

VIRGINIA:

A meeting of the Lancaster County Board of Supervisors was held in the Administrative Building Board/Commission Meeting Room of said county on Thursday, December 20, 2012.

Members Present: B. Wally Beauchamp, Chair
 F.W. Jenkins, Jr., Vice Chair
 Ernest W. Palin, Jr., Board Member
 Jason D. Bellows, Board Member
 William R. Lee, Board Member

Staff Present: Frank A. Pleva, County Administrator
 Don G. Gill, Planning and Land Use Director
 Zina F. Middleton, Deputy Clerk

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

PUBLIC INPUT

None

PRESENTATION

- 1 . Plaque of Appreciation for his Service as a Building Code Appeals Board – the late Timothy M. White – Mr. Pleva read the plaque, “The County of Lancaster, Virginia presented to Timothy M. White by the Board of Supervisors on December 20, 2012, In recognition of and appreciation for his dedicated and distinguished service to Lancaster County as a member of Building Code Appeals from January 29, 2004 to December 31, 2011.”

Mr. Palin said it is an honor to present this plaque to Mr. White’s wife Veronica White and his three sons. He stated that Mr. White was a good husband,

father, and friend. He was always willing to help others in his community.

Mrs. White said on behalf of her three sons and two daughters, who were unable to attend the meeting, they would like to thank the Board for the plaque which recognizes her husband for his work.

VIRGINIA DEPARTMENT OF TRANSPORTATION

None

PUBLIC HEARING

1. Application for Special Exception – James J. and Janice S. Nault – Mr. Gill presented an Application for Special Exception by James J. and Janice S. Nault to expand/enlarge an existing authorized non-conforming structure on a 0.467-acre parcel described as Tax Map #40-21A. This property is zoned R-1, Residential General and is located at 137 Winona Drive near Windmill Point in District 3.

Mr. Gill stated the residential structures on this parcel existed prior to the effective date of the Lancaster County Zoning Ordinance (6/1/1975), and therefore are authorized non-conforming structures. Article 12-4-1 allows for the expansion/enlargement of existing non-conforming structures, with a special exception, if the setbacks of that zoning district can be met.

Mr. Gill said the applicants wish to replace the existing one-story dwelling and garage with a larger sized two-story dwelling. The proposed dwelling will not encroach further into the existing non-conforming 15.8' western side yard, the existing non-conforming 15.2' eastern side yard, or the existing non-conforming 28.0' northern front yard, so no variance is required from the Board of Zoning Appeals. It is also located outside the 100-foot Resource Protection Area (RPA) as depicted on the site plan. The reasons for this special exception request are that

this authorized non-conforming structure is expanding with a larger square-footage footprint and is being enlarged from one-story to two-stories. Many similar sized authorized non-conforming lots and structures exist in this neighborhood and several have requested and been granted similar special exceptions.

Mr. Gill stated adjoining property owners have been notified and advertising conducted as required by law. To date, there has been no response from the public.

Chairman Beauchamp opened the public hearing.

Hearing none, Chairman Beauchamp closed the public hearing.

Mr. Bellows made a motion to Approve the Application for Special Exception by James J. and Janice S. Nault to expand/enlarge an existing authorized non-conforming structure on a 0.467-acre parcel described as Tax Map #40-21A, zoned R-1, Residential General and is located at 137 Winona Drive near Windmill Point.

VOTE:	B. Wally Beauchamp	Aye
	F. W. Jenkins, Jr.	Aye
	Ernest W. Palin, Jr.	Aye
	Jason D. Bellows	Aye
	William R. Lee	Aye

CONSENSUS DOCKET

Motion was made by Mr. Jenkins to Approve the Consensus Docket and recommendations as follows:

A. Minutes for November 29, 2012

Recommendation: Approve minutes as submitted

VOTE:	B. Wally Beauchamp	Aye
	F. W. Jenkins, Jr.	Aye
	Ernest W. Palin, Jr.	Aye
	Jason D. Bellows	Aye
	William R. Lee	Aye

CONSIDERATION DOCKET

The Board considered the following items on its Consideration Docket:

1. Approval of December 2012 Salaries and Invoice Listings

Motion was made by Mr. Palin to approve the salaries for December 2012 in the amount of \$236,526.94 and Invoice Listings for December 2012 in the amount of \$473,581.35.

VOTE:	B. Wally Beauchamp	Aye
	F. W. Jenkins, Jr.	Aye
	Ernest W. Palin, Jr.	Aye
	Jason D. Bellows	Aye
	William R. Lee	Aye

2. Award of Contract for Administration Building Roof Repair – Mr. Pleva stated several recent major roof leaks in portions of the flat roof on the rear of the County Administration Building has led to water damage in several locations, primarily the County Administrator’s Office and the Office of the Chief of Emergency Medical Services. The water damage to ceiling tiles, carpet and other items as well as potential damage to equipment (e.g., computers) was severe enough to warrant the relocation of these offices until the roof and the offices were satisfactorily repaired. At least three attempts were made to repair the

existing roof with little or no improvement observed.

Mr. Pleva said the county's small purchase policy, which was developed and adopted in conformance with the Virginia Public Procurement Act, exempts purchases that are not expected to exceed \$30,000.00 from the competitive sealed bidding process. Given that, Building Official Steve Daum was directed to solicit proposed scopes of work and bids (costs) from multiple roof contractors to perform a more comprehensive roof repair or replacement that will provide a long-term remedy to the problem.

Mr. Pleva provided the Board with Mr. Daum's memorandum which includes his recommendation of bid award. He stated three (3) bids were received and each bid proposed a different remedy and hence, project scope of work. Following repair of the roof, another contractor will have to be retained to perform repairs to the interior (e.g., offices) of the building.

Mr. Pleva said the bids ranged from \$11,500.00 to \$17,800.00 with unit prices for plywood (subroofing material) replacement included in two (2) of the bids. The only contractor to submit a scope of work and bid for a tapered roof system, which will provide positive drainage, is Preston Roofing of Gloucester. Preston's bid is \$17,800.00 plus a per unit cost of \$50.00 per sheet of wood replaced and it includes a ten (10)-year warranty of labor and materials.

Mr. Lee made a motion to award the bid and contract to install a tapered roof system to Preston Roofing of Gloucester in the amount of \$17,800.00 plus a per unit cost of \$50.00 per sheet of wood replaced.

VOTE:	B. Wally Beauchamp	Aye
	F. W. Jenkins, Jr.	Aye
	Ernest W. Palin, Jr.	Aye
	Jason D. Bellows	Aye
	William R. Lee	Aye

BOARD REPORTS

None

COUNTY ADMINISTRATOR

None

ADJOURNMENT

Motion was made by Mr. Bellows to adjourn to the 2013 Organizational Meeting immediately following this meeting.

VOTE:	B. Wally Beauchamp	Aye
	F. W. Jenkins, Jr.	Aye
	Ernest W. Palin, Jr.	Aye
	Jason D. Bellows	Aye
	William R. Lee	Aye