

## ADMINISTRATOR'S REPORT

DATE: May 29, 2007  
TO: Board of Supervisors  
FROM: R. David Laurell, County Administrator *R. David Laurell* 5/30/2007  
RE: June 04, 2007 Board of Supervisor's Meeting

5:00 p. m. [Administration / Management Services Meeting](#) (Pendleton / Rosser)  
7:00 p. m. Call to Order, Invocation by Supervisor Gunter

**June 5, 2007 2:00 – 4:00 p. m. – Employee Social & Recognition Service**

### Approval of Minutes

1. **Approval of Minutes** - [May 07, 2007 - Regular Meeting](#)

### PUBLIC HEARING

Paul E. Harvey, Community Development Director

2. [PUBLIC HEARING - Rezoning Request #07-01549 \(Timberlake Tavern – Timberlake Drive\)](#)

The County Attorney's Office advertised a [public hearing](#) for the proposed rezoning request:

07-01549 Request is to rezone 1.55 +/- acres from R-SF to B-GC (Conditional) for restoration of the existing building for use as a full service restaurant and bed & breakfast. On the surface, this request is not consistent with the Comprehensive Plan or area zoning pattern. However, staff realizes it is atypical in that it is intended to restore a building and property to its original historic use which pre-dates the adoption of zoning regulations in Campbell County. The building and property are also atypical, in this case larger than the norm for the surrounding neighborhood. In such situations, the Planning Commission and Board are asked to consider whether the requested use can be integrated into the existing neighborhood while still maintaining the character of the area with limited disruption to other property owners. Proffered conditions are usually a key determining factor because they can limit potential negative impacts.

**RECOMMENDATION:** The Planning Commission, by vote of 5-1, recommends approval of the request.

3. [PUBLIC HEARING - Ordinance of Vacation –Frank Carpenter Subdivision -](#)

## Leesville Lake (10 Minutes)

The Staff Attorney advertised a public hearing (included) for the proposed vacation ordinance request:

John and Mary Davis, the owners of lot 30 in Frank Carpenter Subdivision, applied to have a section of public right-of-way and public parking vacated according to the process specified in the subdivision ordinance. The owners of lot 31, James and Nancy Ratliff, would receive half of the area vacated and are cooperating with the Davis family in the request. The property in question lies at the end of the right-of-way for Mt. Airy Road as it intersects Leesville Lake. This particular section of Mt. Airy Road is not state-maintained. It was dedicated to Campbell County at the time the original subdivision plat was recorded in 1963, and would provide for public access to the lake; however, there are no actual public facilities physically located on the property. Copies of the plat showing the original and proposed lot configurations are included.

The Staff Attorney prepared the Ordinance of Vacation for consideration by the Planning Commission and Board of Supervisors. The required public notice was published in the local newspaper and the Planning Commission held its public hearing on May 21, 2007. Mrs. Davis and Mr. Ratliff spoke in favor of the request. No one else from the audience spoke either in favor or against the request. Mr. Tweedy, representing the Altavista District on the Planning Commission, reminded his fellow Commissioners that no public access to Leesville Lake currently exists in Campbell County and that by vacating this right-of-way, future attempts at developing a public boat launch could be harmed.

Supervisor Carter will not be able to attend the meeting; however, expressed his agreement with the Planning Commission. Future public access to the lake will be important and no action should be taken to eliminate existing access points or restrict future access points.

**RECOMMENDATION: The Planning Commission, by vote of 7-0, recommended denial of the request.**

Alan Lane, Director of Management Services

#### 4. Public Hearing - Tax Exemption Request – Altavista Day Care (5 minutes)

Altavista Adult Day Care Center wishes to come before the Board of Supervisors to ask for tax exemption from real estate taxes.

The General Assembly, since January 01, 2003, has permitted the local governing body the right to grant property tax exemption by local classification or designation. This process requires a public hearing (ad included) at the applicant's expense and a Board approved ordinance for each request. A copy of the

ordinance for Altavista Day Care Center is included with the current amount of real estate taxes being assessed to the organization.

**RECOMMENDATION: Staff recommends the Board conduct the required public hearing and solicit citizen comment regarding the requested tax exemption. After the public hearing, the Board should either grant or deny the request for tax exemption (ordinance).**

5. **PUBLIC HEARING – Tax Exemption Request – DePaul Family Services**  
(5 minutes)

DePaul Family Services wishes to come before the Board of Supervisors to ask for tax exemption from real estate taxes.

The General Assembly, since January 01, 2003, has permitted the local governing body the right to grant property tax exemption by local classification or designation. This process requires a public hearing (ad included) at the applicant's expense and a Board approved ordinance for each request. A copy of the ordinance for DePaul Family Services is included with the current amount of real estate taxes being assessed to the organization.

**RECOMMENDATION: Staff recommends the Board conduct the required public hearing and solicit citizen comment regarding the requested tax exemption. After the public hearing, the Board should either grant or deny the request for tax exemption (ordinance).**

### **ADMINISTRATOR'S ITEMS**

6. **Cancellation of July 16<sup>th</sup>, 2007 Meeting**

The National Association of Counties Annual Conference is scheduled in Richmond for July 15 – 17, and several Board members plan to attend. We have traditionally canceled the second meeting in July. Please advise staff if the Board wishes to cancel the July 16<sup>th</sup> Board meeting. No pressing matters for the Board's attention are on the agenda at this time. If the meeting is canceled, the Public Works Committee will need to reschedule a time to meet.

**RECOMMENDATION: Advise staff if the Board wishes to cancel the July 16<sup>th</sup> Board meeting.**

### **CONSENT AGENDA**

7. Following are Consent Agendas for your approval:

a.) **Appropriations** – Attached are appropriations for your review.

b.) [County Attorney INVOICES](#) – Invoices in the amount of \$10,029.23 have been received from the county attorney.

**RECOMMENDATIONS: Approve items a & b.**

**a.) Approve the appropriations.**

**b.) Approve the County Attorney Invoices**

### **MATTERS FROM THE BOARD**

8. A few minutes will be scheduled at each meeting to discuss matters from the Board.

### **CLOSED MEETING**

9. Staff is requesting the Campbell County Board of Supervisors enter into [Closed Session](#) in accordance with Section 2.2-3711 (A)(7) of the Code of Virginia to discuss legal matters related to seven public nuisances.

### **AGENCY MINUTES AND REPORTS**

10.	<a href="#">Building Permits Issued</a>	May 2007
11.	<a href="#">CCEDC Minutes</a>	February 15, 2007
12.	<a href="#">CCUSA Minutes</a>	April 24, 2007
13.	<a href="#">Fire Commission Minutes</a>	May 16, 2007
14.	<a href="#">Human Services Committee Minutes</a>	April 20, 2007
15.	<a href="#">IDA Minutes</a>	March 22, 2007
16.	<a href="#">Library Minutes</a>	April 16, 2007
17.	<a href="#">Litter &amp; Environmental Commission Minutes</a>	September 11, 2006
18.	<a href="#">R. E. Lee Soil &amp; Water Conservation Minutes</a>	April 26, 2007
19.	<a href="#">Recreation Advisory Minutes</a>	May 08, 2007
20.	<a href="#">Recreation Financial Report</a>	April 2007
21.	<a href="#">Recreation Programs</a>	April 2007
22.	<a href="#">School Board Minutes</a>	April 16, 2007
23.	<a href="#">Social Services Board Minutes</a>	April 18, 2007

- 24. [Undesignated Cash Balance](#) April 2007
- 25. [Undesignated Fund Balance](#) April 2007

**INFORMATION ITEMS**

- 26. [Appropriations and Transfers](#) May 2007
- 27. [Report on Delinquent Taxes](#) May 2007
- 28. [Report on Public Nuisances](#) May 2007
- 29. [Report on Taxes Collected](#) May 2007
- 30. [Report on Zoning Violations](#) May 2007
- 31. [School Board - Change of Meeting Dates](#) May 14, 2007
- 32. [School Board – Public Hearing Notice](#) June 25, 2007
- 33. [VACO – July 24<sup>th</sup> Land Use Session](#) May 16, 2007