

2018 ANNUAL REPORT – DEPARTMENT OF PLANNING

1. Introduction

The Department of Planning provides professional planning, code enforcement, project management, and technical services to support Clarke County’s planning and land use objectives as well as to support special projects that are assigned by the Board of Supervisors. Staffing consists of four full-time employees (Director, Senior Planner/Zoning Administrator, Natural Resources Planner, and Administrative Assistant). A full-time Code Enforcement Officer-Inspector position was created and filled in 2016 and is shared with the Building Department. Approximately 20% of this position’s workload is currently provided to the Planning Department to assist with zoning enforcement matters.

Department Functions and Responsibilities

General Responsibilities

- Ordinance enforcement (Zoning, Subdivision, and various County Code provisions such as the Septic and Well Ordinance)
- Provide day to day customer service to citizens, appointed and elected officials, developers, and other stakeholders
- Process, present, and make recommendations on zoning map amendments (rezonings) and special use permits
- Draft, present, and make recommendations on text amendments to the Zoning, Subdivision, and other County ordinances
- Long-range planning activities including management of the County’s Comprehensive Plan and implementing component plans
- Review and process subdivision plats and boundary line adjustments
- Administer the review of erosion and sediment control and stormwater management plans in conjunction with the Building Department
- Zoning review of County building permits
- Zoning review of County business licenses
- Conduct commercial site plan reviews
- Apply for and manage grants to support County projects
- Provide planning and zoning technical assistance to the Town of Boyce
- Provide support to the County’s geographic information system (GIS) program and staff
- Administrative functions including managing the Department website and developing/presenting the Department’s annual report to the Board of Supervisors

Project-Specific Responsibilities

- Natural resource planning activities including water resource protection and water quality improvement projects
- Manage continuing activities to support the Spout Run TMDL implementation plan
- Manage the County’s conservation easement program
- Maintain the County’s database of dwelling unit rights (DURs)
- Manage the County’s historic preservation program
- Manage the County’s recycling program
- Oversee the County’s energy management program

- Oversee the County’s biosolids monitoring program
- Manage the County’s broadband implementation and outreach program
- Staff support to numerous boards and committees including:
 - Planning Commission and Standing Committees/Special Subcommittees
 - Board of Zoning Appeals
 - Board of Septic and Well Appeals
 - Historic Preservation Commission
 - Conservation Easement Authority
 - Berryville Area Development Authority
 - Broadband Implementation Committee
 - Other special committees designated by the Board of Supervisors
- Represent the County on various regional committees through the Northern Shenandoah Valley Regional Commission
- Coordinate/manage projects community development projects and other special projects as assigned by the County Administrator or Board of Supervisors

Departmental Goals

1. Deliver professional-level technical guidance in the following subject areas:
 - a. Land use planning
 - b. Zoning and subdivision ordinance development and application
 - c. Environmental and natural resource planning
 - d. Land and resource conservation
 - e. Historic preservation
 - f. Energy management
 - g. Transportation
 - h. State legislative items
 - i. Capital outlay planning
2. Conduct effective enforcement of County ordinances
3. Provide quality customer service across numerous platforms
4. Maximize finite County resources

2. Summary of Activities

Detailed descriptions of these and other projects undertaken by the Department, along with a summary of the land use requests processed by the Department in 2018, are included below.

A. Special Use Permits

One new special use permit application was filed and approved in 2018.

- **SUP-18-01, Juliana MacDowell / The Kentlands Foundation, Inc.**

Request amendment of a Special Use Permit and Site Development Plan, to operate an event venue as a public assembly, minor commercial use at the property identified as Tax Map #15-A-12 in the Buckmarsh Election District and zoned Agricultural-Open Space-Conservation (AOC) District per §3-A-1-a-3-m of the Zoning Ordinance. The above request was approved by the Board of Supervisors on August 28, 2018

B. Text Amendments

One text amendment involving a change to the Zoning Ordinance was processed in 2018.

- **TA-18-01, Antenna Support Structures.** Proposed text amendment to amend §§3-A-1-a-2, 3-A-2-a-2, 3-A-3-a-2, 3-A-12-a-2, and 3-A-13-a-2 (Accessory Uses and Structures -- AOC, FOC, RR, CN, and CH Districts); §3-C-2-u (Wireless Communication Facilities (WCFs)); §6-H-12 (Design Standards for Wireless Communication Facilities (WCFs)); and §9-B (Definitions) of the Zoning Ordinance. The purpose is to establish new regulations for structures designed for the express purpose of accommodating wireless internet service provider (WISP) equipment, television antennas, satellite dishes, or other communications equipment to a maximum height of 100 feet. This text amendment is still pending as of the end of the calendar year.

C. Site Plans

Three site plans were reviewed by the Planning Commission in 2018. Two have been approved and one is still pending as of the end of the calendar year.

- **SP-18-01, Juliana MacDowell / The Kentlands Foundation, Inc.**

Request amendment of a Special Use Permit and Site Development Plan, to operate an event venue as a public assembly, minor commercial use at the property identified as Tax Map #15-A-12 in the Buckmarsh Election District and zoned Agricultural-Open Space-Conservation (AOC) District per §3-A-1-a-3-m of the Zoning Ordinance. The above request was approved by the Board of Supervisors on August 28, 2018

- **SP-18-02, Robert Claytor.** Request approval of a Site Plan Amendment to add a canopy and diesel pumps to the property identified as Tax Map #28-A-20G located at 8153 John Mosby Highway in the White Post Election District, zoned Highway Commercial (CH) and Historic Access Corridor Overlay District (HC). This Site Plan was still pending as of the end of the calendar year.

- **SP-18-03, Juliet Mackay-Smith / Locke & Co., LLC.** Request approval of a Site Plan Amendment to change the use of an existing retail and service business to a restaurant and

add a 4' by 12' breezeway in the Neighborhood Commercial (CN) and Historic (H) Districts. Property is located at 2049 & 2053 Millwood Road, reference Tax Map 30A-A-56 & 57, in the Millwood Election District. This site plan was approved by the Planning Commission on December 7, 2018.

D. Major Subdivision

One Major Subdivision application was reviewed by the Planning Commission.

- **S-17-01, Peter O. and Melanie M. Hitchen**

Request approval of a five-lot major subdivision for the property identified as Tax Map #30-A-65, located in the 4000 block of John Mosby Highway, White Post Election District zoned Agricultural Open-Space Conservation (AOC). This Major Subdivision was withdrawn on October 27, 2018.

E. Minor Subdivisions/Maximum Lot Size Exceptions

Seven Minor Subdivisions, four of which included Maximum Lot Size Exception requests, were approved in 2018.

- **MS-18-01/MLSE-18-01, Stuart Properties, LLC**

Request approval of a two lot Minor Subdivision and Maximum Lot Size Exception for the property identified as Tax Map #28-A-44, located at 26 Carters Line Rd across from 862 White Post Road in the White Post Election District zoned Agricultural Open-Space Conservation (AOC). This Minor Subdivision/Maximum Lot Size Exception was approved on June 14, 2018.

- **MS-18-02, Amelia Bailey, et als**

Request approval of a two lot Minor Subdivision of the property identified as Tax Map #25-A-27A, located at 311 Saw Mill Hill Road in the Millwood Election District zoned Forestal Open-Space Conservation (FOC). This Minor Subdivision was approved on June 21, 2018.

- **MS-18-03/MLSE-18-02, McIntire Cattle Company, Inc.**

Request approval of a two lot Minor Subdivision and Maximum Lot Size Exception for the property identified as Tax Map #9-A-5, located at 1528 Lewisville Rd in the Russell Election District zoned Agricultural Open-Space Conservation (AOC). This Minor Subdivision/Maximum Lot Size Exception was approved on May 14, 2018.

- **MS-18-04, Walker Arena LLC**

Request approval of a one lot Minor Subdivision for the property identified as Tax Map #6-A-38, located at 44 and 114 Pierce Road in the Russell Election District zoned Agricultural Open-Space Conservation (AOC). This Minor Subdivision was approved on May 24, 2018.

- **MS-18-05, Cody Kerr**

Request approval of a two lot Minor Subdivision for the property identified as Tax Map #2-A-10, located at 2308 Longmarsh Road in the Russell Election District zoned Agricultural

Open-Space Conservation (AOC). This Minor Subdivision was approved on October 5, 2018.

- **MS-18-06/MLSE-18-03, Warrick & Andrea Elrod**
Request approval of a two lot Minor Subdivision and Maximum Lot Size Exception for the property identified as Tax Map #6-A-27, located at 420 Rock Hall Farm Lane in the Russell Election District zoned Agricultural Open-Space Conservation (AOC). This Minor Subdivision /Maximum Lot Size Exception was approved on December 4, 2018.
- **MS-18-07/MLSE-18-04, Jimmy L. & Elizabeth E. Hill**
Request approval of a two lot Minor Subdivision and Maximum Lot Size Exception for the property identified as Tax Map #20-A-6, located at 1776 Old Winchester Road in the White Post Election District zoned Agricultural Open-Space Conservation (AOC). This Minor Subdivision/Maximum Lot Size Exception was approved on January 4, 2019.

F. Administrative Site Plans

Three Administrative Site Plans were reviewed by the Zoning Administrator in 2018. Two were approved, and one was pending as of the end of the calendar year.

- **ASP-19-01, McDonalds Corporation**
The applicant requests administrative approval of a Site Plan Amendment to renovate the existing façade of the building, improve the existing accessible pathway to the building from the parking area to ensure ADA compliance, and update the menu board area for the McDonald's located at 8152 John Mosby Highway, Boyce VA identified as Tax Map 29-A-2A in the Millwood Election District and zoned Historic Access Corridor Overlay District (HC) and Highway Commercial (CH) (ASP-18-01). This Administrative Site Plan was administratively approved on March 12, 2018.
- **ASP-18-02, Christ Church**
The applicant requests administrative approval of a Site Plan Amendment to add a new restroom structure, a proposed terrace and handicap parking on the property located at 809 Millwood Road, Millwood, VA identified as Tax Map 30A-A-93 in the Millwood Election District and zoned Rural Residential (ASP-18-02). This Site Plan Amendment was administratively approved on August 30, 2018.
- **ASP-18-03, Robert Snell**
The applicant requests administrative approval of a Site Plan Amendment to the existing Site Plan (SP-08-03) for a special trade contractor. This is a change of business only with Staff and VDOT review. This Administrative Site Plan Amendment was submitted on December 28, 2018 and was pending as of the end of the calendar year.

G. Board of Zoning Appeals

One variance application was reviewed by the Board of Zoning Appeals in 2018.

- **BZA-18-01, Dr. Michael A. Gray (Applicant)/ Paul E. & Adene Rose (Owners).**
The applicants requested approval of a 38 foot variance from the 100 foot setback requirement to the centerline of a scenic highway to add a 418 square foot addition and a

288 square foot deck to a non-conforming structure. The property is identified as Tax Map Parcel 23A-2-30, located at 3162 Parshall Road, zoned Agricultural Open-Space Conservation (AOC), Buckmarsh Election District. This request was approved by the Board of Zoning Appeals on December 18, 2018.

H. Board of Septic Appeals

Three applications were reviewed by the Board of Septic Appeals in 2018.

- **BSA-18-01, Charles and Judith Maurer**

The applicants requested a 13 foot variance to the Clarke County Well Ordinance so as to site a garage building closer than 50 feet from an existing well on the property identified as Tax Map #24-A-16B located at 4455 River Road, Millwood Election District, zoned Forestal Open-Space Conservation (FOC). The Board of Septic & Well Appeals approved this variance on March 9, 2018.

- **BSA-18-02, Norman Ashby**

The applicant requested a variance to locate an onsite septic system further than 400' from a house on the property identified as Tax Map #28-A-43, and located at 592 Carters Line in the White Post Election District, zoned Agricultural Open-Space Conservation (AOC). The Board of Septic and Well Appeals approved this variance on May 18, 2018.

- **BSA-18-03, Cody and Bridgette Wagner**

The applicants requested a 26 foot variance to the Clarke County Well Ordinance so as to site an attached garage closer than 50 feet from an existing well on the property identified as Tax Map #17A1-7-48 located at 500 Laurel Lane, Bluemont, VA, Buckmarsh Election District, zoned Rural Residential (RR). The Board of Septic and Well Appeals approved this variance on November 15, 2018.

I. Town of Boyce Activities

In 2018, Staff continued to provide planning and zoning technical support to the Town of Boyce including day-to-day management of their zoning and subdivision ordinances, review of business license applications forwarded from the Town, and processing of permit applications.

J. Other Administrative Reviews

Planning Department Staff reviewed 14 boundary line adjustment applications in 2018. Two of those applications were still under review at the end of the year. Two sign permits were also issued in 2018.

K. Special Projects

In addition to planning and zoning activities, several projects were undertaken by the Department during the year:

- **Zoning and Subdivision Ordinance Update.** The Planning Commission's Ordinances Committee and Staff continued work in 2018 on the two-year long project to review and update the County's Zoning and Subdivision Ordinances. The project involves an extensive cover-to-cover evaluation to clarify, coordinate, and modernize both Ordinances. The Ordinances Committee meeting held 16 meetings in 2018 primarily to review policy

and technical issues associated with the project. A total of 34 policy issues and 21 technical issues were reviewed at various stages throughout the year. Other tasks completed by Staff and/or reviewed by the Ordinances Committee include:

- Developed and approved a framework for how the revised Ordinances and definitions section will be laid out and organized.
 - Developed and evaluated “process maps” that outline the steps in each regulatory process (permits, plan reviews, land divisions, etc.). The process maps will be used to develop the sections on review processes in the Zoning Ordinance (Section 6) and the Subdivision Ordinance (Section 3).
 - Working draft of the definitions section (Article III) that will be used to define terms from both Ordinances.
 - Working draft of the uses section (Section 5) that contains the complete list of uses, use definitions, and use regulations (formerly “supplementary regulations”) for County Zoning Districts, Annexation Area Zoning Districts, and temporary uses.
- Historic Resources Plan Update. As part of the ongoing effort to review and update the County’s Comprehensive Plan implementing component plans, work continued on the review and update of the Historic Resources Plan. Planning Staff and the County’s architectural historian worked in concert with the Historic Preservation Commission to develop a draft plan that was reviewed by the Planning Commission and adopted by the Board of Supervisors on June 19, 2018.
 - Water Resources Plan Update. Staff also completed work on the revised Water Resources Plan which began in 2017. The Plan, which was developed by the Planning Commission’s Comprehensive Plan Committee and Staff, was reviewed by the full Commission and adopted by the Board of Supervisors on September 18, 2018.
 - Five-Year Plan Reviews. Code of Virginia §15.2-2230 requires that at least once every five years, a locality’s planning commission shall review the comprehensive plan “to determine whether it is advisable to amend the plan.” In accordance with language that was added to the Comprehensive Plan and component plans in recent years, the Commission and Staff began work in 2018 to comply with the five-year plan review requirement. The five-year anniversaries that will occur in 2019 include:
 - Comprehensive Plan – March 18, 2019
 - Transportation Plan – March 18, 2019
 - Economic Development Strategic Plan – October 21, 2019

The scope of the five-year review process consists of evaluating the plan to determine:

1. Whether the Plan’s goals, objectives, and strategies are still current and relevant.
2. Whether circumstances or conditions changed since the Plan’s adoption that warrant inclusion of new goals, objectives, and/or strategies. This may include recent work on the Comprehensive Plan or component plans or changes in State law that may need to be reconciled in the Plan that is being reviewed.

3. Whether there is a need to update demographic, statistical, or other factual information included in the Plan.

Work began with the Commission's Comprehensive Plan Committee and Staff reviewing scopes of work and developing resolutions that would outline and "kick off" the review process for the Comprehensive Plan and Transportation Plan. The Committee agreed to delegate work on the Economic Development Strategic Plan to the Economic Development Advisory Committee and to request a report back in 2019.

- Broadband. Staff continued to provide technical support to the County's Broadband Implementation Committee in 2018. Projects conducted include:
 - Worked with Board of Supervisors to establish an annual budget for the Committee to assist with efforts to expand broadband availability.
 - Updated the broadband website (clarkeconnect.org) with revised provider information, news releases, and a frequently asked questions page.
 - Held a roundtable meeting on June 20 with industry representatives and assisted by George Condyles (The Atlantic Group) to discuss ways to improve broadband access. Attendees included representatives from Winchester Wireless, Wave 2 Net, Visual Link, All Points Broadband, Lumos, and Verizon.
 - Developed a recommendation to the Planning Commission to amend the Zoning Ordinance to allow small-scale lattice towers to improve WISP service to residents and businesses.
 - Began development of social media outreach messages on broadband issues of interest to the public.

L. Planning Commission Subcommittee Meetings

- Policy and Transportation Committee, 1 meeting – October 17 (Text Amendment TA-18-01, Antenna Support Structures)
- Comprehensive Plan Committee, 6 meetings – March 2, April 6, May 5, and May 29 (Water Resources Plan); October 5 and November 2 (Comprehensive Plan and component plan five-year reviews)
- Ordinances Committee, 16 meetings (all Zoning and Subdivision Ordinance Update Project related) – January 10, January 24, February 6, February 14, February 28, March 14, April 11, April 25, May 4, June 5, June 21, July 11, July 24, July 30, September 7, and October 10.
- Plans Review Committee – Did not meet in 2018.

3. Building Permits

A. Residential Permits

A total of 36 permits to construct new single-family homes were issued in 2018. 28 were issued for parcels located outside of the towns and 2 permits were issued in the Town of Berryville. There were 6 permits issued for new family dwellings in the Town of Boyce.

Residential Building Permits Issued, 2000-2018

	County	Berryville	Boyce	TOTAL		County	Berryville	Boyce	TOTAL
2018	28	2	6	36	2008	20	0	23	43
2017	33	20	0	53	2007	39	6	12	57
2016	29	36	1	66	2006	41	25	14	80
2015	25	20	0	45	2005	65	141	15	221
2014	27	16	3	46	2004	81	45	4	130
2013	21	6	1	28	2003	72	53	2	127
2012	16	4	0	20	2002	78	49	2	129
2011	16	1	0	17	2001	86	50	2	138
2010	10	4	9	23	2000	68	33	0	101
2009	11	1	12	24					

B. Total Permits – Valuation

PERMIT TYPE DESC	PERMITS ISSUED	EST VALUE	FEE TOTAL
Commercial Building Addition	1	61.20	61.20
Commercial Building New	5	1,972,854.	11,970.31
Commercial Building Remodel	9	768,090.	5,772.16
Residential Accessory	19	455,930.	6,294.95
Residential Building Addition	20	1,665,187.	15,321.92
Residential Garage	16	895,497.	9,148.84
Residential Building New	36	11,453,937.	79,350.61
Residential Building Remodel	73	2,364,108.	29,863.64
Deck or Porch w/o Roof	37	-0-	5,853.30
Deck/Porch with Roof	7	-0-	1,264.10

4. Subdivisions

The table below lists the total number of new lots and acreage subdivided in the County and incorporated towns from 2000-2018. In 2018, seven minor subdivisions were approved by the Planning Commission resulting in the creation of seven additional lots. Figures for Berryville include only subdivisions approved in the annexation area covered by the Berryville Area Plan.

Year	Lots/Acres	County Total	Berryville Total	Boyce Total
2000	Lots	25	5	
	Acres	2125	72	
2001	Lots	72	3	6
	Acres	535	0	1
2002	Lots	40	100	3
	Acres	281	81	1
2003	Lots	34	70	43
	Acres	412	54	21
2004	Lots	30	71	5
	Acres	325	72	2
2005	Lots	31	99	71
	Acres	370	60	15
2006	Lots	36	10	1
	Acres	799	32	<1
2007	Lots	25	1	2
	Acres	179	2	2
2008	Lots	25	0	0
	Acres	708	0	0
2009	Lots	5	0	1
	Acres	264.089	0	<1
2010	Lots	5	0	0
	Acres	191	0	0
2011	Lots	8	0	0
	Acres	98	0	0
2012	Lots	6	0	0
	Acres	67	0	0
2013	Lots	4	0	0
	Acres	144	0	0
2014	Lots	13	0	20
	Acres	252	0	6
2015	Lots	2	0	0
	Acres	18.71	0	0
2016	Lots	9	0	0
	Acres	175.7681	0	0
2017	Lots	5	0	0
	Acres	294.3387	0	0
2018	Lots	7	0	0
	Acres	660.39237	0	0

DWELLING UNIT RIGHTS

Dwelling Unit Rights (DURs) Used and Remaining by Magisterial District

Magisterial District	DURs Allocated	DURs Remaining	% Remaining
Greenway	1587	961	60.6
Chapel	2018	1121	55.6
Battletown	1499	728	48.6
Longmarsh	1562	661	42.3
TOTAL	6666	3471	52.1

5. Conservation Easements

Conservation Easements Added/Dwelling Units Retired, 1974-2018

	VOF, OTHERS (acres)	COUNTY (acres)	DURs RETIRED		VOF, OTHERS (acres)	COUNTY (acres)	DURs RETIRED
1974	72	0	n/a	1997	336	0	n/a
1975	4	0	n/a	1998	485	0	n/a
1976	195	0	n/a	1999	951	0	n/a
1977	119	0	n/a	2000	1,453	0	n/a
1978	667	0	n/a	2001	764	0	n/a
1979	1,037	0	n/a	2002	1,180	0	n/a
1980	166	0	n/a	2003	133	145	3
1981	0	0	n/a	2004	957	35	1+13 lots in Boyce
1982	100	0	n/a	2005	943	314	5
1983	0	0	n/a	2006	425	579	18
1984	0	0	n/a	2007	285	1,261	45
1985	0	0	n/a	2008	0	250	12
1986	0	0	n/a	2009	230	484	13
1987	0	0	n/a	2010	0	473	21
1988	807	0	n/a	2011	210	582	18
1989	1,540	0	n/a	2012	0	709	26
1990	2,503	0	n/a	2013	1,120	612	15
1991	846	0	n/a	2014	65	404	15
1992	64	0	n/a	2015	17	33	5
1993	328	0	n/a	2016	0	1,262	30
1994	2	0	n/a	2017	0	308	14
1995	95	0	n/a	2018	197	635	23
1996	42	0	n/a				
				TOTAL	18,337	8,019	277

Conservation Easement Purchase Summary, 2003-2018

Year	ACRES	DUR'S TERMINATED	APPRAISED VALUE	DUR PURCHASE VALUE	OWNER SHARE	COUNTY SHARE	GRANT SHARE	GRANT SOURCE
2003	139.7	3	\$251,000	\$0	\$26,000	\$225,000	\$0	
2003	4.9	0	\$0	\$0	\$0	\$0	\$0	
2005	39.6	2	\$198,100	\$0	\$123,100	\$75,000	\$0	
2005	32	2	\$200,000	\$0	\$125,000	\$50,000	\$25,000	SRCDC
2006	99.93	3	\$578,400	\$0	\$445,133	\$133,267	\$0	
2006	74	3	\$736,950	\$0	\$166,575	\$114,075	\$228,150	VOF
2007	216	5	\$1,126,813	\$0	\$162,125	\$8,062	\$478,313	VLCF, VDACS, FRPP
2008	46.82	3	\$346,551	\$0	\$86,638	\$86,638	\$173,275	FRPP
2008	30	2	\$180,000	\$0	\$53,100	\$42,300	\$84,600	FRPP
2008	204	5	\$716,500	\$0	\$179,125	\$27,750	\$509,625	VLCF, VDACS, FRPP
2008	43	1	\$131,500	\$0	\$32,875	\$16,437	\$82,188	VDACS, FRPP
2010	11.48	1	\$0	\$25,000	\$0	\$12,500	\$12,500	VDACS
2010	19.8	2	\$0	\$80,000	\$0	\$40,000	\$40,000	VDACS
2010	10.5	1	\$0	\$28,000	\$0	\$14,000	\$14,000	VDACS
2010	133	6	\$0	\$240,000	\$0	\$120,000	\$120,000	VDACS
2010	145	5	\$0	\$140,000	\$0	\$70,000	\$70,000	VDACS
2010	38.1	2	\$0	\$80,000	\$0	\$40,000	\$40,000	VDACS
2010	47.6	2	\$0	\$60,800	\$0	\$30,400	\$30,400	VDACS
2010	15.18	1	\$0	\$30,400	\$0	\$15,200	\$15,200	VDACS
2011	60.00	2	\$240,500	\$0	\$60,125	\$30,063	\$150,312	VDACS, FRPP
2011	13.02	1	\$0	\$13,000	\$0	\$6,500	\$6,500	VDACS
2011	16.69	2	\$0	\$25,000	\$0	\$25,000	\$0	
2011	134.00	2	\$0	\$80,000	\$0	\$40,000	\$40,000	VDACS
2012	76.9	2	\$0	\$80,000	\$0	\$40,000	\$40,000	VDACS
2012	121.18	4	\$345,500	\$0	\$86,375	\$20,000	\$239,125	PEC, VDACS, FRPP
2013	80.86	4	\$30,300	\$0	\$125,000	\$27,500	\$347,500	EC, VLCF, VDACS, FRPP
2013	217.34	4	\$542,500	\$0	\$135,625	\$32,813	\$374,062	PEC, VLCF, VDACS, FRPP
2013	68.02	3	\$255,000	\$0	\$63,750	\$3,125	\$188,125	PEC, VLCF, VDACS, FRPP
2013	140	4	\$560,000	\$0	\$140,000	\$97,500	\$322,500	PEC, VLCF, VDACS
2014	58.78	3	\$0	\$69,600	\$0	\$34,800	\$34,800	VDACS
2014	57.90	2	\$173,500	\$0	\$43,375	\$2,718	\$128,468	PEC, VLCF, VDACS, FRPP
2014	64.82	3	\$194,500	\$0	\$48,625	\$687	\$145,187	VLCF, VDACS, FRPP
2014	18.25	1	\$0	\$0	\$0	\$20,000	\$20,000	VDACS
2014	29.11	2	\$0	\$60,000	\$0	\$30,000	\$30,000	VDACS
2016	16.00	1	\$0	\$40,000	\$0	\$20,000	\$20,000	VDACS
2016	94.00	3	\$0	\$120,000	\$0	\$60,000	\$60,000	VDACS
2016	40.57	2	\$0	\$80,000	\$0	\$40,000	\$40,000	VDACS
2016	134.30	2	\$0	\$32,000	\$0	\$16,000	\$16,000	VDACS
2016	80.22	2	\$0	\$32,000	\$0	\$16,000	\$16,000	VDACS
2016	287.57	4	\$0	\$64,000	\$0	\$32,000	\$32,000	VDACS
2016	40.00	2	\$0	\$32,000	\$0	\$16,000	\$16,000	VDACS
2016	18.20	3	\$74,500	\$0	\$18,625	\$9,313	\$46,562	VDACS, ALE
2016	35.20	2	\$140,500	\$0	\$35,125	\$17,563	\$87,812	VDACS, ALE
2017	23.20	2		\$30,160	\$0	\$15,080	\$15,080	VDACS
2018	15.01	2		\$60,000		\$30,000	\$30,000	VDACS
Total	3291.75	113		Total	\$2,156,296	\$1,803,291	\$4,369,284	
				% of Total	25.9	21.7	52.5	

* Represents County funds used to purchase conservation easements; program began in 2003
 Note – No easement purchases were made in 2015.

Grant Sources

VDACS = Virginia Department of Agriculture and Consumer Services (State)

VLCF = Virginia Land Conservation Fund (State)

FRPP = Farm & Ranchland Protection Program (Federal)

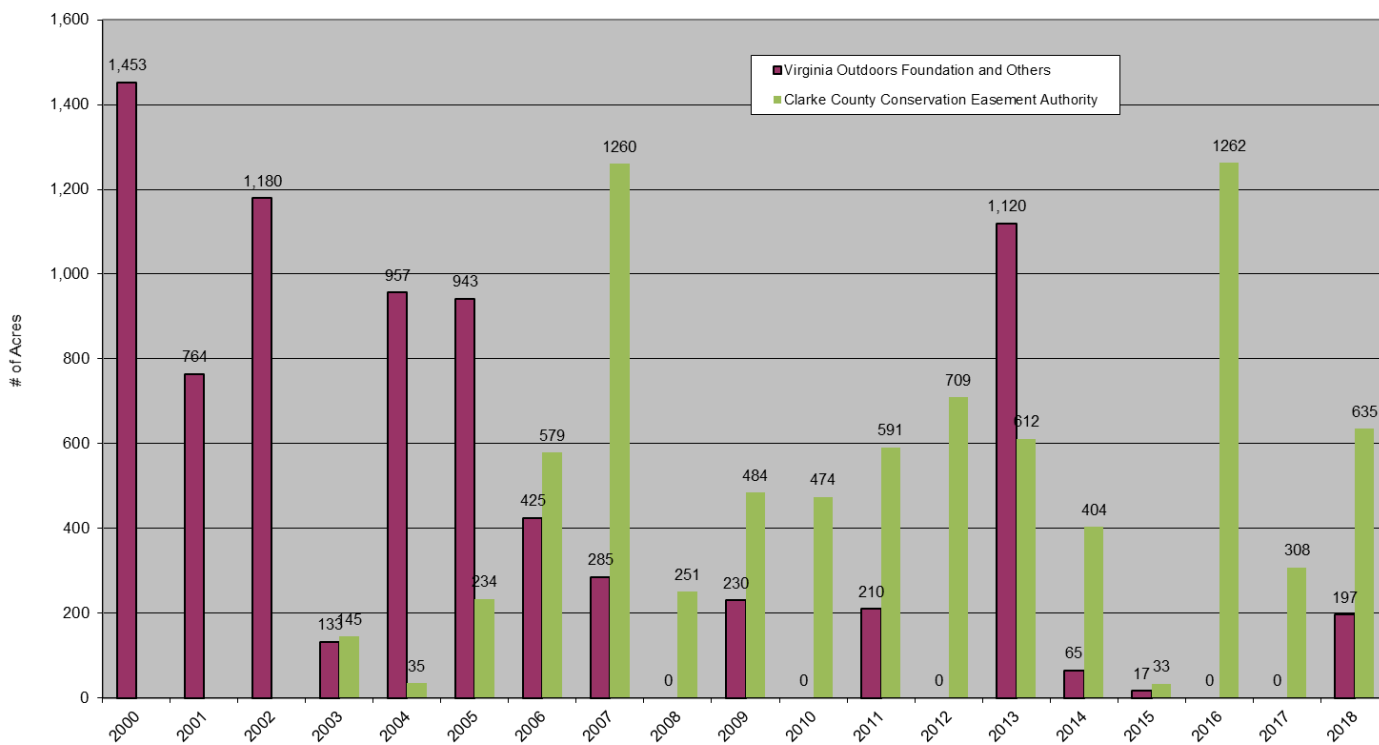
SRCDC = Shenandoah Resource Conservation and Development Council (State)

VOF = Virginia Outdoors Foundation (State)

PEC = Piedmont Environmental Council

The first conservation easement was recorded in 1974 by the Virginia Outdoors Foundation. Between 1974 and 1999 10,359 acres were placed in easement, however no easements were recorded between 1983 and 1987. The chart below details the acreage of easements by year from 2000 through 2018.

Conservation Easements – Virginia Outdoors Foundation, Virginia Department of Historic Resources & Clarke County Conservation Easement Authority



Note: No easements recorded 1983 through 1987

Special projects

- Easement inspections program. Two part-time interns were employed during the Summer of 2018 to perform compliance inspections on all properties containing easements held by the Clarke County Easement Authority. The interns were paid through the Authority’s stewardship fund and successfully completed onsite inspections and reports on approximately 130 properties. The Department expects this to be a reoccurring program and will maintain a database of inspection results.

6. Biosolids Applications

On July 15, 1997 the Board of Supervisors approved the adoption of a text amendment establishing standards for the land application of bio-solids. Beginning in 1998, two companies, Bio Gro and Recyc Systems applied biosolids in the County. Currently Synagro (formally Bio-Gro) and Nutri-Blend (formally Wright Trucking) spread on area farms. The following table summarizes the acreages applied each year. In 2018 Recyc submitted applications for 4 new farms and renewed applications for 8 farms previously held by Wright Trucking.

In 2004, State law repealed Counties ability to regulate biosolid application beyond testing and monitoring. The change permits Counties to request reimbursement for expenses relating to monitoring and testing but eliminates increased setback standards that Clarke County had adopted

to protect ground and surface water resources in sensitive karst areas.

Beginning January 1, 2008 the Virginia Department of Environmental Quality (DEQ) assumed regulatory oversight of all land application of treated sewage sludge, commonly referred to as biosolids. This action, which moves oversight of the Biosolids Use Regulations from the Virginia Department of Health to DEQ, was at the direction of the 2007 General Assembly, which voted to consolidate the regulatory programs so that all persons land applying biosolids would be subject to uniform requirements, and to take advantage of the existing compliance and enforcement structure at DEQ.

Biosolids Applications

Year	Acres	# Farms
1998	180	2
1999	625	3
2000	0	0
2001	1830	11
2002	1145	11
2003	350	3
2004	150	4
2005	263	3
2006	950	9
2007	1,063	10
2008	1,307	13
2009	1,287	13
2010	1,989	21
2011	1,800	18
2012	1,539	18
2013	838	8
2014	1,784	23
2015	665	13
2016	61	1
2017	192	5
2018	374	5
21 Year Total	18,392	

DEQ has established an Office of Land Application Programs within the Water Quality Division to manage the biosolids program, as well as land application of industrial sludges, septage, livestock and poultry waste, and water reclamation and reuse. The Virginia Department of Health will continue to consult with DEQ and advise the public on health issues related to biosolids applications.

All applications have been closely monitored by County and State representatives and have been in compliance with all requirements. In accordance with State Regulations, Counties may be reimbursed for the testing and monitoring expenses; in 2018 the County was reimbursed \$784.80. Land applications were way down due two factors; 1) Blue Plains was formerly the source of much of the biosolids applied in Clarke County. As a result of significant process changes, Blue Plains generates less than half the volume of material as in the past, and their supply is not going primarily to Clarke; and 2) Milton Wright was formerly a major land applier in Clarke, but that operation has seen significant cutbacks in activity. The Piscataway biosolids contract is now held by another land applier who does not operate in Clarke.

The total number of acres permitted for biosolids application in the County is 14,946, proportionately more biosolids than many other Counties in the area, averaging 18,000 wet tons per year. The biosolids contain about 5-8 pounds of nitrogen per ton of biosolids. There is interest and concern about the effect of biosolids application

on the quality of ground water in Clarke County. In order to address this concern, the County applied for and received 2 grants in 2013, totaling \$16,000 to monitor 10 springs in northern Shenandoah Valley for discharge, TN, TP, ammonia, ortho phosphate, nitrate-nitrite, E. coli, flow, general water chemistry. Springs are in located in karst areas. Purpose is to identify contribution of contamination from springs to surface waters to assist in 1) determining appropriate BMP's on agricultural lands and 2) impact of biosolids applications on water quality as compared to other fertilizer sources. A report detailing the study is available from the Planning Department.

7. Historic Preservation Commission Activities

Grant Applications

The HPC applied for and received a \$17,885 grant from the National Park Service African American Civil Rights Grant Program to replace the roof at the Josephine School Community Museum and Clarke County African-American Cultural Center. The project was completed in November.

The Virginia Department of Historic Resources (DHR) awarded a 2017/18 CLG grant of \$5,366 to the Clarke County HPC for the study of “demolition by neglect” of its historic resources. The report was completed in June and is available at the Planning Department.

Three Certificates of Appropriateness were reviewed in 2018:

CA-18-01

McDonalds Corporation requests a Certificate of Appropriateness (CA-18-01) for the property identified as Tax Map #29-A-2A at 8152 John Mosby Highway in the White Post Election District, zoned Highway Commercial (CH) and Historic Access Overlay Corridor District (HC) to renovate the building facade. The Clarke County Planning Commission approved the above request on March 2, 2018.

CA-18-02

Kevin Nicewarner and Chris Darlington, George Cline, agent, request a Certificate of Appropriateness for building a single family dwelling on the property identified as Tax Map Parcel 28A-A-66 located at 140 White Post Road in the White Post Historic District, zoned Rural Residential (RR) and Historic Overlay (H). The Historic Preservation Commission approve the above request on April 3, 2018.

CA-18-03

Juliet Mackay-Smith for Locke & Co., LLC, requests a Certificate of Appropriateness for an addition on the property identified as Tax Map #30A-A-57 at 2049 Millwood Road in the Millwood Election District, zoned Neighborhood Commercial (CN) and Historic (H). The Historic Preservation Commission approved the above request on August 22, 2018.

**APPENDIX A – Miscellaneous Activity Tables
Project Application Report - Planning Dept**

Boundary Line Adjustment	BLA-18-01	25-A-29A and 25-A-27A 17.0218 acres 1 DUR transfer Zoned FOC Millwood Election District	BAILEY AMELIA DENISE TR	\$3,250.00	APPROVED
	BLA-18-03	9-A-39 and 9-A-41 8.8256 acres 0 DUR transfer Zoned AOC Russell Election District	LABASBAS LILLIE	\$500.00	APPROVED
Zoning Agriculture Structure	ZPAG-5170	1580 ELLERSLIE RD	ELLERSLIE PROPERTIES INC	\$100.00	APPROVED
	ZPAG-9367	ELLERSLIE RD	JOHN FERRELL AMENDED AND REVISED TRUST	\$100.00	APPROVED
Zoning Home Occupation	ZPHO-19	3271 OLD CHARLES TOWN RD	DAVIS ANTHONY L & ANDREA D	\$100.00	APPROVED
	ZPHO-2531	169 CLARKE LN	GARVIE JEFFREY L	\$100.00	APPROVED
	ZPHO-4839	15 E SHARON DR	LEE AARON & JILLIAN	\$100.00	APPROVED
	ZPHO-4942	401 LIME MARL LN	SCHOEB WILLIAM & DEBORAH	\$100.00	APPROVED
	ZPHO-6951	1078 KENNEL RD	VANTINE SCOT & SUZANNE F	\$100.00	APPROVED
	ZPHO-7212	435 WILDCAT HOLLOW RD	CHRISTIAN JERRY A JR & VALERIE K	\$100.00	APPROVED
	ZPHO-7618	1001 CARTERS LINE RD	BARRATT-BROWN ELIZABETH P	\$100.00	APPROVED
	ZPHO-7852	37 VISTA LN	MURPHY GLENN W & ROBYN C	\$100.00	APPROVED
	ZPHO-8173	161 PASTORAL LN	MARSHALL SEAN C & MILISSA A	\$100.00	APPROVED
Zoning Permit Heated Addition	ZPHA-6535	235 LEWIS FARM LN	LESMAN ROBERT G & ANN	\$200.00	APPROVED
Zoning New Residential	ZPRN-7427	3101 CASTLEMAN RD	LEWIS AND BURKE REAL ESTATE LLC	\$300.00	APPROVED
	ZPRN-8673	160 RETREAT RD	MURDICK, ROBERT A	\$300.00	APPROVED
Zoning Permit Unheated Addition	ZPUA-4972	2365 OLD CHAPEL RD	HOLSINGER PAUL & VIRGINIA	\$100.00	APPROVED
	ZPUA-5137	1555 LOCKES MILL RD	STONDS LC	\$100.00	APPROVED

Appeal: Brd of Septic & Well	BSA-18-01	24-A-16B, 15.04 acres 4455 River Road 13' variance to well setback requirement	Maurer, Charles	\$750.00	Approved
Boundary Line Adjustment	BLA-18-04	39-A-14 (2 lots) 1.643 acres 0 DUR transfer Zoned FOC White Post Election District	Tavener, William & Larry	\$500.00	Approved
	BLA-18-05	33-A-38 and 33-4-6 0.9924 acres 0 DUR transfer Zoned FOC Millwood Election District	Creech, Bonnie	\$500.00	Approved
Cert Apprptnss AOC/FOC/RES/NP	CA-18-01	29-A-2A 8152 John Mosby Hwy Renovate building façade Zoned CH and Historic Access Corridor Overlay White Post Election District	Core States Group (McDonalds Corporation)	\$50.00	Approved
	CA-18-02	28A-A-66 140 White Post Road Construct new dwelling Zoned RR & H White Post Election District	Kevin Nicewarner/Chris Darlington	\$50.00	Approved
Maximum Lot Size Exception	MLSE-18-01	28-A-44 Pre-1980 dwelling Zoned AOC White Post Election District	Stuart Properties, LLC	\$1,500.00	Approved
Minor Subdivision	MS-18-01	28-A-44 28.0 acres & 28.0074 acres Zoned AOC White Post Election District	Stuart Properties, LLC	\$4,000.00	Approved
Site Plan Amendment Comm	ASP-18-01	29-A-2A 8152 John Mosby Hwy Renovate building façade Zoned CH and Historic Access Corridor Overlay White Post Election District	Core States Group (McDonalds Corporation)	\$1250	Approved

Zoning Accessory Structure	ZPAS-7990	764 Bench Ln	Hoffman, Donald, Jr. & Suzette	\$200.00	Approved
Zoning Agriculture Structure	ZPAG-8968	240 Good Success Ln	Feldman, Michael K & Nancy A	\$100.00	Approved
Zoning Home Occupation	ZPHO-3701	218 Beechwood Ln	Ashby, Keith & Sandra R.	\$100.00	Approved
	ZPHO-546	1181 Russell Rd	Underwood, Richard W. & Robyn	\$100.00	Approved
	ZPHO-6465	100 Lois Ln	Stanley, William	\$100.00	Approved
Zoning Residential	ZPRN-2552	1362 Shepherds Mill Rd	LSM Management, LLC	\$300.00	Approved
	ZPRN-5658	254 Good Shepherds Rd	Costello, Jeanne M	\$300.00	Approved
	ZPRN-7148	1307 Mount Carmel Rd	Smith, B. Scott & Connie S	\$300.00	Approved
	ZPRN-8572	Grouse Ridge Lane	Wright, Pamela M. Trustee	\$300.00	Approved
	ZPRN-8711	233 Pleasant Hill Dr	Oakcrest Builders, Inc.	\$300.00	Approved
	ZPRN-8718	205 Pleasant Hill Dr	Oakcrest Builders, Inc.	\$300.00	Approved
	ZPRN-9250	112 Pierce Rd	Matheny, Charles K., Jr. & Joyce A,	\$300.00	Approved
Zoning Unheated Addition	ZPUA-6171	1983 Millwood Rd	Shiloh Baptist of Millwood	\$200.00	Approved
	ZPUA-6263	70 Little River Ln	Priest, Sandra	\$200.00	Approved
Boundary Line Adjustment	BLA-18-06	30-A-15 & 30-A-15 (2 lots) 12.061 acres DUR Transfer Zoned AOC Millwood Election District	The People to People Health FDN Inc.	\$500.00	Approved
	BLA-18-07	12-3-17 & 12-A-34 (2 lots) 0.00 acres 0 DUR Transfer Zoned AOC Russell Election District	Foster, David M. & Nancy V. /Eddie & Sharon Johnson	\$500.00	Approved
Minor Subdivision	MS-18-02	25-A-27A 5 acres Zoned FOC Millwood Election District	Pierson, Amelia, et als.	\$4,000.00	Approved

Zoning Accessory Structure	ZPAS-5009	1142 Old Chapel Road	Sams Allison Karter	\$100.00	Approved
	ZPAS-560	933 Russell Road	Roberts, George R., III & Christine	\$200.00	Approved
	ZPAS-5618	18099 Raven Rocks Road	Kidby Scott W. & Melissa Pagano	\$200.00	Approved
	ZPAS 6957	2215 Swift Shoals Rd.	Gilpin, Thomas T.	\$200.00	Approved
	ZPAS-8172	165 Pastoral Lane	Trenary, Randolph & Kelley L., Jr.	\$200.00	Approved
	ZPAS-7970	4455 River Road	Maurer, Charles	\$200.00	Approved
Zoning Agriculture Structure	ZPAG-8756	82 Thornton Rd	Arthur, Sean	\$100.00	Approved
	ZPAG-9338	Granddaddy Lane	Chor-Ching, Fan	\$100.00	Approved
Zoning Home Occupation	ZPHO-4434	415 Holly Lane	Reed, Ryan & Kari F.	\$100.00	Approved
	ZPHO-7768	397 Saw Mill Road	Pierson, Frank S., Jr.	\$100.00	Approved
	ZPHO-7958	515 Cather Road	Millar, John D. & Brandie D.	\$100.00	Approved
Zoning Residential	ZPRN-6878	558 Manor Road	Breedlove, Eugene M. & Corinne T. Trs.	\$300.00	Approved
	ZPRN-5636	109 Bell Hollow Lane	Sferra, Nicholas	\$300.00	Approved
	ZPRN-6297	3444 Calmes Neck Lane	Bathon, Stephen R. & Gayle E.	\$300.00	Approved
	ZPRN-6571	750 Morgans Mill Rd.	Taylor, Neel F.	\$300.00	Approved
	ZPRN-7118	Wildcat Hollow Rd	Watts, Douglas	\$300.00	Approved
	ZPRN-9232	Tilthammer Mill Rd	McClenahan, Timothy	\$300.00	Approved
Zoning Sign	ZPS-7839	8152 John Mosby Hwy	McDonalds Corporation	\$332.50	Approved
Zoning Unheated Addition	ZPUS-6310	185 Blue Bird Lane	Bittner, Sandra	\$100.00	Approved
Boundary Line Adjustment	BLA-18-06	30-A-15 & 30-A-30 (2 lots) 12.3061 acres 0 DUR Transfer Zoned AOC Millwood Election Dist.	The People to People Health Foundation	\$500.00	Approved

	BLA-18-07	12-3-17 & 12-A-34 (2 lots) 0.00 acres 0 DUR Transfer Zoned AOC Russell Election Dist.	Foster, David M. & Nancy V./Eddie & Sharon Johnson	\$500.00	Approved
	BLA-18-08	31-1-84 & 31-1-91 (2 lots) 0.033 acres Zoned FOC Millwood Election Dist.	Frits & Jane Geurtsen/Sandra Bitner	\$500.00	Approved
Minor Subdivision	MS-18-03	1528 Lewisville Road	McIntire Cattle Co., Inc.	\$4000.00	Approved
	MS-18-04	44 & 144 Pierce Road	Walker Arena LLC	\$4000.00	Approved
Maximum Lot Size Exception	MLSE-18-02	1528 Lewisville Road	McIntire Cattle Co., Inc.	\$1500.00	Approved
Zoning Accessory Structure	ZPAS-5180	3704 Springsbury Rd	Dodson, Fred W., II	\$100.00	Approved
	ZPAS-5324	282 Kinsky Lane	Olmstead, Nathaniel	\$100.00	Approved
Zoning Agriculture Structure	ZPAG-7617	1551 Lewisville Rd.	Alexander, Charles	\$100.00	Approved
	ZPAG-741	1528 Lewisville Road	McIntire Cattle Co., Inc.	\$100.00	Approved
Zoning Home Occupation	ZPHO-5478	77 Oakleaf Lane	Holmes, Sherilyn	\$100.00	Approved
	ZPHO-273	1874 Russell Rd.	Wagner, Mary Lou	No Fee. Ex. Home Occ. Location change	Approved
	ZPHO-388	170 Honey Lane	Botha, Christoff	100.00	Approved
	ZPHO-8610	509 Pine Grove Rd.	Hindman, Mark	100.00	Approved
	ZPHO-5570	106 Pine Grove Rd.	Resendiz, Orlando Hernandez	\$100.00	Approved
	ZPHO-2507	207 Chilly Hollow Rd.	Nalls, David Adam Coleman	No Fee. Ex. Home Occ. Name change	Approved
	ZPHO-6401	1951 Morgans Mill Rd.	Young, Nathan	\$100.00	Approved
	ZPHO-8	1782 Swimley Rd.	Tavener, Rhiannan	\$100.00	Approved

	ZPHO-4788	17 Old Waterloo Rd.	Betz, Samuel E.	\$100.00	Approved
Zoning Residential	ZPRN-8476	1542 Chilly Hollow Road	Russell, Gordon	\$300.00	Approved
	ZPRN-8708 Town of Boyce	328 Belinda Court	OakCrest Builders, Inc.	\$300.00	Approved
	ZPRN-8920	Minniewood Lane	Kevin Erisman	\$300.00	Approved
Zoning Permit No Building Permit	ZPNP-4479	333 Holly Lane	Hill, Stuart	\$100.00	Approved
	ZPNP-9240	18411 Blue Ridge Mountain Rd	Trotter, Sandra	\$100.00	Approved
Zoning Heated Addition	ZPHA-8476	1542 Chilly Hollow Road	Russell, Gordon	\$200.00	Approved
	ZPHA-7254	792 Solitude Lane	Arnold, F.M.	\$200.00	Approved
	ZPHA-2651	182 Auburn Rd.	VanNess, Gary	\$200.00	Approved
	ZPHA-6304	222 Barred Owl Lane	Geurtsen, Frits & Jane	\$200.00	Approved
	ZPHA-820	1932 Lord Fairfax Highway	Carroll, Terry L.	\$200.00	Approved
Special Use Permit	SUP-18-01	834 Kentland Lane	MacDowell, Juliana (The Kentland Foundation)	\$825.00	Approved
Site Plan	SP-18-01	834 Kentland Lane	MacDowell, Juliana (The Kentland Foundation)	\$2500.00	Approved
Zoning Unheated Addition	ZPUA-5180	2704 Springsbury Rd.	Dodson, Fred	\$100.00	Approved
Board of Septic Appeals	BSA-18-02	592 Carters Line Rd.	Ashby, Norman	\$750.00	Approved
Certificate of Appropriateness	COA2-18-01	140 White Post Rd.	Kevin Nicewarner & Chris Darlington	\$50.00	Approved
Boundary Line Adjustment	BLA-18-09	6-A-54B & 6-A-54D (2 lots) 0.896 acres 67 Fishpaw Rd. Zoned AOC Russell Election District	Lloyd, Mark	\$500.00	Approved
	BLA-18-10	9-A-7 & 9-A-8 (2 lots) 0.4736 acres 10737 Harry Byrd Hwy. Zoned AOC Russell Election District	Tavener, Richard III	\$500.00	Approved

Zoning Accessory Structure	ZPAS-6571	708 Morgans Mill Rd.	Taylor, Neel	\$200.00	Approved
	ZPAS-8850	146 Morning Star Lane	Slovinsky, Stacy	\$200.00	Approved
	ZPAS-6627	188 Ashley Woods Lane	Newman, George	\$200.00	Approved
	ZPAS-7289	1590 Mt Carmel Rd.	Lee, Gregory	\$200.00	Approved
Zoning Agriculture Structure	ZPAG-8097	715 Duke Lane	Erickson, Chet	\$100.00	Approved
	ZPAG-4673	923 Old Winchester Rd.	Young, Alan	\$100.00	Approved
Zoning Home Occupation	ZPHO-2589	1609 Castleman Road	Mayer, Devon V.	\$100.00	Approved
	ZPHO-2616	2903 Castleman Road	Isham, Christian Sean	\$100.00	Approved
	ZPHO-3191	279 Dogwood Lane	Campbell, James	\$100.00	Approved
Zoning Residential	ZPRN-288	Lot 12, Keystone	Landis, Kimberly Sue	\$300.00	Approved
	ZPRN-5882	140 White Post Road	Kevin Nicewarner & Chris Darlington	\$300.00	Approved
	ZPRN-9085	1371 Old Chapel Road	Donnelly, Scott	\$300.00	Approved
	ZPRN-9363	Blue Ridge Mountain Road	Harris, Lindsay & Schaffer, Peter, Jr.	\$300.00	Approved
Zoning Permit No Building Permit	ZPNP-3561	427 White Oak Lane	Liiszewski, Greg	\$100.00	Approved
	ZPNP-3115	644 Laurel Lane	Cappert, David	\$100.00	Approved
Zoning Heated Addition	ZPHA-2641	3106 Castleman Road	Combest, Wendell & Fehr, Juliana	\$200.00	Approved
	ZPHA-6080	251 Swift Shoals Road	Leach, Brandon & Marshall Crystal	\$200.00	Approved
Zoning Unheated Addition	ZPUA-3003	246 Laurel Lane	King, Joseph B.	\$200.00	Approved
	ZPUA-6571	708 Morgans Mill Rd.	Taylor, Neel	\$100.00	Approved
	ZPUA-7924	166 Turtle Lane	Post, Don & Pat	\$100.00	Approved
Boundary Line Adjustment	BLA-18-11	22-A-72 & 22-A-82A (2 lots) 48.8330 acres Zoned AOC 2823 Bishop Meade Road	NERD Farms, LLC	\$500.00	Approved

		Millwood Election District				
Zoning Accessory Structure	ZPAS-6758	147 Shenandoah River Lane	Ziakas, John & Phyllis	\$200.00	Approved	
	ZPAS-7721	3346 Crums Church Road	Jacobson, Jeffrey	\$200.00	Approved	
	ZPAS-7608	253 Kimble Road	Franz, Robert	\$200.00	Approved	
Zoning Agriculture Structure	ZPAS-7608	233 Kimble Road	Franz, Robert	\$200.00	Approved	
	ZPAG-8572	375 Double Wood Lane	Wright Pamela	\$100.00	Approved	
	ZPAG-62	274 Wadesville Road	Caldwell, Thomas	\$100.00	Approved	
Zoning Home Occupation	ZPHO-7854	19646 Blue Ridge Mountain Road	Hoffman, ZiThui Tang	\$100.00	Approved	
	ZPHO-6281	130 Robin Lane	Nolter, Joseph	\$100.00	Approved	
	ZPHO-5553	108 Good Shepherd Road	Cullen, Joseph	\$100.00	Approved	
	ZPHO-4945	303 Lime Marl Lane	Metesh, Thomas L.	\$100.00	Approved	
	ZPHO-6588	19605 Blue Ridge Mountain Rd.	Matzen, Daryl	\$100.00	Approved	
	ZPHO-6352	2679 Mt. Carmel Road	Lloyd, Darrell & April (owners) Lloyd, Joseph Cole (applicant)	\$100.00	Approved	
Zoning Residential	ZPRN-776	1744 Lord Fairfax Highway	Kimble, David	\$300.00	Approved	
	ZPRN-5487	Pine Grove Road	Licking Valley Con.	\$300.00	Approved	
	ZPRN-8089	Calmes Neck Lane	Mangolas, Christopher	\$300.00	Approved	
	ZPRN-8678	Old Tavern Lane	Warfield Homes	\$300.00	Approved	
Zoning Permit No Building Permit	ZPNP-56	918 Wadesville Road	Virts, Kevin	\$100.00	Approved	
Zoning Heated Addition	ZPHA-5603	238 Forest Ridge Lane	Farley, Heath	\$200.00	Approved	
Zoning Unheated Addition	ZPUA-6382	27 Providence Lane	Providence Chapel United Methodist Church	\$100.00	Approved	

	ZPUA-9331	165 Bellevue Lane	Donohue, Terrence	\$100.00	Approved	
	ZPUA-230	3831 Harry Byrd Highway	Williams, Paul	\$100.00	Approved	
	ZPUA-4582	2438 Pyletown Rd.	Burke, Daniel	\$100.00	Approved	
	ZPUA-2361	6254 Lord Fairfax Highway	Hough, Jason	\$100.00	Approved	
Maximum Lot Size Exception	MS-18-01	862 White Post Rd.	Stuart Properties, LLC	\$1,500.00	Approved	
Minor Subdivision	MS-18-01	862 White Post Road	Stuart Properties, LLC	\$4,000.00	Approved	
	MS-18-02	182 Worthington Lane	Bailey, Amelia D.	\$4,000.00	Approved	
Boundary Line Adjustment	BLA-18-13	8153 John Mosby Highway	Claytor, Robert (Handy Mart)	\$500.00	Pending	
	BLA-18-14	300 Carter Hall Lane	George Williams, III & Project Hope	\$500.00	Approved	
	BLA-18-15	16060 Lord Fairfax Highway	Ritter, Mark W.	\$500.00	Approved	
	BLA-18-16	2049 Millwood Road	Mackay-Smith, Juliet (Locke & Co., LLC)	\$500.00	Approved	
Site Plan Amendment	SP-18-02	8153 John Mosby Highway	Claytor, Robert (Handy Mart)	\$2,500.00	Pending	
Zoning Unheated Addition	ZPUA-2399	200 Grafton Lane	Grafton (Walter Good)	\$100.00	Approved	
	ZPUA-6041	698 Tilthammer Mill Rd	Anderson, Cuno	\$100.00	Approved	
	ZPUA-5250	3449 Lockes Mill Road	Miller, John U., III	\$100.00	Approved	
	ZPUA-2452	2167 Shepherd Mill Road	Young, Don	\$100.00	Approved	
Zoning Heated Addition	ZPHA-4790	87 Old Waterloo Road	Stevenson, Judith M.	\$200.00	Approved	
Zoning Accessory Structure	ZPAS-8981	240 Ashley Woods Lane	Keister, Brad & Kathryn	\$200.00	Approved	
	ZPAS-4982	2015 Old Chapel Road	Shafer, Shannon & Sarah	\$200.00	Approved	
Zoning Home Occupation	ZPHO-558	1852 Crums Church Road	George, James	\$100.00	Approved	

	ZPHO-8090	315 Calmes Neck Lane	Lacey, Joseph	\$100.00	Approved	
	ZPHO-4665	785 Pyletown Road	Darlington, Tara	\$100.00	Approved	
	ZPHO-659	1013 Stringtown Road	Harbor, Tiffany	\$100.00	Approved	
Zoning Residential	ZPRN-3605	Retreat Road	Villar, Robert	\$300.00	Approved	
	ZPRN-7704	1083 Wadesville Road	Solorio, Guadalupe & Arselia	\$300.00	Approved	
	ZPRN-8727	124 Grand Oaks Drive (Town of Boyce)	Scarce, Sharon	\$300.00	Approved	
	ZPRN-3605	Retreat Road	Villar, Roberto & Merlita	\$300.00	Approved	
	ZPRN-7704	1083 Wadesville Road	Soloria, Guadalupe & Arselia	\$300.00	Approved	
Zoning No Building Permit	ZPNP-8366	905 Castlerock Lane	Reza, Fred & Shayla	\$100.00	Approved	
	ZPNP-57	845 Wadesville Road	Ermini, Lisa	\$100.00	Approved	
Certificate of Appropriateness	CA-18-03	2049 Millwood Road	Mackay-Smith, Juliet (Locke & Co., LLC)	\$100.00	Approved	
Administrative Site Plan Amendment	ASP-18-02	809 Millwood Road	Christ Church Millwood	\$625.00	Approved	
	ASP1-17-04	2049 Millwood Road	Mackay-Smith, Juliet (Locke & Co., LLC)	\$1,250.00	Approved	
Zoning Unheated Addition	ZPUA-7017	534 Carefree Lane	Forbes, Michael T.	\$100.00	Approved	
	ZPUA-701	3844 Lord Fairfax Highway	Byrd, Harry III	\$100.00	Approved	
	ZPUA-4929	981 Annfield Road	Warfield, Wayne & Dee Dee	\$100.00	Approved	
	ZPUA-4227	196 Holly Lane	Johnson, Lori	\$100.00	Approved	
	ZPUA-9204 Town of Boyce	5 Huntington Lane	Henke, Jim	\$100.00	Approved	
ZPUA-4880 Town of Boyce	3 Old Chapel Lane	Garlitz, Bob/Julie	\$100.00	Approved		
Minor Subdivision	MS-18-05	2308 Longmarsh Road	David Hardesty (Cody Kerr-Applicant)	\$4,000.00	Approved	
	MS-18-06	420 Rock Hall Lane	Elrod, Warrick & Andrea	\$4,000.00	Approved	

Maximum Lot Size Exception	MLSE-18-03	420 Rock Hall Lane	Elrod, Warrick & Andrea	\$1,500.00	Approved
Zoning Heated Addition	ZPHA-558	1852 Crums Church Road	George, James	\$200.00	Approved
	ZPHA-2333	6964 Lord Fairfax Highway	Pitcock, Cole	\$200.00	Approved
Zoning No Building Permit	ZPNP-8042	161 Childrens Lane	Robinson, David	\$100.00	Approved
Zoning Determination Letter	ZDL-2712	17A-A-10A (Vacant Land)	James, William	\$150.00	Approved
Zoning Residence	ZPRN-5941	Bordens Springs Road	Roberts, Caroline	\$300.00	Approved
Zoning Accessory Structure	ZPS-5123	444 Possum Hollow Lane	LeBlanc, Michael	\$200.00	Approved
Zoning Home Occupation	ZPHO-5235	2836 Parshall Road	Gray, Ray & Shirley	\$100.00	Approved
	ZPHO-7777	2681 Senseny Road	Trammel, Richard	\$100.00	Approved
	ZPHO-2614	191 Pleasant Lane	Al-Khalili, Saifuddin	\$100.00	Approved
	ZPHO-996	1274 Triple J Road	Hatley, Nolan	\$100.00	Approved
Zoning Unheated Addition	ZPUA-6999	501 Pioneer Lane	Woolfenden, Mark	\$100.00	Approved
	ZPUA-98	1318 Old Charles Town Road	Norman, Debra B.	\$100.00	Approved
Site Plan Amendment	SP-18-03	2049 Millwood Road	Mackay-Smith, Juliet	\$2,500.00	Approved
Zoning Accessory Structure	ZPAS-9333	2270 Calmes Neck Road	Indie, LLC / Adam Ross	\$200.00	Approved
	ZPAS-5952	1260 Westfield Farm Lane	Sheehey, Matthew & Diane	\$200.00	Approved
Zoning New Residential	ZPRN-5762	1434 Berrys Ferry Road	Hilliard, Margaret	\$300.00	Approved
	ZPRN-9269 Boyce	211 N. Greenway Avenue	Storry, Roy	\$300.00	Approved
	ZPRN-8001	1245 Moose Road	Lanham, James & Cathie	\$300.00	Approved

Zoning Heated Addition	ZPHA-8856	719 Morning Star Lane	Haynie, Talon & Lisa	\$200.00	Approved
	ZPHA-6454	2468 Mount Carmel Rd.	Ripley, Damian	\$200.00	Approved
Zoning New Residential	ZPRN-8358 Town of Boyce	225 N. Greenway Avenue	Williams, Kenny	\$300.00	Approved
Zoning Unheated Addition	ZPUA-4582a	2438 Pyletown Road	Burke, Daniel	\$100.00	Approved
	ZPUA-236	435 Pierce Road	Odiorne, David & Suzanne	\$100.00	Approved
Zoning Ag Structure	ZPAG-705	222 Stringtown Road	King, Lauren & Thomas	\$100.00	Approved
	ZPAG-6508	73 Providence Lane	Masucci, Greer	\$100.00	Approved
Board of Septic Appeals	BSA-18-03	500 Laurel Lane	Wagner, Cody & Bridgette	\$750.00	Approved
Board of Zoning Appeals	BZA-18-01	3162 Parshall Road	Dr. Michael Gray & Paul Rose	\$750.00	Approved
Zoning Home Occupation	ZPHO-5570	106 Pine Grove Road	Orlando Resendiz, Owner Dario Hernandez Resendiz, Applicant	\$100.00	Approved
Zoning New Residential	ZPRN-8900	2955 Allen Road	Warfield Homes	\$300.00	Approved
	ZPRN-7046	5901 Rustic Lane	Jerome & Kathy Fleishmann	\$300.00	Approved
Zoning No Permit	ZPNP-6590	531 Barker Lane	Bonnie Creech	\$100.00	Approved
Administrative Site Plan Amendment	ASP-18-03	1329 Fishpaw Road	Robert Snell	\$625.00	Approved