by the one bedroom house and each employee would use 20 gallons per day based on the Applicant's AOSE design. He said that the Applicant previously indicated a maximum of nine employees that would produce 180 gallons per day. He stated that this would produce a total of 330 gallons per day which is 80 gallons per day over the system design. Mr. Stidham said that the Applicant provided a clarification in her October 30 letter indicating that a maximum of nine employees have committed to working at the facility but that a maximum of five employees would be working during each shift. He said that by limiting the maximum

number of employees per shift to five would match the 250 gallons per day system design. He stated that Staff has amended the language on Condition #5 to address this issue and we have no further concerns.

Mr. Stidham said that the Applicant's previous site plan submission provided a photo of a proposed spotlight-style outdoor wall fixture that does not meet the Zoning Ordinance requirements for outdoor lighting. He stated that the Applicant provided a photo and specifications of a substitute wall fixture in the October 30 letter as well as a revised plan sheet detail on October 31. He said that after reviewing the substitute wall fixture it was discovered that it did not meet the outdoor lighting requirements. He stated that Staff spoke to the Applicant and engineer about this issue and it was requested that a compliant fixture be submitted. He mentioned that Staff also advised the Applicant to include the language from the Zoning Ordinance in the "Lighting Detail: note on the site plan sheet.

Mr. Stidham turned the meeting over to Mr. Russell to discuss the site plan issues.

Mr. Russell stated that Staff has been waiting for answers to several outstanding items from the last meeting. He said one concern is the impact to the Bellevue Lane commercial entrance onto Old Winchester Road that would require improvements. He said that Bobby Boyce with VDOT provided staff a letter indicating that the proposed use would not impact the existing commercial entrance and that VDOT has no outstanding concerns with the Applicant's proposal. He said that the septic system notes discrepancy/number of employees issue has been addressed and the Applicant's engineer has provided a revised plan sheet showing the correction in the "Septic Computations" note. He said that the Health Department agreed with the Applicant's numbers. Mr. Russell said another issue is regarding the outdoor lighting. He said that the Applicants previous site plan submission did not meet the Zoning Ordinance requirements. He stated that the Applicant submitted a substitute wall fixture but it also did not meet the Zoning Ordinance requirements. He said that Staff has advised the Applicant to include the language from the Zoning Ordinance in the "Lighting Detail" note on the site plan sheet. He said that the Applicant is going to revise the site plan sheet with the correct lighting required by the County Ordinance. Mr. Russell also said that there were concerns with landscaping. He explained that this property is ninety-one acres and that there are deciduous trees planted along the property line and some areas have gotten thin. He stated the requirement is one evergreen tree for every 10 feet which is needed are along the northern property line. He said that the Applicant has agreed to plant evergreens in this area and will show this on the revised site plan. He said that Staff is working with the Applicant on the landscaping issues at this time.

Mr. Stidham addressed the Commission again and said that Staff made a site visit to the proposed area. He showed the photos that were taken at the time of the site visit showing where the proposed kennel will be located on the property. He showed a picture of where Mr. and Mrs. Robert Sell live and where the evergreens will need to be planted near their property. He showed a picture of the proposed entrance which is mostly dirt and mentioned that the Applicants will be updating the road. He went over the proposed conditions for the Special Use Permit (SUP). He said that the SUP will not be transferable to any other entity without prior approval from the Board of Supervisors as an amendment to the SUP conditions. He stated that Staff is requesting a deferral for one month to the December 6 Planning Commission meeting to finalize all the issues.

Chair Ohrstrom asked the Commission if they had questions for Mr. Stidham.

Commissioner Bouffault had questions on some of the conditions Mr. Stidham spoke about. She asked Mr. Stidham about dogs that are brought in to the facility for special events and if those dogs will be confined to

the same conditions. Mr. Stidham stated that would be something we would have to add in to clarify the conditions. Commissioner Bouffault questioned the training classes and what the difference is between people training and dog training. She also asked about all solid waste versus liquid waste and she said that they are two different issues. She said you have the septic system for people which includes a bathroom in the kennels in which she presumes goes into their septic system and drainfield and then all the liquid waste and solid for the dogs that goes into a separate dog waste holding tank and I think there is no distinction made. She said perhaps you could put in your condition that there are no open floor drains in the kennel and that would exclude the bathroom. Mr. Stidham said he was thinking that it would solve the problem if we added language that said "*all the waste and waste water produced by the dogs*" would clarify the language and Commissioner Bouffault agreed.

Commissioner Kruhm said he needs some background on an application the Commission heard back some time ago when the Monastery had concerns about a golf course going in at the Shenandoah Retreat and there would be wedding events with music playing. Mr. Russell said that they did do testing on the noise level for that application. Commissioner Kruhm questioned the results of the testing. Mr. Russell said they were able to monitor the decibel level with that situation whereas with dogs it would be difficult as to know when and if the dogs are going to bark. Commissioner Kruhm asked if that doing that testing was there ever a definition of undue noise.

Commissioner Kruhm wanted some background on this request. He had questions regarding the undue noise issue this may propose. Commissioner Steinmetz asked how do we measure forty dogs vs. a house and how much will come out. He stated that the contract allows for 5000 gallons a day. Mr. Stidham said 20 gallons a day was for employees not the dogs. He said if you wash down the kennel every day the dogs would require as much as 20 gallons per dog.

Gina Schaecher, Applicant, addressed the Commission. She said she brought in some individuals that will be working at the proposed facility that would be able to answer questions from the Commission regarding what will be involved with the dogs at the proposed facility. She informed the Commission that she has consulted an electrical engineer and she assured the Commission that she can comply with the Zoning Ordinance on the type of lighting fixtures that are required. She addressed the issue about landscaping and said they have included additional evergreen trees on the revised site plan she presented today. She spoke about the training classes as there are concerns about them. She said the training classes are for humans and it will be a small class that lasts for two days in which they will learn to massage dogs. She said the people will bring their own pets to do the training. She mentioned that she has had classes at her existing facility in Loudoun County. She explained that they would have children in the area come to the facility when they have had puppies available so the children can see the kind of care that is needed for a puppy and to also watch the development of the puppy. She said that all the classes that she offers are to educate humans on how to properly care for a dog. She mentioned that these are the types of classes she anticipates having at the proposed shelter. She went on to say that she has signatures from over 200 people on a petition in support of this request which she will provide to the Commission.

Ms. Schaecher emphasized that the dogs will only be outside during the allowed times as shown in the Clarke County Zoning Ordinance. She also noted that not all 40 dogs will be out at the same time and that she has provided a written document regarding undue noise which has been provided to the Commission. She wanted to answer the concerns regarding the Great Pyrenees' breed and has brought individuals today that are knowledgeable about that specific breed. She also wanted the Commission to know that any waste

from the kennel will be captured in a separate tank. She explained that they are not looking at solid waste being put into the system. She asked the Commission if they had any questions.

Commissioner Bouffault questioned Ms. Schaecher about the narrative she wrote dated October 15th which says that she and her husband have fostered and re-homed hundreds of dogs over the past eleven years as rescue foster guardians. Commissioner Bouffault asked Ms. Schaecher what percentage of these hundreds of dogs were Great Pyrenees. Commissioner Bouffault also asked Ms. Schaecher what percentage of the 40 dogs at the proposed facility will be Great Pyrenees. Ms. Schaecher said that most of the hundreds of dogs they have re-homed in the past have been Great Pyrenees because that is where their expertise is at. She said as far as the proposed kennel she anticipates two to three slots for Great Pyrenees and all other dogs would be a variety of breeds.

Commissioner Turkel had concerns about the resiliency of the in ground septic system. He stated that it seems like with the occupancy of the dwelling and the Staff it seems like that system is pretty much at its capacity of 250 gallons a day. He asked if the system is at capacity, how will it handle special events and training classes? He said it appears that some sort of accommodation for toilet facilities needs to be available if the need arises. Ms. Schaecher said that portable toilets are provided in situation like that. She said it is her understanding that we would not be anywhere near going over capacity even with these events taking place. She said since these events are only held occasionally and she did not see how it would cause the system to be over capacity. She said that she will ask Jim Slusher, Soil Scientist, to look into the matter.

Vice Chair Caldwell asked for specific times for the proposed training classes and events. Ms. Schaecher said in the past there have only been one or two events a year and it is by invitation or reservation only. Chair Ohrstrom asked if she would be willing to go on record by submitting the number of training classes in writing that she is expecting to have each year. Ms. Schaecher said it would not be a problem.

Commissioner Steinmetz asked Ms. Schaecher if she has received any comments from citizens about the proposed kennel. Ms. Schaecher said she has seen one letter but that she has not seen the four e-mails that were mentioned earlier. Mr. Stidham said that the four e-mails came in last night. Commissioner Steinmetz stated that it appears the main problem is the lack of trust from the neighbors. He told Ms. Schaecher that the event she held at her home for the neighbors to allay their concerns seems to have had the opposite effect. He asked Ms. Schaecher if she could address this perceptible disconnect that appears to be going on. Ms. Schaecher said she could specifically address whether there have been any changes in our plan and the answer to that is no. She said that in late September she invited the adjoining landowners to the property to review the plans and to witness the staked area for the proposed construction. She said she encouraged them to ask questions and to look at the plans. She said everything she has proposed is what they plan to do. Commissioner Steinmetz asked if she concurs with Staff to continue the public hearing until next month. She said she does not because she believes that the outstanding information will not take long to review and she would ask that the Commission move forward.

Commissioner Bouffault said that at the Planning Commission meeting in September, Ms. Schaecher told the Commission that this proposal is going to be a kennel for boarding and training dogs for private individuals for a period of thirty days. She said at the October meeting the Commission received a narrative prepared by Ms. Schaecher and it mentions having training classes and special events. She stated that the scope of the proposal has changed since it was first heard. Ms. Schaecher said she disagrees with that and said that there may have been a change of perception but the scope of the proposal has remained the

same. Ms. Schaecher said the only reason they do training classes and special events is for our community out-reach programs.

Commissioner McFillen asked Ms. Schaecher about her current facility and how long she has been there. She said she has been there nine years and she has only had a couple of complaints. She said her current facility is 23 acres and that both of her adjoining property owners are at the meeting today. Tom asked if she takes in litters. She said we do not do that that often.

Commissioner Brumback asked if at their current facility there were any restrictions on their kennel permit. Ms. Schaecher said no there are not.

Commissioner Bouffault asked Ms. Schaecher if they had a kennel permit. Ms. Schaecher said no they do not.

There being no further discussion with Staff and the Commission, Chair Ohrstrom opened the public hearing. He said that he will call each person's name from the sign-up sheet and that each person will have three minutes to talk. He asked that each person speak their name and address before talking.

Mary Schaecher, 221 River Park Lane, Bluemont, VA, stated that her area of expertise for this project is that she has an extensive background in veterinarian medicine. She said that she has worked with animals for twenty years and nine years of that time was in animal control in Nebraska. She stated that there is a real need for rehabilitation of aging animals as well watching over animals after a surgical procedure during their recovery. She said should an event arise where an animal would be injured, she would be able to care for the animal on site.

Rhonda May, 305 Bill Brower Court, Purcellville VA, stated that she is a dog trainer and that she has worked with dogs extensively for the last fifteen years. She said that she specializes in working with aggressive dogs. She explained that most dogs need room and education to thrive and that is what is so great about this proposal because it will provide both of these needs. She remarked that most people are concerned with stress barking and that is caused by dogs not knowing what is going on. She stated that if you teach a dog what the rules are and works with them and you exercise their body and mind you will not have stress barking.

Bob Schaecher, Omaha, Nebraska, said Gina Schaecher is his daughter. He said the reason he is here is that they want to put in a dog facility. He stated that he is not going to talk about the dogs he is going to talk about the people. He said that he knows most of the neighbors and that they are nice people. He explained that we want to be good neighbors and we can do a good job for them. He explained that we need everyone to work with us not against us and that they will do good and be good neighbors.

Carl Hales, one of the owners of the property that is for sale. He said we purchased this property in 2006 and we have had the property for a number of years and it is now for sale. He said we believe the applicant has justified the Special Use Permit and we would appreciate your consideration of it. He stated that he and his wife live in Frogtown on eighty-seven acres and they have a kennel and they have not had any problems with our dogs on the property and they take the solid waste to Frederick/Clarke County Sanitation facilities as required. He said we do appreciate your concerns but if the applicant has met all that is required for the Special Use Permit then they should be issued a Special Use permit. He said that the County has done due diligence with this request and they have really worked with the applicant to get the information needed to

make a proper decision. He stated that failure to approve this request would be sort of a taking of our property without compensation. He said the property is farm land and he thinks that a lot has gotten lost in this proposal because of the attention on the kennel. He said he believes this request will make a great contribution to our County.

Mike Williams, 15268 Shannondale Road, Purcellville, VA, he said that Gina Schaecher is his spouse and he is here to support this project. He said their goal is to buy this ninety-one acres and to develop it as a farm. They plan to take less than 2% of the land for an animal rehabilitation center. He said he thinks that all the focus is on the kennel but we want to buy the land and farm it. They want to use sustainable and responsible practices and we want to be good neighbors. We take dogs from local humane societies and shelters and whenever Loudoun County gets a Great Pyrenees they will call us and ask if we can help them out. He said they will take the dog off their hands as a part of the rescue and we will ask some of the representatives at the Great Pyrenees rescue to address the matter. They think this is a good thing and we are trying to do the right thing. He said that they have requirements and they must have a fence and we are going to put up two fences. He said we have to be 200 feet from the property line and we decided to be 500 feet away from the property line with double fences. He said that this is for our protection, the protection of the animals and the protection of the neighbors. They are not taking chances and they are not at the limit of anything. He said he spoke to their site planner who reminded him that our septic build is designed for a four bedroom perk, 600 gallons per day and they are using about 250 gallons per day and our soils engineer has looked at this and said that this is more capacity and we are at about one-third of the capacity of the septic field. He said it is our right as a farmer to have cows, pigs and dogs running and barking all night right up to the property line twenty-four hours a day, seven days a week. He explained that their dogs will not be doing that. He said the dogs will be controlled, exercised, and supervised and they are going to be inside at night. They are going to build a solid concrete structure and once the dogs are inside at night you will not be able to hear them barking. He said it is going to look like a barn and we have done everything we can to be consistent with the neighborhood and with the VOF. He said that they have been working with the County on this project close to six months and they have been involved in every step of the way. He explained that they have been letting the neighbors know what they are doing. He stated that they may have been giving more information out on the project as people have asked for it. They are not trying to be transparent and he said he does not think we are a moving target. He said he does not believe their scope has expanded at all. He explained that they are not trying to hide anything. He said he visited the site the other day with Kevin Milner, the acoustic engineer for the project and helped him conduct the sound test. He said they had six crazy barking dogs where the proposed building will be and we went to the property line of Robert and Elizabeth Sell and the property line to the east and we found that six barking dogs were at 38 decibels which is dramatically below the 70 decibels limit at the property line per the ordinances. He said the dogs on the property line of Mr. & Mrs. Sell was at 50 decibels, the cows were at 55 and airplanes overhead were at 72 decibels. He said in conclusion our dogs at the property line will not be the loudest dogs barking it will be their neighbors' dogs. He said in keeping with the spirit of Clarke County we are going to do everything we can to be consistent with that. They submitted this application to the County 89 days ago and the 100 day mark will be in two weeks and they would appreciate your help and consideration to move this project forward.

Mary Jo Walpole, 15219 Edgegrove Road, Purcellville, VA, said she is retired law enforcement and her dream was always to have a farm. She said two and a half years ago she moved next to Gina and Mike Schaecher. She said that when she first moved to the property the owner of the property told her that she might have a problem with barking dogs as her neighbors Gina and Mike Schaecher run a Great Pyrenees rescue. She said at the time she was still working and had concerns with the barking dogs because she was

on shift work and sometimes had to sleep during the day. She explained that she understands how the neighbors feel about this proposal because she felt the same way when she moved to her farm. She said that she wants to speak as a character witness for Gina and Mike as they maintain their property well and they do not allow their nine dogs to bark. She stated that in the two and half years she has lived beside them she thinks the dogs have only barked a couple of times. One time there was an incident in the area involving a helicopter, patrol cars, bright lights and policemen in the neighborhood. She mentioned that there is a difference between a guard dog and a guardian dog. She said that guard dogs are watchdogs whereas guardian dogs are livestock dogs and they are very low keyed dogs for guarding the herd.

Kathi Colen Peck, 196 Bellevue Lane, Boyce, VA, and she is one of the adjoining neighbors. She said that she lives there with her husband, her son and her two dogs. She is here to express her strong opposition to granting this Special Use Permit to establish commercial kennel business on Bellevue Lane in an agriculture zone. She stated that she has three significant concerns. She explained that the proposed building site for the kennel is at the highest elevation point in the neighborhood and a feature that will readily facilitate the sound of barking dogs downhill to the neighboring properties, one of which is hers. She said that the constant traffic on Bellevue Lane, which is a private one lane road and connects the existing four families to their homes, one of which is theirs. She said there will be a decrease in property values to the surrounding properties due to this proposal. She stated that because the proposed building will be built at such a high elevation sound particularly barking will carry exceptionally well to the surrounding residences in our neighborhood. She wanted to point out that depending on the cast of the wind and circumstances in that location she can hear someone talking at a regular volume from that site in her house. She said that the pictures that were shown earlier did not show a picture of our house which is in direct line of sight and sound. She explained that this is a great concern to her because the potential for forty-three dogs residing at this facility will most certainly result in a clear and unobstructed channel of noise directly into my home. She said that she works from home and she is very intimately aware of how sound travels in that particular location and it is a high point. She said that Happy Tails Development is proposing to board and care for rescue dogs. She stated that the transparency issue of the Great Pyrenees was conveyed at some point during this process. She said everybody in the neighborhood believed that it was predominantly Great Pyrenees. She said she also wanted to point out that Bob Schaecher the parent of Gina Schaecher the applicant, came to my house and specifically told me there would be twenty dogs, not forty dogs, not forty-three dogs, but twenty dogs. She just wanted to make that a point. She said that she does not contest the vision for this type of operation but she does contest the location of this proposed commercial site. She said it is upsetting to her that such an operation like this would come to an agricultural position. She also wanted to point out that the applicant has no intention of living on site so she does not have to deal with forty-three dogs which may or may not be out in the runs at any one particular time. She submitted a letter of opposition from her and her husband on this request to the Chair.

Greg Peck, 196 Bellevue Lane, Boyce, VA, Assistant Professor of Horticulture at Virginia Tech, and he is one of the adjoining neighbors. He said he was going to continue with the two remaining issues his wife spoke of earlier. He said that the second issue is the traffic that will impact Bellevue Lane. He explained that the commercial kennel operation is going to significantly increase traffic on Bellevue Lane making it unsafe for our children, our pets, and all the residents connected by this road. He stated that Bellevue Lane provides access to the ninety-one acre property from Route 723 through an easement, but the intention of such access was to grant it with one prospective residence and corresponding agricultural activity on the ninety-one acre parcel it was not intended to allow continued vehicular traffic on a daily basis for a non-agricultural commercial business. He said that the cumulative negative impact from the daily commuting of nine employees and an unspecified number of volunteers, the frequent pick-up and drop-off of up to 40

boarded dogs, hauling liquid and solid waste several times a week if not daily, the delivery of kennel supplies, and the planned events that may potentially attract over 100 people, will be far greater than what was originally intended for Bellevue Lane. He stated that a commercial dog kennel business, which in itself is not an agricultural enterprise, will surely put undue wear and tear on our one-lane road with its constant use. He said that there are few easily accessed turnouts that can accommodate vehicles travelling in opposite directions on the road and since it is a private road, law enforcement agencies will not enforce a speed limit that would keep drivers at a reasonable and safe speed for our neighborhood. He stated that we strongly believe that the County should not grant a Special Use Permit on the ninety-one acre parcel and turn Bellevue Lane into a driveway for a commercial dog kennel. He said the third issue is regarding our property values. He said that we bought our home two years ago after doing research on the development parameters of the adjoining properties, learning as much as we could about the easements and building rights on these properties. He explained that they chose their property because it met the criteria we set for what we wanted: high quality schools, agriculturally zoned, minimal potential for encroaching development with the neighboring properties protected by easement and affordability. He remarked that they have painstakingly been updating their home to increase its value and bring it up to 21st century standards. He expressed that by granting a Special Use Permit and allowing a commercial kennel operation into our neighborhood, the county would, in effect, swiftly and unequivocally take away any gains in property value we have made to date. He urged the Commission to decline this application. He provided a letter expressing he and his wife's opposition to this request.

Phil Jones, 735 Morning Star Lane, Boyce, VA, stated that in addition to the property on Morning Star Lane where he lives he also owns the largest lot in the area (Lot 1- 130 acres) that directly adjoins the property for the proposed kennel. One thing he wants to make clear in the Staff's comments under Item E, is a letter from VOF that states this proposal is all well and good. He said that comment is being officially challenged by me. He said that there has been correspondence going back to VOF from me respectively asking that they provide a new opinion regarding this proposal and it is my understanding that they are going to do so. He explained that the site plan has changed dramatically since it was first provided and the intended use has changed. He thinks this proposal needs to be delayed until VOF has a chance to weigh it. He said that during the day he wears a suit but at night he is an active farmer. He stated that he and his son do cattle farming and do their own hay on this property. He remarked that he and his son have done significant improvements on this property since he purchased bought it. He purchased this land thinking that it was farm land not a dog rescue sitting on top of a high hill with barking dogs. He remarked that under Item S on the Staff's comments it states that this proposal will not have any visual impact to anyone. He said it will look straight at his barn door/shop area and that is where they do all their activity for the farm. He mentioned that a few nights ago his son was washing his truck out at the barn and there were two dogs outside and his son said they barked the entire time he was out there. He remarked that he wants to remark on several of the comments made today. He said that he finds it a little bit disingenuous that these people talk about being neighbors when they have no intention of living there. He stated that in looking at the plans he did not see any indication that it will be farmed. He explained that he has put a lot of work into his farm and he has spent a lot of money and he wants to keep it that way.

Howard Lewis, 34508 Bloomfield, Bluemont, VA, stated that has known the applicants for a number of years. He has no doubt that they will do a good job in implementing whatever plans you want them to do. He said he is sure that the applicants will be good neighbors. He said that there was a letter brought to his attention about the Great Pyrenees being aggressive dogs. He said that in his experience in working with the Appalachian Great Pyrenees rescue that is just not the case. He said a test for the Commission would be to come to the Middleburg Christmas parade on the first Saturday in December. He stated that last

year they has 100 Great Pyrenees in the parade and that they were gentle giants. He said the people were even allowed to pet the dogs. He said as a final point there is a pressing need for this type of facility in this area and they do work with County animal shelters. He urged the Commission to move forward with this application.

Chris Keyser, 2665 Gun Barrel Lane, White Post, VA, he said he lives on seven and half acres, zoned rural residential and his immediate neighbors include and auto repair shop, a medal welding business including trucks, trailers and construction machinery, a street sweeping business, two landscaping businesses, a cabinet making business, a sawmill, two heavy hauling businesses with dump trucks and two eighteen wheel tractor and trailers, two general contractors with heavy construction equipment and the loudest of all these businesses is the donkeys across the street. He said he is not complaining about the businesses or the donkey that are on his neighbors' property. He stated that we advertise our County as an agriculture rich community which we are, but we are also a well-balanced community with many other family businesses that make up Clarke County. He said he has owned eight rescue dogs and he has contributed food and cleaning supplies to the local shelter. He said he has called the Clarke County Dispatch more times for livestock in the road than dogs. He remarked that his dogs have visited and stayed the night at 3 Dog Farm and the place was always clean and well-kept and my dogs came home with a bath. He said with the ever increasing presence of coyotes in the area this proposal should be looked upon as favorable as the Great Pyrenees help keep coyotes away. He said he would like another option of protecting his family and pets from coyotes other than grabbing a fire arm. He said although his opinion may be different than his friends and neighbors he supports Happy Tails Development.

Susan Moulden, 1 Morningstar Lane, Boyce, VA, she has a cople of questions for the owners. She asked if they planning on living at the farm. Gina Schaecher stated that her sister will be living on the farm. She asked about the petition for support do they live in this area and Ms. Schaefer said that some of them do. Ms. Moulden asked about training dogs not to stress bark and how long does that take. Ms. Schaecher said that we are relieving stress in the dogs and therefore it stops the barking. Ms. Moulden asked if the dogs will be contained most of the time. Ms. Schaecher said the dogs will always be contained within the facility but will be with a human being either doing a mental exercise or a physical challenge or having a rest break. Ms. Moulden said she is opposed to this and is very concerned because she wants peace and quiet and does not want to listen to barking dogs. She asked is this is agriculture district and livestock are dogs considered livestock.

Melanie Freedman, 101 Goode Lane, Harpers Ferry, WV, she said she is a professional dog trainer. She said she has trained dogs for a number of years, has rescued dogs and worked in a number of shelters. She said what this Happy Tails Development is proposing is really needed. She said she cannot begin to tell you the number of dogs that have been put down because they are in a shelter because nobody wants them. She said that dogs bark when they are stressed, bored or when they do not have anything to do. She said she lives next door to two Great Pyrenees and as long as they have a job to do they will not bark. She said if a dog has a job to do and are not stressed they will not bark. She added that in her years of working in shelters if you can get a dog to listen and obey your commands they can go to a forever home and be loving dogs.

Harry Redman, 15232 Shannondale Road, Purcellville, VA, stated that he lives next door to the applicants. He said he has never had a sleepless night and he has lived there for over two years. He said that during the day if someone approaches their fence or feel threatened they will bark. He said he has never deemed their barking to be excessive and there has never been a time where he felt the need to call and complain. He said the road that he lives on is a dead end road and there has never been traffic on the road where it has

created any problems. He said regarding property values the applicants lived there before we moved there and were already running 3 Dog Farm and we had no issues about moving in. He said from a general neighbor perspective when they moved in Gina and Mike welcomed us and offered their assistance in any way and I would consider them good Samaritans.

Teresa Miller Welch, 1430 Old Winchester Road, Boyce, VA, she said she lives across the street from this proposal. She said she just learned that they have only had two complaints in nine years and she was impressed until she found out they only had three rescue dogs. She stated that the Great Pyrenees Rescue which Ms. Schaecher is the secretary has a web site and on the website it states that the Great Pyrenees is probably the most powerful dog in existence. She remarked that further down it states when considering adopting a Great Pyrenees can you and your neighbors tolerate barking. She stated that it also states that all Great Pyrenees bark and because of this there they are given away and put into kennels. She also stated that if Great Pyrenees are not corrected of barking at a young age it can become a habit and is the number one reason they are given away as adults. She explained that the Great Pyrenees consider their territory as far as they can see. She said if this proposal is going to be sitting on the knoll at the highest point in our area she considers this will be a beacon for the dogs to be able to see and for all of us to hear. She said that she feels this will have an impact on five homes within approximately 1500 feet. She said the web site also asks if the Great Pyrenees is the right dog for you. She stated that the answer is no and that it is not the right dog for this neighborhood.

Bruce Welch, 1430 Old Winchester Road, Boyce, VA, stated that he lives directly across from this proposed request. He stated that he is a veterinarian and that he does not intend to disparage any breed of dog and any kind of kennel. He said his issue is how it is going to be done and the unknown thereof. He said this is a small rural community and a facility such as this would be a wonderful idea but not in this neighborhood. He said he feels it should be in a type of business zoning. He said the types of things they are talking about doing is a great idea but it would be better in an area that does not have homes so close to the facility. He said he loves dogs and has dedicated his life to animals. He explained that this is a great project but he just feels this is not the right place for this facility.

Robert Sell, 1321 Old Winchester Road, Boyce, VA, stated that he is an adjoining property owner. He said he speaks in opposition of this request. He said the septic system designed for a one bedroom home and commercial kennel has a capacity of 500 gallons a day. He said daily requirements, training classes, special events, fund raisers, and commercial traffic could easily exceed the designed capacity. He stated that well pollution due to the failure of this system which is located on a higher elevation than our well which serves the house is a concern due to the large amount of limestone and karst geology of the land. He stated that the location of the well on this site causes him to wonder if this site and our well which is shallow could be drawing from the same underground stream. He said that water requirements for a forty dog kennel which may or may not be at capacity could adversely cause the wells to go dry. He stated that the safety of their livestock is another concern because dogs roaming loose can cause a lot of damage. He said there is a large number of livestock in this neighborhood. He stated that there are also children in this neighborhood and their safety and security is important. He said that that if just one dog escapes from the kennel and harming a child or an adult should be a concern to all of us and not be allowed in a residential community. He respectively asks that the Commission not approve a Special Use Permit for this kennel.

Elizabeth Sell, 1321 Old Winchester Road, Boyce, VA, stated that she is an adjoining property owner. She said her family has owned their property for seventy years. She stated that she is speaking in opposition of this proposal. She said that as you are aware Clarke County is a very strong advocate of Conservation

Easement programs and this property is held in an easement program. She stated if the goal is to preserve and protect open space, forest and farm land she questions whether a commercial dog kennel is a compatible fit. She said that for this property located in an agricultural open-space conservation zone as it does not relate to agricultural business activities. She said that dogs are not defined as agricultural livestock in the Code of Virginia. She stated that the site location is on the most desirable site for agriculture production. She expressed that approving this proposal would be setting a dangerous precedent how would you be protecting open space and farm land by allowing a commercial kennel business to be located on property in easement. She stated that the easement program is being devoured. She said information given by publicly and privately has been misleading, evasive, and disingenuous and this causes me to be skeptical and distrustful. She said there are more things they do not know than they know. She knows because of the potential of well pollution, a dry well, damage to our livestock, noise, fund raising events, and property devaluation. She stated that this commercial dog kennel is not a proper fit for our residential/agricultural community. She said her biggest concern is this facility may not survive and we will be left living next to an abandoned, deteriorating dog kennel. She stated that this kennel is neither needed nor wanted and will not be a welcome addition as a neighbor. She respectfully requests that you do not approve this application for a Special Use Permit.

A. R. Dunning, Jr., 1253 Ginns Road, Boyce, VA, he said he is a dog lover like everyone else in this room. He said that we have turned down the most recent dog kennel in this County because 95% of the people were against it. He said that the big item was value. He stated that a lot of people out here have 60% to 70% of their assets are wrapped up in their homes and if you give them 20% to 25% float from the kennel its hurts. He said the noise factor is no question it will be there. He said he has a dog and he makes a lot of noise too. He stated that the long and short of it is we have to protect the people that live in this community and if 95% of them are against it would be hard for a politician to go for it.

Cindy Anderson, 2746 Springsbury Road, Berryville, VA, she stated that she would like to point out that Gina Schaecher is her client and she is also her friend. She said that she has become involved with them because she became my client first. She said that she lives on Springsbury Road and I have five acres and the Blue Ridge Hunt comes through my property. She said that she has a Blood Hound and a Golden Retriever and a fenced in back yard. She remarked that when the Hunt comes across she haves about twenty-five hounds that come through her property and about fifteen horses with riders and a horn. She said we all sit on my back deck and watch them go through and at no point does she call and complain about them. She said they are her neighbors and they like what they do and I like what I do. She said that this proposal is on ninety-one acres in Clarke County and only three acres will pertain to the kennel. She said that everyone is calling it a commercial kennel. She stated that it is a kennel to house dogs that will be rehabilitated so that they are not put down. She said it is called a kennel because in Clarke County if you have dogs that are not yours and if they spend the night in your presence you have to have a kennel permit. She stated if that were not the case it would be called something else. She said the applicants are good people and that Clarke County is a good County. She said the County has had a lot of changes, some good and some not so good. She stated that nobody likes change and nobody like the unknown. She said you can not make everyone happy and when you try to change your plan to accommodate everybody and when little things comes at you it appears you have a moving target when in reality you are just trying to make everybody happy.

Matt Hoff, 278 Ginns Road, Boyce, VA, he said that my family and I have owned property adjoining this proposed request for over seventy years. He said he is here today to speak in opposition of this request. He said that after speaking with two real estate agents I have been assured that by granting a Special Use Permit

for this kennel will devalue the fair market prices of adjoining properties thereby creating an impact to the financial well-being of their neighbors. He said that although this property appears to be rural there are twenty-five residences living within a half of mile of the proposed site. He stated that dog noise, lighting and security are all major concerns that must be addressed since there will be only limited staff at the facility. He said that he is also concerned about the increase of commercial traffic on Old Winchester Road which I would like to remind you is a Virginia Scenic By-Way with numerous blind hills. He stated that large pump and haul trucks removing dog waste, fund raisers, employee traffic, dog adoption traffic, are all recipes for increased motor vehicle accidents with the possibility of injury and loss of life. He said there are more unknowns than there are knowns about this proposed facility. He said he feels the applicant has changed her position on numerous issues of concern throughout this process which leaves me suspicious and skeptical about the success of this business and the applicants' real intent. He said the most important concern is allowing a commercial kennel animal shelter in AOC zoned land is a dangerous precedent to allow because it is clearly not keeping within the Clarke County Comprehensive Plan with regards in keeping with the preservation of agricultural production open space land since dogs by definition are not considered agricultural livestock. He remarked that this kennel is not a welcome addition to this residential area. He said that he urges the Commission not to recommend this request.

Danielle Donohue, 165 Bellevue Lane, Boyce VA, stated that she and her husband are neighbors of this proposal. She said that she speaks for her and her husband and they oppose this proposal. She remarked that the two biggest reasons for this opposition is their two children. She explained that they walk and play in this area every day. She said that their children's safety is their utmost concern and they chose this area to live because of the distance from dangerous traffic and the area if agricultural in nature and its unspoiled peace. She said that the proposal is to rescues dogs and to rehabilitate them. She feels she does not believe multiple dogs with behavioral issues should be housed in a residential area. She stated that in all communications with the applicant it was said that there would be twenty dogs not forty-three dogs. She stated that the daily comings and goings of staff, volunteers and customers will undoubtedly deteriorate our private lane. She remarked that the Commission will hear from people that are in favor of this request but do not live in the area and will not be impacted by this proposal and exposed to the dogs living just beyond their front yard. She stated that the applicant encouraged residents to contact the County Government and tell them that this proposal is good for the community and the animals. She said she finds no aspect of this proposal to be good for my neighbors and me and nor do I think that a kennel charges \$75.00 for a dog to stay the night is useful for the average resident. She asked the Commission to please protect our neighborhood that we call home.

Diane Senyitko, 918 Morning Star Lane, Boyce, VA, stated she that she lives behind the site of the proposed kennel. She asked the Commission not to approve this request for a proposed dog kennel located in the middle of our peaceful neighborhood. She said that dogs are not livestock and kennels are not home. She stated that a commercial dog kennel does not belong in a residential farming community. She stated that the precedent this will set could be a challenge to current zoning and zoning in the future.

Suzanne Boag, 204 Hermitage Boulevard, Berryville, VA, she said she moved to Clarke County ten years ago and one of the things she has learned to love is the steadfast refusal not to cave to urban sprawl and commercialization. She said she cannot understand why Clarke County would allow a commercial kennel operation in the midst of a quiet farming community. She stated that she sees no benefit and the reasons are countless, noise, traffic, waste removal, etc. She remarked that an operation like this does not belong in an area like this and will also the drop in property value to the neighbors in this community. She stated it takes people to control sprawl and she urges the Commission to vote no. She said let's not

Loudoun Clarke.

Alain Borel, 692 Old Winchester Road, Boyce, VA 22620, he stated that he has a Special Use Permit for a B & B which has been established for about fifteen years. He said he is very much against this proposal moving into his neighborhood which is about one half of a mile away. He stated that his neighbor that lives across the street from him has a Great Pyrenees. He said that his neighbor is very nice and the dog is really beautiful but he barks all the time like two to three hours in a row. He remarked that he is aware that the applicant is planning on closing at 9:00 p.m. but from 6:00 a.m. or 7:00 a.m. until 9:00 p.m. all you will hear are those dogs barking. He said it is really annoying when he cannot sit on his back deck because of the dogs barking. He said he moved here thirty-three years ago and he follows the rules of Clarke County and I believe in Clarke County. He stated that once these dogs start barking every dog in the neighborhood will start barking. He said he does not think this is what we need in Clarke County.

Bob Yanniello, 1308 Old Winchester Road, Boyce, VA, he stated that he is opposed to this plan. He said he has lived in Clarke County for about thirty years. He remarked that he has lived at his current address for twenty-two years which is directly north of Robert and Elizabeth Sell and the proposed property for the kennel. He said he did something similar to this about seventeen years ago when he wanted to put in a business in the County. He said that it passed but the neighbors did not want the business in Clarke County. He stated he decided to move the business to Frederick County and everything worked out fine.

Jimmy Hill, 1776 Old Winchester Road, Boyce, VA, he stated that he and his wife live in the area on eight-eight acres. He remarked that the problem with speaking at a public hearing is being one of the later citizens to speak and everyone has already said what he was going to say. He said that in listening to all the citizen comments it seems that the overwhelming sentiment is that this is going to radically change the character of that neighborhood. He said that they moved to this area because it is rural but not isolated as they are in a neighborhood. He said that he is opposed to this proposal and thinks it would be a mistake and he hope the Commission the Commissioners vote against it.

Lori White, 147 Peyton Road, Sterling, VA, she said that she knows the applicant on a professional basis. She stated that she has taken her dog to 3 Dog Farm on dozens of occasions for daycare and when I have gone on vacation. She said her dog which is about twenty-three pounds fit right in with her Pyr Pack after Ms. Schaecher's careful introduction. She stated that her dog's favorite place besides being with her is 3 Dog Farm playing with the big boys. He always comes home content and exhausted and with a goody bag. She remarked that in all the many times she has taken her dog there she has never heard or seen any crazed barking dogs. She explained that everything is always in control and it is always because of the management and the trainers that Ms. Schaecher has hired and the dogs are very happy. She spoke on a personal level stating that she has known Ms. Schaecher for five years and she has put her heart and soul into these animals and this project. She said you will not find anyone with a bigger heart that is willing to give everything for the welfare of the animals. She explained that she feels that this project deserves to move forward and the community will be well served by it.

Betsy Hill, 1776 Old Winchester Road, Boyce, VA, she said that her property is about one half a mile across the road from the proposed site. She stated that she is opposed to this request. She said some of the reasons are the noise caused by the dogs barking and also the increased traffic it will cause. She said when we first moved to Clarke County in 1996 they lived on a farm in White Post and there was an animal rescue type shelter near there. She said there lived there for seven months and at the time we had two rescue dogs that were outside and when the dogs would bark at the shelter our dogs would start barking.

She said that we moved here for the rural peaceful life of the neighborhood.

Barbara Byrd, 3836 Lord Fairfax Highway, Berryville, VA, she stated that she is speaking as a Director of the Clarke County Humane Foundation. She said when we were permitted to construct the Clarke County Animal Shelter on our ten acres we were recommended by the Planning Commission or the Planners to build a totally enclosed shelter. She said that means no outside runs or exercise yards. She said that the dogs were only allowed outside the shelter on a leash with a handler for walking. She stated that we did follow this through and spent a lot of money on this shelter. She said it is a very well done shelter that the State Veterinarian holds very high as a wonderful example of a private shelter that we lease to the County for \$1.00 a year. She said we completed this shelter with radiant heat in the floors so the dogs would be warm in the winter time. She stated that we put air conditioning in there because it had to be enclosed. She said we put special noise reduction features up in the ceiling and all around. She stated we did have one modification and that was a small concrete pen behind the shelter. She said that dogs are allowed one at a time while their runs are being cleaned and that had to be resurfaced because the State Veterinarian said it was too rough for the dogs' feet. She stated that it is still concrete so it can be maintained in a sanitary manner. She said she has one question for the Commission and that is what has changed.

Rod DeArment, 409 Bellevue Lane, Boyce, VA, stated that he strongly opposes this request. He urges the Commission to make a negative recommendation to the Board of Supervisors. He said that in considering this application the Commission must determine whether the project is detrimental to the public health, safety and general welfare. He said based on the testimony this morning the Commission has ample record to determine that the project is detrimental in all three categories. He said that while he is concerned about all three categories I would like to focus on the grave danger that adding commercial traffic to Bellevue Lane. He stated that Bellevue Lane was originally an internal farm road. He said it was only slightly improved when the farm was subdivided. He stated that it is a one lane gravel road intended to serve only a few residents. He stated that on the rare occasion that one encounters another car one of the drivers has to pull over. He said that on much of the road there is a drop off and it makes it difficult. He stated that by dumping a significant amount of commercial traffic on this lane causes a serious safety risk. He said he believes this proposal should be denied but if it does move forward it should be approved with conditions. He feels the entrance for the proposal should be moved to the beginning of Bellevue and that the covenant holders can meet with the applicant to review these covenants before the next meeting. He submitted for the record a petition signed by neighboring residents against this proposal.

Peggy Bowers, 8604 Mount Zephyr, Alexandria, VA, stated that she has been friends with Ms. Schaecher for about eleven years. She said that she and Ms. Schaecher share a passion for dogs and rescue. She said that Ms. Schaecher has always been a responsible rescuers and pet owner and more than that a responsible neighbor. She said that she has spent many weekends at 3 Dog Farm with her dogs; maybe a couple of rescues and Ms. Schaecher's pack of six and it has only been quiet and peaceful. She said that as rescuers it is our responsibility to be good neighbors and to open the hearts and minds of those who adopt. She stated that the last thing Ms. Schaecher wants to do is alienate any of her neighbors.

David Plummer, 8604 Mount Zephyr, Alexandria, VA, he stated he is married to Peggy Bowers. He said that have known Mr. and Mrs. Schaecher for over a decade. He said that they have collaborated with them on many events such as the Canine Carnival. He stated that he appreciates all the concerns and comments

that have been brought up by the neighbors. He said there is always a lot of concern in an unknown situation and what you are getting into. He spoke of a similar situation in which he works with Lost Dog and Cat Rescue Foundation in Sumerduck, Virginia. He said that it is a true kennel facility and they have about one hundred twenty dogs. He said that they followed the rules as they are in a similar rural residential area in Sumerduck. He said followed the rules, they put in buffers and fencing and anything that they asked them to do to meet the requirements. He said now everyone is happy and at the end of the day there are no complaints and everyone gets along. He said he is testifying in favor of this request.

James and Dot Royston, residents in the area provided a letter of opposition for this request. Sharon Carroll sent an e-mail supporting this request. David and Susan Jones, King George, VA sent an e-mail supporting the request. Margaret Hosteler, 652 Tub Mill Run Road, West Salisbury, PA sent an e-mail supporting the request.

Commissioner McFillen asked Mr. Stidham about the 100 day rule.

Mr. Stidham stated that he had spoken to Bob Mitchell, County Attorney and he advised that the Planning Commission has 100 days to review a request before the Commission has to do a recommendation to the Board of Supervisors. He said the actual starting date for the proposal would be the first meeting the Planning Commission heard this request which would have been on September 6, 2013. He said based on that time frame it would bring the time date to December 15, 2013 and that means it would allow the Commission to hear it at the next regular meeting of the Commission on December 6, 2013.

There being no further public comments, Chair Ohrstrom called for a motion.

The Commission voted to defer action on the Special Use Permit and Site Plan and continue the public hearing for one month until the December 6, 2013 Planning Commission meeting for review of the following technical issues and special use permit for the following reasons:

1. Outdoor lighting;
2. Landscaping details
3. Sound-proofing design for kennel building;
4. Details of special events;
5. Details concerning condition #9; and
6. Details of training classes for humans, including septic concerns.

Yes: Bouffault (moved), Brumback, Caldwell (seconded), Kreider, Kruhm, McFillen, Ohrstrom, and Turkel

No: Steinmetz

Absent: Staelin

Abstained: Nelson

Commissioner Nelson returned to the meeting.

Board/Committee Reports

Board of Supervisors (John Staelin)

Mr. Stidham stated that the public hearing has been set for the Text Amendment regarding maximum lot size exceptions and they have set a Comprehensive/Transportation workshop meeting for November 13,

2013 at 7:00 p.m. for November 19, 2013 and hopefully they will go over any issues they may have and the public hearing can be set for both at their next regular meeting on November 19, 2013.

Sanitary Authority (John Staelin)

No report.

Board of Septic & Well Appeals (John Staelin)

No report.

Board of Zoning Appeals (Anne Caldwell)

No report.

Historic Preservation Commission (Douglas Kruhm)

Commissioner Kruhm wanted to remind everyone that we have two meetings coming up. He said one is November 6, 2013 at 7:00 p.m. which will be to review the Chapel Historic District and the regular meeting of the Historic Preservation Commission is scheduled for November 21, 2013 at 4:00 p.m.

Conservation Easement Authority (George Ohrstrom, II)

Commissioner Ohrstrom said we have closed on several big easements and we are very happy about that. He said we continue to preserve property at a steadfast rate.

Other Business

Chair Ohrstrom asked who would like to be on the Economic Development Committee. He stated that Commissioner Steinmetz said he would come when he could. Commissioner Bouffault said she would like to be on the Committee. Commissioner Caldwell stated that Commissioner McFillen wants to be on it and Commissioner Staelin will be on the Committee as the Board Liaison. Mr. Russell said citizens for the EDAC are John Milleson, Bryan Conrad and Christy Dunkle, and other members of Staff and Chair Ohrstrom said he would attend come when he can.

There being no further business to discuss the meeting was adjourned at 11:58 a.m.

George L. Ohrstrom, II, Chair

Brandon Stidham, Director of Planning

Minutes prepared by Debbie Bean, Recording Secretary



Clarke County Planning Department
101 Chalmers Court, Suite B
Berryville, Virginia 22611
(540) 955-5132

TO: Board of Supervisors

FROM: Brandon Stidham, Planning Director
Jesse Russell, Zoning Administrator

RE: Shenandoah University Request to Revoke Special Use Permit (SUP) for Virginia National Golf Course

DATE: December 9, 2013

Attached for your consideration and action is a request from Shenandoah University requesting that the special use permit for the former Virginia National Golf Course be revoked. The properties are identified as Tax Map Parcels 17A1A1B and 17A1A1C and zoned Rural Residential.

Shenandoah University is the recipient of a gift of property from the National Civil War Battlefield Trust. Under this agreement between the Trust and Shenandoah University, the property cannot be used commercial purposes including golf courses. The golf course was discontinued over 1 year ago and Shenandoah University has no plans to continue the golf course operation. Since the property can no longer be used as a golf course and must remain as a preserved battlefield (Battle of Cool Spring) along with limited educational uses under the terms of the aforementioned agreement, the special use permit would no longer apply to the current owners and it would not be appropriate for the County to continue honoring the special use permit.

The Board of Supervisors has the authority revoke any special use permit where the use has been discontinued for one year or more per Zoning Ordinance Section 5-C. Procedurally, the Board must first pass a resolution to revoke the special use permit and forward their request to the Planning Commission for their recommendation back to the Board. A draft resolution has been included with this memo, along with a letter from Shenandoah University requesting the Board to revoke the special use permit.

Please let us know if you have questions or concerns in advance of the meeting.



SHENANDOAH[™]
UNIVERSITY

November 14, 2013

Mr. David Ash, Clerk
Clark County Board of Supervisors
101 Chalmers Court
Berryville, VA 22611

Dear Mr. Ash:

Shenandoah University requests the revocation of Special Use Permits #89-01 and #99-04 for the Virginia National Golf Course. Thank you for your consideration.

Yours sincerely,

Adrienne G. Bloss, Ph.D.
Vice President for Academic Affairs

c: Richard Shickle, Vice President for Administration & Finance
Calvin Allen, Associate Vice President for Academic Affairs & dean
of the College of Arts & Sciences

AGB/jh

DRAFT

Resolution to Revoke the Special Use Permit for the Former Virginia National Golf Course Zoned Rural Residential (RR), Tax Map Parcels 17A1A1B and 17A1A1C

Whereas, the properties identified as Tax Map Parcels 17A1A1B and 17A1A1C were used as a golf course and was approved by a special use permit; and,

Whereas, the golf course is no longer in operation and has been discontinued for over 1 year; and,

Whereas, County Zoning Ordinance section 5-C allows for the Board of Supervisors to revoke a special use permit if it has been discontinued for one year; and,

Whereas, the properties have been purchased by the National Civil War Battlefield Trust and gifted to Shenandoah University; and,

Whereas, Shenandoah University desires that the special use permit allowing for a golf course be revoked.

Therefore, it is hereby determined by the Board that the revocation of the special use permit for a golf course on the subject property be referred to the Planning Commission for a recommendation.



County of Clarke
David Ash, County Administrator

To: Board of Supervisors

Date: December 17, 2013

Special Event Permit Application: Blue Ridge Hunt Point to Point

Applicant: Brian Ferrell, Blue Ridge Hunt

Medium Event: 750 persons attending

Date: Multi-year – March 8, 2014, March 2015, March 2016

History: Board of Supervisors approval of previous 3-Year application on February 15, 2011.

Staff Recommendation: Approve multi-year application with the following conditions: Annual communication to County Administration of:

- The event date, as well as the event date if rescheduled.
- Event coordinator contact name, telephone number and email address.

Responses Received from:	Outstanding Items:
<ul style="list-style-type: none">✓ Building Official✓ Clarke County Sheriff's Office✓ Virginia State Police <p>Email Notice December 3 [<i>Due December 18</i>]: § 57.6. Action on application. <i>The public agency shall respond with comments and/or agency approval within 15 calendar days. Failure to respond within 15 calendar days shall be deemed approval by the agency.</i></p> <ul style="list-style-type: none">✓ Enders Volunteer Fire & Rescue Company✓ Virginia Department of Health – Clarke County✓ Virginia Department of Transportation	<ul style="list-style-type: none">✓ None



**County of Clarke
Special Event Permit Application
Code of Clarke County Chapter 57**

Blue Ridge Hunt Point to Point
Name of Event

Woodley Farm, Briggs Rd
Location of Event

Blue Ridge Hunt
Applicant Name and Organization if applicable [Please Print]

P.O. Box 96, Boyce Va 22620
Applicant/Organization Address [Please Print]

540-837-1338 Telephone No. Fax No. Email Address

Date[s]: March 8, 2014 Event No.: 1
Snow date possibly Apr/May If submitting application for multiple events, please number [1, 2, 3, etc.]

Estimate the number of Attendees (Maximum expected) 750
Total expected over entire timeframe, not the maximum at any one time. When calculating the number of persons attending an event, Code 57-2: Persons Attending an Event – The number of participants and spectators that is the cumulative total number of people entering the site of a Special Event on an Event Day. For Events with multiple consecutive Event Days, the Day with the greatest number of persons attending shall be used to determine whether an Event is Small, Medium, or Large.

Special Event Type and Permit Fees

- Yes No Multiple Events: Note: Multiple Event applications for special event permits may be submitted together for a single parcel of property.
- Yes No Multiple Year [3-Year Limit – Current Year plus two]: Note: No application for a special event may be filed more than one year before an event is to be held or before the first Event Day for applications for multiple special event permits, except for an application for a special event that is substantially the same as a special event that has been previously approved and conducted.

For Multiple Years

1. For a previously approved multi-year event, any change in the size, scope, date, location or change in ownership of property or management of the event constitutes cause for review. There is a \$100 Fee for review.
2. Applicants approved for more than a single event shall be required to sign an agreement prepared by the County attorney agreeing to the conditions set forth and further agreeing to provide the County Administrator with written notice, not less than 30 days in advance of each subsequent event that contains the names and current contact numbers of all:
 - Event management personnel,
 - Vendors,
 - Caterers,
 - Public safety providers, and/or
 - Contracted services

Yes No Has this/these event[s] been previously approved by the Board of Supervisors?



County of Clarke
Application Special Event Permit
Code of Clarke County Chapter 57

RECEIVED NOV 25 2013

Section I Determination: Permit is required for any assembly, attraction, ceremony, event, festival, gathering, circus, carnival, or show at which rides, games, competitions, attractions, music, dance, or other performing arts are engaged in by participants or provided as entertainment by professional or amateur performers or by prerecorded means that meet the following criteria:

Question	Yes	No	Action
A. Does it occur within the corporate limits of the Town of Berryville or the Town of Boyce or the Berryville Annexation Area?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	If yes, permit not required by Clarke County. Check with the appropriate local government.
B. Is it to be held on property owned by the United States of America, the Commonwealth of Virginia, or the County of Clarke, or in a permanent enclosed structure?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	If yes, permit not required by Clarke County. Check with the appropriate governmental agency to ensure compliance with its rules and regulations.
C. Is it to be held on a private parcel of land fewer than six acres?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	If yes, event is not allowed on parcels of fewer than six acres.
D. Is the function planned for fewer than 150 people?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	If yes, A permit shall not be required for an assembly with less than 150 persons attending the event on a parcel of 6 or more acres (or adjoining parcels with the same owner that have a total area of six or more acres).
E. Does it involve the raising, charging, donating or re-couping of funds?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	If no, special event permit is not required.

Note: Such an assembly shall not include demonstrations, parades, rallies, marches, or picketing activities.

If you answered No to all questions A, B, C, D, and Yes to question E, a special event permit application is required. Use Special Event Permit Application Form F1211-01B

Type	Event	No. Events In Application	Fee
<input type="checkbox"/>	Small Special Event – Special Events for 150 to 499 persons attending five [5] or fewer event days per calendar year.	One [1] Event Application Two [2] or More Events In An Application Up to Five [5]	\$100 \$100 1st Event Application \$50 Each Event 2-5 / Each Year 2-3
<input type="checkbox"/>	Medium Special Event – Special Events for <u>150 to 499</u> persons attending with <u>six [6] or more event days</u> in a calendar year.	One [1] Event in Application Two [2] or More Events In An Application	\$100 \$100 1st Event Application \$50 Each Event 2-9 / Each Year 2-3 + Cost of Public Hearing Notice
<input checked="" type="checkbox"/>	Medium Special Event – Special Events for <u>500 to 999</u> persons attending	Each Event Application	\$250 \$100 Each Year 2-3 + Cost of Public Hearing Notice
<input type="checkbox"/>	Large Special Event – Special Events of 1000 or more persons attending an event.	Each Event Application	\$500 \$100 Each Year 2-3 + Cost of Public Hearing Notice

Instructions and Notes:

- ✓ Make checks payable to Clarke County Treasurer.
- ✓ Attach check or receipt from the Treasurer with this form and include with application. If submitting for two or more events, attach to first event application only.
- ✓ Payment of the Special Event Permit Fee shall not eliminate or substitute for any requirement for any business license or any other permit(s) that may be required by any federal, state, or local statutes, ordinances, rules, or regulations. Applicants are responsible for insuring that all such permits, licenses, and certificates are obtained from the appropriate authority.
- ✓ Fees paid are non-refundable and not transferable to other activities
- ✓ An application for a Small Special Event shall be submitted at least 30 calendar days before the date of the Event to allow for review of the application.
- ✓ An application for a Medium or Large Special event shall be submitted at least 120 calendar days before the date of the Event in order to allow for review of the application.

§ 57-4 Scaled Drawing

- Medium and Large Events – attach drawing depicting the following: Small Event: Not required.
- (a) The areas for performances or activities and for grandstands or seats, showing the location of all aisles for pedestrian travel and other crowd-control measures.
 - (b) All physical facilities existing or to be constructed on the premises, including, but not limited to, fences, ticket booths, grandstands, and stages.

- (c) The location, capacity, and nature of all temporary lighting, sound, and public address facilities.
- (d) The location, capacity, and nature of all temporary water, toilet, and all other public health-related facilities.
- (e) Vehicle ingress, egress, and parking plan, to include emergency vehicle access.

§ 57.7. Special Event Requirements

All Special Events shall comply with the following terms, conditions, and requirements, unless express exception is requested and granted in any permit issued. The Administrator may waive any of the following for Small Special Events based on circumstances unique to the proposed event.

Instructions: Answer all the following. Enter NA if you do not think issue is applicable. If completing the form on a computer place your answers in the blanks provided. If completing the form manually, attach a separate piece of paper and answer the questions in order.

Note: Application is complete only when the applicant has provided all applicable approvals to County Administration.

General Information:

a) Event hours. Unless specifically approved by the reviewing entity, no stage presentation, music, dance, or other performance or activity shall take place at a special event between the hours of 12:00 am and 7:00 am.

Date(s) and time(s) of the event: _____

If multiple days, which day do you anticipate to have the highest attendance and an estimate of attendance: _____

b) Admission regulated. The applicant shall regulate admission by ticket or other means acceptable to the County, so as to insure that the number of persons attending an event does not exceed the number allowed by terms of the permit. Copy of Ticket or badge of admission Attached **OR**

Statement of the plan for controlling admission to the event: _____

c) Limits to attendance. The applicant shall not sell, give, or distribute a greater number of tickets than the number that the permit allows to attend. The applicant shall not admit any persons to an outdoor event if such admission would result in a greater number of persons present than allowed by the permit. Total number of tickets to be offered for sale: _____

p) Liability insurance. The applicant shall provide evidence of adequate liability insurance. A certificate of insurance providing coverage in an amount of at least \$1 million dollars, naming the County of Clarke as an additional insured, and showing the date(s) of the event, shall have been received by the Administrator before an application is approved.

Certificate of insurance attached. No Yes

r) Permission for Entry. F1211-06D Attached. The applicant shall provide written permission for the Administrator, designee, all duly constituted law enforcement officers to enter the property at any time during the Special Event to determine compliance with the approved permit and the provisions of this chapter.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
11/13/2013

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Moore, Clemens & Company, Inc. 101 West Market Street P.O. Box 430 Leesburg VA 20178	CONTACT NAME: PHONE (A/C, No, Ext): 703.777.1275 E-MAIL ADDRESS: PRODUCER CUSTOMER ID #: INSURER(S) AFFORDING COVERAGE NAIC #
	FAX (A/C, No): 703.771.1407
INSURED The Blue Ridge Hunt PO Box 96 Boyce VA 22620	INSURER A: CINCINNATI SURPLUS INSURER B: CINCINNATI INS. CO. INSURER C: TRAVELERS INSURER D: INSURER E: INSURER F:

COVERAGES **CERTIFICATE NUMBER:** Master **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY		CSU0019868	06/25/2012	06/25/2013	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY			06/25/2013	06/25/2014	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	X				MED EXP (Any one person) \$ excluded
	GEN'L AGGREGATE LIMIT APPLIES PER:					PERSONAL & ADV INJURY \$ 1,000,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC					GENERAL AGGREGATE \$ 3,000,000
						PRODUCTS - COMP/OP AGG \$ 3,000,000
						\$
B	AUTOMOBILE LIABILITY		EBA 008 7305	07/01/2012	07/01/2013	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input checked="" type="checkbox"/> ANY AUTO			07/01/2013	07/01/2014	BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS					BODILY INJURY (Per accident) \$
	<input checked="" type="checkbox"/> HIRED AUTOS					PROPERTY DAMAGE (Per accident) \$
	<input checked="" type="checkbox"/> NON-OWNED AUTOS					\$
						\$
						\$
B	UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB	<input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE	XS 116 87 21	06/25/2012	06/25/2013	EACH OCCURRENCE \$ 2,000,000
				06/25/2013	06/25/2014	AGGREGATE \$ 2,000,000
	<input checked="" type="checkbox"/> DEDUCTIBLE RETENTION \$ 0					\$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	Y/N <input type="checkbox"/>	6KUB4947824	12/12/2012	12/12/2013	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	N/A		12/12/2013	12/12/2014	E.L. EACH ACCIDENT \$ 500,000
	If yes, describe under DESCRIPTION OF OPERATIONS below					E.L. DISEASE - EA EMPLOYEE \$ 500,000
						E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
Additional insured: Clarke County

CERTIFICATE HOLDER Clarke County 101 Chalmers Court Berryville, VA 22611	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE Michael Morris, CIC

Description of Event

Point-to-Point races (Steeplechase Races)

Special Event Requirements

- a. ~~Event date and Hours: March 6, 2014~~ ^{March 20/14} - gates open from 11:00 AM to 5:00 PM. Snow date will likely be in April. ^{or May}
- b. **Admission:** Most of the parking places will be sold in advance. The number of general admission entries will be controlled by gatekeepers.
- c. **Limits of Attendance:** Some of the people who buy tickets do so to support the Hunt. Those people never plan on attending the races. This event has been conducted for over 50 years. March is a tough month to get a wide audience for an outdoor event. Recent history indicates that no more than 750 will show up.
- d. **Water Supply:** Many attendees will bring "tailgate" refreshments. No food preparation will take place on the grounds.
- e. **Toilet/Lavatory Facilities:** 12 portable toilets will be provided.
- f. **Waste Management:** Fifty 40 gallon temporary garbage bins will be emptied into a dumpster. A clean up crew will police up the area the day after the event.
- g. **Medical Facilities:** Two ambulances (Benders + Valley Health) will be onsite and a doctor will be on call.
- h. **Fire Protection:** Not applicable
- i. **Traffic and Parking Control:** All parking will be contained on the farm. Ingress and Egress will be through the main farm entrance off of Briggs Rd. That entrance is less than a mile from a primary highway (Rt. 340).
- j. **Security:** Not applicable
- k. **Food and Beverage:** All food will be brought in by the spectators. Alcohol will not be sold on site or distributed by the organizers.
- l. **Illustrations:** There will be no outdoor lighting.
- m. **Temporary structures:** None
- n. **Sound:** A public address system will be used.
- o. **Communication systems:** None required. There is good cell phone coverage at the site.

- p. **Liability Insurance:** Provided
- q. **Setbacks:** All activities will be several hundred feet from the property line.
- r. **Permission for entry:** See attached form.
- s. **Other laws and rules:** Applicant agrees to comply with all federal, state and local laws, ordinances and regulations.
- t. **Necessary Safety Services:** Applicant agrees to provide any services called for by public agencies.

December 30,2010

Dear

This letter is to advise you as an adjoining property owner that the Blue Ridge Hunt is making an application to the County of Clarke for our annual point to point races to be held:

**Saturday March12, 2011 from 11am until 6pm
Woodley Farm,590 Briggs road
Blue Ridge Hunt Point to Point, horse races over timber, hurdles and on the flat**

If you have any questions, concerns or would like to view the full text applications please contact:

**Blue Ridge Hunt Point to Point
PO Box 96
Boyce,Va 22620
icstimp@yahoo.com
540 247 6123**

If you are unable to reach us you may contact the County Administrator at 540 955-5175

Thank you,

Blue Ridge Hunt Point to Point committee

Neighbors of Woodley for Pt to Pt permit

Joseph Henderson	PO Box 797	Berryville	
Gene Bowers	6239 Lord Fairfax Hwy	Berryville	
Lila Woodley			
Bonnie Snyder	6 Bel Voi Dr	Berryville	
Joe Lelech	41 Lanham La	Berryville	
Watkins Wm B	1600 Briggs Rd	Berryville	
Lilly David	34 Lime Marl La	Berryville	
Hamilton Thomas	9118 Coronado Terr	Fairfax Va	22031
Estep Hugh	202 N Loudon St	Winchester	22601
Collins Wanda	620 Briggs Rd	Berryville	
Garrison Lawrence	580 Briggs Rd	Berryville	
Estep Marilyn	538 Briggs Rd	Berryville	
Detwiler Daniel	340 Briggs Rd	Berryville	
Boyd Bernard	280 Briggs Rd	Berryville	
Bundy Thomas	180 Briggs Rd	Berryville	
Reuling Frank	494 Llewellyn La	Berryville	
Hahn William	293 Lockes Mill Rd	Berryville	
Wallace Mary	PO Box 189	Millwood	22646

Adjoining Property Owners.

- Attach a copy of the notice sent to all adjoining property owners. [F1211-06C provides an example of the information required in the notice to adjoining property owners] Notice shall be sent to all adjacent property owners on the same date as the application is filed with the Administrator. The address for such owners shall be that found in the records of the Commissioner of the Revenue or, for properties not located in Clarke County, an equivalent source.
- Attach a list of all adjacent property owners, with addresses.

Health Department Notice and Approvals:

Note: The Health Department must approve your plans for the following items. It is best you talk to the Health Department before you submit your plan to ensure it will be approved. Contact: 540-955-1033; 100 North Buckmarsh Street, Berryville, VA 22611

The Event Permit cannot be approved until after the Health Department has approved the plan.

- ✓ Check here if you have submitted your written plan to the Health Department and have their letter of approval attached to your application. Approval attached
- ✓ Check here if you have not submitted your plan to the Health Department. Not attached
Note: County Administration will submit your application to the Health Department for review; however, the Event Permit cannot be approved until after the Health Department has approved the plan.

d) Water supply. The applicant shall provide an ample supply of potable water for drinking and sanitation purposes on the premises of the Special Event by providing to the satisfaction of the Health Department the location and type of water facilities.

Statement of plan for providing water included with application including location and type of water facilities included in plan: _____

e) Toilet and/or lavatory facilities. The applicant shall provide adequate toilet and/or lavatory facilities for sanitation purposes on the premises of the Special Event to the satisfaction of the Health Department.

Statement of plan for providing sanitation facilities included in plan.: _____

f) Waste management. The applicant shall provide for the pickup and removal of refuse, trash, garbage, and rubbish from the site of the event on a daily basis, or more often if required by providing to the satisfaction of the Health Department the plans for pickup and removal of refuse and to clean up the premises and remove all trash and debris there from within 48 hours after the conclusion of the event.

Statement of plan for garbage, trash and sewage disposal included in plan.: _____

k) Food & Beverage. The applicant shall provide for adequate preparation and provision of any food or beverage for consumption during the Special Event to the satisfaction of the Health Department (and the Virginia Alcohol Beverage Control Board, if alcoholic beverages are to be served) with a plan for preparing and providing food and beverages).

Statement of plan to provide adequate preparation and provision of any food or beverage for consumption included in plan. _____

Will alcoholic beverages be served? No Yes If yes:

Virginia Alcohol Beverage Control Board Notice/Approval Date: _____ Approval attached.

Contact: www.abc.virginia.gov; 2901 Hermitage Road, P.O. Box 27491, Richmond, VA 23261

Local Fire & Rescue Company Notice and Approvals

Note: The local Fire & Rescue Company must approve your plans for the following items. It is best you talk to your local Fire and Rescue Company before you submit your plan to ensure it will be approved. Contact your local fire & rescue company. [Blue Ridge, Boyce, John Enders, or Shenandoah Farms]

The Event Permit cannot be approved until after the local fire and rescue company has approved the plan.

- ✓ Check here if you have submitted your written plan to the local fire and rescue company and have their letter of approval attached to your application. Approval attached
- ✓ Check here if you have not submitted your plan to the local fire and rescue company. Note: County Administration will submit your application to the local fire and rescue company for review. Not attached

g) Medical facilities. Adequate on-site medical facilities and emergency medical transport vehicles shall be provided to the satisfaction of the Chief of the Fire and Rescue Company providing service to the location at which the Special Event is to be held.

Statement of plan to provide adequate on-site medical facilities and emergency medical transport vehicles included in plan: _____

h) Fire protection. The applicant shall provide for adequate fire protection to the satisfaction of the Chief of the Fire Department providing service to the location at which the Special Event is to be held.

Statement of plan to provide adequate fire protection included in plan. _____

Sheriff's Notice and Approvals

Note: The Sheriff must approve your plans for the following items. It is best you contact him before you submit your plan to ensure it will be approved. Contact: 540-955-1234; 100 North Church Street, Berryville, VA 22611

The Event Permit cannot be approved until after the Sheriff has approved the plan.

- ✓ Check here if you have submitted your written plan to the Sheriff and have his letter of approval attached to your application. Approval attached

- ✓ Check here if you have not submitted your plan to the Sheriff. Note: County Administration will submit your application to the Sheriff for review. Not attached

i) **Traffic and parking control.** The applicant shall provide for adequate ingress, egress and parking for the Special Event to the satisfaction of the Sheriff, the State Police and the Virginia Department of Transportation.

Statement of plan to provide adequate ingress and egress included in plan. _____

State Police Notice/Approval Date: _____ Approval attached.
Contact: 540-869-2000; 3680 Valley Pike, Winchester, Virginia 22602

Statement of plan to provide traffic Control devices, signage, cones, barricades or other activities to take place within the public right-of-way. _____

VDOT Notice/Approval Date: _____ Approval attached.

j) **Security.** The applicant shall provide adequate on-site security for the entire duration of a Special Event to the satisfaction of the Sheriff with a security plan.

Statement of plan to provide adequate on-site security included in plan. _____

Building Department Notice and Approvals

Note: The Building Department must approve your plans for the following items. It is best you contact the Building Department before you submit your plan to:

- Obtain approval of the actual event; AND
- Apply for any necessary permits and schedule any necessary inspections. *Prior to the event being opened to the public or participants, applicable permits and inspections must be complete. These include, but not limited to: portable lighting, electrical systems, gas systems, tents, portable structures, amusements ride including inflatables and climbing walls. Also, the Building Department inspects emergency vehicle access.*

Contact: 540-955-5112; 101 Chalmers Court, Suite B, Berryville, VA 22611

The Event Permit cannot be approved until after the Building Department has approved the plan.

- ✓ Check here if you have submitted your written plan to the Building Department and have their letter of approval attached to your application. Approval attached
- ✓ Check here if you have not submitted your plan to the Building Department. Not attached
Note: County Administration will submit your application to the Building Department for review; however the applicant is responsible for obtaining any necessary Building Department permits and scheduling any/all inspections.

Building Department Guidelines for Special Events Permits:

The following are issues that need to be described or addressed on special events permit applications:

Tents - Any tent greater than 900 square feet in size will require a Building Permit and inspections prior to the event. Inspection shall be arranged to be done during normal business hours Monday through Friday at least the day prior to the event. The event application should provide diagrams or layouts of the location of the tent(s). All tents shall be fire retardant treated with the appropriate approval label on the tent and shall have a mounted and posted fire extinguisher (5 lb. ABC min.) located in each tent. If the tent is enclosed, it shall have two (2) forms of exit that are labeled and illuminated if the event occurs after daylight. If the event will occur after daylight hours, emergency lighting shall be provided.

Electrical Systems – Any temporary or portable electrical distribution systems shall require an Electrical Permit and inspections prior to the event. All portable or temporary systems shall be Ground Fault Interrupter Circuit (GFIC) protected. Trailer mounted generators shall be provided with ground rods and grounding conductors appropriate for the generator output requirements. All equipment shall be listed and labeled for the application (weather resistant). No portable generators are allowed inside any tents or trailers where persons would normally enter. A description of the electrical distribution system shall be provided with the special event application.

Gas Appliances – All gas appliances including cooking and heating appliances shall be inspected including leak tested prior to the event. No gas cylinders will be allowed inside tents or occupied trailers or structures. All gas cylinders shall be secured in areas not normally used by the public. All gas equipment shall be in good working order and shall meet requirements of the Virginia Fuel Gas Code.

Lighting – Information pertaining to the temporary lighting systems shall be provided with the special event application including output wattage and generation system. Lighting system shall be located not to project excessive lighting off of the premises and not to blind any moving traffic on or of the event property. Any lighting pointing to the property boundary shall be shielded and downcast.

Inspections – Arrangement for inspections shall be scheduled to occur prior to opening of the event during normal business hours between Monday and Friday. Required inspections shall be scheduled at least twenty-four (24) hours prior to the expected inspection. If special times and arrangements are required, prior approval will need to be arranged with the Clarke County Building Department.

l) Lighting/Illumination. If lighting is to be utilized, such lights shall be located, or such shielding devices or other equipment shall be utilized so as to prevent unreasonable glow beyond the property on which the event is located.

Will outdoor lighting be utilized? No Yes

m) Temporary Structures. All necessary building permits shall be obtained before the event occurs for any temporary structures such as tents or amusement rides. Will temporary structures be utilized? No Yes

Type[s] of temporary structures: _____

o) Communication system. If the premises are without adequate communications systems, the applicant shall make arrangements, approved by the County, to provide for substitute, additional, or alternate means of communication with public safety and other government officials.

Will substitute, additional, or alternate means of communication be utilized? No Yes If yes:

Plan for adequate communications systems included with application. _____

p) Necessary Safety Services. The operator of the Special Event shall provide any services necessary to provide appropriate levels of safety over and above what public agencies determine that they are able to provide. Additional Safety Services Required? No Yes If yes:

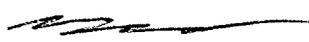
which may be required by any federal, state, or local statutes, ordinances, rules, or regulations. Applicants are responsible for insuring that all such permits, licenses, and certificates are obtained from the appropriate authority.

§ 57.8. Deposit. I am aware that a deposit may be required. As a condition of granting the permit, the Administrator or the Board may require the payment of a deposit to cover anticipated public clean-up costs, law enforcement costs, and/or emergency services costs beyond what is usual and customary. The applicant shall be responsible for such costs in excess of any deposit, and the applicant shall be refunded any portion of a deposit not needed to cover such costs.

§ 57.9. Permit not transferable. I am aware that this permit is not transferable.

§ 57.10. Revocation or suspension of permit. I am aware that this permit may be revoked for suspended A permit issued under the provisions of Chapter 57 may be revoked or suspended by the entity that approved the permit. The Sheriff or his/her designee may temporarily suspend the permit pending consideration, by the entity that approved the permit, of action to revoke or suspend a permit. Such action by the approving entity or the Sheriff or designee may be taken for any of the following reasons:

- a) Any violation of one or more of the requirements or any violation of one or more of the terms and conditions of a permit issued hereunder.
- b) Any material misrepresentation in the application for a permit.
- c) Any change in the ownership of the location of the permitted event, unless there is provided a signed statement from the new owner to confirm that the new owner has given permission for the specific Special Event to be held.
- d) Any material change in the condition of the facilities or ability of contracted organizations to provide required services or equipment.
- e) Any state of emergency, disaster, hazardous weather condition, or other threat to the public health, safety, and welfare that has been declared or is anticipated to occur such that continuation of the event is deemed to be an undue or unnecessary risk to the participants, general public, or public safety providers.
- f) Upon revocation or suspension of the permit, the permittee shall immediately cancel and/or terminate the event and provide for orderly dispersal of those in attendance.



Applicant Signature

21 November 2013
Date

Brian E. Ferrell 540 550 7015
Printed Name

Note: Application is complete only when the applicant has provided all applicable approvals to County Administration.



County of Clarke
Application Special Event Permit
Code of Clarke County Chapter 57

Right of Entry Permission Form

I, Brian E. Ferrell the applicant for a special event permit as
Permit Applicant's Name (Please print legibly.)

required by Article II of Chapter 57 of the Code of Clarke County, Virginia, that event

titled: Blue Ridge Hunt Point to Point

shall take place on March 8 2014 at
Specify Date[s]

Woodley Farm - Briggs Road
Event Location and/or Address

in Clarke County, Virginia, and I, _____
Landowner or Leaseholder's Name

the landowner/ leaseholder of such event location, give our permission for the County Administrator, the county's lawful agents or duly constituted law enforcement officers to go upon the aforementioned property where the special event will take place at any time for the purpose of determining compliance with the provisions of Article II of Chapter 57 of the Code of Clarke County, Virginia. This permission shall specifically include the period of set up and shut down of the event.

We understand that any of the above-referenced officials shall have the right to revoke any permit issued under the aforementioned article upon noncompliance with any of its provisions and conditions.

Blue Ridge Hunt
 Permit Applicant

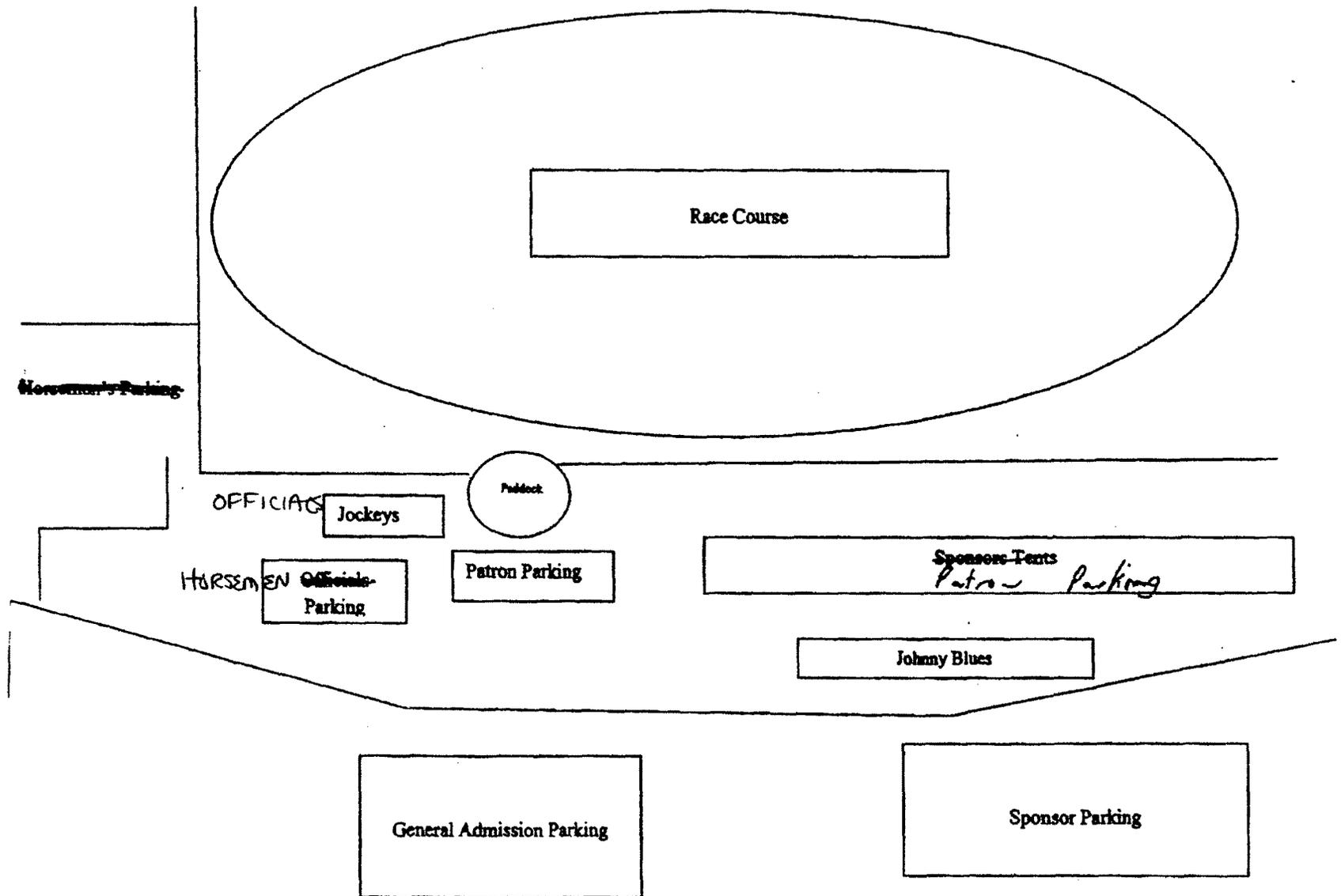
Secondary Signature[s] If Applicable

Brian Ferrell
 Permit Applicant

 Event Location Owner/Leaseholder

Secondary Signature[s] If Applicable

[Signature]
 Event Location Owner/Leaseholder



in:"inbox"

Lora Walburn

Mail	Address Book	Calendar	Tasks	Briefcase	Preferences	Search	BOS Meeting Age
------	--------------	----------	-------	-----------	-------------	--------	-----------------

Send	Cancel	Save Draft	Options
------	--------	------------	---------

To:

Cc:

Subject: Fwd: Blue Ridge Hunt Point to Point Special Event Permit Application 2014-2015-2016

Attach Tip: drag and drop files from your desktop to add attachments to this message.

Font Family

3 (12pt)

[More](#)

From: "Matthew C. Blacklock, 1/Sgt." <matthew.blacklock@vsp.virginia.gov>
To: "Lora Walburn" <lwalburn@clarkecounty.gov>
Sent: Monday, December 2, 2013 2:47:25 PM
Subject: RE: Blue Ridge Hunt Point to Point Special Event Permit Application 2014-2015-2016

Thank you Lora. I have reviewed it and have no concerns.

Regards,

Matthew Blacklock

First Sergeant Matthew C. Blacklock
 Virginia Department of State Police
 Bureau of Field Operations
 Division II, Area 13
 3680 Valley Pike
 Winchester, VA 22602
 Office: (540) 869-2000
 Fax: (540) 869-0209
matthew.blacklock@vsp.virginia.gov

"Fortitudo Ac Decus"

The information in this email and any attachments may be confidential and privileged. Access to this email by anyone other than the intended addressee is unauthori recipient) please notify the sender by reply email and immediately delete this email and any copies from your computer and/or storage system. The sender does not intended recipient(s). No representation is made that this email and any attachments are free of viruses. Virus scanning is recommended and is the responsibility of

From: Lora Walburn <lwalburn@clarkecounty.gov>

Date: December 2, 2013 at 12:33:24 PM EST

To: Dave Peach <dpeach@clarkecounty.gov>, Donald Jackson <djackson@clarkecounty.gov>, Garrett <hdehaven@clarkecounty.gov>, Boyce <Bobby.Boyce@VDOT.Virginia.gov>, "Fincham (VDH)" <Ry> Roper <troper@clarkecounty.gov>, Gary Pope <gpope@clarkecounty.gov>, "Rohde, Harold" <chief@>

Clarke County

lwalburn@clarkecounty.gov

Re: Blue Ridge Hunt Point to Point Special Event Permit Application 2014-2015-2016

From : Holly DeHaven <hdehaven@clarkecounty.gov>

Fri, Dec 06, 2013 01:50 PM

Subject : Re: Blue Ridge Hunt Point to Point Special Event Permit
Application 2014-2015-2016**To :** Lora Walburn <lwalburn@clarkecounty.gov>**Cc :** Gary Pope <gpope@clarkecounty.gov>

Hi Lora:

I just spoke with Brian Ferrell and he informed me they will not be utilizing any temporary structures for the event. No permits or approval will be required by our department.

Thanks,

Holly

Holly A. DeHaven,
Office Manager/Permit Technician
Clarke County Building Dept.
101 Chalmers Ct., Suite B
Berryville, VA 22611

(540) 955-5112

(540) 955-5170 (fax)

From: "Holly DeHaven" <hdehaven@clarkecounty.gov>**To:** "Lora Walburn" <lwalburn@clarkecounty.gov>**Cc:** "Dave Peach" <dpeach@clarkecounty.gov>, "Donald Jackson" <djackson@clarkecounty.gov>, "Garrett" <todd.garrett@vsp.virginia.gov>, "Boyce" <Bobby.Boyce@VDOT.Virginia.gov>, "Fincham (VDH)" <Ryan.Fincham@vdh.virginia.gov>, "lloyd" <greg.lloyd@vdh.virginia.gov>, "Tony Roper" <troper@clarkecounty.gov>, "Gary Pope" <gpope@clarkecounty.gov>, "Harold Rohde" <chief@endersfire.com>**Sent:** Friday, December 6, 2013 9:09:26 AM**Subject:** Re: Blue Ridge Hunt Point to Point Special Event Permit Application 2014-2015-2016

Good morning:

Our department is unable to approve the application due to the fact that the applicant did not indicate whether or not they will be utilizing any temporary structures. Please contact me if you have any further questions.

Thank you.

Holly

Holly A. DeHaven,
Office Manager/Permit Technician
Clarke County Building Dept.
101 Chalmers Ct., Suite B
Berryville, VA 22611

(540) 955-5112
(540) 955-5170 (fax)

From: "Lora Walburn" <lwalburn@clarkecounty.gov>
To: "Dave Peach" <dpeach@clarkecounty.gov>, "Donald Jackson" <djackson@clarkecounty.gov>, "Garrett" <todd.garrett@vsp.virginia.gov>, "Holly DeHaven" <hdehaven@clarkecounty.gov>, "Boyce" <Bobby.Boyce@VDOT.Virginia.gov>, "Fincham (VDH)" <Ryan.Fincham@vdh.virginia.gov>, "lloyd" <greg.lloyd@vdh.virginia.gov>, "Tony Roper" <troper@clarkecounty.gov>, "Gary Pope" <gpope@clarkecounty.gov>, "Harold Rohde" <chief@endersfire.com>
Sent: Monday, December 2, 2013 12:33:24 PM
Subject: Blue Ridge Hunt Point to Point Special Event Permit Application 2014-2015-2016

Good Afternoon All:

Pursuant to the Code of Clarke Chapter 57 Special Events, the attached pdf of the medium special event permit application for the Blue Ridge Hunt Point to Point Spring 2014, 2015, 2016 is provided for your review and comment.

§ 57.6. Action on application. The public agency shall respond with comments and/or agency approval within 15 calendar days. Failure to respond within 15 calendar days shall be deemed approval by the agency.

Please review and respond no later than **December 17, 2013**. Thank you

--

Lora B. Walburn
Deputy Clerk to the Board Supervisors
Executive Assistant - County Administration
County of Clarke
101 Chalmers Court, Suite B
Berryville, Virginia 22611
[540] 955-5175
[540] 955-5180 Fax

lwalburn@clarkecounty.gov

Clarke County

lwalburn@clarkecounty.gov

Re: Blue Ridge Hunt Point to Point Special Event Permit Application 2014-2015-2016

From : Tony Roper <troper@clarkecounty.gov>

Mon, Dec 09, 2013 09:25 AM

Subject : Re: Blue Ridge Hunt Point to Point Special Event Permit Application 2014-2015-2016**To :** Lora Walburn <lwalburn@clarkecounty.gov>**Cc :** Dave Peach <dpeach@clarkecounty.gov>, Donald Jackson <djackson@clarkecounty.gov>, Garrett <todd.garrett@vsp.virginia.gov>, Holly DeHaven <hdehaven@clarkecounty.gov>, Boyce <Bobby.Boyce@VDOT.Virginia.gov>, Fincham (VDH) <Ryan.Fincham@vdh.virginia.gov>, Lloyd <greg.lloyd@vdh.virginia.gov>, Gary Pope <gpope@clarkecounty.gov>, Harold Rohde <chief@endersfire.com>

Good day, Ms. Walburn,

During an event in the fall of 2013 very similar to this, our office responded to a complaint of loud music. As a result of actions taken by Sheriff's staff, a complaint was generated to the County Administrator, and investigated by our office. While I determined that my office did not act inappropriately, I believe that we can prevent things like this from happening again. While I do not have any problems with this particular application, I wonder if this would not be the appropriate time to visit the requirements to include relatively simple measures such as posting the approval with other permits, identifying a single point of contact to answer complaints, etc.

Please let me know your thoughts on this.

Thanks

Tony Roper

From: "Lora Walburn" <lwalburn@clarkecounty.gov>**To:** "Dave Peach" <dpeach@clarkecounty.gov>, "Donald Jackson" <djackson@clarkecounty.gov>, "Garrett" <todd.garrett@vsp.virginia.gov>, "Holly DeHaven" <hdehaven@clarkecounty.gov>, "Boyce" <Bobby.Boyce@VDOT.Virginia.gov>, "Fincham (VDH)" <Ryan.Fincham@vdh.virginia.gov>, "Lloyd" <greg.lloyd@vdh.virginia.gov>, "Tony Roper" <troper@clarkecounty.gov>, "Gary Pope" <gpope@clarkecounty.gov>, "Harold Rohde" <chief@endersfire.com>**Sent:** Monday, December 2, 2013 12:33:24 PM**Subject:** Blue Ridge Hunt Point to Point Special Event Permit Application 2014-2015-2016

Good Afternoon All:

Pursuant to the Code of Clarke Chapter 57 Special Events, the attached pdf of the medium special event permit application for the Blue Ridge Hunt Point to Point Spring 2014, 2015, 2016 is provided for your review and comment.

§ 57.6. Action on application. The public agency shall respond with comments and/or agency approval within 15 calendar days. Failure to respond within 15 calendar days shall be deemed approval by the agency.

Please review and respond no later than **December 17, 2013**. Thank you

--

Lora B. Walburn
Deputy Clerk to the Board Supervisors
Executive Assistant - County Administration
County of Clarke
101 Chalmers Court, Suite B
Berryville, Virginia 22611
[540] 955-5175
[540] 955-5180 Fax
lwalburn@clarkecounty.gov

COUNTY OF CLARKE
SHARON E KEELER, TREASURER
P O BOX 537
101 CHALMERS COURT
BERRYVILLE VA 22611

Date : 11/26/2013
Register: WBM/W1
Trans. #: 45315
Dept # : GELR
ACCT# :

GENERAL FUND - OTHER LOCAL REVENUE
BLUE RIDGE HUNT
PT TO PT
MARCH 9 2014

	Previous	
	Balance \$	450.00
Principal Being Paid	\$	450.00
Penalty	\$.00
Interest	\$.00
Amount Paid	\$	450.00
*Balance Due		
as of 11/26/2013	\$.00
Check# 9021 MIDBRG	\$	450.00

FERRELL BRIAN

Pd by FERRELL BRIAN
ANY BALANCE DUE DOES NOT INCLUDE PENALTY AND INTEREST.

(DUPLICATE)

Clarke County Board of Supervisors

January 2014 Organizational, January Committee Meetings, and Regular Meeting Dates, Time, and Location

3rd Tuesday, January 21
Monday the week preceding the 3rd Tuesday, January 13

November 19, 2013

Clarke County Board Of Supervisors
Regular Meeting
Main Meeting Room

1:00 p.m.

At a regular meeting of the Board of Supervisors of Clarke County, Virginia, held in the Berryville Clarke County Government Center, 101 Chalmers Court, 2nd Floor, Berryville, Virginia on Tuesday, November 19, 2013.

Board Members Present

J. Michael Hobert; Bev McKay; John Staelin; David Weiss

Board Members Absent

Barbara Byrd

Staff Present

David Ash; Tom Judge; Brandon Stidham; Alison Teetor; Lora B. Walburn

Others Present

Ed Carter; Clif Balderson; Michelle Graham; Gem Bingol; Val Van Meter

1) Call to Order

Chairman Hobert called the afternoon session to order at 1:03 p.m.

2) Adoption of Agenda

By consensus, the Board adopted the agenda as presented.

3) Citizens Comment Period

No citizens appeared to address the Board.

4) VDOT

Ed Carter, Assistant Residency Administrator, appeared before the Board of Supervisors to present the monthly report.

Maintenance – October:

- Completed full width mowing on primary routes 340 N and 7;
- Performed shoulder repair at various locations along Rt. 7 and Rt. 611;
- Removed hazardous trees on various routes;
- Performed carcass removal (significant increase this time of year – averaging 6-8 per day)

Maintenance – November:

- Perform full width mowing on primary routes 50 and 340 (two lane);
- Continue shoulder repairs along Rt. 611;
- Conduct brush removal operations on east bound ramp Rt. 7 to Rt. 340 and Rt. 7 business east end;
- Perform tree trimming on Rt. 621 and remove hazardous trees on routes 657, 604 and 641;
- Continue responding to increased carcass removal for the deer population.

Projects:

- Stream bank repair on Rt. 606 – Contractor and VDOT soil engineer have revisited site and found that the spring/summer rains have worsened the situation. The estimate has increased by \$40k - \$70k. Funding issue has been resolved with consent of the Board.
- Turning Lane Rt. 340/657 – Awaiting advertisement. Planned add date is January 2014.
- Rt. 636, Westwood Rd. – In design.

Supervisor Comments:

Vice Chairman David Weiss:

- Lockes Mill Road: Ed Carter advised that preliminary analysis performed by the traffic engineering division did not support speed reduction. He suggested placement of cautionary signs, while not legally enforceable, do not require traffic engineering approval.

Supervisor John Staelin

- Route 255: VDOT's Central Office is addressing with third-party providers the issue with GPS instructions sending trucks down this, and other such unsuitable roads. Until the matter can be resolved with these third-party providers, Ed Carter suggested placing cautionary signs stating that this route is not recommended for trucks over 30 feet.

VDOT – Route 606 River Road at Saw Mill Hill Bridge Stream Bank Repair Rt. 606, UPC105007

Ed Carter advised that VDOT would need a formal letter conveying the Board's approval of the funds transfer at its November 13 meeting.

Additional Fine for Speeding

David Ash advised that he had spoken with Supervisor Byrd regarding the speed study performed by the Sheriff. The study did not find a significant speeding problem; and those speeding were only in excess of two to three miles over the limit. Supervisor Byrd will speak to her constituents before proceeding further.

White Post Repair

Clif Balderson updated the Board. Highlights include:

- White Post Restorations took the French Brothers to court over payment of the cost to repair but the judge refused to hear the matter because White Post Restorations was not the owner/responsible party.
- White Post Restorations has billed VDOT for the repair.
- Once the bill is processed, VDOT will bill the responsible party.
- VDOT gave David Ash a permit application prior to the meeting that would transfer ownership of the White Post to the White Post Village Association and Clarke County, should they be amenable.
- Further review will be held at a future work session.

5) Clarke County Public Schools Update

Michael Murphy, CCPS Superintendent, did not appear before the Board of Supervisors to provide monthly update.

Chairman Hobert advised that he had received notice in advance that Mike Murphy would not be attending and that the matter would be discussed further with the School Board Chair.

Chairman Hobert announced that this was National Education Week.

6) Approval of Minutes

Supervisor Staelin moved to approve the minutes for the October 15, 2013 Regular Meeting as presented. The motion carried by the following vote:

Barbara J. Byrd	-	Absent
J. Michael Hobert	-	Aye
Beverly B. McKay	-	Aye
John R. Staelin	-	Aye
David S. Weiss	-	Aye

Chairman Hobert noted that the October 15, 2013 regular meeting minutes contained the letter communicating the Board’s primary road improvement priorities to VDOT. However, based on information John Staelin garnered while attending a recent public hearing, Brandon Stidham was tasked with revising the Board’s earlier submission specifically the Intersection of US Route 304 and US Routes 50/17 [Waterloo] and Intersection of US Route 340/277 and US Route 522 [Double Tollgate].

November 19, 2013 - REVISED SUBMISSION

Programming Director
Virginia Department of Transportation
1401 East Broad Street
Richmond, VA 22207

The Clarke County Board of Supervisors has reviewed its priorities for primary road improvements in the County and requests the Commonwealth Transportation Board (CTB) to allocate available funds accordingly. The following list of projects has been presented to the CTB over the past several years and we request that you continue to consider them for funding in your current deliberations on the Statewide Six Year Improvement Program.

- Intersection of US Route 340 (Lord Fairfax Highway) and US Routes 50/17 (John Mosby Highway) at Waterloo. This project was first added to our priorities list in 1992. Partial funding for engineering design was approved (UPC 54384) and we ask for full funding to complete the design phase of the project. This intersection serves as a major commercial growth area for the County and additional safety and capacity improvements are necessary to facilitate economic development. Having a complete, VDOT-approved engineering plan in place for this intersection would enable us to better negotiate developer-funded improvements via proffer or in conjunction with a traffic impact analysis as new development occurs.

- Route 7 (Harry Byrd Highway) and Route 612 (Shepherds Mill Road) intersection, 3 miles east of Berryville. This intersection experiences high traffic volumes as a commuter route and has serious safety issues due to insufficient sight distance and substandard turn lanes.
- Intersection of US Route 340/277 (Lord Fairfax Highway) and US Route 522 (Stonewall Jackson Highway) at Double Tollgate. This project was first added to our priorities list in 1997. This dangerous intersection experienced an over 30% increase in traffic since 2001 and has insufficient turn lanes and through lane capacity. We are asking for funding to complete the design phase of this project both to correct existing safety issues and to expand capacity to support future development. This intersection serves as a deferred growth area contingent upon future completion of infrastructure improvements including transportation. Having a complete, VDOT-approved engineering plan in place would help us to facilitate economic development at this intersection and would also enable us to better negotiate developer-funded improvements via proffer or in conjunction with a traffic impact analysis as new development occurs.
- Route 7 Business (West Main Street) on the west side of Berryville (approximately 1.2 miles of primary highway). This project was first added to our priorities list in 1992. This section of Route 7 Business serves four public schools, the County's Parks and Recreation Facility, and the Ruritan Fairgrounds. The current two-lane section should be upgraded to three lanes with turn lanes, drainage, and safety improvements at major intersections, and sidewalks and bike lanes/trails should be added to facilitate pedestrian and bicycle traffic.
- US Route 340 (Greenway Avenue) Drainage Issues in the Town of Boyce. This project was first added to our priorities list in 2003. The project is necessary in order to replace existing drainage swales that are insufficient to handle runoff from US Route 340 and cause frequent flooding on nearby properties.
- Route 7 Business (East Main Street) on the east side of Berryville (approximately 0.94 miles of primary highway). This project has been on our list of priorities since 1995. The roadway serves as a major route for truck traffic to several industrial businesses on the east side of town including the County's industrial park and a major (800 employees) publishing company. The current two-lane section should be upgraded to three lanes with turn lanes, sidewalks, drainage, and safety improvements at major intersections.
- Park and Ride Lot, Route 7 (Harry Byrd Highway) near intersection of Route 7 Business one mile west of Berryville. Commuter traffic has increased more than 50% along this route since 2001. Alternatives to single-occupancy vehicle commuters must be developed and a park and ride lot at this location would help to reduce commuter congestion on Route 7.

The above projects are prioritized in our County's current (2007) Comprehensive Plan as well as in our draft 2013 Comprehensive and Transportation Plans that are under review. We have enclosed a copy of the draft 2013 Transportation Plan containing detailed project descriptions and planning-level cost estimates for your reference. Please note that our draft 2013 Comprehensive and Transportation Plans were recently approved by VDOT staff as being in full compliance with Chapter 729 of the 2012 Acts of Assembly.

We realize that the Commonwealth's transportation improvements are being made within severe financial limitations but we also feel strongly that these projects are of significant benefit to the Commonwealth as well as Clarke County. We also want to emphasize that County has been extremely judicious with our local six year plan funding provided by the Commonwealth. In recent

- Reappoint Tony Roper to the Old Dominion Alcohol Safety Action Policy Board and Division of Court Services to serve a 3-year term expiring 12/31/2016.
- Reappoint Tony Roper to the Old Dominion Community Criminal Justice Board to serve a 3-year term expiring 12/31/2016.
- Reappoint Daniel Sheetz to the Parks and Recreation Advisory Board to serve a 4-year term expiring 12/31/2017.
- Reappoint A.R. Dunning Jr. to the Clarke County Sanitary Authority to serve a 4-year term expiring 1/5/2018.

11/19/2013 Summary: **Vice Chairman Weiss moved to approve the recommends of the Personnel Committee as presented. The motion carried by the following vote:**

Barbara J. Byrd	- Absent
J. Michael Hobert	- Aye
Beverly B. McKay	- Aye
John R. Staelin	- Aye
David S. Weiss	- Aye

B. Personnel Policy Draft Review

11/13/2013 Summary: The Committee further reviewed the draft and asked the County Administrator to provide them with additional information as it became available and to identify additional issues as they become known.

11/13/2013 Summary: No action taken.

9) Work Session – Morning Session Items

A. White Post Dairy Update

11/13/2013 Summary: Gary Genske, Member, White Post Dairy, LLC, updated the board on the status of work reporting that as of this date the only remaining issue to be resolved with DEQ is access to the adjacent property for purposes of accessing the manure storage pit and monitoring groundwater well No. 2. Mr. Genske provided the Board with additional photographs and an engineered plat depicting the encroachment.

11/19/2013 Summary: The Board discussed ways it might address future issues noted that agricultural structures, such as barns, have set backs but lagoons, not currently classified as a structure, are not subject to these requirements.

Chairman Hobert instructed Brandon Stidham to have the Planning Commission review lagoons and offer recommendations.

B. Boyce Elementary School Utility Easement

11/13/2013 Summary: Ron Mislowsky attended the Work Session and updated the Board on the status of the proposed gravity sewer line crossing the Boyce Elementary School property. The Board members agreed that a gravity sewer constructed substantially within the route proposed by Mr. Mislowsky appeared to be acceptable to the Board.

Supervisor Staelin was authorized to communicate to the Clarke County Sanitary Authority and the School Board the Board of Supervisors concurrence in this proposed route.

11/19/2013 Summary: No action taken.

C. VDOT – Route 606 River Road at Saw Mill Hill Bridge

11/13/2013 Summary: Steve Damron, VDOT representative, updated Board members on the need for additional funds to complete the bridge replacement on Route 606 at Saw Mill Hill.

Supervisor Staelin moved to approve allocation of additional funds from the Ebenezer Road project in order to complete this project in a timelier manner. The motion carried by the following vote:

Barbara J. Byrd	-	Absent
J. Michael Hobert	-	Aye
Beverly B. McKay	-	Aye
John R. Staelin	-	Aye
David S. Weiss	-	Aye

11/19/2013 Summary: See Item 4 VDOT for additional comment.

D. Energy Report

11/13/2013 Summary: Due to a scheduling conflict, Alison Teetor was unable to provide the update at the Work Session. The Board continued review to its November 19, 2013 regular meeting.

11/19/2013 Summary: Alison Teetor provided a brief presentation of the energy program. Highlights include:

- BCCGC, the newest building, has the highest cost per foot. Potential reasons:
 - Ongoing HVAC issues. Anticipate improvements following the completion of the retrofit in September 2013.
 - Most intensively populated building in the County. Data gathered includes usage by the Clarke County Library and the Town of Berryville.
- The Schools opted out of the energy program. Mike Murphy indicated that the School Board did not support the project.
- Program cost is \$2,370 annually. This does not include staff time to gather the data, perform the input and analyze the data – approximately 40 hours every six months. Plant Footprint does all the analysis and input for the online data.
- Staff recommends renewing the annual contract. If the County eliminates water and fleet analysis, the cost would decrease to less than \$2,000 per year.
 - Fleet Analysis: Currently using Manfield System, a state program. The County has 29 vehicles. Each vehicle is issued an ID card and the code, with mileage, must be entered for all purchases. The system also alerts if the vehicle is used differently.
- Staff recommends adding occupancy sensors, additional insulation. Focus areas would be 311 East Main Street - Social Services; 100 North Church Street - Sheriff's Office; 102 North Church Street - Circuit Court [reported as Administration]; 104 North Church Street - General District Court.
- By consensus, the Board agreed to use the current system in the next year.
- Staff will provide usage comparisons of similarly sized buildings with the next update.

Tree-Planting Project – Town of Berryville

Alison Teetor informed the Board that she has been involved in several tree-planting projects most recently one in the Town of Berryville.

- A row of 10 trees was planted along the bike path from the storm water retention area toward the high school.
- The Center for Watershed Protection secured grant funds from the Chesapeake Bay Foundation to buy the trees.
- Five trees were purchased from Moore and Dorsey, who provided free delivery.
- Casey Trees donated five 20-foot trees and free delivery to the site.
- Clermont provided the auger free of charge and dug the holes.

- High School Agriculture students helped with the planting.

Alison Teetor advised that the trees were dormant now and would not need water through the winter.

Supervisor Staelin noted the potential need to water should there be a warm period during the winter months.

Chairman Hobert suggested alerting the Town of Berryville and the Schools about the possible need to water the trees and creating a team of interested persons. Ms. Teetor agreed to work with the Town and Schools on this matter.

10) Finance Committee Items

1. Reminder Spout Run Public Hearing.

There will be a public hearing on November 19 regarding an additional grant for the cleanup of the Spout Run Watershed. The Committee requested that agreements between the County of Clarke and the various agencies participating in both this grant and the Fish and Wildlife grant be developed, approved, and executed.

11/19/2013 Summary: See Agenda Item 20

2. FY 14 Supplemental Appropriations.

Social Services Carryover request. Please find attached a request for expenditure of unused FY 13 local transfer authority of \$30,000 for compensatory leave, termination pay, and purchase of a fax machine component. The Finance Committee recommended approval of the termination pay and fax machine components of this request, and requested further information on the compensatory leave component. "Be it resolved that FY 14 budgeted expenditure for the Department of Social Services be increased \$13,000, and the same appropriated, \$12,000 for an employee pay out, and \$1,000 for a fax machine component, and be further resolved that the designation for government savings be reduced in the same amount. "

11/19/2013 Summary: Tom Judge explained that the fax machine also functions as a copier.

Supervisor McKay moved to approved the recommendation of the Finance Committee "Be it resolved that FY 14 budgeted expenditure for the Department of Social Services be increased \$13,000, and the same appropriated, \$12,000 for an employee pay out, and \$1,000 for a fax machine component, and be further resolved that the designation for government savings be reduced in the same amount. ". The motion carried by the following vote:

Barbara J. Byrd	- Absent
J. Michael Hobert	- Aye
Beverly B. McKay	- Aye
John R. Staelin	- Aye
David S. Weiss	- Aye

3. Acceptance of Bills and Claims

11/19/2013 Summary: The Finance Committee recommends acceptance of the October Bills and Claims.

11/19/2013 Action: Supervisor McKay moved to accept the October bills and claims. The motion carried by the following vote:

Barbara J. Byrd	- Absent
J. Michael Hobert	- Aye
Beverly B. McKay	- Aye
John R. Staelin	- Aye
David S. Weiss	- Aye

4. Standing Reports

FY2014 General Fund Balance, Reconciliation of Appropriations FY2014; General Government Expenditure Summary, General Government Capital Projects

11) Joint Administrative Services Board Update

Tom Judge summarized the items of interest under review by the Joint Administrative Services Board.

- Pay and Classification Study / Update:
 - o The School Board approved a pay and classification study at an approximate cost of \$18,000 to \$20,000.
 - o Just as the County did in its 2008 study, the Schools will be developing job descriptions.
 - o Analyzing staffing efficiencies is not a component of the study.
 - o The Schools will open proposals on December 3.
 - o The County approved an update to its pay and classification structure at an approximate cost of \$7,500.

- For consideration in the FY2015 budget, a March completion is anticipated for both studies.
- Board Discussion:
 - Supervisors McKay, Staelin and Weiss raised objections to using salaries from jurisdictions to the east for comparison.
 - Chairman Hobert stated that the County could chose not to compete with wealthier counties.
 - Supervisor Staelin remarked that not including stipends and masters supplements skews School salaries. He stated that Clarke's masters supplements were very competitive and significantly higher many other jurisdictions.
- Want to have update completed by March to include in upcoming FY2015 budget.
- ERP
 - JAS Board met on November 14 to review the three proposals, as well as the two vendor proposals to assist with the evaluation and negotiation of the contract.
 - The JAS Board decided to let staff study the vendors to decide if assistance is necessary.
 - The Request for Quotes required that the vendor list the number of Virginia customers.
- Affordable Care Act
 - UVA, as well as UPS longer provide spousal coverage.
 - Loudoun County may be increasing the premium for spousal coverage.
 - Clarke's insurance will be up for renewal in February.

12) Work Session – November 13, 2013 Evening Session Items

Board Members Present: J. Michael Hobert; Bev McKay; John Staelin; David Weiss

Board Members Absent: Barbara Byrd

Staff Present: Brandon Stidham, David Ash

A. Discussion, 2013 Comprehensive Plan

11/13/2013 Action: The Board proposes to set Public Hearing on the 2013 Comprehensive Plan at the December 17, 2013 meeting for the evening session of their January 2014 regular monthly meeting -- Tuesday, January 21, 2014.

B. Discussion, 2013 Transportation Component Plan

11/13/2013 Action: The Board proposes to set Public Hearing on the 2013 Transportation Component Plan at the December 17, 2013 meeting for the evening session of their January 2014 regular monthly meeting -- Tuesday, January 21, 2014.

C. Discussion, Setting Public Hearing for Both Plans

11/13/2013 Action: The Board discussed and deferred setting public hearing on both plans to after the first of the year to promote greater attendance.

D. Adjourn

11/13/2013 Action: Chairman Hobert adjourned the Evening Work Session at 8:20 pm.

13) Government Projects Update

The monthly project update was provided by David Ash. Highlights include:

- 101 Chalmers Court – HVAC Retrofit
 - o Notified the Maintenance Director of the fan problem in the Main Meeting Room during the meeting, which was corrected before the end of the afternoon session.
 - o County Attorney Bob Mitchell forwarded a status inquiry to the architect with a request for a response in 30 days.
 - o Vice Chairman Weiss advised that he had conveyed to the Joint Building Committee the Supervisors' desire to move the matter forward.

14) Miscellaneous Items

The Board identified no miscellaneous items.

15) Summary of Required Action

<u>Item</u>	<u>Description</u>	<u>Responsibility</u>
1.	Provide formal letter of funds transfer to VDOT re Route 606 River Road at Saw Mill Hill Bridge Stream Bank Repair Rt. 606, UPC105007	David Ash
2.	Follow up with VDOT on signs directing trucks from 255.	David Ash

<u>Item</u>	<u>Description</u>	<u>Responsibility</u>
3.	Follow up with VDOT on custodianship of the White Post.	David Ash
4.	Process approved minutes and update website.	Lora B. Walburn
5.	Update appointment database and send notice of appointment.	Lora B. Walburn
6.	Execute notices of appointment.	J. Michael Hobert
7.	Coordinate Planning Commission review and make recommendation of the addition of lagoons to structure definition.	Brandon Stidham
8.	Communication between Supervisors and School Board Chairs: ERP system, recently planted trees by the bike bath, and the energy management program.	J. Michael Hobert
9.	Follow up on fire and emergency rescue group suggestions to see if there are any proposals from state associations for legislation that would make things less difficult for volunteers	Brandon Stidham
10.	Follow up with Schools and Towns on tree care.	Alison Teetor

16) Board Member Committee Status Reports

Supervisor Beverly McKay:

- NSVRC: Working on priorities. Brandon Stidham provided Clarke's list.

Supervisor John R. Staelin:

- Planning Commission: In the matter of the kennel case, constant changes have caused delays.
- Sanitary Authority: Ron Mislowsky provided an update this morning and he will present the plan to the Schools.
- EDAC:
 - o Will be reviewing a Rockingham County ordinance specific to agri-tourism and agri-business.
 - o Will be reviewing the Artisan Trail Network, a sponsored group of the Artisan Center of Virginia.
- Public Meetings On The Role Of The Soil And Water Conservation Districts:

- Seven public meetings were conducted throughout the Commonwealth.
- Senate Committee on Agriculture, Conservation and Natural Resources; and members of the House Committee on Agriculture, Chesapeake and Natural Resources will investigate which agency could best handle soil and water conservation: Department of Environmental Quality (DEQ); Conservation and Recreation (DCR); or Agriculture and Consumer Services (VDACS).
- DEQ made it clear that Soil and Conservation Districts are not regulatory unless there is a change in legislation and it does not desire to do this.
- Farm organizations have expressed concern that should it go under DEQ it would take a long time to re-establish the current level of trust.
- Staunton Meeting VDOT:
 - Spoke about financial issues with F. Dixon Whitworth, Stanton District member on the Commonwealth Transportation Board.
 - From information garnered at the meeting, Brandon Stidham was tasked with revising the Board's earlier submission specifically the Intersection of US Route 304 and US Routes 50/17 [Waterloo] and Intersection of US Route 340/277 and US Route 522 [Double Tollgate].

Vice Chairman Weiss:

- Conservation Easement Authority: Continues to move forward.
- Fire and Emergency Medical Services Workgroup:
 - Met last night had Warren County's, Mabie, and Mount Weather's, Davis
 - The amount of training and the time involved make this a difficult time for volunteers.
 - Response time is decent and service is good.
 - With the same persons continuing to run calls, burn out is a concern.
 - Looking at what other communities are doing, as well as what the County can afford.
 - Brandon Stidham will be investigating the legal aspects.
 - Board Discussion:
 - Brandon Stidham will follow up on the suggestion to see if there are any proposals from state associations for legislation that would make things less difficult for volunteers.
 - The Board would like to join other communities interested in such legislation.

Chairman Hobert:

- Parks and Recreation Advisory Board:
 - Little League has been raising money install lighting on a back playing field.
 - Upon review, issues were identified with safety, warranties, funds, rock, etc. David Ash is drafting a letter to express the County's appreciation and to provide them a list of things that need to be addressed to move the project forward.
- Help with Housing and FISH: The Board is invited to attend a ribbon-cutting ceremony at 36 East Main Street at 6 pm Thursday, December 5.

17) Closed Session

A closed session was not convened.

At 3:10, Chairman Hobert recessed the afternoon session.

At 6:30 pm, Chairman Hobert called the evening session to order.

18) Citizens Comment Period

No citizens appeared to address the Board.

19) PH 13-16 TA-13-01

Proposed text amendment to amend section, §3-A-1-b-(3), Maximum Lot Size Exception Criteria, of the Clarke County Zoning Ordinance. This section of the ordinance provides for a maximum lot size exception if the parcel has been placed in conservation easement. The purpose of the text amendment is to require a property owner to retire at least one (1) dwelling unit right (DUR) if the property is being placed in easement in order to qualify for a maximum lot size exception.

Brandon Stidham summarized the proposed text amendment TA-13-01. He advised that County Attorney Bob Mitchell had reviewed the matter.

At 6:33 pm, Chairman Hobert opened the public comment portion of the public hearing. Being no persons present desiring to address the Board, the public hearing was closed.

Vice Chairman Weiss commented that this amendment expressed the intent of the easement and provided clarification.

**Supervisor McKay moved to approve the text amendment TA-13-01 as presented.
The motion carried by the following vote:**

Board of Supervisors Meeting Minutes For November 19, 2013 – Regular Meeting

Barbara J. Byrd	- Absent
J. Michael Hobert	- Aye
Beverly B. McKay	- Aye
John R. Staelin	- Aye
David S. Weiss	- Aye

20) PH 13-17

Amend the FY2014 General Government Capital Projects Fund to increase budgeted expenditure and appropriation by \$316,620 and to estimate revenue from the Environmental Protection Agency in the same amount, all for the purpose of making pollution control improvements to the Spout Run watershed".

Tom Judge reviewed the matter.

Alison Teetor urged the Board to approve the appropriation opining that this project was a good opportunity for the county.

At 6:35 pm, Chairman Hobert opened the public comment portion of the public hearing. Being no persons present desiring to address the Board, the public hearing was closed.

Supervisor Staelin asked about contract discussions.

Tom Judge responded that David Ash, Alison Teetor, Brandon Stidham and he met to discuss contracts. The group discussed the National Fish and Wildlife Grant. Letters of support written by the participating agencies as part of the original grant application included, in most cases, a commitment by those organizations to provide a certain amount of in-kind contribution to the project. Two organizations did not make a specific commitment of resources; however, Alison Teetor will work with them to review their board minutes to gain evidence of that commitment, which would be deemed as sufficient proof

Supervisor McKay moved to approve as presented the proposed amendment of the FY2014 general government capital projects fund to increase budgeted.

The motion carried by the following vote:

Barbara J. Byrd	- Absent
J. Michael Hobert	- Aye
Beverly B. McKay	- Aye
John R. Staelin	- Aye
David S. Weiss	- Aye

21) Adjournment

There being no further business to be brought before the Board at 6:41 pm Chairman Hobert adjourned the Board of Supervisors meeting.

Next Regular Meeting Date

The next regular meeting of the Board of Supervisors is set for Tuesday, December 17, 2013 at 1:00 p.m. in the Berryville Clarke County Government Center, Main Meeting Room, 101 Chalmers Court, Berryville, Virginia.

ATTEST: November 19, 2013

J. Michael Hobert, Chair

David L. Ash, County Administrator

Minutes Recorded and Transcribed by:
Lora B. Walburn
Deputy Clerk, Board of Supervisors

Clarke County Board of Supervisors

Consent Agenda

- A. Lord Fairfax Health District 2013-2014
Locality Agreement

Lord Fairfax Health District



Office of Administrative Services
10 Baker Street
Winchester, Virginia 22601
Tel. (540) 722-3470 ~ Fax (540) 722-3476
www.vdh.virginia.gov



To: All Local Governing Bodies
Lord Fairfax Health District

RECEIVED NOV 26 2013

From: David D. Crabtree, Administrator
Lord Fairfax Health District

A handwritten signature in black ink, appearing to read "D. Crabtree", is written over the name "David D. Crabtree" in the "From:" field.

Date: November 25, 2013

Subject: 2013-2014 Locality Agreement

Attached you will find three complete copies of the 2013-2014 agreement between your Locality and the Virginia Department of Health. After reviewing the agreement, please have the local authorizing officer sign each of the three copies with an original signature on the second page.

After signing, please return all three copies to my attention (address below). I will forward the signed agreements to the Commissioner of Health. When all parties have signed off on the agreement, I will return one completed copy of the agreement to your attention.

If at all possible I would like to receive the agreements before January 8, 2014. If you have any questions, please call.

Please mail to:

David D. Crabtree
District Business Administrator
10 Baker Street
Winchester, Va. 22601
(540) 542-1322

COMMONWEALTH OF VIRGINIA
DEPARTMENT OF HEALTH

STATEMENT OF AGREEMENT WITH the Board of Supervisors of Clarke County

Under this agreement, which is created in satisfaction of the requirements of § 32.1-31 of the *Code of Virginia* (1950), as amended, the Virginia Department of Health, over the course of one fiscal year, will pay an amount not to exceed \$231,495 from the state general fund to support the cooperative budget in accordance with appropriations by the General Assembly, and in like time frame, the Board of Supervisors of Clarke County will provide by appropriation and in equal quarterly payments a sum of \$151,864 local matching funds and \$47,136 one-hundred percent local funds for a total of \$199,000 local funds. These joint funds will be distributed in timely installments, as services are rendered in the operation of the Clarke County Health Department, which shall perform public health services to the Commonwealth as indicated in Attachment A(1.), and will perform services required by local ordinances as indicated in Attachment A(2.). Payments from the local government are due on the third Monday of each fiscal quarter.

The term of this agreement begins July 1, 2013. This agreement will be automatically extended on a state fiscal year to year renewal basis under the terms and conditions of the original agreement unless written notice of termination is provided by either party. Such written notice shall be given at least 60 days prior to the beginning of the fiscal year in which the termination is to be effective. Any increase or decrease in funding allocation shall be made by an amendment to this agreement.

The parties agree that:

1. Under this agreement, as set forth in paragraphs A, B, C, and D below, the Commonwealth of Virginia and the Virginia Department of Health shall be responsible for providing liability insurance coverage and will provide legal defense for state employees of the local health department for acts or occurrences arising from performance of activities conducted pursuant to state statutes and regulations.
 - A. The responsibility of the Commonwealth and the Virginia Department of Health to provide liability insurance coverage shall be limited to and governed by the Self-Insured General Liability Plan for the Commonwealth of Virginia, established under § 2.2-1837 of the Code of Virginia. Such insurance coverage shall extend to the services specified in Attachments A(1.) and A(2.), unless the locality has opted to provide coverage for the employee under the Public Officials Liability Self-Insurance Plan, established under § 2.2-1839 of the Code or under a policy procured by the locality.
 - B. The Commonwealth and the Virginia Department of Health will be responsible for providing legal defense for those acts or occurrences arising from the performance of those services listed in Attachment A(1.), conducted in the performance of this contract, as provided for under the Code of Virginia and as provided for under the terms and conditions of the Self-Insured General Liability Plan for the Commonwealth of Virginia.

LGA-Revised October 2013

- C. Services listed in Attachment A(2.), any services performed pursuant to a local ordinance, and any services authorized solely by Title 15.2 of the Code of Virginia, when performed by a state employee, are herewith expressly excepted from any requirements of legal defense or representation by the Attorney General or the Commonwealth. For purposes of assuring the eligibility of a state employee performing such services for liability coverage under the Self-Insured General Liability Plan of the Commonwealth of Virginia, the Attorney General has approved, pursuant to § 2.2-507 of the Code of Virginia and the Self-Insured General Liability Plan of the Commonwealth of Virginia, the legal representation of said employee by the city or county attorney, and the Board of Clarke County hereby expressly agrees to provide the legal defense or representation at its sole expense in such cases by its local attorney.
 - D. In no event shall the Commonwealth or the Virginia Department of Health be responsible for providing legal defense or insurance coverage for local government employees.
2. Title to equipment purchased with funds appropriated by the local government and transferred to the state, either as match for state dollars or as a purchase under appropriated funds expressly allocated to support the activities of the local health department, will be retained by the Commonwealth and will be entered into the Virginia Fixed Asset Accounting and Control System. Local appropriations for equipment to be locally owned and controlled should not be remitted to the Commonwealth, and the local government's procurement procedures shall apply in the purchase. The locality assumes the responsibility to maintain the equipment and all records thereon.
 3. Amendments to or modifications of this contract must be agreed to in writing and signed by both parties.

 Cynthia Romero, MD, FAAP
 State Health Commissioner
 Virginia Department of Health

 Local authorizing officer signature

 Authorizing officer printed name

 Authorizing officer title

 Date

 Date

Approved as to form by the Office of the Attorney General on August 29, 2011.

Attachments: Local Government Agreement, Attachment A(1.)
 Local Government Agreement, Attachment A(2.)

LGA-Revised October 2013

LOCAL GOVERNMENT AGREEMENT, ATTACHMENT A(1)

VIRGINIA DEPARTMENT OF HEALTH
COMMUNITY HEALTH SERVICES

BASIC PUBLIC HEALTH SERVICES TO BE ASSURED BY LOCAL HEALTH DEPARTMENTS
INCOME LEVEL A IS DEFINED BY THE BOARD OF HEALTH TO BE MEDICALLY INDIGENT (32.1-11)

For Each Service Provided, Check Block for Highest Income Level Served			
COMMUNICABLE DISEASE SERVICES	Income A only	Defined by Federal Regulations	All (specify income level if not ALL)
Immunization of patients against certain diseases, including Childhood Immunizations As provided for in 32.1-46 Code Link-32.1-46			X
Sexually transmitted disease screening, diagnosis, treatment, and surveillance 32.1-57, Districts may provide counseling Code Link-32.1-57			X
Surveillance and investigation of disease 32.1-35 and 32.1-39 Code Links-32.1-35, 32.1-39			X
HIV/AIDS surveillance, investigation, and sero prevalence survey 32.1-36, 32.1-36.1, 32.1-39 Code Links-32.1-36, 32.1-36.1, 32.1-39			X
Tuberculosis control screening, diagnosis, treatment, and surveillance 32.1-49, 32.1-50.1, and 32.1-54 Code Links-32.1-49, 32.1-50, 32.1-54			X
CHILD HEALTH SERVICES	Income A only	Defined by Federal Regulations	All
Children Specialty Services; diagnosis, treatment, follow-up, and parent teaching 32.1-77, 32.1-89 and 32.1-90 Code Links-32.1-77, 32.1-89, 32.1-90			X
Screening for genetic traits and inborn errors of metabolism, and provision of dietary supplements Code Links-32.1-65, 32.1-69			X
Well child care up to age <u>19</u> (enter year) Board of Health Code Link-32.1-77			X
WIC Federal grant requirement Public Law 108-265 as amended, Child Nutrition Act of 1966; Child Nutrition and WIC Reauthorization Act 2009 Code Link-32.1-351.2		X	
EPSDT DMAS MOA Social Security Act section 1905(r) (5) Code Link-32.1-11			X
Blood lead level testing Code Link-32.1-46.1, 32.1-46.2			X
Outreach, Patient and Community Health Education Code Link-32.1-11, 32.1-11.3, 32.1-39			X
Community Education Code Link-32.1-11, 32.1-23			X
Pre-school Physicals for school entry Code Link-22.1-270			X

LOCAL GOVERNMENT AGREEMENT, ATTACHMENT A(1.)

VIRGINIA DEPARTMENT OF HEALTH
COMMUNITY HEALTH SERVICES

BASIC PUBLIC HEALTH SERVICES TO BE ASSURED BY LOCAL HEALTH DEPARTMENTS
INCOME LEVEL A IS DEFINED BY THE BOARD OF HEALTH TO BE MEDICALLY INDIGENT (32.1-11)

Disabled disability Waiver Screenings DMAS MOA Code Link-32.1-330			X
Services for Children with Special health care needs Title V, Social Security Act Code Link-32.1-77			X
Child restraints in motor vehicles Code Link-46.2-1095, 46.2-1097			X
Babycare DMAS MOA			X
MATERNAL HEALTH SERVICES	Income A only	Defined by Federal Regulations	All
Prenatal and post partum care for low risk and intermediate risk women , Title V, Social Security Act Code Link-32.1-77		X	
Babycare Services DMAS MOA		X	
WIC Federal grant requirement Public Law 108-265 as amended, Child Nutrition Act of 1966; Child Nutrition and WIC Reauthorization Act 2009 Code Link-32.1-351.2		X	
FAMILY PLANING SERVICES	Income A only	Defined by Federal Regulations	All
Clinic services including drugs and Contraceptive supplies Family Planning Population Research Act of 1970, Title X Code Link-32.1-77, 32.1-325		X	
Pregnancy testing and counseling Family Planning Population Research Act of 1970, Title X Code Link-32.1-77, 32.1-325		X	

LOCAL GOVERNMENT AGREEMENT, ATTACHMENT A(1.)

VIRGINIA DEPARTMENT OF HEALTH
COMMUNITY HEALTH SERVICES

ENVIRONMENTAL HEALTH SERVICES
BASIC PUBLIC HEALTH SERVICES TO BE ASSURED BY LOCAL HEALTH DEPARTMENTS

<p>The following services performed in accordance with the provisions of the Code of Virginia, the regulation of the Board of Health and/or VDH agreements with other state or federal agencies.</p>	
<p>Ice cream/frozen desserts: Under the agency's Memorandum of Agreement (MOA) with the Virginia Department of Agriculture and Consumer Services (VDACS), the local health department is responsible for initiating the issuance, suspension, reinstatement and revocation of permits for all frozen desserts plants which are an integral part of any premises, including Grade "A" milk plants, hotels, restaurants, and mobile units where frozen desserts are frozen or partially frozen or dispensed for retail sale.</p>	X
<p>Investigation of communicable diseases: Pursuant to §§ 32.1-35 and 32.1-39 of the Code of the Code of Virginia, the local health director and local staff are responsible for investigating any outbreak or unusual occurrence of a preventable disease that the Board of Health requires to be reported. Code Links-32.1-35, 32.1-39</p>	X
<p>Marinas: Pursuant to §32.1-246 of the Code of Virginia, local health department staff are responsible for permitting marinas and other places where boats are moored and is responsible for inspecting them to ensure that their sanitary fixtures and sewage disposal facilities are in compliance with the Marina Regulations (12VAC5-570-10 et seq.) Code Link-32.1-246</p>	X
<p>Migrant labor camps: Pursuant to §§ 32.1-203-32.1-211 of the Code of Virginia, local health departments are responsible for issuing, denying, suspending and revoking permits to operate migrant labor camps. Local health departments also must inspect migrant labor camps and ensure that the construction, operation and maintenance of such camps are in compliance with the Rules and Regulations Governing Migrant Labor Camps (12VAC5-501-10 et seq.). Code Links-32.1-203, 32.1-211</p>	X
<p>Milk: Pursuant to §§ 3.2-5130, 3.2-5206, 3.2-5208 of the Code of Virginia and the agency's MOA with VDACS, the local health department is responsible for issuing, denying, suspending and revoking permits for Grade "A" milk processing plants which offer milk and or milk products for sale in Virginia. Local health department are also responsible for the inspection of Grade "A" milk plants for compliance with the Regulations Governing Grade "A" Milk (2VAC5-490-10). Code Links-3.2-5130, 3.2-5206, 3.2-5208</p>	X
<p>Alternative discharging sewage systems: Pursuant to § 32.1-164(A) of the Code of Virginia, local health department are responsible for issuing, denying and revoking construction and operation permits for alternative discharging systems of less than 1000 gallons per day serving single family dwellings. Local health departments are also required to conduct regular inspections of alternative discharging systems in order to ensure that their construction and operation are in compliance with the Alternative Discharging Regulations (12VAC5-640-10 et seq.). Code Link-32.1-164</p>	X
<p>Onsite sewage systems: Pursuant to §32.1-163 et seq. of the Code of Virginia, local health department staff is responsible for performing site evaluations and designs of onsite sewage systems. Local health department staff is also responsible for issuing, denying and revoking construction and operation permits for conventional and alternative onsite sewage systems. Local health department staff are also responsible for inspecting the construction of onsite sewage systems for compliance with the Sewage Handling and Disposal Regulations (12VAC5-610-20 et seq.;"SHDR") and the Alternative Onsite Sewage System Regulations (12VAC5-613-10 et seq.;"AOSS Regulations). Local health department is also responsible for ensuring the performance, operation and maintenance of onsite sewage systems are in compliance with the SHDR and AOSS Regulations. Code Link-32.1-163</p>	X
<p>Rabies: Pursuant to §3.2-6500 et seq. of the Code of Virginia, the local health department is responsible for investigating complaints and reports of suspected rabid animals exposing a person, companion animal, or livestock to rabies. Code Link- 3.2-6500</p>	X

LOCAL GOVERNMENT AGREEMENT, ATTACHMENT A(1.)

VIRGINIA DEPARTMENT OF HEALTH
COMMUNITY HEALTH SERVICES

ENVIRONMENTAL HEALTH SERVICES
BASIC PUBLIC HEALTH SERVICES TO BE ASSURED BY LOCAL HEALTH DEPARTMENTS

<p>Restaurants/eating establishments: Pursuant to §35.1-14 of the Code of Virginia, local health departments are responsible for issuing, denying, renewing, revoking and suspending permits to operate food establishments. In addition, local health departments are required to conduct at least one annual inspection of each food establishment to ensure compliance with the requirements of the Food Regulations (12VAC5-421-10 et seq.). These regulations include requirements and standards for the safe preparation, handling, protection, and preservation of food; the sanitary maintenance and use of equipment and physical facilities; the safe and sanitary supply of water and disposal of waste and employee hygiene standards. Code Link- 35.1-14</p>	X
<p>Sanitary surveys: The local health department is responsible for conducting surveys of properties which include soil evaluations and identification of potential sources of contamination. The surveys are conducted in order to determine site suitability for onsite sewage systems, alternative discharging systems and wells. Code Link-32.1-11, 32.1-43</p>	X
<p>Single home sewage discharge Code Link-32.1-164</p>	
<p>Hotels/Motels: In accordance with §35.1.13 of the Code of Virginia, local health department staff is responsible for issuing, denying, revoking and suspending permits to operate hotels. The local health department is responsible for conducting inspections of hotels to ensure compliance with the Hotel Regulations (12VAC5-431-10 et seq.). These regulations include requirements and standards for physical plant sanitation; safe and sanitary housekeeping and maintenance practices; safe and sanitary water supply and sewage disposal and vector and pest control. Code Link-35.1-13</p>	X
<p>Water supply sanitation-Inspection of Water Supplies Code Link- 15.2-2144</p>	X
<p>Wells: Pursuant to §32.1-176.2, local health departments are responsible for issuing, denying and revoking construction permits and inspection statements for private wells. Local health departments are also responsible for inspecting private wells to ensure that their construction and location are in compliance with the Private Well Regulations (12VAC5-630-10 et seq.). Code Link-32.1-176.2</p>	X
<p>Homes for adults: The local health department, at the request of the Department of Social Services (DSS) will inspect DSS-permitted homes for adults to evaluate their food safety operations, wastewater disposal and general environmental health conditions.</p>	X
<p>Juvenile Justice Institutions: Pursuant to §35.1-23 of the Code of Virginia and the agency's memorandum of understanding with the Department of Corrections, local health departments are responsible for conducting at least one annual unannounced inspection of juvenile justice institutions in order to evaluate their kitchen facilities, general sanitation and environmental health conditions. Code Link-35.1-23</p>	X
<p>Jail inspections: Pursuant to § 53.1-68 of the Code of Virginia and the agency's memorandum of understanding with the Department of Corrections, local health departments are responsible for conducting at least one annual unannounced inspection of correction facilities in order to evaluate their kitchen facilities, general sanitation and environmental health conditions. Code Link-53.1-68</p>	X
<p>Daycare centers: At the request of DSS will inspect DSS-permitted daycare centers to evaluate their food safety operations, wastewater disposal and general environmental health conditions.</p>	X
<p>Radon Pursuant to §32.1-229 local health department may assist VDH Central Office with Radon testing and analysis. Code Link-32.1-229.</p>	X
<p>Summer camps/ Campgrounds: Pursuant to 35.1-16 and 35.1-17 of the Code of Virginia, local health departments are responsible for issuing, denying, revoking and suspending permits to operate summer camps and campgrounds. The local health department is responsible for conducting inspections of summer camps and campgrounds not less than annually to ensure that their construction, operation and maintenance are in compliance with the Regulations for Summer Camps (12VAC5-440-10 et seq.) and the Rules and Regulations for Campgrounds (12VAC5-450-10 et seq.). Code Links-35.1-16, 35.1-17</p>	X

LOCAL GOVERNMENT AGREEMENT, ATTACHMENT A(1.)

VIRGINIA DEPARTMENT OF HEALTH
COMMUNITY HEALTH SERVICES

OTHER PUBLIC HEALTH SERVICES
BASIC PUBLIC HEALTH SERVICES TO BE ASSURED BY LOCAL HEALTH DEPARTMENTS

The following services performed in accordance with the provisions of the Code of Virginia, the regulations of the Board of Health and/or the policies and procedures of the State Department of Health	
Medicaid Nursing Home Screening DMAS MOA Code Link- 32.1-330	X
Comprehensive Services Act 2.2-5201-2.2-5211 Code Link- 2.2-5201, 2.2-5211	X
Vital Records (Death Certificates) Code Link- 32.1-254, 32.1-255, 32.1-272	X
Early Intervention Services Community Policy and Management Teams (CPMT) Interagency Coordinating Council (Infants/Toddlers) Code Link- 2.2-5305, 2.2-5306	X
Immunizations for maternity and post-partum patients Code Link-32.1-11, 32.1-325, 54.1-3408.	X
AIDS Drug Assistance Program (ADAP) Code Link-32.1-11,32.1-330	X
Emergency Preparedness and Response Code Link-32.1-42, 32.1-43, 32.1-229,	X
HIV Counseling, Testing and Referral Code Link-32.1-37.2	X

LOCAL GOVERNMENT AGREEMENT, ATTACHMENT A(1.)

VIRGINIA DEPARTMENT OF HEALTH
COMMUNITY HEALTH SERVICES

OPTIONAL PUBLIC HEALTH SERVICES

For Each Service Provided, Check Block for Highest Income Level Served			
	Income A only	Defined by Federal Regulations	All
COMMUNICABLE DISEASE SERVICES			
Foreign Travel Immunizations			
Other:			
CHILD HEALTH SERVICES			
School health services			
Sick child care			
Other:			
Community Education			X
MATERNAL HEALTH SERVICES			
Funds for deliveries			
Funds for special tests and drugs			
Diagnosis, treatment, and referral for gynecological problems			
Other:			
Community Education			X
FAMILY PLANNING SERVICES			
Nutrition Education			
Preventive Health Services			
Pre-Conception Health Care			
Other: Community Education			X

LOCAL GOVERNMENT AGREEMENT, ATTACHMENT A(1.)

VIRGINIA DEPARTMENT OF HEALTH
COMMUNITY HEALTH SERVICES

OPTIONAL PUBLIC HEALTH SERVICES

For Each Service Provided, Check Block for Highest Income Level Served			
GENERAL MEDICAL SERVICES	Income A only	Defined by Federal Regulations	All
Activities of Daily Living			
Community Education			X
General Clinic Services (100% Locally Funded)			
Outreach			
Occupational health services			
Personal care			
Pharmacy services-Alternate Drug Delivery Site			
Hypertension screening, referral, and counseling			X
Respite care services			
Other:			
SPECIALTY CLINIC SERVICES (List)	Income A only	Defined by Federal Regulations	All
DENTAL HEALTH SERVICES	Income A only	Defined by Federal Regulations	All
Preventive Clinic Services - Children			
Preventive Clinic Services - Adults			
Restorative Clinic Services			
Community Education			
Other:			

LOCAL GOVERNMENT AGREEMENT, ATTACHMENT A(2.)

VIRGINIA DEPARTMENT OF HEALTH
COMMUNITY HEALTH SERVICES

PUBLIC HEALTH SERVICES PROVIDED
UNDER LOCAL ORDINANCE

Neither the <i>Code of Virginia</i> nor Regulations of the Board of Health requires the following services to be provided by the local health department	Place an X in this column if service is provided for locality	Local ordinance code cite	Provide a brief description of local ordinance requirements
Accident Prevention			
Air Pollution			
Bird Control			
Employee Physicals			
General Environmental	X	Chapter 61,124,137	Animals, Nuisances, and Property Maintenance - Investigate Complaints
Housing - BOCA & local building codes	X	Chapter 124, 137	Nuisance and Property Maintenance-Investigate Complaints
Insect control	X	Chapter 124, 137	Nuisance and Property Maintenance-Investigate Complaints
Noise			
Plumbing			
Radiological Health			
Rodent Control	X	Chapter 124, 137	Nuisance and Property Maintenance-Investigate Complaints
Solid Waste	X	Chapter 137	Property Maintenance-Investigate Complaints
Swimming facilities			
Weeds	X	Chapter 137	Property Maintenance-Investigate Complaints
Smoking Ordinances			
Other environmental services (identify)			
Building Permit Walkover	X	Chapter 143 / Code of VA 32.1-165	Safe, Adequate, and Proper Review per Code
Local Septic Ordinance	X	Chapter 143	Determination of adequate site requirements and proper documentation per Ordinance
Local Well ordinance	X	Chapter 184	Determination of adequate site requirements and proper documentation per Ordinance

LOCAL GOVERNMENT AGREEMENT, ATTACHMENT A(2.)

VIRGINIA DEPARTMENT OF HEALTH
COMMUNITY HEALTH SERVICES

PUBLIC HEALTH SERVICES PROVIDED UNDER
LOCAL ORDINANCES OR CONTRACT WITH LOCAL GOVERNMENTS

OPTIONAL PUBLIC HEALTH SERVICES

For Each Service Provided, Check Block for Highest Income Level Served			
	Income A only	Defined by Federal Regulations	All
Employee physicals			
Primary care for inmates in local jails or correctional institutions			
Other medical services (List)			
Other (please list)			
Please see attachment 043_FY14A			X

Addendum 043_FY14A Clarke County

The Health District will convene a meeting with pertinent Clarke County staff no later than February 28 to delineate current County and State Environmental Health service needs as well as project future needs.

The Lord Fairfax Health District will staff the Board of Septic and Well Appeals with an assigned staff person as well as a back-up staff person. Clarke County Government will communicate directly with assigned health department staff and the Environmental Health Supervisor as to meeting requirements. The county will provide annual feedback to the Environmental Health Supervisor concerning the quality of assistance received.

Clarke County government will provide training to both Environmental Health Specialists Senior and the Clarke County Environmental Health Supervisor in the use of GPS technology to document the location of private onsite septic drain fields and wells and proper interface with the County's GIS mapping system. Once training is completed, the Health District will provide use of at least one GPS unit to the Clarke County Environmental Health staff. Staff will include documentation of private onsite septic drain field and well locations in all future permitting activities, recording this data in the State's VENIS database and also sharing this data with Clarke County government. In addition, staff will collect this data, as time allows, on existing wells and drain fields – for instance, when investigating environmental health complaints that involve either wells or private onsite septic drain fields.

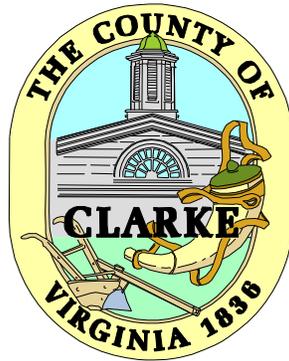
Clarke County Health Department will distribute Clarke County government's environmental health educational brochures and written materials to customers and clients. Clarke County government will provide training and information concerning their local environmental initiatives to all health department support and environmental health staff so that staff will be able to support the county's needs in this area.

The Lord Fairfax Health District will develop and implement a strategy to increase the sharing of desired data with Clarke County government. It will include promoting the provision of GW-2 forms.

The Lord Fairfax Health District and Clarke County will complete an assessment of duties and services desired in Environmental Health no later than May 1 Yearly. This assessment will be used to evaluate current Environmental Health and Support staffing levels.

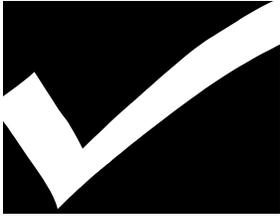
1. The Health District will convene a meeting with pertinent Clarke County staff no later than February 28 Yearly to delineate current County and State Environmental Health service needs as well as project future needs.
2. Complete a staffing level evaluation for Environmental Health and Support (clerical) staff by May 1, Yearly.
3. Add GPS coordinates to future well and private onsite sewage disposal system VENIS records and share with county.
4. Distribute requested County materials to customers.
5. Staff the Board of Septic and Well Appeals with a primary and back-up staffer.
6. Develop a strategy to provide requested data to the County routinely.

Board of Supervisors Committee Meetings



Monday, December 9, 2013

	12/9/2013	Due to Inclement Weather
Personnel Committee	9:00 am	Rescheduled to 3:00 pm 12/9
Work Session	Canceled	
Finance Committee	10:00 am	Rescheduled for Regular Meeting 12/17



Personnel Committee Items
December 9, 2013; 9:00 am
Second Floor, Meeting Room AB
Berryville/Clarke County Government Center
101 Chalmers Court, Berryville, Virginia 22611

Item No. *Description*

A. **Closed Session re: §2.2-3711-A1 Specific individual under consideration for appointments and positions.**

12/09/2013 Summary: **Supervisor Byrd moved to convene into Closed Session pursuant to §2.2-3711-A1. The motion carried as follows:**

Barbara J. Byrd	- Aye
J. Michael Hobert	- Aye

The members of the Board of Supervisors Personnel Committee being assembled within the designated meeting place, with open doors and in the presence of members of the public and/or the media desiring to attend, **Supervisor Byrd moved to reconvene in open session. The motion carried as follows:**

Barbara J. Byrd	- Aye
J. Michael Hobert	- Aye

Supervisor Byrd further moved to execute the following Certification of Closed Session:

CERTIFICATION OF CLOSED SESSION

WHEREAS, the Board of Supervisors of the County of Clarke, Virginia, Personnel Committee has convened a closed meeting on the date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3700 of the Code of Virginia requires a certification by the Board of Supervisors of the County of Clarke, Virginia Personnel Committee that such closed meeting was conducted in conformity with Virginia law.

NOW, THEREFORE BE IT RESOLVED, that the Board of Supervisors of the County of Clarke, Virginia, Personnel Committee hereby certifies that, to the best of each members knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which the certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Board of Supervisors of the County of Clarke, Virginia.

The motion was approved by the following roll-call vote:

Barbara J. Byrd	- Aye
J. Michael Hobert	- Aye

Expiration of Term for appointments expiring through February 2014.

Following Closed Session, the Committee agreed to recommend to Circuit Court, Judge Wetsel, appointment of an at-large alternate to the Board of Zoning Appeals – Pat McKelvy to serve a five-year term expiring February 15, 2019.

12/11/2013 Note: Staff discovered a discrepancy in the term of Anne Caldwell. Term expiration has been corrected from 2/15/2014 to 2/15/2015.

			<i>Appt Date</i>	<i>Exp Date</i>	<i>Orig Appt Date:</i>
Clarke County Historic Preservation Commission			4 Yr		
Gilpin	Thomas T.	White Post District	5/18/2010	1/1/2014	6/1/1987
Resigned 1/1/2014 term expires 5/31/2014					

Section 3-E-3-d Zoning Ord "shall consist of at least 5 members not to exceed 7 members; Members shall be residents of Clarke County with a demonstrated interest in and knowledge of the historic character of Clarke County. Reasonable effort to appoint at least 2 members with professional training or equivalent experience in 1 or more of the following: architecture, architectural history, historic preservation, archeology, land use planning, or related fields. Reasonable effort to appoint at least 1 member that is a professional architect or architectural historian. At least 1 member shall be appointed from the Planning Commission upon recommendation to the Board by the Planning Commission. After the establishment of an Historic District, at least 1 member shall be a resident of a local Historic District."

February 2014

Board of Zoning Appeals			5 Yr		
Volk	Laurie	Russell District	1/20/2009	2/15/2014	2/17/2004
Appointed by Circuit Court; BOS letter of recommendation to Clerk. Oath of Office Required - Clerk of Circuit Court; 5 total members: 1 member may be on the Planning Commission Pg 1114 Supv Manual; other 4 have been generally 1 from each magisterial district, although not required.; Section 7-A-1 of the Zoning Ord states: "The Board shall consist of 5 residents of Clarke Co. Members of the Board shall hold no other public office in the locality except that 1 may be a member of the Clarke Co Planning Commission."					

Borel	Alain F.	White Post District	1/20/2009	2/15/2014	3/21/2000
Reappointed 1st 4/6/00 thru 2/15/04					
Appointed by Circuit Court; BOS letter of recommendation to Clerk. Oath of Office Required - Clerk of Circuit Court; 5 total members: 1 member may be on the Planning Commission Pg 1114 Supv Manual; other 4 have been generally 1 from each magisterial district, although not required.; Section 7-A-1 of the Zoning Ord states: "The Board shall consist of 5 residents of Clarke Co. Members of the Board shall hold no other public office in the locality except that 1 may be a member of the Clarke Co Planning Commission."					

Clarke County Committee Listing

			<i>Appt Date</i>	<i>Exp Date</i>
<i>Barns of Rose Hill Board of Directors</i>				3 Yr
Johnston	Bill	Buckmarsh District	7/17/2012	6/10/2013
<i>Berryville Area Development Authority</i>				3 Yr
Boyles	Jerry	White Post District	4/1/2012	3/31/2015
Ohrstrom, II	George	Russell District	3/19/2013	3/31/2016
Smart	Kathy	White Post District	3/20/2012	3/31/2014
<i>Berryville Area Development Authority Comprehensive Plan Committee</i>				Open-End
Hobert	J. Michael	Berryville District	1/7/2008	
McKay	Beverly	White Post District	3/20/2012	
<i>Board of Septic & Well Appeals</i>				4 Yr
Blatz	Joseph	Millwood / Pine Grove District; Citizen Member	4/17/2012	2/15/2016
Caldwell	Anne	Millwood District; Planning Commission; Vice Chair - Alternate	1/11/2013	12/31/2013
Ohrstrom, II	George	Russell District; Planning Commission Chair	1/11/2013	12/31/2013
Staelin	John	BOS - Appointed Member	1/15/2013	12/31/2013
Teetor	Alison	Staff Representative		
Weiss	David	BOS Vice Chair - Alternate	1/15/2013	12/31/2013
<i>Board of Social Services</i>				4 Yr
Brown	Dwight	Berryville District	4/16/2013	7/15/2017
Byrd	Barbara J.	BOS - Appointed Member	1/15/2013	12/31/2013
Ferrebee	Robert	Millwood District	4/16/2013	7/15/2016
Gray	Lynn	Berryville District	4/16/2014	7/15/2014
Pierce	Edwin Ralph	Berryville District	2/21/2012	12/15/2014
<i>Board of Supervisors</i>				4 Yr
Byrd	Barbara J.	Russell District	1/1/2012	12/31/2015
Hobert	J. Michael	Berryville District; Chair	1/1/2011	12/31/2015
McKay	Beverly	White Post District	1/1/2012	12/31/2015
Staelin	John	Millwood / Pine Grove District	1/1/2012	12/31/2015
Weiss	David	Buckmarsh/Blue Ridge; Vice Chair	1/1/2012	12/31/2015
<i>Board of Supervisors Finance Committee</i>				1 Yr
Byrd	Barbara J.	BOS - Alternate	1/15/2013	12/31/2013
Hobert	J. Michael	BOS - Appointed Member	1/15/2013	12/31/2013
McKay	Beverly	BOS - Alternate	1/15/2013	12/31/2013
Staelin	John	BOS - Alternate	1/15/2013	12/31/2013

Wednesday, December 11, 2013

Page 1 of 7

			<i>Appt Date</i>	<i>Exp Date</i>
Weiss	David	BOS - Appointed Member	1/15/2013	12/31/2013
				<i>1 Yr</i>
<i>Board of Supervisors Personnel Committee</i>				
Byrd	Barbara J.	BOS - Appointed Member	1/15/2013	12/31/2013
Hobert	J. Michael	BOS - Appointed Member	1/15/2013	12/31/2013
McKay	Beverly	BOS - Alternate	1/15/2013	12/31/2013
Weiss	David	BOS - Alternate	1/15/2013	12/31/2013
				<i>5 Yr</i>
<i>Board of Zoning Appeals</i>				
Borel	Alain F.	White Post District	1/20/2009	2/15/2014
Caldwell	Anne	Millwood District	1/19/2010	2/15/2015
Kackley	Charles	Russell District	2/12/2008	2/15/2018
Means	Howard	Millwood District	12/14/2009	2/15/2016
Volk	Laurie	Russell District	1/20/2009	2/15/2014
				<i>4 Yr</i>
<i>Clarke County Historic Preservation Commission</i>				
Caldwell	Anne	Millwood District	4/16/2014	5/31/2017
Carter	Paige	White Post District	5/15/2012	5/31/2016
Fields	Betsy	Berryville District	5/15/2012	5/31/2016
Gilpin	Thomas T.	White Post District	5/18/2010	1/1/2014
Hiatt	Marty	Buckmarsh / Blue Ridge District	6/19/2007	5/31/2015
Kruhm	Doug	Planning Commission Representative	4/16/2013	4/30/2014
Teetor	Alison	Staff Representative		
York	Robert	White Post District	6/18/2013	5/31/2017
				<i>4 Yr</i>
<i>Clarke County Industrial Development Authority</i>				
Armbrust	Wayne	White Post District; Vice Chair	8/19/2008	10/30/2016
Cochran	Mark	Buckmarsh District	9/17/2013	10/30/2017
Frederickson	Allan	White Post District; Secretary / Treasurer	9/17/2013	10/30/2017
Hobbs	Robert	White Post District	7/16/2013	10/30/2014
Jones	Paul	Russell District	5/15/2012	10/30/2015
Juday	David	Russell District; Chair	12/21/2010	10/30/2014
Pierce	Rodney	Buckmarsh District	8/19/2008	10/30/2016
Staelin	John	BOS - Liaison	1/15/2013	12/31/2013
				<i>4 Yr</i>
<i>Clarke County Library Advisory Council</i>				
Al-Khalili	Adeela	Buckmarsh District	4/19/2011	4/15/2015
Badanes	Joyce	Millwood District	4/20/2010	4/15/2014
Byrd	Barbara J.	BOS - Liaison	1/15/2013	12/31/2013
Curran	Christopher	Buckmarsh District	4/16/2013	4/15/2017
Daisley	Shelley	Russell District	7/17/2012	4/15/2016
Foster	Nancy	Russell District	4/17/2012	4/15/2016
Holscher	Dirck	Russell District	4/16/2013	4/15/2017

Wednesday, December 11, 2013

Page 2 of 7

			<i>Appt Date</i>	<i>Exp Date</i>
Kalbian	Maral	Millwood District	4/19/2011	4/15/2015
Myers	Carol	White Post District	5/21/2013	4/15/2017
Zinman	Maxine	Russell District	4/19/2011	4/15/2015
<i>Clarke County Litter Committee</i>				1 Yr
Staelin	John	BOS - Liaison	1/15/2013	12/31/2013
<i>Clarke County Planning Commission</i>				4 Yr
Bouffault	Robina Rich	White Post / Greenway District	5/15/2012	4/30/2016
Brumback	Clay	White Post / Greenway District	6/15/2010	4/30/2014
Caldwell	Anne	Millwood / Chapel District; Vice Chair	4/16/2013	4/30/2017
Kreider	Scott	Buckmarsh / Battletown District	5/15/2012	4/30/2016
Kruhm	Doug	Buckmarsh / Battletown District	3/19/2013	4/30/2014
McFillen	Thomas	Berryville District	5/1/2010	4/30/2014
Nelson	Clifford	Russell / Longmarsh District	4/16/2013	4/30/2017
Ohrstrom, II	George	Russell District; Chair	4/19/2011	4/30/2015
Staelin	John	BOS - Appointed Member	1/15/2013	12/31/2013
Steinmetz, II	William	Berryville District	5/15/2012	4/30/2016
Stidham	Brandon	Staff Representative		
Turkel	Jon	Millwood / Chapel District	9/15/2011	4/30/2015
<i>Clarke County Sanitary Authority</i>				4 Yr
Dunning, Jr.	A.R.	White Post District	11/19/2013	1/5/2018
Legge	Michael	Staff Representative		
Mackay-Smith, Jr.	Alexander	White Post District; Vice Chair	1/15/2013	1/5/2017
Myer	Joe	Town of Boyce	2/21/2012	1/5/2016
Staelin	John	BOS - Liaison	1/15/2013	12/31/2013
Welliver	Ralph	Berryville District	3/19/2013	6/30/2016
Williams	Ian R.	White Post District; Chair	1/15/2013	1/5/2017
<i>Conservation Easement Authority</i>				3 Yr
Buckley	Randy	White Post District	11/19/2013	12/31/2016
Engel	Peter	White Post District	1/15/2013	12/31/2015
Mackay-Smith	Wingate E.	White Post District; Chair	1/1/2011	12/31/2013
Ohrstrom, II	George	Russell District; Planning Commission Representative	4/16/2013	4/30/2016
Teetor	Alison	Staff Representative		
Thomas	Walker	Buckmarsh District	11/20/2012	12/31/2015
Wallace	Laure	Millwood District	11/19/2013	12/31/2016
Weiss	David	BOS - Appointed Member	1/15/2013	12/31/2013
<i>Constitutional Officer</i>				
Butts	Helen	Clerk of the Circuit Court	1/1/2008	12/31/2015
Keeler	Sharon	Treasurer	1/1/2012	12/31/2015

Wednesday, December 11, 2013

Page 3 of 7

			<i>Appt Date</i>	<i>Exp Date</i>
Mackall	Suzanne	Commonwealth Attorney	1/1/2012	12/31/2015
Peake	Donna	Commissioner of the Revenue	1/1/2012	12/31/2015
Roper	Anthony	Sheriff	1/1/2012	12/31/2015

County Administrator

Ash	David L.	County Administrator	3/19/1991	
-----	----------	----------------------	-----------	--

Economic Development Advisory Committee

4 Yr

Barb	Jim	Real Estate Rep, Business Owner	11/29/2013	12/31/2017
Conrad	Bryan H.	Agriculture, Fire & Rescue	1/1/2011	12/31/2014
Dunkle	Christy	Town of Berryville Representative	2/21/2012	12/31/2015
Hillerson	Jay	Business Owner	9/15/2009	12/31/2013
Milleson	John R.	Banking, Finance	8/16/2011	12/31/2014
Myer	Dr. Eric	Agriculture Rep, Business Owner	1/1/2011	12/31/2014
Pritchard	Elizabeth	Hospitality Industry	7/17/2012	8/31/2016
Staelin	John	BOS - Appointed Member	1/15/2013	12/31/2013

Fire and Emergency Services (EMS) Workgroup

Open-End

Braithwaite	Jay	Fire & Rescue Volunteer	9/25/2013	
Buckley	Randy	Fire & Rescue Volunteer	9/25/2013	
Leffel	Elizabeth	Fire & Rescue Volunteer	9/25/2013	
Stidham	Brandon	Staff Representative	9/25/2013	
Wallace	Laure	Fire & Rescue Volunteer	9/25/2013	
Weiss	David	BOS - Liaison	9/25/2013	
White	Neal	Town of Berryville Chief of Police	9/25/2013	

Handley Regional Library Board

4 Yr

Myer	Tamara	Town of Boyce	8/20/2013	11/30/2017
------	--------	---------------	-----------	------------

Joint Administrative Services Board

Open-End

Ash	David L.	County Administrator	12/22/1993	
Hobert	J. Michael	BOS - Appointed Member	1/15/2013	12/31/2013
Judge	Tom	Staff Representative	2/14/1994	
Keeler	Sharon	Treasurer	3/12/2005	
Murphy	Michael	School Superintendent	7/1/2008	
Schutte	Charles	School Board Representative	1/8/2012	12/31/2013
Weiss	David	BOS - Alternate	1/15/2013	12/31/2013

Legislative Liaison and High Growth Coalition

1 Yr

Hobert	J. Michael	BOS - Liaison	1/15/2013	12/31/2013
--------	------------	---------------	-----------	------------

Lord Fairfax Community College Board

4 Yr

Daniel	William		7/1/2012	6/30/2016
--------	---------	--	----------	-----------

Lord Fairfax Emergency Medical Services Council

3 Yr

Wednesday, December 11, 2013

Page 4 of 7

			<i>Appt Date</i>	<i>Exp Date</i>
Burns	Jason	Career Representative	7/17/2012	6/30/2015
Coffelt	Lee	Career Representative	9/27/2011	6/30/2014
Stidham	Angela	Medical Professional; White Post District	9/17/2013	6/30/2016
<i>Northern Shenandoah Valley Regional Commission</i>				1 Yr
McKay	Beverly	BOS - Appointed Member	1/15/2013	12/31/2013
Staelin	John	BOS - Alternate	1/15/2013	12/31/2013
Stidham	Brandon	Citizen Representative [Planning Director]	2/19/2013	1/31/2016
<i>Northwestern Community Services Board</i>				3 Yr
Harris	Lucille	Millwood District	1/15/2013	12/31/2015
Stieg, Jr.	Robert	Millwood District	3/20/2012	12/31/2014
<i>Northwestern Regional Jail Authority</i>				1 Yr
Ash	David L.	BOS - Appointed Member	1/15/2013	12/31/2013
Byrd	Barbara J.	BOS - Liaison Alternate	1/15/2013	12/31/2013
Roper	Anthony	Sheriff	1/1/2012	12/31/2015
Wyatt	Jimmy	Millwood District	1/17/2012	12/31/2015
<i>Northwestern Regional Juvenile Detention Center Commission</i>				1 Yr
Byrd	Barbara J.	BOS - Liaison	1/15/2013	12/31/2013
Wyatt	Jimmy	Millwood District	1/15/2013	12/20/2016
<i>Old Dominion Alcohol Safety Action Policy Board & Division of Court Services</i>				3 Yr
Roper	Anthony	Sheriff	11/19/2013	12/31/2016
<i>Old Dominion Community Criminal Justice Board</i>				3 Yr
Roper	Anthony	Sheriff	11/19/2013	12/31/2016
<i>Our Health</i>				3 Yr
Shipe	Diane	Buckmarsh District	4/16/2013	3/15/2016
<i>Parks & Recreation Advisory Board</i>				4 Yr
Heflin	Dennis	White Post District	1/15/2013	12/31/2016
Hobert	J. Michael	BOS - Liaison	1/15/2013	12/31/2013
Huff	Ronnie	Town of Berryville Representative	1/1/2012	12/31/2015
Jones	Paul	Russell District; At Large	1/1/2011	12/31/2014
Lichliter	Gary	Russell District	1/15/2013	12/31/2016
Rhodes	Emily	Buckmarsh District	2/21/2012	12/31/2015
Sheetz	Daniel A.	Berryville District	11/19/2013	12/31/2017
Trenary	Randy	Appointed by Clarke County School Board	10/24/2013	12/31/2014
Wisecarver	Steve	Appointed by Town of Boyce	11/5/2013	12/31/2017
<i>People Inc. of Virginia</i>				3 Yr

Wednesday, December 11, 2013

Page 5 of 7

			<i>Appt Date</i>	<i>Exp Date</i>
Hillerson	Coleen	Clarke County Rep Board of Directors	6/18/2013	7/31/2016
<i>Regional Airport Authority</i>				1 Yr
Ash	David L.	BOS - Alternate	1/15/2013	12/31/2013
Crawford	John	Buckmarsh District	7/17/2012	6/30/2016
McKay	Beverly	BOS - Liaison	1/15/2013	12/31/2013
<i>Shenandoah Area Agency on Aging, Inc.</i>				4 Yr
Bouffault	Robina Rich	White Post District	7/16/2013	9/30/2014
Edwards, Jr.	James N.	White Post District	9/1/2012	9/30/2016
<i>Shenandoah Valley Chief Local Elected Officials Consortium</i>				
Ash	David L.	BOS Designee for Chief Elected Official		
<i>Shenandoah Valley Workforce Investment Board</i>				4 Yr
James	Patricia	Berryville District	9/17/2013	6/30/2017
<i>The 150th Committee</i>				4 Yr
Al-Khalili	Adeela	Clarke County African-American Cultural Center / Josephine Community Museum	1/18/2011	12/31/2015
Davis	Dorothy	Clarke County African-American Cultural Center / Josephine Community Museum	1/18/2011	12/31/2015
Heder	Terence	Shenandoah Valley Battlefields Foundation	1/18/2011	12/31/2015
Kalbian	Maral	Community Representative	1/18/2011	12/31/2015
Lee	Jennifer	Clarke County Historic Museum Representative	1/18/2011	12/31/2015
McKay	Beverly	BOS - Appointed Member	1/15/2013	12/31/2013
Means	Howard	CCHA Representative	1/18/2011	12/31/2015
Morris	Mary	Clarke County Historic Museum Representative	1/18/2011	12/31/2015
Murphy	Michael	CCPS Representative	1/18/2011	12/31/2015
Russell	Jesse	Staff Representative Economic Development	1/18/2011	12/31/2015
Sours, Jr.	John	Community Representative	1/18/2011	12/31/2015
Stieg, Jr.	Robert		1/18/2011	12/31/2015
<i>Warren-Clarke County Microenterprise Assistance Program Management Team</i>				2 Yr
Blakeslee	Steve	County Representative	9/18/2012	
Dunkle	Christy	Town of Berryville Representative	9/18/2012	
Greene	Laurel	Town of Boyce Representative	9/18/2012	
Hobbs	Robert	County Representative	9/18/2012	
Hoffman	Michael	County Representative	9/18/2012	
McIntosh	Charles	County Representative	9/18/2012	
Myer	Dr. Eric	Designated Alternate	9/18/2012	

Wednesday, December 11, 2013

Page 6 of 7

			<i>Appt Date</i>	<i>Exp Date</i>
Stidham	Brandon	County Representative	9/18/2012	

Wednesday, December 11, 2013

Page 7 of 7

MEMORANDUM

TO: Board of Supervisors
FR: Thomas Judge, Director of Joint Administrative Services
DT: December 9, 2013
RE *December Finance Committee*

1. FY 14 Transfer.

The multifunction machine at the Park ceased functioning and was beyond its useful life. A replacement has been ordered (see attached), and the following action is requested: *“Be it resolved that \$8,250 be transferred from the minor capital contingency to the Parks Administration budget.”*

2. Fiscal Policy Amendment. In “Expenditure Polices” Section C “Expenditure Accountability”

add a new section 9 “Donations” to read *“The County may accept donations of cash, materials, and labor from individuals or groups for purposes it deems to be in the best interest of the County. Once formally accepted, the documented purpose for which the donation was given shall be respected. Because the scope and components of projects can be modified subsequent to donation acceptance, a general statement of purpose is encouraged to permit efficient management of the project.”*

3. Acceptance of November Bills and Claims. *The Finance Committee should consider recommendation of acceptance of November Bills and Claims.*

4. Standing Reports. The following are included: FY 14 General Fund Balance. Reconciliation of Appropriations (FY 14). General Government Expenditure Summary (November), General Government Capital Projects.

For orders totalling over \$800.

PURCHASE REQUISITION

REQ.FRM

Provision of Suggested Vendor and Price Data, and Attachment of a Bid/Quote Tabulation Form are Optional

NAME, ADDRESS, PHONE & FAX OF SUGGESTED VENDOR DDL	Use the REQ number below when making inquiries to the Purchasing Office: V: (540) 955-5185 or (540) 955-5148 F: (540) 955-0456
	REQ NUMBER:
	REQ Date: November 25, 2013

ITEM NO.	STOCK NUMBER / DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL PRICE	OFFICE USE
	Toshiba e-Studio 4555c	Each	1	\$8250.00	\$8250.00	
	Estimated Maintenance for FY14			\$1104.00	\$1104.00	
	.008 per B/W copy, .06 per color copy					
TOTAL:					\$9354.00	

APPROVE: The goods and/or services above are budgeted, appropriated, and necessary.

L. C. Code
ACCOUNT MANAGER

11/25/2013
DATE

DPH
EXECUTIVE

11 25 2013
DATE

DELIVER & CHARGE:

Name & Location for Interoffice Delivery:	FD	PRJ	CC	PGM	FUNC	OBJ	AMOUNT
Clarke County Parks and Recreation 225 Al Smith Circle Berryville, VA 22611	100	000			71100	8207	\$9354.00
AP Checks:							
Audit Checks:						TOTAL:	\$9354.00

Clarke County Fiscal Policy

Distribution: County Administration, Commissioner of the Revenue, Joint Administrative Services, Purchasing, School Administration, Sheriff, Treasurer

Record of Revision

Revision No.	Revision Date	Description	Final Approval
New	11/20/2001	New Document	
1	11/16/2004	<ul style="list-style-type: none"> ○ Add to EXPENDITURE POLICIES Section C (6) the following: "In addition: a. The Clarke County Easement Authority shall be funded from unexpended local tax funding at the end of the fiscal year that results from savings in local expenditures in all funds other than the School and Social Service funds. The goal shall be to take the first \$150,000 in local tax savings from the prior year and use that money to fund the Authority in the subsequent year. Further, that all revenues received from the application of roll-back tax be wholly dedicated to the Conservation Easement Program. ○ Add to EXPENDITURE POLICIES Section C (6) b) Balances resulting from sale proceeds of "investment oriented" projects shall first be considered for use on additional projects that will promote economic development and lead to larger tax revenues in the futures. ○ Add to REVENUE POLICIES a Section 8 to read as follows: Waiver of Revenue. Requests for waiver of fees, charges, or other revenue based on charitable or other reasons, shall not be granted. The Board may consider requests for donations for charitable or other organizations during their annual budget process. 	

Clarke County Fiscal Policy

Statement Of Policy Purpose

Clarke County and its governing body, the Board of Supervisors, is responsible to the County's citizens to carefully account for all public funds, to manage County finances wisely and to plan for the adequate funding of services desired by the public, including the provision and maintenance of facilities. These policies of the Board of Supervisors are designed to establish guidelines for the fiscal stability of the County and to provide guidelines for the General Government and all autonomous and semi-autonomous agencies receiving transfers from the governmental funds. The policy shall apply to such agencies except to the extent such agency has independent legal authority for the adoption or implementation of policies inconsistent herewith. These policies will be reviewed and updated periodically by the Board of Supervisors.

Policy Goals

This fiscal policy is a statement of the guidelines and goals that will influence and guide the financial management practices of Clarke County. A fiscal policy that is adopted, adhered to, and regularly reviewed is recognized as the cornerstone of sound financial management. Effective fiscal policy:

- Contributes significantly to the County's ability to insulate itself from fiscal crisis;
- Enhances short term and long term financial credit ability by helping to achieve the highest credit and bond ratings possible;
- Promotes long term financial stability by establishing clear and consistent guidelines;
- Directs attention to the total financial picture of the County rather than single issue areas;
- Simplifies citizen review and comment on spending priorities;
- Promotes the view of linking long run financial planning with day to day operations;
- Promotes expenditures consistent with specifics set in the budget;
- Provides for an early warning system if it appears budgetary goals will not be met; and
- Provides the County and its citizens a framework for measuring the fiscal impact of government services against established fiscal parameters and guidelines.

Financial Planning Policies

Clarke County Fiscal Policy

A. *Budget Development and Review.*

1. **Annual Budgeting.** The Board of Supervisors will establish a budget annually.
2. **Budget Format.** Financial information presented to the Supervisors should include prior year original budget and actual expenditure, current year original budget, as well as estimates for the budget year under consideration.
3. **Budget Process.** The Board of Supervisors will provide guidance to the County Administrator as to its budgetary goals and assumptions. The Board of Supervisors shall also establish a calendar at the outset of the budget process including date by which all departments and agencies shall submit budget requests. The County Administrator will summarize these requests as submitted and present them to the Board of Supervisors and their committee, along with estimates of County revenue. The Board of Supervisors may at this time provide additional direction to the County Administrator. If so, the County Administrator is to work with account managers to revise expenditure and revenue requests based on the revised goals and assumptions of the Board of Supervisors. It is expected that such revisions will require several iterations. Account managers that strongly disagree with their respective budget allocations may request to speak directly to the Board of Supervisors or their committee to present their opinions.
4. **Matching Financial Flows.** The County's goal is to pay for all recurring expenditures with recurring revenues and to use nonrecurring revenues for nonrecurring expenditures. "Nonrecurring" shall mean that the revenue or expenditure may not persist from one year to next. Examples of nonrecurring revenues include one-time grants, windfalls resulting from changes in collection cycles, carryover from prior years, extraordinary delinquency collections, insurance claims, etc. Examples of nonrecurring expenditures include new building construction projects, substantial renovations, technology enhancements, expenditures related to one-time revenues as above, and one-time payments to outside organizations exceeding \$50,000. Examples of recurring capital expenditures include capital asset replacements of vehicles, technology, and building components where a recurring annual amount can be established.

A summary of proposed expenditures and revenues evaluated by their financial flow characteristic shall be presented during the budget process.
5. **Objective Revenue and Expenditure Estimation.** The County will estimate its annual revenue and expenditure by objective, analytical processes with accuracy the primary goal, but with caution regarding unpredictable revenue sources and uses. Statements of estimation methods and corresponding assumptions shall accompany revenue and expenditure estimates.

Clarke County Fiscal Policy

6. **Contingency Accounts.** The County will maintain contingency accounts in its budget for expenses which regularly occur, but for which a particular departmental budgetary account cannot be predicted. Such expenses include personnel costs such as annual leave payouts and professional services costs such as legal expenses. Contingency budgets shall only be expendable by authorized transfer of the Board of Supervisors to the appropriate departmental account.
7. **Relationship of Expenditure and Revenue Accounts.** An element of the budget presentation must readily establish the relationship between the revenues and expenditures of the County's several departments and programs.
8. **Economy of Requests.** The individual agency budget submissions must present the most economical plan possible for achieving its objectives.
9. **Staff Economy.** Any proposed staff increases or reorganizations must be supported with quantified evidence of need and justification that shows that the most economic approach has been taken.
10. **Productivity Analysis & Citizen Satisfaction.** Where possible, agencies will integrate performance measurements and productivity indicators into their budget requests. At the very least budget requests should show some numerical data summarizing goals or objectives met, the number of people served, the number or size of projects completed, or some similar measure of output.
11. **Program Expansions.** Proposed program expansions must be submitted as budgetary increments requiring detailed justification. Every proposed program expansion will be scrutinized in terms of the goals it purports to attain, and will include analysis of long term fiscal impacts.
12. **Existing Service Costs.** The justification of existing programs may be required during budget reviews.
13. **Administrative Costs.** In all program areas, administrative overhead costs should be controlled. Functions should be reviewed in an effort toward reducing duplicative activities within the General government and the autonomous and semiautonomous agencies that receive appropriations from the governmental funds.
14. **Capital Plan.** The County will annually develop a five-year capital plan for capital improvements of the general government.
15. **Operating Budget Impacts of Capital Budget Decisions.** The County will coordinate development of the capital budget with development of the operating budget. Future operating costs associated with new capital projects will be projected and included in operating budget submissions and forecasts.

Clarke County Fiscal Policy

16. **Capital Cost Estimates and Proposed Funding Sources.** The County will identify the estimated cost and potential funding source for each capital project proposal before it is submitted to the Board for inclusion in the budget. Life-cycle costing, which takes into account the full cost of a capital asset over time, should be employed by staff prior to submission to the Board.

17. **Asset Acquisition, Replacement, and Maintenance.** Operating budgets will provide for minor and preventive maintenance. The capital projects funds will provide for two types of capital project that will be clearly distinguished in budget presentations: 1. In amounts greater than the established minimum for competitive sealed bidding: rehabilitation or partial replacement of the County physical plant, and purchase of replacement vehicles or equipment; and 2. In amounts greater than the established minimum for competitive sealed bidding: acquisition, construction, or total replacement of physical facilities to include additions to existing facilities that increase the square footage or asset value of that facility, and extensions of the vehicle fleet or equipment stock.

B. Long-range Planning.

The County will develop a long-range revenue needs analysis as established in the Economic Development Resolution adopted January 19, 1999, as amended.

C. Asset Inventory.

The County will inventory and biennially assess the condition of all capital assets. This information will be used to inform the budget process.

Revenue Policies

1. **Diversification.** The County will try to maintain a diversified and stable revenue structure to shelter it from short-run fluctuations in any one revenue source.
2. **Periodic Review.** Budget to actual revenues shall be reviewed quarterly.
3. **User Fee Creation.** The County, where possible, will institute user fees and charges for programs and services in the County. Expenditure recovery rates will be established for these programs and services. These rates may be set for full cost recovery, or at some lesser rate, but should be expressed as a percent of total cost to include debt and capital costs as well as operational costs.
4. **User Fee Review.** The County will regularly review user fee charges and related expenditures to determine if pre-established recovery goals are being met.
5. **Tax Collection.** The County will follow an aggressive policy of collecting tax revenues.

Clarke County Fiscal Policy

6. **Intergovernmental Aid.** The County should routinely identify intergovernmental aid funding possibilities. However, before applying for or accepting intergovernmental aid, the County will assess the merits of a particular program as if it were funded with local tax dollars. Local tax dollars will not be used to make up for losses of intergovernmental aid without first reviewing the program and its merits as a budgetary increment. Therefore:
 - The County Administrator must approve all grant applications.
 - The Board of Supervisors must approve appropriations for grants.
 - No grant will be accepted that will incur management and reporting costs greater than the grant amount.
7. **Accounts Receivable.** The County will record receivables in a timely manner and will provide appropriate collection methods.
8. **Waiver of Revenue.** Requests for waiver of fees, charges, or other revenue based on charitable or other reasons, shall not be granted. The Board may consider requests for donations for charitable or other organizations during their annual budget process.

Expenditure Policies

A. *Debt Capacity, Issuance, and Management*

1. **Financing Preference.** Emphasis will be placed upon continued reliance on a viable level of "pay-as-you-go" financing for capital projects. Debt issuance will be considered for multi-million dollar projects and for projects where subsidized financial terms are available.
2. **Restriction on Borrowed Funds.** The County will not fund current operations from the proceeds of borrowed funds. Capital leases may be utilized at the discretion of the Board of Supervisors.
3. **Alternative Sources.** The County, to minimize debt acquisition costs may use alternative financing mechanisms including the Virginia Public School Authority, the Virginia Resources Authority, lease revenue bonds, or other financing mechanisms that may be created.
4. **Revenue Bonds.** The County may issue revenue bonds for revenue supported activities. No referendum is required for revenue bonds.
5. **Matching Financial Flows.** When the County finances capital improvements, other projects, or equipment by issuing bonds or entering into capital leases, it will repay the debt within a period not to exceed the expected useful life of the project or equipment.

Clarke County Fiscal Policy

6. **Debt Ratios.** Debt ratios will be annually calculated and included in a review of financial trends, and whenever a new debt issue is under consideration. Examples of debt ratios include: outstanding debt per capita, outstanding debt as a percent of personal income, outstanding debt as a percent of the full assessed value of taxable property, and debt service as a percent of annual revenue. These ratios should be benchmarked with the same ratios from other communities when presented.
7. **Overlapping Debt.** Debt analysis will include a treatment of overlapping debt. Overlapping debt is a debt burden of citizens in a special district, or for a special purpose, which is not counted as the County's debt, but is a debt of its citizens.
8. **Full Disclosure.** The County will follow a policy of full disclosure in every annual financial report and financing official statement/offering document.

B. Reserve or Stabilization Accounts

1. **Liquidity Designation.** The County will maintain a fund balance designation for fiscal cash liquidity purposes (i.e., fiscal reserve) that will provide sufficient cash flow to minimize the potential of short-term tax anticipation borrowing. This designation will be equal to 12% of current year originally budgeted general fund operating revenue.
2. **Stabilization Designation.** The County will maintain a fund balance designation to stabilize County finances during adverse conditions in an amount equal to 3% of current year originally budgeted general fund operating revenue. This source of funding shall be the last recourse in an appropriation decision, to be utilized only after elimination of all expenditure reduction and revenue enhancement options. This resource shall be used exclusively for:
 - severe revenue shortfalls
 - emergency expenditures
 - non-emergency expenditures resulting from severe economic stress
3. **Contingent Liability Designations.** The County will maintain fund balance designations for all contingent liabilities, such as loan guarantees, potential grant repayments, and other liabilities. The amount of the designations may be adjusted to reflect the risks involved. However, unless it is virtually certain a loan will be repaid, at least 50% of the loan should be covered with fund balance designations.
4. **Pay-as-You-Go Designation.** The County will maintain fund balance designations for pay-as-you-go projects.

Clarke County Fiscal Policy

5. **Self-Insurance Reserves.** The County will maintain sufficient self-insurance reserves as established by professional judgement based on the funding techniques utilized, loss records, and required retention.
6. **Review of Reserves and Designations.** Reserves and designations should be reviewed in June or July of each year, based on budget figures for the Fiscal Year ensuing July 1 of that same year. Adequacy of reserves should be reevaluated whenever consideration is given to utilizing undesignated fund balance.
7. **Replenishment of Reserves and Designations.** Whenever one or more fund balances fall below targeted levels the Board of Supervisors must create a plan for replenishing such funds to the desired level.
8. **Undesignated Fund Balance.** The County should maintain an undesignated fund balance adequate to permit the Board of Supervisors to act in the public's interest on matters not foreseen during the budget process, but not qualified for use of the stabilization designation.

C. *Expenditure Accountability.*

1. **Balanced Accounts.** It is important that a positive undesignated fund balance and a positive cash balance be shown in all governmental funds at the end of each fiscal year.
2. **Mid-year Correction.** When unexpected deficits appear to be forthcoming within a fiscal year either spending during the fiscal year must be reduced, revenue enhanced, or fund balance designations modified to create a positive undesignated fund balance and a positive cash balance at the end of the fiscal year.
3. **Productivity Analysis & Citizen Satisfaction.** Where possible, the County will integrate performance measurements and productivity indicators into its management and budget review techniques. This should be done in an effort to continue to improve the productivity of County programs and employees. Productivity analysis and citizen satisfaction measurement should become a dynamic part of County administrations.
4. **Budgetary Control.** The Board of Supervisors should review budget to actual account reports on a monthly basis. The County will maintain budgetary control (preventing over-expenditure) within each organizational unit as follows:
 - Transfers among line items within personal services, operation/ maintenance, and capital outlay categories shall be at the discretion of organizational unit.
 - Transfers between capital outlay & operation/maintenance: by approval of County Administrator, and with notification to the Board of Supervisors.

Clarke County Fiscal Policy

- Transfers between personal services and any other category, between funds, or from contingencies: by approval of Board of Supervisors.
 - Supplemental appropriations: by approval of the Board of Supervisors.
5. **Supplemental Budget Requests.** Budget requests outside the normal budget process must be justified as being in the public's best and urgent interest. These requests are not balanced with the entire budget decision, and should therefore be reviewed with skepticism. Public hearings on such requests will be held once the cumulative total of all supplemental amendments that fiscal year approaches the legal threshold. Once a public hearing is held, no public hearing will be required until the cumulative total of all supplemental amendments that fiscal year once again approaches the legal threshold.
6. **Carryover Budget Requests.** Carryover budget requests are a type of supplemental appropriation and are subject to public hearing requirements. The County wants to encourage departments and agencies to manage their resources wisely. As a result, the decision making bias shall be to approve the use of carryover funds in subsequent years. However, the decision to approve carryover funds shall not be automatic. The Board will consider such factors as: 1. How much carryover is requested both as a percentage and in dollars; 2. Whether or not the department was granted a supplemental appropriation in a prior year; 3. How the money is to be used in the current year; 4. How much of an increase the department or agency received in the prior and current year budget; 5. the financial condition of the County; and, 6. the source of the carryover (ex. a purchase not made).
- a. The Clarke County Easement Authority shall be funded from unexpended local tax funding at the end of the fiscal year that results from savings in local expenditures in all funds other than the School and Social Service funds. The goal shall be to take the first \$150,000 in local tax savings from the prior year and use that money to fund the Authority in the subsequent year. Further, that all revenues received from the application of roll-back tax be wholly dedicated to the Conservation Easement Program.
 - b. Balances resulting from sale proceeds of "investment oriented" projects shall first be considered for use on additional projects that will promote economic development and lead to larger tax revenues in the futures.
7. **Financial Trend Monitoring.** The County will develop, and annually update, a financial trend monitoring system, which will examine fiscal trends from the preceding 5 years (trends such as revenues and expenditures per capita, liquidity, operating deficits, etc.).
8. **Review of Annual Financial Report.** The Board of Supervisors shall review the annual financial report. This review shall include budget to actual comparison; a review of

Clarke County Fiscal Policy

fund balance designations, and; a review of budget to actual variances from the prior year.

D. Loans to Other Organizations.

Loans to organizations outside the fiscal control of the County will be accompanied by an agreement laying out specific terms including a repayment schedule and a procedure for addressing defaulted payments.

Cash Management Policies

1. **Pooled Cash.** When permitted by law, the County will pool cash from its various funds for investment purposes.
2. **Maximized Return on Investment.** The County will invest County revenue to maximize the rate of return while maintaining a low level of risk.
3. **Banking.** The County will regularly review consolidated banking services.

End of Document

CLARKE COUNTY
 FD-PJT-FUNC-OBJ EXPENDITURES SUMMARY REPORT DEFINITION TYPE #0
 for Fiscal Year 2014 (2013-2014 Fiscal Year)
 Posted Only Figures
 Executed By: gilleya

Page: 1
 Date: 12/04/13
 Time: 12:40:51

Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For NOVEMBER	Expenditures Year-to-Date	Available Balance	Percent Used
FD 100 GENERAL FUND							
PJT 000 NON-CATEGORICAL							
FUNC 11010 BOARD OF SUPERVISORS							
1300	SALARIES - PART TIME	\$ 13,800.00	\$ 8,050.00	\$ 1,150.00	\$ 5,750.00	\$ 0.00	100.00
2100	FICA BENEFITS	\$ 1,056.00	\$ 519.07	\$ 74.15	\$ 370.75	\$ 166.18	84.26
2300	HOSPITAL/MEDICAL PLANS	\$ 10,960.00	\$ 6,484.43	\$ 913.30	\$ 4,566.50	\$ 90.93	100.83
3100	PROFESSIONAL SERVICES	\$ 9,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 9,000.00	0.00
3600	ADVERTISING	\$ 5,600.00	\$ 0.00	\$ 214.50	\$ 557.70	\$ 5,042.30	9.96
5210	POSTAL SERVICES	\$ 300.00	\$ 0.00	\$ 0.00	\$ 25.54	\$ 274.46	8.51
5230	TELECOMMUNICATIONS	\$ 0.00	\$ 0.00	\$ 3.90	\$ 5.44	\$ 5.44	100.00
5307	PUBLIC OFFICIAL LIABILITY INS.	\$ 6,100.00	\$ 0.00	\$ 0.00	\$ 5,947.00	\$ 153.00	97.49
5540	TRAVEL CONVENTION & EDUCATION	\$ 3,000.00	\$ 0.00	\$ 0.00	\$ 2,596.75	\$ 403.25	86.56
5800	MISCELLANEOUS CHARGES	\$ 1,600.00	\$ 0.00	\$ 0.00	\$ 424.84	\$ 1,175.16	26.55
5810	DUES & ASSOC. MEMBERSHIPS	\$ 5,200.00	\$ 0.00	\$ 358.08	\$ 4,449.08	\$ 750.92	85.56
6001	OFFICE SUPPLIES	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
11010	BOARD OF SUPERVISORS	\$ 57,116.00	\$ 15,053.50	\$ 2,713.93	\$ 24,693.60	\$ 17,368.90	69.59
FUNC 12110 COUNTY ADMINISTRATOR							
1100	SALARIES - REGULAR	\$ 215,195.00	\$ 125,530.40	\$ 17,932.92	\$ 89,664.60	\$ 0.00	100.00
1300	SALARIES - PART TIME	\$ 0.00	\$ 0.00	\$ 0.00	\$ 743.75	\$ 743.75	100.00
2100	FICA BENEFITS	\$ 16,462.00	\$ 7,735.75	\$ 1,128.56	\$ 6,436.89	\$ 2,289.36	86.09
2210	VRSR BENEFITS	\$ 26,125.00	\$ 15,239.42	\$ 2,177.05	\$ 10,885.25	\$ 0.33	100.00
2300	HEALTH INSURANCE BENEFITS	\$ 19,688.00	\$ 11,648.54	\$ 1,640.64	\$ 8,203.20	\$ 163.74	100.83
2400	LIFE INSURANCE	\$ 2,561.00	\$ 1,493.77	\$ 213.41	\$ 1,067.05	\$ 0.18	99.99
2700	WORKERS COMPENSATION INSURANCE	\$ 195.00	\$ 0.00	\$ 0.00	\$ 168.59	\$ 26.41	86.46
3100	PROFESSIONAL SERVICES	\$ 7,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 7,500.00	0.00
3320	MAINTENANCE SERVICE CONTRACT	\$ 500.00	\$ 1,344.93	\$ 0.00	\$ 159.07	\$ 1,004.00	300.80
3500	PRINTING AND BINDING	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,000.00	0.00
3600	ADVERTISING	\$ 0.00	\$ 0.00	\$ 0.00	\$ 171.60	\$ 171.60	100.00
5210	POSTAL SERVICES	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
5230	TELECOMMUNICATIONS	\$ 1,000.00	\$ 411.12	\$ 63.04	\$ 252.82	\$ 336.06	66.39
5540	TRAVEL CONVENTION & EDUCATION	\$ 1,000.00	\$ 0.00	\$ 94.04	\$ 94.04	\$ 905.96	9.40
5810	DUES & ASSOCIATION MEMBERSHIPS	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 537.93	\$ 462.07	53.79
6001	OFFICE SUPPLIES	\$ 1,000.00	\$ 0.00	\$ 17.55	\$ 318.50	\$ 681.50	31.85
6008	VEHICLE AND EQUIP FUEL	\$ 1,200.00	\$ 0.00	\$ 70.62	\$ 342.31	\$ 857.69	28.53
6012	BOOKS AND SUBSCRIPTIONS	\$ 1,350.00	\$ 0.00	\$ 0.00	\$ 420.07	\$ 929.93	31.12
12110	COUNTY ADMINISTRATOR	\$ 297,276.00	\$ 163,403.93	\$ 23,337.83	\$ 119,465.67	\$ 14,406.40	95.15
FUNC 12210 LEGAL SERVICES							
1100	SALARIES - REGULAR	\$ 38,844.00	\$ 0.00	\$ 0.00	\$ 4,855.50	\$ 33,988.50	12.50
2100	FICA	\$ 2,972.00	\$ 0.00	\$ 0.00	\$ 371.45	\$ 2,600.55	12.50
2700	WORKER'S COMPENSATION	\$ 0.00	\$ 0.00	\$ 0.00	\$ 27.39	\$ 27.39	100.00
3100	PROFESSIONAL SERVICES	\$ 30,000.00	\$ 0.00	\$ 928.00	\$ 2,150.00	\$ 27,850.00	7.17
3600	ADVERTISING	\$ 0.00	\$ 0.00	\$ 0.00	\$ 216.00	\$ 216.00	100.00
5800	MISCELLANEOUS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 19.04	\$ 19.04	100.00
12210	LEGAL SERVICES	\$ 71,816.00	\$ 0.00	\$ 928.00	\$ 7,639.38	\$ 64,176.62	10.64
FUNC 12310 COMMISSIONER OF REVENUE							
1100	SALARIES - REGULAR	\$ 139,602.00	\$ 81,434.50	\$ 11,633.50	\$ 58,019.00	\$ 148.50	99.89
2100	FICA BENEFITS	\$ 10,680.00	\$ 5,683.51	\$ 811.93	\$ 4,048.22	\$ 948.27	91.12
2210	VRSR BENEFITS	\$ 16,948.00	\$ 9,886.14	\$ 1,412.31	\$ 7,043.52	\$ 18.34	99.89
2300	HEALTH INSURANCE BENEFITS	\$ 20,184.00	\$ 11,942.27	\$ 1,682.01	\$ 8,410.05	\$ 168.32	100.83
2400	LIFE INSURANCE	\$ 1,661.00	\$ 969.10	\$ 138.43	\$ 690.38	\$ 1.52	99.91
2700	WORKERS COMPENSATION INSURANCE	\$ 130.00	\$ 0.00	\$ 0.00	\$ 107.97	\$ 22.03	83.05
3100	PROFESSIONAL SERVICES	\$ 100.00	\$ 0.00	\$ 0.00	\$ 44.10	\$ 55.90	44.10
3320	MAINTENANCE SERVICE CONTRACTS	\$ 500.00	\$ 97.30	\$ 0.00	\$ 22.70	\$ 380.00	24.00
3500	PRINTING AND BINDING	\$ 500.00	\$ 0.00	\$ 0.00	\$ 178.89	\$ 321.11	35.78
3600	ADVERTISING	\$ 250.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 250.00	0.00
4100	DATA PROCESSING	\$ 1,900.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,900.00	0.00
5210	POSTAL SERVICES	\$ 2,200.00	\$ 0.00	\$ 0.00	\$ 185.06	\$ 2,014.94	8.41

CLARKE COUNTY
 FD-PJT-FUNC-OBJ EXPENDITURES SUMMARY REPORT DEFINITION TYPE #0
 for Fiscal Year 2014 (2013-2014 Fiscal Year)
 Posted Only Figures
 Executed By: gilleya

Page: 2
 Date: 12/04/13
 Time: 12:40:51

Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For NOVEMBER	Expenditures Year-to-Date	Available Balance	Percent Used
5230	TELECOMMUNICATIONS	\$ 600.00	\$ 0.00	\$ 7.15	\$ 82.01	\$ 517.99	13.67
5510	TRAVEL MILEAGE	\$ 300.00	\$ 0.00	\$ 0.00	\$ 285.89	\$ 14.11	95.30
5540	TRAVEL CONVENTION & EDUCATION	\$ 2,500.00	\$ 0.00	\$ 0.00	\$ 1,057.24	\$ 1,442.76	42.29
5810	DUES & MEMBERSHIPS	\$ 800.00	\$ 0.00	\$ 0.00	\$ 285.00	\$ 515.00	35.62
6001	OFFICE SUPPLIES	\$ 1,100.00	\$ 0.00	\$ 29.25	\$ 635.15	\$ 464.85	57.74
6012	BOOKS AND SUBSCRIPTIONS	\$ 800.00	\$ 0.00	\$ 0.00	\$ 105.00	\$ 695.00	13.12
12310	COMMISSIONER OF REVENUE	\$ 200,755.00	\$ 110,012.82	\$ 15,714.58	\$ 81,200.18	\$ 9,542.00	95.25
3320	FUNC 12320 ASSESSOR MAINTENANCE SERVICE CONTRACT	\$ 3,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,500.00	0.00
1100	FUNC 12410 TREASURER SALARIES - REGULAR	\$ 163,209.00	\$ 98,819.00	\$ 14,117.00	\$ 67,953.35	\$ 3,563.35	102.18
2100	FICA BENEFITS	\$ 12,486.00	\$ 7,397.84	\$ 1,056.81	\$ 5,115.61	\$ 27.45	100.22
2210	VSRS BENEFITS	\$ 19,814.00	\$ 11,996.63	\$ 1,713.80	\$ 8,235.37	\$ 418.00	102.11
2300	HEALTH INSURANCE BENEFITS	\$ 10,960.00	\$ 9,726.65	\$ 1,369.95	\$ 5,479.80	\$ 4,246.45	138.74
2400	LIFE INSURANCE	\$ 1,942.00	\$ 1,175.95	\$ 167.99	\$ 807.24	\$ 41.19	102.12
2700	WORKERS COMPENSATION INSURANCE	\$ 150.00	\$ 0.00	\$ 0.00	\$ 126.47	\$ 23.53	84.31
2800	OTHER FRINGE BENEFITS/LEAVE PAYO	\$ 0.00	\$ 0.00	\$ 0.00	\$ 308.40	\$ 308.40	100.00
3100	PROFESSIONAL SERVICES	\$ 300.00	\$ 0.00	\$ 22.05	\$ 88.20	\$ 211.80	29.40
3320	MAINTENANCE SERVICE CONTRACT	\$ 200.00	\$ 97.30	\$ 0.00	\$ 22.70	\$ 80.00	60.00
3500	PRINTING AND BINDING	\$ 9,000.00	\$ 0.00	\$ 0.00	\$ 178.89	\$ 8,821.11	1.99
3600	ADVERTISING	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 646.00	\$ 1,354.00	32.30
5210	POSTAL SERVICES	\$ 20,000.00	\$ 0.00	\$ 613.60	\$ 8,012.99	\$ 11,987.01	40.06
5230	TELECOMMUNICATIONS	\$ 1,600.00	\$ 0.00	\$ 5.23	\$ 18.04	\$ 1,581.96	1.13
5510	TRAVEL MILEAGE	\$ 150.00	\$ 0.00	\$ 74.58	\$ 74.58	\$ 75.42	49.72
5540	TRAVEL CONVENTION & EDUCATION	\$ 1,600.00	\$ 0.00	\$ 0.00	\$ 646.34	\$ 953.66	40.40
5810	DUES & MEMBERSHIPS	\$ 900.00	\$ 0.00	\$ 0.00	\$ 680.00	\$ 220.00	75.56
6001	OFFICE SUPPLIES	\$ 4,100.00	\$ 0.00	\$ 0.00	\$ 537.04	\$ 3,562.96	13.10
6022	SUPPLIES - DOG TAGS	\$ 750.00	\$ 0.00	\$ 743.00	\$ 743.00	\$ 7.00	99.07
12410	TREASURER	\$ 249,161.00	\$ 129,213.37	\$ 19,884.01	\$ 99,674.02	\$ 20,273.61	91.86
1100	FUNC 12510 DATA PROCESSING SALARIES - REGULAR	\$ 122,425.00	\$ 71,414.60	\$ 10,202.08	\$ 51,010.40	\$ 0.00	100.00
1300	SALARIES - PART TIME	\$ 0.00	\$ 0.00	\$ 315.00	\$ 1,110.00	\$ 1,110.00	100.00
2100	FICA BENEFITS	\$ 9,366.00	\$ 5,106.48	\$ 753.59	\$ 3,732.36	\$ 527.16	94.37
2210	VSRS	\$ 14,862.00	\$ 8,669.70	\$ 1,238.54	\$ 6,192.70	\$ 0.40	100.00
2300	HOSPITAL/MEDICAL PLANS	\$ 14,208.00	\$ 8,406.33	\$ 1,183.99	\$ 5,919.95	\$ 118.28	100.83
2400	LIFE INSURANCE	\$ 1,457.00	\$ 849.80	\$ 121.41	\$ 607.05	\$ 0.15	99.99
2700	WORKER'S COMPENSATION	\$ 115.00	\$ 0.00	\$ 0.00	\$ 103.29	\$ 11.71	89.82
3100	PROFESSIONAL SERVICES	\$ 22,000.00	\$ 1,650.00	\$ 0.00	\$ 4,507.00	\$ 15,843.00	27.99
3320	MAINTENANCE SERVICE CONTRACT	\$ 40,000.00	\$ 11,510.15	\$ 1,789.22	\$ 28,947.85	\$ 458.00	101.14
5210	POSTAL SERVICES	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
5230	TELECOMMUNICATIONS	\$ 35,000.00	\$ 9,162.27	\$ 1,619.21	\$ 23,805.32	\$ 2,032.41	94.19
5410	LEASE OF EQUIPMENT	\$ 0.00	\$ 0.00	\$ 0.00	\$ 516.00	\$ 516.00	100.00
5540	TRAVEL CONVENTION & EDUCATION	\$ 500.00	\$ 0.00	\$ 0.00	\$ 38.70	\$ 461.30	7.74
6001	OFFICE SUPPLIES	\$ 1,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,500.00	0.00
8207	EDP EQUIPMENT	\$ 18,000.00	\$ 1,548.00	\$ 0.00	\$ 2,352.63	\$ 14,099.37	21.67
12510	DATA PROCESSING	\$ 279,533.00	\$ 118,317.33	\$ 17,223.04	\$ 128,843.25	\$ 32,372.42	88.42
1300	FUNC 13100 ELECTORAL BOARD AND OFFICIALS SALARIES - PART TIME	\$ 6,014.00	\$ 0.00	\$ 0.00	\$ 2,049.64	\$ 3,964.36	34.08
2100	FICA	\$ 461.00	\$ 0.00	\$ 0.00	\$ 156.80	\$ 304.20	34.01
3000	PURCHASED SERVICES	\$ 5,300.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 5,300.00	0.00
3160	ELECTORAL BOARD SERVICES	\$ 7,975.00	\$ 0.00	\$ 4,080.00	\$ 4,344.00	\$ 3,631.00	54.47
3320	MAINTENANCE SERVICE CONTRACT	\$ 5,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 5,000.00	0.00
3500	PRINTING AND BINDING	\$ 2,576.00	\$ 0.00	\$ 0.00	\$ 248.39	\$ 2,327.61	9.64
3600	ADVERTISING	\$ 340.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 340.00	0.00
5210	POSTAL SERVICES	\$ 1,500.00	\$ 0.00	\$ 0.00	\$ 326.96	\$ 1,173.04	21.80
5400	LEASES AND RENTALS	\$ 1,050.00	\$ 0.00	\$ 525.00	\$ 525.00	\$ 525.00	50.00
5510	TRAVEL MILEAGE	\$ 350.00	\$ 0.00	\$ 106.48	\$ 106.48	\$ 243.52	30.42
5540	TRAVEL CONVENTION & EDUCATION	\$ 600.00	\$ 0.00	\$ 0.00	\$ 594.68	\$ 5.32	99.11
5810	DUES, SUBSCRIPTIONS & MEMBERSHIPS	\$ 150.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 150.00	0.00
6000	MATERIAL AND SUPPLIES	\$ 1,670.00	\$ 0.00	\$ 166.74	\$ 574.92	\$ 1,095.08	34.43

CLARKE COUNTY
 FD-PJT-FUNC-OBJ EXPENDITURES SUMMARY REPORT DEFINITION TYPE #0
 for Fiscal Year 2014 (2013-2014 Fiscal Year)
 Posted Only Figures
 Executed By: gilleya

Page: 3
 Date: 12/04/13
 Time: 12:40:51

Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For NOVEMBER	Expenditures Year-to-Date	Available Balance	Percent Used
8201	MACHINERY & EQUIPMENT	\$ 2,184.00	\$ 0.00	\$ 0.00	\$ 2,184.00	\$ 0.00	100.00
13100	ELECTORAL BOARD AND OFFICIALS	\$ 35,170.00	\$ 0.00	\$ 4,878.22	\$ 11,110.87	\$ 24,059.13	31.59
	FUNC 13200 REGISTRAR						
1100	SALARIES - REGULAR	\$ 46,783.00	\$ 27,318.66	\$ 3,902.67	\$ 19,404.93	\$ 59.41	99.87
1300	SALARIES - PART TIME	\$ 8,840.00	\$ 0.00	\$ 1,377.50	\$ 3,783.13	\$ 5,056.87	42.80
2100	FICA BENEFITS	\$ 4,256.00	\$ 2,100.01	\$ 405.37	\$ 1,781.05	\$ 374.94	91.19
2210	VSRS BENEFITS	\$ 5,679.00	\$ 3,316.50	\$ 473.78	\$ 2,355.74	\$ 6.76	99.88
2400	LIFE INSURANCE	\$ 557.00	\$ 325.10	\$ 46.44	\$ 230.91	\$ 0.99	99.82
2700	WORKERS COMPENSATION INSURANCE	\$ 50.00	\$ 0.00	\$ 0.00	\$ 35.67	\$ 14.33	71.34
3310	REPAIR & MAINTENANCE	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200.00	0.00
3320	MAINTENANCE & SERVICE CONTRACT	\$ 180.00	\$ 178.45	\$ 0.00	\$ 25.55	\$ 24.00	113.33
5230	TELECOMMUNICATIONS	\$ 900.00	\$ 411.12	\$ 56.61	\$ 215.68	\$ 273.20	69.64
5510	TRAVEL MILEAGE	\$ 150.00	\$ 0.00	\$ 0.00	\$ 208.99	\$ 58.99	139.33
5540	TRAVEL CONVENTION & EDUCATION	\$ 850.00	\$ 0.00	\$ 0.00	\$ 757.59	\$ 92.41	89.13
5810	DUES & SUBSCRIPTIONS	\$ 150.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 150.00	0.00
6001	OFFICE SUPPLIES	\$ 725.00	\$ 0.00	\$ 8.78	\$ 279.88	\$ 445.12	38.60
13200	REGISTRAR	\$ 69,320.00	\$ 33,649.84	\$ 6,271.15	\$ 29,079.12	\$ 6,591.04	90.49
	FUNC 21100 CIRCUIT COURT						
5841	COMPENSATION OF JURORS	\$ 1,800.00	\$ 0.00	\$ 0.00	\$ 330.00	\$ 1,470.00	18.33
5842	JURY COMMISSIONERS	\$ 180.00	\$ 0.00	\$ 0.00	\$ 180.00	\$ 0.00	100.00
7001	SHARED COURT SERVICES	\$ 9,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 9,500.00	0.00
21100	CIRCUIT COURT	\$ 11,480.00	\$ 0.00	\$ 0.00	\$ 510.00	\$ 10,970.00	4.44
	FUNC 21200 GENERAL DISTRICT COURT						
3150	LEGAL	\$ 0.00	\$ 0.00	\$ 0.00	\$ 390.25	\$ 390.25	100.00
3320	MAINTENANCE SERVICE CONTRACT	\$ 0.00	\$ 159.07	\$ 80.93	\$ 80.93	\$ 240.00	100.00
5210	POSTAL SERVICES	\$ 980.00	\$ 652.00	\$ 0.00	\$ 162.00	\$ 166.00	83.06
5230	TELECOMMUNICATIONS	\$ 1,900.00	\$ 0.00	\$ 151.72	\$ 855.56	\$ 1,044.44	45.03
6001	OFFICE SUPPLIES	\$ 500.00	\$ 0.00	\$ 0.00	\$ 290.59	\$ 209.41	58.12
6012	BOOKS AND SUBSCRIPTIONS	\$ 600.00	\$ 0.00	\$ 0.00	\$ 137.34	\$ 462.66	22.89
21200	GENERAL DISTRICT COURT	\$ 3,980.00	\$ 811.07	\$ 232.65	\$ 1,916.67	\$ 1,252.26	68.54
	FUNC 21300 MAGISTRATE						
5230	TELECOMMUNICATIONS	\$ 400.00	\$ 0.00	\$ 0.00	\$ 11.90	\$ 388.10	2.97
	FUNC 21500 JUVENILE & DOMESTIC RELATIONS OFFICE						
3320	MAINTENANCE SERVICE CONTRACT	\$ 421.00	\$ 275.16	\$ 0.00	\$ 124.84	\$ 21.00	95.01
5210	POSTAL SERVICES	\$ 450.00	\$ 372.00	\$ 0.00	\$ 193.00	\$ 115.00	125.56
5230	TELECOMMUNICATIONS	\$ 700.00	\$ 0.00	\$ 40.68	\$ 222.57	\$ 477.43	31.80
5810	DUES & MEMBERSHIPS	\$ 100.00	\$ 0.00	\$ 0.00	\$ 40.00	\$ 60.00	40.00
6001	OFFICE SUPPLIES	\$ 1,000.00	\$ 0.00	\$ 52.75	\$ 343.43	\$ 656.57	34.34
21500	JUVENILE & DOMESTIC RELATIONS OF	\$ 2,671.00	\$ 647.16	\$ 93.43	\$ 923.84	\$ 1,100.00	58.82
	FUNC 21600 CLERK OF THE CIRCUIT COURT						
1100	SALARIES - REGULAR	\$ 165,828.00	\$ 96,732.37	\$ 13,818.91	\$ 68,887.57	\$ 208.06	99.87
2100	FICA BENEFITS	\$ 12,686.00	\$ 7,501.67	\$ 1,071.67	\$ 5,341.57	\$ 157.24	101.24
2210	VSRS BENEFITS	\$ 20,132.00	\$ 11,743.33	\$ 1,677.61	\$ 8,362.93	\$ 25.74	99.87
2300	HEALTH INSURANCE BENEFITS	\$ 10,960.00	\$ 6,484.43	\$ 913.30	\$ 4,566.50	\$ 90.93	100.83
2400	LIFE INSURANCE	\$ 1,973.00	\$ 1,151.13	\$ 164.44	\$ 819.74	\$ 2.13	99.89
2700	WORKER'S COMPENSATION	\$ 155.00	\$ 0.00	\$ 0.00	\$ 127.96	\$ 27.04	82.55
3100	PROFESSIONAL SERVICES	\$ 13,700.00	\$ 0.00	\$ 0.00	\$ 174.00	\$ 13,526.00	1.27
3320	MAINTENANCE SERVICE CONTRACT	\$ 900.00	\$ 487.00	\$ 0.00	\$ 486.00	\$ 73.00	108.11
3500	PRINTING AND BINDING	\$ 300.00	\$ 0.00	\$ 0.00	\$ 300.00	\$ 0.00	100.00
3510	MICROFILMING	\$ 7,000.00	\$ 0.00	\$ 0.00	\$ 2,381.12	\$ 4,618.88	34.02
5210	POSTAL SERVICES	\$ 2,800.00	\$ 0.00	\$ 0.00	\$ 654.44	\$ 2,145.56	23.37
5230	TELECOMMUNICATIONS	\$ 900.00	\$ 0.00	\$ 72.30	\$ 287.51	\$ 612.49	31.95
6001	OFFICE SUPPLIES	\$ 6,500.00	\$ 0.00	\$ 126.65	\$ 3,409.64	\$ 3,090.36	52.46
21600	CLERK OF THE CIRCUIT COURT	\$ 243,834.00	\$ 124,099.93	\$ 17,844.88	\$ 95,798.98	\$ 23,935.09	90.18

CLARKE COUNTY
 FD-PJT-FUNC-OBJ EXPENDITURES SUMMARY REPORT DEFINITION TYPE #0
 for Fiscal Year 2014 (2013-2014 Fiscal Year)
 Posted Only Figures
 Executed By: gilleya

Page: 4
 Date: 12/04/13
 Time: 12:40:51

Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For NOVEMBER	Expenditures Year-to-Date	Available Balance	Percent Used

	FUNC 21900 VICTIM/WITNESS PROGRAM						
1300	SALARIES - PART TIME	\$ 28,965.00	\$ 16,896.26	\$ 2,413.75	\$ 12,068.75	\$ 0.01-	100.00
2100	FICA	\$ 2,217.00	\$ 1,276.84	\$ 182.42	\$ 912.10	\$ 28.06	98.73
2210	VRS	\$ 3,516.00	\$ 2,051.20	\$ 293.03	\$ 1,465.15	\$ 0.35-	100.01
2300	Health Insurance	\$ 4,252.00	\$ 3,242.22	\$ 456.65	\$ 2,283.25	\$ 1,273.47-	129.95
2400	LIFE INSURANCE	\$ 345.00	\$ 259.10	\$ 37.02	\$ 185.10	\$ 99.20-	128.75
2700	WORKER'S COMPENSATION	\$ 40.00	\$ 0.00	\$ 0.00	\$ 29.24	\$ 10.76	73.10
5230	TELECOMMUNICATIONS	\$ 0.00	\$ 0.00	\$ 17.40	\$ 59.06	\$ 59.06-	100.00
5540	TRAVEL CONVENTION & EDUCATION	\$ 600.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 600.00	0.00
5810	DUES,SUBSCRIPTIONS & MEMBERSHIPS	\$ 75.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 75.00	0.00
6001	OFFICE SUPPLIES	\$ 250.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 250.00	0.00

21900	VICTIM/WITNESS PROGRAM	\$ 40,260.00	\$ 23,725.62	\$ 3,400.27	\$ 17,002.65	\$ 468.27-	101.16

	FUNC 21930 BLUE RIDGE LEGAL SERVICES						
5699	CIVIC CONTRIBUTIONS	\$ 1,500.00	\$ 0.00	\$ 0.00	\$ 1,500.00	\$ 0.00	100.00

	FUNC 21940 REGIONAL COURT SERVICES						
5699	CIVIC CONTRIBUTIONS	\$ 3,759.00	\$ 0.00	\$ 0.00	\$ 3,759.00	\$ 0.00	100.00

	FUNC 22100 COMMONWEALTH'S ATTORNEY						
1100	SALARIES - REGULAR	\$ 188,734.00	\$ 110,095.35	\$ 15,727.90	\$ 76,223.79	\$ 2,414.86	98.72
1300	SALARIES - PART TIME	\$ 12,300.00	\$ 0.00	\$ 1,288.00	\$ 5,288.00	\$ 7,012.00	42.99
2100	FICA BENEFITS	\$ 15,379.00	\$ 8,288.32	\$ 1,473.37	\$ 6,763.38	\$ 327.30	97.87
2210	VRS BENEFITS	\$ 21,343.00	\$ 12,518.13	\$ 1,788.30	\$ 8,909.85	\$ 84.98-	100.40
2300	HEALTH INSURANCE BENEFITS	\$ 10,863.00	\$ 6,484.43	\$ 913.30	\$ 4,566.50	\$ 187.93-	101.73
2400	LIFE INSURANCE	\$ 2,092.00	\$ 1,227.05	\$ 175.30	\$ 873.39	\$ 8.44-	100.40
2700	WORKERS COMPENSATION INSURANCE	\$ 180.00	\$ 0.00	\$ 0.00	\$ 157.58	\$ 22.42	87.54
3320	MAINTENANCE SERVICE CONTRACT	\$ 750.00	\$ 224.65	\$ 0.00	\$ 159.75	\$ 365.60	51.25
5210	POSTAL SERVICES	\$ 1,100.00	\$ 0.00	\$ 0.00	\$ 150.00	\$ 950.00	13.64
5230	TELECOMMUNICATIONS	\$ 600.00	\$ 0.00	\$ 17.20	\$ 113.31	\$ 486.69	18.88
5540	TRAVEL CONVENTION & EDUCATION	\$ 3,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,500.00	0.00
5549	WITNESS TRAVEL EXPENDITURES	\$ 800.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 800.00	0.00
5810	DUES & MEMBERSHIPS	\$ 800.00	\$ 0.00	\$ 0.00	\$ 270.00	\$ 530.00	33.75
6001	OFFICE SUPPLIES	\$ 1,500.00	\$ 0.00	\$ 59.25	\$ 488.65	\$ 1,011.35	32.58
6012	BOOKS AND SUBSCRIPTIONS	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 662.70	\$ 337.30	66.27

22100	COMMONWEALTH'S ATTORNEY	\$ 260,941.00	\$ 138,837.93	\$ 21,442.62	\$ 104,626.90	\$ 17,476.17	93.30

	FUNC 31200 SHERIFF						
1100	SALARIES - REGULAR	\$ 1,027,965.00	\$ 586,044.58	\$ 80,490.10	\$ 398,844.67	\$ 43,075.75	95.81
1300	SALARIES - PART TIME	\$ 20,000.00	\$ 0.00	\$ 1,628.76	\$ 8,975.34	\$ 11,024.66	44.88
2100	FICA BENEFITS	\$ 80,275.00	\$ 41,539.25	\$ 5,807.90	\$ 28,863.23	\$ 9,872.52	87.70
2210	VRS BENEFITS	\$ 125,977.00	\$ 71,145.81	\$ 9,475.62	\$ 48,193.83	\$ 6,637.36	94.73
2300	HEALTH INSURANCE BENEFITS	\$ 124,543.00	\$ 75,186.17	\$ 10,197.28	\$ 50,986.40	\$ 1,629.57-	101.31
2400	LIFE INSURANCE	\$ 12,360.00	\$ 6,974.43	\$ 928.81	\$ 4,724.02	\$ 661.55	94.65
2700	WORKERS COMPENSATION INSURANCE	\$ 11,800.00	\$ 0.00	\$ 84.00	\$ 11,467.68	\$ 332.32	97.18
2860	LINE OF DUTY BENEFITS	\$ 7,100.00	\$ 0.00	\$ 0.00	\$ 6,834.32	\$ 265.68	96.26
3100	PROFESSIONAL SERVICES	\$ 7,000.00	\$ 0.00	\$ 0.00	\$ 395.88	\$ 6,604.12	5.66
3310	REPAIR & MAINTENANCE	\$ 3,000.00	\$ 7,897.00	\$ 576.50	\$ 2,549.00	\$ 7,446.00-	348.20
3320	MAINTENANCE SERVICE CONTRACT	\$ 18,390.00	\$ 29,702.31	\$ 272.52	\$ 13,623.94	\$ 24,936.25-	235.60
3350	INSURED REPAIRS	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
5210	POSTAL SERVICES	\$ 2,000.00	\$ 0.00	\$ 248.72	\$ 841.32	\$ 1,158.68	42.07
5230	TELECOMMUNICATIONS	\$ 12,000.00	\$ 9,857.81	\$ 1,326.76	\$ 5,419.01	\$ 3,276.82-	127.31
5305	MOTOR VEHICLE INSURANCE	\$ 13,000.00	\$ 0.00	\$ 0.00	\$ 13,338.00	\$ 338.00-	102.60
5530	TRAVEL SUBSISTANCE & LODGING	\$ 7,000.00	\$ 0.00	\$ 0.00	\$ 2,681.92	\$ 4,318.08	38.31
5540	TRAVEL CONVENTION & EDUCATION	\$ 2,500.00	\$ 0.00	\$ 0.00	\$ 2,014.17	\$ 485.83	80.57
5800	MISCELLANEOUS CHARGES	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 113.00	\$ 887.00	11.30
5810	DUES & MEMBERSHIPS	\$ 2,500.00	\$ 0.00	\$ 1,485.00	\$ 1,865.00	\$ 635.00	74.60
6001	OFFICE SUPPLIES	\$ 4,000.00	\$ 0.00	\$ 807.26	\$ 5,329.75	\$ 1,329.75-	133.24
6007	REPAIR AND MAINTENANCE SUPPLIES	\$ 39,900.00	\$ 6,915.49	\$ 582.72	\$ 5,400.13	\$ 27,584.38	30.87
6008	VEHICLE AND EQUIP FUEL	\$ 75,000.00	\$ 0.00	\$ 2,478.79	\$ 21,795.56	\$ 53,204.44	29.06
6010	POLICE SUPPLIES	\$ 5,500.00	\$ 0.00	\$ 75.00	\$ 1,058.91	\$ 4,441.09	19.25
6011	UNIFORM AND WEARING APPAREL	\$ 6,500.00	\$ 0.00	\$ 193.78	\$ 1,733.50	\$ 4,766.50	26.67
6017	AMMUNITION	\$ 9,000.00	\$ 3,861.27	\$ 0.00	\$ 5,115.76	\$ 22.97	99.74
6024	INSURED REPAIRS	\$ 11,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 11,000.00	0.00

CLARKE COUNTY
 FD-PJT-FUNC-OBJ EXPENDITURES SUMMARY REPORT DEFINITION TYPE #0
 for Fiscal Year 2014 (2013-2014 Fiscal Year)
 Posted Only Figures
 Executed By: gilleya

Page: 5
 Date: 12/04/13
 Time: 12:40:52

Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For NOVEMBER	Expenditures Year-to-Date	Available Balance	Percent Used
31200	SHERIFF	\$ 1,629,810.00	\$ 839,124.12	\$ 116,659.52	\$ 642,164.34	\$ 148,521.54	90.89
FUNC 31210 CRIMINAL JUSTICE TRAINING CENTER							
5699	CIVIC CONTRIBUTIONS	\$ 16,000.00	\$ 0.00	\$ 0.00	\$ 13,447.50	\$ 2,552.50	84.05
FUNC 31220 DRUG TASK FORCE							
5699	CIVIC CONTRIBUTIONS	\$ 12,500.00	\$ 0.00	\$ 0.00	\$ 2,436.29	\$ 10,063.71	19.49
FUNC 32100 EMERGENCY MEDICAL SERVICES							
1100	SALARIES - REGULAR	\$ 257,022.00	\$ 131,986.28	\$ 25,160.32	\$ 105,683.76	\$ 19,351.96	92.47
1300	SALARIES - PART TIME	\$ 18,000.00	\$ 0.00	\$ 3,534.00	\$ 10,422.00	\$ 7,578.00	57.90
2100	FICA BENEFITS	\$ 21,037.00	\$ 8,940.03	\$ 2,026.96	\$ 8,035.99	\$ 4,060.98	80.70
2210	VRSR BENEFITS	\$ 22,924.00	\$ 13,370.69	\$ 1,910.30	\$ 9,551.50	\$ 1.81	99.99
2300	HEALTH INSURANCE BENEFITS	\$ 33,820.00	\$ 20,010.29	\$ 2,818.35	\$ 14,091.75	\$ 282.04	100.83
2400	LIFE INSURANCE	\$ 2,247.00	\$ 1,310.64	\$ 187.24	\$ 936.20	\$ 0.16	99.99
2700	WORKERS COMPENSATION INSURANCE	\$ 15,000.00	\$ 0.00	\$ 0.00	\$ 12,185.39	\$ 2,814.61	81.24
2860	LINE OF DUTY BENEFITS	\$ 2,160.00	\$ 0.00	\$ 0.00	\$ 2,278.26	\$ 118.26	105.48
5230	TELECOMMUNICATIONS	\$ 800.00	\$ 0.00	\$ 37.98	\$ 204.61	\$ 595.39	25.58
5540	TRAVEL CONVENTION & EDUCATION	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
6001	OFFICE SUPPLIES	\$ 400.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 400.00	0.00
6008	VEHICLE AND EQUIP FUEL	\$ 1,500.00	\$ 0.00	\$ 34.13	\$ 369.22	\$ 1,130.78	24.61
6011	UNIFORM AND WEARING APPAREL	\$ 1,100.00	\$ 0.00	\$ 0.00	\$ 182.40	\$ 917.60	16.58
32100	EMERGENCY MEDICAL SERVICES	\$ 376,110.00	\$ 175,617.93	\$ 35,709.28	\$ 163,941.08	\$ 36,550.99	90.28
FUNC 32200 VOLUNTEER FIRE COMPANIES							
5697	TWO FOR LIFE DISTRIBUTION	\$ 15,541.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 15,541.00	0.00
5698	FIRE PROGRAMS DISTRIBUTION	\$ 25,666.00	\$ 0.00	\$ 0.00	\$ 26,410.00	\$ 744.00	102.90
5699	CIVIC CONTRIBUTIONS	\$ 20,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 20,000.00	0.00
32200	VOLUNTEER FIRE COMPANIES	\$ 61,207.00	\$ 0.00	\$ 0.00	\$ 26,410.00	\$ 34,797.00	43.15
FUNC 32201 BLUE RIDGE VOLUNTEER FIRE COMPANY							
2860	LINE OF DUTY BENEFITS	\$ 1,900.00	\$ 0.00	\$ 0.00	\$ 1,495.00	\$ 405.00	78.68
5699	CIVIC CONTRIBUTIONS	\$ 50,000.00	\$ 0.00	\$ 0.00	\$ 25,000.00	\$ 25,000.00	50.00
32201	BLUE RIDGE VOLUNTEER FIRE COMPAN	\$ 51,900.00	\$ 0.00	\$ 0.00	\$ 26,495.00	\$ -25,405.00	51.05
FUNC 32202 BOYCE VOLUNTEER FIRE COMPANY							
2860	LINE OF DUTY BENEFITS	\$ 2,900.00	\$ 0.00	\$ 0.00	\$ 2,384.42	\$ 515.58	82.22
5699	CIVIC CONTRIBUTIONS	\$ 50,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 50,000.00	0.00
32202	BOYCE VOLUNTEER FIRE COMPANY	\$ 52,900.00	\$ 0.00	\$ 0.00	\$ 2,384.42	\$ 50,515.58	4.51
FUNC 32203 ENDERS VOLUNTEER FIRE COMPANY							
2860	LINE OF DUTY BENEFITS	\$ 4,000.00	\$ 0.00	\$ 0.00	\$ 3,445.00	\$ 555.00	86.12
5699	CIVIC CONTRIBUTIONS	\$ 75,000.00	\$ 0.00	\$ 0.00	\$ 37,500.00	\$ 37,500.00	50.00
32203	ENDERS VOLUNTEER FIRE COMPANY	\$ 79,000.00	\$ 0.00	\$ 0.00	\$ 40,945.00	\$ 38,055.00	51.83
FUNC 32300 LORD FAIRFAX EMERGENCY MEDICAL							
5699	CIVIC CONTRIBUTION	\$ 4,929.00	\$ 0.00	\$ 0.00	\$ 4,929.00	\$ 0.00	100.00
FUNC 32400 FORESTRY SERVICE							
5699	CIVIC CONTRIBUTION	\$ 2,712.00	\$ 0.00	\$ 0.00	\$ 2,711.52	\$ 0.48	99.98
FUNC 33100 REGIONAL JAIL							
7000	JOINT OPERATIONS	\$ 577,987.00	\$ 0.00	\$ 0.00	\$ 271,439.50	\$ 306,547.50	46.96
FUNC 33200 JUVENILE DETENTION							
3840	PURCHASED SERVICES - DETENTION C	\$ 57,904.00	\$ 0.00	\$ 0.00	\$ 14,476.12	\$ 43,427.88	25.00
FUNC 33300 PROBATION OFFICE							
5210	POSTAL SERVICES	\$ 125.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 125.00	0.00
5230	TELECOMMUNICATIONS	\$ 500.00	\$ 0.00	\$ 7.86	\$ 80.14	\$ 419.86	16.03
6001	OFFICE SUPPLIES	\$ 300.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 300.00	0.00

CLARKE COUNTY
 FD-PJT-FUNC-OBJ EXPENDITURES SUMMARY REPORT DEFINITION TYPE #0
 for Fiscal Year 2014 (2013-2014 Fiscal Year)
 Posted Only Figures
 Executed By: gilleya

Page: 6
 Date: 12/04/13
 Time: 12:40:52

Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For NOVEMBER	Expenditures Year-to-Date	Available Balance	Percent Used
33300	PROBATION OFFICE	\$ 925.00	\$ 0.00	\$ 7.86	\$ 80.14	\$ 844.86	8.66
	FUNC 34100 BUILDING INSPECTIONS						
1100	SALARIES - REGULAR	\$ 98,455.00	\$ 57,432.10	\$ 8,204.58	\$ 41,022.90	\$ 0.00	100.00
2100	FICA BENEFITS	\$ 7,531.00	\$ 3,970.25	\$ 567.17	\$ 2,835.85	\$ 724.90	90.37
2210	VSRS BENEFITS	\$ 11,952.00	\$ 6,972.28	\$ 996.03	\$ 4,980.15	\$ 0.43	100.00
2300	HEALTH INSURANCE BENEFITS	\$ 11,952.00	\$ 7,071.88	\$ 996.04	\$ 4,980.20	\$ 100.08	100.84
2400	LIFE INSURANCE	\$ 1,172.00	\$ 683.41	\$ 97.64	\$ 488.20	\$ 0.39	99.97
2700	WORKERS COMPENSATION INSURANCE	\$ 1,100.00	\$ 0.00	\$ 0.00	\$ 1,012.69	\$ 87.31	92.06
3320	MAINTENANCE SERVICE CONTRACT	\$ 1,900.00	\$ 370.00	\$ 0.00	\$ 1,244.13	\$ 285.87	84.95
3500	PRINTING AND BINDING	\$ 600.00	\$ 0.00	\$ 0.00	\$ 143.90	\$ 456.10	23.98
5210	POSTAL SERVICES	\$ 150.00	\$ 0.00	\$ 0.00	\$ 43.45	\$ 106.55	28.97
5230	TELECOMMUNICATIONS	\$ 900.00	\$ 248.86	\$ 23.80	\$ 180.15	\$ 470.99	47.67
5510	TRAVEL MILEAGE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 136.17	\$ 136.17	100.00
5540	TRAVEL CONVENTION & EDUCATION	\$ 400.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 400.00	0.00
5810	DUES & MEMBERSHIPS	\$ 400.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 400.00	0.00
6001	OFFICE SUPPLIES	\$ 500.00	\$ 0.00	\$ 0.00	\$ 112.75	\$ 387.25	22.55
6008	VEHICLE AND EQUIP FUEL	\$ 2,500.00	\$ 0.00	\$ 94.74	\$ 814.51	\$ 1,685.49	32.58
6012	BOOKS AND SUBSCRIPTIONS	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
8201	MACHINERY & EQUIPMENT	\$ 0.00	\$ 29.87	\$ 0.00	\$ 0.00	\$ 29.87	100.00
34100	BUILDING INSPECTIONS	\$ 140,012.00	\$ 76,778.65	\$ 10,980.00	\$ 57,995.05	\$ 5,238.30	96.26
	FUNC 35100 ANIMAL CONTROL						
1100	SALARIES - REGULAR	\$ 35,845.00	\$ 20,909.60	\$ 2,987.08	\$ 14,935.40	\$ 0.00	100.00
1300	SALARIES - PART TIME	\$ 18,000.00	\$ 0.00	\$ 1,515.12	\$ 7,042.24	\$ 10,957.76	39.12
2100	FICA BENEFITS	\$ 4,119.00	\$ 1,336.80	\$ 306.89	\$ 1,493.63	\$ 1,288.57	68.72
2210	VSRS BENEFITS	\$ 4,352.00	\$ 2,538.43	\$ 362.63	\$ 1,813.15	\$ 0.42	99.99
2300	HEALTH INSURANCE BENEFITS	\$ 5,976.00	\$ 3,535.94	\$ 498.02	\$ 2,490.10	\$ 50.04	100.84
2400	LIFE INSURANCE	\$ 427.00	\$ 248.81	\$ 35.55	\$ 177.75	\$ 0.44	99.90
2700	WORKERS COMPENSATION INSURANCE	\$ 600.00	\$ 0.00	\$ 0.00	\$ 566.87	\$ 33.13	94.48
3100	PROFESSIONAL SERVICES	\$ 12,204.00	\$ 0.00	\$ 65.00	\$ 1,554.15	\$ 10,649.85	12.73
3500	PRINTING AND BINDING	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
5210	POSTAL SERVICES	\$ 50.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 50.00	0.00
5230	TELECOMMUNICATIONS	\$ 1,500.00	\$ 105.82	\$ 47.66	\$ 295.14	\$ 1,099.04	26.73
5510	TRAVEL MILEAGE	\$ 350.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 350.00	0.00
5540	TRAVEL CONVENTION & EDUCATION	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 113.00	\$ 887.00	11.30
5810	DUES & MEMBERSHIPS	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
6001	OFFICE SUPPLIES	\$ 150.00	\$ 0.00	\$ 0.00	\$ 40.25	\$ 109.75	26.83
6004	MEDICAL AND LABORATORY SUPPLIES	\$ 1,500.00	\$ 0.00	\$ 207.65	\$ 1,117.57	\$ 382.43	74.50
6005	LAUNDRY, HOUSEKEEPING, & JANITOR	\$ 0.00	\$ 0.00	\$ 0.00	\$ 116.82	\$ 116.82	100.00
6008	VEHICLE AND EQUIP FUEL	\$ 848.00	\$ 0.00	\$ 64.50	\$ 505.74	\$ 342.26	59.64
6011	UNIFORM AND WEARING APPAREL	\$ 400.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 400.00	0.00
6014	OTHER OPERATING SUPPLIES	\$ 5,000.00	\$ 57.77	\$ 0.00	\$ 108.12	\$ 4,834.11	3.32
35100	ANIMAL CONTROL	\$ 92,521.00	\$ 28,733.17	\$ 6,090.10	\$ 32,369.93	\$ 31,417.90	66.04
	FUNC 35300 MEDICAL EXAMINER & INDIGENT BURIAL						
3100	PROFESSIONAL SERVICES	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 20.00	\$ 980.00	2.00
	FUNC 35600 COMMUNICATIONS						
1100	SALARIES - REGULAR	\$ 208,523.00	\$ 121,638.42	\$ 17,626.93	\$ 87,387.73	\$ 503.15	100.24
2100	FICA Benefits	\$ 15,953.00	\$ 8,878.21	\$ 1,287.43	\$ 6,380.03	\$ 694.76	95.64
2210	VSRS Benefits	\$ 25,315.00	\$ 14,766.93	\$ 2,109.55	\$ 10,547.75	\$ 0.32	100.00
2300	Health Insurance Benefits	\$ 33,376.00	\$ 19,747.02	\$ 2,781.27	\$ 13,906.35	\$ 277.37	100.83
2400	Life Insurance	\$ 2,481.00	\$ 1,447.53	\$ 206.78	\$ 1,033.90	\$ 0.43	100.02
2700	Worker's Compensation	\$ 200.00	\$ 0.00	\$ 0.00	\$ 163.36	\$ 36.64	81.68
3000	PURCHASED SERVICES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 48.29	\$ 48.29	100.00
3320	MAINTENANCE SERVICE CONTRACT	\$ 62,338.00	\$ 11,011.00	\$ 0.00	\$ 48,385.16	\$ 2,941.84	95.28
5230	TELECOMMUNICATIONS	\$ 25,250.00	\$ 834.80	\$ 1,999.83	\$ 9,072.82	\$ 15,342.38	39.24
5420	TOWER LEASE	\$ 27,500.00	\$ 16,560.00	\$ 2,070.00	\$ 10,350.00	\$ 590.00	97.85
5540	TRAVEL CONVENTION & EDUCATION	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,000.00	0.00
5810	DUES & MEMBERSHIPS	\$ 300.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 300.00	0.00
6001	OFFICE SUPPLIES	\$ 1,800.00	\$ 0.00	\$ 20.25	\$ 370.24	\$ 1,429.76	20.57
6011	UNIFORM AND WEARING APPAREL	\$ 1,200.00	\$ 0.00	\$ 0.00	\$ 657.64	\$ 542.36	54.80
35600	COMMUNICATIONS	\$ 406,236.00	\$ 194,883.91	\$ 28,102.04	\$ 188,303.27	\$ 23,048.82	94.33

CLARKE COUNTY
 FD-PJT-FUNC-OBJ EXPENDITURES SUMMARY REPORT DEFINITION TYPE #0
 for Fiscal Year 2014 (2013-2014 Fiscal Year)
 Posted Only Figures
 Executed By: gilleya

Page: 7
 Date: 12/04/13
 Time: 12:40:52

Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For NOVEMBER	Expenditures Year-to-Date	Available Balance	Percent Used
3840	FUNC 42400 REFUSE DISPOSAL PURCHASED SERVICES	\$ 168,000.00	\$ 0.00	\$ 566.68	\$ 19,148.57	\$ 148,851.43	11.40
3000	FUNC 42600 LITTER CONTROL PROGRAM PURCHASED SERVICES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 150.00	\$ 150.00	100.00
6014	OTHER OPERATING SUPPLIES	\$ 5,817.00	\$ 2,298.40	\$ 0.00	\$ 631.60	\$ 2,887.00	50.37
42600	LITTER CONTROL PROGRAM	\$ 5,817.00	\$ 2,298.40	\$ 0.00	\$ 781.60	\$ 2,737.00	52.95
3840	FUNC 42700 SANITATION PURCHASED SERVICES	\$ 27,500.00	\$ 0.00	\$ 0.00	\$ 6,793.92	\$ 20,706.08	24.71
5699	CIVIC CONTRIBUTIONS (CCSA)	\$ 30,000.00	\$ 0.00	\$ 0.00	\$ 30,000.00	\$ 0.00	100.00
42700	SANITATION	\$ 57,500.00	\$ 0.00	\$ 0.00	\$ 36,793.92	\$ 20,706.08	63.99
1100	FUNC 43200 GENERAL PROPERTY MAINTENANCE SALARIES - REGULAR	\$ 140,920.00	\$ 82,160.60	\$ 11,737.24	\$ 57,059.69	\$ 1,699.71	98.79
2100	FICA BENEFITS	\$ 10,780.00	\$ 5,645.57	\$ 806.52	\$ 3,961.70	\$ 1,172.73	89.12
2210	VSRS BENEFITS	\$ 16,918.00	\$ 9,864.48	\$ 1,409.21	\$ 6,859.42	\$ 194.10	98.85
2300	HEALTH INSURANCE BENEFITS	\$ 18,463.00	\$ 11,886.28	\$ 1,674.11	\$ 7,809.57	\$ 1,232.85	106.68
2400	LIFE INSURANCE	\$ 1,677.00	\$ 977.70	\$ 139.68	\$ 679.04	\$ 20.26	98.79
2700	WORKERS COMPENSATION INSURANCE	\$ 4,150.00	\$ 0.00	\$ 0.00	\$ 3,460.23	\$ 689.77	83.38
3100	PROFESSIONAL SERVICES	\$ 600.00	\$ 0.00	\$ 0.00	\$ 183.00	\$ 417.00	30.50
3310	REPAIR & MAINTENANCE	\$ 10,430.00	\$ 6,500.00	\$ 0.00	\$ 2,084.87	\$ 1,845.13	82.31
3320	MAINTENANCE SERVICE CONTRACT	\$ 86,550.00	\$ 48,434.23	\$ 3,695.16	\$ 38,115.14	\$ 0.63	100.00
3600	ADVERTISING	\$ 750.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 750.00	0.00
5110	ELECTRICAL SERVICES	\$ 4,813.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 4,813.00	0.00
5120	HEATING SERVICES	\$ 10,071.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 10,071.00	0.00
5130	WATER & SEWAGE SERVICES	\$ 6,788.00	\$ 0.00	\$ 12.90	\$ 93.50	\$ 6,694.50	1.38
5230	TELECOMMUNICATIONS	\$ 3,900.00	\$ 1,169.46	\$ 169.75	\$ 838.31	\$ 1,892.23	51.48
5301	BOILER INSURANCE	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 3,409.00	\$ 1,409.00	170.45
5302	FIRE INSURANCE	\$ 19,500.00	\$ 0.00	\$ 0.00	\$ 19,688.00	\$ 188.00	100.96
5305	MOTOR VEHICLE INSURANCE	\$ 5,200.00	\$ 0.00	\$ 0.00	\$ 5,643.00	\$ 443.00	108.52
5308	GENERAL LIABILITY INSURANCE	\$ 8,500.00	\$ 0.00	\$ 0.00	\$ 8,513.00	\$ 13.00	100.15
5410	EQUIPMENT RENTAL	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,000.00	0.00
5540	TRAVEL CONVENTION & EDUCATION	\$ 800.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 800.00	0.00
6003	AGRICULTURAL SUPPLIES	\$ 750.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 750.00	0.00
6005	LAUNDRY, HOUSEKEEPING, & JANITOR	\$ 15,000.00	\$ 11,709.70	\$ 512.05	\$ 3,290.30	\$ 0.00	100.00
6007	REPAIR AND MAINTENANCE SUPPLIES	\$ 9,848.00	\$ 6,099.47	\$ 927.93	\$ 3,312.99	\$ 435.54	95.58
6008	VEHICLE AND EQUIP FUEL	\$ 4,937.00	\$ 0.00	\$ 214.12	\$ 1,957.84	\$ 2,979.16	39.66
6009	VEHICLE AND EQUIPMENT SUPPLIES	\$ 5,700.00	\$ 0.00	\$ 73.76	\$ 771.64	\$ 4,928.36	13.54
6014	OTHER OPERATING SUPPLIES	\$ 500.00	\$ 0.00	\$ 0.00	\$ 16.73	\$ 483.27	3.35
8200	CAPITAL OUTLAY ADDITIONS	\$ 0.00	\$ 8,667.50	\$ 0.00	\$ 0.00	\$ 8,667.50	100.00
8201	MACHINERY & EQUIPMENT	\$ 0.00	\$ 2,389.00	\$ 2,296.44	\$ 2,296.44	\$ 4,685.44	100.00
43200	GENERAL PROPERTY MAINTENANCE	\$ 391,545.00	\$ 195,503.99	\$ 23,668.87	\$ 170,043.41	\$ 25,997.60	93.36
3100	FUNC 43202 101 CHALMERS COURT PROFESSIONAL SERVICES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,878.62	\$ 3,878.62	100.00
3310	REPAIR & MAINTENANCE	\$ 19,175.00	\$ 7,415.42	\$ 370.56	\$ 4,987.32	\$ 6,772.26	64.68
3320	MAINTENANCE SERVICE CONTRACTS	\$ 32,268.00	\$ 21,627.44	\$ 915.42	\$ 10,641.30	\$ 0.74	100.00
5110	ELECTRICAL SERVICES	\$ 22,000.00	\$ 0.00	\$ 0.00	\$ 9,119.76	\$ 12,880.24	41.45
5120	HEATING SERVICES	\$ 3,400.00	\$ 0.00	\$ 0.00	\$ 269.27	\$ 3,130.73	7.92
5130	WATER & SEWAGE SERVICES	\$ 2,900.00	\$ 0.00	\$ 90.48	\$ 361.91	\$ 2,538.09	12.48
5410	LEASE OF EQUIPMENT	\$ 0.00	\$ 0.00	\$ 264.97	\$ 264.97	\$ 264.97	100.00
6007	REPAIR AND MAINT SUPPLIES	\$ 1,000.00	\$ 0.00	\$ 104.90	\$ 638.30	\$ 361.70	63.83
43202	101 CHALMERS COURT	\$ 80,743.00	\$ 29,042.86	\$ 1,746.33	\$ 30,161.45	\$ 21,538.69	73.32
3310	FUNC 43205 129 RAMSBURG LN MAINTENANCE DEPT REPAIR & MAINTENANCE	\$ 1,000.00	\$ 1,623.00	\$ 0.00	\$ 231.00	\$ 854.00	185.40
3320	MAINTENANCE SERVICE CONTRACTS	\$ 1,700.00	\$ 0.00	\$ 0.00	\$ 104.50	\$ 1,595.50	6.15
5110	ELECTRICAL SERVICES	\$ 3,200.00	\$ 0.00	\$ 0.00	\$ 939.38	\$ 2,260.62	29.36
5120	HEATING SERVICES	\$ 3,200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,200.00	0.00
5130	WATER & SEWAGE SERVICES	\$ 225.00	\$ 0.00	\$ 17.00	\$ 51.00	\$ 174.00	22.67
6007	REPAIR AND MAINT SUPPLIES	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,000.00	0.00

CLARKE COUNTY
 FD-PJT-FUNC-OBJ EXPENDITURES SUMMARY REPORT DEFINITION TYPE #0
 for Fiscal Year 2014 (2013-2014 Fiscal Year)
 Posted Only Figures
 Executed By: gilleya

Page: 8
 Date: 12/04/13
 Time: 12:40:52

Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For NOVEMBER	Expenditures Year-to-Date	Available Balance	Percent Used
43205	129 RAMSBURG LN MAINTENANCE DEPT	\$ 10,325.00	\$ 1,623.00	\$ 17.00	\$ 1,325.88	\$ 7,376.12	28.56
	FUNC 43206 100 N CHRUCH ST/RADIO TOWER						
3310	REPAIR & MAINTENANCE	\$ 5,400.00	\$ 1,708.00	\$ 428.00	\$ 4,103.51	\$ 411.51	107.62
3320	MAINTENANCE SERVICE CONTRACTS	\$ 5,000.00	\$ 1,560.00	\$ 0.00	\$ 1,586.80	\$ 1,853.20	62.94
5110	ELECTRICAL SERVICES	\$ 12,000.00	\$ 0.00	\$ 0.00	\$ 2,571.26	\$ 9,428.74	21.43
5120	HEATING SERVICES	\$ 2,600.00	\$ 0.00	\$ 0.00	\$ 227.03	\$ 2,372.97	8.73
5130	WATER & SEWAGE SERVICES	\$ 4,000.00	\$ 0.00	\$ 175.30	\$ 734.00	\$ 3,266.00	18.35
6007	REPAIR AND MAINT SUPPLIES	\$ 1,000.00	\$ 0.00	\$ 156.34	\$ 770.54	\$ 229.46	77.05
43206	100 N CHRUCH ST/RADIO TOWER	\$ 30,000.00	\$ 3,268.00	\$ 759.64	\$ 9,993.14	\$ 16,738.86	44.20
	FUNC 43207 102 N CHRUCH ST						
3310	REPAIR & MAINTENANCE	\$ 5,000.00	\$ 1,744.00	\$ 0.00	\$ 4,859.72	\$ 1,603.72	132.07
3320	MAINTENANCE SERVICE CONTRACTS	\$ 3,000.00	\$ 0.00	\$ 0.00	\$ 1,567.80	\$ 1,432.20	52.26
5110	ELECTRICAL SERVICES	\$ 21,000.00	\$ 0.00	\$ 0.00	\$ 4,452.27	\$ 16,547.73	21.20
6007	REPAIR AND MAINT SUPPLIES	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 51.47	\$ 948.53	5.15
43207	102 N CHRUCH ST	\$ 30,000.00	\$ 1,744.00	\$ 0.00	\$ 10,931.26	\$ 17,324.74	42.25
	FUNC 43208 104 N CHURCH/106 N CHURCH ST						
3310	REPAIR & MAINTENANCE	\$ 5,000.00	\$ 3,580.00	\$ 0.00	\$ 1,080.00	\$ 340.00	93.20
3320	MAINTENANCE SERVICE CONTRACTS	\$ 2,800.00	\$ 0.00	\$ 0.00	\$ 1,719.80	\$ 1,080.20	61.42
5110	ELECTRICAL SERVICES	\$ 7,000.00	\$ 0.00	\$ 0.00	\$ 2,456.64	\$ 4,543.36	35.09
5120	HEATING SERVICES	\$ 3,700.00	\$ 0.00	\$ 0.00	\$ 87.44	\$ 3,612.56	2.36
5130	WATER & SEWAGE SERVICES	\$ 650.00	\$ 0.00	\$ 24.05	\$ 96.20	\$ 553.80	14.80
6007	REPAIR AND MAINT SUPPLIES	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 39.27	\$ 960.73	3.93
43208	104 N CHURCH/106 N CHURCH ST	\$ 20,150.00	\$ 3,580.00	\$ 24.05	\$ 5,479.35	\$ 11,090.65	44.96
	FUNC 43209 225 RAMSBURG LANE ANIMAL SHELTER						
3310	PROFESSIONAL SERVICES	\$ 8,910.00	\$ 1,290.00	\$ 0.00	\$ 1,290.00	\$ 6,330.00	28.96
3320	MAINTENANCE SERVICE CONTRACTS	\$ 3,080.00	\$ 0.00	\$ 0.00	\$ 513.00	\$ 2,567.00	16.66
5110	ELECTRICAL SERVICES	\$ 4,800.00	\$ 0.00	\$ 0.00	\$ 1,880.87	\$ 2,919.13	39.18
5120	HEATING SERVICES	\$ 6,500.00	\$ 0.00	\$ 0.00	\$ 657.11	\$ 5,842.89	10.11
6007	REPAIR AND MAINT SUPPLIES	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 319.07	\$ 680.93	31.91
43209	225 RAMSBURG LANE ANIMAL SHELTER	\$ 24,290.00	\$ 1,290.00	\$ 0.00	\$ 4,660.05	\$ 18,339.95	24.50
	FUNC 43210 524 WESTWOOD RD						
3310	REPAIR & MAINTENANCE	\$ 1,400.00	\$ 276.00	\$ 0.00	\$ 276.00	\$ 848.00	39.43
3320	MAINTENANCE SERVICE CONTRACTS	\$ 1,642.00	\$ 85.50	\$ 0.00	\$ 190.00	\$ 1,366.50	16.78
5110	ELECTRICAL SERVICES	\$ 1,900.00	\$ 0.00	\$ 0.00	\$ 388.64	\$ 1,511.36	20.45
5120	HEATING SERVICES	\$ 1,718.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,718.00	0.00
6007	REPAIR AND MAINT SUPPLIES	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 15.99	\$ 984.01	1.60
43210	524 WESTWOOD RD	\$ 7,660.00	\$ 361.50	\$ 0.00	\$ 870.63	\$ 6,427.87	16.09
	FUNC 43211 225 AL SMITH CIR REC CENTER						
3310	REPAIR & MAINTENANCE	\$ 10,000.00	\$ 3,080.00	\$ 135.00	\$ 1,215.00	\$ 5,705.00	42.95
3320	MAINTENANCE SERVICE CONTRACTS	\$ 2,700.00	\$ 0.00	\$ 0.00	\$ 209.00	\$ 2,491.00	7.74
5110	ELECTRICAL SERVICES	\$ 16,500.00	\$ 0.00	\$ 0.00	\$ 9,115.96	\$ 7,384.04	55.25
5120	HEATING SERVICES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 224.80	\$ 224.80	100.00
5130	WATER & SEWAGE SERVICES	\$ 2,700.00	\$ 0.00	\$ 136.00	\$ 716.05	\$ 1,983.95	26.52
6007	REPAIR AND MAINT SUPPLIES	\$ 3,000.00	\$ 0.00	\$ 213.00	\$ 1,732.04	\$ 1,267.96	57.73
43211	225 AL SMITH CIR REC CENTER	\$ 34,900.00	\$ 3,080.00	\$ 484.00	\$ 13,212.85	\$ 18,607.15	46.68
	FUNC 43212 225 AL SMITH CIR PARK OFFICE/GROUNDS						
3310	REPAIR & MAINTENANCE	\$ 8,000.00	\$ 4,057.00	\$ 75.00	\$ 1,490.00	\$ 2,453.00	69.34
5110	ELECTRICAL SERVICES	\$ 7,600.00	\$ 0.00	\$ 0.00	\$ 1,126.11	\$ 6,473.89	14.82
5130	WATER & SEWAGE SERVICES	\$ 2,800.00	\$ 0.00	\$ 196.15	\$ 1,005.20	\$ 1,794.80	35.90
6007	REPAIR AND MAINT SUPPLIES	\$ 5,000.00	\$ 1,707.50	\$ 0.00	\$ 808.65	\$ 2,483.85	50.32
43212	225 AL SMITH CIR PARK OFFICE/GRO	\$ 23,400.00	\$ 5,764.50	\$ 271.15	\$ 4,429.96	\$ 13,205.54	43.57

CLARKE COUNTY
 FD-PJT-FUNC-OBJ EXPENDITURES SUMMARY REPORT DEFINITION TYPE #0
 for Fiscal Year 2014 (2013-2014 Fiscal Year)
 Posted Only Figures
 Executed By: gilleya

Page: 9
 Date: 12/04/13
 Time: 12:40:52

Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For NOVEMBER	Expenditures Year-to-Date	Available Balance	Percent Used
FUNC 43213 225 AL SMITH CIR POOL							
3310	REPAIR & MAINTENANCE	\$ 3,500.00	\$ 669.73	\$ 385.25	\$ 3,830.27	\$ 1,000.00	128.57
5110	ELECTRICAL SERVICES	\$ 9,500.00	\$ 0.00	\$ 0.00	\$ 3,000.69	\$ 6,499.31	31.59
5130	WATER & SEWAGE SERVICES	\$ 7,358.00	\$ 0.00	\$ 192.40	\$ 11,279.45	\$ 3,921.45	153.30
6007	REPAIR AND MAINT SUPPLIES	\$ 4,000.00	\$ 0.00	\$ 320.03	\$ 3,373.10	\$ 626.90	84.33
8200	CAPITAL OUTLAY ADDITIONS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,096.00	\$ 3,096.00	100.00
43213	225 AL SMITH CIR POOL	\$ 24,358.00	\$ 669.73	\$ 897.68	\$ 24,579.51	\$ 891.24	103.66
FUNC 43214 225 AL SMITH CIR BASEBALL							
5110	ELECTRICAL SERVICES	\$ 1,700.00	\$ 0.00	\$ 0.00	\$ 604.90	\$ 1,095.10	35.58
6007	REPAIR AND MAINT SUPPLIES	\$ 5,000.00	\$ 0.00	\$ 634.10	\$ 2,326.11	\$ 2,673.89	46.52
43214	225 AL SMITH CIR BASEBALL	\$ 6,700.00	\$ 0.00	\$ 634.10	\$ 2,931.01	\$ 3,768.99	43.75
FUNC 43215 225 AL SMITH CIR SOCCER							
3310	REPAIR & MAINTENANCE	\$ 645.00	\$ 0.00	\$ 200.00	\$ 436.00	\$ 209.00	67.60
5110	ELECTRICAL SERVICES	\$ 700.00	\$ 0.00	\$ 0.00	\$ 233.79	\$ 466.21	33.40
6007	REPAIR AND MAINT SUPPLIES	\$ 5,000.00	\$ 0.00	\$ 783.11	\$ 2,899.41	\$ 2,100.59	57.99
43215	225 AL SMITH CIR SOCCER	\$ 6,345.00	\$ 0.00	\$ 983.11	\$ 3,569.20	\$ 2,775.80	56.25
FUNC 43232 32 E MAIN ST							
3310	REPAIR & MAINTENANCE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 400.00	\$ 400.00	100.00
6007	REPAIR AND MAINT SUPPLIES	\$ 100.00	\$ 0.00	\$ 26.58	\$ 182.59	\$ 82.59	182.59
43232	32 E MAIN ST	\$ 100.00	\$ 0.00	\$ 26.58	\$ 582.59	\$ 482.59	582.59
FUNC 43236 36 E MAIN ST							
3310	REPAIR & MAINTENANCE	\$ 5,500.00	\$ 5,216.00	\$ 272.50	\$ 488.50	\$ 204.50	103.72
3320	MAINTENANCE SERVICE CONTRACTS	\$ 750.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 750.00	0.00
5130	WATER & SEWAGE SERVICES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 26.46	\$ 26.46	100.00
6007	REPAIR AND MAINT SUPPLIES	\$ 100.00	\$ 0.00	\$ 0.00	\$ 57.71	\$ 42.29	57.71
43236	36 E MAIN ST	\$ 6,350.00	\$ 5,216.00	\$ 272.50	\$ 572.67	\$ 561.33	91.16
FUNC 43237 311 E MAIN ST							
3310	REPAIR & MAINTENANCE	\$ 2,500.00	\$ 1,428.00	\$ 428.00	\$ 1,072.00	\$ 0.00	100.00
3320	MAINTENANCE SERVICE CONTRACTS	\$ 1,800.00	\$ 0.00	\$ 0.00	\$ 1,700.80	\$ 99.20	94.49
5110	ELECTRICAL SERVICES	\$ 8,000.00	\$ 0.00	\$ 0.00	\$ 2,391.90	\$ 5,608.10	29.90
5130	WATER & SEWAGE SERVICES	\$ 850.00	\$ 0.00	\$ 72.15	\$ 308.60	\$ 541.40	36.31
6007	REPAIR AND MAINT SUPPLIES	\$ 1,000.00	\$ 0.00	\$ 62.95	\$ 77.93	\$ 922.07	7.79
43237	311 E MAIN ST	\$ 14,150.00	\$ 1,428.00	\$ 563.10	\$ 5,551.23	\$ 7,170.77	49.32
FUNC 51100 LOCAL HEALTH DEPARTMENT							
5610	CIVIC CONTRIBUTIONS	\$ 199,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 199,000.00	0.00
FUNC 51200 OUR HEALTH							
5699	CIVIC CONTRIBUTIONS	\$ 4,875.00	\$ 0.00	\$ 0.00	\$ 4,875.00	\$ 0.00	100.00
FUNC 52500 NORTHWESTERN COMMUNITY SERVICES							
5620	CIVIC CONTRIBUTIONS	\$ 82,000.00	\$ 0.00	\$ 0.00	\$ 41,000.00	\$ 41,000.00	50.00
FUNC 52800 CONCERN HOTLINE							
5699	CIVIC CONTRIBUTIONS	\$ 750.00	\$ 0.00	\$ 0.00	\$ 750.00	\$ 0.00	100.00
FUNC 52900 NW WORKS							
5699	CIVIC CONTRIBUTIONS	\$ 750.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 750.00	0.00
FUNC 53230 SHENANDOAH AREA AGENCY ON AGING							
5699	CIVIC CONTRIBUTIONS	\$ 40,000.00	\$ 0.00	\$ 0.00	\$ 20,000.00	\$ 20,000.00	50.00
FUNC 53240 VIRGINIA REGIONAL TRANSIT							
5699	CIVIC CONTRIBUTIONS	\$ 17,639.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 17,639.00	0.00
FUNC 53500 THE LAUREL CENTER (SHELTER FOR ABUSED WOMEN)							

CLARKE COUNTY
 FD-PJT-FUNC-OBJ EXPENDITURES SUMMARY REPORT DEFINITION TYPE #0
 for Fiscal Year 2014 (2013-2014 Fiscal Year)
 Posted Only Figures
 Executed By: gilleya

Page: 10
 Date: 12/04/13
 Time: 12:40:52

Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For NOVEMBER	Expenditures Year-to-Date	Available Balance	Percent Used
5699	CIVIC CONTRIBUTIONS	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 2,000.00	\$ 0.00	100.00
5699	FUNC 53600 ACCESS INDEPENDENCE CIVIC CONTRIBUTIONS	\$ 750.00	\$ 0.00	\$ 0.00	\$ 750.00	\$ 0.00	100.00
5699	FUNC 69100 LORD FAIRFAX COMMUNITY COLLEGE CIVIC CONTRIBUTIONS	\$ 13,924.00	\$ 0.00	\$ 0.00	\$ 3,481.00	\$ 10,443.00	25.00
5699	FUNC 71100 PARKS ADMINISTRATION						
1100	SALARIES - REGULAR	\$ 232,243.00	\$ 135,475.10	\$ 19,353.58	\$ 96,767.90	\$ 0.00	100.00
1300	SALARIES - PART TIME	\$ 13,356.00	\$ 0.00	\$ 373.50	\$ 6,973.26	\$ 6,382.74	52.21
2100	FICA BENEFITS	\$ 18,789.00	\$ 9,206.51	\$ 1,343.78	\$ 7,109.49	\$ 2,473.00	86.84
2210	VSRS BENEFITS	\$ 28,194.00	\$ 16,446.71	\$ 2,349.52	\$ 11,747.60	\$ 0.31	100.00
2300	HEALTH INSURANCE BENEFITS	\$ 30,648.00	\$ 20,054.86	\$ 2,824.64	\$ 14,123.20	\$ 3,530.06	111.52
2400	LIFE INSURANCE	\$ 2,764.00	\$ 1,612.09	\$ 230.32	\$ 1,151.60	\$ 0.31	99.99
2700	WORKERS COMPENSATION INSURANCE	\$ 8,300.00	\$ 0.00	\$ 0.00	\$ 6,578.35	\$ 1,721.65	79.26
3300	PURCHASED SERVICES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 21.00	\$ 21.00	100.00
3320	MAINTENANCE SERVICE CONTRACT	\$ 5,072.00	\$ 2,131.03	\$ 298.11	\$ 808.97	\$ 2,132.00	57.97
3500	PRINTING AND BINDING	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 95.14	\$ 904.86	9.51
3600	ADVERTISING	\$ 793.00	\$ 0.00	\$ 0.00	\$ 355.10	\$ 437.90	44.78
5210	POSTAL SERVICES	\$ 5,000.00	\$ 1,123.91	\$ 1,234.55	\$ 2,790.81	\$ 1,085.28	78.29
5230	TELECOMMUNICATIONS	\$ 2,000.00	\$ 0.00	\$ 59.71	\$ 361.86	\$ 1,638.14	18.09
5400	LEASES AND RENTALS	\$ 530.00	\$ 0.00	\$ 0.00	\$ 590.76	\$ 60.76	111.46
5540	TRAVEL CONVENTION & EDUCATION	\$ 1,274.00	\$ 0.00	\$ 158.77	\$ 1,397.74	\$ 123.74	109.71
5810	DUES & MEMBERSHIPS	\$ 1,275.00	\$ 0.00	\$ 40.00	\$ 155.00	\$ 1,120.00	12.16
6001	OFFICE SUPPLIES	\$ 2,500.00	\$ 0.00	\$ 58.50	\$ 618.30	\$ 1,881.70	24.73
6003	AGRICULTURAL SUPPLIES	\$ 600.00	\$ 0.00	\$ 0.00	\$ 49.99	\$ 550.01	8.33
6008	VEHICLE AND EQUIP FUEL	\$ 1,400.00	\$ 0.00	\$ 52.35	\$ 426.90	\$ 973.10	30.49
6011	UNIFORM AND WEARING APPAREL	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,000.00	0.00
6014	OTHER OPERATING SUPPLIES	\$ 1,856.00	\$ 0.00	\$ 0.00	\$ 1,196.61	\$ 659.39	64.47
71100	PARKS ADMINISTRATION	\$ 358,594.00	\$ 186,050.21	\$ 28,377.33	\$ 153,319.58	\$ 19,224.21	94.64
71100	FUNC 71310 CLARKE COUNTY RECREATION CENTER						
1100	SALARIES - REGULAR	\$ 43,210.00	\$ 25,205.85	\$ 3,600.83	\$ 18,004.15	\$ 0.00	100.00
1300	SALARIES - PART TIME	\$ 25,809.00	\$ 0.00	\$ 3,937.45	\$ 10,143.01	\$ 15,665.99	39.30
2100	FICA BENEFITS	\$ 5,280.00	\$ 1,908.46	\$ 573.88	\$ 2,139.15	\$ 1,232.39	76.66
2210	VSRS BENEFITS	\$ 5,246.00	\$ 3,059.99	\$ 437.14	\$ 2,185.70	\$ 0.31	99.99
2300	HEALTH INSURANCE BENEFITS	\$ 5,480.00	\$ 3,242.21	\$ 456.65	\$ 2,283.25	\$ 45.46	100.83
2400	LIFE INSURANCE	\$ 514.00	\$ 299.95	\$ 42.85	\$ 214.25	\$ 0.20	100.04
2700	WORKERS COMPENSATION INSURANCE	\$ 700.00	\$ 0.00	\$ 0.00	\$ 537.91	\$ 162.09	76.84
3600	ADVERTISING	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200.00	0.00
5830	REFUNDS	\$ 200.00	\$ 0.00	\$ 0.00	\$ 80.00	\$ 120.00	40.00
6001	OFFICE SUPPLIES	\$ 50.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 50.00	0.00
6002	FOOD SUPPLIES & FOOD SERVICE SUP	\$ 820.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 820.00	0.00
6013	EDUCATIONAL AND RECREATIONAL SUP	\$ 2,300.00	\$ 0.00	\$ 0.00	\$ 500.00	\$ 1,800.00	21.74
6014	OTHER OPERATING SUPPLIES	\$ 2,500.00	\$ 0.00	\$ 148.54	\$ 390.67	\$ 2,109.33	15.63
6015	MERCHANDISE FOR RESALE	\$ 5,000.00	\$ 0.00	\$ 482.88	\$ 626.30	\$ 4,373.70	12.53
71310	CLARKE COUNTY RECREATION CENTER	\$ 97,309.00	\$ 33,716.46	\$ 9,680.22	\$ 37,104.39	\$ 26,488.15	72.78
71310	FUNC 71320 SWIMMING POOL						
1300	SALARIES - PART TIME	\$ 60,251.00	\$ 0.00	\$ 0.00	\$ 42,077.97	\$ 18,173.03	69.84
2100	FICA BENEFITS	\$ 4,610.00	\$ 0.00	\$ 0.00	\$ 3,219.00	\$ 1,391.00	69.83
3100	PROFESSIONAL SERVICES	\$ 2,900.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,900.00	0.00
5540	TRAVEL CONVENTION & EDUCATION	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200.00	0.00
5810	DUES & MEMBERSHIPS	\$ 1,675.00	\$ 0.00	\$ 0.00	\$ 870.00	\$ 805.00	51.94
5830	REFUNDS	\$ 500.00	\$ 0.00	\$ 0.00	\$ 190.00	\$ 310.00	38.00
6011	UNIFORM AND WEARING APPAREL	\$ 1,143.00	\$ 0.00	\$ 0.00	\$ 546.50	\$ 596.50	47.81
6013	EDUCATIONAL AND RECREATIONAL SUP	\$ 1,700.00	\$ 0.00	\$ 0.00	\$ 715.85	\$ 984.15	42.11
6014	OTHER OPERATING SUPPLIES	\$ 2,398.00	\$ 0.00	\$ 0.00	\$ 543.08	\$ 1,854.92	22.65
6015	MERCHANDISE FOR RESALE	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,000.00	0.00
6026	POOL CHEMICALS	\$ 11,000.00	\$ 0.00	\$ 0.00	\$ 5,541.42	\$ 5,458.58	50.38
71320	SWIMMING POOL	\$ 88,377.00	\$ 0.00	\$ 0.00	\$ 53,703.82	\$ 34,673.18	60.77
71320	FUNC 71330 CONCESSION STAND						

CLARKE COUNTY
 FD-PJT-FUNC-OBJ EXPENDITURES SUMMARY REPORT DEFINITION TYPE #0
 for Fiscal Year 2014 (2013-2014 Fiscal Year)
 Posted Only Figures
 Executed By: gilleya

Page: 11
 Date: 12/04/13
 Time: 12:40:52

Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For NOVEMBER	Expenditures Year-to-Date	Available Balance	Percent Used
1300	SALARIES - PART TIME	\$ 4,400.00	\$ 0.00	\$ 0.00	\$ 3,455.11	\$ 944.89	78.53
2100	FICA	\$ 337.00	\$ 0.00	\$ 0.00	\$ 264.32	\$ 72.68	78.43
6001	OFFICE SUPPLIES	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
6015	MERCHANDISE FOR RESALE	\$ 14,000.00	\$ 0.00	\$ 0.00	\$ 4,705.06	\$ 9,294.94	33.61
71330	CONCESSION STAND	\$ 18,837.00	\$ 0.00	\$ 0.00	\$ 8,424.49	\$ 10,412.51	44.72
	FUNC 71350 PROGRAMS						
1100	SALARIES - REGULAR	\$ 31,641.00	\$ 18,457.25	\$ 2,636.75	\$ 13,183.75	\$ 0.00	100.00
1300	SALARIES - PART TIME	\$ 94,500.00	\$ 0.00	\$ 4,886.57	\$ 35,988.45	\$ 58,511.55	38.08
2100	FICA BENEFITS	\$ 9,650.00	\$ 1,252.00	\$ 552.65	\$ 3,582.10	\$ 4,815.90	50.09
2210	VSRS	\$ 3,841.00	\$ 2,240.72	\$ 320.10	\$ 1,600.50	\$ 0.22	100.01
2300	HOSPITAL/MEDICAL PLANS	\$ 8,728.00	\$ 5,434.80	\$ 456.65	\$ 3,095.35	\$ 197.85	97.73
2400	LIFE INSURANCE	\$ 377.00	\$ 219.63	\$ 31.38	\$ 156.90	\$ 0.47	99.88
2700	WORKERS COMPENSATION BENEFITS	\$ 900.00	\$ 0.00	\$ 0.00	\$ 734.59	\$ 165.41	81.62
3100	PROFESSIONAL SERVICES	\$ 56,000.00	\$ 45,599.38	\$ 1,034.87	\$ 19,839.49	\$ 9,438.87	116.86
3500	PRINTING AND BINDING	\$ 7,000.00	\$ 1,752.00	\$ 0.00	\$ 2,008.00	\$ 3,240.00	53.71
3600	ADVERTISING	\$ 1,700.00	\$ 0.00	\$ 0.00	\$ 50.00	\$ 1,650.00	2.94
5210	POSTAL SERVICES	\$ 100.00	\$ 0.00	\$ 0.00	\$ 4.82	\$ 95.18	4.82
5400	LEASES AND RENTALS	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,000.00	0.00
5540	TRAVEL CONVENTION & EDUCATION	\$ 500.00	\$ 0.00	\$ 0.00	\$ 40.00	\$ 460.00	8.00
5560	GROUP TRIPS	\$ 5,000.00	\$ 0.00	\$ 0.00	\$ 1,491.90	\$ 3,508.10	29.84
5810	DUES & MEMBERSHIPS	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
5830	REFUNDS	\$ 7,500.00	\$ 0.00	\$ 285.00	\$ 1,576.00	\$ 5,924.00	21.01
6001	OFFICE SUPPLIES	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
6002	FOOD SUPPLIES & FOOD SERVICE SUP	\$ 7,000.00	\$ 0.00	\$ 69.75	\$ 1,268.09	\$ 5,731.91	18.12
6011	UNIFORM AND WEARING APPAREL	\$ 2,000.00	\$ 0.00	\$ 499.55	\$ 655.05	\$ 1,344.95	32.75
6013	EDUCATIONAL AND RECREATIONAL SUP	\$ 6,500.00	\$ 0.00	\$ 9.48	\$ 1,077.39	\$ 5,422.61	16.58
6014	OTHER OPERATING SUPPLIES	\$ 2,000.00	\$ 0.00	\$ 9.49	\$ 2,037.33	\$ 37.33	101.87
6015	MERCHANDISE FOR RESALE	\$ 6,000.00	\$ 0.00	\$ 12.00	\$ 12.00	\$ 5,988.00	0.20
71350	PROGRAMS	\$ 252,537.00	\$ 74,955.78	\$ 10,804.24	\$ 88,401.71	\$ 89,179.51	64.69
	FUNC 72600 VIRGINIA COMMISSION FOR THE ARTS						
5699	CIVIC CONTRIBUTIONS	\$ 10,000.00	\$ 0.00	\$ 0.00	\$ 10,000.00	\$ 0.00	100.00
	FUNC 73200 REGIONAL LIBRARY						
5699	CIVIC CONTRIBUTIONS	\$ 182,119.00	\$ 0.00	\$ 0.00	\$ 91,059.50	\$ 91,059.50	50.00
	FUNC 81110 PLANNING ADMINISTRATION						
1100	SALARIES - REGULAR	\$ 229,603.00	\$ 133,935.00	\$ 19,133.60	\$ 95,668.00	\$ 0.00	100.00
2100	FICA BENEFITS	\$ 17,565.00	\$ 10,191.78	\$ 1,455.99	\$ 7,279.95	\$ 93.27	99.47
2210	VSRS BENEFITS	\$ 27,874.00	\$ 16,259.71	\$ 2,322.82	\$ 11,614.10	\$ 0.19	100.00
2300	HEALTH INSURANCE BENEFITS	\$ 19,180.00	\$ 11,347.75	\$ 1,598.28	\$ 7,991.40	\$ 159.15	100.83
2400	LIFE INSURANCE	\$ 2,732.00	\$ 1,593.78	\$ 227.70	\$ 1,138.50	\$ 0.28	100.01
2700	WORKERS COMPENSATION INSURANCE	\$ 3,675.00	\$ 0.00	\$ 0.00	\$ 3,590.40	\$ 84.60	97.70
3100	PROFESSIONAL SERVICES	\$ 20,000.00	\$ 0.00	\$ 0.00	\$ 428.00	\$ 19,572.00	2.14
3140	ENGINEERING REVIEW EXPENDITURES	\$ 3,000.00	\$ 0.00	\$ 467.50	\$ 1,863.78	\$ 1,136.22	62.13
3320	MAINTENANCE SERVICE CONTRACT	\$ 700.00	\$ 309.65	\$ 0.00	\$ 44.35	\$ 346.00	50.57
3500	PRINTING AND BINDING	\$ 3,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,000.00	0.00
3600	ADVERTISING	\$ 2,000.00	\$ 0.00	\$ 1,155.60	\$ 1,661.70	\$ 338.30	83.08
5210	POSTAL SERVICES	\$ 1,500.00	\$ 0.00	\$ 0.00	\$ 158.91	\$ 1,341.09	10.59
5230	TELECOMMUNICATIONS	\$ 400.00	\$ 0.00	\$ 20.45	\$ 82.37	\$ 317.63	20.59
5510	TRAVEL MILEAGE	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 149.16	\$ 1,850.84	7.46
5540	TRAVEL CONVENTION & EDUCATION	\$ 1,500.00	\$ 0.00	\$ 0.00	\$ 190.08	\$ 1,309.92	12.67
5810	DUES & MEMBERSHIPS	\$ 750.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 750.00	0.00
6001	OFFICE SUPPLIES	\$ 2,500.00	\$ 0.00	\$ 205.63	\$ 612.23	\$ 1,887.77	24.49
6012	BOOKS AND SUBSCRIPTIONS	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,000.00	0.00
81110	PLANNING ADMINISTRATION	\$ 338,979.00	\$ 173,637.67	\$ 26,587.57	\$ 132,472.93	\$ 32,868.40	90.30
	FUNC 81300 HELP WITH HOUSING						
5699	CIVIC CONTRIBUTIONS	\$ 5,400.00	\$ 0.00	\$ 0.00	\$ 5,400.00	\$ 0.00	100.00
	FUNC 81400 BOARD OF ZONING APPEALS						
1300	SALARIES - PART TIME	\$ 250.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 250.00	0.00
2100	FICA	\$ 20.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 20.00	0.00

CLARKE COUNTY
 FD-PJT-FUNC-OBJ EXPENDITURES SUMMARY REPORT DEFINITION TYPE #0
 for Fiscal Year 2014 (2013-2014 Fiscal Year)
 Posted Only Figures
 Executed By: gilleya

Page: 12
 Date: 12/04/13
 Time: 12:40:52

Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For NOVEMBER	Expenditures Year-to-Date	Available Balance	Percent Used
3100	PROFESSIONAL SERVICES	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 2,756.00	\$ 756.00	137.80
3160	BOARD SERVICES	\$ 500.00	\$ 0.00	\$ 0.00	\$ 75.00	\$ 425.00	15.00
3600	ADVERTISING	\$ 500.00	\$ 0.00	\$ 0.00	\$ 343.20	\$ 156.80	68.64
5210	POSTAL SERVICES	\$ 50.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 50.00	0.00
5810	DUES & MEMBERSHIPS	\$ 150.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 150.00	0.00
81400	BOARD OF ZONING APPEALS	\$ 3,470.00	\$ 0.00	\$ 0.00	\$ 3,174.20	\$ 295.80	91.48
	FUNC 81510 OFFICE OF ECONOMIC DEVELOPMENT						
1100	SALARIES - REGULAR	\$ 33,109.00	\$ 19,313.65	\$ 2,759.07	\$ 13,795.35	\$ 0.00	100.00
2100	FICA	\$ 2,534.00	\$ 1,481.56	\$ 211.64	\$ 1,058.20	\$ 5.76	100.23
2210	VSRs	\$ 4,019.00	\$ 2,344.68	\$ 334.95	\$ 1,674.75	\$ 0.43	100.01
2300	HOSPITAL/MEDICAL PLANS	\$ 2,740.00	\$ 1,621.10	\$ 228.32	\$ 1,141.60	\$ 22.70	100.83
2400	LIFE INSURANCE	\$ 394.00	\$ 229.84	\$ 32.83	\$ 164.15	\$ 0.01	100.00
3100	PROFESSIONAL SERVICES	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 66.00	\$ 934.00	6.60
3500	PRINTING AND BINDING	\$ 500.00	\$ 0.00	\$ 0.00	\$ 885.40	\$ 385.40	177.08
5210	POSTAGE	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
5699	CIVIC CONTRIBUTIONS	\$ 750.00	\$ 0.00	\$ 0.00	\$ 750.00	\$ 0.00	100.00
6001	OFFICE SUPPLIES	\$ 400.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 400.00	0.00
8202	FURNITURE & FIXTURES	\$ 1,750.00	\$ 0.00	\$ 0.00	\$ 2,385.84	\$ 635.84	136.33
81510	OFFICE OF ECONOMIC DEVELOPMENT	\$ 47,296.00	\$ 24,990.83	\$ 3,566.81	\$ 21,921.29	\$ 383.88	99.19
	FUNC 81520 BERRYVILLE DEVELOPMENT AUTHORITY						
3100	PROFESSIONAL SERVICES	\$ 5,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 5,000.00	0.00
3160	BOARD SERVICES	\$ 500.00	\$ 0.00	\$ 0.00	\$ 125.00	\$ 375.00	25.00
3600	ADVERTISING	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
5210	POSTAL SERVICES	\$ 100.00	\$ 0.00	\$ 0.00	\$ 31.92	\$ 68.08	31.92
81520	BERRYVILLE DEVELOPMENT AUTHORITY	\$ 6,100.00	\$ 0.00	\$ 0.00	\$ 156.92	\$ 5,943.08	2.57
	FUNC 81530 SMALL BUSINESS DEVELOPMENT CENTER						
5699	CIVIC CONTRIBUTIONS	\$ 1,500.00	\$ 0.00	\$ 0.00	\$ 1,500.00	\$ 0.00	100.00
	FUNC 81540 BLANDY EXPERIMENTAL FARM						
5699	CIVIC CONTRIBUTIONS	\$ 3,000.00	\$ 0.00	\$ 0.00	\$ 3,000.00	\$ 0.00	100.00
	FUNC 81600 PLANNING COMMISSION						
1300	SALARIES - PART TIME	\$ 500.00	\$ 0.00	\$ 100.00	\$ 300.00	\$ 200.00	60.00
2100	FICA	\$ 39.00	\$ 0.00	\$ 7.65	\$ 22.94	\$ 16.06	58.82
3100	PROFESSIONAL SERVICES	\$ 8,000.00	\$ 0.00	\$ 0.00	\$ 2,406.37	\$ 5,593.63	30.08
3160	BOARD SERVICES	\$ 8,000.00	\$ 0.00	\$ 1,200.00	\$ 3,250.00	\$ 4,750.00	40.62
3600	ADVERTISING	\$ 1,600.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,600.00	0.00
5210	POSTAL SERVICES	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
5540	TRAVEL CONVENTION & EDUCATION	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
5810	DUES & MEMBERSHIPS	\$ 650.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 650.00	0.00
81600	PLANNING COMMISSION	\$ 19,389.00	\$ 0.00	\$ 1,307.65	\$ 5,979.31	\$ 13,409.69	30.84
	FUNC 81700 BOARD OF SEPTIC APPEALS						
1300	SALARIES - PART TIME	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200.00	0.00
2100	FICA	\$ 16.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 16.00	0.00
3160	BOARD SERVICES	\$ 200.00	\$ 0.00	\$ 0.00	\$ 75.00	\$ 125.00	37.50
3600	ADVERTISING	\$ 500.00	\$ 0.00	\$ 0.00	\$ 267.60	\$ 232.40	53.52
5210	POSTAL SERVICES	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
81700	BOARD OF SEPTIC APPEALS	\$ 1,016.00	\$ 0.00	\$ 0.00	\$ 342.60	\$ 673.40	33.72
	FUNC 81800 HISTORIC PRESERVATION COMMISSION						
3100	PROFESSIONAL SERVICES	\$ 15,000.00	\$ 6,000.00	\$ 770.00	\$ 10,815.00	\$ 1,815.00	112.10
3160	BOARD SERVICES	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 150.00	\$ 850.00	15.00
3600	ADVERTISING	\$ 250.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 250.00	0.00
5210	POSTAL SERVICES	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200.00	0.00
5540	TRAVEL CONVENTION & EDUCATION	\$ 350.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 350.00	0.00
81800	HISTORIC PRESERVATION COMMISSION	\$ 16,800.00	\$ 6,000.00	\$ 770.00	\$ 10,965.00	\$ 165.00	100.98

CLARKE COUNTY
 PD-PJT-FUNC-OBJ EXPENDITURES SUMMARY REPORT DEFINITION TYPE #0
 for Fiscal Year 2014 (2013-2014 Fiscal Year)
 Posted Only Figures
 Executed By: gilleya

Page: 13
 Date: 12/04/13
 Time: 12:40:52

Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For NOVEMBER	Expenditures Year-to-Date	Available Balance	Percent Used
5699	FUNC 81910 NORTHERN SHENANDOAH VALLEY REGIONAL COMM CIVIC CONTRIBUTIONS	\$ 5,712.00	\$ 0.00	\$ 0.00	\$ 5,776.22	\$ 64.22	101.12
5699	FUNC 81920 REGIONAL AIRPORT AUTHORITY CIVIC CONTRIBUTIONS	\$ 2,500.00	\$ 0.00	\$ 625.00	\$ 1,250.00	\$ 1,250.00	50.00
5699	FUNC 82200 FRIENDS OF THE SHENANDOAH CIVIC CONTRIBUTIONS	\$ 3,000.00	\$ 0.00	\$ 0.00	\$ 3,000.00	\$ 0.00	100.00
3000	FUNC 82210 WATER QUALITY MANAGEMENT PURCHASED SERVICES	\$ 42,000.00	\$ 38,202.50	\$ 0.00	\$ 1,657.50	\$ 2,140.00	94.90
5699	FUNC 82400 LORD FAIRFAX SOIL AND WATER CONSERV CIVIC CONTRIBUTIONS	\$ 4,750.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 4,750.00	0.00
1300	FUNC 82600 BIO-SOLIDS APPLICATION SALARIES - PART TIME	\$ 12,228.00	\$ 0.00	\$ 0.00	\$ 5,150.00	\$ 7,078.00	42.12
2100	FICA	\$ 936.00	\$ 0.00	\$ 0.00	\$ 393.97	\$ 542.03	42.09
2700	WORKERS COMPENSATION INSURANCE	\$ 350.00	\$ 0.00	\$ 0.00	\$ 133.37	\$ 216.63	38.11
3100	PROFESSIONAL SERVICES	\$ 400.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 400.00	0.00
5510	TRAVEL MILEAGE	\$ 3,000.00	\$ 0.00	\$ 0.00	\$ 1,006.28	\$ 1,993.72	33.54
82600	BIO-SOLIDS APPLICATION	\$ 16,914.00	\$ 0.00	\$ 0.00	\$ 6,683.62	\$ 10,230.38	39.52
3320	FUNC 83100 COOPERATIVE EXTENSION MAINTENANCE SERVICE CONTRACTS	\$ 400.00	\$ 533.60	\$ 0.00	\$ 76.40	\$ 210.00	152.50
3841	VPI EXTENSION AGENT	\$ 36,065.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 36,065.00	0.00
5210	POSTAGE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 168.67	\$ 168.67	100.00
5230	TELECOMMUNICATIONS	\$ 500.00	\$ 0.00	\$ 19.99	\$ 108.25	\$ 391.75	21.65
5810	DUES & MEMBERSHIPS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 120.00	\$ 120.00	100.00
6014	OTHER OPERATING SUPPLIES	\$ 2,000.00	\$ 0.00	\$ 17.55	\$ 140.95	\$ 1,859.05	7.05
83100	COOPERATIVE EXTENSION	\$ 38,965.00	\$ 533.60	\$ 37.54	\$ 614.27	\$ 37,817.13	2.95
5699	FUNC 83400 4-H CENTER CIVIC CONTRIBUTIONS	\$ 2,250.00	\$ 0.00	\$ 0.00	\$ 2,250.00	\$ 0.00	100.00
1000	FUNC 91600 CONTINGENCIES PERSONNEL	\$ 7,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 7,500.00	0.00
3140	ENGINEERING & ARCHITECTURAL	\$ 14,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 14,500.00	0.00
3150	LEGAL	\$ 20,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 20,000.00	0.00
8000	MINOR CAPITAL	\$ 17,066.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 17,066.00	0.00
91600	CONTINGENCIES	\$ 59,066.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 59,066.00	0.00
000	NON-CATEGORICAL	\$ 8,326,026.00	\$ 2,965,867.31	\$ 444,184.56	\$ 3,284,935.82	\$ 2,075,222.87	75.08
PJT 111 E911							
5230	FUNC 35610 TELECOMMUNICATIONS	\$ 37,284.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 37,284.00	0.00
6032	TRAINING MATERIALS	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,000.00	0.00
35610		\$ 39,284.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 39,284.00	0.00
111	E911	\$ 39,284.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 39,284.00	0.00
PJT 126 V-STOR GRANT							
1100	FUNC 22100 COMMONWEALTH'S ATTORNEY SALARIES - REGULAR	\$ 26,877.00	\$ 15,678.31	\$ 2,239.77	\$ 6,879.81	\$ 4,318.88	83.93
1300	SALARIES - PART TIME	\$ 8,362.00	\$ 4,877.84	\$ 696.83	\$ 3,484.15	\$ 0.01	100.00
2100	FICA	\$ 2,696.00	\$ 367.47	\$ 52.66	\$ 263.30	\$ 2,065.23	23.40
2210	VSRS	\$ 1,132.00	\$ 592.18	\$ 84.59	\$ 422.95	\$ 116.87	89.68
2300	HEALTH INSURANCE	\$ 1,325.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,325.00	0.00
2400	GROUP LIFE	\$ 111.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 111.00	0.00

CLARKE COUNTY
 FD-PJT-FUNC-OBJ EXPENDITURES SUMMARY REPORT DEFINITION TYPE #0
 for Fiscal Year 2014 (2013-2014 Fiscal Year)
 Posted Only Figures
 Executed By: gilleya

Page: 14
 Date: 12/04/13
 Time: 12:40:52

Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For NOVEMBER	Expenditures Year-to-Date	Available Balance	Percent Used
22100	COMMONWEALTH'S ATTORNEY	\$ 40,503.00	\$ 21,515.80	\$ 3,073.85	\$ 11,050.21	\$ 7,936.99	80.40
126	V-STOP GRANT	\$ 40,503.00	\$ 21,515.80	\$ 3,073.85	\$ 11,050.21	\$ 7,936.99	80.40
PJT 129 FEDERAL GANG TASK FORCE GRANT 2010							
FUNC 31200 SHERIFF							
1100	SALARIES - REGULAR	\$ 22,614.00	\$ 3,769.00	\$ 3,769.00	\$ 18,845.00	\$ 0.00	100.00
2100	FICA	\$ 1,714.00	\$ 285.70	\$ 285.73	\$ 1,428.65	\$ 0.35-	100.02
2210	VSRS	\$ 2,745.00	\$ 457.54	\$ 457.56	\$ 2,287.80	\$ 0.34-	100.01
2300	HOSPITAL/MEDICAL PLANS	\$ 2,785.00	\$ 502.32	\$ 456.65	\$ 2,283.25	\$ 0.57-	100.02
2400	LIFE INSURANCE	\$ 142.00	\$ 44.86	\$ 44.85	\$ 224.25	\$ 127.11-	189.51
31200	SHERIFF	\$ 30,000.00	\$ 5,059.42	\$ 5,013.79	\$ 25,068.95	\$ 128.37-	100.43
129	FEDERAL GANG TASK FORCE GRANT 20	\$ 30,000.00	\$ 5,059.42	\$ 5,013.79	\$ 25,068.95	\$ 128.37-	100.43
PJT 140 RAIN BARREL PARTNERSHIP - INTERSTATE COMMISSION ON							
FUNC 81110 PLANNING ADMINISTRATION							
6000	MATERIALS AND SUPPLIES	\$ 1,400.00	\$ 0.00	\$ 0.00	\$ 320.00	\$ 1,080.00	22.86
PJT 402 DMV SELECTIVE ENFORCEMENT-ALCOHOL							
FUNC 31200 SHERIFF							
1300	SALARIES - PART TIME	\$ 0.00	\$ 0.00	\$ 160.10	\$ 2,886.11	\$ 2,886.11-	100.00
2100	FICA	\$ 0.00	\$ 0.00	\$ 12.25	\$ 220.81	\$ 220.81-	100.00
6010	POLICE SUPPLIES	\$ 10,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 10,000.00	0.00
31200	SHERIFF	\$ 10,000.00	\$ 0.00	\$ 172.35	\$ 3,106.92	\$ 6,893.08	31.07
402	DMV SELECTIVE ENFORCEMENT-ALCOHO	\$ 10,000.00	\$ 0.00	\$ 172.35	\$ 3,106.92	\$ 6,893.08	31.07
PJT 602 DOJ VEST GRANT							
FUNC 31200 SHERIFF							
6010	POLICE SUPPLIES	\$ 1,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,500.00	0.00
PJT 605 DOJ LOCAL LAW ENFORCEMENT BLOCK GRANT (LLEBG)							
FUNC 31200 SHERIFF							
1100	SALARIES - REGULAR	\$ 1,853.00	\$ 0.00	\$ 0.00	\$ 321.75	\$ 1,531.25	17.36
2100	FICA	\$ 0.00	\$ 0.00	\$ 0.00	\$ 24.62	\$ 24.62-	100.00
31200	SHERIFF	\$ 1,853.00	\$ 0.00	\$ 0.00	\$ 346.37	\$ 1,506.63	18.69
605	DOJ LOCAL LAW ENFORCEMENT BLOCK	\$ 1,853.00	\$ 0.00	\$ 0.00	\$ 346.37	\$ 1,506.63	18.69
100	GENERAL FUND	\$ 8,450,566.00	\$ 2,992,442.53	\$ 452,444.55	\$ 3,324,828.27	\$ 2,133,295.20	74.76

CLARKE COUNTY
 NOVEMBER 2013 VENDOR PAYMENTS
 Executed By: gilleya

PAGE: 1
 TIME: 14:26:03
 DATE: 12/03/2013

VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount
=====						
Fiscal Year: 2014						
EXPENDITURES						
DEFINITION TYPE 0						
100-000-11010-3600 ADVERTISING						
VENDOR: WINCHESTER STAR						
1	NOVEMBER	1651188-10/2013	HEARING ADVERTISING	4997	11/15/2013 \$	214.50
100-000-11010-5230 TELECOMMUNICATIONS						
VENDOR: TREASURER OF VIRGINIA						
4	NOVEMBER	t265574	SEPTEMBER 2013	4933	11/15/2013 \$	3.90
100-000-11010-5810 DUES & ASSOC. MEMBERSHIPS						
VENDOR: COALITION OF HIGH GROWTH COMMUNITIES						
1	NOVEMBER	284	MEMBER CONTRIBUTIONS	78654	11/15/2013 \$	358.08
100-000-12110-5230 TELECOMMUNICATIONS						
VENDOR: AT&T MOBILITY						
1	NOVEMBER	X11012013	GOVT ADMIN	78640	11/15/2013 \$	47.25
VENDOR: TREASURER OF VIRGINIA						
11	NOVEMBER	t265574	SEPTEMBER 2013	4933	11/15/2013 \$	6.73
VENDOR: VERIZON						
1	NOVEMBER	000027268895NOV	OCT 26 - NOV 25	78756	11/15/2013 \$	9.06
Total for 100-000-12110-5230						\$ 63.04
100-000-12110-5540 TRAVEL CONVENTION & EDUCATION						
VENDOR: ASH, DAVID L						
1	NOVEMBER	ASH10/29/13	TRAVEL HOTEL	4907	11/15/2013 \$	94.04
100-000-12110-6008 VEHICLE AND EQUIP FUEL						
VENDOR: MANSFIELD OIL COMPANY						
3	NOVEMBER	SQLCD/00065035	10/16 - 10/31	4963	11/15/2013 \$	70.62
100-000-12210-3100 PROFESSIONAL SERVICES						
VENDOR: HALL, MONAHAN, ENGLE, MAHAN & MITCHELL						
1	NOVEMBER	HALL10142013	COMCAST CABLE FRANCHISE	4943	11/15/2013 \$	928.00
100-000-12310-5230 TELECOMMUNICATIONS						
VENDOR: TREASURER OF VIRGINIA						
9	NOVEMBER	t265574	SEPTEMBER 2013	4933	11/15/2013 \$	1.11
VENDOR: VERIZON						
2	NOVEMBER	000027268895NOV	OCT 26 - NOV 25	78756	11/15/2013 \$	6.04
Total for 100-000-12310-5230						\$ 7.15
100-000-12410-3100 PROFESSIONAL SERVICES						
VENDOR: CINTAS CORP.						
1	NOVEMBER	8400530954	SERVICE	4923	11/15/2013 \$	22.05
100-000-12410-5210 POSTAL SERVICES						
VENDOR: H & W PRINTERS, INC-A BMS DIRECT CO						
1	NOVEMBER	85656P	PERSONAL PROPERTY SUPPLEME	4903	11/07/2013 \$	613.60
100-000-12410-5230 TELECOMMUNICATIONS						

CLARKE COUNTY
 NOVEMBER 2013 VENDOR PAYMENTS
 Executed By: gilleya

PAGE: 2
 TIME: 14:26:03
 DATE: 12/03/2013

VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount
VENDOR: 24	TREASURER OF VIRGINIA NOVEMBER	t265574	SEPTEMBER 2013	4933	11/15/2013 \$	2.21
VENDOR: 3	VERIZON NOVEMBER	000027268895NOV	OCT 26 - NOV 25	78756	11/15/2013 \$	3.02
Total for 100-000-12410-5230						\$ 5.23
100-000-12410-5510 TRAVEL MILEAGE						
VENDOR: 1	KEELER, SHARON E. NOVEMBER	KEELER11062013	DISTRICT MEETING	4955	11/15/2013 \$	74.58
100-000-12410-6022 SUPPLIES - DOG TAGS						
VENDOR: 1	M & W PRINTERS, INC-A BMS DIRECT CO NOVEMBER	85668	DOG TAGS	4960	11/15/2013 \$	743.00
100-000-12510-3320 MAINTENANCE SERVICE CONTRACT						
VENDOR: 1	AVAYA, INC. NOVEMBER	2732822956	10/20 - 11/19	4909	11/15/2013 \$	1,249.22
VENDOR: 1	JUST IN TIME DESIGN NOVEMBER	2914	BASIC WEBISTE MAINTENANCE	78697	11/15/2013 \$	540.00
Total for 100-000-12510-3320						\$ 1,789.22
100-000-12510-5230 TELECOMMUNICATIONS						
VENDOR: 8	AT&T MOBILITY NOVEMBER	X11012013	GOVT IT	78640	11/15/2013 \$	94.50
VENDOR: 16	TREASURER OF VIRGINIA NOVEMBER	t265574	SEPTEMBER 2013	4933	11/15/2013 \$	1,124.28
VENDOR: 4	VERIZON NOVEMBER	000027268895NOV	OCT 26 - NOV 25	78756	11/15/2013 \$	175.44
VENDOR: 6	VERIZON NOVEMBER	9950007176	10/25 - 11/24	78757	11/15/2013 \$	224.99
Total for 100-000-12510-5230						\$ 1,619.21
100-000-13100-3160 ELECTORAL BOARD SERVICES						
VENDOR: 1	LORETTA ALLISON NOVEMBER	ELECOFF11/5/1	ELECTION OFFICIAL FOR NOVE	78636	11/15/2013 \$	105.00
VENDOR: 1	JERRY G BEYDLER NOVEMBER	ELECOFF11/5/1	ELECTION OFFICIAL FOR NOVE	78641	11/15/2013 \$	85.00
VENDOR: 1	CALDWELL, SHARON NOVEMBER	ELECOFF11/5/1	ELECTION OFFICIAL FOR NOVE	78647	11/15/2013 \$	105.00
VENDOR: 1	DAVIS, DONNA NOVEMBER	ELECOFF11/5/1	ELECTION OFFICIAL FOR NOVE	78657	11/15/2013 \$	155.00
VENDOR: 1	DRAKE, RICHARD J. NOVEMBER	ELECOFF11/5/1	ELECTION OFFICIAL FOR NOVE	78662	11/15/2013 \$	135.00
VENDOR: 1	EDWARDS, JAMES N. NOVEMBER	ELECOFF11/5/1	ELECTION OFFICIAL FOR NOVE	78665	11/15/2013 \$	145.00
VENDOR: 1	ESTEP, MARILYN NOVEMBER	ELECOFF11/5/1	ELECTION OFFICIAL FOR NOVE	78667	11/15/2013 \$	105.00
VENDOR: 1	FRASER, L. MICHAEL NOVEMBER	ELECOFF11/5/1	ELECTION OFFICIAL FOR NOVE	78673	11/15/2013 \$	105.00
VENDOR: 1	GALLAGHER, ROBERT NOVEMBER	ELECOFF11/5/1	ELECTION OFFICIAL FOR NOVE	78676	11/15/2013 \$	115.00

CLARKE COUNTY
 NOVEMBER 2013 VENDOR PAYMENTS
 Executed By: gilleya

PAGE: 3
 TIME: 14:26:03
 DATE: 12/03/2013

VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount
VENDOR: 1	GOTT, MARY NOVEMBER	ELECOFF11/5/1	ELECTION OFFICIAL FOR NOVE	78679	11/15/2013 \$	105.00
VENDOR: 1	GRUBB, BARBARA NOVEMBER	ELECOFF11/5/1	ELECTION OFFICIAL FOR NOVE	78682	11/15/2013 \$	125.00
VENDOR: 1	HARDESTY, LARRY NOVEMBER	ELECOFF11/5/1	ELECTION OFFICIAL FOR NOVE	78683	11/15/2013 \$	105.00
VENDOR: 1	HEPNER, PATRICIA NOVEMBER	ELECOFF11/5/1	ELECTION OFFICIAL FOR NOVE	78686	11/15/2013 \$	105.00
VENDOR: 1	HESS JEAN L. NOVEMBER	ELECOFF11/5/1	ELECTION OFFICIAL FOR NOVE	78688	11/15/2013 \$	145.00
VENDOR: 1	KATHY MARIE HOLCOMB NOVEMBER	ELECOFF11/5/1	ELECTION OFFICIAL FOR NOVE	78689	11/15/2013 \$	105.00
VENDOR: 1	HOLCOMB, ROBERT C. NOVEMBER	ELECOFF11/5/1	ELECTION OFFICIAL FOR NOVE	78690	11/15/2013 \$	135.00
VENDOR: 1	HORNBAKER, ROBERT NOVEMBER	ELECOFF11/5/1	ELECTION OFFICIAL FOR NOVE	78691	11/15/2013 \$	115.00
VENDOR: 1	JACKSON, GENEVA B NOVEMBER	ELECOFF11/5/1	ELECTION OFFICIAL FOR NOVE	78695	11/15/2013 \$	85.00
VENDOR: 1	JONES, BRENDA B NOVEMBER	ELECOFF11/5/1	ELECTION OFFICIAL FOR NOVE	4953	11/15/2013 \$	105.00
VENDOR: 1	CYNTHIA L. KIRK NOVEMBER	ELECOFF11/5/1	ELECTION OFFICIAL FOR NOVE	78699	11/15/2013 \$	105.00
VENDOR: 1	LEWIS, ROBERT LYNN NOVEMBER	ELECOFF11/5/1	ELECTION OFFICIAL FOR NOVE	78703	11/15/2013 \$	135.00
VENDOR: 1	LINCOLN, JOHN R. NOVEMBER	ELECOFF11/5/1	ELECTION OFFICIAL FOR NOVE	78704	11/15/2013 \$	105.00
VENDOR: 1	S. RICHARD MARKS II NOVEMBER	ELECOFF11/5/1	ELECTION OFFICIAL FOR NOVE	78706	11/15/2013 \$	115.00
VENDOR: 1	MCFILLEN, ROBIN NOVEMBER	ELECOFF11/5/1	ELECTION OFFICIAL FOR NOVE	78708	11/15/2013 \$	115.00
VENDOR: 1	MCGILL, ELLEN MAXINE NOVEMBER	ELECOFF11/5/1	ELECTION OFFICIAL FOR NOVE	78709	11/15/2013 \$	105.00
VENDOR: 1	MELGAARD, JANEL T NOVEMBER	ELECOFF11/5/1	ELECTION OFFICIAL FOR NOVE	78710	11/15/2013 \$	145.00
VENDOR: 1	LINDA ANN MILLER NOVEMBER	ELECOFF11/5/1	ELECTION OFFICIAL FOR NOVE	78711	11/15/2013 \$	105.00
VENDOR: 1	MILOSAVICH, MARY ANN NOVEMBER	ELECOFF11/5/1	ELECTION OFFICIAL FOR NOVE	78712	11/15/2013 \$	115.00
VENDOR: 1	MORRIS, BARBARA W. NOVEMBER	ELECOFF11/5/1	ELECTION OFFICIAL FOR NOVE	78713	11/15/2013 \$	105.00
VENDOR: 1	NELSON, WILLIS NOVEMBER	ELECOFF11/5/1	ELECTION OFFICIAL FOR NOVE	4968	11/15/2013 \$	105.00
VENDOR: 1	NORTH, ELIZABETH S NOVEMBER	ELECOFF11/5/1	ELECTION OFFICIAL FOR NOVE	78717	11/15/2013 \$	105.00
VENDOR: 1	ROBERTS, ELIZABETH NOVEMBER	ELECOFF11/5/1	ELECTION OFFICIAL FOR NOVE	78728	11/15/2013 \$	105.00
VENDOR: 1	SANDRA L SOWADA NOVEMBER	ELECOFF11/5/1	ELECTION OFFICIAL FOR NOVE	78736	11/15/2013 \$	105.00

CLARKE COUNTY
 NOVEMBER 2013 VENDOR PAYMENTS
 Executed By: gilleya

PAGE: 4
 TIME: 14:26:03
 DATE: 12/03/2013

VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount
VENDOR: MARCIA STONE						
1	NOVEMBER	ELECOFF11/5/1	ELECTION OFFICIAL FOR NOVE	78739	11/15/2013 \$	115.00
VENDOR: JAMES N. WILLIS						
1	NOVEMBER	ELECOFF11/5/1	ELECTION OFFICIAL FOR NOVE	78764	11/15/2013 \$	105.00
VENDOR: JANE M WOOD						
1	NOVEMBER	ELECOFF11/5/1	ELECTION OFFICIAL FOR NOVE	78767	11/15/2013 \$	105.00
Total for 100-000-13100-3160						\$ 4,080.00
100-000-13100-5400 LEASES AND RENTALS						
VENDOR: BLUE RIDGE VOLUNTEER FIRE & RESCUE CO						
1	NOVEMBER	FACFEE11/5/2013	FACILITY FEE FOR NOVEMBER	78642	11/15/2013 \$	150.00
VENDOR: BOYCE VOLUNTEER FIRE COMPANY						
1	NOVEMBER	FACFEE11/5/2013	FACILITY FEE FOR NOVEMBER	78644	11/15/2013 \$	75.00
VENDOR: CLARKE COUNTY PARKS & RECREATION						
1	NOVEMBER	FACFEE11/5/2013	FACILITY FEE FOR NOVEMBER	78652	11/15/2013 \$	75.00
VENDOR: GRACE EPISCOPAL PARISH HALL						
1	NOVEMBER	FACFEE11/5/2013	FACILITY FEE FOR NOVEMBER	78680	11/15/2013 \$	75.00
VENDOR: JOHN H. ENDERS FIRE COMPANY & RESCUE SQ						
1	NOVEMBER	FACFEE11/5/2013	FACILITY FEE FOR NOVEMBER	78696	11/15/2013 \$	75.00
VENDOR: POWHATAN SCHOOL						
1	NOVEMBER	FACFEE11/5/2013	FACILITY FEE FOR NOVEMBER	78722	11/15/2013 \$	75.00
Total for 100-000-13100-5400						\$ 525.00
100-000-13100-5510 TRAVEL MILEAGE						
VENDOR: DAVIS, DONNA						
2	NOVEMBER	ELECOFF11/5/1	ELECTION OFFICIAL FOR NOVE	78657	11/15/2013 \$	13.42
VENDOR: DRAKE, RICHARD J.						
2	NOVEMBER	ELECOFF11/5/1	ELECTION OFFICIAL FOR NOVE	78662	11/15/2013 \$	8.36
VENDOR: EDWARDS, JAMES R.						
2	NOVEMBER	ELECOFF11/5/1	ELECTION OFFICIAL FOR NOVE	78665	11/15/2013 \$	19.19
VENDOR: HESS JEAN E.						
2	NOVEMBER	ELECOFF11/5/1	ELECTION OFFICIAL FOR NOVE	78688	11/15/2013 \$	15.88
VENDOR: HOLCOMB, ROBERT C.						
2	NOVEMBER	ELECOFF11/5/1	ELECTION OFFICIAL FOR NOVE	78690	11/15/2013 \$	32.39
VENDOR: LEWIS, ROBERT LYNN						
2	NOVEMBER	ELECOFF11/5/1	ELECTION OFFICIAL FOR NOVE	78703	11/15/2013 \$	3.41
VENDOR: MELGAARD, JANEL T						
2	NOVEMBER	ELECOFF11/5/1	ELECTION OFFICIAL FOR NOVE	78710	11/15/2013 \$	13.83
Total for 100-000-13100-5510						\$ 106.48
100-000-13100-6000 MATERIAL AND SUPPLIES						
VENDOR: INTAB, INC.						
1	NOVEMBER	138961A	LABELS/FLAT MAGNIFIERS	78693	11/15/2013 \$	33.74
100-000-13200-5230 TELECOMMUNICATIONS						
VENDOR: AT&T MOBILITY						
10	NOVEMBER	X11012013	REGISTRAR	78640	11/15/2013 \$	47.25
VENDOR: TREASURER OF VIRGINIA						
21	NOVEMBER	t265574	SEPTEMBER 2013	4933	11/15/2013 \$	6.34

CLARKE COUNTY
 NOVEMBER 2013 VENDOR PAYMENTS
 Executed By: gilleya

PAGE: 5
 TIME: 14:26:03
 DATE: 12/03/2013

VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount	
VENDOR: VERIZON							
5	NOVEMBER	000027268895NOV	OCT 26 - NOV 25	78756	11/15/2013 \$	3.02	
		Total for 100-000-13200-5230				\$	56.61
100-000-21200-3320			MAINTENANCE SERVICE CONTRACT				
VENDOR: RICOH USA INC							
1	NOVEMBER	5027987950	07/16 - 10/15	78727	11/15/2013 \$	80.93	
100-000-21200-5230			TELECOMMUNICATIONS				
VENDOR: TREASURER OF VIRGINIA							
15	NOVEMBER	t265574	SEPTEMBER 2013	4933	11/15/2013 \$	111.92	
VENDOR: VERIZON							
6	NOVEMBER	000027268895NOV	OCT 26 - NOV 25	78756	11/15/2013 \$	39.80	
		Total for 100-000-21200-5230				\$	151.72
100-000-21500-5230			TELECOMMUNICATIONS				
VENDOR: TREASURER OF VIRGINIA							
17	NOVEMBER	t265574	SEPTEMBER 2013	4933	11/15/2013 \$	4.24	
VENDOR: VERIZON							
7	NOVEMBER	000027268895NOV	OCT 26 - NOV 25	78756	11/15/2013 \$	36.44	
		Total for 100-000-21500-5230				\$	40.68
100-000-21600-5230			TELECOMMUNICATIONS				
VENDOR: TREASURER OF VIRGINIA							
8	NOVEMBER	t265574	SEPTEMBER 2013	4933	11/15/2013 \$	5.07	
VENDOR: VERIZON							
8	NOVEMBER	000027268895NOV	OCT 26 - NOV 25	78756	11/15/2013 \$	67.23	
		Total for 100-000-21600-5230				\$	72.30
100-000-21900-5230			TELECOMMUNICATIONS				
VENDOR: TREASURER OF VIRGINIA							
25	NOVEMBER	t265574	SEPTEMBER 2013	4933	11/15/2013 \$	14.38	
VENDOR: VERIZON							
9	NOVEMBER	000027268895NOV	OCT 26 - NOV 25	78756	11/15/2013 \$	3.02	
		Total for 100-000-21900-5230				\$	17.40
100-000-22100-5230			TELECOMMUNICATIONS				
VENDOR: TREASURER OF VIRGINIA							
10	NOVEMBER	t265574	SEPTEMBER 2013	4933	11/15/2013 \$	8.14	
VENDOR: VERIZON							
10	NOVEMBER	000027268895NOV	OCT 26 - NOV 25	78756	11/15/2013 \$	9.06	
		Total for 100-000-22100-5230				\$	17.20
100-000-31200-2700			WORKERS COMPENSATION INSURANCE				
VENDOR: VACORP							
1	NOVEMBER	8432	WORKERS COMPENSATION	78750	11/15/2013 \$	84.00	
100-000-31200-3310			REPAIR & MAINTENANCE				
VENDOR: BERRYVILLE AUTO PARTS INC							
2	NOVEMBER	5370-76941	LABOR	4910	11/15/2013 \$	135.00	
2	NOVEMBER	5370-77043	LABOR	4910	11/15/2013 \$	200.00	

CLARKE COUNTY
 NOVEMBER 2013 VENDOR PAYMENTS
 Executed By: gilleya

PAGE: 6
 TIME: 14:26:03
 DATE: 12/03/2013

VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount
2	NOVEMBER	5370-77133	LABOR	4910	11/15/2013 \$	90.00
VENDOR: BROY'S CAR WASH						
1	NOVEMBER	SHERIFF11032013	CAR WASH	4918	11/15/2013 \$	151.50
Total for 100-000-31200-3310						\$ 576.50
100-000-31200-3320 MAINTENANCE SERVICE CONTRACT						
VENDOR: TME COPIERS & DIGITAL SOLUTIONS						
1	NOVEMBER	153402	07/30 - 10/30	4992	11/15/2013 \$	272.52
100-000-31200-5210 POSTAL SERVICES						
VENDOR: BERRYVILLE AUTO PARTS INC						
1	NOVEMBER	4	4 PACKAGES SHIP 4 PACKAGES SHIPPED BOOT RE	4910	11/15/2013 \$	248.72
100-000-31200-5230 TELECOMMUNICATIONS						
VENDOR: AT&T MOBILITY						
6	NOVEMBER	X110I2013	SHERIFF'S DEPT	78640	11/15/2013 \$	1,132.51
VENDOR: TREASURER OF VIRGINIA						
22	NOVEMBER	t265574	SEPTEMBER 2013	4933	11/15/2013 \$	11.43
VENDOR: SPRINT DATA SERVICES						
1	NOVEMBER	862688664-033	SEPT 26 - OCT 25	78737	11/15/2013 \$	63.65
VENDOR: VERIZON						
11	NOVEMBER	000027268895NOV	OCT 26 - NOV 25	78756	11/15/2013 \$	119.17
Total for 100-000-31200-5230						\$ 1,326.76
100-000-31200-5810 DUES & MEMBERSHIPS						
VENDOR: VIRGINIA SHERIFFS' ASSOC						
1	NOVEMBER	201401	2014 SHERIFFS/STAFF DUES	78759	11/15/2013 \$	1,485.00
100-000-31200-6001 OFFICE SUPPLIES						
VENDOR: APPLE INC.						
1	NOVEMBER	4258481105	ADAPTER	78638	11/15/2013 \$	98.00
VENDOR: BERRYVILLE AUTO PARTS INC						
1	NOVEMBER	10065547	VABLE/BATTERIES	4910	11/15/2013 \$	30.89
1	NOVEMBER	70001272	CABLE RETURN/IPAD/IPOD SYN	4910	11/15/2013 \$	3.02
VENDOR: COMMERCIAL PRESS						
1	NOVEMBER	109765	BUSINESS CARDS	4927	11/15/2013 \$	45.65
VENDOR: DEHAVEN BERKELEY SPRINGS WATER CORP.						
1	NOVEMBER	RT03-000704	WATER	78659	11/15/2013 \$	12.95
Total for 100-000-31200-6001						\$ 190.51
100-000-31200-6007 REPAIR AND MAINTENANCE SUPPLIES						
VENDOR: BERRYVILLE AUTO PARTS INC						
1	NOVEMBER	5370-76821	WIPER BLADE	4910	11/15/2013 \$	16.00
1	NOVEMBER	5370-76941	OIL/FILTER/FUEL FILTER/WIP	4910	11/15/2013 \$	130.65
1	NOVEMBER	5370-77043	CERAMIC/ROTOR/BRAKE SHOES	4910	11/15/2013 \$	124.93
1	NOVEMBER	5370-77133	OIL/BILTER/WASHER FLUID/FU	4910	11/15/2013 \$	77.62
VENDOR: TIRE WORLD						
1	NOVEMBER	572512	TIRES	78740	11/15/2013 \$	233.52
Total for 100-000-31200-6007						\$ 582.72
100-000-31200-6008 VEHICLE AND EQUIP FUEL						
VENDOR: MANSFIELD OIL COMPANY						

CLARKE COUNTY
 NOVEMBER 2013 VENDOR PAYMENTS
 Executed By: gilleya

PAGE: 7
 TIME: 14:26:03
 DATE: 12/03/2013

VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount
1	NOVEMBER	SQLCD/00065076	FUEL PURCHASES	4963	11/15/2013 \$	2,478.79
100-000-31200-6010 POLICE SUPPLIES						
VENDOR: TELTRONIC						
1	NOVEMBER	534466	REMOTE TO DASH RETROFIT KI	4990	11/15/2013 \$	75.00
100-000-31200-6011 UNIFORM AND WEARING APPAREL						
VENDOR: BEST UNIFORMS, INC.						
1	NOVEMBER	312858-01	PANTS	4912	11/15/2013 \$	91.99
1	NOVEMBER	316520	PANTS	4912	11/15/2013 \$	80.00
VENDOR: GALLS, AN ARARMARK CO., LLC						
1	NOVEMBER	001165270	LATAK GLOVE CARRIER	78677	11/15/2013 \$	21.79
Total for 100-000-31200-6011						\$ 193.78
100-000-32100-5230 TELECOMMUNICATIONS						
VENDOR: TREASURER OF VIRGINIA						
12	NOVEMBER	t265574	SEPTEMBER 2013	4933	11/15/2013 \$	3.14
VENDOR: VERIZON						
12	NOVEMBER	000027268895NOV	OCT 26 - NOV 25	78756	11/15/2013 \$	34.84
Total for 100-000-32100-5230						\$ 37.98
100-000-32100-6008 VEHICLE AND EQUIP FUEL						
VENDOR: MANSFIELD OIL COMPANY						
5	NOVEMBER	SQLCD/00065035	10/16 - 10/31	4963	11/15/2013 \$	34.13
100-000-33300-5230 TELECOMMUNICATIONS						
VENDOR: TREASURER OF VIRGINIA						
20	NOVEMBER	t265574	SEPTEMBER 2013	4933	11/15/2013 \$	4.84
VENDOR: VERIZON						
13	NOVEMBER	000027268895NOV	OCT 26 - NOV 25	78756	11/15/2013 \$	3.02
Total for 100-000-33300-5230						\$ 7.86
100-000-34100-5230 TELECOMMUNICATIONS						
VENDOR: AT&T MOBILITY						
4	NOVEMBER	X11012013	BUILDING DEPT	78640	11/15/2013 \$	12.56
VENDOR: TREASURER OF VIRGINIA						
5	NOVEMBER	t265574	SEPTEMBER 2013	4933	11/15/2013 \$	5.20
VENDOR: VERIZON						
14	NOVEMBER	000027268895NOV	OCT 26 - NOV 25	78756	11/15/2013 \$	6.04
Total for 100-000-34100-5230						\$ 23.80
100-000-34100-6008 VEHICLE AND EQUIP FUEL						
VENDOR: MANSFIELD OIL COMPANY						
2	NOVEMBER	SQLCD/00065035	10/16 - 10/31	4963	11/15/2013 \$	94.74
100-000-35100-3100 PROFESSIONAL SERVICES						
VENDOR: ROSEVILLE VET HOSP/PLAZA PET CLINIC						
1	NOVEMBER	106482	PROFESSIONAL SERVICES	78729	11/15/2013 \$	16.25
1	NOVEMBER	106537	PROFESSIONAL SERVICES	78729	11/15/2013 \$	32.50
1	NOVEMBER	106698	PROFESSIONAL SERVICES	78729	11/15/2013 \$	16.25
Total for 100-000-35100-3100						\$ 65.00
100-000-35100-5230 TELECOMMUNICATIONS						

CLARKE COUNTY
 NOVEMBER 2013 VENDOR PAYMENTS
 Executed By: gilleya

PAGE: 8
 TIME: 14:26:03
 DATE: 12/03/2013

VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount
=====						
VENDOR:	AT&T MOBILITY					
2	NOVEMBER	X11012013	ANIMAL CONTROL	78640	11/15/2013 \$	12.56
VENDOR:	TREASURER OF VIRGINIA					
2	NOVEMBER	t265574	SEPTEMBER 2013	4933	11/15/2013 \$	6.26
VENDOR:	VERIZON					
15	NOVEMBER	000027268895NOV	OCT 26 - NOV 25	78756	11/15/2013 \$	28.84
			Total for 100-000-35100-5230		\$	47.66
100-000-35100-6004			MEDICAL AND LABORATORY SUPPLIES			
VENDOR:	HENRY SCHEIN ANIMAL HEALTH					
1	NOVEMBER	EA01029	SUPPLIES	78685	11/15/2013 \$	160.65
VENDOR:	KV VET SUPPLY CO					
1	NOVEMBER	5130357	SUPPLIES	78702	11/15/2013 \$	47.00
			Total for 100-000-35100-6004		\$	207.65
100-000-35100-6008			VEHICLE AND EQUIP FUEL			
VENDOR:	MANSFIELD OIL COMPANY					
1	NOVEMBER	SQLCD/00065035	10/16 - 10/31	4963	11/15/2013 \$	64.50
100-000-35600-5230			TELECOMMUNICATIONS			
VENDOR:	AT&T MOBILITY					
5	NOVEMBER	X11012013	E-911 DEPT	78640	11/15/2013 \$	94.50
VENDOR:	COMCAST					
3	NOVEMBER	01626754926026	11/01-11/30	78656	11/15/2013 \$	82.25
VENDOR:	TREASURER OF VIRGINIA					
1	NOVEMBER	t265574	SEPTEMBER 2013	4933	11/15/2013 \$	397.96
VENDOR:	VERIZON					
11	NOVEMBER	00001224519338Y	11/01-11/30	78756	11/15/2013 \$	1,283.21
16	NOVEMBER	000027268895NOV	OCT 26 - NOV 25	78756	11/15/2013 \$	141.91
			Total for 100-000-35600-5230		\$	1,999.83
100-000-35600-5420			TOWER LEASE			
VENDOR:	SHEN. VALLEY TELEVISION TOWER					
1	NOVEMBER	TOWERDECRENT	DECEMBER RENT	4984	11/15/2013 \$	2,070.00
100-000-42400-3840			PURCHASED SERVICES			
VENDOR:	COUNTY OF FREDERICK, VIRGINIA					
2	NOVEMBER	2105-0011	REFUSE DISPOSAL	4929	11/15/2013 \$	537.84
1	NOVEMBER	80001-0011	REFUSE DISPOSAL	4929	11/15/2013 \$	28.84
			Total for 100-000-42400-3840		\$	566.68
100-000-43200-3320			MAINTENANCE SERVICE CONTRACT			
VENDOR:	ALLIED WASTE SERVICES #976					
1	NOVEMBER	0976-000322633	BASIC SERVICE 11/01 - 11/3	4904	11/15/2013 \$	656.16
VENDOR:	BLAKE LANDSCAPES INC					
1	NOVEMBER	40764	OCTOBER 2013	4914	11/15/2013 \$	1,357.00
VENDOR:	SERVICE MASTER JANITORIAL SERVICES, INC.					
1	NOVEMBER	1331	OCTOBER 2013	4983	11/15/2013 \$	1,682.00
			Total for 100-000-43200-3320		\$	3,695.16
100-000-43200-5130			WATER & SEWAGE SERVICES			

CLARKE COUNTY
 NOVEMBER 2013 VENDOR PAYMENTS
 Executed By: gilleya

PAGE: 9
 TIME: 14:26:03
 DATE: 12/03/2013

VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount
VENDOR: DEHAVEN BERKELEY SPRINGS WATER CORP.						
1	NOVEMBER	RT03-000698	WATER	78659	11/15/2013 \$	12.90
100-000-43200-5230 TELECOMMUNICATIONS						
VENDOR: AT&T MOBILITY						
3	NOVEMBER	X11012013	GOVT MAINT	78640	11/15/2013 \$	132.18
VENDOR: TREASURER OF VIRGINIA						
3	NOVEMBER	t265574	SEPTEMBER 2013	4933	11/15/2013 \$	3.89
18	NOVEMBER	t265574	SEPTEMBER 2013	4933	11/15/2013 \$	4.84
VENDOR: VERIZON						
17	NOVEMBER	000027268895NOV	OCT 26 - NOV 25	78756	11/15/2013 \$	28.84
Total for 100-000-43200-5230						\$ 169.75
100-000-43200-6005 LAUNDRY, HOUSEKEEPING, & JANITORIAL						
VENDOR: GENERAL SALES OF VIRGINIA						
1	NOVEMBER	213013232	LINER/TOWELS/T.P./CLEANER	4941	11/15/2013 \$	512.05
100-000-43200-6007 REPAIR AND MAINTENANCE SUPPLIES						
VENDOR: BERRYVILLE TRUE VALUE HARDWARE						
1	NOVEMBER	066013	56147 - DRAIN AUGER	4911	11/15/2013 \$	14.99
VENDOR: MCCORMICK PAINT WORKS CO						
1	NOVEMBER	230116926	FIELD MARKING PAINT-SCHOOL	78707	11/15/2013 \$	654.84
2	NOVEMBER	770051990	REPAIR KIT/DISPLACEMENT RO	78707	11/15/2013 \$	258.10
Total for 100-000-43200-6007						\$ 927.93
100-000-43200-6008 VEHICLE AND EQUIP FUEL						
VENDOR: MANSFIELD OIL COMPANY						
4	NOVEMBER	SQLCD/00065035	10/16 - 10/31	4963	11/15/2013 \$	214.12
100-000-43200-6009 VEHICLE AND EQUIPMENT SUPPLIES						
VENDOR: BERRYVILLE AUTO PARTS INC						
1	NOVEMBER	5370-77293	BATTERY	4910	11/15/2013 \$	73.76
100-000-43200-8201 MACHINERY & EQUIPMENT						
VENDOR: MCCORMICK PAINT WORKS CO						
1	NOVEMBER	230116414	FIELD LAZER	78707	11/15/2013 \$	1,829.00
VENDOR: WINCHESTER EQUIPMENT COMPANY						
1	NOVEMBER	D73764	PLATE, MOU	4995	11/15/2013 \$	467.44
Total for 100-000-43200-8201						\$ 2,296.44
100-000-43202-3310 REPAIR & MAINTENANCE						
VENDOR: ARC WATER TREATMENT OF MARYLAND, INC.						
5	NOVEMBER	359005	NOVEMBER SERVICE	4906	11/15/2013 \$	68.97
VENDOR: RIDDLEBERGER BROS INC						
1	NOVEMBER	79994	CHILLER CIRCUIT DOWN	4979	11/15/2013 \$	301.59
Total for 100-000-43202-3310						\$ 370.56
100-000-43202-3320 MAINTENANCE SERVICE CONTRACTS						
VENDOR: SERVICE MASTER JANITORIAL SERVICES, INC.						
2	NOVEMBER	1331	OCTOBER 2013	4983	11/15/2013 \$	915.42
100-000-43202-5130 WATER & SEWAGE SERVICES						

CLARKE COUNTY
 NOVEMBER 2013 VENDOR PAYMENTS
 Executed By: gilleya

PAGE: 10
 TIME: 14:26:03
 DATE: 12/03/2013

VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount
=====						
VENDOR: TOWN OF BERRYVILLE						
17	NOVEMBER	4190099.00 98	101 CHALMERS COURT 09/23 -	78744	11/15/2013 \$	90.48
100-000-43202-5410 LEASE OF EQUIPMENT						
VENDOR: WINCHESTER RENTAL						
1	NOVEMBER	36747	MANLIFT RENTAL	78766	11/15/2013 \$	264.97
100-000-43202-6007 REPAIR AND MAINT SUPPLIES						
VENDOR: BERRYVILLE TRUE VALUE HARDWARE						
1	NOVEMBER	065990	56171 - SPR PAINT	4911	11/15/2013 \$	4.39
VENDOR: LOWE'S OF WINCHESTER						
1	NOVEMBER	34054741	BLIND VIN WHITE	78705	11/15/2013 \$	23.22
VENDOR: MAURICE ELECTRICAL SUPPLY CO						
2	NOVEMBER	S101095460.001	DELAY FUSE	4964	11/15/2013 \$	61.84
1	NOVEMBER	S101095460.002	DELAY FUSE	4964	11/15/2013 \$	15.45
Total for 100-000-43202-6007						\$ 104.90
100-000-43205-5130 WATER & SEWAGE SERVICES						
VENDOR: TOWN OF BERRYVILLE						
20	NOVEMBER	9001800.00 98	MAINT FACI 09/23-10/23	78744	11/15/2013 \$	17.00
100-000-43206-3310 REPAIR & MAINTENANCE						
VENDOR: RIDDLEBERGER BROS INC						
1	NOVEMBER	79721	AGREEMENT 1814 BILLING 5 0	4979	11/15/2013 \$	428.00
100-000-43206-5130 WATER & SEWAGE SERVICES						
VENDOR: DEHAVEN BERKELEY SPRINGS WATER CORP.						
1	NOVEMBER	RT03-000699	WATER	78659	11/15/2013 \$	6.95
VENDOR: TOWN OF BERRYVILLE						
8	NOVEMBER	1004000.00 98	100 N CHURCH 09/23-10/23	78744	11/15/2013 \$	168.35
Total for 100-000-43206-5130						\$ 175.30
100-000-43206-6007 REPAIR AND MAINT SUPPLIES						
VENDOR: BERRYVILLE TRUE VALUE HARDWARE						
1	NOVEMBER	066016	56171 - BUSHING/THRED	4911	11/15/2013 \$	5.78
VENDOR: LOWE'S OF WINCHESTER						
2	NOVEMBER	34713368	SUPPLIES	78705	11/15/2013 \$	150.56
Total for 100-000-43206-6007						\$ 156.34
100-000-43208-5130 WATER & SEWAGE SERVICES						
VENDOR: TOWN OF BERRYVILLE						
9	NOVEMBER	1003900.00 98	104 N CHURCH 09/23-10/23	78744	11/15/2013 \$	24.05
100-000-43211-3310 REPAIR & MAINTENANCE						
VENDOR: FIRE SAFETY EQUIPMENT SUPPLY						
1	NOVEMBER	4028	TESTED/SYSTEM CHECK	78669	11/15/2013 \$	135.00
100-000-43211-5130 WATER & SEWAGE SERVICES						
VENDOR: TOWN OF BERRYVILLE						
10	NOVEMBER	9001300.00 98	REC CENTER 09/23-10/23	78744	11/15/2013 \$	136.00
100-000-43211-6007 REPAIR AND MAINT SUPPLIES						
VENDOR: ARCHITECTURAL PRODUCTS OF VA						
1	NOVEMBER	3459700-IN	KEYWAY	78639	11/15/2013 \$	213.00

CLARKE COUNTY
 NOVEMBER 2013 VENDOR PAYMENTS
 Executed By: gilleya

PAGE: 11
 TIME: 14:26:03
 DATE: 12/03/2013

VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount
=====						
100-000-43212-3310			REPAIR & MAINTENANCE			
VENDOR: GREEN'S SEPTIC SERVICE						
1	NOVEMBER	GREEN11012013	RENTAL	4942	11/15/2013 \$	75.00
100-000-43212-5130			WATER & SEWAGE SERVICES			
VENDOR: TOWN OF BERRYVILLE						
10	NOVEMBER	9001200.00 98	LITTLE LEAGUE 09/23-10/23	78744	11/15/2013 \$	34.00
10	NOVEMBER	9001500.00 98	HOUSE RT 7 09/23-10/23	78744	11/15/2013 \$	162.15
Total for 100-000-43212-5130						\$ 196.15
100-000-43213-3310			REPAIR & MAINTENANCE			
VENDOR: THOMAS PLUMBING & HEATING, INC.						
1	NOVEMBER	PS22103	WINTERIZE POOL HOUSE	4991	11/15/2013 \$	54.98
2	NOVEMBER	PS22103	WINTERIZE POOL HOUSE	4991	11/15/2013 \$	330.27
Total for 100-000-43213-3310						\$ 385.25
100-000-43213-5130			WATER & SEWAGE SERVICES			
VENDOR: TOWN OF BERRYVILLE						
10	NOVEMBER	9001400.00 98	POOL 09/23-10/23	78744	11/15/2013 \$	192.40
100-000-43213-6007			REPAIR AND MAINT SUPPLIES			
VENDOR: BERRYVILLE TRUE VALUE HARDWARE						
1	NOVEMBER	065944	56171 - FLOOR ENAMEL	4911	11/15/2013 \$	23.99
1	NOVEMBER	066049	56171 - ENAMEL	4911	11/15/2013 \$	23.99
1	NOVEMBER	066106	ENAMEL/TRIM BRUSH/FILTER B	4911	11/15/2013 \$	123.94
VENDOR: FROGALE LUMBER SUPPLY						
1	NOVEMBER	242076	LUMBER	78675	11/15/2013 \$	31.96
VENDOR: LOWE'S OF WINCHESTER						
3	NOVEMBER	34713368	SUPPLIES	78705	11/15/2013 \$	116.15
Total for 100-000-43213-6007						\$ 320.03
100-000-43214-6007			REPAIR AND MAINT SUPPLIES			
VENDOR: BERRYVILLE TRUE VALUE HARDWARE						
1	NOVEMBER	065974	56171 - NUTS/WASHERS	4911	11/15/2013 \$	24.70
VENDOR: VALLEY FERTILIZER & CHEMICAL CO						
1	NOVEMBER	53304	LIQUID SPRAYING	78751	11/15/2013 \$	609.40
Total for 100-000-43214-6007						\$ 634.10
100-000-43215-3310			REPAIR & MAINTENANCE			
VENDOR: BOYER LANDSCAPES, INC.						
1	NOVEMBER	11616	WINTERIZE IRRIGATION SYSTEM	78645	11/15/2013 \$	200.00
100-000-43215-6007			REPAIR AND MAINT SUPPLIES			
VENDOR: VALLEY FERTILIZER & CHEMICAL CO						
1	NOVEMBER	53306	LIQUID SPRAYING	78751	11/15/2013 \$	783.11
100-000-43232-6007			REPAIR AND MAINT SUPPLIES			
VENDOR: LOWE'S OF WINCHESTER						
1	NOVEMBER	34713368	SUPPLIES	78705	11/15/2013 \$	26.58
100-000-43236-3310			REPAIR & MAINTENANCE			
VENDOR: RIDDLEBERGER BROS INC						
1	NOVEMBER	79987	BOILER TRIPPING AT NIGHT	4979	11/15/2013 \$	272.50

CLARKE COUNTY
 NOVEMBER 2013 VENDOR PAYMENTS
 Executed By: gilleya

PAGE: 12
 TIME: 14:26:03
 DATE: 12/03/2013

VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount
=====						
100-000-43237-3310			REPAIR & MAINTENANCE			
VENDOR: RIDDLEBERGER BROS INC						
1	NOVEMBER	79720	AGREEMENT 1807 BILLING 5 O	4979	11/15/2013 \$	428.00
100-000-43237-5130			WATER & SEWAGE SERVICES			
VENDOR: TOWN OF BERRYVILLE						
10	NOVEMBER	2010600.00 98	313 E MAIN 09/23-10/23	78744	11/15/2013 \$	24.05
10	NOVEMBER	2010700.00 98	311 E MAIN 09/23-10/23	78744	11/15/2013 \$	48.10
Total for 100-000-43237-5130						\$ 72.15
100-000-43237-6007			REPAIR AND MAINT SUPPLIES			
VENDOR: MAURICE ELECTRICAL SUPPLY CO						
1	NOVEMBER	S101132995.001	MH BAL KIT	4964	11/15/2013 \$	62.95
100-000-71100-3320			MAINTENANCE SERVICE CONTRACT			
VENDOR: DDL BUSINESS SYSTEMS LLC						
1	NOVEMBER	54888	OVERAGES 09/25-10/24	4930	11/15/2013 \$	298.11
100-000-71100-5210			POSTAL SERVICES			
VENDOR: U S POSTAL SERVICE						
1	NOVEMBER	CORE11/6/13	MAILING OF WINTER CORE	78745	11/15/2013 \$	1,234.55
100-000-71100-5230			TELECOMMUNICATIONS			
VENDOR: TREASURER OF VIRGINIA						
37	NOVEMBER	t265574	SEPTEMBER 2013	4933	11/15/2013 \$	11.79
VENDOR: VERIZON						
18	NOVEMBER	000027268895NOV	OCT 26 - NOV 25	78756	11/15/2013 \$	47.92
Total for 100-000-71100-5230						\$ 59.71
100-000-71100-5540			TRAVEL CONVENTION & EDUCATION			
VENDOR: COOKE, LISA						
1	NOVEMBER	MILEAGE10/31/13	VRPS FALL CONFERENCE	4928	11/15/2013 \$	158.77
100-000-71100-5810			DUES & MEMBERSHIPS			
VENDOR: CLARKE COUNTY HEALTH DEPARTMENT						
1	NOVEMBER	PERMIT11042013	RESTAURANT PERMIT	78650	11/15/2013 \$	40.00
100-000-71100-6008			VEHICLE AND EQUIP FUEL			
VENDOR: MANSFIELD OIL COMPANY						
6	NOVEMBER	SQLCD/00065035	10/16 - 10/31	4963	11/15/2013 \$	52.35
100-000-71310-6014			OTHER OPERATING SUPPLIES			
VENDOR: BERRYVILLE TRUE VALUE HARDWARE						
1	NOVEMBER	65986	55140 - STAPLES/STAPLE GUN	4911	11/15/2013 \$	22.48
VENDOR: LOWE'S OF WINCHESTER						
1	NOVEMBER	25640162	LIGHTS/DECORATIONS	78705	11/15/2013 \$	126.06
Total for 100-000-71310-6014						\$ 148.54
100-000-71310-6015			MERCHANDISE FOR RESALE			
VENDOR: COCA-COLA REFRESHMENTS						
1	NOVEMBER	1266033506	DRINKS	78655	11/15/2013 \$	482.88
100-000-71350-3100			PROFESSIONAL SERVICES			

CLARKE COUNTY
 NOVEMBER 2013 VENDOR PAYMENTS
 Executed By: gilleya

PAGE: 13
 TIME: 14:26:03
 DATE: 12/03/2013

VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount
=====						
VENDOR:	XTREME FIT STUDIO					
1	NOVEMBER	XTREME11/1/13	ZUMBA/YOGA TONE/TOTAL FIT	4922	11/15/2013 \$	835.62
VENDOR:	JOHNSTON, JANE					
1	NOVEMBER	JOHNSTON11/1/13	TAI CHI/SIT&GET FIT	4952	11/15/2013 \$	131.25
VENDOR:	OPUS OAKES, AN ART PLACE, INC.					
1	NOVEMBER	OAKS11/01/2013	WINTER ORNAMENT/ILLUS FOR	4973	11/15/2013 \$	68.00
		Total for 100-000-71350-3100				\$ 1,034.87
100-000-71350-5830 REFUNDS						
VENDOR:	JOHANNA CASTILLO					
1	NOVEMBER	177035	CANCELLED	78648	11/15/2013 \$	85.00
VENDOR:	AUDREY FACEMIRE					
1	NOVEMBER	177038	CREDIT BALANCE	78668	11/15/2013 \$	85.00
VENDOR:	LINDA HARDESTY					
1	NOVEMBER	177337	CREDIT REFUND	78684	11/15/2013 \$	115.00
		Total for 100-000-71350-5830				\$ 285.00
100-000-71350-6002 FOOD SUPPLIES & FOOD SERVICE SUPPLIE						
VENDOR:	SCHENCK FOODS CO., INC.					
1	NOVEMBER	5826214	FOOD	78731	11/15/2013 \$	69.75
100-000-71350-6011 UNIFORM AND WEARING APPAREL						
VENDOR:	COAST TO COAST PROMOTIONS					
1	NOVEMBER	1856	T SHIRTS	4925	11/15/2013 \$	499.55
100-000-71350-6013 EDUCATIONAL AND RECREATIONAL SUPPLIE						
VENDOR:	PITCOCK, TRACEY					
1	NOVEMBER	PITCOCK10312013	SAFETY PINS FOR ZOMBIE 5K	4975	11/15/2013 \$	9.48
100-000-71350-6014 OTHER OPERATING SUPPLIES						
VENDOR:	BERRYVILLE TRUE VALUE HARDWARE					
1	NOVEMBER	66137	55140 - VIDEO CABLE	4911	11/15/2013 \$	9.49
100-000-71350-6015 MERCHANDISE FOR RESALE						
VENDOR:	VRPS					
1	NOVEMBER	21756	S&H	78760	11/15/2013 \$	12.00
100-000-81110-3140 ENGINEERING REVIEW EXPENDITURES						
VENDOR:	PIEDMONT GEOTECHNICAL, INC.					
1	NOVEMBER	1580VA	PROFESSIONAL SERVICES	4974	11/15/2013 \$	297.50
1	NOVEMBER	1585VA	PROFESSIONAL SERVICES	4974	11/15/2013 \$	170.00
		Total for 100-000-81110-3140				\$ 467.50
100-000-81110-3600 ADVERTISING						
VENDOR:	WINCHESTER STAR					
1	NOVEMBER	1653410-10/2013	HEARING	4997	11/15/2013 \$	1,155.60
100-000-81110-5230 TELECOMMUNICATIONS						
VENDOR:	TREASURER OF VIRGINIA					
19	NOVEMBER	t265574	SEPTEMBER 2013	4933	11/15/2013 \$	5.35
VENDOR:	VERIZON					
19	NOVEMBER	000027268895NOV	OCT 26 - NOV 25	78756	11/15/2013 \$	15.10
		Total for 100-000-81110-5230				\$ 20.45

CLARKE COUNTY
 NOVEMBER 2013 VENDOR PAYMENTS
 Executed By: gilleya

PAGE: 14
 TIME: 14:26:03
 DATE: 12/03/2013

VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount
100-000-81600-3160 BOARD SERVICES						
VENDOR: BOUFFAULT, ROBINA RICH						
1	NOVEMBER	PLANNING110113	MEETING ON 10/29 AND 11/01	4915	11/15/2013 \$	100.00
1	NOVEMBER	PLANOCT 17	PLANNING COMMISSION MEET OC	4915	11/15/2013 \$	50.00
VENDOR: BRUMBACK, CLAY						
1	NOVEMBER	PLANNING110113	MEETING ON 10/29 AND 11/01	4919	11/15/2013 \$	50.00
1	NOVEMBER	PLANOCT 17	PLANNING COMMISSION MEET OC	4919	11/15/2013 \$	50.00
VENDOR: CALDWELL, ANNE						
1	NOVEMBER	PLANNING110113	MEETING ON 10/29 AND 11/01	4920	11/15/2013 \$	100.00
1	NOVEMBER	PLANOCT 17	PLANNING COMMISSION MEET OC	4920	11/15/2013 \$	50.00
VENDOR: DOUGLAS KRUBM						
1	NOVEMBER	PLANNING110113	MEETING ON 10/29 AND 11/01	4958	11/15/2013 \$	50.00
1	NOVEMBER	PLANOCT 17	PLANNING COMMISSION MEET OC	4958	11/15/2013 \$	50.00
VENDOR: MCFILLEN, THOMAS W.						
1	NOVEMBER	PLANNING110113	MEETING ON 10/29 AND 11/01	4965	11/15/2013 \$	100.00
VENDOR: NELSON, CLIFFORD M.						
1	NOVEMBER	PLANNING110113	MEETING ON 10/29 AND 11/01	4967	11/15/2013 \$	100.00
1	NOVEMBER	PLANOCT 17	PLANNING COMMISSION MEET OC	4967	11/15/2013 \$	50.00
VENDOR: OHRSTROM II, GEORGE						
1	NOVEMBER	PLANNING110113	MEETING ON 10/29 AND 11/01	4972	11/15/2013 \$	100.00
1	NOVEMBER	PLANOCT 17	PLANNING COMMISSION MEET OC	4972	11/15/2013 \$	50.00
VENDOR: STEINMETZ, WILLIAM A.						
1	NOVEMBER	PLANNING110113	MEETING ON 10/29 AND 11/01	4987	11/15/2013 \$	100.00
1	NOVEMBER	PLANOCT 17	PLANNING COMMISSION MEET OC	4987	11/15/2013 \$	50.00
VENDOR: TURKEL, JON						
1	NOVEMBER	PLANNING110113	MEETING ON 10/29 AND 11/01	4993	11/15/2013 \$	100.00
1	NOVEMBER	PLANOCT 17	PLANNING COMMISSION MEET OC	4993	11/15/2013 \$	50.00
Total for 100-000-81600-3160						\$ 1,200.00
100-000-81800-3100 PROFESSIONAL SERVICES						
VENDOR: KALBIAN, MARAL S.						
1	NOVEMBER	OCTOBER2013	PROFESSIONAL SERVICES	4954	11/15/2013 \$	770.00
100-000-81920-5699 CIVIC CONTRIBUTIONS						
VENDOR: WINCHESTER REGIONAL AIRPORT AUTHORITY						
1	NOVEMBER	WRAA10312013	CAPITAL APPROPRIATION	78765	11/15/2013 \$	625.00
100-000-83100-5230 TELECOMMUNICATIONS						
VENDOR: TREASURER OF VIRGINIA						
13	NOVEMBER	t265574	SEPTEMBER 2013	4933	11/15/2013 \$	13.95
VENDOR: VERIZON						
20	NOVEMBER	000027268895NOV	OCT 26 - NOV 25	78756	11/15/2013 \$	6.04
Total for 100-000-83100-5230						\$ 19.99
100-000-92300-5830 REFUNDS						
VENDOR: MR. KENNETH J. HERRON						
1	NOVEMBER	R-13-070240	REFUND FOR ELECTRICAL PERM	78687	11/15/2013 \$	45.00
TOTAL DEFINITION TYPE 0 :						\$ 47,802.35
TOTAL EXPENDITURES :						\$ 47,802.35
TOTAL for FISCAL YEAR 2014 :						\$ 47,802.35

CLARKE COUNTY
NOVEMBER 2013 VENDOR PAYMENTS
Executed By: gilleya

PAGE: 15
TIME: 14:26:03
DATE: 12/03/2013

VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount
TOTAL PAYMENTS : \$						47,802.35

CLARKE COUNTY
 NOVEMBER 2013 VENDOR PAYMENTS
 Executed By: gilleya

PAGE: 1
 TIME: 14:24:41
 DATE: 12/03/2013

VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount
=====						
Fiscal Year: 2014						
EXPENDITURES						
DEFINITION TYPE 0						
231-128-31200-5800 MISCELLANEOUS						
VENDOR: ANYTIME FITNESS						
1	NOVEMBER	932OCTOBER	3 GYM MEMBERSHIPS	78637	11/15/2013 \$	150.00
235-000-82700-3100 PROFESSIONAL SERVICES						
VENDOR: HALL, MONAHAN, ENGLE, MAHAN & MITCHELL						
1	NOVEMBER	HALL11042013	LEGAL SERVICES OCTOBER 201	4943	11/15/2013 \$	683.12
301-800-94203-6010 POLICE SUPPLIES						
VENDOR: FIRST WITNESS VIDEO SURVEILLANCE SYSTEMS						
1	NOVEMBER	33115	DIGITAL GUARDIAN VIDEO STO	78670	11/15/2013 \$	4,995.00
301-800-94283-6000 MATERIALS AND SUPPLIES						
VENDOR: MOTOROLA SOLUTIONS INC						
1	NOVEMBER	41187009	MOTOROLA RADIOS	78714	11/15/2013 \$	15,072.36
TOTAL DEFINITION TYPE 0 :						\$ 20,900.48
TOTAL EXPENDITURES :						\$ 20,900.48
TOTAL for FISCAL YEAR 2014 :						\$ 20,900.48
TOTAL PAYMENTS :						\$ 20,900.48

CLARKE COUNTY
 NOVEMBER 2013 VENDOR PAYMENTS
 Executed By: gilleya

PAGE: 1
 TIME: 14:24:48
 DATE: 12/03/2013

VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount
=====						
Fiscal Year: 2014						
EXPENDITURES						
DEFINITION TYPE 0						
607-000-12530-4300 CENTRAL PURCHASING/STORE						
VENDOR: OFFICE DEPOT						
1	NOVEMBER	679801707001	CARD INDEX	78719	11/15/2013 \$	35.10
VENDOR: QUILL CORPORATION						
1	NOVEMBER	6598672	TONER	4976	11/15/2013 \$	602.60
Total for 607-000-12530-4300						\$ 637.70
607-000-12530-5230 TELECOMMUNICATIONS						
VENDOR: TREASURER OF VIRGINIA						
14	NOVEMBER	t265574	SEPTEMBER 2013	4933	11/15/2013 \$	9.24
VENDOR: VERIZON						
32	NOVEMBER	000027268895NOV	OCT 26 - NOV 25	78756	11/15/2013 \$	82.56
Total for 607-000-12530-5230						\$ 91.80
607-000-12530-6001 OFFICE SUPPLIES						
VENDOR: CLARKE COUNTY FOOD SERVICE						
1	NOVEMBER	103	HOSTING REGION IV MEETING	78651	11/15/2013 \$	112.00
VENDOR: OFFICE DEPOT						
2	NOVEMBER	679801707001	CHAIRMAT	78719	11/15/2013 \$	18.88
Total for 607-000-12530-6001						\$ 130.88
TOTAL DEFINITION TYPE 0 :						\$ 860.38
TOTAL EXPENDITURES :						\$ 860.38
TOTAL for FISCAL YEAR 2014 :						\$ 860.38
=====						
TOTAL PAYMENTS :						\$ 860.38

Clarke Co. **Reconciliation of Appropriations** Year Ending June 30, 2014

03-Dec-13

Date	Total	General Fund	Soc Svcs Fund	CSA Fund	Sch Oper Fund	Food Serv Fund	GG Cap Fund	School Cap Fund	GG Debt Fund	School Debt Fund	Joint Fund	Conservation Easements	Unemploy. Fund
04/17/13 Appropriations Resolution: Total	37,998,056	8,417,168	1,363,059	661,500	20,637,598	761,012	575,000	728,163	399,200	3,888,619	541,737	0	25,000
<i>Adjustments:</i>													
7/16/2013 School Carryover for Building Automation								53,143					
7/16/2013 Circuit Court On-line land records		10,700											
9/17/2013 Voting Equipment		1,000											
9/17/2013 Historic Preservation Grants		9,000											
9/17/2013 Fish and Wildlife Grant for Spout Run							141,603						
9/17/2013 Conservation Easement Purchase (Arkfield)												21,250	
9/17/2013 Water Quality Testing		12,000											
10/15/2013 Conservation Easement Purchase (Chapman)												322,500	
10/15/2013 Parks Swimming Pool		450											
10/15/2013 School Carryover for Technology and Security								121,278					
10/15/2013 Sheriff's Communication Grant							110,188						
10/15/2013 Mark Lane Covers for Swimming Pool		248											
11/19/2013 EPA Grant for Spout Run							316,620						
11/19/2013 Social Service Leave Payout and Fax			13,000										
Revised Appropriation	39,131,036	8,450,566	1,376,059	661,500	20,637,598	761,012	1,143,411	902,584	399,200	3,888,619	541,737	343,750	25,000
Change to Appropriation	1,132,980	33,398	13,000	0	0	0	568,411	174,421	0	0	0	343,750	0
Original Revenue Estimate	14,680,803	2,731,834	892,247	306,457	9,713,245	761,012	0	154,000		119,008	3,000	0	0
<i>Adjustments:</i>													
7/16/2013 Circuit Court On-line land records (State)		5,666											
7/16/2013 Circuit Court On-line land records (Fees)		5,034											
9/17/2013 Voting Equipment		1,000											
9/17/2013 Historic Preservation Grants		9,000											
9/17/2013 Gang Task Force Grant		15,000											
9/17/2013 Fish and Wildlife Grant for Spout Run							141,603						
9/17/2013 Conservation Easement Purchase (Arkfield)												21,250	
9/17/2013 Water Quality Testing		12,000											
10/15/2013 Conservation Easement Purchase (Chapman)												322,500	
10/15/2013 Parks Swimming Pool		450											
10/15/2013 Sheriff's Communication Grant							80,094						
10/15/2013 Mark Lane Covers for Swimming Pool		248											
11/19/2013 EPA Grant for Spout Run							316,620						
Revised Revenue Estimate	15,611,268	2,780,232	892,247	306,457	9,713,245	761,012	538,317	154,000	0	119,008	3,000	343,750	0
Change to Revenue Estimate	930,465	48,398	0	0	0	0	538,317	0	0	0	0	343,750	0
Original Local Tax Funding	23,317,253	5,685,334	470,812	355,043	10,924,353	0	575,000	574,163	399,200	3,769,611	538,737	0	25,000
Revised Local Tax Funding	23,519,768	5,670,334	483,812	355,043	10,924,353	0	605,094	748,584	399,200	3,769,611	538,737	0	25,000
Change to Local Tax Funding	202,515	-15,000	13,000	0	0	0	30,094	174,421	0	0	0	0	0

Italics = Proposed actions

Title: General Fund Balance
 Source: Clarke County Joint Administrative Services

	<u>Prior</u>	<u>Current</u>	<u>Notes</u>
General Fund Balance Year End FY 12	16,011,338	16,011,338	
Expenditure FY 13	(26,021,061)	(26,021,061)	
Revenue FY 13	25,584,267	25,584,267	
General Fund Balance Year End FY 13	15,574,544	15,574,544	
<u>Designations</u>			
Liquidity Designation @ 12% of FY 14 Budgeted Operating Revenue	(\$3,049,533)	(\$3,049,533)	
Stabilization Designation @ 3% of FY 14 Budgeted Operating Revenue	(762,383)	(762,383)	
Continuing Local GF Appropriations for Capital Projects	(5,497,143)	(5,497,143)	
School Capital/Debt	(1,124,016)	(1,124,016)	
Government Construction/Debt	(675,578)	(675,578)	
Property Acquisition	(265,000)	(265,000)	
Conservation Easements from Government Savings	(153,462)	(153,462)	
Community Facilities	(\$325,000)	(\$325,000)	
Comprehensive Services Act Shortfall	(250,000)	(250,000)	
Parks Master Plan	(100,000)	(100,000)	
School Operating Carryover	-	-	- Supplemented in two actions: Jul and Oct
Government Carryover Requests from Government Savings	(456,906)	(456,906)	Use \$30,094 for Communications grant match in Oct; 13K SS
Energy Efficiency	(200,000)	(200,000)	
Data and Communications Technology	(350,000)	(350,000)	
Recycling and Convenience Center	(250,000)	(250,000)	
Regional Jail Capital Needs	(100,000)	(100,000)	
Vehicle Replacements	(100,000)	(100,000)	
Voting Equipment Upgrades	(50,000)	(50,000)	
Real Property Reassessment	(200,000)	(200,000)	
General District Court Capital Repairs	(80,000)	(80,000)	
Landfill costs	(50,000)	(50,000)	
Pay and Classification Plan Implementation	(100,000)	(100,000)	
Leave Liability	(75,000)	(75,000)	
FY 14 Original Budget Surplus (Deficit)	(647,968)	(647,968)	
TOTAL Designations	(14,861,989)	(14,861,989)	
<u>Adjustments</u>			
FY 14 Expenditure Budget Adjustments	(1,132,980)	(1,132,980)	
FY 14 Revenue Budget Adjustments	930,465	930,465	
Undesignated Fund Balance Projected June 30	510,040	510,040	

Government Capital Projects

December 3, 2013

Description	FY 13 Carryover	FY 14 Original Budget/ Revenue Estimate	FY14 Supplemental Budget	Inter-project Adjusts	Cumulative Budget With Adjusts	Outstanding Encumbrance	Year-to Date Expenditure/ Revenue	Available Balance	Notes
General Government Capital Expenditure									
Sheriff's Equipment (fingerprinting, etc.)	20,827				20,827		5,850	14,977	
HVAC Systems	49,446				49,446		15,946	33,500	County portion of HVAC for JGC is 243,383.84 and Town's portion is 144,788.16. add 228,384 from sheriffs renovation
Auto Replacement	32,656				32,656			32,656	
Communications Equipment (Volunteer Fire Cos.)			110,188	50,000	160,188	160,188		1	
Resurface Tennis Courts	53,401			-53,401	-			-	moved funds to "Old Park Ofc Modifications" pjt per L Cooke request
Pool Repair	20,602				20,602		10,654	9,948	
Fencing - Ballfield & Pool	10,000	20,000			30,000			30,000	
Old Park Office Modifications				53,401	53,401			53,401	moved funds from "Resurface Tennis Courts" project
Additional Parking	10,000				10,000			10,000	
Sheriff's Vehicles	98,537	84,000			182,537	92,829	69,330	20,377	
Communications Study	50,000			-50,000	-			-	move \$50,000 to Communications Equipment pjt (grant match requirement)
Sheriff's Mobile Radio System	15,258				15,258		15,072	186	
Park Expansion	10,000				10,000			10,000	
Phone System (E-911)	115,131				115,131		115,131	0	
Economic Development	177,514				177,514			177,514	
Technology Improvements	20,872	40,000			60,872			60,872	
C-Spout Run Project			141,603		141,603		6,168	135,435	
Spout Run Cleanup (EPA Grant pjt)			316,620		316,620			316,620	
Sheriff's Building Renovation	163,958				163,958		5,519	158,439	
Roofing	86,633	50,000			136,633			136,633	
Plan Updates	47,740				47,740	29,072	18,668	-	
General District Court Repairs		81,000			81,000			81,000	
Carpeting (Includes Gen Dist Courthouse Seating)	30,828				30,828		25,895	4,933	tile at rec ctr, courthouse area, etc.
Landscaping	15,375				15,375			15,375	
Parks Westside Sitework/Parking	87,024				87,024			87,024	
Recreation Center Additions/Wall Crack	59,585				59,585			59,585	
Systems Integration	75,900	300,000			375,900			375,900	
Total Expenditure	1,251,287	575,000	568,411	0	2,394,698	282,089	288,234	1,824,376	
			1,143,411						
Revenue									
E-911 PSAP Grant	114,809				114,809		114,809	-	
National Fish & Wildlife Foundation (C-Spout Run Pjt)			141,603		141,603		6,168	135,435	
Spout Run Cleanup (EPA Grant)			316,620		316,620			316,620	
Communications Equipment Grant (Vol. Fire Cos.)			80,094		80,094			80,094	
Total Revenue	114,809	-	538,317	-	653,126	-	120,977	532,149	
			538,317						
Capital Projects Fund Balance									
Economic Development	177,514				177,514			177,514	
Total Revenue and Fund Balance	292,323	-	538,317	-	830,640	-	-	709,663	
Total Expenditures less Revenue and Fund Balance	958,964				1,564,058			1,114,713	

Clarke County Board of Supervisors

Joint Administrative Services Board Update

Joint Administrative Services Board
November 14, 2013 Called Meeting 3:00 pm

At a called meeting of the Joint Administrative Services Board held on Thursday, November 14, 2013 at 3:00 pm in Berryville Clarke County Government Center Meeting Room AB, Berryville Clarke County Government Center, 101 Chalmers Court, 2nd Floor; Berryville, Virginia.

Members Present

Sharon Keeler; David Ash; J. Michael Hobert; Michael Murphy; Chip Schutte

Members Absent

None

Staff Present

Tom Judge; Gordon Russell

Others Present

None

1. Call to Order - Determination of Quorum

At 3:00 pm, Chairman Schutte called the meeting to order.

2. Approval of Minutes

David Ash, seconded by Sharon Keeler, moved to approve the October 28, 2013 meeting minutes as presented. The motion carried as follows:

David Ash	-	Aye
J. Michael Hobert	-	Aye
Sharon Keeler	-	Aye
Michael Murphy	-	Aye
Charles "Chip" Schutte	-	Aye

3. ERP Proposal Evaluation Process.

Attached is the section of the RFP pertaining to proposal evaluation. The Board should determine the process for deciding upon the best proposal.

Highlights include:

- Received three ERP proposals from: Tyler Munis, Keystone and Open RDA.
- Evaluation is a three-phase process:
 - 1) Verify that each vendor has provided the minimum criteria;
 - 2) Review proposals of those vendors meeting the minimum criteria and look at from these perspectives: functional requirements, implementation requirements, cost, technical requirements, general vendor background;
 - 3) Vendors meeting requirements would be asked for further information and/or software demonstration, site visits, deviation review, and reference checks would be performed.
- A consultant, if deemed necessary, would enter the process during the second phase.
 - Received two proposals from consultants: GFOA and Plante Moran.
 - GFOA presented a cost of \$84,000 to perform the needs assessment, RFP compilation, evaluation and contract negotiation. Tom Judge noted that GFOA had already conducted and was paid for the needs assessment.
 - Plant Moran presented a cost of \$39,600 for evaluation [\$19,800] and statement of work and contract negotiation [\$18,000] having taken into account where the County is in the process.
 - Cost is inclusive of travel and incidentals, as requested by Tom Judge in the RFP.
 - No timeline was specified in the RFP however the timeline will be contingent on the County's pace.
 - The Board discussed handling evaluation and vendor selection in-house given the limited number of ERP proposals.
 - Both Chairman Schutte and Vice Chairman Hobert expressed their preference for hiring a consultant.
 - Mike Murphy suggested hiring, for a limited period, a "clerk of the works" for project management that would review and provide recommendation.
 - Gordon Russell suggested using consultant services to establish an implementation plan.
- Tom Judge proposed:

- A staff technical committee, Gordon Russell, Sharon Keeler, Annette Gilley, Mike Legge and Tom Judge, will conduct an initial review, evaluate and report back to the Board.
- The Joint Administrative Services Board will review and rank the proposals.
- If deemed necessary, a consultant would be hired to help write the statement of work and contract negotiations – a cost of approximately \$18,000.

4. Response from Springsted Concerning the Selection of Benchmark Communities

The County is updating its Pay and Classification study, and the School Board has released an RFP for a similar study, which is due back December 3. At its last meeting the board discussed the considerations for achieving a common set of benchmark communities for these studies. Questions raised were answered by the Government's current consultant, and are attached.

Tom Judge reminded that at its last meeting the Board had discussed various concerns and instructed him to seek direction from the consultant, John Anzivino – Springsted. Below is the email with questions and responses.

From: Tom Judge [mailto:tjudge@clarkecounty.gov]
Sent: Tuesday, October 29, 2013 10:51 AM
To: John Anzivino
Cc: David Ash; Murphy, Michael
Subject: Clarke County Benchmark Communities

John,

The Joint Administrative Services Board met yesterday. We discussed the impending Pay and Classification update for the Government, and the School Division's impending Pay and Classification Study. We agreed that establishing a common set of benchmark communities was a worthy goal, but many questions arose about how to accomplish this:

1. What should the size of the set be? Are there statistical benefits to a larger set?

We prefer to use, at minimum, about 10 to 12 localities/entities. The benefit to a larger set of benchmarks is ensuring we have an adequate number of base responses. It also serves as a better illustration of market competitiveness, particularly when the data is compared on a side by side as well as consolidated basis.

2. Is it best practice to allow the consultant to select the benchmark communities? If so, what basis would be used to make the selection?

We would select the benchmarks. This is a good idea because the choices come from an independent source and any perceived bias resulting in what may be considered a higher or lower pool of survey results can be avoided. The consultant would typically chose communities/organizations based upon a number of criteria including: exit interview data from the local government indicating where employees may be going to work in other jurisdictions for additional pay, geographic location (typically abutting the community

conducting the study, comparably sized jurisdictions with comparable services and other localities whom the community consistently benchmarks against. Some may be close by, or not. In the case of Hagerstown, Maryland we had to use Annapolis, Maryland and the City of Manassas because we needed comparable communities who operated electrical utilities. We always, however, gain a level of approval of the jurisdictions from the community.

3. If the Boards each wish to have a role in creation of a common set of benchmark communities, can the consultant assist in the negotiation that may be required to achieve this?

Yes.

There was much discussion here: include communities that take our employees? communities from which we draw employees? Similarly sized and located communities? Communities with similar tax bases?

As noted above these are all factors which may be used in the determination of benchmarks.

4. Can the consultant assist in a sensitivity analysis of the benchmark communities? For example, analyzing the affect of including or excluding certain communities?

Yes. We have done this before. This may add some cost to the project as additional sensitivity analyses take time to complete.

Please let me know your thoughts on these matters. The five JAS members (SB member, BOS member, County Administrator, School Superintendent, Treasurer) were in agreement that seeking this common basis of comparison should not risk slowing down the completion of these studies. I am to report back to this group at their meeting November 14.

Thanks,

Thomas J. Judge, Director of Joint Administrative Services, Clarke County, 540-955-6172

Mike Murphy stated that the Schools have issued an RFP.

Mike Hobert opined that it would be potentially beneficial if the Joint Administrative Services Board lead this project. Chip Schutte and Mike Murphy concurred.

Mike Murphy commented that the Schools had recommended that the consultant pick the control group.

Tom Judge noted that Clarke has employees that perform many different roles or tasks, which must be taken into account.

Mike Hobert commented on inclusion of the Schools' master supplement.

Mike Murphy suggested making Gordon Russell the alternate PIO.

The Joint Administrative Services Board would be responsible for:

- Selection and approval of benchmark communities.
- Study intent, common methodology.
- Governance process, policies.

Mike Murphy put forth that beyond pay and classification the Board could make recommendations and informed business practices.

Tom Judge added that there was common experience with FMLA, the Affordable Care Act, and other issues that the Board could broker and assist the Schools and the General Government in understanding. He remarked that over time there would be the possibility that the two entities could be drawn closer in terms of personnel policies.

Mike Murphy added that the Schools were in the process of reviewing leave policies

By consensus, the Board agreed to act as the control group for the pay and classification study.

5. Need for Employee Communication on Benefits.

JAS staff recommend a communications effort with employees with regard to the following benefit changes:

a. Flex Benefits. The Group now has a two-and-a-half month run-out period at the end of each plan year where employees can continue to incur claims against that plan year. A new regulation permits groups to opt for a \$500 carryover at the end of the plan year instead. It is recommended that flex plan members be polled as to which of these two options is preferred.

Tom Judge provided an overview of the proposed federal change. He said that Board would be provided poll results for review.

By consensus, the Board agreed to proceed in this manner.

b. ACA Enrollment option. All employees should be informed that the open enrollment window for the Affordable Care Act is considered a "qualifying event" for dropping membership in Clarke County's group. That window continues open through March 31.

Tom Judge provided an overview of the proposed federal change.

Mike Murphy commented that he has a conference call set up with the Kenyan Group, an insurance broker similar to American Fidelity; and he would be sending out an invitation for November 26 at 9:30 am to Board members, as well as Annette Gilley, Rick Catlett and others. He added that this group is designing plans under the Affordable Care Act.

c. *New Hybrid Retirement Plan Option. All benefits eligible employees hired after January 1 will be enrolled in the Hybrid Retirement Plan. In addition, anyone in either of the other two retirement plans can opt to enroll in the Hybrid Retirement Plan during a one-time open enrollment window from January 1 through April 30, to take effect July 1.*

Tom Judge provided an overview of the proposed change to the Commonwealth's retirement plan.

The communications effort would include mass emails of a link to relevant web pages, employee meetings in January, and communications to managers during staff meetings.

David Ash recommended that items a. and b. be communicated in such a manner that a specific course of action is not suggested.

Joint Administrative Services Director Employee Evaluation

Mike Hobert added to the agenda discussion of the annual employee evaluation opining that the matter should have been raised in October. He noted that the by-laws require annual review and he expressed his desire to conduct the evaluation quickly and efficiently and by the end of December.

Mike Murphy and David Ash will coordinate.

Next Meeting

The next regular meeting is scheduled for December 16, 2013.

Adjournment

Chairman Schutte adjourned the meeting at 4:35 pm.

Minutes Recorded by David Ash and Transcribed by Lora B. Walburn

Sharon Keeler - Aye
Michael Murphy - Aye
Charles "Chip" Schutte - Aye

3. Motion to Come Out of Closed Session.

Mike Murphy, seconded by Sharon Keeler, moved to reconvene in open session: "Be it resolved that the Joint Administrative Services Board come out of Closed Session."

The motion carried as follows:

David Ash - Aye
J. Michael Hobert - Aye
Sharon Keeler - Aye
Michael Murphy - Aye
Charles "Chip" Schutte - Aye

4. Certification.

Mike Murphy, seconded by Sharon Keeler, moved to execute the following Certification of Closed Session: "Each member hereby certifies that, to the best of their knowledge, the only matters discussed during the closed session just concluded were those both lawfully exempted from the open meeting requirements, and those identified in the motion by which the closed session was convened."

The motion was approved by the following roll call vote:

David Ash - Aye
J. Michael Hobert - Aye
Sharon Keeler - Aye
Michael Murphy - Aye
Charles "Chip" Schutte - Aye

5. Action or Direction on ERP System Procurement and/or ERP Evaluation Consultant.

Following Closed Session, Mike Murphy, seconded by David Ash, moved to direct staff to pursue additional information and contacts with Tyler Munis and Plante Moran. The motion carried by the following vote:

David Ash - Aye
J. Michael Hobert - Aye
Sharon Keeler - Aye
Michael Murphy - Aye

Charles "Chip" Schutte - Aye

6. Staff Augmentation.

Following discussion of the need for staff augmentation, the Board instructed Tom Judge to follow up with Plante Moran provide it the results of that follow up.

Next Meeting

The next regular meeting is scheduled for December 16, 2013.

Adjournment

Chairman Schutte adjourned the meeting at 3:30 pm.

Minutes Recorded and Transcribed by Lora B. Walburn

Clarke County Board of Supervisors

Government Projects Update

Clarke County Board of Supervisors

Miscellaneous Items

Board of Supervisors
Summary of Required Actions Status Report

<i>Meeting/Letter Date</i>	<i>Item</i>	<i>Description</i>	<i>Responsibility</i>	<i>Status</i>	<i>Date Complete</i>
11/19/2013	1695	Provide formal letter of funds transfer to VDOT re Route 606 River Road at Saw Mill Hill Bridge Stream Bank Repair Rt. 606, UPC105007	David Ash	Complete	11/21/2013
11/19/2013	1696	Follow up with VDOT on signs directing trucks from 255.	David Ash		
11/19/2013	1697	Follow up with VDOT on custodianship of the White Post.	David Ash	12/11 Additional review required	
11/19/2013	1698	Process approved minutes and update website.	Lora B. Walburn	Complete	11/20/2013
11/19/2013	1699	Update appointment database and send notice of appointment.	Lora B. Walburn	Complete	11/22/2013
11/19/2013	1700	Execute notices of appointment.	J. Michael Hobert	Complete	11/22/2013
11/19/2013	1701	Coordinate Planning Commission review and make recommendation of the addition of lagoons to structure definition.	Brandon Stidham	To be added to the January 2014 PC Agenda	12/11/2013
11/19/2013	1702	Communication between Supervisors and School Board Chairs: ERP system, recently planted trees by the bike bath, and the energy management program.	J. Michael Hobert		
11/19/2013	1703	Follow up on fire and emergency rescue group suggestions to see if there are any proposals from state associations for legislation that would make things less difficult for volunteers	Brandon Stidham	12/11 Emailed VACo contact - no response at this time	
11/19/2013	1704	Follow up with Schools and Towns on tree care.	Alison Teetor	Complete	12/11/2013

Clarke County Board of Supervisors

Board Member Committee Status Reports

Clarke County Board of Supervisors

**Closed Session: Pursuant to §2.2-3711-A1 -
Discussion, Consideration of Board Appointees**

Clarke County Board of Supervisors

Adjournment

Clarke County Board of Supervisors

Monthly Reports:

1. Building Department
2. Commissioner of the Revenue

**COUNTY OF CLARKE
BUILDING PERMIT REPORT
FOR THE MONTH ENDING:11-30-2013**

NEW RESIDENTIAL

SINGLE FAMILY STRUCTURES

Owner/Contractor Location	Description	Est Cost
HILLYARD, RODNEY L & TAMMY/SELF CONTRACTOR 33 MOUNTAIN RIDGE LANE 201	REPLACE MOBILE HOME DUE TO FIR	99,000
LANHAM, JAMES B & CATHERINE/SELF CONTRACTOR 1245 MOOSE ROAD 22611	1.5 sty FOREMOST DWELLING + EL	265,000
	SUBTOTAL:	2 364,000
	TOTAL:	2 364,000

RESIDENTIAL RENOVATIONS

Owner/Contractor Location	Description	Est Cost
WALLACE, ROY L & MARY ANN/SELF CONTRACTOR 457 KENNEL ROAD 22620	DEMO PORCH & REBUILD AS SUNROO	42,000
SENSENY SOUTH CORPORATION/W R FERRIS BUILDER 121 MIDDLE COTTAGE LANE 226	REMODEL DWELLING (MINIMUM REMO	0
HOPE, MONA P & CHARLES W/SELF CONTRACTOR 139 MAPLE LANE 20135	FINISH BASEMENT + ELEC + PLBG	75,000
ROUX, MATTHEW G & ROBIN R D/CRIPPS CONSTRUCTION COMPANY 520 BLOSSOM DRIVE 22611	FINISH BASEMENT	18,000
OLIVER, SIMON/SELF CONTRACTOR 83 LOIS LANE 20135	FINISH BASEMENT + ELEC + PLBG	68,000
ERICKSON, ROBERT C III & CA/SELF CONTRACTOR 353 WHITE PINE LANE 22620	REMODEL PORTION OF DET GARAGE	16,000
RUTHERFORD, JOHN W & CAROLY/R L HAYES ENTERPRISES, LLC 11862 HARRY BYRD HIGHWAY 2261	REMODEL EXST ENCL PORCH INTO F	11,000
BUSH, KRISTINA M/SELF CONTRACTOR 246 EVERGREEN LANE 20135	FINISH BASEMENT + ELECTRIC	29,000
	TOTAL:	8 259,000

COUNTY OF CLARKE
 BUILDING PERMIT REPORT
 FOR THE MONTH ENDING:11-30-2013

MISC BUILDING PERMITS

<u>Owner/Contractor</u>	<u>Description</u>	<u>Est Cost</u>
GROVE, NOEL R & PAYNE, BARB/NICKELMEN CONSTRUCTION LLC	REAR DECK (12'x12')	2,000
DICKINSON, THOMAS E & PATRI/PIFER CONSTRUCTION, INC	INSTALL NEW WINDOW	0
	TOTAL:	2
		2,000

SIGNS

<u>Owner/Contractor</u>	<u>Description</u>	<u>Est Cost</u>
D & B MANAGEMENT SERVICES, /LANTZ CONSTRUCTION CO OF WIN	2 PYLON SIGNS + ELECTRIC	0
	TOTAL:	1
		0

Total # of Building Permits Issued: 13
 Total Estimated Cost: 625,000
 Total Revenue Collected: 6,212.62

The following permits are not included in the total # of permits and estimated costs.

Electrical: 22
 Mechanical: 9
 Plumbing: 13

COUNTY OF CLARKE

RECAP BY PROJECT TYPE FOR THE MONTH ENDING: 11-30-2013

Page: 1

<u>Project Description</u>	<u>#</u>	<u>VALUE</u>
ADDITION/REMODEL SINGLE FAMILY	4	214,000
ADD/REM RESIDENCE SINGLE GARA	1	16,000
DECK/PORCH	1	2,000
ELECTRIC PERMITS	22	0
MECHANICAL PERMITS	9	0
MOBILE HOME	1	99,000
NEW RESIDENCE SINGLE FAMILY	1	265,000
PLUMBING PERMITS	13	0
REMODEL-MINIMUM FEE (RES)	3	29,000
SIGN PERMIT	1	0
INSTALL NEW WINDOWS	1	0
=====		
TOTALS:	57	625,000
=====		

RECAP BY DISTRICT FOR THE MONTH ENDING: 11-30-2013

<u>Name</u>	<u>#</u>	<u>VALUE</u>
GREENWAY DISTRICT	6	58,000
CHAPEL DISTRICT	11	70,000
BATTLETOWN DISTRICT	16	203,000
LONGMARSH DISTRICT	13	276,000
BERRYVILLE DISTRICT	11	18,000
=====		
TOTALS:	57	625,000
=====		

INSPECTIONS REPORT FOR THE MONTH ENDING: 11-30-2013

<u>Inspection Type</u>	<u>#</u>
Building:	69
Electrical:	49
Mechanical:	41
Plumbing:	30
Fire Protection:	2
Grading:	1
=====	
TOTALS:	192
=====	

DAY	DATE	HOURS IN FIELD	HOURS IN OFFICE	TOTAL HOURS	BLDG INSP	ELEC INSP	GAS INSP	MECH INSP	PLBG INSP	MISC INSP	TOTAL INSP	START MILEAGE	END MILEAGE	TOTAL MILES DRIVEN	FUEL	COMMENTS
Friday	11/1/2013			0							0			0		
Saturday	11/2/2013			0							0			0		
Sunday	11/3/2013			0							0			0		
Monday	11/4/2013			0							0			0		
Tuesday	11/5/2013			0							0			0		
Wednesday	11/6/2013			0							0			0		
Thursday	11/7/2013			0							0			0		
Friday	11/8/2013			0							0			0		
Saturday	11/9/2013			0							0			0		
Sunday	11/10/2013			0							0			0		
Monday	11/11/2013			0							0			0		
Tuesday	11/12/2013			0							0			0		
Wednesday	11/13/2013			0							0			0		
Thursday	11/14/2013			0							0			0		
Friday	11/15/2013			0							0			0		
Saturday	11/16/2013			0							0			0		
Sunday	11/17/2013			0							0			0		
Monday	11/18/2013			0							0			0		
Tuesday	11/19/2013			0							0			0		
Wednesday	11/20/2013			0							0			0		
Thursday	11/21/2013			0							0			0		
Friday	11/22/2013			0							0			0		
Saturday	11/23/2013			0							0			0		
Sunday	11/24/2013			0							0			0		
Monday	11/25/2013			0							0			0		
Tuesday	11/26/2013			0							0			0		
Wednesday	11/27/2013			0							0			0		
Thursday	11/28/2013			0							0			0		
Friday	11/29/2013			0							0			0		
Saturday	11/30/2013			0							0			0		
TOTALS		0	0	0	0	0	0	0	0	0	0			0		

**BUILDING DEPARTMENT
COUNTY OF CLARKE, VA
NEW SINGLE FAMILY DWELLINGS
2013**

	Battletown	Berryville	Boyce	Chapel	Greenway	Longmarsh	TOTAL	COMMENTS
January	0	0	0	0	0	0	0	
February	0	0	0	1	0	0	1	1 in CH is Remodel Studio into Dwelling
March	0	1	0	1	0	0	2	
April	0	0	1	1	0	2	4	
May	0	1	0	0	1	0	2	1 in Berryville is Remodel 2nd FI Storage Area into Apt
June	0	1	0	1	0	0	2	
July	0	0	0	0	3	3	6	
August	1	0	0	1	0	1	3	
September	1	2	0	0	0	1	4	
October	0	1	0	1	0	0	2	
November	1	0	0	0	0	1	2	
December							0	
TOTAL	3	6	1	6	4	8	28	

DAY	DATE	HOURS IN FIELD	HOURS IN OFFICE	TOTAL HOURS	BLDG INSP	ELEC INSP	GAS INSP	MECH INSP	PLBG INSP	MISC INSP	TOTAL INSP	START MILEAGE	END MILEAGE	TOTAL MILES DRIVEN	FUEL	COMMENTS
Friday	11/1/2013	5	3	8	3	2			1		6	126361	126434	73		
Saturday	11/2/2013			0							0			0		
Sunday	11/3/2013			0							0			0		
Monday	11/4/2013	5	3	8	2		3	1	1		7	126434	126485	51		
Tuesday	11/5/2013	5	3	8	3	5		1	1		10	126485	126526	41		
Wednesday	11/6/2013	4	4	8	1	2	3	2	1		9	126526	126554	28	17.5	
Thursday	11/7/2013	4	4	8	4	3		1	1		9	126554	126600	46		
Friday	11/8/2013	4	4	8	3	2	2	1	1		9	126600	126634	34		
Saturday	11/9/2013			0							0			0		
Sunday	11/10/2013			0							0			0		
Monday	11/11/2013													0		
Tuesday	11/12/2013	5	3	8	4	5		2	3		14	126634	126688	54		
Wednesday	11/13/2013	5	3	8	11	5		2	4		22	126688	126716	28		
Thursday	11/14/2013	5	3	8	2	3		2	3	1	11	126716	126768	52		
Friday	11/15/2013	4	4	8	1	1					2	126768	126829	61	17	
Saturday	11/16/2013			0							0			0		
Sunday	11/17/2013			0							0			0		
Monday	11/18/2013	5	3	8	1	4	2				7	126829	126903	74		
Tuesday	11/19/2013	4	4	8	2			1	1		4	126903	126946	43		
Wednesday	11/20/2013	5	3	8	3	4	1	2	1		11	126946	127004	58		
Thursday	11/21/2013	4	4	8	3	3	3	1	2		12	127004	127036	32		
Friday	11/22/2013	5	3	8	6	3		1	1		10	127036	127117	81	18	
Saturday	11/23/2013			0							0			0		
Sunday	11/24/2013			0							0			0		
Monday	11/25/2013	5	3	8	6	7		5	7		25	127117	127192	75		
Tuesday	11/26/2013	5	3	8	4	1		2	2		9	127192	127258	66		
Wednesday	11/27/2013			0							0			0		
Thursday	11/28/2013			0							0			0		
Friday	11/29/2013			0							0			0		
Saturday	11/30/2013			0							0			0		
TOTALS		79	57	136	59	50	14	24	29	1	177			897		

COUNTY OF CLARKE CIRCUIT COURT
MONTH END DEEDS OF PARTITION AND CONVEYANCE
LOCAL TAXATION DEPARTMENT
COUNTY
FOR NOVEMBER, 2013

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
11/01/13	13-2408	HERNANDEZ, SOFIA E RECORDED TIME: 01:20 DESCRIPTION 1: 1.190 ACRES - LONGMARSH DIST DATE OF DEED : 10/24/13 BOOK: 571 PAGE: 320 MAP: 14B-2-B NUMBER PAGES : 0	Y HERNANDEZ, SOFIA E 40 GOAT HILL LN BERRYVILLE, VA. 22611	Y .00	DQC	100%
11/01/13	13-2410	HETZEL, FRED RECORDED TIME: 02:50 DESCRIPTION 1: 70.0873 ACRES - BATTLETOWN & CHAPEL DIST DATE OF DEED : 11/01/13 BOOK: 571 PAGE: 337 MAP: 33-6-E NUMBER PAGES : 0	N LUCERNONI, WAYNE A & MARIANNE N 42883 CHATELAIN CIRCLE ASHBURN, VA. 20148	N 440,000.00	DBS	100%
						<i>Easement 49,100 VAC</i>
						<i>without easement = 420,500</i>
11/01/13	13-2412	WRN ENTERPRISES INC RECORDED TIME: 03:20 DESCRIPTION 1: 0.482 ACRE - TOWN OF BERRYVILLE DATE OF DEED : 11/01/13 BOOK: 571 PAGE: 346 MAP: 14A5-A-75 NUMBER PAGES : 0	N ONE EAST MAIN LLC 598 CLAY HILL RD MILLWOOD, VA. 18277	N 1,050,000.00	DBS	100%
						<i>3,476,900</i>
						<i>W/impv</i>
11/01/13	13-2404	SWEET, SHERRY E & ERICK W RECORDED TIME: 11:45 DESCRIPTION 1: BATTLETOWN DISTRICT, LOT 13, 5.000 ACRES DATE OF DEED : 10/30/13 BOOK: 571 PAGE: 306 MAP: 15-1-13 NUMBER PAGES : 0	N SWEET, ERICK W & SHERRY E, TR. N 303 HAWTHORNE LANE BERRYVILLE, VA. 22611	.00	DBS	100%
11/01/13	13-2406	U S BANK NATIONAL ASSOCIATION RECORDED TIME: 12:15 DESCRIPTION 1: CHAPEL DISTRICT, LOT 5, 1.199 ACRES DATE OF DEED : 10/28/13 BOOK: 571 PAGE: 311 MAP: 39-13-5 NUMBER PAGES : 0	N JACOB, JOHN J; JR 808 MARSHALL DRIVE LEESBURG, VA. 20175	N 46,399.00	DBS	100%
						<i>184,100</i>
						<i>W/impv</i>
11/04/13	13-2416	UNDERWOOD, VERNON O ET AL RECORDED TIME: 01:00 DESCRIPTION 1: VI PARCELS - CHAPEL DIST DATE OF DEED : 10/23/13 BOOK: 571 PAGE: 385 MAP: 21A2-A-24A+ NUMBER PAGES : 0	Y UNDERWOOD, VERNON O TR 2321 S COASTAL HWY LAGANA BEACH, CA. 92651	Y .00	DBS	100%
11/04/13	13-2417	COMBO, ROBERT RECORDED TIME: 02:28 DESCRIPTION 1: TOWN OF BERRYVILLE, LOT 25 16,983 SQ FT DATE OF DEED : 10/29/13 BOOK: 571 PAGE: 392 MAP: 14A7725 NUMBER PAGES : 0	N TAYLOR, RANDOLPH K. & HELEN C N 300 JACKSON DRIVE BERRYVILLE, VA. 22611	N 298,000.00	DBS	100%
						<i>295K</i>
						<i>298,000</i>
						<i>W/impv</i>
11/04/13	13-2419	LUCIER, COREY & WENDY RECORDED TIME: 02:40 DESCRIPTION 1: LOT 60, HERMITAGE, PHASE II DATE OF DEED : 11/01/13 BOOK: 571 PAGE: 415 MAP: 14-A8-2-60 NUMBER PAGES : 0	N PANIZ, ANDREW & BERNADETTE F N 216 CRAIGS RUN CT BERRYVILLE, VA. 22611	N 445,000.00	DBS	100%
						<i>459,400</i>
						<i>W/impv</i>

COUNTY OF CLARKE CIRCUIT COURT
 MONTH END DEEDS OF PARTITION AND CONVEYANCE
 LOCAL TAXATION DEPARTMENT
 COUNTY
 FOR NOVEMBER, 2013

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
11/04/13	13-2427	STEWART, KERRY & DEBRA HULL ST	N KERRY STACEY STEWART ET AL TRS N 591 KIMBLE RD BERRYVILLE, VA. 22611	.00	DG	100%
		RECORDED TIME: 03:36				
		DESCRIPTION 1: LONGMARSH DIST				
		DATE OF DEED : 00/00/00	BOOK: 571 PAGE: 434		MAP:	PIN:
		NUMBER PAGES : 0				
11/04/13	4050	RAINE, STEPHANIE G	N/A	.00	BUAL	00%
		RECORDED TIME: 14:56	N/A			
		DESCRIPTION 1: LOT 54, BL 1D, SEC 1 - SHEN. RET	BATTLETOWN DN	WR/S	BK 313 PG 538	
		DATE OF DEED : 11/04/13	BOOK: 93 PAGE: 504		MAP: 17-A1-7-54	PIN:
		NUMBER PAGES : 0				
11/04/13	4051	LAMP, DAVID	N/A	.00	PROBATE	00%
		RECORDED TIME: 15:35	N/A			
		DESCRIPTION 1: 44.17 ACRES ON RT 723	D/B 266 PG 475			
		DATE OF DEED : 11/04/13	BOOK: 93 PAGE: 514		MAP: 20-A-13	PIN:
		NUMBER PAGES : 0				
11/05/13	13-2441	HEADLEY, JEFFREY L	N HEADLEY, JEFFREY & SUSAN N 5594 SENSENY ROAD BERRYVILLE, VA. 22611	.00	DBS	100%
		RECORDED TIME: 12:16				
		DESCRIPTION 1: LONGMARSH DISTRICT, LOT 1, 10.6385 ACRES				
		DATE OF DEED : 11/05/13	BOOK: 571 PAGE: 473		MAP: 12-A-3A	PIN:
		NUMBER PAGES : 0				
11/06/13	13-2445	DELENA J MCCARTHY; ET VIR	N ELROD, BRENT & KERRY N 19315 BLUE RIDGE MTN RD BLUEMONT, VA. 20135	493,000.00	DBS	100%
		RECORDED TIME: 02:05				
		DESCRIPTION 1: BATTLETOWN DISTRICT, PARCEL 2, 5.0 ACRES				
		DATE OF DEED : 10/24/13	BOOK: 571 PAGE: 502		MAP: 34A-2-2	PIN:
		NUMBER PAGES : 0				
						<i>466,400 w/imp</i>
11/07/13	13-2448	CULBERT, DONDRIA A; ET AL	N CALDER, KERRI E N 16 LINCOLN AVENUE BERRYVILLE, VA. 22611	.00	DQC	100%
		RECORDED TIME: 10:41				
		DESCRIPTION 1: TOWN OF BERRYVILLE				
		DATE OF DEED : 08/22/13	BOOK: 571 PAGE: 528		MAP: 14A4-2-2	PIN:
		NUMBER PAGES : 0				
11/07/13	13-2451	QWEST COMMUNICATIONS COMPANY L	N GRALO N ALONG RIVER RD, VDOT EASEMENT	.00	DE	100%
		RECORDED TIME: 11:05	N/A			
		DESCRIPTION 1: EASEMENT, BATTLETOWN DISTRICT,				
		DATE OF DEED : 00/00/00	BOOK: 571 PAGE: 554		MAP: 25-A-7	PIN:
		NUMBER PAGES : 0				
11/07/13	13-2452	QWEST COMMUNICATION LLC	N GRALO N RIVER ROAD THRU VDOT EASEMENT	.00	DE	100%
		RECORDED TIME: 11:06	N/A			
		DESCRIPTION 1: EASEMENT, BATTLETOWN DISTRICT,				
		DATE OF DEED : 00/00/00	BOOK: 571 PAGE: 557		MAP: 25-A-22	PIN:
		NUMBER PAGES : 0				

COUNTY OF CLARKE CIRCUIT COURT
 MONTH END DEEDS OF PARTITION AND CONVEYANCE
 LOCAL TAXATION DEPARTMENT
 COUNTY
 FOR NOVEMBER, 2013

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
11/07/13	13-2453	QWEST COMMUNICATION	N GRALO N/A	N .00	DE	100%
		RECORDED TIME: 11:07				
		DESCRIPTION 1: EASEMENT, BATTLETOWN DISTRICT, RIVER ROAD THRU VDOT EASEMENT				
		DATE OF DEED : 00/00/00 BOOK: 571 PAGE: 561 MAP: 25B-2-1-15			PIN:	
		NUMBER PAGES : 0				
11/07/13	13-2454	QWEST COMMUNICATIONS COMPANY	N GRALO N/A	N .00	DE	100%
		RECORDED TIME: 11:08				
		DESCRIPTION 1: EASEMENT, BATTLETOWN DISTRICT, RIVER RD THRU VDOT EASEMENT				
		DATE OF DEED : 00/00/00 BOOK: 571 PAGE: 564 MAP: 25B-2-1-15			PIN:	
		NUMBER PAGES : 0				
11/07/13	13-2455	QWEST COMMUNICATIONS	N GRALO N/A	N .00	DE	100%
		RECORDED TIME: 11:09				
		DESCRIPTION 1: EASEMENT, BATTLETOWN DISTRICT, RIVER ROAD THRU VDOT ESMT				
		DATE OF DEED : 00/00/00 BOOK: 571 PAGE: 567 MAP: 25B-2-1-15			PIN:	
		NUMBER PAGES : 0				
11/07/13	13-2456	QWEST COMMUNICATIONS	N GRALO N/A	N .00	DE	100%
		RECORDED TIME: 11:10				
		DESCRIPTION 1: EASEMENT, BATTLETOWN DISTRICT, RIVER ROAD THRU VDOT EASEMENT				
		DATE OF DEED : 00/00/00 BOOK: 571 PAGE: 570 MAP: 25B-2-1-15			PIN:	
		NUMBER PAGES : 0				
11/07/13	13-2457	QWEST COMMUNICATIONS	N GRALO N/A	N .00	DE	100%
		RECORDED TIME: 11:11				
		DESCRIPTION 1: EASEMENT, BATTLETOWN DISTRICT, RIVER ROAD THRU VDOT EASEMENT				
		DATE OF DEED : 00/00/00 BOOK: 571 PAGE: 572 MAP: 25B-2-1-15			PIN:	
		NUMBER PAGES : 0				
11/07/13	13-2458	QWEST COMMUNICATIONS	N GRALO N/A	N .00	DE	100%
		RECORDED TIME: 11:12				
		DESCRIPTION 1: EASEMENT, BATTLETOWN DISTRICT, RIVER ROAD THRU VDOT ESMT				
		DATE OF DEED : 00/00/00 BOOK: 571 PAGE: 575 MAP: 25B-2-1-15			PIN:	
		NUMBER PAGES : 0				
11/07/13	13-2459	QWEST COMMUNICATION	N GRALO N/A	N .00	DE	100%
		RECORDED TIME: 11:13				
		DESCRIPTION 1: EASEMENT, BATTLETOWN DISTRICT, RIVER RD THRU VDOT ESMT				
		DATE OF DEED : 00/00/00 BOOK: 571 PAGE: 578 MAP: 25B-2-1-15			PIN:	
		NUMBER PAGES : 0				
11/08/13	4052	ADRRAIN, SAMUEL ROBERT	N/A N/A	.00	COPY	00%
		RECORDED TIME: 09:44				
		DESCRIPTION 1: COPY OF WILL FROM LOUDOUN, PROP: CHAPEL DIST 2.1644 ACRES, LOT B2				
		DATE OF DEED : 11/08/13 BOOK: 93 PAGE: 600 MAP: 22-22-B2			PIN:	
		NUMBER PAGES : 0				

COUNTY OF CLARKE CIRCUIT COURT
 MONTH END DEEDS OF PARTITION AND CONVEYANCE
 LOCAL TAXATION DEPARTMENT
 COUNTY
 FOR NOVEMBER, 2013

RECORDED	INSTRUMENT	GRANTOR	(X)	GRANTEE/ADDRESS	(X)	CONSIDERATION	TYPE	PERCENT
11/12/13	13-2484	MATHENY, CHARLES K, JR & JOYCE RECORDED TIME: 01:55 DESCRIPTION 1: LONGMARSH DIST DATE OF DEED : 00/00/00 BOOK: 571 PAGE: 688 MAP: 6-A-38A NUMBER PAGES : 0	N	RAPPAHANNOCK ELECTRIC COOP N/A	N	.00	DE	100%
11/12/13	13-2485	WALKER ARENA LLC RECORDED TIME: 01:56 DESCRIPTION 1: LONGMARSH DIST DATE OF DEED : 00/00/00 BOOK: 571 PAGE: 691 MAP: 6-A-38 NUMBER PAGES : 0	N	RAPPAHANNOCK ELECTRIC COOP N/A	N	.00	DE	100%
11/12/13	13-2486	TRANCO FARMS RECORDED TIME: 01:57 DESCRIPTION 1: BATTLETOWN DIST DATE OF DEED : 00/00/00 BOOK: 571 PAGE: 694 MAP: 9-A-60C,60D NUMBER PAGES : 0	N	RAPPAHANNOCK ELECTRIC COOP N/A	N	.00	DE	100%
11/12/13	13-2487	OAKLAND ORCHARD LIMITED PARTNE RECORDED TIME: 01:58 DESCRIPTION 1: BATTLETOWN DIST DATE OF DEED : 00/00/00 BOOK: 571 PAGE: 697 MAP: 9-A-60 NUMBER PAGES : 0	N	RAPPAHANNOCK ELECTRIC COOP N/A	N	.00	DE	100%
11/12/13	13-2490	PROCTOR, MARIAN J RECORDED TIME: 03:20 DESCRIPTION 1: LOT 11, BLK 2P, SHEN RET DATE OF DEED : 11/07/13 BOOK: 571 PAGE: 716 MAP: 17A3-27-1P-11 NUMBER PAGES : 0	N	GARRETT, WILLIAM R 176 HOLLY LN BLUEMONT, VA. 20135 BATTLETOWN DISTRICT	N	1,380.00	DBS	100%
11/12/13	13-2466	HETZEL, FRED RECORDED TIME: 10:20 DESCRIPTION 1: 34.4744 ACRES - ASHLEY WOODS DATE OF DEED : 11/01/13 BOOK: 571 PAGE: 588 MAP: 33-6-H NUMBER PAGES : 0	N	RICHMOND, JUSTIN A & CAROLINE 11733 LE HAVRE DR POTOMAC, MD. 20854 BATTLETOWN & CHAPEL DIST	N	265,000.00	DBS WR/S	100%
11/12/13	13-2472	BERRY, MICHAEL M A7 VANCE BERR RECORDED TIME: 11:35 DESCRIPTION 1: TOWN OF BERRYVILLE DATE OF DEED : 09/30/13 BOOK: 571 PAGE: 659 MAP: 14A1-A-14 NUMBER PAGES : 0	N	ERRY, VANCE JR 9607 CARTERWOOD ROAD RICHMOND, VA. 23229	N	.00	DG	100%
11/13/13	13-2494	CAPPER, WALTER E; TRUSTEE RECORDED TIME: 09:16 DESCRIPTION 1: COPY OF DEED FROM WV DATE OF DEED : 00/00/00 BOOK: 571 PAGE: 736 MAP: NUMBER PAGES : 0	N	LEFEVRE, ANITA M; ET AL 689 GLADSTONE RD ATLANTA, GA. LONGMARSH DISTRICT	N	.00	DBS	100%

Handwritten: 11/07/13

Handwritten: 4K
VAC

Handwritten: 359,300
VAC

COUNTY OF CLARKE CIRCUIT COURT
 MONTH END DEEDS OF PARTITION AND CONVEYANCE
 LOCAL TAXATION DEPARTMENT
 COUNTY
 FOR NOVEMBER, 2013

RECORDED	INSTRUMENT	GRANTOR	(X)	GRANTEE/ADDRESS	(X)	CONSIDERATION	TYPE	PERCENT
11/13/13	13-2495	MAUSER HALL PARTNERSHIP	N	MAUSER HALL ESTATES, LLC; ET A N 689 GLADSTONE RD ATLANTA, GA. LONGMARSH DISTRICT	N	.00	DBS	100%
✓		RECORDED TIME: 09:17 DESCRIPTION 1: COPY OF DEED FROM WV DATE OF DEED : 12/27/05 BOOK: 571 PAGE: 742 MAP: PIN:						
11/14/13	13-2509	DEVINE, WALTER R	N	KEDZIERSKI, MARK & WENDY 6027 LORD FAIRFAX HWY BERRYVILLE, VA. 22611	N	105,000.00	DBS	100%
✓		RECORDED TIME: 03:03 DESCRIPTION 1: TOWN OF BERRYVILLE, DATE OF DEED : 11/12/13 BOOK: 571 PAGE: 798 MAP: 14A1-A-75 PIN: 203,500 NUMBER PAGES : 0						
11/14/13	4053	GROVE, LEORA ELIZABETH	N/A	N/A	N/A	.00	PROBATE	00%
✓		RECORDED TIME: 11:09 DESCRIPTION 1: PROBATE WILL, LIST/HEIRS DATE OF DEED : 11/14/13 BOOK: 93 PAGE: 616 MAP: PIN:						
11/15/13	13-2522	BREEDEN, CHARLES L & DOREEN M	N	SLIGAR, BENJAMIN C & LYNN L 31 BEYDLER LN BERRYVILLE, VA. 22611 LONGMARSH DIST	N	340,000.00	DBS	100%
✓		RECORDED TIME: 01:20 DESCRIPTION 1: LOT 1 - 2.7197 ACRES DATE OF DEED : 11/13/13 BOOK: 571 PAGE: 866 MAP: 4-4-1 PIN: 405,200 NUMBER PAGES : 0					WR/S	W/impv
11/15/13	13-2518	EDWARDS, VERNIE MAE	N	CAPPS, CAROL G 1410 TRIPLE J RD BERRYVILLE, VA. 22611	N	55,000.00	DBS	100%
		RECORDED TIME: 11:50 DESCRIPTION 1: TRACT 19 - TOWN OF BERRYVILLE DATE OF DEED : 11/14/13 BOOK: 571 PAGE: 835 MAP: 14A3-A-19 PIN: 67,500 NUMBER PAGES : 0						W/impv
11/15/13	13-2519	O'LEARY, BRUCE T	N	WEIDMAN-JANAK, KIMBERLY A 304 STUART COURT BERRYVILLE, VA. 22611	N	285,000.00	DBS	100%
		RECORDED TIME: 12:30 DESCRIPTION 1: TOWN OF BERRYVILLE, LOT 35A, BATTLEFIELD EST DATE OF DEED : 11/12/13 BOOK: 571 PAGE: 837 MAP: 14A7-5-35A PIN: 308,000 NUMBER PAGES : 0						W/impv
11/18/13	13-2527	LAMBERT, JAMES JACOB	N	LAMBERT, JAMES & MELINDA 181 RUTHERFORD LANE BERRYVILLE, VA. 22611	N	.00	DG	100%
✓		RECORDED TIME: 09:55 DESCRIPTION 1: LONGMARSH DISTRICT, LOT 3, 5.0 ACRES DATE OF DEED : 11/13/13 BOOK: 571 PAGE: 891 MAP: 6-4-3 PIN:						
11/18/13	13-2529	BANK OF CLARKE, TR U/W MARY AN	N	SFERRA, NICHOLAS A 403 DEER RUN ROAD SLIPPERY ROCK, PA. 16057	N	115,400.00	DBS	100%
		RECORDED TIME: 10:10 DESCRIPTION 1: BATTLETOWN DISTRICT, LOT 8, SCHLADT SUBD DATE OF DEED : 11/15/13 BOOK: 571 PAGE: 908 MAP: 26-1-8 PIN: 175,400 NUMBER PAGES : 0						VAC

COUNTY OF CLARKE CIRCUIT COURT
 MONTH END DEEDS OF PARTITION AND CONVEYANCE
 LOCAL TAXATION DEPARTMENT
 COUNTY
 FOR NOVEMBER, 2013

RECORDED	INSTRUMENT	GRANTOR	(X)	GRANTEE/ADDRESS	(X)	CONSIDERATION	TYPE	PERCENT
11/19/13	13-2544	HOUGH, JANE B, CARROL A HOWELL	N	MICHAEL, SHERRY 215 N BUCKMARSH ST BERRYVILLE, VA. 22611	N	99,000.00	DBS	100%
		RECORDED TIME: 03:46						
		DESCRIPTION 1: TOWN OF BERRYVILLE						
		DATE OF DEED : 11/02/13 BOOK: 571 PAGE: 998 MAP: 14A1-A-91						
		NUMBER PAGES : 0						
								<i>195,400 w/impv</i>
11/20/13	13-2551	TURKEL, WILLIAM C	N	QWEST COMMUNICATIONS COMPANY L N N/A		.00	DE	100%
		RECORDED TIME: 01:00						
		DESCRIPTION 1: LOT 1 - 3 ACRES						
		DATE OF DEED : 00/00/00 BOOK: 572 PAGE: 27 MAP: 25-A-25B						
		NUMBER PAGES : 0						
11/20/13	13-2552	TURKEL, JONATHAN M	N	QWEST COMMUNICATIONS COMPANY L N N/A		.00	DE	100%
		RECORDED TIME: 01:01						
		DESCRIPTION 1: LOT 2 - 25-A-25C						
		DATE OF DEED : 00/00/00 BOOK: 572 PAGE: 34 MAP: 25-A-25C						
		NUMBER PAGES : 0						
11/20/13	13-2553	TURKEL, WILLIAM C	N	QWEST COMMUNICATIONS COMPANY L N N/A		.00	DE	100%
		RECORDED TIME: 01:02						
		DESCRIPTION 1: 51.49 ACRES						
		DATE OF DEED : 00/00/00 BOOK: 572 PAGE: 41 MAP: 25-A-25						
		NUMBER PAGES : 0						
11/20/13	13-2556	HEWITT, (DOROTHY R) DECLARATION	N	HEWITT, ADAM SETH 224 NANTMEAL ROAD GLENMOORE, PA. 18277	N	.00	DBS	100%
		RECORDED TIME: 04:20						
		DESCRIPTION 1: CHAPEL DISTRICT, LOT 13, 5.280 ACRES						
		DATE OF DEED : 11/18/13 BOOK: 572 PAGE: 51 MAP: 40A-3-13						
		NUMBER PAGES : 0						
11/21/13	13-2564	REESE, DAVID	N	QUARLES PETROLEUM INC N/A	N	.00	DE	100%
		RECORDED TIME: 02:30						
		DESCRIPTION 1: BATTLETOWN DIST						
		DATE OF DEED : 00/00/00 BOOK: 572 PAGE: 110 MAP:						
		NUMBER PAGES : 0						
11/21/13	13-2558	JOHNSON, PAUL C & KAREN GARDNE	N	FERRELL, ROBERT CLAY & KRISTEN N 207 WEST MAIN ST BERRYVILLE, VA. 22611	N	275,000.00	DBS	100%
		RECORDED TIME: 10:51						
		DESCRIPTION 1: LOT 2 - 0.6936 ACRE						
		DATE OF DEED : 11/19/13 BOOK: 572 PAGE: 56 MAP: 14A4-A-38A						
		NUMBER PAGES : 0						
								<i>267,200 w/impv</i>
11/22/13	13-2570	DONALD LEE MONGOLD TRUSTEE ET	Y	MONGOLD, DONALD L & JILL S 377 LINABURG LN BERRYVILLE, VA. 22611	N	.00	DBS	100%
		RECORDED TIME: 02:01						
		DESCRIPTION 1: LOT 2 - 11.3916 ACRES						
		DATE OF DEED : 11/20/13 BOOK: 572 PAGE: 144 MAP: 3-A-43C						
		NUMBER PAGES : 0						

COUNTY OF CLARKE CIRCUIT COURT
 MONTH END DEEDS OF PARTITION AND CONVEYANCE
 LOCAL TAXATION DEPARTMENT
 COUNTY
 FOR NOVEMBER, 2013

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
11/22/13	13-2566	TOMSEY, DENNIS & GAIL	N GREENE, ANDREA K 545 MOUNT PROSPECT LANE BOYCE, VA. 22620	N 785,000.00	DBS	100%
		RECORDED TIME: 11:00				
		DESCRIPTION 1: GREENWAY DISTRICT, 38.87 ACRES				
		DATE OF DEED : 11/22/13 BOOK: 572 PAGE: 118 MAP: 38-A-16				
		NUMBER PAGES : 0				
						828,500 w/impv
11/22/13	13-2568	MCDONALD, KENDRA R	N MCDONALD, MATTHEW D 222 WEST MAIN STREET BERRYVILLE, VA. 22611	.00	DQC	100%
		RECORDED TIME: 12:20				
		DESCRIPTION 1: TOWN OF BERRYVILLE				
		DATE OF DEED : 11/21/13 BOOK: 572 PAGE: 126 MAP:				
		NUMBER PAGES : 0				
11/22/13	4055	SMALLWOOD, WANLESS G	N/A N/A	.00	COPY	00%
		RECORDED TIME: 14:46				
		DESCRIPTION 1: 122 ACRES IN BATTLETOWN DISTRICT				
		DATE OF DEED : 11/22/13 BOOK: 93 PAGE: 644 MAP: 14-A-20				
		NUMBER PAGES : 0				
11/25/13	13-2586	LORD, TREVOR D	N HUNTFISH COMPANY LC 313 SOUTH PITT STREET ALEXANDRIA, VA. 22314	N 330,000.00	DBS	100%
		RECORDED TIME: 02:35				
		DESCRIPTION 1: CHAPEL DISTRICT, LOT 4				
		DATE OF DEED : 03/21/13 BOOK: 572 PAGE: 189 MAP: 32-13-4				
		NUMBER PAGES : 0				
						466,900 w/impv
11/25/13	13-2587	HOMEFIRE PROPERTIES	N 19 WEST MAIN LLC 615 LEWIS FARM LANE BERRYVILLE, VA. 22611	N 240,000.00	DBS	100%
		RECORDED TIME: 02:55				
		DESCRIPTION 1: LOT B - TOWN OF BERRYVILLE				
		DATE OF DEED : 11/25/13 BOOK: 572 PAGE: 191 MAP: 14A5-A-6				
		NUMBER PAGES : 0				
						195,200 w/impv
11/25/13	13-2590	JENKINS, BRITTENY N SUB TR	N BRANCH BANKING AND TRUST COMPA N 115 N CAMERON ST WINCHESTER, VA. 22601 BATTLETOWN DIST	N 54,750.00	DBS	100%
		RECORDED TIME: 03:05				
		DESCRIPTION 1: PARCEL A5 - 0.9924 ACRE				
		DATE OF DEED : 11/18/13 BOOK: 572 PAGE: 221 MAP: 23-A-5				
		NUMBER PAGES : 0				
						(F) 125K VAC
11/25/13	13-2584	RUST, DAVID & REBECCA	N HELBING, CLAUS; TRUSTEE 4704 PARK FOREST DR ANNANDALE, VA. 22003	N 318,000.00	DBS	100%
		RECORDED TIME: 12:47				
		DESCRIPTION 1: CHAPEL DISTRICT, 5.9131 ACRES, LOT 94				
		DATE OF DEED : 11/21/13 BOOK: 572 PAGE: 185 MAP: 31-1-93				
		NUMBER PAGES : 0				
						388,700 w/impv
11/26/13	13-2296	VIQR, MARY B	N HARRIS, DEBRA L 329 JACKSON DRIVE BERRYVILLE, VA. 22611 TOWN OF BERRYVILLE	N 300,000.00	DBS	100%
		RECORDED TIME: 02:17				
		DESCRIPTION 1: BATTLETOWN DIST.				
		DATE OF DEED : 11/26/13 BOOK: 572 PAGE: 256 MAP: 14A7-7-195				
		NUMBER PAGES : 0				
						321,400 w/impv

COUNTY OF CLARKE CIRCUIT COURT
MONTH END DEEDS OF PARTITION AND CONVEYANCE
LOCAL TAXATION DEPARTMENT
COUNTY
FOR NOVEMBER, 2013

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
11/26/13	132602	NEWTON, MELISSA N., TR, ET AL	N ROSENBERGER, MEREDITH L & STEP N 208 HENDERSON COURT BERRYVILLE, VA. 22611	372,000.00	DBS	100%
		RECORDED TIME: 03:50				
		DESCRIPTION 1: LONGMARSH DIST., LOT 3				
		DATE OF DEED : 11/22/13 BOOK: 572 PAGE: 307 MAP: 14A8-1-3				
		NUMBER PAGES : 0				
						323,700 w/impv
11/27/13	13-2604	THOMAS, LINDA A & JEFFREY L	N MARCHISANO, MARK D & CHERYL A N 120 S BUCKMARSH STREET BERRYVILLE, VA. 22611	135,000.00	DBS	100%
		RECORDED TIME: 09:25				
		DESCRIPTION 1: CHAPEL DIST. 9.444 ACRES LOT 74 CALMES NECK ESTATES				
		DATE OF DEED : 11/22/13 BOOK: 572 PAGE: 339 MAP: 31-174				
		NUMBER PAGES : 0				
						Easement 6100 vac

w/out easement
94,400

COUNTY OF CLARKE CIRCUIT COURT
MONTH END DEEDS OF PARTITION AND CONVEYANCE
LOCAL TAXATION DEPARTMENT
COUNTY
FOR NOVEMBER, 2013

RECORDED INSTRUMENT GRANTOR (X) GRANTEE/ADDRESS (X) CONSIDERATION TYPE PERCENT

***** COUNTY DEEDS OF CORRECTION *****

11/05/13 13-2434 KING, JEAN F N BANK OF CLARKE COUNTY N .00 COR 100%
RECORDED TIME: 09:43 N/A
DESCRIPTION 1: DB 271, PG 583
DATE OF DEED : 00/00/00 BOOK: 571 PAGE: 443 MAP: PIN:
NUMBER PAGES : 0

11/21/13 13-2557 WOLFE, JAMES R ET UX N JAMES R & SALLY H WOLFE TRUST N .00 COR 100%
RECORDED TIME: 10:50 N/A
DESCRIPTION 1: D/B 570 PAGE 826
DATE OF DEED : 00/00/00 BOOK: 572 PAGE: 52 MAP: PIN:
NUMBER PAGES : 0

TOTAL COUNTY DEEDS OF PARTITION AND CONVEYANCE: 54
TOTAL NUMBER OF COUNTY DEEDS OF CORRECTION : 2
TOTAL NUMBER OF COUNTY WILL/FIDUCIARY : 4

Clarke County

lwalburn@clarkecounty.gov

**VDOT Report t- November/December - Clarke County Board of Supervisors Mtg.
December 17, 2013**

From : Edwin Carter (VDOT) <Edwin.Carter@vdot.virginia.gov> Mon, Dec 16, 2013 01:21 PM
Subject : VDOT Report t- November/December - Clarke County Board
of Supervisors Mtg. December 17, 2013
To : 'David Ash' <dash@clarkecounty.gov>
Cc : Clifton M. Balderson (VDOT)
<Clifton.Balderson@VDOT.Virginia.gov>, Wade Feller
(VDOT) <Wade.Feller@VDOT.Virginia.gov>, Charlie Monroe
(VDOT) <Samuel.Monroe@VDOT.Virginia.gov>

Dave,

The following is VDOT's report for the December 17, 2013 Clarke County Board of Supervisors meeting. Cliff and I plan to attend should there be any questions.

Maintenance:

Work Accomplished – Completed full width mowing on Rt. 7 and started on Rt. 50 (90% complete); Conducted grading operations on non-hard surfaced roads; Removed hazardous trees; Mobilized and responded to three winter weather events;

Work planned – Conduct brush trimming operations on routes 621, 340 and 7; Brush removal contractor will be working on routes 603, 617 and 652.

Projects :

Stream bank repair on Rt. 606 – Will commence as soon as weather permits.

Turning Lane Rt. 340/657 – Ad date January 2014.

Rt. 636, Westwood Rd. – In design.

Board Issues:

Advisory signs for thru trucks on Rt. 255 will be placed as soon as weather permits.

Exploring viability of entering into agreement with White Post Home Owners Association for maintenance of the post.

Please let me know if you have any concerns.

Thanks,

Ed

Edwin Z. Carter
Assist. Residency Administrator
VDOT-Edinburg Residency
(540) 984-5605
Fax (540) 984-5607
Edwin.Carter@VDOT.Virginia.Gov



Older Adults Living in the Northern Shenandoah Valley

The chart below shows the total number of adults age 60+ projected to live in the northern Shenandoah Valley in 2020 and 2030. These projections include the percent of older adults in relation to the total population of the jurisdiction in which they reside. Other than in Winchester where the proportion of older adults to the population remains the same, there is growth in actual individuals as well as older adults in relation to the total population.

Population Projections for Adults Age 60 and Older in the Northern Shenandoah Valley*		
Jurisdiction	2020 (% of the total jurisdiction population)	2030 (% of total jurisdiction population)
Clarke	4,500 (30%)	5,598 (35%)
Frederick	21,710 (22%)	29,730 (25%)
Page	7,136 (29%)	8,326 (32%)
Shenandoah	13,262 (29%)	15,462 (32%)
Warren	9,386 (22%)	11,752 (26%)
Winchester	5,837 (21%)	6,049 (21%)
Total Adults Age 60+	55,994	76,917

*Data provided by the Weldon Cooper Center



Services Provided to Older Residents of Clarke County

Service	Year Ending Sept. 30, 2013	October-November 2013 (Rate to Equal Fiscal 2013)
Meals at the Clarke Active Living Ctr. (ALC)	4,468 meals	1,014 (744) meals
Meals on Wheels	4,214 meals	1,027 (702) meals
Well Tran (Medical Transportation)	794 rides	176 (132) rides
In-Home Care (bathing, grooming, housekeeping)	48 hours	32 (8) hours
Transportation to Support Clarke ALC	3,312 trips	606 (552) trips
Respite for Families / Victims of Dementia	688 hours	205 (115) hours
Information and Referral	134 unduplicated persons	29 unduplicated persons
Ombudsman Counseling NH Complaint Investigation/Family Counseling	18 consultations	6 (3) consultations
In-Home Assessments	41 individuals/families	8 (7) individuals/families
Insurance Counseling (help with Medicare)	12 individuals	3 individuals



County of Clarke
David Ash, County Administrator

December 13, 2013

Kim Braithwaite
1744 Boom Road
Berryville, Virginia 22611

Dear Ms. Brathwaite:

Thank you for your letter of December 10, 2013.

I understand the concerns and issues identified in your letter and will address them as best I can.

Five-Hundred Dollar Deposit to Musco.

Mr. Hobert has advised me that Mr. Wright spoke with a representative of Musco and it no longer requires a deposit. If this is not the case (or not documented to your satisfaction) and if your contribution is received in a timely manner with a request from Little League to proceed, I will recommend the County forward the deposit to Musco. However, Little League will bear the full risk for this deposit. The County is not in receipt of any written agreement or proposal from Musco to discount or extend any discount for lighting products. The risks assumed by Little League would be that the proposed extension would expire before the County or its contractor is in a position to follow through with a purchase order or that the lighting fixtures secured by the deposit are ultimately determined to be incorrect for the proposed use. A copy of the written proposal would be helpful, and absolutely necessary if the County is to enter into this agreement at the request of Little League after evaluation of the Engineer's report.

Timing of Engineering Study.

Based upon the positive nature of your response, we have asked the engineering firm to complete and forward the feasibility study proposal. While we can encourage and assist the engineering firm in its efforts to begin and complete the feasibility study as quickly as possible, the County cannot guarantee the work of a contractor will be complete within the time frame requested.

Construction Deadline.

A construction deadline cannot be fixed at this time. The Project cannot be bid until it is determined to be doable and the terms and specifications for bidding the project developed. More importantly, the project will not be designed or bid unless the funds available and the funds projected as necessary by the feasibility study are in close alignment. Once funding is assured, I am confident that the County will pursue the project as quickly as possible.

Procurement.

I can assure you that the engineer will be held to the county's procurement and payment standards, as will any contractors, vendors or service providers engaged on the proposed project.

Transparency.

Little league will be provided with information regarding expenditures on behalf of this project.

I have tried to provide reasonable and acceptable answers to the issues raised in your December 10, 2013 letter. Time is now of the essence as the last meeting of the year for the Board of Supervisors is scheduled for Tuesday, December 17th— next Tuesday. If you wish to proceed in accordance with this letter please promptly forward the requested funds to the Treasurer and call me at (540) 955-5191 so that I can be sure that your Board is aware of and in support of this project.

If you have any question please do not hesitate to call me.

Regards,



David Ash

**HAPPY TAILS DEVELOPMENT, LLC
15268 Shannondale Road
Purcellville, VA 20132
571.215.5902**

December 16, 2013

VIA ELECTRONIC TRANSMISSION

Brandon Stidham
Planning Director
Clarke County Planning Commission
101 Chalmers Court
Berryville, Virginia 22611

**Re: Happy Tails Development, LLC
Special Use / Site Plan (SUP-13-02/SP-13-08)
Response to bases cited as alleged support of vote to deny
Application and Site Plan**

Dear Mr. Stidham:

We write in response to the bases alleged by Commission Member Bouffault ("Bouffault") for her motion to recommend denial of our Application and our Site Plan. We provide this response in reliance upon the draft meeting minutes for the December 6, 2013 meeting which were provided to us on December 13, 2013. We will endeavor to address the alleged bases in the order in which Bouffault raised them at the December 6, 2013 meeting as reported in the draft meeting minutes.

1. Ground Water Resources.

Contrary to Bouffault's unsubstantiated contentions, there has been no scientific and/or other factual evidence that our proposed use and/or the kennel effluent containment system pose any actual threat to the groundwater. Bouffault made reference in her motion to the engineer's note as to the general conditions concerning the soils in Clarke County; however, Ms. Bouffault has ignored that the Karst Study specific to the Property which directly addresses the proposed building site and drain field completely contradicts Bouffault's contentions. The Karst Study provides scientific, documentary evidence that directly refutes Bouffault's contentions with respect to any potential for ground water pollution.

With respect to the pump and haul tanks for the kennel effluent, we can install a two tank system with an alarm which is standard for most systems. With a system of two connected tanks, the effluent from the kennel would enter into the first tank and then flow to the second tank. An alarm will sound when one of the tanks reaches a set limit. Providing a second tank will allow more than adequate notice to make

arrangements for pumping and to provide a contingency should a pump and haul truck not be available for any reason.

2. Undue Noise.

Again, we note that Bouffault has failed to provide any evidence or support for her contention that our proposed use would create undue noise. A simple recitation of the alleged criteria and Ms. Bouffault's unsubstantiated contention does not create any "factual" basis for her contention that the proposed use would create undue noise.

As the Commission is aware, we retained an independent acoustical engineer to conduct an actual sound study at the Property. The acoustical engineer recorded actual sound levels of dogs barking at the Property. As demonstrated in the acoustical engineer's report, the existing conditions at the Property create greater sound levels than the dogs barking at the proposed building location and proposed exercise yards.

3. Unreasonable traffic or unsafe condition.

Bouffault contends, without any factual support, that our proposed use would cause "unreasonable" traffic or an unsafe condition. Contrary to Bouffault's unsubstantiated contentions, our site plan and road trip information is based upon the ITE Manual. Moreover, in response to the County's request, VDOT has reviewed the proposed use, and according to the Staff Reports, VDOT has indicated that the proposed use would not impact Bellevue Lane's existing commercial entrance and VDOT has no outstanding concerns. The factual evidence demonstrates that our proposed use will not cause unreasonable traffic congestion or unsafe conditions on exiting public roads.

4. Activities Proposed at the Property.

Ms. Bouffault asserts that dogs are not agricultural animals and retail businesses, educational classes for humans and other events related to the kennel activities are not allowed by right in our AOC district. However, Bouffault again ignores that we are in the process for review of the Special Use Permit Application and that all of the following uses and structures are permitted in the AOC district pursuant to a Special Use Permit:

Special Trade Contractors as defined by the North American Industry Classification System #235;

Campgrounds;

Summer Camps;

Cemeteries;

Churches and other places of religious assembly (with a maximum seating capacity in the main assembly area of 300 people);

Clubs (private);

Community Services;

Country Inns;

Day Care Centers;

Extraction of Natural Resources;

Historic Structure Museums;

Livestock Auction Markets;

Processing of Agricultural Products not totally produced in Clarke County;

Monopoles greater than 50 feet in height for commercial telecommunication antennae subject to the sunset provisions in Section 3-C-2-x-8;

Pubic Assemblies, Minor Commercial;

Public Utility Uses and Structures;

Sanitary Landfills;

Retail and Service Businesses;

Small Scale Processing of Fruit and Vegetables;

Solar Power Plan, Large Photovoltaic;

Veterinary Services, Animal Hospitals, Commercial Boarding Kennels of more than five canine or feline animals, Breeding kennels of more than 15 canine animals, Animal Shelters;

Wind Turbine, Small (three or more structures 100 feet in height or less for generating electrical energy primarily for on-site usage)

Wind Turbine, Small (structures greater than 100 feet in height or less for generating electrical energy primarily for on-site usage).

Consequently, we respectfully submit that Bouffault's contention in this regard again is not supported by the Clarke County ordinance, and is not a legitimate basis to support the recommendation of the denial of our Application or our Site Plan. There is no provision in the Clarke County Code that would prohibit the limited classes and events proposed in the Application. We submit that a limited number of classes and/or events would not violate the relevant criteria and are clearly allowed under the AOC district definition.

We respectfully submit that the bases alleged by Bouffault for her motion to recommend the denial of our Application and our Site Plan are without any scientific or factual support. Moreover, Bouffault's contentions are directly in conflict with the scientific and factual evidence demonstrating our satisfaction of the relevant criteria at issue.

We further submit that Bouffault's motion for denial is the result, and further evidence of, her personal conflict of interest as to the instant Application. Although Bouffault clearly has and continues to demonstrate a conflict of interest, she has refused to recuse herself only to further taint the process and deny us the right to a full and fair administrative process as to this Application.

Bouffault, through her actions, has jeopardized this process and has denied us a full and fair opportunity to be heard on this matter concerning fundamental property rights. Unfortunately, Bouffault invites the Board of Supervisors to act outside of its legislative authority, and in direct conflict with the Clarke County Code and the scientific and factual evidence presented in support of this Application. We urge the Board to decline such invitation, set this Application for public hearing, and vote in favor of approval of the Application and Site Plan.

Respectfully,



Happy Tails Development, LLC

cc: Jesse Russell *via electronic transmission*
Carl Hales *via electronic transmission*

ClarkeCounty**bstidham@clarkecounty.gov****Supportof SpecilUse Permit Application (SUP 13-02)**

From : glnsr@mris.com

Mon, Dec 16, 2013 12:41 PM

Subject : Supportof SpecilUse Permit Application (SUP 13-02)

2 attachments

To : bstidham@clarkecounty.gov**Cc :** carlh@mris.com

16 December 2013

Clarke County Planning Commission
101 Chalmers Court
Berryville, VA 22611

RE: Happy Trails Development LLC
Special Use Permit Application
(SUP 13-02)

Dear Ladies and Gentlemen:

I am writing to express my support for the above application. The applicant has proposed a facility that blends into the surrounding community of Clarke County. The building is being located virtually in the middle of the 91 acre parcel and will be surrounded by farming operations on the remaining acres. The style of the barn/kennel is synonymous to other buildings in this community and unobtrusive to neighbors and traffic.

Currently, a very high percentage of all animals placed in shelters are euthanized. This facility will serve the community's need for a more humane "no kill" shelter, focusing on animal rescue, rehabilitation and adoption.

The location of this type of facility is actually a test of the character and hearts of the community in which it resides. Other counties have welcomed this type of highly respected animal service facility and appreciate the humane service provided. It is difficult to conceive that Clarke County, Va would be opposed as this is an agricultural based county with a high percentage of rural resident pet owners. These residents realize that our most loyal and loving companions are our pets – dogs or cats! This facility will aid in finding homes for our displaced animals as economic issues, owner illness, etc do not justify euthanization.

In closing and in my opinion as a Realtor with 44 years of experience, this facility and its proposed uses will not be detrimental to the value of surrounding properties. Please approve this application. Stand up, be counted and do the right thing! Speak up for those who cannot speak or themselves!

Thank you,

Graham Lee Nelson, Sr.

** Attached - Resume

Sincerely,
Graham

TRUST. Is There Anything More Important?

"I adhere to the Code of Ethics."

Graham Lee Nelson, Sr., Realtor

Associate Broker

Licensed in VA, WV and NC

glnsr@mrisc.com

Direct Cell: 540.664.3600

MarketPlace REALTY

302 South Braddock Street

Winchester, VA 22601

540.450.2747 office

540.450.2761 fax

Angela Duncan, Principal Broker



MPR Logo.jpg

18 KB

Graham Lee Nelson - Resume.pdf

 98 KB

Graham Lee Nelson, Sr., Realtor



***Serving Since 1967, Licensed Broker, Va., W.Va , & N.C,
Commercial/Investment/Residential/Recreational***

Graham was first Licensed as an Agent in 1967 and as a Broker in 1972. Presently a licensed Broker in Virginia, West Virginia, and North Carolina. Previously has held Brokers Licenses in Md, & Wash. DC and a Certified Appraiser (CREA) License in Virginia until 1993. A Graduate of the University of Georgia in Athens, Georgia with a B.S, degree in Forestry and Wildlife Management. Graham has worked as a Commercial and Residential Agent in Richmond Va. , Raleigh/Cary, N.C. and Winchester, Va.

The Gayton Square Shopping Center was a project that he was involved with in West Richmond with Rennie & Wallace Realtors. He was the original purchaser and partner/owner of Stonebrook Farms (a 300+ acre residential project) and Stonebrook Swim and Racquet Club. Later, he purchased and developed Welltown Estates, Quail Wood Estates and assisted in the development of Apple Ridge Subdivision. All located in Frederick County, Va. He has qualified as an Expert Real Estate Witness In the Circuit Court in Va. for Appraisal and Highway Condemnation. He has been a Managing Broker for Century 21, Gallery of Homes of Richmond, Va., ERA Westbrook Associates, and a Broker associate with Ammons - Pittman Realtors of Raleigh, NC. An owner- broker of his own firm for 25 years and an original owner /partner in Adams- Nelson and Associates formed in 1988 in Winchester, Va.

Graham is Married and the father of four grown sons and a daughter, three grandsons and two granddaughters. His community activities include Charter President of the Shawnee Lions Club, Past Deacon of First Presbyterian Church , past President of John Kerr Parent Teacher organization, Past Rotarian , BSA Scoutmaster, Little League Coach of Basketball, Baseball, Football, First Secretary/Treasurer of Winchester/Frederick County Homebuilders and Developers Assoc. Graham was Honored as a Consistent One Million Plus Per Month Top Producer multiple times during his association with Mount Vernon Realty of Winchester, Va. A list of successful transactions and references in

these areas is available upon request. Best to Call 540-664-3600. Past Clients include Bob Evans, Popeyes, Revco, Food Lion, The Fulton Companies, See Properties L.P, Consumer Oil Company, HN Funkhouser Oil Co., Dominion And Associates (a developer of shopping centers, Residential Developments, and Industrial buildings and sites).

- Current Occupation:

Primary Real Estate Broker

- Work Experience:

Licensed and active in Virginia for 44 years, in West Virginia for 38 years, in North Carolina for 34 years. The Primary Broker of Graham Lee Nelson Sr. Realtor . Graham has qualified as an expert witness in the Circuit Court of Va. and given expert testimony in court appraisal matters for clients in condemnation and other dispute suits. Original Purchaser/Owner and Developer of Stonebrook Farms, a 300 acre planned residential/recreational community in Frederick County, Va. and the adjoining Stonebrook Swim and Racket Club, a 22 acre private tennis / swim & recreational facility in Frederick County Va. Later became the Owner/Developer of Stonewall Estates and Quallwood Estates in Frederick Co, Va. He has served as the Managing Broker For Century 21, ERA of Raleigh/Cary N.C. and worked with Gallery of Homes in Richmond Va. Member of Mt Vernon Realty's Elite Roundtable (over one million dollar sales per month) over a 1-2 year period. Previous clients include Food Lion, CVS, Rite Aid, Bob Evans, Popeye's, Kentucky Fried Chicken , Various Motels and Restaurants, List available on Request.

- Education:

GRADUATE UNIVERSITY OF GEORGIA, Athens Georgia, HANDLEY HIGH SCHOOL, Winchester, Virginia. Many Various Real Estate courses & seminars over the past forty years relating to all aspects of the Real Estate Profession.