

LANCASTER COUNTY PLANNING COMMISSION

Minutes

February 21, 2008

The regularly scheduled meeting of the Lancaster County Planning Commission was called to order at 7:00 p.m. in the General District Courtroom of the Lancaster County Courthouse, Lancaster, Virginia.

Present were David Jones, Tara Booth, Steve Sorenson, Glendon Pinn, Jr., Don McCann, Rev. Rodney Waller and Robert Smart.

Also present were Butch Jenkins, Board of Supervisors Representative, Jeff Schmidt, Jack Larson, Glenn Rowe, Tim Guill, and Susan Sciabbarrasi.

Mr. Jones asked if there were any corrections or additions to the minutes of the January 17, 2008 regular meeting.

Mr. Jones moved to approve the January 17, 2008 minutes as submitted. Seconded by Mr. McCann. VOTE: 7-0.

PUBLIC HEARINGS

APPLICATION FOR CHANGE OF ZONING DISTRICT CLASSIFICATION – Guy O. Franklin, Jr. and Judy B. Franklin, owners; Boys & Girls Club of the Northern Neck, Inc., contract buyers

Mr. Jones asked Mr. Gill to present the issue.

Mr. Gill stated that the issue was an application for change of zoning district classification from A-2, Agricultural, General to R-1, Residential, General by Guy O. Franklin, Jr. and Judy B. Franklin for 3.564 acres described as a portion of Tax Map # 17-49. This property is located on VSH 614 (Devils Bottom Road), near its intersection with VSH 3 (Mary Ball Road) and is adjacent to Lancaster Primary School. Mr. Gill stated that the intent of this rezoning was to allow the Boys & Girls Club of the Northern Neck, Inc., who are contract buyers of the property, to be able to construct a clubhouse and parking lot to facilitate the operation of their non-profit organization. Current zoning of A-2, Agricultural, General would not allow this use based on the modifications approved by the Board of Supervisors at its December 27, 2007 meeting. This is a case of “bad timing.” Had the proposal been presented prior to that December meeting of the Board of Supervisors, it would have been allowed by right. Since it was presented after

that date, a rezoning to R-1, Residential General (which allows this type of club) is required. Some may argue that this case is an example of why the modifications to the A-2 District should not have been made, but this case could validate why the changes were made. This property, when the improvements are completed, will never be agricultural again, and therefore should not be zoned agricultural.

This request is considered reasonable and appropriate as there are other R-1 properties across the road and the location adjacent to the primary school is ideal for the coordination of after school programs. Preliminary plans include tying the club's driveway into the proposed new bus loop at the primary school, which will allow busses to enter the club without accessing the state highway. Included with the rezoning application is a certificate of incorporation of the Boys & Girls Club of the Northern Neck, a list of the club's Board of Directors, an approved subdivision plat, a draft site plan, a concept drawing and floor plan of the proposed clubhouse, and two letters from the club's agent, Jeff Schmidt, requesting the rezoning, as well as a request for fee waiver which the Board of Supervisors will address.

Mr. Gill stated that staff recommends favorable consideration. Mr. Gill stated that adjoining property owners had been notified and advertising conducted as required by law. To date, there had been two inquires from the public, both in support of this rezoning.

Mr. Jones asked if the preliminary site plan included setbacks.

Mr. Gill stated yes.

Mr. Smart asked if VDOT would have to approve the entrance to the clubhouse.

Mr. Gill stated yes.

Mr. Jones opened the floor to public comment.

Mr. Schmidt stated that he was there to answer any questions. Mr. Schmidt stated that he was a director of the Boys & Girls Club of the Northern Neck and this would be a big asset to the community. Mr. Schmidt stated that his organization was in partnership with the school board, who also supported this request.

Mr. McCann asked what would be the time frame to have the building complete.

Mr. Schmidt stated that it will depend on the funding, but hopefully it could begin in early spring. The building is very attractive and will benefit the community.

Mr. McCann stated that he is comfortable with this request and the community will benefit greatly from this club.

Mr. Smart stated that this is clearly an example of why the modifications to A-2 were made.

Mr. Jenkins stated that he supported this request because it is the lesser of what could have been proposed for this intent.

Mr. Jones made a motion to forward to the Board of Supervisors for approval the application for change of zoning district classification from A-2, Agricultural, General to R-1, Residential, General by Guy O. Franklin, Jr. and Judy B. Franklin for 3.564 acres described as a portion of Tax Map # 17-49. Seconded by Mrs. Booth. VOTE: 7-0.

CONSIDERATION ITEMS

CAPITAL IMPROVEMENT BUDGET – FISCAL YEARS 2009-2013

Mr. Jones asked Mr. Gill to present the issue.

Mr. Gill stated that the issue was consideration of the FY 2009-2013 Capital Improvement Budget (CIB) as provided in response to the budget call. Mr. Gill prepared and included a cost summary sheet with supporting documentation of the CIB items presented to the Planning Commission at its January meeting. Except for the first item, all were school related.

Mr. Larson stated that he was the Director of Finance and thought it would be helpful to the Planning Commission and others to hear his comments on the CIB. Mr. Larson stated that the school board has done their homework bringing forward their requests. Nonetheless, he stated that there are some troubling areas that he would like to address this evening.

He stated that in 2003 the County had to borrow money for the CIB. There have been concerns in the past about the CIB structure, but not much attention was given to it. One year the school board did not give any input on the CIB because they were not sure if projects were being funded. For example, each year money had been allocated for storage buildings, but to date these projects have not been completed. In addition, the construction of the restrooms at Lancaster High School was budgeted as part of a phased project totaling \$200,000, but it is not known, since the bid process has not been completed, if the \$200,000 will be sufficient. Also, phase one of the air-balancing project at Lancaster High School was approved at \$20,000. The school board is currently asking for the remainder of the funds needed to complete phase *two* of the testing and balancing project prior to expending the funds already allocated. It would not be advisable to air balance the current system if the equipment needs to be replaced first.

Mr. Larson expressed his concerns about the request by the Court systems of Lancaster County to construct a new courthouse that will cost about 8 to 10 million dollars. He stated that this CIB is requesting 4 million dollars, which is a high amount

since the County will have to borrow funds to construct the new courthouse. Mr. Larson suggested that the Planning Commission look at the CIB items and focus on the requested items that need to be done, and not approve the items that are questionable as to amount and need.

Mr. Jenkins asked how much funding was left in the CIB since borrowing funds in 2003.

Mr. Larson stated \$ 750,000.

Mr. Jones suggested that the Planning Commission go through the CIB item by item until the \$ 750,000 was allocated.

Mr. Jones' first request for FY 2009 was from Mr. Rowe to replace the County's mainframe computer accounting system.

Mr. Jones asked Mr. Rowe where he obtained the quote for this request.

Mr. Rowe stated that he received the quote directly from the company. He stated that the typical life of a mainframe is 4 to 6 years. This plan includes a 5-year maintenance agreement. Mr. Rowe said that the current mainframe is 6 years old.

The Planning Commission was in consensus to forward this request to the Board of Supervisors for approval.

Mr. Jones stated that the first item requested by the school board was to construct a sidewalk for a new bus loop at the primary school.

Mr. Jones asked Mr. Guill how long the sidewalk was.

Mr. Guill stated 6' x 375' and that the request was the result of a concern for students' safety.

Mr. Jones stated that the request was reasonable for the project.

The Planning Commission was in consensus to forward this request to the Board of Supervisors for approval.

Mr. Jones stated that the next request was to replace HVAC units on the kindergarten wing at Lancaster Primary School.

Mr. McCann asked why the kindergarten HVAC units were at the top of the priority list.

Mr. Guill stated that they were the oldest units and most of the humidity was in the kindergarten classrooms. Mr. Guill stated that the current units are 20 years old and

the standard life is 15 years. Mr. Guill stated that the taxpayers would eventually save money in energy costs after a few years.

Ms. Sciabbarrasi stated that currently there are dehumidifiers in the classrooms that the teachers have to dump out at least 2 times a day, which takes time away from class work.

Mr. Jones stated that he can understand the humidity issue, but he has a hard time spending \$ 86,000 to replace units that are currently working.

Mr. Guill stated that he understands the cost is expensive, but repairs on older units can become quite costly.

Mr. Jones then stated that the cost to replace was reasonable.

Mr. Jenkins stated that he has a problem replacing something that is still working.

Mrs. Booth stated that the humidity issue is a health concern with the students and teachers, especially those with asthma. Mrs. Booth stated that this could become a larger problem in the future.

The Planning Commission was in consensus to forward this request to the Board of Supervisors for approval.

Mr. Jones stated that the next request was air balancing the HVAC system at the high school.

Mr. Jones stated that he does not understand why you need to hire an engineering firm to tell the air balancing firm what to do. Mr. Jones stated that there were companies out there that strictly air balance HVAC systems without having an engineering firm consulting with them.

Mr. Guill stated that the engineering firm needed to be hired because the original interior structure of the building had been changed.

Mr. Jones stated that an air balancing company could address those issues.

Mr. Smart stated that there was a great need to rebalance the systems because some classrooms are extremely cold while others are extremely hot.

Mr. Jenkins stated that he has a problem with the amount of hours in the estimate from the engineering firm to reevaluate the system.

Mr. Jones suggested that funds only be forwarded for balancing the system, not for funding an engineering study.

The Planning Commission was in consensus NOT to forward this request to the Board of Supervisors for approval.

Mr. Jones stated that the next request was to replace the windows in the sixth grade wing at LMS.

Mr. Jones asked how many windows would need replacing.

Mr. Guill stated 40 windows.

Mr. Jones stated that the quote was a good price.

The Planning Commission was in consensus to forward this request to the Board of Supervisors for approval.

Mr. Jones stated that the next request was to construct a canopy from the head start classroom to the main building at LPS.

Mr. Jones asked how many students were in the head start class.

Mr. Guill stated about 18 students.

Mr. Smart asked what would be the length of the canopy.

Mr. Guill stated about 40 feet.

Mr. McCann stated that since the CIB does not have a lot of funding, it does not rain every day, the distance is not great and the number of students is only 18, that there were other priorities that would take precedence over this one.

The Planning Commission was in consensus NOT to forward this request to the Board of Supervisors for approval.

Mr. Jones stated that the first request for FY 2010 was to apply asphalt to the new bus loop at Lancaster Primary School.

Mr. Jones expressed his concerns about how long it would be before the entrance to the bus loop would be designed and approved. He suggested that maybe the school board should wait and request all the funds under one project.

Mr. Guill stated that the school board and the Board of Supervisors agreed to place gravel down and let the busses pack it down for one year.

Mr. Smart stated that it should be done.

Mr. Larson asked how many bids were received and if a chip and tar approach was considered.

Mr. Guill said they only received one bid and chip and tar was not considered.

Mr. Jenkins suggested that this request be postponed until all the information for the entrance was received.

The Planning Commission was in consensus NOT to forward this request to the Board of Supervisors for approval.

Mr. Jones stated that the next request was to redesign and construct the band room entrance at the high school.

Mr. Jones stated that he would like to see funding for an engineering firm to find out the best solution for the problem.

Mr. McCann stated that he agreed with Mr. Jones.

Mr. Smart agreed that an engineering study needed to be done.

Mr. Jenkins stated that funding an engineering study should be done first, so they could come back next year when the study was completed with an accurate request.

The Planning Commission was in consensus to forward a request to the Board of Supervisors for \$ 5,000 in FY 2009 to fund an engineering study for this project.

Mr. Jones stated that the next request was to replace HVAC units on the third grade wing at the primary school.

Ms. Sciabbarrasi stated that this section was not as bad as the last request, but they are old and in need of replacing.

Mr. McCann stated that he is a fan of preventive maintenance.

The Planning Commission was in consensus to forward this request to the Board of Supervisors for approval.

Mr. Jones stated that the next request was to replace playground equipment at the primary school.

Mr. Jenkins stated that playground equipment should be included in the school's operating budget, not the CIB.

Mr. McCann stated that he agreed with Mr. Jenkins and that maybe a piece could be replaced every year in the operating budget.

The Planning Commission was in consensus NOT to forward this request to the Board of Supervisors for approval.

Mr. Jones stated that the next request was to replace the hard surface play area at the primary school.

The Planning Commission was in consensus NOT to forward this request to the Board of Supervisors for approval.

Mr. Jones stated that the next request was to replace middle school playground equipment.

The Planning Commission was in consensus NOT to forward this request to the Board of Supervisors for approval.

Mr. Jones stated that the next three requests were to construct storage buildings at each school.

Mr. Larson stated that since enrollment is decreasing, maybe there is another alternative such as classrooms that are not being used.

Ms. Sciabbarrasi stated that even though enrollment is down, there is still a storage issue.

Mr. Jones asked what were some of the items that needed to be stored.

Mr. Guill stated furniture, desks, athletic equipment and custodial supplies.

Mr. Jenkins suggested one building instead of three.

Mr. Guill stated that might be possible.

Mr. Smart suggested a 50' x 60' building.

The Planning Commission was in consensus to forward a request to the Board of Supervisors for approval of \$ 75,000 for one storage building.

Mr. Jones stated that the first request for FY 2011 was to replace the HVAC units on the second grade wing at Lancaster Primary School.

The Planning Commission was in consensus to forward this request to the Board of Supervisors for approval.

Mr. Jones stated that the next request was to replace one boiler at the middle school.

Mr. Jones asked if there was more than one boiler.

Mr. Guill stated yes and they all work. One boiler is a back up and if the temperature is below 30 degrees another boiler is needed.

The Planning Commission was in consensus NOT to forward this request to the Board of Supervisors for approval.

Mr. Jones stated that the next request was to replace the cooling tower at the high school.

Mr. Guill stated that the equipment was old and the high school has no windows.

The Planning Commission was in consensus to forward this request to the Board of Supervisors for approval.

Mr. Jones stated that the next request was to construct a new bus garage.

Mr. Jenkins stated that currently there are only 27 bus routes and two existing employees. One of the employees will be retiring this year and the other employee will be eligible to retire in a few years. Mr. Jenkins stated that maybe we should consider hiring an outside contractor for bus repairs.

Mr. Jones stated that we should find out what the cost would be to hire an outside contractor.

The Planning Commission was in consensus NOT to forward this request to the Board of Supervisors for approval.

Mr. Jones stated that the next request was to replace the operable partition in the LPS gym.

Mr. McCann asked how often the partition was used.

Mr. Guill stated about 6 or 7 times a year.

Mr. Jones asked what it is used for.

Mr. Guill stated to separate the cafeteria from the gym.

The Planning Commission was in consensus NOT to forward this request to the Board of Supervisors for approval.

Mr. Jones stated that the next request was to replace the intercom head end equipment at LHS with a system that has a telephone interface.

Mr. Jones stated that this request was not a necessity.

The Planning Commission was in consensus NOT to forward this request to the Board of Supervisors for approval.

Mr. Jones stated that the next request was to construct a new track at the high school.

The Planning Commission was in consensus NOT to forward this request to the Board of Supervisors for approval.

Mr. Jones stated that the next request was to asphalt the front parking lot at LPS. He felt this could be included with the bus loop and front entrance project at a later date.

The Planning Commission was in consensus NOT to forward this request to the Board of Supervisors for approval.

Mr. Jones stated that the next request was to design and construct a classroom for the Air Force ROTC Program at LHS.

Mr. Jones stated that the school board is currently spending \$12,000 to rent the building for the current ROTC classroom.

Mr. Jenkins suggested exploring ways to get the ROTC program into one of the classrooms in the school building.

The Planning Commission was in consensus NOT to forward this request to the Board of Supervisors for approval.

Mr. Jones stated that the first request for FY 2012 was to replace the HVAC units on the first grade wing at LPS.

The Planning Commission was in consensus to forward this request to the Board of Supervisors for approval.

Mr. Jones stated that the next request was to replace another boiler at LMS.

The Planning Commission was in consensus NOT to forward this request to the Board of Supervisors for approval.

Mr. Jones stated that the next request was to replace the fire alarm system at LPS.

Mr. Guill stated that two separate engineering firms had stated that the system needed replacing.

Mr. McCann stated that as long as it works, it should not be in the budget yet.

Mr. Guill stated that the whole purpose of the CIB is to plan.

The Planning Commission was in consensus NOT to forward this request to the Board of Supervisors for approval.

Mr. Jones stated that the next request was to replace the two boilers at LPS. The situation is similar to that at LMS.

The Planning Commission was in consensus NOT to forward this request to the Board of Supervisors for approval.

Mr. Jones stated that the next request was phase four of the HVAC balancing project at the high school.

The Planning Commission was in consensus NOT to forward this request to the Board of Supervisors for approval.

Mr. Jones stated that the next request was to provide a diesel-powered generator to power the well pump and provide egress lighting for LPS during power failures.

Mr. Guill stated that last year there were several incidents when the electricity was off for more than 24 hours, which causes school to be closed while the water can be tested.

Mr. Jones asked if the school could get a grant to cover the cost.

Mr. Guill stated he was not sure. There is grant funding for a generator for LMS.

Mr. Jones asked if the generator could be portable and moved to each school if needed.

Mr. Guill stated that might be possible.

The Planning Commission was in consensus NOT to forward this request to the Board of Supervisors for approval.

Mr. Jones stated that the next request was to design and construct a field house at LHS.

The Planning Commission was in consensus NOT to forward this request to the Board of Supervisors for approval.

Mr. Jones stated that the first request for FY 2013 was to replace the fire alarm system at LMS.

Mr. Guill stated that the fire alarms were installed in the early 80's and they are going to need replacement soon.

Mr. Jenkins stated that since LMS is the location of the emergency shelter for Lancaster County, this should be approved.

The Planning Commission was in consensus to forward this request to the Board of Supervisors for approval.

Mr. Jones stated that the next request was to replace the HVAC units on the remaining sections of LPS.

The Planning Commission was in consensus to forward this request to the Board of Supervisors for approval.

Mr. Jones stated that the next request was to replace another boiler at LMS.

The Planning Commission was in consensus NOT to forward this request to the Board of Supervisors for approval.

Mr. Jones stated that the next request was to provide new television head end equipment at LHS.

The Planning Commission was in consensus NOT to forward this request to the Board of Supervisors for approval.

Mr. Jones stated that the next request was to replace the intercom head end system at LPS.

The Planning Commission was in consensus NOT to forward this request to the Board of Supervisors for approval.

Mr. Jones stated that the next request was to replace the bleachers in the LHS gym.

The Planning Commission was in consensus NOT to forward this request to the Board of Supervisors for approval.

Mr. Jones stated that the next request was to construct community tennis courts at LMS.

The Planning Commission was in consensus NOT to forward this request to the Board of Supervisors for approval.

Mr. Jones stated that the final request was to provide a diesel-powered generator to power the well pump and provide egress lighting at LHS during power failures.

The Planning Commission was in consensus NOT to forward this request to the Board of Supervisors for approval.

Mr. Jones made a motion to schedule the revised Capital Improvement Budget for public hearing at the March meeting of the Planning Commission. Mr. McCann seconded the motion. VOTE: 7-0.

DISCUSSION ITEMS

1. Workforce Housing Workshop

Mr. Gill stated that the workforce-housing workshop was scheduled for March 1, 2008 from 9:30 am to 12:00 pm at the Lancaster Middle School in Kilmarnock.

2. Workforce Housing Ordinance

Mr. Jones stated that we would address this issue after the workforce-housing workshop is complete.

ADJOURNMENT

The February 21, 2008 regular meeting of the Lancaster County Planning Commission was adjourned at 9:20 p.m.