#### VIRGINIA:

A meeting of the Lancaster County Board of Supervisors was held in the courthouse of said county on Monday, November 25, 2002.

Present: B. Wally Beauchamp, Chair

Donald O. Conaway, Vice Chair Patrick G. Frere, Board Member F. W. Jenkins, Board Member

Cundiff H. Simmons, Board Member

William H. Pennell, Jr., County Administrator

Others

Present: James Cornwell, Sands Anderson Marks & Miller; Jack Larson,

Planning/Land Use; Joe Staton and Carter White, Virginia

Department of Transportation; Joan Wenner, Northern Neck News;

Robb Huff, Rappahannock Record

Mr. Beauchamp called the meeting to order at 7:00 p.m.

# **CLOSED MEETING**

Motion was made by Mr. Jenkins to enter into a closed meeting to discuss matters exempt from the open meeting requirements of the Virginia Freedom of Information Act. The subject matter to be discussed in the closed meeting is potential litigation. The purpose of the closed meeting is consultation with legal counsel in accordance with § 2.2-3711.A.7 of the Code of Virginia.

VOTE: B. Wally Beauchamp Aye

Donald O. Conaway Aye
Cundiff H. Simmons Aye
Patrick G. Frere Aye
F. W. Jenkins Aye

#### **RECONVENE**

Motion was made by Mr. Beauchamp to reconvene open session.

VOTE: B. Wally Beauchamp Aye

Donald O. Conaway Aye
Cundiff H. Simmons Aye
Patrick G. Frere Aye
F. W. Jenkins Aye

A portion of the closed meeting involved an update on the White Stone redistricting lawsuit. During this portion, Mr. Frere abstained from participation and was not present in the room during any discussion of the lawsuit.

## **CERTIFICATION**

WHEREAS, the Lancaster County Board of Supervisors convened in a closed meeting on this date, pursuant to an affirmative recorded vote on the motion to close the meeting, to discuss potential litigation for the purpose of Consultation with legal counsel in accordance with § 2.2-3711.A.7 of the Code of Virginia, of the Virginia Freedom of Information Act;

**WHEREAS**, § 2.2-3711.1 of the Code of Virginia requires a certification by the board of supervisors that such closed meeting was conducted in conformity with Virginia law;

**NOW, THEREFORE, BE IT RESOLVED** that the Lancaster County Board of Supervisors hereby certifies that, to the best of each member's knowledge, (1) only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act were heard, discussed, or considered in the closed

meeting to which this certification applies and (2) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting to which this certification applies.

Motion was made by Mr. Simmons to certify the closed meeting. A roll call vote was taken:

B. Wally Beauchamp	Aye
Donald O. Conaway	Aye
Cundiff H. Simmons	Aye
Patrick G. Frere	Aye
F. W. Jenkins, Jr.	Aye

This certification resolution is adopted.

## **PUBLIC INPUT**

None

## **PRESENTATIONS**

None

# **VIRGINIA DEPARTMENT OF TRANSPORTATION**

Changes in Primary and Secondary System Due to Relocation and Construction –
Mr. Staton asked the Board of Supervisors to adopt a resolution to document and
record changes in the primary and secondary system of roads due to relocation
and construction.

Mr. Jenkins made a motion to adopt the following resolution which documents changes in the primary and secondary system due to relocation and construction.

# CHANGES IN THE PRIMARY AND SECONDARY SYSTEM DUE TO RELOCATION AND CONSTRUCTION

WHEREAS, Secondary Route 683, from intersection of Route 354 to 1.199 miles west of intersection of Route 354, a distance of 1.199 miles, has been altered and a new road has been constructed and approved by the State Highway Commissioner, which new road serves the same citizens as the road so altered; and

**WHEREAS**, certain sections of Primary and Secondary Roads follow new locations, these being shown on the attached sketch titled, "Changes in the Primary and Secondary System Due to Relocation and Construction on Route 683, Project 0683-051-157, M501."

**BE IT FURTHER RESOLVED**, that the portion of Secondary Route 683, i.e., Section 1, shown in green on the attached sketch titled, "Changes in the Primary and Secondary System Due to Relocation and Construction on Route 683, Project 0683-051-157, M501.", a total distance of 0.140 miles be and hereby is, abandoned as a public road and from the Secondary System of State Highways, pursuant to Section 33.1-155 of the Code of Virginia,

**BE IT FURTHER RESOLVED**, that the portions of Secondary Route 683, i.e., Sections 2, 3, 4, 5, 6, 7, 8, and 9, shown in red on the attached sketch titled, "Changes in the Primary and Secondary System Due to Relocation and Construction on Route 683, Project 0683-051-157, M501.", a total distance of 3.010 miles be and hereby is, added as a public road to the Secondary System of State Highways, pursuant to Section 33.1-32 of the Code of Virginia,

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

VOTE:	B. Wally Beauchamp	Aye
	Donald O. Conway	Aye
	F. W. Jenkins	Aye
	Patrick G. Frere	Aye
	Cundiff Simmons	Ave

# Taylor's Creek Road (VSH 630)

Mr. Staton stated at the regular Board of Supervisors meeting on October 31, 2002 questions were asked if the county would have to reimburse the state should a project be taken off the six year plan. He said anytime prior to the Commonwealth Transportation Board approval of the design the county could remove the project from the plan would not have to reimburse the state. However; once the public hearing has been conducted and the design and location has been approved by the Commonwealth Transportation Board the county would be responsible for reimbursing the state, which is the circumstance with Taylor's Creek (VSH 630).

#### Devil's Bottom Road (VSH 614)

Mr. Staton said the same question was asked about the Devil Bottom (VSH 614) project, because of environmental and historical issues and the alignment of the road. VDOT could do the preliminary work and the Board of Supervisors could look at the issues and remove the project from the plan before presenting the plan to the Commonwealth Transportation Board.

#### King Carter Drive

Mr. Staton stated the 25 mph signs have been erected on King Carter Drive in the Town of Irvington.

#### McNeal's Corner (VSH 600 & VSH 201)

Mr. Staton said VDOT had a request concerning safety issues at the intersection of (VSH 600 and VSH 201) McNeal's Corner. The traffic engineers did a study and additional signs will be erect.

## Pinckardsville Road (VSH 605)

Mr. Staton stated a speed study request had been made by a citizen concerning the straight stretch near Hayden Construction, and to put a no passing zone and erect turning vehicle signs. He asked for the Board of Supervisors direction.

Mr. Conaway made a motion to instruct VDOT to do the speed study and erect watch for turning vehicle signs on Pinkardsville Road (VSH 605).

VOTE: B. Wally Beauchamp Aye
Donald O. Conway Aye
F. W. Jenkins Aye
Patrick G. Frere Aye
Cundiff Simmons Aye

Mr. Frere said the citizens on James Wharf Road thanked VDOT for the all the work done on that road. He asked Mr. Staton about the speed study request on Coppedge Farm Road.

Mr. Staton stated a letter was sent to the engineering department for a speed study request for Coppedge Farm Road and Rose Drive.

#### **PUBLIC HEARINGS**

Gloria G. Mitchell and Ronald M. Ball – Request for Special Exception – Mr.
 Larson stated the applicants were requesting a Special Exception to place an individual manufactured home on property described as Tax Map #15-54. This property is on Route 201 near Lancaster, VA and in voting District 2.

Mr. Larson said Ms. Mitchell and Mr. Ball are contract buyers of the subject property. Approval of this request will not relieve them of the responsibility to complete the sale and become owners. Additionally, they will be required to obtain necessary Health Department approval for a suitable septic system prior to obtaining a permit to place their home. The Health Department advises that a permit can be obtained within two weeks. Applicants are aware of the requirement that the home not be placed on the property until a septic permit is obtained. Staff will insure that all requirements to place a manufactured home are met prior to issuance of building and zoning permits. The adjoining property owners have been notified, and advertising has been conducted as required by law. To date, staff has received no input concerning this request from adjoining property owners or other interested members of the public.

Mr. Conaway made a motion to grant approval the Request for Special Exception for Gloria G. Mitchell and Ronald M. Ball with the condition that they become owners of the property and the home not be placed on the property until a septic system permit is obtained, however; should the manufactured home be scheduled for delivered it can stored on the property.

VOTE:	B. Wally Beauchamp	Aye
	Donald O. Conway	Aye
	F. W. Jenkins	Aye
	Patrick G. Frere	Aye
	<b>Cundiff Simmons</b>	Aye

2. Windmill Point Properties, L.L.C. – Request for Change of Zoning District Classification – Mr. Larson stated that a request by Windmill Point Properties, L.L.C. to rezone property described as Tax Map #40-31, 41-4, 4B/4J/4K/4L/4M/4/N, and 41B-1 (Windmill Point Yacht and Resort Harbor) for A-1, Agricultural Limited to R-2, Residential. This property is at the end of Route 695 and is in Voting District 3.

Mr. Larson said the statement on the application indicating that the exiting municipal sewage system will be used is viewed as inadequate. The magnitude of the project is such that it cannot be assumed that the capacity of what is really an existing private sewage system will be adequate. Assurance should be provided that sewage treatment and an adequate supply of potable water can be provided to meet more stringent Health Department requirements as well as the very significant demands of Phases Two and Three expansions. Applicants were advised of these concerns in a letter from Bay Design Group dated November 7, 2002. The applicants were advised that this letter still did not allow a determination as to feasibility. They were further advised that they would need to provide considerably more specific information as to present capacity of the sewage system, percent currently being used, and capacity required, especially as Phase Two and Three are implemented. Adjoining property owners have been notified and advertising has been conducted as required by law. To date staff has received several requests for additional information pertaining to this application. Additionally, one adjoining property owner has expressed concern as to the impact of this on the supply or potable water in the area.

Mr. Larson said the Planning Commission has forwarded this rezoning request to the Board of Supervisors recommending approval subject to the details of Phases Two and Three coming back before the Planning Commission and Board of Supervisors. The condition with respect to providing Phase Two and Three details was proffered by the applicant. There were some questions as to

whether or not the Planning Commission would be putting them in a legal bind if the Board of Supervisors should approve the rezoning as recommended. In other words, the feeling was that if we approved rezoning to R-2 for the property involving Phases Two and Three, then the Planning Commission and Board of Supervisors would have little or no say over the details of development once those are provided.

Prior to the chairman opening the public hearing on this matter, the applicant, by counsel, submitted the following proffers in writing:

- 1. There will be only one hotel/conference center at the site, at one of the two locations shown on the plan.
- 2. The detailed site plan to be submitted to the Land Use Administrator will include all of the requirements of the ordinance, including but not limited to Chesapeake Bay Preservation Act, best management practices, setbacks, etc.
- 3. Before anything is done as to Phase 2 and/or as to Phase 3, Applicant will return to the Planning Commission and Board of Supervisors for approval of a Master Plan for the respective phase.

Mr. Matson Terry, representing the applicant, thanked the Board of Supervisors for an expedited hearing of the request for change of zoning district classification for Windmill Point Properties, L.L.C. He stated the applicants need a decision from the Board of Supervisors on this project or they would lose the financial backing. This is waterfront commercial that the applicants are proposing. There will be the Hotel/Conference Center and they would sell condos. He stated the applicants would have to go back to the Planning Commission on Phase Two and Three for a recommendation on the master plan. This would make Windmill Point the gateway to the Northern Neck.

Bill Barnes, President of the Home Owners Association and Dock Master at Windmill Point stated he believes there is a window of opportunity and the traffic should not be a problem because there would be a number of part-time residents.

Adell Thompson stated she is a resident and would like a traffic impact study done.

Andy Kidwell said he has a boat and owns a townhouse at Windmill Point and he supports the project.

Tom Eubank said he believes this is a great opportunity and he has heard no opposition.

Pete Harwood, an adjoining property owner, asked if phase two and three would come back to the board for approval.

Bruce King stated he has been a resident near Windmill Point since 1980 and approving the project would be a win/win situation. He said the county wanted the canoe/kayak ramp for better access to the water.

Mr. Terry stated there would be boat slips available to owners and commercial use. Charter boats will continue to run and commercial business is good for economy.

Bill Barnes said no one has spoken against the project and delaying the project would mean losing the project.

Mr. Jenkins and Mr. Simmons both made comments regarding the proposed master plan being incomplete, even considering the lessened requirements of the recently adopted county ordinance on submission of master plans. Both felt that the applicant needed to resubmit more complete drawings and plans.

Mr. Jenkins made a motion to table the Request for Change of Zoning District Classification for Windmill Point Properties, L.L.C. until the December 30, 2002 regular meeting of the Board of Supervisors and have Resource International look at the plan for advice on compliance with Lancaster County's Zoning Ordinance and Comprehensive Plan.

VOTE:	B. Wally Beauchamp	Aye
	Donald O. Conway	Nay
	F. W. Jenkins	Aye
	Patrick G. Frere	Nay
	<b>Cundiff Simmons</b>	Aye

3. Windmill Point Properties, L.L.C. – Request for Change of Zoning District

Classification – Mr. Larson stated a request by Windmill Point Properties, L.L.C. for a Special Exception to construct hotels and condominiums in excess of 45 feet or three stories on property described as Tax Map #40-31, 41-4,

4B/4J/4K/4L/4M/4N, and 41B-1 (Windmill Point Yacht and Resort Harbor). This property is at the end of Route 695 and is in Voting District 3.

Mr. Larson said Paragraph 6-2 of the Zoning Ordinance states that "no new building or enlargement of any building shall hereafter be erected to exceed either 45 feet or to exceed three stories in height, provided, however, that the board of supervisors as a condition of master plan approval may permit heights in excess thereof." As depicted in the master plan, applicants are requesting approval for one four-story hotel and another four-story hotel/restaurant combination. Height will be approximately 60 feet. Adjoining property owners have been notified, and advertising has been conducted as required by law. To date staff has received no input from adjoining property owners or other interested members of the general public concerning this specific request for a special exception.

Mr. Jenkins made a motion to table the Request for Change of Zoning District Classification for Windmill Point Properties, L.L.C. until the December 30, 2002 regular meeting of the Board of Supervisors and have Resource International look at the plan.

VOTE:	B. Wally Beauchamp	Aye
	Donald O. Conway	Nay
	F. W. Jenkins	Aye
	Patrick G. Frere	Nay
	<b>Cundiff Simmons</b>	Aye

4. Windmill Point Properties, L.L.C. – Request for Change of Zoning District

Classification – Mr. Larson stated a request by Windmill Point Properties, L.L.C.

for a Special Exception to expand a nonconforming use (covered boat slips) to
permit construction of condominium units over covered slips on property
described as Tax Map #40-31, 41-4, 4B/4J/4K/4L/4M/4N, and 41B-1 (Windmill
Point Yacht and Resort Harbor). This property is at the end of Route 695 and is
in Voting District 3.

Mr. Larson said the boathouses are a nonconforming use. The addition to a boathouse of a condominium designed for human habitation constitutes an expansion of that nonconforming use and therefore requires approval by the Board of Supervisors as set forth in Paragraph 12-4 of the Zoning Ordinance. Further, height of the overall unit may exceed the 45 foot limitation. Adjoining property owners have been notified, and advertising has been conducted as required by law. To date staff has received no input from adjoining property owners or other interested members of the general public concerning this specific request for a special exception.

Mr. Jenkins made a motion to table the Request for Change of Zoning District Classification for Windmill Point Properties, L.L.C. until the December 30, 2002 regular meeting of the Board of Supervisors and have Resource International look at the plan.

VOTE: B. Wally Beauchamp Aye
Donald O. Conway Nay
F. W. Jenkins Aye
Patrick G. Frere Nay
Cundiff Simmons Aye

5. Windmill Point Properties, L.L.C. – Request for Change of Zoning District

Classification – Mr. Larson stated a request by Windmill Point Properties, L.L.C.

for a Special Exception to replace two hotels with restaurants and related shops on
property described as Tax Map #40-31, 41-4, 4B/4J/4K/4L/4M/4N, and 41B-1

(Windmill Point Yacht and Resort Harbor). This property is at the end of Route
695 and is in Voting District 3.

Mr. Larson said Paragraph 6-1-4, (part of Article 6. Residential, District R-2), states, "the following uses may be permitted by master plan approval: private clubs, restaurants, hotel/motel and similar commercial service units compatible with such development, with a special exception." Adjoining property owners have been notified, and advertising has been conducted as required by law. To date staff has received no input from adjoining property owners or other interested members of the general public concerning this specific request for a special exception.

Mr. Jenkins made a motion to table the Request for Change of Zoning District Classification for Windmill Point Properties, L.L.C. until the December 30, 2002 regular meeting of the Board of Supervisors and have Resource International look at the plan.

VOTE: B. Wally Beauchamp Aye
Donald O. Conway Nay
F. W. Jenkins Aye
Patrick G. Frere Nay
Cundiff Simmons Aye

6. <u>Changes to Zoning Ordinances</u> – Mr. Larson said as directed by the Board of Supervisors the Planning Commission considered the current definition for "boathouse" in the Zoning Ordinance, developed recommended changes to the definition to ensure clarity and adequacy. The Planning Commission held a public hearing on the recommended changes.

Mr. Larson stated at the public hearing held by the Planning Commission, one person voiced objections to the intent of the proposed changes. This person was the originator of the "host boat" concept. The Planning Commission made it clear to this gentleman that while they had no objection to the host boat itself and certain possible uses, they did not want to see it used as a boathouse. Advertising has been conducted as required by law. To date staff has received no additional input from interested members of the public concerning this hearing of the issue.

Mr. Larson said the Planning Commission has forwarded the following proposed change to the Zoning Ordinance, recommended approval by a vote of 5-0.

- 1) the current definition would become *Commercial Boathouse* vice *Boathouse*;
- 2) the following definition would be added:

<u>Private Boathouse</u>. A structure or device, floating or fixed, that encloses a boat and, in so doing, increases the profile of the boat by any amount. Placement of private boathouses is prohibited in Lancaster County.

Dick Thompson, designer and builder of the "host boat" stated that boathouses have no place in any water. He said the host boat is licensed by the State of Virginia and has a federal identification number on the hull. Boat owners would like to protect their boats and the host boat will do that.

Mr. Jenkins made a motion to approve Changes to the Zoning Ordinance as follows:

- 1) the current definition would become *Commercial Boathouse* vice *Boathouse*;
- 2) the following definition would be added:

<u>Private Boathouse</u>. A structure or device, floating or temporary fixed, that encloses a boat and, in so doing, increases the profile of the boat by any amount. Placement of private boathouses is prohibited.

VOTE:	B. Wally Beauchamp	Aye
	Donald O. Conway	Aye
	F. W. Jenkins	Aye
	Patrick G. Frere	Aye
	<b>Cundiff Simmons</b>	Aye

#### **CONSENSUS DOCKET**

Motion was made by Mr. Simmons to approve the Consensus Docket and recommendations as follows:

#### A. Minutes for October 31, 2002

Recommendation: Approve the minutes.

#### B. <u>Telecommunications Towers – Ordinance</u>

Recommendation: Send draft ordinance to Planning Commission for

review and public hearing.

## C. Fleets Bay Estates Roads as Additions – Release of Funds

Recommendation: Approve the Release of Funds.

## D. Revised Zoning Ordinance – Section 15-2 and 15-3

Recommendation: Request the Planning Commission to review and

conduct public hearings to make them consistent

with current state law and actual practices.

VOTE: B. Wally Beauchamp Aye

Donald O. Conway Aye

F. W. Jenkins Aye

Patrick G. Frere Aye

Cundiff Simmons Aye

#### **CONSIDERATION DOCKET**

The Board considered the following items on its Consideration Docket:

# 1. Approval of November 2002 Salaries and Invoice Listings

Motion was made by Mr. Jenkins to approve the Salaries for November 2002 in the amount of \$128,840.47 and Invoice Listings for November 2002 in the amount of \$407,789.35.

VOTE: B. Wally Beauchamp Aye

Donald O. Conway Aye

F. W. Jenkins Aye

Patrick G. Frere Aye

Cundiff Simmons Aye

2004 County Reassessment – Mr. Pennell stated at the September 26, 2002
regular meeting of the Lancaster County Board of Supervisors appointed Messrs.
Jenkins, Thomas and Pennell to interview the three competing bidders for the

contract to assess real estate values in Lancaster County for calendar year 2004. On November 1, 2002, these individuals interviewed representatives from Blue Ridge Mass Appraisals, Pearson Appraisal Service and Tri-County Appraisals.

Mr. Pennell said as with most requests for professional competitive negotiations, each of the bidding firms had the expertise to reassess Lancaster County for 2004. The committee appointed by the Board of Supervisors recommends Blue Ridge Mass Appraisals for the following reasons:

- 1. Their costs were competitive (\$14/parcel Blue Ridge; \$13/parcel Tri-County and \$14.90/parcel Pearson's).
- 2. They agreed to photograph each major structure on each lot.
- 3. They agreed to note the VA number for each boat located on trailers or at docks on each parcel they visit.
- 4. They are the developers of the CAMRA system which Lancaster County purchased four years ago to manage its assessments. One of the competitors has limited experience with CAMRA and the other has no experience with the software.
- 5. They do not require county secretarial support or office space during the field work.
- 6. They have developed VamaNet, a software package for sale to real estate firms, attorneys, etc (county receives a subscription for free) wherein tax cards are available over the internet to reduce the time county staff must spend on the phone or at the counter to assist real estate professionals.

Mr. Conaway made a motion to award the contract to Blue Ridge Mass Appraisals to reassess Lancaster County real estate values, effective January 1, 2004.

VOTE: B. Wally Beauchamp Aye
Donald O. Conway Aye

F. W. Jenkins	Aye
Patrick G. Frere	Aye
Cundiff Simmons	Aye

3. <u>Tax Exempt Request – Virginia Quality Life</u> – Mr. Pennell stated he received a letter for Mr. Douglas D. Monroe, Jr. asking the Board of Supervisors to consider approving a resolution and asking the General Assembly to grant real estate and personal property tax exempt status to Virginia Quality Life.

Mr. Pennell said if the Board of Supervisors desires to consider the request, it must authorize the county administrator to advertise a public hearing for the December meeting in which a draft resolution will be prepared to send to the General Assembly for it consideration during the 2003 session.

Mr. Conaway made a motion to prepare a resolution and advertise for public hearing at the regular Board of Supervisors December meeting.

VOTE:	B. Wally Beauchamp	Nay
	Donald O. Conway	Aye
	F. W. Jenkins	Nay
	Patrick G. Frere	Aye
	<b>Cundiff Simmons</b>	Nay

Motion failed 3 - 2.

The Board of Supervisors agreed by consensus to inform Mr. Monroe that he will be further advised as the county receives information regarding the new procedure for obtaining tax exempt status once the details are complete from the November 5, 2002 referendum on this matter.

# **BOARD REPORTS**

Mr. Beauchamp made a motion to reappoint Dixie McCaig to the Lancaster County Historic Resources Commission.

VOTE: B. Wally Beauchamp Aye
Donald O. Conaway Aye
F. W. Jenkins Aye
Patrick G. Frere Aye
Cundiff Simmons Aye

Mr. Frere made a motion to reappoint Howard Kyzer, Jr. to the Lancaster County Industrial Development Authority as a representative for District 3.

VOTE: B. Wally Beauchamp Aye
Donald O. Conaway Aye
F. W. Jenkins Aye
Patrick G. Frere Aye
Cundiff Simmons Aye

Mr. Simmons made a motion to reappoint Caroline Veney to the Lancaster County Industrial Development Authority as a representative for District 4.

VOTE: B. Wally Beauchamp Aye
Donald O. Conaway Aye
F. W. Jenkins Aye
Patrick G. Frere Aye
Cundiff Simmons Aye

Mr. Beauchamp made a motion to reappoint Alexander McD. Fleet to the Lancaster County Industrial Development Authority as a representative for District 5.

VOTE: B. Wally Beauchamp Aye

Donald O. Conaway Aye
F. W. Jenkins Aye
Patrick G. Frere Aye
Cundiff Simmons Aye

# **COUNTY ADMINISTRATION**

# Lively Christmas Parade

Mr. Pennell stated he received paperwork from Virginia Department of Transportation about the road closures for the Lively Christmas Parade.

# Organization Meeting

Mr. Pennell asked the Board of Supervisors to set an Organization Meeting date.

By consensus of the board the Organization meeting will be held January 2, 2003 at 6:00 p.m.

# **ADJOURNMENT**

Motion was made by Mr. Conaway to adjourn the meeting.

VOTE: B. Wally Beauchamp Aye

Donald O. Conaway Aye

F. W. Jenkins Aye

Patrick G. Frere Aye

Cundiff Simmons Aye