

# **Board of Supervisors Committee Meeting Packet**

## **Monday, July 11, 2022**

Personnel Committee

9:30 am

Work Session

10:00 am

Finance Committee

Immediately follows  
Work Session



## Personnel Committee Items

Berryville/Clarke County Government Center, 2<sup>nd</sup> Floor  
101 Chalmers Court, Berryville, Virginia 22611

Monday, July 11, 2022, 9:30 am

<i>Item No.</i>	<i>Description</i>	<i>Page</i>
A.	Expiration of Term for Appointments Expiring through September 2022	3
B.	Personnel Policy Update Discussion	13
C.	COVID Leave Discussion	

# Appointments by Expiration Through September 2022

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*Appt Date   Exp Date   Orig Appt Date:*

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## *August 2021*

Fire & EMS Commission	1 Yr		
Beatty                  David                  Blue Ridge VFRC Rep		7/21/2020                  8/31/2021	12/17/2019

The Commission shall consist of eight (8) members including:  
 -1 member of the Board of Supervisors; The Clarke County Sheri; 1 representative from each of the volunteer fire and EMS companies; 3 citizens-at-large representing consumers of fire and EMS services. The 3 volunteer fire and EMS company representatives shall serve one-year terms and shall be appointed by the Board of Supervisors with recommendation to be provided by the volunteer companies. The 3 citizens-at-large shall be appointed for 4 year terms. The Sheriff shall serve a term coterminous with the term of office.  
 The Board of Supervisors shall appoint a representative annually at or shortly after its annual organizational meeting to serve a one-year term

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## *December 2021*

Economic Development Advisory Committee	4 Yr		
Kraybill                  Christina                  Berryville District, Business Owner		12/19/2017                  12/31/2021	11/18/2014

Members of the committee should include one or more people from all key government and business groups such as planning commission, board of supervisors, school board, industrial development authority, town of Berryville, chamber of commerce, and key business sectors such as agriculture, banking, realty, light industry, retail and tourism. Membership not limited. 4 year term.

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## *May 2022*

Economic Development Advisory Committee	4 Yr		
Sheaffer                  Lee                  Russell District, tourism		3/19/2019                  5/1/2022	3/19/2019

Members of the committee should include one or more people from all key government and business groups such as planning commission, board of supervisors, school board, industrial development authority, town of Berryville, chamber of commerce, and key business sectors such as agriculture, banking, realty, light industry, retail and tourism. Membership not limited. 4 year term.

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## *August 2022*

Fire & EMS Commission	1 Yr		
Crawford                  Michael                  John H. Enders VFRC Alternate		10/19/2021                  8/31/2022	10/19/2021

The Commission shall consist of eight (8) members including:  
 -1 member of the Board of Supervisors; The Clarke County Sheri; 1 representative from each of the volunteer fire and EMS companies; 3 citizens-at-large representing consumers of fire and EMS services. The 3 volunteer fire and EMS company representatives shall serve one-year terms and shall be appointed by the Board of Supervisors with recommendation to be provided by the volunteer companies. The 3 citizens-at-large shall be appointed for 4 year terms. The Sheriff shall serve a term coterminous with the term of office.  
 The Board of Supervisors shall appoint a representative annually at or shortly after its annual organizational meeting to serve a one-year term

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			<i>Appt Date</i>	<i>Exp Date</i>	<i>Orig Appt Date:</i>
Fire & EMS Commission			1 Yr		
Conrad	Bryan H.	Boyce VFRC Rep	9/1/2021	8/31/2022	8/17/2021

The Commission shall consist of eight (8) members including:  
 -1 member of the Board of Supervisors; The Clarke County Sheri; 1 representative from each of the volunteer fire and EMS companies; 3 citizens-at-large representing consumers of fire and EMS services. The 3 volunteer fire and EMS company representatives shall serve one-year terms and shall be appointed by the Board of Supervisors with recommendation to be provided by the volunteer companies. The 3 citizens-at-large shall be appointed for 4 year terms. The Sheriff shall serve a term coterminous with the term of office.  
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Armocost, Jr.	Van	John H. Enders VFRC Rep	9/1/2021	8/31/2022	8/17/2021
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 -1 member of the Board of Supervisors; The Clarke County Sheri; 1 representative from each of the volunteer fire and EMS companies; 3 citizens-at-large representing consumers of fire and EMS services. The 3 volunteer fire and EMS company representatives shall serve one-year terms and shall be appointed by the Board of Supervisors with recommendation to be provided by the volunteer companies. The 3 citizens-at-large shall be appointed for 4 year terms. The Sheriff shall serve a term coterminous with the term of office.  
 The Board of Supervisors shall appoint a representative annually at or shortly after its annual organizational meeting to serve a one-year term

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*September 2022*

Shenandoah Area Agency on Aging, Inc.			4 Yr		
Pritchard	Betsy		9/30/2018	9/30/2022	9/18/2018

BOS Nominates 2 Clarke County Members; SAAA Board appoints the local government nominees; the Board shall have the right not to accept any nominee it considers incompatible with the best interests of the SAAA and the Board.; 2 Term Limit

# Clarke County Public Body Listing

			<i>Appt Date</i>	<i>Exp Date</i>
<i>Agricultural &amp; Forestal District Advisory Committee</i>				6 Yr
Childs	Corey	Landowner	7/20/2021	7/15/2027
Conrad	Sam	Landowner/Producer	8/17/2021	7/15/2027
Day	Emily	Landowner/Producer	7/20/2021	7/15/2027
Dorsey	Tupper	Landowner/Producer	8/17/2021	7/15/2027
Hartsook	Shawna	Landowner/Producer	8/17/2021	7/15/2027
McKay	Beverly B.	BoS - Appointed Member	8/17/2021	7/15/2027
Peake	Donna	Commissioner of the Revenue	8/17/2021	7/15/2027
Shenk	Philip	Landowner/Producer	8/17/2021	7/15/2027
Simmons	Tait	Landowner	8/17/2021	7/15/2027
<i>Barns of Rose Hill Board of Directors</i>				3 Yr
Cook	Peter		11/23/2021	12/31/2024
<i>BCCGC Joint Building Committee</i>				Open-End
Arnold, Jr.	Harry Lee	Berryville Town Council Representative	1/11/2018	
Boies	Chris	County Administrator	12/2/2019	
Dalton	Keith	Berryville Town Manager		
Kemp	Tiffany	Clerk		
McKay	Beverly B.	BoS - Appointed Member	1/18/2022	12/31/2022
<i>Berryville Area Development Authority</i>				3 Yr
Ohrstrom, II	George	Russell District	12/13/2021	3/31/2025
Smart	Kathy	White Post District	4/21/2020	3/31/2023
Weiss	David S.	Buckmarsh/Blue Ridge District	4/19/2022	3/31/2025
<i>Berryville/Clarke County Joint Committee for Economic Development and Tourism</i>				Ongoing
Arnold, Jr.	Harry Lee	BTC - Appointed Member		
Boies	Chris	County Administrator	12/2/2019	
Dalton	Keith	Town Manager		
Dunkle	Christy	Staff Representative - Town - Alternate		
Hart	Felicia	Director of Economic Development	3/23/2020	
Kemp	Tiffany	Clerk		
Lawrence	Doug	BoS - Appointed Member	1/19/2021	12/31/2022
Rodriquez	Kara	BTC - Appointed Member		
Weiss	David S.	BoS - Appointed Member	1/18/2022	12/31/2022
<i>Board of Septic &amp; Well Appeals</i>				1 Yr
Bass	Matthew	BoS - Appointed Member	1/18/2022	1/31/2023
Blatz	Joseph	White Post District; Citizen Member	2/18/2020	2/15/2024

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			<i>Appt Date</i>	<i>Exp Date</i>
Buckley	Randy	White Post District; Planning Commission Alternate, Vice-Chair	1/18/2022	1/31/2023
Caldwell	Anne	Planning Commission Citizen Alternate	1/18/2022	1/31/2023
Feaga	Jeff	Staff Representative		
McKay	Beverly B.	BoS - Alternate	1/18/2022	12/31/2022
Ohrstrom, II	George	Russell District; Planning Commission Chair Representative	1/18/2022	1/31/2023

*Board of Social Services*

4 Yr

Byrd	Barbara J.	Russell District	1/1/2020	12/31/2023
Dabinett	Laura	Russell District	6/21/2022	7/15/2026
Dodson	Gerald	Berryville District	6/16/2020	7/15/2024
Lawrence	Doug	BoS - Appointed Member	1/19/2021	12/31/2022
Legard	Margaret	Berryville District	1/1/2019	12/31/2023
Parker	Jennifer	Staff Representative		
Smith	James	Berryville District	6/15/2021	7/15/2025
York	Robert	White Post District	6/21/2022	7/15/2026

*Board of Supervisors*

Bass	Matthew	Berryville District	11/3/2020	12/31/2023
Boies	Chris	Clerk	12/2/2019	
Catlett	Terri T.	Millwood/Pinegrove Districts, Vice Chair	1/1/2020	12/31/2023
Kemp	Tiffany	Deputy Clerk	12/1/2021	
Lawrence	Doug	Russell District	1/1/2020	12/31/2023
McKay	Beverly B.	White Post District	1/1/2020	12/31/2023
Weiss	David S.	Buckmarsh/Blue Ridge Districts; Chair	1/1/2020	12/31/2023

*Board of Supervisors Finance Committee*

1 Yr

Catlett	Terri T.	BoS - Appointed Member	1/18/2022	12/31/2022
McKay	Beverly B.	BoS - Alternate	1/18/2022	12/31/2022
Weiss	David S.	BoS - Appointed Member	1/18/2022	12/31/2022

*Board of Supervisors Personnel Committee*

1 Yr

Catlett	Terri T.	BOS - Alternate	1/18/2022	12/31/2022
McKay	Beverly B.	BoS - Appointed Member	1/18/2022	12/31/2022
Weiss	David S.	BoS - Appointed Member	1/18/2022	12/31/2022

*Board of Zoning Appeals*

5 Yr

Borel	Alain F.	White Post District	4/1/2019	2/15/2024
Brumback	Clay	White Post District	12/15/2020	2/12/2023
Caldwell	Anne	Millwood District	2/26/2020	2/15/2025
Camp	Jeremy	Staff Representative		
Means	Howard	Millwood District	1/19/2021	2/15/2026
Shenk	Philip	Alternate	6/15/2021	2/15/2024

			<i>Appt Date</i>	<i>Exp Date</i>
Volk	Laurie	White Post District	7/15/2019	2/15/2024
<i>Broadband Implementation Committee</i>				
Dunning	Buster	White Post District	6/8/2020	
Houck	William	Citizen Representative	5/17/2022	6/30/2024
Lawrence	Doug	Russell District	1/19/2021	12/31/2022
McKay	Beverly B.	White Post District	1/18/2022	12/31/2022
<i>Building and Grounds</i>				
				1 Yr
McKay	Beverly B.	BoS - Appointed Member	1/18/2022	12/31/2022
Weiss	David S.	BoS - Alternate	1/18/2022	12/31/2022
<i>Career and Technical Education Advisory Committee</i>				
				1 Yr
Catlett	Terri T.	BoS - Appointed Member	1/18/2022	12/31/2022
<i>Clarke County Sanitary Authority</i>				
				4 Yr
Armbrust	Wayne	White Post District	11/17/2020	6/30/2024
Bauhan	Tom	White Post District	12/13/2021	1/5/2026
DeArment	Roderick	White Post District	12/15/2020	1/5/2025
Mackay-Smith, Jr.	Alexander	White Post District	11/17/2020	1/5/2025
McKay	Beverly B.	BoS - Liaison	1/18/2022	12/31/2022
Meredith	Mary	Staff Representative	1/2/2018	
Myer	Joseph	Town of Boyce	2/18/2020	2/15/2024
<i>Community Policy and Management Team</i>				
				3 Yr
Acker	Denise	Northwestern Community Services	11/23/2021	12/31/2024
Austin	Michael	Alternate- Department of Social Services	3/17/2020	12/31/2022
Catlett	Terri T.	BoS - Appointed Member	1/18/2022	12/31/2022
Greene	Colin	Alternate - VDH Representative	11/23/2021	12/31/2024
Moore	Frank	CCPS Representative	10/15/2019	12/31/2022
Parker	Jennifer	Director Clarke County DSS	1/19/2021	12/31/2020
Shirley	Leea	VDH Representative	11/23/2021	12/31/2024
Stollings	Jerry	Court Services Unit Supervisor	10/19/2021	12/31/2022
Willis	James	Parent Representative	9/21/2021	12/31/2023
<i>Conservation Easement Authority</i>				
				3 Yr
Bacon	Rives	White Post District	12/17/2019	12/31/2022
Buckley	Randy	White Post District	12/17/2019	12/31/2022
Catlett	Terri T.	BoS - Appointed Member	1/18/2022	12/31/2022
Hedlund	John	White Post District	3/15/2022	12/31/2024
Jones	Michelle	Millwood / Pine Grove District	12/17/2019	12/31/2022
Ohrstrom, II	George	Russell District; Planning Commission Representative	3/15/2022	4/30/2023

			<i>Appt Date</i>	<i>Exp Date</i>
Teetor	Alison	Staff Representative		
Thomas	Walker	Buckmarsh District	11/23/2021	12/31/2024
<i>Constitutional Officer</i>				4 Yr
Keeler	Sharon	Treasurer	1/1/2020	12/31/2023
Peake	Donna	Commissioner of the Revenue	1/1/2020	12/31/2023
Roper	Anthony	Sheriff	1/1/2020	12/31/2023
Wilkerson	April	Clerk of the Circuit Court	11/3/2020	12/31/2023
Williams	Anne	Commonwealth Attorney	1/1/2020	12/31/2023
<i>County Administrator</i>				Open-End
Boies	Chris	County Administrator	12/2/2019	
<i>Director of Economic Development</i>				
Hart	Felicia	Director of Economic Development	3/23/2020	
<i>Economic Development Advisory Committee</i>				4 Yr
Bates	Chris	Agriculture, Equine, Transportation	2/19/2019	12/31/2022
Dodson	Reid	Russell District	11/23/2021	12/31/2025
Dunkle	Christy	Town of Berryville Representative	2/18/2020	12/31/2023
Hart	Felicia	Director of Economic Development	3/23/2020	
Kemp	Tiffany	Clerk		
Kraybill	Christina	Berryville District, Business Owner	12/19/2017	12/31/2021
McKay	Beverly B.	BoS - Appointed Member	1/18/2022	12/31/2022
Milleson	John R.	Banking, Finance	1/15/2019	12/31/2022
Pritchard	Betsy	Hospitality Industry, agriculture	7/21/2020	8/31/2024
Sheaffer	Lee	Russell District, tourism	3/19/2019	5/1/2022
<i>Fire &amp; EMS Commission</i>				1 Yr
Armacost, Jr.	Van	John H. Enders VFRC Rep	9/1/2021	8/31/2022
Beatty	David	Blue Ridge VFRC Rep	7/21/2020	8/31/2021
Buckley	Randy	Citizen-at-Large	10/15/2019	8/31/2023
Conrad	Bryan H.	Boyce VFRC Rep	9/1/2021	8/31/2022
Crawford	Michael	John H. Enders VFRC Alternate	10/19/2021	8/31/2022
Harrison	Diane	Citizen-at-large	8/17/2021	8/31/2025
Lawrence	Doug	BoS - Alternate	1/19/2021	12/31/2022
Loker	Randall	Citizen-at-large	7/21/2020	8/31/2024
Radford	Melanie	Staff Representative	10/19/2021	
Roper	Anthony	Sheriff	1/1/2020	12/31/2023
Weiss	David S.	BoS - Representative	1/18/2022	12/31/2022
<i>Handley Regional Library Board</i>				4 Yr
Bacon	Rives		10/19/2021	11/30/2025

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			<i>Appt Date</i>	<i>Exp Date</i>
<i>Historic Preservation Commission</i>				4 Yr
Al-Khalili	Adeela	Millwood District	6/1/2022	5/31/2026
Arnett	Betsy	Berryville District	4/21/2020	5/31/2024
Berger	Katherine	Buckmarsh District	5/21/2019	5/31/2023
Camp	Jeremy	Staff Representative		
Carter	Paige	White Post District	4/21/2020	5/31/2024
Catlett	Terri T.	BoS - Liaison	1/18/2022	12/31/2022
Glover	Robert	Planning Commission Representative	12/13/2021	12/31/2023
Thompson	Billy	White Post District	4/20/2021	5/31/2025
York	Robert	White Post District	4/20/2021	5/31/2025
<i>Humane Foundation</i>				1 Yr
Catlett	Terri T.	BoS - Liaison	1/18/2022	12/31/2022
<i>Industrial Development Authority of the Clarke County, Virginia</i>				4 Yr
Cochran	Ben	Buckmarsh District	11/19/2019	10/30/2025
Ferrell	Brian	Buckmarsh District	10/15/2019	10/30/2023
Hart	Felicia	Director of Economic Development	3/23/2020	
Kemp	Tiffany	Clerk		
Koontz	English	Buckmarsh District	10/16/2018	10/30/2022
Pierce	Rodney	Buckmarsh District	9/15/2020	10/30/2024
Preston	Isreal	Berryville District	2/19/2019	10/30/2022
Waite	William	Millwood District	10/31/2017	10/30/2025
Weiss	David S.	BoS - Liaison	1/18/2022	12/31/2022
Wolfe	William	Millwood District	10/15/2019	10/30/2023
<i>Joint Administrative Services Board</i>				Open-End
Bennett	Brenda	Staff Representative	7/1/2020	
Bishop	Chuck	School Superintendent	7/1/2014	
Boies	Chris	County Administrator	12/2/2019	
Keeler	Sharon	Treasurer	3/12/2005	
Kemp	Tiffany	Recording Clerk		
McKay	Beverly B.	BoS - Alternate	1/18/2022	12/31/2022
Schutte	Charles	School Board Representative	1/8/2012	
Weiss	David S.	BoS - Appointed Member	1/18/2022	12/31/2022
<i>Josephine School Community Museum Board</i>				1 Yr
Bass	Matthew	BoS - Liaison	1/18/2022	12/31/2022
<i>Legislative Liaison and High Growth Coalition</i>				1 Yr
Bass	Matthew	BoS - Liaison	1/18/2022	12/31/2022
<i>Library Advisory Council</i>				4 Yr

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			<i>Appt Date</i>	<i>Exp Date</i>
Al-Khalili	Adeela	Buckmarsh District	3/15/2022	4/15/2026
Bass	Matthew	BoS - Liaison	1/18/2022	12/31/2022
Bogert	Aubrey	White Post District	3/15/2022	4/15/2026
Brondstater	Bette	Berryville District	3/15/2022	4/15/2026
Daisley	Shelley	Russell District	4/21/2020	4/15/2024
Foster	Nancy	Russell District	4/21/2020	4/15/2024
Kalbian	Maral	Millwood District	3/15/2022	4/15/2026
Mitchell	Jessica	Berryville District	4/20/2021	4/15/2025
Payne	Lisa	Berryville District	4/20/2021	4/15/2025
Thomas	Walker		12/13/2021	4/15/2025

*Litter Committee*

Bass	Matthew	BoS - Liaison	1/18/2022	12/31/2022
Bauhan	Tom	White Post District	9/21/2021	9/30/2024
Harrison	Ashley	Berryville District	9/21/2021	9/30/2024
Keim	John	Russell District	9/21/2021	9/30/2024
Martin	Mary	White Post District	9/21/2021	9/30/2024
Roque	Meg	Buckmarsh District	9/21/2021	9/30/2024
Teetor	Alison	Staff Representative		

*Lord Fairfax Community College Board*

4 Yr

Tabatabai	Maryam	Russell District	7/21/2020	6/30/2024
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*Lord Fairfax Emergency Medical Services Council*

1 Yr

Conrad	Bryan H.	Volunteer Representative; White Post District	6/16/2020	3/15/2023
Trent	Carolyn	Medical Professional	6/16/2020	3/15/2023
Wilson	Wade	Career Representative	6/16/2020	3/15/2023

*Lord Fairfax Soil & Water Conservation District*

Elected

Mackay-Smith	Justin	Soil and Water Conservation Director Lord Fairfax District	1/1/2019	12/31/2023
Webb	Wayne	Soil and Water Conservation Director Lord Fairfax District	1/1/2019	12/31/2023

*Northern Shenandoah Valley Regional Commission*

1 Yr

Bass	Matthew	BoS - Alternate	1/18/2022	12/31/2022
McKay	Beverly B.	BoS - Appointed Member	1/18/2022	12/31/2022
Stidham	Brandon	Citizen Representative [Planning Director]	12/13/2021	1/21/2025

*Northwest Regional Adult Drug Treatment Court Advisory Committee*

1 Yr.

Bass	Matthew	BoS - Appointed Member	1/18/2022	12/31/2022
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*Northwestern Community Services Board*

3 Yr

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			<i>Appt Date</i>	<i>Exp Date</i>
Bodkin	Linda	Buckmarsh District	1/1/2022	12/31/2024
Goshen	Lisa	Millwood District	9/21/2021	12/31/2023
McKay	Beverly B.	BoS - Appointed Member	1/19/2021	12/31/2022
<i>Northwestern Regional Jail Authority</i>				1 Yr
Boies	Chris	BoS - Appointed Member	1/18/2022	12/31/2022
Lawrence	Doug	BoS - Liaison	1/19/2021	12/31/2023
Roper	Anthony	Sheriff	1/1/2020	12/31/2023
<i>Northwestern Regional Juvenile Detention Center Commission</i>				1 Yr
Bass	Matthew	BoS - Liaison	1/18/2022	12/31/2022
Roper	Anthony	Sheriff	9/21/2021	12/20/2024
<i>Old Dominion Alcohol Safety Action Policy Board &amp; Division of Court Services</i>				3 Yr
Roper	Anthony	Sheriff	12/17/2019	12/31/2022
<i>Old Dominion Community Criminal Justice Board</i>				3 Yr
Roper	Anthony	Sheriff	12/17/2019	12/31/2022
<i>Our Health</i>				3 Yr
Shipe	Diane	Buckmarsh District	2/15/2022	3/15/2025
<i>Parks &amp; Recreation Advisory Board</i>				4 Yr
Bacci	Stephen	Appointed by Town of Boyce	11/17/2020	12/31/2023
Catlett	Terri T.	BoS - Liaison	1/18/2022	12/31/2022
Huff	Ronnie	Town of Berryville Representative	2/18/2020	12/31/2023
Lichliter	Gary	Russell District	12/17/2019	12/31/2023
Merriman	Susan	White Post District	8/17/2021	12/31/2023
Rhodes	Emily	Buckmarsh District	12/17/2019	12/31/2023
Sheetz	Daniel A.	Berryville District	12/13/2021	12/31/2025
Smith	Tracy	Millwood District	11/23/2021	12/31/2025
Trenary	Randy	School Superintendent Designee	10/24/2013	
Voelkel	Eric	At Large	8/17/2021	12/31/2022
<i>Planning Commission</i>				1 Yr.
Bass	Matthew	BoS - Appointed Member	1/18/2022	12/31/2022
Buckley	Randy	White Post District	3/15/2022	4/30/2026
Dunning	Buster	White Post / Greenway District	4/21/2020	4/30/2024
Glover	Robert	Millwood District	4/16/2019	4/30/2023
Hunt	Pearce	Russell District	5/19/2020	4/30/2025
Kreider	Scott	Buckmarsh / Battletown District	4/21/2020	4/30/2024
Lawrence	Doug	BoS - Alternate	1/19/2021	12/31/2022
Lee	Francis	Berryville District	3/15/2022	4/30/2026
Malone	Gwendolyn	Berryville District	4/21/2020	4/30/2024

			<i>Appt Date</i>	<i>Exp Date</i>
Ohrstrom, II	George	Russell District	4/16/2019	4/30/2023
Staelin	John		7/3/2022	4/30/2025
Stidham	Brandon	Staff Representative	4/30/2012	
<i>Regional Airport Authority</i>				1 Yr
Boies	Chris	BoS - Alternate	1/18/2022	12/31/2022
McKay	Beverly B.	BoS - Alternate	1/18/2022	12/31/2022
Melanson	Leslie	Russell District	5/19/2020	6/30/2024
<i>Shenandoah Area Agency on Aging, Inc.</i>				4 Yr
Pritchard	Betsy		9/30/2018	9/30/2022
<i>Shenandoah Valley Chief Local Elected Officials Consortium</i>				
Seal	Cathy	Alternate	2/18/2020	12/31/2023
<i>Strategic Planning Committee</i>				1 Yr
Catlett	Terri T.	BoS - Appointed Member	1/18/2022	12/31/2022
<i>Towns and Villages: Berryville</i>				1 Yr
Bass	Matthew	BoS - Liaison	1/18/2022	12/31/2022
McKay	Beverly B.	BoS - Liaison - Alternate	1/18/2022	12/31/2022
<i>Towns and Villages: Boyce</i>				1 Yr
Catlett	Terri T.	BoS - Liaison	1/18/2022	12/31/2022
McKay	Beverly B.	BoS - Liaison	1/18/2022	12/31/2022
<i>Towns and Villages: Millwood</i>				1 Yr
Catlett	Terri T.	BoS - Liaison	1/18/2022	12/31/2022
<i>Towns and Villages: Pine Grove</i>				1 Yr
Catlett	Terri T.	BoS - Liaison	1/18/2022	12/31/2022
Weiss	David S.	BoS - Liaison	1/18/2022	12/31/2022
<i>Towns and Villages: White Post</i>				1 Yr
McKay	Beverly B.	BoS - Liaison	1/18/2022	12/31/2022

# Clarke County Board of Supervisors



**Berryville Voting District**  
**Matthew E. Bass**  
(540) 955-5175

**Millwood Voting District**  
**Terri T. Catlett-Vice Chair**  
(540) 837-2328

**Russell Voting District**  
**Doug Lawrence**  
(540) 955-2144

**Buckmarsh Voting District**  
**David S. Weiss – Chair**  
(540) 955-2151

**White Post Voting District**  
**Bev B. McKay**  
(540) 837-1331

**County Administrator**  
**Chris Boies**  
(540) 955-5175

To: Personnel Committee

From: Chris Boies

Re: Policy Updates

Date: June 27, 2022

Staff is recommending a number of minor updates to the Personnel Policy which are summarized below. These changes were reviewed by the county department heads and constitutional officers on June 27<sup>th</sup>.

Page 16: Add Section 1.5 about county mission, vision, and values statements.

Page 16: Add "& Accommodations" to the title of 2.1 to make this easier to find in the Table of Contents.

Page 20: Replaces JAS with Human Resources now that Human Resources covers this task.

Page 21: Creates a new employment category of probationary employees, which the employee falls under for their first six months on the job unless the probationary period is continued by their supervisor. Also removes the duplicative reference to exempt and non-exempt which is also found in Section 2.7.

Page 23-26: Changes "Pay" to "Compensation" which better describes our plan of pay and benefits.

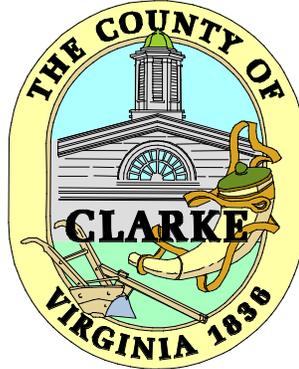
Page 24: Deletes section about county administrator and constitutional officers being excluded from compensation plan because the most recent version of compensation plan includes those positions.

Page 30-31: Adds a section covering life, health, worker's compensation, liability, and unemployment insurance. This language reflects current practices for these types of insurance.

Page 43: Establishes an expectation that employees immediately report any fraud, waste, or abuse of county resources. The reporting structure is first the employee's supervisor, then agency personnel administrator, and finally Chairperson of the Board of Supervisors. This section is being added as a result of an annual questionnaire from the auditors about employees understanding where they should report fraud, waste, or abuse.

Page 51: More clearly communicates where to find this definition.

Page 59: This is whistleblower protection for employees who file grievances, lodge complaints, or report suspected fraud, waste, or abuse.



## *Personnel Policies Manual*





County of Clarke – Personnel Policies

18	12/17/2019	<p>Section 1.4 Personnel Definitions add in Day – eight (8) hours Section 1.4 Personnel Definitions add in Holidays – official workday designated by the Code of Virginia or Executive action to be observed as paid time off. For regular full - time employees a holiday equals eight (8) hours and a half – day holiday equals four (4) hours. For regular part – time employees a holiday equals a prorated amount of time proportionate to hours worked. Section 1.4 Personal Definitions under work schedule rewrote to Standard work schedule shall be 40 hours per week. Exceptions: Public Safety Personnel follow Section 7 (k) of FLSA, refer to FLSA section instead of quoting Section 7 (k). Added new Section 2.5 Evaluation / Testing. Edit numbering from Section 2.5 – 2.7 to 2.6 - 2.8. Section 2.6 Employment Categories change salaried to exempt and changed hourly to non-exempt. Section 2.8 Personnel Files added Personnel Information will not be given until F1211-24 Employee Disclosure Consent Form is obtained. Section 2.8 Personnel Files added in Purging of official personnel record information will be done in accordance to retention schedules provided by the Library of Virginia. Add new Section 2.9 VRS Plan Definitions (moved from Section 4.2 Sick Leave). Section 3.2.2 Working Hours add in Employees are granted a lunch period that needs to be scheduled through their supervisor. Section 3.2.5 Overtime and Compensatory Time complete rewrite, rearrange the Section and add in non-exempt – Overtime Public Safety Personnel. Section 4.1 Holidays move second paragraph to new Section 4.1.2 Holiday Pay under exempt. Section 4.1 Holidays delete third paragraph. Add new Section 4.1.2 Holiday Pay. Section 4.2.4 Accumulation of Sick Leave rewrite. Section 4.3 Annual Leave under Public Safety Addendum removed Holiday Pay (Public Safety) Personnel and removed Holiday Leave (Public Safety Employees). Section 4.4 Bereavement Leave added that for approval, the employee must contact his/her agency personnel administrator. At the agency personnel administrator’s discretion, the employee may be asked to provide a copy of the obituary, funeral program, or substantially similar documentation upon return. Section 4.4 Bereavement Leave add in consecutive in the second paragraph under Frequency and duration. Section 5.7 Keys to Buildings and Facilities change “Employees will be issued keys by to the offices and/or buildings on an as-needed basis.” to “Employees will be issued keys to the offices and/or buildings on an as-needed basis.” (Removed by). Updated Table of Contents.</p>	
19	07/21/2020	<p>Update Section 4.1 Holidays: Remove Lee Jackson Day, add in Election Day (the first Tuesday after the first Monday in November). Remove “Annual leave shall be used for absences of one day or more.” Under Section 3.2.5 Overtime and Compensatory Time – Exempt.</p>	
20	02/16/2021	<p>Rewrite Section 2.1 Equal Employment Opportunity. Update Section 1.2 General Policy, Section 5.1 Standards of Conduct and Performance, Section 5.8 Harassment, and Section 5.8.1 Procedure; update per 2020 Title VII new categories. Rewrite Section 4.1 Holidays: Remove list clarify that the County follows the State and Federal Government</p>	

County of Clarke – Personnel Policies

*Record of Revision*

<i>Revision No.</i>	<i>Revision Date</i>	<i>Description</i>	<i>Final Approval</i>
13	09/15/2009	Add Reduced Work Schedule Policy	
14	10/19/2010	Reformat Employee Privacy Policy; Add Contagious Temporary Illness Policy and Procedures; Remove Sections: Cash Advances for Travel, Credit Card Policy, Expense Policy – Credit Card Use, Allowable Expenses; Meal Reimbursement Policy; Travel / Convention / Seminar Policy. Add Section: Travel, Meal, And Mileage Reimbursements section to reference Procurement Policies and Procedures; Add to Supporting Documents: Clarke County Department Of Joint Administrative Services Purchasing Department Procurement Policies And Procedures	
15	05/15/2012	Ill Employee Benefits 12 Health Insurance A Eligibility <u>Remove</u> : <i>Participating employees and elected officials with at least eight (8) years of service or five (5) years of service with medical disability may remain on the County health insurance program on an individually paid basis after leaving service with the County. Such participants, who have left county service, and who discontinue participation, are not eligible for reinstatement.</i> <u>Replace With</u> : A regular full-time employee that has served Clarke County for a minimum of 10 years, and who is eligible to draw retirement payments from the Virginia Retirement System, may be a part of the health insurance retiree group, if the employee elects to join this group within thirty-one days subsequent to the termination date. The premium for the retiree group membership shall be borne by the member and, if membership is discontinued, there is no eligibility for reinstatement. Dependents covered on the termination date can continue to be covered, but dependents cannot be added subsequent to the termination date.	
16	07/01/2017	Complete rewrite. Adopted by the Board of Supervisors May 16, 2017, effective date of July 1, 2017. <i>Clarke County General Government Employee Grievance Procedure removed and numbered PD-121101-15.</i>	
17	07/01/2018	<i>Section 1.4 rewrite the Personnel Definition for Administrative leave. Section 1.4 Changed Nonessential Employee to Non-essential Personnel. Section 4.1 added description on Holiday accrual, use of holiday leave, and conversion of holiday leave to annual leave at end of calendar year. Section 4.7 Rewrite of Leave Without Pay. Section 4.8 Rewrite of Administrative Leave. Section 4.5.1 added that the employee keeps his/her pay if paid by the court system for jury duty. Section 4.5.2 added that if the employee is subpoenaed for any action not related to employment with Clarke County, the employee may be absent without loss of pay provided that the employee is not a party of the proceeding. Public Safety Addendum added to Section 4.3</i> Reformat for consistency throughout the entire document.	

County of Clarke – Personnel Policies

*Record of Revision*

<i>Revision No.</i>	<i>Revision Date</i>	<i>Description</i>	<i>Final Approval</i>
<i>New</i>	<i>06/15/1982</i>	<i>Prior 2003</i>	<i>7/1/82</i>
1	02/19/1985	⋮	
2	05/19/1987	⋮	
3	12/15/1987	⋮	
4	05/16/1989	⋮	
5	12/19/1989	⋮	
6	03/20/1990	⋮	
7	12/20/1994	⋮	
8	06/1995	⋮	
9	01/31/2003	Add Time Sheet Submission Requirements; Add County Smoking Ordinance and Policy Memo date 5/27/97 to VI Smoking/Tobacco Use Policy under Section VI; Add Travel / Convention / Seminar Policy – Memo Dated 02/25/93; Add Cash Advances for Travel Policy [undated]; Add Credit Card Policy [undated]; County Employee Expense Policy adopted 12/21/99; Delayed Opening – Closure Policy adopted 3/19/96; Sexual Harassment Policy 10/3/94; Non-discrimination Policy adopted 10/16/02; Drug-free Workplace Policy revised 11/1/95 – ratified by Board action 11/21/95; Grievance Procedure Adopted 6/15/82 Effective 7/1/82 amended 10/16/84; 7/21/87; 9/17/91	
10	01/01/2004	Sect III: 4.Comp. Leave – Add calculations for exempt & non-exempt and remove statement “hour-for-hour basis”; 11.Life Insurance – remove “under age 65” and change example from 9,200/20,000 to 22,600/46,000; 10.Retirement – Change from “The costs are shared...the County” to “The County bears the cost for the employee.” Remove 2 <sup>nd</sup> Paragraph An individual leaving ... monthly paycheck. Add Supporting Documents Section; Add Disciplinary Levels Sections; Revise Resignation & Termination Section to include processing guidelines for Annual Leave payouts and/or expense reports, as well as return of County property. Add under Policies: Employee Leave Authorization Requirements & add reference to section in Annual Leave Section; Add Absenteeism & Reporting Requirements	
11	9/21/2004	Add Employee Privacy Practices and Procedures for Privacy of Health Information; Expand list of Causes for Disciplinary Action. Page 6 Comp of Emp #2 Salary Adj Remove Para 2 Personnel records . . . for increases – Add to Para 4 “unless otherwise agreed”. Add to Disciple #3 Level 1 shall be documented “and kept . . file”. Add reference to Form F1211-13 to Level 2 & 3.; Add Employee Privacy Policy	
12	07/07/2008	Add to Supporting Documents PD-121101-01 General Government Timesheet Procedure and form numbers; Update Military Leave from 44-75 to § 44-75.1. Militia state active duty; Update VI. Smoking/Use of Tobacco Products Policy from Virginia Indoor Clean Air Act 15.1-291.1 et seq. to § 15.2-2801 Statewide regulation of smoking et seq.; Grievance Procedure Coverage of Personnel Chapter 10.1 to Chapter 5 § 9.1-501 et seq. and 9.1-502 – and from 2.1-114.5:1C to 15.2-1507	

County of Clarke – Personnel Policies

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County of Clarke – Personnel Policies

## Chapter 1: Organization and Administration

### 1.1 Adoption of Personnel Policies

The following information serves as the Personnel Policy Manual for Clarke County, adopted by the Clarke County Board of Supervisors on May 16, 2017, effective July 1, 2017. Because of the changing environment and world in which we work, it is subject to subsequent amendments as necessary. This manual supersedes all previous personnel manuals adopted by Clarke County.

The rules and regulations contained within this manual are established under authority of Section 15.2-1506 of the Code of Virginia, 1950, as amended.

The policies and procedures outlined herein shall apply to all individuals employed by Clarke County. The policies and procedures shall apply to employees of Constitutional Officers, where the Constitutional Officer has agreed to participate in this personnel system. This includes:

- Attorney for the Commonwealth
- Clerk of the Circuit Court
- Commissioner of the Revenue
- Sheriff
- Treasurer

Employees of the Constitutional Officers shall be excluded from the Grievance Procedure outlined within these policies.

The Constitutional Officers of Clarke County shall retain the right to their own hiring practices and terminations in accordance with all applicable statutes and regulations.

These policies and procedures shall not apply to employees of Clarke County Public Schools or Clarke County Social Services without specific action by the appropriate body to adopt the same.

In the event any office or agency of Clarke County other than the Board of Supervisors adopts these policies and procedures, the officer or board involved shall exercise the authority assigned herein to the Agency Personnel Administrator, unless otherwise specified.

### 1.2 General Policy

It is the fundamental policy of Clarke County that a fair and uniform personnel management system be established for its employees in order to insure the most effective provision of services to the residents of the community. Therefore, it shall be the policy of the County that:

- Its Equal Employment Opportunity policy includes its commitment to prohibit harassment against employees because of race, traits historically associated with race, color, religion, ancestry, national origin, military status, sex, sexual orientation, gender identity, age, disability,

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County of Clarke – Personnel Policies

genetic information, marital status, pregnancy, childbirth or related medical conditions, or other reasons prohibited by law.

- Equitable incentives and conditions of employment shall be established and maintained.
- Compensation shall be in accordance with duties assigned.
- Employees shall be expected to work productively and to demonstrate a considerate and friendly attitude towards persons with whom they come in contact during the course of their work.
- Employees shall adhere to the policies and procedures required of them and shall endeavor to serve the citizen and taxpayer to the best of their ability.

The County retains the sole right to exercise all managerial functions including, but not limited to:

- directing the work force,
- assigning, reassigning, supervising, disciplining, and dismissing employees,
- transferring or reassigning duties as necessary to provide services to the residents of Clarke County,
- establishing, changing, altering, or deleting policies as may be deemed necessary to achieve the County's goals, and
- altering at will the organization and structure of the County, as may be deemed necessary, within the statutory requirements of the Commonwealth of Virginia.

### 1.3 Purpose and Scope of Manual

This manual is intended to serve as a source of information concerning employment with Clarke County and answers many questions frequently asked by County employees concerning their employment with the County. If further information or advice about matters covered in this manual is needed, employees should contact their supervisors, department heads, or agency personnel administrators.

The policies and procedures contained in this manual are internal guidelines, which do not create contractual rights and should not be interpreted to constitute binding contractual obligations. This manual is not, and shall not, be construed as an explicit or implied contract, nor shall it modify any existing 'at will' status of any County employee and shall not create a due process requirement in excess of federal or state constitutional or statutory requirements. The County reserves the right, in its sole judgment, to modify, amend, or rescind the provisions of this manual.

Much of the information contained in this manual is drawn from relevant laws, regulations, and policies of the state and federal government and the County. Should there be a conflict between any statement, fact or figure presented within these policies, and the prevailing laws, regulations, and policies, the latter takes precedence.

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County of Clarke – Personnel Policies

Employees have the responsibility to keep themselves informed of updates and revisions to the County's policy. Department heads are also responsible for maintaining current manuals within their departments, and make the manual available to all employees.

This manual will supersede any existing personnel policies in effect prior to the date of the publication of this manual. It applies to all Clarke County employees regardless of status.

Additionally, it is the policy of the County to strive for safety in all activities and operations, and to carry out the commitment of compliance with health and safety laws applicable to the County by enlisting the help of all employees to ensure that public and work areas are free of hazardous conditions.

- Provide equitable conditions of employment for County employees,
- establish and maintain uniform standards of employment and compensation, and
- provide assistance to department directors and supervisors in their administration of personnel matters.

#### 1.4 Personnel Definitions

Administrative Leave – Administrative Leave is used when it is in the best interest of the County to immediately remove an employee from the workplace. Leave may be with or without pay as determined by the agency personnel administrator.

If an employee is:

- returned to duty after unpaid Administrative Leave, the employee will be paid for the time spent on unpaid administrative leave.
- separated from employment subsequent to unpaid administrative leave the date of separation shall be, the first day placed on administrative leave.

Agency Personnel Administrator – For employees of the Clarke County Board of Supervisors, the County Administrator shall be the agency personnel administrator. For employees of Constitutional Officers, the Constitutional Officer by whom they are employed shall be the agency personnel administrator.

Allocation – The assignment of a position to its appropriate class in relation to duties performed.

Anniversary Date – The date an employee commenced work in his/her position.

Applicant – An individual who indicates a specific interest in a current job vacancy for which the County is hiring; and who provides all required information on an application form.

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County of Clarke – Personnel Policies

Appointment – The offer to and acceptance by a person of a position.

Authorized Absence – An absence approved by the employee's supervisor after the agency personnel administrator receives proper notification (reason for absence and estimated length of absence).

Absent Without Leave (AWOL) – Any unauthorized absence during a scheduled work period.

At-Will Employment: Employment that can be terminated without cause or notice by either the employer or the employee.

Break in Service – Any separation from the service of Clarke County whether by resignation, retirement, layoff, dismissal, disability retirement, or absent without leave after which the employee is then re-employed. An authorized leave without pay shall not be considered as constituting a "break in service."

Classification (Class) – A position or group of positions that are sufficiently alike in duties performed, degree of supervision and required, minimum requirements of education, experience or skill, and other such characteristics to be equitably assigned the same class title, same or similar qualification requirements, the same skill level, the same test of fitness, and the same salary range.

Class Series – A number of positions involving the same character of work, but different in the level of difficulty and responsibility.

Class Description – A formal written description of the class that defines the general character, scope of duties, and responsibilities of positions in the class.

Compensation Plan – The official schedule of pay approved by the Clarke County Board of Supervisors assigning one or more rates of pay to each class title, arranged schematically by classification series.

Constitutional Officer – Those persons identified as County officials who are elected in accordance with Article VII, Section 4 of the Constitution of Virginia, including Sheriff, Treasurer, Commonwealth's Attorney, Commissioner of the Revenue, and Clerk of the Circuit Court.

Continuous Service – The total length of time an employee is employed by Clarke County. Continuous service is defined as beginning with the date of employment and continues until the employee's retirement or other separation from the County.

County Administration – the County Administrator or his/her designee.

Day – eight (8) hours.

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County of Clarke – Personnel Policies

Demotion – Movement from one class of position to another of a lower salary range in which the employee meets the minimum qualification requirements.

Dependent – A family member who is claimed as a dependent on the employee's Federal Income Tax Return.

Discipline – Action taken against an employee ranging from verbal reprimand to dismissal depending on the severity of the employee's unsatisfactory work performance or misconduct.

Dismissal – An involuntary separation of an individual's employment that is initiated by the County.

Employee – An individual who, in consideration of wages or salary for the benefit and under the control of the County, is compensated through the County payroll. "Employee" does not include:

1. members of the County Board of Supervisors,
2. Constitutional Officers and their employees, unless the officer has elected to be covered by the County's personnel system (though Constitutional Officers may elect to become part of the County's Classification and Compensation system and Personnel Policies by executing an agreement with the Board of Supervisors at adoption of these Policies and upon the initiation of each term of office for the Constitutional Officer),
3. members of boards, commissions and authorities,
4. employees of the Clarke County School Board, and
5. independent contractors.

Essential Personnel – Employees who hold certain positions that provide necessary health, safety, and emergency services for the County regardless of adverse conditions.

Furlough - Mandatory time off from work with no pay that is an alternative to a layoff and is initiated by the County through no fault of the employee. During a furlough, an employee's benefits continue to be paid and leave accrued.

Holidays – official workday designated by the Code of Virginia or Executive action to be observed as paid time off. For regular full - time employees a holiday equals eight (8) hours and a half - day holiday equals four (4) hours. For regular part - time employees a holiday equals a prorated amount of time proportionate to hours worked.

Incumbent – An employee occupying a position in the County service.

Layoff – A temporary or indefinite reduction in the workforce due to economic conditions, technological changes, lack of work, or other appropriate reasons, initiated by the County and usually through no fault of the employee.

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County of Clarke – Personnel Policies

Leave Without Pay (LWOP) - A temporary non-pay status and absence from duty that in most cases is requested by the employee. In most instances, granting LWOP is a matter of supervisory discretion and may be limited by agency policy. Employees, however, have an entitlement to LWOP in the following situations:

The Family and Medical Leave Act of 1993 (FMLA) (Public Law 103-3, February 5, 1993), provides covered employees with an entitlement to a total of up to 12 weeks of unpaid leave (LWOP) during any 12-month period for certain family and medical needs. (See 5 CFR part 630, subpart L.)

Employees may not be in a pay status while receiving workers' compensation payments for injuries occurring during the course of their employment.

Note: Employees should be aware that LWOP may affect eligibility for certain employee benefits.

Maternity Leave - Pregnancy, childbirth or related medical conditions associated with birth shall be treated as any other temporary disability with respect to sick leave, annual leave, compensatory time, and leave without pay.

Merit Salary Increase – An increase in compensation established in the Compensation Plan which may be granted to eligible employees after completion of the appropriate length of service and a performance evaluation rating which satisfies the requirements for advancement.

Military Leave - Employees shall be granted a leave of absence without loss of annual or sick leave for annual active duty training as a member of the National Guard or any reserve component for the Armed Forces of the United States, for a period not exceeding 15 calendar days.

An employee who is absent for militia duty under orders of the Governor pursuant to the Code of Virginia § 44-75.1 shall be entitled to a leave of absence with pay for the period of ordered absence.

A permanent employee who enters on active duty or who receives orders in any of the Armed Forces of the United States shall be entitled to military leave without pay and to reinstatement in a similar position upon return from active duty as prescribed by public law.

Military Status – status as (i) a member of the uniformed forces, as defined in 10 U.S.C. § 101(a)(5), of the United States or a reserve component thereof named under 10 U.S.C. § 10101, (ii) a veteran as defined in 38 U.S.C. § 101(2), or (iii) a dependent as defined in 50 U.S.C. § 3911(4) except that the support provided by the service member to the individual shall have been provided 180 days immediately preceding an alleged action that if proven true would constitute unlawful discrimination under this section instead of 180 days immediately preceding an application for relief under 50 U.S.C. Chapter 50.

Non-essential Personnel – An employee who is not required to work during adverse conditions, which are declared and defined by the agency personnel administrator.

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County of Clarke – Personnel Policies

Performance Evaluation – A systematic review of employees in the effective accomplishment of their assigned duties and responsibilities. A recommendation for a salary increase may or may not be included in the evaluation.

Personnel File – Official file of information pertaining to each employee.

Position Classification Plan – The official system of grouping of similar positions into appropriate classes based on the respective duties, typical tasks, and qualifications.

Promotion – Movement from one class of position to another of a higher salary range in which the employee meets the minimum qualification requirements.

Qualifications – The minimum education, experience, and special job-related requirements that must be fulfilled by a person prior to appointment or promotion.

Reclassification – A change in the classification of a position or group of positions.

Re-Employment – When an employee is terminated and then subsequently employed again by the County.

Reinstatement – The time an employee returns to work from an authorized leave of absence or transitions from a non-pay status to a paid status. Reinstatement means the employee is treated as if on leave without pay for the time he/she was away from the County.

Resignation – Voluntary separation initiated by an employee who chooses to leave his/her position with the County.

Salary Range – A level within a salary schedule into which job classes with similar job evaluation factors are placed for compensation purposes. Pay grades have minimum rates, midpoint rates, and maximum rates and define what the County is willing to pay for a particular job. The midpoint of the pay grade approximates the market salary rate for satisfactory performance.

Secondary (Outside) Employment – Employment in any capacity other than the employee's primary full-time job with Clarke County.

Supervisor – An employee who has the responsibility for directing and evaluating the work of other employees.

Suspension – A forced leave of absence — without pay — for disciplinary purposes.

Transfer – Movement of an employee from one position to another position. Transfers can take place within a department, between departments, between positions of the same pay range, or between positions of the same class.

County of Clarke – Personnel Policies

Unauthorized Absence – An absence from a scheduled work period without approval from the employee’s agency personnel administrator, or an absence when the employee does not follow the proper request or verification procedure for an absence.

Vacancy – A newly established position or position that has been rendered vacant through resignation, retirement, or other removal of the previous incumbent.

Work Day – A day is a 24-hour period, beginning at 0000 and ending at 2400.

Work Place – Any County-owned or leased property (including parking lots), any site where official duties (including business-related activities for or on behalf of the County) are being performed by a County employee during regular work hours, or while operating a motor vehicle or machine leased or owned by the County.

Work Week – Seven consecutive days starting at 0000 on Sunday and ending 2400 on Saturday.

Work Schedule – Standard work schedule shall be 40 hours per week. Exceptions: Public Safety Personnel follow Section 7 (k) of FLSA.

1.5 Mission, Vision, and Values

Employees of the Board of Supervisors will be provided with copies of the County Government Mission Statement, the County Government Vision Statement, the County Staff Mission Statement, the County Staff Vision Statement, and the County Staff Values Statement, which may be amended at any time by the Board of Supervisors. Employees of the Board of Supervisors are expected to read these statements and discuss with their supervisor any questions they have concerning them.

**Chapter 2: Employment**

**2.1 Equal Employment Opportunity & Accommodations**

It is the policy of Clarke County to ensure equal employment opportunities to all employees and applicants for employment without regard to race, traits historically associated with race, color, religion, ancestry, national origin, military status, sex, sexual orientation, gender identity, age, disability, genetic information, marital status, pregnancy, childbirth or related medical conditions including lactation, or other reasons prohibited by law.

Equal employment opportunity applies to all terms and conditions of employment, including hiring, placement, promotion, termination, layoff, recall, transfer, leave of absence, compensation, and training. Clarke County prohibits any such discrimination or harassment. This policy also ensures that equal opportunity will be provided not only in employment, but also as it relates to promotions, wages, benefits, and all other privileges, terms and conditions of employment Clarke County shall operate within the principles of Equal Opportunity Employment guidelines set forth in federal, state, and local laws and regulations.

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County of Clarke – Personnel Policies

### **2.1.1 Accommodation for known limitations related to Pregnancy, Childbirth, or Related Medical Conditions**

Definitions:

“Lactation” means lactation as defined in §2.2-3905.

“Reasonable accommodation” includes more frequent or longer bathroom breaks, breaks to express breast milk, access to a private location other than a bathroom for the expression of breast milk, acquisition or modification of equipment or access to or modification of employee seating, a temporary transfer to a less strenuous or hazardous position, assistance with manual labor, job restructuring, a modified work schedule, light duty assignments, and leave to recover from childbirth.

“Related medical conditions” includes lactation.

Clarke County will provide reasonable accommodation as described in this section for requests received from employees related to pregnancy, childbirth, or related medical conditions.

Clarke County will not take adverse action against an employee who requests or uses a reasonable accommodation pursuant to this section. As used in this subdivision, “adverse action” includes failure to reinstate any such employee to her previous position or an equivalent position with equivalent pay, seniority, and other benefits when her need for a reasonable accommodation ceases.

Clarke County will not deny employment or promotion opportunities to an otherwise qualified applicant or employee because such employer will be required to make reasonable accommodation to the known limitations of such applicant or employee related to pregnancy, childbirth, or related medical conditions.

Clarke County will not require an employee to take leave if another reasonable accommodation can be provided to the known limitations related to the pregnancy, childbirth, or related medical conditions of such employee.

Clarke County will engage in a timely, good faith interactive process with an employee who has requested an accommodation pursuant to this section to determine if the requested accommodation is reasonable and, if such accommodation is determined not to be reasonable, discuss alternative accommodations that may be provided.

Clarke County will post in a conspicuous location and include in any employee handbook information concerning an employee's rights to reasonable accommodation for known limitations related to pregnancy, childbirth, or related medical conditions. Such information shall also be directly provided to (i) new employees upon commencement of their employment and (ii) any

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County of Clarke – Personnel Policies

employee within 10 days of such employee's providing notice to the employer that she is pregnant.

An employee or applicant who has been denied any of the rights afforded under Section 2.1.1 may bring an action in a general district or circuit court having jurisdiction over the employer that allegedly denied such rights. Any such action shall be brought within two years from the date of the unlawful denial of rights, or, if the employee or applicant has filed a complaint with the Office of Civil Rights of the Department of Law or a local human rights or human relations agency or commission within two years of the unlawful denial of rights, such action shall be brought within 90 days from the date that the Office or a local human rights or human relations agency or commission has rendered a final disposition on the complaint.

### **2.1.2 Accommodations for Employees with Disabilities**

Definitions:

"Person with a disability" means the term as defined in §51.5-40.1 of the Code of Virginia.

"Physical impairment" means the term as defined in §51.5-40.1 of the Code of Virginia.

"Mental impairment" means the term as defined in §51.5-40.1 of the Code of Virginia.

"Otherwise qualified person with a disability" means the term as defined in subsection A of §51.5-41.

Clarke County will make reasonable accommodations to the known physical and mental impairments of an otherwise qualified person with a disability, if necessary to assist such person in performing a particular job, unless Clarke County can demonstrate that the accommodation would impose an undue hardship on the County. In determining whether an accommodation would constitute an undue hardship upon the County, the following shall be considered:

Hardship on the conduct of the office's business, considering the nature of the office's operation, including composition and structure of the office's workforce,

Size of the facility where employment occurs,

The nature and cost of the accommodation needed, taking into account alternative sources of funding or technical assistance included under §51.5-173.

The possibility that the same accommodations may be used by other prospective employees, and

Safety and health considerations of the person with a disability, other employees, and the public.

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County of Clarke – Personnel Policies

Clarke County will not take adverse action against an employee who requests or uses a reasonable accommodation pursuant to this section.

Clarke County will not deny employment or promotion opportunities to an otherwise qualified applicant or employee because the County will be required to make reasonable accommodation for a person with a disability.

Clarke County will not require an employee to take leave if another reasonable accommodation can be provided to the known limitations related to the disability.

Clarke County will engage in a timely, good faith interactive process with an employee who has requested an accommodation pursuant to this section to determine if the requested accommodation is reasonable and, if such accommodation is determined not to be reasonable, discuss alternative accommodations that may be provided. The General Government Grievance Procedure may be used to appeal decisions made by the County.

Clarke County will post in a conspicuous location and include in any employee handbook information concerning an employee's rights to reasonable accommodation for disabilities. Such information shall also be directly provided to (i) new employees upon commencement of their employment and (ii) any employee within 10 days of such employee's providing notice to the employer that such employee has a disability.

The County Administrator is designated by the Board of Supervisors as the County ADA Coordinator. In this role, he or she will coordinate the county's efforts to comply with the ADA and investigate any complaints that the county has violated the ADA. The Coordinator serves as the point of contact for individuals with disabilities to request auxiliary aids and services, policy modifications, and other accommodations or to file a complaint with the county; for the general public to address ADA concerns; and for county departments and employees of the county.

The County Notice Under the Americans With Disabilities Act is hereby recognized as an Appendix to the Personnel Policy and can be amended from time to time as necessary by the ADA Coordinator.

## 2.2 Open Door Policy

Clarke County practices an open-door policy in which any employee who wishes to meet with his/her agency personnel administrator can do so by establishing an appointment.

Although the County endorses an open-door policy, employees are strongly encouraged to resolve any issues directly with the parties involved.

If the parties involved are unable to reach an agreement, the issue should be brought to their agency personnel administrator's attention.

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County of Clarke – Personnel Policies

### 2.3 Rehire/ Reinstatement

An employee who voluntarily leaves the County in good standing shall be eligible for rehire. No pre-employment tests are necessary if an employee is rehired within six (6) months.

An employee who voluntarily leaves the County in good standing and wishes to return within thirty (30) days to his/her former position (if vacant), may be reinstated at the discretion of the department head. A reinstated employee was on a leave-without-pay status for the time of the separation.

### 2.4 Orientation

1. The agency personnel administrator will provide a new employee with a job description, policies and other miscellaneous information. The new employee will go to ~~Joint-Administrative Services~~ **Human Resources** to complete the necessary federal and state tax forms and to obtain information on employee benefits.
2. The Immigration Reform and Control Act of 1986 makes it illegal for employers to employ anyone who is not authorized to work in the United States. All new employees are required to provide documents establishing their identity and authorization to work in the U.S. A list of approved documents is included on Form I-9 (Employment Eligibility Verification), which must be completed by all new employees and verified by a representative of the County. Failure to provide required documents within three (3) days of employment may result in automatic termination.
3. The agency personnel administrator or his/her designee will provide additional information to new employees, including but not limited to:
  - work standards and regulations,
  - hours of work, timesheets, leave requests,
  - duties of the position,
  - safety rules and procedures, location of safety or protective equipment,
  - tour of the work area, including location of equipment, supplies, etc.,
  - introduction to co-workers,
  - schedule for lunch and breaks,
  - when and to whom to report absence from work, and/or
  - who is responsible for performance planning and evaluations.

### 2.5 Evaluation / Testing

As deemed necessary of job performance physical or skill examinations shall be conducted by the agency personnel administrator or his/her designee.

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County of Clarke – Personnel Policies

## 2.6 Employment Categories

At the time of hire, all employees are designated as either casual, part-time, regular full-time, regular part-time, seasonal, temporary. New employees are considered probationary for the first six months of their employment. At the discretion of their supervisor, this probationary period may be extended for an additional six months if the employee has not demonstrated proficiency in their job or work performance issues exist.

Employees are designated as either exempt or non-exempt employees.

Employees in the following categories have no right of appeal through the grievance procedure:

- Casual
- ~~Part time~~ Probationary
- Seasonal
- Temporary
- Employees of constitutional offices

**Casual employees** are part-time employees with no fixed work schedule.

**Part-time employees** are hired only when his/her services are needed for a part of a workday or work week, generally 24 hours or less per week.

**Regular part-time employees** consistently work between 24 and 29 hours per week, receive pro-rated sick leave and annual leave, and are eligible for paid holidays after three years.

**Regular full-time employees** consistently work a 40-hour week on a year-round basis. *Some regular full-time positions involve non-standard work hours to insure continuous operation.* Employees in this category receive full benefits, including retirement, group life, health insurance, sick leave, annual leave, military leave, paid holidays, and voluntary payroll deductions.

**Seasonal employees** are generally employed for a length of time that normally will not exceed 120 days a year. This position may be either part-time or full-time, and the employee does not receive County benefits. Employees in this category may be dismissed at any time and have no right of appeal through the grievance procedure.

**Temporary employees** are fill positions with a short or fixed term to accomplish a specific project or projects. This position may be either part-time or full-time and usually is for duration of less than one year. Temporary employees are not eligible for County benefits. Employees in this category may be dismissed at any time and have no right of appeal through the grievance procedure.

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County of Clarke – Personnel Policies

## 2.7 Employment Status

All positions shall be designated as either 'exempt' or 'non- exempt.'

**Exempt status** includes employees classified as executive, administrative, or professional employees and other exempt classifications in accordance with the Fair Labor Standards Act and applicable regulations of the United States Department of Labor.

**Non-exempt status** includes employees not falling into one of the exempt categories as defined under the Fair labor Standards Act. All non-exempt employees shall be eligible for overtime pay or compensatory time as defined by, and in accordance with, the Fair Labor Standards Act and applicable regulations of the United States Department of Labor.

## 2.8 Personnel Files

It is Clarke County's objective to maintain complete and accurate personnel files. These records are confidential; therefore, access is limited to the appropriate personnel.

All confidential information will be separately kept to comply with HIPAA regulations.

The agency personnel administrator shall maintain the County's official personnel records for all Clarke County employees employed by the agency. These personnel records include information and official records to document employee's employment history with the County as well as information required to make these personnel rules effective.

The Personnel File will contain information such as, but not limited to:

- completed application for employment,
- interview records,
- personnel action forms,
- performance reviews,
- discipline records,
- training records, and
- any polices the employee was required to review and sign.

It is Clarke County's intent to safeguard each employee's personal information in accordance with appropriate laws and regulations. Personnel Information will not be given until F1211-24 Employee Disclosure Consent Form is obtained.

Benefit enrollment forms and similar financial information shall be maintained by the Clarke County Joint Administrative Services Department.

An employee has the right to review his/her personnel record maintained by the agency personnel administrator by scheduling an appointment during normal County work hours. The agency personnel administrator or designee will be present while an employee reviews the file's contents.

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County of Clarke – Personnel Policies

If the employee finds information he/she believes is inaccurate, the employee may request in writing that it be changed or appropriately purged.

If an employee disagrees with information in his/her official personnel record, the employee is encouraged to write a rebuttal for inclusion in his/her personnel record.

An employee is also encouraged to provide information such as letters of commendation or certifications to the agency personnel administrator for inclusion in his/her personnel record.

Purging of official personnel record information will be done in accordance to retention schedules provided by the Library of Virginia.

Purging of any information in an official personnel record may be done only with the approval of the agency personnel administrator.

*Personnel files and the contents of the file are the property of Clarke County. Department heads and supervisors may review the personnel record of any employee or prospective employee under their supervision by contacting the agency personnel administrator.*

## 2.9 VRS Plan Definitions

- VRS Plan 1: Employees are in VRS Plan 1 if their membership date is before July 1, 2010, and they were vested as of Jan. 1, 2013. Members who are eligible for an optional retirement plan (ORP) and have prior service under VRS Plan 1 are not eligible to elect the Hybrid Retirement Plan. They will select VRS Plan 1 or ORP.
- VRS Plan 2: Employees are in VRS Plan 2 if their membership date is between July 1, 2010, and Dec. 31, 2013, or if their membership date is before July 1, 2010, and they were not vested as of Jan. 1, 2013. Members who are eligible for an optional retirement plan (ORP) and have prior service under VRS Plan 2 are not eligible to elect the Hybrid Retirement Plan. They will select VRS Plan 2 or ORP.
- VRS Hybrid: Employees are in the Hybrid Retirement Plan if their membership date is on or after Jan. 1, 2014, or they are members in VRS Plan 1 or VRS Plan 2 who elected to opt into the plan during the special election window in 2014.

## Chapter 3: Compensation

### 3.1 Position Classification and Pay-Compensation Plan

County Administration is responsible for the Position Classification and Pay-Compensation Plan. County Administration is responsible for ensuring the Position Classification and Pay-Compensation Plan is fair and equitable. Any situations that do not appear to be in accordance with the plan should be brought to the County Administrator's attention.

County of Clarke – Personnel Policies

### 3.1.1 Interpretation

County Administration shall be responsible for applying the Position Classification and Pay Compensation Plan with respect to issues not specifically covered by the plan using the policies expressed herein as a guide.

### 3.1.2 Review and Revisions

Department heads shall be responsible for bringing to the attention of the County Administrator any substantial change in duties, responsibilities, or other factors affecting the classification of any position in their respective departments.

Upon receipt of such information, the County Administrator shall review the position and determine if the classification should be changed.

Agency personnel administrators should annually review agency job descriptions.

Plan Review:

The County Administrator, upon request of the agency personnel administrator, shall review the Position Classification and Pay Compensation Plan for adequacy prior to the submission of the annual budget to the County Board of Supervisors.

In conducting the review, consideration shall be given to current cost of living and the County's financial position.

Based on the findings, the County Administrator may recommend revisions in the plan to the County Board of Supervisors.

### 3.1.3 Classifications

All full-time regular County positions, with the exception of the County Administrator and Constitutional Officers, are included in the Position Classification and Pay Compensation Plan.

All regular positions in the County are grouped together into classifications.

Each position in the County is classified according to the type of work and the amount of responsibility in the position.

Similar positions with like duties and responsibilities are placed in the same pay grade.

Each position has an established pay grade and a specification describing the duties and qualifications of the position.

### 3.1.4 Classification of New Positions

To establish a new position in the County, the appropriate department head shall prepare a new personnel request form and a job description for the proposed position with the assistance of its agency personnel administrator. The final draft should be submitted to the County Administrator for review and approval.

If the County Administrator approves the new position, it shall be allocated to one of the classes in the Position Classification and Pay-Compensation Plan. In the event a suitable class does not exist, the County Administrator shall establish a new position classification and assign an appropriate pay grade to the class.

The proposed position will be presented to the Personnel Committee of the Board of Supervisors for approval. With the approval of the Personnel Committee, the proposed position will be presented to the full Board of Supervisors for final approval.

### 3.1.5 Appeals and Reclassification

A request may be made to the County Administrator to review the position classification.

- Such requests shall be submitted, in writing through the agency personnel administrator.
- All requests for review of classification shall contain a statement of justification.
- The County Administrator's decision regarding classification shall be final.

An employee whose position is reclassified upward may receive ten (10) percent above the present salary, or the minimum of the new grade, whichever is higher. *However, the employee will not be eligible to receive salary increases — other than across-the-board pay-level revisions or adjustments to that particular grade due to market adjustments — for one year from the date of classification.*

### 3.1.6 New Employees

A new employee of the County is normally paid the minimum rate of pay for the grade.

A new employee with unusual experience may be paid within the grade and commensurate with the performance capability associated with the experience.

Any rate paid to a new employee above the minimum for the classification requires written documentation and approval of the agency personnel administrator.

General Pay Adjustments Eligibility:

- New employees shall not be eligible for general pay adjustments for a period of 90 days.

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County of Clarke – Personnel Policies

- After 90 days, new employee pay will be adjusted in the same manner as adjustments made during the disqualified period.

### 3.1.7 Job Descriptions

All positions listed on the Position Classification and Pay-Compensation Plan will have an associated job description.

Job descriptions will be reviewed by the supervisor and employee, as necessary or on an annual basis during the annual performance evaluation.

Department heads will give any suggested revisions to agency personnel administrator.

County Administration will update job descriptions and give them to the County Administrator for approval.

Job descriptions may be updated more often as duties and responsibilities change.

The employee shall be given a copy of his/her job description.

County Administration will keep official copies of all job descriptions.

## 3.2 Pay Policies

It is the policy and practice of Clarke County to accurately compensate employees and to do so in compliance with all applicable state and federal laws.

### 3.2.1 Payday Frequency Requirements

Employees will be paid monthly.

### 3.2.2 Working Hours

Forty (40) hours shall be the normal workweek for payroll calculations.

The work week is defined as seven (7) consecutive 24-hour periods, beginning on Sunday and ending on Saturday with a day beginning at 0000 (midnight).

All County employees shall be required to observe all practices relating to hours of work, safe working requirements and lunch periods. It is therefore fair for the County to expect the time paid for to be time worked with due regard for health and safety.

Employees are granted a lunch period that needs to be scheduled through their supervisor.

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County of Clarke – Personnel Policies

Exception: Public safety personnel may be assigned different work weeks and pay periods in accordance with state and federal law.

### 3.2.3 Record of Time Worked

Employees are required to keep records of time worked certifying they have neither reported hours not worked nor hours worked but not reported during the specified pay period. Falsification of time records is grounds for disciplinary action, including dismissal.

At the end of the specified pay period, employees shall provide time records to their supervisors or agency personnel administrator for review, approval, processing, and retention per schedule.

### 3.2.4 Garnishments, Tax Liens and Court Orders

Clarke County is obligated by federal and state law to withhold money from an employee's paycheck for child support, unpaid student loans, unpaid medical bills, unpaid taxes, or any other judgment ordered by the Court. An additional fee shall be charged as provided by law.

### 3.2.5 Overtime and Compensatory Time

All non-exempt employees are compensated for overtime in accordance with the U.S. Fair Labor Standards Act or applicable state statutes.

Overtime and/or compensatory time will be accrued / compensated at the rate of one-and-one-half hour for every hour in excess of 40 hours or in accordance with FLSA for Public Safety personnel.

#### *Non-exempt – Compensatory Time*

Compensatory time will be accrued at the rate of one and one half hour for every hour in excess of 40 hours worked in the event unscheduled overtime is authorized.

Compensatory time is to be used or compensated within the fiscal year it is earned. The final compensatory time report will be complete at the beginning of July and compensated by the end of July. At the agency personnel administrator's discretion, accumulated compensatory hours may be paid down with greater frequency.

At the employee's written request, no more than 80 hours of compensatory time can be carried forward to the next fiscal year.

At no time shall compensatory time exceed 240 hours.

All compensatory time must be approved by the agency personnel administrator.

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County of Clarke – Personnel Policies

*Non-exempt – Overtime Public Safety Personnel*

Communications Specialist and Sheriff Office - Administrative Assistant will be paid at the rate of one and one half hour for every hour in excess of 40 hours worked within a work week.

All sworn staff will be paid at the rate of one hour for every hour in excess of 160 hours worked per 28-day period cycle, and one and one half hour for every hour in excess of 171 hours worked per 28-day period cycle.

Fire & Rescue EMT & Medics will be paid at the rate of one and one half hour for every hour worked (Annual and Sick Leave used included, does not include Holiday) over 192 hours per 28 day period cycle.

All overtime must be approved by the agency personnel administrator.

*Exempt*

Exempt employees are not paid overtime or compensatory time for work in excess of 40 hours. It is anticipated exempt employees shall manage their schedules and workload so that departmental objectives are met.

Agency personnel administrators who determine specific exempt employees are subject to unreasonable hours and/or duties that would be otherwise non-exempt, may provide supplemental compensation at a rate not exceeding time-and-one-half for those hours deemed unreasonable or non-exempt.

**3.3 Employee Transfers**

Employees may be voluntarily or otherwise transferred from one job to another and from one location to another as may be required in order to meet the needs of the organization.

Every effort will be made to minimize personal hardships in the event of job reassignment or transfer.

The agency personnel administrator retains complete discretion to determine both the location and place for the conduct of business and the assignments to each employee consistent with the employee's job specifications.

Reasons for transfers may include fluctuations in workloads and production flows, increased career opportunities, emergency requirements, health considerations, personal preference and/or implementation of governmental mandates.

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County of Clarke – Personnel Policies

### 3.3.1 Temporary Transfers

Temporary transfers may occur as job requirements may dictate.

Temporary transfers will usually not last longer than three (3) months, but may be extended an additional three (3) months with the approval of the agency personnel administrator.

### 3.3.2 Employee Transfer Request

The County encourages current employees to seek out and apply for transfers, especially when transfers result in promotions and upward mobility of employees.

The County will entertain an employee's request for transfer if such action is consistent with the requirements of the County and such a transfer does not disrupt the orderly and acceptable conduct of business.

A transfer to a new position within the same classification may occur at the request of the employee only after the employee has held his/her current position for at least six months and has performed in a satisfactory manner.

### 3.3.3 Transfer Training Period

During an initial training period, a transferred employee will be evaluated to determine his/her suitability to the new position.

If it is determined the employee is not suited to the new position, the employee may be subject to reassignment to another available position or terminated.

### 3.3.4 Compensation of Transferred Employees

Pay for transferred employees will be handled thusly:

- An employee transferred to a job within the same salary grade will continue to receive his/her existing rate of pay.
- An employee transferring at his/her request to a job at a lower grade may be paid within the lower pay grade of the new position, commencing with the start of the new job.
- An employee transferring to a job with a higher grade will earn the minimum of that grade. It will be at the County Administrator's discretion to allow the whole increase at once or to gradually increase pay over a specific period of time. This may be done if the employee is increasing several grades.

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**3.4 Insurance**

The Board of Supervisors shall determine insurance contributions and coverage annually through the budget process.

**3.4.1 Life Insurance**

For Virginia Retirement System (VRS) eligible employees, the Board of Supervisors shall pay the premium for life insurance available to such employees in accordance with the VRS insurance program.

**3.4.2 Group Health Insurance**

Regular full-time employees and members of the Board of Supervisors are eligible to participate in the group health insurance program. The Board of Supervisors will annually determine group health insurance coverages available to employees and the contribution rates for the employer and employee in each category.

Regular full-time employees who retire with at least five (5) years of service with Clarke County, and are eligible for and receive an immediate annuity through the Virginia Retirement System (VRS) may remain on the County's health insurance program after retirement at the full employee cost. Such eligible individuals may elect to continue coverage for a spouse or dependent that was covered prior to retirement. In no case will a former employee be permitted to add a spouse or dependent to coverage after retirement. When a retiree drops his or her coverage from the employer plan, spouses and dependents will not be able to continue coverage.

New regular full-time employees beginning employment between the 1st and 15th of the month will be provided health insurance coverage effective on the 1st of the following month. New full-time employees beginning employment between the 16th and 31st of the month will be provided health insurance coverage effective on the 1st of the month following their first full month of employment. For example: an employee starting on July 1st is provided health insurance coverage on August 1st. An employee starting on July 16th or after is provided insurance coverage on September 1st.

The County will pay the established employer-paid portion of the group health insurance premiums to provide coverage for eligible employees through the end of the calendar month in which the employee was actively employed. After that date, eligible former employees and their spouses and eligible dependents will be offered coverage in the group health insurance plan as provided for by federal COBRA laws. In the event any covered individual terminates his or her coverage in the group plan under COBRA, that individual will not be eligible to reinstate coverage in the group plan.

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**3.4.3 Worker’s Compensation Insurance**

The County shall provide coverage for employees under a worker’s compensation insurance plan.

**3.4.4 Liability Insurance**

The County shall provide liability insurance covering all county employees.

**3.4.5 Unemployment Insurance**

The County shall participate in the unemployment insurance program as determined by the Virginia Employment Commission.

**Chapter 4: Paid Time Off and Other Absences**

**4.1 Holidays**

Clarke County observes legal holidays established by Commonwealth of Virginia, federal law and as designated by the governor, the president of the United States and/or the County Board of Supervisors. Known holidays (specific dates) will be posted at the beginning of the calendar year, using the legal holidays schedule.

The County will follow state or federal government if additional holidays are approved by the governor or president after publication of the County’s annual list of observed holidays.

Any day so appointed by the governor or the president shall be a legal holiday regarding the transaction of all business.

**4.1.1 Eligibility for Holiday Pay**

Regular full-time employees shall be eligible for holiday pay from date of hire.

Regular part-time employees working an average of 24- to 29-hours per week shall be eligible for holiday pay after three (3) years continuous service.

**4.1.2 Holiday Pay**

*Non - Exempt - Full Time*

Employees will receive eight (8) hours of Holiday pay or four (4) hours for half – day holiday.

For the legal holiday, if an employee is:

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County of Clarke – Personnel Policies

Scheduled to work:

- The employee will receive the holiday, and
- The normal scheduled hours worked on that day at the regular rate of pay.

Not scheduled to work:

- Employees will receive the holiday.
- If an employee who is regularly scheduled off on holidays is called in, they will be compensated for the time they work either by compensatory time or paid out in straight pay.

An employee who works on a holiday is not entitled to compensatory time (overtime – Public Safety Personnel) at time and a half for the hours actually worked, unless otherwise required under the FLSA.

Public Safety Personnel who work alternate work schedules (e.g., 9, 10, or 12 hour shifts) will receive compensation for the holiday equal to eight (8) hours. Employees must use accrued leave or flex their schedules (with supervisory approval) for the remainder of the work cycle to cover the entire shift.

All compensatory time will be accrued at the end of each pay period.

All overtime (public safety personnel) will be paid at each pay period.

*Exempt*

If an employee must work their entire shift on the legal holiday, he/she will be given an alternative day off within the calendar year.

## 4.2 Sick Leave

Clarke County recognizes the importance of providing quality benefits for its employees. All sick leave absences will be charged against the number of days earned the employee's accumulated sick leave balance. Additional time off for sickness will be granted in accordance with the Family and Medical Leave Act.

### 4.2.1 Excused Absences

Under the sick leave plan, absences for the following reasons are acceptable:

- Absence due to personal illness and/or quarantine.
- The Agency Personnel Administrator reserves the right to request a doctor's certificate in cases of excessive use of sick leave.
- "Excessive" is defined as:

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County of Clarke – Personnel Policies

- Five [5] days or more of consecutive leave
- Frequent intermittent use of leave
- Questionable patterns of use.
- Absences due to illness in the immediate family requiring the attention of the employee.
- Absences due to medical or dental appointments.
- For sick leave purposes, “immediate family” includes natural parents, foster parents, step-mother, step-father, wife, husband, children, brother, sister, daughter-in-law, son-in-law, father-in-law, mother-in-law, sister-in-law, brother-in-law, grandparents, grandchildren, or any person who permanently resides on a continuing basis without interruption in the household of the employee.

#### 4.2.2 Unexcused Absences or Abuse

In the event an employee entitled to acquire and utilize sick leave is found to have used it for purposes other than its allowed uses (identified under Excused Absences), the employee’s regular salary shall be reduced by an amount equal to the full salary for time taken. Other disciplinary action deemed appropriate by the agency personnel administrator may be taken, including dismissal.

#### 4.2.3 Donation of Sick Leave

A sick leave donation policy has been established so that County employees may donate sick leave days to another employee within the division. This policy — established in accordance with Policy GCBE Family and Medical Leave — shall pertain to situations described in that policy.

The regulations governing the program are as follows:

- Employees who want to donate sick leave must complete a “Clarke County Leave Donation Form,” and submit it to their respective agency personnel administrators.
- Requests for approval of the donation of sick leave shall be limited to situations in which an employee has used up all of his/her own compensated leave, and another employee or employees agree to donate sick leave.
- The maximum number of hours for any combination of donations to any one employee is 80 hours per year. If an employee returns to work prior to the use of the additional donated hours, donated hours will be retained by the receiving employee for future use.
- In the case of an extreme extenuating circumstance or hardship, the agency personnel

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administrator may at his/her discretion grant an exception to the 80-hour maximum.

#### 4.2.4 Accumulation of Sick Leave

Full-time employees earn eight (8) hours of sick leave per month of employment.

Regular part-time employees working an average of 24- to 29-hours per week are eligible for sick leave at a rate of two (2) hours of sick leave per month of employment.

Leave will be posted on a monthly basis.

Sick leave days are earned and credited as long as an employee is in a paid status. Unpaid FMLA and workers' compensation are not considered paid status for the purpose of earning sick leave.

##### Plan 1 and 2 (See Section 2.9 VRS Plan Definitions and Section 4.11 Pay Upon Separation)

- Sick leave may accumulate from year to year with no maximum accumulation.

##### Hybrid (See Section 2.9 VRS Plan Definitions and Section 4.11 Pay Upon Separation)

- Sick leave may accumulate from year to year with a maximum accumulation of 90 days.

#### 4.2.5 VRS Hybrid Employees Short-term Disability Benefits

- General
  - VRS Hybrid Retirement Plan employees are provided a short-term disability benefit (STDB).
  - Clarke County has contracted with a third-party insurer to provide this benefit. Therefore, all eligibility requirements are dictated by the insurer.
  - The insurer requires the employee must be a VRS Hybrid Retirement Plan member for a waiting period of one year before being eligible for STDB. (The eligibility waiting period of one year is waived for work-related claims.)
  - The benefit elimination period is waived for catastrophic or chronic conditions.
  - STDB is provided to a hybrid employee during a sickness/disability.
- Elimination Period

Once an employee has been deemed eligible for STDB, a benefit elimination period of

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seven (7) calendar days must be satisfied before benefits are payable.

The required workdays during the benefit elimination period must be covered by the employee's paid sick leave (or other paid leave) or leave without pay.

Once the employee reaches Day 8 of the absence, the employee must report the absence to the insurer.

- Compensation Benefit

The compensation benefit payable during the STDB absence is based on continuous months of service and will provide partial or full income replacement for a maximum of 125 days. Compensation is directly paid to the employee by the locality.

- If an employee works more than 20 hours during the benefit elimination period, a new benefit elimination period must be met before STDB begins.

The VRS Hybrid Retirement Plan employee will be permitted to supplement his/her income of less than 100 percent compensation by utilizing his/her earned sick and other paid leave balance to offset the difference in pay.

- The amount deducted to supplement the per diem rate will not exceed the full per diem rate of the pre-disability wage.

- Long-term Disability

VRS Hybrid Retirement Plan employees are also provided a long-term disability (LTD) benefit that will begin upon the expiration of the maximum period of 125 days for which the employee receives STDB.

- Employee Status during Short-term Disability

During the STDB absence, an employee will remain "active" and all benefits will remain in force.

An employee must cooperate and adhere to all guidelines and requirements during the absence.

### 4.3 Annual Leave

Full-time employees will accrue annual leave monthly up to the maximums shown below.

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At the end of each calendar year, any unused annual leave beyond the maximum is automatically converted to sick leave unless scheduled leave has been revoked. In case of carry over, the employee must take the leave in the following year.

Annual leave balances at the time of employment termination will be dealt with thusly.

Table 1.A

<i>Employee Status</i>	<i>Years of Continuous Service</i>	<i>Monthly Accrual</i>	<i>Maximum Accrual</i>
Full-time	0-4 Years	12 hours	280 hours
	5-9 Years	14 hours	280 Hours
	10 + Years	16 hours	280 Hours
Regular Part-time Working an average 24- to 29-Hours per Week	All Years	8 hours	280 Hours

Note: Scheduled leave is taken at the employer’s discretion. When granting an employee scheduled leave, department heads and supervisors are required to:

- ensure coverage of all required department activities, and,
- be fair to all persons in the department with regard to the distribution of leave.

**Public Safety Addendum**

Annual Leave (Public Safety Employees)

- **Essential full-time personnel** working a schedule of 192 or more hours in the 28-day cycle shall receive the following leave accruals:

Table 1.B

<i>Employee Status</i>	<i>Years of Continuous Service</i>	<i>Monthly Accrual</i>	<i>Maximum Accrual</i>
Full-time	0-4 Years	14.4 hours	280 hours
	5-9 Years	16.8 hours	280 Hours
	10 + Years	19.2 hours	280 Hours

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- **Essential Personnel** working a schedule of 160 hours in a 28-day cycle or 40 hours a week shall receive leave accrual per table 1.A of the Clarke County Personnel Policy.
- **Non-essential personnel** shall receive leave accrual per table 1.A of the Clarke County Personnel Policy.

#### 4.4 Bereavement Leave

Clarke County recognizes the death of a family member can have a significant impact on an employee's ability to perform his/her duties. Bereavement leave will be authorized under the provisions of this policy in order to help employees deal with the loss of a family member.

Bereavement leave is a form of administrative leave approved by the agency personnel administrator. For approval, the employee must contact his/her agency personnel administrator. At the agency personnel administrator's discretion, the employee may be asked to provide a copy of the obituary, funeral program, or substantially similar documentation upon return. This leave is used only in conjunction with an employee's absence from work because of the death of a family member.

Bereavement leave is administrative in nature; therefore, employees do not accrue it or carry a balance.

Bereavement leave is not authorized for the death of a pet or livestock.

Eligibility for use: Only full-time employees are eligible to request and receive authorization for paid bereavement leave.

Frequency and duration: There is no limit on the number of times during a year an employee may request bereavement leave. There is a limit on the number of bereavement leave days for which an employee may receive authorization for each occurrence of a death of a family member.

An employee may use up to five (5) consecutive days for the death of the employee's spouse/partner, child, step-child, foster child, parent, or step-parent, sister, brother, grandchild, grandparent, father/mother-in-law, brother/sister-in-law, permanent member of the employee's household, or a person for whom the employee was the sole financial support. This category may also include individuals who are not related to the employee by blood or marriage.

An employee may utilize other accrued leave from his/her designated/identified personal leave account to take additional days beyond that provided for above.

#### 4.5 Leave for Court Appearances

##### 4.5.1 Jury Duty

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Employees called for jury duty may be absent without loss of pay subject to verification of actual days served. (Verification is to be provided by the Clerk of Court.) Additionally, the employee keeps any compensation that is paid by the court system for jury duty.

#### 4.5.2 Subpoenas

Employees subpoenaed as court witnesses in relation to employment with Clarke County may be absent without loss of pay provided a copy of the subpoena is presented to the agency personnel administrator.

If an employee is subpoenaed for any court action not related to employment with Clarke County, the employee may be absent without loss of pay provided the employee is not a party to the proceeding and provided a copy of the subpoena is presented to the agency personnel administrator.

#### 4.6 Military Leave

Pursuant to Section 44-93 of the Code of Virginia, 1950, as amended, all County employees who are former members of the armed services or are members of the organized reserve forces of any of the armed services of the United States, National Guard or naval militia shall be entitled to military leave in accordance with U.S. regulations without loss of seniority, accrued leave or efficiency rating, on all days when they are engaged in federally funded military duty, including training duty or when called forth by the governor.

There shall be no loss of pay for up to fifteen (15) workdays during such leaves of absence. When relieved from such duty, County employees shall be restored to positions held when ordered to duty as described under the "Uniformed Services Employment and Reemployment Rights Act of 1994."

The employee will be paid the higher of the County salary or the military salary.

#### 4.7 Leave Without Pay

Agency personnel administrator may grant regular employees leave without pay for a reasonable purpose for a period up to 15 days.

##### Extended Leave of Absence Without Pay:

The agency personnel administrator must approve requests for extended leaves of absence without pay exceeding 15 days (or for intermittent leaves without pay) in accordance with the Family and Medical Leave Act or other leave without pay schedule.

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Employees on approved, extended leaves of absence (or intermittent leaves without pay) do not accrue annual leave and sick leave credits.

An approved leave of absence without pay is not considered a break in service.

The County may continue to pay the group insurance premiums through the Virginia Retirement System for employees on extended leaves of absence without pay (or intermittent leaves without pay) in the same manner as it does for employees in pay status.

An employee will be responsible for paying his/her portion of the group health coverage if applicable.

It shall be the responsibility of the agency personnel administrator to provide notice of leave without pay status to the payroll department.

#### **4.8 Administrative Leave**

An employee may be placed on administrative leave by his/her department head — with authorization of the agency personnel administrator — when it is in the best interest of the County to remove the employee from the workplace.

The employee may be placed on administrative leave during an investigation.

The employee will stay on administrative leave for as long as deemed necessary by the agency personnel administrator.

The employee may be paid his/her full salary for the duration of the leave.

Time designated as administrative leave with pay will not be charged to the employee's paid leave.

#### **4.9 Volunteer Fire and Rescue Calls**

With permission from their immediate supervisors, employees who volunteer members of a Clarke County fire department or rescue squad may be permitted to leave their jobsites when required to respond to emergency calls.

#### **4.10 Voting and Elections**

Clarke County encourages its employees to vote, as well as participate in the election process.

A County employee may serve as an Election Official if they:

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- are a qualified voter of the Commonwealth of Virginia,
- agree to represent a recognized political party,
- do not hold an elected office,
- are not a deputy and/or employee of an elected official, and
- obtain approval from his/her supervisor.

The employee will not be required to use annual leave or compensatory time for the time missed from work.

#### 4.11 Pay Upon Separation

##### 4.11.1 General

Clarke County will compensate employees for annual and sick leave held in their personal accounts upon their termination of employment as described below. *For the purposes of this policy, retirement through the Virginia Retirement System is treated as termination.*

##### 4.11.2 Full-time employees Plan 1 and 2

###### Accumulated sick leave days as follows:

Employees must have worked for ten (10) continuous years for Clarke County.

Employees will be compensated at a rate of \$30 per day for accumulated (unused) sick leave up to a maximum of 200 days.

A lump-sum payment will be made upon termination for employee meeting the longevity requirement above.

###### Accumulated annual leave days as follows:

Employees earning annual leave will receive payment for earned, accumulated, unused annual leave days up to a maximum of 280 hours.

The rate of pay will be at the employee's hourly rate at the time of termination or retirement.

##### 4.11.3 Hybrid employees

###### Accumulated sick leave days as follows:

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Employees must have worked for ten (10) continuous years for Clarke County.

Employees will be compensated at a rate of \$30 per day for accumulated (unused) sick leave up to a maximum of 90 days.

A lump-sum payment will be made upon termination for employee meeting the longevity requirement above.

Accumulated annual leave days as follows:

Employees earning annual leave will receive payment for earned, accumulated, unused annual leave days up to a maximum of 280 hours.

The rate of pay will be at the employee's hourly rate at the time of termination or retirement.

#### **4.11.4 Regular Part-time employees Plan 1, 2, and Hybrid**

Accumulated sick leave days as follows:

Employees must have worked for ten (10) continuous years.

Employees will be compensated at a rate of \$10 per day for accumulated (unused) sick leave up to a maximum of 200 days.

A lump-sum payment will be made upon termination.

Accumulated annual leave days as follows:

Employees earning annual leave will receive payment for earned, accumulated, unused annual leave days up to a maximum of 280 hours.

The rate of pay will be at the employee's hourly rate at the time of termination or retirement.

## **Chapter 5: Employee Responsibilities**

### **5.1 Standards of Conduct and Performance**

Clarke County has established Standards of Conduct, rules of personal conduct and standards of acceptable work performance for all its employees. Violation of the established rules and/or unacceptable work performance may result in the imposition of corrective action. Such actions are

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designed to be used as corrective measures and shall not be based on an employee's race, traits historically associated with race, color, religion, ancestry, national origin, military status, military service, sex, sexual orientation, gender identity, age, disability, genetic information, marital status, pregnancy, childbirth or related medical conditions, or other reasons prohibited by law.

The Standards of Conduct in this policy are intended to protect the wellbeing and rights of all employees to assure safe, efficient County operations; and to assure compliance with public law.

The standards serve to:

- establish a fair and objective process for correcting or treating unacceptable conduct or work performance,
- distinguish between less serious and more serious actions of misconduct, and provide corrective action accordingly, and
- limit corrective action to employee conduct occurring only when employees are at work or when otherwise representing the County in an official or work-related capacity, or where the conduct is otherwise work related.

The Standards of Conduct are intended to be illustrative but not all-inclusive. Accordingly, any action, even if not specifically listed in the policy, that in the judgment of the department heads or agency personnel administrator seriously undermines the effectiveness of County activities or the employee's performance shall be treated consistent with the provisions of this policy.

### 5.1.1 Standards of Conduct

- The effective operation of the County requires all public officials and employees be independent, impartial and responsible to County residents and visitors.
- Decisions and policy will be made through the proper channels of County government.
- County employees will maintain ethical conduct by setting forth actions that are compatible with the best interests of Clarke County.
- No employee shall grant special consideration, treatment or an advantage to a resident, visitor or employee, which is not available to any other citizen or employee.
- County employees are expected to be good stewards of the public's resources. Employees are expected to immediately report to their supervisor any illegal or fraudulent conduct, any theft of county funds or assets, abuse of county property or resources, or any other suspected fraud, waste, or abuse. If the employee is uncomfortable notifying their supervisor, they should notify their agency personnel administrator. If the employee is uncomfortable notifying their agency personnel administrator, they should notify the Chairperson of the Board of Supervisors.

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- Employees are expected to maintain timely and regular attendance at work.
- Employees are expected to meet established performance standards. Conditions or circumstances that may prevent employees from performing effectively or from completing assigned tasks should be reported to supervisors.

## 5.2 Secondary Employment

Employment with the County is primary.

The County discourages any secondary employment in order to minimize the potential for conflict of interest.

Any employee who seeks secondary employment shall discuss this with his/her immediate supervisor, and obtain approval prior to accepting a secondary position.

In the event secondary employment interferes with an employee's attendance or ability to do his/her County job, the employee may be asked to discontinue dual employment.

Employees who have secondary employment at the time of hire by the County must notify their immediate supervisors and the agency personnel administrator.

## 5.3 Conflict of Interest

As provided in the Virginia Conflict of Interests Act, Sections 2.2-1300 et seq, Code of Virginia, 1950, as amended, no County employee shall engage in any financial or other interest that might impact the performance of his/her duties.

Employees shall not — without proper authorization — disclose confidential information concerning Clarke County.

Employees shall not accept any gifts or favors from a individuals, corporations, or firms that are intended to influence the employee's decision or discharge of his/her duties. Any de minimus gift must be disclosed to the agency personnel administrator.

Employees shall not represent private interests before the interests of the County, unless they are doing so as members of civic organizations or speaking on issues of general public interest.

## 5.4 Attendance

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Every employee is expected to be on the job during all assigned hours. Excessive absences or tardiness may lead to disciplinary action up to and including termination.

In the event of a sick leave absence, all employees shall notify their immediate supervisors as soon as possible or at least two hours prior to shift time. When requesting leave or reporting an absence, an employee must contact his/her supervisor or designee. Failure to notify a sick leave absence as required may result in disciplinary action.

## 5.5 Use of Computer Systems, Internet and Phones

Computer and networking systems, including email, internet, and all other County resources and equipment are considered County property.

The use of these systems, networks and equipment is limited to business purposes only, except as specifically set forth below.

Infrequent and very limited use of County telephones for brief local calls or short local transmissions of faxes is generally permitted so long as it does not interfere with the employee's performance of his/her duties, is consistent with all other County policies, is not disruptive to the County, and is not potentially disruptive or offensive to others.

Use of all other County resources, such as long-distance telephone service, postal and shipping service, copiers, long-distance faxes, vehicles, equipment and/or office supplies and materials for any non-business purposes is generally not permitted, and may only be used with prior management approval as set forth below.

Use of computers and computer systems and networks for personal and/or professional development or continuing education reasons is permitted only where approved by management in advance. Note: Such approved personal use of County computers may be considered a taxable fringe benefit.

### 5.5.1 Incidental Use

During or after normal working hours, employees may occasionally wish to access the internet for non-work-related purposes, just as they might browse a newspaper in the building or make occasional, short, non-work-related local telephone calls. The County recognizes its employees have busy lives and long workdays, which sometimes warrants infrequent and limited personal use of County computers to access the internet for non-business purposes. Such infrequent and limited non-business use is generally permissible (subject to the restrictions below) so long as it does not interfere with the employee's performance of his/her duties, is consistent with all other County policies, is not disruptive to the County, and is not potentially disruptive or offensive to others.

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If an employee has doubts about the meaning of infrequent and limited, he/she should consult an immediate supervisor or the agency personnel administrator.

The County reserves the right to block and/or monitor internet access to any websites the County deems to be offensive or undesirable. Additionally, employees found to be visiting websites that are not blocked but are subsequently found to be offensive are subject to review and possible disciplinary action. These offensive sites include, but are not limited to, sites focusing on pornography, violence, hate groups, games, and similarly objectionable material.

The County strives to maintain a productive, efficient workplace free of harassment of any type. The County therefore prohibits use of its telephone systems, facsimile systems, computer systems and networks, email, or the internet that is disruptive and potentially offensive to others.

The display or transmission of sexually explicit images, messages, or cartoons is prohibited. This includes but is not limited to ethnic slurs, racial or sexual comments, off-color jokes, vulgarities, obscenities, or anything that may be construed as harassment, discrimination, or which is disrespectful of others.

Individuals should refrain from using computer systems, email and the internet for personal reasons except as permitted under this policy.

Email should be considered official County letterhead. All email messages are considered County documents and are subject to subpoena. All email correspondence should be professional, complete and accurate. Email may not be used to solicit others for commercial ventures, religious or political causes, outside organizations or other non-County business matters. County email users cannot assume privacy. Employees waive any right to privacy in email and other technology communications, and they consent to access and disclosure by authorized County employees. The County reserves the right to read and preserve email and all other computer or internet communications, including contents of all files or messages created, transmitted, or stored using County resources.

### **5.5.2 Use of Licensed Software**

The County purchases and licenses the use of various computer software for business purposes and does not own the copyright to any software.

Employees may only use software on County networks according to the software license agreement. County policy prohibits the illegal duplication of software and its related documentation.

The County maintains and supports hardware, software, and network services for business use. Employees should only use the software and hardware provided. County policy prohibits the loading of files and software or the altering of software setup and configuration without authorization from the systems administrator.

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Some licenses allow for software use by an individual on the computer in his/her office and on his/her home or portable computer, provided only one copy of the software is in use at a time. Not all vendors allow such copying. Employees should use the software only in accordance with the terms of the license agreement. Before making a copy of software applications for use on a computer other than a primary work computer, employees must check with the systems administrator.

Likewise, software employees have licensed for use on home computers may not be appropriate or authorized for use on County-owned computers. Installing software not authorized by the County on work computers can cause system problems. "Shareware" or software acquired for use at home cannot be supported by the County network systems administrator and could introduce viruses into the system. Use of non- authorized software on County computers is prohibited.

Employees should notify their immediate supervisors, systems administrator, or agency personnel administrator upon learning of any violations of this policy. Employees who violate this policy will be subject to disciplinary action up to and including termination of employment.

## 5.6 County-Owned Vehicles

County employees are responsible for the proper use and care of County-owned vehicles used in their work.

Any defects noted by the employee should be reported to the immediate supervisor as soon as possible.

Vehicles are to be used as authorized.

### 5.6.1 Accidents Involving County-Owned Vehicles

Employees involved in any accident while driving a County-owned vehicle must:

- Immediately call 911 for first aid assistance if it is necessary.
- Notify the Sheriff's Office or other law enforcement agency if accident is outside of Clarke County.
- Obtain the names and addresses of the other person(s) involved in the accident.
- Obtain the names and addresses of all witnesses present.
- As soon as possible, notify department head. It is the department head's responsibility to notify the agency personnel administrator of the accident.

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## 5.7 Keys to Buildings and Facilities

Employees will be issued keys to the offices and/or buildings on an as-needed basis.

The keys are County-owned property.

Only the County maintenance department is authorized to duplicate keys, ensuring an accurate record of key holders is maintained.

Immediately report lost keys. Lost keys compromise security and replacement can be costly.

Employees shall return keys to the agency personnel administration or their immediate supervisors for reassignment upon separation.

## 5.8 Harassment

The County supports its Equal Employment Opportunity policy. This includes its commitment to prohibit harassment against employees because of race, traits historically associated with race, color, religion, ancestry, national origin, military status, sex, sexual orientation, gender identity, age, disability, genetic information, marital status, pregnancy, childbirth or related medical conditions, or other reasons prohibited by law. This prohibition covers illegal harassment by anyone in the workplace, including supervisors, co-workers, and non-employees.

The County expects its employees to treat each other with respect and courtesy.

County employees have the right to be free from inappropriate comments, unwelcome sexual advances, requests for sexual favors, any verbal or physical conduct of a sexual nature based on a person's protected class, when submission to or rejection of this conduct explicitly or implicitly affects an individual's employment, unreasonably interferes with an individual's work performance, or when such conduct creates an intimidating, hostile or offensive work environment.

The County will not tolerate discrimination or harassment.

### 5.8.1 Procedure

The following procedure applies to any harassment complaint:

- Any employee who feels he/she has been discriminated against or harassed because of race, traits historically associated with race, color, religion, ancestry, national origin, military status, sex, sexual orientation, gender identity, age, disability, genetic information, marital status, pregnancy, childbirth or related medical conditions, or other reasons prohibited by law or for any other improper reason should immediately report the matter to his/her supervisor or the agency personnel administrator. The employee may inform any of these

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persons of the complaint. For example, if the employee prefers not to report it to his/her supervisor, the employee should report it to the agency personnel administrator.

- Employees should not assume County management knows about any particular situation. Supervisor or the agency personnel administrator must be promptly informed of the issue so it may be addressed.
- Employees should report situations before they become severe or pervasive.
- Such reports or complaints can be made without fear of retaliation.
- The County will investigate the complaint in a prompt, thorough, and impartial manner. The County will ensure as much confidentiality as is possible. The County will not retaliate against anyone who provides information during the County's investigation.
- The County will take immediate and appropriate corrective action if it determines harassment has occurred in violation of this policy. Such action may include the suspension or discharge of the offender.

Questions regarding this policy or the need for information on complaint procedures, should be directed to the employee's agency personnel administrator.

## 5.9 Drug Free Workplace

In compliance with the Drug Free Workplace Act of 1988, the County shall:

1. publish a policy notifying employees of the County's drug prohibitions in the workplace and specify any actions that will be taken against employees for violations of such policy,
2. notify employees who are subject to the County's drug and alcohol abuse policy, that as a condition of employment with the County the employee will:
  - a. Abide by the terms of the drug and alcohol policy, and
  - b. Notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five (5) days after such conviction,
3. notify any contracting agency within ten (10) days after receiving notice of such conviction,
4. impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program by any employee who is so convicted, and
5. make a good faith effort to continue to maintain a drug-free workplace through implementation of this program.

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### 5.9.1 Inspection

Inspections and searches conducted under this policy shall be for the purpose of determining adherence to County policy, fitness for duty and appropriate discipline. Law enforcement personnel investigating criminal activity shall not conduct inspections or searches pursuant to this policy.

The County reserves the right to search County-owned property, including vehicles, structures, buildings, equipment, computer and other electronic communication systems, furniture, offices, desks, lockers, files, file cabinets, and containers at any time and for any reason.

All County employees are strongly encouraged to refrain from storing on or in County-owned property any personal article, including personal correspondence, they wish to protect from inspection by County officials.

By accepting or continuing employment, each County employee is deemed to have consented to unannounced searches of his/her own work areas upon request.

Searches of an employee's person, personal vehicle or personal containers such as purses, brief cases or lunch pails will not be conducted without the employee's consent. However, an employee's refusal to consent to reasonable searches of his/her person, vehicle or personal containers while on County property may result in disciplinary action up to and including discharge.

### 5.9.2 Drug Policy

Clarke County has long been committed to a safe and healthful working environment for its employees. Additionally, it has an obligation to the general public to conduct its operations safely and efficiently.

With this commitment and obligation in mind, the County is reaffirming its rules prohibiting alcohol and drug abuse. The County also reaffirms its willingness to assist employees with alcohol- or drug-related problems in order to find the appropriate treatment for rehabilitation and recovery. In accordance with a long-standing policy, this notice reemphasizes to County employees (and employees of other companies and contractors) that the abuse of drugs and alcohol poses a serious threat to the safety of all employees and the County's operations and to the public. Accordingly, the use, possession, being under the influence or having a detectable presence of drugs or alcohol in one's system (except where expressly authorized) or manufacture, distribution or sale of such substances on County premises or on-the-job or any off-the-job abuse of such substances that adversely affects an employee's job performance or other County interests is prohibited.

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Drugs and alcohol include any substance with the potential to produce effects of intoxication and/or the potential to produce physical, mental, emotional or behavioral changes that could adversely affect an employee's ability to safely and efficiently perform his/her job. Specifically this include marijuana, cocaine, amphetamines, barbiturates, heroin, opium and phencyclidine. The term "County premises" in this notice is used in the broadest sense and includes all land, property, buildings, structures, cars, trucks, and all means of conveyance owned or leased by the County, or otherwise being utilized for County business. The term on-the-job includes paid and unpaid meal periods during the business day and paid and unpaid overtime.

Employees who have drug and/or alcohol abuse problems are encouraged to request assistance through community agencies. The County will take no disciplinary action against employees who voluntarily seek such assistance. The existence of or employee participation in an employee assistance program does not, however, relieve any employee from compliance with the terms of this notice or other applicable standards governing performance and conduct.

Employees who violate this Drug and Alcohol Free Workplace Policy will be subject to disciplinary action up to and including discharge, and they may be allowed to participate in approved treatment as an alternative to discharge.

Employees of independent contractors and temporary agency employees who violate this policy will not be allowed to perform additional services on behalf of the County.

The County may request an employee to participate in drug or alcohol testing for justifiable reasons to further insure safe and healthy working conditions for all.

The County reserves the right to take other justifiable measures, including the inspection of all County premises and the personal property of employees on County premises, in order to insure compliance with this policy.

Participation in such testing and inspection is voluntary, but employees who refuse shall be deemed in violation of this Policy and subject to termination of employment.

Contractor employees who refuse to comply shall not be permitted to perform further work for the County.

All records and information obtained by the County regarding alcohol and drug testing and the results and treatment of employees for chemical dependency will be confidentially maintained by restricting access on a need-to-know basis to those designated by management.

### **Drug and Alcohol Policy and Regulations**

#### **Purpose**

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County of Clarke – Personnel Policies

Clarke County recognizes that drug and alcohol abuse are serious problems across America. It is, therefore, the goal of the County to establish and maintain a safe and healthy drug- and alcohol-free workplace for its employees and to protect the safety of the public by providing the highest quality of service.

The County is committed to assisting employees who may be experiencing problems with drugs or alcohol. Employees with such problems are encouraged to seek counseling or other treatment prior to disciplinary or performance action being taken. The desire to assist employees does not relieve the County of its responsibility to maintain a drug- and alcohol-free workplace. The use of alcohol, illegal drugs, or the misuse of prescription drugs is not acceptable in the County workplace. Such behavior seriously affects job performance and can create a danger to the public and co-workers. The policy and regulations pertaining to a drug- and alcohol-free workplace must be followed by all County employees.

#### Policy and Regulations

- Clarke County maintains a drug- and alcohol-free workplace for all its employees. "Workplace" is defined in ~~the glossary~~Section 1.4 Personnel Definitions of this Personnel Policy.
- Any drug or alcohol test that results in a "positive" reading will be subject to the County's Drug and Alcohol Policy and Regulations.
- No employee shall unlawfully manufacture, distribute, dispense, possess, or use on or in the workplace any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, or any other controlled substance, as defined in Schedules I through V of Section 202 of the Controlled Substances Act (21 U.S.C. §812) and as further defined by the Code of Federal Regulation (21 CFR §§1300.11 through 1300.15).
- As a condition of employment, each employee shall notify his/her supervisor of any conviction of any criminal drug law no later than five (5) days after such conviction.
- As a condition of employment, each employee shall abide by the terms of the County's policy and regulations respecting a drug- and alcohol-free workplace.
- The possession and/or consumption of alcohol and/or illegal drugs in the workplace are prohibited. This prohibition covers the entire period between the time an employee initially reports to work to the time the employee leaves work at the end of his/her shift inclusive of all breaks and meals.
- Violation of this policy and regulations will result in appropriate disciplinary action up to and including termination.

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- For purposes of maintaining a workplace free of drugs and alcohol, the Clark County reserves the right to search all County workplaces, as defined in the glossary of glossary of this Personnel Policy.
  - Employees who have separated from County employment as a result of a positive drug and/or alcohol test will not be entitled to re-employment except in certain circumstances as determined by the County Administrator, Director of Social Services or Constitutional Officer.
  - All employees are subject to reasonable suspension and post-accident drug and alcohol testing.

#### Drug Testing

- Drug tests may be required in the following cases:
  - when an applicant for a County position, critical to the safety and security of employees or the public, has been given a conditional offer of employment subject to a negative drug test result,
  - when there is reasonable suspicion that a County employee, regardless of position, is under the influence of illegal drugs,
  - when a County employee has been authorized to return to work at the recommendation of the County's Medical Review Officer and the Agency Personnel Administrator after testing positive for drug use and after referral to appropriate counseling programs, and
  - when an employee has been referred to the Employee Assistance Program because he/she is seeking assistance due to drug use. Additionally...
  - As required by the Omnibus Transportation Employee Testing Act of 1991 and implementing regulations of the Office of Drug & Alcohol Policy & Compliance, and the Federal Highway Administration (49 CFR, Parts 40 and 382, et. al.), all employees and applicants who hold or are offered a position that requires a Commercial Driver's License (CDL) as a condition of employment and continued employment will be tested for drugs under the following conditions:
    - pre-employment
    - random
    - post-accident:
      - The employee receives a citation.
      - A fatality or injury treated away from the scene has occurred.
      - One or more vehicles are towed.
      - The employee should be promptly tested for both drugs and alcohol (within 2 hours).

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County of Clarke – Personnel Policies

- Reasonable suspicion.
- Return to work after positive test and follow-up.

#### Refusal to Submit to Drug Test

Refusal by an employee to immediately submit to a drug test when requested will be considered a positive test result. A refusal is defined in 49 CFR Part 40 and includes, but is not limited to, failure to appear for testing for any reason, leaving the testing site without prior notice acceptable to the County, or failure to complete and sign an authorization and consent form.

#### Medical Use of Cannabis Oil

In compliance with §40.1-27.4 of the Code of Virginia, Clarke County will not discharge, discipline, or discriminate against an employee for such employee's lawful use of cannabis oil pursuant to a valid written certification issued by a practitioner for the treatment or to eliminate the symptoms of the employee's diagnosed condition or disease pursuant to §54.1-3408.3 of the Code of Virginia.

Nothing in this section shall restrict Clarke County's ability to take any adverse employment action for any work impairment caused by the use of cannabis oil or to prohibit possession during work hours, or require Clarke County to commit any act that would cause the County to be in violation of federal law or that would result in the loss of a federal contract or federal funding.

### 5.10 Workplace Violence

Due to the increasing incidence of violent activities in workplaces around the world, Clarke County is implementing this policy to state its strong condemnation of acts of aggression or violence in the workplace. This includes, but is not limited to, intimidating, threatening or hostile behaviors, physical abuse, vandalism, arson, sabotage, or use of weapons.

In addition, jokes or comments regarding violent events that promote violent events will not be tolerated and may result in disciplinary action.

The purpose of this policy is to minimize the risk of personal injury to employees and others at work, and damage to County property.

Through the steps outlined below, the County aims to identify stresses in the workplace and develop a risk-reducing violence prevention program. It is important for employees to be familiar with the provisions of this policy.

The County does not expect any employee to become an expert in psychology or to physically subdue a threatening or violent individual. In fact, the County discourages its employees from

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County of Clarke – Personnel Policies

engaging in physical confrontations with potentially violent individuals. However, employees are expected to exercise reasonable judgment in identifying potentially dangerous situations. It is essential for all employees to recognize there often are behaviors exhibited by individuals before any physical acts of violence occur. Such behaviors include:

- co-workers displaying overt resentment, anger, and hostility,
- co-workers making ominous threats such as bad things are going to happen to a particular person or a catastrophic event might occur,
- co-workers whose work performance has suddenly and/or significantly deteriorated,
- co-workers who display irresponsible, irrational or inappropriate behavior, and/or
- co-workers who brandish weapons in the workplace.

#### 5.10.1 Prohibited Conduct

Threats, threatening language, or any other acts of aggression or violence made toward or by any County employees will not be tolerated.

For purposes of this policy, a threat includes any attempt to intimidate or instill fear in others, menacing gestures, flashing of concealed weapons, stalking, verbal or physical abuse, or other hostile, aggressive, injurious, and destructive actions undertaken for the purpose of domination or intimidation, where one may fear bodily injury.

County property covered by this policy includes, without limitation, all County-owned or leased buildings and surrounding areas such as sidewalks, walkways, driveways, and parking lots. County-owned vehicles are covered by this policy at all times regardless of where they are located.

The County reserves the right to conduct searches and inspections of employee's personal effects or County-provided materials in situations meeting the definition of "reasonable-cause" and when a supervisor and the agency personnel administrator agree on the "reasonable-cause" decision.

Illegal and/or unauthorized articles discovered or articles deemed to be dangerous weapons may be taken into custody and may be turned over to law enforcement representatives, as appropriate.

Any employee who refuses to submit to a search, or who is found in possession of prohibited or dangerous articles, will be subject to disciplinary action up to and including termination.

#### 5.10.2 Threat Reporting Procedures

All potentially dangerous situations, including threats, should be reported to a supervisor or the agency personnel administrator. Report *any* incident involving conduct prohibited by this policy.

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Employees who believe they have been subjected to any behaviors listed above are required to immediately report the incident to a supervisor. Complaints will be treated seriously and will be investigated.

Employees who observe or have knowledge of any violation of this policy should immediately report it to management.

All threats will be investigated. The County will take appropriate action and look to employees for support of this policy.

Based upon findings, disciplinary action may be taken against the offender.

Employees are empowered to contact the proper law enforcement authorities without first advising the agency personnel administrator if they believe an immediate safety threat exists.

## 5.11 Domestic Violence

In order to create a safe, productive workplace, Clarke County is committed to providing information, resources, and support for employees and management who are responding to domestic violence concerns.

Clarke County treats all employees fairly and will not discriminate against an employee in any employment actions because the employee is, or perceived to be, a victim of domestic violence.

To enable employees to seek assistance for domestic violence needs, the County will respond to employees who are victims of domestic violence in an open-minded manner. Respecting the employees' need for confidentiality whenever possible, the County reserves the right to disclose limited information and take action when it is clearly necessary to protect the safety of its employees.

### 5.11.1 Education and Training

Clarke County believes offering employees opportunities to increase their awareness of domestic violence helps to prevent and reduce the impact of domestic.

The County provides workplace educational and informational resources to employees whenever feasible.

### 5.11.2 Safety and Security

Clarke County will not tolerate any acts of threat or domestic violence against any employee while on County property or while conducting County business.

Employees who threaten, harass, or abuse anyone — either at the workplace or from the workplace — may be subject to disciplinary action, up to and including termination.

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Employees who become aware of threats or acts of domestic violence that may occur or have occurred in the workplace must immediately inform their supervisors. In addition, employees with Orders of Protection or restraining orders that reference the worksite, must provide their supervisors or agency personnel administrator with a copy of the order.

### 5.11.3 Employees Who Commit Acts of Domestic Violence

An employee who is found guilty of committing an act of domestic violence in the workplace may be subject to disciplinary action, up to and including termination.

Further, if an employee is found using any County resources such as work time, workplace phones, facsimile machines, mail, email, or any other means to commit an act of domestic violence may be subject to disciplinary action, up to and including termination.

## 5.12 Discipline

It is the policy of the County that all employees are expected to comply with the County's standards of behavior as set forth in these policies.

Any non-compliance with these standards must be remedied and can be subject to one or more disciplinary actions.

The supervisor or agency personnel administrator shall consider the severity of the non-compliance and shall utilize the disciplinary action available in a progressive manner.

### 5.12.1 Progressive Discipline

In general, the County follows a progressive discipline approach, giving most employees opportunities to correct problems before more serious disciplinary actions are taken.

In addition to the process outlined below, alternate strategies such as performance improvement plans, mediation, conflict resolution and demotions may be used on a case-by-case basis. These actions are to be utilized when it serves the County's best interest to resolve the problem in the least negative and most cost-effective manner.

In the event it becomes necessary to take disciplinary action against an employee, the supervisor shall have the following guidelines available:

- a. Discussion: Meet with and advise the employee of the nature of the problem and the action necessary to correct the situation. This action may be considered informative in nature and usually will not result in any entry in the employee's personnel file. However, the

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supervisor/agency personnel administrator should document the conversation for reference.

- b. Warning: A verbal reprimand of the employee followed by a written entry in the personnel files indicating the actions taken.
- c. Written Notice: Issue a written reprimand to the employee advising him/her of the facts involved and advising that such action is being recorded in the employee's personnel file.
- d. Suspension: Place the employee on leave with or without pay pending completion of any investigation, court action, or other such matter deemed to be serious enough to warrant suspension. Employees who are suspended from work will not accrue or receive any employee benefits during their suspensions. Suspension shall not exceed thirty (30) working days.
- e. Termination: Terminate the employee from his/her employment. This should be a last resort when serious misconduct remains uncorrected or when initial misconduct is so significant that the employment must be terminated. In the event a supervisor recommends dismissal, a complete review will be made by the agency personnel administrator of the facts surrounding the request. If dismissal is warranted, the employee will be given a final notification form and an opportunity to respond.

#### **5.12.2 Resignation with Pending Charges to Terminate**

An employee who wishes to resign during the termination process may do so by submitting a letter of resignation to the department head or agency personnel administrator. If the letter of resignation is accepted in lieu of termination, the letter of resignation will be placed in the employee's personnel file.

#### **5.12.3 Appeal**

Only employees subject to the grievance procedure who believe they have been improperly disciplined may use the grievance procedures set forth herein to have their views considered.

#### **5.12.4 Notification**

No disciplinary action that results in suspension or dismissal shall occur until the employee has been notified in writing by the supervisor or agency personnel administrator.

#### **5.12.5 List of Offenses Typically Addressed Through Progressive Discipline**

Listed below are some of the infractions that are typically addressed through progressive discipline, however disciplinary action is not limited to the offenses listed. Note: Clarke County

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reserves the right to determine the level of seriousness of the offense and what course of action will be taken.

- Rude, abusive, indecent or threatening language to employees or the public,
- Failure to attend scheduled meetings or training sessions,
- Absences without approved leave,
- Inadequate or unsatisfactory work performance,
- Disruptive behavior,
- Careless workmanship or negligence of a minor nature,
- Violation of a County policy,
- Abuse of County property,
- Violating a safety rule where there is not a threat of bodily harm,
- Failure to follow a supervisor's instructions,
- Unsatisfactory attendance or excessive tardiness, and/or
- Conviction of a moving traffic violation while using a County-owned vehicle.

#### **5.12.6 List of Offenses Addressed Through More Serious Discipline**

Listed below are some of the infractions that are typically addressed through more serious discipline, however disciplinary action is not limited to these offenses listed.

- Charged with a felony or convicted of a misdemeanor,
- Theft or misappropriation of funds or resources,
- Falsifying any official County document,
- The willful giving of false statements,
- Unsafe or illegal conduct that could result in endangering oneself, other employees or property, and/ or the public,
- Fighting and/ or other acts of physical violence,
- Absence in excess of three days without proper authorization or a satisfactory reason,
- Gambling on County property or during work hours,
- Sleeping during normal work hours for employees other than those who sleeping facilities are provided, such as fire and emergency medical services personnel,
- Insubordination,
- Sexual, racial or any other form of harassment,
- Theft or unauthorized removal of County records or property,

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- Participating in any kind of slow down or similar concerted interference with County operations,
- Gross negligence, and/or
- Willfully or negligently damaging or defacing County property.
- Retaliation against any employee who has filed a grievance in accordance with the General Government Grievance Procedure, a complaint pursuant to an alleged violation of the Personnel Policy, or a report of suspected fraud, waste, or abuse.

### 5.13 Separation of Employment

The termination of an employee's service in the County may be the choice of the employee to either resign or retire, or the choice of the County to reduce the work force or to dismiss the individual. Whatever the reason for the separation, this final employee action must be documented and closes the entire personnel file.

An exit interview will be held between the employee and the agency personnel administrator. This interview is encouraged in all voluntary terminations and retirement.

During the exit interview, the employee may discuss reasons for leaving and the status of benefits and compensation. This is not a counseling or grievance session.

**End of Document**



Board of Supervisors Work Session Agenda  
Berryville/Clarke County Government Center, 2<sup>nd</sup> Floor  
101 Chalmers Court, Berryville, Virginia 22611

July 11, 2022, 10:00 am, Meeting Room AB

<i>Item No.</i>	<i>Description</i>	<i>Page</i>
A.	Comprehensive Plan Discussion	74
B.	Route 7/601 Intersection Discussion	368



## Clarke County Planning Department

101 Chalmers Court, Suite B

Berryville, Virginia 22611

(540) 955-5132

[www.clarkecounty.gov](http://www.clarkecounty.gov)

**TO: Board of Supervisors**

**FROM: Brandon Stidham, Planning Director**

**RE: Presentation and Discussion, 2022 Clarke County Comprehensive Plan (Final Draft)**

**DATE: July 5, 2022**

Enclosed you will find clean and redlined copies of the final draft 2022 Clarke County Comprehensive Plan as recommended by the Planning Commission. This memo outlines the proposed changes in the draft and concludes with a recommended path forward to formal public hearing and final adoption.

### Project History

The Planning Commission adopted a five-year review resolution in January 2019 that identified the following key issues to be addressed in the revised Plan:

1. Evaluate the current Goals, Objectives, and Strategies for relevance and consistency with recent Implementing Component Plan updates. Consider adding or revising language to address any new County priorities such as broadband internet access for residents and businesses.
2. Update demographics and statistical information that have changed since 2013 and for which new data is currently available.
3. Determine whether to incorporate data or other information from the Cost of Community Services Study.
4. Update Implementing Component Plan descriptions in Chapter III to reflect recent updates of these Plans.
5. Evaluate whether to conduct a comprehensive review and update of the Mountain Land Plan and, if so, develop objectives and strategies that will inform the update process.
6. Determine whether to retain reference to the Capital Improvement Plan as an Implementing Component Plan and make changes to the applicable objectives and strategies as necessary.

The Commission's Comprehensive Plan Committee did not begin work on the revision until June 2020 due to delays caused by the COVID pandemic and work on the Zoning and

Subdivision Ordinance Update project. The Committee paused work in January 2021 as the Commission and Staff worked to complete the Ordinance Update project, then resumed work in October 2021. A final draft Plan was completed in April 2022 and forwarded to the full Commission for review in May. The Commission held their public hearing on June 29 – Commission appointee John Staelin was the only speaker and offered several “wordsmithing” recommendations. Staff incorporated these edits into an amended draft which the Commission voted 9-0-2 (Glover, Lee absent) to recommend adoption by the Board of Supervisors.

**Summary of Changes**

The main objective of the revision project is to review and update factual and statistical information along with substantive recommendations to reflect the changes that have occurred since the current Plan’s adoption in March 2014. As noted in the Commission’s five-year review resolution, demographics and statistics in Chapter I have been updated using data from the 2020 Census and other resources. Each of the Goals, Objectives, and Strategies in Chapter II were evaluated, clarified, and strengthened where needed and in some cases new recommendations were added. Efforts were also taken to refine the content to make it more readable and user-friendly, such as the revamped Chapter III which provides better descriptions of the implementing component plans and how the County’s other plans and studies relate to the Comprehensive Plan.

There are several significant changes proposed that are described in greater detail later in the memo:

- Significant degradation of natural resources.  
This is a new concept defined in new Goal #6 as, “a measurable negative reduction in the quality or quantity of a natural resource.” The purpose of this concept is to establish County metrics for determining when a proposed use, activity, or project may have a negative impact on adjacent or nearby natural resources. This language is added to several policies in Chapter II to recommend using these metrics in County decision-making.
  
- Impact of establishing precedent in decision-making.  
To promote awareness that every decision on development applications, infrastructure projects, and other County initiatives can have an impact on how future decisions are made, a new Goal #7 is included to address the impact of establishing precedent. The Goal recommends ensuring that all decisions are carefully and thoughtfully examined for consistency with the Comprehensive Plan, component plans, and the County’s land use philosophy. This will help to prevent decisions that create negative or inconsistent precedents, potentially limiting how future similar decisions can be made.
  
- Agribusiness and agritourism recommendations.  
The form and scale of agribusiness and agritourism is something that has changed significantly since the current Plan was adopted in 2014. New policies are included in Objective 1 (Agriculture) to address what the appropriate intensity and activity is for agribusiness and agritourism businesses in the County. New Policy #13 encourages agribusiness activities that are compatible in scale and intensity to surrounding

agricultural uses; that do not pose a threat to health, safety, and welfare; that further the goal of preserving farmland, open space, and the County's scenic beauty and historic resources; and do not result in significant degradation of natural resources. New Policy #14 encourages agritourism as a means of facilitating onsite sale of farm products and promoting agricultural education and appreciation. The Policy also states that agritourism activities shall be incidental to and supportive of the primary agricultural use on the property, and that any activities which exceed this level shall either be prohibited or approved by special use or other governing body permitting action.

- Amended guidance regarding the Double Tollgate Area.  
The current Plan's recommendations regarding the Double Tollgate Area have been changed significantly, moving away from a "deferred growth area status" to planning for future development in the Plan Area and nearby State-owned properties served by public water and public sewer. This is in response to recent changes in the ownership and future planning for the former "Camp 7" correctional facility properties and Frederick County's new willingness to provide limited water and sewer service to the Double Tollgate Area. These proposed changes are addressed in Chapter II, Objective 9 (Designated Growth Areas for Development) in the form of new policies that can be used to inform the update of the Double Tollgate Area Plan (currently underway).
- Removal of component plan status and potential consolidation of component plans.  
The revised Plan proposes significant changes to some of the current component plans. One proposal is to remove the component plan status of the Capital Improvement Plan and the Economic Development Strategic Plan. Both of these component plans have evolved into documents that require annual review rather than once every five-years. The revised Plan removes reference to these as component plans but includes policies to ensure that both remain consistent with the Comprehensive Plan's recommendations. They are also referenced in the new section in Chapter III which addresses other County plans and studies.

Another new recommendation is to consider consolidating the Agricultural Land Plan and the Mountain Land Plan into a single, new component plan for the County's rural, unincorporated areas. The Mountain Land Plan was last updated in 2005 and has not been reviewed since because its recommendations are considered to be fully implemented. The Agricultural Land Plan was last adopted in 2017 and the Commission recently adopted a resolution to initiate review of this component plan. Combining these two plans can address common issues affecting all of the County's rural areas. The document can also be structured to ensure that issues and impacts unique to the mountain and valley are addressed separately.

Below is a section-by-section summary of changes to note as you review the revised Plan document.

**Foreword, Summary Statement of Purpose, and Introduction**

- Added a new list of “guiding principles” that describe the general land use concepts that have been followed in the current and previous iterations of the Comprehensive Plan. This expands on language in the current Plan’s foreword.
- Included new language that is repeated throughout the draft Plan to emphasize these concepts including:
  - Fiscal responsibility as it relates to growth management
  - Protection of natural resources from “significant degradation”
  - Consistency with the County’s land use philosophy and sliding-scale zoning system
- Rewrote the “Form and Function” section to describe component plans in a format that is consistent with later descriptions and with the component plans themselves. Staff noted that the descriptions in this current section and in current Chapter III may be conflicting or confusing, calling into question which descriptions reflect the most accurate recommendations.
- Added a new “Citizen Participation in the Planning Process” section. This section currently appears in Chapter II as Objective 12 and is written in the format of a Plan Objective. The current language is proposed to be eliminated from Chapter II and rewritten in an expanded narrative format in the Introduction section where it will be more effective.
- Added a new section to describe the “Scope of the Current Plan Revision.” This section summarizes the issues identified in the five-year review resolution and describes additional changes that were implemented.

**Chapter I – General Information**

- Updated all statistical information with most current available data from the 2020 Census and other resources.
- Expanded language regarding hydrogeology and groundwater availability in the Groundwater section (Section A-2).
- Added background information on floodplain regulations to the Watercourses and Watersheds section (Section A-4).
- Added/modified various historical information including a list and new map (#5) of the County’s historical resources in Section C, History and Historic Resources.

- Added an election district map (#6) to provide a frame of reference for Table 1C (Dwelling Unit Rights Used and Remaining by Election District).
- Added a new Section I, Public Infrastructure and Services, to provide a general overview of the various elements and services provided by the County and the Towns of Berryville and Boyce.

## **Chapter II – Goals, Objectives, and Policies**

### **GOALS**

- Rewrote Goal #2 to emphasize that development should be located in designated planning areas. Replaced confusing reference to “context-sensitive design” with new language to use design elements that honor the needs and character of the County’s unique communities.
- Added new language to Goal #5 to state that necessary public services should be provided in conformance with the Comprehensive Plan and implementing component plan. This echoes the concept of reconciling the annual Capital Improvement Plan with the Comprehensive Plan.
- Added a new Goal #6 to “Prevent significant degradation of natural resources” – a major new theme that has been added throughout Chapter II. New Goal #6 defines “significant degradation” as “a measurable negative reduction in the quality or quantity of a natural resource. A new policy is added in Objective 3 (Natural Resources) to develop measurable thresholds to determine when significant degradation of a natural resource is likely to occur.
- Added a new Goal #7 to emphasize that policy decisions are “precedent-setting” and thus should be carefully considered to determine whether they are consistent with the Comprehensive Plan, component plans, and the County’s land use philosophy.

### **OBJECTIVES**

#### **Objective 1 – Agriculture**

- Added language to the introduction to ensure that non-agricultural uses and activities do not cause significant degradation to natural resources or disrupt the character and functionality of agricultural areas. This provides guidance in evaluating which uses and activities (as well as the scope of such uses and activities) can be compatible with agricultural lands and operations.
- Added language to Policy #4 to better define “important farmland.” Also added new language to adopt regulations to limit future development on lands containing important

farmland.

- Rewrote Policy #6 to remove suggested design characteristics for residential development in unincorporated areas. Replaced with new language to ensure residential development remains consistent with sliding-scale zoning and to prohibit the rezoning of AOC properties to RR in unincorporated areas.
- Added new Policy #13 to describe the desired scope of compatible agribusiness uses and activities.
- Added new Policy #14 to describe the desired scope of agritourism uses and activities. Specifically, language notes that such uses and activities “shall be incidental to and directly supportive of the primary agricultural use on the property.”

### **Objective 2 – Mountain Resources**

- Added language to the introduction to reference applicable policies in Policy #3 (Natural Resources) and to recognize the unique characteristics that pose challenges to development in mountain areas.
- Added new Policy #1 to plan for impacts to mountain lands through collaboration with agencies, organizations, and surrounding counties that share interests in these lands.
- Strengthened the list of recommended residential development regulations in Policy #3 by replacing the word “should” in all instances with the stronger, more compulsory “shall.” Added a new recommendation to avoid development on ridgelines.
- Recommend prohibiting rezoning of FOC land to RR for new residential development in Policy #4, reflecting similar language added to Objective 1 in regards to AOC lands.

### **Objective 3 – Natural Resources**

- Added “sound” to the list of natural resource examples in the introductory language.
- New Policy #1 is added to prohibit uses that are “likely to result in significant degradation to the County’s natural resources,” referencing ground and surface water quality and quantity in Karst, steep slopes, and the Shenandoah River as examples. Language is also included to establish measurable thresholds to be used by the County to determine what constitutes “significant degradation” of a resource.
- Added new Policy #20 to define non-intensive and compatible uses of forested land. This replaces current Policy #1.
- Added new Policy #21 to emphasize conformance of forestry operations to Department of Forestry and Chesapeake Bay protection standards.

- Added new Policy #22 to encourage placing forested land in the Agricultural & Forestal District program.

#### **Objective 4 – Historic Resources**

- Primarily technical edits and wordsmithing.

#### **Objective 5 – Conservation Easements**

- Primarily technical edits and wordsmithing.

#### **Objective 6 – Outdoor Recreational Resources**

- Added “Recreational” to the objective title for clarity purposes.
- Added language to Policy #2 to ensure that recreational opportunities provided by the County are fiscally responsible and compatible with the County’s land use philosophy.

#### **Objective 7 – Resource Conservation and Sustainability**

- Replaced “Energy” in title with “Resource” to provide a broader application of the objective.
- Added language to Policy #1 for the County to adopt “economically feasible measures” to reduce resource usage and to conduct energy usage audits on a regular basis.

#### **Objective 8 – Village Plans (Millwood, Pine Grove, White Post)**

- Primarily technical edits and wordsmithing.

#### **Objective 9 – Designated Growth Areas for Development**

- Deleted language in Policy #2 containing a list of specific land use and design principles to apply to the Berryville Growth Area. This language is deleted as such controls would be applied to new development by the Town of Berryville after annexation and not the County. It is replaced with new language that simply states the County should work with the Town to ensure development regulations reflect the Town and County’s shared vision for the annexation area.
- Deleted current Policy #5 which describes Double Tollgate as a “deferred growth area” and recommends delaying County investment in public infrastructure until certain development triggers are met. This current policy is replaced with the following new Policies #5 and #6.

- Added a new Policy #5 to provide the following guidance regarding future development of Double Tollgate:
  - Development of public water and sewer infrastructure should be in partnership with property owners, local governments, and State agencies which may require public infrastructure to serve the adjacent State-owned properties. This is to ensure that the cost is shared among those that will use the infrastructure.
  - The County should explore all possibilities to serve the area with public water and sewer before considering an extension of the current County utility system. This is another recommendation to help ensure that the County facilitates development of utilities in the most fiscally-responsible manner. It also helps to ensure that County water and sewer infrastructure is not expanded outside of designated growth areas.
  - Developers in the Plan Area shall be solely responsible for the cost and construction of road improvements required to support the traffic impact of their developments. This will help the Virginia Department of Transportation (VDOT) and the County to negotiate road improvements to be paid by the private sector rather than by the County’s taxpayers.
  - Facilitate business-class broadband internet to support businesses.
- Added a new Policy #6 to provide the following guidance on the Double Tollgate Area Plan:
  - The Plan should be kept up-to-date regarding:
    - The specific boundaries and mixes of uses
    - How public services are to be provided per new Policy #5
    - How activities will be integrated with surrounding agricultural and residential uses and land in conservation easement
  - The Plan should address:
    - How the current Plan Area relates to and future development will potentially integrate with the adjacent State properties
    - Creation of regulations to address unique characteristics and challenges of this development area
    - Potential future expansion of the Plan Area

**Objective 10 – Economic Development**

- Amended Policy #1 to remove the Economic Development Strategic Plan as an implementing component plan but to maintain it as an action-oriented plan that is consistent with the Comprehensive Plan.

- Replaced current Policy #5 regarding types of businesses to promote with new Policy #5 to address economic development in the Towns and growth areas, and new Policy #6 to address economic development in the rural areas.
- New Policy #5 encourages economic development in the Towns and growth areas in a manner consistent with the County’s land use philosophy and character with an emphasis on businesses that can be served with public infrastructure in a cost-effective manner.
- New Policy #6 encourages economic development in the rural areas that is highly consistent with the County’s land use philosophy and character with businesses containing the following elements:
  - Will not produce impacts resulting in significant degradation of natural resources
  - Will not require or increase demand for public infrastructure improvements or expansion
  - Will not adversely impact existing nearby land uses or conservation value of protected lands

The Policy also recommends four business sectors which may be compatible on a limited scale in rural areas subject to compliance with applicable State and local regulations

- Small-scale lodging within single-family dwellings or accessory dwellings
- Limited special events and commercial public assembly uses
- Support businesses for existing tourism resources
- Adaptive reuse of existing commercial and residential structures to compatible new uses
- Clarified language in Policy #9 regarding transportation impacts of development, specifically ensuring that such development does not degrade the level of service of the existing transportation network to unacceptable levels for safety, congestion, and functionality.
- Added new Policy #14 to facilitate business-class broadband internet availability.

**Objective 11 – Public Infrastructure, Capital Improvement Planning, and Fiscal Responsibility**

- Added “Public Infrastructure” to the Objective title.

**Objective 12 – Transportation**

- Primarily technical edits and wordsmithing.

**Objective 13 – Broadband Internet Access**

This is a new objective added to recognize the importance of bringing broadband internet access to County residents and businesses in a cost-effective manner. The new objective contains five policies to address pursuing partnerships and funding opportunities, maintaining a County broadband committee, considering participation in pilot projects or “beta testing” of new technologies, and ensuring that our regulations are not an impediment to broadband expansion.

As noted previously, current Objective 12 (Citizen Participation in the Planning Process) is removed and is rewritten in the Introduction section in an expanded narrative format.

**Chapter III – Implementing Components**

This chapter has been significantly rewritten to provide a clearer and more functional description of the component plans without causing confusion or potential conflict with the component plans themselves.

The Overview section notes the most significant proposed change – the removal of the Capital Improvement Plan and Economic Development Strategic Plan as component plans. A description of these plans and reasons for removing them are included in the new Other Relevant Plans and Studies section at the end of this Chapter. This new section emphasizes that not all plans and studies produced by the County are part of the Comprehensive Plan but they should be consistent with the Comprehensive Plan’s guidance and the County’s land use philosophy. Additional examples of outside plans referenced in this section include the Telecommunications Infrastructure and Broadband 2020 Study, the Energy and Resource Management Plan, and the Town of Berryville and Clarke County Bicycle and Pedestrian Plan.

Another new section deals with the Review and Update of Component Plans. This section reiterates that component plans need to be evaluated on a five-year schedule just like the Comprehensive Plan. The Section also provides guidance on scheduling and conducting component plan reviews and revisions.

The Current Implementing Component Plans section provides detailed descriptions and information regarding each component plan in the following new format:

- Adoption date of current version
- Status of the five-year review resolution (last adoption date)
- List of corresponding Comprehensive Plan objectives

- Brief summary of the plan
- Current component plan goals and/or key objectives
- Recommendation for next revision including key issues to consider and format for possible review processes

A separate section is also provided for the remaining new component plan to be developed – the Village Plan. This includes corresponding Comprehensive Plan objectives, brief summary of the plan, and recommendations for plan development.

### **Appendix – Geological Profile**

Aside from editorial changes, the only significant change is the deletion of Figure 1 – Blue Ridge and Shenandoah Valley Rock Formations and Structures. This figure is copied from a 1976 document regarding the Geology of Clarke County and does not contain a key or features description. The Comprehensive Plan Committee felt that the figure was not effective without additional descriptive information and recommended that it be deleted.

### **Next Steps**

Staff recommends that the Board review and discuss the Commission’s draft and identify any concerns or edits that may need to be included. If there are any substantive questions or changes, the Board may want to remand those issues to the Commission for further discussion. Once the Board is comfortable with the draft, the next step is to schedule Public Hearing and then take final action on whether to adopt the revised Plan. Please advise if you have questions or concerns in advance of the Work Session.



# **2022 Clarke County Comprehensive Plan**

**DRAFT (CLEAN)**

**Recommended for Adoption  
by the Planning Commission (7/1/2022)  
For Board of Supervisors Review (7/11/2022)**

## **ACKNOWLEDGEMENTS**

### **CLARKE COUNTY PLANNING COMMISSION**

George L. Ohrstrom, II, Chair (Russell Election District)  
Randy Buckley, Vice Chair (White Post Election District)  
Frank Lee (Berryville Election District)  
Gwendolyn Malone (Berryville Election District)  
Scott Kreider (Buckmarsh Election District)  
Douglas Kruhm (Buckmarsh Election District)  
Anne Caldwell (Millwood Election District)  
Bob Glover (Millwood Election District)  
Pearce Hunt (Russell Election District)  
Buster Dunning (White Post Election District)  
Matthew Bass (Board of Supervisors representative)

### **PLANNING COMMISSION COMPREHENSIVE PLAN COMMITTEE**

Douglas Kruhm (Buckmarsh Election District)  
Anne Caldwell (Millwood Election District)  
Bob Glover (Millwood Election District)  
Matthew Bass (Board of Supervisors representative)  
Randy Buckley (White Post Election District)  
George L. Ohrstrom, II, Ex-Officio (Russell Election District)

### **CLARKE COUNTY BOARD OF SUPERVISORS**

David Weiss, Chair (Buckmarsh Election District)  
Terri Catlett, Vice-Chair (Millwood Election District)  
Matthew Bass (Berryville Election District)  
Doug Lawrence (Russell Election District)  
Beverly B. McKay (White Post Election District)

### **CLARKE COUNTY PLANNING DEPARTMENT**

Brandon Stidham, Planning Director  
Jeremy Camp, Senior Planner/Zoning Administrator  
Jeffrey Feaga, Preservation Planner/GIS Coordinator  
Alison Teetor, Natural Resource Planner; CCEA Coordinator  
Kristina Maddox, Office Manager/Zoning Officer

Clarke County Planning Department  
101 Chalmers Court, Suite B  
Berryville, VA 22611  
540-955-5132

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**DATE OF PLANNING COMMISSION PUBLIC HEARING AND ADOPTION:**

**TO BE DETERMINED**

**DATE OF BOARD OF SUPERVISORS PUBLIC HEARING AND ADOPTION:**

**TO BE DETERMINED**

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*“A plan serves a public body much as a promise serves an individual. If we make a promise, others expect that we will honor it with our actions.”<sup>1</sup>*

## FOREWORD

The Comprehensive Plan maps the future of land use in Clarke County. This long-range Plan captures the County’s vision, projects the necessary resources to make this vision happen, and provides strategies and recommendations to make the vision a successful reality. Such long-range planning, as set out in the Comprehensive Plan, anticipates future impacts of land use choices, and guides all present and future decisions regarding land use. The Code of Virginia requires every county to adopt a comprehensive plan and to review it at least once every five years to determine whether it needs to be updated.

The purpose of this plan is to guide land-use decisions, both public and private, as they relate to the specific goals of the County. The Plan is for the citizens of the County and, for this reason, considers many diverse interests. It cannot satisfy every citizen's particular interest but does provide a mechanism for the protection of the health, safety, and welfare of all County citizens. Most importantly, it provides an outline for future decisions on land use, natural resource protection, capital improvements, and economic growth while attempting to balance the community’s diverse interests.

Clarke County adopted its initial Comprehensive Plan on June 15, 1974. The Plan has been updated several times over the years, most recently in March 2014. Revised guidance and innovations were added with each update, but the following guiding principles have remained consistent:

- Manage residential and business growth in designated areas where it can be supported by public infrastructure in a fiscally-responsible manner.
- Allow low-density residential growth in rural areas consistent with the County’s sliding-scale zoning system.
- Ensure the prosperity of agriculture by protecting farmland from development pressures and supporting the right to farm.
- Develop and refine strategies and regulatory approaches to account for the challenges of developing in County’s karst terrain and potential for groundwater contamination.
- Recognize that the County’s mountain areas and the Shenandoah River have different ecosystems from the valley requiring different planning and regulatory approaches to preserve the natural beauty and ecology of these areas.
- Protect the County’s unique natural, historical, and cultural resources.
- Encourage compatible business activity to broaden the tax base, particularly businesses related to agriculture.

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<sup>1</sup> *Charles Hoch, Linda C. Dalton, and Frank So, eds.*  
The Practice of Local Government Planning, 3<sup>rd</sup> Edition  
Washington, DC: International City/County Management Association, 2000, p. 32.

This Comprehensive Plan is a document first and foremost for the citizens of Clarke County. It is designed to protect and enhance the quality of life and sense of community valued by the people who have chosen to live and work here.

## **SUMMARY STATEMENT OF PURPOSE**

Clarke County places tremendous value on its unique natural and historic resources and its agrarian economy. This rural character makes the County an exceptional place to live, work, and play. The Comprehensive Plan contains goals, objectives, and policy statements that are designed to ensure that these elements are maintained and protected. The Plan is drafted and organized to help citizens, business owners, appointed and elected officials, and other stakeholders clearly understand the path that the County has chosen in planning for its future.

This approach is summarized in the points below:

- The County's conservation easement program, land use taxation, and various planning and zoning tools, including sliding-scale zoning, shall continue to be used to protect rural areas, to aid in the vitality of our agricultural industries, and to preserve our natural and historic resources.
- Land use decision-making shall emphasize managed growth on a rural, small-town scale in designated areas where public infrastructure can be efficiently provided. These areas include the Towns of Berryville and Boyce as well as business intersections and unincorporated villages as described in this Plan and its implementing component plans.
- The County will focus its resources on infrastructure and economic development projects to serve the designated growth areas. With the exception of efforts to expand broadband internet service, residents and businesses in rural, unincorporated areas outside of designated growth areas should continue to expect rural levels of service.
- To ensure community vitality into the future, the County will explore and consider implementing new and innovative concepts, programs, projects, and regulations that provide diverse housing options, compatible economic development, and cost-effective public infrastructure in designated growth areas.
- The County shall strive to support concepts, programs, projects, and regulations that protect natural resources from significant degradation. Clarke County's fundamental goal is to protect our natural resources so that we may pass them on to future generations. We seek to accomplish this through efforts that manage surface water and groundwater, protect and restore stream and river corridors, and preserve the integrity of our natural environment.
- The County shall also strive to support concepts, programs, projects, and regulations that ensure economic sustainability in a fiscally-responsible manner consistent with its land-use philosophy. Public and private sector investments in business, housing, and

infrastructure should be economically viable, environmentally sound, and socially responsible to the community's objectives as set forth in this Plan. Achieving this goal requires active participation from the community, both to determine needs and to identify and implement innovative and appropriate solutions to address those needs.

## INTRODUCTION

### **Comprehensive Plans Generally**

The Comprehensive Plan is a long-range planning document that provides guidance for making land use and policy decisions. The Plan is for the County's citizens, business owners, and stakeholders and thus considers many diverse interests. Most important, it provides an outline for future land-use decisions that balance diverse interests and are based upon the goals, objectives, and policies of the County.

The Comprehensive Plan provides a vision for how a community should grow in the future. It is typically long-range and forward-looking, addressing a wide range of issues and questions relating to land use, community facilities, infrastructure, preservation, natural resource protection, community character, and economic development among other topics. It is important to understand that the Comprehensive Plan is an adopted guideline and not a law or regulatory tool. The Plan provides specific recommendations on land use tools that should be implemented, maintained, or enhanced to further the Plan's Goals, Objectives, and Policies. These tools can come in the form of regulations, such as changes to the County Code or Zoning and Subdivision Ordinances. They can also come in the form of more detailed plans such as the implementing component plans, or in programs and processes such as a Capital Improvement Planning program. Implementing the Plan's recommendations via these tools is the most critical element to ensure that the Plan's strategies are followed.

The County's Planning Commission is charged with preparing the plan and presenting it to the Board of Supervisors for consideration. The Code of Virginia requires local jurisdictions to adopt comprehensive plans in accordance with §15.2-2223:

*The local planning commission shall prepare and recommend a comprehensive plan for the physical development of the territory within its jurisdiction and every governing body shall adopt a comprehensive plan for the territory under its jurisdiction.*

*In the preparation of a comprehensive plan, the commission shall make careful and comprehensive surveys and studies of the existing conditions and trends of growth, and of the probable future requirements of its territory and inhabitants. The comprehensive plan shall be made with the purpose of guiding and accomplishing a coordinated, adjusted and harmonious development of the territory which will, in accordance with present and probable future needs and resources, best promote the health, safety, morals, order, convenience, prosperity and general welfare of the inhabitants, including the elderly and persons with disabilities.*

*The comprehensive plan shall be general in nature, in that it shall designate the general or approximate location, character, and extent of each feature, including any road improvement and any transportation improvement, shown on the plan and shall indicate where existing lands or facilities are proposed to be extended, widened, removed, relocated, vacated, narrowed, abandoned, or changed in use as the case may be.*

### **Form and Function of the Clarke County Comprehensive Plan**

The Comprehensive Plan consists of two components – a base Plan document and various implementing component plans. The base Plan document contains background information on the County’s history and characteristics, demographic and statistical information, and general goals, objectives and policies. The implementing component plans are separate specialized documents that provide detailed implementation strategies on specific topic areas outlined in the base Plan.

Code of Virginia §15.2-2230 requires planning commissions to review their comprehensive plans at least once every five years in order to determine whether it is advisable to make changes to the plan. This requirement applies to the County’s Comprehensive Plan and to each of the component plans as they are also considered to be part of the Comprehensive Plan. The current Comprehensive Plan was adopted in March 2014 and the Planning Commission adopted a resolution in January 2019 to initiate a review and update of the Plan. There is no requirement in the Code of Virginia regarding when a comprehensive plan review must be completed.

The base Plan document consists of three Chapters – General Information (Chapter I); Goals, Objectives, and Policies (Chapter II), and Implementing Components (Chapter III). Chapter I contains factual information about the County including its history and historic resources, its unique natural resources and characteristics, and a summary of the County’s approach to growth management. Chapter I also contains statistical information of the County’s population and growth trends, housing patterns, and land use.

Chapter II contains the Plan’s guidance language, recommendations, and implementation strategies addressing key topic areas including:

- Agriculture
- Mountain resources
- Natural resources
- Historic resources
- Conservation easements
- Outdoor recreational resources
- Energy conservation and sustainability
- Village plans (Millwood, Pine Grove, White Post)
- Designated growth areas for development
- Economic development
- Public infrastructure, capital improvement planning, and fiscal responsibility
- Transportation
- Broadband internet access

Guidance language is described in a goals/objectives/policies format. Goals of the Comprehensive Plan describe the future of Clarke County in general terms and are the long-term expectations of this Plan.

Objectives describe the County's intended planning actions in the format of the key topic areas listed above. Policies are specific statements, directives, or strategies for each planning objective. They provide the rationales for land-use decisions and help to guide them.

Chapter III contains descriptions of the Comprehensive Plan's implementing component plans. As noted previously, implementing component plans are a series of specialized plans that address specific geographic areas or policy issues. Component plans are developed from various applicable goals, objectives, and strategies in the Comprehensive Plan. Each component plan contains its own goals, objectives and/or strategies (similar in structure to the Comprehensive Plan's Goals, Objectives, and Policies) which go into greater detail on the geographic area or policy issue than can be accomplished succinctly in the Comprehensive Plan. Some component plans are described as "action-oriented," meaning that the component plan's recommendations are primarily composed of specific action items such as tasks or projects to complete or milestones to be achieved.

Component plans are reviewed once every five years and the update processes are informed by the Comprehensive Plan's guidance and by guidelines enumerated in Chapter III. The Chapter also includes a section describing other plans and studies adopted or used by the County noting that while they are not part of the Comprehensive Plan, all such plans and studies must be developed and maintained in accordance with the Comprehensive Plan's guidance.

It should be noted that in conjunction with this Comprehensive Plan revision, the County's Economic Development Strategic Plan and Capital Improvement Plan are to be removed as implementing component plans. These plans require more frequent review and update than once every five years and will continue to be maintained in accordance with the Comprehensive Plan's guidance.

Brief summaries of the component plans are provided below.

### **Geographic Area Plans – Rural Areas**

#### **Agricultural Land Plan**

The purpose of the Agricultural Land Plan is to provide tools and approaches for conserving farmland, and to establish and maintain policies and programs for the long-term prosperity of the County's agricultural industries. It is recommended to be used by property owners, elected and appointed officials, and other interested stakeholders to understand the County's approach to protecting and promoting agriculture. The Agricultural Land Plan's recommendations are applicable to all areas of the County where agricultural operations exist and are allowed by-right.

#### **Mountain Land Plan**

The Mountain Land Plan was developed to address the unique challenges and policy issues facing the County's mountain areas located east of the Shenandoah River. While this rural area

allows agriculture by-right, forestal resources predominate and present challenges in protecting scenic viewsheds, wildlife habitats, and ecosystems. The mountainous terrain also presents challenges of protecting surface water resources from erosion and sedimentation. This component plan attempts to address these issues while simultaneously balancing private property rights and the demand for access to the area’s natural and scenic resources.

## **Geographic Area Plans – Designated Areas for Growth**

### **Berryville Area Plan**

The Berryville Annexation Area, which includes lands jointly identified by the Town and County for future development to be served by public water and public sewer, is the County’s primary designated growth area. Because the Town of Berryville contains the highest concentration of available public facilities and infrastructure, it is the most appropriate place to direct future growth in an efficient and cost-effective manner. The Berryville Area Plan guides the physical growth of the Annexation Area and the orderly transition of properties from the County to the Town as development occurs. The primary purpose of this component plan is to facilitate development of a safe, vibrant, and distinctive small town environment while maintaining the unique historical character of the community.

### **Double Tollgate Area Plan**

The Double Tollgate Area Plan is one of two Business Intersections Area Plans created under the Comprehensive Plan’s guidance. This component plan focuses on the future commercial development of the area immediately surrounding the Double Tollgate unincorporated area at the intersection of U.S. Routes 340 and 522 and Va. Route 277. Strategies are included to address County investment in public infrastructure over time to facilitate highway commercial-scale development at this intersection.

### **Waterloo Area Plan**

The Waterloo Area Plan is the second of two Business Intersections Area Plans and focuses on development issues and challenges at the unincorporated Waterloo area at the intersection of U.S. Routes 340 and 50/17. The Waterloo area is partially served by public water and public sewer, and strategies are included to facilitate the future build-out of highway commercial-scale businesses.

## **Policy Issue Plans**

### **Historic Resources Plan**

The Historic Resources Plan is an action-oriented component plan focusing on the promotion and preservation of the County’s historic and cultural assets. Clarke County’s extensive historic resources play a large part both in attracting tourism and influencing land use decisions. The County encourages historic preservation through state and national programs and has conducted four area surveys to provide documentation of historic properties. This component plan contains a list of specific goals to be implemented through the County’s Historic Preservation Commission (HPC) to further the County’s historic preservation goals.

### **Recreation Plan**

The Recreation Plan is the second of two new component plans developed as recommended by the 2013 Comprehensive Plan's guidance. This component plan contains specific recommended strategies to protect, promote, grow, and enhance the County's active and passive recreational resources. Its purpose is to address the community's recreational needs and outline steps to ensure the continued viability and enhancement of recreational resources for present and future generations.

### **Transportation Plan**

Provision of a safe and efficient transportation network is critical to any community but it is also important to ensure that the community's transportation needs are compatible and coordinated with the land use philosophy. These needs are not limited to public roads but also extend to bicycle, pedestrian, and commuter networks. The Transportation Plan describes how the County's land use philosophy is coordinated with its transportation policies. The Transportation Plan also contains the County's current list of improvement projects along with planning level cost estimates and statistical information to support the need for each project.

### **Water Resources Plan**

The Water Resources Plan was established to protect the County's groundwater and surface water resources and to raise attention to the unique challenges of preserving water quality and quantity in a County with Karst areas and mountainous terrain. The component plan contains specific goals and strategies to support regulatory protections, to guide land use decision-making, and to encourage ongoing initiatives to further these goals.

### **Process for Amending the Comprehensive Plan**

While not recommended, the Planning Commission and Board of Supervisors may consider a proposal to amend the Comprehensive Plan or any of the Implementing Components of the Comprehensive Plan outside of the scope of the Plan's five-year review cycle in accordance with Code of Virginia §15.2-2229 and other relevant sections.

A Comprehensive Plan amendment shall demonstrate the following elements: a) preserving open space, farmland, natural beauty, and critical natural areas, and/or b) improving the quality of life and services and directing development toward designated growth areas.

A Plan Amendment must also meet one of the following criteria.

1. The goals, objectives, or policies of the Comprehensive Plan or an implementing element of the Comprehensive Plan would be more effectively met or implemented, particularly by a concept of land development that was not foreseen by the Plan, if the Plan Amendment were approved.
2. The area surrounding the property in question has changed substantially since the review of the Comprehensive Plan or the applicable element of the Comprehensive Plan.
3. The Virginia General Assembly has adopted new requirements affecting comprehensive plans that must be implemented prior to the County's next five year review schedule.

The importance of the three criteria noted above are critical to ensure that such an amendment addresses a genuine change in conditions of the property, the County, or outside influences affecting the County, or to address a gap in the guidance or State regulatory compliance provided by the Plan and its Component Plans. Piecemeal plan amendments should not be considered solely to address a land use change or other request that is in conflict with the Plan's recommendations.

### **Citizen Participation in the Planning Process**

Each member of the Board of Supervisors is a citizen that is elected to office by the County's residents, and each member of the Planning Commission is a citizen that is appointed to serve by the Board of Supervisors. Together with County employees in the Department of Planning, County Administration, and other key departments, these entities are responsible for managing the County's planning processes.

The Code of Virginia requires the Planning Commission and Board of Supervisors to hold duly advertised public hearings in order to adopt changes to the Comprehensive Plan and implementing component plans. While this minimum requirement ensures that residents, business owners, and other interested stakeholders have at least two opportunities to provide formal comment on proposed changes, additional public input using both formal and informal methods is important in order to produce a well-rounded planning product as well as to facilitate understanding and to achieve buy-in.

Methods to inform and educate the public and to encourage their participation in planning processes include but are not limited to:

1. Schedule informal public information sessions prior to conducting required public hearings which allow participants to learn about plan revisions and provide questions and comments to elected and appointed officials and Staff on a one-on-one basis. Sessions can be scheduled in multiple locations around the County as a means of facilitating attendance and participation.
2. Hold workshops or planning charrettes for major revisions or development of new plans that allow citizens and stakeholders to participate in and interact directly with the planning process at its earliest stages.
3. Ensure that information pertaining to the Plan and the planning process is available to citizens in an understandable form, which may include internet postings, newsletters, mailings, informational brochures, and announcements in newspapers and on radio to stimulate citizen involvement.
4. Encourage educational institutions, agencies, clubs, and special interest groups to review and comment on the Comprehensive Plan and implementing components.
5. Following plan adoption, ensure uniform interpretation, administration, enforcement procedures, and staffing levels for the implementing plans, policies, and ordinances of the Comprehensive Plan.

### **Scope of the Current Plan Revision**

As noted above, the Planning Commission adopted a resolution in January 2019 to initiate a review of the Clarke County 2013 Comprehensive Plan. This resolution included the following key issues to be addressed during the revision process in addition to any other issues identified by the Commission:

1. Evaluate the current Goals, Objectives, and Strategies for relevance and consistency with recent implementing component plan updates. Consider adding or revising language to address any new County priorities such as broadband internet access for residents and businesses.
2. Update demographics and statistical information that have changed since 2013 and for which new data is currently available.
3. Determine whether to incorporate data or other information from the Cost of Community Services Study.<sup>2</sup>
4. Update implementing component plan descriptions in Chapter III to reflect recent updates of these Plans.
5. Evaluate whether to conduct a comprehensive review and update of the Mountain Land Plan and, if so, develop objectives and strategies that will inform the update process.
6. Determine whether to retain reference to the Capital Improvement Plan as an implementing component plan and make changes to the applicable objectives and strategies as necessary.

In addition to addressing these and other issues, demographic information has been updated in Chapter I using a variety of primary sources including the 2020 US Census, 2019 American Community Survey, University of Virginia's Weldon-Cooper Center, Virginia Employment Commission (VEC), West Virginia University's Bureau of Business and Economic Research, US Bureau of Labor Statistics, and Clarke County Planning Department records.

Work on the Comprehensive Plan revision was assigned to the Commission's Comprehensive Plan Committee. Because of delays due to work on other planning projects and the COVID pandemic, the Committee and Staff were not able to begin work until June 2020. A final draft was completed and presented to the full Commission for final review on May 3, 2022.

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<sup>2</sup> The Cost of Community Services Study (developed in 2018 by the University of Virginia's Weldon-Cooper Center) examines the cost to the County of providing public infrastructure and services to the various land-uses in the County.



# CHAPTER I

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## General Information



**A. COUNTY PROFILE**

Clarke County was formed in 1836 from Frederick County, Virginia. It remains primarily a rural, agricultural county, continuing a tradition begun in colonial times. The County is bounded on the east by Loudoun County at the crest of the Blue Ridge Mountains. To the west, the County borders Frederick County, Virginia and Opequon Creek. To the south, the County borders Warren County and Fauquier County. To the north, the County borders Jefferson County, West Virginia.

Clarke County has a population of 14,783 (2020 U.S. Census). Nearly three-fourths of the 178 square miles (114,103 acres) of the County is west of the Shenandoah River. Within the western portion of Clarke County, the Town of Berryville consists of 1,449 acres, and the Town of Boyce consists of 230 acres. The remaining 112,425 acres are unincorporated. The County’s total land area increased by a negligible amount as a result of a 2020 boundary line adjustment agreement with Warren County and improved accuracy in mapping the County’s boundaries in various locations.<sup>1</sup>

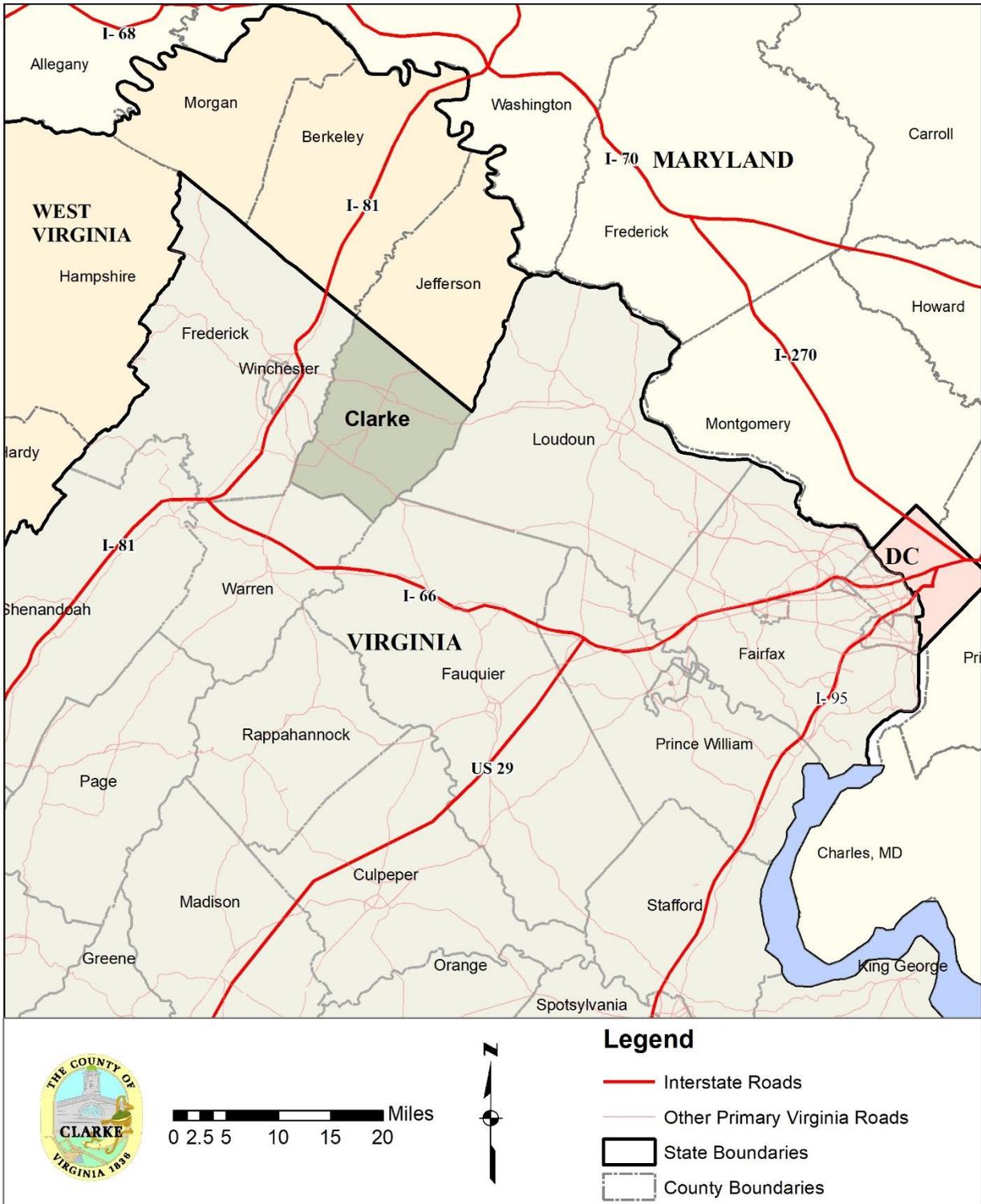
Located 10 miles east of Winchester and Interstate 81, Berryville, the county seat, has a population of 4,574 (2020 DEC Redistricting Data, US Census). Berryville is situated at the intersection of U.S. Route 340 (Lord Fairfax Highway) and Virginia Route 7 (Harry Byrd Highway). Virginia Route 7 serves as the main east-west corridor for the northern half of the County. U.S. Route 340 serves as the County’s main north-south corridor.

The Town of Boyce has a population of 749 (2020 DEC Redistricting Data, US Census). It is located along U.S. Route 340, approximately 1 1/2 miles north of U.S. Route 50/17 (John Mosby Highway). U.S. Route 50 is the main east-west corridor for the southern half of the County.

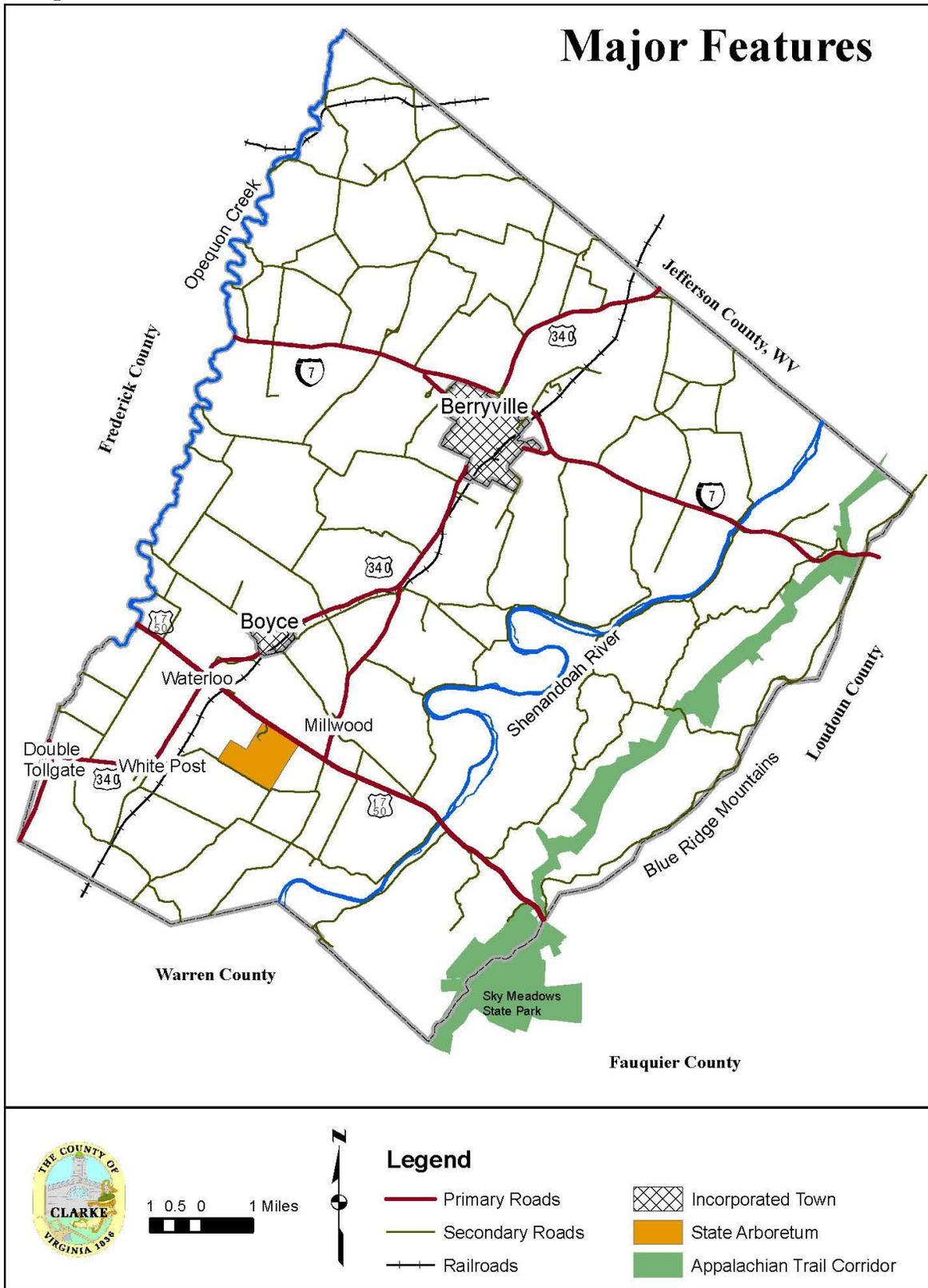
Clarke County is located within the Washington metropolitan area. Washington Dulles International Airport is located only 40 miles to the east. It provides access to both passenger and freight air service. Washington, D.C. is positioned 60 miles to the southeast of Clarke County.

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<sup>1</sup> The 2014 Comprehensive Plan listed the County area as 174 square miles (111, 360 acres). This appears to be due to the area of the Towns of Berryville and Boyce and the area of the Shenandoah River being excluded from the total area.

**Map 1, Regional Vicinity**



Map 2



## **B. NATURAL RESOURCES**

### **1. Geology**

Clarke County is located at the junction of two distinct physiographic regions<sup>1</sup> (See Map 3). The western portion of the County is located within the Shenandoah Valley region, also referred to as the Valley and Ridge, or simply the Valley region. Bedrock within this region was formed between 443-542 million years ago. The eastern portion of the County is located within the Blue Ridge region. Bedrock within this mountainous region was formed between 600-900 million years ago.

The Shenandoah Valley physiographic region is generally located west of the Shenandoah River. Bedrock in this region consists of carbonates, including limestone, gypsum, dolomite and calcareous shales. These carbonates are relatively soluble in comparison to other rocks. Over millions of years, the bedrock in the Shenandoah Valley has eroded to create a karst landscape, including underground drainage systems, sinkholes and caves.

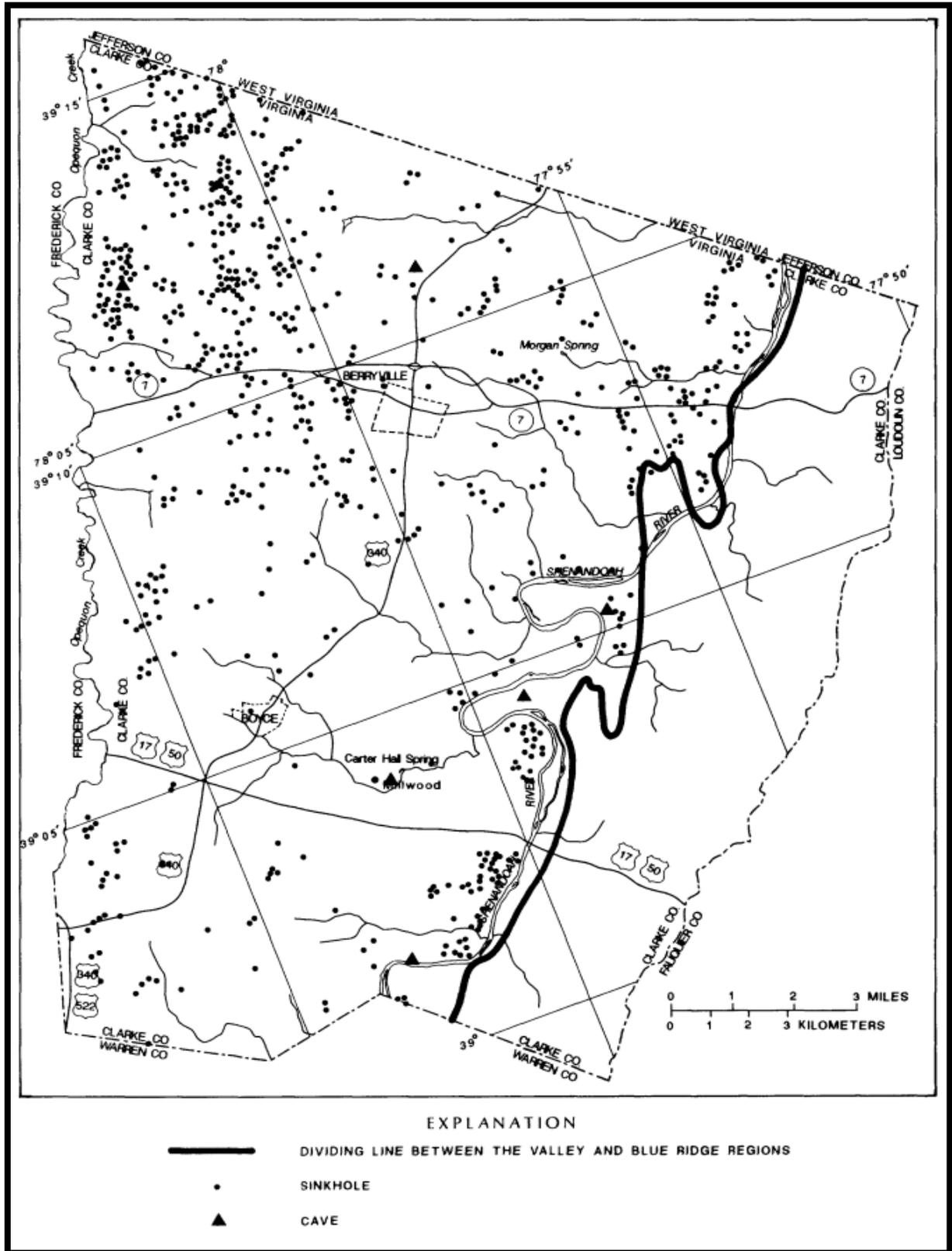
East of the Shenandoah River is within the Blue Ridge physiographic region. The Blue Ridge region includes metamorphic rocks consisting of metabasalts, epidiosites, phyllites, and slate with secondary sedimentary formations of sandstones, shales, and siltstones. Metamorphic rock is generally hard and dense, with a low solubility. As a result, erosion is a slower process than in the surrounding bedrocks, creating a terrain that is characterized by steep slopes and higher elevation.

A more detailed discussion of the County's geology is included in the Geological Profile Appendix.

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<sup>1</sup> Physiographic regions, also referred to as physiographic provinces, are large areas that share similar relief and landforms shaped by common geomorphic processes and geological history.

### Map 3 –County Physiographic Regions



Source: Ground-Water Hydrology and Quality in the Valley and Ridge and Blue Ridge Physiographic Provinces of Clarke County, Virginia, U.S. Geological Survey, Water-Resources Investigations Report 90-4134 (1990), Page 14

## **2. Groundwater**

Groundwater may be considered to be any water in the ground, but generally it refers to the water below the level at which the pore spaces in soil or rock materials are fully filled or saturated with water. In most settings, groundwater moves slowly through the small pores and cracks among soil and rock particles. In humid areas, perched water tables occur above the true water table in early spring. Although some wells may obtain water from these temporary water tables, most wells are supplied from deeper, more permanent water sources or aquifers.

Groundwater protection problems are generally greater in areas that are underlain by carbonate rocks, such as limestone and gypsum, than in areas underlain by most other rock types. This is due to the presence of solution-enlarged sinkholes, conduits, and caves. These geologic features characterize what is called karst terrane. The generally high permeability of these rocks facilitates the infiltration and transport of contaminants from the land surface to the groundwater reservoir.

Groundwater aquifers in the eastern United States are continuously replenished or recharged by precipitation. Recharge rate affects groundwater quality and quantity. Only a fraction of all precipitation, however, reaches the deep aquifers used for drinking water, because most of it runs off and flows into streams, is absorbed by plants, or evaporates.

In the steep western slopes of the Blue Ridge, aquifer recharge is slight because water quickly runs down the steep slopes before it can soak into the soil. The ancient metamorphic and sedimentary rock also has few pores for seepage but does have fractures that allow some water to reach deep aquifers. Although the water quality is generally good, the quantity of water from wells on the Blue Ridge is generally low, even at great depths.

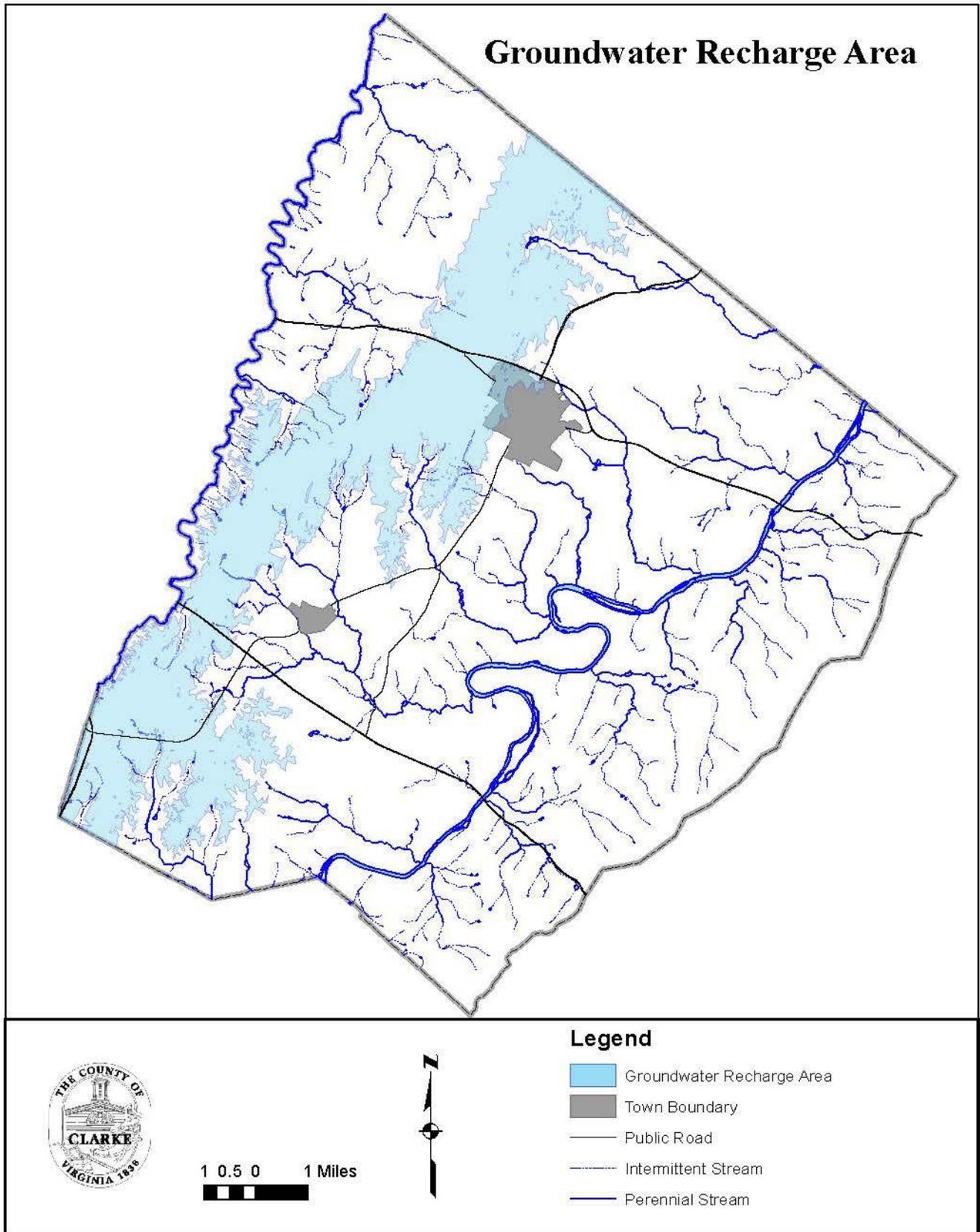
Aquifer recharge is much more rapid in the Eastern Lowland carbonate area, which encompasses three-quarters of the County. This carbonate area is described as karst topography. The limestone and dolomite rock is highly fractured, allowing water to move quickly through to the aquifer. Moreover, carbonate rocks are usually water soluble, and fractures are eroded to form larger channels. Sinkholes and sinking streams indicate the rapid recharge ability of this area. In areas characterized by karst, pollution of groundwater is more likely because the open channels allow ground-level pollutants quick and easy access to the aquifer.

The drought of 1999-2002, followed by a period of rapid development, drew greater attention to the quantity, quality and sustainability of groundwater resources in Clarke County. Between 2002 and 2008 the U.S. Geological Survey, in cooperation with Clarke County, conducted a study that described the hydrogeology and groundwater availability in Clarke County. The study highlighted the susceptibility of the karst portions of the county to weather cycles, particularly the amount and timing of rain and the occurrence of winter precipitation including snow. Protecting recharge throughout the valley region is important for maintaining adequate levels in water wells in addition to sustaining surface flow in streams, as groundwater is the source for most of the surface water. All of the karst areas of the county are important for groundwater supply and are susceptible to groundwater contamination due to the presence of sinkholes and cracks and channels in the rock. A limestone ridge area, forming the divide between the Opequon Creek and Shenandoah River watersheds, was emphasized for groundwater protection due to the lack of surface runoff that occurs in the area and its potential for increased recharge. This limestone ridge is at a higher elevation than its surrounds and

experiences wider variation in groundwater levels, leading to more severe response to drought and wet weather. The findings of the 2002-2008 study culminated in Scientific Investigations Report 2010-5112 published by USGS in 2010.

In 2018, Clarke County adopted the Water Resource Plan, and implementing component of the Comprehensive Plan. The major takeaway of the Water Resources plan includes the establishment of sustainable policies that protect the quality and quantity of groundwater resources in Clarke County, particularly by protecting areas needed for groundwater recharge and identifying ways to prevent water contamination.

# Map 4



### **3. Relief**

Relief, the difference between the highest and lowest points on the landscape, varies according to the underlying geology. In Clarke County, the metamorphic and the harder types of sedimentary rocks of the Blue Ridge region have been highly resistant to erosion, but the softer sedimentary rocks have eroded considerably. Thus, the County's relief ranges from 1,935 feet above sea level in the Blue Ridge region to 360 feet above sea level at the Shenandoah River. The average elevation in Clarke County is 659 feet above sea level.

### **4. Watercourses and Watersheds**

The major watercourses of Clarke County are the Shenandoah River and the Opequon Creek. Both are within the larger Potomac River watershed. The Shenandoah flows generally at the juncture of the Blue Ridge and the carbonate rock area found on the east side of the Shenandoah Valley. The main stem Shenandoah River watershed encompasses 352 square miles, from the confluence of the north and south forks at Front Royal to the confluence with the Potomac River at Harper's Ferry; 40% of this watershed is in Clarke County. The Shenandoah watershed covers 142 square miles (or 80%) of Clarke County. Similarly, the Opequon Creek runs on the edge of the shale area located in the central area of the Valley, where it meets the carbonate rocks. The Opequon Creek originates in Frederick County, Virginia, and extends approximately 54 miles to its confluence with the Potomac River. It has a watershed of 344 square miles, with 10% of this watershed in Clarke County. The Opequon Creek watershed covers 35 square miles (or 20%) of Clarke County.

In 1960, Clarke County first adopted floodplain regulations for land uses within areas prone to flooding. Regulation of floodplain areas ensures that residents are able to obtain flood insurance. The regulations also protect the public's health and safety by establishing standards that minimize loss of life, injuries and property damage during flood events.

Areas designated by the Federal Emergency Management Agency (FEMA) as special flood hazard areas are included within the regulated floodplain district. This special flood hazard area includes the area of one percent (1%) chance of flooding each year, more commonly referred to as the 100-year floodplain. Within the 100-year floodplain is the floodway. The floodway is the portion of the 100-year floodplain that is necessary to discharge the base flood without cumulatively increasing the water surface elevation more than one foot. For the purpose of protecting water sources, Clarke County has also established a 10-year floodplain where onsite sewage systems are prohibited.

### **5. Soil Types**

Climate, plants, and animals act upon parent rock material to turn it into soil. Clarke County has three major soil areas: upland soils of the Blue Ridge, river terrace and floodplain soils of the Shenandoah Valley, and the upland soils of the Shenandoah Valley. Within these areas, there are 11 major soil groups, which are combinations of the various soil series. A map of the soil types, detailed descriptions, and percentages of County land area covered by each type are included in the Geological Profile Appendix.

## C. HISTORY AND HISTORIC RESOURCES

Native Americans inhabited the area of Clarke County for centuries before the first European settlers arrived. Several prehistoric archeological sites have been discovered on the banks of the Shenandoah River in Clarke County, and records indicate that there are potentially thousands of such sites throughout the County. A notable Native American pathway traversed through the region of the Shenandoah Valley, used for both trade and warfare. This route was named the Warrior's Path and was later used by early settlers from Europe.

The names of the Shenandoah River and Opequon Creek originated from the Native American languages. One theory is that the word "Shenandoah" means "Spruce Forest." A great spruce tree forest used to exist along the waters of the river. However, a more popular theory is that the word means "Daughter of the Stars." This was allegedly the name given to the river by Native Americans because you could see the stars in the calm blue waters.

The territory that would become Clarke County was first demarcated under the Treaty of Albany in 1722. This was a treaty signed in Albany, New York by leaders of the Five Nations of Iroquois, Province of New York, Colony of Virginia, and Province of Pennsylvania. The Five Nations of Iroquois laid claim to the territory, but agreed to use their influence to protect the British colonies from attacks by hostile Native American tribes.

Following the Treaty of Albany, the first settlements began to arrive to the area that is now Clarke County. These settlers primarily consisted of people from Germany, Ireland, Scotland, Denmark and England. Africans also arrived during this period due to the system of slavery that existed during this time period.

Thomas Fairfax, sixth Baron Fairfax of Cameron (1693-1781), was the proprietor of the lands of Clarke County, who inherited it from his mother, the daughter of Lord Culpeper. Lord Fairfax granted some of the lands of Clarke County to himself, including what would become the Manor of Greenway Court (his home after 1752) and the Manor of Leeds. Several buildings and structures of the Greenway Court complex still remain, including the 1761 Land Office. The village of White Post, near Greenway Court, grew up around the prominent post directing new settlers to Greenway Court. The first post was erected in the early 1750s by George Washington, then a surveyor for Lord Fairfax.

Lord Fairfax, whose territory extended from the Rappahannock River to the Potomac River, also granted lands to Robert "King" Carter, a wealthy and prominent landholder in Virginia. Carter's land in Clarke County was mostly unavailable for settlement until the mid-1700s when it was divided into tenancies and rented out to farmers. With the end of the Revolutionary War in 1783 and the commercial decline of tobacco, settlers from the Tidewater, most of whom were Carter's descendants, began to move to Carter's land in greater numbers. The Tidewater families imported their lifestyle, their appreciation of stylish architecture, their wealth, and the slave system, all of which are reflected in the structures they built. One of the Tidewater settlers was "King" Carter's great-grandson, Nathaniel Burwell, builder of Carter Hall, the leading plantation in the County. The village of Millwood, near Carter Hall, developed around a prominent commercial mill completed in 1786. It was operated by Burwell and Revolutionary War hero, General Daniel Morgan. The establishment of this and several other mills during the late eighteenth and early nineteenth centuries reflects the transition from tobacco planting to wheat farming by Tidewater families.

African slaves brought from the Tidewater made the settlement and production of large plantations possible in Clarke County. In the 1840 Census, over 50% of the County's population was of African descent. According to the 2019 American Community Survey, estimates indicate that the percentage of African-Americans in Clarke County is 4.7%.

Pioneers migrating south from Pennsylvania, New York, New Jersey, and Maryland in search of rich farmlands formed the broad pattern of European settlement in the northern Shenandoah Valley. These people were, for the most part, Scots-Irish, English Quakers, and Germans. They settled in the portion of the northern Shenandoah Valley that today is known as Frederick County and, to a lesser extent, in what is now Clarke.

Clarke County was founded on March 8, 1836 and was named after the Revolutionary War hero George Rogers Clark but from its inception the name was misspelled with an extraneous "e." The County was created from the eastern portion of Frederick County. The socio-economic differences between what is now Clarke and the rest of Frederick County and the considerable distance to the county seat in Winchester contributed to the separation of Clarke County from Frederick. Prior to the formation of Frederick County in 1738, the lands of Clarke County were located within the boundaries of Orange County.

The Civil War brought an abrupt end to any new construction and growth in Clarke County. The Battle of Cool Spring and several skirmishes took place in the County, and troops were constantly passing through the area. Numerous buildings, including houses, barns, and mills, were destroyed during the period. The Shenandoah Valley provided Confederate troops with food and grain and became known as the "breadbasket of the Confederacy."

Reconstruction came slowly after the Civil War, but was stimulated by transportation improvements in the late nineteenth century and throughout the twentieth century. This included the establishment of the Shenandoah Valley Railroad (now Norfolk Southern Railroad) in the 1880s. Later improvements to major highways, such as US Route 50, Virginia Route 7, and US Route 340 provided even greater connectivity to the larger markets in the region, including the booming area surrounding the nation's capital.

Clarke County was a highly productive agricultural county throughout the nineteenth century. According to 1860 census data, although Clarke was the smallest county in the Shenandoah Valley, it had the largest percentage of land in farms and ranked second in wheat production in the Valley. Wheat was the largest cash crop in the County until the early 20<sup>th</sup> century, when it was replaced by apple production.

Clarke County's abundance of bluegrass has long made it a desirable location for horse breeding. The Tidewater families brought their thoroughbreds with them and began a tradition of horse breeding that has continued to the present. By the beginning of the 21<sup>st</sup> century, apple production declined, while beef and dairy cattle and horses were the mainstays of the local agricultural economy.

Berryville, incorporated in 1798, is the largest town in the County. It was first settled in 1775 and was originally known as Battletown, due to its rowdy taverns. Its location at the intersection of major roads leading to Alexandria, Baltimore, and Winchester made it the commercial center of the County and insured its selection as the seat of County government. Boyce, the second town of the County,

was incorporated in 1910. It was originally settled in 1880 at the crossing of the Millwood-Winchester Turnpike (now Route 723) and the newly built Shenandoah Valley Railroad (now Norfolk Southern).

Today, Clarke County remains primarily rural, and agriculture is still one of its main sources of income. Berryville is still the commercial, governmental, and manufacturing center of the County. In the late 20<sup>th</sup> century, people increasingly moved to the County to construct new homes in rural settings, as well as to restore older residences. In order to preserve the agricultural economy of the County and its rural character, the County enacted innovative land-use regulations in 1980. These regulations limited residential growth in rural areas and focused new housing in the Berryville area.

The large number and diversity of historic structures and buildings complement Clarke County's rural and agricultural environment. A Countywide archeological assessment was completed in 1993 to survey the Native American presence. Possible sites of several palisade villages were located, as well as thousands of individual dwelling sites. All pre-World War II structures were also documented with reconnaissance-level surveys. A total of 962 historic properties were identified (each of which may include several structures), dating from the early 1700s through 1941 in the rural portion of the County. From approximately the same period, 236 historic structures and buildings were identified in Berryville, 100 in Boyce, 58 in Millwood, and 28 in White Post.

As a follow-up to the general identification of historic properties, approximately half of Clarke County has been placed on the Virginia Landmarks Register and the National Register of Historic Places. This includes 11 historic districts and 27 individually listed buildings. Historic Districts in Clarke County that are on the Virginia Landmarks Register and National Register of Historic Place include the following:

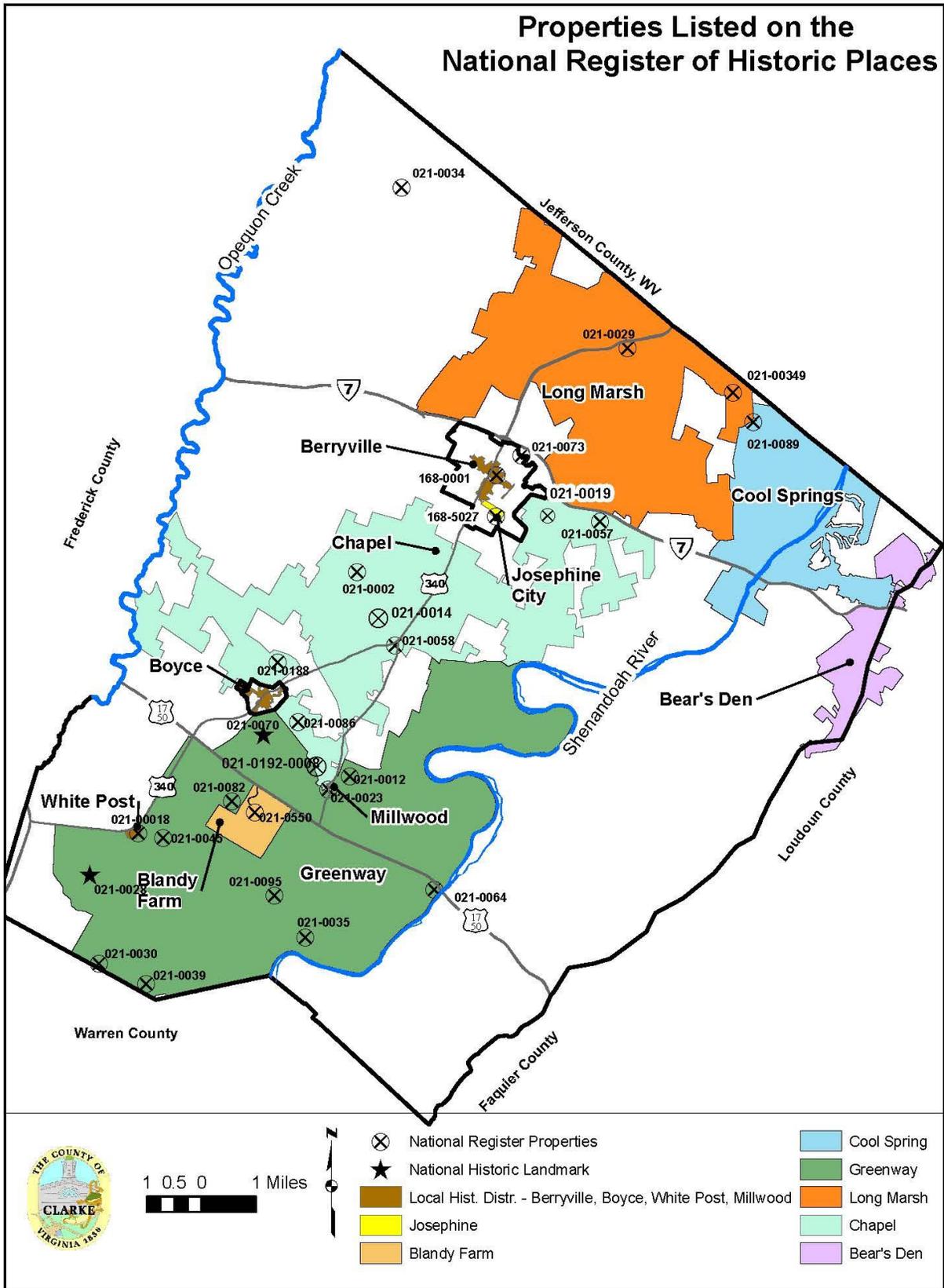
- Bear's Den Rural Historic District (1,855 acres)
- Berryville Historic District (150 acres)
- Blandy Experimental Farm Historic District (712 acres)
- Boyce Historic District (102 acres)
- Chapel Rural Historic District (11,496 acres)
- Cool Spring Battlefield (4,064 acres)
- Greenway Rural Historic District (19,107 acres)
- Josephine City Historic District (40 acres)
- Long Marsh Rural Historic District (10,293 acres)
- Millwood Commercial Historic District (4.32 acres)
- White Post Historic District (30 acres)
- **Total Area – 47,853.32 acres**

Individual Buildings in Clarke County that are on the Virginia Landmarks Register and National Register of Historic Places include the following:

- Annefield
- Bethel Memorial Church
- Burwell-Morgan Mill
- Carter Hall
- Chapel Hill
- Old Clarke County Courthouse
- Cleridge
- Clermont
- Fairfield
- Farnley
- Glendale Farm
- Guilford
- Huntingdon
- Josephine City School
- Locke's Mill
- Long Branch
- Lucky Hit
- Meadea
- Millwood Colored School
- Mt. Bleak
- Norwood
- River House
- Saratoga
- Scaleby
- Smithfield Farm
- Soldier's Rest
- Stone's Chapel

Greenway Court (the 1750 home of Lord Fairfax) and Saratoga (the 1780 home of Daniel Morgan) have been designated National Historic Landmarks, the highest level of national recognition for an historic property. The County is also part of the John Singleton Mosby Heritage Area, the first heritage area designated in Virginia. This Heritage Area approximates "Mosby's Confederacy," to encompass parts of six counties, of which Clarke is the only county included in its entirety.

Map 5



## **D. APPROACH TO GROWTH MANAGEMENT**

Clarke County's heritage and natural characteristics, combined with its recreational, cultural, and educational opportunities, make it an attractive place to live, work, and visit. The Shenandoah River runs south to north through the County, dividing the primarily forested and mountainous land in the east from the rolling agricultural lands in the west. Used as a major transportation route during the nineteenth and early twentieth centuries, the Shenandoah has been designated a State Scenic River by the Virginia General Assembly and is one of the state's outstanding rivers. The Appalachian National Scenic Trail runs the length of the County, providing over 10 miles of hiking along the Blue Ridge Mountains. The State Arboretum of Virginia is located at the University of Virginia's Blandy Experimental Farm near Boyce. The County's Parks and Recreation Department offers a wide variety of recreational opportunities. Nearly 24% of the County (approximately 27,111 acres) is under permanent conservation easement, permanently protecting farmland, forest, natural and historic resources, and open space by limiting development. Historic museums and public buildings include Clermont Farm (1770), the Burwell-Morgan Mill (1782), the Clarke County Historical Association Museum, the Clarke County District Courthouse (1839), the Long Branch House and Farm Museum (1809), and the Josephine School Community Museum (1881). More than 30% of Clarke County is within ten National Register historic districts, and the entire County is in the John Singleton Mosby Heritage Area. Self-guided driving tours of these historic areas are available

For the past several decades, the County has been faced with the challenge of protecting its most valuable characteristics from increased pressures for growth and development. These pressures are primarily the result of urban sprawl coming from the Washington metropolitan area, particularly the counties in northern Virginia. To the east, Loudoun County increased in population from 37,150 in 1970 to 420,959 in 2020, the fastest growth rate in Virginia. Loudoun County was the fastest growing county in the nation in the first three years of the millennium. Since 2010, Loudoun County ranks 20<sup>th</sup> in growth among all counties in the United States with a population of 100,000 or more. Although slowed somewhat by recession from 2007-2009, Frederick County and the City of Winchester to the west have grown from 48,322 in 1970 to 119,539 in 2020. Potential residents continue to seek a high quality rural lifestyle away from the density and traffic of the urban core. Clarke County lies directly in the path of this growth due to its proximity to major commuter routes (US 50/17 and VA Route 7) that convey traffic to and from the major employment centers to the east.

With careful consideration and foresight, Clarke County established sliding-scale zoning in the 1980s. Sliding scale zoning regulations limit the number of new residential lots that can be subdivided from parcels in the Agricultural-Open Space-Conservation (AOC) and Forestal-Open Space-Conservation (FOC) Zoning Districts. This improves the effectiveness of other residential growth management policies and programs, such as regulations that control the maximum and minimum size of parcels, and the designation of residential growth areas in the Towns of Berryville and Boyce. The success of the County's conservation easement program is largely the result of sliding scale zoning. Approximately 24% of Clarke County's land area is in a permanent conservation easement. These policies and programs work in unison with sliding scale zoning to preserve agriculture and the rural character of the community. Furthermore, managing growth in designated areas allows public services to be provided with increased efficiency.

The chart below was adopted with sliding-scale zoning in 1980 along with the corresponding DUR assignments to parcels in the County at the time. The sliding-scale chart has remained unchanged since its adoption.

**TABLE 1A – Sliding Scale Zoning/Dwelling Right Distribution**

<b>Size of Tract Permitted</b>	<b>Dwelling Unit Rights Assigned</b>
0-14.99 acres	1
15-39.99 acres	2
40-79.99 acres	3
80-129.99 acres	4
130-179.99 acres	5
180-229.99 acres	6
230-279.99 acres	7
280-329.99 acres	8
330-399.99 acres	9
400-499.99 acres	10
500-599.99 acres	11
600-729.99 acres	12
730-859.99 acres	13
860-1029.99 acres	14
1030 acres or more	15

Sliding-scale zoning also provides for an accurate accounting of the residential build-out potential for the County. This accounting is an important tool to accurately project the County’s growth potential. It also provides information that assists the County in making decisions on new development proposals. Below are two tables that show the distribution of DURs to date according to zoning district and by election district. A map of the election districts, also referred to as voting districts, is shown on the following page.

**TABLE 1B – Dwelling Unit Rights (DURs) Used and Remaining By Zoning District**

<b>Zoning District</b>	<b>DURs Allocated</b>	<b>DURs Remaining</b>	<b>% Remaining</b>
<b>AOC</b>	4,465	2,286	51.2%
<b>FOC</b>	2,169	1,061	48.9%
<b>TOTAL</b>	6,634 <sup>1</sup>	3,347	50.5%

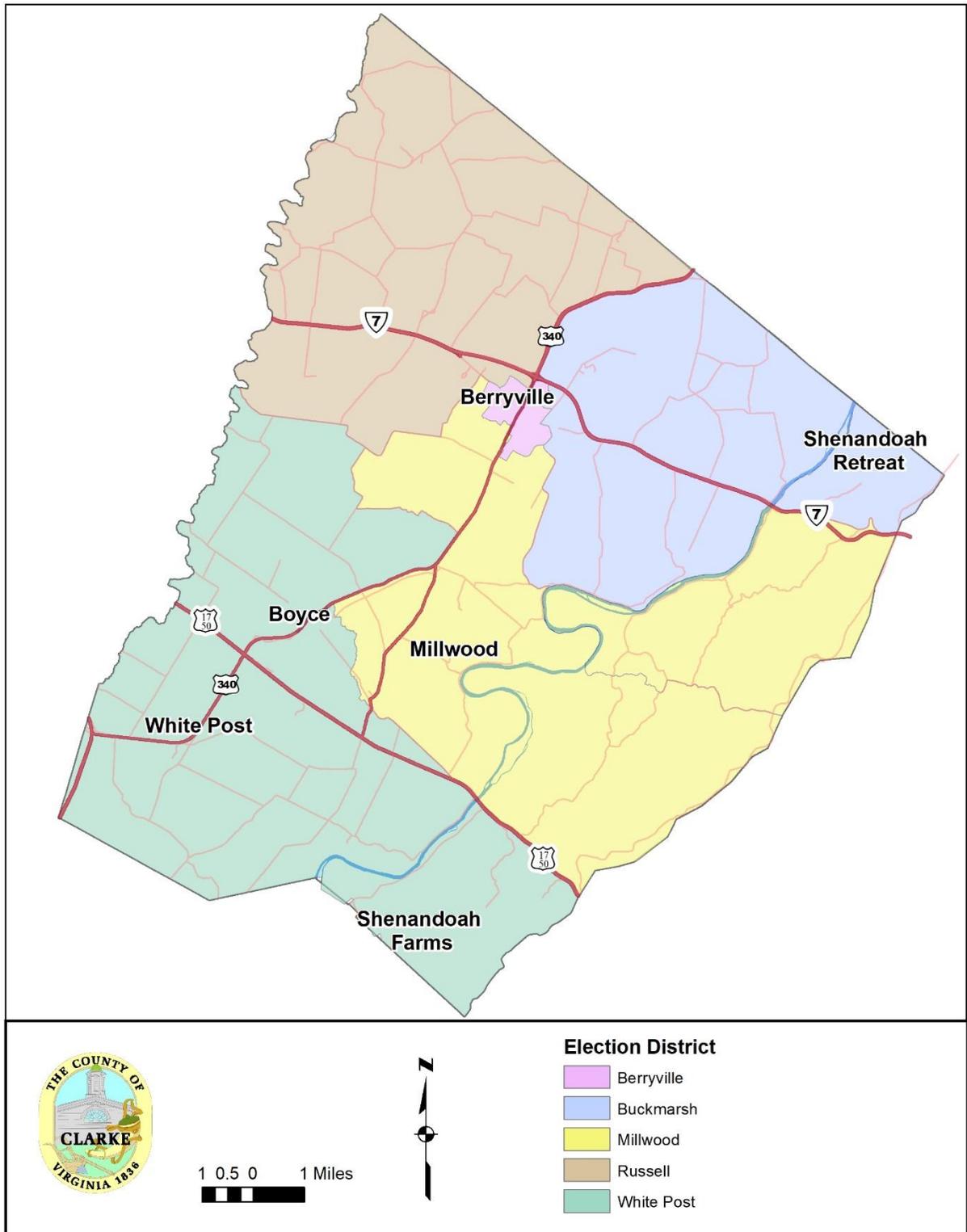
**TABLE 1C – Dwelling Unit Rights (DURs) Used and Remaining by Election District**

<b>Election District</b>	<b>DURs Allocated<sup>1</sup></b>	<b>DURs Remaining</b>	<b>% Remaining</b>
<b>Berryville<sup>2</sup></b>	0	0	0
<b>Buckmarsh</b>	1,076	543	50.5%
<b>Millwood</b>	1,996	1,000	50.1%
<b>Russell</b>	1,586	627	39.5%
<b>White Post</b>	1,976	1,177	59.6%
<b>TOTAL</b>	6,634	3,347	50.5

<sup>1</sup> DURs were recalculated using available GIS data in 2022. The improved accuracy resulted in minor adjustments to the DURs allocated and remaining.

<sup>2</sup> DURs are not present in the Berryville Election District because there is no land zoned AOC or FOC within its boundaries.

# Map 6 - County Election Districts



Another important growth management tool is the imposition of maximum lot size and average lot size requirements in the AOC Zoning District. Over 90% of the County's land area west of the Shenandoah River is currently zoned AOC. Application of these requirements has resulted in DURs being redistributed via subdivision over small, rural-scale residential lots and large residual tracts. The maximum lot size in the AOC District is 4 acres and the average lot size (excluding the residual parcel) is 3 acres. As an example, a 100 acre parcel with 4 assigned DURs would not be permitted to be divided into four 25-acre tracts. The lot size requirements would instead produce a subdivision of three 3-acre lots and one residual 91 acre lot each with one assigned DUR per lot. This design approach helps to facilitate land conservation and continued use of farmland.

The FOC Zoning District, located between the Shenandoah River and the crest of the Blue Ridge, utilizes open space set aside requirements in lieu of maximum lot size requirements to manage growth. All subdivision of FOC land containing 40 or more acres must reserve a percentage of land in an open space residual parcel with one dwelling or one DUR. This allows for greater flexibility in lot design in comparison to the AOC District. The added flexibility is intentional to ensure that lots can be designed within the more extreme topographical conditions in a way that best protects natural resources from significant degradation.

A relatively newer tool used to encourage the preservation of land is the County's conservation easement program. A conservation easement is a voluntary agreement between a landowner and an easement holder (either a private organization, a state entity such as the Virginia Outdoors Foundation, or Clarke County) to place a property or group of properties in a permanent conservation state with very limited options to develop in the future. In many cases, limitations on development comes in the form of reducing available DURs by allowing only one primary dwelling and an accessory dwelling as a condition of the easement.

State agencies and land trusts for many years have worked with County property owners to voluntarily place lands in conservation easement. In 2002, the County became an active participant in easement acquisition by establishing an easement program and creating a Conservation Easement Authority to oversee the program. Easements are accepted by the County on a voluntary basis but the County, through the Easement Authority, also purchases certain easements that have conservation value such as prime soils for agriculture, historic or natural resources, or that would result in the retirement of DURs. Property owners that choose to place their land in easement and forego certain development potential gain certain tax benefits in addition to Federal, State, local, or private funds if they qualify for easement purchase.

The following tables outline historic data on the conservation easement activity in Clarke County.

**TABLE 2A – Conservation Easements Added/Dwelling Units Retired, 1974-2021**

YEAR	VOF, OTHERS (acres)	COUNTY (acres)	DURs RETIRED*
1974	72	0	n/a
1975	4	0	n/a
1976	195	0	n/a
1977	119	0	n/a
1978	667	0	n/a
1979	1,037	0	n/a
1980	166	0	n/a
1981	0	0	n/a
1982	100	0	n/a
1983	0	0	n/a
1984	0	0	n/a
1985	0	0	n/a
1986	0	0	n/a
1987	0	0	n/a
1988	807	0	n/a
1989	1,540	0	n/a
1990	2,503	0	n/a
1991	846	0	n/a
1992	64	0	n/a
1993	328	0	n/a
1994	2	0	n/a
1995	95	0	n/a
1996	42	0	n/a
1997	336	0	n/a
1998	485	0	n/a
1999	951	0	n/a

YEAR	VOF, OTHERS (acres)	COUNTY (acres)	DURs RETIRED*
2000	1,453	0	n/a
2001	764	0	n/a
2002	1,180	0	n/a
2003	133	145	3
2004	957	35	1
2005	943	312.6	5
2006	425	579	18
2007	285	1,205	44
2008	0	250	12
2009	230	484	13
2010	0	473	21
2011	210	591	18
2012	0	709	26
2013	1,120	612	15
2014	65	404	15
2015	17	33	3
2016	0	1,262	30
2017	0	308	14
2018	197	635	16
2019	211	209	7
2020	0	23	2
2021	61	244	13

**TOTAL      18,610      8,514      276**

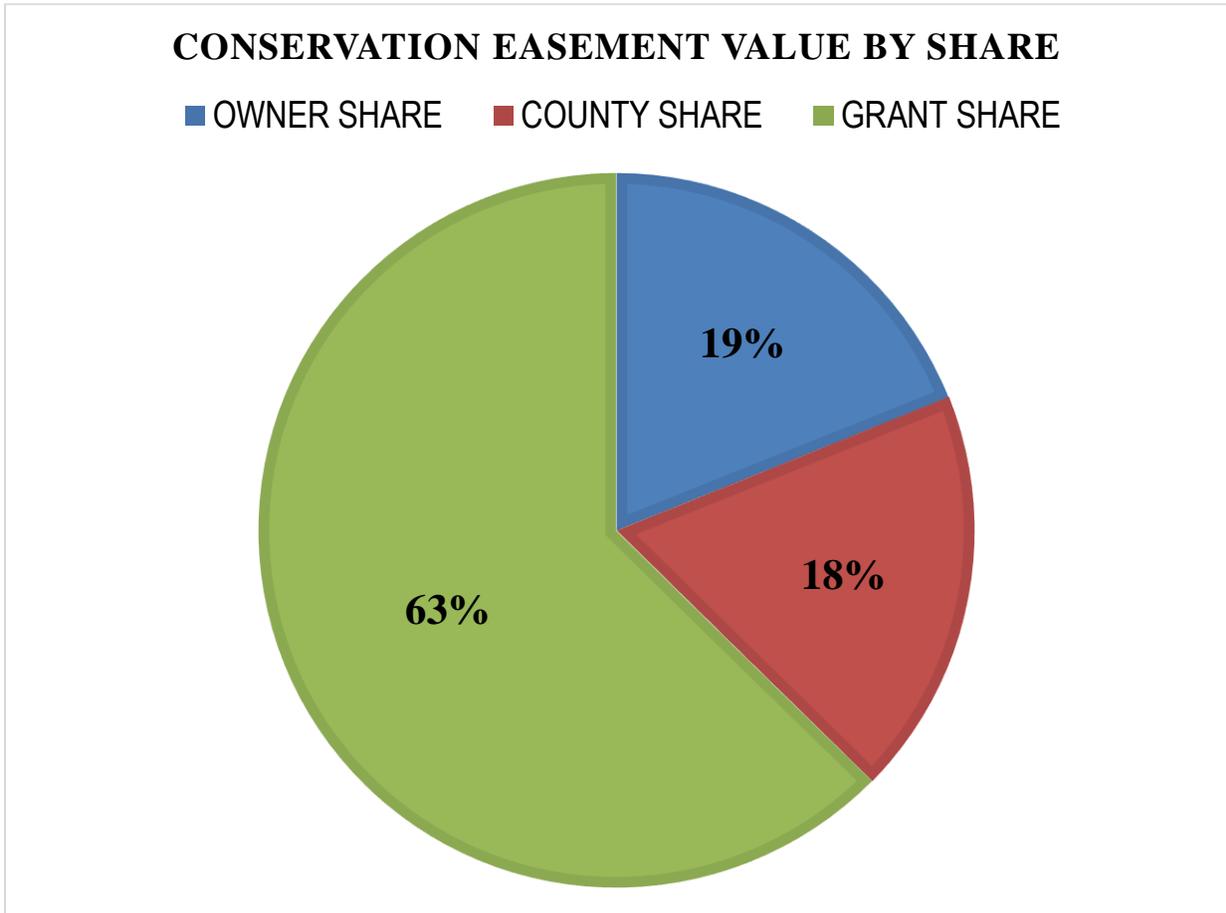
**ALL ACRES      27,141 in conservation easement**  
(approximately 24% of Clarke County)

Source: Clarke County Planning Department GIS

\* Data on retired DURs is not available prior to 2003  
 DUR – Dwelling Unit Right  
 VOF – Virginia Outdoors Foundation

**TABLE 2B – Conservation Easement Purchase Value by Share, 2013-2021, with chart**

TOTAL EASEMENT VALUE*	OWNER SHARE	COUNTY SHARE	GRANT SHARE
\$3,521,960	\$666,750	\$649,626	\$2,206,645



\*The total easement value is the determined value of the DURs, either from appraisal or valuation by the Clarke County Conservation Easement Authority. The county share and grant share represent the amounts paid to the owner from the County and grant source. The owner share represents the remainder of the easement value not paid to the owner that may be tax deductible.

## **E. ENVIRONMENTAL LIMITATIONS AND CONSIDERATIONS**

Clarke County has environmental and geological characteristics that present challenges for preservation of natural resources and for development. These characteristics are summarized below.

### **1. Geology**

The most prominent geological feature in the county is karst. Karst, consisting primarily of limestone, is characterized by large underground drainage systems, sinking streams, sinkholes, and caves due to the solubility of the limestone. The resultant hollow underground geology makes groundwater supplies very susceptible to pollution from surface and subsurface point and nonpoint sources. Groundwater pollutants are able to travel quickly over long distances and can impact multiple aquifers due to the drainage networks that typically exist in karst. Surface pollutants are able to penetrate through to these same aquifers via sinking streams and sinkholes, making stormwater runoff a critical feature to manage. Approximately 90% of the County's land area west of the Shenandoah River contains karst.

The County experienced a major example of groundwater contamination firsthand in 1981. The Town of Berryville was forced to abandon its public well system due to contamination from nitrates, phenols, and herbicides -- none of which could be traced to a single source. The Town's water supply is now provided by a direct intake from the Shenandoah River and a water treatment facility. Instances of groundwater contamination have occurred in other parts of the county ranging from petrochemical contamination in the Pine Grove, White Post, and Shepherd's Mill Road areas to fecal coliform, nitrate, and pesticide contamination in various locations across the County. The County provides public water via the Prospect Hill spring to the Town of Boyce and to residences and businesses in Millwood, White Post, and Waterloo. Given the County's usage of the spring as its primary water source and the fact that all homes and businesses outside of these areas rely on private wells, groundwater protection is a major issue to be considered in land use planning and decision-making.

The County has implemented a number of different ordinances to help mitigate the potential for groundwater contamination. These ordinances include the following:

*Septic Ordinance.* This ordinance was adopted to provide local regulations for onsite sewage disposal systems that are more stringent than the State's minimum standards. These more stringent standards include greater setbacks from streams, springs, and sinkholes and the requirement of resistivity tests to ensure that geological voids do not exist under proposed drainfield sites. The County has also been active in regulating alternative onsite septic systems within the boundaries provided by the Code of Virginia.

*Well Ordinance.* This ordinance also provides more stringent standards for the placement of onsite wells for water supplies including greater setbacks than the State's minimum standards and more extensive well pump requirements.

*Sinkhole Ordinance.* The County's sinkhole ordinance was implemented to prohibit property owners from constructing on or placing objects or substances into sinkholes that are located on their

properties. The ordinance provides for several methods to mitigate the potential for groundwater pollution via sinkholes and enforcement tools to ensure compliance.

Spring Conservation Overlay District. The Spring Conservation Overlay District was adopted as part of the County's Zoning Ordinance to provide additional protection to the Prospect Hill Spring. This spring provides the public water supply for the Town of Boyce, the villages of Millwood and White Post, and the Waterloo commercial district. The spring was permitted by the State Health Department as a public water supply in 1977 and several studies were completed over the years concluding that the spring is very susceptible to contamination from point and nonpoint sources.

Overlay District regulations provide additional safeguards over and above the underlying zoning district provisions specifically targeted at preserving the spring's integrity. These include additional use restrictions and requirements, lot and structure requirements, and septic system requirements.

Erosion and Sediment Control Ordinance. The County adopted an Erosion and Sediment (E&S) Control Ordinance in 1990. The purpose of the Ordinance is to prevent the erosion of land and the deposit of sediment in waters so as to protect not only the County watersheds, but also the regional Chesapeake Bay watershed. This Ordinance is intended to reduce pollution and sedimentation of waterways so that fish and aquatic life, recreation, and other water related activities would not be adversely affected. Virginia Code Section 10.1-560 et. seq. provides for state standards and enables counties to fortify further the laws governing erosion control. The County amended the Ordinance in 1994 as part of the Mountain Land Plan. These amendments strengthened the Ordinance by requiring E&S plans for smaller areas of land disturbance and for non-agricultural pond construction.

Stormwater Ordinance. In 2010, Clarke County voluntarily adopted a stormwater management ordinance and design manual in advance of efforts by the State to strengthen the Virginia Stormwater Management Law (Code of Virginia §10.1-603.3). However, in 2016 the State created new regulations (Code of Virginia §62.1-44.15:24) that restricted localities from adopting stormwater regulations that are more stringent than State requirements unless they agreed to become authorities for a local Virginia Stormwater Management Program (VSMP). Clarke County chose to opt-out of operating a local VSMP, and as a result, repealed the stormwater management ordinance adopted in 2010. Clarke County regulations currently require land development activities to comply with the State's stormwater management regulations that are administered by the State.

## **2. Soils**

The Clarke County Soil Survey (published 1982) included analyses of the soils' capacity to support for various potential uses. The results of the analyses for two potential uses, conventional on-site sewage disposal systems (septic tank and drainfield) and agriculture, are discussed below. Included in the analysis were major soil and landscape features such as physical properties, slope, depth to rock, depth to water tables, stones and rock outcrops, soil productivity, and landscape relief.

### On-site Sewage Disposal Systems

Almost 75 % of the land (83,297 acres) in Clarke County has severe limitations for on-site sewage disposal systems, according to the soil survey. Septic fields in this soil will result in excessively slow absorption of effluent, surfacing of effluent, and hillside seepage. However, due to the limited

accuracy of the soil survey, there may be areas within those soils that are suitable for septic systems. Groundwater pollution can also result if highly permeable sand and gravel or fractured bedrock is less than 4 feet below the base of the absorption field, if the slope is excessive, or if the water table is near the surface.

In the remainder of the County, about 6 % of the land (6,682 acres) has moderate to severe limitations for on-site sewage disposal systems, 14 % (15,590 acres) has moderate limitations, and 5 % has not been rated.

**TABLE 3 – Septic Systems Limitations**

Category	Total Area (acres)	% of Total County Area
Severe	83,297	75%
Moderate to Severe	6,682	6%
Moderate	15,590	14%
Unrated	5,746	5%

These soil conditions present serious challenges to development in areas not served by public sewer and are an important reason why the County has chosen to focus development near the towns and villages where such infrastructure can be provided.

### 3. Agriculture

About 40% of the land in Clarke County is suitable for some type of cultivated farm crop. Best suited for agriculture are soil group 5, which forms a strip through the center of the County, and soil group 8, which includes the floodplain of the Shenandoah River. (Chapter III, Article 1, describes the Agricultural Land Plan, which contains a full discussion of agriculture in the County.)

In addition to the general soil classifications, the U.S. Department of Agriculture (USDA) characterizes soil types in terms of important farmland. This classification recognizes areas important to agricultural production, with responsibility given to governing bodies, in cooperation with the USDA, for classifying farmlands within their jurisdictions.

1. Prime farmland is land that has the best combination of physical characteristics for the production of food, fiber, forage, oilseed, and other agricultural crops, with minimum inputs of fuel, fertilizer, pesticides, and labor and without intolerable soil erosion. Prime farmland includes land that also possesses the above characteristics but is currently being used to produce livestock and timber. It does not include land already in or committed to urban development or water storage.
2. Unique farmland is land other than prime farmland that is used for the production of specific high-value food and fiber crops. It has the special combination of soil quality, location, growing season, and moisture supply needed to produce sustained high quality or high yields of specific crops economically, when treated and managed according to acceptable farming methods.

Examples of such crops include citrus, tree nuts, olives, cranberries, fruit, including grapes, apples, and vegetables.

3. Farmland of statewide importance is land other than prime or unique farmland that is of statewide importance for the production of food, feed, fiber, forage, or oilseed crops.
4. Farmland of local importance is land that is neither prime nor unique but is of local importance for the production of food, feed, fiber, forage, or oilseed crops.
5. Other is land that is usually of little or no importance to agriculture and includes all map units not assigned to a higher class.

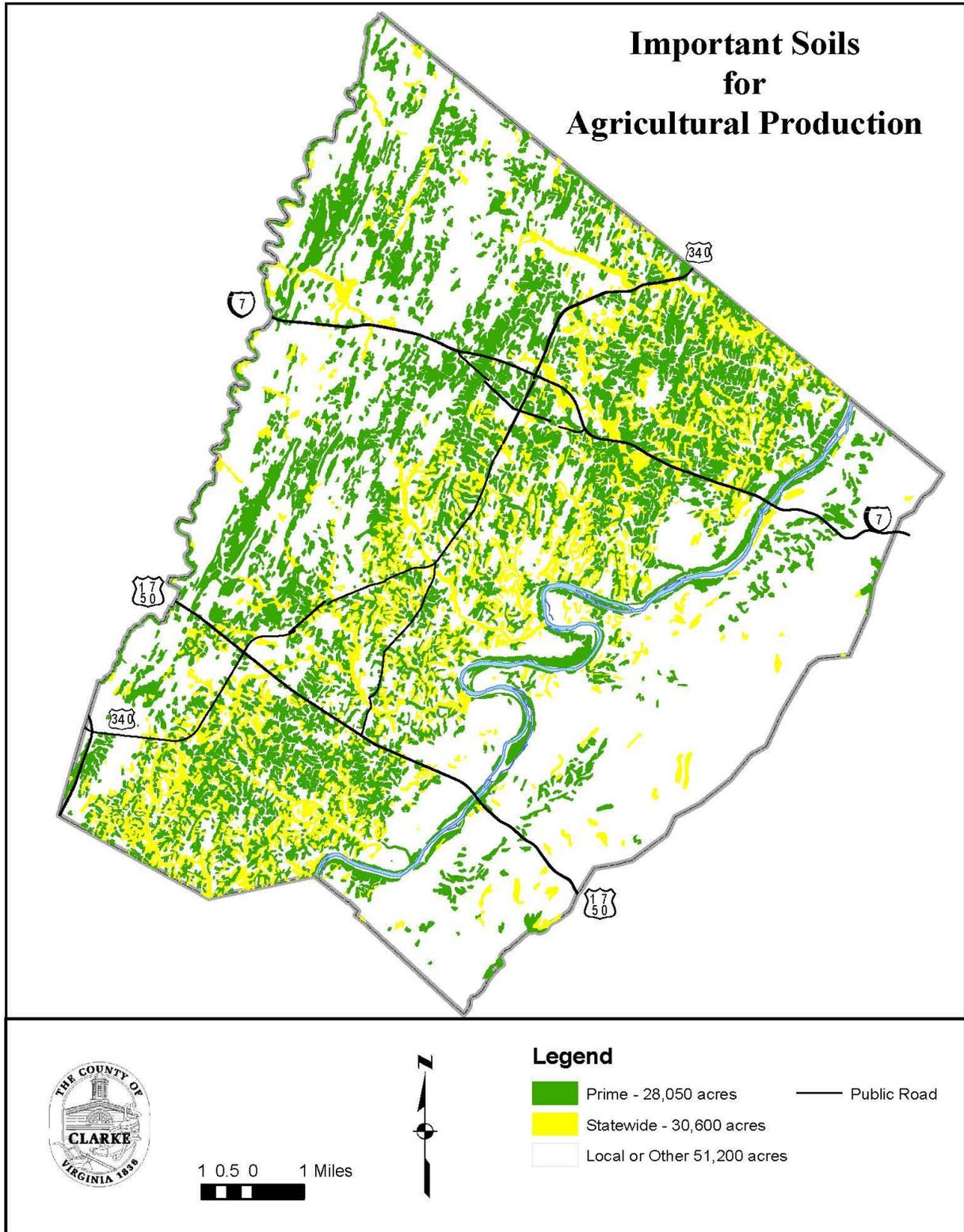
Clarke County further classified farmland types into categories described in Table 4 and shown on Map 4. These categories are used with the Land Evaluation and Site Assessment (LESA) system. The LESA system is a technique developed by the USDA’s Natural Resources Conservation Service (NRCS) to evaluate the productivity of agricultural land and its suitability or non-suitability for conversion to nonagricultural use. The NRCS, previously referred to as the Soil Conservation Service (SCS), assisted the County in developing the categories and implementing the system in 1982.

**TABLE 4 – Important Farmland Values of Soils in Clarke County**

<b>Group #</b>	<b>Acreage</b>	<b>% of Total Land Area</b>
<b>1 (prime, nonrocky)</b>	9,395	8.7%
<b>2 (prime)</b>	12,107	11.0%
<b>3 (prime, rocky)</b>	6,552	5.9%
<b>4 (Statewide)</b>	16,189	14.8%
<b>5 (Statewide)</b>	14,418	13.1%
<b>6 (Local)</b>	4,687	4.3%
<b>7 (Local)</b>	17,052	15.5%
<b>8 (Local)</b>	6,431	5.9%
<b>9 (Local)</b>	18,199	16.6%
<b>10 (Other)</b>	4,643	4.2%

\* Soil Survey of Clarke County, 1982.

# Map 7



## F. POPULATION PROFILE

### 1. Population Growth and Density

Changes in population have extensive implications for planning because they affect the need for community facilities and services, land uses, and housing demand. Planning for population growth must be proactive to help guide growth as it occurs, rather than react to it after it is in place. Demographics and statistical information for this Comprehensive Plan are provided from the U.S. Census, the University of Virginia’s Weldon-Cooper Center, and the Virginia Employment Commission (VEC) among other sources. As the result of delays in the release of 2020 US Census Data for demographics, current estimates from American Community Survey are also used.

According to the 2020 Census, Clarke County's population increased from 14,034 in the 2010 Census to 14,783 – an increase of 5.3%. This increase is more consistent with the 4.5% increase from 1990-2000, rather than the 10.9% increase from 2000-2010. The period from 2000-2010 can be attributed to the housing “boom” experienced primarily from 2001-2005. Clarke County has maintained a slower growth rate slower than surrounding jurisdictions, consistently lower than projections provided by the Weldon-Cooper Center.

Population density within Clarke County (persons per square mile) increased from 57 in 1980, to 70 in 1990, to 72 in 2000, and to 80 persons per square mile in 2010. According to the 2020 Census, Clarke County has 83 persons per square mile. This level of density remains considerably lower than in all surrounding counties, being less than half that of the next most dense jurisdiction, Warren County.

**TABLE 5 – Population and Growth Rates, 1950-2020**

Jurisdiction*	1950	1960	1970	1980	1990	2000	2010	2020
<b>Clarke</b>	7,074	7,942 (12.2%)	8,102 (2.0%)	9,965 (23.0%)	12,101 (21.4%)	12,652 (4.5%)	14,034 (10.9%)	14,783 (5.3%)
<b>Loudoun</b>	21,147	24,549 (16.1%)	37,150 (51.3%)	57,427 (54.6%)	86,129 (50.0%)	169,599 (96.9%)	312,311 (84.1%)	420,959 (34.8%)
<b>Frederick/City of Winchester</b>	31,378	37,051 (18.1%)	48,322 (30.4%)	54,367 (12.5%)	67,686 (24.5%)	82,794 (22.3%)	104,508 (26.2%)	119,539 (14.4%)
<b>Warren</b>	14,801	14,655 (-1.0%)	15,301 (4.4%)	21,200 (38.6%)	26,142 (23.3%)	31,584 (20.8%)	37,575 (19.0%)	40,727 (8.4%)
<b>Fauquier</b>	21,248	24,066 (13.3%)	26,375 (10.0%)	35,889 (36.1%)	48,860 (36.1%)	55,139 (12.9%)	65,203 (18.3%)	72,972 (11.9%)
<b>Fairfax</b>	98,557	275,002 (179.0%)	454,275 (65.2%)	598,901 (31.8%)	818,584 (36.7%)	969,749 (18.4%)	1,081,726 (11.5%)	1,150,309 (6.3%)
<b>Berkeley, WV</b>	30,359	33,791 (11.3%)	36,356 (7.6%)	46,775 (28.7%)	59,253 (26.7%)	75,905 (28.1%)	104,169 (37.2%)	122,076 (17.2%)
<b>Jefferson, WV</b>	17,184	18,665 (8.6%)	21,280 (14.0%)	30,302 (42.4%)	35,926 (18.6%)	42,190 (17.4%)	53,498 (26.8%)	57,701 (7.9%)

Source: US Census 2020

\*County government unless otherwise specified

Clarke County includes four census tracts. Census Tract 101.01 represents the northern portion of the County. Census Tract 101.02 includes the Town of Berryville. Census Tract 102 includes the southwestern portion of Clarke County. Census Tract 103 includes the area east of the Shenandoah River. Of these census tracts, the majority of growth in the past decade has been in Census Tract 103, with a 9.6% population change. Second in growth change is Census Tract 101.01, with an increase of 8.6%. Census Tract 101.02 and Census Tract 102 only had a change of approximately 2%.

The U.S. Census does not make projections. The University of Virginia’s Weldon-Cooper Center, through a contractual arrangement with the Virginia Employment Commission (VEC), establishes the official population projections for the state. The VEC projected population for Clarke in 2045 is 16,123, a 9.1 percent increase from the 2020 U.S. Census. It should be noted that population projections are based on local and regional growth trends. A locality’s growth control measures and approach to land use is not included as a factor in making the projections.

Clarke County's neighboring counties continued to experience high growth rates. As a point of reference, the Code of Virginia establishes a decadal growth rate of 10% or more as “high growth.” Loudoun’s growth of almost 100% in the 1990s was nearly repeated with an 84.1% rate in the 2000-2010 period. From 2010 to 2020, Loudoun County had a growth rate of 34.8% -- a much slower rate from previous decades but the fastest growth rate in Virginia during this period. Projections indicate that Loudoun County’s population will increased by 72.5% between 2020 and 2045. Fauquier’s growth rate increased from 13% in the 1990s to 18% in the 2000s, and 11.9% between 2010 and 2020. Fauquier’s population is expected to increase 20.5% by 2045. The combined population of Frederick and Winchester grew by 22% in the 1990s, increased by 26.2% between 2000 and 2010, and increased by 14.4% in the past decade. The 21% Warren County growth rate in the 1990s slowed slightly to 19% in 2010. Between 2010 and 2020 Warren County had a growth rate of 8.4%. The 17% rate of growth in Jefferson County in the 1990s increased to 26.8% between 2000 and 2010. Similarly, the Berkeley County growth rate also increased to 37.2% in 2010, followed by a decline to 17.2% in 2020. Jefferson and Berkeley Counties are projected to continue growing at similar rates over the next decade.

**TABLE 6 – Population Projections, 2020-2040**

Jurisdiction	2020*	2025**	Growth % 2020-2025	2035**	Growth % 2025-2035	2045**	Growth % 2035-2045
Clarke	14,783	14,894	.8%	15,560	4.5%	16,123	3.6%
Loudoun	420,959	492,696	17.0%	611,954	24.2%	726,245	18.7%
Frederick/City of Winchester	119,539	127,265	6.5%	142,917	12.3%	157,526	10.2%
Warren	40,727	42,108	3.4%	45,679	8.5%	48,930	7.1%
Fauquier	72,972	75,046	2.8%	81,775	9.0%	87,928	7.5%
Fairfax	1,150,309	1,203,264	4.6%	1,276,124	6.1%	1,340,323	5.0%
Berkeley Co., WV	122,076	128,196***	5.0%	144,886***	13.0%	No data	No data
Jefferson Co., WV	57,701	62,463***	8.3%	68,245***	9.3%	No data	No data

Sources:

\* US Census (2020)

\*\* University of Virginia’s Weldon-Cooper Center (projections)

\*\*\* West Virginia University’s Bureau of Business and Economic Research unpublished data, published by the WV Solid Waste Management Board

The 60 miles to Washington, D.C. and the buffer afforded by the Blue Ridge along the County's eastern border have in the past shielded Clarke County somewhat from urban development pressures. However, Fairfax County is now heavily urbanized with 1,150,309 residents (2,833 people per sq. mi.), and Loudoun County is among the fastest growing jurisdictions in the nation. In addition, major employment centers are continuing to be developed in Loudoun and Prince William Counties. Because of this continued growth in surrounding counties, it can be expected that Clarke County's desirability for residential and economic growth will continue to increase. It thus becomes increasingly important to provide Clarke County's residents with land-use planning that balances diverse community interests.

## 2. Mobility and In-Migration

The 2010 Census revealed that Clarke County had an increase of people moving into the county versus moving out (Migration) from 9.5% to 11.4%. The County also had a higher rate of deaths versus births (Natural Increase) from 0% to -0.5%. During that period, the increase in migration is likely a result of the increase in new home construction from 2001-2005. Another factor for the increase in migration is the high demand for housing in Clarke County, driven by homebuyers seeking a quality rural lifestyle. The increase in the rate of deaths versus births is indicative of an aging population as younger residents and families are not coming to or remaining in the County as they had in previous years. The net migration rate for Virginia and the natural increase rate both increased from 2000-2010. Migration and natural rates of increase were greater for surrounding jurisdictions. The 2020 Census has not released migration and natural increase data at this time. Estimates of similar data, such as Cumulative Estimates of the Components of Population Change, are consistent with the migration trend seen in the 2010 Census.

**TABLE 7 – Migration and Rates of Natural Increase**

JURISDICTION	MIGRATION		NATURAL INCREASE	
	2000	2010	2000	2010
Clarke	9.5%	11.4%	0.0%	-0.5%
Loudoun	37.9%	61.2%	10.9%	22.9%
Frederick	10.6%	24.9%	3.5%	7.3%
City of Winchester	9.3%	4.7%	3.4%	6.4%
Warren	6.0%	14.0%	2.5%	5.0%
Fauquier	11.4%	12.6%	2.7%	5.7%
Virginia (statewide)	3.7%	6.5%	3.2%	6.5%

Sources: US Census 2010

### 3. Commuting Patterns

According to the U.S. Census Bureau’s 2019 American Community Survey Estimates, roughly 2/3 of the County’s workforce were employed outside of the County. 69.7% of residents worked outside of the County as compared to 23.6% that worked in the County. As indicated in the table below, the average travel time to work for commuters is 38.1 minutes. The American Community Survey results indicated that 23.1% of workers reported a daily commute to work of 60 minutes or greater. The top five destinations for commuters include Loudoun County, Fairfax County, City of Winchester, Frederick County, and Washington, DC.

**TABLE 8A – Commuting Patterns**

	2000	2010	2019*
<b>Mean Travel Times (min)</b>	32.4	34.5	38.1
<b>Workers 16 yrs/older</b>	n/a	6,952	7,082
<b>Drove alone (%)</b>	77.3%	82.6%	80.1%
<b>Carpool (%)</b>	10.8%	9.7%	10.3%
<b>Walked (%)</b>	n/a	1.6%	1.5%
<b>Other/Public Trans (%)</b>	n/a	1.4%	1.3%
<b>Worked from home (%)</b>	n/a	4.7%	6.7%

Source: 2010 and 2019 American Community Survey

**TABLE 8B – Top 10 Places Residents Are Commuting To and From**

<b>Top 10 places residents are commuting to:</b>		<b>Top 10 places non-residents are commuting from:</b>	
AREA	WORKERS	AREA	WORKERS
Loudoun County	1,616	Frederick County	876
Fairfax County	1,077	Berkeley County, WV	262
City of Winchester	673	City of Winchester	253
Frederick County	509	Loudoun County	199
Prince William County	215	Jefferson County, WV	195
Washington, DC	193	Warren County	129
Montgomery County, MD	175	Shenandoah County	91
Arlington County	147	Hampshire County, WV	69
Warren County	141	Fairfax County	66
Fauquier County, VA	134	Prince William County	42

Source: Virginia Employment Commission, Clarke County Community Profile, updated 1/6/2022

#### 4. Employment and Wages

The table below lists the top 10 employers in Clarke County, as of January 6, 2022. Statistics are not publicly available for the Mt. Weather Emergency Operations Center.

**TABLE 9 – Top 10 Employers, January 2022**

<b>EMPLOYER</b>	<b>INDUSTRY</b>
Berryville Graphics	Printing
Clarke County School Board	Public School
Clarke County	Local Government
Grafton School, Inc.	Health Care
Martin’s Food Market	Retail
American Woodmark Corporation	Wholesale
Powhatan School	Private School
Bank of Clarke County	Banking
Cochrans Lumber & Millwork Inc	Industrial
The Red Gate Group Limited	Federal Contracting

Source: Virginia Employment Commission, Clarke County Community Profile, updated 1/6/2022

Note: Ranking depicts Clarke County business with the largest number of employees regardless of work location, including locations outside of Clarke County.

As noted in the tables below, the County’s unemployment rate in November of 2021 was 2.1% compared to the statewide rate of 3.4%. This represents a recovery from the spike in unemployment that occurred in 2020 due to the Covid-19 pandemic. Clarke County is similar in comparison to other localities in the region, all of which have lower than average unemployment rates in comparison to the state average, and notably lower rates than the national average.

**TABLE 10A – Unemployment Rate**

	<b>2000</b>	<b>2010</b>	<b>2019</b>	<b>2020</b>	<b>2021</b> (11/2021)
<b>Employed Residents</b>	6,801	7,178	7,531	7,157	No data
<b>County Unemployment</b>	1.6%	6.9%	2.4%	4.6%	2.1%
<b>State Unemployment</b>	2.3%	7.3%	2.7%	6.3%	3.4%

Source: U.S. Bureau of Labor Statistics, annual average unless otherwise noted.

**TABLE 10B – Unemployment Rate by Year, 2010-2021 (November)**

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021 (11/2021)
<b>Clarke</b>	6.8%	5.7%	5.1%	4.6%	4.3%	3.9%	3.5%	3.4%	2.9%	2.4%	4.5%	2.1%
<b>Loudoun</b>	5.3%	4.7%	4.4%	4.3%	4.2%	3.5%	3.1%	3.0%	2.5%	2.2%	5.4%	2.1%
<b>Frederick</b>	7.6%	6.5%	5.7%	5.2%	4.6%	3.9%	3.4%	3.2%	2.6%	2.3%	4.6%	2.0%
<b>City of Winchester</b>	8.5%	7.4%	6.5%	5.7%	5.0%	4.3%	4.0%	3.6%	2.9%	2.7%	5.8%	2.3%
<b>Warren</b>	8.3%	7.4%	6.6%	6.0%	5.5%	4.7%	4.0%	3.7%	3.0%	2.7%	5.9%	2.4%
<b>Fauquier</b>	6.3%	5.5%	5.0%	4.8%	4.5%	3.9%	3.4%	3.3%	2.6%	2.3%	4.7%	2.0%
<b>Fairfax</b>	5.5%	4.8%	4.6%	4.4%	4.2%	3.8%	3.1%	3.2%	2.6%	2.4%	5.5%	2.3%
<b>Berkeley Co., WV</b>	8.6%	7.5%	6.4%	5.6%	5.4%	4.8%	4.0%	3.7%	4.0%	3.6%	6.2%	1.8%
<b>Jefferson Co., WV</b>	6.7%	6.1%	5.2%	4.7%	4.6%	4.0%	3.4%	3.1%	3.3%	3.1%	6.0%	1.5%
<b>Virginia</b>	7.3%	6.5%	6.0%	5.6%	5.1%	4.4%	4.0%	3.7%	3.0%	2.7%	6.3%	3.4%
<b>West Virginia</b>	8.6%	7.8%	7.3%	6.7%	6.5%	6.6%	6.1%	5.2%	5.2%	4.9%	8.4%	4.0%
<b>United States</b>	9.6%	8.9%	8.1%	7.4%	6.2%	5.3%	4.9%	4.4%	3.9%	3.7%	8.1%	4.2%

Sources: U.S. Bureau of Labor Statistics, annual average unless otherwise noted.

**TABLE 11 – Employment and Wages**

Industry	2012		2020-2021**		
	# of Jobs*	Avg Weekly Wage*	# of Jobs*	# of New Hires**	Avg Weekly Wage*
<b>Agriculture, Forestry, Fishing, Hunting</b>	151	\$507	176	26	\$674
<b>Construction</b>	310	\$715	299	32	\$1,005
<b>Manufacturing</b>	no data	no data	628	115	\$918
<b>Wholesale Trade</b>	156	\$1,367	171	12	\$1,495
<b>Retail Trade</b>	246	\$403	322	79	\$535
<b>Transportation and Warehousing</b>	16	\$668	23	63	\$1,158
<b>Information</b>	17	\$1,104	26	0	\$1,120
<b>Finance and Insurance</b>	92	\$847	79	0	\$1,265
<b>Real Estate, Rental, and Leasing</b>	48	\$756	27	7	\$641
<b>Professional, Scientific, and Technical Services</b>	228	\$1,892	189	13	\$1,849
<b>Administrative, Support, and Waste Management</b>	107	\$483	125	21	\$610
<b>Educational Services</b>	262	\$810	216	44	\$961
<b>Health Care and Social Assistance</b>	391	\$460	218	55	\$723
<b>Arts, Entertainment, and Recreation</b>	57	\$366	19	6	\$567
<b>Accommodation and Food Services</b>	228	\$267	229	73	\$456
<b>Other Services (except Public Administration)</b>	136	\$741	147	16	\$589
<b>Public Administration</b>	722	\$840	670	24	\$1,075

Source: \* Virginia Employment Commission, Economic Information & Analytics, Quarterly Census of Employment and Wages (QCEW), 3<sup>rd</sup> Quarter 2012 and 2<sup>nd</sup> Quarter 2021. \*\*U.S. Census Bureau, Local Employment Dynamics (LED) Program, 3<sup>rd</sup> Quarter 2020, all ownerships.

## 5. Income

a. **Median Household Income.** Median household income is the middle income in a distribution of all family incomes. The U.S. Census, in conjunction with American Community Survey, conducts estimates of income on a periodic basis. In 2019, the median household income was \$80,026 – an increase from the 2000 Census figure of \$59,750 of approximately 34%. This figure exceeds the statewide median of \$74,222 and also exceeds figures in Frederick County (\$78,002), City of Winchester (\$58,818), and Warren County (\$69,116). The County's figure was less than the median income in Jefferson County, WV (\$80,430), Fairfax County (\$124,831), Loudoun County (\$142,299), and Fauquier County (\$100,783).

b. **Per Capita Income.** Per capita income is the average income per person in a defined area. In Clarke County, the per capita income was \$41,332 per the 2019 estimates – up from \$37,551 reported in the 2010 Census. This exceeds the state average of \$39,278. Similarly, the County's income figure exceeded Frederick County (\$35,123), City of Winchester (\$30,859), Warren County (\$32,086), and Jefferson County, WV (\$36,305). The County's figure was less than Fairfax County (\$56,231), Loudoun County (\$55,744), and Fauquier County (\$45,408).

c. **Poverty Status.** Poverty is defined by the U.S. Department of Housing and Urban Development as an income level of 30% or less of median income varied by household size. Per the 2019 estimates, 6.2% of Clarke County's residents were determined to be below the poverty level. This figure is well below the statewide average of 9.2% and also below Frederick County (7.4%), City of Winchester (16.3%), Warren County (10.1%), and Jefferson County, WV (7.8%). The figure was above the figures for Fairfax (5.3%), Loudoun (3.2%) and Fauquier Counties (6.0%).

## 6. Ethnic Composition

The ethnic composition of a community is a key element of its character. Change in the relative size of ethnic groups can be a challenge and an opportunity for a community. Currently, the County is relatively homogenous, but this has not always been the case. The first census of Clarke County, in 1840, showed 55% of population to be African-American (52% slaves and 3% free colored), but this gradually changed over time. In 2000, African-American residents made up 6.7% of the County’s population. This number decreased to 5.5% in the 2010 Census, and is currently at 4.7% based on 2021 census estimates. Over the same time period, the County’s Hispanic population increased from 1.5% to 6.4% reflecting national trends.

**TABLE 12 – Ethnic Composition of Population**

<b>ETHNICITY</b>	<b>2000</b>	<b>2010</b>	<b>2021</b>
<b>Population**</b>	12,652	14,034	14,783
<b>White persons (%)*</b>	91.1%	91.0%	90.6%
<b>Black persons (%)*</b>	6.7%	5.5%	4.7%
<b>Hispanic/Latino persons (%)*</b>	1.5%	3.6%	6.4%
<b>American Indian/Alaska Native (%)*</b>	n/a	0.3%	.7%
<b>Asian persons (%)*</b>	n/a	1.1%	1.4%
<b>Hawaiian/Pacific Islander persons (%)*</b>	n/a	0.1%	.1%
<b>Two or more races (%)*</b>	n/a	2.0%	2.5%
<b>White persons not Hispanic (%)*</b>	n/a	88.0%	85.3%

Source: \*US Census 2000, 2010, and Population Estimates, July 2021. \*\* US Census 2020.

## 7. Age Distribution

Population age distribution is very important from a planning perspective for several reasons. People under age 18 and over age 65 years are generally more dependent on family or public resources than those of prime working ages. Therefore, a large population in these age brackets can dramatically influence per capita income and buying power.

According to the Census Bureau’s 2019 American Community Survey 5 Year Estimates, nationally 25.0% of the population is 19 years or younger, 58.6% is between the ages of 20 and 64, and 16.5% is 65 and older. For Virginia, 24.6% of the population is 19 years or younger, 59.4% is between the ages of 20 and 64, and 15.9% is 65 and older. In comparison, Clarke County’s population is a little older on average with 22.6% below 20 years of age, 56.7% between 20 and 64, and 20.7% is 65 and older.

**TABLE 13 – Age Distribution of Population in Clarke County**

Age Range	1970	1980	1990	2000	2010*	2019*
17 or younger	32.4%	27.0%	22.8%	23.4%	23.2%	20.7%
Under 5 years	8.0%	6.0%	6.4%	5.2%	5.2%	4.4%
5-17 years	24.4%	21.0%	16.4%	18.2%	18.0%	16.2%
18-64 years	56.0%	59.5%	63.2%	62.0%	61.5%	58.6%
65 years or older	11.6%	13.5%	14.0%	14.6%	15.3%	20.7%

Sources: American Community Survey, 2010 and 2019 5-Year Estimates

## 8. Educational Attainment

The US Census Bureau’s American Community Survey 5-year Estimates (2019) indicate that 89.1% of persons over 25 years of age in Clarke County were high school graduates. This figure is slightly lower than the statewide average of 90%. 32.2% of persons over 25 years of age have completed a four year college degree which is slightly below the statewide average of 39.6%. Increases in both rates are shown in the table below.

**TABLE 14 – Educational Attainment of Persons over 25 Years of Age in Clarke County**

Year	High School Diploma or Greater	4 year college degree or greater
1980	57.3%	15.7%
1990	75.0%	18.6%
2000	82.1%	23.5%
2010*	87.5%	29.2%
2019*	89.1%	32.2%

Sources: US Census (1980, 1990, and 2000)

\*2010 & 2019 American Community Survey 5-year Estimates

## G. HOUSING PATTERNS

### 1. Housing Growth

Since sliding scale zoning was implemented in 1980, the County has experienced a positive growth that fluctuates depending on supply and demand for new housing. From 1990 until 2010 the decadal growth rate was relatively stable, averaging approximately 16%. In 2020, the decadal growth rate in the County dropped to 3.4%. The lower demand for housing, resulting from the housing recession that began in 2008, is the primary factor for this change.

**TABLE 15A – Housing Growth**

	1980	1990	2000	2010	2020
<b>Population</b>	9,965	12,101	12,652	14,034	14,783
<i>Percentage Increase</i>	<i>n/a</i>	<i>21.4%</i>	<i>4.5%</i>	<i>10.9%</i>	<i>5.3%</i>
<b># of Dwelling Units</b>	3,961	4,531	5,388	6,185	6,396*
<i>Percentage Increase</i>	<i>n/a</i>	<i>14.4%</i>	<i>18.9%</i>	<i>14.8%</i>	<i>3.4%*</i>
<b>Persons Per Household</b>	2.52	2.67	2.35	2.27	2.54*

Sources: US Census (2020)

\* 2019 American Community Survey 5-year Estimates

### 2. Distribution of Housing

Distribution of the housing stock influences the County's ability to provide public services, affects the amount of land available for agriculture, and affects the rural and scenic character of the County. For these reasons, the County has designated Berryville and Boyce as the most appropriate areas for residential growth to occur. However, from 1980 to 1992, fewer than 4% of the permits issued for new dwelling units were within the designated growth area. In the 1980s, 98% of new units were built outside of Berryville, compared with 85% of new units in the 1990s. From 2000 to 2009, 53% of new housing units were built outside of the Towns. Despite the slowdown in the residential housing market, the distribution of houses remained relatively consistent between 2010 and 2020 with 56% of new housing in the County and 44% in the Towns.

The table below lists the distribution of residential lots and housing units approved by decade in the County and in the Towns of Berryville and Boyce.

**TABLE 15B – Residential Lots and Housing Units, 1970-2020**

	1970-1979	1980-1989	1990-1999	2000-2009	2010-2020
<b>New residential lots-Berryville</b>	n/a	n/a	407	358	82
<b>New housing units-Berryville</b>	n/a	14	224	403	157
<b>New residential lots-Boyce</b>	n/a	n/a	n/a	132	22
<b>New housing units-Boyce</b>	n/a	n/a	n/a	86	47
<b>New residential lots-County</b>	456	350	305	323	69
<i>East of Shenandoah River</i>	<i>n/a</i>	<i>n/a</i>	65	82	14
<i>West of Shenandoah River</i>	<i>n/a</i>	<i>n/a</i>	240	246	55
<b>New housing units-County</b>	n/a	665	556	561	263
<b>Total # of new residential lots</b>	n/a	n/a	712	813	173
<b>Total # of new housing units</b>	777	679	780	1,050	467

With the adoption of the Berryville Area Plan and the approval of several major subdivisions within that area, along with three new subdivisions developed within the Town of Boyce, the County is successfully directing future growth to the designated areas.

The table below lists the major subdivisions developed in Boyce and Berryville between 1995 and 2020. In addition, Fellowship Square, a 50-lot subdivision was recently approved by the Town of Berryville.

**TABLE 15C – Major Subdivisions Added in the Towns of Boyce and Berryville, 1995-2020**

	Total Acreage	Total Number of Lots
<b>Town of Berryville</b>		
The Hermitage	107	284
Battlefield Estates	208	200
Berryville Glen	72	71
Darbybrook	38	85
Southgate	11	26
Shenandoah Crossing	19	82
<b>Town of Boyce</b>		
Boyce Crossing	21	43
Roseville Downs	10	28
Meadow View	13	41

### **3. Housing Condition**

The predominant dwelling unit type in Clarke County is single-family detached, which represents 91.8% of all housing units. Of the 6,345 housing units identified by the 2019 American Community Survey Estimates, there was a total vacancy rate of 11.6%. The census considers two factors when measuring the condition of housing: lack of complete plumbing and overcrowding (more than one occupant per room). The number of dwelling units lacking complete plumbing in Clarke County declined by 56% from 1980 to 1990 (334 to 147), and by 76% from 1990 to 2000 (147 to 35 or 0.7% of the total houses). From 2000-2010, that number dropped from 35 to 24 homes. The 2019 American Community Survey Estimates indicates that 100% of Clarke County's occupied housing units include complete plumbing facilities. Housing units considered overcrowded (one or more persons per room) fluctuated due to economic conditions since 1980. In 1980 there were 101 overcrowded units. This increased to 115 in 1990, declined to 29 in 2000, increased to 67 in 2010, and declined to 36 in 2020.

#### 4. Housing Affordability

Housing affordability is measured by the percentage of monthly income spent on rent or mortgage. Housing is considered affordable if the household costs are not more than 30% of monthly income. The 2019 American Community Survey Estimates state that 28.5% of county households in occupied housing units spend 30% or more of their monthly income on housing costs. The median monthly mortgage amount was \$1,776. The median monthly gross rent was \$1,151.

For occupied housing, another measure of affordability is a purchase price of not more than 3 times a household’s annual income. According to the 2019 American Community Survey Estimates, the median family income in Clarke County was \$80,026, and the median value of an owner-occupied housing unit was \$347,200 (over 4.3 times the median family income).

**TABLE 16 --- Other Housing Statistics**

<b>Total Housing Units</b>	6,345
<b>Occupied Housing Units</b>	5,612 (88.4%)
<b>Vacant Housing Units</b>	733 (11.6%)
<b>Owner-Occupied Units</b>	75%
<b>Renter-Occupied Units</b>	25%
<b>Homeowner Vacancy Rate*</b>	1%
<b>Rental Vacancy Rate</b>	5.5%
<b>Year Structure Built (% of total)</b>	
<b>2000 or later</b>	14.3%
<b>1990-1999</b>	11.6
<b>1980-1989</b>	13.6
<b>1960-1979</b>	27.0%
<b>1940-1959</b>	15.8%
<b>1939 or earlier</b>	17.7%
<b>Median Home Value (owner occupied)</b>	\$347,200
<b>Median Monthly Housing Costs</b>	\$1,338
<b>Median Gross Rent</b>	\$1,151

Source: 2019 American Community Survey 5-Year Estimates

\* Homeowner Vacancy rate is the proportion of homeowner inventory that is vacant “for sale.”

## H. LAND USE

### 1. Land Use Types

Land use in Clarke County is predominantly agricultural, forested, and open space. Commercial intersections, villages, towns, and rural subdivisions are lightly dispersed throughout the County. The Town of Berryville, the predominant area of nonrural land use, includes industrial land, a central business district, and relatively dense residential development. The Town of Boyce also contains development on a nonrural scale with three residential subdivisions built in the past ten years surrounding a modest sized town core. Forest covers much of the rugged land east of the Shenandoah River. Suburban residential parcels located east of the Shenandoah River (lots under six acres) consume 10.4% of this land area as opposed to 5.3% on land west of the river. This is due primarily to the presence of subdivisions that were platted prior to the 1980 implementation of sliding-scale zoning such as Shenandoah Retreat and Carefree Acres. The land west of the Shenandoah River is the agricultural heartland of Clarke County. Almost 70% of this land is used for agriculture-related operations, and almost 85% is in parcels of 20 acres or more.

There are four distinct references to agricultural land:

1. Clarke County Zoning Ordinance. The AOC and FOC Zoning Districts of the Clarke County Zoning Ordinance both allow agricultural land uses. The AOC District is located in most of the Valley portion of the County, located west of the Shenandoah River. It is primarily intended for agricultural uses. AOC District regulations distinguish a parcel as agricultural when it is 20 or more acres in land area. Further distinctions exist for parcels that are 100 or more acres in size. The FOC District is located on most of the Blue Ridge portion of the County, located east of the Shenandoah River. It is primarily intended for forests.
2. Clarke County Agricultural and Forestal Districts. Agricultural and Forestal Districts are a designation established by the Virginia General Assembly (Code of Virginia, §15.2-4300 through 4314 as amended) to protect and enhance agricultural land as an economic and natural resource. Landowners voluntarily apply for inclusion in a district, but their property must meet specific criteria as agricultural land. By being in a district, the property is automatically eligible for taxation based solely on its agricultural value. The Clarke County Agricultural and Forestal District program was first established by the Board of Supervisors in 1986 and is subject to renewal every seven years.
3. Agricultural Land Classification. The Clarke County Commissioner of Revenue classifies land for the purpose of taxation based on actual use, following criteria established by the Virginia Department of Taxation.
4. Agriculture (cropland/pasture) Land Cover  
Aerial photography, when read by experts, provides the most accurate accounting for actual land use. The Smithsonian Institution, as part of an effort to identify wildlife habitats, also identified agricultural activities.

Some or all of these four designations may apply to a given property depending on the location (in the case of zoning), program participation (in the case of the Agricultural and Forestal Districts), or

current use of the property (in the case of land use taxation and land cover).

Below is a table listing the land area of the County and the Towns of Berryville and Boyce according to current land use, and a table listing land area by zoning district classification:

**TABLE 17 – Current Land Use**

LAND USE TYPES	Berryville (acres/%)	Boyce (acres/%)	County East (acres/%)	County West (acres/%)	Total (acres/%)
<b>Urban Residential*</b>					
<b>With Dwellings</b>	677/0.6%	117/0.1%			794/0.7%
<b>Without Dwellings</b>	233/0.2%	610/0.05%			294/0.3%
<b>Suburban Residential**</b>					
<b>With Dwellings</b>			2,324/2.0%	3,657/3.2%	5,981/5.2%
<b>Without Dwellings</b>			1,035/0.9%	675/0.6%	1,710/1.5%
<b>Rural Residential***</b>					
<b>With Dwellings</b>			3,006/2.6%	4,836/4.2%	7,842/6.9%
<b>Without Dwellings</b>			1,069/0.9%	1,300/1.1%	2,369/2.1%
<b>Agricultural</b>					
<b>20 to &lt;100 acre parcels</b>			10,046/8.8%	29,552/25.9%	39,598/34.7%
<b>100+ acre parcels</b>			7,229/6.3%	40,925/35.9%	48,154/42.2%
<b>Other&lt;</b>					
<b>Govt. parcels</b>			2,280/2.0%	1,095/1.0%	3,375/3.0%
<b>Commercial****</b>			6/0.005%	167/0.1%	173/0.2%
<b>Shenandoah River</b>					946/0.8%
<b>Roads</b>					2,396/2.1%

Sources: Clarke County GIS and Commissioner of the Revenue records

Note: Parcels located in the County may be included in more than one use type. Land use types are derived from designations used by the Commissioner of the Revenue.

\* Urban Residential – Limited to parcels located in the Towns of Berryville and Boyce

\*\* Suburban Residential – Limited to parcels located in the County and less than 6 acres in size

\*\*\* Rural Residential – Limited to parcels located in the County and between 6 and 20 acres in size

\*\*\*\*This item does not include commercial acreage located within the Towns of Berryville and Boyce (see Table 18)

Total acreage of County – 114,103 (source GIS)

< Other is a category that includes land uses that do not fit within the larger land use categories, such as land owned by government entities, commercially zoned property, land within public rights-of-way, and land that includes the Shenandoah River.

**TABLE 18 – County Zoning Districts; Land Uses in Berryville and Boyce**

<b>Land Use Categories</b>	<b>Acres</b>	<b>%</b>
<b>Agricultural-Open Space-Conservation (AOC)</b>	84,112*	72.7%
<b>Forestal-Open Space-Conservation (FOC)</b>	27,048	23.7%
<b>Rural Residential</b>	801	0.7%
<b>Neighborhood Commercial</b>	33	<.01%
<b>Highway Commercial</b>	143	0.1%
<b>Light Industrial</b>	0	0.0%
<b>Boyce</b>	232	0.2%
<b>Residential</b>	204	
<b>Commercial</b>	28	
<b>Berryville</b>	1,462	1.3%
<b>Residential</b>	1,045	
<b>Commercial</b>	384	
<b>Berryville Annexation Area</b>	257	0.2%
<b>Residential</b>	156	
<b>Commercial</b>	26	
<b>Institutional/Open Space</b>	75	
<b>Industrial</b>	0	
<b>Total Acreage</b>	114,103	100.0%

\* includes 946 acres of Shenandoah River

## **2. Zoning and Subdivision**

In 1980, Clarke County adopted a method of rural land preservation known as sliding-scale zoning. The primary purpose of sliding-scale zoning is to preserve agricultural land and the rural character of the County. This is accomplished by limiting the number of parcels that may be created, limiting the size of new parcels, and keeping residual parcels as large as possible. Sliding-scale zoning allocates dwelling unit rights (DURs) for parcels of land and a maximum number of dwelling units that may be built in the Agricultural/Open Space/Conservation (AOC) Zoning District and Forestal/Open Space/Conservation (FOC) Zoning District. That number cannot be increased unless parcels are rezoned in designated growth areas but is decreased as landowners build houses or place their property under permanent open-space easement. Approximately 27,111 acres of the County have been placed in permanent open-space easement. An additional 4,000 acres is recreational open space, primarily the Appalachian Trail.

A total of 6,696 DURs were initially allocated when sliding-scale zoning was implemented in 1980. As of December 2021, a total of 3,412 DURs remain unused. This equates to 2,541 DURs in AOC areas west of the Shenandoah River, and 1,158 DURs in FOC areas east of the river. When all DURs have been used in the AOC and FOC areas, the number of dwelling units in the rural portion of the County is intended to remain stable in perpetuity.

There are also areas of higher density residential parcels located in the unincorporated areas of the

County that are zoned Rural Residential (RR). The Rural Residential zoning designation was used to identify concentrations of residential development that existed prior to the 1980 implementation of sliding-scale zoning. These areas include the villages of Millwood and White Post, Shenandoah Retreat, and scattered parcels around the towns of Berryville and Boyce. RR-zoned parcels do not have DURs assigned to them and are instead governed by minimum lot size and other dimensional standards. Although there are some undeveloped RR-zoned parcels remaining, full build-out of these parcels would have a minimal impact on the total number of dwellings in the County. The RR zoning designation is not intended to be used to create new residential developments or to expand the number of parcels in existing developments or villages.

Analysis of subdivision records from 1970 to 2005 shows two important trends. The population of Clarke County (outside the Berryville Area) and the number of households continued to grow, albeit at a slower rate in the 1990s, compared with the 1980s and the first half of the 2000s. However, parcel creation occurred more slowly when compared to the number of new houses. There were 2.0 new houses built for every lot created in this decade compared to 1.8 houses for every new lot in the 1990s. In addition, the average number of new lots created per subdivision decreased, along with the acreage involved in subdivisions. These trends continued into the past two decades, showing the impact of the County’s policies to direct residential growth. These trends are relevant when compared with the higher rates of growth in Loudoun and Frederick Counties.

**TABLE 19 – Lots Created & Houses Built Outside of the Towns of Berryville and Boyce**

	<b>1970-1979</b>	<b>1980-1989</b>	<b>1990-2000</b>	<b>2001-2010</b>	<b>2011-2020</b>
<b>Lots Created</b>	456	350	330	312	64
<b>Houses Built</b>	777	665	624	516	253

To complement the land preservation elements of sliding-scale zoning, the County and Town of Berryville have jointly adopted the Berryville Area Plan (BAP) as a master plan for the development of County lands planned for annexation into the Town of Berryville. As estimated in 1992, the BAP allows for approximately 500 new dwellings to be developed and annexed to the Town of Berryville. The total number of housing units expected in the Berryville area at full build-out is about 2,200 (1,100 existing + 600 new in pre-1989 town limits + 500 new in annexation area). Based on adopted policies and zoning regulations, the Town population would increase from 4,185 in 2010 to about 5,500 at full build-out (assuming 2.5 people per household, county average in the 2000 Census).

In the 2000s, three major subdivisions were developed in the Town of Boyce that added a total of 112 new lots. As of 2013, development in these subdivisions has either reached or is close to full build-out.

Currently, there are 280 acres of commercially zoned land in Berryville, 6 acres to be annexed by Berryville, 30 acres in the Town of Boyce, and 158 acres elsewhere in the County (Double Tollgate, Waterloo, etc.), for a total of 474 acres of land in the County zoned commercial. This does not include the 248 acres of light industrial or business park zoning. The Urban Land Institute defines a neighborhood commercial center as ranging from 3 to 10 acres, with a minimum resident population ranging from 3,000 to 40,000. A community commercial center ranges from 10 to 30 acres, with a minimum resident population ranging from 40,000 to 150,000 (Shopping Center Development

Handbook. Third Edition. Washington, DC: ULI-the Urban Land Institute, 1999, page 13).

Comparing anticipated population growth against the area currently zoned commercial suggests that additional commercial zoning will not be necessary. However, the location of some of the current commercially zoned property may not meet market needs, and some, because of location and other factors, is unlikely to be developed. The rezoning of such properties to more usable zoning districts or districts that are consistent with the property's current use, as well as consideration of additional commercial zoning, should be evaluated in conjunction with the creation of the County's Economic Development Strategic Plan.

Analysis of subdivision growth has shown favorable results since the adoption of sliding scale zoning in 1980. If sliding scale zoning, in conjunction with the goals expressed in the Comprehensive Plan, continues to prove successful, modest population changes will result in the future. Based upon current projections, the population of Clarke County could reach 15,560 residents by the year 2035. Total population growth may not be altered greatly by the current policies, but growth will continue to be directed to the Towns and designated growth areas as outlined in the Comprehensive Plan. This effect will become more pronounced as dwelling unit rights are used up in the rural portions of the County.

## **I. PUBLIC INFRASTRUCTURE AND SERVICES**

This section provides a summary of the public infrastructure elements and services provided by the local government entities in Clarke County.

### **1. Water and Sewer**

Public water and public sewer services are provided to the incorporated towns, business intersections, and some villages and unincorporated areas on a limited basis. Those areas not served by public water and public sewer rely on private groundwater wells and private onsite sewage disposal systems.

#### Town of Berryville Water and Sewer

The Town of Berryville is served by a surface water treatment facility located in the County with a raw water withdrawal from the Shenandoah River. The Berryville Water System provides approximately 1,600 residential and commercial service connections. The average daily water production is 380,000 gallons per day, with a permitted design capacity of 864,000 gallons per day. The combined water tank capacity for use by residents of the Town of Berryville is 3,500,000 gallons.

The Berryville Wastewater Treatment Facility is an advanced treatment Membrane Bioreactor utilizing two stage preliminary screening, grit removal, flow equalization, advanced activated biosolids treatment, 0.04 micron filtration, and ultraviolet disinfection. The design capacity is 0.7 MGD with a peaking factor of 2.1 MGD daily max hydraulic load. Solids management is handled by two rotary fan presses and biosolids are currently used for landfill reclamation by the Frederick County Landfill. This facility has been operating since September 2012 and consistently produces an effluent meeting stringent water quality criterion. This system is designed to handle the Town's needs for the next twenty plus years and is designed to expand as needed in the future to accommodate growth.

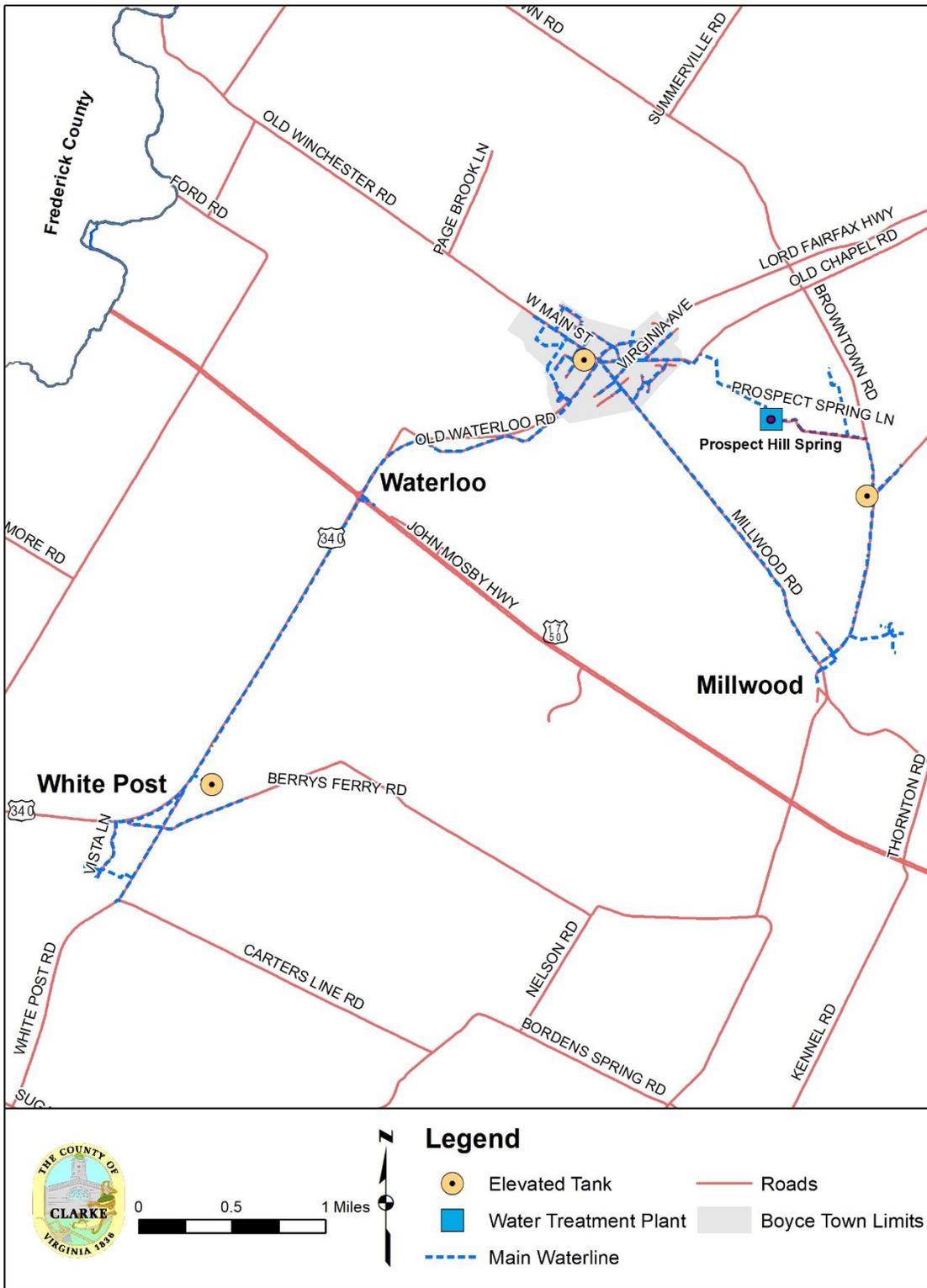
The Town's wastewater is conveyed to the treatment plant through a series of underground pipes and pumping stations. The collection system is also going through continual upgrades and repairs through regularly scheduled maintenance by the Town.

#### County Water and Sewer -- Clarke County Sanitary Authority

The Clarke County Sanitary Authority operates the public water and sewer systems that serve the Town of Boyce, the unincorporated village of Millwood, the unincorporated village of White Post (water only), and commercial-zoned properties at the Waterloo intersection (U.S. 50 and U.S. 340). The Authority is responsible for Prospect Hill Spring, the public water supply for approximately 400 households and businesses. The Authority is also responsible for the operations of the Boyce Sewage Treatment Facility located in the Town of Boyce. The Authority contracts with Imboden Environmental Services, Inc., as a consultant to assist with water and sewer system operations.

The Authority is governed by a five-member board that is appointed by the Board of Supervisors. Authority members serve four-year terms and one member is required to be a resident of the Town of Boyce.

### Map 8, County Water Lines



### Map 9, County Sewer Service District



### Public Water and Sewer Expansion Efforts

In response to changes in ownership of the former State-owned property adjacent to the Double Tollgate Plan Area and requests from owners of property within the Plan Area, the County began efforts in 2021 to obtain public water and public sewer service from Frederick County. Clarke officials requested the Frederick County Board of Supervisors to authorize its authority, Frederick Water, to extend service to Double Tollgate and provide up to 150,000 gallons per day of water and sewer services. The Frederick Board voted to approve this authorization in October 2021. As of the drafting of this Plan, negotiations between Clarke County and Frederick Water remain in process.

Additional information on public water and public sewer may be found in the Water Resources Plan.

## **2. General Government -- County Administration**

Clarke County is governed by a five-member board that is elected by the citizens to serve four year terms. The County's chief administrative officer is the County Administrator who serves at the pleasure of the Board and manages the County Administration Office.

The County Administration Office directs and supervises the day-to-day operations of all county departments and agencies that are under the direct control of the Board of Supervisors, pursuant to county ordinances and regulations. The Office also serves as the Board's official liaison to the constitutional officers, the judiciary, state and regional agencies. In addition, the Office provides administrative support to the Board of Supervisors, and the Office implements directives with regard to board agendas, meetings, resolutions, and constituent services.

The County Administration Office is the primary point of contact for citizens seeking information regarding county activities. Duties include responding to Freedom of Information Act requests, clerking various boards and commissions, and serving as the records custodian for various county documents. The Office also handles special event applications.

The County Administration Office provides human resources support for county employees, serves as the Conflict of Interest Officer for all boards, committees, and commissions, and answers the main county government phone.

The Berryville-Clarke County Government Center is shared with the Town of Berryville and the Clarke County Library. In addition to housing the County Administration Office and Board of Supervisors/Town Council meeting room, the following departments are also located in the Government Center:

### County

- County Administration
- Department of Planning
- Commissioner of the Revenue
- County Treasurer
- Building Department
- Department of Fire, Emergency Medical Services, and Emergency Management
- Registrar
- Information Technology

### Town of Berryville

- Town Manager's Office
- Planning
- Police Department
- Town Business Office

### **3. Law Enforcement, Public Safety Communications, and Animal Control**

#### Law Enforcement -- County

The Clarke County Sheriff's Office (CCSO) provides law enforcement for the County's unincorporated areas and the Town of Boyce. Clarke County Sheriff's deputies patrol county roads, control traffic, investigate crimes, escort prisoners, provide courthouse and courtroom security, and serve legal documents. The Sheriff's Office is accredited by the Virginia Law Enforcement Professional Standards Commission, and it is a member of the Northwest Virginia Regional Drug and Gang Task Force. The Sheriff is a constitutional officer elected by the citizens for a four-year term.

The CCSO is located at 100 N. Church St. in Berryville.

#### Law Enforcement -- Town of Berryville

The Berryville Police Department provides law enforcement for the Town of Berryville. The Department also provides several community services such as fingerprinting of children for identification purposes, house checks while occupants are out of town for extended periods of time, youth substance abuse awareness and prevention programs, formation and organization of Neighborhood Watch programs, Child Safety Seat Installation/Inspection, bicycle safety and security programs and other public safety and security programs by special arrangement. The Department is led by the Chief of Police who is appointed by the Town Manager.

The Police Department is located in the Berryville-Clarke County Government Center at 101 Chalmers Court in Berryville.

#### Town of Boyce

The Town of Boyce does not operate its own police department and relies on the Clarke County Sheriff's Office for law enforcement. The Town does employ a code enforcement officer to enforce various provisions of the Town Code.

#### Public Safety Communications

The Emergency Communications Center is responsible for around-the-clock dispatch of emergency (911) and non-emergency (540-955-1234) calls in the towns and county-wide. The Emergency Communications Center and Sheriff's Office maintain emergency contact information for owners of livestock (cattle, horses, sheep, etc.) so contact can be made in the event animals are reported running loose or injured. The Emergency Communications Center is located at 100 N. Church St. in Berryville.

#### Animal Control

Animal Control functions are operated as a partnership between the Clarke County Sheriff's Office and Clarke County Animal Shelter to ensure the health and safety of domestic animals, including livestock, within the County, Town of Berryville, and Town of Boyce.

The Clarke County Animal Shelter is managed by Clarke County but is owned by the Clarke County Humane Foundation, a 501(c)(3) corporation. It is located at 225 Ramsburg Lane in Berryville.

#### **4. Fire, Rescue, and Emergency Management**

##### Fire, Rescue, and Emergency Management

Clarke County operates a combined volunteer-career system which relies heavily on the efforts of trained volunteer firefighters and emergency medical technicians supported by paid personnel provided by the County. The County is served by three fire and rescue stations:

- John H. Enders Fire & Rescue Company located at 9 South Buckmarsh Street in Berryville
- Blue Ridge Volunteer Fire and Rescue Company at 131 Retreat Road adjacent to Shenandoah Retreat.
- Boyce Volunteer Fire Company located at 7 South Greenway Avenue in Boyce.

The Department of Fire, Emergency Medical Services (EMS) & Emergency Management coordinates all services of Clarke County's three volunteer fire and rescue companies as well as all emergency preparedness planning and response for the county. It manages paid EMS staff and the Fee for Service program. The Department oversees professional responses to fire, medical, and environmental emergencies. The Department is dedicated to minimizing the loss of life and property through fire suppression, rescue, education, and other programs.

The Department is located in the Berryville-Clarke County Government Center at 101 Chalmers Court in Berryville.

#### **5. Library**

The Clarke County Library is a branch of the Handley Regional Library system and is located in the Berryville-Clarke County Government Center at 101 Chalmers Court in Berryville. Access to the library and its resources are free to residents of Clarke and Frederick Counties and the City of Winchester. In addition to books, audio resources, and visual resources, the Library is equipped with public computers, WiFi access, and meeting rooms.

#### **6. Schools**

Clarke County Public Schools operates four public schools for grades K-12:

- D.G. Cooley Elementary School located at 240 Westwood Road in Berryville.
- Boyce Elementary School located at 119 West Main St. in Boyce.
- Johnson-Williams Middle School located at 200 Swan Ave. in Berryville.
- Clarke County High School located at 627 Mosby Blvd. in Berryville.

Clarke County Public Schools is overseen by the Clarke County School Board, a five-member board that is elected by the citizens of the County. Administrative offices are located at 317 West Main Street in Berryville.

## **7. Parks & Recreation (see Recreation Plan for non-County resources)**

### Clarke County Parks & Recreation Department

The Clarke County Parks & Recreation Department manages county-owned Chet Hobert Park, a 102-acre property west of Berryville. The park includes an outdoor swimming pool, 6 lighted outdoor tennis courts, 6 baseball-softball fields, 5 picnic shelters, 2 playgrounds, a 2-mile fitness trail, a dog park, and 13 soccer fields of various sizes. The Clarke County Recreation Center has exercise equipment, a gymnasium, meeting rooms, and kitchen. One room serves as the Clarke County Senior Center, offering programming and lunch for seniors four days each week. The Department offers a wide variety of activities and programs for people of all ages.

Chet Hobert Park and the Clarke County Recreation Center are located at 225 Al Smith Circle in Berryville.

### Clarke County Public Schools Facilities

Clarke County Public Schools operate a number of active recreation facilities used primarily for school athletics but also for limited use by the public. This includes a football/soccer stadium, baseball/softball fields, track, playgrounds, and indoor/outdoor basketball (limited access).

### Town of Berryville

The Town of Berryville owns and maintains the three-acre Rose Hill Park in the heart of downtown Berryville. Rose Hill Park provides a great place for families to relax and enjoy a peaceful outing. Park facilities include a playground designed for younger citizens, basketball courts, and a gazebo.

### Kohn property

The Kohn property is a currently undeveloped site located off Ebenezer Road that was gifted to the County. This property consists of 50 acres of mountain woodlands that was placed in conservation easement with the County by the owner. The deed of easement specifies the intended use for environmental education, passive recreation, and bird/wildlife watching. As a county facility, the Parks and Recreation Department and Advisory Board is tasked with developing a master plan for this facility.

The Recreation Component Plan contains additional information on the County's active and passive recreational resources.

## **8. Health and Human Services**

### Department of Social Services

Clarke County Department of Social Services (CCDSS) is the local administered office of the Virginia Department of Social Services. CCDSS administers Child Protective Services, In-Home and Prevention Services, Foster Care, Fostering Futures, and Adoption for families and children. CCDSS also provides Adult Protective Services and Adult Services for the elderly and disabled. In addition to services programs, Clarke County Department of Social Services administers benefit programs such as

the Supplemental Nutrition Assistance Program (SNAP, formerly known as food stamps), Medicaid, Temporary Assistance for Needy Families (TANF), Child Care Subsidy, Employment Assistance, and Energy Assistance programs.

CCDSS offices are located at 311 East Main Street in Berryville.

### Virginia Department of Health

The Clarke County Health Department — part of the Virginia Department of Health — is within the Lord Fairfax Health District, which serves the Northern Shenandoah Valley. The Health Department administers clinical services, environmental health services, and the Woman Infants and Children's Program (WIC).

The Virginia Department of Health Clarke County currently leases office space located at 100 North Buckmarsh Street in Berryville.

### Northwestern Community Services

Northwestern Community Services (NWCS) offers an array of outpatient, case management, day support, residential and emergency programs that are designed to enhance the quality of life for both children and adults affected by emotional/behavioral disorders, mental illness, substance use, and intellectual disabilities and developmental disabilities (ID/DD). NWCS specializes in rehabilitative and family support services for individuals with such long-term challenges as schizophrenia, bipolar disorder, major depression, addiction, and those with impairments from ID/DD. NWCS also provides 24-hour emergency evaluation, short-term treatment and hospital referral to individuals having mental health, emotional, substance use, or behavioral crises that pose a safety risk to themselves or others.

Northwestern operates several facilities throughout the northern Shenandoah Valley. The Clarke County clinic is located at 309 West Main Street in Berryville. This clinic provides services for adults and children, including Mental Health Case Management and Medication Management.

## **9. Joint Administrative Services**

Joint Administrative Services (JAS) was developed in a unique partnership between the Clarke County Board of Supervisors and the Clarke County School Board to share the costs and resources of certain common governmental functions. JAS is charged with managing the following day-to-day functions for both the County and Schools that would ordinarily be managed by separate departments:

- Budgeting
- Accounts payable
- Payroll
- Purchasing
- Risk management

JAS is overseen by a five-member appointed board which includes one School Board representative and one Board of Supervisors representative. JAS offices are located at 317 W. Main St. in Berryville.

## **10. Transportation**

Public roads in Clarke County – both primary and secondary -- are maintained by the Virginia Department of Transportation (VDOT). Secondary roads in the Town of Berryville are maintained by the Town while Main Street (Va. Route 7) and Buckmarsh Street (U.S. 340) are maintained by VDOT.

The Town of Boyce maintains several private streets located within its jurisdiction. Maintenance of all private roads in the County are the sole responsibility of the property owners.

The Transportation Plan contains additional information about the County's road network and priority transportation improvement projects.

# **CHAPTER II**

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## **Goals, Objectives, and Policies**

- 1. Agriculture**
- 2. Mountain Resources**
- 3. Natural Resources**
- 4. Historic Resources**
- 5. Conservation Easements**
- 6. Outdoor Recreational Resources**
- 7. Resource Conservation and Sustainability**
- 8. Village Plans (Millwood, Pine Grove, White Post)**
- 9. Designated Growth Areas for Development**
- 10. Economic Development**
- 11. Public Infrastructure, Capital Improvement Planning, and Fiscal Responsibility**
- 12. Transportation**
- 13. Broadband Internet Access**



## **GOALS**

The goals for land use planning in Clarke County are to:

1. Preserve and protect the agricultural, natural, and open-space character of unincorporated areas.
2. Focus development within designated planning areas including incorporated towns and established village and commercial areas, utilizing design elements that balance compatibility with each community's needs and unique character.
3. Encourage and maintain a diverse and viable local economy compatible with the County's size and character.
4. Exercise stewardship over resources so as to reduce the consumption of nonrenewable resources, utilizing renewable energy whenever possible; and foster within the private sector of the County a culture of resource conservation.
5. Provide for the economical delivery of necessary public services in conformance with the Comprehensive Plan and its implementing component plans.
6. Prevent significant degradation of natural resources. "Significant degradation" is a measurable negative reduction in the quality or quantity of a natural resource.
7. Understand that policy decisions are precedent-setting and ensure that all such decisions are carefully and thoughtfully examined to determine their consistency with the Comprehensive Plan, the implementing component plans, and with the County's land use philosophy.

## **OBJECTIVES**

### **Objective 1 -- Agriculture.**

Encourage agricultural operations and productivity to ensure the preservation and availability of land for the continued production of crops and livestock through the following policies and the Agricultural Land Plan. Ensure that any limited residential, commercial, and other non-agricultural uses and activities do not result in significant degradation to natural resources or disrupt the character and functionality of agricultural areas.

#### **Policies**

1. Promote and protect agriculture as the primary use of land in rural areas and inform the public of benefits of this policy.
2. Support a vigorous agricultural development program in the County that emphasizes promotion of Clarke County agricultural products, encourages cooperation with

individual agricultural interests within the County and with advocacy agencies, and liaisons with counties in the area that have similar development programs.

3. Utilize the Agricultural Land Evaluation and Site Assessment (LESA) System to assess accurately the suitability of land for continued agricultural use. The LESA system provides an objective evaluation tool that scores the soils and physical conditions of a parcel for agricultural use.
4. Make land use decisions and plans that are consistent with LESA ratings. Approve conversion of important farmland to nonfarm use only if an overriding public need exists to change the land use. Important farmland consists of soils that are best suited to food, feed, fiber, forage, and oilseed crops and includes areas containing:
  - Prime farmland
  - Farmland of statewide importance
  - Farmland of local importance
  - Unique farmland

Adopt regulations to limit future development in these important farmland areas in order to maximize the amount of land available for agricultural production.

5. Encourage the use of best management practices as outlined in the Chesapeake Bay Regulations and as determined by the Federal Total Maximum Daily Load (TMDL) program to improve water quality by the following methods:
  - a. Making technical assistance available.
  - b. Promoting public awareness on the benefits of, and necessity for, best management practices, erosion and sedimentation controls, storm water management and Chesapeake Bay Preservation Regulations.
  - c. Assisting in the establishment of conservation plans for all farms adjacent to perennial streams.
  - d. Encouraging all landowners engaged in agricultural activities to use the assistance of the Virginia Cooperative Extension Service, the Natural Resource Conservation Service, the Lord Fairfax Soil and Water Conservation District, and other public agencies.
6. Provide limited, low-density residential opportunities in unincorporated areas in a manner compatible with agricultural activities in the area of the county west of the Shenandoah River. Such residential development shall be consistent with the County's sliding-scale zoning regulations and shall not involve rezoning to a higher residential density to produce additional lots above the parcel's dwelling unit right allocation. Prohibit the rezoning of Agricultural-Open Space-Conservation (AOC) zoned properties to the Rural

Residential District (RR) in areas outside of designated growth areas and villages for new residential development. The purpose is to avoid loss of farmland, to avoid sprawl development, and to avoid consumption of potential conservation lands and open space.

7. To the maximum extent possible, separate nonagricultural land uses from existing agricultural lands and operations. Where nonagricultural operations are adjacent to existing agricultural operations, the nonagricultural operations should provide buffering in the form of fencing, landscaping, and open space. Require a right-to-farm warning notice to be included within the deed of dedication for new subdivisions in agricultural-zoned areas to promote awareness of living within an agricultural community.
8. With the exception of telecommunication and high-speed internet facilities, discourage extension of public utilities, including but not limited to public water and public sewer, and other growth-inducing public facilities into agricultural areas and land under permanent conservation easement.
9. Encourage all government agencies to consider the impacts that their programs and projects may have on maintaining the availability and use of agricultural land. Encourage them to eliminate or minimize adverse impacts.
10. Promote and support the renewal and expansion of the Clarke County Agricultural and Forestal District program by providing information on its benefits and incentives to associated farmland owners, timberland owners, and farm organizations. Use the Land Evaluation and Site Assessment (LESA) System for the objective and consistent evaluation of applications for additions to the Clarke County Agricultural District.
11. Support use-value taxation and other fiscal programs that help to alleviate economic burdens on owners of land used for agricultural, horticultural, forest, or open-space purposes (Code of Virginia, Section 58.1-3230, as amended). Promote existing and explore alternative strategies to protect agricultural land from escalating assessments as a result of development pressures.
12. Evaluate and consider implementing innovative land-conserving techniques as authorized by State law.
13. Agribusiness uses and activities are encouraged provided that:
  - a. They are compatible in scale to and intensity with surrounding agricultural uses.
  - b. They pose no threat to public health, safety, and welfare.
  - c. They further the goal of preserving farmland, open space, and the County's scenic beauty and historic resources.
  - d. They do not result in significant degradation of natural resources.

14. Agritourism uses and activities are encouraged as a means of facilitating the onsite sale of farm products and promoting agricultural education and appreciation. All agritourism activities shall be incidental to and directly supportive of the primary agricultural use on the property. Any agritourism activities or uses that exceed the intensity of the primary agricultural use shall either be prohibited or be approved by special use or other governing body permitting action.

**Objective 2 – Mountain Resources.**

Preserve the natural beauty and protect the ecology of lands located east of the Shenandoah River to ensure that development in those areas is in conformance with their environmental limitations through the following policies. Applicable policies are found in this Objective, Objective 3 (Natural Resources), and the Mountain Land Plan. Recognize that the wooded and steep landscape of the mountain areas poses unique challenges to development and that regulations should be developed to address these characteristics.

Policies

1. Collaborate with agencies, organizations, and surrounding counties to develop plans and strategies to mitigate transportation, development, and other current and future impacts on mountain lands.
2. Encourage the use of best management practices as outlined in the Chesapeake Bay Regulations and as determined by the Federal Total Maximum Daily Load (TMDL) program to improve water quality through the following methods:
  - a. Making technical assistance available.
  - b. Promoting public awareness on the benefits of, and necessity for, best management practices, erosion and sedimentation controls, stormwater management and Chesapeake Bay Preservation Regulations.
  - c. Assisting in the establishment of conservation plans for all farms adjacent to perennial streams.
  - d. Encouraging the participation of all landowners engaged in forestal activities to use the assistance of the Virginia Department of Forestry, the Natural Resources Conservation Service, the Lord Fairfax Soil and Water Conservation District, and other public agencies.
  - e. Supporting these and other innovative efforts to ensure continued water quality improvements in the future.
3. Provide limited, low-density residential opportunities in unincorporated areas in a manner compatible with agricultural and forestal activities in the area of the county east of the Shenandoah River. Such residential development shall be consistent with the County's

sliding-scale zoning regulations, and shall not involve rezoning to a higher residential density to exceed the parcel's dwelling unit right allocation. Regulations for residential development shall include the following characteristics.

- a. Shall be on a minimum area sufficient to provide proper placement of a dwelling, related accessory structures, well, and septic systems.
  - b. Shall not be located on steep slopes or areas with slippage soils.
  - c. Shall avoid ridgelines to the maximum extent practicable when developing a lot unless a ridgeline building site would produce the lowest potential for adverse environmental impacts and natural resource degradation.
  - d. Shall recognize the fragile nature of the soils and slopes, understanding that trees protect these features from erosion and clearing should be limited. Forestry best management practices and other acceptable measures shall be used during construction and afterwards to reduce erosion, preserve trees, and maintain the scenic beauty of mountain areas.
  - e. Shall be compatible with the natural features of that land and shall not diminish natural and scenic assets.
  - f. Shall respect environmental limitations and protect natural features during and after the development process.
4. Prohibit the rezoning of Forestal-Open Space-Conservation (FOC) zoned properties to the Rural Residential District (RR) in areas outside of designated growth areas and villages for new residential development. The purpose is to avoid loss of forest, to avoid sprawl development, and to avoid consumption of potential conservation lands and open space.
  5. Promote the protection of lands adjoining or visible from the Appalachian National Scenic Trail, the Shenandoah River, and other public lands. Protect the scenic value of those lands when making land use decisions and plans.
  6. Work proactively with the Mount Weather Emergency Operations Center and the Federal Emergency Management Agency (FEMA) to encourage compatible development, public notice, and public input opportunities for future expansion projects as well as continued communication and cooperation.

### **Objective 3 – Natural Resources.**

Protect natural resources, including but not limited to soil, water, air, viewsheds, night sky, sound, wildlife habitats, and fragile ecosystems through the following policies, the Water Resources Plan, and other adopted policies.

#### *Policies*

1. Prohibit land uses that are likely to result in significant degradation to the County's natural resources. Focus should be placed on but not be limited to ground and surface water quality and quantity in Karst topography, steep slopes, and the Shenandoah River. Regulations should be adopted to establish measurable thresholds that the County uses to determine what constitutes significant degradation of a natural resource.
2. Ensure that adverse environmental impacts of activities directly or indirectly related to construction are minimized. Require effective mitigation when impacts occur including but not limited to tree and vegetation removal, drainage-way alteration, and grading and filling. Provide for effective, proactive enforcement when necessary to prevent substantial damage to natural resources and adjacent properties.
3. Manage and protect floodplains by the following methods:
  - a. Limiting structures, uses, and activities in the 100 year floodplain that cause sedimentation, harm to property and water quality, and other adverse impacts due to the risk of floating debris and bank erosion.
  - b. Enforcing floodplain management regulations so that residents continue to be eligible for flood insurance under the National Flood Insurance Program.
  - c. Prohibiting installation of drain fields in the 10 year floodway.
  - d. Discouraging the use of drain fields within the 100 year floodplain.
4. Recognizing that the Shenandoah River is a state-designated Scenic River and is one of the County's predominant natural and recreational resources, provide for its protection by the following methods:
  - a. Cooperating with state agencies in developing a river corridor management plan.
  - b. Limiting development within the River's 100-year floodplain.
  - c. Promoting the placement of conservation easements on lands within view from the River to protect the scenic value of those lands when land use decisions and plans are made.

- d. Promoting efforts to reduce bank erosion, limiting the impact of new or expanded private river accesses (e.g, docks and ramps), protecting canoeists and other recreational users, and minimizing noise levels.
  - e. Considering participation in a regional Shenandoah State Scenic River Advisory Board and/or establishing a local board or committee to provide guidance and develop programs to protect and enhance the river's scenic beauty.
  - f. Promoting awareness of public parking areas and access points to encourage usage of these resources and as a means of discouraging roadside parking and unauthorized river access points.
5. Apply best management practices to protect local and regional water resources and environmentally sensitive areas such as the Shenandoah River, Opequon Creek, perennial streams, floodplains, wetlands, steep slopes, slippage soils, and highly erodible soils. Establish specific water quality performance guidelines to include Chesapeake Bay Resource Protection and Resource Management Areas when considering land use and development related activities.
  6. Identify and inventory important land suitable for the preservation and conservation of natural resources. Encourage landowners to apply for preservation programs such as the Agricultural and Forestal District program (AFD) as well as applicable use-value taxation for such lands as "real estate devoted to open space use" (Code of Virginia, Section 58.1-3230). Such real estate includes parcels adjacent to designated scenic rivers, wetlands, designated scenic highways, and registered historic structures. Such real estate also includes lands adjacent to or under permanent conservation easement or lying within the 100-year floodplain.
  7. Prohibit new or expanded mining, oil, or gas-drilling operations.
  8. Promote the placement of conservation easements on lands adjoining or visible from roads designated as Scenic Byways and protect the scenic value of those lands when making land use decisions and plans.
  9. Promote the concept of linear greenways to link natural features, wildlife corridors, and cultural and scenic resources such as:
    - Designated scenic rivers
    - Designated scenic highways
    - Registered historic properties
    - Permanent conservation easements
    - Recreation facilities
    - Blandy Experimental Farm

- Shenandoah University's Shenandoah River Campus
  - Appalachian Trail
10. Encourage and expand support for the Conservation Easement Purchase Program, both philosophically and financially, to protect natural resources important for preserving soils, watersheds, water quality, scenery, natural habitats, and air quality.
  11. In response to requests for rezoning land for more intensive use in designated growth areas, encourage applicants to proffer the placement of permanent conservation easements on important scenic, historic, open-space, conservation, agricultural, or wildlife-habitat lands.
  12. Ensure that the natural and/or cultural features of properties held in recorded Conservation Easements and state designated scenic rivers are protected when reviewing land use applications on adjacent properties.
  13. Support watershed management planning for each perennial stream and consider any watershed management plan as a factor in making land use decisions.
  14. Take all appropriate steps to protect public water sources, such as the Shenandoah River serving the Town of Berryville, and the Prospect Hill Spring serving the Town of Boyce and the communities of Millwood, Waterloo, and White Post.
  15. Support Shenandoah Basin regional water planning efforts including creation of surface water management areas, and programs to study and address low flow issues. Oppose efforts to establish new interbasin transfers within the Shenandoah River watershed.
  16. Utilize USGS Groundwater Study findings when evaluating proposed changes in land use and continue to support ongoing water resource monitoring efforts. Establish and maintain a long term water quality monitoring network and real-time water quantity monitoring network, in cooperation with the USGS, to track changes and better assess impacts to our water resources.
  17. Revise and implement the adopted County ordinance requiring pump out of septic systems per State requirements.
  18. Recognize that because karst terrane underlies the majority of Clarke County, groundwater in the County is highly susceptible to contamination. Take steps to protect groundwater and prevent contamination whenever possible.
  19. Adopt the most stringent regulations for alternative onsite sewage treatment systems permitted by State law to protect the County's vulnerable surface and groundwater resources. Implement an onsite treatment system monitoring program including enforcement of mandatory pump-out requirements for septic systems as described in Policy #17 above. For new development and re-development projects that require a land

use change, ensure use of the onsite sewage treatment method that provides the maximum protection to surface/groundwater resources and Karst terrane.

20. Promote multiple uses of forested land that are nonintensive and compatible, such as passive outdoor recreation, wildlife habitats, watershed protection, and forest management.
21. Ensure that timber harvesting is conducted in accordance with Virginia Department of Forestry and Chesapeake Bay protection standards. Also ensure that an approved forest management plan is in place for each site so that erosion and sedimentation of streams and other applicable impacts are minimized.
22. Promote the addition of forestal lands to the Clarke County Agricultural and Forestal District program by providing information on the program's benefits and incentives to owners of timber lands.

#### **Objective 4 – Historic Resources**

Preserve the County's historic character by protecting its historical and cultural resources for the aesthetic, social, and educational benefits of present and future citizens through the following policies and the Historic Resources Plan.

##### Policies

1. Develop innovative ways to protect and promote the economic and cultural importance of historic and archaeological resources.
2. Encourage and assist property owners to pursue State and National Register designation, either individually or through thematic nominations.
3. Encourage and assist property owners to place voluntary conservation easements on lands associated with historic buildings, sites, districts, and archaeological resources representing all historical time periods and cultures present in the County.
4. Support adaptive reuse of historic structures and properties that conforms to the County's Comprehensive Plan, regulations, and infrastructure capacity.
5. Establish and protect state and national historic districts, especially in rural areas, to recognize officially their historical significance and value.
6. Support the establishment of County historic overlay zoning districts to protect recognized properties and areas of historic and archaeological value and to ensure that new nonresidential development along access corridors leading to historic areas will be compatible and harmonious with such historic areas.

7. Ensure that proposed development in County historic overlay zoning districts is compatible with the historic, architectural, landscape, or archaeological attributes of nearby or adjoining properties, neighborhoods, and districts, and that archaeological resources on the development site are not disturbed. Encourage proposed development outside of these overlay districts to be compatible with and protect the scenic values of nearby historic resources or the scenic values of land associated with these resources.
8. Consider potential impacts to historic/archaeological resources when reviewing land-use decisions, such as rezoning, site plan, and subdivision requests.
9. Review and update the current “Clarke County Archaeological Assessment: Historical Character of the Lower Shenandoah Valley” and include more specific recommendations to ensure protection of archaeological resources.
10. Promote community awareness and public education of historic preservation including tax incentives, designation procedures, design guidelines, and appropriate rehabilitation guidelines. Support the creation of literature on the historic resources of the County to acquaint the general public, and in particular new residents, with the County's rich cultural heritage. These activities should have the objective of informing property owners and residents of the value that historic preservation adds to their properties and community.
11. Incorporate historic resources in comprehensive efforts to promote tourism in the County by aiding in the development of a promotional brochure, a local historic-plaque program, and self-guided tours.
12. Continue to map 18th- and 19th-century road traces and make the information available to the public.
13. Investigate solutions to address the issue of “demolition by neglect.” Encourage property owners to protect their historic structures through public education initiatives, cooperative efforts, and regulatory tools provided by State law.
14. Continue to support the research and documentation of the history of Clarke County, including but not limited to Native Americans and African-Americans and their contribution to the history of the County.
15. Encourage owners of eligible properties to convey historic preservation easements as a tool for protecting these properties.

### **Objective 5 – Conservation Easements**

Ensure the continued success of the Conservation Easement program by encouraging landowners to place County lands in voluntary permanent easement. Provide support and funding of the County’s Conservation Easement program and collaborate with other easement programs managed by State, Federal, and private entities.

1. Encourage and facilitate the donation of conservation easements on land that meets the criteria of the U.S. Internal Revenue Service for easement donation and that is identified as having important scenic, historic, open-space, conservation, agricultural, or wildlife-habitat qualities. Such easements should also be consistent with the Comprehensive Plan and implementing component plans.
2. Encourage and expand support for the Conservation Easement Purchase Program, both philosophically and financially, in order to fund easement purchases on land with conservation value that are owned by individuals with low to moderate income.
3. Encourage and support the goals of the Conservation Easement Program to protect and preserve:
  - a. Land essential to agriculture including land with soils classified by the Natural Resources Conservation Service (NRCS) as prime farmland, farmland of statewide importance, farmland of local importance, and unique farmland as soils that are best suited to food, feed, fiber, forage, and oilseed crops.
  - b. Forested areas for their value as natural habitat and recreation, ability to enhance air and water quality, and ability to prevent soil erosion.
  - c. Historic resources, to maintain community character and identity, and encourage the tourism industry.
  - d. All water resources with particular emphasis on land adjacent to the Shenandoah River and other perennial streams and the limestone ridge/groundwater recharge area to protect water quantity and quality (reference Map 3, Groundwater Recharge Area).
  - e. Land adjacent to the Appalachian Trail and other public lands.
  - f. Land with environmentally sensitive areas important to air and water quality, plant life, and wildlife.
  - g. Lands that provide viewsheds for the County’s gateways, main roads, and scenic byways.

4. Continue to support efforts pertaining to public education and outreach to expand the understanding and benefits of conservation easements.
5. Continue to support efforts to secure grant funding to purchase new easements and to promote stewardship of existing easements.
6. Support efforts by County staff to monitor and, where necessary, enforce County conservation easement agreements with landowners.

#### **Objective 6 – Outdoor Recreational Resources**

Promote and protect the County’s outdoor recreational resources to ensure ongoing, diverse active and passive recreational opportunities for residents and visitors to the County.

1. Maintain the Recreation Plan as an implementing component plan containing specific strategies pertaining to the County’s Parks and Recreation program. Support and protect the County’s local, state, Federal, and other publicly-accessible active and passive outdoor recreational resources.
2. Provide a variety of recreational opportunities for citizens throughout Clarke County that are fiscally responsible, compatible with the County’s land use philosophy, and meet the changing needs of the community. Seek opportunities to partner with other jurisdictions, agencies, and the private sector to fund, develop, and expand recreational resources.
3. Promote the concept of linear greenways to link natural features, wildlife corridors, and cultural and scenic resources, such as:
  - Designated scenic rivers
  - Designated scenic highways
  - Registered historic properties
  - Permanent conservation easements
  - Recreation facilities
  - Blandy Experimental Farm
  - Shenandoah University’s Shenandoah River Campus
  - Appalachian Trail
4. Study and implement strategies to manage the current and future recreational use of the Shenandoah River corridor.

### **Objective 7 – Resource Conservation and Sustainability**

Encourage sustainable development by promoting renewable energy and resources, energy conservation, and preservation of natural resources within the context of the County’s land use philosophy. Ensure that the needs of the present generation are met without compromising the ability of future generations to meet their own needs.

#### **Policies**

1. Promote energy efficiency to the maximum extent economically feasible when making decisions affecting County operations. Adopt economically feasible measures to reduce resource use including maximizing energy use efficiency, and when purchasing, recycling, and disposing of products. Conduct regularly scheduled audits of County facilities to ensure energy efficiency.
2. Encourage the use of active and passive renewable energy systems. Develop policies that address potential impact of such systems on scenic viewsheds, agricultural and natural resources, and historic resources (e.g., windmills and solar panels).
3. Encourage reusing and recycling materials, including a recycling program. Facilitate access to public recycling facilities.
4. Encourage a regional reduction in single occupant vehicles (SOVs) through mechanisms such as ridesharing, public transit, carpools, and bicycle/pedestrian accommodations. Identify locations for commuter and ridesharing lots to serve Clarke County residents and explore fee systems to recoup costs from non-County users.
5. Adopt economically feasible measures to maximize energy efficiency in the siting and design of new and refurbished public buildings, schools, and other public facilities. Establish policies that require new or renovated public buildings to be designed to meet a nationally recognized energy and environmental standard such as Leadership in Energy and Environmental Design (LEED) or Earthcraft.
6. Encourage use of Low Impact Development (LID) techniques that help manage stormwater in an environmentally sensitive manner.
7. Establish water quality performance standards that include retention of vegetation, minimal site disturbance, and reduction of nutrients and sediment in post-development stormwater.
8. Coordinate with the Town of Berryville, the Town of Boyce, and the Clarke County School District on joint sustainable community practices such as energy efficiency and alternative transportation.
9. Encourage the use of cisterns and other water reuse applications in new residential and commercial developments.

10. Maintain and periodically update the Energy and Resource Management Plan (dated 4/20/2010). Investigate tax credit programs that encourage energy conservation by residents and businesses.

### **Objective 8 – Village Plans (Millwood, Pine Grove, White Post)**

Enhance the identity and appearance of established villages, such as Millwood, Pine Grove, and White Post.

#### Policies

1. Develop a new Village Plan as an implementing component plan that provides planning and economic development strategies for the designated villages.
2. Protect private and public water sources serving these areas.
3. Protect the cultural and economic identity of these communities.
4. Encourage the preservation, renovation, and restoration of existing structures.
5. Encourage economic development and revitalization of these communities through innovative uses of new and existing structures.
6. Encourage upgrading of existing substandard housing in these communities.
7. Promote projects that preserve or enhance the historic characteristics of each village.

### **Objective 9 – Designated Growth Areas for Development**

Encourage business and residential development in designated growth areas to implement the principles of:

- Preserving open space, farmland, natural beauty, cultural features, and critical natural areas, and
- Improving the quality of life and services in existing towns and directing development towards these existing towns.

Provide for nonresidential business development at the intersections of two or more federally-designated primary highways (U.S. Routes 50/17 and 340 and U.S. Routes 340 and 522) through the following policies, the Berryville Area Plan, the Waterloo Area Plan, and the Double Tollgate Area Plan.

#### Policies

1. Continue to designate the Town of Berryville and certain areas adjacent to the Town as the Berryville Annexation Area. The Berryville Area Plan defines the boundaries and

uses for this growth area. The boundaries of the adopted Berryville Area Plan should not be expanded until the land area addressed by the Plan is substantially developed.

- a. Direct urban and suburban uses that require water and sewer service, including residential, commercial, and light industrial development, to this growth area where they can be served conveniently and economically by available public facilities and services. These uses include schools, parks, water and sanitary sewer, storm-water drainage, roads, police, fire, and emergency services.
  - b. In this growth area, encourage the construction, rehabilitation, and maintenance of affordable housing, meeting the needs of current and future households with incomes at or below the County median as planned for in the Berryville Area Plan and Town of Berryville Comprehensive Plan.
2. Work in concert with the Town of Berryville to ensure the Berryville Area Plan and applicable regulations produce development that reflects the shared vision of the Town and County.
  3. Continue to coordinate and cooperate with the Towns of Berryville and Boyce to implement effective policies to provide for residential and business development compatible with the established character of these towns as reflected in their comprehensive plans.
  4. Promote business activities at Waterloo (U.S. Routes 50/17 and 340) through provision of public water and sewer services and provision of areas zoned for business uses. Maintain the Waterloo Area Plan to identify:
    - a. The specific boundaries and mixes of uses,
    - b. The way public services are to be provided, and
    - c. The way proposed activities will be integrated with surrounding uses, especially agricultural, residential, and parcels held in permanent conservation easement. The boundary of the adopted Waterloo Area Plan should not be expanded until the land area addressed by the Plan is substantially developed, and the Plan should be periodically reviewed and updated.
  5. Evaluate the Double Tollgate Business Intersection Area at U.S. Routes 340 and 522 (as designated in the Double Tollgate Business Intersection Area Plan) for potential County investment in infrastructure to support existing business growth and new business development. County infrastructure investment should be subject to the following strategies:
    - a. Development of public water and public sewer should be in partnership with property owners, local governments, and applicable State agencies which may

require public infrastructure to serve the adjacent State-owned property formerly known as Camp 7.

- b. The County, in partnership with applicable stakeholders, should explore all possible approaches to serve the Business Intersection Area with public water and public sewer before giving any consideration to extending the existing County utility systems.
  - c. Property owners who develop their properties in this business intersection area shall be solely responsible for the cost and construction of public road improvements required as a result of their development. The County may consider partnerships to pursue funding for construction of necessary intersection-wide improvements.
  - d. The County should help facilitate business-class broadband availability in this development area using the applicable policies of Objective 13, Broadband Internet Access.
6. The Double Tollgate Area Plan should be maintained and periodically updated to identify the specific boundaries and mixes of uses; the way public services are to be provided as described in Policy #5 above; and the way proposed activities will be integrated with surrounding uses, especially agricultural uses, residential uses, and lots held in permanent conservation easement. The Area Plan should also address:
- The relationship between and potential development integration of the current Business Intersection Area and adjoining properties owned by the Commonwealth of Virginia (formerly known as the Camp 7 property).
  - Creation of zoning requirements, design criteria, or other regulations to address the unique characteristics of this designated development area.
  - Potential future expansion of the Business Intersection Area to accommodate future commercial growth and economic development subject to the County's capacity to serve with public infrastructure.
7. Ensure that land-use decisions do not allow urban and suburban forms of development to occur in designated growth areas unless public facilities and services commensurate with such development either are available or are programmed with a plan for cost recovery. Cost recovery includes but is not limited to direct contribution by the development community or increased tax revenue generated by the new development.
8. Encourage the use of best management practices as outlined in the Chesapeake Bay Regulations and as determined by federal TMDL program to improve water quality and minimize runoff impacts that could be caused by development of the Berryville Annexation Area and at primary highway intersections.

9. Consider developing levels of service for public facilities including public water, public sewer, roads, schools, and parks to ensure that the County is capable of providing adequate services to support existing and new development.
10. Consider the planning goals, principles, and policies of incorporated towns in designating growth areas. Make provisions for public utility services, and, where feasible, undertake joint or coordinated action with town governments, independent county authorities, and other regional entities.

### **Objective 10 – Economic Development**

Encourage economic growth that is compatible with the County's environmental quality, rural character, and residential neighborhoods, and that provides a healthy balance between revenues from residential and agricultural uses, and those from commercial and industrial uses.

#### *Policies*

1. Establish and maintain an Economic Development Strategic Plan as an action-oriented plan to implement the recommended strategies of this Objective 10. Ensure that the Strategic Plan's recommendations and action items are fully consistent with Objective 10 and all other applicable goals and objectives of the Comprehensive Plan.
2. Direct the location of compatible businesses to designated growth areas and existing commercial centers as allowed by the adopted plans for those areas.
3. Encourage new or expanded businesses that do not have the potential to cause significant degradation of the County's natural resources and that do not adversely impact surrounding properties with excessive noise, odor, or light pollution.
4. Ordinances and policies should be implemented to ensure high-quality design and construction of new and redeveloped businesses.
5. Promote economic development within incorporated towns and designated business intersections that is consistent with the County's land use philosophy and character. Focus on types of businesses that can be served with public infrastructure (e.g., roads, public water, public sewer, natural gas, broadband) in an effective and fiscally-responsible manner and with minimal adverse impact to surrounding properties.
6. Promote economic development in the County's unincorporated and rural areas that is highly compatible with the County's land use philosophy and character. Focus on types of businesses that will not produce impacts which may result in significant degradation of natural resources, that will not require or increase demand for public infrastructure improvements or expansion, and that will not adversely impact existing nearby land uses or the conservation value of protected lands. These business sectors include but are not limited to agricultural operations, agricultural support businesses, and equine businesses and related services.

Other business sectors which may be compatible on a limited scale subject to compliance with building code regulations, onsite sewage disposal system requirements, and County zoning regulations include:

- a. Small-scale lodging within single-family dwellings and/or accessory dwellings.
  - b. Limited special events and commercial public assembly uses subject to full compliance with County regulations governing such activities.
  - c. Support businesses for existing tourism resources.
  - d. Adaptive reuse of existing commercial and residential structures to compatible new uses.
7. Protect and enhance the natural resources of the County, recognizing that they can serve as an attraction to business and industry.
  8. Encourage the attraction of business activities that complement or that work in conjunction with existing industrial and commercial activities in the County, particularly active farming and forestry operations.
  9. Ensure that new commercial development occurs according to the following provisions:
    - a. Does not degrade the level of service of the existing transportation network to unacceptable levels for safety, congestion, and functionality.
    - b. Ensures that access to and impacts on the transportation network are safe and do not impede traffic flow for emergency vehicles.
    - c. Meets all applicable zoning and building code regulations and all standards for water, sewage disposal, and waste disposal needs.
  10. Evaluation of rezoning, conditional zoning, and special use permit applications for adaptive reuse projects and projects to redevelop existing agricultural, commercial, and light industrial uses shall include the following elements in addition to the criteria set forth in Policy #9 above for new development projects:
    - a. Whether the project is in general accord with the Comprehensive Plan.
    - b. Whether there is consistency with prior land use decisions involving similar cases.
    - c. Whether the resultant structures, parking, lighting, landscaping, stormwater management, onsite well and septic systems, property ingress/egress, and other site elements would be in full compliance with County land use ordinances and State regulations.

- d. Whether the project mitigates an existing public safety concern.
  - e. Whether the project mitigates any new impact to the existing character of the area including but not limited to noise, odor, intensity, or aesthetics.
  - f. In the case of a conditional zoning application, whether the applicant's proffer package addresses all existing and potential site impacts to surrounding properties.
11. Support a vigorous agricultural development program in the County that emphasizes promotion of Clarke County agricultural products, encourages cooperation with individual agricultural interests within the County and advocacy agencies, and establishes liaisons with counties in the area that have similar development programs.
  12. Seek and consider additional fiscal tools by which the County may enhance its tax base.
  13. Promote the retention, attraction, and expansion of businesses and industries that support the land use goals of the County, in particular, businesses that generate a relatively high level of local tax revenue in relation to the number of jobs, create minimal impact on public services, and are compatible with the County's agricultural and natural resources.
  14. Facilitate business-class broadband availability using the applicable policies of Objective 13, Broadband Internet Access.

**Objective 11 – Public Infrastructure, Capital Improvement Planning, and Fiscal Responsibility**

Ensure the provision of capital improvements in a manner consistent with the land-use objectives of the County through the following policies and the Capital Improvement Program.

1. Maintain an annual Capital Improvement Planning process that evaluates the need for capital projects via established performance triggers and degree of conformance of each project with the Comprehensive Plan and implementing component plans. Also develop a means of consistent, objective, and accurate fiscal impact analysis for use in evaluating capital projects.
2. Encourage the development of level of service criteria, needs assessments, and other performance triggers to plan for capital improvements in advance of the actual need. Ensure that assessments and criteria are based on standards that are accepted by the relevant industry and that they are evaluated and updated on a regular basis by the managing department.
3. Prohibit the extension of capital improvements into areas not designated for growth in the Comprehensive Plan that would be subjected to increased development pressures by such extensions. Such improvements would include public water, public sewer, schools, and

public facilities but would not include passive recreational resources and high-speed internet facilities.

4. Carefully assess the short- and long-range fiscal impacts of necessary capital improvements, such as roads, schools, and water and sewer service when land-use decisions and plans are made.
5. Provide funding for school facilities that will enable the School Board to achieve its priorities within the County's fiscal capabilities. Ensure that the School Board's goals and needs and the County's ability to fund projects are compatible and are discussed jointly on a regular basis.
6. Ensure that the County's facilities are located, designed, and constructed to maximize public convenience and accessibility. New construction should, where economically feasible, maximize use of existing facilities. Available technology should be reviewed and, where possible, technological improvements should be used to minimize the need for additional space.
7. Ensure that sheriff, fire, rescue, and emergency management provide the highest level of citizen protection within the fiscal resources of the County. Work with these agencies and departments to ensure that performance measures are established to effectively plan for future capital, personnel, and equipment needs.
8. Provide or permit Waterworks and Sewerage System & Treatment Works as regulated by the Clarke County Zoning Ordinance only as described in the following policies, to ensure consistency with the previously stated land-use policies.
  - a. Coordinate with the Towns of Berryville and Boyce in their activities to provide Waterworks and/or Sewerage System & Treatment Works on land within Town limits and areas that the County agrees should be annexed to the Towns.
  - b. Provide septage treatment facilities to meet the County's water resource and natural resource protection objectives.
  - c. Work with State and Federal agencies and property owners to remedy incidents where a critical health threat has been identified by the Clarke County Health Department involving existing residential development. Any applicable grant or low-interest loan program should be pursued to assist in paying for the construction of such facilities.
  - d. Provide Waterworks and/or Sewerage System & Treatment Works, through the Clarke County Sanitary Authority, in partnership with property owners, for business uses at the intersection of two or more federally designated primary highways and/or state designated limited access primary highways, specifically the Waterloo Area (US Routes 50/17 and 340). Any applicable grant or low-

interest loan program should be pursued to assist in paying for the construction of Sanitary Authority facilities.

9. Permit, in cooperation with the Clarke County Sanitary Authority, the construction of sewage treatment facilities, in accord with the aforementioned policies. These facilities should be financed by the fees charged to the users of the facilities, State and Federal grant programs, or other innovative and incentivized financing programs that produce a net benefit to the County. Facilities should use innovative, cost-effective technology consistent with natural resource protection policies, such as water recycling/land application systems.
10. Evaluate all private development proposals as they relate to public utility and land-use plans.
11. Improve coordination among County departments in standardizing methods of financial calculation and projection.

### **Objective 12 -- Transportation**

Ensure that the County's transportation system provides safe and efficient means for all modes of travel for citizens and visitors through coordinated land use decision-making and judicious use of limited fiscal resources.

1. Maintain a transportation plan that includes an inventory of the County's existing transportation network, planning assumptions, needs assessment, and recommended future improvements.
2. Develop specific strategies for prioritizing transportation projects, responding to new State and Federal projects in the County, and identifying new projects to improve safety or increase capacity of the public road system. Include policies on bicycle and pedestrian facilities and commuter facilities.
3. Maintain the existing primary road system at its present level and upgrade it only for safety purposes or planned traffic increases to the extent funds are provided by the Virginia Department of Transportation.
4. Establish specific transportation planning policies in the area plans for the County's designated growth areas including but not limited to policies on walkability, bicycle and pedestrian mobility, interconnected street networks, traffic calming, and other modern techniques that support high quality communities and neighborhoods.
5. Carefully assess the short- and long-range fiscal impacts of transportation improvements when land-use decisions and plans are made.

6. Continue to maintain a County bicycle and pedestrian plan.

**Objective 13 – Broadband Internet Access**

Facilitate the development and expansion of broadband internet access options with sufficient speed and capacity to serve the needs of County residents and businesses. Recognize that reliable and cost-effective broadband internet will continue to be critical not just for communications and entertainment but also for applications such as distance learning, teleworking, telemedicine, and home and business automation.

1. Pursue partnerships with private sector companies, public utilities, and other entities that provide broadband internet service or infrastructure.
2. Explore all possible funding opportunities and methods to generate revenue for broadband expansion.
3. Maintain a County broadband committee to coordinate the County’s efforts, to promote awareness of broadband options and availability, and to stay up-to-date on current technologies and innovations.
4. Consider participation in pilot projects or “beta-testing” opportunities to determine whether new technologies may improve the County’s broadband options.
5. Ensure that County regulations facilitate compatible and effective expansion of both wired and wireless broadband infrastructure.

# **CHAPTER III**

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## **Implementing Components**



## **OVERVIEW**

The Clarke County Comprehensive Plan utilizes a base plan structure with several implementing component plans. This document, the “base plan,” contains goals, objectives, and policies that provide general guidance on land use decision-making. The “implementing component plans” are topic-specific plans that contain more detailed factual information than the base plan provides and strategies on designated growth areas, industry sectors, and County resources. Each component plan is considered to be part of the Comprehensive Plan.

Each component plan is developed, vetted, and adopted through the same public process required for the Comprehensive Plan, and each is reviewed and updated periodically to account for new challenges and impacts associated with growth and regulation. Component plans are standalone documents that can be obtained from the County Planning Department or the Clarke County website.

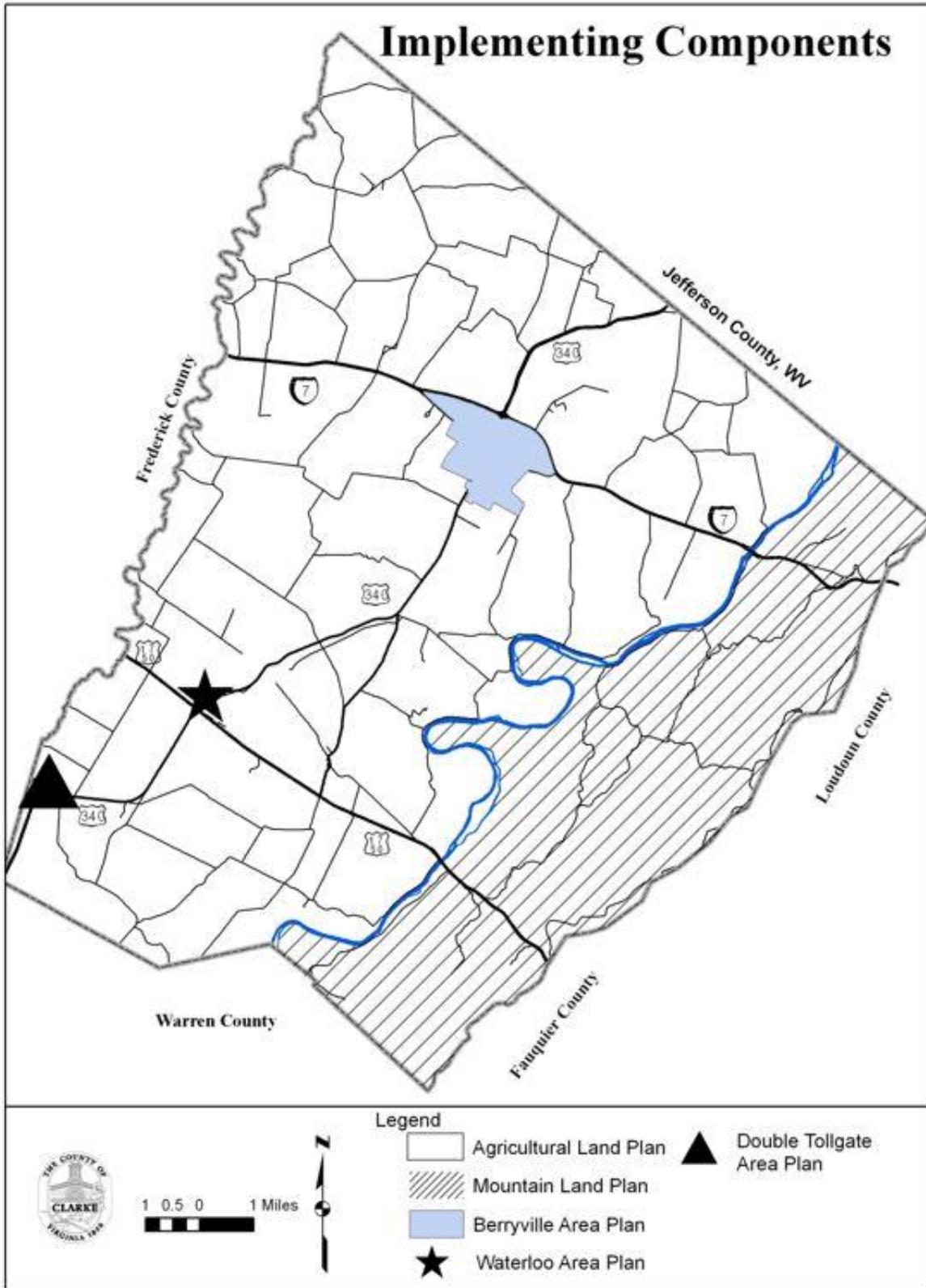
Below is a list of the current implementing component plans:

1. Agricultural Land Plan
2. Mountain Land Plan
3. Berryville Area Plan
4. Waterloo Area Plan
5. Double Tollgate Area Plan
6. Water Resources Plan
7. Historic Resources Plan
8. Transportation Plan
9. Recreation Plan

One new component plan, the Village Plan, is recommended to be created to provide guidance and recommendations for the future development of the County’s three unincorporated villages (Millwood, Pine Grove, and White Post).

Two component plans that are not on the above list but were implementing components of the 2013 Comprehensive Plan are the Capital Improvement Plan and Economic Development Strategic Plan. The component plan status of these two plans was removed with the adoption of the 2022 revision to the Comprehensive Plan. A discussion of this change is included in the “Other Relevant Plans and Studies” section of this Chapter.

# MAP 10 – IMPLEMENTING COMPONENTS



**REVIEW AND UPDATE OF COMPONENT PLANS**

Because component plans are part of the County’s Comprehensive Plan, each is required to be reviewed at least once every five years to determine whether the plan needs to be updated or modified. The Comprehensive Plan’s guidance is used to inform the development of each component plan and it is important to ensure all goals, objectives, and policies/strategies are consistent among the Comprehensive Plan and component plans. Given the number of component plans that have to be evaluated once every five years, the following guidelines are recommended for reviewing and updating component plans:

1. Component plans should not be updated while a Comprehensive Plan review is in progress. This is to ensure that the component plan update process is informed using guidance from a current and updated Comprehensive Plan.
2. When appropriate, component plan reviews should be grouped or conducted at the same time to take advantage of deliberating common or similar issues. This will help to ensure that updated component plans are consistent with one another.
3. Where applicable, component plan recommendations should cross-reference the goals, objectives, or policies from the Comprehensive Plan that are used to inform the recommendations.
4. For scoping purposes, five-year review resolutions that are adopted by the Planning Commission to initiate review of a component plan should include an initial list of issues and concerns to be addressed.

**CURRENT IMPLEMENTING COMPONENT PLANS**

**1. Agricultural Land Plan**

<b><u>Adoption Date of Current Version:</u></b> February 21, 2017	<b><u>Status of Five-Year Review Resolution:</u></b> Resolution adopted on February 4, 2022
<b>Corresponding Comprehensive Plan Objectives:</b> <ul style="list-style-type: none"> <li>• Objective 1 – Agriculture</li> <li>• Objective 3 – Natural Resources</li> <li>• Objective 5 – Conservation Easements</li> <li>• Objective 6 – Outdoor Resources</li> <li>• Objective 10 – Economic Development</li> <li>• Objective 13 – Broadband Internet Access</li> </ul>	

**Summary:**

The Agricultural Land Plan was first developed in 1987 to outline the County’s symbiotic relationship with its agricultural industry including approaches to supporting and promoting

agriculture, and guidance for land use planning and development of regulatory tools to preserve farmland.

In 2016, the Agricultural Land Plan underwent an extensive cover-to-cover rewrite of the previous version that was adopted in 1997. The 1997 Plan contained detailed statistical information about the agricultural industry in Clarke County but did not include recommended goals, objectives, and strategies. The 2016 Plan added goals, objectives, and strategies that focus on providing support to agricultural businesses and protecting them with appropriate land use and regulatory policies.

**Current Component Plan Goals:**

The Goals of the 2016 Agricultural Land Plan are as follows:

1. Actively support the practice of agriculture and the preservation of agricultural land.
2. Promote agricultural industry and business.
3. Establish land use and regulatory policies to support the agricultural sector and preserve agricultural land.

**Recommendations for Next Revision:**

The five-year review resolution adopted by the Planning Commission recommends that, in addition to the policy guidance in the aforementioned Comprehensive Plan objectives, two specific issues should be considered.

The first issue is the potential merger of the Agricultural Land Plan and Mountain Land Plan to create a combined component plan for the County’s rural, unincorporated areas. The Mountain Land Plan’s current objectives are also relevant to issues impacting the County’s agricultural areas west of the Shenandoah River. Combining these two plans would allow these issues to be evaluated on both a County-wide basis and on how they impact agricultural areas uniquely. The combined review can also assist in developing new objectives and strategies for land use decision-making in agricultural areas.

This leads into the second issue – determining the form and scale of compatible agribusiness and agritourism uses and activities. Since the 2013 Comprehensive Plan and the 2016 Agricultural Land Plan were adopted, agricultural businesses regionally have expanded and taken on new forms with new impacts. New Code of Virginia regulations have been adopted to limit local regulation of agritourism activities, resulting in proliferation of businesses that attract visitors to a farm or agricultural operation for retail sales or education and entertainment purposes. Similar uses have also been proposed for public assembly activities such as weddings and other special events to take advantage of the scenic beauty in the County’s rural and agricultural areas. Additionally, operators of a large-scale hydroponic farming operation considered locating in the County which could have brought potential adverse impacts to roads, groundwater supplies, the night sky, and the County’s scenic beauty.

Revisions to both the Agricultural Land Plan and the Mountain Land Plan should include an evaluation of and recommendations for determining the compatible size, scope, intensity, and appearance of these and other similar non-traditional agricultural operations which may locate in the County in the future.

**2. Mountain Land Plan**

<p><b><u>Adoption Date of Current Version:</u></b>  <b>June 21, 2005</b></p>	<p><b><u>Status of Five-Year Review Resolution:</u></b>  <b>Overdue</b></p>
<p><b>Corresponding Comprehensive Plan Objectives:</b></p> <ul style="list-style-type: none"> <li>• Objective 2 – Mountain Resources</li> <li>• Objective 3 – Natural Resources</li> <li>• Objective 5 – Conservation Easements</li> <li>• Objective 6 – Outdoor Resources</li> <li>• Objective 10 – Economic Development</li> <li>• Objective 13 – Broadband Internet Access</li> </ul>	

**Summary:**

The Mountain Land Plan was first adopted in 1994 to describe the mountain environment located east of the Shenandoah River, to identify character elements that are important to the County’s residents and stakeholders, and to outline a plan for future development patterns. The Plan was later revised in 2005 as most flat and easily accessible land in this area had been developed and parcels with more difficult access and terrain challenges were now being developed. The 2005 Plan contained numerous recommendations for the adoption of text amendments to various ordinances in an effort to address these development impacts. Recommendations addressed the following subject areas:

- Minimum lot size and required open space provision with subdivisions
- Subdivision design requirements including location of utilities, construction of private access easements, and location of propane tanks
- Allocation of dwelling unit rights in boundary line adjustment transactions
- Vegetative buffer and clearing limit requirements
- Clearing limits for agricultural uses
- Protection for slippage soils and strengthening of erosion and sediment control regulations
- Stronger regulation of forestry management activities

Since 2005, the Plan's recommended text amendments have all been addressed and most have been incorporated into applicable ordinances. Therefore, the 2005 Plan can be considered fully implemented.

**Current Component Plan Objectives:**

The objectives listed in the 2005 Mountain Land Plan are as follows:

1. Protect the forest resources of the area
2. Protect surface water quality of the area
3. Protect availability and quality of groundwater in the area
4. Protect wildlife habitats and ecosystems (including natural heritage areas)
5. Protect the scenic values and scenic byways of the area
6. Protect cultural resources (such as the Appalachian National Trail / historic structures/sites)
7. Ensure safe public and private roads
8. Protect private property rights
9. Provide for well-sited development compatible with the first eight objectives

**Recommendations for Next Revision:**

The Mountain Land Plan is the only component plan that has not been recently reviewed and updated, primarily due to the fact that the Plan is considered to be fully implemented. An update of the Plan would be an extensive project and likely a complete rewrite to address current-day issues that are facing the mountain areas. Previous work on the Plan involved extensive meetings with residents and stakeholders and drew active participation and public comment.

The next revision should take a similar community planning approach by soliciting comments on what issues are important to mountain residents and stakeholders, as well as whether the 2005 Plan's objectives remain relevant and should be documented and/or updated. Any new goals, objectives, and policies/strategies developed for the revised Plan should be vetted collaboratively with the public on an informal basis before developing a final draft for formal public comment. Given the extensive nature of a revision project for this Plan, it is recommended that no other major projects be undertaken simultaneously with this revision project unless they are related to and can be used to inform the Plan's revision.

Additionally, consideration should be given to revising the Mountain Land Plan together with the Agricultural Land Plan to develop a consolidated component plan for the County's rural, unincorporated areas. As listed above, the Mountain Land Plan's current objectives are also applicable to the non-mountainous rural areas west of the Shenandoah River. Combining these

two plans can allow these issues to be evaluated on a County-wide scale while simultaneously addressing how the issues have unique impacts on areas of the County such as the mountain lands.

Should these two plans be combined, it is important to ensure that relevant detail in the current Mountain Land Plan is not lost in the development process and that input is obtained from mountain-land stakeholders to identify new issues, concerns, and viewpoints.

**3. Berryville Area Plan**

<p><b><u>Adoption Date of Current Version:</u></b>  <b>May 17, 2016 (by Board of Supervisors);</b>  <b>May 10, 2016 (by Berryville Town Council)</b></p>	<p><b><u>Status of Five-Year Review Resolution:</u></b>  <b>Resolution adopted May 26, 2021 (review initiated)</b></p>
<p><b><u>Corresponding Comprehensive Plan Objectives:</u></b></p> <ul style="list-style-type: none"> <li>• Objective 9 – Designated Growth Areas for Development</li> <li>• Objective 10 – Economic Development</li> <li>• Objective 11 – Public Infrastructure, Capital Improvement Planning, and Fiscal Responsibility</li> <li>• Objective 12 – Transportation</li> </ul>	

**Summary:**

The Berryville Area Plan was first adopted in 1992 by Clarke County and the Town of Berryville to serve as a joint land use plan for the Berryville Annexation Area – undeveloped County lands adjacent to the Town limits that were designated for addition to the Town in accordance with the 1988 Town-County Annexation Agreement. The 1988 Annexation Agreement created two separate annexation areas – A and B. The Berryville Area Plan applies only to properties located in Annexation Area B. For the purposes of this Area Plan, the “Annexation Area” references only Annexation Area B.

The Area Plan is intended to be used as the primary guidance document for land use decision-making within the Berryville Annexation Area as it was developed in coordination with the Town and County comprehensive plans. The Area Plan identifies five Goals that summarize the Area Plan’s intent, and also includes land use Objectives and Policies for implementing the Goals across eight subject areas -- Environment, Transportation, Housing, Land Use, Public Facilities, Economic Development, Urban Design, and Implementation. These Objectives and Policies should be used to evaluate new development proposals, make decisions on public infrastructure siting and improvements, and assist in long-range planning and growth management projects.

The Area Plan also divides Annexation Area B into a series of Sub-Areas, or groups of parcels or portions of parcels that have similar development characteristics. These Sub-Areas were created following an extensive evaluation of historical, environmental, and geological characteristics of each Sub-Area. Based upon these characteristics, recommended use types were assigned to the Sub-Areas with residential or commercial densities based upon the net developable portion of the

parcels in the Sub-Areas. These densities are captured in a Future Land Use Table depicting the maximum number of residential units recommended for each Sub-Area recommended for residential use, and the maximum floor area per gross leasable area for each Sub-Area recommended for business use. As new or expanded developments are proposed, each application is evaluated against the applicable Sub-Area's recommendations to ensure consistency with the Area Plan. Each Sub-Area remains subject to the Area Plan's guidance and recommendations until the Sub-Area reaches maximum buildout.

**Current Component Plan Goals:**

The Goals of the 2015 Berryville Area Plan are as follows:

1. Provide a platform for the cooperative planning and development of lands annexed or designated for future annexation into the Town of Berryville.
2. Ensure that the Town and County's land use and environmental objectives for the annexation areas, as reflected in the respective comprehensive plans, are compatible and coordinated.
3. Verify that planned public infrastructure (water, sewer, transportation, high-speed internet) is sufficient to support the future development needs as reflected in the Plan.
4. Maintain the streamlined and readily understandable process for development of lands covered by the Plan from annexation status designation through the land use approval process.
5. Strongly encourage context-sensitive development plans that are designed to complement Downtown Berryville, that accommodate growth in a logical and efficient manner, and that provide for the maximum protection and preservation of natural resources, historic resources, and open space.

**Recommendations for Next Revision:**

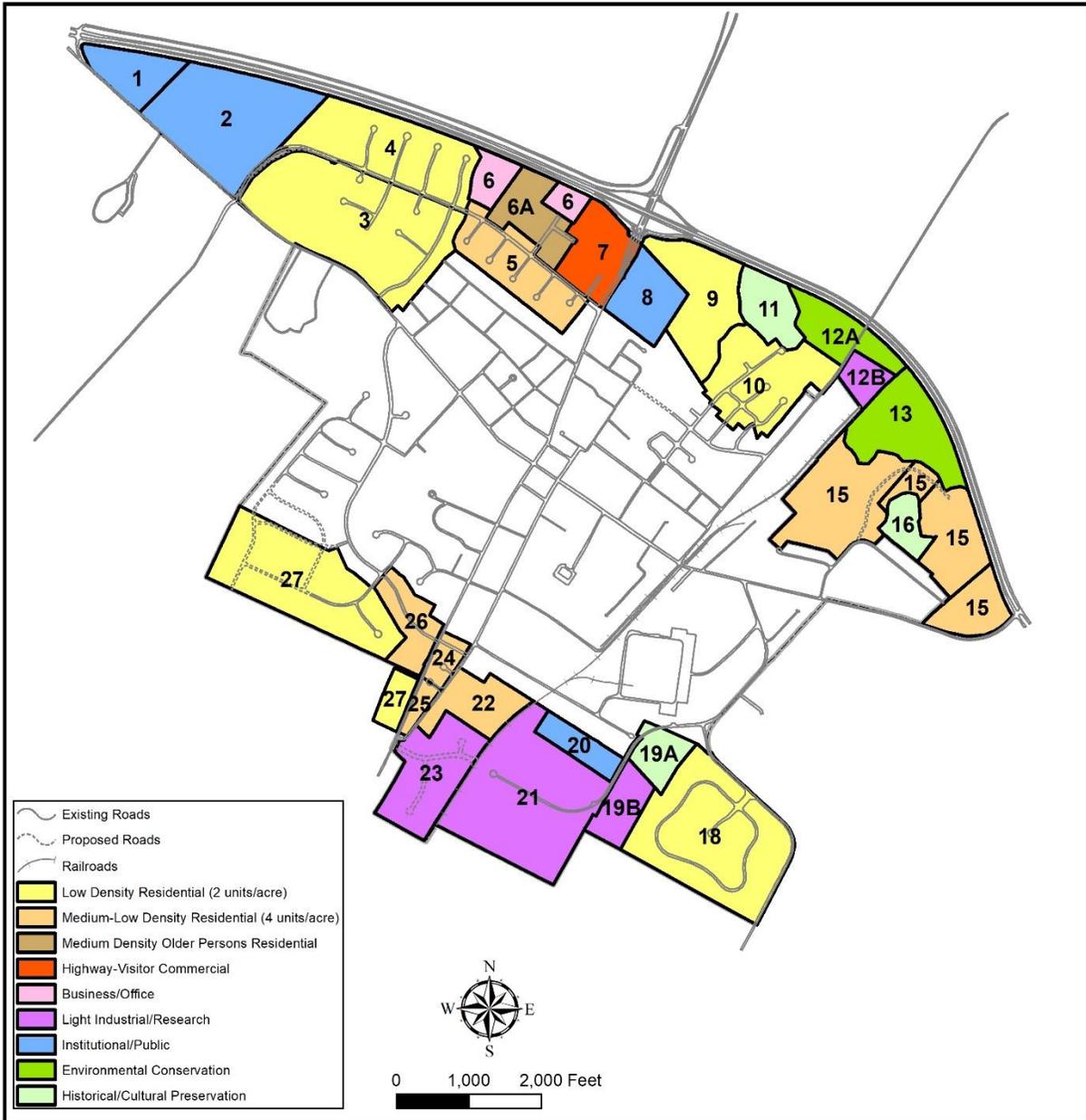
The Berryville Area Plan is jointly administered by the Town and County via the Berryville Area Development Authority (BADA) with technical support provided by the Town and County planning staffs. The BADA was formed in 1990 and serves as a joint planning commission with review authority over development proposals within the Annexation Area. As such, neither the County nor Town planning commissions are responsible for reviewing development proposals in the Annexation Area or for reviewing and updating the Area Plan.

The BADA adopted a five-year review resolution for the Plan in May 2021 with the following scoping items:

- The current Area Plan's goals and objectives and whether they remain relevant and current or need to be updated.

- Changes in population and demographic information as reported in the final release of 2020 Census data.
- The results of the Southeastern Collector Study (PrimeAE, April 2020).
- Cooperative economic development efforts between the Town and County.
- The build-out status of residential sub-areas (including Battlefield Estates, Hermitage Section 5, Berryville Glen, and Shenandoah Crossing) and whether these sub-areas can be removed from the Area Plan.
- The status of designated potential future growth areas.
- The impact of any updates to the County or Town Comprehensive Plans since the previous Berryville Area Plan update.
- The impact of new development projects, capital projects, or transportation improvements completed since the previous Plan update.
- Development of guidance for a future review and update of the Town-County Annexation Area Agreement.
- Any other subject not addressed or inadequately addressed by the current Plan

# MAP 11 - Berryville Area Plan Sub Areas



**4. Waterloo Area Plan**

<p><b><u>Adoption Date of Current Version:</u></b> December 20, 2016</p>	<p><b><u>Status of Five-Year Review Resolution:</u></b> Resolution adopted on November 5, 2021</p>
<p><b>Corresponding Comprehensive Plan Objectives:</b></p> <ul style="list-style-type: none"> <li>• Objective 9 – Designated Growth Areas for Development</li> <li>• Objective 10 – Economic Development</li> <li>• Objective 11 – Public Infrastructure, Capital Improvement Planning, and Fiscal Responsibility</li> <li>• Objective 12 – Transportation</li> <li>• Objective 13 – Broadband Internet Access</li> </ul>	

**Summary:**

The Waterloo Area Plan, along with the Double Tollgate Area Plan, are two “business intersection area plans” that were developed to provide specific guidance for land use decision-making in two of the County’s major primary highway intersections. The Area Plan applies to the Waterloo unincorporated area immediately surrounding the intersection of Lord Fairfax Highway (U.S. 340) and John Mosby Highway (U.S. 50/17). The purpose of the Area Plan is to help ensure that appropriate land is provided for highway commercial uses, that necessary public utilities are available to support these uses, and that the character of development enhances the overall character of the County.

**Current Component Plan Goals:**

The Goals of the 2016 Waterloo Area Plan are as follows:

1. Facilitate the availability of broadband wired and wireless internet access and telecommunications for businesses and nearby residents.
2. Develop proactive strategies to facilitate new business development and expansion of existing businesses in the Plan Area.
3. Ensure that the Plan Area remains an attractive, marketable location for new and existing businesses and a destination for both local and out-of-area customers.
4. Maintain the current boundaries of the Plan Area, its current form and scale, and its current capacity for development while remaining open to expansion when build-out is substantially complete.

Plan Objectives include:

Objective 1. Set aside funding annually in the County budget for investment in capital projects to support the Waterloo Plan Area.

Objective 2. Pursue approaches to make public water and sewer connectivity more affordable for new and existing businesses.

Objective 3. Establish and maintain regulations to ensure quality and efficient site development standards and compatible uses.

**Recommendations for Next Revision:**

The five-year review resolution adopted by the Planning Commission recommends that the Waterloo Area Plan revision be conducted in accordance with the policy guidance in the aforementioned Comprehensive Plan objectives

**5. Double Tollgate Area Plan**

<p><b><u>Adoption Date of Current Version:</u></b> December 20, 2016</p>	<p><b><u>Status of Five-Year Review Resolution:</u></b> Resolution adopted on November 5, 2021</p>
<p><b>Corresponding Comprehensive Plan Objectives:</b></p> <ul style="list-style-type: none"> <li>• Objective 9 – Designated Growth Areas for Development</li> <li>• Objective 10 – Economic Development</li> <li>• Objective 11 – Public Infrastructure, Capital Improvement Planning, and Fiscal Responsibility</li> <li>• Objective 12 – Transportation</li> <li>• Objective 13 – Broadband Internet Access</li> </ul>	

**Summary:**

The Double Tollgate Area Plan, along with the Waterloo Area Plan, are two “business intersection area plans” that were developed to provide specific guidance for land use decision-making in two of the County’s major primary highway intersections. The Area Plan applies to the Double Tollgate unincorporated area immediately surrounding the intersection of Lord Fairfax Highway (U.S. 340/Va. 277) and Stonewall Jackson Highway (U.S. 522). The purpose of the Area Plan is to help ensure that appropriate land is provided for highway commercial uses, that necessary public utilities are available to support these uses, and that the character of development enhances the overall character of the County.

**Current Component Plan Goals:**

The Goals of the 2016 Double Tollgate Area Plan are as follows:

1. Designate Double Tollgate as a deferred growth area and develop policies to identify when the County should take proactive steps to facilitate economic growth.
2. Maintain the current boundaries of the Plan Area, its current form and scale, and its current capacity for development while remaining open to expansion when build-out is substantially complete.
3. Facilitate the availability of broadband wired and wireless internet access and telecommunications for businesses and nearby residents.

Plan Objectives include:

Objective 1. Identify development triggers to indicate when Double Tollgate should no longer be considered a deferred growth area and when the County should take proactive steps and investments to facilitate economic growth.

Objective 2. Pursue funding opportunities with Federal and State agencies, or through private sector partnerships, to expand wired and wireless broadband and telecommunications infrastructure in the Double Tollgate Plan Area.

Objective 3. Establish and maintain regulations to ensure quality and efficient site development standards and compatible uses.

**Recommendations for Next Revision:**

The five-year review resolution adopted by the Planning Commission recommends that, in addition to the policy guidance in the aforementioned Comprehensive Plan objectives, two specific issues should be considered:

- The impact of serving the plan area with public water and public sewer.
- Whether to change the plan area’s current “deferred growth” status.

Since the 2016 adoption of the current Double Tollgate Area Plan, changes have occurred that necessitate re-examination of the “deferred growth” status that was assigned to this Plan Area. The former State-owned “Camp 7” property adjoining to the southeast and outside of the Plan Area is now being considered for other State uses and a portion of the property has been assigned to the Virginia Port Authority for economic development purposes. Some of the uses being contemplated will require public water and potentially public sewer beyond the capacity of the existing sewage treatment plant on the Camp 7 property.

In 2021, the Frederick County Board of Supervisors approved Clarke County’s request for public water and public sewer to be extended into the Double Tollgate area. This approval authorized Frederick Water to begin negotiations with Clarke County on a development agreement which includes designation of a formal water and sewer service area. Since public water and public sewer are likely to be needed for uses on the Camp 7 property, the service area would exceed the current boundaries of the Double Tollgate Plan Area.

As a result of these recent changes, the revision of the Double Tollgate Area Plan will need to address how the Plan Area boundaries will be affected by:

1. The potential future expansion of public water and sewer from Frederick County.
2. The Virginia Port Authority’s economic development efforts on their portion of the Camp 7 property.

This evaluation would include whether Camp 7 (in whole or in part) should be located in a water and sewer service area only, or whether the boundaries of the Plan Area and Highway Commercial-scale development should be contiguous with the water and sewer service area boundaries by extending the Plan Area into the Camp 7 property.

**6. Water Resources Plan**

<p><b><u>Adoption Date of Current Version:</u></b> September 25, 2018</p>	<p><b><u>Status of Five-Year Review Resolution:</u></b> To be adopted by September 25, 2023</p>
<p><b>Corresponding Comprehensive Plan Objectives:</b></p> <ul style="list-style-type: none"> <li>• Objective 1 – Agriculture</li> <li>• Objective 2 – Mountain Resources</li> <li>• Objective 3 – Natural Resources</li> <li>• Objective 6 – Outdoor Resources</li> </ul>	

**Summary:**

The Water Resources Plan was originally adopted in 1998 and 1999 as a two-part component plan addressing the County’s groundwater and surface water resources and issues separately. The most recent update in 2018 combined and modernized the Plan into a more concise document to address the County’s water quality and quantity issues.

The Plan should be used by property owners, elected and appointed officials, and other interested stakeholders to understand the County’s approach to protecting water resources. The Plan should also be applied in tandem with the recommendations found in the County’s Comprehensive Plan, Agricultural Land Plan, Mountain Land Plan, and other relevant component plans. Examples of some of the ways that this Plan can be used include:

- Determining how the County should protect water resources, both quality and quantity, to ensure adequate clean supplies for County residents.
- Balancing water quality and availability with the desire to accommodate current and future growth and economic development.
- Evaluating land development applications and proposed changes to the Zoning and Subdivision Ordinances.
- Reviewing and updating the County’s Comprehensive Plan and component plans.

**Current Component Plan Goals and Objectives:**

The Goals of the 2018 Water Resources Plan are as follows:

**Goal 1.      Protect and enhance water quality.**

Objective 1.    Protect groundwater resources from contamination and reduce contamination where present

Objective 2.    Protect surface water resources from contamination

**Goal 2.      Protect and maintain water availability.**

Objective 1.    Protect water availability through regulatory action

Objective 2.    Protect water availability through programmatic action

**Goal 3.      Engage and educate individuals, communities and governments in watershed stewardship.**

**Recommendations for Next Revision:**

The Water Resources Plan is not due for a five-year review evaluation until mid-2023. At that time, the following issues should be considered:

- The impact of any new or modified Federal and/or state regulations addressing water quality or quantity.
- Evaluation of the County’s current water quality and quantity programs.

**7.      Historic Resources Plan**

<b><u>Adoption Date of Current Version:</u></b> <b>June 19, 2018</b>	<b><u>Status of Five-Year Review Resolution:</u></b> <b>To be adopted by June 19, 2023</b>
<b><u>Corresponding Comprehensive Plan Objectives:</u></b> <ul style="list-style-type: none"> <li>• Objective 4 – Historic Resources</li> <li>• Objective 8 – Village Plans – Millwood, Pine Grove, White Post</li> </ul>	

**Summary:**

The Historic Resources Plan was first adopted in March 2001 and most recently was revised in June 2018. The purpose of the Plan is to identify and develop strategies and initiatives to facilitate the long-term protection and preservation of the County’s historic resources. The Plan is action-oriented in nature with the County’s Historic Preservation Commission (HPC), as supported by the Department of Planning and the County’s architectural history consultant, charged with implementing its recommendations.

**Current Component Plan Goals and Objectives:**

The Historic Resources Plan does not contain a typical list of goals, objectives, and strategies/policies. Instead, it includes a list of future projects to be undertaken by the Historic Preservation Commission (HPC) in furtherance of the County’s historic preservation program.

**Recommendations for Next Revision:**

The Historic Resources Plan is not due for a five-year review evaluation until mid-2023. At that time, the following issues should be considered:

- Identifying and prioritizing new and existing action items
- Evaluating the future form and structure of the County’s historic preservation program including the role of the Historic Preservation Commission and County staff, as well as long-term funding of historic preservation initiatives

**8. Transportation Plan**

<b><u>Adoption Date of Current Version:</u></b> March 18, 2014	<b><u>Status of Five-Year Review Resolution:</u></b> Adopted on January 4, 2019 (review initiated)
<b>Corresponding Comprehensive Plan Objectives:</b> <ul style="list-style-type: none"> <li>• Objective 10 – Economic Development</li> <li>• Objective 11 – Public Infrastructure, Capital Improvement Planning, and Fiscal Responsibility</li> <li>• Objective 12 – Transportation</li> </ul>	

**Summary:**

The Transportation Plan was developed in accordance with Objective 12 of the Comprehensive Plan to ensure “that the County’s transportation system provides safe and efficient means for all modes of travel for citizens and visitors through coordinated land use decision-making and judicious use of limited fiscal resources. The Plan is designed to comply with the requirements of Code of Virginia §15.2-2223 which outlines specific transportation elements that must be included as part of a jurisdiction’s comprehensive plan. These required elements include:

- An inventory of the County’s transportation system
- Planning assumptions to support the County’s policies and proposed improvement projects
- A needs assessment that compares the existing transportation system with the County’s land use policies to determine how future growth will affect the system
- Proposed improvement projects with cost estimates that address the County’s transportation needs.

**Current Component Plan Strategies:**

In addition to a list of priority transportation projects, the Transportation Plan contains the following recommended strategies:

1. Conduct a formal evaluation of the Transportation component plan in conjunction with the five-year review of the County’s Comprehensive Plan. Perform interim evaluations of the Transportation Plan to gauge how any new impacts or funding challenges may impact the Plan’s approach.
2. Continue to focus the County’s limited transportation funds on projects that improve traffic safety, improve functionality, add bicycle or pedestrian features, provide new or enhance existing commuting opportunities, or replace existing gravel public roads or road segments with new hard surfaces.
3. Oppose public and private efforts to expand capacity of the County’s road network outside of the incorporated towns and business growth areas including the State and Federal primary highways.
4. Support projects that improve safety, functionality, and capacity of the public road network within the Towns of Berryville and Boyce and the business growth areas of Waterloo and Double Tollgate.
5. Develop and maintain a clearinghouse of County traffic data, in conjunction with the Virginia Department of Transportation, to aid the governing bodies in making land use decisions and allocating transportation funding to specific projects.

**Recommendations for Next Revision:**

The Planning Commission adopted a five-year review resolution in January 2019 with the following issues recommended for consideration:

1. Integrate new transportation funding programs adopted or modified since 2014, including the Commonwealth of Virginia’s “Smart Scale” program, into the Transportation Plan.
2. Evaluate each priority improvement project to determine whether the project remains relevant and would address current County needs, along with the likelihood of being funded through State and/or Federal programs such as “Smart Scale.”
3. Evaluate whether to include new priority projects including the Town of Berryville’s proposed southeastern collector road that may involve the extension of Jack Enders Boulevard to U.S. 340.
4. Determine whether to integrate recommendations from the 2014 Town of Berryville-Clarke County Bicycle and Pedestrian Plan into the Transportation Plan.

5. Determine whether to request the Virginia Department of Transportation to conduct new transportation studies, such as a crossover study of the County’s four-lane divided primary highways, to aid in developing future project and funding priorities.
6. Coordinate any proposed changes to Comprehensive Plan Objective 12 (Transportation) with any revised recommendations in the Transportation Plan.

**9. Recreation Plan**

<b><u>Adoption Date of Current Version:</u></b> December 15, 2020	<b><u>Status of Five-Year Review Resolution:</u></b> To be adopted by December 15, 2025
<b>Corresponding Comprehensive Plan Objectives:</b> <ul style="list-style-type: none"> <li>• Objective 3 – Natural Resources</li> <li>• Objective 6 – Outdoor Resources</li> </ul>	

**Summary:**

The County’s first Recreation Plan was adopted in August 2015 and underwent a modest technical update in December 2020. The purpose of the Plan is to address the recreational needs of the community and to describe the existing resources, how they will be protected and promoted, and the steps that should be taken to ensure the continued viability and enhancement of these resources for present and future generations. The Plan is action-oriented with specific functional strategies and recommendations to protect, promote, grow, and enhance the County’s active and passive recreational resources.

**Current Component Plan Goals:**

The 2020 Recreation Component Plan identifies the following overarching goals:

1. Meet the recreation needs of the community
2. Increase awareness of all recreational activities
3. Assist in maximizing the recreation value of existing assets
4. Promote connectivity among the County’s active and passive recreation resources
5. Update the Recreation Plan on a 5 year cycle

**Recommendations for Next Revision:**

The Recreation Plan was last revised in December 2020 and is not due for a five-year review evaluation until December 2025. At that time, the Plan’s goals and objectives should be evaluated against the County’s future recreation needs and any Federal, State, or private sector plans to modify, expand, or construct new recreation facilities in the County.

## NEW COMPONENT PLAN TO BE DEVELOPED

### Village Plan

#### **Corresponding Comprehensive Plan Objectives:**

- Objective 1 – Agriculture (for Millwood and White Post)
- Objective 2 – Mountain Resources (for Pine Grove)
- Objective 8 – Village Plans – Millwood, Pine Grove, White Post
- Objective 9 – Designated Growth Areas for Development
- Objective 10 – Economic Development
- Objective 11 – Public Infrastructure, Capital Improvement Planning, and Fiscal Responsibility
- Objective 12 – Transportation
- Objective 13 – Broadband Internet Access

#### **Summary:**

The need to develop a component plan for the County’s unincorporated villages was first identified in the 2013 Comprehensive Plan. These villages include Millwood, Pine Grove, and White Post and are not designated by the County as growth areas despite the fact that they each possess a concentration of residential and commercial uses. Furthermore, White Post is served by public water and Millwood is served by public water and sewer which can be an enticement for potential future growth pressures. A Village Plan would include strategies to help address future land use requests and infrastructure needs while simultaneously ensuring that the character of each village is maintained and unintended, unplanned growth does not occur in the future.

#### **Recommendations for Development:**

Similar to the update of the Mountain Land Plan, the creation of a new Village Plan is likely to be a complex and time-consuming project. Development of the Plan should take a community planning approach by soliciting input from the residents and business owners for each village. This input should include defining how these stakeholders view the character of their village and its future growth and development. Planning “charrettes” or workshops could be used as a hands-on approach for stakeholders to work informally with Commissioners and staff and to visualize the process through mapping and prioritization exercises. Efforts should also be taken to be inclusive of the viewpoints of all stakeholders, and draft documents should be vetted with each community deliberately as the plan development process progresses.

Given the extensive nature of a project to develop this new Plan, it is recommended that no other major projects be undertaken simultaneously with this revision project unless they are related to and can be used to inform the Plan’s creation.

#### **OTHER RELEVANT PLANS AND STUDIES**

From time to time, the County develops plans and studies to guide and inform decision-making on a variety of issues. While all plans and studies that are adopted or accepted for use should be developed in accord with the Comprehensive Plan’s guidance, not all are appropriate for inclusion as an implementing component plan of the Comprehensive Plan. Some plans and

studies focus on a narrow or technical issue that is not directly related to the Comprehensive Plan. Other plans have goals or action items that evolve over a shorter time span and need to be updated annually or more frequently than the five-year time span of a component plan.

When such plans and studies are developed, the plan or study's initial scoping should ensure consistency with the Comprehensive Plan and implementing component plans. For example, a study to identify an area for new County athletic fields should be scoped using applicable recommendations in the Comprehensive Plan's Objective 6 (Outdoor Resources) and Objective 11 (Public Infrastructure, Capital Improvement Planning, and Fiscal Responsibility), and any applicable recommendations in the Recreation Component Plan. When the plan or study is completed, there should also be a subsequent finding as part of the action to adopt or accept that the plan or study is consistent with the Comprehensive Plan. These measures will help to ensure consistency across all County planning documents and resources and will also help to ensure that the Comprehensive Plan remains a strong and vital expression of the County's land use and growth philosophies.

Examples of other types of plans and studies developed by the County are described below.

## **1. Capital Improvement Plan**

The Capital Improvement Plan (CIP) is a planning document used to prioritize and fund capital projects over a five-year timeframe. The CIP is reviewed on an annual basis in conjunction with the County's annual budget process. The Planning Commission's role in the process is to evaluate proposed projects and provide a formal recommendation to the Board of Supervisors on the following issues:

- Conformance with the Clarke County Comprehensive Plan and any applicable implementing component plans.
- Whether the project descriptions include a justification or need for the project.
- Whether the project maximizes public convenience and accessibility.
- Whether the project avoids extension of public infrastructure outside of designated growth areas which could cause new development pressures (where applicable).

The CIP was previously considered to be an implementing component plan of the Comprehensive Plan. In 2020, a formalized CIP review process was developed which would have the Commission review and provide recommendations in the fall of each year to be used by the Board of Supervisors in their annual budget process. This formalized annual review process requires a much more frequent review than the five-year schedule of a component plan. The CIP is no longer considered to be an implementing component plan of the Clarke County Comprehensive Plan.

## **2. Economic Development Strategic Plan**

The County's first Economic Development Strategic Plan was adopted in October 2014 as a new component of the 2013 Comprehensive Plan. By virtue of being a "strategic plan," its recommendations primarily consist of short-to-medium term action items to be implemented. The purpose of the Strategic Plan is to guide the County's economic development initiatives while supporting and drawing guidance from the County's overall growth management policies for rural land conservation and other key goals found in the Comprehensive Plan and component plans. The Strategic Plan contains the following guiding principles:

- Support the County's Comprehensive Plan and desired future land use pattern of concentrated population within a largely rural environment. The County must avoid compromising its overall growth management philosophy by taking advantage of the natural and historic resources in ways that help preserve them while enhancing their economic value.
- Grow the tax base as the primary objective, with a secondary objective to increase economic activity through the expansion of business transactions and/or by adding new jobs, particularly if the jobs are filled by the existing labor force or in-commuters.
- Build on past and current successes in business development.
- Target short-term as well as long-term economic prospects.
- Foster close cooperation between the County and the Town of Berryville, as the two jurisdictions form a unified local economy.
- Set and memorialize clear priorities and responsibilities to allow the County and Town to best use limited resources, take best advantage of the community's key attributes, and focus on the most important and practical actions for early success.

The 2022 Comprehensive Plan Revision includes the removal of the Economic Development Strategic Plan as an implementing component plan. Implementation of the 2014 Strategic Plan's action items has resulted in the establishment of a formal County economic development program staffed by a full-time director managing a range of programs and initiatives. While it remains important to maintain a Strategic Plan, such a plan should now be in a form that allows for it to be evaluated and modified on an annual basis instead of once every five years with short-term objectives that can be changed and updated flexibly at a similar frequency.

## **3. Telecommunications Infrastructure and Broadband Study 2020**

The Telecommunications Infrastructure and Broadband Study 2020 was developed in November 2016 for the County by the Atlantic Group, a telecommunications consulting firm, for the purpose of identifying strategies to encourage the expansion of cellular communication and broadband internet access throughout Clarke County. The Study is action-oriented in nature and includes the consultant's recommendations for changes to the County's zoning regulations for telecommunication towers, strategies for working with private-sector providers of internet service and infrastructure through a dedicated broadband committee, and funding strategies. The Study was accepted by the Board of Supervisors in December 2016 and was used to develop

zoning ordinance text amendments to facilitate tower construction and the formation of a Broadband Implementation Committee to work with potential private-sector partners.

#### **4. Energy and Resource Management Plan**

The purpose of the Energy and Resource Management Plan is to private goals and policies to address energy efficiency, conservation, and education and to create a plan to reduce the County’s overall environmental impact in order to save tax dollars and improve services. The Plan was developed beginning in 2008 by a team of business leaders, citizens, elected officials, and County staff initially as an interim report addressing nine categories where resource management could be achieved:

- Energy efficiency
- Renewable energy
- Transportation
- Land use
- Water conservation
- Recycling and waste management
- Education and outreach
- Incentive programs
- County employee management

The interim report was developed into the Plan which the Board of Supervisors adopted, along with a Resolution Establishing Energy Resource Management Policies, on January 19, 2010. The Plan has been used to create a recycling program and to implement energy-saving measures in County buildings among other initiatives.

#### **5. Town of Berryville & Clarke County Bicycle & Pedestrian Plan**

The Town of Berryville & Clarke County Bicycle & Pedestrian Plan was developed in 2014 by the Northern Shenandoah Valley Regional Commission (NSVRC) and a work group of Town and County appointed officials and staff. The purpose of the Plan is to provide a comprehensive overview of the existing transportation network with recommendations for bicycle and pedestrian enhancements to better serve transportation, recreation, and economic development objectives. This Plan also includes recommendations to incorporate bicycle and pedestrian improvements into the Town and County’s comprehensive plans, strategies to fund construction of recommended improvements, coordination with economic development to promote tourism opportunities, and coordination with law enforcement and schools to promote safety and awareness training.

#### **6. Cost of Community Services Study**

The Cost of Community Services Study was developed in 2018 on behalf of Clarke County by the University of Virginia’s Weldon-Cooper Center for Public Service. The Study examines the cost of providing public services for each of the County’s different land uses (i.e. agriculture/open space, residential, commercial/industrial). Ratios are used to gauge the demand

placed on local government services in comparison to the tax revenue that is generated by the land use. This information compares how existing land uses impact the county budget differently and can be used for county land use and infrastructure planning.



# **APPENDIX**

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## **Geological Profile**



## APPENDIX - Geological Profile

The notable geological features of Clarke County are described below. They include geologic areas, relief, watercourses, soil types, and groundwater. All are to some degree manifestations of the County's geologic framework, which dictates the nature of the topographic features and relief, the types of soils that occur, and the characteristics and locations of surface and underground water.

### **1. Geologic Areas**

Map 12 shows the general geology of the northern Shenandoah Valley. Clarke County encompasses three geologic areas running south-north. From east to west, these zones are described as Blue Ridge, eastern lowland on carbonate rock, and central lowland on shale and siltstone.

#### **a. Blue Ridge**

The Blue Ridge geologic area lies east of the Shenandoah River and along the western slope of the Blue Ridge Mountains. It is composed primarily of Proterozoic metamorphosed intrusive and extrusive igneous and sedimentary rock, formed some 900 million to 600 million years ago<sup>1</sup>. The high temperatures and pressures of metamorphism turned the Blue Ridge's diabbases into metadiabase (greenstone); basalts into metabasalts; rhyolitic tuffs into metatuffs; shales into metashales, slates and phyllites; sandstones into metasandstones and quartzites; and granites and diorites into gneisses. Later, a Cambrian sea, whose marine deposits form the carbonate rock of the eastern lowland, covered the landscape.

#### **b. Eastern Lowland on Carbonate Rock**

The eastern lowland geologic area, from the Shenandoah River west to the Opequon Creek, constitutes three-quarters of Clarke County. Its carbonate-rock framework varies but is primarily limestone and dolomitic limestone. Purest limestone is found on the western part of this area. Dolomitic limestone is found toward the east, along with lesser amounts of chert, sandstone, shale, siltstone, and mudstone. These sedimentary rocks, formed as chemical precipitates of calcium carbonate or sediments of mud or sand, were consolidated under shallow seas approximately 541-488 million years ago. They now constitute a 12,000-foot thick limestone and dolomitic-rock sequence that underlies the Shenandoah Valley. Areas that are underlain by carbonate rocks, such as limestone and gypsum, contain solution-enlarged sinkholes, conduits, and caves. These geologic features characterize what is called karst terrane. The generally high permeability of these rocks facilitates the infiltration and transport of contaminants from the land surface to the groundwater reservoir.

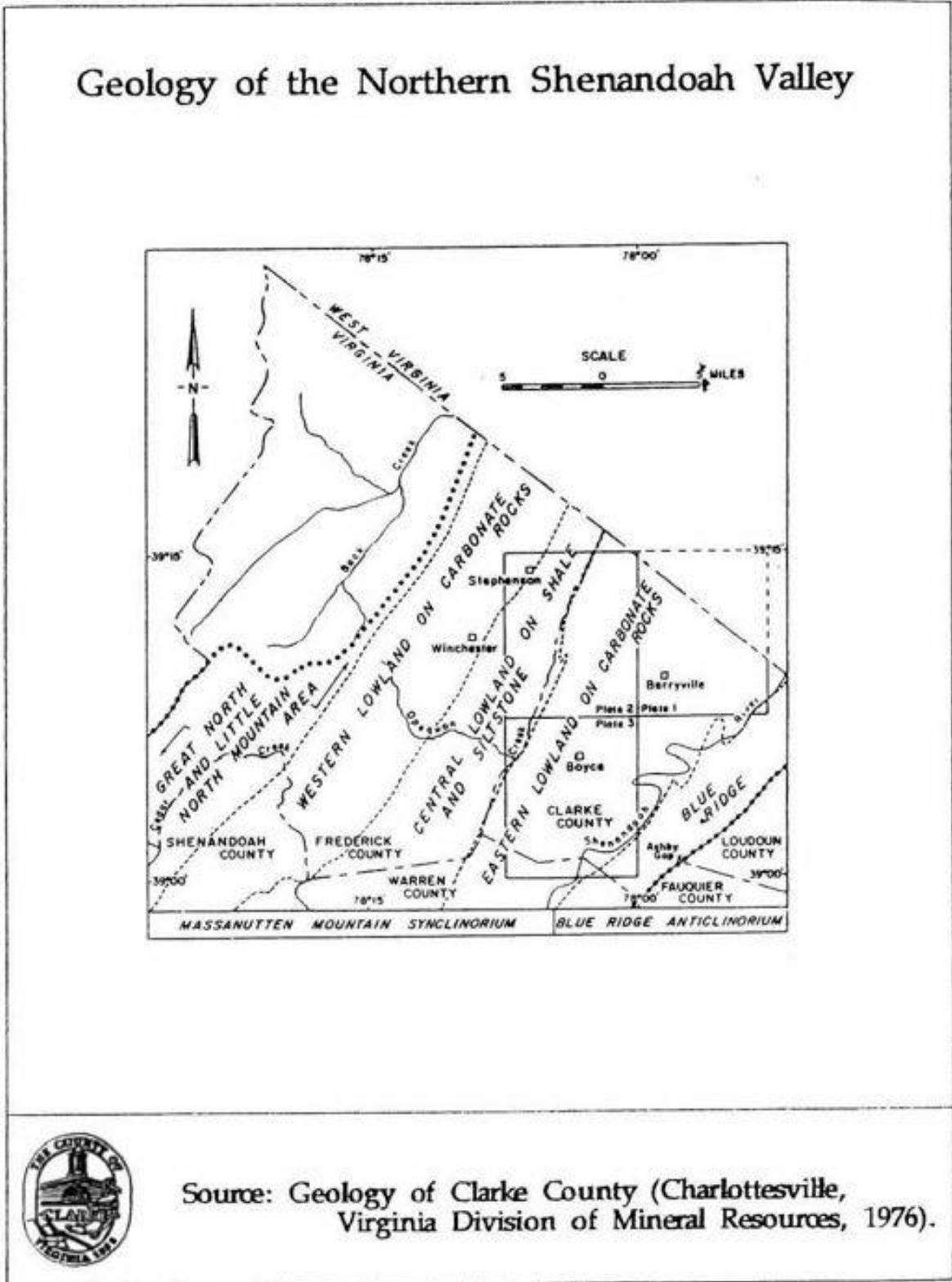
#### **c. Central Lowland on Shale and Siltstone**

The far western sliver of Clarke County is in the area described as the central lowland on shale and siltstone, which extends primarily across eastern Frederick and Shenandoah Counties and western Warren County. These are the youngest rocks remaining in Clarke County, deposited during the Ordovician Period (488-443 million years ago) over the older limestone of the eastern lowland. Low rounded hills, a large number of surface streams, a thin soil cover, and an abundance of shale chips characterize the central lowland.

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<sup>1</sup> Note that prehistoric time increments are typically referenced in reverse order.

# MAP 12 Geology of the Northern Shenandoah Valley



## **2. Major Geologic Events**

Two major geologic events, occurring after the rocks of the Blue Ridge and the eastern and central lowlands were formed, shaped the topography of Clarke County. The first, called the Allegheny Orogeny, occurred during post-Ordovician times when lateral pressures from the southeast caused a tremendous movement of the Earth's crust. Besides uplifting the Appalachian Mountains, this episode resulted in extensive folding, faulting, and fracturing of the previously fairly flat layers of rock (Figure 1).

The second and more recent major geologic event is the carving of the landscape by erosion, a process that continues today. Water is considered to be the eroding agent, as there is no evidence indicating glaciers extended into this area. The magnitude of the erosion is striking: rocks representing thousands of feet of sediment have been removed by erosion during the past one million years.

## **3. Relief**

Relief, the difference between the highest and lowest points on the landscape, varies according to the underlying geology. In Clarke County, the metamorphosed granitic and volcanic rocks of the Blue Ridge have been highly resistant to erosion, but softer sedimentary rocks of the valley have eroded considerably. Thus, the County's relief ranges from 1,935 feet above sea level on the Blue Ridge to 360 feet at the Shenandoah River. In the eastern and central lowland areas, the average elevation is about 600 feet.

## **4. Watercourses and Watersheds**

The major watercourses of Clarke County are the Shenandoah River and the Opequon Creek. Both are within the larger Potomac River watershed. The Shenandoah flows generally at the juncture of the Blue Ridge and the carbonate rock area found on the east side of the Shenandoah Valley. The main stem Shenandoah River watershed encompasses 352 square miles, from the confluence of the north and south forks at Front Royal to the confluence with the Potomac River at Harper's Ferry; 40% of this watershed is in Clarke County. The Shenandoah watershed covers 142 square miles (or 80%) of Clarke County. Similarly, the Opequon runs on the edge of the shale area located in the central area of the Valley, where it meets the carbonate rocks. The Opequon Creek originates in Frederick County, Virginia, and extends approximately 54 miles to its confluence with the Potomac River. It has a watershed of 344 square miles, with 10% of this watershed in Clarke County. The Opequon watershed covers 35 square miles (or 20%) of Clarke County.

Flooding of the Shenandoah River prompted the County, in 1960, to establish regulations governing land use within the 100-year floodplain and 10-year floodway. The Zoning Ordinance defines a 100-year flood as a flood that, on the average, is likely to occur once every 100 years (i.e., that has a one (1) percent chance of occurring each year, although the flood may occur in any year). A floodway is defined as the channel of a river, stream, or other watercourse and the adjacent land area required to carry and discharge a flood that, on the average, is likely to occur once every 10 years (i.e., that has a ten percent chance of occurring each year). These regulations restrict building, structure, and drainfield location in floodplains.

## 5. Soil Types

Climate, plants, and animals act upon parent rock material to turn it into soil. Clarke County has three major soil areas: upland soils of the Blue Ridge, river terrace and floodplain soils of the Shenandoah Valley, and the upland soils of the Shenandoah Valley. Within these areas, there are 11 major soil groups, which are combinations of the various soil series. They are shown by number on Map 4 and discussed below. Percentages are given for the amount of area covered by each type.

### a. Upland Soils of the Shenandoah Valley

The uplands in the Shenandoah Valley encompass most of Clarke County, including nearly all of the major population centers and most of the better farmland. Most of the soils were formed from sedimentary rocks.

Soil groups 2, 3, and 4 all have numerous rock outcrops and sinkholes. Low available water capacity, shallow rooting depth, and outcrops of limestone bedrock limit the use of machinery for farming. Limitations for residential and community development include outcrops of limestone bedrock and numerous sinkholes and solution channels in the bedrock that may result in contamination of wells and springs by surface runoff and seepage from septic fields.

Soil groups 5 and 6 have numerous rock outcrops and sinkholes but are well suited to farming, mainly row crops, pasture, and apple orchards. Limitations for residential and community development include clayey subsoils with high shrink-swell potential and low strength. Permeability is moderately slow and should be considered when septic tank absorption fields are designed. Sinkholes and bedrock channels make the groundwater very vulnerable to pollution.

- 1. Berk-Endcav-Weikert (3%) is about 70% gently sloping to rolling and about 30% hilly to steep soils. These are shallow to deep, well-drained soils that have a loamy or clayey subsoil formed from materials weathered from shale or calcareous shale. The area is used mainly for pasture but includes some row crops (70%) and woodlands (30%). The soil has many limitations for farming, very low available water capacity, limited rooting depth, high acidity, low natural fertility, and coarse fragments on the surface. It also has many limitations for residential and community development.*
- 2. Carbo-Opequon-Oaklet (9%) is about 35% nearly level and 65% gently sloping soils. These are shallow to deep, well-drained soils that have a clayey subsoil formed from materials weathered from limestone. This area is 85% cleared and used for pasture and row crops; 15% is wooded and generally too rocky for pasture.*
- 3. Rock Outcrop-Opequon-Swimley (6%) is about 60% nearly level and 40% gently sloping soils. Areas of rock-outcrop that are characterized by shallow and deep, well-drained soils formed from materials weathered from limestone. The area is about 75% cleared for crops or pasture and 25% wooded.*
- 4. Rock Outcrop-Hagerstown-Swimley (14%) is about 20% nearly level and 80% gently sloping soils. Characterized by areas of rock outcrop and deep well-drained soils that have a clayey subsoil formed from materials weathered from limestone. The area is about*

*65% cleared and 35% wooded.*

5. *Poplimento-Timberville (20%) is about 70% gently sloping and 30% rolling soils. These are deep, well drained soils formed from materials from interbedded limestone, shale, and colluvium. The area underlain by these soils is well suited to crops, orchards, and pasture.*
6. *Poplimento-Webbtown-Timberville (19%) is about 40% gently sloping, 45% rolling, and 15% hilly soils. These are deep and moderately well-drained soils formed from materials from interbedded limestone, shale, and colluvium. These soils are well suited for crops, orchards, and pasture. There are limitations for development based on moderate shrink-swell potential, high clay content, and the presence of sinkholes.*

b. River Terrace and Floodplain Soils of the Shenandoah Valley

These areas are mostly along the Shenandoah River and include some of the better farmland (in terms of soils) in the County. The soils here, groups 7 and 8, were formed from alluvium deposited by the Shenandoah River or from residuum weathered from adjacent uplands.

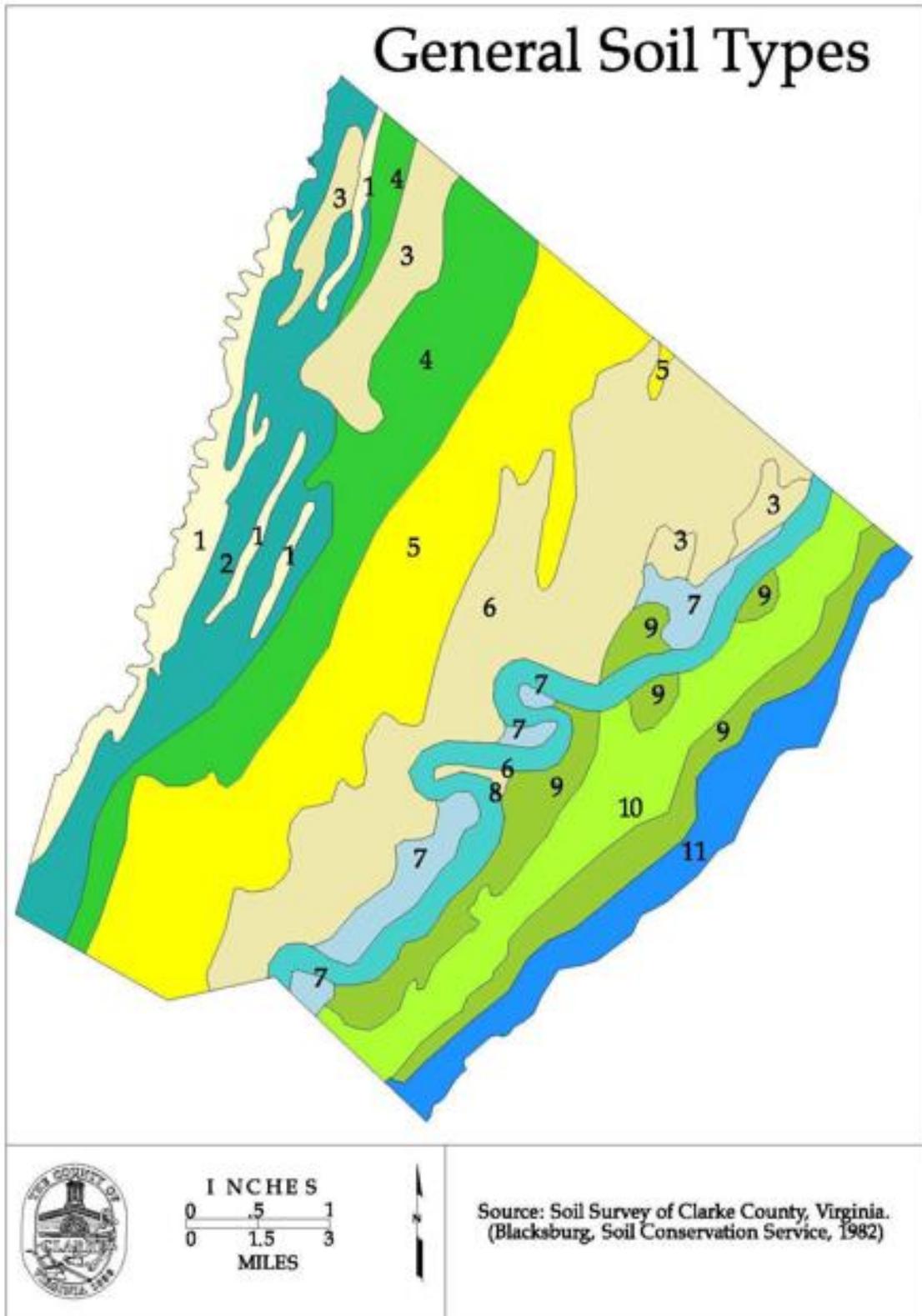
7. *Monongahela-Braddock-Webbtown (4%) is about 50% gently sloping, 30% rolling, 10% hilly, and 10% steep soils. Many areas have gravel and cobblestones on the surface. The area is used mostly for woodland but has some areas well suited for farming. About half the gently sloping and rolling soils are cleared and now used for cultivated crops or pasture. The area has many limitations for residential and community development.*
8. *Chagrin-Udipsamments-Lobdell (2%) is nearly level land that is occasionally flooded and therefore severely limited for residential and community development. The area is well suited for farming. Most is cleared and used for cultivated crops or pasture.*

c. Upland Soils of the Blue Ridge Mountains

The Blue Ridge is the roughest and steepest part of the County. It is mostly woodland and contains soil groups 9, 10, 11, formed from sedimentary and metamorphic rocks. These soils have limited potential for agriculture and residential development because of slope.

9. *Dekalb-Laidig (10%) is about 10% gently sloping, 30% sloping, 30% hilly, and 30% steep soils. These are moderately deep or deep, well-drained soils formed from materials weathered from sandstone. There is a west, northwest, or north aspect to half of the area. The area is mainly forested, due to steep slopes and rocky substrate.*
10. *Cardiff-Cataska-Whiteford (5%) is about 15% gently sloping, 40% sloping, 35% hilly, and 10% steep soils. Soils are deep to shallow, well-drained and formed from materials weathered from phyllites and slates. There is a west, northwest, or north aspect to half of the area.*
11. *Catoctin-Myersville-Lew (8%) is about 25% sloping, 45% moderately steep, and 30% steep and very steep soils. Stones and boulders limit agricultural and residential development.*

# MAP 13 General Soil Types



## **6. Groundwater**

Groundwater may be considered to be any water in the ground, but generally it refers to the water below the level at which the pore spaces in soil or rock materials are fully filled or saturated with water. In most settings, groundwater moves slowly through the small pores and cracks among soil and rock particles. In humid areas, perched water tables occur above the true water table in early spring. Although some wells may obtain water from these temporary water tables, most wells are supplied from deeper, more permanent water sources or aquifers.

Groundwater protection problems are generally greater in areas that are underlain by carbonate rocks, such as limestone and gypsum, than in areas underlain by most other rock types because of the presence of solution-enlarged sinkholes, conduits, and caves. These geologic features characterize what is called karst terrane. The generally high permeability of these rocks facilitates the infiltration and transport of contaminants from the land surface to the groundwater reservoir.

Groundwater aquifers in the eastern United States are continuously replenished or recharged by precipitation. Recharge rate affects groundwater quality and quantity. Only a fraction of all precipitation, however, reaches the deep aquifers used for drinking water, because most of it runs off and flows into streams, is absorbed by plants, or evaporates.

In the steep western slopes of the Blue Ridge, aquifer recharge is slight because water quickly runs down the steep slopes before it can soak into the soil. The ancient lava and granitic rock also has few pores for seepage but does have fractures that allow some water to reach deep aquifers. Although the water quality is generally good, the quantity of water from wells on the Blue Ridge is generally low, even at great depths.

Aquifer recharge is much more rapid in the eastern lowland carbonate area, which encompasses three-quarters of the County. This carbonate area is described as karst topography. The limestone and dolostone is highly fractured, allowing water to move quickly through to the aquifer. Moreover, carbonate rocks are usually water soluble, and fractures are eroded to form larger channels. Sinkholes and sinking streams indicate the rapid recharge ability of this area. In areas characterized by karst, pollution of groundwater is more likely because the open channels allow ground-level pollutants quick and easy access to the aquifer.

**END OF DOCUMENT**



# **2022 Clarke County Comprehensive Plan**

**DRAFT (REDLINED)**

**Recommended for Adoption  
by the Planning Commission (7/1/2022)  
For Board of Supervisors Review (7/11/2022)**

## ACKNOWLEDGEMENTS

### **CLARKE COUNTY PLANNING COMMISSION**

George L. Ohrstrom, II, Chair (Russell Election District)  
Randy Buckley, Vice Chair (White Post Election District)  
Frank Lee (Berryville Election District)  
Gwendolyn Malone (Berryville Election District)  
Scott Kreider (Buckmarsh Election District)  
Douglas Kruhm (Buckmarsh Election District)  
Anne Caldwell (Millwood Election District)  
Bob Glover (Millwood Election District)  
Pearce Hunt (Russell Election District)  
Buster Dunning (White Post Election District)  
Matthew Bass (Board of Supervisors representative)

### **PLANNING COMMISSION COMPREHENSIVE PLAN COMMITTEE**

Douglas Kruhm (Buckmarsh Election District)  
Anne Caldwell (Millwood Election District)  
Bob Glover (Millwood Election District)  
Matthew Bass (Board of Supervisors representative)  
Randy Buckley (White Post Election District)  
George L. Ohrstrom, II, Ex-Officio (Russell Election District)

### **CLARKE COUNTY BOARD OF SUPERVISORS**

David Weiss, Chair (Buckmarsh Election District)  
Terri Catlett, Vice-Chair (Millwood Election District)  
Matthew Bass (Berryville Election District)  
Doug Lawrence (Russell Election District)  
Beverly B. McKay (White Post Election District)

### **CLARKE COUNTY PLANNING DEPARTMENT**

Brandon Stidham, Planning Director  
Jeremy Camp, Senior Planner/Zoning Administrator  
Jeffrey Feaga, Preservation Planner/GIS Coordinator  
Alison Teetor, Natural Resource Planner; CCEA Coordinator  
Kristina Maddox, Office Manager/Zoning Officer

Clarke County Planning Department  
101 Chalmers Court, Suite B  
Berryville, VA 22611  
540-955-5132

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**DATE OF PLANNING COMMISSION PUBLIC HEARING AND ADOPTION:**

**TO BE DETERMINED**

**DATE OF BOARD OF SUPERVISORS PUBLIC HEARING AND ADOPTION:**

**TO BE DETERMINED**

*“A plan serves a public body much as a promise serves an individual. If we make a promise, others expect that we will honor it with our actions.”<sup>1</sup>*

## FOREWORD

The Comprehensive Plan maps the future of land use in Clarke County. This long-range Plan captures the County’s vision, projects the necessary resources to make this vision happen, and ~~develops the planning tools (guidelines and strategies)~~ *provides strategies and recommendations* to make the vision a successful reality. Such long-range planning, as set out in the Comprehensive Plan, anticipates future impacts of land use choices, and guides all present and future decisions regarding land use. *The Code of Virginia requires every county to adopt a comprehensive plan and to review it at least once every five years to determine whether it needs to be updated.*

The purpose of this plan is to guide land-use decisions, both public and private, as they relate to the specific goals of the County. The Plan is for the citizens of the County and, for this reason, considers many diverse interests. It cannot satisfy every citizen's particular interest but does provide a mechanism for the protection of the health, safety, and welfare of all County citizens. Most importantly, it provides an outline for future decisions on land use, natural resource protection, capital improvements, and economic growth while attempting to balance the community’s diverse interests.

Clarke County adopted its initial Comprehensive Plan on June 15, 1974. The Plan ~~has been~~ *was* updated ~~several times over the years in August 1974, September 1980, March 1988, August 1994, March 2001, and March 2007, most recently in March 2014. Revised guidance and innovations were added with each update, but the following~~ *guiding principles of the 2007 Plan were have remained consistent:*

- ~~Manage~~ *Managing* residential ~~and business~~ *growth in designated areas where it can be supported by public infrastructure in a fiscally-responsible manner.*
- *Allow low-density residential growth in rural areas consistent with the County’s sliding-scale zoning system.*
- *Ensure the prosperity of agriculture by protecting farmland agricultural land from development pressures and supporting the right to farm.*
- *Develop and refine strategies and regulatory approaches to account for the challenges of developing in County’s karst terrain and potential for groundwater contamination.*
- *Recognize that the County’s mountain areas and the Shenandoah River have different ecosystems from the valley requiring different planning and regulatory approaches to preserve the natural beauty and ecology of these areas.*
- ~~Protect~~ *Protecting* the County’s unique natural ~~environmental~~, *historical*, and cultural resources.

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<sup>1</sup> Charles Hoch, Linda C. Dalton, and Frank So, eds.  
The Practice of Local Government Planning, 3<sup>rd</sup> Edition  
Washington, DC: International City/County Management Association, 2000, p. 32.

- **Encourage encouraging compatible** business activity to broaden the tax base, particularly businesses related to agriculture.

~~These principles remain the focus of this updated Plan and its Implementing Component Plans.~~

~~Clarke County has many cultural, historical, and natural attributes that make it an attractive place in which to live. This Comprehensive Plan is designed to protect and enhance attributes that contribute to the rural and agricultural character of the County, while it accommodates additional people and businesses primarily in the designated growth areas.~~

This Comprehensive Plan is a document first and foremost for the citizens of Clarke County. It is designed to protect and enhance the quality of life and sense of community valued by the people who have chosen to live and work here.

### SUMMARY STATEMENT OF PURPOSE

Clarke County places tremendous value on its unique natural and historic resources and its agrarian economy. This rural character makes the County an exceptional place to live, work, and play. ~~The This~~ Comprehensive Plan contains goals, objectives, and policy statements that are designed to ensure that these elements are maintained and protected. ~~Furthermore, The~~ Plan is drafted and organized to help citizens, business owners, appointed and elected officials, and other stakeholders clearly understand the path that the County has chosen in planning for its future.

This approach is summarized in the points below:

- The County’s conservation easement program, land use taxation, and various planning and zoning tools, **including sliding-scale zoning**, shall continue to be used to protect rural areas, to aid in the vitality of our agricultural industries, and to preserve our natural and historic resources.
- Land use decision-making shall emphasize **managed directed, controlled** growth on a rural, small-town scale in designated areas where public infrastructure can be efficiently provided. These areas include the Towns of Berryville and Boyce as well as ~~other villages and~~ business intersections **and unincorporated villages as** described in this Plan and its ~~implementing~~ component **plans**.
- The County will focus its resources on infrastructure and economic development projects to serve the designated growth areas. **With the exception of efforts to expand broadband internet service**, residents and businesses in rural, **unincorporated** areas **outside of designated growth areas** should continue to expect rural levels of service.

- To ensure community vitality into the future, the County will explore and consider implementing new and innovative concepts, programs, projects, and regulations that provide diverse housing options, *compatible context-sensitive* economic development, and *cost-effective efficient* public infrastructure in designated growth areas.
- The County shall strive to support concepts, programs, projects, and regulations that *protect natural resources from significant degradation ensure environmental sustainability*. Clarke County's fundamental goal is to protect our natural resources so that we may pass them on to future generations. We seek to accomplish this through efforts that manage surface water and groundwater, protect and restore stream and river corridors, and preserve the integrity of our natural environment.
- The County shall also strive to support concepts, programs, projects, and regulations that ensure economic sustainability *in a fiscally-responsible manner consistent with its land-use philosophy*. Public and private sector investments in business, housing, and infrastructure should be economically viable, environmentally sound, and socially responsible to the community's objectives as set forth in this Plan. Achieving this goal requires *active* participation from the community, both to determine *community* needs and to identify and implement innovative and appropriate solutions *to address those needs*.

## INTRODUCTION

### Comprehensive Plans Generally

The Comprehensive Plan *is a combines* long-range planning *document that provides guidance with guidelines* for making *tomorrow's land use and policy* decisions. *The Plan* is for the *County's* citizens, *business owners, and stakeholders of the County* and thus considers many diverse interests. Most important, it provides an outline for future land-use decisions that balance diverse interests and are based upon the goals, objectives, and policies of the County.

The Comprehensive Plan provides a vision for how a community should grow in the future. It is typically long-range and forward-looking, addressing a wide range of issues and questions relating to land use, community facilities, infrastructure, preservation, *natural resource protection*, community character, and economic development among other topics. It is important to understand that the Comprehensive Plan is an adopted guideline and not a law or regulatory tool. The Plan provides specific recommendations on land use tools that should be implemented, *maintained, or enhanced* to further the Plan's Goals, Objectives, and Policies. These tools can come in the form of regulations, such as changes to the County Code or Zoning and Subdivision Ordinances. They can also come in the form of more detailed plans such as the *implementing component plans*, or in programs and processes such as a Capital Improvement Planning program. Implementing the Plan's recommendations via these tools is the most critical element to ensure that the Plan's strategies are followed.

The County's Planning Commission is charged with preparing the plan and presenting it to the Board of Supervisors for consideration. The Code of Virginia requires local jurisdictions to adopt comprehensive plans in accordance with §15.2-2223:

*The local planning commission shall prepare and recommend a comprehensive plan for the physical development of the territory within its jurisdiction and every governing body shall adopt a comprehensive plan for the territory under its jurisdiction.*

*In the preparation of a comprehensive plan, the commission shall make careful and comprehensive surveys and studies of the existing conditions and trends of growth, and of the probable future requirements of its territory and inhabitants. The comprehensive plan shall be made with the purpose of guiding and accomplishing a coordinated, adjusted and harmonious development of the territory which will, in accordance with present and probable future needs and resources, best promote the health, safety, morals, order, convenience, prosperity and general welfare of the inhabitants, including the elderly and persons with disabilities.*

*The comprehensive plan shall be general in nature, in that it shall designate the general or approximate location, character, and extent of each feature, including any road improvement and any transportation improvement, shown on the plan and shall indicate where existing lands or facilities are proposed to be extended, widened, removed, relocated, vacated, narrowed, abandoned, or changed in use as the case may be.*

~~Most recently, the General Assembly mandated that comprehensive plans include transportation plans with new requirements including coordination with the Statewide Transportation Plan, Six Year Improvement Program, and route locations selected by the Commonwealth Transportation Board. The transportation plan components must also be provided to the Virginia Department of Transportation (VDOT) to be reviewed for consistency with the aforementioned elements before the plan is adopted by the locality. Urban development areas (UDAs), a previously mandated component for certain jurisdictions, have now been made optional by the General Assembly.~~

### **Form and Function of the Clarke County Comprehensive Plan**

The Comprehensive Plan consists of two components – a base Plan document and various **i**mplementing **c**omponent **p**lans. The base Plan document contains background information on the County's history and characteristics, demographic and statistical information, and general goals, objectives and policies. The **i**mplementing **c**omponent **p**lans are separate specialized documents that provide detailed implementation strategies on specific topic areas outlined in the base Plan.

Code of Virginia §15.2-2230 requires planning commissions to review their comprehensive plans at least once every five years in order to determine whether it is advisable to make changes to the plan. ***This requirement applies to the County's Comprehensive Plan and to each of the component plans as they are also considered to be part of the Comprehensive Plan. The current Comprehensive Plan was adopted in March 2014 and the Planning Commission adopted a resolution in January 2019 to initiate a review and update of the Plan. There is no requirement in the Code of Virginia regarding when a comprehensive plan review must be***

*completed.*

~~The Planning Commission began their review and update of the 2007 Plan in Summer 2012 with the adoption of a work plan that designated the Commission as a “committee of the whole” for the review of the base Plan document. Upon the adoption of the revised base Plan document, attention will be turned to the review and update of the Implementing Component Plans along with the drafting of any new Component Plans recommended in the revised base Plan document. To ensure the efficient review of the Component Plans, the use of subcommittees is recommended so that multiple Component Plans can be worked on in tandem.~~

The base Plan document consists of three Chapters – General Information (Chapter I); Goals, Objectives, and Policies (Chapter II), and Implementing Components (Chapter III). ~~The revised Plan document includes new appendices that include detailed background information on the County and additional statistical information—some of which were moved from other sections in the 2007 Plan to make the Plan more readable. Chapter I contains factual information about the County including its history and historic resources, its unique natural resources and characteristics, and a summary of the County’s approach to growth management. Chapter I also contains statistical information of the County’s population and growth trends, housing patterns, and land use.~~

### Goals, Objectives, and Policies

*Chapter II contains the Plan’s guidance language, recommendations, and implementation strategies addressing key topic areas including:*

- *Agriculture*
- *Mountain resources*
- *Natural resources*
- *Historic resources*
- *Conservation easements*
- *Outdoor recreational resources*
- *Energy conservation and sustainability*
- *Village plans (Millwood, Pine Grove, White Post)*
- *Designated growth areas for development*
- *Economic development*
- *Public infrastructure, capital improvement planning, and fiscal responsibility*
- *Transportation*
- *Broadband internet access*

*Guidance language is described in a goals/objectives/policies format.* Goals of the Comprehensive Plan describe the future of Clarke County in general terms and are the long-term expectations of this Plan. ~~The goals for land-use planning in Clarke County are listed below:~~

- ~~1. — Preserve and protect the agricultural, natural, and open-space character of unincorporated areas.~~

- ~~2. Enhance town, village, and commercial areas through context sensitive design and walkability elements to improve the quality of life for all residents.~~
- ~~3. Encourage and maintain a diverse and viable local economy compatible with the County's size and character.~~
- ~~4. Exercise stewardship over resources so as to reduce the consumption of nonrenewable resources, utilizing renewable energy whenever possible; and foster within the private sector of the County a culture of resource conservation.~~
- ~~5. Provide for the economical delivery of necessary public services consistent with these goals.~~

~~Objectives are more specific expressions of these goals. They describe the County's intended planning actions *in the format of the key topic areas listed above*. Policies are specific statements, *directives, or strategies* for each planning objective. They provide the rationales for land-use decisions and help to guide them. ~~The objectives and policies can be found in Chapter H.~~~~

### ~~**Implementing Components of the Comprehensive Plan**~~

~~To achieve these Goals, Objectives, and Policies, implementation of the Clarke County Comprehensive Plan has been divided into seven components pertaining to specific geographic and policy areas. It is through these implementing components that the aspirations of the citizens are achieved and the elements of the Plan are realized.~~

~~*Chapter III contains descriptions of the Comprehensive Plan's implementing component plans. As noted previously, implementing component plans are a series of specialized plans that address specific geographic areas or policy issues. Component plans are developed from various applicable goals, objectives, and strategies in the Comprehensive Plan. Each component plan contains its own goals, objectives and/or strategies (similar in structure to the Comprehensive Plan's Goals, Objectives, and Policies) which go into greater detail on the geographic area or policy issue than can be accomplished succinctly in the Comprehensive Plan. Some component plans are described as "action-oriented," meaning that the component plan's recommendations are primarily composed of specific action items such as tasks or projects to complete or milestones to be achieved.*~~

~~*Component plans are reviewed once every five years and the update processes are informed by the Comprehensive Plan's guidance and by guidelines enumerated in Chapter III. The Chapter also includes a section describing other plans and studies adopted or used by the County noting that while they are not part of the Comprehensive Plan, all such plans and studies must be developed and maintained in accordance with the Comprehensive Plan's guidance.*~~

~~*It should be noted that in conjunction with this Comprehensive Plan revision, the County's Economic Development Strategic Plan and Capital Improvement Plan are to be removed as implementing component plans. These plans require more frequent review and update than*~~

*once every five years and will continue to be maintained in accordance with the Comprehensive Plan's guidance.*

*Brief summaries of the component plans are provided* These components can be found in Chapter III of the Comprehensive Plan and are briefly described below.

### *Geographic Area Plans – Rural Areas*

#### **Agricultural Land Plan**

*The purpose of the Agricultural Land Plan is to provide tools and approaches for conserving farmland, and to establish and maintain policies and programs for the long-term prosperity of the County's agricultural industries. It is recommended to be used by property owners, elected and appointed officials, and other interested stakeholders to understand the County's approach to protecting and promoting agriculture. The Agricultural Land Plan's recommendations are applicable to all areas of the County where agricultural operations exist and are allowed by-right.*

~~Clarke County has been, and continues to be, a predominantly rural and agricultural environment. Agriculture is the defining characteristic of the County. It is Clarke County's most significant economic, cultural, and historic feature. The preservation of agricultural lands is promoted and encouraged by the Agricultural Land Plan as it seeks to perform the following items:~~

- ~~1. Minimize the impact of nonagricultural residential development.~~
- ~~2. Minimize the size of parcels created for residential purposes in rural areas.~~
- ~~3. Keep residual tracts as large, and therefore as agriculturally viable, as possible.~~
- ~~4. Provide for residential growth within the designated growth areas.~~

#### **Mountain Land Plan**

*The Mountain Land Plan was developed to address the unique challenges and policy issues facing the County's mountain areas located east of the Shenandoah River. While this rural area allows agriculture by-right, forestal resources predominate and present challenges in protecting scenic viewsheds, wildlife habitats, and ecosystems. The mountainous terrain also presents challenges of protecting surface water resources from erosion and sedimentation. This component plan attempts to address these issues while simultaneously balancing private property rights and the demand for access to the area's natural and scenic resources.*

~~The mountain lands of Clarke County to the east of the Shenandoah River constitute approximately one-fourth of the County. The steep slopes and predominantly forested areas create special land-use concerns that require specific land-use planning. The Mountain Land Plan is designed to protect the scenic values, forest resources, surface and groundwater quality as well as wildlife habitats of the area, while allowing well-sited development compatible with these concerns.~~

## Geographic Area Plans – Designated Areas for Growth

### **Berryville Area Plan**

The Berryville ~~area~~ *Annexation Area, which includes lands jointly identified by the Town and County for future development to be served by public water and public sewer, has been identified in the Comprehensive Plan as is the County's primary* designated growth area ~~of the County~~. Because *the Town of Berryville* contains the highest concentration of available public facilities and infrastructure, it is the most appropriate place ~~for to direct future~~ growth *in an efficient and cost-effective manner*. The Berryville Area Plan ~~provides a guide~~ *guides* for the physical growth of ~~that area the Annexation Area and the orderly transition of properties from the County to the Town as development occurs~~. The ~~overriding primary~~ purpose of this ~~Plan component plan~~ is to ~~encourage facilitate~~ development of a safe, vibrant, and distinctive small town environment, while maintaining the unique historical character of the community.

### *Double Tollgate Area Plan*

*The Double Tollgate Area Plan is one of two Business Intersections Area Plans created under the Comprehensive Plan's guidance. This component plan focuses on the future commercial development of the area immediately surrounding the Double Tollgate unincorporated area at the intersection of U.S. Routes 340 and 522 and Va. Route 277. Strategies are included to address County investment in public infrastructure over time to facilitate highway commercial-scale development at this intersection.*

### *Waterloo Area Plan*

*The Waterloo Area Plan is the second of two Business Intersections Area Plans and focuses on development issues and challenges at the unincorporated Waterloo area at the intersection of U.S. Routes 340 and 50/17. The Waterloo area is partially served by public water and public sewer, and strategies are included to facilitate the future build-out of highway commercial-scale businesses.*

### **Business Intersections Area Plans**

There are two intersections in the County of major arterial highways that are federally designated routes: Waterloo (U.S. Routes 50/17 and 340), and Double Tollgate (U.S. Routes 340 and 522). These intersections are uniquely suited for business activities that require auto or truck access. Area plans are necessary to help ensure that appropriate land is provided for such development, that the necessary utilities are available, and that the character of the development enhances the character of County.

## Policy Issue Plans

### **Historic Resources Plan**

*The Historic Resources Plan is an action-oriented component plan focusing on the promotion and preservation of the County's historic and cultural assets.* Clarke County's extensive historic resources play a large part both in attracting tourism and influencing land use decisions. The County encourages historic preservation through state and national programs and has conducted four area surveys to provide documentation of historic properties. *This component plan contains a list of specific goals to be implemented through the County's Historic*

*Preservation Commission (HPC) to further the County's historic preservation goals.*

### **Recreation Plan**

*The Recreation Plan is the second of two new component plans developed as recommended by the 2013 Comprehensive Plan's guidance. This component plan contains specific recommended strategies to protect, promote, grow, and enhance the County's active and passive recreational resources. Its purpose is to address the community's recreational needs and outline steps to ensure the continued viability and enhancement of recreational resources for present and future generations.*

### **Transportation Plan**

Provision of a safe and efficient transportation network is critical to any community but it is also important to ensure that the community's transportation needs are compatible and coordinated with the land use philosophy. These needs are not limited to public roads but also extend to bicycle, pedestrian, and commuter networks. The Transportation Plan ~~describes~~ **provides a clear statement** of how the County's land use philosophy is coordinated with its transportation policies. The Transportation Plan also contains the County's current list of improvement projects along with planning level cost estimates and statistical information to support the need for each project.

### **Water Resources Plan**

*The Water Resources Plan was established to protect the County's groundwater and surface water resources and to raise attention to the unique challenges of preserving water quality and quantity in a County with Karst areas and mountainous terrain. The component plan contains specific goals and strategies to support regulatory protections, to guide land use decision-making, and to encourage ongoing initiatives to further these goals.*

#### **1) — Groundwater Resources**

~~Three-fourths of the people in Clarke County depend on groundwater as their source of drinking water. Protection of groundwater from pollution is, and has been, of primary importance. The urgent need for protection was vividly demonstrated in 1981, when, because of pollution, the Town of Berryville had to abandon the wells that provided its public water supply. In the early 1990s wells were polluted by benzene in the White Post area and fuel contamination has occurred in Pine Grove and the Shepherd's Mill Road area. These events underscored the need for protection of groundwater. The Groundwater Resources section addresses related issues, including minimizing contamination from non-point sources, protecting the Prospect Hill Spring water supply (the public water supply serving the businesses and residents in Boyce, Millwood, Waterloo, and White Post), and increasing public understanding of the sensitive nature of limestone geology and its susceptibility to contamination.~~

#### **2) — Surface Water Resources**

~~Surface waters include secondary streams or tributaries, such as the Shenandoah River, the Opequon Creek, and Spout Run (a state-designated trout stream). The Surface Water Resources section addresses related issues including surface water contamination from both point and nonpoint sources, off-stream water use, such as domestic supply and irrigation, and recreational uses. Point source pollution comes from specific, identifiable sources. Nonpoint source~~

~~pollution is caused by many diffuse sources, such as runoff, precipitation, or percolation.~~

### **Capital Improvement Plan**

~~Public facilities are the infrastructure for Clarke County's essential services, including education, police and fire protection, social services, parks and recreation, and library services. Because the provision of public facilities can influence when and where development will take place, they are very important growth management tools. The intent of the Capital Improvement Plan is to provide an outline of potential public facility and services needs so the County can review these provisions and maintain adequate levels of services in a timely fashion. Most important, it promotes the effective provision of capital improvements consistent with the goals of the Comprehensive Plan.~~

### **Process for Amending the Comprehensive Plan**

While not recommended, the Planning Commission and Board of Supervisors may consider a proposal to amend the Comprehensive Plan or any of the Implementing Components of the Comprehensive Plan outside of the scope of the Plan's five-year review cycle in accordance with Code of Virginia §15.2-2229 and other relevant sections.

A Comprehensive Plan amendment ~~shall~~ **should** demonstrate the following elements: a) preserving open space, farmland, natural beauty, and critical **natural environmental** areas, and/or b) improving the quality of life and services and directing development toward designated growth areas.

A Plan Amendment must also meet one of the following criteria.

1. The goals, objectives, or policies of the Comprehensive Plan or an implementing element of the Comprehensive Plan would be more effectively met or implemented, particularly by a concept of land development that was not foreseen by the Plan, if the Plan Amendment were approved.
2. The area surrounding the property in question has changed substantially since the review of the Comprehensive Plan or the applicable element of the Comprehensive Plan.
3. The **Virginia** General Assembly has adopted new requirements affecting comprehensive plans that must be implemented prior to the County's next five year review schedule.

The importance of the three criteria noted above are critical to ensure that such an amendment addresses a genuine change in conditions of the property, the County, or outside influences affecting the County, or to address a gap in the guidance or State regulatory compliance provided by the Plan and its Component Plans. Piecemeal **plan** **a**mendments should not be considered solely to address a land use change or other request that is in conflict with the Plan's recommendations.

### **Citizen Participation in the Planning Process**

***Each member of the Board of Supervisors is a citizen that is elected to office by the County's residents, and each member of the Planning Commission is a citizen that is appointed to serve by the Board of Supervisors. Together with County employees in the Department of Planning,***

*County Administration, and other key departments, these entities are responsible for managing the County's planning processes.*

*The Code of Virginia requires the Planning Commission and Board of Supervisors to hold duly advertised public hearings in order to adopt changes to the Comprehensive Plan and implementing component plans. While this minimum requirement ensures that residents, business owners, and other interested stakeholders have at least two opportunities to provide formal comment on proposed changes, additional public input using both formal and informal methods is important in order to produce a well-rounded planning product as well as to facilitate understanding and to achieve buy-in.*

*Methods to inform and educate the public and to encourage their participation in planning processes include but are not limited to:*

- 1. Schedule informal public information sessions prior to conducting required public hearings which allow participants to learn about plan revisions and provide questions and comments to elected and appointed officials and Staff on a one-on-one basis. Sessions can be scheduled in multiple locations around the County as a means of facilitating attendance and participation.*
- 2. Hold workshops or planning charrettes for major revisions or development of new plans that allow citizens and stakeholders to participate in and interact directly with the planning process at its earliest stages.*
- 3. Ensure that information pertaining to the Plan and the planning process is available to citizens in an understandable form, which may include internet postings, newsletters, mailings, informational brochures, and announcements in newspapers and on radio to stimulate citizen involvement.*
- 4. Encourage educational institutions, agencies, clubs, and special interest groups to review and comment on the Comprehensive Plan and implementing components.*
- 5. Following plan adoption, ensure uniform interpretation, administration, enforcement procedures, and staffing levels for the implementing plans, policies, and ordinances of the Comprehensive Plan.*

~~Encourage citizen involvement in the planning process.~~

*Policies*

- ~~1. Provide opportunity for citizens to participate in all phases of the planning process.~~
- ~~2. Require that all meetings involving preparing, revising, or amending the Comprehensive Plan be publicly posted and open to the public.~~
- ~~3. Meet or exceed all state requirements for public notice for meetings and freedom of information requests.~~

### *Scope of the Current Plan Revision*

*As noted above, the Planning Commission adopted a resolution in January 2019 to initiate a review of the Clarke County 2013 Comprehensive Plan. This resolution included the following key issues to be addressed during the revision process in addition to any other issues identified by the Commission:*

- 1. Evaluate the current Goals, Objectives, and Strategies for relevance and consistency with recent implementing component plan updates. Consider adding or revising language to address any new County priorities such as broadband internet access for residents and businesses.*
- 2. Update demographics and statistical information that have changed since 2013 and for which new data is currently available.*
- 3. Determine whether to incorporate data or other information from the Cost of Community Services Study.<sup>2</sup>*
- 4. Update implementing component plan descriptions in Chapter III to reflect recent updates of these Plans.*
- 5. Evaluate whether to conduct a comprehensive review and update of the Mountain Land Plan and, if so, develop objectives and strategies that will inform the update process.*
- 6. Determine whether to retain reference to the Capital Improvement Plan as an implementing component plan and make changes to the applicable objectives and strategies as necessary.*

*In addition to addressing these and other issues, ~~All~~ demographic information has been updated in Chapter I using a variety of primary sources including ~~to include the data provided in the 2020 2010~~ US Census, 2019 American Community Survey, as well as current and projected information provided by the University of Virginia's Weldon-Cooper Center, and the Virginia Employment Commission (VEC), West Virginia University's Bureau of Business and Economic Research, US Bureau of Labor Statistics, and Clarke County Planning Department records.*

*Work on the Comprehensive Plan revision was assigned to the Commission's Comprehensive Plan Committee. Because of delays due to work on other planning projects and the COVID pandemic, the Committee and Staff were not able to begin work until June 2020. A final draft was completed and presented to the full Commission for final review on May 3, 2022.*

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<sup>2</sup> *The Cost of Community Services Study (developed in 2018 by the University of Virginia's Weldon-Cooper Center) examines the cost to the County of providing public infrastructure and services to the various land-uses in the County.*

# CHAPTER I

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## General Information



## A. COUNTY PROFILE

Clarke County was formed in 1836 from Frederick County, *Virginia and was named for Revolutionary War hero George Rogers Clark*. It remains primarily a rural, agricultural county, continuing a tradition begun in colonial times. ~~The County is bounded on the east by Loudoun County and the crest of the Blue Ridge Mountains, on the west by Frederick County and the Opequon Creek, by Warren County to the south, and by Jefferson County, West Virginia, to the north. The County is bounded on the east by Loudoun County at the crest of the Blue Ridge Mountains. To the west, the County borders Frederick County, Virginia and Opequon Creek. To the south, the County borders Warren County and Fauquier County. To the north, the County borders Jefferson County, West Virginia.~~

Clarke County has a population of ~~14,034~~ *14,783* (2010 ~~2020~~ U.S. Census). Nearly three-fourths of the ~~174~~ *178* square miles (~~111,360~~ *114,103* acres) of the County is west of the Shenandoah River. *Within the western portion of Clarke County, the Town of Berryville consists of 1,449 acres, and the Town of Boyce consists of 230 acres. The remaining 112,425 acres are unincorporated. The County's total land area increased by a negligible amount as a result of a 2020 boundary line adjustment agreement with Warren County and improved accuracy in mapping the County's boundaries in various locations.*<sup>1</sup>

~~The western section of the County contains two incorporated towns, Berryville and Boyce.~~ Located 10 miles east of Winchester and Interstate 81, Berryville, the county seat, has a population of ~~4,185~~ *4,574* (2010 ~~US Census~~ *2020 DEC Redistricting Data, US Census*). Berryville is situated at the intersection of U.S. Route 340 (Lord Fairfax Highway) and Virginia Route 7 (Harry Byrd Highway). *Virginia* Route 7 serves as the main east-west corridor for the northern half of the County. U.S. Route 340 serves as the County's main north-south corridor.

~~The Town of Boyce, with~~ has a population of ~~589~~ *749* (2010 ~~US Census~~ *2020 DEC Redistricting Data, US Census*).; Boyce is located ~~on~~ *along* U.S. Route 340, approximately 1 1/2 miles north of U.S. Route 50/17 (John Mosby Highway). U.S. Route 50 is the main east-west corridor for the southern half of the County.

~~Clarke County is located 40 miles west of Washington Dulles International Airport, which provides easy access to both passenger and freight air service. Washington, D.C. lies 20 miles further to the east.~~

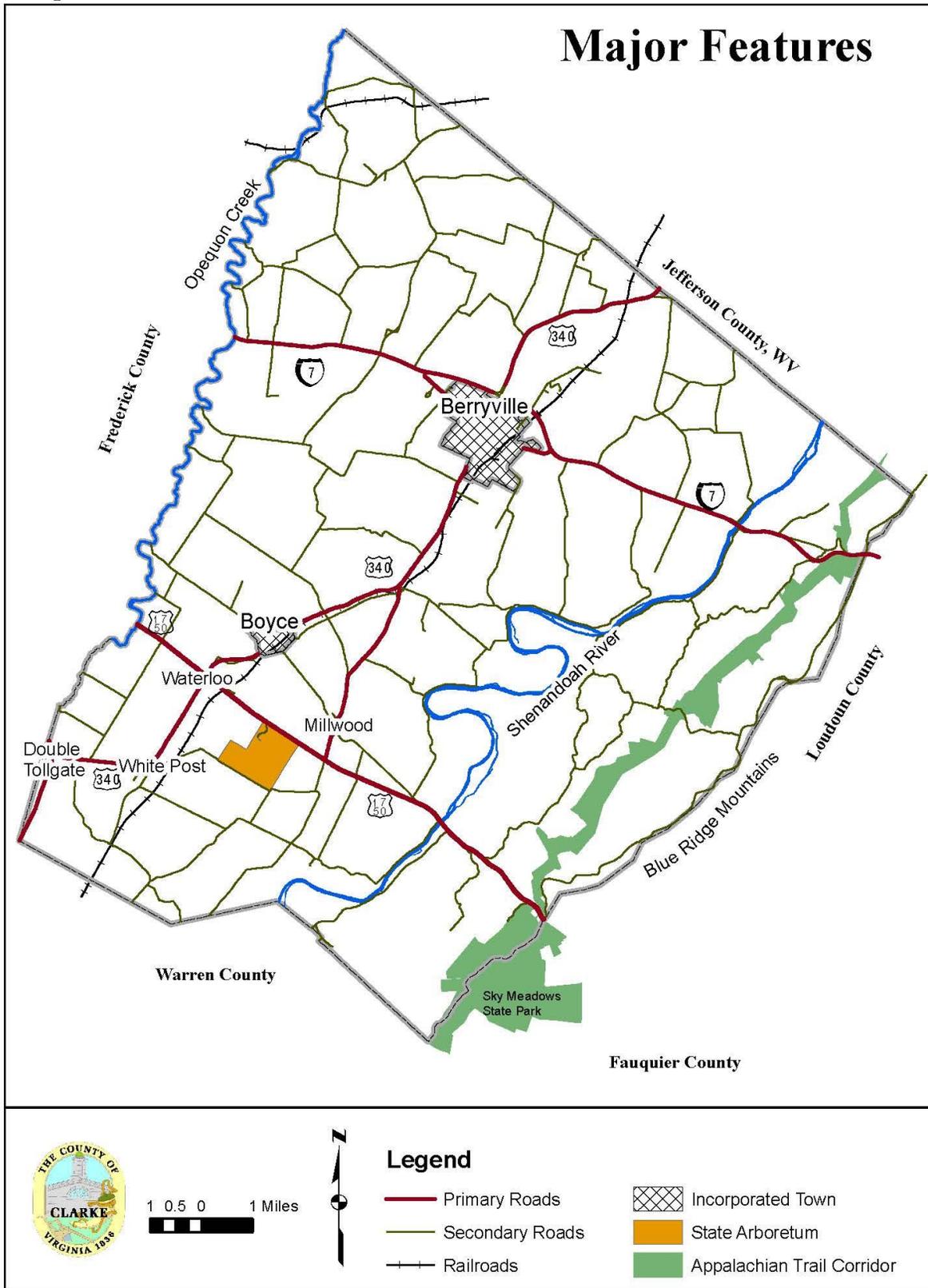
Clarke County is located *within the Washington metropolitan area. Washington Dulles International Airport is located only 40 miles to the east. It provides access to both passenger and freight air service. Washington, D.C. is positioned 60 miles to the southeast of Clarke County.*

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<sup>1</sup> *The 2014 Comprehensive Plan listed the County area as 174 square miles (111, 360 acres). This appears to be due to the area of the Towns of Berryville and Boyce and the area of the Shenandoah River being excluded from the total land area.*

**Map 1, Regional Vicinity**



Map 2



## **B. NATURAL ENVIRONMENTAL RESOURCES**

### **1. Geology**

Clarke County is located at the junction of two distinct *physiographic* regions<sup>1</sup> (See Map 3). *The western portion of the County is located within the Shenandoah Valley region, also referred to as the Valley and Ridge, or simply the Valley region. Bedrock within this region was formed between 443-542 million years ago. The eastern portion of the County is located within the Blue Ridge region. Bedrock within this mountainous region was formed between 600-900 million years ago.*

~~The Shenandoah Valley and the Blue Ridge physiographic provinces create two different hydrogeologic regions underlain by characteristic bedrock types. Bedrock in the Valley region consists of carbonates (limestones and dolomites) and calcareous shales; in the Blue Ridge region, it consists of metamorphic basalt, sandstone, phyllite, quartzite, slate and shale. The rocks of the Blue Ridge are more resistant to weathering and erosion, and this resistance is expressed in the more mountainous terrain, compared to the Valley region.~~

*The Shenandoah Valley physiographic region is generally located west of the Shenandoah River. Bedrock in this region consists of carbonates, including limestone, gypsum, dolomite and calcareous shales. These carbonates are relatively soluble in comparison to other rocks. Over millions of years, the bedrock in the Shenandoah Valley has eroded to create a karst landscape, including underground drainage systems, sinkholes and caves.*

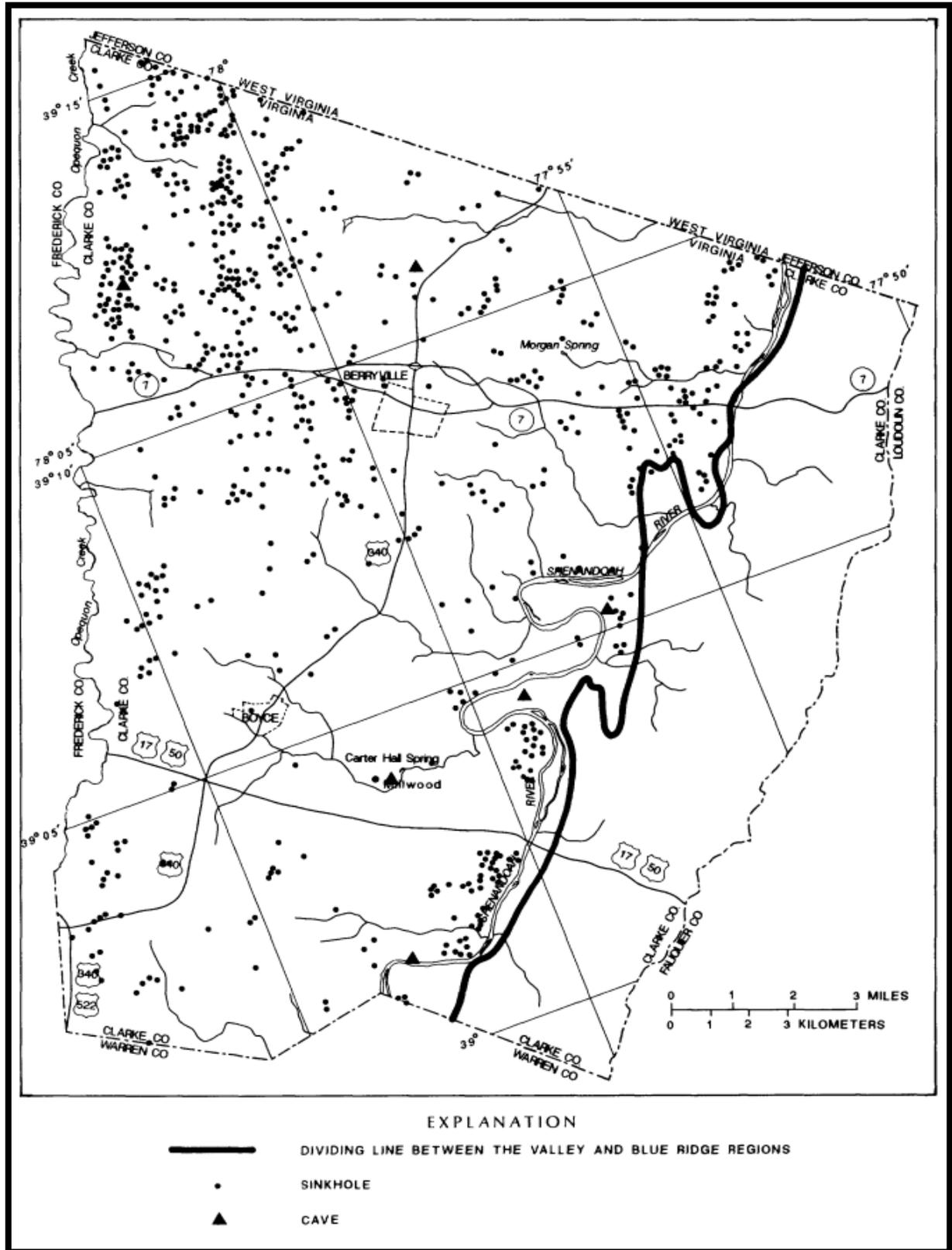
*East of the Shenandoah River is within the Blue Ridge physiographic region. The Blue Ridge region includes metamorphic rocks consisting of metabasalts, epidotes, phyllites, and slate with secondary sedimentary formations of sandstones, shales, and siltstones. Metamorphic rock is generally hard and dense, with a low solubility. As a result, erosion is a slower process than in the surrounding bedrocks, creating a terrain that is characterized by steep slopes and higher elevation.*

A more detailed discussion of the County's geology is included in the Geological Profile Appendix.

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<sup>1</sup> *Physiographic regions, also referred to as physiographic provinces, are large areas that share similar relief and landforms shaped by common geomorphic processes and geological history.*

### Map 3 –County Physiographic Regions



Source: Ground-Water Hydrology and Quality in the Valley and Ridge and Blue Ridge Physiographic Provinces of Clarke County, Virginia, U.S. Geological Survey, Water-Resources Investigations Report 90-4134 (1990), Page 14

## 2. Groundwater

Groundwater may be considered to be any water in the ground, but generally it refers to the water below the level at which the pore spaces in soil or rock materials are fully filled or saturated with water. In most settings, groundwater moves slowly through the small pores and cracks among soil and rock particles. In humid areas, perched water tables occur above the true water table in early spring. Although some wells may obtain water from these temporary water tables, most wells are supplied from deeper, more permanent water sources or aquifers.

Groundwater protection problems are generally greater in areas that are underlain by carbonate rocks, such as limestone and gypsum, than in areas underlain by most other rock types. This is due to the presence of solution-enlarged sinkholes, conduits, and caves. These geologic features characterize what is called karst terrane. The generally high permeability of these rocks facilitates the infiltration and transport of contaminants from the land surface to the groundwater reservoir.

Groundwater aquifers in the eastern United States are continuously replenished or recharged by precipitation. Recharge rate affects groundwater quality and quantity. Only a fraction of all precipitation, however, reaches the deep aquifers used for drinking water, because most of it runs off and flows into streams, is absorbed by plants, or evaporates.

In the steep western slopes of the Blue Ridge, aquifer recharge is slight because water quickly runs down the steep slopes before it can soak into the soil. The ancient metamorphic and sedimentary rock also has few pores for seepage but does have fractures that allow some water to reach deep aquifers. Although the water quality is generally good, the quantity of water from wells on the Blue Ridge is generally low, even at great depths.

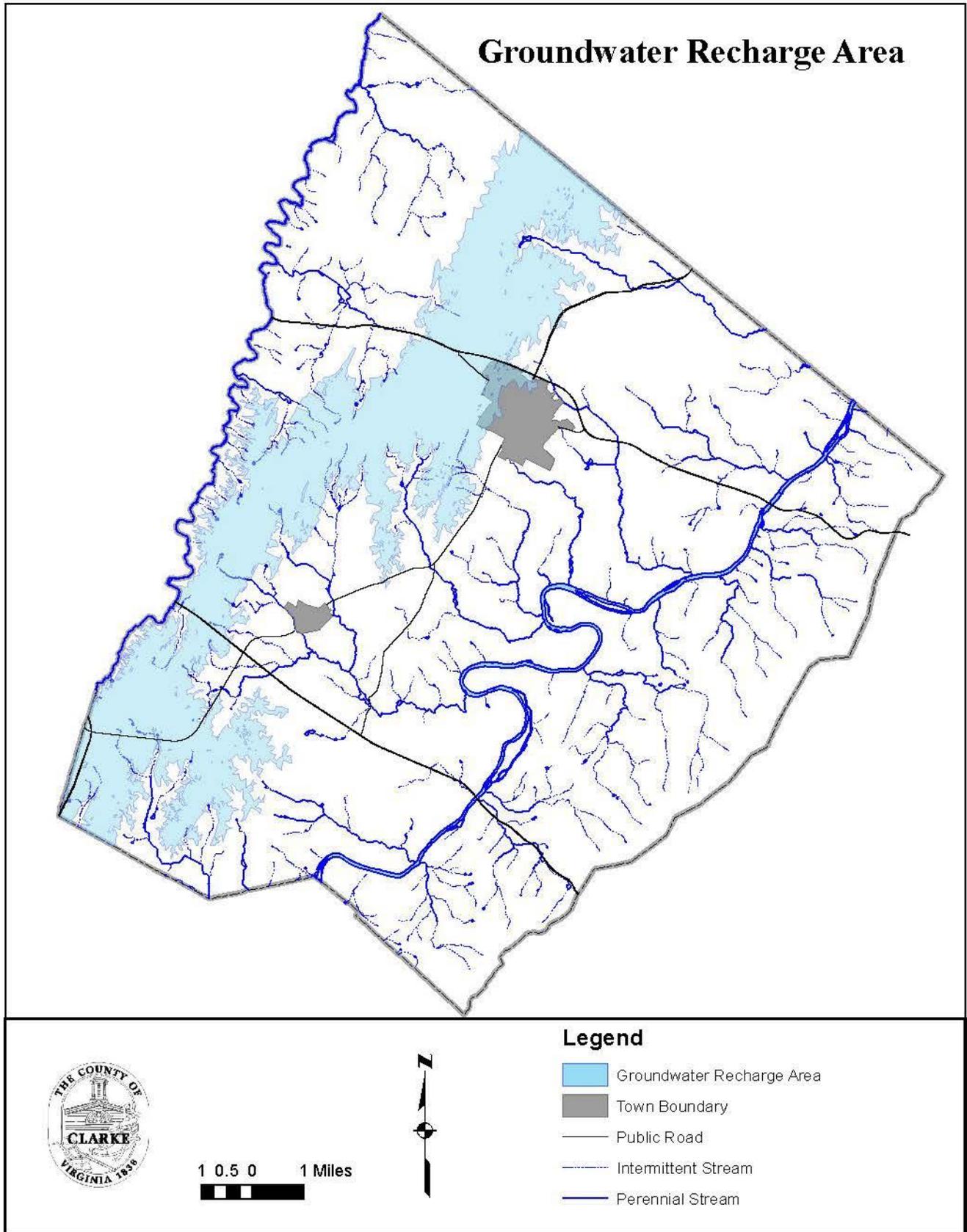
Aquifer recharge is much more rapid in the Eastern Lowland carbonate area, which encompasses three-quarters of the County. This carbonate area is described as karst topography. The limestone and dolomite rock is highly fractured, allowing water to move quickly through to the aquifer. Moreover, carbonate rocks are usually water soluble, and fractures are eroded to form larger channels. Sinkholes and sinking streams indicate the rapid recharge ability of this area. In areas characterized by karst, pollution of groundwater is more likely because the open channels allow ground-level pollutants quick and easy access to the aquifer.

*The drought of 1999-2002, followed by a period of rapid development, drew greater attention to the quantity, quality and sustainability of groundwater resources in Clarke County. Between 2002 and 2008 the U.S. Geological Survey, in cooperation with Clarke County, conducted a study that described the hydrogeology and groundwater availability in Clarke County. The study highlighted the susceptibility of the karst portions of the county to weather cycles, particularly the amount and timing of rain and the occurrence of winter precipitation including snow. Protecting recharge throughout the valley region is important for maintaining adequate levels in water wells in addition to sustaining surface flow in streams, as groundwater is the source for most of the surface water. All of the karst areas of the county are important for groundwater supply and are susceptible to groundwater contamination due to the presence of sinkholes and cracks and channels in the rock. A limestone ridge area, forming the divide between the Opequon Creek and Shenandoah River watersheds, was emphasized for groundwater protection due to the lack of surface runoff that occurs in the area and its potential for increased recharge. This limestone ridge is at a higher*

*elevation than its surrounds and experiences wider variation in groundwater levels, leading to more severe response to drought and wet weather. The findings of the 2002-2008 study culminated in Scientific Investigations Report 2010-5112 published by USGS in 2010.*

*In 2018, Clarke County adopted the Water Resource Plan, and implementing component of the Comprehensive Plan. The major takeaway of the Water Resources plan includes the establishment of sustainable policies that protect the quality and quantity of groundwater resources in Clarke County, particularly by protecting areas needed for groundwater recharge and identifying ways to prevent water contamination.*

# Map 4



### 3. Relief

Relief, the difference between the highest and lowest points on the landscape, varies according to the underlying geology. In Clarke County, the metamorphic and *the harder types of* sedimentary rocks of *in* the Blue Ridge *region* have been highly resistant to erosion, but *the* softer sedimentary rocks have eroded considerably. Thus, the County's relief ranges from 1,935 feet above sea level ~~on the~~ *in the* Blue Ridge *region* to 360 feet *above sea level* at the Shenandoah River. ~~In the Eastern and Central lowland areas, the average elevation is about 600 feet. The average elevation in Clarke County is 659 feet above sea level.~~

### 4. Watercourses and Watersheds

The major watercourses of Clarke County are the Shenandoah River and the Opequon Creek. Both are within the larger Potomac River watershed. The Shenandoah flows generally at the juncture of the Blue Ridge and the carbonate rock area found on the east side of the Shenandoah Valley. The main stem Shenandoah River watershed encompasses 352 square miles, from the confluence of the north and south forks at Front Royal to the confluence with the Potomac River at Harper's Ferry; 40% of this watershed is in Clarke County. The Shenandoah watershed covers 142 square miles (or 80%) of Clarke County. Similarly, the Opequon Creek runs on the edge of the shale area located in the central area of the Valley, where it meets the carbonate rocks. The Opequon Creek originates in Frederick County, Virginia, and extends approximately 54 miles to its confluence with the Potomac River. It has a watershed of 344 square miles, with 10% of this watershed in Clarke County. The Opequon Creek watershed covers 35 square miles (or 20%) of Clarke County.

~~Flooding of the Shenandoah River prompted the County, in 1960, to establish regulations governing land use within the 100-year floodplain and 10-year floodway. The Zoning Ordinance defines a 100-year flood as a flood that, on the average, is likely to occur once every 100 years (i.e., that has a one (1) percent chance of occurring each year, although the flood may occur in any year). A floodway is defined as the channel of a river, stream, or other watercourse and the adjacent land area required to carry and discharge a flood that, on the average, is likely to occur once every 10 years (i.e., that has a ten percent chance of occurring each year). These regulations restrict building, structure, and drainfield location in floodplains.~~

*In 1960, Clarke County first adopted floodplain regulations for land uses within areas prone to flooding. Regulation of floodplain areas ensures that residents are able to obtain flood insurance. The regulations also protect the public's health and safety by establishing standards that minimize loss of life, injuries and property damage during flood events.*

*Areas designated by the Federal Emergency Management Agency (FEMA) as special flood hazard areas are included within the regulated floodplain district. This special flood hazard area includes the area of one percent (1%) chance of flooding each year, more commonly referred to as the 100-year floodplain. Within the 100-year floodplain is the floodway. The floodway is the portion of the 100-year floodplain that is necessary to discharge the base flood without cumulatively increasing the water surface elevation more than one foot. For the purpose of protecting water sources, Clarke County has also established a 10-year floodplain where onsite sewage systems are prohibited.*

## 5. Soil Types

Climate, plants, and animals act upon parent rock material to turn it into soil. Clarke County has three major soil areas: upland soils of the Blue Ridge, river terrace and floodplain soils of the Shenandoah Valley, and the upland soils of the Shenandoah Valley. Within these areas, there are 11 major soil groups, which are combinations of the various soil series. A map of the soil types, detailed descriptions, and percentages of County land area covered by each type are included in the Geological Profile Appendix.

### C. HISTORY AND HISTORIC RESOURCES

Native Americans inhabited the area of Clarke County for centuries before the first *European settlers arrived* ~~Europeans, some with their African slaves, settled the region~~. Several prehistoric archeological sites have been discovered on the banks of the Shenandoah River in Clarke County, and records indicate that there are potentially thousands of such sites throughout the County. ~~Native Americans passed through the Shenandoah Valley, a major trade route between present-day New York and Georgia. A notable Native American pathway traversed through the region of the Shenandoah Valley, used for both trade and warfare. This route was named the Warrior's Path and was later used by early settlers from Europe.~~

The ~~names of the~~ Shenandoah River (“~~Daughter of the Stars~~”) and the Opequon Creek, *originated from the Native American languages* ~~names are Indian named, reflecting the heritage of the County's indigenous people. Although few Native American groups were resident in the Shenandoah Valley at the time of European settlement, the area remained within the territorial organization of tribes to the north and west. One theory is that the word “Shenandoah” means “Spruce Forest.” A great spruce tree forest used to exist along the waters of the river. However, a more popular theory is that the word means “Daughter of the Stars.” This was allegedly the name given to the river by Native Americans because you could see the stars in the calm blue waters.~~

~~Europeans first came into the Shenandoah Valley in the early 1700s. Thomas Fairfax, Sixth Baron Fairfax of Cameron (1693–1781), was the proprietor of the Northern Neck of Virginia as heir to the 1688 royal charter to the land between the Rappahannock and Potomac Rivers. Just less than half of Clarke County was part of a 50,212-acre grant given as payment by Lord Fairfax in 1730 to his agent Robert “King” Carter, the wealthiest and most prominent landholder in the Tidewater of Virginia. The remaining area of the County was distributed in smaller grants, either by the Council of Virginia or Lord Fairfax, or retained by him as the Manor of Greenway Court (his home after 1752) and as the Manor of Leeds. Several buildings and structures of the Greenway Court complex remain, including the 1761 Land Office. The village of White Post, near Greenway Court, grew up around the prominent post directing new settlers to Greenway Court. By tradition, the first post was erected in the early 1750s by George Washington, then a surveyor for Lord Fairfax.~~

*The territory that would become Clarke County was first demarcated under the Treaty of Albany in 1722. This was a treaty signed in Albany, New York by leaders of the Five Nations of Iroquois, Province of New York, Colony of Virginia, and Province of Pennsylvania. The Five Nations of Iroquois laid claim to the territory, but agreed to use their influence to protect the British colonies from attacks by hostile Native American tribes.*

*Following the Treaty of Albany, the first settlements began to arrive to the area that is now Clarke County. These settlers primarily consisted of people from Germany, Ireland, Scotland, Denmark and England. Africans also arrived during this period due to the system of slavery that existed during this time period.*

*Thomas Fairfax, sixth Baron Fairfax of Cameron (1693-1781), was the proprietor of the lands of Clarke County, who inherited it from his mother, the daughter of Lord Culpeper. Lord Fairfax granted some of the lands of Clarke County to himself, including what would become the Manor of Greenway Court (his home after 1752) and the Manor of Leeds. Several buildings and structures of the Greenway Court complex still remain, including the 1761 Land Office. The village of White Post, near Greenway Court, grew up around the prominent post directing new settlers to Greenway Court. The first post was erected in the early 1750s by George Washington, then a surveyor for Lord Fairfax.*

*Lord Fairfax, whose territory extended from the Rappahannock River to the Potomac River, also granted lands to Robert “King” Carter, a wealthy and prominent landholder in Virginia. Carter’s land in Clarke County was mostly unavailable for settlement until the mid-1700s when it was divided into tenancies and rented out to farmers. With the end of the Revolutionary War in 1783 and the commercial decline of tobacco, settlers from the Tidewater, most of whom were Carter’s descendants, began to move to Carter’s land in greater numbers. The Tidewater families imported their lifestyle, their appreciation of stylish architecture, their wealth, and the slave system, all of which are reflected in the structures they built. One of the Tidewater settlers was “King” Carter’s great-grandson, Nathaniel Burwell, builder of Carter Hall, the leading plantation in the County. The village of Millwood, near Carter Hall, developed around a prominent commercial mill completed in 1786. It was operated by Burwell and Revolutionary War hero, General Daniel Morgan. The establishment of this and several other mills during the late eighteenth and early nineteenth centuries reflects the transition from tobacco planting to wheat farming by Tidewater families.*

African slaves brought from the Tidewater made the settlement and production of large plantations possible in Clarke County. In the 1840 Census, over 50% of the County’s population was of African descent. ~~According to the 2010 Census, the percentage of African-Americans in the County had dropped to 5.3%. According to the 2019 American Community Survey, estimates indicate that the percentage of African-Americans in Clarke County is 4.7%.~~

Pioneers migrating south from Pennsylvania, New York, New Jersey, and Maryland in search of rich farmlands formed the broad pattern of European settlement ~~of the Lower in the northern~~ Shenandoah Valley. These people were, for the most part, Scots-Irish, English Quakers, and Germans, ~~and. They~~ settled in the portion of the northern Shenandoah Valley that today is known as Frederick County and, to a lesser extent, in what is now Clarke.

~~Clarke County was part of Orange County until 1738, when Frederick County was established out of Orange, remaining part of Frederick County until 1836 when it became a separate entity. The socio-economic differences between what is now Clarke and the rest of Frederick County and the considerable distance to the county seat in Winchester contributed to the separation of Clarke County from Frederick.~~

*Clarke County was founded on March 8, 1836 and was named after the Revolutionary War hero*

*George Rogers Clark but from its inception the name was misspelled with an extraneous “e.” The County was created from the eastern portion of Frederick County. The socio-economic differences between what is now Clarke and the rest of Frederick County and the considerable distance to the county seat in Winchester contributed to the separation of Clarke County from Frederick. Prior to the formation of Frederick County in 1738, the lands of Clarke County were located within the boundaries of Orange County.*

The Civil War brought an abrupt end to any new construction and growth in Clarke County. The Battle of Cool Spring and several skirmishes took place in the County, and troops were constantly passing through the area. Numerous buildings, including houses, barns, and mills, were destroyed during the period. The Shenandoah Valley provided Confederate troops with food and grain and became known as the "breadbasket of the Confederacy."

*Reconstruction came slowly ~~and there was little growth in the County until the 1880s when the Shenandoah Valley Railroad (now Norfolk Southern) was constructed and provided improved access to larger markets.~~ after the Civil War, but was stimulated by transportation improvements in the late nineteenth century and throughout the twentieth century. This included the establishment of the Shenandoah Valley Railroad (now Norfolk Southern Railroad) in the 1880s. Later improvements to major highways, such as US Route 50, Virginia Route 7, and US Route 340 provided even greater connectivity to the larger markets in the region, including the booming area surrounding the nation’s capital.*

Clarke County was a highly productive agricultural county throughout the nineteenth century. According to 1860 census data, although Clarke was the smallest county in the Shenandoah Valley, it had the largest percentage of land in farms and ranked second in wheat production in the Valley. Wheat was the largest cash crop in the County until the early 20<sup>th</sup> century, when it was replaced by apple production.

Clarke County's abundance of bluegrass has long made it a desirable location for horse breeding. The Tidewater families brought their thoroughbreds with them and began a tradition of horse breeding that has continued to the present. By the beginning of the 21<sup>st</sup> century, apple production declined, while beef and dairy cattle and horses were the mainstays of the local agricultural economy.

Berryville, incorporated in 1798, is the largest town in the County. It was first settled in 1775 and was originally known as Battletown, due to its rowdy taverns. Its location at the intersection of major roads leading to Alexandria, Baltimore, and Winchester made it the commercial center of the County and insured its selection as the seat of County government. Boyce, the second town of the County, was incorporated in 1910. It was originally settled in 1880 at the crossing of the Millwood-Winchester Turnpike (now Route 723) and the newly built Shenandoah Valley Railroad (now Norfolk Southern).

Today, Clarke County remains primarily rural, and agriculture is still one of its main sources of income. Berryville is still the commercial, governmental, and manufacturing center of the County. In the late 20<sup>th</sup> century, people increasingly moved to the County to construct new homes in rural settings, as well as to restore older residences. In order to preserve the agricultural economy of the County and its rural character, the County enacted innovative land-use regulations in 1980. These regulations limited residential growth in rural areas and focused new housing in the Berryville area.

The large number and diversity of historic structures and buildings ~~accentuate~~ **complement** Clarke County's rural and agricultural environment. A Countywide archeological assessment was completed in 1993 to survey the Native American presence. Possible sites of several palisade villages were located, as well as thousands of individual dwelling sites. All pre-World War II structures were also documented with reconnaissance-level surveys. A total of 962 historic properties were identified (each of which may include several structures), dating from the early 1700s through 1941 in the rural portion of the County. From approximately the same period, 236 historic structures and buildings were identified in Berryville, 100 in Boyce, 58 in Millwood, and 28 in White Post.

~~As a follow-up to the general identification of historic properties, more than 30% of the County has been placed on the Virginia Landmarks Register and the National Register of Historic Places, including the historic districts of Greenway (30 square miles), Long Marsh (16 square miles), Cool Spring Civil War Battlefield (6 square miles), Berryville (150 acres), Boyce (102 acres), White Post (30 acres), Bear's Den (1,900 acres) and 28 individually listed structures. The County is currently working to add the Chapel Rural Historic District which would consist of 16,700 acres. In addition, Greenway Court (the 1750 home of Lord Fairfax) and Saratoga (the 1780 home of Daniel Morgan) have been designated National Historic Landmarks, the highest level of national recognition for an historic property. The County is also part of the John Singleton Mosby Heritage Area, the first heritage area designated in Virginia. This Heritage Area approximates "Mosby's Confederacy," to encompass parts of six counties, of which Clarke is the only county included in its entirety.~~

*As a follow-up to the general identification of historic properties, approximately half of Clarke County has been placed on the Virginia Landmarks Register and the National Register of Historic Places. This includes 11 historic districts and 27 individually listed buildings. Historic Districts in Clarke County that are on the Virginia Landmarks Register and National Register of Historic Place include the following:*

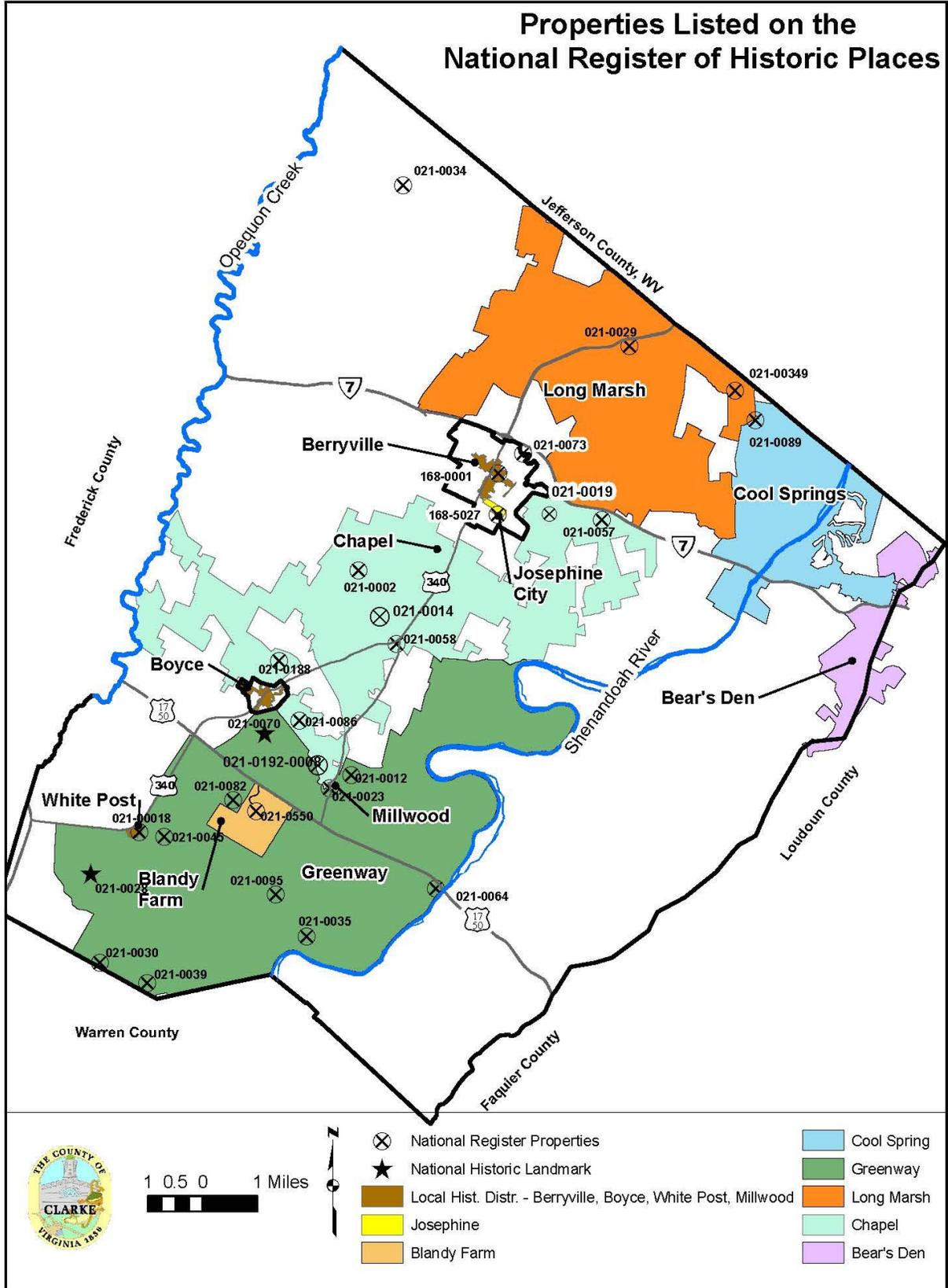
- *Bear's Den Rural Historic District (1,855 acres)*
- *Berryville Historic District (150 acres)*
- *Blandy Experimental Farm Historic District (712 acres)*
- *Boyce Historic District (102 acres)*
- *Chapel Rural Historic District (11,496 acres)*
- *Cool Spring Battlefield (4,064 acres)*
- *Greenway Rural Historic District (19,107 acres)*
- *Josephine City Historic District (40 acres)*
- *Long Marsh Rural Historic District (10,293 acres)*
- *Millwood Commercial Historic District (4.32 acres)*
- *White Post Historic District (30 acres)*
- *Total Area* – *47,853.32 acres*

*Individual Buildings in Clarke County that are on the Virginia Landmarks Register and National Register of Historic Places include the following:*

- *Annefield*
- *Bethel Memorial Church*
- *Burwell-Morgan Mill*
- *Carter Hall*
- *Chapel Hill*
- *Old Clarke County Courthouse*
- *Cleridge*
- *Clermont*
- *Fairfield*
- *Farnley*
- *Glendale Farm*
- *Guilford*
- *Huntingdon*
- *Josephine City School*
- *Locke's Mill*
- *Long Branch*
- *Lucky Hit*
- *Meadea*
- *Millwood Colored School*
- *Mt. Bleak*
- *Norwood*
- *River House*
- *Saratoga*
- *Scaleby*
- *Smithfield Farm*
- *Soldier's Rest*
- *Stone's Chapel*

*Greenway Court (the 1750 home of Lord Fairfax) and Saratoga (the 1780 home of Daniel Morgan) have been designated National Historic Landmarks, the highest level of national recognition for an historic property. The County is also part of the John Singleton Mosby Heritage Area, the first heritage area designated in Virginia. This Heritage Area approximates "Mosby's Confederacy," to encompass parts of six counties, of which Clarke is the only county included in its entirety.*

Map 5



## D. APPROACH TO GROWTH MANAGEMENT

Clarke County's heritage and natural characteristics, combined with its recreational, cultural, and educational opportunities, make it an attractive place to live, work, and visit. The Shenandoah River runs south to north through the County, dividing the primarily forested and mountainous land in the east from the rolling agricultural lands in the west. Used as a major transportation route during the nineteenth and early twentieth centuries, the Shenandoah has been designated a State Scenic River by the Virginia General Assembly and is one of the state's outstanding rivers. The Appalachian National Scenic Trail runs the length of the County, providing over 10 miles of hiking along the Blue Ridge Mountains. The State Arboretum of Virginia is located at the University of Virginia's Blandy Experimental Farm near Boyce. The County's Parks and Recreation Department offers a wide variety of recreational opportunities. Nearly ~~20%~~ **24%** of the County (approximately ~~21,000~~ **27,111** acres) is under permanent conservation easement, permanently protecting farmland, forest, natural and historic resources, and open space by limiting development. Historic museums and public buildings include Clermont Farm (1770), the Burwell-Morgan Mill (1782), the Clarke County Historical Association Museum, the Clarke County District Courthouse (1839), the Long Branch House and Farm Museum (1809), and the Josephine School Community Museum (1881). More than 30% of Clarke County is within ~~five~~ **ten** National Register historic districts, and the entire County is in the John Singleton Mosby Heritage Area. Self-guided driving tours of these historic areas are available

For the past several decades, the County has been ~~challenged with balancing preservation of these unique resources with pressures for growth and development primarily from Northern Virginia. faced with the challenge of protecting its most valuable characteristics from increased pressures for growth and development. These pressures are primarily the result of urban sprawl coming from the Washington metropolitan area, particularly the counties in northern Virginia. As shown in the table below, To the east, Loudoun County to the east increased in population from 37,150 in 1970 to 312,311~~ **420,959 in 2010 2020, the fastest growth rate in Virginia with a growth rate well in excess of 50% each decade during the period. Loudoun County was the fastest growing county in the nation in the first three years of the millennia. Since 2010, Loudoun County ranks 20<sup>th</sup> in growth among all counties in the United States with a population of 100,000 or more. Similarly, Although slowed somewhat by recession from 2007-2009, Frederick County and the City of Winchester to the west have grown from 48,322 in 1970 to 104,508-119,539 in 2010 2020 with growth rates in excess of 20% for all except one decade during the period. Growth in these jurisdictions, along with Warren County to the south and Jefferson County, WV to the north, is mostly attributable to the explosive growth experienced in Northern Virginia. Potential residents continue to seek a high quality rural lifestyle to look for more affordable homes away from the density and traffic of the urban core and to seek a high quality rural lifestyle.** Clarke County lies directly in the path of this growth due to its proximity to major commuter routes (US 50/17 and VA Route 7) that convey traffic to and from the major employment centers to the east.

~~The County has been very aware of these pressures over the years and has implemented land use tools to ensure that development occurs on a controllable scale and only in designated areas where infrastructure can be provided in the most cost-effective manner. Sliding-scale zoning is the most prominent of these tools.~~

~~Sliding-scale zoning was implemented by the County in 1980 with the primary purpose being to preserve agricultural land and the rural character of the County. This has been accomplished by limiting the number of parcels that may be created, limiting the size of new parcels, and keeping~~

~~residual parcels as large as possible. Sliding scale zoning allocates dwelling unit rights (DURs) for parcels of land and specifies a maximum number of dwelling units that may be built in the Agricultural/Open Space/Conservation (AOC) Zoning District and Forestal/Open Space/Conservation (FOC) Zoning District. That number cannot be increased unless parcels are rezoned, but is decreased as landowners build houses or place their property under permanent open space easement. Hand in hand with this tool is the Plan's designation of the Towns of Berryville and Boyce as the only areas of the County appropriate for more suburban scale residential development due to the proximity of water and sewer infrastructure. These are the only areas where rezoning to a higher residential density could be considered.~~

*With careful consideration and foresight, Clarke County established sliding-scale zoning in the 1980s. Sliding scale zoning regulations limit the number of new residential lots that can be subdivided from parcels in the Agricultural-Open Space-Conservation (AOC) and Forestal-Open Space-Conservation (FOC) Zoning Districts. This improves the effectiveness of other residential growth management policies and programs, such as regulations that control the maximum and minimum size of parcels, and the designation of residential growth areas in the Towns of Berryville and Boyce. The success of the County's conservation easement program is largely the result of sliding scale zoning. Approximately 24% of Clarke County's land area is in a permanent conservation easement. These policies and programs work in unison with sliding scale zoning to preserve agriculture and the rural character of the community. Furthermore, managing growth in designated areas allows public services to be provided with increased efficiency.*

The chart below was adopted with sliding-scale zoning in 1980 along with the corresponding DUR assignments to parcels in the County at the time. The sliding-scale chart has remained unchanged since its adoption.

**TABLE 1A – Sliding Scale Zoning/Dwelling Right Distribution**

<b>Size of Tract Permitted</b>	<b>Dwelling Unit Rights Assigned</b>	<b>Average Resultant Density</b>
0-14.99 acres	1	<del>1 unit/7.495 acre</del>
15-39.99 acres	2	<del>1 unit/13.748 acres</del>
40-79.99 acres	3	<del>1 unit/19.998 acres</del>
80-129.99 acres	4	<del>1 unit/26.249 acres</del>
130-179.99 acres	5	<del>1 unit/30.999 acres</del>
180-229.99 acres	6	<del>1 unit/34.166 acres</del>
230-279.99 acres	7	<del>1 unit/36.428 acres</del>
280-329.99 acres	8	<del>1 unit/38.124 acres</del>
330-399.99 acres	9	<del>1 unit/40.555 acres</del>
400-499.99 acres	10	<del>1 unit/44.999 acres</del>
500-599.99 acres	11	<del>1 unit/49.999 acres</del>
600-729.99 acres	12	<del>1 unit/55.416 acres</del>
730-859.99 acres	13	<del>1 unit/61.153 acres</del>
860-1029.99 acres	14	<del>1 unit/67.499 acres</del>
1030 acres or more	15	<del>1 unit/68.666 acres (max)</del>

Sliding-scale zoning also provides for an accurate accounting of the residential build-out potential for the County. This accounting is an important tool to accurately project the County’s growth potential ~~and in making land use decisions on development proposals~~. *It also provides information that assists the County in making decisions on new development proposals.* Below are two tables that show the distribution of DURs to date according to zoning district and by election district. *A map of the election districts, also referred to as voting districts, is shown on the following page.*

**TABLE 1B – Dwelling Unit Rights (DURs) Used and Remaining By Zoning District**

<b>Zoning District</b>	<b>DURs Allocated</b>	<b>DURs Remaining</b>	<b>% Remaining</b>
<b>AOC</b>	4,465	2,286	51.2%
<b>FOC</b>	2,169	1,061	48.9%
<b>TOTAL</b>	6,634 <sup>1</sup>	3,347	50.5%

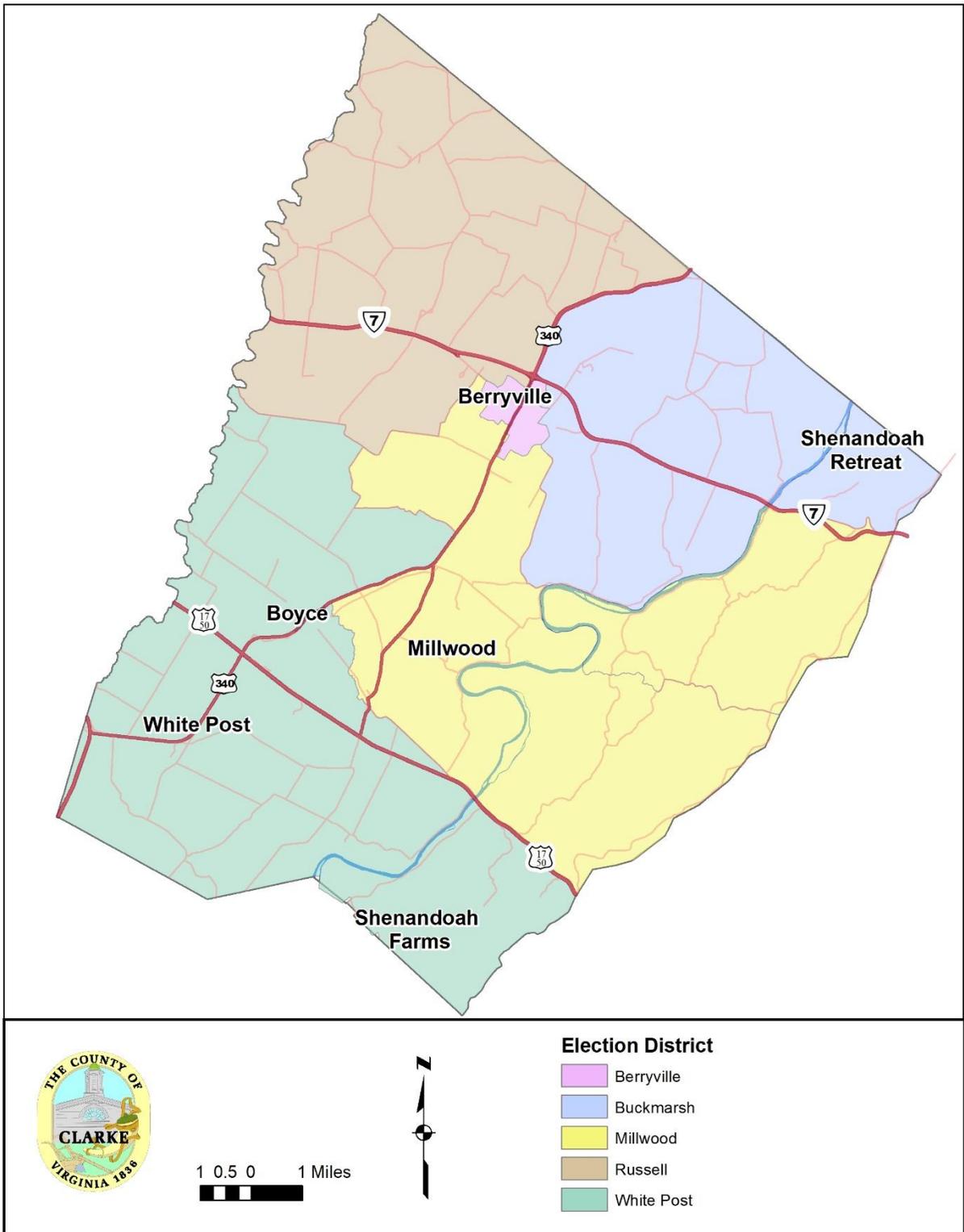
**TABLE 1C – Dwelling Unit Rights (DURs) Used and Remaining by Election District**

<b>Election District</b>	<b>DURs Allocated<sup>1</sup></b>	<b>DURs Remaining</b>	<b>% Remaining</b>
<b>Berryville<sup>2</sup></b>	0	0	0
<b>Buckmarsh</b>	1,076	543	50.5%
<b>Millwood</b>	1,996	1,000	50.1%
<b>Russell</b>	1,586	627	39.5%
<b>White Post</b>	1,976	1,177	59.6%
<b>TOTAL</b>	6,634	3,347	50.5

<sup>1</sup> DURs were recalculated using available GIS data in 2022. The improved accuracy resulted in minor adjustments to the DURs allocated and remaining.

<sup>2</sup> DURs are not present in the Berryville Election District because there is no land zoned AOC or FOC within its boundaries.

# Map 6 - County Election Districts



Another important growth management tool is the imposition of maximum lot size and average lot size requirements in the ~~Agricultural Open Space Conservation~~ **AOC Zoning** District (~~AOC~~). Over 90% of the County's land area west of the Shenandoah River is currently zoned AOC. Application of these requirements has resulted in DURs being redistributed via subdivision over small, rural-scale residential lots and large residual tracts. The maximum lot size in the AOC District is 4 acres and the average lot size (excluding the residual parcel) is 3 acres. As an example, a 100 acre parcel with 4 assigned DURs would not be permitted to be divided into four 25-acre tracts. The lot size requirements would instead produce a subdivision of three 3-acre lots and one residual 91 acre lot each with one assigned DUR ~~each~~ **per lot**. This design approach helps to facilitate land conservation and continued use of farmland.

The ~~Forestal Open Space Conservation~~ **FOC Zoning** District (~~FOC~~), located ~~east of~~ **between** the Shenandoah River ~~along and the crest of the~~ Blue Ridge, utilizes open space set aside requirements in lieu of maximum lot size requirements to manage growth. All subdivision of FOC land containing 40 or more acres must reserve a percentage of land in an open space residual parcel with one dwelling or one DUR. ***This allows for greater flexibility in lot design in comparison to the AOC District. The added flexibility is intentional to ensure that lots can be designed within the more extreme topographical conditions in a way that best protects natural resources from significant degradation.***

A relatively newer tool used to encourage the preservation of land is the County's conservation easement program. A conservation easement is a voluntary agreement between a landowner and an easement holder (either a private organization, a state entity such as the Virginia Outdoors Foundation, or Clarke County) to place a property or group of properties in a permanent conservation state with very limited options to develop in the future. In many cases, limitations on development comes in the form of reducing available DURs by allowing only one primary dwelling and an accessory dwelling as a condition of the easement.

State agencies and land trusts for many years have worked with County property owners to voluntarily place lands in conservation easement. In 2002, the County became an active participant in easement acquisition by establishing an easement program and creating a Conservation Easement Authority to oversee the program. Easements are accepted by the County on a voluntary basis but the County, through the Easement Authority, also purchases certain easements that have conservation value such as prime soils for agriculture, historic or natural resources, or that would result in the retirement of DURs. Property owners that choose to place their land in easement and forego ~~any~~ **certain** development potential gain certain tax benefits in addition to Federal, State, local, or private funds if they qualify for easement purchase.

The ***following*** tables ~~below~~ outline ~~conservation easement activity in the County since 1974~~ ***historic data on the conservation easement activity in Clarke County.***

**TABLE 2A – Conservation Easements Added/Dwelling Units Retired, 1974-2011**

YEAR	VOF, OTHERS (acres)	COUNTY (acres)	DURs RETIRED*
1974	72	0	n/a
1975	4	0	n/a
1976	195	0	n/a
1977	119	0	n/a
1978	667	0	n/a
1979	1,037	0	n/a
1980	166	0	n/a
1981	0	0	n/a
1982	100	0	n/a
1983	0	0	n/a
1984	0	0	n/a
1985	0	0	n/a
1986	0	0	n/a
1987	0	0	n/a
1988	807	0	n/a
1989	1,540	0	n/a
1990	2,503	0	n/a
1991	846	0	n/a
1992	64	0	n/a
1993	328	0	n/a
1994	2	0	n/a
1995	95	0	n/a
1996	42	0	n/a
1997	336	0	n/a
1998	485	0	n/a
1999	951	0	n/a

YEAR	VOF, OTHERS (acres)	COUNTY (acres)	DURs RETIRED*
2000	1,453	0	n/a
2001	764	0	n/a
2002	1,180	0	n/a
2003	133	145	3
2004	957	35	1
2005	943	312.6	5
2006	425	579	18
2007	285	<del>1,222</del> 1,205	<del>45</del> 44
2008	0	250	12
2009	230	484	13
2010	0	473	21
2011	210	591	18
2012	0	709	26
2013	1,120	612	15
2014	65	404	15
2015	17	33	3
2016	0	1,262	30
2017	0	308	14
2018	197	635	16
2019	211	209	7
2020	0	23	2
2021	61	244	13
<b>TOTAL</b>	<b>18,610</b>	<b><del>8,531</del> 8,514</b>	<b><del>277</del> 276</b>

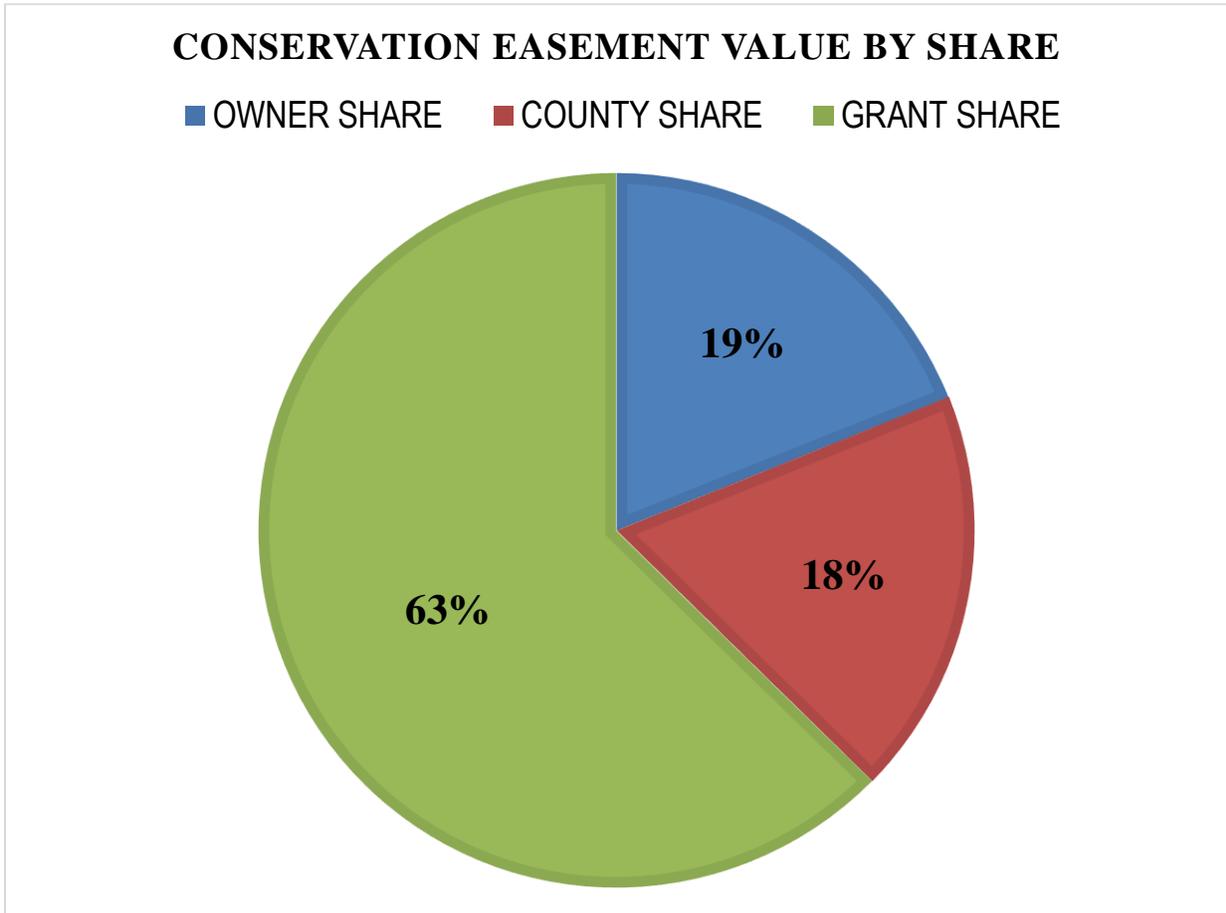
**ALL ACRES**      **27,141 in conservation easement**  
**(approximately 24% of Clarke County)**

*Source: Clarke County Planning Department GIS*

*\* Data on retired DURs is not available prior to 2003  
 DUR – Dwelling Unit Right  
 VOF – Virginia Outdoors Foundation*

**TABLE 2B – Conservation Easement Purchase Value by Share, 2013-2021, with chart**

TOTAL EASEMENT VALUE*	OWNER SHARE	COUNTY SHARE	GRANT SHARE
\$3,521,960	\$666,750	\$649,626	\$2,206,645



\*The total easement value is the determined value of the DURs, either from appraisal or valuation by the Clarke County Conservation Easement Authority. The county share and grant share represent the amounts paid to the owner from the County and grant source. The owner share represents the remainder of the easement value not paid to the owner that may be tax deductible.

## E. ENVIRONMENTAL LIMITATIONS AND CONSIDERATIONS

Clarke County has **significant** environmental and geological characteristics that present challenges for preservation of natural resources and for development. These characteristics are summarized below.

### 1. **Geology**

The most **prominent significant** geological feature in the county is karst. Karst, consisting primarily of limestone, is characterized by large underground drainage systems, sinking streams, sinkholes, and caves due to the solubility of the limestone. The resultant hollow underground geology makes groundwater supplies very susceptible to pollution from surface and subsurface point and nonpoint sources. Groundwater pollutants are able to travel **quickly over long significant** distances and can impact multiple aquifers due to the drainage networks that typically exist in karst. Surface pollutants are able to penetrate through to these same aquifers via sinking streams and sinkholes, making stormwater runoff a critical feature to manage. Approximately 90% of the County's land area west of the Shenandoah River contains karst.

The County experienced a major example of groundwater contamination firsthand in 1981. The Town of Berryville was forced to abandon its public well system due to contamination from nitrates, phenols, and herbicides -- none of which could be traced to a single source. The Town's water supply is now provided by a direct intake from the Shenandoah River and a water treatment facility. Instances of groundwater contamination have occurred in other parts of the county ranging from petrochemical contamination in the Pine Grove, White Post, and Shepherd's Mill Road areas to fecal coliform, nitrate, and pesticide contamination in various locations across the County. The County provides public water via the Prospect Hill spring to the Town of Boyce and to residences and businesses in Millwood, White Post, and Waterloo. Given the County's usage of the spring as its primary water source and the fact that all homes and businesses outside of these areas rely on private wells, groundwater protection is a major issue to be considered in land use planning and decision-making.

The County has implemented a number of different ordinances to help mitigate the potential for groundwater contamination. These ordinances include the following:

Septic Ordinance. This ordinance was adopted to provide local regulations for onsite sewage disposal systems that are more stringent than the State's minimum standards. These more stringent standards include greater setbacks from streams, springs, and sinkholes and the requirement of resistivity tests to ensure that geological voids do not exist under proposed drainfield sites. The County has also been active in regulating alternative onsite septic systems within the boundaries provided by the Code of Virginia.

Well Ordinance. This ordinance also provides more stringent standards for the placement of onsite wells for water supplies including greater setbacks than the State's minimum standards and more extensive well pump requirements.

Sinkhole Ordinance. The County's sinkhole ordinance was implemented to prohibit property owners from constructing on or placing objects or substances into sinkholes that are located on their properties. The ordinance provides for several methods to mitigate the potential for groundwater

pollution via sinkholes and enforcement tools to ensure compliance.

Spring Conservation Overlay District. The Spring Conservation Overlay District was adopted as part of the County's Zoning Ordinance to provide additional protection to the Prospect Hill Spring. This spring provides the public water supply for the Town of Boyce, the villages of Millwood and White Post, and the Waterloo commercial district. The spring was permitted by the State Health Department as a public water supply in 1977 and several studies were completed over the years concluding that the spring is very susceptible to contamination from point and nonpoint sources.

Overlay District regulations provide additional safeguards over and above the underlying zoning district provisions specifically targeted at preserving the spring's integrity. These include additional use restrictions and requirements, lot and structure requirements, and septic system requirements.

Erosion and Sediment Control Ordinance. The County adopted an Erosion and Sediment (E&S) Control Ordinance in 1990. The purpose of the Ordinance is to prevent the erosion of land and the deposit of sediment in waters ~~in order so as~~ to protect not only the County watersheds, but also the regional Chesapeake Bay watershed. This Ordinance is intended to reduce pollution and sedimentation of waterways so that fish and aquatic life, recreation, and other water related activities would not be adversely affected. Virginia Code Section 10.1-560 et. seq. provides for state standards and enables counties to fortify further the laws governing erosion control. The County amended the Ordinance in 1994 as part of the Mountain Land Plan. These amendments strengthened the Ordinance by requiring E&S plans for smaller areas of land disturbance and for non-agricultural pond construction.

Stormwater Ordinance. In 2010, Clarke County voluntarily adopted a stormwater management ordinance and design manual in advance of efforts by the State to strengthen the Virginia Stormwater Management Law (Code of Virginia §10.1-603.3). ~~This State law requires localities to take an active role in managing stormwater runoff from development projects. The ordinance proactively involves the County early in the site preparation process by requiring submission and review of a stormwater management concept plan. The concept plan is designed to demonstrate a system that meets stormwater quality and quantity requirements set forth by State law and the County's ordinance. The ordinance also maintains County oversight after completion of construction by requiring maintenance agreements for all stormwater best management practices (BMPs).~~ *However, in 2016 the State created new regulations (Code of Virginia §62.1-44.15:24) that restricted localities from adopting stormwater regulations that are more stringent than State requirements unless they agreed to become authorities for a local Virginia Stormwater Management Program (VSMP). Clarke County chose to opt-out of operating a local VSMP, and as a result, repealed the stormwater management ordinance adopted in 2010. Clarke County regulations currently require land development activities to comply with the State's stormwater management regulations that are administered by the State.*

~~In addition to regulating the quantity of stormwater that leaves a development site, the ordinance regulates the quality of the stormwater and degree of pollutants via water quality design criteria. All BMPs used to manage stormwater must also meet minimum standards for reducing phosphorus content. Phosphorous removal is critical for the County to meet water quality runoff standards that are imposed on each locality by the State via the Chesapeake Bay Preservation Act.~~

~~Clarke County is one of only a handful of small localities in Virginia that proactively adopted a stormwater ordinance that meets and exceeds the State's new criteria.~~

## 2. Soils

The Clarke County Soil Survey (published 1982) included analyses of the soils' capacity to support for various potential uses. The results of the analyses for two potential uses, conventional on-site sewage disposal systems (septic tank and drainfield) and agriculture, are discussed below. Included in the analysis were major soil and landscape features such as physical properties, slope, depth to rock, depth to water tables, stones and rock outcrops, soil productivity, and landscape relief.

### On-site Sewage Disposal Systems

Almost 75 % of the land (83,297 acres) in Clarke County has severe limitations for on-site sewage disposal systems, according to the soil survey. Septic fields in this soil will result in excessively slow absorption of effluent, surfacing of effluent, and hillside seepage. However, due to the limited accuracy of the soil survey, there may be areas within those soils that are suitable for septic systems. Groundwater pollution can also result if highly permeable sand and gravel or fractured bedrock is less than 4 feet below the base of the absorption field, if the slope is excessive, or if the water table is near the surface.

In the remainder of the County, about 6 % of the land (6,682 acres) has moderate to severe limitations for on-site sewage disposal systems, 14 % (15,590 acres) has moderate limitations, and 5 % has not been rated.

**TABLE 3 – Septic Systems Limitations**

Category	Total Area (acres)	% of Total County Area
Severe	83,297	75%
Moderate to Severe	6,682	6%
Moderate	15,590	14%
Unrated	5,746	5%

These soil conditions present serious challenges to development in areas not served by public sewer and are an important reason why the County has chosen to focus development near the towns and villages where such infrastructure can be provided.

## 3. Agriculture

About 40% of the land in Clarke County is suitable for some type of cultivated farm crop. Best suited for agriculture are soil group 5, which forms a strip through the center of the County, and soil group 8, which includes the floodplain of the Shenandoah River. (Chapter III, Article 1, describes the Agricultural Land Plan, which contains a full discussion of agriculture in the County.)

In addition to the general soil classifications, the U.S. Department of Agriculture (USDA) characterizes soil types in terms of important farmland. This classification recognizes areas important to agricultural production, with responsibility given to governing bodies, in cooperation with the USDA, for classifying farmlands within their jurisdictions.

1. Prime farmland is land that has the best combination of physical characteristics for the production of food, fiber, forage, oilseed, and other agricultural crops, with minimum inputs of fuel, fertilizer, pesticides, and labor and without intolerable soil erosion. Prime farmland includes land that also possesses the above characteristics but is currently being used to produce livestock and timber. It does not include land already in or committed to urban development or water storage.
2. Unique farmland is land other than prime farmland that is used for the production of specific high-value food and fiber crops. It has the special combination of soil quality, location, growing season, and moisture supply needed to produce sustained high quality or high yields of specific crops economically, when treated and managed according to acceptable farming methods.

Examples of such crops include citrus, tree nuts, olives, cranberries, fruit, including grapes, apples, and vegetables.

3. Farmland of statewide importance is land other than prime or unique farmland that is of statewide importance for the production of food, feed, fiber, forage, or oilseed crops.
4. Farmland of local importance is land that is neither prime nor unique but is of local importance for the production of food, feed, fiber, forage, or oilseed crops.
5. Other is land that is usually of little or no importance to agriculture and includes all map units not assigned to a higher class.

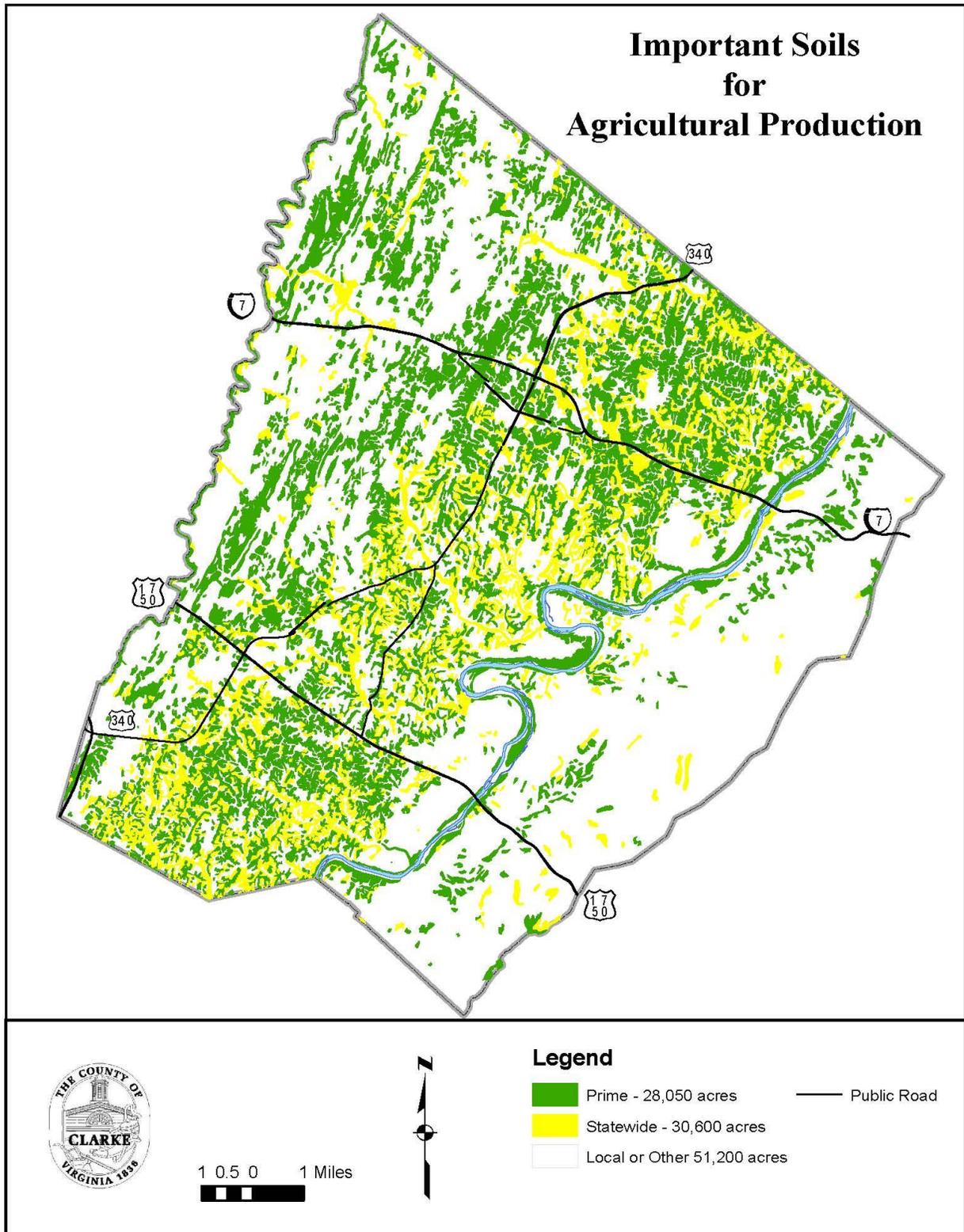
Clarke County further classified farmland types into categories described in Table 4 and shown on Map 4. These categories are used with the Land Evaluation and Site Assessment (LESA) system. The LESA system is a technique developed by the USDA’s Natural Resources Conservation Service (NRCS) to evaluate the productivity of agricultural land and its suitability or non-suitability for conversion to nonagricultural use. The NRCS, previously referred to as the Soil Conservation Service (SCS), assisted the County in developing the categories and implementing the system in 1982.

**TABLE 4 – Important Farmland Values of Soils *in Clarke County***

Group #	Acreage	% of Total Land Area
<b>1 (prime, nonrocky)</b>	9,395	8.7%
<b>2 (prime)</b>	12,107	11.0%
<b>3 (prime, rocky)</b>	6,552	5.9%
<b>4 (Statewide)</b>	16,189	14.8%
<b>5 (Statewide)</b>	14,418	13.1%
<b>6 (Local)</b>	4,687	4.3%
<b>7 (Local)</b>	17,052	15.5%
<b>8 (Local)</b>	6,431	5.9%
<b>9 (Local)</b>	18,199	16.6%
<b>10 (Other)</b>	4,643	4.2%

\* Soil Survey of Clarke County, 1982.

# Map 7



## F. POPULATION PROFILE

### 1. Population Growth and Density

Changes in population have extensive implications for planning because they affect the need for community facilities and services, land uses, and housing demand. Planning for population growth must be proactive to help guide growth as it occurs, rather than react to it after it is in place. Demographics and statistical information for this Comprehensive Plan ~~is~~ **are** provided from the ~~2010~~ U.S. Census, the University of Virginia’s Weldon-Cooper Center, and the Virginia Employment Commission (VEC) among other sources. As the result of delays in the release of 2020 US Census Data for demographics, current estimates from American Community Survey are also used.

According to the ~~2010~~ 2020 Census, Clarke County's population increased from ~~12,652~~ **14,034** in the 2000 Census to ~~14,034~~ **14,783** – an increase of ~~10.95.3%~~ **5.3%**. ~~This increase is greater than the 4.5% increase from 1990-2000 and can be attributed to the housing “boom” experienced from 2001-2005. Despite this increased growth rate, Clarke still grew at a slower rate than any surrounding jurisdictions (ranging from Warren County’s 19% rate to Loudoun County’s 84.1% rate), and below the Commonwealth of Virginia’s growth rate of 13%. The County also grew at a slower rate than the 14,205 projection made in 2005 by the Weldon-Cooper Center. This increase is more consistent with the 4.5% increase from 1990-2000, rather than the 10.9% increase from 2000-2010. The period from 2000-2010 can be attributed to the housing “boom” experienced primarily from 2001-2005. Clarke County has maintained a slower growth rate slower than surrounding jurisdictions, consistently lower than projections provided by the Weldon-Cooper Center.~~

Population density within Clarke County (persons per square mile) increased from 57 in 1980, to 70 in 1990, to 72 in 2000, and to ~~7880~~ **83** persons per square mile in 2010. ~~According to the 2020 Census, Clarke County has 83 persons per square mile.~~ This level of density remains considerably lower than in all surrounding counties, being ~~less than~~ half that of the next most dense jurisdiction, Warren County.

**TABLE 5 – Population and Growth Rates, 1950-20~~10~~20**

Jurisdiction*	1950	1960	1970	1980	1990	2000	2010	2020
Clarke	7,074	7,942 (12.2%)	8,102 (2.0%)	9,965 (23.0%)	12,101 (21.4%)	12,652 (4.5%)	14,034 (10.9%)	<b>14,783</b> <b>(5.3%)</b>
Loudoun	21,147	24,549 (16.1%)	37,150 (51.3%)	57,427 (54.6%)	86,129 (50.0%)	169,599 (96.9%)	312,311 (84.1%)	<b>420,959</b> <b>(34.8%)</b>
Frederick/City of Winchester	31,378	37,051 (18.1%)	48,322 (30.4%)	54,367 (12.5%)	67,686 (24.5%)	82,794 (22.3%)	104,508 (26.2%)	<b>119,539</b> <b>(14.4%)</b>
Warren	14,801	14,655 (-1.0%)	15,301 (4.4%)	21,200 (38.6%)	26,142 (23.3%)	31,584 (20.8%)	37,575 (19.0%)	<b>40,727</b> <b>(8.4%)</b>
Fauquier	21,248	24,066 (13.3%)	26,375 (10.0%)	35,889 (36.1%)	48,860 (36.1%)	55,139 (12.9%)	65,203 (18.3%)	<b>72,972</b> <b>(11.9%)</b>
Fairfax	98,557	275,002 (179.0%)	454,275 (65.2%)	598,901 (31.8%)	818,584 (36.7%)	969,749 (18.4%)	1,081,726 (11.5%)	<b>1,150,309</b> <b>(6.3%)</b>
Berkeley Co., WV	30,359	33,791 (11.3%)	36,356 (7.6%)	46,775 (28.7%)	59,253 (26.7%)	75,905 (28.1%)	104,169 (37.2%)	<b>122,076</b> <b>(17.2%)</b>
Jefferson Co., WV	17,184	18,665 (8.6%)	21,280 (14.0%)	30,302 (42.4%)	35,926 (18.6%)	42,190 (17.4%)	53,498 (26.8%)	<b>57,701</b> <b>(7.9%)</b>

Source: US Census 20~~10~~20

\*County government unless otherwise specified

~~Most of the growth continues to occur in the northern portions of the County, with 59% of the population in Census Tract 101 (the northern half of the County west of the Shenandoah River, including the Town of Berryville). Census Tract 102 (the southern half of the County west of the River) has 22% of the population. Census Tract 103 (east of the River) has 19% of the population. Clarke County includes four census tracts. Census Tract 101.01 represents the northern portion of the County. Census Tract 101.02 includes the Town of Berryville. Census Tract 102 includes the southwestern portion of Clarke County. Census Tract 103 includes the area east of the Shenandoah River. Of these census tracts, the majority of growth in the past decade has been in Census Tract 103, with a 9.6% population change. Second in growth change is Census Tract 101.01, with an increase of 8.6%. Census Tract 101.02 and Census Tract 102 only had a change of approximately 2%.~~

The U.S. Census does not make projections. The University of Virginia's Weldon-Cooper Center, through a contractual arrangement with the Virginia Employment Commission (VEC), establishes the official population projections for the state. The VEC projected population for Clarke in ~~2020~~**2045** is ~~15,025~~**16,123**, a ~~7.1~~**9.1** percent increase from ~~the 2010~~**2020 U.S. Census**. It should be noted that population projections are based on local and regional growth trends. A locality's growth control measures and approach to land use is not included as a factor in making the projections.

Clarke County's neighboring counties continued to experience significant growth. As a point of reference, the Code of Virginia establishes a decadal growth rate of 10% or more as "high growth." Loudoun's growth of almost 100% in the 1990s was nearly repeated with an 84.1% rate in the 2000-2010 period, ~~but is projected to slow to 27.2% through.~~ **From 2010 to 2020, Loudoun County had a growth rate of 34.8% -- a much slower rate from previous decades but the fastest growth rate in Virginia during this period. Projections indicate that Loudoun County's population will increased by 72.5% between 2020 and 2045.** Fauquier's growth rate increased from 13% in the 1990s to 18% in the 2000s, **and 11.9% between 2010 and 2020** ~~and is expected to increase by 13.7% in the current decade.~~ **Fauquier's population is expected to increase 20.5% by 2045.** The combined population of Frederick and Winchester grew by 22% in the 1990s, ~~and~~ increased by 26.2% ~~in the past decade between 2000 and 2010, and by 14.4% in the past decade.~~ The 21% Warren County growth rate in the 1990s slowed slightly to 19% in 2010. **Between 2010 and 2020 Warren County had a growth rate of 8.4%.** The 17% rate of growth in Jefferson County in the 1990s increased to 26.8% ~~by 2000 between 2000 and 2010.~~ Similarly, the ~~28%~~ Berkeley County growth rate also increased to 37.2% ~~in 2010, followed by a decline to 17.2% in 2020.~~ Jefferson and Berkeley Counties are projected to continue growing at **similar** rates ~~of 17.2% and 23.4% respectively over the current next~~ decade.

**TABLE 6 – Population Projections, 2000-2030**

Jurisdiction	2020*	2025**	Growth % 2020-2025	2035**	Growth % 2025-2035	2045**	Growth % 2035-2045
Clarke	14,783	14,894	.8%	15,560	4.5%	16,123	3.6%
Loudoun	420,959	492,696	17.0%	611,954	24.2%	726,245	18.7%
Frederick/City of Winchester	119,539	127,265	6.5%	142,917	12.3%	157,526	10.2%
Warren	40,727	42,108	3.4%	45,679	8.5%	48,930	7.1%
Fauquier	72,972	75,046	2.8%	81,775	9.0%	87,928	7.5%
Fairfax	1,150,309	1,203,264	4.6%	1,276,124	6.1%	1,340,323	5.0%
Berkeley Co., WV	122,076	128,196***	5.0%	144,886***	13.0%	No data	No data
Jefferson Co., WV	57,701	62,463***	8.3%	68,245***	9.3%	No data	No data

Sources:

\* US Census (2020)

\*\* University of Virginia’s Weldon-Cooper Center (projections)

\*\*\* West Virginia University’s Bureau of Business and Economic Research unpublished data, published by the WV Solid Waste Management Board

The 60 miles to Washington, D.C. and the buffer afforded by the Blue Ridge along the County's eastern border have in the past shielded Clarke County somewhat from urban development pressures. However, Fairfax County is now heavily urbanized with ~~1,081,726~~ **1,150,309** residents (~~2,766~~ **2,833** *people* per sq. mi.), and Loudoun County is among the fastest growing jurisdictions in the nation. In addition, major employment centers are continuing to be developed in Loudoun and Prince William Counties. Because of this continued growth in surrounding counties, it can be expected that Clarke County's desirability for residential and economic growth will continue to increase. It thus becomes increasingly important to provide Clarke County's residents with land-use planning that balances diverse community interests.

## 2. Mobility and In-Migration

The 2010 Census revealed that Clarke County had an increase of people moving into the county versus moving out (Migration) from 9.5% to 11.4%. The County also had a higher rate of deaths versus births (Natural Increase) from 0% to -0.5%. ***During that period, the increase in migration is likely a result of the increase in new home construction from 2001-2005 as well as homebuyers looking for more affordable housing options away from Northern Virginia’s urban core and to seek the high quality rural lifestyle. Another factor for the increase in migration is the high demand for housing in Clarke County, driven by homeowners seeking a quality rural lifestyle.*** The increase in the rate of deaths versus births is indicative of an aging population as younger residents and families are not coming to or remaining in the County as they had in previous years. The net migration rate for Virginia and the natural increase rate both increased from 2000-2010. Migration and natural rates of increase were greater for surrounding jurisdictions. ***The 2020 Census has not released migration and natural increase data at this time. Estimates of similar data, such as Cumulative Estimates of the Components of Population Change, are consistent with the migration trend seen in the 2010 Census.***

**TABLE 7 – Migration and Rates of Natural Increase**

JURISDICTION	MIGRATION		NATURAL INCREASE	
	2000	2010	2000	2010
Clarke	9.5%	11.4%	0.0%	-0.5%
Loudoun	37.9%	61.2%	10.9%	22.9%
Frederick	10.6%	24.9%	3.5%	7.3%
City of Winchester	9.3%	4.7%	3.4%	6.4%
Warren	6.0%	14.0%	2.5%	5.0%
Fauquier	11.4%	12.6%	2.7%	5.7%
Virginia (statewide)	3.7%	6.5%	3.2%	6.5%

Sources: US Census 2010

### 3. Commuting Patterns

According to the U.S. Census Bureau’s ~~2007-2011~~ **2019** American Community Survey ~~5-Year~~ Estimates, roughly 2/3 of the County’s workforce were employed outside of the County. ~~66.4%~~ **69.7%** of residents worked outside of the County as compared to ~~26.9%~~ **23.6%** that worked in the County. ~~This is a slight increase from the 2000 Census past two decades which depicted 64% of workers employed outside of the County.~~ As indicated in the table below, the average travel time to work for commuters is ~~34.5~~ **38.1** minutes. The American Community Survey results indicated that ~~22.2%~~ **23.1%** of workers reported a daily commute to work of 60 minutes or greater. The top five destinations for commuters include Loudoun County, Fairfax County, City of Winchester, Frederick County, and Washington, DC.

**TABLE 8A – Commuting Patterns**

	2000	2010	<b>2019*</b>
<b>Mean Travel Times (min)</b>	32.4	34.5	<b>38.1</b>
<b>Workers 16 yrs/older</b>	n/a	6,952	<b>7,082</b>
<b>Drove alone (%)</b>	77.3%	82.6%	<b>80.1%</b>
<b>Carpool (%)</b>	10.8%	9.7%	<b>10.3%</b>
<b>Walked (%)</b>	n/a	1.6%	<b>1.5%</b>
<b>Other/Public Trans (%)</b>	n/a	1.4%	<b>1.3%</b>
<b>Worked from home (%)</b>	n/a	4.7%	<b>6.7%</b>

Source: 2010 and 2019 American Community Survey

**TABLE 8B – Top 10 Places Residents Are Commuting To and From**

Top 10 places residents are commuting to:		Top 10 places non-residents are commuting from:	
AREA	WORKERS	AREA	WORKERS
Loudoun County	1,5531,616	Frederick County	932876
Fairfax County	1,0581,077	Berkeley County, WV	247262
City of Winchester	572673	City of Winchester	285253
Frederick County	459509	Loudoun County	182199
<del>Washington, DC</del>	<del>201215</del>	Jefferson County, WV	230195
<del>Prince William County</del>		Warren County	156129
<del>Montgomery County, MD</del>	<del>191193</del>	Shenandoah County	8891
<del>Washington, DC</del>		Hampshire County, WV	6769
<del>Prince William County</del>	<del>183175</del>	Fairfax County	5366
<del>Montgomery County, MD</del>		<del>Fauquier County Prince</del>	<del>4142</del>
Arlington County	139147	<del>William County</del>	
Warren County	127141		
<del>Jefferson County, WV</del>	<del>120134</del>		
<del>Fauquier County, VA</del>			

Source: Virginia Employment Commission, Clarke County Community Profile, updated 1/6/2022

#### 4. Employment and Wages

The table below lists the top 10 employers ~~for the first quarter of 2012 in Clarke County, as of January 6, 2022~~. Statistics are not publicly available for ~~the~~ Mt. Weather Emergency Operations Center, ~~a Federal Emergency Management Agency (FEMA) facility~~.

**TABLE 9 – Top 10 Employers, ~~April 2013~~ January 2022**

EMPLOYER	INDUSTRY
Berryville Graphics	Printing
Clarke County School Board	Public School
<del>Grafton School, Inc.</del> <i>Clarke County</i>	<del>Health Care</del> Local Government
<del>Clarke County</del> <i>Grafton School, Inc.</i>	<del>Local Government</del> <i>Health Care</i>
<del>GGNSC Berryville LLC</del> <i>Martin's Food Market</i>	<del>Health Care</del> <i>Retail</i>
<del>Project Hope</del> <i>American Woodmark Corporation</i>	<del>Nonprofit</del> <i>Wholesale</i>
<del>GSM Consulting</del> <i>Powhatan School</i>	<del>IT Consulting</del> <i>Private School</i>
Bank of Clarke County	Banking
<del>Powhatan School</del> <i>Cochrans Lumber &amp; Millwork Inc</i>	<del>Private School</del> <i>Industrial</i>
<del>Va. Division of Community Corrections</del> <i>The Red Gate Group Limited</i>	<del>State Government</del> <i>Federal Contracting</i>

Source: Virginia Employment Commission, Clarke County Community Profile, updated 1/6/2022

*Note: Ranking depicts Clarke County business with the largest number of employees regardless of work location, including locations outside of Clarke County.*

As noted in the tables below, the County's unemployment rate in ~~2010~~ *November of 2021* was ~~4.4%~~ *2.1%* compared to the statewide rate of ~~5.5%~~ *3.4%*. *This represents a recovery from the spike in unemployment that occurred in 2020 due to the Covid-19 pandemic. Clarke County is similar in comparison to other localities in the region, all of which have lower than average unemployment rates in comparison to the state average, and notably lower rates than the national average.*

**TABLE 10A – Unemployment Rate**

	2000	2010	2011	2012	2019	2020	2021 (11/2021)
<b>Employed Residents</b>	<del>6,712</del> <i>6,801</i>	<del>7,790</del> <i>7,178</i>	n/a	n/a	<i>7,531</i>	<i>7,157</i>	No data
<b>County Unemployment</b>	1.6%	<del>4.4%</del> <i>6.9%</i>	<del>5.0%</del>	<del>4.6%</del>	<i>2.4%</i>	<i>4.6%</i>	<i>2.1%</i>
<b>State Unemployment</b>	2.3%	<del>5.5%</del> <i>7.3%</i>	<del>6.4%</del>	<del>5.5%</del>	<i>2.7%</i>	<i>6.3%</i>	<i>3.4%</i>

Source: U.S. Bureau of Labor Statistics, annual average unless otherwise noted.

**TABLE 10B – Unemployment Rate by Year, ~~2002-2013 (February)~~ 2010-2021 (November)**

	<b>2002</b>	<b>2003</b>	<b>2004</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>FEB 2013</b>
<b>Clarke</b>	3.0%	3.1%	2.8%	2.6%	2.4%	2.7%	3.5%	6.5%	5.8%	5.0%	4.9%	4.7%
<b>Loudoun</b>	3.7%	3.2%	2.6%	2.4%	2.1%	2.1%	2.8%	4.8%	4.8%	4.8%	4.2%	4.1%
<b>Frederick</b>	3.5%	3.6%	3.0%	2.8%	2.6%	3.0%	4.2%	7.7%	7.1%	5.9%	5.4%	4.9%
<b>City of Winchester</b>	3.8%	3.8%	3.3%	3.0%	2.8%	3.1%	4.3%	7.9%	7.5%	6.6%	6.0%	6.2%
<b>Warren</b>	4.0%	4.0%	3.3%	3.0%	2.8%	3.1%	4.5%	7.7%	7.2%	6.4%	5.9%	6.0%
<b>Fauquier</b>	3.1%	3.1%	2.7%	2.6%	2.4%	2.5%	3.4%	5.6%	5.8%	4.9%	4.9%	4.8%
<b>Fairfax</b>	3.4%	3.1%	2.7%	2.5%	2.2%	2.2%	2.9%	4.9%	4.9%	4.9%	4.3%	4.1%
<b>Berkeley Co., WV</b>	4.7%	4.6%	4.2%	3.8%	3.9%	3.8%	4.6%	8.4%	8.7%	7.9%	7.3%	7.0%
<b>Jefferson Co., WV</b>	3.9%	3.7%	3.3%	3.1%	3.1%	3.0%	3.7%	6.5%	6.4%	6.0%	5.2%	5.1%

Sources: Virginia Employment Commission  
WVU Bureau of Business and Economic Research

	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021 (11/2021)</b>
<b>Clarke</b>	6.8%	5.7%	5.1%	4.6%	4.3%	3.9%	3.5%	3.4%	2.9%	2.4%	4.5%	2.1%
<b>Loudoun</b>	5.3%	4.7%	4.4%	4.3%	4.2%	3.5%	3.1%	3.0%	2.5%	2.2%	5.4%	2.1%
<b>Frederick</b>	7.6%	6.5%	5.7%	5.2%	4.6%	3.9%	3.4%	3.2%	2.6%	2.3%	4.6%	2.0%
<b>City of Winchester</b>	8.5%	7.4%	6.5%	5.7%	5.0%	4.3%	4.0%	3.6%	2.9%	2.7%	5.8%	2.3%
<b>Warren</b>	8.3%	7.4%	6.6%	6.0%	5.5%	4.7%	4.0%	3.7%	3.0%	2.7%	5.9%	2.4%
<b>Fauquier</b>	6.3%	5.5%	5.0%	4.8%	4.5%	3.9%	3.4%	3.3%	2.6%	2.3%	4.7%	2.0%
<b>Fairfax</b>	5.5%	4.8%	4.6%	4.4%	4.2%	3.8%	3.1%	3.2%	2.6%	2.4%	5.5%	2.3%
<b>Berkeley Co., WV</b>	8.6%	7.5%	6.4%	5.6%	5.4%	4.8%	4.0%	3.7%	4.0%	3.6%	6.2%	1.8%
<b>Jefferson Co., WV</b>	6.7%	6.1%	5.2%	4.7%	4.6%	4.0%	3.4%	3.1%	3.3%	3.1%	6.0%	1.5%
<b>Virginia</b>	7.3%	6.5%	6.0%	5.6%	5.1%	4.4%	4.0%	3.7%	3.0%	2.7%	6.3%	3.4%
<b>West Virginia</b>	8.6%	7.8%	7.3%	6.7%	6.5%	6.6%	6.1%	5.2%	5.2%	4.9%	8.4%	4.0%
<b>United States</b>	9.6%	8.9%	8.1%	7.4%	6.2%	5.3%	4.9%	4.4%	3.9%	3.7%	8.1%	4.2%

Sources: U.S. Bureau of Labor Statistics, annual average unless otherwise noted.

**TABLE 11 – Employment and Wages**

Industry	2000 2012		3Q-2012 2020-2021**		
	# of Jobs*	Avg Weekly Wage*	# of Jobs*	# of New Hires**	Avg Weekly Wage*
Agriculture, Forestry, Fishing, Hunting	<del>132151</del>	<del>\$401507</del>	<del>151176</del>	<del>1226</del>	<del>\$507674</del>
Construction	<del>319310</del>	<del>\$562715</del>	<del>310299</del>	<del>5032</del>	<del>\$7151,005</del>
Manufacturing	<del>1191no data</del>	<del>\$611no data</del>	<del>n/a628</del>	<del>23115</del>	<del>n/a918</del>
Wholesale Trade	<del>37156</del>	<del>\$1,5621,367</del>	<del>156171</del>	<del>1612</del>	<del>\$1,3671,495</del>
Retail Trade	<del>309246</del>	<del>\$294403</del>	<del>246322</del>	<del>4679</del>	<del>\$403535</del>
Transportation and Warehousing	<del>5616</del>	<del>\$496668</del>	<del>1623</del>	<del>63</del>	<del>\$6681,158</del>
Information	<del>2617</del>	<del>\$8321,104</del>	<del>1726</del>	0	<del>\$1,1041,120</del>
Finance and Insurance	<del>21(2005)92</del>	<del>\$1306(2005)847</del>	<del>9279</del>	<del>60</del>	<del>\$8471,265</del>
Real Estate, Rental, and Leasing	<del>3548</del>	<del>\$378756</del>	<del>4827</del>	7	<del>\$756641</del>
Professional, Scientific, and Technical Services	<del>89228</del>	<del>\$8981,892</del>	<del>228189</del>	<del>3313</del>	<del>\$1,8921,849</del>
Administrative, Support, and Waste Management	<del>53107</del>	<del>\$250483</del>	<del>107125</del>	<del>1421</del>	<del>\$483610</del>
Educational Services	<del>1157262</del>	<del>\$482810</del>	<del>262216</del>	<del>3444</del>	<del>\$810961</del>
Health Care and Social Assistance	<del>221391</del>	<del>\$351460</del>	<del>391218</del>	<del>7455</del>	<del>\$460723</del>
Arts, Entertainment, and Recreation	<del>8457</del>	<del>\$332366</del>	<del>5719</del>	<del>286</del>	<del>\$366567</del>
Accommodation and Food Services	<del>143228</del>	<del>\$210267</del>	<del>228229</del>	73	<del>\$267456</del>
Other Services (except Public Administration)	<del>168136</del>	<del>\$425741</del>	<del>136147</del>	<del>1416</del>	<del>\$741589</del>
Public Administration	<del>267722</del>	<del>\$483840</del>	<del>722670</del>	<del>2724</del>	<del>\$8401,075</del>

*Source: \* Virginia Employment Commission, Economic Information & Analytics, Quarterly Census of Employment and Wages (QCEW), 3<sup>rd</sup> Quarter 2012 and 2<sup>nd</sup> Quarter 2021. \*\*U.S. Census Bureau, Local Employment Dynamics (LED) Program, 3<sup>rd</sup> Quarter 2020, all ownerships.*

## 5. Income

a. Median Household Income. Median household income is the middle income in a distribution of all family incomes. ~~The U.S. Census Bureau calculates this figure in conjunction with the decennial census. The U.S. Census, in conjunction with American Community Survey, conducts estimates of income on a periodic basis.~~ In ~~2010~~**2019**, the median household income was ~~\$77,04880,026~~ – ~~an significant~~ increase from the 2000 Census figure of \$59,750 ~~of approximately 34%~~. This figure exceeds the statewide median of ~~\$63,30274,222~~ and also exceeds figures in Frederick County (~~\$66,44078,002~~), City of Winchester (~~\$46,06558,818~~), ~~and~~ Warren County (~~\$61,37969,116~~), ~~and Jefferson County, WV (\$65,285)~~. The County's figure was less than the median income in ~~Jefferson County, WV (\$80,430)~~, Fairfax County (~~\$108,439124,831~~), Loudoun County (~~\$120,096142,299~~), and Fauquier County (~~\$87,958100,783~~).

b. Per Capita Income. Per capita income is the average income per person in a defined area. In Clarke County, the per capita income was ~~\$37,55141,332~~ per the ~~U.S. Census 2007-2011~~ **2019** estimates – up from ~~\$24,84437,551~~ reported in the ~~2000~~**2010** Census. This exceeds the state average of ~~\$33,04039,278~~. Similarly, the County's income figure exceeded Frederick County (~~\$29,40935,123~~), City of Winchester (~~\$26,34330,859~~), Warren County (~~\$30,06932,086~~), and Jefferson County, WV (~~\$29,60236,305~~). The County's figure was less than Fairfax County (~~\$63,30256,231~~), Loudoun County (~~\$46,49355,744~~), and Fauquier County (~~\$40,56945,408~~).

c. Poverty Status. Poverty is defined by the U.S. Department of Housing and Urban Development as an income level of 30% or less of median income varied by household size. Per the ~~U.S. Census 2007-2011~~ **2019** estimates, ~~6.7%~~ **6.2%** of Clarke County's residents were determined to be below the poverty level ~~of \$23,114~~. This figure is well below the statewide average of ~~10.7%~~ **9.2%** and also below Frederick County (~~7.9%~~ **7.4%**), City of Winchester (~~18.7%~~ **16.3%**), Warren County (~~8.8%~~ **10.1%**), and Jefferson County, WV (~~9.1%~~ **7.8%**). The figure was above the figures for Fairfax (~~5.5%~~ **5.3%**), Loudoun (~~3.4%~~ **3.2%**) and Fauquier Counties (~~5.3%~~ **6.0%**).

## 6. Ethnic Composition

The ethnic composition of a community is a key element of its character. Change in the relative size of ethnic groups can be a challenge and an opportunity for a community. Currently, the County is relatively homogenous, but this has not always been the case. The first census of Clarke County, in 1840, showed 55% of population to be African-American (52% slaves and 3% free colored), but this gradually changed over time. In 2000, African-American residents made up 6.7% of the County’s population. This number decreased to 5.5% in the 2010 Census, **and is currently at 4.7% based on 2021 census estimates**. Over the same time period, the County’s Hispanic population increased from 1.5% to ~~3.6%~~**6.4%** reflecting national trends.

**TABLE 12 – Ethnic Composition of Population**

<b>ETHNICITY</b>	<b>2000</b>	<b>2010</b>	<b>2021</b>
<b>Population**</b>	12,652	<del>14,258(2011 est)</del> <b>14,034</b>	<b>14,783</b>
<b>White persons (%)*</b>	91.1%	91.0%	<b>90.6%</b>
<b>Black persons (%)*</b>	6.7%	5.5%	<b>4.7%</b>
<b>Hispanic/Latino persons (%)*</b>	1.5%	3.6%	<b>6.4%</b>
<b>American Indian/Alaska Native (%)*</b>	n/a	0.3%	<b>.7%</b>
<b>Asian persons (%)*</b>	n/a	1.1%	<b>1.4%</b>
<b>Hawaiian/Pacific Islander persons (%)*</b>	n/a	0.1%	<b>.1%</b>
<b>Two or more races (%)*</b>	n/a	2.0%	<b>2.5%</b>
<b>White persons not Hispanic (%)*</b>	n/a	88.0%	<b>85.3%</b>

Source: \*US Census 2000, 2010, and Population Estimates, July 2021. \*\* US Census 2020.

## 7. Age Distribution

Population age distribution is very important from a planning perspective for several reasons. People under age 18 and over age 65 years are generally more dependent on family or public resources than those of prime working ages. Therefore, a large population in these age brackets can dramatically influence per capita income and buying power.

According to the Census Bureau’s ~~2011~~ **2019** American *Community* Survey ~~4-5~~ Year Estimates, nationally ~~26.6%~~**25.0%** of the population is 19 years or younger, ~~60%~~**58.6%** is between the ages of 20 and 64, and ~~13.2%~~**16.5%** is 65 and older. For Virginia, ~~25.9%~~**24.6%** of the population is 19 years or younger, ~~61.7%~~**59.4%** is between the ages of 20 and 64, and ~~12.5%~~**15.9%** is 65 and older. *In comparison, Clarke County’s population is a little older on average with 22.6% below 20 years of age, 56.7% between 20 and 64, and 20.7% is 65 and older.*

**TABLE 13 – Age Distribution of Population in Clarke County**

Age Range	1970	1980	1990	2000	2010*	<del>2030*/**</del> 2019*
17 or younger	32.4%	27.0%	22.8%	23.4%	<del>25.0%</del> <b>23.2%</b>	<del>20.8%</del> <b>20.7%</b>
Under 5 years	8.0%	6.0%	6.4%	5.2%	5.2%	<del>5.3%</del> <b>4.4%</b>
5-17 years	24.4%	21.0%	16.4%	18.2%	<del>19.8%</del> <b>18.0%</b>	<del>15.5%</del> <b>16.2%</b>
18-64 years	56.0%	59.5%	63.2%	62.0%	<del>58.7%</del> <b>61.5%</b>	<del>53.8%</del> <b>58.6%</b>
65 years or older	11.6%	13.5%	14.0%	14.6%	<del>16.3%</del> <b>15.3%</b>	<del>25.4%</del> <b>20.7%</b>

Sources: American Community Survey, 2010 and 2019 5-Year Estimates

## 8. Educational Attainment

The US Census Bureau’s American Community Survey 5-year Estimates (~~2007-2011~~**2019**) indicate that ~~89.6%~~**89.1%** of persons over 25 years of age in Clarke County were high school graduates. This figure is *higher slightly lower* than the statewide average of ~~86.6%~~**90%**. ~~31.6%~~**32.2%** of persons over 25 years of age have completed a four year college degree which is slightly below the statewide average of ~~34.4%~~**39.6%**. Increases in both rates are shown in the table below.

**TABLE 14 – Educational Attainment of Persons over 25 Years of Age in Clarke County**

Year	High School Diploma or Greater	4 year college degree or greater
1980	57.3%	15.7%
1990	75.0%	18.6%
2000	82.1%	23.5%
<del>2011<sup>+</sup></del> <del>2010*</del>	<del>89.6%</del> <b>87.5%</b>	<del>31.6%</del> <b>29.2%</b>
<b>2019*</b>	<b>89.1%</b>	<b>32.2%</b>

Sources: US Census (1980, 1990, and 2000)

*\*2010 & 2019 American Community Survey 5-year Estimates*

## G. HOUSING PATTERNS

### 1. Housing Growth

~~Over the past three decades, the County has experienced a relatively steady rate of new housing growth due primarily to the implementation of sliding scale zoning in 1980. The County's approach to land use decision making directs growth to the incorporated towns and strongly limits residential development in the County's unincorporated areas. Allowing higher density residential development to occur only in the towns enables development to be more closely managed through provision of public water and public sewer. As noted in the table below, the rate of increase of new dwellings has ranged from 14.4%–18.9% over the past three decades.~~

*Since sliding scale zoning was implemented in 1980, the County has experienced a positive growth that fluctuates depending on supply and demand for new housing. From 1990 until 2010 the decadal growth rate was relatively stable, averaging approximately 16%. In 2020, the decadal growth rate in the County dropped to 3.4%. The lower demand for housing, resulting from the housing recession that began in 2008, is the primary factor for this change.*

**TABLE 15A – Housing Growth**

	1980	1990	2000	2010	2020
<b>Population</b>	9,965	12,101	12,652	14,034	<b>14,783</b>
<i>Percentage Increase</i>	<i>n/a</i>	<i>21.4%</i>	<i>4.5%</i>	<i>10.9%</i>	<b><i>5.3%</i></b>
<b># of Dwelling Units</b>	3,961	4,531	5,388	6,185	<b>6,396*</b>
<i>Percentage Increase</i>	<i>n/a</i>	<i>14.4%</i>	<i>18.9%</i>	<i>14.8%</i>	<b><i>3.4%*</i></b>
<b>Persons Per Dwelling Unit Household</b>	2.52	2.67	2.35	2.27	<b>2.54*</b>

*Sources: US Census (2020)*

*\* 2019 American Community Survey 5-year Estimates*

### 2. Distribution of Housing

Distribution of the housing stock influences the County's ability to provide public services, affects the amount of land available for agriculture, and affects the rural and scenic character of the County. For these reasons, the County has designated Berryville and Boyce as the most appropriate areas for residential growth to occur. However, from 1980 to 1992, fewer than 4% of the permits issued for new dwelling units were within the designated growth area. In the 1980s, 98% of new units were built outside of Berryville, compared with 85% of new units in the 1990s ~~and 54% of new units were built outside of Berryville and Boyce from 2000–2011.~~ *From 2000 to 2009, 53% of new housing units were built outside of the Towns. Despite the slowdown in the residential housing market, the distribution of houses remained relatively consistent between 2010 and 2020 with 56% of new housing in the County and 44% in the Towns.*

The table below lists the distribution of residential lots and housing units approved by decade in the County and in the Towns of Berryville and Boyce.

**TABLE 15CB – Residential Lots and Housing Units, 1970-2011 2020**

	1970-1979	1980-1989	1990-1999	2000-2011	2000-2009	2010-2020
New residential lots-Berryville	n/a	n/a	407	<del>337</del>	358	82
New housing units-Berryville	n/a	14	224	<del>375</del>	403	157
New residential lots-Boyce	n/a	n/a	n/a	<del>131</del>	132	22
New housing units-Boyce	n/a	n/a	n/a	<del>93</del>	86	47
New residential lots-County	456	350	305	<del>295</del>	323	69
<i>East of Shenandoah River</i>	<i>n/a</i>	<i>n/a</i>	65	<del>80</del>	82	14
<i>West of Shenandoah River</i>	<i>n/a</i>	<i>n/a</i>	240	<del>215</del>	246	55
New housing units-County	n/a	665	556	<del>516</del>	561	263
<b>Total # of new residential lots</b>	n/a	n/a	712	<del>763</del>	813	173
<b>Total # of new housing units</b>	777	679	780	<del>984</del>	1,050	467

\*Town of Boyce included in County numbers prior to 2000

With the adoption of the Berryville Area Plan and the approval of several major subdivisions within that area, along with three new subdivisions developed within the Town of Boyce, the County is successfully directing future growth to the designated areas.

The table below lists the major subdivisions developed in Boyce and Berryville ~~since 1995~~ *between 1995 and 2020. In addition, Fellowship Square, a 50-lot subdivision was recently approved by the Town of Berryville.*

**TABLE 15BC – Major Subdivisions Added in the Towns of Boyce and Berryville, 1995-2013 2020**

	Total Acreage	Total Number of Lots
<b>Town of Berryville</b>		
The Hermitage	107	<del>290</del> 284
Battlefield Estates	208	200
Berryville Glen	72	71
Darbybrook	38	85
Southgate	11	26
Shenandoah Crossing	19	<del>75</del> 82
<b>Town of Boyce</b>		
Boyce Crossing	21	43
Roseville Downs	10	28
Meadow View	13	41

### 3. Housing Condition

The predominant dwelling unit type in Clarke County is single-family detached, which represents ~~87%~~ **91.8%** of all housing units (~~essentially unchanged from the 86% in 1990~~). Of the ~~6,220~~ **6,345** housing units identified by the ~~2007-2011~~ **2019** American Community Survey *Estimates*, there was a total vacancy rate of ~~11.0%~~ **11.6%**. The census considers two factors when measuring the condition of housing: lack of complete plumbing and overcrowding (more than one occupant per room). The number of dwelling units lacking complete plumbing in Clarke County declined by 56% from 1980 to 1990 (334 to 147), and by 76% from 1990 to 2000 (147 to 35 or 0.7% of the total houses). From 2000-2010, that number dropped from 35 to 24 homes. *The 2019 American Community Survey Estimates indicates that 100% of Clarke County's occupied housing units include complete plumbing facilities.* Housing units considered overcrowded (one or more persons per room) fluctuated due to economic conditions ~~since 1980 (101 units in 1980, 115 in 1990, 29 in 2000) to 67 units in 2010.~~ *In 1980 there were 101 overcrowded units. This increased to 115 in 1990, declined to 29 in 2000, increased to 67 in 2010, and declined to 36 in 2020.*

#### 4. Housing Affordability

Housing affordability is measured by the percentage of monthly income spent on rent or mortgage. Housing is considered affordable if the household costs are not more than 30% of monthly income. The ~~2010 Census~~ **2019 American Community Survey Estimates** states that ~~31%~~ **28.5%** of county households in ~~owner~~ occupied ~~dwellings housing units~~ spend 30% or more of their monthly income on housing costs. The median monthly mortgage amount was ~~\$1,864~~ **\$1,776**. ~~The 2010 Census also states that 14.7% of households in rental units spend more than 30% of their monthly income on rent.~~ The median monthly **gross** rent was ~~\$954~~ **\$1,151**.

For ~~owner-occupied~~ housing, another measure of affordability is a purchase price of not more than 3 times a household's annual income. According to the ~~2010 Census~~ **2019 American Community Survey Estimates**, the median family income **in Clarke County** was ~~\$77,048~~ **\$80,026**, and the median value of an owner-occupied housing unit was ~~\$356,700~~ **\$347,200** (~~over 4.6~~ **4.3** times the median family income). ~~The average assessed value of a single family home plus a one-acre house site was \$286,625 per the 2010 County assessment.~~

**TABLE 16 --- Other Housing Statistics**

<b>Total Housing Units</b>	<del>6,220</del> <b>6,345</b>
<b>Occupied Housing Units</b>	<del>5,612</del> <b>(88.4%)</b>
<b>Vacant Housing Units</b>	<del>656</del> <b>733 (11.6%)</b>
<b>Owner-Occupied Units</b>	<del>4,269</del> <b>75%</b>
<b>Renter-Occupied Units</b>	<del>1,295</del> <b>25%</b>
<b>Homeowner Vacancy Rate*</b>	<del>1.7%</del> <b>1%</b>
<b>Rental Vacancy Rate</b>	<del>9.3%</del> <b>5.5%</b>
<b>Year Structure Built (% of total)</b>	
<del>2005</del> <b>2005</b>	<del>4.3%</del> <b>14.3%</b>
<del>2000 or later</del> <b>2000 or later</b>	<del>8.9%</del> <b>8.9%</b>
<del>2000-2004</del> <b>2000-2004</b>	<del>11.1%</del> <b>11.6</b>
<del>1990-1999</del> <b>1990-1999</b>	<del>13.3%</del> <b>13.6</b>
<del>1980-1989</del> <b>1980-1989</b>	<del>17.1%</del> <b>27.0%</b>
<del>1970-1979</del> <b>1970-1979</b>	<del>9.2%</del> <b>9.2%</b>
<del>1960-1969</del> <b>1960-1969</b>	<del>8.7%</del> <b>15.8%</b>
<del>1950-1959</del> <b>1950-1959</b>	<del>7.4%</del> <b>7.4%</b>
<del>1940-1949</del> <b>1940-1949</b>	<del>19.8%</del> <b>17.7%</b>
<del>1939 or earlier</del> <b>1939 or earlier</b>	<del>\$356,700</del> <b>\$347,200</b>
<b>Median Home Value (owner occupied)</b>	
<b>Median Monthly Owner Housing Costs</b>	<del>\$1,974</del> <b>\$1,338</b>
<b>Median Gross Rent</b>	<del>\$1,038</del> <b>\$1,151</b>

*Source: 2019 American Community Survey 5-Year Estimates*

*\* Homeowner Vacancy rate is the proportion of homeowner inventory that is vacant "for sale."*

## H. LAND USE

### 1. Land Use Types

Land use in Clarke County is predominantly agricultural, forested, and open space. Commercial intersections, villages, towns, and rural subdivisions are lightly dispersed throughout the County. The Town of Berryville, the predominant area of nonrural land use, includes industrial land, a central business district, and relatively dense residential development. The Town of Boyce also contains development on a nonrural scale with three residential subdivisions built in the past ten years surrounding a modest sized town core. Forest covers much of the rugged land east of the Shenandoah River. Suburban residential parcels located east of the Shenandoah River (lots under six acres) consume ~~a significant portion of this land~~, 10.4% *of this land area* as opposed to 5.3% on land west of the river. This is due primarily to the presence of subdivisions that were platted prior to the 1980 implementation of sliding-scale zoning such as Shenandoah Retreat and Carefree Acres. The land west of the Shenandoah River is the agricultural heartland of Clarke County. Almost 70% of this land is used for agriculture-related operations, and almost 85% is in parcels of 20 acres or more.

~~Throughout this Plan,~~ there are four distinct references to agricultural land:

- ~~1. Clarke County Zoning Ordinance. Agricultural—Open Space—Conservation (AOC) Zoning District. This district provides zoning regulations to control land use. It was established by the County Board of Supervisors in 1980 and was applied to most of the Valley portion of the County. The AOC and FOC Zoning Districts of the Clarke County Zoning Ordinance both allow agricultural land uses. The AOC District is located in most of the Valley portion of the County, located west of the Shenandoah River. It is primarily intended for agricultural uses. AOC District regulations distinguish a parcel as agricultural when it is 20 or more acres in land area. Further distinctions exist for parcels that are 100 or more acres in size. The FOC District is located on most of the Blue Ridge portion of the County, located east of the Shenandoah River. It is primarily intended for forests.~~
2. Clarke County Agricultural and Forestal Districts. Agricultural and Forestal Districts are a designation established by the Virginia General Assembly (Code of Virginia, §15.2-4300 through 4314 as amended) to protect and enhance agricultural land as an economic and *natural environmental* resource. Landowners voluntarily apply for inclusion in a district, but their property must meet specific criteria as agricultural land. By being in a district, the property is automatically eligible for taxation based solely on its agricultural value. The Clarke County Agricultural and Forestal District program was first established by the Board of Supervisors in 1986 and is subject to renewal every seven years.
3. Agricultural Land eClassification (parcels between 20 and 99 acres). The Clarke County Commissioner of Revenue classifies land for the purpose of taxation based on actual use, following criteria established by the Virginia Department of Taxation. ~~Two of these classifications are applied to agricultural land and are differentiated based on acreage.~~
4. Agriculture (cropland/pasture) Land Cover  
Aerial photography, when read by experts, provides the most accurate accounting for actual land use. The Smithsonian Institution, as part of an effort to identify wildlife habitats, also identified

agricultural activities.

*Some or all of these four designations may apply to a given property depending on the location (in the case of zoning), program participation (in the case of the Agricultural and Forestal Districts), or current use of the property (in the case of land use taxation and land cover) have significant overlap. It is possible for a parcel to be in one category but not in the other three, depending on site-specific circumstances.*

Below is a table listing the land area of the County and the Towns of Berryville and Boyce according to current land use, and a table listing land area by zoning district classification:

**TABLE 17 – Current Land Use**

LAND USE TYPES	Berryville (acres/%)	Boyce (acres/%)	County East (acres/%)	County West (acres/%)	Total (acres/%)
<b>Urban Residential*</b>					
<b>With Dwellings</b>	677/0.6%	117/0.1%			794/0.7%
<b>Without Dwellings</b>	233/0.2%	610/0.05%			294/0.3%
<b>Suburban Residential**</b>					
<b>With Dwellings</b>			2,324/2.0%	3,657/3.2%	5,981/5.2%
<b>Without Dwellings</b>			1,035/0.9%	675/0.6%	1,710/1.5%
<b>Rural Residential***</b>					
<b>With Dwellings</b>			3,006/2.6%	4,836/4.2%	7,842/6.9%
<b>Without Dwellings</b>			1,069/0.9%	1,300/1.1%	2,369/2.1%
<b>Agricultural</b>					
<b>20 to &lt;100 acre parcels</b>			10,046/8.8%	29,552/25.9%	39,598/34.7%
<b>100+ acre parcels</b>			7,229/6.3%	40,925/35.9%	48,154/42.2%
<b>Other<sup>&lt;</sup></b>					
<b>Govt. parcels</b>			2,280/2.0%	1,095/1.0%	3,375/3.0%
<b>Commercial****</b>			6/0.005%	167/0.1%	173/0.2%
<b>Shenandoah River</b>					946/0.8%
<b>Roads</b>					2,396/2.1%

Sources: Clarke County GIS and Commissioner of the Revenue records

Note: Parcels located in the County may be included in more than one use type. Land use types are derived from designations used by the Commissioner of the Revenue.

\* Urban Residential – Limited to parcels located in the Towns of Berryville and Boyce

\*\* Suburban Residential – Limited to parcels located in the County and less than 6 acres in size

\*\*\* Rural Residential – Limited to parcels located in the County and between 6 and 20 acres in size

\*\*\*\*This item does not include commercial acreage located within the Towns of Berryville and Boyce (see Table 18)

Total acreage of County – 114,103 (source GIS)

*< Other is a category that includes land uses that do not fit within the larger land use categories, such as land owned by government entities, commercially zoned property, land within public rights-of-way, and land that includes the Shenandoah River.*

**TABLE 18 – County Zoning Districts; Land Uses in Berryville and Boyce**

<i>Land Use Categories</i>	<b>Acres</b>	<b>%</b>
<b>Agricultural-Open Space-Conservation (AOC)</b>	<del>82,924</del> <b>84,112*</b>	<del>72.0%</del> <b>72.7%</b>
<b>Forestal-Open Space-Conservation (FOC)</b>	27,054 <del>27,054</del> <b>27,048</b>	<del>24.0%</del> <b>23.7%</b>
<b>Rural Residential</b>	801	0.7%
<b>Neighborhood Commercial</b>	<del>27</del> <b>33</b>	<.01%
<b>Highway Commercial</b>	<del>131</del> <b>143</b>	0.1%
<b>Light Industrial</b>	0	0.0%
<b>Boyce</b>	<del>239</del> <b>232</b>	0.2%
	<b>Residential</b>	
	<del>209</del> <b>204</b>	
	<b>Commercial</b>	
	<del>30</del> <b>28</b>	
<b>Berryville</b>	<del>1,486</del> <b>1,462</b>	1.3%
	<b>Residential</b>	
	<del>1,041</del> <b>1,045</b>	
	<b>Commercial</b>	
	<del>280</del> <b>384</b>	
<b>Berryville Annexation Area</b>	<del>241</del> <b>257</b>	0.2%
	<b>Residential</b>	
	<del>152</del> <b>156</b>	
	<b>Commercial</b>	
	<del>6</del> <b>26</b>	
	<b>Institutional/Open Space</b>	
	<del>83</del> <b>75</b>	
	<b>Industrial</b>	
	0	
<b>Total Acreage</b>	<del>114,039</del> <b>114,103</b>	100.0%

*\* includes 946 acres of Shenandoah River*

## 2. Zoning and Subdivision

In 1980, Clarke County adopted a method of rural land preservation known as sliding-scale zoning. The primary purpose of sliding-scale zoning is to preserve agricultural land and the rural character of the County. This is accomplished by limiting the number of parcels that may be created, limiting the size of new parcels, and keeping residual parcels as large as possible. Sliding-scale zoning allocates dwelling unit rights (DURs) for parcels of land and a maximum number of dwelling units that may be built in the Agricultural/Open Space/Conservation (AOC) Zoning District and Forestal/Open

Space/Conservation (FOC) Zoning District. That number cannot be increased unless parcels are rezoned in designated growth areas but is decreased as landowners build houses or place their property under permanent open-space easement. Approximately ~~22,000~~ **27,111** acres of the County have been placed in permanent open-space easement. An additional 4,000 acres is recreational open space, primarily the Appalachian Trail.

A total of ~~6,646~~ **6,696** DURs were initially allocated when sliding-scale zoning was implemented in 1980. ~~This number has been adjusted to 6,541 to account for periodic auditing and retirement of DURs.~~ As of December ~~2012~~ **2021**, a total of ~~3,699~~ **3,412** DURs remain unused. ~~This equates to 2,541 DURs in AOC areas west of the Shenandoah River, and 1,158 DURs in FOC areas east of the river.~~ When all DURs have been used in the AOC and FOC areas, the number of dwelling units in the rural portion of the County is intended to remain stable in perpetuity.

There are also areas of higher density residential parcels located in the unincorporated areas of the County that are zoned Rural Residential (RR). The Rural Residential zoning designation was used to identify concentrations of residential development that existed prior to the 1980 implementation of sliding-scale zoning. These areas include the villages of Millwood and White Post, Shenandoah Retreat, and scattered parcels around the towns of Berryville and Boyce. RR-zoned parcels do not have DURs assigned to them and are instead governed by minimum lot size and other dimensional standards. Although there are some undeveloped RR-zoned parcels remaining, full build-out of these parcels would have a minimal impact on the total number of dwellings in the County. The RR zoning designation is not intended to be used to create new residential developments or to expand the number of parcels in existing developments or villages.

Analysis of subdivision records from 1970 to 2005 shows two important trends. The population of Clarke County (outside the Berryville Area) and the number of households continued to grow, albeit at a slower rate in the 1990s, compared with the 1980s and the first half of the 2000s. However, parcel creation occurred more slowly when compared to the number of new houses. There were 2.0 new houses built for every lot created in this decade compared to 1.8 houses for every new lot in the 1990s. In addition, the average number of new lots created per subdivision decreased **significantly**, along with the acreage involved in subdivisions. These trends continued into the ~~current~~ past two decades, showing the impact of the County’s policies to direct residential growth. These trends are **relevant very significant** when compared with the **higher** rates of growth in Loudoun and Frederick Counties.

**TABLE 19 – Lots Created & Houses Built Outside of the Towns of Berryville and Boyce**

	1970-1979	1980-1989	1990-2000	<del>2001-2011</del> <b>2001-2010</b>	<b>2011-2020</b>
<b>Lots Created</b>	456	350	330	312	<b>64</b>
<b>Houses Built</b>	777	665	624	516	<b>253</b>

To complement the land preservation elements of sliding-scale zoning, the County and Town of Berryville have jointly adopted the Berryville Area Plan (BAP) as a master plan for the development of County lands planned for annexation into the Town of Berryville. As estimated in 1992, the BAP allows for approximately 500 new dwellings to be developed and annexed to the Town of Berryville.

The total number of housing units expected in the Berryville area at full build-out is about 2,200 (1,100 existing + 600 new in pre-1989 town limits + 500 new in annexation area). Based on adopted policies and zoning regulations, the Town population would increase from 4,185 in 2010 to about 5,500 at full build-out (assuming 2.5 people per household, county average in the 2000 Census).

In the 2000s, three major subdivisions were developed in the Town of Boyce that added a total of 112 new lots. As of 2013, development in these subdivisions has either reached or is close to full build-out.

Currently, there are 280 acres of commercially zoned land in Berryville, 6 acres to be annexed by Berryville, 30 acres in the Town of Boyce, and 158 acres elsewhere in the County (Double Tollgate, Waterloo, etc.), for a total of 474 acres of land in the County zoned commercial. This does not include the 248 acres of light industrial or business park zoning. The Urban Land Institute defines a neighborhood commercial center as ranging from 3 to 10 acres, with a minimum resident population ranging from 3,000 to 40,000. A community commercial center ranges from 10 to 30 acres, with a minimum resident population ranging from 40,000 to 150,000 (*Shopping Center Development Handbook, Third Edition, Washington, DC: ULI-the Urban Land Institute, 1999, page 13*).

Comparing anticipated population growth against the area currently zoned commercial suggests that additional commercial zoning will not be necessary. However, the location of some of the current commercially zoned property may not meet market needs, and some, because of location and other factors, is unlikely to be developed. The rezoning of such properties to more usable zoning districts or districts that are consistent with the property's current use, as well as consideration of additional commercial zoning, should be evaluated in conjunction with the creation of the County's Economic Development Strategic Plan.

Analysis of subdivision growth has shown favorable results since the adoption of sliding scale zoning in 1980. If sliding scale zoning, in conjunction with the goals expressed in the Comprehensive Plan, continues to prove successful, modest population changes will result in the future. Based upon current projections, the population of Clarke County could reach ~~15,871~~ **15,560** residents by the year ~~2030~~**2035**. Total population growth may not be ~~significantly~~ **greatly** altered by the current policies, but growth will continue to be directed to the Towns and designated growth areas as outlined in the Comprehensive Plan. This effect will become more pronounced as dwelling unit rights are used up in the rural portions of the County.

## I. PUBLIC INFRASTRUCTURE AND SERVICES

*This section provides a summary of the public infrastructure elements and services provided by the local government entities in Clarke County.*

### *1. Water and Sewer*

*Public water and public sewer services are provided to the incorporated towns, business intersections, and some villages and unincorporated areas on a limited basis. Those areas not served by public water and public sewer rely on private groundwater wells and private onsite sewage disposal systems.*

#### *Town of Berryville Water and Sewer*

*The Town of Berryville is served by a surface water treatment facility located in the County with a raw water withdrawal from the Shenandoah River. The Berryville Water System provides approximately 1,600 residential and commercial service connections. The average daily water production is 380,000 gallons per day, with a permitted design capacity of 864,000 gallons per day. The combined water tank capacity for use by residents of the Town of Berryville is 3,500,000 gallons.*

*The Berryville Wastewater Treatment Facility is an advanced treatment Membrane Bioreactor utilizing two stage preliminary screening, grit removal, flow equalization, advanced activated biosolids treatment, 0.04 micron filtration, and ultraviolet disinfection. The design capacity is 0.7 MGD with a peaking factor of 2.1 MGD daily max hydraulic load. Solids management is handled by two rotary fan presses and biosolids are currently used for landfill reclamation by the Frederick County Landfill. This facility has been operating since September 2012 and consistently produces an effluent meeting stringent water quality criterion. This system is designed to handle the Town's needs for the next twenty plus years and is designed to expand as needed in the future to accommodate growth.*

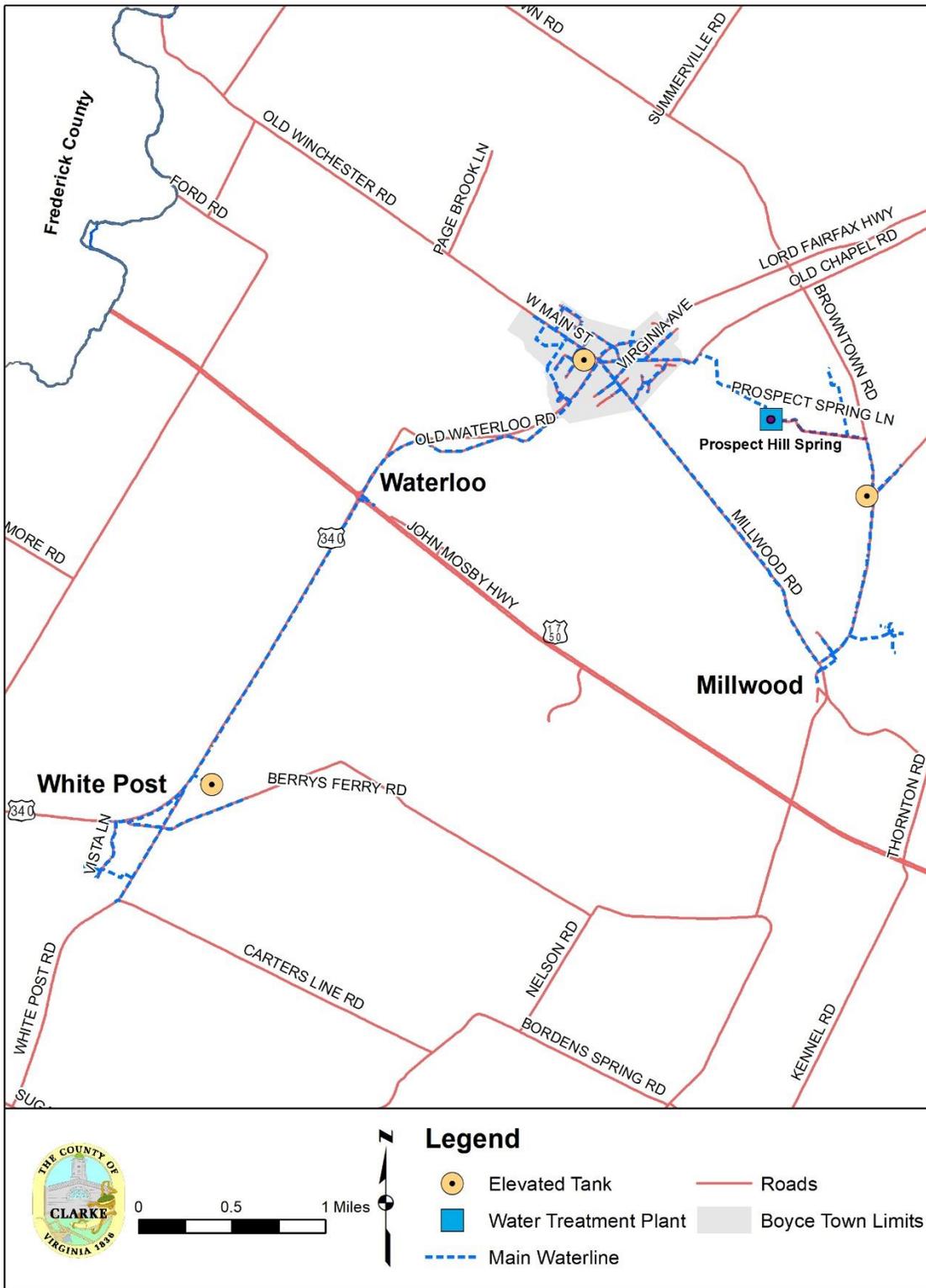
*The Town's wastewater is conveyed to the treatment plant through a series of underground pipes and pumping stations. The collection system is also going through continual upgrades and repairs through regularly scheduled maintenance by the Town.*

#### *County Water and Sewer -- Clarke County Sanitary Authority*

*The Clarke County Sanitary Authority operates the public water and sewer systems that serve the Town of Boyce, the unincorporated village of Millwood, the unincorporated village of White Post (water only), and commercial-zoned properties at the Waterloo intersection (U.S. 50 and U.S. 340). The Authority is responsible for Prospect Hill Spring, the public water supply for approximately 400 households and businesses. The Authority is also responsible for the operations of the Boyce Sewage Treatment Facility located in the Town of Boyce. The Authority contracts with Imboden Environmental Services, Inc., as a consultant to assist with water and sewer system operations.*

*The Authority is governed by a five-member board that is appointed by the Board of Supervisors. Authority members serve four-year terms and one member is required to be a resident of the Town of Boyce.*

**Map 8, County Water Lines**



### Map 9, County Sewer Service District



### Public Water and Sewer Expansion Efforts

*In response to changes in ownership of the former State-owned property adjacent to the Double Tollgate Plan Area and requests from owners of property within the Plan Area, the County began efforts in 2021 to obtain public water and public sewer service from Frederick County. Clarke officials requested the Frederick County Board of Supervisors to authorize its authority, Frederick Water, to extend service to Double Tollgate and provide up to 150,000 gallons per day of water and sewer services. The Frederick Board voted to approve this authorization in October 2021. As of the drafting of this Plan, negotiations between Clarke County and Frederick Water remain in process.*

*Additional information on public water and public sewer may be found in the Water Resources Plan.*

## **2. General Government -- County Administration**

*Clarke County is governed by a five-member board that is elected by the citizens to serve four year terms. The County's chief administrative officer is the County Administrator who serves at the pleasure of the Board and manages the County Administration Office.*

*The County Administration Office directs and supervises the day-to-day operations of all county departments and agencies that are under the direct control of the Board of Supervisors, pursuant to county ordinances and regulations. The Office also serves as the Board's official liaison to the constitutional officers, the judiciary, state and regional agencies. In addition, the Office provides administrative support to the Board of Supervisors, and the Office implements directives with regard to board agendas, meetings, resolutions, and constituent services.*

*The County Administration Office is the primary point of contact for citizens seeking information regarding county activities. Duties include responding to Freedom of Information Act requests, clerking various boards and commissions, and serving as the records custodian for various county documents. The Office also handles special event applications.*

*The County Administration Office provides human resources support for county employees, serves as the Conflict of Interest Officer for all boards, committees, and commissions, and answers the main county government phone.*

*The Berryville-Clarke County Government Center is shared with the Town of Berryville and the Clarke County Library. In addition to housing the County Administration Office and Board of Supervisors/Town Council meeting room, the following departments are also located in the Government Center:*

### County

- *County Administration*
- *Department of Planning*
- *Commissioner of the Revenue*
- *County Treasurer*
- *Building Department*
- *Department of Fire, Emergency Medical Services, and Emergency Management*
- *Registrar*

- *Information Technology*

*Town of Berryville*

- *Town Manager's Office*
- *Planning*
- *Police Department*
- *Town Business Office*

*3. Law Enforcement, Public Safety Communications, and Animal Control*

*Law Enforcement -- County*

*The Clarke County Sheriff's Office (CCSO) provides law enforcement for the County's unincorporated areas and the Town of Boyce. Clarke County Sheriff's deputies patrol county roads, control traffic, investigate crimes, escort prisoners, provide courthouse and courtroom security, and serve legal documents. The Sheriff's Office is accredited by the Virginia Law Enforcement Professional Standards Commission, and it is a member of the Northwest Virginia Regional Drug and Gang Task Force. The Sheriff is a constitutional officer elected by the citizens for a four-year term.*

*The CCSO is located at 100 N. Church St. in Berryville.*

*Law Enforcement -- Town of Berryville*

*The Berryville Police Department provides law enforcement for the Town of Berryville. The Department also provides several community services such as fingerprinting of children for identification purposes, house checks while occupants are out of town for extended periods of time, youth substance abuse awareness and prevention programs, formation and organization of Neighborhood Watch programs, Child Safety Seat Installation/Inspection, bicycle safety and security programs and other public safety and security programs by special arrangement. The Department is led by the Chief of Police who is appointed by the Town Manager.*

*The Police Department is located in the Berryville-Clarke County Government Center at 101 Chalmers Court in Berryville.*

*Town of Boyce*

*The Town of Boyce does not operate its own police department and relies on the Clarke County Sheriff's Office for law enforcement. The Town does employ a code enforcement officer to enforce various provisions of the Town Code.*

*Public Safety Communications*

*The Emergency Communications Center is responsible for around-the-clock dispatch of emergency (911) and non-emergency (540-955-1234) calls in the towns and county-wide. The Emergency Communications Center and Sheriff's Office maintain emergency contact information for owners of livestock (cattle, horses, sheep, etc.) so contact can be made in the event animals are reported running loose or injured. The Emergency Communications Center is located at 100 N. Church St. in Berryville.*

### Animal Control

*Animal Control functions are operated as a partnership between the Clarke County Sheriff's Office and Clarke County Animal Shelter to ensure the health and safety of domestic animals, including livestock, within the County, Town of Berryville, and Town of Boyce.*

*The Clarke County Animal Shelter is managed by Clarke County but is owned by the Clarke County Humane Foundation, a 501(c)(3) corporation. It is located at 225 Ramsburg Lane in Berryville.*

## **4. Fire, Rescue, and Emergency Management**

### Fire, Rescue, and Emergency Management

*Clarke County operates a combined volunteer-career system which relies heavily on the efforts of trained volunteer firefighters and emergency medical technicians supported by paid personnel provided by the County. The County is served by three fire and rescue stations:*

- *John H. Enders Fire & Rescue Company located at 9 South Buckmarsh Street in Berryville*
- *Blue Ridge Volunteer Fire and Rescue Company at 131 Retreat Road adjacent to Shenandoah Retreat.*
- *Boyce Volunteer Fire Company located at 7 South Greenway Avenue in Boyce.*

*The Department of Fire, Emergency Medical Services (EMS) & Emergency Management coordinates all services of Clarke County's three volunteer fire and rescue companies as well as all emergency preparedness planning and response for the county. It manages paid EMS staff and the Fee for Service program. The Department oversees professional responses to fire, medical, and environmental emergencies. The Department is dedicated to minimizing the loss of life and property through fire suppression, rescue, education, and other programs.*

*The Department is located in the Berryville-Clarke County Government Center at 101 Chalmers Court in Berryville.*

## **5. Library**

*The Clarke County Library is a branch of the Handley Regional Library system and is located in the Berryville-Clarke County Government Center at 101 Chalmers Court in Berryville. Access to the library and its resources are free to residents of Clarke and Frederick Counties and the City of Winchester. In addition to books, audio resources, and visual resources, the Library is equipped with public computers, WiFi access, and meeting rooms.*

## **6. Schools**

*Clarke County Public Schools operates four public schools for grades K-12:*

- *D.G. Cooley Elementary School located at 240 Westwood Road in Berryville.*
- *Boyce Elementary School located at 119 West Main St. in Boyce.*

- *Johnson-Williams Middle School located at 200 Swan Ave. in Berryville.*
- *Clarke County High School located at 627 Mosby Blvd. in Berryville.*

*Clarke County Public Schools is overseen by the Clarke County School Board, a five-member board that is elected by the citizens of the County. Administrative offices are located at 317 West Main Street in Berryville.*

#### *7. Parks & Recreation (see Recreation Plan for non-County resources)*

##### *Clarke County Parks & Recreation Department*

*The Clarke County Parks & Recreation Department manages county-owned Chet Hobert Park, a 102-acre property west of Berryville. The park includes an outdoor swimming pool, 6 lighted outdoor tennis courts, 6 baseball-softball fields, 5 picnic shelters, 2 playgrounds, a 2-mile fitness trail, a dog park, and 13 soccer fields of various sizes. The Clarke County Recreation Center has exercise equipment, a gymnasium, meeting rooms, and kitchen. One room serves as the Clarke County Senior Center, offering programming and lunch for seniors four days each week. The Department offers a wide variety of activities and programs for people of all ages.*

*Chet Hobert Park and the Clarke County Recreation Center are located at 225 Al Smith Circle in Berryville.*

##### *Clarke County Public Schools Facilities*

*Clarke County Public Schools operate a number of active recreation facilities used primarily for school athletics but also for limited use by the public. This includes a football/soccer stadium, baseball/softball fields, track, playgrounds, and indoor/outdoor basketball (limited access).*

##### *Town of Berryville*

*The Town of Berryville owns and maintains the three-acre Rose Hill Park in the heart of downtown Berryville. Rose Hill Park provides a great place for families to relax and enjoy a peaceful outing. Park facilities include a playground designed for younger citizens, basketball courts, and a gazebo.*

##### *Kohn property*

*The Kohn property is a currently undeveloped site located off Ebenezer Road that was gifted to the County. This property consists of 50 acres of mountain woodlands that was placed in conservation easement with the County by the owner. The deed of easement specifies the intended use for environmental education, passive recreation, and bird/wildlife watching. As a county facility, the Parks and Recreation Department and Advisory Board is tasked with developing a master plan for this facility.*

*The Recreation Component Plan contains additional information on the County's active and passive recreational resources.*

## 8. *Health and Human Services*

### Department of Social Services

*Clarke County Department of Social Services (CCDSS) is the local administered office of the Virginia Department of Social Services. CCDSS administers Child Protective Services, In-Home and Prevention Services, Foster Care, Fostering Futures, and Adoption for families and children. CCDSS also provides Adult Protective Services and Adult Services for the elderly and disabled. In addition to services programs, Clarke County Department of Social Services administers benefit programs such as the Supplemental Nutrition Assistance Program (SNAP, formerly known as food stamps), Medicaid, Temporary Assistance for Needy Families (TANF), Child Care Subsidy, Employment Assistance, and Energy Assistance programs.*

*CCDSS offices are located at 311 East Main Street in Berryville.*

### Virginia Department of Health

*The Clarke County Health Department — part of the Virginia Department of Health — is within the Lord Fairfax Health District, which serves the Northern Shenandoah Valley. The Health Department administers clinical services, environmental health services, and the Woman Infants and Children's Program (WIC).*

*The Virginia Department of Health Clarke County currently leases office space located at 100 North Buckmarsh Street in Berryville.*

### Northwestern Community Services

*Northwestern Community Services (NWCS) offers an array of outpatient, case management, day support, residential and emergency programs that are designed to enhance the quality of life for both children and adults affected by emotional/behavioral disorders, mental illness, substance use, and intellectual disabilities and developmental disabilities (ID/DD). NWCS specializes in rehabilitative and family support services for individuals with such long-term challenges as schizophrenia, bipolar disorder, major depression, addiction, and those with impairments from ID/DD. NWCS also provides 24-hour emergency evaluation, short-term treatment and hospital referral to individuals having mental health, emotional, substance use, or behavioral crises that pose a safety risk to themselves or others.*

*Northwestern operates several facilities throughout the northern Shenandoah Valley. The Clarke County clinic is located at 309 West Main Street in Berryville. This clinic provides services for adults and children, including Mental Health Case Management and Medication Management.*

## 9. *Joint Administrative Services*

*Joint Administrative Services (JAS) was developed in a unique partnership between the Clarke County Board of Supervisors and the Clarke County School Board to share the costs and resources of certain common governmental functions. JAS is charged with managing the following day-to-day functions for both the County and Schools that would ordinarily be managed by separate departments:*

- *Budgeting*

- *Accounts payable*
- *Payroll*
- *Purchasing*
- *Risk management*

*JAS is overseen by a five-member appointed board which includes one School Board representative and one Board of Supervisors representative. JAS offices are located at 317 W. Main St. in Berryville.*

## *10. Transportation*

*Public roads in Clarke County – both primary and secondary -- are maintained by the Virginia Department of Transportation (VDOT). Secondary roads in the Town of Berryville are maintained by the Town while Main Street (Va. Route 7) and Buckmarsh Street (U.S. 340) are maintained by VDOT.*

*The Town of Boyce maintains several private streets located within its jurisdiction. Maintenance of all private roads in the County are the sole responsibility of the property owners.*

*The Transportation Plan contains additional information about the County's road network and priority transportation improvement projects.*

# CHAPTER II

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## Goals, Objectives, and Policies

1. Agriculture
2. Mountain Resources
3. Natural Resources
4. Historic Resources
5. Conservation Easements
6. Outdoor *Recreational* Resources
7. *Resource Energy* Conservation and Sustainability
8. Village Plans (Millwood, Pine Grove, White Post)
9. Designated Growth Areas for Development
10. Economic Development
11. *Public Infrastructure*, Capital Improvement Planning, and Fiscal Responsibility
12. Transportation
13. *Broadband Internet Access*  
~~*Citizen Participation in the Planning Process*~~



## GOALS

The goals for land use planning in Clarke County are to:

1. Preserve and protect the agricultural, natural, and open-space character of unincorporated areas;
2. *Focus development within designated planning areas including incorporated towns and established village and commercial areas, utilizing design elements that balance compatibility with each community's needs and unique character.*
- ~~2. Enhance town, village, and commercial areas through context sensitive design and walkability elements to improve the quality of life for residents;~~
3. Encourage and maintain a diverse and viable local economy compatible with the County's size and character; ~~and.~~
4. Exercise stewardship over resources so as to reduce the consumption of nonrenewable resources, utilizing renewable energy whenever possible; and foster within the private sector of the County a culture of resource conservation.
5. Provide for the economical delivery of necessary public services *in conformance with the Comprehensive Plan and its implementing component plans* ~~consistent with these goals.~~
6. *Prevent significant degradation of natural resources. "Significant degradation" is a measurable negative reduction in the quality or quantity of a natural resource.*
7. *Understand that policy decisions are precedent-setting and ensure that all such decisions are carefully and thoughtfully examined to determine their consistency with the Comprehensive Plan, the implementing component plans, and with the County's land use philosophy.*

## OBJECTIVES

### Objective 1 -- Agriculture.

Encourage agricultural operations and productivity to ensure the preservation and availability of land for the continued production of crops and livestock through the following policies and the Agricultural Land Plan. *Ensure that any limited residential, commercial, and other non-agricultural uses and activities do not result in significant degradation to natural resources or disrupt the character and functionality of agricultural areas.*

### Policies

1. Promote and protect agriculture as the primary use of land in rural areas and inform the public of benefits of this policy.

2. Support a vigorous agricultural development program in the County that emphasizes promotion of Clarke County agricultural products, encourages cooperation with individual agricultural interests within the County and with advocacy agencies, and liaisons with counties in the area that have similar development programs.
3. Utilize the Agricultural Land Evaluation and Site Assessment (LESA) System to assess accurately the suitability of land for continued agricultural use. The LESA system provides an objective evaluation tool that scores the soils and physical conditions of a parcel for agricultural use.
4. Make land use decisions and plans that are consistent with LESA ratings. Approve conversion of important farmland to nonfarm use only if an overriding public need exists to change the land use *and the existing development areas cannot accommodate the new use. Important farmland consists of soils that are best suited to food, feed, fiber, forage, and oilseed crops and includes areas containing:*
  - *Prime farmland*
  - *Farmland of statewide importance*
  - *Farmland of local importance*
  - *Unique farmland*

*Adopt regulations to limit future development in these important farmland areas in order to maximize the amount of land available for agricultural production.*
5. Encourage the use of best management practices as outlined in the Chesapeake Bay Regulations and as determined by the Federal Total Maximum Daily Load (TMDL) program to improve water quality by the following methods:
  - a. Making technical assistance available.
  - b. Promoting public awareness on the benefits of, and necessity for, best management practices, erosion and sedimentation controls, storm water management and Chesapeake Bay Preservation Regulations.
  - c. Assisting in the establishment of conservation plans for all farms adjacent to perennial streams.
  - d. Encouraging ~~the participation of~~ all landowners engaged in agricultural activities to use the assistance of the Virginia Cooperative Extension Service, the Natural Resource Conservation Service, the Lord Fairfax Soil and Water Conservation District, and other public agencies.
6. *Provide limited, low-density residential opportunities in unincorporated areas in a manner compatible with agricultural activities in the area of the county west of the*

*Shenandoah River. Such residential development shall be consistent with the County's sliding-scale zoning regulations and shall not involve rezoning to a higher residential density to produce additional lots above the parcel's dwelling unit right allocation. Prohibit the rezoning of Agricultural-Open Space-Conservation (AOC) zoned properties to the Rural Residential District (RR) in areas outside of designated growth areas and villages for new residential development. The purpose is to avoid loss of farmland, to avoid sprawl development, and to avoid consumption of potential conservation lands and open space.*

- ~~6. Provide limited, low density residential opportunities in unincorporated areas in a manner compatible with agricultural activities in the area of the county west of the Shenandoah River. Such residential development should include the following characteristics:
  - ~~a. Should not be located on Important Farmland, as determined by the County's Land Evaluation and Site Assessment (LESA) rating system.~~
  - ~~b. Should be on a minimum area sufficient to provide proper placement of a dwelling, related accessory structures, well, and septic system.~~
  - ~~c. Should be located in or substantially bounded by natural or cultural features, such as wooded areas, railroads, or public roads that would buffer them from agricultural lands.~~
  - ~~d. Should be located away from natural and cultural resources such as the Shenandoah River and the Blandy Experimental Farm and State Arboretum.~~
  - ~~e. Should be compatible with the environmental features of that land and should not diminish natural and scenic values.~~
  - ~~f. Should respect environmental limitations and protect natural features during and after the development process.~~
  - ~~g. Should be consistent with the County's sliding scale zoning philosophy and should not involve rezoning to a higher residential density to produce additional lots above the parcel's dwelling unit right allocation.~~~~
- ~~7. Strongly discourage the rezoning of agricultural zoned properties to the Rural Residential District (RR) in areas outside of designated growth areas and villages to avoid loss of farmland, sprawl development, and consumption of potential conservation lands and open space.~~
- 7 8. To the maximum extent possible, separate nonagricultural land uses from *existing* agricultural lands and operations. Where nonagricultural operations are adjacent to *existing* agricultural operations, the nonagricultural operations should provide buffering in the form of fencing, landscaping, and open space, ~~and by inclusion of the~~ *Require a right-to-farm warning notice to be included* within the deed of dedication *for new subdivisions in agricultural-zoned areas to promote awareness of living within an agricultural community.*
- 8 9. With the exception of telecommunication and high-speed internet facilities, discourage extension of public utilities, *including but not limited to public water and public sewer,*

and other growth-inducing public facilities into agricultural areas and land under permanent conservation easement.

~~9 10.~~ Encourage all government agencies to consider the impacts that their programs and projects may have on maintaining the availability and use of agricultural land. Encourage them to eliminate or minimize adverse impacts.

~~10 11.~~ Promote and support the renewal and expansion of the Clarke County Agricultural and ~~12.~~ Forestal District program by providing information on its benefits and incentives to associated farmland owners, timberland owners, and farm organizations. Use the Land Evaluation and Site Assessment (LESA) System for the objective and consistent evaluation of applications for additions to the Clarke County Agricultural District.

~~11 13.~~ Support use-value taxation and other fiscal programs that help to alleviate economic burdens on owners of land used for agricultural, horticultural, forest, or open-space purposes (Code of Virginia, Section 58.1-3230, as amended). ~~Continue to implement~~ *Promote existing and explore alternative* strategies to protect agricultural land from escalating assessments as a result of development pressures.

~~12 14.~~ Evaluate and consider implementing innovative land-conserving techniques as authorized by State law.

~~15. Refine and strengthen the Agricultural Land Plan to include specific strategies pertaining to agribusiness and agritourism concepts.~~

~~13. *Agribusiness uses and activities are encouraged provided that:*~~

- ~~a. *They are compatible in scale to and intensity with surrounding agricultural uses.*~~
- ~~b. *They pose no threat to public health, safety, and welfare.*~~
- ~~c. *They further the goal of preserving farmland, open space, and the County's scenic beauty and historic resources.*~~
- ~~d. *They do not result in significant degradation of natural resources.*~~

~~14. *Agritourism uses and activities are encouraged as a means of facilitating the onsite sale of farm products and promoting agricultural education and appreciation. All agritourism activities shall be incidental to and directly supportive of the primary agricultural use on the property. Any agritourism activities or uses that exceed the intensity of the primary agricultural use shall either be prohibited or be approved by special use or other governing body permitting action.*~~

## **Objective 2 – Mountain Resources.**

Preserve the natural beauty and protect the ecology of ~~forested areas~~ *lands located east of the Shenandoah River* to ensure that development in those areas is in conformance with their environmental limitations through the following policies. *Applicable policies are found in this Objective, Objective 3 (Natural Resources), and the Mountain Land Plan. Recognize that the wooded and steep landscape of the mountain areas poses unique challenges to development and that regulations should be developed to address these characteristics.*

### **Policies**

- ~~1. Promote multiple uses of forested land that are nonintensive and compatible, such as outdoor recreation, wildlife habitats, watershed protection, and forest management.~~
- ~~2. Ensure that timber harvesting is conducted in accordance with Virginia Department of Forestry and Chesapeake Bay protection standards. Also ensure that and an approved forest management plan is in place for each site so that sedimentation of streams and other environmental impacts are minimized.~~
- 1. Collaborate with agencies, organizations, and surrounding counties to develop plans and strategies to mitigate transportation, development, and other current and future impacts on mountain lands.**
- ~~2~~ **3.** Encourage the use of best management practices as outlined in the Chesapeake Bay Regulations and as determined by the Federal Total Maximum Daily Load (TMDL) program to improve water quality through the following methods:
  - a. Making technical assistance available.
  - b. Promoting public awareness on the benefits of, and necessity for, best management practices, erosion and sedimentation controls, stormwater management and Chesapeake Bay Preservation Regulations.
  - c. Assisting in the establishment of conservation plans for all farms adjacent to perennial streams.
  - d. Encouraging the participation of all landowners engaged in forestal activities to use the assistance of the Virginia Department of Forestry, the Natural Resources Conservation Service, the Lord Fairfax Soil and Water Conservation District, and other public agencies.
  - e. Supporting these and other innovative efforts to ensure continued water quality improvements in the future.
- ~~3~~ **4.** Provide limited, low-density residential opportunities in unincorporated areas in a manner compatible with *agricultural and* forestal activities in the area of the county east of the Shenandoah River. Such *residential development shall be consistent with the County's*

*sliding-scale zoning regulations, and shall not involve rezoning to a higher residential density to exceed the parcel's dwelling unit right allocation. Regulations for residential development ~~should shall~~ include the following characteristics.*

- a. ~~Should~~ **Shall** be on a minimum area sufficient to provide proper placement of a dwelling, related accessory structures, well, and septic systems.
  - b. ~~Should~~ **Shall** not be located on steep slopes; *or areas with* slippage soils, ~~or~~ *ridgelines*.
  - c. *Shall avoid ridgelines to the maximum extent practicable when developing a lot unless a ridgeline building site would produce the lowest potential for adverse environmental impacts and natural resource degradation.*
  - d. ~~Should~~ **Shall** recognize the fragile nature of the soils and slopes, understanding that trees protect these features from erosion and clearing should be limited. *Forestry best management practices and other acceptable measures shall be used during construction and afterwards to reduce erosion, preserve trees, and maintain the scenic beauty of mountain areas.*
  - e. ~~Should~~ **Shall** be compatible with the ~~environmental~~ *natural* features of that land and ~~should shall~~ not diminish natural and scenic ~~values~~ *assets*.
  - f. ~~Should~~ **Shall** respect environmental limitations and protect natural features during and after the development process.
  - f. ~~Should be consistent with the County's sliding-scale zoning philosophy and should not involve rezoning to a higher residential density to produce additional lots above the parcel's dwelling unit right allocation.~~
- 4 5. ~~Strongly discourage~~ **Prohibit** the rezoning of ~~forestal~~ *Forestal-Open Space-Conservation (FOC)* zoned properties to the Rural Residential District (RR) in areas outside of designated growth areas and villages *for new residential development. The purpose is* to avoid loss of forest, *to avoid* sprawl development, and *to avoid* consumption of potential conservation lands and open space.
- 5 6. Promote the protection of lands adjoining or visible from the Appalachian National Scenic Trail, the Shenandoah River, and other public lands. Protect the scenic value of those lands when making land use decisions and plans.
7. ~~Promote the addition of forestal lands to the Clarke County Agricultural and Forestal District program by providing information on the program's benefits and incentives to owners of timber lands.~~

- 6 8. Work proactively with the Mount Weather Emergency Operations Center *and the Federal Emergency Management Agency (FEMA)* to encourage compatible development, public notice, and public input opportunities for future expansion projects as well as continued communication and cooperation.

**Objective 3 – Natural Resources.**

Protect natural resources, including *but not limited to* soil, water, air, *scenery viewsheds*, night sky, *sound*, wildlife habitats, and fragile ecosystems through the following policies, the Water Resources Plan, and other adopted policies.

Policies

1. *Prohibit land uses that are likely to result in significant degradation to the County’s natural resources. Focus should be placed on but not be limited to ground and surface water quality and quantity in Karst topography, steep slopes, and the Shenandoah River. Regulations should be adopted to establish measurable thresholds that the County uses to determine what constitutes significant degradation of a natural resource.*
- ~~1. Prohibit land uses that have significant adverse environmental impacts, recognizing, especially the interrelationships among natural resources, especially between ground and surface waters in Karst topography and steep slopes.~~
2. Ensure that adverse environmental impacts of activities directly or indirectly related to construction are minimized. Require effective mitigation when impacts occur, *including but not limited to such as tree and vegetation removal of vegetation, cutting of trees, drainage-way alteration altering drainage ways, and* grading, and filling. Provide for effective, proactive enforcement when necessary *to prevent substantial damage to natural resources and adjacent properties.*
- 3 4. Manage and protect floodplains by the following methods:
  - a. Limiting structures, uses, and activities in the 100 year floodplain that cause sedimentation, harm to property *and water quality*, and *other* adverse impacts due to the risk of floating debris and bank erosion.
  - b. Enforcing floodplain management regulations so that residents continue to be eligible for flood insurance under the National Flood Insurance Program.
  - c. Prohibiting installation of drain fields in the 10 year floodway.
  - d. Discouraging the use of drain fields within the 100 year floodplain.
- ~~3. Maintain, implement, and continue to enforce the County’s strong Erosion and Sedimentation Control and Stormwater Management Ordinances.~~

- 4 5. Recognizing that the Shenandoah River is a state-designated Scenic River and is one of the County's *predominant natural significant environmental* and recreational resources, provide for its protection by the following methods.:
- a. Cooperating with state agencies in developing a river corridor management plan.
  - b. Limiting development within the River's 100-year floodplain.
  - c. Promoting the placement of conservation ~~and scenic~~ easements on lands within view from the River ~~and seeking~~ to protect the scenic value of those lands when land use decisions and plans are made.
  - d. Promoting ~~initiatives efforts~~ to reduce bank erosion, ~~evaluate limiting~~ the impact of new or expanded private river accesses (e.g, docks and ramps), ~~protecting~~ canoeists and other recreational users, and ~~minimizing~~ noise levels.
  - e. Considering participation in a regional Shenandoah State Scenic River Advisory Board and/or establishing a local board or committee to provide guidance and develop programs to protect and enhance the river's scenic beauty.
  - f. *Promoting awareness of public parking areas and access points to encourage usage of these resources and as a means of discouraging roadside parking and unauthorized river access points.*
- 5 6. Apply best management practices to protect local and regional water resources and environmentally sensitive areas such as the Shenandoah River, Opequon Creek, perennial streams, floodplains, wetlands, steep slopes, slippage soils, and highly erodible soils. Establish specific water quality performance guidelines to include Chesapeake Bay Resource Protection and Resource Management Areas when considering land use and development related activities.
- 6 7. Identify and inventory *important environmentally significant* land suitable for the preservation and conservation of natural resources. Encourage landowners to apply for preservation programs such as the Agricultural and Forestal District program (AFD) as well as applicable use-value taxation for such lands as "real estate devoted to open space use" (Code of Virginia, Section 58.1-3230). Such real estate includes parcels adjacent to designated scenic rivers, wetlands, designated scenic highways, *and* registered historic structures. Such real estate also includes lands adjacent to or under permanent *conservation open space* easement or lying within the 100-year floodplain.
- 7 8. Prohibit new or expanded mining, oil, or gas-drilling operations.
- 8 9. Promote the placement of *scenic conservation* easements on lands adjoining or visible from roads designated as Scenic Byways and protect the scenic value of those lands when making land use decisions and plans.

~~9~~ ~~10~~. *Promote the concept of linear greenways to link natural features, wildlife corridors, and cultural and scenic resources such as:*

- *Designated scenic rivers*
- *Designated scenic highways*
- *Registered historic properties*
- *Permanent conservation easements*
- *Recreation facilities*
- *Blandy Experimental Farm*
- *Shenandoah University's Shenandoah River Campus*
- *Appalachian Trail*

~~Promote the concept of linear greenways to link natural features, wildlife corridors, cultural and scenic resources, such as designated scenic rivers, designated scenic highways, registered historic properties, permanent open space easements, recreation facilities, Blandy Experimental Farm, Shenandoah University's Shenandoah River Campus, and the Appalachian Trail.~~

~~10~~ ~~11~~. Encourage and expand support for the Conservation Easement Purchase Program, both philosophically and financially, to protect natural resources important ~~to~~ *for* preserving soils, watersheds, water quality, scenery, natural habitats, and air quality.

~~11~~ ~~12~~. In response to requests for rezoning land for more intensive use in designated growth areas, encourage applicants to proffer the placement of ~~land use~~ *permanent conservation* easements on important scenic, historic, open-space, conservation, agricultural, or wildlife-habitat lands ~~that are not essential to the future economic viability of the project and are suitable for future development.~~

~~12~~ ~~13~~. Ensure that the natural and/or cultural features of properties held in recorded Conservation Easements and state designated scenic rivers are protected when reviewing land use ~~decisions~~ *applications*, ~~such as rezoning, special use, site plan, and subdivision requests~~ on adjacent properties.

~~13~~ ~~14~~. Support watershed management planning for each perennial stream and consider any watershed management plan as a factor in making land use decisions.

~~14~~ ~~15~~. Take all appropriate steps to protect public water sources, such as the Shenandoah River serving the Town of Berryville, and the Prospect Hill Spring serving the Town of Boyce and the communities of Millwood, Waterloo, and White Post.

~~15~~ ~~16~~. Support Shenandoah Basin regional water planning efforts including creation of surface water management areas, and programs to study and address low flow issues. Oppose efforts to establish new interbasin transfers within the Shenandoah River watershed.

~~16~~ 17.

~~18.~~ Utilize USGS Groundwater Study findings when evaluating proposed changes in land use and continue to support ongoing water resource monitoring efforts. Establish and maintain a long term water quality monitoring network and real-time water quantity monitoring network, in cooperation with the USGS, to track changes and better assess impacts to our water resources.

~~17~~ 19. Revise and implement the adopted County ordinance requiring pump out of septic systems per State requirements.

~~18~~ 20. Recognize that *because* karst terrane underlies the majority of *Clarke County the Shenandoah Valley*, ~~making~~ groundwater *in the County in these areas* is highly susceptible to contamination. ~~Steps should be taken~~ *Take steps* to protect groundwater and prevent contamination whenever possible.

~~21.~~ ~~Strengthen and develop site design features that protect the environment by minimizing new stormwater runoff and that provide the most effective measure of protection for onsite disposal of sewage. Factor in cost-effectiveness and ongoing maintenance requirements for current and future property owners.~~

~~19~~ 22. Adopt the most stringent regulations for alternative onsite sewage treatment systems permitted by State law to protect the County's vulnerable surface and groundwater resources. Implement an onsite treatment system monitoring program including enforcement of mandatory pump-out requirements for septic systems *as described in Policy #17 above*. For new development and re-development projects that require a land use change, ensure use of the onsite sewage treatment method that provides the maximum protection to surface/groundwater resources and Karst terrane.

~~20.~~ *Promote multiple uses of forested land that are nonintensive and compatible, such as passive outdoor recreation, wildlife habitats, watershed protection, and forest management.*

~~21.~~ *Ensure that timber harvesting is conducted in accordance with Virginia Department of Forestry and Chesapeake Bay protection standards. Also ensure that an approved forest management plan is in place for each site so that erosion and sedimentation of streams and other applicable impacts are minimized.*

~~22.~~ *Promote the addition of forestal lands to the Clarke County Agricultural and Forestal District program by providing information on the program's benefits and incentives to owners of timber lands.*

#### **Objective 4 – Historic Resources**

~~Conserve~~ **Preserve** the County's historic character by ~~preserving~~ **protecting** its historical and cultural resources for the aesthetic, social, and educational benefits of present and future citizens through the following policies and the Historic Resources Plan.

##### Policies

1. Develop innovative ways to protect and promote the economic and cultural importance of historic and archaeological resources.
2. Encourage and assist property owners to pursue State and National Register designation, either individually or through thematic nominations.
3. Encourage and assist property owners to place voluntary ~~scenic~~ **conservation** easements on lands associated with historic buildings, sites, districts, and archaeological resources representing all historical time periods and cultures present in the County. ~~Particular focus should be given to those resources listed on the National Register of Historic Places and the County's Civil War resources.~~
4. ~~Investigate and define the scope of adaptive reuses for~~ **Support adaptive reuse of** historic structures and properties that ~~conforms to are compatible with~~ the County's **Comprehensive Plan** ~~land-use~~, regulations, and infrastructure **capacity goals**.
5. Establish and protect state and national historic districts, especially in rural areas, to recognize officially their historical significance and value.
6. Support the establishment of County historic overlay **zoning** districts to protect recognized properties and areas of historic and archaeological value and to ensure that new nonresidential development along access corridors leading to historic areas will be compatible and harmonious with such historic areas.
7. Ensure that proposed development in County historic overlay **zoning** districts is compatible with the historic, architectural, landscape, or archaeological attributes of nearby or adjoining properties, neighborhoods, and districts, and that archaeological resources on the development site are not disturbed. Encourage proposed development ~~elsewhere outside of these overlay districts~~ to be compatible with ~~and protect the scenic values of and ensure that it does not disturb~~ nearby historic resources or the scenic values of land associated with these resources.
8. Consider **potential impacts to** historic/archaeological resources ~~that have been surveyed and documented~~ when reviewing land-use decisions, such as rezoning, site plan, and subdivision requests.
9. Review and update the current “Clarke County Archaeological Assessment: Historical Character of the Lower Shenandoah Valley” and include more specific recommendations

to ensure protection of archaeological resources, ~~focusing on the sites of pre-historic indigenous peoples.~~

10. Promote community awareness and public education *of historic preservation including through use of a wide variety of media regarding* tax incentives, designation procedures, design guidelines, and appropriate rehabilitation guidelines. Support the creation of literature on the historic resources of the County to acquaint the general public, and in particular new residents, with the County's rich cultural heritage. These activities should have the objective of informing property owners and residents of the value that historic preservation adds to their properties and community.
11. Incorporate historic resources in comprehensive efforts to promote tourism in the County by aiding in the development of a promotional brochure, a local historic-plaque program, and self-guided tours.
12. Continue to map 18th- and 19th-century road traces and make the information available to the public.
13. Investigate solutions to address the issue of “demolition by neglect.” *Encourage property owners to protect their historic structures through including* public education initiatives, cooperative efforts, and regulatory tools provided by State law.
14. Continue to support the research and documentation of the history of Clarke County, including but not limited to *Native Americans and* African-Americans and their contribution to the history of the County.
15. Encourage owners of eligible properties to convey historic preservation easements as a tool for protecting these properties.

#### **Objective 5 – Conservation Easements**

Ensure the continued success of the Conservation Easement program by encouraging landowners to place County lands in voluntary permanent easement. Provide support and funding of the County’s Conservation Easement program and ~~collaboration~~ *collaborate* with other easement programs managed by State, Federal, and private entities.

1. Encourage and facilitate the donation of ~~open space and~~ conservation easements on land that meets the criteria of the U.S. Internal Revenue Service for easement donation and that is identified as having important scenic, historic, open-space, conservation, agricultural, or wildlife-habitat qualities. Such easements should also be consistent with the Comprehensive Plan and implementing component plans.
2. Encourage and expand support for the Conservation Easement Purchase Program, both philosophically and financially, in order to fund easement purchases on land with

~~significant~~ conservation value that are owned by individuals with low to moderate income.

3. Encourage and support the goals of the Conservation Easement Program to protect and preserve:
  - a. Land essential to agriculture including land with soils classified *by the Natural Resources Conservation Service (NRCS) as prime farmland, farmland of statewide importance, farmland of local importance, and unique farmland as soils that are best suited to food, feed, fiber, forage, and oilseed crops* ~~“Important Farmland” by the Natural Resource Conservation Service for the continued production of crops and livestock.~~
  - b. Forested areas for their value as natural habitat and recreation, ability to enhance air and water quality, *and ability to* prevent soil erosion, ~~and as a source of renewable wood products.~~
  - c. Historic resources, to maintain community character and identity, and encourage the tourism industry.
  - d. All water resources with particular emphasis on land adjacent to the Shenandoah River and other perennial streams and the limestone ridge/groundwater recharge area to protect water quantity and quality (reference Map 3, Groundwater Recharge Area).
  - e. Land adjacent to the Appalachian Trail and other public lands.
  - f. Land with environmentally sensitive areas important to air and water quality, plant life, and wildlife.
  - g. Lands that provide viewsheds for the County’s gateways, main roads, and scenic byways.
  - ~~h. —Lands that are not located in designated growth areas with the exception of those lands with scenic value, historic value, or environmental sensitivity.~~
4. Continue to support efforts pertaining to public education and outreach to expand the understanding and benefits of conservation easements.
5. Continue to support efforts to secure grant funding to purchase new easements and to promote stewardship of existing easements.
6. Support efforts by County staff to monitor and, where necessary, enforce County conservation easement agreements with landowners.

## **Objective 6 – Outdoor *Recreational* Resources**

Promote and protect the County's outdoor *recreational* resources to ensure ongoing, diverse active and passive recreational opportunities for residents and visitors to the County.

1. ~~Develop a~~ *Maintain the* Recreation Plan as ~~a new~~ *an* implementing component plan containing specific strategies pertaining to the County's Parks and Recreation program. Support and protect the County's local, state, Federal, and other publicly-accessible active and passive outdoor recreational resources.
2. Provide ~~an array~~ *a variety* of recreational opportunities for citizens throughout Clarke County that *are fiscally responsible, compatible with the County's land use philosophy, and* meet the changing needs of the community ~~and foster development of mutually beneficial partnerships~~. *Seek opportunities to partner with other jurisdictions, agencies, and the private sector to fund, develop, and expand recreational resources.*
3. Promote the concept of linear greenways to link natural features, wildlife corridors, *and* cultural and scenic resources, such as:
  - *Designated scenic rivers*
  - *Designated scenic highways*
  - *Registered historic properties*
  - *Permanent conservation open-space* easements
  - *Recreation facilities*
  - Blandy Experimental Farm
  - Shenandoah University's Shenandoah River Campus, ~~and the~~
  - Appalachian Trail
4. Study and implement strategies to manage the current and future recreational use of the Shenandoah River corridor.

## **Objective 7 – *Resource Energy* Conservation and Sustainability**

Encourage sustainable development by promoting renewable energy *and resources*, energy conservation, and preservation of natural resources within the context of the County's land use philosophy. *Ensure* ~~so~~ that the needs of the present generation are met without compromising the ability of future generations to meet their own needs.

### *Policies*

1. Promote energy efficiency to the maximum extent economically feasible when making decisions affecting County operations. *Adopt economically feasible measures to reduce resource use including maximizing energy use efficiency, and when purchasing, recycling, and disposing of products. Conduct regularly scheduled audits of County facilities to ensure energy efficiency.*

2. Encourage the use of active and passive renewable energy systems. *Develop and consider developing* policies that address potential impact of such systems on scenic viewsheds, *agricultural and natural resources*, and historic resources (e.g., windmills and solar panels).
3. Encourage reusing and recycling materials, including a recycling program. Facilitate access to public recycling facilities.
4. Encourage a regional reduction in single occupant vehicles (SOVs) through mechanisms such as ridesharing, public transit, carpools, and bicycle/pedestrian accommodations. Identify locations for commuter and ridesharing lots to serve Clarke County residents and explore fee systems to recoup costs from non-County users.
5. Adopt economically feasible measures to maximize energy efficiency in the siting and design of new and refurbished public buildings, schools, and other public facilities. Establish policies that require new or renovated public buildings to be designed to meet a nationally recognized energy and environmental standard such as Leadership in Energy and Environmental Design (LEED) or Earthcraft.
- ~~6. Adopt economically feasible measures to reduce resource use, including maximizing energy use efficiency, when purchasing, recycling, and disposing of products.~~
- ~~7. Conduct regularly scheduled audits of County facilities to ensure energy efficiency.~~
- 6 8.** Encourage use of Low Impact Development (LID) techniques that help manage stormwater in an environmentally sensitive manner.
- 7 9.** Establish water quality performance standards that include retention of vegetation, minimal site disturbance, and reduction of nutrients and sediment in post-development stormwater.
- 8 10.** Coordinate with the Town of Berryville, the Town of Boyce, and the Clarke County School District on joint sustainable community practices such as energy efficiency and alternative transportation.
- 9 11.** Encourage the use of cisterns and other water reuse applications in new residential and commercial developments.
- 10 12.** ~~Consider adopting~~ *Maintain and periodically update* the Energy and Resource Management Plan (dated 4/20/2010) ~~or modified version of this Plan as a new implementing component plan.~~ Investigate tax credit programs that encourage energy conservation by residents and businesses.

### **Objective 8 – Village Plans (Millwood, Pine Grove, White Post)**

Enhance the identity and appearance of established villages, such as Millwood, Pine Grove, and White Post.

#### Policies

1. Develop a new Village Plan as an implementing component plan that provides planning and economic development strategies for the designated villages.
2. Protect private and public water sources serving these areas.
3. Protect the cultural and economic identity of these communities.
4. Encourage the preservation, renovation, and restoration of existing structures.
5. Encourage economic development and revitalization of these communities through innovative uses of new and existing structures.
6. Encourage upgrading of existing substandard housing in these communities.
7. Promote projects that **preserve build-upon** or enhance the historic characteristics of each village **including but not limited to walkability, compact development, and design elements**.

### **Objective 9 – Designated Growth Areas for Development**

Encourage business and residential development in designated growth areas to implement the principles of:

- **P**reserving open space, farmland, natural beauty, cultural features, and critical **natural environmental** areas, and
- **I**mproving the quality of life and services in existing towns and directing development towards these existing towns.

Provide for nonresidential business development at the intersections of two or more federally-designated primary highways (U.S. Routes 50/17 and 340 and U.S. Routes 340 and 522) through the following policies, the Berryville Area Plan, the Waterloo Area Plan, and the Double Tollgate Area Plan.

#### Policies

1. Continue to designate the Town of Berryville and certain areas adjacent to the Town as the Berryville **Growth Annexation** Area. The Berryville Area Plan defines the boundaries and uses for this growth area. The boundaries of the adopted Berryville Area Plan should not be expanded until the land area addressed by the Plan is substantially

developed.

- a. Direct urban and suburban uses that require water and sewer service, including residential, commercial, and light industrial development, to this growth area where they can be served conveniently and economically by available public facilities and services. These uses include schools, parks, water and sanitary sewer, storm-water drainage, roads, police, fire, and emergency services.
- b. In this growth area, ~~provide for~~ **encourage** the construction, rehabilitation, and maintenance of affordable housing, meeting the needs of current and future households with incomes at or below the County median as planned for in the Berryville Area Plan and Town of Berryville Comprehensive Plan.

2. ~~Apply the following land use and design principles to development in the Berryville Growth Area.~~

- ~~a. Provide for a mixture of complementary land uses and consider innovative techniques such as form-based codes that create walkable, pedestrian-friendly street networks and greater flexibility of uses.~~
- ~~b. Create a range of housing opportunities and choices, including an appropriate level of affordable housing.~~
- ~~c. Create walkable neighborhoods.~~
- ~~d. Encourage a variety of transportation choices.~~
- ~~e. Promote compact, efficient land use and building design that maximizes green space and minimizes road and utility costs.~~
- ~~f. Foster distinctive and attractive neighborhoods with a strong sense of place.~~
- ~~g. Include recreation areas in new developments that are provided by the developer, maintained by the developer or homeowners' association, and are designed to meet all county standards and safety regulations.~~

*Work in concert with the Town of Berryville to ensure the Berryville Area Plan and applicable regulations produce development that reflects the shared vision of the Town and County.*

3. Continue to coordinate and cooperate with the Towns of Berryville and Boyce to implement effective policies to provide for residential and business development compatible with the established character of these towns as reflected in their comprehensive plans.
4. Promote business activities at Waterloo (U.S. Routes 50/17 and 340) through provision of public water and sewer services and provision of areas zoned for business uses. ~~An area plan should be maintained~~ **Maintain the Waterloo Area Plan** to identify:
  - a. The specific boundaries and mixes of uses,
  - b. The way public services are to be provided, and

- c. The way proposed activities will be integrated with surrounding uses, especially agricultural, residential, and parcels held in permanent conservation easement. The boundary of the adopted Waterloo Area Plan should not be expanded until the land area addressed by the Plan is substantially developed, and the Plan should be periodically reviewed and updated.
5. *Evaluate the Double Tollgate Business Intersection Area at U.S. Routes 340 and 522 (as designated in the Double Tollgate Business Intersection Area Plan) for potential County investment in infrastructure to support existing business growth and new business development. County infrastructure investment should be subject to the following strategies:*
  - a. *Development of public water and public sewer should be in partnership with property owners, local governments, and applicable State agencies which may require public infrastructure to serve the adjacent State-owned property formerly known as Camp 7.*
  - b. *The County, in partnership with applicable stakeholders, should explore all possible approaches to serve the Business Intersection Area with public water and public sewer before giving any consideration to extending the existing County utility systems.*
  - c. *Property owners who develop their properties in this business intersection area shall be solely responsible for the cost and construction of public road improvements required as a result of their development. The County may consider partnerships to pursue funding for construction of necessary intersection-wide improvements.*
  - d. *The County should help facilitate business-class broadband availability in this development area using the applicable policies of Objective 13, Broadband Internet Access.*
6. *The Double Tollgate Area Plan should be maintained and periodically updated to identify the specific boundaries and mixes of uses; the way public services are to be provided as described in Policy #5 above; and the way proposed activities will be integrated with surrounding uses, especially agricultural uses, residential uses, and lots held in permanent conservation easement. The Area Plan should also address:*
  - *The relationship between and potential development integration of the current Business Intersection Area and adjoining properties owned by the Commonwealth of Virginia (formerly known as the Camp 7 property).*

- *Creation of zoning requirements, design criteria, or other regulations to address the unique characteristics of this designated development area.*
- *Potential future expansion of the Business Intersection Area to accommodate future commercial growth and economic development subject to the County's capacity to serve with public infrastructure.*

~~5. Designate the Double Tollgate area (U.S. Routes 340 and 522) as a deferred growth area and delay county investment in infrastructure until such time as it is applicable and economically feasible. Feasibility should be triggered through evaluation of factors such as the quantity and long-term stability of growth in the immediate area, the availability of public water and public sewer capacity, and compliance with any adequate public facility measures that are developed. Once it is feasible to do so, promote business activities at Double Tollgate through provision of public water and sewer services and provision of additional areas zoned for business uses.~~

~~The Double Tollgate Area plan should be maintained to identify:~~

- ~~a. The specific boundaries and mixes of uses,~~
- ~~b. The way public services are to be provided, and~~
- ~~c. The way proposed activities will be integrated with surrounding uses, especially agricultural, residential, and parcels held in permanent conservation easement. The boundary of the adopted Double Tollgate Area Plan should not be expanded until the land area addressed by the Plan is substantially developed, and the Plan should be periodically reviewed and updated.~~

- 7 6. Ensure that land-use decisions do not allow urban and suburban forms of development to occur in designated growth areas unless public facilities and services commensurate with such development either are available or are programmed with a plan for cost recovery. *Cost recovery including includes* but *is* not limited to direct contribution by the development community or increased tax revenue generated by the new development.
- 8 7. Encourage the use of best management practices as outlined in the Chesapeake Bay Regulations and as determined by federal TMDL program to improve water quality and minimize runoff impacts that could be caused by development of the Berryville *Growth Annexation* Area and at primary highway intersections.
- 9 8. Consider developing levels of service for public facilities including public water, public sewer, roads, schools, and parks to ensure that the County is capable of providing adequate services to support existing and new development.

- 10 9.** Consider the planning goals, principles, and policies of incorporated towns in designating growth areas. Make provisions for public utility services, and, where feasible, undertake joint or coordinated action with town governments, independent county authorities, and other regional entities.

### **Objective 10 – Economic Development**

Encourage economic growth that is compatible with the County's environmental quality, rural character, and residential neighborhoods, and that provides a healthy balance between revenues from residential and agricultural uses, and those from commercial and industrial uses.

#### Policies

1. Establish and maintain an Economic Development Strategic Plan ~~as a component plan to implement this Objective and its policies~~ ***as an action-oriented plan to implement the recommended strategies of this Objective 10. Ensure that the Strategic Plan's recommendations and action items are fully consistent with Objective 10 and all other applicable goals and objectives of the Comprehensive Plan.***
2. Direct the location of compatible businesses to designated growth areas and existing commercial centers as allowed by the adopted plans for those areas.
3. Encourage new or expanded businesses that ***do not have the potential to cause significant degradation of the County's natural resources*** ~~have minimal impact on the County's sensitive environment~~ and that do not adversely impact surrounding properties with excessive noise, odor, or light pollution.
4. Ordinances and policies should be implemented to ensure high-quality design and construction of new and redeveloped businesses. ~~This shall include context sensitive landscaping that makes use of native plants, xeriscaping, and use of gray water for irrigation where possible. Maintenance of landscaping and site plan features should be enforced by the County throughout the lifespan of the business.~~
5. ***Promote economic development within incorporated towns and designated business intersections that is consistent with the County's land use philosophy and character. Focus on types of businesses that can be served with public infrastructure (e.g., roads, public water, public sewer, natural gas, broadband) in an effective and fiscally-responsible manner and with minimal adverse impact to surrounding properties.***
5. ~~Promote types of economic development that are consistent with the County's existing uses and character, including but not limited to the following:~~
  - a. ~~Tourism and the land uses that would benefit from it.~~
  - b. ~~Agricultural businesses.~~
  - c. ~~Agriculturally related businesses.~~
  - d. ~~Equine businesses and related services.~~
  - e. ~~Compatible light industrial uses in designated locations.~~

6. *Promote economic development in the County's unincorporated and rural areas that is highly compatible with the County's land use philosophy and character. Focus on types of businesses that will not produce impacts which may result in significant degradation of natural resources, that will not require or increase demand for public infrastructure improvements or expansion, and that will not adversely impact existing nearby land uses or the conservation value of protected lands. These business sectors include but are not limited to agricultural operations, agricultural support businesses, and equine businesses and related services.*

*Other business sectors which may be compatible on a limited scale subject to compliance with building code regulations, onsite sewage disposal system requirements, and County zoning regulations include:*

- a. *Small-scale lodging within single-family dwellings and/or accessory dwellings.*
  - b. *Limited special events and commercial public assembly uses subject to full compliance with County regulations governing such activities.*
  - c. *Support businesses for existing tourism resources.*
  - d. *Adaptive reuse of existing commercial and residential structures to compatible new uses.*
- 7 6. Protect and enhance the *natural environmental* resources of the County, recognizing that they can serve as an attraction to business and industry.
- 8 7. Encourage the attraction of business activities that complement or that work in conjunction with existing industrial and commercial activities in the County, particularly active farming and forestry operations.
- 9 8. Ensure that new commercial development occurs according to the following provisions:
- a. *Does not degrade the level of service of the existing transportation network to unacceptable levels for safety, congestion, and functionality.*
  - b. Ensures that access to and impacts on the transportation network are safe ~~and do not degrade efficiency~~ *and do not impede traffic flow for emergency vehicles.*
  - c. Meets all applicable zoning and building code regulations and all standards for water, sewage disposal, and waste disposal needs.
- a. ~~Does not impede traffic flow on roads and/or overload intersections.~~
  - b. ~~Prevents strip development by integrating new development with existing development through the use of reverse frontage, consolidated or shared access~~

~~points, shared parking and/or drive aisles, internal circulation networks, and interparcel access; and ensures that land use ordinances provide flexibility to facilitate clustered development patterns.~~

~~d. — Does not have a negative impact on adjacent property values.~~

~~10 9.~~ Evaluation of **rezoning, conditional zoning, and special use permit applications for** adaptive reuse projects; and projects to redevelop existing agricultural, commercial, and light industrial uses shall include the following elements in addition to the criteria set forth in Policy #9 above for new development projects:

a. Whether the project is in general accord with the Comprehensive Plan.

~~b f.~~ **Whether there is** consistency with prior land use decisions involving similar cases.

~~c b.~~ Whether the resultant structures, parking, lighting, landscaping, stormwater management, onsite well and septic systems, property ingress/egress, and other site elements would be in full compliance with County land use ordinances and State regulations.

~~d e.~~ **Whether The degree to which** the project mitigates an existing public safety concern.

~~e d.~~ **Whether The degree to which** the project mitigates any new impact to the existing character of the area including but not limited to noise, odor, intensity, or aesthetics.

~~f e.~~ In the case of a conditional ~~rezoning~~ application, **whether the degree to which** the applicant's proffer package addresses all existing and potential site impacts to surrounding properties.

~~11 10.~~ Support a vigorous agricultural development program in the County that emphasizes promotion of Clarke County agricultural products, encourages cooperation with individual agricultural interests within the County and advocacy agencies, and establishes liaisons with counties in the area that have similar development programs.

~~12 11.~~ Seek and consider additional fiscal tools by which the County may enhance its tax base.

~~13 12.~~ Promote the retention, attraction, and expansion of businesses and industries that support the land use goals of the County, in particular, businesses that generate a relatively high level of local tax revenue in relation to the number of jobs, create minimal impact on public services, and are compatible with the County's agricultural and natural resources.

**14. Facilitate business-class broadband availability using the applicable policies of Objective 13, Broadband Internet Access.**

**Objective 11 – *Public Infrastructure, Capital Improvement Planning, and Fiscal Responsibility***

Ensure the provision of capital improvements in a manner consistent with the land-use objectives of the County through the following policies and the Capital Improvement Program.

1. ***Maintain*** ~~Develop~~ an annual Capital Improvement Planning process that evaluates the need for capital projects via established performance triggers and degree of conformance of each project with the Comprehensive Plan and implementing component plans. Also develop a means of consistent, objective, and accurate fiscal impact analysis for use in evaluating capital projects.
2. Encourage the development of level of service criteria, needs assessments, and other performance triggers to plan for capital improvements in advance of the actual need. Ensure that assessments and criteria are based on standards that are accepted by the relevant industry and that they are evaluated and updated on a regular basis by the managing department.
3. Prohibit the extension of capital improvements into areas not designated for growth in the Comprehensive Plan that would be subjected to increased development pressures by such extensions. Such improvements would include public water, public sewer, schools, ***and*** public facilities but would not include passive recreational resources and high-speed internet facilities.
4. Carefully assess the short- and long-range fiscal impacts of necessary capital improvements, such as roads, schools, and water and sewer service when land-use decisions and plans are made.
5. Provide funding for school facilities that will enable the School Board to achieve its priorities within the County's fiscal capabilities. Ensure that the School Board's goals and needs and the County's ability to fund projects are compatible and are discussed jointly on a regular basis.
6. Ensure that the County's facilities are located, designed, and constructed to maximize public convenience and accessibility. New construction should, where economically feasible, maximize use of existing facilities. Available technology should be reviewed and, where possible, technological improvements should be used to minimize the need for additional space.
7. Ensure that sheriff, fire, rescue, and emergency management provide the highest level of citizen protection within the fiscal resources of the County. Work with these agencies and departments to ensure that performance measures are established to effectively plan for future capital, personnel, and equipment needs.

8. Provide or permit Waterworks and Sewerage System & Treatment Works *as regulated by the Clarke County Zoning Ordinance* only as described in the following policies, to ensure consistency with the previously stated land-use policies.
  - a. Coordinate with the Towns of Berryville and Boyce in their activities to provide Waterworks and/or Sewerage System & Treatment Works on land within Town limits and areas that the County agrees should be annexed to the Towns.
  - b. Provide septage treatment facilities to meet the County's water resource and *natural resource environmental* protection objectives.
  - c. Work with State and Federal agencies and property owners to remedy incidents where a *critical significant* health threat has been identified by the Clarke County Health Department involving existing residential development. Any applicable grant or low-interest loan program should be pursued to assist in paying for the construction of such facilities.
  - d. Provide Waterworks and/or Sewerage System & Treatment Works, through the Clarke County Sanitary Authority, *in partnership with property owners at property owner expense*, for business uses at the intersection of two or more federally designated primary highways and/or state designated limited access primary highways, specifically the Waterloo Area (US Routes 50/17 and 340). Any applicable grant or low-interest loan program should be pursued to assist in paying for the construction of Sanitary Authority facilities.
9. Permit, in cooperation with the Clarke County Sanitary Authority, the construction of sewage treatment facilities, in accord with the aforementioned policies. These facilities should be financed by the fees charged to the users of the facilities, State and Federal grant programs, or other innovative and incentivized financing programs that produce a net benefit to the County. Facilities should use innovative, cost-effective technology consistent with *natural resource environmental* protection policies, such as water recycling/land application systems.
10. Evaluate all private development proposals as they relate to public utility and land-use plans.
11. Improve coordination among County departments in standardizing methods of financial calculation and projection.

## **Objective 12 -- Transportation**

Ensure that the County's transportation system provides safe and efficient means for all modes of travel for citizens and visitors through coordinated land use decision-making and judicious use of limited fiscal resources.

1. ~~Create and~~ Maintain a transportation plan that includes an inventory of the County's existing transportation network, planning assumptions, needs assessment, and recommended future improvements. ~~Conduct an annual review of this plan to ensure consistency with the County's Six Year Secondary Road Improvement Plan and Budget and with the Commonwealth Transportation Board's Statewide Transportation Plan.~~
2. Develop specific strategies for prioritizing transportation projects, responding to new State and Federal projects in the County, and identifying new projects to improve safety or increase capacity of the public road system. Include policies on bicycle and pedestrian facilities and commuter facilities.
3. Maintain the existing primary road system at its present level and upgrade it only for safety purposes or planned traffic increases to the extent funds are provided by the Virginia Department of Transportation.
4. Establish specific transportation planning policies in the area plans for the County's designated growth areas including but not limited to policies on walkability, bicycle and pedestrian mobility, interconnected street networks, traffic calming, and other modern techniques that support high quality communities and neighborhoods.
5. Carefully assess the short- and long-range fiscal impacts of transportation improvements when land-use decisions and plans are made.
6. ~~Develop~~ *Continue to* maintain a County bicycle and pedestrian plan.

## **Objective 13 – Broadband Internet Access**

*Facilitate the development and expansion of broadband internet access options with sufficient speed and capacity to serve the needs of County residents and businesses. Recognize that reliable and cost-effective broadband internet will continue to be critical not just for communications and entertainment but also for applications such as distance learning, teleworking, telemedicine, and home and business automation.*

1. *Pursue partnerships with private sector companies, public utilities, and other entities that provide broadband internet service or infrastructure.*
2. *Explore all possible funding opportunities and methods to generate revenue for broadband expansion.*

3. *Maintain a County broadband committee to coordinate the County's efforts, to promote awareness of broadband options and availability, and to stay up-to-date on current technologies and innovations.*
4. *Consider participation in pilot projects or "beta-testing" opportunities to determine whether new technologies may improve the County's broadband options.*
5. *Ensure that County regulations facilitate compatible and effective expansion of both wired and wireless broadband infrastructure.*

### **Objective 13—Citizen Participation in the Planning Process**

Encourage citizen involvement in the planning process.

#### Policies

- ~~1. Provide opportunity for citizens to participate in all phases of the planning process.~~
- ~~2. Require that all meetings involving preparing, revising, or amending the Comprehensive Plan be publicly posted and open to the public.~~
- ~~3. Meet or exceed all state requirements for public notice for meetings and freedom of information requests.~~
- ~~4. Ensure that information pertaining to the Plan and the planning process is available to citizens in an understandable form, which may include internet postings, newsletters, mailings, informational brochures, and announcements in newspapers and on radio to stimulate citizen involvement.~~
- ~~5. Encourage educational institutions, agencies, clubs, and special interest groups to review and comment on the Comprehensive Plan and implementing components.~~
- ~~6. Ensure uniform interpretation, administration, enforcement procedures, and staffing levels for the implementing plans, policies, and ordinances of the Comprehensive Plan.~~

# **CHAPTER III**

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## **Implementing Components**



## OVERVIEW

The Clarke County Comprehensive Plan utilizes a base plan structure with several implementing component plans. This document, the “base plan,” contains goals, objectives, and policies that provide general guidance on land use decision-making. The “implementing component plans” are topic-specific plans that contain more detailed factual information than the base plan provides and strategies on designated growth areas, industry sectors, and County resources.

*Each component plan is considered to be part of the Comprehensive Plan.*

Each component plan is developed, vetted, and adopted through the same public process required for the Comprehensive Plan, and *each* is reviewed and updated periodically to account for new challenges and impacts associated with growth and regulation. Component plans are standalone documents that can be obtained from the County Planning Department or the Clarke County website.

Below is a list of the current implementing component plans ~~and new plans proposed for future development:~~

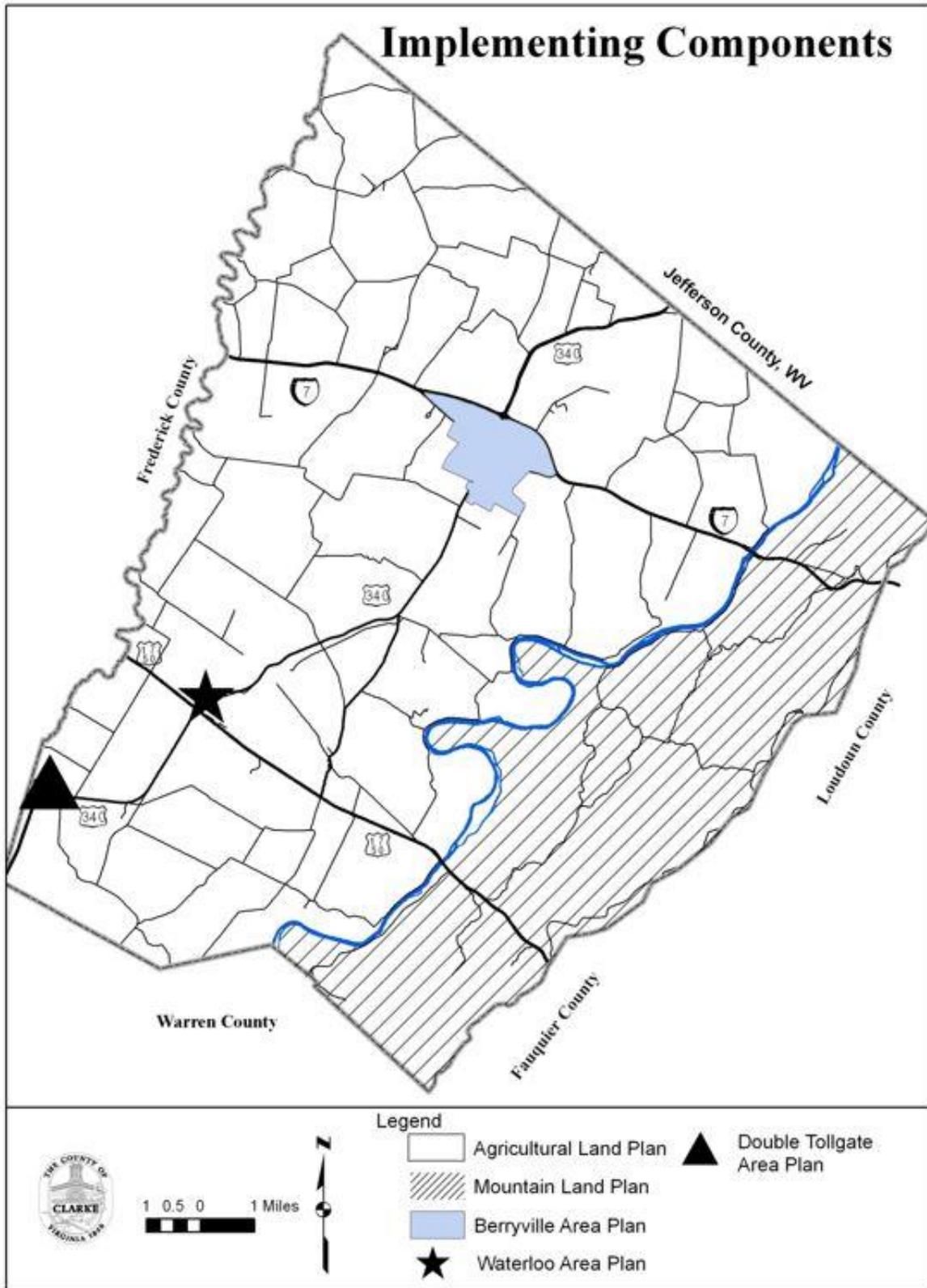
1. Agricultural Land Plan
2. Mountain Land Plan
3. Berryville Area Plan
4. Waterloo Area Plan
5. Double Tollgate Area Plan
- ~~• Business Intersections Plans (Waterloo and Double Tollgate)~~
6. Water Resources Plan
7. Historic Resources Plan
- ~~• Capital Improvement Plan~~
8. Transportation Plan
- ~~• Economic Development Strategic Plan —NEW~~
9. Recreation Plan —NEW
- ~~• Village Plan —NEW~~

*One new component plan, the Village Plan, is recommended to be created to provide guidance and recommendations for the future development of the County’s three unincorporated villages (Millwood, Pine Grove, and White Post).*

*Two component plans that are not on the above list but were implementing components of the 2013 Comprehensive Plan are the Capital Improvement Plan and Economic Development Strategic Plan. The component plan status of these two plans was removed with the adoption of the 2022 revision to the Comprehensive Plan. A discussion of this change is included in the “Other Relevant Plans and Studies” section of this Chapter.*

~~The 2007 Plan includes a Transportation Plan as a standalone implementing component plan. Based on the recommendations of the current Comprehensive Plan, the Transportation Plan will now be maintained as a separate companion document to the Comprehensive Plan. This will enable the Transportation Plan to be updated on a more frequent basis to reflect current projects and traffic data. Objectives and policies pertaining to transportation issues remain in Chapter II.~~

**MAP 10 – IMPLEMENTING COMPONENTS**



**REVIEW AND UPDATE OF COMPONENT PLANS**

*Because component plans are part of the County’s Comprehensive Plan, each is required to be reviewed at least once every five years to determine whether the plan needs to be updated or modified. The Comprehensive Plan’s guidance is used to inform the development of each component plan and it is important to ensure all goals, objectives, and policies/strategies are consistent among the Comprehensive Plan and component plans. Given the number of component plans that have to be evaluated once every five years, the following guidelines are recommended for reviewing and updating component plans:*

- 1. Component plans should not be updated while a Comprehensive Plan review is in progress. This is to ensure that the component plan update process is informed using guidance from a current and updated Comprehensive Plan.*
- 2. When appropriate, component plan reviews should be grouped or conducted at the same time to take advantage of deliberating common or similar issues. This will help to ensure that updated component plans are consistent with one another.*
- 3. Where applicable, component plan recommendations should cross-reference the goals, objectives, or policies from the Comprehensive Plan that are used to inform the recommendations.*
- 4. For scoping purposes, five-year review resolutions that are adopted by the Planning Commission to initiate review of a component plan should include an initial list of issues and concerns to be addressed.*

**CURRENT IMPLEMENTING COMPONENT PLANS**

**1. Agricultural Land Plan**

<u><i>Adoption Date of Current Version:</i></u> <i>February 21, 2017</i>	<u><i>Status of Five-Year Review Resolution:</i></u> <i>Resolution adopted on February 4, 2022</i>
<p><i>Corresponding Comprehensive Plan Objectives:</i></p> <ul style="list-style-type: none"> <li><i>• Objective 1 – Agriculture</i></li> <li><i>• Objective 3 – Natural Resources</i></li> <li><i>• Objective 5 – Conservation Easements</i></li> <li><i>• Objective 6 – Outdoor Resources</i></li> <li><i>• Objective 10 – Economic Development</i></li> <li><i>• Objective 13 – Broadband Internet Access</i></li> </ul>	

~~The Board of Supervisors adopted the Agricultural Land Plan in September 1997. The Federal Agricultural Census occurred in 2012 with data available in early 2014. An update of the Agricultural Land Plan should be planned for Spring 2014 based on this most recent information.~~

Summary:

*The Agricultural Land Plan was first developed in 1987 to outline the County's symbiotic relationship with its agricultural industry including approaches to supporting and promoting agriculture, and guidance for land use planning and development of regulatory tools to preserve farmland.*

*In 2016, the Agricultural Land Plan underwent an extensive cover-to-cover rewrite of the previous version that was adopted in 1997. The 1997 Plan contained detailed statistical information about the agricultural industry in Clarke County but did not include recommended goals, objectives, and strategies. The 2016 Plan added goals, objectives, and strategies that focus on providing support to agricultural businesses and protecting them with appropriate land use and regulatory policies.*

Clarke County, using powers delegated to it by the Virginia General Assembly, has developed a sophisticated and comprehensive set of policies and associated methods of implementation for protecting its highly valued farmland. In addition, the County has either completed or retained consultants to assemble the background studies needed to undergird its strategies.

The major components of this state/county farmland protection program are listed below:

1. ~~Land Use Taxation.~~
2. ~~Virginia Estate Tax.~~
3. ~~State right to farm protection against private nuisance lawsuits.~~
4. ~~Agricultural and Forestal districts authorized by state law.~~
5. ~~Conservation Easement Purchase Program managed by the Clarke County Conservation Easement Authority.~~
6. ~~Other easement programs operated by the Department of Historic Resources, Virginia Outdoors Foundation, and private organizations such as the Piedmont Environmental Council and Potomac Appalachian Trail Conference.~~
7. ~~Sliding scale zoning system to aid in the preservation of large tracts of land.~~
8. ~~The three committees that participate in various ways in efforts to maintain a strong agricultural economy:~~
  - a. ~~The Agricultural and Forestal District Committee that advises the Board of Supervisors on matters affecting the Clarke County Agricultural and Forestal District created through the Code of Virginia;~~
  - b. ~~County's Economic Development Advisory Committee (EDAC) that provides guidance on economic development matters including agribusiness and agritourism.~~
  - c. ~~The Clarke County Farm Bureau's Economic Development Committee.~~
9. ~~Provision in the Comprehensive Plan for protecting agricultural and mountain lands, on the one hand, and coordinating the control of urban development and the provision of infrastructure, on the other. The intent of such policies is to concentrate new growth in the Towns of Berryville and Boyce and at primary highway intersections. Few jurisdictions in the country can match these accomplishments.~~

**Current Component Plan Goals:**

*The Goals of the 2016 Agricultural Land Plan are as follows:*

- 1. Actively support the practice of agriculture and the preservation of agricultural land.*
- 2. Promote agricultural industry and business.*
- 3. Establish land use and regulatory policies to support the agricultural sector and preserve agricultural land.*

**Recommendations for Next Revision:**

*The five-year review resolution adopted by the Planning Commission recommends that, in addition to the policy guidance in the aforementioned Comprehensive Plan objectives, two specific issues should be considered.*

*The first issue is the potential merger of the Agricultural Land Plan and Mountain Land Plan to create a combined component plan for the County's rural, unincorporated areas. The Mountain Land Plan's current objectives are also relevant to issues impacting the County's agricultural areas west of the Shenandoah River. Combining these two plans would allow these issues to be evaluated on both a County-wide basis and on how they impact agricultural areas uniquely. The combined review can also assist in developing new objectives and strategies for land use decision-making in agricultural areas.*

*This leads into the second issue – determining the form and scale of compatible agribusiness and agritourism uses and activities. Since the 2013 Comprehensive Plan and the 2016 Agricultural Land Plan were adopted, agricultural businesses regionally have expanded and taken on new forms with new impacts. New Code of Virginia regulations have been adopted to limit local regulation of agritourism activities, resulting in proliferation of businesses that attract visitors to a farm or agricultural operation for retail sales or education and entertainment purposes. Similar uses have also been proposed for public assembly activities such as weddings and other special events to take advantage of the scenic beauty in the County's rural and agricultural areas. Additionally, operators of a large-scale hydroponic farming operation considered locating in the County which could have brought potential adverse impacts to roads, groundwater supplies, the night sky, and the County's scenic beauty.*

*Revisions to both the Agricultural Land Plan and the Mountain Land Plan should include an evaluation of and recommendations for determining the compatible size, scope, intensity, and appearance of these and other similar non-traditional agricultural operations which may locate in the County in the future.*

**2. ——— Priorities for the Next Few Years**

~~The 1997 Agricultural Land Plan concentrates on two major themes: (1) the necessity of taking steps to strengthen Clarke County's agricultural sector to ensure that farmers can continue to operate profitably, and (2) developments in the law that affect the capacity of the County to protect its farmland resource. In conjunction with the scheduled update of the Plan, these major themes will be evaluated for relevance and expanded or modified as needed. Current trends in~~

~~agriculture such as alternative farming techniques, agribusiness, and agritourism will be considered for inclusion in the Plan.~~

~~As a general matter, the protection of the County's farmland resources requires that new development be channeled away from prime farm areas and into those parts of the County that are more suitable for urban development and are well served by necessary infrastructure. In short, it is necessary to manage urban growth thoughtfully and effectively to protect natural and agricultural resources. The County should continue to articulate forcefully its policies for concentrating development in the Towns and designated growth areas.~~

~~Over the years, the County has adopted several regulations pertaining to subdivision design, especially in the AOC and FOC districts, so that they are well laid out and their impact on the natural environment is minimized. The County should continue to periodically review its zoning and subdivision regulations and procedures to ensure that they contain policies and criteria that produce better designed developments, while minimizing their negative impacts on surrounding areas.~~

### ~~**3. Major Policies**~~

- ~~1. Encourage and expand the activities of County committees that study and make recommendations on issues affecting agriculture.~~
- ~~2. Include the promotion of agriculture and related businesses in the responsibilities of the County's Economic Development program.~~
- ~~3. Retain the land use taxation program.~~
- ~~4. Continue to support the County's Conservation Easement Purchase program as a means of preserving prime farmland and reducing the potential impact of development on existing farms.~~
- ~~5. Require an agricultural disclaimer in agreements of sale for land in the AOC District;~~
- ~~6. Continue to adopt site design requirements for subdivisions in the AOC and FOC Districts; and~~
- ~~7. Promote agriculture related businesses in AOC, such as pick your own operations, farm stands, agritourism elements, and other ways of increasing farmers' agricultural income.~~

## 2. Mountain Land Plan

<u><i>Adoption Date of Current Version:</i></u> <i>June 21, 2005</i>	<u><i>Status of Five-Year Review Resolution:</i></u> <i>Overdue</i>
<i>Corresponding Comprehensive Plan Objectives:</i> <ul style="list-style-type: none"><li>• <i>Objective 2 – Mountain Resources</i></li><li>• <i>Objective 3 – Natural Resources</i></li><li>• <i>Objective 5 – Conservation Easements</i></li><li>• <i>Objective 6 – Outdoor Resources</i></li><li>• <i>Objective 10 – Economic Development</i></li><li>• <i>Objective 13 – Broadband Internet Access</i></li></ul>	

The Mountain Land Plan was created in order to develop customized land use strategies to address the unique characteristics of the Mountain Land Area. The County Board of Supervisors adopted the original Mountain Land Plan in August 1994. The Board adopted an updated Plan in 2005.

### Summary:

*The Mountain Land Plan was first adopted in 1994 to describe the mountain environment located east of the Shenandoah River, to identify character elements that are important to the County's residents and stakeholders, and to outline a plan for future development patterns. The Plan was later revised in 2005 as most flat and easily accessible land in this area had been developed and parcels with more difficult access and terrain challenges were now being developed. The 2005 Plan contained numerous recommendations for the adoption of text amendments to various ordinances in an effort to address these development impacts. Recommendations addressed the following subject areas:*

- *Minimum lot size and required open space provision with subdivisions*
- *Subdivision design requirements including location of utilities, construction of private access easements, and location of propane tanks*
- *Allocation of dwelling unit rights in boundary line adjustment transactions*
- *Vegetative buffer and clearing limit requirements*
- *Clearing limits for agricultural uses*
- *Protection for slippage soils and strengthening of erosion and sediment control regulations*
- *Stronger regulation of forestry management activities*

*Since 2005, the Plan's recommended text amendments have all been addressed and most have been incorporated into applicable ordinances. Therefore, the 2005 Plan can be considered fully implemented.*

### **1. Summary**

The following are key excerpts from the Purpose Statement of the 2005 Mountain Land Plan.

The need for a Mountain Land Plan became apparent as people in the community recognized the importance of the mountain to Clarke County as a natural resource, a timber resource, and an environmentally important resource with regard to increases in residential development. The first Mountain Land Plan was adopted in August 1994. The need for an updated Mountain Land Plan has become apparent. Most flat and easily accessible land has been developed. Development is now occurring in mountain areas with increasingly difficult access and terrain challenges that are not adequately addressed in the current Mountain Land Plan.

As an implementing component of the Clarke County Comprehensive Plan, the Mountain Land Plan seeks to describe the mountain environment, to identify the elements that are important to the people of the County with regard to the mountain character, and to outline a plan for future development patterns.

In summary, the updated Mountain Land Plan recommends increasing the minimum lot size, requiring large residual tracts (to encourage the grouping of new lots in a manner that protects the mountain's character), and providing for continued forestry. The standards for private roads are adjusted to improve their safety and limit their impact on the natural terrain. The Plan proposes improved protection of surface and ground water resources. Clearing standards are addressed with regard to slope, property lines, and viewshed. Recommendations are made to protect extreme slopes and areas of slippage soils from development, to the maximum extent possible. Forestry issues are addressed as well as cultural and historic resource issues.

### **3. Major Policies**

The following objectives were developed to guide public land use policy in the Mountain Land Area based on the above development pressures and on the unique, irreplaceable, and environmentally sensitive character of the Mountain Land Area.

#### **Current Component Plan Objectives:**

*The objectives listed in the 2005 Mountain Land Plan are as follows:*

1. Protect the forest resources of the area
2. Protect surface water quality of the area
3. Protect availability and quality of groundwater in the area
4. Protect wildlife habitats and ecosystems (including natural heritage areas)
5. Protect the scenic values and scenic byways of the area

6. Protect cultural resources (such as the Appalachian National Trail / historic structures/sites)
7. Ensure safe public and private roads
8. Protect private property rights
9. Provide for well-sited development compatible with the first eight objectives

~~All of these objectives are important, but no single one is pre-eminent. The first five are mutually reinforcing objectives. A development pattern that serves any one of these objectives is likely to serve the others. Nevertheless, achieving each objective requires individual consideration. The particular characteristics of the Mountain Land Area in regard to each must be identified and policies that serve each must be developed and enacted.~~

**Recommendations for Next Revision:**

***The Mountain Land Plan is the only component plan that has not been recently reviewed and updated, primarily due to the fact that the Plan is considered to be fully implemented. An update of the Plan would be an extensive project and likely a complete rewrite to address current-day issues that are facing the mountain areas. Previous work on the Plan involved extensive meetings with residents and stakeholders and drew active participation and public comment.***

***The next revision should take a similar community planning approach by soliciting comments on what issues are important to mountain residents and stakeholders, as well as whether the 2005 Plan's objectives remain relevant and should be documented and/or updated. Any new goals, objectives, and policies/strategies developed for the revised Plan should be vetted collaboratively with the public on an informal basis before developing a final draft for formal public comment. Given the extensive nature of a revision project for this Plan, it is recommended that no other major projects be undertaken simultaneously with this revision project unless they are related to and can be used to inform the Plan's revision.***

***Additionally, consideration should be given to revising the Mountain Land Plan together with the Agricultural Land Plan to develop a consolidated component plan for the County's rural, unincorporated areas. As listed above, the Mountain Land Plan's current objectives are also applicable to the non-mountainous rural areas west of the Shenandoah River. Combining these two plans can allow these issues to be evaluated on a County-wide scale while simultaneously addressing how the issues have unique impacts on areas of the County such as the mountain lands.***

***Should these two plans be combined, it is important to ensure that relevant detail in the current Mountain Land Plan is not lost in the development process and that input is obtained from mountain-land stakeholders to identify new issues, concerns, and viewpoints.***

**3. Berryville Area Plan**

<p><b><i>Adoption Date of Current Version:</i></b>  <b><i>May 17, 2016 (by Board of Supervisors);</i></b>  <b><i>May 10, 2016 (by Berryville Town Council)</i></b></p>	<p><b><i>Status of Five-Year Review Resolution:</i></b>  <b><i>Resolution adopted May 26, 2021 (review initiated)</i></b></p>
<p><b><i>Corresponding Comprehensive Plan Objectives:</i></b></p> <ul style="list-style-type: none"> <li>• <b><i>Objective 9 – Designated Growth Areas for Development</i></b></li> <li>• <b><i>Objective 10 – Economic Development</i></b></li> <li>• <b><i>Objective 11 – Public Infrastructure, Capital Improvement Planning, and Fiscal Responsibility</i></b></li> <li>• <b><i>Objective 12 – Transportation</i></b></li> </ul>	

~~In 1986, the governing bodies of Clarke County and the Town of Berryville appointed a joint Annexation Committee to study the Town’s need to annex areas on its periphery and to draft a proposed annexation agreement. In March 1987, the Committee recommended an annexation agreement for consideration by the two governing bodies. The County Board of Supervisors and the Town Council approved the annexation agreement on December 29, 1988.~~

~~The agreement provided for annexation by the Town of two areas: Area A and Area B. Area A is comprised of parcels that were developed and served by the Town's water and sewer systems as of the date of the agreement. The 350 acres in Area A were added to the Town's 493 acres on January 1, 1989.~~

~~The agreement stipulates that several requirements must be met before parcels in the 880-acre Area B can be annexed:~~

- ~~1. A land use plan for this area must be completed and adopted by the County and approved by the Town,~~
- ~~2. Amendments to the Zoning Ordinance and the Zoning Map to implement that plan must be enacted by the County, and~~
- ~~3. The Town provides water and sewer service to proposed development on the parcels.~~

~~As of January 1, 2007, the Town has annexed a total of 1,449 acres (or 84 %) of Area B since its establishment in 1989.~~

~~On April 21, 1992, the County and Town adopted the Berryville Area Plan, the land use and facilities policy for Annexation Area B. Implementing zoning ordinances were also adopted in April 1992, and properties were rezoned accordingly in July 1993. The Plan was amended in 1997, 2001, 2009, and 2010 to show changes in land use policies. The Town and County are conducting a review and update of the Berryville Area Plan concurrent with the update of both the Town and County Comprehensive Plans. Policy recommendations from both of these Plan updates will be incorporated into the revised Berryville Area Plan.~~

**Summary:**

*The Berryville Area Plan was first adopted in 1992 by Clarke County and the Town of Berryville to serve as a joint land use plan for the Berryville Annexation Area – undeveloped County lands adjacent to the Town limits that were designated for addition to the Town in accordance with the 1988 Town-County Annexation Agreement. The 1988 Annexation Agreement created two separate annexation areas – A and B. The Berryville Area Plan applies only to properties located in Annexation Area B. For the purposes of this Area Plan, the “Annexation Area” references only Annexation Area B.*

*The Area Plan is intended to be used as the primary guidance document for land use decision-making within the Berryville Annexation Area as it was developed in coordination with the Town and County comprehensive plans. The Area Plan identifies five Goals that summarize the Area Plan’s intent, and also includes land use Objectives and Policies for implementing the Goals across eight subject areas -- Environment, Transportation, Housing, Land Use, Public Facilities, Economic Development, Urban Design, and Implementation. These Objectives and Policies should be used to evaluate new development proposals, make decisions on public infrastructure siting and improvements, and assist in long-range planning and growth management projects.*

*The Area Plan also divides Annexation Area B into a series of Sub-Areas, or groups of parcels or portions of parcels that have similar development characteristics. These Sub-Areas were created following an extensive evaluation of historical, environmental, and geological characteristics of each Sub-Area. Based upon these characteristics, recommended use types were assigned to the Sub-Areas with residential or commercial densities based upon the net developable portion of the parcels in the Sub-Areas. These densities are captured in a Future Land Use Table depicting the maximum number of residential units recommended for each Sub-Area recommended for residential use, and the maximum floor area per gross leasable area for each Sub-Area recommended for business use. As new or expanded developments are proposed, each application is evaluated against the applicable Sub-Area’s recommendations to ensure consistency with the Area Plan. Each Sub-Area remains subject to the Area Plan’s guidance and recommendations until the Sub-Area reaches maximum buildout.*

**1. Summary**

~~The purpose of the Berryville Area Plan is to provide for the orderly development of lands in the designated annexation areas through a cooperative process shared by Clarke County and the Town of Berryville. The Area Plan is critical to furthering the County’s overall land use strategy of focusing residential and commercial development in the incorporated towns and designated growth areas.~~

~~To oversee the Berryville Area Plan and to help manage this cooperative process, the Berryville Area Development Authority (BADA) was formed to serve as a joint planning commission for the annexation areas. The BADA’s responsibilities include maintaining and updating the Area Plan, reviewing and providing recommendations on land use applications within the annexation areas, and working with the Town and County planning commissions and governing bodies on projects to implement the Area Plan’s recommendations.~~

~~The BADA is currently working on a comprehensive review and update of the Berryville Area Plan and has developed the following draft goals that will be proposed for inclusion in the updated Area Plan document. These draft goals were developed to more clearly summarize the Area Plan's purpose and objectives:~~

**Current Component Plan Goals:**

***The Goals of the 2015 Berryville Area Plan are as follows:***

1. Provide a platform for the cooperative planning and development of lands annexed or designated for future annexation into the Town of Berryville.
2. Ensure that the Town and County's land use and environmental objectives for the annexation areas, as reflected in the respective comprehensive plans, are compatible and coordinated.
3. Verify that planned public infrastructure (water, sewer, transportation, high-speed internet) is sufficient to support the future development needs as reflected in the Plan.
4. ***Maintain the*** streamlined and readily understandable process for development of lands covered by the Plan from annexation status designation through the land use approval process.
5. Strongly encourage context-sensitive development plans that are designed to complement ~~rather than compete with~~ Downtown Berryville, that accommodate growth in a logical and efficient manner, and that provide for the maximum protection and preservation of natural resources, historic resources, and open space.

**Recommendations for Next Revision:**

***The Berryville Area Plan is jointly administered by the Town and County via the Berryville Area Development Authority (BADA) with technical support provided by the Town and County planning staffs. The BADA was formed in 1990 and serves as a joint planning commission with review authority over development proposals within the Annexation Area. As such, neither the County nor Town planning commissions are responsible for reviewing development proposals in the Annexation Area or for reviewing and updating the Area Plan.***

***The BADA adopted a five-year review resolution for the Plan in May 2021 with the following scoping items:***

- ***The current Area Plan's goals and objectives and whether they remain relevant and current or need to be updated.***
- ***Changes in population and demographic information as reported in the final release of 2020 Census data.***
- ***The results of the Southeastern Collector Study (PrimeAE, April 2020).***

- *Cooperative economic development efforts between the Town and County.*
- *The build-out status of residential sub-areas (including Battlefield Estates, Hermitage Section 5, Berryville Glen, and Shenandoah Crossing) and whether these sub-areas can be removed from the Area Plan.*
- *The status of designated potential future growth areas.*
- *The impact of any updates to the County or Town Comprehensive Plans since the previous Berryville Area Plan update.*
- *The impact of new development projects, capital projects, or transportation improvements completed since the previous Plan update.*
- *Development of guidance for a future review and update of the Town-County Annexation Area Agreement.*
- *Any other subject not addressed or inadequately addressed by the current Plan*

## **2. Priorities for the Next Few Years**

~~As noted above, a major review of the Berryville Area Plan is underway and is expected to be completed in conjunction with the adoption of the County and Town Comprehensive Plan updates. The primary goals of the review are to streamline and simplify the Area Plan's wording, to evaluate and recommend changes as necessary to the land use sub-areas in the Plan, and to recommend refinements to the Area Plan's policies and regulatory processes.~~

~~As the County proceeds with the update of the existing component plans and drafting of new recommended component plans, any new or amended strategies developed that may impact the Berryville Area Plan should be thoroughly evaluated and required changes to the Area Plan should be considered.~~

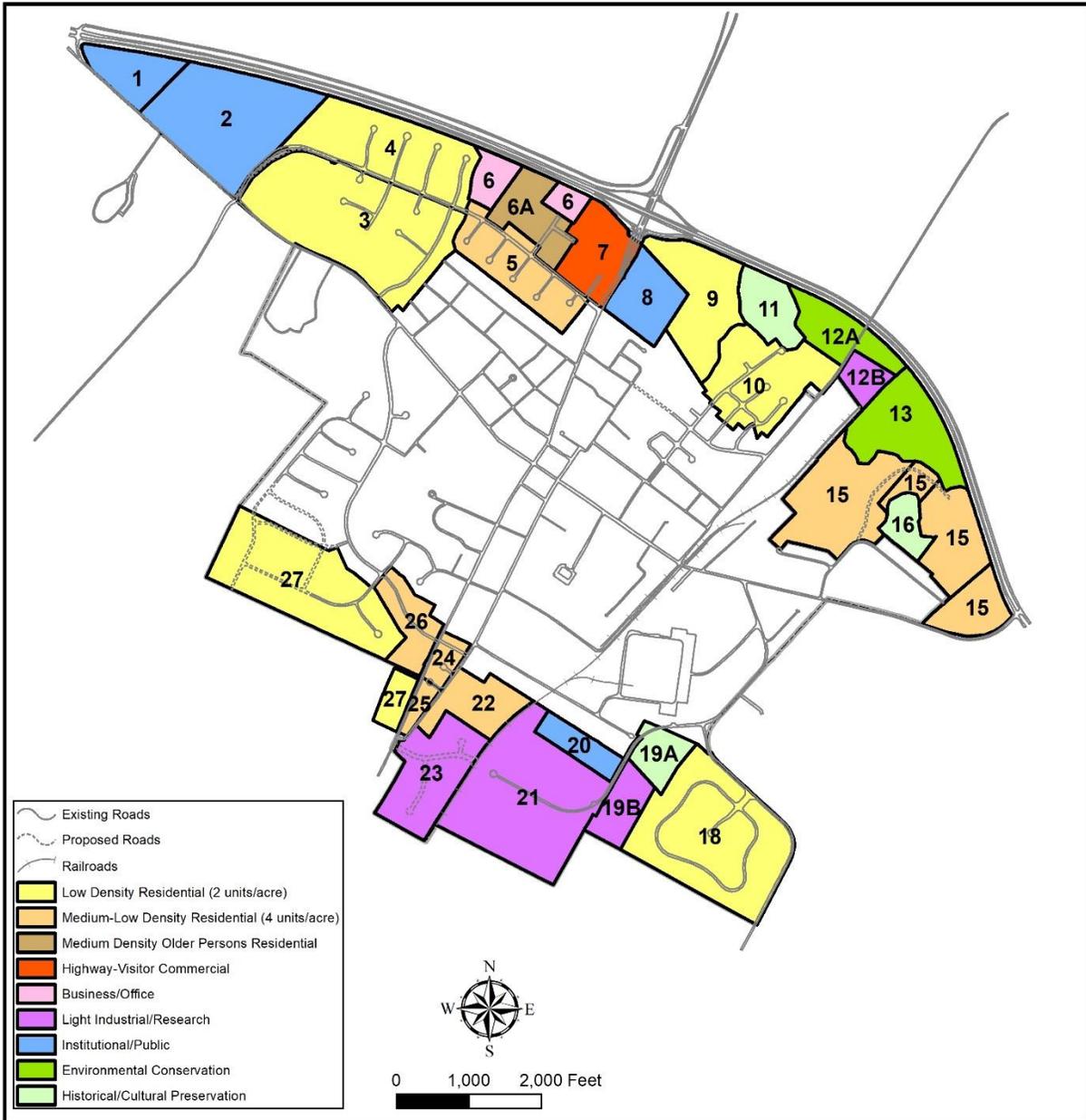
## **3. Major Policies**

~~The Berryville Area Plan's objectives and policies are divided into topic-specific categories that can be summarized as follows:~~

- ~~1. Environment—Protect the Town's environmentally sensitive areas by focusing development away from waterways, sensitive slopes, rock outcroppings, poor drainage, and other similar areas.~~
- ~~2. Transportation—Coordinate new development with the Town's transportation plan.~~
- ~~3. Housing—Encourage housing stock that is compatible with the small town character and historic growth patterns.~~
- ~~4. Land Use—Planned areas for development should complement the small town character and should focus on areas with the strongest urban development potential.~~

5. ~~Public Facilities and Services—Coordinate development proposals with the capacity of development to support it including roads, water, sewer, solid waste, schools, and parks and recreation.~~
6. ~~Economic Development—New economic development should support the Town’s existing economic development base with compatible opportunities for new employment and tax revenue generation.~~
7. ~~Urban Design—Enhance and protect the Town’s aesthetics through quality land use design criteria and regulations.~~
8. ~~Implementation—Adopt policies, ordinances, and programs to further the Plan’s strategies.~~

# MAP 11 - Berryville Area Plan Sub Areas



## D. BUSINESS INTERSECTIONS AREA PLANS

~~The Board of Supervisors adopted the Waterloo Area Plan in August 1995 and adopted the Double Tollgate Area Plan in May 2002. The County's proposed Economic Development Strategic Plan will likely require additions and changes to the Area Plans, both of which will be reviewed concurrently with the development of the Economic Development Strategic Plan. The Double Tollgate Area Plan will also be amended to establish a deferred growth approach as recommended in the draft revised Comprehensive Plan.~~

### 1. Summary

~~The County has two intersections of major arterial highways that are federally designated routes: Waterloo (US Routes 50/17 & 340), and Double Tollgate (US Routes 340 & 522). These are uniquely well-suited locations for business activities dependent upon vehicular traffic. Area plans are necessary to insure that appropriate parcels are provided for such development, that the necessary utility services are available, and that the character of the development enhances the character of the County.~~

~~The original Waterloo Area Plan calls for an increase in the area zoned Highway Commercial from 18 acres to 49 acres, an expansion of uses in the Highway Commercial Zoning District, a provision of road networks in the commercial area, and an updating of stormwater management requirements. Since the last revision of the Plan, development has occurred in the southeastern quadrant of the intersection with the addition of a convenience store complex and a VDOT commuter parking lot.~~

~~The original Double Tollgate Area Plan calls for an increase in the area zoned Highway Commercial at this intersection from 24 acres to 44 acres, establishment of access management standards to protect the carrying capacity of the primary highways, and provision of central water and sewer service. While there has been a substantial increase in the volume of traffic on Route 522, no new private development has occurred since adoption of the Plan. Much of the planning associated with this Area Plan was based upon anticipated growth around nearby Lake Frederick (in excess of 2,000 new residential units) and other areas in Frederick and Warren Counties, as well as availability of public sewer from Frederick County. By 2013 and as a result of the downturn in the economy, only a fraction of the anticipated new growth had occurred in this area. Also, new state water quality requirements have reduced Frederick's available wastewater capacity. Given these changed circumstances and the costs for the County to extend public utilities to serve this area, the Comprehensive Plan recommends designating the Double Tollgate Area as a deferred growth area. The Area Plan will have to be reviewed and amended to add development triggers to indicate when and under what circumstances growth should occur in this Area.~~

~~Both the Waterloo and Double Tollgate Area Plans include specific maps to identify the boundaries of the Areas to ensure that development is confined to the parcels immediately surrounding the designated intersections.~~

~~In December 1995, the Board of Supervisors considered an area plan for the intersection of primary highways U. S. Route 340 and Virginia Route 7 Bypass. Many issues were identified in~~

~~the planning process, including: diverse land ownership patterns, significant areas prone to flooding, lack of water and sewer service, poor access to primary highways, and interrelationships with the Berryville Area Plan. The Board decided that any action establishing commercial uses at this intersection would be premature until these issues could be efficiently and economically addressed. The appropriate venue for the consideration of these issues would be as part of a future review of the Berryville Area Plan.~~

**2. ——— Priorities for the Next Few Years**

~~As noted above, both Area Plans will likely be amended to include new strategies developed through the creation of the Economic Development Strategic Plan, and the Double Tollgate Area Plan will be amended to establish deferred growth policies for the Plan Area. Since both areas can be significantly impacted by new development and infrastructure projects both in and near the Plan Areas, it is recommended that both Area Plans be reviewed on the same five-year schedule as the Comprehensive Plan.~~

**3. ——— Major Policies**

~~Both the Waterloo and Double Tollgate Area Plans provide recommendations regarding the scope and type of development that is desired, recommended changes to land use ordinances to manage and facilitate development and use types, policies to ensure sufficient utility capacity and transportation improvements, and strategies to maximize tax revenue generation and to encourage sustainable development.~~

**4. Waterloo Area Plan**

<b><u>Adoption Date of Current Version:</u></b> <i>December 20, 2016</i>	<b><u>Status of Five-Year Review Resolution:</u></b> <i>Resolution adopted on November 5, 2021</i>
<b><u>Corresponding Comprehensive Plan Objectives:</u></b> <ul style="list-style-type: none"> <li>• <i>Objective 9 – Designated Growth Areas for Development</i></li> <li>• <i>Objective 10 – Economic Development</i></li> <li>• <i>Objective 11 – Public Infrastructure, Capital Improvement Planning, and Fiscal Responsibility</i></li> <li>• <i>Objective 12 – Transportation</i></li> <li>• <i>Objective 13 – Broadband Internet Access</i></li> </ul>	

**Summary:**

*The Waterloo Area Plan, along with the Double Tollgate Area Plan, are two “business intersection area plans” that were developed to provide specific guidance for land use decision-making in two of the County’s major primary highway intersections. The Area Plan applies to the Waterloo unincorporated area immediately surrounding the intersection of Lord Fairfax Highway (U.S. 340) and John Mosby Highway (U.S. 50/17). The purpose of the Area Plan is to help ensure that appropriate land is provided for highway commercial uses, that necessary public utilities are available to support these uses, and that the character of development enhances the overall character of the County.*

**Current Component Plan Goals:**

*The Goals of the 2016 Waterloo Area Plan are as follows:*

- 1. Facilitate the availability of broadband wired and wireless internet access and telecommunications for businesses and nearby residents.*
- 2. Develop proactive strategies to facilitate new business development and expansion of existing businesses in the Plan Area.*
- 3. Ensure that the Plan Area remains an attractive, marketable location for new and existing businesses and a destination for both local and out-of-area customers.*
- 4. Maintain the current boundaries of the Plan Area, its current form and scale, and its current capacity for development while remaining open to expansion when build-out is substantially complete.*

*Plan Objectives include:*

*Objective 1. Set aside funding annually in the County budget for investment in capital projects to support the Waterloo Plan Area.*

*Objective 2. Pursue approaches to make public water and sewer connectivity more affordable for new and existing businesses.*

*Objective 3. Establish and maintain regulations to ensure quality and efficient site development standards and compatible uses.*

**Recommendations for Next Revision:**

*The five-year review resolution adopted by the Planning Commission recommends that the Waterloo Area Plan revision be conducted in accordance with the policy guidance in the aforementioned Comprehensive Plan objectives*

**5. Double Tollgate Area Plan**

<b><u>Adoption Date of Current Version:</u></b> <i>December 20, 2016</i>	<b><u>Status of Five-Year Review Resolution:</u></b> <i>Resolution adopted on November 5, 2021</i>
<b><u>Corresponding Comprehensive Plan Objectives:</u></b> <ul style="list-style-type: none"><li><i>• Objective 9 – Designated Growth Areas for Development</i></li><li><i>• Objective 10 – Economic Development</i></li><li><i>• Objective 11 – Public Infrastructure, Capital Improvement Planning, and Fiscal Responsibility</i></li><li><i>• Objective 12 – Transportation</i></li><li><i>• Objective 13 – Broadband Internet Access</i></li></ul>	

**Summary:**

*The Double Tollgate Area Plan, along with the Waterloo Area Plan, are two “business intersection area plans” that were developed to provide specific guidance for land use decision-making in two of the County’s major primary highway intersections. The Area Plan applies to the Double Tollgate unincorporated area immediately surrounding the intersection of Lord Fairfax Highway (U.S. 340/Va. 277) and Stonewall Jackson Highway (U.S. 522). The purpose of the Area Plan is to help ensure that appropriate land is provided for highway commercial uses, that necessary public utilities are available to support these uses, and that the character of development enhances the overall character of the County.*

**Current Component Plan Goals:**

*The Goals of the 2016 Double Tollgate Area Plan are as follows:*

- 1. Designate Double Tollgate as a deferred growth area and develop policies to identify when the County should take proactive steps to facilitate economic growth.*
- 2. Maintain the current boundaries of the Plan Area, its current form and scale, and its current capacity for development while remaining open to expansion when build-out is substantially complete.*
- 3. Facilitate the availability of broadband wired and wireless internet access and telecommunications for businesses and nearby residents.*

***Plan Objectives include:***

*Objective 1. Identify development triggers to indicate when Double Tollgate should no longer be considered a deferred growth area and when the County should take proactive steps and investments to facilitate economic growth.*

*Objective 2. Pursue funding opportunities with Federal and State agencies, or through private sector partnerships, to expand wired and wireless broadband and telecommunications infrastructure in the Double Tollgate Plan Area.*

*Objective 3. Establish and maintain regulations to ensure quality and efficient site development standards and compatible uses.*

***Recommendations for Next Revision:***

*The five-year review resolution adopted by the Planning Commission recommends that, in addition to the policy guidance in the aforementioned Comprehensive Plan objectives, two specific issues should be considered:*

- The impact of serving the plan area with public water and public sewer.*
- Whether to change the plan area’s current “deferred growth” status.*

*Since the 2016 adoption of the current Double Tollgate Area Plan, changes have occurred that necessitate re-examination of the “deferred growth” status that was assigned to this Plan Area. The former State-owned “Camp 7” property adjoining to the southeast and outside of the Plan Area is now being considered for other State uses and a portion of the property has been assigned to the Virginia Port Authority for economic development purposes. Some of the uses being contemplated will require public water and potentially public sewer beyond the capacity of the existing sewage treatment plant on the Camp 7 property.*

*In 2021, the Frederick County Board of Supervisors approved Clarke County’s request for public water and public sewer to be extended into the Double Tollgate area. This approval authorized Frederick Water to begin negotiations with Clarke County on a development agreement which includes designation of a formal water and sewer service area. Since public water and public sewer are likely to be needed for uses on the Camp 7 property, the service area would exceed the current boundaries of the Double Tollgate Plan Area.*

*As a result of these recent changes, the revision of the Double Tollgate Area Plan will need to address how the Plan Area boundaries will be affected by:*

- 1. The potential future expansion of public water and sewer from Frederick County.*
- 2. The Virginia Port Authority’s economic development efforts on their portion of the Camp 7 property.*

*This evaluation would include whether Camp 7 (in whole or in part) should be located in a water and sewer service area only, or whether the boundaries of the Plan Area and Highway Commercial-scale development should be contiguous with the water and sewer service area boundaries by extending the Plan Area into the Camp 7 property.*

**6. Water Resources Plan**

<p><u><i>Adoption Date of Current Version:</i></u> <i>September 25, 2018</i></p>	<p><u><i>Status of Five-Year Review Resolution:</i></u> <i>To be adopted by September 25, 2023</i></p>
<p><u><i>Corresponding Comprehensive Plan Objectives:</i></u></p> <ul style="list-style-type: none"> <li><i>• Objective 1 – Agriculture</i></li> <li><i>• Objective 2 – Mountain Resources</i></li> <li><i>• Objective 3 – Natural Resources</i></li> <li><i>• Objective 6 – Outdoor Resources</i></li> </ul>	

~~The Water Resources Plan is comprised of two sections, one addressing groundwater resources and the other addressing surface water resources. The Board of Supervisors adopted the groundwater section on October 20, 1998, and the surface water section on December 21, 1999. The following is an overview of these two sections.~~

Summary:

*The Water Resources Plan was originally adopted in 1998 and 1999 as a two-part component plan addressing the County’s groundwater and surface water resources and issues separately. The most recent update in 2018 combined and modernized the Plan into a more concise document to address the County’s water quality and quantity issues.*

*The Plan should be used by property owners, elected and appointed officials, and other interested stakeholders to understand the County’s approach to protecting water resources. The Plan should also be applied in tandem with the recommendations found in the County’s Comprehensive Plan, Agricultural Land Plan, Mountain Land Plan, and other relevant component plans. Examples of some of the ways that this Plan can be used include:*

- *Determining how the County should protect water resources, both quality and quantity, to ensure adequate clean supplies for County residents.*
- *Balancing water quality and availability with the desire to accommodate current and future growth and economic development.*
- *Evaluating land development applications and proposed changes to the Zoning and Subdivision Ordinances.*
- *Reviewing and updating the County’s Comprehensive Plan and component plans.*

1. Summary

A. Groundwater Resources

~~The groundwater resources section of the Water Resources Plan covers issues relating to groundwater, including groundwater contamination from non-point sources, protection of the Prospect Hill Spring water supply, and enhanced public education of the sensitive nature of limestone geology. This section is designed to accomplish Comprehensive Plan’s Natural Resources Objective that states: “Protect natural resources, including soil, water, air, scenery, night sky, wildlife resources, and fragile ecosystems.”~~

~~The groundwater resources of Clarke County are particularly susceptible to contamination resulting from human activities because of the sensitive nature of the aquifers found in carbonate rocks underling the Valley region of the County. Groundwater protection and resource problems are generally greater in areas that are underlain by carbonate rocks, such as limestone and gypsum, than in areas underlain by most other rock types, because of the presence of solution-enlarged sinkholes, conduits, and caves. These geologic features characterize what is called karst terrane. The generally high permeability of these rocks facilitates the infiltration and transport of contaminants from the land surface to the groundwater reservoir.~~

~~Three-fourths of the people in Clarke County depend on groundwater as the source of their drinking water. Protecting groundwater from pollution, therefore, has been of primary importance in the County for many years. The urgency and economic necessity for doing so was highlighted in 1981, when the Town of Berryville had to abandon the wells that provided its~~

public water supply. The wells had been contaminated by a combination of nitrates, phenols, and herbicides, none of which could be traced to a single point source. Because new wells might later become contaminated, the Town decided to draw its water from the Shenandoah River and to construct a \$1.3 million plant to treat the river water.

Pollution of private wells was recognized as a problem in the 1960s. Pollution sources included improperly installed and maintained septic systems, underground storage tanks, and materials placed on the soil surface, including pesticides, herbicides, and human and animal wastes. Improper well installation was also a factor in these incidences of groundwater contamination.

The need for potable water in the Boyce Millwood area led to the creation of the Clarke County Sanitary Authority in 1968. By the mid-1970s, the Authority began supplying water to more than 200 residences and businesses from the high-yielding Prospect Hill Spring. The recharge area of the Spring is now protected by a natural resource conservation overlay district, in which no development may occur that would adversely affect the quantity or quality of the Spring water. In addition, the County has applied for federal designation of the Prospect Hill Spring as a sole source aquifer.

To minimize the effects of future growth and development, the Planning Commission established a Water Study Committee in 1985. This Committee directs plans and studies aimed at protecting the water resources of the County. Accomplishments of this Committee include the creation of the Clarke County Groundwater Protection Plan (1987), which, in addition to describing the sensitivity of Clarke groundwater, proposed a) an ordinance that limits land use around sinkholes, b) septic system installation guidelines, and c) water well construction regulations. The Groundwater Protection Plan is a precursor to the groundwater resources section of the Water Resources Plan. The Committee also contracted with the U.S. Geological Survey (USGS) to conduct an in-depth study on the hydrology and quality of groundwater to assist in land use and planning decisions made in the County. This study produced the Water Resources Investigation Report 90-4134 entitled "Ground Water Hydrology and Quality in the Valley & Ridge and Blue Ridge Physiographic Provinces of Clarke County, Virginia" (Wright, 1990).

#### B. Surface Water Resources

Surface waters include secondary streams or tributaries, such as the Shenandoah River, the Opequon Creek, and Spout Run (a state-designated trout stream). The surface water resources section of the Water Resources Plan addresses related issues including surface water contamination from point and non-point sources, off-stream water use, such as domestic supply and irrigation, and recreational uses. Point source pollution comes from specific, identifiable sources. Non-point source pollution is caused by diffuse sources such as erosion, runoff, precipitation, percolation, and direct deposition from livestock and wildlife.

The 2000 Bay agreement establishes a cap on the total amount of nitrogen and phosphorus that may be discharged from wastewater treatment facilities in Virginia. The cap is set at the level of those pollutants that the Bay can tolerate in order to correct its degradation. Most larger wastewater treatment facilities must upgrade their treatment facilities to achieve much lower discharges of such pollutants under individual caps placed on those facilities by the

~~Commonwealth. In any expansion of smaller facilities (Boyce, for example) substantial reductions in the discharge of nitrogen and phosphorus are required.~~

~~Under the coordination of the Department of Conservation and Recreation there is substantial new focus on old programs and the initiation of new programs to achieve the overall non-point source reductions goals which are being carried out by the County and the Lord Fairfax Soil and Water Conservation District. These efforts are focused in the County on (1) Acceleration of Agricultural Best Management Practices; (2) Expansion of Nutrient Management Planning and Implementation Efforts; (3) Consolidation and Strengthening of the Local Stormwater Management Program; (4) Enhancing Implementation of the Local Erosion and Sediment Control Program; (5) Enhancing Outreach, Media and Education Efforts to Reduce Pollution Producing Behaviors. Nitrogen, phosphorus and sediment non-point source reduction goals have also been set for the entire Shenandoah River watershed and tributaries including Spout Run.~~

~~The Federal Total Maximum Daily Load (TMDL) Program is currently being carried out by the Lord Fairfax Soil and Water Conservation District in the Abrams/Opequon watershed where an Implementation Plan has been developed to correct the fecal and sediment impairments in the watershed. Further TMDL Program-related efforts are anticipated shortly in the Wheat Spring Branch, Dog Run and other watersheds in the County. It has not been possible to develop a plan to correct the PCB impairment of the main stem of the Shenandoah River in the County where PCBs are concentrated in river sediments. The River continues under a Health Department Advisory against consuming fish caught in the River because of PCBs. The TMDL-related fecal impairment of Spout Run has been dealt with, at least in part, by the installation of sewer lines in Millwood.~~

~~Major fish kills have taken place in the Shenandoah River watershed in 2004-2006 with a dramatic reduction evident in the numbers of small-mouth bass and red-breasted sunfish. The State has established a fish-kill task force and a major effort is underway to determine the cause and find a solution to this serious environmental problem.~~

**Current Component Plan Goals and Objectives:**

***The Goals of the 2018 Water Resources Plan are as follows:***

**Goal 1.        *Protect and enhance water quality.***

**Objective 1.    *Protect groundwater resources from contamination and reduce contamination where present***

**Objective 2.    *Protect surface water resources from contamination***

**Goal 2.        *Protect and maintain water availability.***

**Objective 1.    *Protect water availability through regulatory action***

**Objective 2.    *Protect water availability through programmatic action***

**Goal 3.**      *Engage and educate individuals, communities and governments in watershed stewardship.*

**Recommendations for Next Revision:**

*The Water Resources Plan is not due for a five-year review evaluation until mid-2023. At that time, the following issues should be considered:*

- *The impact of any new or modified Federal and/or state regulations addressing water quality or quantity.*
  
- *Evaluation of the County’s current water quality and quantity programs.*

**2.—— Priorities for the Next Few Years**

~~A complete review and update of the Water Resources Plan should begin shortly after the adoption of the revised Comprehensive Plan. The update should focus on adding information and policies for the following items:~~

- ~~1.—— Impact of recent changes to the State’s water quality regulations and stormwater management requirements.~~
- ~~2.—— Maintaining and expanding the County’s water quality and quantity programs and infrastructure.~~
- ~~3.—— Additions or changes to policies that may be impacted through the update of or development of new implementing component plans.~~

**3.—— Major Policies**

~~The Water Resources Plan contains a number of strategies to protect the quality of the County’s groundwater and surface water. Over the years, several ordinances have been passed, such as the Spring Conservation and Stream Protection Overlay Districts, to implement the Plan’s recommendations. Programs to test groundwater wells and to monitor water quantity have also been established. The importance of the Water Resources Plan should not be understated as the complexity of the County’s geology as well as the complexity of State and Federal regulations necessitate a wide range of strategies to ensure and protect water quality.~~

**7.      Historic Resources Plan**

<b><u>Adoption Date of Current Version:</u></b> <i>June 19, 2018</i>	<b><u>Status of Five-Year Review Resolution:</u></b> <i>To be adopted by June 19, 2023</i>
<b><u>Corresponding Comprehensive Plan Objectives:</u></b> <ul style="list-style-type: none"><li>•      <i>Objective 4 – Historic Resources</i></li><li>•      <i>Objective 8 – Village Plans – Millwood, Pine Grove, White Post</i></li></ul>	

~~The Historic Resources Plan was first adopted by the Board of Supervisors in August 1994 and was readopted as part of the Comprehensive Plan in 2001 and 2007.~~

**Summary:**

*The Historic Resources Plan was first adopted in March 2001 and most recently was revised in June 2018. The purpose of the Plan is to identify and develop strategies and initiatives to facilitate the long-term protection and preservation of the County's historic resources. The Plan is action-oriented in nature with the County's Historic Preservation Commission (HPC), as supported by the Department of Planning and the County's architectural history consultant, charged with implementing its recommendations.*

**1. Summary**

~~Historic and natural resources define the physical character of Clarke County. The County's documented historic and cultural resources originated with Native Americans, thought to have been present as long as 100 centuries ago, followed by Europeans and Africans, who arrived almost three centuries ago and established the current settlement pattern. Over the past 270 years, Clarke County has evolved from a rural frontier to part of the Washington Metropolitan Area. The County intends to retain its historic resources and guard its unique character from the ever-increasing pressure of cultural homogenization.~~

~~To protect its historic resources, the County amended its zoning ordinance to establish a historic preservation commission and local historic district regulations. To encourage the preservation of these resources, the County amended its tax regulations to allow a freeze on property tax assessments for rehabilitated historic properties. In 1989 and 1992, the County conducted two surveys that documented the 962 historic structures and sites in Clarke County dating from 1710 to 1943.~~

~~The Commonwealth of Virginia helps protect historic resources by enabling local governments to have local regulations, providing grants for historic research and building rehabilitation, and providing tax credits for building rehabilitation. In addition, the U.S. Government also encourages historic structure rehabilitation through grants and tax credits. Virginia and the U.S. Government have established, respectively, the Virginia Landmarks Register and the National Register of Historic Places to list and recognize specific historic resources. In Clarke County, 28 properties are listed individually on these registers, including two national historic landmarks. In addition, seven national register districts cover a total of 33,750 acres (53 square miles or 27% of the County) and contain 1,478 contributing structures and sites.~~

**Current Component Plan Goals and Objectives:**

*The Historic Resources Plan does not contain a typical list of goals, objectives, and strategies/policies. Instead, it includes a list of future projects to be undertaken by the Historic Preservation Commission (HPC) in furtherance of the County's historic preservation program.*

**Recommendations for Next Revision:**

*The Historic Resources Plan is not due for a five-year review evaluation until mid-2023. At that time, the following issues should be considered:*

- *Identifying and prioritizing new and existing action items*

- *Evaluating the future form and structure of the County’s historic preservation program including the role of the Historic Preservation Commission and County staff, as well as long-term funding of historic preservation initiatives*

**2. ——— Priorities for the Next Few Years**

Significant implementation of the Historic Resources Plan has taken place since the Plan’s original adoption including the creation of four historic districts and a fifth district in process, establishment of historic preservation regulations in the Zoning Ordinance, and creation of a Historic Preservation Commission. In the next few years, a review and update of this Plan should take place with a focus on identifying and prioritizing remaining work items in addition to creating strategies to ensure their implementation.

**3. ——— Major Policies**

The specific policies for historic preservation are found in the Comprehensive Plan. The Historic Resources Plan document contains background information on the County historic preservation efforts, State and Federal programs and details on rehabilitation standards and tax credit programs. Policies found in the Comprehensive Plan focus on the County’s role to assist and facilitate property owners to place their properties on historic registries or in easement, to create ordinance language to protect existing historic resources, and to promote other historic preservation efforts.

**G. CAPITAL IMPROVEMENT PLAN**

The intent of the Capital Improvement Plan (CIP) is to provide an outline of potential facility and services needs based upon the goals outlined in the Comprehensive Plan. Both the 2001 and 2007 Comprehensive Plans included complete CIPs. The County’s CIP has not been updated since 2007.

**1. ——— Summary**

A capital improvement plan (CIP) is an annual or five-year schedule of capital projects for public facilities. Types of public facilities in a CIP might include public water and sewer, parks, public safety, public buildings, and schools. Many communities prioritize these facilities and develop a CIP for three or four public facilities. Chief among these are public water, wastewater, and public safety. The capital improvement plan can be supported by a Fiscal Impact Analysis and the same levels of service may be used in both analyses to assess the need for new facilities and the cost of providing them.

To help tie the CIP to the Comprehensive Plan even more closely, the County may consider instituting level of service (LOS) standards for some or all services and facilities provided by county funding. Level of service is a term used to describe a benchmark or standard against which the provision of a service can be measured. Using public water as an example, the LOS may be related to the capacity of the pipes carrying the water, or the pressure of water in the home, or the capacity to treat potable water in gallons per day. The important thing with a LOS is that it can be established in many ways but is then used as a way to measure continued

~~performance. If a goal LOS is set, it can be used to assess the need for new facilities to maintain the desired level of service.~~

~~The recommended process for establishing a CIP for a given facility includes the following:~~

- ~~1) Establish a level of service (LOS) for the facility;~~
- ~~2) Identify existing conditions of the facility, based on the established LOS;~~
- ~~3) Identify deficiencies (if they exist), and costs to correct the deficiencies;~~
- ~~4) Identify and utilize appropriate land use assumptions from the comprehensive plan;~~
- ~~5) Estimate demand for the facility over the planning horizon, based on the land use assumptions and the established LOS;~~
- ~~6) Estimate capital improvements needed to accommodate new growth and development over the planning horizon to maintain the established LOS;~~
- ~~7) Estimate costs over the next five years (Five-Year CIP), to provide the needed improvements;~~
- ~~8) Develop a financially feasible program to fund the capital improvements identified in the Five-Year CIP;~~
- ~~9) Review and adopt the CIP, (responsibility of Planning Commission and Board of Supervisors); and~~
- ~~10) Update annually.~~

~~Financial feasibility is the key element in CIP. Once needs and goals are identified, the county must have a feasible financial structure to bring about the infrastructure improvements. If the County hinges approval on the provision of services, it needs to have a service provision plan, which identifies the targeted or required levels of service.~~

~~The CIP is a planning tool. Capital expenditures are authorized through the annual operating budget as capital outlays. This Program does not bind the Board of Supervisors to carry out any of the proposed projects, nor does it appropriate or require the expenditure of money. The CIP also provides the basis for evaluating cash proffers associated requests to amend the County Zoning Map. Cash proffers benefiting public services should be favorably considered only if they fully address the capital costs incurred by the proposed use.~~

~~Capital improvements provide a base for essential services provided by the County to its citizens. These services include education, police and fire protection, and solid waste and recycling disposal. In addition, they provide a base for community services such as social services, parks and recreation, and library services.~~

~~Because provision of public facilities can influence when and where development will take place, they are very important growth management tools. Sufficient planning for future public facility needs is essential to provide them in the most efficient and equitable manner. Responding to the goals and objectives outlined in the Comprehensive Plan can best do this.~~

~~The construction, operation, and maintenance of public facilities are very expensive, and there is never enough money at any time to meet all demands for new and expanded facilities. Directing development to areas where facilities are already available or planned allows such facilities to be utilized more fully. In contrast, scattered development increases the demand for capital improvements and public services over a larger area, dramatically increasing public costs. Therefore, capital improvements and public services should be provided in areas designated for growth by the Comprehensive Plan.~~

~~The CIP is a plan to guide the construction or acquisition of capital projects over the next ten years. It identifies needed capital projects, estimates their costs, prioritizes them by year, and, in many instances, identifies sources of funding other than County revenues. The Program time schedule may change, depending on new information, availability of funds, population changes, or unexpected circumstances.~~

## ~~**2. Priorities for the Next Few Years**~~

~~As noted above, the CIP has not been updated since 2007 and CIPs typically operate on a five-year schedule. The Board of Supervisors will need to determine whether they want to begin preparing and adopting a CIP on an annual basis, whether they want to require level of service performance measures to be established to justify new projects, and whether they want to direct the Planning Commission to prepare the CIP on an annual basis as allowed for in the Code of Virginia.~~

## ~~**3. Major Policies**~~

~~The following principles have been used to identify Program elements:~~

- ~~1. Capital improvements and public services shall be provided to the citizens of Clarke County in the most timely, efficient, economical, and equitable manner possible.~~
- ~~2. The locations of new capital improvements shall be within the designated growth area, in accord with the Comprehensive Plan.~~
- ~~3. All capital improvements shall enhance the quality, identity, and appearance of established neighborhoods, while preserving the County's natural, cultural, and historic resources.~~

## 8. Transportation Plan

<p><b><u>Adoption Date of Current Version:</u></b>  <b>March 18, 2014</b></p>	<p><b><u>Status of Five-Year Review Resolution:</u></b>  <b>Adopted on January 4, 2019 (review initiated)</b></p>
<p><b>Corresponding Comprehensive Plan Objectives:</b></p> <ul style="list-style-type: none"> <li>• Objective 10 – Economic Development</li> <li>• Objective 11 – Public Infrastructure, Capital Improvement Planning, and Fiscal Responsibility</li> <li>• Objective 12 – Transportation</li> </ul>	

~~The intent of the Transportation Component Plan is to implement the Comprehensive Plan's transportation policies that are set forth in Objective 12. The Transportation Component Plan was first added to the Comprehensive Plan in 2007. It was incorporated into the body of the Comprehensive Plan as Chapter III, Item H. The revised Transportation Plan will be developed as a separate document consistent with the other implementing component plans.~~

### Summary:

The Transportation Plan was developed in accordance with Objective 12 of the Comprehensive Plan to ensure “that the County’s transportation system provides safe and efficient means for all modes of travel for citizens and visitors through coordinated land use decision-making and judicious use of limited fiscal resources. The Plan is designed to comply with the requirements of Code of Virginia §15.2-2223 which outlines specific transportation elements that must be included as part of a jurisdiction’s comprehensive plan. These required elements include:

- An inventory of the County’s transportation system
- Planning assumptions to support the County’s policies and proposed improvement projects
- A needs assessment that compares the existing transportation system with the County’s land use policies to determine how future growth will affect the system
- Proposed improvement projects with cost estimates that address the County’s transportation needs.

### ~~1. Summary~~

~~The Transportation Component Plan is designed to comply with the requirements of Code of Virginia §15.2-2223 which outlines specific transportation elements that must be included as part of a jurisdiction’s comprehensive plan. These required elements include:~~

- ~~1. An inventory of the County’s transportation system.~~
- ~~2. Planning assumptions to support the County’s policies and proposed improvement projects.~~

- ~~3. A needs assessment that compares the existing transportation system with the County's land use policies to determine how future growth will affect the system.~~
- ~~4. Proposed improvement projects with cost estimates that address the County's transportation needs.~~

The latter element—proposed improvement projects—is a dynamic list that can change periodically in both scope and priority depending on the following factors:

- ~~1. Available funding sources.~~
- ~~2. Impact of or contribution to a project from the private sector.~~
- ~~3. Increased usage of a road or intersection as demonstrated by traffic counts.~~
- ~~4. Increase in the number of accidents at an intersection or road segment.~~
- ~~5. Other safety hazards such as bridge deficiencies and flooding/stormwater.~~

The Transportation Component Plan is intended to be used in concert with other transportation planning efforts such as the annual review of the County's Six Year Secondary Road Construction Plan and Budget and the State's Six Year Plan for Transportation Improvements.

**Current Component Plan Strategies:**

*In addition to a list of priority transportation projects, the Transportation Plan contains the following recommended strategies:*

- 1. Conduct a formal evaluation of the Transportation component plan in conjunction with the five-year review of the County's Comprehensive Plan. Perform interim evaluations of the Transportation Plan to gauge how any new impacts or funding challenges may impact the Plan's approach.*
- 2. Continue to focus the County's limited transportation funds on projects that improve traffic safety, improve functionality, add bicycle or pedestrian features, provide new or enhance existing commuting opportunities, or replace existing gravel public roads or road segments with new hard surfaces.*
- 3. Oppose public and private efforts to expand capacity of the County's road network outside of the incorporated towns and business growth areas including the State and Federal primary highways.*
- 4. Support projects that improve safety, functionality, and capacity of the public road network within the Towns of Berryville and Boyce and the business growth areas of Waterloo and Double Tollgate.*
- 5. Develop and maintain a clearinghouse of County traffic data, in conjunction with the Virginia Department of Transportation, to aid the governing bodies in making land use decisions and allocating transportation funding to specific projects.*

**Recommendations for Next Revision:**

*The Planning Commission adopted a five-year review resolution in January 2019 with the following issues recommended for consideration:*

- 1. Integrate new transportation funding programs adopted or modified since 2014, including the Commonwealth of Virginia’s “Smart Scale” program, into the Transportation Plan.*
- 2. Evaluate each priority improvement project to determine whether the project remains relevant and would address current County needs, along with the likelihood of being funded through State and/or Federal programs such as “Smart Scale.”*
- 3. Evaluate whether to include new priority projects including the Town of Berryville’s proposed southeastern collector road that may involve the extension of Jack Enders Boulevard to U.S. 340.*
- 4. Determine whether to integrate recommendations from the 2014 Town of Berryville-Clarke County Bicycle and Pedestrian Plan into the Transportation Plan.*
- 5. Determine whether to request the Virginia Department of Transportation to conduct new transportation studies, such as a crossover study of the County’s four-lane divided primary highways, to aid in developing future project and funding priorities.*
- 6. Coordinate any proposed changes to Comprehensive Plan Objective 12 (Transportation) with any revised recommendations in the Transportation Plan.*

**2. ——— Priorities for the Next Few Years**

~~Given the changing nature of State and Federal funding, it is recommended that the project priorities in the Transportation Component Plan be evaluated on an annual basis. This would enable project scopes and priorities to be adjusted if new funding programs are made available for specific types of transportation projects. The Plan could be evaluated in conjunction with the Board of Supervisors’ annual review of the Six Year Secondary Road Construction Plan and Budget, which typically takes place in the spring of each year.~~

~~It is also recommended that the County continue to assemble up-to-date traffic data via the Virginia Department of Transportation, law enforcement agencies, and other resources to assist in identifying new projects and obtaining funding to complete them.~~

**3. ——— Major Policies**

~~Specific transportation policies may be found in Chapter II, Objective 12 of the Comprehensive Plan and are further elaborated upon in the Transportation Component Plan. In summary, the County’s transportation policies mirror the overall land use philosophy by encouraging capacity-expanding projects only within the incorporated towns where new development is directed. For the unincorporated areas, the County focuses on projects to improve safety and functionality as well as to hard surface public roads that are currently gravel surfaced. The County is generally opposed to any projects to expand the capacity of the State and Federal primary highways and~~

~~instead encourages projects that provide enhanced commuter opportunities and reduction in single-occupant vehicles.~~

**9. Recreation Plan**

<u><b>Adoption Date of Current Version:</b></u> <b>December 15, 2020</b>	<u><b>Status of Five-Year Review Resolution:</b></u> <b>To be adopted by December 15, 2025</b>
<b>Corresponding Comprehensive Plan Objectives:</b> <ul style="list-style-type: none"><li>• <b>Objective 3 – Natural Resources</b></li><li>• <b>Objective 6 – Outdoor Resources</b></li></ul>	

**Summary:**

*The County’s first Recreation Plan was adopted in August 2015 and underwent a modest technical update in December 2020. The purpose of the Plan is to address the recreational needs of the community and to describe the existing resources, how they will be protected and promoted, and the steps that should be taken to ensure the continued viability and enhancement of these resources for present and future generations. The Plan is action-oriented with specific functional strategies and recommendations to protect, promote, grow, and enhance the County’s active and passive recreational resources.*

**Current Component Plan Goals:**

*The 2020 Recreation Component Plan identifies the following overarching goals:*

- 1. Meet the recreation needs of the community*
- 2. Increase awareness of all recreational activities*
- 3. Assist in maximizing the recreation value of existing assets*
- 4. Promote connectivity among the County’s active and passive recreation resources*
- 5. Update the Recreation Plan on a 5 year cycle*

**Recommendations for Next Revision:**

*The Recreation Plan was last revised in December 2020 and is not due for a five-year review evaluation until December 2025. At that time, the Plan’s goals and objectives should be evaluated against the County’s future recreation needs and any Federal, State, or private sector plans to modify, expand, or construct new recreation facilities in the County.*

## ***NEW COMPONENT PLAN TO BE DEVELOPED***

### ***Village Plan***

#### ***Corresponding Comprehensive Plan Objectives:***

- ***Objective 1 – Agriculture (for Millwood and White Post)***
- ***Objective 2 – Mountain Resources (for Pine Grove)***
- ***Objective 8 – Village Plans – Millwood, Pine Grove, White Post***
- ***Objective 9 – Designated Growth Areas for Development***
- ***Objective 10 – Economic Development***
- ***Objective 11 – Public Infrastructure, Capital Improvement Planning, and Fiscal Responsibility***
- ***Objective 12 – Transportation***
- ***Objective 13 – Broadband Internet Access***

#### ***Summary:***

***The need to develop a component plan for the County’s unincorporated villages was first identified in the 2013 Comprehensive Plan. These villages include Millwood, Pine Grove, and White Post and are not designated by the County as growth areas despite the fact that they each possess a concentration of residential and commercial uses. Furthermore, White Post is served by public water and Millwood is served by public water and sewer which can be an enticement for potential future growth pressures. A Village Plan would include strategies to help address future land use requests and infrastructure needs while simultaneously ensuring that the character of each village is maintained and unintended, unplanned growth does not occur in the future.***

#### ***Recommendations for Development:***

***Similar to the update of the Mountain Land Plan, the creation of a new Village Plan is likely to be a complex and time-consuming project. Development of the Plan should take a community planning approach by soliciting input from the residents and business owners for each village. This input should include defining how these stakeholders view the character of their village and its future growth and development. Planning “charrettes” or workshops could be used as a hands-on approach for stakeholders to work informally with Commissioners and staff and to visualize the process through mapping and prioritization exercises. Efforts should also be taken to be inclusive of the viewpoints of all stakeholders, and draft documents should be vetted with each community deliberately as the plan development process progresses.***

***Given the extensive nature of a project to develop this new Plan, it is recommended that no other major projects be undertaken simultaneously with this revision project unless they are related to and can be used to inform the Plan’s creation.***

## **I. — NEW PROPOSED IMPLEMENTING COMPONENT PLANS**

Three new Implementing Component Plans are recommended for development in the 2013 Comprehensive Plan:

### **1. — Economic Development Strategic Plan**

In early fall 2012, the Board of Supervisors made the creation of an Economic Development Strategic Plan a high priority by requesting the Planning Commission to make it the top priority upon completion of the Comprehensive Plan revision. The Board also hired an economic development consultant to assist with the development of the Strategic Plan.

The Plan will include specific strategies to implement the Comprehensive Plan's economic development policies found in Objective 10. These policies include promoting economic development that is compatible with the County's existing uses and character; attracting businesses that complement or work in conjunction with the County's existing agricultural, commercial and industrial businesses; and focusing development in designated growth areas and requiring high quality design standards.

### **2. — Recreation Plan**

Objective 6 recommends the development of a Recreation Plan that encompasses the County's parks and recreation program as well as the local, state, and Federal active and passive recreation resources in the County. The purpose of the Plan would be to tie together various recreation-related plans with specific strategies to enable the County to maximize, grow, and protect our recreational resources. These plans include but are not limited to Parks & Recreation Department master plans, bike and pedestrian plans, and the Virginia Outdoors Plan.

### **3. — Village Plan**

Objective 8 recommends the creation of a Village Plan for the established villages of Millwood, Pine Grove, and White Post. The County currently does not designate these villages as designated growth areas despite the fact that they each possess a concentration of residential and commercial uses. Furthermore, Millwood and White Post both have public water and/or sewer services. The primary purpose will be to provide strategies to help address future land use requests and infrastructure needs while simultaneously ensuring that the villages' character is maintained and unintended, unplanned growth does not occur in the future.

## ***OTHER RELEVANT PLANS AND STUDIES***

*From time to time, the County develops plans and studies to guide and inform decision-making on a variety of issues. While all plans and studies that are adopted or accepted for use should be developed in accord with the Comprehensive Plan's guidance, not all are appropriate for inclusion as an implementing component plan of the Comprehensive Plan. Some plans and studies focus on a narrow or technical issue that is not directly related to the Comprehensive Plan. Other plans have goals or action items that evolve over a shorter time span and need to be updated annually or more frequently than the five-year time span of a component plan.*

*When such plans and studies are developed, the plan or study's initial scoping should ensure consistency with the Comprehensive Plan and implementing component plans. For example, a study to identify an area for new County athletic fields should be scoped using applicable recommendations in the Comprehensive Plan's Objective 6 (Outdoor Resources) and Objective 11 (Public Infrastructure, Capital Improvement Planning, and Fiscal Responsibility), and any applicable recommendations in the Recreation Component Plan. When the plan or study is completed, there should also be a subsequent finding as part of the action to adopt or accept that the plan or study is consistent with the Comprehensive Plan. These measures will help to ensure consistency across all County planning documents and resources and will also help to ensure that the Comprehensive Plan remains a strong and vital expression of the County's land use and growth philosophies.*

*Examples of other types of plans and studies developed by the County are described below.*

### *1. Capital Improvement Plan*

*The Capital Improvement Plan (CIP) is a planning document used to prioritize and fund capital projects over a five-year timeframe. The CIP is reviewed on an annual basis in conjunction with the County's annual budget process. The Planning Commission's role in the process is to evaluate proposed projects and provide a formal recommendation to the Board of Supervisors on the following issues:*

- Conformance with the Clarke County Comprehensive Plan and any applicable implementing component plans.*
- Whether the project descriptions include a justification or need for the project.*
- Whether the project maximizes public convenience and accessibility.*
- Whether the project avoids extension of public infrastructure outside of designated growth areas which could cause new development pressures (where applicable).*

*The CIP was previously considered to be an implementing component plan of the Comprehensive Plan. In 2020, a formalized CIP review process was developed which would have the Commission review and provide recommendations in the fall of each year to be used by the Board of Supervisors in their annual budget process. This formalized annual review process requires a much more frequent review than the five-year schedule of a component plan. The CIP is no longer considered to be an implementing component plan of the Clarke County Comprehensive Plan.*

### *2. Economic Development Strategic Plan*

*The County's first Economic Development Strategic Plan was adopted in October 2014 as a new component of the 2013 Comprehensive Plan. By virtue of being a "strategic plan," its recommendations primarily consist of short-to-medium term action items to be implemented. The purpose of the Strategic Plan is to guide the County's economic development initiatives*

*while supporting and drawing guidance from the County's overall growth management policies for rural land conservation and other key goals found in the Comprehensive Plan and component plans. The Strategic Plan contains the following guiding principles:*

- *Support the County's Comprehensive Plan and desired future land use pattern of concentrated population within a largely rural environment. The County must avoid compromising its overall growth management philosophy by taking advantage of the natural and historic resources in ways that help preserve them while enhancing their economic value.*
- *Grow the tax base as the primary objective, with a secondary objective to increase economic activity through the expansion of business transactions and/or by adding new jobs, particularly if the jobs are filled by the existing labor force or in-commuters.*
- *Build on past and current successes in business development.*
- *Target short-term as well as long-term economic prospects.*
- *Foster close cooperation between the County and the Town of Berryville, as the two jurisdictions form a unified local economy.*
- *Set and memorialize clear priorities and responsibilities to allow the County and Town to best use limited resources, take best advantage of the community's key attributes, and focus on the most important and practical actions for early success.*

*The 2022 Comprehensive Plan Revision includes the removal of the Economic Development Strategic Plan as an implementing component plan. Implementation of the 2014 Strategic Plan's action items has resulted in the establishment of a formal County economic development program staffed by a full-time director managing a range of programs and initiatives. While it remains important to maintain a Strategic Plan, such a plan should now be in a form that allows for it to be evaluated and modified on an annual basis instead of once every five years with short-term objectives that can be changed and updated flexibly at a similar frequency.*

### *3. Telecommunications Infrastructure and Broadband Study 2020*

*The Telecommunications Infrastructure and Broadband Study 2020 was developed in November 2016 for the County by the Atlantic Group, a telecommunications consulting firm, for the purpose of identifying strategies to encourage the expansion of cellular communication and broadband internet access throughout Clarke County. The Study is action-oriented in nature and includes the consultant's recommendations for changes to the County's zoning regulations for telecommunication towers, strategies for working with private-sector providers of internet service and infrastructure through a dedicated broadband committee, and funding strategies. The Study was accepted by the Board of Supervisors in December 2016 and was used to develop zoning ordinance text amendments to facilitate tower construction and the formation of a Broadband Implementation Committee to work with potential private-sector partners.*

#### ***4. Energy and Resource Management Plan***

*The purpose of the Energy and Resource Management Plan is to private goals and policies to address energy efficiency, conservation, and education and to create a plan to reduce the County's overall environmental impact in order to save tax dollars and improve services. The Plan was developed beginning in 2008 by a team of business leaders, citizens, elected officials, and County staff initially as an interim report addressing nine categories where resource management could be achieved:*

- *Energy efficiency*
- *Renewable energy*
- *Transportation*
- *Land use*
- *Water conservation*
- *Recycling and waste management*
- *Education and outreach*
- *Incentive programs*
- *County employee management*

*The interim report was developed into the Plan which the Board of Supervisors adopted, along with a Resolution Establishing Energy Resource Management Policies, on January 19, 2010. The Plan has been used to create a recycling program and to implement energy-saving measures in County buildings among other initiatives.*

#### ***5. Town of Berryville & Clarke County Bicycle & Pedestrian Plan***

*The Town of Berryville & Clarke County Bicycle & Pedestrian Plan was developed in 2014 by the Northern Shenandoah Valley Regional Commission (NSVRC) and a work group of Town and County appointed officials and staff. The purpose of the Plan is to provide a comprehensive overview of the existing transportation network with recommendations for bicycle and pedestrian enhancements to better serve transportation, recreation, and economic development objectives. This Plan also includes recommendations to incorporate bicycle and pedestrian improvements into the Town and County's comprehensive plans, strategies to fund construction of recommended improvements, coordination with economic development to promote tourism opportunities, and coordination with law enforcement and schools to promote safety and awareness training.*

#### ***6. Cost of Community Services Study***

*The Cost of Community Services Study was developed in 2018 on behalf of Clarke County by the University of Virginia's Weldon-Cooper Center for Public Service. The Study examines the cost of providing public services for each of the County's different land uses (i.e. agriculture/open space, residential, commercial/industrial). Ratios are used to gauge the demand placed on local government services in comparison to the tax revenue that is generated by the land use. This information compares how existing land uses impact the county budget differently and can be used for county land use and infrastructure planning.*



# **APPENDIX**

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## **Geological Profile**



## APPENDIX - Geological Profile

The notable geological features of Clarke County are described below. They include geologic areas, relief, watercourses, soil types, and groundwater. All are to some degree manifestations of the County's geologic framework, which dictates the nature of the topographic features and relief, the types of soils that occur, and the characteristics and locations of surface and underground water.

### **1. Geologic Areas**

Map **8 12** shows the general geology of the northern Shenandoah Valley. Clarke County encompasses three geologic areas running south-north. From east to west, these zones are described as Blue Ridge, eastern lowland on carbonate rock, and central lowland on shale and siltstone.

#### **a. Blue Ridge**

The Blue Ridge geologic area lies east of the Shenandoah River and along the western slope of the Blue Ridge Mountains. It is composed primarily of Proterozoic metamorphosed intrusive and extrusive igneous and sedimentary rock, formed some 900 million to 600 million years ago<sup>1</sup>. The high temperatures and pressures of metamorphism turned the Blue Ridge's diabbases into metadiabase (greenstone); basalts into metabasalts; rhyolitic tuffs into metatuffs; shales into metashales, slates and phyllites; sandstones into metasandstones and quartzites; and granites and diorites into gneisses. Later, a Cambrian sea, whose marine deposits form the carbonate rock of the eastern lowland, covered the landscape.

#### **b. Eastern Lowland on Carbonate Rock**

The eastern lowland geologic area, from the Shenandoah River west to the Opequon Creek, constitutes three-quarters of Clarke County. Its carbonate-rock framework varies but is primarily limestone and dolomitic limestone. Purest limestone is found on the western part of this area. Dolomitic limestone is found toward the east, along with lesser amounts of chert, sandstone, shale, siltstone, and mudstone. These sedimentary rocks, formed as chemical precipitates of calcium carbonate or sediments of mud or sand, were consolidated under shallow seas approximately 542~~1~~-488 million years ago. They now constitute a 12,000-foot thick limestone and dolomitic-rock sequence that underlies the Shenandoah Valley. Areas that are underlain by carbonate rocks, such as limestone and gypsum, contain solution-enlarged sinkholes, conduits, and caves. These geologic features characterize what is called karst terrane. The generally high permeability of these rocks facilitates the infiltration and transport of contaminants from the land surface to the groundwater reservoir.

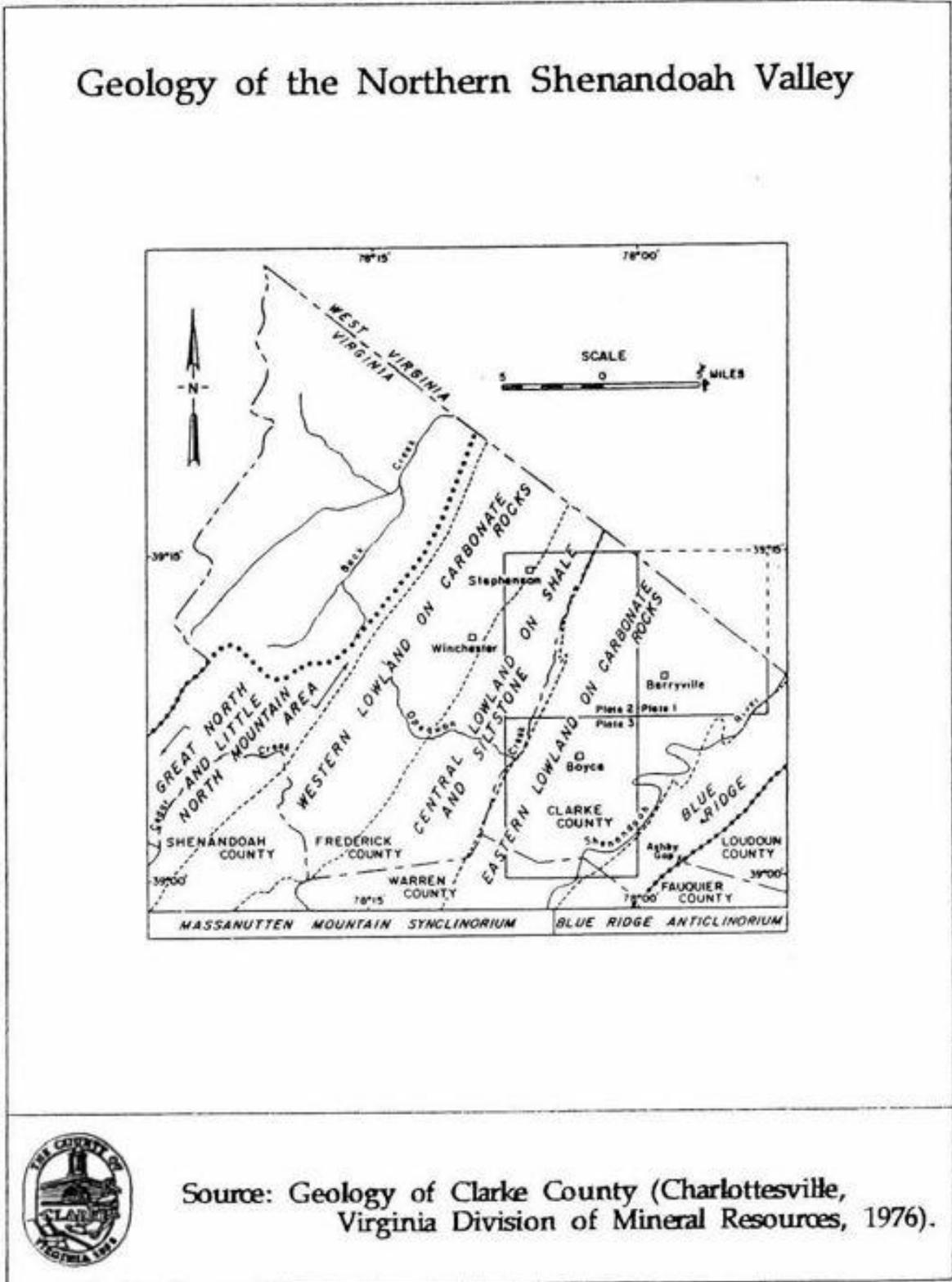
#### **c. Central Lowland on Shale and Siltstone**

The far western sliver of Clarke County is in the area described as the central lowland on shale and siltstone, which extends primarily across eastern Frederick and Shenandoah Counties and western Warren County. These are the youngest rocks remaining in Clarke County, deposited during the Ordovician Period (488-443 million years ago) over the older limestone of the eastern lowland. Low rounded hills, a large number of surface streams, a thin soil cover, and an abundance of shale chips characterize the central lowland.

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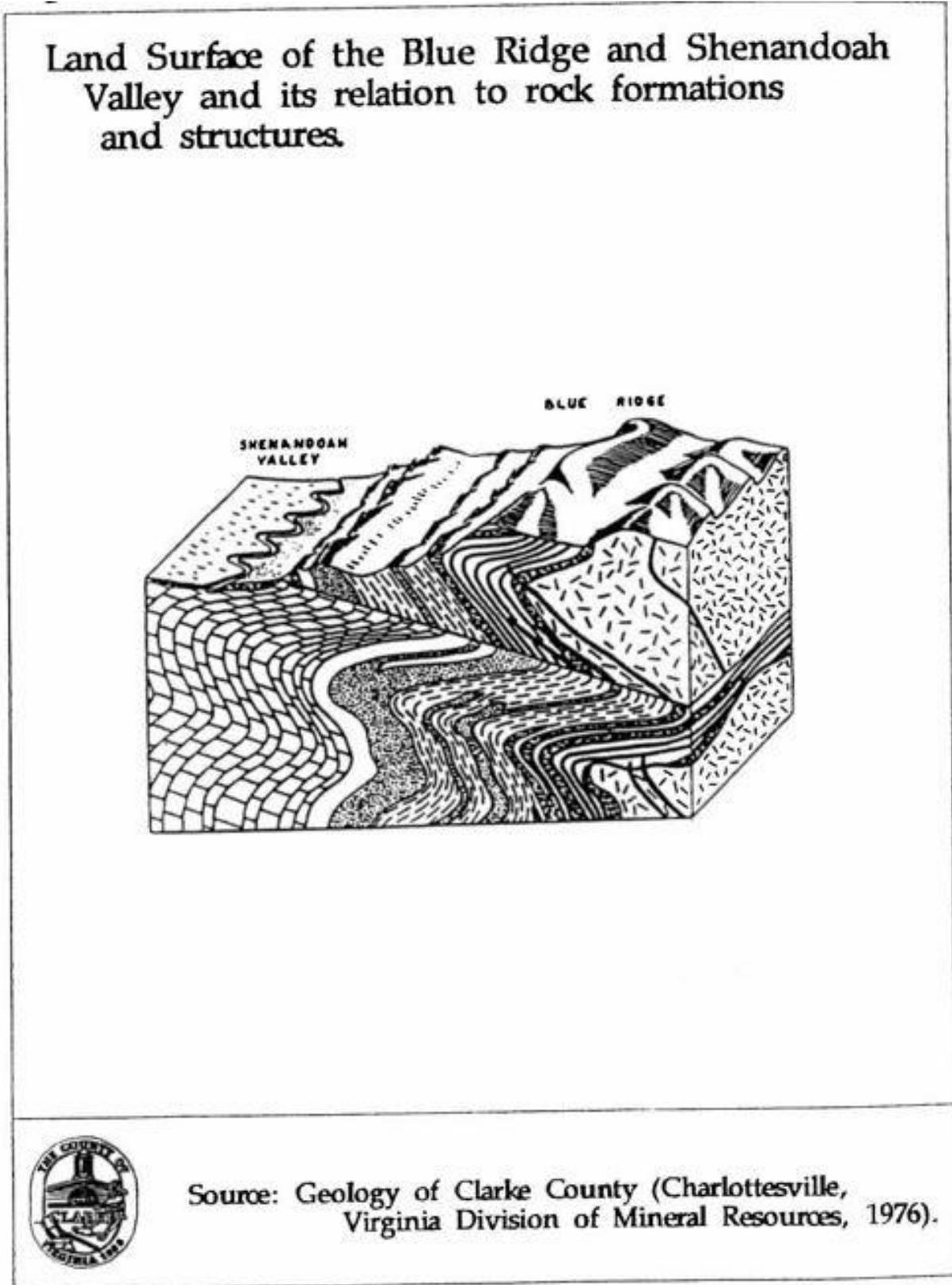
<sup>1</sup> Note that prehistoric time increments are typically referenced in reverse order.

**MAP 8 12** Geology of the Northern Shenandoah Valley



Source: Geology of Clarke County (Charlottesville, Virginia Division of Mineral Resources, 1976).

**FIGURE 1—Blue Ridge and Shenandoah Valley Rock Formations and Structures**



## **2. Major Geologic Events**

Two major geologic events, occurring after the rocks of the Blue Ridge and the eastern and central lowlands were formed, shaped the topography of Clarke County. The first, called the Allegheny Orogeny, occurred during post-Ordovician times when lateral pressures from the southeast caused a tremendous movement of the Earth's crust. Besides uplifting the Appalachian Mountains, this episode resulted in extensive folding, faulting, and fracturing of the previously fairly flat layers of rock (Figure 1).

The second and more recent major geologic event is the carving of the landscape by erosion, a process that continues today. Water is considered to be the eroding agent, as there is no evidence indicating glaciers extended into this area. The magnitude of the erosion is striking: rocks representing thousands of feet of sediment have been removed by erosion during the past one million years.

## **3. Relief**

Relief, the difference between the highest and lowest points on the landscape, varies according to the underlying geology. In Clarke County, the metamorphosed granitic and volcanic rocks of the Blue Ridge have been highly resistant to erosion, but softer sedimentary rocks of the valley have eroded considerably. Thus, the County's relief ranges from 1,935 feet above sea level on the Blue Ridge to 360 feet at the Shenandoah River. In the eastern and central lowland areas, the average elevation is about 600 feet.

## **4. Watercourses and Watersheds**

The major watercourses of Clarke County are the Shenandoah River and the Opequon Creek. Both are within the larger Potomac River watershed. The Shenandoah flows generally at the juncture of the Blue Ridge and the carbonate rock area found on the east side of the Shenandoah Valley. The main stem Shenandoah River watershed encompasses 352 square miles, from the confluence of the north and south forks at Front Royal to the confluence with the Potomac River at Harper's Ferry; 40% of this watershed is in Clarke County. The Shenandoah watershed covers 142 square miles (or 80%) of Clarke County. Similarly, the Opequon runs on the edge of the shale area located in the central area of the Valley, where it meets the carbonate rocks. The Opequon Creek originates in Frederick County, Virginia, and extends approximately 54 miles to its confluence with the Potomac River. It has a watershed of 344 square miles, with 10% of this watershed in Clarke County. The Opequon watershed covers 35 square miles (or 20%) of Clarke County.

Flooding of the Shenandoah River prompted the County, in 1960, to establish regulations governing land use within the 100-year floodplain and 10-year floodway. The Zoning Ordinance defines a 100-year flood as a flood that, on the average, is likely to occur once every 100 years (i.e., that has a one (1) percent chance of occurring each year, although the flood may occur in any year). A floodway is defined as the channel of a river, stream, or other watercourse and the adjacent land area required to carry and discharge a flood that, on the average, is likely to occur once every 10 years (i.e., that has a ten percent chance of occurring each year). These regulations restrict building, structure, and drainfield location in floodplains.

## 5. Soil Types

Climate, plants, and animals act upon parent rock material to turn it into soil. Clarke County has three major soil areas: upland soils of the Blue Ridge, river terrace and floodplain soils of the Shenandoah Valley, and the upland soils of the Shenandoah Valley. Within these areas, there are 11 major soil groups, which are combinations of the various soil series. They are shown by number on Map 4 and discussed below. Percentages are given for the amount of area covered by each type.

### a. Upland Soils of the Shenandoah Valley

The uplands in the Shenandoah Valley encompass most of Clarke County, including nearly all of the major population centers and most of the better farmland. Most of the soils were formed from sedimentary rocks.

Soil groups 2, 3, and 4 all have numerous rock outcrops and sinkholes. Low available water capacity, shallow rooting depth, and outcrops of limestone bedrock limit the use of machinery for farming. Limitations for residential and community development include outcrops of limestone bedrock and numerous sinkholes and solution channels in the bedrock that may result in contamination of wells and springs by surface runoff and seepage from septic fields.

Soil groups 5 and 6 have numerous rock outcrops and sinkholes but are well suited to farming, mainly row crops, pasture, and apple orchards. Limitations for residential and community development include clayey subsoils with high shrink-swell potential and low strength. Permeability is moderately slow and should be considered when septic tank absorption fields are designed. Sinkholes and bedrock channels make the groundwater very vulnerable to pollution.

- 1. Berk-Endcav-Weikert (3%) is about 70% gently sloping to rolling and about 30% hilly to steep soils. These are shallow to deep, well-drained soils that have a loamy or clayey subsoil formed from materials weathered from shale or calcareous shale. The area is used mainly for pasture but includes some row crops (70%) and woodlands (30%). The soil has many limitations for farming, very low available water capacity, limited rooting depth, high acidity, low natural fertility, and coarse fragments on the surface. It also has many limitations for residential and community development.*
- 2. Carbo-Opequon-Oaklet (9%) is about 35% nearly level and 65% gently sloping soils. These are shallow to deep, well-drained soils that have a clayey subsoil formed from materials weathered from limestone. This area is 85% cleared and used for pasture and row crops; 15% is wooded and generally too rocky for pasture.*
- 3. Rock Outcrop-Opequon-Swimley (6%) is about 60% nearly level and 40% gently sloping soils. Areas of rock-outcrop that are characterized by shallow and deep, well-drained soils formed from materials weathered from limestone. The area is about 75% cleared for crops or pasture and 25% wooded.*
- 4. Rock Outcrop-Hagerstown-Swimley (14%) is about 20% nearly level and 80% gently sloping soils. Characterized by areas of rock outcrop and deep well-drained soils that have a clayey subsoil formed from materials weathered from limestone. The area is about*

*65% cleared and 35% wooded.*

5. *Poplimento-Timberville (20%) is about 70% gently sloping and 30% rolling soils. These are deep, well drained soils formed from materials from interbedded limestone, shale, and colluvium. The area underlain by these soils is well suited to crops, orchards, and pasture.*
6. *Poplimento-Webbtown-Timberville (19%) is about 40% gently sloping, 45% rolling, and 15% hilly soils. These are deep and moderately well-drained soils formed from materials from interbedded limestone, shale, and colluvium. These soils are well suited for crops, orchards, and pasture. There are limitations for development based on moderate shrink-swell potential, high clay content, and the presence of sinkholes.*

b. River Terrace and Floodplain Soils of the Shenandoah Valley

These areas are mostly along the Shenandoah River and include some of the better farmland (in terms of soils) in the County. The soils here, groups 7 and 8, were formed from alluvium deposited by the Shenandoah River or from residuum weathered from adjacent uplands.

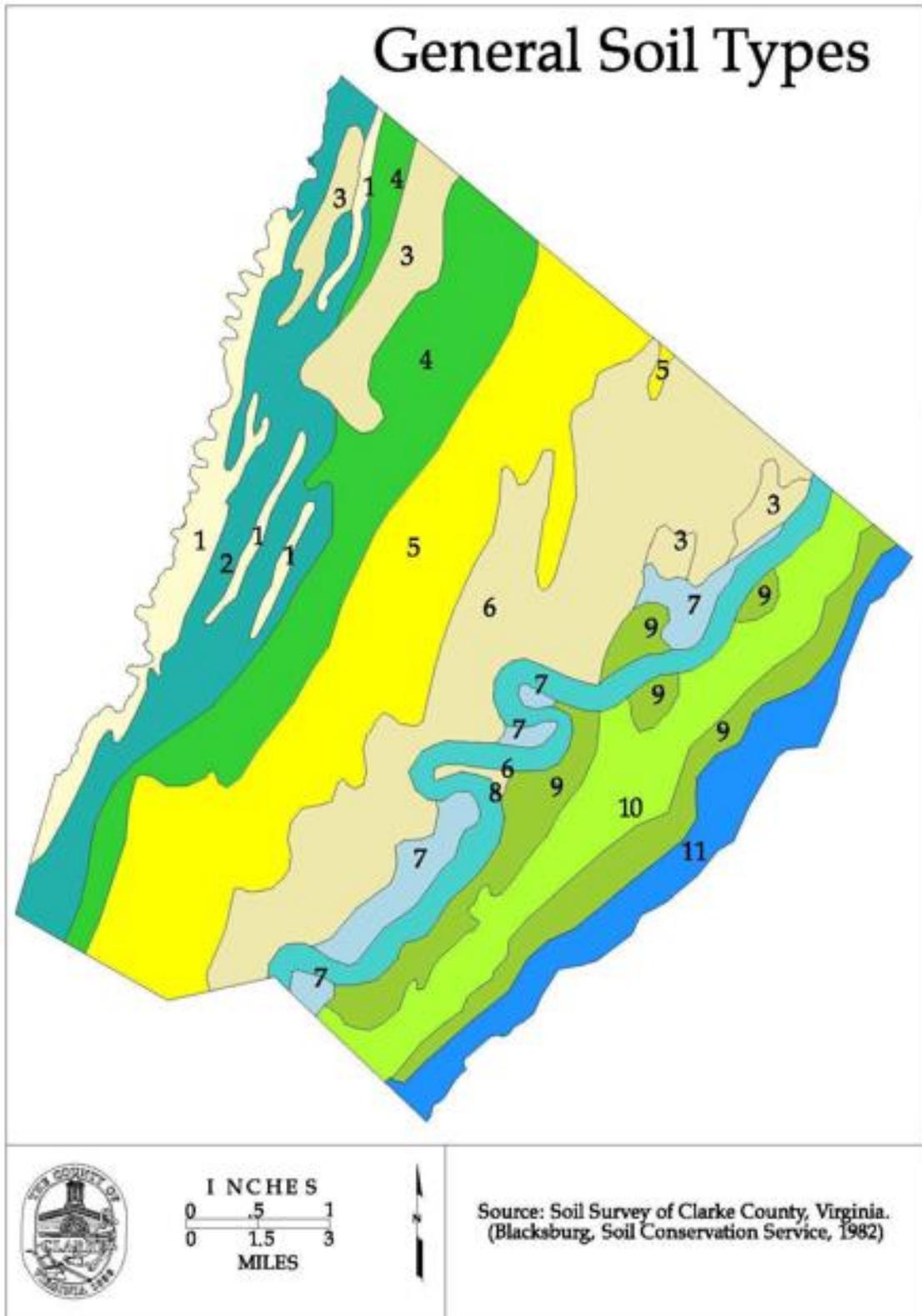
7. *Monongahela-Braddock-Webbtown (4%) is about 50% gently sloping, 30% rolling, 10% hilly, and 10% steep soils. Many areas have gravel and cobblestones on the surface. The area is used mostly for woodland but has some areas well suited for farming. About half the gently sloping and rolling soils are cleared and now used for cultivated crops or pasture. The area has many limitations for residential and community development.*
8. *Chagrín-Udipsammets-Lobdell (2%) is nearly level land that is occasionally flooded and therefore severely limited for residential and community development. The area is well suited for farming. Most is cleared and used for cultivated crops or pasture.*

c. Upland Soils of the Blue Ridge Mountains

The Blue Ridge is the roughest and steepest part of the County. It is mostly woodland and contains soil groups 9, 10, 11, formed from sedimentary and metamorphic rocks. These soils have limited potential for agriculture and residential development because of slope.

9. *Dekalb-Laidig (10%) is about 10% gently sloping, 30% sloping, 30% hilly, and 30% steep soils. These are moderately deep or deep, well-drained soils formed from materials weathered from sandstone. There is a west, northwest, or north aspect to half of the area. The area is mainly forested, due to steep slopes and rocky substrate.*
10. *Cardiff-Cataska-Whiteford (5%) is about 15% gently sloping, 40% sloping, 35% hilly, and 10% steep soils. Soils are deep to shallow, well-drained and formed from materials weathered from phyllites and slates. There is a west, northwest, or north aspect to half of the area.*
11. *Catoctin-Myersville-Lew (8%) is about 25% sloping, 45% moderately steep, and 30% steep and very steep soils. Stones and boulders limit agricultural and residential development.*

**MAP 9 13**    **General Soil Types**



## 6. Groundwater

Groundwater may be considered to be any water in the ground, but generally it refers to the water below the level at which the pore spaces in soil or rock materials are fully filled or saturated with water. In most settings, groundwater moves slowly through the small pores and cracks among soil and rock particles. In humid areas, perched water tables occur above the true water table in early spring. Although some wells may obtain water from these temporary water tables, most wells are supplied from deeper, more permanent water sources or aquifers.

Groundwater protection problems are generally greater in areas that are underlain by carbonate rocks, such as limestone and gypsum, than in areas underlain by most other rock types because of the presence of solution-enlarged sinkholes, conduits, and caves. These geologic features characterize what is called karst terrane. The generally high permeability of these rocks facilitates the infiltration and transport of contaminants from the land surface to the groundwater reservoir.

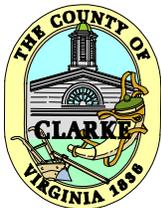
Groundwater aquifers in the eastern United States are continuously replenished or recharged by precipitation. Recharge rate affects groundwater quality and quantity. Only a fraction of all precipitation, however, reaches the deep aquifers used for drinking water, because most of it runs off and flows into streams, is absorbed by plants, or evaporates.

In the steep western slopes of the Blue Ridge, aquifer recharge is slight because water quickly runs down the steep slopes before it can soak into the soil. The ancient lava and granitic rock also has few pores for seepage but does have fractures that allow some water to reach deep aquifers. Although the water quality is generally good, the quantity of water from wells on the Blue Ridge is generally low, even at great depths.

Aquifer recharge is much more rapid in the eastern lowland carbonate area, which encompasses three-quarters of the County. This carbonate area is described as karst topography. The limestone and ~~dolomite rock~~ *dolostone* is highly fractured, allowing water to move quickly through to the aquifer. Moreover, carbonate rocks are usually water soluble, and fractures are eroded to form larger channels. Sinkholes and sinking streams indicate the rapid recharge ability of this area. In areas characterized by karst, pollution of groundwater is more likely because the open channels allow ground-level pollutants quick and easy access to the aquifer.

**END OF DOCUMENT**

# Clarke County Board of Supervisors



**Berryville Voting District**  
**Matthew E. Bass**  
**(540) 955-5175**

**Millwood Voting District**  
**Terri T. Catlett-Vice Chair**  
**(540) 837-2328**

**Russell Voting District**  
**Doug Lawrence**  
**(540) 955-2144**

**Buckmarsh Voting District**  
**David S. Weiss – Chair**  
**(540) 955-2151**

**White Post Voting District**  
**Bev B. McKay**  
**(540) 837-1331**

**County Administrator**  
**Chris Boies**  
**(540) 955-5175**

To: Board of Supervisors

From: Chris Boies

Re: Route 601/7 Intersection Discussion

Date: June 30, 2022

At the June work session, VDOT presented a new alternative to the Route 7/601 intersection improvements design. This alternative maintains full access at the primary intersection (no restricted left turns as shown in earlier alternatives) but is designed to make voluntary U-turn movements more attractive and safer during congested periods. The VDOT planning estimate for this project is around \$2 million. The concept (see attached sketch) includes:

A new 200' northbound right turn lane on Route 601 with channelization (separation from vehicles turning west).

Extending the deceleration lane westbound on Route 7 at the Route 679 crossover to provide 200' of storage and 200' of taper with crossover pavement marking.

Extending the deceleration lane eastbound on Route 7 at the Route 734 crossover to provide 200' of storage and 200' of taper with crossover pavement marking.

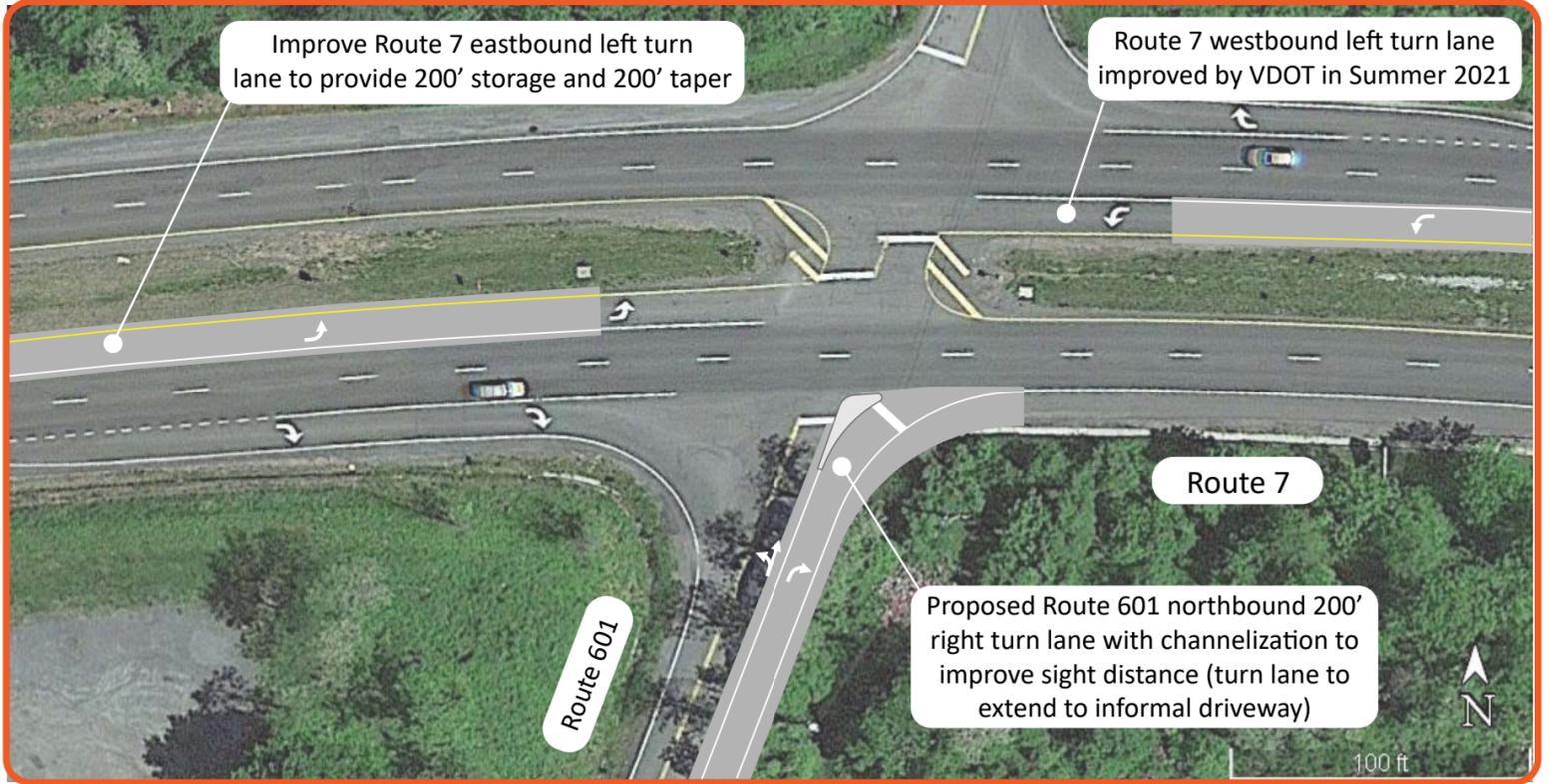
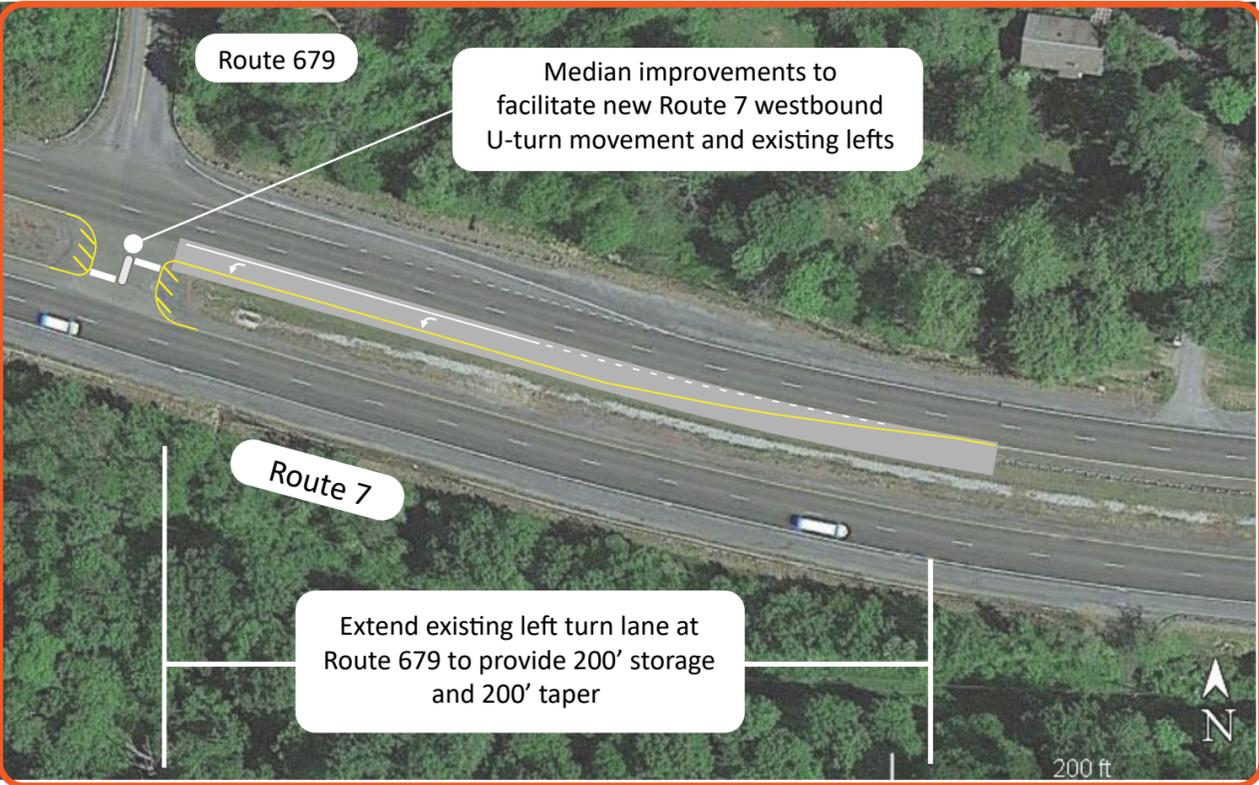
Extending the left turn lane eastbound on Route 7 for vehicles turning onto Route 601 to provide 200' of storage and 200' of taper.

Clarke County staff had a call with staff from Loudoun County and VDOT on June 29<sup>th</sup> to follow-up the Board's June work session conversation. As previously mentioned, Loudoun County has asked VDOT to consider adding an acceleration lane going up the mountain at both of the designated U-turn locations and to add an acceleration lane for motorists turning east onto Route 7 from 601 (right turn from 601 onto 7 heading towards Loudoun). Clarke staff supports these improvements. Loudoun has also previously budgeted \$500k in their CIP for this intersection. VDOT has noted that the increased costs for the requested improvements from Loudoun will hurt the Smart Scale application because, based on the models, the improvements do not significantly improve safety. Therefore, the cost-benefit ratio is diminished, as the requests add costs but do not gain safety points.

During the call, it was noted that there are three general options for submitting the application:

1. Submit application without Loudoun's requested improvements and without Loudoun's capital contribution. In this scenario, Loudoun could use their capital contribution to try to complete their requested improvements with their own funds separate from the Smart Scale project.
2. Submit application without Loudoun's requested improvements but include Loudoun's capital contribution. Loudoun's contribution would help the Smart Scale scoring. According to VDOT, this scenario would score the best of the three options and would allow the project to move forward ahead of the projected schedule.
3. Submit application with Loudoun's requested improvements and with Loudoun's capital contribution. According to VDOT, this scenario would not score well.

The Loudoun Board of Supervisors will be taking this matter up on July 19<sup>th</sup>, which is the same date as the Clarke Board of Supervisors meeting. The attached resolution is specific enough to note which of the improvement alternatives the Board is supporting but vague enough to allow for either of the three scenarios to be included.



Downstream crossover to the west (Route 679): Improve the westbound left turn lane to provide 200' storage and 200' taper and provide crossover pavement marking to make U-turn movements safer and more attractive.

Primary Intersection: Improve Route 7 westbound left turn lane and add a right turn lane to the Route 601 northbound approach to extend back to the informal driveway access to the south (approx. 200'). Add channelization to improve sight distance.

Downstream crossover to the east (Route 734): Improve the eastbound left turn lane to provide 200' storage and 200' taper and provide crossover pavement marking to make U-turn movements safer and more attractive.

# Clarke County Board of Supervisors



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## **Resolution of Support for SMART Scale Application for Route 7/Route 601 Intersection Improvements**

**WHEREAS**, the Commonwealth of Virginia now prioritizes transportation projects for funding based on the cost effectiveness of those projects to meet performance goals, as established by the Smart Scale Program; and

**WHEREAS**, the Clarke County Board of Supervisors desires to submit an application for an allocation of funds for the Route 7 and Route 601 Intersection Project under the Smart Scale prioritization program; and

**WHEREAS**, the Route 7 and Route 601 intersection is identified in the VTRANS 2045 Needs Assessment as having a safety improvement and capacity preservation need; and

**WHEREAS**, this Intersection Project will make operational and safety improvements at the Route 7 and Route 601 intersection based on the recommendations from the ongoing VDOT Intersection Study to address the identified VTRANS 2045 Needs; and

**WHEREAS**, it is necessary that a resolution be received from the sponsoring local jurisdiction or agency requesting the Virginia Department of Transportation funding.

**NOW, THEREFORE, BE IT RESOLVED** the Clarke County Board of Supervisors hereby supports this application for the Route 7 and Route 601 Intersection Project, using the Alternative 1-Phase 1 Interim Improvement sketch developed by VDOT, to compete for state and federal funding under the Smart Scale program.

**APPROVED AND ORDERED ENTERED** in the official records by the unanimous vote of the Clarke County Board of Supervisors' members assembled on the 19<sup>th</sup> day of July 2022.

ATTEST 2022-14R

\_\_\_\_\_  
David S. Weiss, Chair



# Finance Committee Items

Berryville-Clarke County Government Center, 2<sup>nd</sup> Floor  
101 Chalmers Court, Berryville, Virginia 22611

July 11, 2022, Immediately following work session

Item	Description	Page
A.	<u>Review FY22 Capital Projects Accounts</u> (see attached report)	374
B.	<u>FY23 Supplemental Appropriation Request for Courthouse Green Master Plan Capital Project</u> (see attached RHI invoice and FY23 Capital Projects Report)  The total contract with RHI for the Courthouse Green Master Plan Project is \$75,380. It is estimated that \$16,722 will be paid in FY22, leaving a contract balance of \$58, 658 to be paid in FY23. A supplemental appropriation of \$58,658 is requested to cover the remaining contract balance. The Finance Committee should consider recommending approval of the following:  <i>“Be it resolved that FY23 Government Capital Projects fund budgeted expenditure and appropriation be increased \$58, 658 and that fund balance designation for the County Courthouse Green Project be reduced in the same amount, all for the purpose of increasing expenditure budget for the Courthouse Green Master Plan Project.”</i>	375
C.	<u>FY23 Barns of Rose Hill Supplemental Appropriation Request</u>  The Finance Committee received a request (see attached) to contribute \$5,000 to the Barns of Rose Hill endowment fund as a matching grant for the Eugene B. Casey Foundation. The Finance Committee should consider recommending approval of the following:  <i>“Be it resolved that FY23 Barns of Rose Hill budgeted expenditure and appropriation be increased \$5,000 and that the designation for Government Savings be reduced in the same amount, all for the purpose of making a contribution to the Barns of Rose Hill Endowment Fund to be matched by the Eugene B. Casey Foundation.”</i>	377
D.	<u>FY23 Health Insurance Supplemental Request</u> (see attached memo)  The Director of Joint Administrative Services is requesting a supplemental appropriation of \$285,000 from fund balance designation to the Self-funded Health Insurance Account for the purpose of processing future claims, and to handle monthly variations in revenue received and expenses paid. The Finance Committee should consider recommending approval of the following:	378

Item	Description	Page
	<i>“Be it resolved that FY23 budgeted expenditure and appropriation to the Health Insurance Fund be increased \$285,000, and that fund balance designation be reduced by the same amount, all for the purpose of increasing the Health Insurance Fund for future claims activity.”</i>	
E.	<u>Commonwealth of Virginia State Compensation Board Revenue Update</u>	
F.	Bills and Claims: June 2022 Invoice History Report The Finance Committee should consider recommending approval of this report.	379
G.	Standing Reports: – Year to Date Budget Report – Reconciliation of Appropriations	391 404

YEAR-TO-DATE BUDGET REPORT

FOR 2022 13

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<b>301 General Govt Capital Proj Fund</b>							
<b>000 Non-Categorical</b>							
94110 HVAC System Replacement	225,000	219,711	39,711.00	.00	.00	180,000.00	18.1%
94140 Landscaping	0	7,336	.00	.00	.00	7,336.00	.0%
94141 Courthouse Green Project	0	17,996	12,077.00	.00	4,645.00	1,274.00	92.9%
94150 Asphalt, Sidewalk, Path	0	23,180	23,180.00	.00	.00	.00	100.0%
94181 Courtroom Furniture	0	27,430	27,400.00	.00	.00	30.00	99.9%
94310 Sheriff's Equipment	0	22,026	1,338.04	.00	.00	20,687.96	6.1%
94320 Auto Replacement	0	25,164	14,451.00	.00	.00	10,713.25	57.4%
94331 Sheriff's Vehicles	174,000	149,157	110,373.99	.00	.00	38,783.01	74.0%
94501 Berryville Business Park	0	11,425	11,424.75	.00	.00	.00	100.0%
94601 Technology Improvements	0	16,329	15,210.84	.00	.00	1,118.16	93.2%
94603 Mobile Radio System	75,000	552,871	439,732.41	.00	111,322.50	1,816.09	99.7%
94604 911 Phone System	0	182,479	57,308.61	.00	.00	125,170.39	31.4%
94702 Swimming Pool	0	33,144	.00	.00	.00	33,144.00	.0%
94703 Park Repairs	0	70,092	1,048.00	.00	.00	69,044.00	1.5%
94802 Reassessment	0	14,784	14,784.00	.00	.00	.00	100.0%
TOTAL Non-Categorical	474,000	1,373,124	768,039.64	.00	115,967.50	489,116.86	64.4%
<b>501 ARPA Money</b>							
94110 HVAC System Replacement	0	7,343	7,343.00	.00	.00	.00	100.0%
TOTAL ARPA Money	0	7,343	7,343.00	.00	.00	.00	100.0%
<b>666 Assistance Firefighters-Radios</b>							
94329 AFG-Radio Replacements	978,700	936,095	4,000.00	.00	.00	932,095.00	.4%
TOTAL Assistance Firefighters-Rad	978,700	936,095	4,000.00	.00	.00	932,095.00	.4%
TOTAL EXPENSES	1,452,700	2,316,562	779,382.64	.00	115,967.50	1,421,211.86	
GRAND TOTAL	1,452,700	2,316,562	779,382.64	.00	115,967.50	1,421,211.86	38.6%

\*\* END OF REPORT - Generated by Brenda Bennett \*\*



# INVOICE

Please Remit Payment to:  
Rhodeside & Harwell, Inc.  
510 King Street, Suite 300  
Alexandria, VA 22314

FEIN: 54-1347827

For EFT Information Contact:  
Accountmgr@rhiplaces.com

**Project Name:** Clarke County Courthouse Green Master Plan

**Project:** 54671 -03

**Billed Services through:** May 31, 2022

**Date:** 15-Jun-22

Clarke County Government  
Attn: Chris Boies, Clarke County Administrator  
101 Chalmers Court  
Berryville, VA 22611

Email: [Cboies@clarkecounty.gov](mailto:Cboies@clarkecounty.gov)  
CC:

**Invoice:** 24158

**RFP #:** 21-1026

<u>Task</u>	<u>Fee:</u>	<u>% Complete:</u>	<u>Earned:</u>	<u>Prev. Billed:</u>	<u>Total Due:</u>
Discovery	\$18,580.00	80.00%	\$14,864.00	\$12,077.00	\$2,787.00
Alternatives	\$16,920.00	0.00%	\$0.00	\$0.00	\$0.00
Draft Master	\$26,455.00	0.00%	\$0.00	\$0.00	\$0.00
Final Master	\$7,145.00	0.00%	\$0.00	\$0.00	\$0.00
<b>Subtotal Fee</b>	<b>\$69,100.00</b>	<b>21.51%</b>	<b>\$14,864.00</b>	<b>\$12,077.00</b>	<b>\$2,787.00</b>

<u>EHT Tracerics</u>	<u>Fee:</u>	<u>% Complete:</u>	<u>Earned:</u>	<u>Prev. Billed:</u>	<u>Total Due:</u>
Discovery	\$3,360.00	0.00%	\$0.00	\$0.00	\$0.00
Alternatives	\$1,820.00	0.00%	\$0.00	\$0.00	\$0.00
Draft Master	\$1,100.00	0.00%	\$0.00	\$0.00	\$0.00
<b>Subtotal Fee</b>	<b>\$6,280.00</b>	<b>0.00%</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

**Total Fee** **\$75,380.00** **19.72%** **\$14,864.00** **\$12,077.00** **\$2,787.00**

<b>Total Earned to Date</b>	<b>Total Prev Billed to Date</b>
\$14,864.00	\$12,077.00

<b>TOTAL THIS INVOICE</b>	<b>\$2,787.00</b>
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Aging Summary						
Invoice Number	Invoice Date	Outstanding	30+ days	60+ days	90+ days	120+ days
24086	5/15/2022	\$11,952.00	\$11,952.00			
<b>Total</b>		<b>\$11,952.00</b>	<b>\$11,952.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

Prepared by: Elliot Rhodeside

PM: DT

**RHODESIDE HARWELL**

LANDSCAPE ARCHITECTURE  
PLANNING / URBAN DESIGN

510 KING STREET, STE. 300, ALEXANDRIA, VA 22314  
347 W 36TH STREET, STE. 1201, NEW YORK, NY 10018

YEAR-TO-DATE BUDGET REPORT

FOR 2023 13

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<b>301 General Govt Capital Proj Fund</b>							
<b>000 Non-Categorical</b>							
94110 HVAC System Replacement	425,000	425,000	.00	.00	.00	425,000.00	.0%
94310 Sheriff's Equipment	14,000	14,000	.00	.00	.00	14,000.00	.0%
94326 Fire/EMS Vehicle	50,000	50,000	.00	.00	.00	50,000.00	.0%
94331 Sheriff's Vehicles	116,000	116,000	.00	.00	.00	116,000.00	.0%
94501 Berryville Business Park	0	0	.00	.00	8,530.00	-8,530.00	100.0%
94603 Mobile Radio System	95,000	95,000	.00	.00	.00	95,000.00	.0%
94701 Tennis Court	60,000	60,000	.00	.00	.00	60,000.00	.0%
94706 Park Sitework and Parking	25,000	25,000	.00	.00	.00	25,000.00	.0%
94802 Reassessment	200,000	200,000	.00	.00	.00	200,000.00	.0%
TOTAL Non-Categorical	985,000	985,000	.00	.00	8,530.00	976,470.00	.9%
<b>501 ARPA Money</b>							
94606 Broadband	2,700,000	2,700,000	.00	.00	.00	2,700,000.00	.0%
TOTAL ARPA Money	2,700,000	2,700,000	.00	.00	.00	2,700,000.00	.0%
<b>666 Assistance Firefighters-Radios</b>							
94329 AFG-Radio Replacements	50,000	50,000	.00	.00	.00	50,000.00	.0%
TOTAL Assistance Firefighters-Rad	50,000	50,000	.00	.00	.00	50,000.00	.0%
TOTAL EXPENSES	3,735,000	3,735,000	.00	.00	8,530.00	3,726,470.00	
GRAND TOTAL	3,735,000	3,735,000	.00	.00	8,530.00	3,726,470.00	.2%

\*\* END OF REPORT - Generated by Brenda Bennett \*\*

Use this form to request a cash grant from the Board of Supervisors for the next fiscal year. Call Brenda Bennett @ 540-955-6172 with questions.

Agency Name: Barns of Rose Hill

Contact (name, phone, and fax if any): Sarah Ames, (540) 955-2004, sarah.ames@borh.org

1. CASH GRANT:

Amount Requested FY 22:	<u>\$20,000</u>
Total clients served in FY 20:	<u>2,237</u>
Number from Clarke:	<u>559</u>

Please attach a copy of your most recent audited financial statements, including balance sheet and income/expense statement, as well as your most recent form 990. In addition, please provide a history of salary increases for the most recent three years.

**JUSTIFICATION** Please justify your request as succinctly, factually, and legibly as possible.

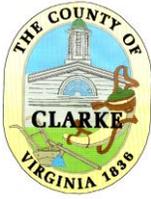
In 2021, much like 2020, Barns of Rose Hill has faced the challenge of meeting the mission of enriching lives through the arts, education, and community, while still managing lost revenue due to cancelled programing. Despite these challenges, Barns of Rose Hill presented 45 events in 2021, which attracted 2,237 attendees. We estimate that 25% of those attendees- or approximately 559 people- are residents of Clarke County.

We ask for the Clarke County Board of Supervisors’ continued support in helping us achieve our mission of enriching lives through the arts, education, and community. For FY2023, Barns of Rose Hill is requesting \$20,000. The breakdown of our request is as follows:

**\$5,000 Civic Contribution** - This will be used to help support Barns of Rose Hill programs for 2022. This civic contribution would allow Barns of Rose Hill to present four to five low and no cost programs throughout the year. The multiple free Holiday concerts that are presented each December is a good example of these types of programs.

**\$10,000 for Visitor Center Development** - Barns of Rose Hill serves as the official Town of Berryville/Clarke County Visitor Center and is a Virginia Certified Tourist Information Center. The Visitors Center hours of operation are 12:00pm-3:00pm Tuesday through Saturday. These funds would support staffing the standard hours of operation for the Visitor’s Center. The funds would also support updating the space to provide a better experience for our Visitors and county residents.

**\$5,000 Endowment Fund Donation** – In 2021, Barns of Rose Hill met our five-year Endowment match, securing a one-million dollar endowment for the organization. In an incredible show of faith in the Barns, the Eugene B. Casey Foundation extended their endowment challenge match for another five years. This means that every endowment donation each year, up to \$100,000 will be matched. We are asking Clarke County to continue to support our endowment campaign and take advantage of this match being offered by the Casey Foundation. The past two years have proven just how critical the security an endowment provides can be for organizations like ours.



County of Clarke, Virginia  
Department of Joint Administrative Services

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July 11, 2022

To: Clarke County Finance Committee

From: Brenda Bennett, Director

I am requesting a supplemental appropriation of \$285,000 for the Self Funded Health Insurance Fund for the purpose of providing a larger account balance for possible future claims. The Dept. of Joint Administrative Services is also working to secure refunds and reimbursements owed to Clarke County. The claims that are paid from this account continue to vary considerably from month to month and this transfer of \$285,000 would help to cover timing issues between premiums paid, claims processed and refunds received.

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Emily Johnson, Accountant (540) 955-6156  
Melissa Fox, Accounts Payable Specialist (540) 955-6171  
Brenda Bennett, Director (540) 955-6172  
Fax (540) 955-6174  
317 W. Main St, Suite B, Berryville, VA 22611

Nancy Warczyglowa, Accountant (540) 955-6170  
Sally Sheckels, Payroll Coordinator (540) 955-6173

**Clarke County  
FY22 Invoice History Report  
June 30, 2022**

VENDOR NAME	ACCOUNT DESC	FULL DESC	INVOICE DATE	AMOUNT
4Imprint	VictimWit Mat & Sup	Tissue Packet and Gel Pens-Cus	6/8/2022	470.89
<b>4Imprint Total</b>				<b>470.89</b>
ADAMS ANNE B	Real Property Tax Current		6/1/2022	507.52
<b>ADAMS ANNE B Total</b>				<b>507.52</b>
AgFirst	General Overpayment Account	OPAY 1st Half 2022 RE Tax	6/5/2022	659.72
<b>AgFirst Total</b>				<b>659.72</b>
Ahold Financial Serv	Parks Adm Mat & Sup	batteries	5/27/2022	27.38
<b>Ahold Financial Serv Total</b>				<b>27.38</b>
Allison, Loretta	Electoral Board Member Fees	06212022 CAP Asst. Chief	6/22/2022	50.00
<b>Allison, Loretta Total</b>				<b>50.00</b>
Amazon Acct	Circuit C Mat & Sup	Office Chair/HON Ignition 2.0 Mesh Back Tas	5/9/2022	380.50
Amazon Acct	Clk of CC Mat & Sup	OFFICE SUPPLIES, Around the Office Compatible R	5/23/2022	8.55
Amazon Acct	Clk of CC Mat & Sup	OFFICE SUPPLIES, GENERAL, ribb	5/23/2022	94.30
Amazon Acct	Clk of CC Mat & Sup	OFFICE SUPPLIES, Steel Stationary Holder For Dr	5/26/2022	93.98
Amazon Acct	Clk of CC Mat & Sup	OFFICE SUPPLIES, cartridges, d	5/26/2022	443.50
Amazon Acct	Clk of CC Mat & Sup	OFFICE SUPPLIES, Scotch Heavy Duty Packaging,#6 3/	5/27/2022	56.47
Amazon Acct	Clk of CC Mat & Sup	OFFICE SUPPLIES, GENERAL, ribb	5/30/2022	241.59
Amazon Acct	Comm Atty Mat & Sup	Lorell Fortress Lateral File, comm wealth att	6/3/2022	798.12
Amazon Acct	Comm Atty Mat & Sup	Original HP 902XL Black High-y	5/30/2022	91.78
Amazon Acct	Comm Atty Mat & Sup	External CD DVD, 32GB USB 2.0 Flash Driv, Produpli	5/28/2022	378.34
Amazon Acct	Comm Atty Mat & Sup	Monitor Stand, Monitor Stand w, 3 Ink Cartridges,B	6/22/2022	376.71
Amazon Acct	Comm Atty Mat & Sup	40 Pcs Extra Large Binder Clip, BIC Round Stic Xtr	6/12/2022	17.28
Amazon Acct	Comm Atty Mat & Sup	Rolodex 62538 Wood Tones Phone	6/22/2022	19.99
Amazon Acct	Comm Atty Mat & Sup	4 Drawer Lateral File - typo error - owe .99	5/11/2022	0.99
Amazon Acct	Econ Dev Mat & Sup	2-drawer lateral filing cabine	5/11/2022	255.98
Amazon Acct	Electoral Mat & Sup	Extension Cords	5/25/2022	33.56
Amazon Acct	IT Mat & Sup	PAPER, FOR OFFICE AND PRINT SH	5/6/2022	149.98
Amazon Acct	IT Noncap Technology Hardware	Western Digital WD WUH721818AL	5/6/2022	796.00
Amazon Acct	IT Noncap Technology Hardware	server drive trays/3.5" HDD Tray Caddy	5/6/2022	59.52
Amazon Acct	JAS Inventory -Mtls & Supplies	Central Store-Batteries	6/7/2022	45.96
Amazon Acct	Pool Mat & Sup	Wall Mount Garden Hose Holder	6/7/2022	25.98
Amazon Acct	Pool Mat & Sup	Gallon of Sunscreen for Pool	5/23/2022	144.99
Amazon Acct	Sheriff COS Mat & Sup	office supplies copy stamp & c	5/28/2022	70.74
Amazon Acct	Sheriff PSU Mat & Sup	Holsters fro new staff / \$7.90 shipping	6/13/2022	73.88
Amazon Acct	Sheriff PSU Mat & Sup	Holsters fro new staff	6/13/2022	254.36
Amazon Acct	Sheriff SOS Mat & Sup	DVD's/Maxtek 1,000 Pieces White Pape	6/1/2022	101.89
Amazon Acct	VictimWit Mat & Sup	Sharpie Ultra Fine Point Perma	6/9/2022	8.46
Amazon Acct	VictimWit Mat & Sup	File Folder Tabs	6/9/2022	142.85
Amazon Acct	VictimWit Mat & Sup	HP 902   4 Ink Cartridges   Bl	6/12/2022	213.56
Amazon Acct	VictimWit Mat & Sup	12 Ct Legal Note Pads Wide Ru	6/3/2022	50.96
Amazon Acct	VictimWit Mat & Sup	Bright Color Paper, Neenah Ast	6/3/2022	18.70
Amazon Acct	VictimWit Mat & Sup	HP 902   4 Ink Cartridges   Bl	6/12/2022	60.89
<b>Amazon Acct Total</b>				<b>5,510.36</b>
American Red Cross	Pool Pur Svcs	pool	5/31/2022	200.00
American Red Cross	Pool Pur Svcs	Lifeguard review	6/8/2022	287.00
<b>American Red Cross Total</b>				<b>487.00</b>
American Tower	Sheriff Leases & Rentals	Tower, Transmittal, Antennae L	6/1/2022	2,737.58
<b>American Tower Total</b>				<b>2,737.58</b>
Amherst Family Pract	Sheriff Pur Svcs	Release for Duty - Unger	6/23/2022	170.00
<b>Amherst Family Pract Total</b>				<b>170.00</b>
Anthem B/C Central R	Rev Rf Ambulance Svcs Refunds	Fire-EMS insurance overpayment for ambo fees	6/22/2022	94.36
<b>Anthem B/C Central R Total</b>				<b>94.36</b>
APCO	Sheriff Maint Contracts	frequency coordination Westwood site	5/20/2022	1,050.00
<b>APCO Total</b>				<b>1,050.00</b>
Arnett, Betsy	HstPrvCom Board Member Fees	Attd @ HPC Mtg 5/18/22	6/9/2022	25.00
<b>Arnett, Betsy Total</b>				<b>25.00</b>
At&t	Gen911 Telephone	replaces Verizon part of Gen911 prj 5/16-6/15	6/16/2022	2,491.24
At&t	Sheriff Telephone	replaces Verizon part of Gen911 prj 5/16-6/15	6/16/2022	1,702.22
<b>At&amp;t Total</b>				<b>4,193.46</b>
Awards Network	BoS Miscellaneous Expenditures	2021 Emp Awards	5/31/2022	60.00
Awards Network	BoS Miscellaneous Expenditures	2021 employee awards	6/2/2022	25.00
Awards Network	BoS Miscellaneous Expenditures	2021 Emp Awards	6/8/2022	75.00
Awards Network	BoS Miscellaneous Expenditures	Annual Award Gifts Invoice	6/14/2022	25.00
<b>Awards Network Total</b>				<b>185.00</b>

**Clarke County  
FY22 Invoice History Report  
June 30, 2022**

VENDOR NAME	ACCOUNT DESC	FULL DESC	INVOICE DATE	AMOUNT
Bank of America	Comm Atty Mat & Sup	Evidentiary Foundations for Go	5/31/2022	153.96
Bank of America	Pool Mat & Sup	Curaplex Pocket Masks with O2	5/31/2022	28.70
Bank of America	Pool Mat & Sup	Prestan Adult Face Shield Lung	5/31/2022	19.43
Bank of America	Programs Mat & Sup	Curaplex Pocket Masks with O2	5/31/2022	28.70
Bank of America	Programs Mat & Sup	Prestan Adult Face Shield Lung	5/31/2022	19.42
Bank of America	Sheriff Eq Capital Outlay Adds	Sound Level Meters	5/31/2022	1,338.04
<b>Bank of America Total</b>				<b>1,588.25</b>
Berger, Katherine	HstPrvCom Board Member Fees	Attd @ HPC Mtg 5/18/22	6/9/2022	25.00
<b>Berger, Katherine Total</b>				<b>25.00</b>
Berkeley Club Bevera	County Adm Miscellaneous Expen	Cooler Rental x2	6/15/2022	22.00
Berkeley Club Bevera	Parks Adm Leases & Rentals	water pool	5/25/2022	166.06
<b>Berkeley Club Bevera Total</b>				<b>188.06</b>
Bernstein, Laura	Electoral Board Member Fees	06/21/22 Ballot Officer	6/22/2022	87.50
<b>Bernstein, Laura Total</b>				<b>87.50</b>
Berryville True Valu	104Church Maint Mat & Sup	rm BH 104 N. Church pipe , valve , elbow, trap	5/31/2022	31.95
Berryville True Valu	225Rams Maint Mat & Sup	rm BH ACO Plumbing parts coupling adapter	6/2/2022	32.45
Berryville True Valu	225Rams Maint Mat & Sup	rm BH ACO ball valve pipes	6/2/2022	26.97
Berryville True Valu	225Rams Maint Mat & Sup	rm BH ACO pigtale adapter	6/6/2022	8.49
Berryville True Valu	311EMain Maint Mat & Sup	rm BH 311 E. Main Drain pan	6/15/2022	11.99
Berryville True Valu	AIOff Maint Mat & Sup	rm BH Park outlet and box	6/9/2022	7.37
Berryville True Valu	AlPool Maint Mat & Sup	rm BH Pool flex glue	5/24/2022	27.98
Berryville True Valu	AlPool Maint Mat & Sup	rm BH Pool Fastners , lg screw eye	6/6/2022	7.47
Berryville True Valu	AlPool Maint Mat & Sup	rm BH Pool point trowel	6/7/2022	10.99
Berryville True Valu	AlPool Maint Mat & Sup	rm BH Pool cement and primer	6/15/2022	17.98
Berryville True Valu	ChurchSt Maint Mat & Sup	rm BH 102 N. Church St 4pk br bulb	6/9/2022	25.99
Berryville True Valu	ChurchSt Maint Mat & Sup	rm BH 102 N. Church exchange bulbs	6/9/2022	(6.00)
Berryville True Valu	Maintenanc Mat & Sup	rm BH Maint trimmer line	5/26/2022	14.99
Berryville True Valu	Maintenanc Mat & Sup	rm BH Maint oven cleaner	5/27/2022	13.98
Berryville True Valu	Maintenanc Mat & Sup	rm BH Maint clear caulk	6/2/2022	7.99
Berryville True Valu	Maintenanc Mat & Sup	rm BH Maint Hook strips anchors screws	6/8/2022	23.27
Berryville True Valu	Maintenanc Mat & Sup	rm BH Maint adj wrench	6/14/2022	15.99
Berryville True Valu	Maintenanc Mat & Sup	rm BH Maint circ breaker and snap knock out	6/17/2022	26.97
Berryville True Valu	Parks Adm Mat & Sup	supplies	6/22/2022	13.99
Berryville True Valu	Rec Center Mat & Sup	supplies	6/15/2022	61.93
<b>Berryville True Valu Total</b>				<b>382.74</b>
BKT Uniforms	Sheriff Uniform Sworn Staff	trousers	5/23/2022	72.99
<b>BKT Uniforms Total</b>				<b>72.99</b>
Blossman Gas, Inc.	225Rams Maint Heating	rm Blossman ACO Heating LP	5/17/2022	937.11
<b>Blossman Gas, Inc. Total</b>				<b>937.11</b>
Blue Ridge Rescue Su	FIRE Personal Protection Equip	Fire EMS final invoice for PPE bunker gear 09/2021	1/20/2022	840.00
Blue Ridge Rescue Su	FIRE Personal Protection Equip	Fire-EMS PPE bunker gear gloves	5/25/2022	167.93
<b>Blue Ridge Rescue Su Total</b>				<b>1,007.93</b>
Blue Ridge Volunteer	Electoral Leases & Rentals	06/21/2022 Polling Place	6/24/2022	200.00
<b>Blue Ridge Volunteer Total</b>				<b>200.00</b>
Boswell,Jeremy Shane	Electoral Board Member Fees	06/21/2022 - Asst. Chief	6/22/2022	190.00
<b>Boswell,Jeremy Shane Total</b>				<b>190.00</b>
Boyce Volunteer Fire	Electoral Leases & Rentals	06212022 Polling Place	6/24/2022	100.00
<b>Boyce Volunteer Fire Total</b>				<b>100.00</b>
Brondstater,Bette	Electoral Board Member Fees	06/21/2022 CAP Asst. Chief	6/22/2022	80.00
<b>Brondstater,Bette Total</b>				<b>80.00</b>
Brown, Melissa	Electoral Board Member Fees	06/21/2022 Chief Officer	6/22/2022	270.00
<b>Brown, Melissa Total</b>				<b>270.00</b>
Broy & Son Pump	Cnsrv Esmt Stewardshp Pur Svcs	Chlorinated well at Kohn property	6/6/2022	75.00
<b>Broy &amp; Son Pump Total</b>				<b>75.00</b>
Buckley, Randy	Plan Com Board Member Fees	Attd @ PC Business Mtg 5/31/22 + 6/3/22	6/9/2022	100.00
<b>Buckley, Randy Total</b>				<b>100.00</b>
Burgess, Stephanie	Electoral Board Member Fees	6/21/2022 Chief Officer	6/22/2022	290.00
<b>Burgess, Stephanie Total</b>				<b>290.00</b>
BURNS ELIZABETH L	Personal Property Tax Current		6/8/2022	93.44
<b>BURNS ELIZABETH L Total</b>				<b>93.44</b>
Burns,Connie	Electoral Board Member Fees	06212022 - CAP Chief Officer	6/22/2022	104.00
<b>Burns,Connie Total</b>				<b>104.00</b>
Caldwell, Anne	Plan Com Board Member Fees	Attd @ PC Business Mtg 5/31/22 + 6/3/22	6/9/2022	100.00
<b>Caldwell, Anne Total</b>				<b>100.00</b>

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VENDOR NAME	ACCOUNT DESC	FULL DESC	INVOICE DATE	AMOUNT
CapitalTristate	JGC Maintenance Mat & Sup	rm Capital Elec 101 Chalmers led lights with batte	6/14/2022	314.80
CapitalTristate	Maintenanc Mat & Sup	rm Capital Elec 101 Chalmers led lights with batte	6/14/2022	187.28
<b>CapitalTristate Total</b>				<b>502.08</b>
Cardillo, Robin Couc	Cnsrv Esmt Donation Pur Svcs	Services for CEA	6/9/2022	320.00
<b>Cardillo, Robin Couc Total</b>				<b>320.00</b>
Carousel Industries	911 Phone Capital Outlay Repla	final sms conversion invoice	4/20/2022	9,803.86
<b>Carousel Industries Total</b>				<b>9,803.86</b>
Carter, Page	HstPrvCom Board Member Fees	Attd @ HPC Mtg 5/18/22	6/9/2022	25.00
<b>Carter, Page Total</b>				<b>25.00</b>
Certified Languages	VictimWit Pur Svcs	Spanish Language Line	5/31/2022	58.00
<b>Certified Languages Total</b>				<b>58.00</b>
Chad T. Morris	Programs Pur Svcs	instructor	6/6/2022	252.00
<b>Chad T. Morris Total</b>				<b>252.00</b>
Circuit C Juror Pay	Circuit C Juror Pay		6/8/2022	480.00
<b>Circuit C Juror Pay Total</b>				<b>480.00</b>
City of Winchester	Juv Det Ctr Intergov Svc Agree	cdm-JDC operations Q4 FY22	6/3/2022	9,425.00
<b>City of Winchester Total</b>				<b>9,425.00</b>
Clarke County Health	Programs Pur Svcs	tb test	5/31/2022	136.21
<b>Clarke County Health Total</b>				<b>136.21</b>
Clarke County Parks	Electoral Leases & Rentals	06212022 Polling Place	6/24/2022	100.00
<b>Clarke County Parks Total</b>				<b>100.00</b>
Clarke,David	Electoral Board Member Fees	06/21/22 Chief	6/22/2022	290.00
<b>Clarke,David Total</b>				<b>290.00</b>
Clean Water Pool	AlPool Maint Mat & Sup	rm Clean Water Pool water way pump	5/26/2022	356.53
<b>Clean Water Pool Total</b>				<b>356.53</b>
Combs Wastewater Man	AlOff Maint Pur Svcs	rm Combs Wastewater Park Porta Potties	6/1/2022	210.00
<b>Combs Wastewater Man Total</b>				<b>210.00</b>
Commercial Press	Bldg Insp Mat & Sup	Mechanical Permits	4/15/2022	78.25
Commercial Press	Econ Dev Mat & Sup	TRK Pens	5/27/2022	386.97
Commercial Press	JAS Finance Mat & Sup	Envelopes-AP	6/8/2022	171.25
Commercial Press	JAS Inventory -Mtls & Supplies	Perfortated Paper for Central	4/8/2022	469.50
Commercial Press	VictimWit Mat & Sup	Victim Witness Order	5/5/2022	302.90
<b>Commercial Press Total</b>				<b>1,408.87</b>
ComputerPlus	IT Maint Contracts	Product 8202E4B IBM POWER 720 EXPRESS SERVER, 10E	5/1/2022	127.00
<b>ComputerPlus Total</b>				<b>127.00</b>
Corelogic	General Overpayment Account	OPAY 1st Half 2022 RE Tax	6/5/2022	993.08
Corelogic	General Overpayment Account	OPAY 1st Half 2022 RE Tax	6/5/2022	1,618.94
Corelogic	General Overpayment Account	OPAY 1st Half 2022 RE Tax	6/5/2022	1,595.15
Corelogic	General Overpayment Account	OPAY 1st Half 2022 RE Tax	6/5/2022	1,848.91
Corelogic	General Overpayment Account	OPAY 1st Half 2022 RE Tax	6/5/2022	1,162.33
Corelogic	General Overpayment Account	OPAY 1st Half 2022 RE Tax	6/5/2022	1,794.01
Corelogic	General Overpayment Account	OPAY 1st Half 2022 RE Tax	6/5/2022	1,659.21
Corelogic	General Overpayment Account	OPAY 1st Half 2022 RE Tax	6/5/2022	886.03
Corelogic	General Overpayment Account	OPAY 1st Half 2022 RE Tax	6/5/2022	471.23
Corelogic	General Overpayment Account	OPAY 1st Half 2022 RE Tax	6/5/2022	1,084.58
Corelogic	General Overpayment Account	OPAY 1st Half 2022 RE Tax	6/5/2022	725.60
Corelogic	General Overpayment Account	OPAY 1st Half 2022 RE Tax	6/5/2022	2,210.95
Corelogic	General Overpayment Account	OPAY 1st Half 2022 RE Tax	6/5/2022	664.29
Corelogic	General Overpayment Account	OPAY 1st Half 2022 RE Tax	6/5/2022	744.81
Corelogic	General Overpayment Account	OPAY 1st Half 2022 RE Tax	6/5/2022	220.15
Corelogic	General Overpayment Account	OPAY 1st Half 2022 RE Tax	6/5/2022	1,142.23
Corelogic	General Overpayment Account	OPAY 1st Half 2022 RE Tax	6/5/2022	979.05
Corelogic	General Overpayment Account	OPAY 1st Half 2022 RE Tax	6/5/2022	595.97
<b>Corelogic Total</b>				<b>20,396.52</b>
Cornet Inc	104Church Maint Pur Svcs	rm Cornet 104N Church Repaired Fire Pump Issues	6/1/2022	441.00
<b>Cornet Inc Total</b>				<b>441.00</b>
County of Frederick	RefuseDisp Intergov Svc Agreeem	County residence refuse May 2022	6/2/2022	1,575.76
County of Frederick	RefuseDisp Intergov Svc Agreeem	New Citizens Center Refuse 5/22	6/2/2022	1,235.96
County of Frederick	RefuseDisp Intergov Svc Agreeem	VDOT Clarke Refuse 5/22	6/2/2022	85.72
County of Frederick	RefuseDisp Intergov Svc Agreeem	Refuse/container fee Apr 2022	6/22/2022	9,887.98
County of Frederick	RefuseDisp Intergov Svc Agreeem	Refuse/container fee May 2022	6/22/2022	10,085.88
<b>County of Frederick Total</b>				<b>22,871.30</b>
CPI	Comm Atty Dues & Memb	June 2022	6/20/2022	180.00
<b>CPI Total</b>				<b>180.00</b>

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VENDOR NAME	ACCOUNT DESC	FULL DESC	INVOICE DATE	AMOUNT
CQI Water Treatment	JGC Maint Contracts	rm CQI Engineering School 101 Chalmers water treat	5/30/2022	112.86
CQI Water Treatment	Maintenanc Maint Contracts	rm CQI Engineering School 101 Chalmers water treat	5/30/2022	67.14
<b>CQI Water Treatment Total</b>				<b>180.00</b>
CTL Engineering Inc	Plan Adm Pass Thru Eng Fees	Resistivity - Calmes Neck Lot 72 TM 31 1 72	6/13/2022	275.00
CTL Engineering Inc	Plan Adm Pass Thru Eng Fees	Resistivity - 624 Old Waterloo TM 21 A 56	6/13/2022	275.00
CTL Engineering Inc	Plan Adm Pass Thru Eng Fees	Resistivity - 1441 Lord Fairfax TM 9 A 41	6/13/2022	275.00
<b>CTL Engineering Inc Total</b>				<b>825.00</b>
CW Warthen	Clk of CC Mat & Sup	case binders, civil, criminal and estates	6/7/2022	1,511.87
<b>CW Warthen Total</b>				<b>1,511.87</b>
Daly Computers	IT Noncap Technology Hardware	SONICWALL SMA 210 SECURITY	5/16/2022	559.00
Daly Computers	IT Noncap Technology Hardware	SONICWALL SMA 210 SECURITY	5/16/2022	1,632.00
<b>Daly Computers Total</b>				<b>2,191.00</b>
Danu Aquatics Llc	Pool Pur Svcs	on line classes	6/22/2022	220.75
<b>Danu Aquatics Llc Total</b>				<b>220.75</b>
Dara D. Bailey	Econ Dev Pur Svcs	Love Local Logo Design	5/31/2022	500.00
Dara D. Bailey	Econ Dev Pur Svcs	Brochure design & Layout Visitor/Businesses	5/31/2022	600.00
Dara D. Bailey	Econ Dev Pur Svcs	Econ Banners & Displays	6/17/2022	175.00
<b>Dara D. Bailey Total</b>				<b>1,275.00</b>
David Dorsey	Cnsrv Esmt Stewardshp- Mileage	5/24, 5/27, 6/3, 6/7 Mileage Reimbursement	6/3/2022	54.64
<b>David Dorsey Total</b>				<b>54.64</b>
Davis, Donna	Electoral Board Member Fees	06/21/22 OOE	6/22/2022	290.00
<b>Davis, Donna Total</b>				<b>290.00</b>
DDL Business Sys	JAS IT Maint Contracts	Copier Maint. SN 9490-JAS	6/25/2022	80.50
DDL Business Sys	Parks Adm Maint Contracts	Copier Maint. SN:3807-CCPRD	5/25/2022	238.51
DDL Business Sys	Parks Adm Maint Contracts	Copier Maint. SN:3807-CCPRD	6/25/2022	244.93
<b>DDL Business Sys Total</b>				<b>563.94</b>
Demtech	Electoral Maint Contracts	Update to Electric Pollbooks	4/5/2022	18,160.00
<b>Demtech Total</b>				<b>18,160.00</b>
DENNEY MARGARET W	Personal Property Tax Current		6/3/2022	17.68
<b>DENNEY MARGARET W Total</b>				<b>17.68</b>
DMV	Treasurer DMV Stop	May 2022 DMV Stops	5/31/2022	925.00
<b>DMV Total</b>				<b>925.00</b>
Doing Better Busines	Com of Rev Maint Contracts	Copier Maint: SN:0015: Treasur	6/8/2022	12.50
Doing Better Busines	EMS Mat & Sup	Copier Maint: SN:0015: Treasur	6/8/2022	12.50
Doing Better Busines	Treasurer Maint Contracts	Copier Maint: SN:0015: Treasur	6/8/2022	12.50
<b>Doing Better Busines Total</b>				<b>37.50</b>
Dunning, Buster	Plan Com Board Member Fees	Attd @ PC Business Mtg 6/3/22	6/9/2022	50.00
<b>Dunning, Buster Total</b>				<b>50.00</b>
eCore Software Inc	EMS Tech SW/OL	Fire-EMS ePro software lease	6/1/2022	187.00
<b>eCore Software Inc Total</b>				<b>187.00</b>
Election Systems	Electoral Pur Svcs	06/21/2022 Layout	6/8/2022	85.05
Election Systems	Electoral Pur Svcs	06/21/2022 Audio	6/8/2022	432.15
Election Systems	Electoral Pur Svcs	06/21/22 Precinct Tabulator	6/8/2022	1,078.40
<b>Election Systems Total</b>				<b>1,595.60</b>
Emergency Medical	EMS Mat & Sup	Fire-EMS supply program	5/24/2022	400.84
Emergency Medical	EMS Mat & Sup	Fire-EMS supply program	5/24/2022	640.00
Emergency Medical	EMS Mat & Sup	Fire-EMS supply program	6/6/2022	15.99
Emergency Medical	EMS Mat & Sup	Fire-EMS supply program	6/9/2022	189.63
Emergency Medical	EMS Mat & Sup	Fire-EMS supply program	6/13/2022	120.00
Emergency Medical	EMS Mat & Sup	Fire-EMS supply program	6/13/2022	12.75
Emergency Medical	EMS Mat & Sup	Fire-EMS supply program	6/13/2022	12.75
<b>Emergency Medical Total</b>				<b>1,391.96</b>
EMS/MC	EMS Pur Svcs	Fire-EMS billing invoice May 2022	5/31/2022	1,461.08
<b>EMS/MC Total</b>				<b>1,461.08</b>
EVERHART BRIAN N	Personal Property Tax Current		6/1/2022	639.79
<b>EVERHART BRIAN N Total</b>				<b>639.79</b>
Fast Signs	Parks Adm Printing & Binding	sign	4/25/2022	78.20
<b>Fast Signs Total</b>				<b>78.20</b>
Feaga, Jeffrey	Plan Adm Local Mileage	Mileage: Vault Conf and 3 roundtrips to properties	5/25/2022	191.00
<b>Feaga, Jeffrey Total</b>				<b>191.00</b>
Frances Brock	Electoral Board Member Fees	06/21/2022 Ballot Officer	6/22/2022	87.50
<b>Frances Brock Total</b>				<b>87.50</b>
Fraser, Michael	Electoral Board Member Fees	06/21/22 Asst.Chief	6/22/2022	175.00
<b>Fraser, Michael Total</b>				<b>175.00</b>

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VENDOR NAME	ACCOUNT DESC	FULL DESC	INVOICE DATE	AMOUNT
Frederick County EDA	Econ Dev Pur Svcs	cdm-n.shen valley talent strategy implementation	6/23/2022	5,500.00
<b>Frederick County EDA Total</b>				<b>5,500.00</b>
Frederick-Winchester	Sanitation Intergov Svc Agreem	Dec 2021 Service charge - missing invoice	1/12/2022	2,664.81
Frederick-Winchester	Sanitation Intergov Svc Agreem	May 2022 Service charge	6/15/2022	2,664.81
<b>Frederick-Winchester Total</b>				<b>5,329.62</b>
G Philip Hughes	Electoral Board Member Fees	06/21/2022 OOE	6/22/2022	87.50
<b>G Philip Hughes Total</b>				<b>87.50</b>
Galls/Best Uniforms	Sheriff Uniform Sworn Staff	Shoes	5/31/2022	88.58
<b>Galls/Best Uniforms Total</b>				<b>88.58</b>
Garvis Patricia	Pool Clothing	pool shirts	5/29/2022	51.95
<b>Garvis Patricia Total</b>				<b>51.95</b>
Gary Cromeens	Electoral Board Member Fees	06/21/2022 OOE	6/22/2022	96.50
<b>Gary Cromeens Total</b>				<b>96.50</b>
GCA Education Servc	311EMain Maint Cus Contracts	rm ABM County Cleanign Serive June 2022	6/1/2022	461.25
GCA Education Servc	ARP CRF Cooley Maint Custodial	rm ABM CUC Daycare Cleaning for May2022	5/31/2022	192.00
GCA Education Servc	JGC Maintenanc Custodial Contr	rm ABM County Cleanign Serive June 2022	6/1/2022	1,187.75
GCA Education Servc	Maintenanc Custodial Contracts	rm ABM County Cleanign Serive June 2022	6/1/2022	2,780.15
GCA Education Servc	Maintenanc Custodial Contracts	rm ABM County Cleanign Serive June 2022	6/1/2022	706.59
<b>GCA Education Servc Total</b>				<b>5,327.74</b>
Glover, Robert P.	Plan Com Board Member Fees	Attd @ PC Business Mtg 5/31/22 + 6/3/22	6/9/2022	100.00
<b>Glover, Robert P. Total</b>				<b>100.00</b>
GO Car Wash	Sheriff Pur Svcs	Car Washes	5/31/2022	35.20
<b>GO Car Wash Total</b>				<b>35.20</b>
Grand Rental	Maintenanc Mat & Sup	rm Grand Rental Maint weed eater item and line	5/26/2022	93.42
<b>Grand Rental Total</b>				<b>93.42</b>
Greg Valker	Electoral Board Member Fees	06/21/2022 Chief Officer	6/22/2022	310.00
<b>Greg Valker Total</b>				<b>310.00</b>
Hagarty, Lora	Electoral Board Member Fees	06/21/2022 OOE	6/22/2022	87.50
<b>Hagarty, Lora Total</b>				<b>87.50</b>
HALL MICHAEL DENNIS	Personal Property Tax Current		6/16/2022	60.79
<b>HALL MICHAEL DENNIS Total</b>				<b>60.79</b>
Hall, Monahan	BrdZonApp Pur Svcs	cdm-legal services May 2022	6/2/2022	205.00
Hall, Monahan	Dev Rights Pur Svcs	Legal Services March-May 2022	6/2/2022	2,700.60
Hall, Monahan	Legal Svc Pur Svcs	cdm-legal services May 2022	6/2/2022	5,490.00
Hall, Monahan	Plan Adm Pur Svcs	cdm-legal services May 2022	6/2/2022	207.50
<b>Hall, Monahan Total</b>				<b>8,603.10</b>
HARDEN ALEXANDRA STE	Motor Vehicle Licenses		6/16/2022	25.00
HARDEN ALEXANDRA STE	Personal Property Tax Current		6/16/2022	67.91
HARDEN ALEXANDRA STE	Personal Property Tax Delinq		6/16/2022	29.11
<b>HARDEN ALEXANDRA STE Total</b>				<b>122.02</b>
Hardesty, Larry	Electoral Board Member Fees	06/21/22 OOE	6/22/2022	92.00
<b>Hardesty, Larry Total</b>				<b>92.00</b>
Hart, Felicia	Econ Dev Local Mileage	cdm-mileage reimbursement FH meetings	6/24/2022	42.12
Hart, Felicia	Econ Dev Pur Svcs	Agritourism Martins Receipt - Reimbursement	4/8/2022	46.58
<b>Hart, Felicia Total</b>				<b>88.70</b>
Hershey Creamery	Concession Merch for Resale	ice cream	5/30/2022	615.96
Hershey Creamery	Concession Merch for Resale	ice cream	6/3/2022	426.00
Hershey Creamery	Concession Merch for Resale	icecream	6/21/2022	613.08
<b>Hershey Creamery Total</b>				<b>1,655.04</b>
Holcomb, Kathy	Electoral Board Member Fees	06/21/22 - Chief Officer	6/22/2022	310.00
<b>Holcomb, Kathy Total</b>				<b>310.00</b>
Holcomb, Robert	Electoral Local Mileage	06212022 Mileage	6/22/2022	62.36
<b>Holcomb, Robert Total</b>				<b>62.36</b>
Hortons Nursery Inc	Parks Adm Mat & Sup	mulch	5/27/2022	373.00
<b>Hortons Nursery Inc Total</b>				<b>373.00</b>
Humane Society Warre	AnimalShltr Pur Svcs	rm HSWC ACO rabie vaccine	5/3/2022	21.00
Humane Society Warre	AnimalShltr Pur Svcs	rm HSWC ACO rabies vac	5/25/2022	186.00
<b>Humane Society Warre Total</b>				<b>207.00</b>
Hunt Brothers Pizza	Concession Merch for Resale	pizza	5/26/2022	748.58
Hunt Brothers Pizza	Concession Merch for Resale	pizza	6/8/2022	999.00
<b>Hunt Brothers Pizza Total</b>				<b>1,747.58</b>
Hunt, Pearce W	Plan Com Board Member Fees	Attd @ PC Business Mtg 5/31/22 + 6/3/22	6/9/2022	100.00
<b>Hunt, Pearce W Total</b>				<b>100.00</b>
HVT INC AS TRUSTEE F	Personal Property Tax Current		6/8/2022	288.12

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VENDOR NAME	ACCOUNT DESC	FULL DESC	INVOICE DATE	AMOUNT
<b>HVT INC AS TRUSTEE F Total</b>				<b>288.12</b>
Innovative Access Te	129Rams Maint Contracts	rm Innovative Access 129 Ramsburg Security Monitor	6/1/2022	126.00
<b>Innovative Access Te Total</b>				<b>126.00</b>
Intoximeters	Sheriff PSU Mat & Sup	Mouth piece fst	5/31/2022	63.00
<b>Intoximeters Total</b>				<b>63.00</b>
Ivie, Mary	Electoral Board Member Fees	06/21/2022 Ballot Officer	6/22/2022	87.50
<b>Ivie, Mary Total</b>				<b>87.50</b>
Janet Witkowski	General Overpayment Account	Refund of Double Payment 2022 RE Tax	6/7/2022	1,191.94
<b>Janet Witkowski Total</b>				<b>1,191.94</b>
JIMENEZ CORREA MIREY	Personal Property Tax Current		6/3/2022	157.12
<b>JIMENEZ CORREA MIREY Total</b>				<b>157.12</b>
John H Enders Fire	Electoral Leases & Rentals	06/21/2022 Polling Place	6/24/2022	100.00
<b>John H Enders Fire Total</b>				<b>100.00</b>
Johnson, Kelly Jean	Electoral Local Mileage	06212022 Mileage	6/24/2022	43.29
<b>Johnson, Kelly Jean Total</b>				<b>43.29</b>
Johnston, Jane	Programs Pur Svcs	Senior Fitness Classes	6/15/2022	42.35
<b>Johnston, Jane Total</b>				<b>42.35</b>
Joiner Micro Laborat	Cnsrv Esmt Stewardshp Pur Svcs	Kohn coliform bacteria test / nitrate / nitrite	5/10/2022	115.50
Joiner Micro Laborat	Cnsrv Esmt Stewardshp Pur Svcs	Kohn Cabin: Total Coliform Bacteria Test	6/16/2022	60.50
<b>Joiner Micro Laborat Total</b>				<b>176.00</b>
Juniper Enterprises	Maintenanc Mat & Sup	rm BAP Maint Battery for Dodge Dakota	6/13/2022	98.11
Juniper Enterprises	Sheriff Pur Svcs	Sheriff's Office Vehicle Repair	5/31/2022	146.00
Juniper Enterprises	Sheriff Pur Svcs	Sheriff's Office Vehicle Repair 2101	5/31/2022	41.00
Juniper Enterprises	Sheriff Pur Svcs	Sheriff's Office Vehicle Repair - 1404	5/31/2022	176.00
Juniper Enterprises	Sheriff Pur Svcs	Sheriff's Office Vehicle Repair - 1801	6/6/2022	41.00
Juniper Enterprises	Sheriff Pur Svcs	Sheriff's Office Vehicle Repair 2001	6/6/2022	94.00
Juniper Enterprises	Sheriff Pur Svcs	Sheriff's Office Vehicle Repair	6/6/2022	17.00
Juniper Enterprises	Sheriff Pur Svcs	Sheriff's Office Vehicle Repair - 2103	6/8/2022	41.00
Juniper Enterprises	Sheriff Pur Svcs	Sheriff's Office Vehicle Repair - 2002	6/8/2022	210.00
Juniper Enterprises	Sheriff Pur Svcs	Sheriff's Office Vehicle Repair - 2101	6/13/2022	120.00
Juniper Enterprises	Sheriff Pur Svcs	Sheriff's Office Vehicle Repair - 1302	6/14/2022	30.00
Juniper Enterprises	Sheriff Pur Svcs	Sheriff's Office Vehicle Repair - 1802	6/24/2022	41.00
Juniper Enterprises	Sheriff Pur Svcs	Sheriff's Office Vehicle Repair - 1803	6/24/2022	17.00
Juniper Enterprises	Sheriff SOS Mat & Sup	Radio Shack - Batteries	5/31/2022	7.19
Juniper Enterprises	Sheriff VRP Mat & Sup	Sheriff's Office Vehicle Repair	5/31/2022	290.64
Juniper Enterprises	Sheriff VRP Mat & Sup	Sheriff's Office Vehicle Repair 2101	5/31/2022	98.00
Juniper Enterprises	Sheriff VRP Mat & Sup	Sheriff's Office Vehicle Repair - 1404	5/31/2022	63.89
Juniper Enterprises	Sheriff VRP Mat & Sup	Sheriff's Office Vehicle Repair - 1801	6/6/2022	94.92
Juniper Enterprises	Sheriff VRP Mat & Sup	Sheriff's Office Vehicle Repair	6/6/2022	34.56
Juniper Enterprises	Sheriff VRP Mat & Sup	Sheriff's Office Vehicle Repair - 2103	6/8/2022	48.80
Juniper Enterprises	Sheriff VRP Mat & Sup	Sheriff's Office Vehicle Repair - 2002	6/8/2022	734.77
Juniper Enterprises	Sheriff VRP Mat & Sup	Sheriff's Office Vehicle Repair - 2101	6/13/2022	5.00
Juniper Enterprises	Sheriff VRP Mat & Sup	Sheriff's Office Vehicle Repair - 1302	6/14/2022	129.43
Juniper Enterprises	Sheriff VRP Mat & Sup	Sheriff's Office Vehicle Repair - 1803	6/15/2022	6.64
Juniper Enterprises	Sheriff VRP Mat & Sup	Sheriff's Office Vehicle Repair - 1802	6/24/2022	34.67
Juniper Enterprises	Sheriff VRP Mat & Sup	Sheriff's Office Vehicle Repair - 1803	6/24/2022	33.59
<b>Juniper Enterprises Total</b>				<b>2,654.21</b>
Kalbiam, Maral	BoS Pur Svcs	cdm-pres. consult svcs for crthse grn master plan	6/24/2022	260.00
Kalbiam, Maral	HstPrvCom Pur Svcs	HPC Consulting Services for May 2022	6/2/2022	1,560.00
<b>Kalbiam, Maral Total</b>				<b>1,820.00</b>
Keeler, Sharon	Treasurer Travel	TAV Annual Conference	6/24/2022	1,604.10
<b>Keeler, Sharon Total</b>				<b>1,604.10</b>
Kelly Miller	Electoral Board Member Fees	06/21/2022 OOE	6/22/2022	92.00
<b>Kelly Miller Total</b>				<b>92.00</b>
Kestner, Christine	Electoral Board Member Fees	06/21/22 OOE	6/22/2022	92.00
<b>Kestner, Christine Total</b>				<b>92.00</b>
Kimberly O'Donnell	Electoral Board Member Fees	06/21/2022 Ballot Officer	6/22/2022	92.00
<b>Kimberly O'Donnell Total</b>				<b>92.00</b>
KNS Technologies	Econ Dev Maint Svc Contracts	May 2022 Website Development (Tourism,	6/10/2022	150.00
<b>KNS Technologies Total</b>				<b>150.00</b>
Kristin Henderson	Programs Refunds	refund	5/25/2022	36.00
<b>Kristin Henderson Total</b>				<b>36.00</b>
Lawson, Terry	Electoral Board Member Fees	06/21/22 Ballot Officer	6/22/2022	155.00
<b>Lawson, Terry Total</b>				<b>155.00</b>

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<b>VENDOR NAME</b>	<b>ACCOUNT DESC</b>	<b>FULL DESC</b>	<b>INVOICE DATE</b>	<b>AMOUNT</b>
Lee, Frank	Plan Com Board Member Fees	Attd @ PC Business Mtg 5/31/22 + 6/3/22	6/9/2022	100.00
<b>Lee, Frank Total</b>				<b>100.00</b>
Levi, Ann	Electoral Board Member Fees	06/21/22 Asst. Chief	6/22/2022	150.00
<b>Levi, Ann Total</b>				<b>150.00</b>
LexisNexis	Sheriff Pur Svcs	Acct 1661267 Crime Map Monthly Fee	5/31/2022	100.00
LexisNexis	Sheriff Pur Svcs	Account 6714513 Monthly Statement	5/31/2022	150.00
<b>LexisNexis Total</b>				<b>250.00</b>
LOGAN JOSHUA BRIERS	Personal Property Tax Current		6/9/2022	67.00
<b>LOGAN JOSHUA BRIERS Total</b>				<b>67.00</b>
Logan Systems Inc	Clk of CC Microfilming	May indexing and shipping	6/15/2022	536.01
<b>Logan Systems Inc Total</b>				<b>536.01</b>
Lord Fairfax Commun	Lord FairfaxComm College Cont	FY22 Q4 Allocation	5/24/2022	4,491.25
<b>Lord Fairfax Commun Total</b>				<b>4,491.25</b>
Lord Fairfax EMS Inc	Vol Fire Pur Svcs	Fire-EMS CPR renewals	6/10/2022	14.00
<b>Lord Fairfax EMS Inc Total</b>				<b>14.00</b>
Lowes	225Rams Maint Mat & Sup	rm Lowes ACO Water softner	6/2/2022	398.05
Lowes	Programs Mat & Sup	supplies	6/17/2022	10.44
Lowes	Programs Mat & Sup	supplies	6/17/2022	179.55
<b>Lowes Total</b>				<b>588.04</b>
MacMurtrie, Gwyneth	Electoral Board Member Fees	06/21/22 Asst. Chief	6/22/2022	210.00
<b>MacMurtrie, Gwyneth Total</b>				<b>210.00</b>
Maddox, Kristina	Cnsrv Esmt Donation- Postal	USPS and Notary Fees	6/21/2022	14.08
Maddox, Kristina	Plan Adm Dues & Memb	USPS and Notary Fees	6/21/2022	55.00
Maddox, Kristina	Plan Adm Postal Svcs	USPS and Notary Fees	6/21/2022	6.80
Maddox, Kristina	Plan Com Postal Svcs	USPS and Notary Fees	6/21/2022	9.05
<b>Maddox, Kristina Total</b>				<b>84.93</b>
Malloy	Maintenanc Mat & Sup	rm Malloy Ford Admin work on Chris's Truck	6/9/2022	1,119.59
<b>Malloy Total</b>				<b>1,119.59</b>
Malone, Gwendolyn	Plan Com Board Member Fees	Attd @ PC Business Mtg 5/31/22 + 6/3/22	6/9/2022	100.00
<b>Malone, Gwendolyn Total</b>				<b>100.00</b>
Mansfield Oil Co	AnimalShltr Vehicle Fuel	rm Mansfield Fuel 5/16/22 to 5/31/22	5/31/2022	190.35
Mansfield Oil Co	AnimalShltr Vehicle Fuel	rm Mansfield Oil Fuel 6/1/22 to 6/15/2022	6/15/2022	143.58
Mansfield Oil Co	Bldg Insp Vehicle Fuel	rm Mansfield Fuel 5/16/22 to 5/31/22	5/31/2022	196.02
Mansfield Oil Co	Bldg Insp Vehicle Fuel	rm Mansfield Oil Fuel 6/1/22 to 6/15/2022	6/15/2022	161.36
Mansfield Oil Co	County Adm Vehicle Fuel	rm Mansfield Fuel 5/16/22 to 5/31/22	5/31/2022	110.09
Mansfield Oil Co	County Adm Vehicle Fuel	rm Mansfield Oil Fuel 6/1/22 to 6/15/2022	6/15/2022	57.74
Mansfield Oil Co	EMS Vehicle Fuel	rm Mansfield Fuel 5/16/22 to 5/31/22	5/31/2022	2,028.50
Mansfield Oil Co	EMS Vehicle Fuel	rm Mansfield Oil Fuel 6/1/22 to 6/15/2022	6/15/2022	1,673.77
Mansfield Oil Co	Maintenanc Vehicle Fuel	rm Mansfield Fuel 5/16/22 to 5/31/22	5/31/2022	386.33
Mansfield Oil Co	Maintenanc Vehicle Fuel	rm Mansfield Oil Fuel 6/1/22 to 6/15/2022	6/15/2022	501.20
Mansfield Oil Co	Parks Adm Vehicle Fuel	rm Mansfield Fuel 5/16/22 to 5/31/22	5/31/2022	40.38
Mansfield Oil Co	Parks Adm Vehicle Fuel	rm Mansfield Oil Fuel 6/1/22 to 6/15/2022	6/15/2022	22.84
Mansfield Oil Co	Sheriff Vehicle Fuel	Fuel for 12/01/21 - 12/15/2021	12/15/2021	2,440.69
Mansfield Oil Co	Sheriff Vehicle Fuel	Fuel for 5/16/22 to 5/31/2022	5/31/2022	4,522.37
Mansfield Oil Co	Sheriff Vehicle Fuel	Fuel for 5/1 - 5/15/2022	5/17/2022	3,713.89
Mansfield Oil Co	Sheriff Vehicle Fuel	Fuel for 6/1 - 6/15/22	6/15/2022	4,785.45
<b>Mansfield Oil Co Total</b>				<b>20,974.56</b>
Margie Theis	Electoral Board Member Fees	06/18/2022 Early Voting	6/22/2022	40.00
<b>Margie Theis Total</b>				<b>40.00</b>
Maurice Electrical	ChurchSt Maint Mat & Sup	rm Maurice 102 N. Church Fuses for HVAC	5/25/2022	14.34
<b>Maurice Electrical Total</b>				<b>14.34</b>
McKesson Medical	Parks Adm Mat & Sup	Gloves	5/24/2022	107.85
McKesson Medical	Pool Mat & Sup	first Aid	6/16/2022	25.11
<b>McKesson Medical Total</b>				<b>132.96</b>
Melgaard, Thomas	Electoral Board Member Fees	06212022 - OOE	6/22/2022	87.50
<b>Melgaard, Thomas Total</b>				<b>87.50</b>
Meyercord Revenue	Treasurer Pur Svcs	Monthly Direct to Distributer	5/27/2022	50.00
<b>Meyercord Revenue Total</b>				<b>50.00</b>
Michael O'Donnell	Electoral Board Member Fees	06/21/2022 OOE	6/22/2022	92.00
<b>Michael O'Donnell Total</b>				<b>92.00</b>
Michael Wilson	Electoral Board Member Fees	06/21/2022 OOE	6/22/2022	87.50
<b>Michael Wilson Total</b>				<b>87.50</b>
Miller Church Interi	GovCap Furniture Replacement	Benches for Courthouse	5/31/2022	27,400.00
<b>Miller Church Interi Total</b>				<b>27,400.00</b>

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VENDOR NAME	ACCOUNT DESC	FULL DESC	INVOICE DATE	AMOUNT
Miller, Sue	Programs Pur Svcs	Chair Yoga Classes	6/15/2022	72.10
<b>Miller, Sue Total</b>				<b>72.10</b>
Mischele Way	Programs Refunds	refund	6/23/2022	65.00
<b>Mischele Way Total</b>				<b>65.00</b>
Montgomery, Christel	Programs Pur Svcs	purchased Services	5/26/2022	196.88
<b>Montgomery, Christel Total</b>				<b>196.88</b>
Moore, Ronald	Electoral Board Member Fees	06/21/2022 OOE	6/22/2022	92.00
<b>Moore, Ronald Total</b>				<b>92.00</b>
Morris, Barbara	Electoral Board Member Fees	06/21/2022 - OOE	6/22/2022	87.50
<b>Morris, Barbara Total</b>				<b>87.50</b>
Navy Federal Credit	General Overpayment Account	OPAY 1st Half 2022 RE Tax	6/5/2022	689.00
<b>Navy Federal Credit Total</b>				<b>689.00</b>
Nelson, Willis	Electoral Board Member Fees	06/21/2022 Asst. Chief	6/22/2022	230.00
<b>Nelson, Willis Total</b>				<b>230.00</b>
Nicholson, Stoney	Sheriff Travel - Sworn Staff	Breath Alcohol Class - S Nicholson	6/15/2022	160.00
<b>Nicholson, Stoney Total</b>				<b>160.00</b>
NILT INC AS TRUSTEE	Personal Property Tax Current		6/16/2022	194.08
<b>NILT INC AS TRUSTEE Total</b>				<b>194.08</b>
Nolan, Susan	Electoral Board Member Fees	06/21/2022 OOE	6/22/2022	87.50
<b>Nolan, Susan Total</b>				<b>87.50</b>
Northwest Federal Cr	General Overpayment Account	OPAY 1st Half 2022 RE Tax	6/5/2022	932.99
<b>Northwest Federal Cr Total</b>				<b>932.99</b>
Northwestern Communi	NW Community Svc Entity Gift	Q3 FY22 Clarke County Funding	6/6/2022	24,087.50
Northwestern Communi	NW Community Svc Entity Gift	Q4 FY22 Clarke County Funding	6/6/2022	24,087.50
<b>Northwestern Communi Total</b>				<b>48,175.00</b>
NSVRC	Econ Dev Dues & Memb	FY22 SBRT Round 2 CASH Match	6/9/2022	2,625.00
NSVRC	Econ Dev Pur Svcs	cdm-WoW! contribution	6/23/2022	2,500.00
<b>NSVRC Total</b>				<b>5,125.00</b>
Office Depot	JAS Inventory -Mtls & Supplies	Central Store Supplies	5/19/2022	93.92
Office Depot	JAS Inventory -Mtls & Supplies	Central Store Supplies	5/24/2022	48.12
Office Depot	JAS Inventory -Mtls & Supplies	Central Store Supplies	6/3/2022	258.70
Office Depot	JAS Inventory -Mtls & Supplies	Central Store-Notebooks	6/8/2022	66.00
Office Depot	JAS Inventory -Mtls & Supplies	Central Store-Notebooks	6/6/2022	110.00
<b>Office Depot Total</b>				<b>576.74</b>
Ohrstrom, George II	Plan Com Board Member Fees	Attd @ PC Business Mtg 5/31/22 + 6/3/22	6/9/2022	100.00
<b>Ohrstrom, George II Total</b>				<b>100.00</b>
Omnicom Consulting	Westwood Tower Site Work	Westwood Tower Site Developmen	6/1/2022	7,680.00
<b>Omnicom Consulting Total</b>				<b>7,680.00</b>
Pitney Bowes	District C Postal Svcs	Mailing Machine Lease-Gen Dist	5/27/2022	145.29
Pitney Bowes	IT Leases & Rentals	Postage Machine-Treasurer FY 22	5/27/2022	1,040.04
Pitney Bowes	J&D Court Maint Contracts	JDR COURT METER CLARKE CO VA	5/27/2022	94.93
Pitney Bowes	Sheriff Postal Svcs	Mailstation Lease	5/28/2022	74.97
<b>Pitney Bowes Total</b>				<b>1,355.23</b>
PowerSecure Service	JGC Maintenanc Pur Svcs	rm PowerSecure 101 Chal County generator Major PM	6/10/2022	194.37
PowerSecure Service	Maintenanc Pur Svcs	rm PowerSecure 101 Chal County generator Major PM	6/10/2022	115.63
PowerSecure Service	RT Maintenanc Pur Svcs	rm PowerSecure 100 N. Church Generator Issues	6/10/2022	456.00
PowerSecure Service	Sheriff Maint Contracts	Service	3/22/2022	5,413.56
PowerSecure Service	Sheriff Maint Contracts	Service	5/18/2022	3,078.10
PowerSecure Service	Sheriff Maint Contracts	Service	5/18/2022	2,860.86
PowerSecure Service	Sheriff Maint Contracts	Service	5/18/2022	2,860.96
PowerSecure Service	Sheriff Mat & Sup	P1 Unit out of service	6/21/2022	127.79
PowerSecure Service	Sheriff Pur Svcs	generator oil change	6/6/2022	255.00
PowerSecure Service	Sheriff Pur Svcs	P1 Unit out of service	6/21/2022	553.49
<b>PowerSecure Service Total</b>				<b>15,915.76</b>
Premier Accounts Rec	EMS Pur Svcs	Fire-EMS billing invoice-PARM May 2022	6/3/2022	494.69
<b>Premier Accounts Rec Total</b>				<b>494.69</b>
Printelect	Electoral Printing & Binding	June 21, 2022 Ballots	6/2/2022	874.86
<b>Printelect Total</b>				<b>874.86</b>
Ramirez Landscape LI	Maintenanc Maint Contracts	rm Rameriz School Mowing May 2022	6/3/2022	8,970.00
Ramirez Landscape LI	SWC Pur Svcs	rm Rameriz School Mowing May 2022	6/3/2022	140.00
<b>Ramirez Landscape LI Total</b>				<b>9,110.00</b>
Rappahannock Electri	104Church Maint Electric	rm REC County Electric Bill 05/01/22 to 06/01/2022	6/4/2022	823.27
Rappahannock Electri	129Rams Maint Electric	rm REC County Electric Bill 05/01/22 to 06/01/2022	6/4/2022	208.77
Rappahannock Electri	225Rams Maint Electric	rm REC County Electric Bill 05/01/22 to 06/01/2022	6/4/2022	600.68

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VENDOR NAME	ACCOUNT DESC	FULL DESC	INVOICE DATE	AMOUNT
Rappahannock Electri	309WMain Maint Electrical Svcs	rm REC County Electric Bill 05/01/22 to 06/01/2022	6/4/2022	70.90
Rappahannock Electri	311EMain Maint Electric	rm REC County Electric Bill 05/01/22 to 06/01/2022	6/4/2022	501.53
Rappahannock Electri	524West Maint Electric	rm REC County Electric Bill 05/01/22 to 06/01/2022	6/4/2022	128.93
Rappahannock Electri	AlBase Maint Electric	rm REC County Electric Bill 05/01/22 to 06/01/2022	6/4/2022	40.46
Rappahannock Electri	AlOff Maint Electric	rm REC County Electric Bill 05/01/22 to 06/01/2022	6/4/2022	580.71
Rappahannock Electri	AlPool Maint Electric	rm REC County Electric Bill 05/01/22 to 06/01/2022	6/4/2022	1,276.28
Rappahannock Electri	AlRec Maint Electric	rm REC County Electric Bill 05/01/22 to 06/01/2022	6/4/2022	1,881.43
Rappahannock Electri	AlSoc Maint Electric	rm REC County Electric Bill 05/01/22 to 06/01/2022	6/4/2022	48.88
Rappahannock Electri	ChurchSt Maint Electric	rm REC County Electric Bill 05/01/22 to 06/01/2022	6/4/2022	1,146.12
Rappahannock Electri	JGC Maintenanc Electric	rm REC County Electric Bill 05/01/22 to 06/01/2022	6/4/2022	3,010.86
Rappahannock Electri	Maintenanc Electric	rm REC County Electric Bill 05/01/22 to 06/01/2022	6/4/2022	1,791.16
Rappahannock Electri	RT Maintenanc Electric	rm REC County Electric Bill 05/01/22 to 06/01/2022	6/4/2022	904.66
Rappahannock Electri	SWC Electrical Services	rm REC County Electric Bill 05/01/22 to 06/01/2022	6/4/2022	93.69
<b>Rappahannock Electri Total</b>				<b>13,108.33</b>
Rebecca McDonald	Electoral Board Member Fees	06/21/2022 Chief Officer	6/22/2022	290.00
<b>Rebecca McDonald Total</b>				<b>290.00</b>
Rexel	ChurchSt Maint Mat & Sup	rm Rexel 102 N. Church St 60 watt fuse	5/27/2022	9.73
<b>Rexel Total</b>				<b>9.73</b>
Rhodeside & Harwell	Courthouse Grn Prj Eng & Arch	Consulting Services for Courth	5/15/2022	11,952.00
<b>Rhodeside &amp; Harwell Total</b>				<b>11,952.00</b>
RICHEY ERIN GRACE	Personal Property Tax Current		6/8/2022	114.37
<b>RICHEY ERIN GRACE Total</b>				<b>114.37</b>
Ricoh Usa	AnimalShlt Maint Svc Contracts	Copier Maint SN 6454-Animal Co	6/1/2022	13.63
Ricoh Usa	AnimalShlt Maint Svc Contracts	Copier Maint SN 6454-Animal Co	4/1/2022	7.59
Ricoh Usa	AnimalShlt Maint Svc Contracts	Copier Maint SN2753-County Adm	5/1/2022	13.14
Ricoh Usa	Comm Atty Maint Contracts	Copier Maint. SN:3777-Comm. At	6/21/2022	187.20
Ricoh Usa	District C Maint Contracts	Copier Maint. SN4206-General D	4/17/2022	303.97
<b>Ricoh Usa Total</b>				<b>525.53</b>
Riddleberger Bros	129Rams Maint Pur Svcs	rm RBI 129 Ramsburg NO AC made repairs	5/26/2022	334.48
Riddleberger Bros	225Rams Maint Pur Svcs	rm RBI ACO Water heater issues	6/8/2022	658.02
Riddleberger Bros	225Rams Maint Pur Svcs	Animal Shelter Replace Instant	6/16/2022	5,970.00
Riddleberger Bros	AlRec Maint Pur Svcs	rm RBI Rec Center Repair RTU 2 unit	5/19/2022	758.13
<b>Riddleberger Bros Total</b>				<b>7,720.63</b>
Ridgerunner Containe	SWC Pur Svcs	rm Ridgerunner CCCC Recycling Fee May 2022	5/31/2022	112.43
<b>Ridgerunner Containe Total</b>				<b>112.43</b>
Ronnie L. King	Plan Com Board Member Fees	Attd @ PC Business Mtg 5/31/22 + 6/3/22	6/9/2022	100.00
<b>Ronnie L. King Total</b>				<b>100.00</b>
Roper, Tony	Sheriff Vehicle Fuel	VCPI Board Meeting - Gas	5/31/2022	59.63
<b>Roper, Tony Total</b>				<b>59.63</b>
Row, Lisa	Electoral Board Member Fees	06/21/22 OOE	6/22/2022	87.50
<b>Row, Lisa Total</b>				<b>87.50</b>
ROYSTON RYAN C & RIE	Building Permits		6/3/2022	1,190.29
ROYSTON RYAN C & RIE	General Bldg Code Academy Fees		6/3/2022	22.05
ROYSTON RYAN C & RIE	Zoning & Subdiv Permits & Fees		6/3/2022	150.00
<b>ROYSTON RYAN C &amp; RIE Total</b>				<b>1,362.34</b>
S&S Worldwide	Programs Mat & Sup	Play camp	6/6/2022	91.31
<b>S&amp;S Worldwide Total</b>				<b>91.31</b>
Schenck Foods Compan	Concession Merch for Resale	snacks	5/23/2022	490.60
Schenck Foods Compan	Concession Merch for Resale	candy for concession	6/2/2022	476.16
Schenck Foods Compan	Programs Mat & Sup	food afterschool	5/31/2022	441.63
Schenck Foods Compan	Programs Mat & Sup	playcamp food	6/21/2022	492.99
Schenck Foods Compan	Rec Center Merch for Resale	snacks	5/23/2022	61.64
Schenck Foods Compan	Rec Center Merch for Resale	candy for concession	6/2/2022	92.46
<b>Schenck Foods Compan Total</b>				<b>2,055.48</b>
School Specialty	Programs Mat & Sup	pottery supplis	5/16/2022	51.44
<b>School Specialty Total</b>				<b>51.44</b>
SCHROEDER TIMOTHY LE	Personal Property Tax Current		5/31/2022	119.17
<b>SCHROEDER TIMOTHY LE Total</b>				<b>119.17</b>
Secure Shred	Sheriff Pur Svcs	Monthly Shred Service	6/1/2022	50.00
<b>Secure Shred Total</b>				<b>50.00</b>
Select Portfolio Ser	General Overpayment Account	OPAY 1st Half 2022 RE Tax	6/5/2022	2,031.30
<b>Select Portfolio Ser Total</b>				<b>2,031.30</b>
Sharon Warner	Electoral Board Member Fees	06/21/2022 Asst. Chief	6/22/2022	190.00
<b>Sharon Warner Total</b>				<b>190.00</b>

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VENDOR NAME	ACCOUNT DESC	FULL DESC	INVOICE DATE	AMOUNT
Shentel	IT Leases & Rentals	Government Shentel Dark Fiber June	6/1/2022	2,105.69
Shentel	IT Telecomm Online Tech	Government Shentel Dark Fiber June	6/1/2022	995.71
<b>Shentel Total</b>				<b>3,101.40</b>
Shiley, Robert	Programs Pur Svcs	Souled Out Concert-June 26, 20	6/6/2022	2,700.00
<b>Shiley, Robert Total</b>				<b>2,700.00</b>
Signet Screen Printi	Maintenanc Mat & Sup	rm Signet Marketing Maint Welcome Signs	5/31/2022	1,125.16
Signet Screen Printi	Programs Clothing	shirts	5/4/2022	275.31
Signet Screen Printi	Programs Clothing	playcampshrts	6/21/2022	528.20
<b>Signet Screen Printi Total</b>				<b>1,928.67</b>
Smith,James	Electoral Board Member Fees	6/21/2022 OOE	6/22/2022	67.50
<b>Smith,James Total</b>				<b>67.50</b>
Solenberger	AOff Maint Mat & Sup	rm Solenberger Park Playground Tamper res screwdri	6/2/2022	43.29
<b>Solenberger Total</b>				<b>43.29</b>
Southern Belle, LLC	Maintenanc Custodial Contracts	Screening/Refinishing Gym Floo	6/23/2022	1,775.00
Southern Belle, LLC	Programs Pur Svcs	Screening/Refinishing Gym Floo	6/23/2022	500.00
<b>Southern Belle, LLC Total</b>				<b>2,275.00</b>
Southern Refrigerati	Maintenanc Mat & Sup	rm Southern Refrig R22 refrigerant	6/15/2022	1,495.37
<b>Southern Refrigerati Total</b>				<b>1,495.37</b>
SRFAX	IT Tech SW/OL	Online Fax service	6/6/2022	122.18
<b>SRFAX Total</b>				<b>122.18</b>
Stanley,Ikonen	Electoral Board Member Fees	06/21/2022 OOE	6/22/2022	87.50
<b>Stanley,Ikonen Total</b>				<b>87.50</b>
Staples Technology S	Com of Rev Mat & Sup	Toner Cartridge	5/28/2022	239.73
Staples Technology S	District C Mat & Sup	DR420 Drum	4/30/2022	76.95
Staples Technology S	JAS Inventory -Mtls & Supplies	Central Store-Indexes	5/28/2022	83.52
Staples Technology S	JAS Inventory -Mtls & Supplies	Supplies for Central Store	5/31/2022	124.00
Staples Technology S	JAS Inventory -Mtls & Supplies	Supplies for Central Store	5/31/2022	90.96
Staples Technology S	JAS Inventory -Mtls & Supplies	Supplies For Central Store	5/31/2022	369.84
<b>Staples Technology S Total</b>				<b>985.00</b>
Stericycle	Com of Rev Pur Svcs	shredding April?	5/26/2022	27.95
<b>Stericycle Total</b>				<b>27.95</b>
Taylor, Ann	Treasurer Local Mileage	TAV Annual Convention	6/24/2022	272.61
Taylor, Ann	Treasurer Travel	TAV Annual Convention	6/24/2022	150.00
<b>Taylor, Ann Total</b>				<b>422.61</b>
Taylor, Brandon	Sheriff Travel - Sworn Staff	Breath Alcohol Class - Taylor	6/3/2022	160.00
<b>Taylor, Brandon Total</b>				<b>160.00</b>
Teresa Miller	Electoral Board Member Fees	06/21/2022 Asst. Chief	6/22/2022	190.00
<b>Teresa Miller Total</b>				<b>190.00</b>
Thomas Norris	Electoral Board Member Fees	06/21/2022 OOE	6/22/2022	63.00
<b>Thomas Norris Total</b>				<b>63.00</b>
Thompson, Billy	HstPrvCom Board Member Fees	Attd @ HPC Mtg 5/18/22	6/9/2022	25.00
<b>Thompson, Billy Total</b>				<b>25.00</b>
Thomson Reuters	Comm Atty Dues & Memb	June 2022	6/1/2022	78.00
<b>Thomson Reuters Total</b>				<b>78.00</b>
Tidal Wave Athletics	Programs Pur Svcs	Gymnastics and Cheer Classes	6/6/2022	1,276.50
<b>Tidal Wave Athletics Total</b>				<b>1,276.50</b>
Timothy Gowdy	Electoral Board Member Fees	06/21/2022 OOE	6/22/2022	92.00
<b>Timothy Gowdy Total</b>				<b>92.00</b>
Town of Berryville	104Church Maint Water & Sewer	rm TOB Water and Sewer 104 N. Church	5/23/2022	75.40
Town of Berryville	129Rams Maint Water & Sewer	rm TOB Water and Sewer 129 Ramsburg Ln	5/23/2022	25.19
Town of Berryville	309WMain Maint Water & Sewer	rm TOB Water and Sewer 309 W. Main St	5/23/2022	39.56
Town of Berryville	311EMain Maint Water & Sewer	rm TOB Water and Sewer 313 E. Main	5/23/2022	44.98
Town of Berryville	311EMain Maint Water & Sewer	rm TOB Water and Sewer 311 E. Main	5/23/2022	70.40
Town of Berryville	AOff Maint Water & Sewer	rm TOB Water and Sewer Park LL	5/23/2022	25.97
Town of Berryville	AOff Maint Water & Sewer	rm TOB Water and Sewer Park House	5/23/2022	724.94
Town of Berryville	AlPool Maint Water & Sewer	rm TOB Water and Sewer Pool	5/23/2022	877.08
Town of Berryville	AlRec Maint Water & Sewer	rm TOB Water and Sewer Rec Center	5/23/2022	158.28
Town of Berryville	JGC Maintenanc Water & Sewer	rm TOB Water and Sewer 101 Charlmers Ct	5/23/2022	111.03
Town of Berryville	Maintenanc Water & Sewer	rm TOB Water and Sewer 101 Charlmers Ct	5/23/2022	66.05
Town of Berryville	RT Maintenanc Water & Sewer	rm TOB Water and Sewer 100 N. Church	5/23/2022	400.86
<b>Town of Berryville Total</b>				<b>2,619.74</b>
Treasurer Of Virgini	Clk of CC Mat & Sup	cash register monitor	6/17/2022	90.00
Treasurer Of Virgini	Exam&Bury Pur Svcs	Chegash 6/06/22	6/6/2022	20.00
<b>Treasurer Of Virgini Total</b>				<b>110.00</b>

**Clarke County**  
**FY22 Invoice History Report**  
**June 30, 2022**

VENDOR NAME	ACCOUNT DESC	FULL DESC	INVOICE DATE	AMOUNT
Truist Bank	AnimalShltr Mat & Sup	rm Truist Credit Card 05/15/22 to 06/09/2022	6/9/2022	515.16
Truist Bank	BoS Miscellaneous Expenditures	Co Admin, Econ, Bos, & IT May 2022	6/9/2022	940.33
Truist Bank	Cnsrv Esmt Donation Pur Svcs	HPC Lunch / USPS	6/9/2022	18.00
Truist Bank	County Adm Miscellaneous Expen	Co Admin, Econ, Bos, & IT May 2022	6/9/2022	133.78
Truist Bank	Econ Dev Dues & Memb	Co Admin, Econ, Bos, & IT May 2022	6/9/2022	335.00
Truist Bank	Econ Dev Mat & Sup	Co Admin, Econ, Bos, & IT May 2022	6/9/2022	40.78
Truist Bank	EMS Mat & Sup	Fire-EMS credit card statement 6-9-22	6/9/2022	35.62
Truist Bank	FIRE Personal Protection Equip	Fire-EMS credit card statement 6-9-22	6/9/2022	2,775.01
Truist Bank	HstPrvCom Pur Svcs	HPC Lunch / USPS	6/9/2022	298.43
Truist Bank	IT Tech SW/OL	Co Admin, Econ, Bos, & IT May 2022	6/9/2022	155.88
Truist Bank	Maintenanc Mat & Sup	rm Truist Credit Card 05/15/22 to 06/09/2022	6/9/2022	80.01
Truist Bank	Plan Adm Postal Svcs	HPC Lunch / USPS	6/9/2022	126.91
Truist Bank	Pool Mat & Sup	supplies	6/1/2022	109.59
Truist Bank	Programs Mat & Sup	supplies	6/1/2022	19.97
Truist Bank	Sheriff Dues & Memb	Monthly Statement	6/9/2022	15.98
Truist Bank	Sheriff Mat & Sup	Monthly Statement	6/9/2022	208.28
Truist Bank	Sheriff PSU Mat & Sup	Monthly Statement	6/9/2022	484.02
Truist Bank	Sheriff SOS Mat & Sup	Monthly Statement	6/9/2022	392.91
Truist Bank	Sheriff SOS Mat & Sup	Monthly Statement	6/9/2022	116.48
Truist Bank	Sheriff Travel - Communication	Monthly Statement	6/9/2022	694.02
Truist Bank	Sheriff Travel - Sworn Staff	Breath Alcohol Class - Wyne and Taylor	6/9/2022	437.76
Truist Bank	Sheriff Travel - Sworn Staff	FBI Leeda Class - Moreland	6/9/2022	950.11
Truist Bank	Sheriff Travel - Sworn Staff	Monthly Statement	6/9/2022	200.64
Truist Bank	Sheriff Uniform Sworn Staff	Monthly Statement	6/9/2022	143.14
<b>Truist Bank Total</b>				<b>9,227.81</b>
US Postmaster	Registrar Postal Svcs	PO Box Rental	6/2/2022	84.00
US Postmaster	Treasurer Mat & Sup	P O Box 537 Fees - Treasurer	6/5/2022	122.00
US Postmaster	VictimWit Postal Svcs	Please send check to Beth	6/7/2022	245.00
<b>US Postmaster Total</b>				<b>451.00</b>
US Uniform & Supply	Sheriff Uniform Sworn Staff	Short Sleeve Shirts	6/17/2022	146.40
US Uniform & Supply	Sheriff Uniform Sworn Staff	Hat and Attachments	6/21/2022	91.70
<b>US Uniform &amp; Supply Total</b>				<b>238.10</b>
Valley Health	EMS Mat & Sup	Fire-EMS WMC supply invoice May 2022	6/1/2022	1,122.34
<b>Valley Health Total</b>				<b>1,122.34</b>
Verizon	AnimalShltr Telephone	May phone bill - 3 accounts	5/25/2022	44.50
Verizon	Bldg Insp Telephone	May phone bill - 3 accounts	5/25/2022	8.00
Verizon	Clk of CC Telephone	May phone bill - 3 accounts	5/25/2022	84.85
Verizon	Com of Rev Telephone	May phone bill - 3 accounts	5/25/2022	8.00
Verizon	Comm Atty Telephone	May phone bill - 3 accounts	5/25/2022	16.00
Verizon	County Adm Telephone	May phone bill - 3 accounts	5/25/2022	12.00
Verizon	District C Telephone	May phone bill - 3 accounts	5/25/2022	56.79
Verizon	EMS Telephone	May phone bill - 3 accounts	5/25/2022	46.07
Verizon	IT Telephone	May phone bill - 3 accounts	5/25/2022	351.10
Verizon	J&D Court Telephone	May phone bill - 3 accounts	5/25/2022	54.65
Verizon	JAS Finance Telephone	May phone bill - 3 accounts	5/25/2022	121.00
Verizon	Maintenanc Telephone	May phone bill - 3 accounts	5/25/2022	44.50
Verizon	Parks Adm Telephone	May phone bill - 3 accounts	5/25/2022	68.64
Verizon	Plan Adm Telephone	May phone bill - 3 accounts	5/25/2022	12.00
Verizon	Probation Telephone	May phone bill - 3 accounts	5/25/2022	4.00
Verizon	Registrar Telephone	May phone bill - 3 accounts	5/25/2022	4.00
Verizon	Sheriff Telephone	May phone bill - 3 accounts	5/25/2022	286.92
Verizon	Sheriff Telephone	Verizon Radio Tower	6/1/2022	47.81
Verizon	Treasurer Telephone	May phone bill - 3 accounts	5/25/2022	4.00
<b>Verizon Total</b>				<b>1,274.83</b>
Victoria Hughes	Electoral Board Member Fees	06/21/2022 Ballot Officer	6/22/2022	87.50
<b>Victoria Hughes Total</b>				<b>87.50</b>
Virginia Department	Programs Pur Svcs	back ground checks	5/31/2022	160.00
<b>Virginia Department Total</b>				<b>160.00</b>
Virginia Lovers Gour	Programs Pur Svcs	instructor	5/26/2022	26.25
<b>Virginia Lovers Gour Total</b>				<b>26.25</b>
Virginia Regional Tr	Virginia Regional Transit Cont	4th Qtr Funds	6/1/2022	4,825.50
<b>Virginia Regional Tr Total</b>				<b>4,825.50</b>
VITA	Clk of CC Telephone	May phone bill	6/2/2022	0.44
VITA	District C Telephone	May phone bill	6/2/2022	113.25

**Clarke County  
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VENDOR NAME	ACCOUNT DESC	FULL DESC	INVOICE DATE	AMOUNT
VITA	IT Telephone	May phone bill	6/2/2022	147.38
VITA	J&D Court Telephone	May phone bill	6/2/2022	0.34
VITA	Maintenanc Telephone	May phone bill	6/2/2022	68.21
VITA	Parks Adm Telephone	May phone bill	6/2/2022	0.03
VITA	Sheriff Telephone	May phone bill	6/2/2022	1,760.30
<b>VITA Total</b>				<b>2,089.95</b>
Wage Works	Flex Bens Pur Svcs	May admin fees	5/26/2022	491.00
Wage Works	Flex Bens Pur Svcs	Credit memo for overcharge in participants	5/31/2022	(36.75)
<b>Wage Works Total</b>				<b>454.25</b>
Walmart	Concession Merch for Resale	supples	5/9/2022	92.78
Walmart	Concession Merch for Resale	supplies	6/27/2022	250.21
Walmart	Programs Mat & Sup	supplies	6/27/2022	614.73
Walmart	Rec Center Mat & Sup	supples	5/9/2022	38.22
Walmart	Rec Center Mat & Sup	supplies	6/27/2022	160.27
Walmart	Rec Center Merch for Resale	supples	5/9/2022	135.01
Walmart	Rec Center Merch for Resale	supplies	6/27/2022	49.70
<b>Walmart Total</b>				<b>1,340.92</b>
Washington Gas	104Church Maint Heating	104 N Church 5/13/22-6/13/22	6/22/2022	373.52
Washington Gas	AlRec Maint Heating	225 AL SMITH CIR, BERRYVILLE 5/14-6/14	6/16/2022	171.89
Washington Gas	JGC Maintenanc Heating	101 Chalmers Ct 5/13-6/13	5/13/2022	670.45
Washington Gas	RT Maintenanc Heating	100 N Church 5/13/22-6/13/22	6/15/2022	20.45
<b>Washington Gas Total</b>				<b>1,236.31</b>
Watson, William	Electoral Board Member Fees	06212022 Equipment Custodian	6/22/2022	367.50
<b>Watson, William Total</b>				<b>367.50</b>
Wells Fargo Home Mor	General Overpayment Account	OPAY 1st Half 2022 RE Tax	6/5/2022	1,255.99
Wells Fargo Home Mor	General Overpayment Account	OPAY 1st Half 2022 RE Tax	6/5/2022	597.19
<b>Wells Fargo Home Mor Total</b>				<b>1,853.18</b>
Westervelt, Carol	Electoral Local Mileage	06212022 Mileage	6/22/2022	31.59
<b>Westervelt, Carol Total</b>				<b>31.59</b>
Wilson, Karen	Electoral Board Member Fees	06/21/22 Ballot Officer	6/22/2022	92.00
<b>Wilson, Karen Total</b>				<b>92.00</b>
Winchester Equipment	Maintenanc Mat & Sup	rm Winchester Equ Maint crimp fitting , 3/4 line	5/26/2022	180.00
<b>Winchester Equipment Total</b>				<b>180.00</b>
Winchester Printers	Cnsrv Esmt Donation Pur Svcs	CEA Anniversary Celebration Invite and Postage	6/10/2022	667.73
Winchester Printers	Cnsrv Esmt Donation Pur Svcs	CCEA 9 Myths / What You Should Know Brochures	6/17/2022	609.36
<b>Winchester Printers Total</b>				<b>1,277.09</b>
Winchester Star	BoS Advertising	cdm- May 2022 PH ads	5/31/2022	785.40
<b>Winchester Star Total</b>				<b>785.40</b>
WINES GRACE ANNE MCN	Personal Property Tax Current		6/16/2022	73.41
<b>WINES GRACE ANNE MCN Total</b>				<b>73.41</b>
Wyne, Jessica	Sheriff Travel - Sworn Staff	Breath Alcohol Class - Wyne	6/3/2022	160.00
<b>Wyne, Jessica Total</b>				<b>160.00</b>
York, Robin	HstPrvCom Board Member Fees	Attd @ HPC Mtg 5/18/22	6/9/2022	25.00
<b>York, Robin Total</b>				<b>25.00</b>
<b>Grand Total</b>				<b>395,139.24</b>

**Clarke County  
FY22 YTD Budget Report  
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FUNCTION	OBJECT	ACCOUNT DESCRIPTION	REVISED BUDGET	YTD EXPENDED	AVAILABLE BUDGET	% Used
00000	5800	ARP CRF Miscellaneous Expense	2,803,435.25	-	2,803,435.25	0%
<b>Total 00000 Non-Categorical</b>			<b>2,803,435.25</b>	<b>-</b>	<b>2,803,435.25</b>	<b>0%</b>
11010	1300	BoS Part Time Salaries	13,800.00	13,800.00	-	100%
11010	2100	BoS FICA	957.00	951.75	5.25	99%
11010	2300	BoS Health Ins	15,922.00	15,445.11	476.89	97%
11010	2700	BoS Worker's Comp	-	11.00	(11.00)	100%
11010	3000	BoS Pur Svcs	1,500.00	460.40	1,039.60	31%
11010	3600	BoS Advertising	5,600.00	7,327.52	(1,727.52)	131%
11010	5210	BoS Postal Services	500.00	148.89	351.11	30%
11010	5230	BoS Telephone	35.00	-	35.00	0%
11010	5300	BoS Insurance	6,000.00	3,929.00	2,071.00	65%
11010	5500	BoS Travel	4,000.00	1,238.67	2,761.33	31%
11010	5800	BoS Miscellaneous Expenditures	2,200.00	2,019.97	180.03	92%
11010	5810	BoS Dues & Memb	5,500.00	4,491.00	1,009.00	82%
11010	6000	BoS Mat & Sup	800.00	35.44	764.56	4%
<b>Total 11010 Board of Supervisors</b>			<b>56,814.00</b>	<b>49,858.75</b>	<b>6,955.25</b>	<b>88%</b>
12110	1100	County Adm Salaries	246,452.00	236,866.93	9,585.07	96%
12110	1300	County Adm Part Time Salaries	69,000.00	57,791.95	11,208.05	84%
12110	1660	County Admin Employee Bonuses	-	4,468.83	(4,468.83)	100%
12110	2100	County Adm FICA	23,694.00	22,774.55	919.45	96%
12110	2210	County Adm VRS 1&2	15,373.00	15,372.72	0.28	100%
12110	2220	County Adm VRS Hybrid	10,993.00	9,386.50	1,606.50	85%
12110	2300	County Adm Health Ins	15,922.00	14,672.48	1,249.52	92%
12110	2400	County Adm Life Ins	3,304.00	3,214.91	89.09	97%
12110	2510	County Adm Dis Ins Hybrid	516.00	480.26	35.74	93%
12110	2700	County Adm Workers Comp	284.00	300.13	(16.13)	106%
12110	2800	County Adm Annual Leave Payout	-	6,425.51	(6,425.51)	100%
12110	3000	County Adm Pur Svcs	2,000.00	3,143.66	(1,143.66)	157%
12110	3000	County Admin Pur Svcs-Brdnd	3,000.00	-	3,000.00	0%
12110	3320	County Adm Maint Contracts	1,500.00	4,770.68	(3,270.68)	318%
12110	3500	County Adm Printing & Binding	700.00	-	700.00	0%
12110	3600	County Admin Adv-Brdnd	1,000.00	-	1,000.00	0%
12110	5210	County Adm Postal Svcs	50.00	116.15	(66.15)	232%
12110	5210	County Adm Postal Svcs-Brdnd	1,000.00	-	1,000.00	0%
12110	5230	County Adm Telephone	800.00	656.98	143.02	82%
12110	5500	County Adm Travel	2,500.00	-	2,500.00	0%
12110	5800	County Adm Miscellaneous Expen	500.00	2,394.04	(1,894.04)	479%
12110	5810	County Adm Dues & Memb	1,800.00	822.58	977.42	46%
12110	6000	County Adm Mat & Sup	2,300.00	3,412.76	(1,112.76)	148%
12110	6008	County Adm Vehicle Fuel	1,200.00	2,030.60	(830.60)	169%
<b>Total 12110 County Administrator</b>			<b>403,888.00</b>	<b>389,102.22</b>	<b>14,785.78</b>	<b>96%</b>
12120	1100	Inform Salaries - Regular	42,051.00	42,051.00	-	100%
12120	2100	Inform FICA	3,164.00	3,194.14	(30.14)	101%
12120	2220	Inform VRS Hybrid	4,552.00	4,339.56	212.44	95%
12120	2300	Inform Health Ins	7,961.00	7,932.34	28.66	100%
12120	2400	Inform Life Ins	564.00	563.52	0.48	100%
12120	2510	Inform Dis Ins Hybrid	223.00	222.00	1.00	100%
12120	2700	Inform Workers Comp	38.00	33.00	5.00	87%
12120	3000	Inform Pur Svcs	5,000.00	4,788.00	212.00	96%
12120	5210	Inform Postal Svcs	100.00	-	100.00	0%
12120	5230	Inform Telephone	200.00	-	200.00	0%
12120	5500	Inform Travel	500.00	-	500.00	0%
12120	6000	Inform Mat & Sup	500.00	-	500.00	0%
<b>Total 12120 Public Information Serv</b>			<b>64,853.00</b>	<b>63,123.56</b>	<b>1,729.44</b>	<b>97%</b>
12210	3000	Legal Svc Pur Svcs	25,000.00	67,597.50	(42,597.50)	270%
<b>Total 12210 Legal Services</b>			<b>25,000.00</b>	<b>67,597.50</b>	<b>(42,597.50)</b>	<b>270%</b>
12310	1100	Com of Rev Salaries	166,040.00	164,027.92	2,012.08	99%
12310	2100	Com of Rev FICA	11,583.00	11,460.60	122.40	99%
12310	2210	Com of Rev VRS 1&2	12,915.00	15,731.04	(2,816.04)	122%
12310	2220	Com of Rev VRS Hybrid	4,428.00	1,055.43	3,372.57	24%
12310	2300	Com of Rev Health Ins	17,376.00	24,071.84	(6,695.84)	139%

**Clarke County  
FY22 YTD Budget Report  
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FUNCTION	OBJECT	ACCOUNT DESCRIPTION	REVISED BUDGET	YTD EXPENDED	AVAILABLE BUDGET	% Used
12310	2400	Com of Rev Life Ins	2,227.00	2,179.64	47.36	98%
12310	2510	Com of Rev Dis Ins Hybrid	216.00	54.00	162.00	25%
12310	2700	Com of Rev Workers Comp	149.00	130.53	18.47	88%
12310	2800	Com of Rev Leave Payouts	-	644.91	(644.91)	100%
12310	3000	Com of Rev Pur Svcs	1,400.00	905.01	494.99	65%
12310	3320	Com of Rev Maint Contracts	300.00	166.49	133.51	55%
12310	3500	Com of Rev Printing & Binding	300.00	277.00	23.00	92%
12310	4100	Com of Rev Data Processing	2,100.00	5,587.27	(3,487.27)	266%
12310	5210	Com of Rev Postal Svcs	2,000.00	2,350.24	(350.24)	118%
12310	5230	Com of Rev Telephone	200.00	96.00	104.00	48%
12310	5500	Com of Rev Travel	2,000.00	458.14	1,541.86	23%
12310	5510	Com of Rev Local Mileage	150.00	262.08	(112.08)	175%
12310	5810	Com of Rev Dues & Memb	800.00	240.00	560.00	30%
12310	6000	Com of Rev Mat & Sup	1,000.00	1,330.39	(330.39)	133%
12310	6035	Com of Rev Noncap Ofc Equip	-	179.00	(179.00)	100%
<b>Total 12310 Commissioner of Revenue</b>			<b>225,184.00</b>	<b>231,207.53</b>	<b>(6,023.53)</b>	<b>103%</b>
12410	1100	Treasurer Salaries	204,153.00	197,773.30	6,379.70	97%
12410	2100	Treasurer FICA	14,694.00	14,055.03	638.97	96%
12410	2210	Treasurer VRS 1&2	13,289.00	9,198.11	4,090.89	69%
12410	2220	Treasurer VRS Hybrid	8,801.00	11,266.26	(2,465.26)	128%
12410	2300	Treasurer Health Ins	28,598.00	28,248.35	349.65	99%
12410	2400	Treasurer Life Ins	2,738.00	2,657.20	80.80	97%
12410	2510	Treasurer Dis Ins Hybrid	399.00	576.46	(177.46)	144%
12410	2700	Treasurer Workers Comp	184.00	160.42	23.58	87%
12410	2800	Treasurer Leave Pay	-	2,036.61	(2,036.61)	100%
12410	3000	Treasurer Pur Svcs	1,650.00	1,097.31	552.69	67%
12410	3180	Treasurer Credit Card Fees	20,000.00	23,962.55	(3,962.55)	120%
12410	3190	Treasurer DMV Stop	10,000.00	7,700.00	2,300.00	77%
12410	3320	Treasurer Maint Contracts	400.00	183.77	216.23	46%
12410	3500	Treasurer Printing & Binding	12,000.00	8,278.16	3,721.84	69%
12410	3600	Treasurer Advertising	500.00	-	500.00	0%
12410	5210	Treasurer Postal Svcs	27,000.00	25,709.84	1,290.16	95%
12410	5230	Treasurer Telephone	500.00	48.00	452.00	10%
12410	5500	Treasurer Travel	3,000.00	2,894.10	105.90	96%
12410	5510	Treasurer Local Mileage	400.00	345.97	54.03	86%
12410	5810	Treasurer Dues & Memb	600.00	525.00	75.00	88%
12410	6000	Treasurer Mat & Sup	4,500.00	10,513.39	(6,013.39)	234%
<b>Total 12410 Treasurer</b>			<b>353,406.00</b>	<b>347,229.83</b>	<b>6,176.17</b>	<b>98%</b>
12510	1100	IT Salaries	165,107.00	165,107.04	(0.04)	100%
12510	2100	IT FICA	11,678.25	11,767.99	(89.74)	101%
12510	2210	IT VRS 1&2	10,002.00	10,001.88	0.12	100%
12510	2220	IT VRS Hybrid	7,038.00	7,037.04	0.96	100%
12510	2300	IT Health Ins	20,637.00	21,031.77	(394.77)	102%
12510	2400	IT Life Ins	2,213.00	2,212.44	0.56	100%
12510	2510	IT Dis Ins Hybrid	361.00	360.00	1.00	100%
12510	2700	IT Workers Comp	148.00	129.53	18.47	88%
12510	3000	IT Pur Svcs	15,000.00	-	15,000.00	0%
12510	3320	IT Maint Contracts	1,542.00	1,397.00	145.00	91%
12510	5210	IT Postal Svcs	100.00	-	100.00	0%
12510	5230	IT Telephone	5,780.00	6,904.86	(1,124.86)	119%
12510	5240	IT Telecomm Online Tech	10,680.00	14,369.28	(3,689.28)	135%
12510	5400	IT Leases & Rentals	25,560.00	29,845.85	(4,285.85)	117%
12510	5500	IT Travel	1,000.00	-	1,000.00	0%
12510	5810	IT Dues & Memb	100.00	-	100.00	0%
12510	6000	IT Mat & Sup	2,000.00	448.57	1,551.43	22%
12510	6008	IT Vehicle Fuel	100.00	22.14	77.86	22%
12510	6035	IT Noncap Office Equip	1,000.00	-	1,000.00	0%
12510	6040	IT Tech SW/OL	46,314.75	34,176.17	12,138.58	74%
12510	6050	IT Noncap Technology Hardware	30,000.00	18,399.05	11,600.95	61%
<b>Total 12510 Data Processing/IT</b>			<b>356,361.00</b>	<b>323,210.61</b>	<b>33,150.39</b>	<b>91%</b>
13100	1300	Electoral Part Time Salaries	7,089.00	7,388.04	(299.04)	104%

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FUNCTION	OBJECT	ACCOUNT DESCRIPTION	REVISED BUDGET	YTD EXPENDED	AVAILABLE BUDGET	% Used
13100	2100	Electoral FICA	546.00	565.19	(19.19)	104%
13100	2700	Electoral Workers Comp	6.00	6.00	-	100%
13100	3000	Electoral Pur Svcs	6,000.00	4,003.10	1,996.90	67%
13100	3160	Electoral Board Member Fees	24,330.00	22,617.40	1,712.60	93%
13100	3320	Electoral Maint Contracts	28,577.00	28,095.00	482.00	98%
13100	3500	Electoral Printing & Binding	7,110.00	3,479.47	3,630.53	49%
13100	3600	Electoral Advertising	390.00	-	390.00	0%
13100	5210	Electoral Postal Svcs	2,600.00	872.45	1,727.55	34%
13100	5400	Electoral Leases & Rentals	2,700.00	1,347.71	1,352.29	50%
13100	5500	Electoral Travel	1,500.00	1,080.86	419.14	72%
13100	5510	Electoral Local Mileage	1,500.00	604.16	895.84	40%
13100	5810	Electoral Dues & Memb	200.00	180.00	20.00	90%
13100	6000	Electoral Mat & Sup	1,500.00	315.04	1,184.96	21%
13100	6000	ARP CRF Board Of Elect M&S	190.75	190.75	-	100%
<b>Total 13100 Electoral Board and Officials</b>			<b>84,238.75</b>	<b>70,745.17</b>	<b>13,493.58</b>	<b>84%</b>
13200	1100	Registrar Salaries	78,121.00	75,135.00	2,986.00	96%
13200	1300	Registrar Part Time Salaries	16,878.00	11,980.00	4,898.00	71%
13200	2100	Registrar FICA	5,824.00	6,687.42	(863.42)	115%
13200	2210	Registrar VRS 1&2	6,187.00	7,753.92	(1,566.92)	125%
13200	2300	Registrar Health Ins	7,961.00	7,999.62	(38.62)	100%
13200	2400	Registrar Life Ins	804.00	1,006.80	(202.80)	125%
13200	2700	Registrar Workers Comp	69.00	61.00	8.00	88%
13200	3000	Registrar Pur Svcs	1,400.00	216.00	1,184.00	15%
13200	3320	Registrar Maint Contracts	1,000.00	2,329.86	(1,329.86)	233%
13200	5210	Registrar Postal Svcs	1,840.00	1,308.39	531.61	71%
13200	5230	Registrar Telephone	1,000.00	560.98	439.02	56%
13200	5500	Registrar Travel	1,600.00	-	1,600.00	0%
13200	5510	Registrar Local Mileage	700.00	371.84	328.16	53%
13200	5810	Registrar Dues & Memb	270.00	421.52	(151.52)	156%
13200	6000	Registrar Mat & Sup	1,100.00	622.51	477.49	57%
13200	6035	Registrar Noncap Office Equip	1,700.00	-	1,700.00	0%
<b>Total 13200 Registrar</b>			<b>126,454.00</b>	<b>116,454.86</b>	<b>9,999.14</b>	<b>92%</b>
21100	3000	LibrOfVA Deed Book 035 PurServ	31,666.00	-	31,666.00	0%
21100	5841	Circuit C Juror Pay	7,500.00	6,870.00	630.00	92%
21100	5842	Circuit C Jury Comm	360.00	360.00	-	100%
21100	6000	Circuit C Mat & Sup	-	994.55	(994.55)	100%
21100	7000	Circuit Ct Pyt to Joint Ops	12,000.00	-	12,000.00	0%
<b>Total 21100 Circuit Court</b>			<b>51,526.00</b>	<b>8,224.55</b>	<b>43,301.45</b>	<b>16%</b>
21200	3000	District C Pur Svcs	3,300.00	3,000.00	300.00	91%
21200	3150	District C Legal Svcs	270.00	-	270.00	0%
21200	3320	District C Maint Contracts	550.00	336.37	213.63	61%
21200	5210	District C Postal Svcs	700.00	836.13	(136.13)	119%
21200	5230	District C Telephone	2,000.00	1,924.71	75.29	96%
21200	5500	District C Travel	1,000.00	-	1,000.00	0%
21200	5810	District C Dues & Memb	200.00	-	200.00	0%
21200	6000	District C Mat & Sup	600.00	1,800.94	(1,200.94)	300%
<b>Total 21200 General District Court</b>			<b>8,620.00</b>	<b>7,898.15</b>	<b>721.85</b>	<b>92%</b>
21300	5230	Magistrate Telephone	50.00	-	50.00	0%
<b>Total 21300 Magistrate</b>			<b>50.00</b>	<b>-</b>	<b>50.00</b>	<b>0%</b>
21510	5600	Blue Ridge Legal Svc Contr	1,500.00	1,500.00	-	100%
<b>Total 21510 Blue Ridge Legal Services</b>			<b>1,500.00</b>	<b>1,500.00</b>	<b>-</b>	<b>100%</b>
21600	3000	J&D Court Pur Svcs	3,000.00	3,120.00	(120.00)	104%
21600	3320	J&D Court Maint Contracts	700.00	1,167.61	(467.61)	167%
21600	5210	J&D Court Postal Svcs	700.00	94.92	605.08	14%
21600	5230	J&D Court Telephone	700.00	665.24	34.76	95%
21600	5500	J&D Court Travel	500.00	-	500.00	0%
21600	5810	J&D Court Dues & Memb	50.00	50.00	-	100%
21600	6000	J&D Court Mat & Sup	750.00	190.33	559.67	25%
<b>Total 21600 Juvenile &amp; Domestic Relations</b>			<b>6,400.00</b>	<b>5,288.10</b>	<b>1,111.90</b>	<b>83%</b>
21700	1100	Clk of CC Salaries	183,998.00	183,996.96	1.04	100%
21700	2100	Clk of CC FICA	14,025.00	14,043.18	(18.18)	100%

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21700	2210	Clk of CC VRS 1&2	11,293.00	11,292.72	0.28	100%
21700	2220	Clk of CC VRS Hybrid	7,910.00	7,695.84	214.16	97%
21700	2300	Clk of CC Health Ins	7,961.00	7,999.62	(38.62)	100%
21700	2400	Clk of CC Life Ins	2,467.00	2,465.52	1.48	100%
21700	2510	Clk of CC Dis Ins Hybrid	395.00	393.72	1.28	100%
21700	2700	Clk of CC Workers Comp	164.00	143.48	20.52	87%
21700	3000	Clk of CC Pur Svcs	2,500.00	1,002.49	1,497.51	40%
21700	3320	Clk of CC Maint Contracts	18,000.00	17,514.49	485.51	97%
21700	3500	Clk of CC Printing & Binding	1,000.00	-	1,000.00	0%
21700	3510	Clk of CC Microfilming	7,000.00	6,564.82	435.18	94%
21700	5210	Clk of CC Postal Svcs	5,700.00	5,039.46	660.54	88%
21700	5230	Clk of CC Telephone	1,025.00	1,023.65	1.35	100%
21700	5810	Clk of CC Dues & Memb	400.00	370.00	30.00	93%
21700	6000	Clk of CC Mat & Sup	6,500.00	5,620.08	879.92	86%
<b>Total 21700 Clerk of the Circuit Court</b>			<b>270,338.00</b>	<b>265,166.03</b>	<b>5,171.97</b>	<b>98%</b>
21910	1100	VictimWit Regular Salary	45,096.00	44,651.52	444.48	99%
21910	1300	VictimWit Part Time Sal	13,557.61	10,890.95	2,666.66	80%
21910	2100	VictimWit FICA	4,487.19	4,258.11	229.08	95%
21910	2210	VictimWit VRS 1&2	4,653.91	4,608.00	45.91	99%
21910	2400	VictimWit Life Ins	604.29	598.32	5.97	99%
21910	2700	VictimWit Workers Comp	47.00	47.00	-	100%
21910	3000	VictimWit Pur Svcs	160.00	102.95	57.05	64%
21910	5210	VictimWit Postal Svcs	245.00	245.00	-	100%
21910	5230	VictimWit Telephone	499.20	457.66	41.54	92%
21910	5500	VictimWit Travel	626.00	427.00	199.00	68%
21910	5501	Victim Wit Registration Fees	125.00	125.00	-	100%
21910	5510	VictimWit Travel Local Mileage	42.00	25.86	16.14	62%
21910	5810	VictimWit Dues & Memb	200.00	200.00	-	100%
21910	6000	VictimWit Mat & Sup	1,847.80	1,836.54	11.26	99%
<b>Total 21910 Victim and Witness Assistance</b>			<b>72,191.00</b>	<b>68,473.91</b>	<b>3,717.09</b>	<b>95%</b>
21940	5600	Regional Crt Svc Entity Gift	6,930.00	6,930.00	-	100%
<b>Total 21940 Regional Court Services</b>			<b>6,930.00</b>	<b>6,930.00</b>	<b>-</b>	<b>100%</b>
22100	1100	Comm Atty Salaries	245,805.00	246,334.48	(529.48)	100%
22100	1100	Comm Atty VSTOP Salaries	26,665.00	8,153.04	18,511.96	31%
22100	1300	Comm Atty Part Time Salaries	53,464.00	31,813.08	21,650.92	60%
22100	1300	Comm Atty VSTOP PT Salaries	-	18,512.88	(18,512.88)	100%
22100	2100	Comm Atty FICA	23,413.00	21,373.04	2,039.96	91%
22100	2100	Comm Atty VSTOP FICA	550.00	924.00	(374.00)	168%
22100	2210	Comm Atty VRS 1&2	13,311.00	11,148.60	2,162.40	84%
22100	2210	Comm Atty VSTOP VRS 1&2	742.00	766.92	(24.92)	103%
22100	2220	Comm Atty VRS Hybrid	17,325.00	15,525.04	1,799.96	90%
22100	2300	Comm Atty Health Ins	20,637.00	18,339.19	2,297.81	89%
22100	2400	Comm Atty Life Ins	3,539.00	3,463.38	75.62	98%
22100	2400	Comm Atty VSTOP Life Ins	96.00	99.57	(3.57)	104%
22100	2510	Comm Atty Dis Ins Hybrid	728.00	794.32	(66.32)	109%
22100	2700	Comm Atty Workers Comp	284.00	256.56	27.44	90%
22100	3000	Comm Atty Pur Svcs	225.00	225.00	-	100%
22100	3320	Comm Atty Maint Contracts	500.00	748.80	(248.80)	150%
22100	5210	Comm Atty Postal Svcs	1,300.00	1,288.00	12.00	99%
22100	5230	Comm Atty Telephone	3,000.00	2,026.30	973.70	68%
22100	5500	Comm Atty Travel	4,775.00	4,619.64	155.36	97%
22100	5549	Comm Atty Witness Travel Expen	-	-	-	100%
22100	5810	Comm Atty Dues & Memb	2,511.00	2,510.82	0.18	100%
22100	6000	Comm Atty Mat & Sup	5,989.00	5,639.70	349.30	94%
22100	6035	Comm Atty Noncap Office Equip	400.00	387.60	12.40	97%
<b>Total 22100 Commonwealth's Attorney</b>			<b>425,259.00</b>	<b>394,949.96</b>	<b>30,309.04</b>	<b>93%</b>
31200	1100	Sheriff Salaries	1,571,671.00	1,527,256.48	44,414.52	97%
31200	1200	Sheriff Overtime	33,500.00	71,379.44	(37,879.44)	213%
31200	1200	CITAC Overtime	5,000.00	2,114.40	2,885.60	42%
31200	1200	DMV Alcohol Grant Overtime	8,941.00	8,353.73	587.27	93%
31200	1200	DMV Speed Overtime	4,645.00	7,917.03	(3,272.03)	170%

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FUNCTION	OBJECT	ACCOUNT DESCRIPTION	REVISED BUDGET	YTD EXPENDED	AVAILABLE BUDGET	% Used
31200	1300	Sheriff Part Time Salaries	43,860.00	56,426.78	(12,566.78)	129%
31200	1660	Sheriff Emp Bonuses	39,000.00	46,750.00	(7,750.00)	120%
31200	2100	Sheriff FICA	129,643.00	135,253.77	(5,610.77)	104%
31200	2100	CITAC FICA	383.00	159.97	223.03	42%
31200	2100	DMV Alcohol Grant FICA	684.00	158.59	525.41	23%
31200	2100	DMV Speed FICA	356.00	490.88	(134.88)	138%
31200	2210	Sheriff VRS 1&2	133,293.00	119,197.12	14,095.88	89%
31200	2220	Sheriff VRS Hybrid	30,735.00	37,822.52	(7,087.52)	123%
31200	2300	Sheriff Health Ins	209,501.00	211,997.52	(2,496.52)	101%
31200	2300	Sheriff CITAC Health Ins	-	263.88	(263.88)	100%
31200	2300	DMV Alcohol Grant Health Ins	-	221.04	(221.04)	100%
31200	2300	DMV Speed Health Ins	-	748.64	(748.64)	100%
31200	2400	Sheriff Life Ins	21,075.00	20,388.36	686.64	97%
31200	2510	Sheriff Dis Ins Hybrid	1,483.00	1,935.00	(452.00)	130%
31200	2700	Sheriff Workers Comp	29,057.00	25,944.90	3,112.10	89%
31200	2800	Sheriff Leave Pay	63,995.00	112,708.76	(48,713.76)	176%
31200	2860	Sheriff LODA	25,660.00	28,266.59	(2,606.59)	110%
31200	3000	Sheriff Pur Svcs	30,000.00	17,537.34	12,462.66	58%
31200	3320	Sheriff Maint Contracts	157,993.00	110,224.18	47,768.82	70%
31200	3320	Sheriff E-Ticket Maint Svc	-	4,950.00	(4,950.00)	100%
31200	3350	Sheriff Insured Repair Svcs	2,000.00	500.00	1,500.00	25%
31200	3500	Sheriff Printing & Binding	1,000.00	-	1,000.00	0%
31200	5210	Sheriff Postal Svcs	2,200.00	974.57	1,225.43	44%
31200	5230	Sheriff Telephone	94,883.00	68,762.42	26,120.58	72%
31200	5300	Sheriff Insurance	15,000.00	11,553.39	3,446.61	77%
31200	5400	Sheriff Leases & Rentals	17,000.00	30,547.22	(13,547.22)	180%
31200	5500	Sheriff Travel	61,600.00	2,162.60	59,437.40	4%
31200	5500	Sheriff Travel - Communication	-	9,943.52	(9,943.52)	100%
31200	5500	Sheriff Travel - Sworn Staff	-	25,377.02	(25,377.02)	100%
31200	5800	Sheriff Miscellaneous Expendit	1,000.00	20.00	980.00	2%
31200	5810	Sheriff Dues & Memb	5,000.00	2,219.80	2,780.20	44%
31200	6000	Sheriff Mat & Sup	57,000.00	719.80	56,280.20	1%
31200	6000	Sheriff COS Mat & Sup	-	1,161.89	(1,161.89)	100%
31200	6000	Sheriff ETK Mat & Sup	25,000.00	19,351.85	5,648.15	77%
31200	6000	Sheriff PSU Mat & Sup	-	5,111.24	(5,111.24)	100%
31200	6000	Sheriff SOS Mat & Sup	-	5,921.62	(5,921.62)	100%
31200	6000	Sheriff VRP Mat & Sup	-	20,651.17	(20,651.17)	100%
31200	6000	ICAC Mat & Sup	5,000.00	4,592.03	407.97	92%
31200	6000	BVP Vest grant Mat & Sup	1,400.00	-	1,400.00	0%
31200	6000	DCJS Byrne Material&Supplies	1,217.00	1,217.00	-	100%
31200	6000	DCJS Byrne Mat & Sup	929.00	959.84	(30.84)	103%
31200	6008	Sheriff Vehicle Fuel	60,000.00	66,788.93	(6,788.93)	111%
31200	6011	Sheriff Clothing	15,000.00	-	15,000.00	0%
31200	6011	Sheriff Uniform Sworn Staff	-	8,505.69	(8,505.69)	100%
31200	6015	Sheriff Ammunition	28,000.00	25,839.41	2,160.59	92%
<b>Total 31200 Sheriff - Total</b>			<b>2,933,704.00</b>	<b>2,861,347.93</b>	<b>72,356.07</b>	<b>98%</b>
31210	5600	Criminal Justice Training Ctr	19,593.00	19,422.00	171.00	99%
<b>Total 31210 Criminal Justice Training Ctr</b>			<b>19,593.00</b>	<b>19,422.00</b>	<b>171.00</b>	<b>99%</b>
31220	5600	Drug Task Force Entity Gift	12,500.00	9,398.13	3,101.87	75%
<b>Total 31220 Drug Task Force</b>			<b>12,500.00</b>	<b>9,398.13</b>	<b>3,101.87</b>	<b>75%</b>
32200	2510	Vol Fire Dis Ins Hybrid	11,000.00	10,518.00	482.00	96%
32200	2700	Vol Fire Worker's Comp	21,000.00	-	21,000.00	0%
32200	3000	Vol Fire Pur Svcs	38,000.00	5,223.41	32,776.59	14%
32200	5300	Vol Fire Co Insurance	41,000.00	52,331.57	(11,331.57)	128%
32200	5600	Vol Fire Companies Entity Gift	25,000.00	-	25,000.00	0%
32200	5697	Vol Fire 4 for Life	19,000.00	18,231.09	768.91	96%
32200	5698	Vol Fire Fire Programs	34,500.00	35,289.99	(789.99)	102%
32200	6000	Vol Fire&Res Mat'l Suppls	2,000.00	47.86	1,952.14	2%
<b>Total 32200 Volunteer Fire Companies</b>			<b>191,500.00</b>	<b>121,641.92</b>	<b>69,858.08</b>	<b>64%</b>
32201	2860	Blue Ridge Vol Fire Co LODA	1,650.00	1,309.10	340.90	79%
32201	5510	Blue Ridge Vol FireFee for Svc	13,800.00	2,968.87	10,831.13	22%

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32201	5600	Blue Ridge Vol Fire Co Contrib	65,000.00	65,000.00	-	100%
<b>Total 32201 Blue Ridge Volunteer Fire Co</b>			<b>80,450.00</b>	<b>69,277.97</b>	<b>11,172.03</b>	<b>86%</b>
32202	2860	Boyce Volunteer Fire Co LODA	1,800.00	1,611.20	188.80	90%
32202	5510	Boyce Vol Fire Co Fee for Svc	28,750.00	9,138.92	19,611.08	32%
32202	5600	Boyce Volunteer Fire Co Contr	90,000.00	90,000.00	-	100%
<b>Total 32202 Boyce Volunteer Fire Co</b>			<b>120,550.00</b>	<b>100,750.12</b>	<b>19,799.88</b>	<b>84%</b>
32203	2860	Enders Volunteer Fire Co LODA	3,350.00	3,222.40	127.60	96%
32203	5510	Enders Vol Fire Co Fee for Svc	72,450.00	61,056.58	11,393.42	84%
32203	5600	Enders Volunteer Fire Co Contr	90,000.00	90,000.00	-	100%
<b>Total 32203 Enders Volunteer Fire Co</b>			<b>165,800.00</b>	<b>154,278.98</b>	<b>11,521.02</b>	<b>93%</b>
32310	1100	EMS Salaries	654,973.00	581,702.35	73,270.65	89%
32310	1100	SAFER Grant Salaries	193,051.00	150,169.70	42,881.30	78%
32310	1200	EMS Overtime	77,200.00	122,037.61	(44,837.61)	158%
32310	1300	EMS Part Time Salaries	150,400.00	126,434.08	23,965.92	84%
32310	1660	EMS Employee Bonuses	-	6,563.43	(6,563.43)	100%
32310	2100	EMS FICA	63,877.00	63,582.55	294.45	100%
32310	2100	SAFER Grant FICA	14,102.00	11,211.41	2,890.59	80%
32310	2210	EMS VRS 1&2	62,517.00	54,511.66	8,005.34	87%
32310	2210	SAFER Grant VRS 1&2	19,926.00	15,092.48	4,833.52	76%
32310	2220	EMS VRS Hybrid	5,324.00	5,077.08	246.92	95%
32310	2300	EMS Health Ins	96,609.00	99,228.09	(2,619.09)	103%
32310	2300	SAFER Grant Health Ins	30,400.00	24,843.55	5,556.45	82%
32310	2400	EMS Life Ins	8,783.00	7,737.35	1,045.65	88%
32310	2400	SAFER Grant Group Life Ins	2,588.00	1,959.62	628.38	76%
32310	2510	EMS Dis Ins Hybrid	260.00	259.80	0.20	100%
32310	2700	EMS Workers Comp	54,405.00	43,295.28	11,109.72	80%
32310	2800	EMS Annual Leave Payouts	8,500.00	52,160.70	(43,660.70)	614%
32310	2860	EMS LODA	14,000.00	17,797.00	(3,797.00)	127%
32310	3000	EMS Pur Svcs	69,100.00	64,991.78	4,108.22	94%
32310	3000	EMS Pur Svcs-Employee Training	5,000.00	6,300.48	(1,300.48)	126%
32310	5210	EMS Postal Services	200.00	32.11	167.89	16%
32310	5230	EMS Telephone	1,550.00	575.51	974.49	37%
32310	5230	EMS LEMPG Grant-Telephone	6,600.00	5,927.81	672.19	90%
32310	5500	EMS Travel	7,500.00	1,583.68	5,916.32	21%
32310	5800	EMS Miscellaneous	4,500.00	122.00	4,378.00	3%
32310	6000	EMS Mat & Sup	40,000.00	32,744.90	7,255.10	82%
32310	6000	EMS Mat'l's and Supplies-Train	3,500.00	3,857.75	(357.75)	110%
32310	6000	ARP CRF EMS Mat & Supp	3,600.00	3,600.00	-	100%
32310	6000	EMS LEMPG Grant Mat & Sup	900.00	-	900.00	0%
32310	6008	EMS Vehicle Fuel	20,000.00	26,684.00	(6,684.00)	133%
32310	6011	FIRE/EMS Uniforms	15,000.00	12,642.78	2,357.22	84%
32310	6011	FIRE Personal Protection Equip	10,500.00	22,001.75	(11,501.75)	210%
32310	6035	EMS Noncap Office Equip	2,000.00	-	2,000.00	0%
32310	6040	EMS Tech SW/OL	15,000.00	14,302.89	697.11	95%
32310	8200	EMS Capital Outlay Adds	-	-	-	100%
<b>Total 32310 Fire and Rescue Services</b>			<b>1,661,865.00</b>	<b>1,579,031.18</b>	<b>82,833.82</b>	<b>95%</b>
32320	5600	Lord Fairfax EMS Contribution	6,575.00	6,575.00	-	100%
<b>Total 32320 Lord Fairfax Emergency Medical</b>			<b>6,575.00</b>	<b>6,575.00</b>	<b>-</b>	<b>100%</b>
32400	5600	Forestry Svcs Entity Gift	2,874.00	2,873.34	0.66	100%
<b>Total 32400 Forestry Services</b>			<b>2,874.00</b>	<b>2,873.34</b>	<b>0.66</b>	<b>100%</b>
33210	7000	Regional Jail Joint Ops	520,285.00	509,978.00	10,307.00	98%
<b>Total 33210 Regional Jail</b>			<b>520,285.00</b>	<b>509,978.00</b>	<b>10,307.00</b>	<b>98%</b>
33220	3840	Juv Det Ctr Intergov Svc Agree	36,168.00	37,700.00	(1,532.00)	104%
<b>Total 33220 Juvenile Detention Center</b>			<b>36,168.00</b>	<b>37,700.00</b>	<b>(1,532.00)</b>	<b>104%</b>
33300	5230	Probation Telephone	100.00	48.00	52.00	48%
33300	6000	Probation Mat & Sup	300.00	-	300.00	0%
<b>Total 33300 Probation Office</b>			<b>400.00</b>	<b>48.00</b>	<b>352.00</b>	<b>12%</b>
34100	1100	Bldg Insp Salaries	155,179.00	147,098.90	8,080.10	95%
34100	1300	Bldg Insp Part Time Salaries	22,390.00	16,479.00	5,911.00	74%
34100	2100	Bldg Insp FICA	12,262.00	11,749.32	512.68	96%
34100	2210	Bldg Insp VRS 1&2	7,156.00	7,155.12	0.88	100%

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FUNCTION	OBJECT	ACCOUNT DESCRIPTION	REVISED BUDGET	YTD EXPENDED	AVAILABLE BUDGET	% Used
34100	2220	Bldg Insp VRS Hybrid	9,065.00	8,335.31	729.69	92%
34100	2300	Bldg Insp Health Ins	27,587.00	26,225.12	1,361.88	95%
34100	2400	Bldg Insp Life Ins	2,081.00	2,011.26	69.74	97%
34100	2510	Bldg Insp Dis Ins Hybrid	454.00	426.42	27.58	94%
34100	2700	Bldg Insp Workers Comp	3,585.00	2,236.43	1,348.57	62%
34100	2800	Bldg Insp Leave Pay	-	1,006.51	(1,006.51)	100%
34100	3000	Bldg Insp Pur Svcs	600.00	10.00	590.00	2%
34100	3320	Bldg Insp Maint Contracts	500.00	1,686.73	(1,186.73)	337%
34100	3500	Bldg Insp Printing & Binding	-	45.95	(45.95)	100%
34100	5210	Bldg Insp Postal Svcs	50.00	98.38	(48.38)	197%
34100	5230	Bldg Insp Telephone	2,500.00	2,819.33	(319.33)	113%
34100	5500	Bldg Insp Travel	2,500.00	-	2,500.00	0%
34100	5810	Bldg Insp Dues & Memb	1,000.00	45.00	955.00	5%
34100	6000	Bldg Insp Mat & Sup	2,000.00	3,822.01	(1,822.01)	191%
34100	6008	Bldg Insp Vehicle Fuel	2,500.00	2,782.05	(282.05)	111%
34100	6035	Bldg Insp Noncap Office Equip	-	321.80	(321.80)	100%
<b>Total 34100 Building Inspections</b>			<b>251,409.00</b>	<b>234,354.64</b>	<b>17,054.36</b>	<b>93%</b>
35100	1100	AnimalShltr Salaries	80,057.00	61,356.96	18,700.04	77%
35100	1300	AnimalShltr Part Time Salaries	14,000.00	6,422.36	7,577.64	46%
35100	2100	AnimalShltr FICA	6,486.00	5,227.00	1,259.00	81%
35100	2210	AnimalShltr VRS 1&2	4,892.00	-	4,892.00	0%
35100	2220	AnimalShltr VRS Hybrid	3,535.00	6,332.04	(2,797.04)	179%
35100	2300	AnimalShltr Health Ins	8,688.00	-	8,688.00	0%
35100	2400	AnimalShltr Life Ins	1,074.00	822.21	251.79	77%
35100	2510	AnimalShltr Dis Ins Hybrid	173.00	324.00	(151.00)	187%
35100	2700	AnimalShltr Workers Comp	1,297.00	910.48	386.52	70%
35100	2800	AnimalShltr Leave Pay	-	1,140.40	(1,140.40)	100%
35100	3000	AnimalShltr Pur Svcs	8,500.00	6,557.66	1,942.34	77%
35100	3320	AnimalShltr Maint Svc Contracts	150.00	108.17	41.83	72%
35100	3500	AnimalShltr Printing & Binding	200.00	-	200.00	0%
35100	5230	AnimalShltr Telephone	700.00	534.37	165.63	76%
35100	5400	Anml Shelter Leases and Rental	-	1.00	(1.00)	100%
35100	5500	AnimalShltr Travel	500.00	-	500.00	0%
35100	5510	AnimalShltr Local Mileage	100.00	-	100.00	0%
35100	6000	AnimalShltr Mat & Sup	7,500.00	9,190.89	(1,690.89)	123%
35100	6008	AnimalShltr Vehicle Fuel	1,500.00	2,484.56	(984.56)	166%
35100	6011	AnimalShltr Clothing	500.00	-	500.00	0%
<b>Total 35100 Animal Control</b>			<b>139,852.00</b>	<b>101,412.10</b>	<b>38,439.90</b>	<b>73%</b>
35300	3000	Exam&Bury Pur Svcs	200.00	300.00	(100.00)	150%
<b>Total 35300 Med Examiner &amp; Indigent Burial</b>			<b>200.00</b>	<b>300.00</b>	<b>(100.00)</b>	<b>150%</b>
42400	3840	RefuseDisp Intergov Svc Agreem	180,000.00	163,954.27	16,045.73	91%
<b>Total 42400 Refuse Disposal</b>			<b>180,000.00</b>	<b>163,954.27</b>	<b>16,045.73</b>	<b>91%</b>
42410	1300	SWC PT Salaries - Regular	21,303.00	15,213.00	6,090.00	71%
42410	2100	SWC FICA	1,630.00	1,163.79	466.21	71%
42410	2700	Worker's Compensation	775.00	422.47	352.53	55%
42410	3000	SWC Pur Svcs	45,000.00	58,175.36	(13,175.36)	129%
42410	5110	SWC Electrical Services	2,000.00	1,251.87	748.13	63%
42410	5230	SWC Telephone	1,000.00	459.49	540.51	46%
42410	6000	SWC Mat & Sup	1,000.00	608.75	391.25	61%
<b>Total 42410 Solid Waste Convenience</b>			<b>72,708.00</b>	<b>77,294.73</b>	<b>(4,586.73)</b>	<b>106%</b>
42600	3000	LitterCtrl Pur Svcs	7,981.00	4,899.50	3,081.50	61%
42600	6000	LitterCtrl Mat & Sup	-	441.33	(441.33)	100%
<b>Total 42600 Litter Control</b>			<b>7,981.00</b>	<b>5,340.83</b>	<b>2,640.17</b>	<b>67%</b>
42700	3840	Sanitation Intergov Svc Agreem	37,000.00	29,119.63	7,880.37	79%
42700	5600	Sanitation Entity Gift	207,000.00	207,000.00	-	100%
<b>Total 42700 Sanitation</b>			<b>244,000.00</b>	<b>236,119.63</b>	<b>7,880.37</b>	<b>97%</b>
43200	1100	Maintenanc Salaries	161,761.00	192,099.70	(30,338.70)	119%
43200	2100	Maintenanc FICA	11,870.00	13,990.74	(2,120.74)	118%
43200	2210	Maintenanc VRS 1&2	9,571.00	10,439.07	(868.07)	109%
43200	2220	Maintenanc VRS Hybrid	7,511.00	9,407.23	(1,896.23)	125%
43200	2300	Maintenanc Health Ins	18,938.00	25,836.32	(6,898.32)	136%

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43200	2400	Maintenanc Life Ins	2,168.00	2,577.05	(409.05)	119%
43200	2510	Maintenanc Dis Ins Hybrid	314.00	481.33	(167.33)	153%
43200	2700	Maintenanc Workers Comp	2,103.00	2,026.19	76.81	96%
43200	2750	Maintenanc RHCC	137.00	-	137.00	0%
43200	3000	Maintenanc Pur Svcs	38,000.00	15,375.83	22,624.17	40%
43200	3000	JGC Maintenanc Pur Svcs	20,000.00	13,050.06	6,949.94	65%
43200	3000	RT Maintenanc Pur Svcs	7,500.00	11,023.84	(3,523.84)	147%
43200	3000	ChurchSt Maint Pur Svcs	2,000.00	2,050.61	(50.61)	103%
43200	3000	104Church Maint Pur Svcs	16,000.00	6,394.38	9,605.62	40%
43200	3000	225Rams Maint Pur Svcs	7,500.00	30,881.18	(23,381.18)	412%
43200	3000	524West Maint Pur Svcs	1,000.00	1,308.10	(308.10)	131%
43200	3000	AlRec Maint Pur Svcs	14,500.00	4,746.05	9,753.95	33%
43200	3000	AlOff Maint Pur Svcs	15,000.00	3,993.83	11,006.17	27%
43200	3000	AlPool Maint Pur Svcs	5,000.00	14.00	4,986.00	0%
43200	3000	AlBase Maint Pur Svcs	750.00	-	750.00	0%
43200	3000	AlSoc Maint Pur Svcs	1,300.00	200.00	1,100.00	15%
43200	3000	106Church Maint Pur Svcs	1,000.00	3.50	996.50	0%
43200	3000	Kohn Maint Pur Svcs	-	3,000.00	(3,000.00)	100%
43200	3000	36EMain Maint Pur Svcs	500.00	-	500.00	0%
43200	3000	311EMain Maint Pur Svcs	3,000.00	2,918.00	82.00	97%
43200	3000	309WMain Maint Pur Svcs	2,000.00	7.00	1,993.00	0%
43200	3000	129Rams Maint Pur Svcs	1,000.00	2,378.82	(1,378.82)	238%
43200	3320	Maintenanc Maint Contracts	41,000.00	53,366.17	(12,366.17)	130%
43200	3320	JGC Maint Contracts	4,500.00	5,375.30	(875.30)	119%
43200	3320	RT Maintenanc Maint Contracts	4,500.00	5,439.70	(939.70)	121%
43200	3320	ChurchSt Maint Contracts	3,500.00	3,391.34	108.66	97%
43200	3320	104Church Maint Contracts	3,800.00	4,459.00	(659.00)	117%
43200	3320	225Rams Maint Contracts	3,000.00	2,839.66	160.34	95%
43200	3320	524West Maint Contracts	742.00	570.00	172.00	77%
43200	3320	AlRec Maint Contracts	3,700.00	2,387.15	1,312.85	65%
43200	3320	AlOff Maint Contracts	-	210.00	(210.00)	100%
43200	3320	106Church Maint Contracts	450.00	388.97	61.03	86%
43200	3320	36EMain Maint Contracts	450.00	443.66	6.34	99%
43200	3320	311EMain Maint Contracts	4,000.00	3,745.83	254.17	94%
43200	3320	309WMain Maint Serv Contracts	750.00	-	750.00	0%
43200	3320	129Rams Maint Contracts	750.00	663.64	86.36	88%
43200	3340	Maintenanc Custodial Contracts	55,000.00	40,386.56	14,613.44	73%
43200	3340	JGC Maintenanc Custodial Contr	25,000.00	14,253.00	10,747.00	57%
43200	3340	311EMain Maint Cus Contracts	3,600.00	5,535.00	(1,935.00)	154%
43200	3340	ARP CRF Cooley Maint Custodial	-	1,860.00	(1,860.00)	100%
43200	3600	Maintenanc Advertising	1,200.00	-	1,200.00	0%
43200	5110	JGC Maintenanc Electric	40,000.00	34,134.84	5,865.16	85%
43200	5110	RT Maintenanc Electric	12,100.00	9,301.51	2,798.49	77%
43200	5110	ChurchSt Maint Electric	30,000.00	21,274.04	8,725.96	71%
43200	5110	104Church Maint Electric	12,000.00	8,444.37	3,555.63	70%
43200	5110	225Rams Maint Electric	7,500.00	6,081.75	1,418.25	81%
43200	5110	524West Maint Electric	2,200.00	1,213.33	986.67	55%
43200	5110	AlRec Maint Electric	31,000.00	18,927.62	12,072.38	61%
43200	5110	AlOff Maint Electric	5,000.00	4,806.35	193.65	96%
43200	5110	AlPool Maint Electric	8,000.00	7,095.96	904.04	89%
43200	5110	AlBase Maint Electric	840.00	384.22	455.78	46%
43200	5110	AlSoc Maint Electric	500.00	630.70	(130.70)	126%
43200	5110	311EMain Maint Electric	9,000.00	6,720.09	2,279.91	75%
43200	5110	309WMain Maint Electrical Svcs	2,000.00	680.99	1,319.01	34%
43200	5110	129Rams Maint Electric	3,000.00	2,183.88	816.12	73%
43200	5120	JGC Maintenanc Heating	5,500.00	9,972.39	(4,472.39)	181%
43200	5120	RT Maintenanc Heating	1,600.00	1,403.53	196.47	88%
43200	5120	104Church Maint Heating	3,800.00	4,084.39	(284.39)	107%
43200	5120	225Rams Maint Heating	6,000.00	9,301.27	(3,301.27)	155%
43200	5120	524West Maint Heating	3,000.00	1,769.77	1,230.23	59%
43200	5120	AlRec Maint Heating	5,000.00	6,048.52	(1,048.52)	121%

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43200	5120	309WMain Maint Heating	2,000.00	2,327.29	(327.29)	116%
43200	5120	129Rams Maint Heating	3,000.00	3,902.32	(902.32)	130%
43200	5130	Maintenanc Water & Sewer	750.00	365.43	384.57	49%
43200	5130	JGC Maintenanc Water & Sewer	1,500.00	1,157.87	342.13	77%
43200	5130	RT Maintenanc Water & Sewer	4,500.00	4,843.73	(343.73)	108%
43200	5130	104Church Maint Water & Sewer	750.00	475.65	274.35	63%
43200	5130	225Rams Maint Water & Sewer	500.00	70.79	429.21	14%
43200	5130	AlRec Maint Water & Sewer	2,000.00	1,677.20	322.80	84%
43200	5130	AlOff Maint Water & Sewer	3,000.00	7,926.84	(4,926.84)	264%
43200	5130	AlPool Maint Water & Sewer	20,000.00	9,001.23	10,998.77	45%
43200	5130	311EMain Maint Water & Sewer	1,200.00	961.30	238.70	80%
43200	5130	309WMain Maint Water & Sewer	1,000.00	504.39	495.61	50%
43200	5130	129Rams Maint Water & Sewer	600.00	329.76	270.24	55%
43200	5230	Maintenanc Telephone	2,000.00	1,048.78	951.22	52%
43200	5300	Maintenanc Insurance	43,000.00	43,036.96	(36.96)	100%
43200	5400	Maintenanc Leases & Rentals	1,000.00	-	1,000.00	0%
43200	5500	Maintenanc Travel	750.00	-	750.00	0%
43200	6000	Maintenanc Mat & Sup	35,000.00	31,927.18	3,072.82	91%
43200	6000	JGC Maintenance Mat & Sup	2,000.00	1,590.83	409.17	80%
43200	6000	RT Maint Mat & Sup	1,500.00	258.42	1,241.58	17%
43200	6000	ChurchSt Maint Mat & Sup	1,000.00	2,714.83	(1,714.83)	271%
43200	6000	104Church Maint Mat & Sup	1,500.00	808.39	691.61	54%
43200	6000	225Rams Maint Mat & Sup	1,000.00	2,558.99	(1,558.99)	256%
43200	6000	524West Maint Mat & Sup	750.00	2,686.86	(1,936.86)	358%
43200	6000	AlRec Maint Mat & Sup	2,200.00	864.12	1,335.88	39%
43200	6000	AlOff Maint Mat & Sup	6,000.00	7,779.83	(1,779.83)	130%
43200	6000	AlPool Maint Mat & Sup	5,000.00	1,634.36	3,365.64	33%
43200	6000	AlBase Maint Mat & Sup	5,000.00	2,116.70	2,883.30	42%
43200	6000	AlSoc Maint Mat & Sup	8,500.00	8,680.42	(180.42)	102%
43200	6000	106Church Maint Mat & Sup	500.00	-	500.00	0%
43200	6000	32EMain Maint Mat & Sup	500.00	-	500.00	0%
43200	6000	36EMain Maint Mat & Sup	500.00	45.99	454.01	9%
43200	6000	311EMain Maint Mat & Sup	1,000.00	41.97	958.03	4%
43200	6000	309WMain Maint Mat & Sup	500.00	416.22	83.78	83%
43200	6000	129Rams Maint Mat & Sup	500.00	25.50	474.50	5%
43200	6008	Maintenanc Vehicle Fuel	5,000.00	7,006.01	(2,006.01)	140%
<b>Total 43200 General Property Maintenance - All Accounts</b>			<b>859,905.00</b>	<b>802,763.49</b>	<b>57,141.51</b>	<b>93%</b>
51100	5600	Local Health Dept Contribution	193,642.00	192,367.00	1,275.00	99%
<b>Total 51100 Local Health Department</b>			<b>193,642.00</b>	<b>192,367.00</b>	<b>1,275.00</b>	<b>99%</b>
51200	5600	Our Health Entity Gift	6,500.00	4,875.00	1,625.00	75%
<b>Total 51200 Our Health</b>			<b>6,500.00</b>	<b>4,875.00</b>	<b>1,625.00</b>	<b>75%</b>
52400	5600	N Shen Vally Sub Abuse Coal Co	15,000.00	15,000.00	-	100%
<b>Total 52400 N Shen Valley Subst Abuse Coal</b>			<b>15,000.00</b>	<b>15,000.00</b>	<b>-</b>	<b>100%</b>
52500	5600	NW Community Svc Entity Gift	96,350.00	96,350.00	-	100%
<b>Total 52500 Northwestern Community Svcs</b>			<b>96,350.00</b>	<b>96,350.00</b>	<b>-</b>	<b>100%</b>
52800	5600	Concern Hotline Entity Gift	1,500.00	1,500.00	-	100%
<b>Total 52800 Concern Hotline</b>			<b>1,500.00</b>	<b>1,500.00</b>	<b>-</b>	<b>100%</b>
53230	5600	SAAA EntityGift	40,000.00	40,000.00	-	100%
<b>Total 53230 Shenandoah Area Agency on Aging</b>			<b>40,000.00</b>	<b>40,000.00</b>	<b>-</b>	<b>100%</b>
53240	5600	Virginia Regional Transit Cont	19,302.00	19,302.00	-	100%
<b>Total 53240 VA Regional Transp Assn</b>			<b>19,302.00</b>	<b>19,302.00</b>	<b>-</b>	<b>100%</b>
53250	5600	FISH of Clarke County Contr	1,000.00	1,000.00	-	100%
<b>Total 53250 FISH of Clarke County</b>			<b>1,000.00</b>	<b>1,000.00</b>	<b>-</b>	<b>100%</b>
53600	5600	Access Independence Contr	1,000.00	1,000.00	-	100%
<b>Total 53600 Access Independence</b>			<b>1,000.00</b>	<b>1,000.00</b>	<b>-</b>	<b>100%</b>
53700	5600	Laurel Center Contribution	4,000.00	4,000.00	-	100%
53700	5600	ARP Contr to Other Entitites	25,000.00	25,000.00	-	100%
<b>Total 53700 The Laurel Ctr (Women's Shltr)</b>			<b>29,000.00</b>	<b>29,000.00</b>	<b>-</b>	<b>100%</b>
53710	5600	Tax Relief for the Elderly	215,000.00	-	215,000.00	0%
<b>Total 53710 Tax Relief for the Elde</b>			<b>215,000.00</b>	<b>-</b>	<b>215,000.00</b>	<b>0%</b>
69100	5600	Lord FairfaxComm College Cont	17,965.00	17,965.00	-	100%

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<b>Total 69100</b>	<b>Lord Fairfax</b>	<b>Community College</b>	17,965.00	17,965.00	-	100%
71100	1100	Parks Adm Salaries	327,535.00	327,534.84	0.16	100%
71100	1300	Parks Adm Part Time Salaries	21,919.00	15,662.50	6,256.50	71%
71100	2100	Parks Adm FICA	25,410.00	24,022.18	1,387.82	95%
71100	2210	Parks Adm VRS 1&2	33,804.00	33,801.60	2.40	100%
71100	2300	Parks Adm Health Ins	52,481.00	52,775.25	(294.25)	101%
71100	2400	Parks Adm Life Ins	4,392.00	4,388.88	3.12	100%
71100	2700	Parks Adm Workers Comp	9,077.00	6,814.41	2,262.59	75%
71100	3000	Parks Adm Pur Svcs	570.00	151.16	418.84	27%
71100	3180	Parks Adm Credit Card Fees	8,000.00	8,736.00	(736.00)	109%
71100	3320	Parks Adm Maint Contracts	3,000.00	2,446.23	553.77	82%
71100	3500	Parks Adm Printing & Binding	395.00	210.32	184.68	53%
71100	3600	Parks Adm Advertising	1,175.00	879.82	295.18	75%
71100	5210	Parks Adm Postal Svcs	1,762.00	94.45	1,667.55	5%
71100	5230	Parks Adm Telephone	1,000.00	825.53	174.47	83%
71100	5400	Parks Adm Leases & Rentals	515.00	397.64	117.36	77%
71100	5500	Parks Adm Travel	2,190.00	-	2,190.00	0%
71100	5810	Parks Adm Dues & Memb	1,879.00	1,390.00	489.00	74%
71100	6000	Parks Adm Mat & Sup	5,156.00	3,188.69	1,967.31	62%
71100	6008	Parks Adm Vehicle Fuel	700.00	344.44	355.56	49%
71100	6011	Parks Adm Clothing	1,100.00	563.16	536.84	51%
<b>Total 71100</b>	<b>Parks Administration</b>		502,060.00	484,227.10	17,832.90	96%
71310	1100	Rec Center Salaries	55,784.00	55,914.04	(130.04)	100%
71310	1300	Rec Center Part Time Salaries	39,537.00	42,092.70	(2,555.70)	106%
71310	2100	Rec Center FICA	7,239.00	7,441.19	(202.19)	103%
71310	2210	Rec Center VRS 1&2	5,757.00	5,756.88	0.12	100%
71310	2300	Rec Center Health Ins	7,961.00	8,041.68	(80.68)	101%
71310	2400	Rec Center Life Ins	748.00	747.48	0.52	100%
71310	2700	Rec Center Workers Comp	2,476.00	1,792.68	683.32	72%
71310	3600	Rec Center Advertising	890.00	783.00	107.00	88%
71310	5830	Rec Center Refunds	1,000.00	1,025.00	(25.00)	103%
71310	6000	Rec Center Mat & Sup	7,595.00	7,170.02	424.98	94%
71310	6012	Rec Center Merch for Resale	3,000.00	2,104.14	895.86	70%
<b>Total 71310</b>	<b>Recreation Center</b>		131,987.00	132,868.81	(881.81)	101%
71320	1200	Pool Overtime	-	109.12	(109.12)	100%
71320	1300	Pool Part Time Salaries	67,277.00	55,812.12	11,464.88	83%
71320	2100	Pool FICA	5,147.00	4,258.98	888.02	83%
71320	2300	Pool Health Ins	-	1,123.03	(1,123.03)	100%
71320	2700	Pool Workers Comp	1,747.00	938.71	808.29	54%
71320	3000	Pool Pur Svcs	1,500.00	1,297.75	202.25	87%
71320	5500	Pool Travel	275.00	-	275.00	0%
71320	5810	Pool Dues & Memb	1,800.00	1,335.00	465.00	74%
71320	5830	Pool Refunds	1,160.00	1,190.50	(30.50)	103%
71320	6000	Pool Mat & Sup	2,700.00	1,279.68	1,420.32	47%
71320	6011	Pool Clothing	1,746.00	108.92	1,637.08	6%
71320	6012	Pool Merch for Resale	680.00	475.00	205.00	70%
71320	6026	Pool Chemicals	10,000.00	6,640.55	3,359.45	66%
<b>Total 71320</b>	<b>Swimming Pool</b>		94,032.00	74,569.36	19,462.64	79%
71350	1100	Programs Salaries	43,042.00	43,041.96	0.04	100%
71350	1200	Programs Overtime	-	73.55	(73.55)	100%
71350	1300	Programs Part Time Salaries	105,671.00	47,532.25	58,138.75	45%
71350	2100	Programs FICA	11,286.00	6,845.06	4,440.94	61%
71350	2210	Programs VRS 1&2	4,442.00	4,441.92	0.08	100%
71350	2300	Programs Health Ins	8,047.00	7,961.65	85.35	99%
71350	2400	Programs Life Ins	577.00	576.72	0.28	100%
71350	2700	Programs Workers Comp	3,863.00	2,092.95	1,770.05	54%
71350	3000	Programs Pur Svcs	45,983.00	32,212.06	13,770.94	70%
71350	3500	Programs Printing & Binding	7,000.00	3,400.31	3,599.69	49%
71350	3600	Programs Advertising	2,000.00	959.00	1,041.00	48%
71350	5210	Programs Postal Svcs	100.00	-	100.00	0%
71350	5230	Programs Telephone	500.00	353.01	146.99	71%

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FUNCTION	OBJECT	ACCOUNT DESCRIPTION	REVISED BUDGET	YTD EXPENDED	AVAILABLE BUDGET	% Used
71350	5400	Programs Leases & Rentals	300.00	-	300.00	0%
71350	5500	Programs Travel	1,000.00	300.00	700.00	30%
71350	5560	Programs Group Trip	42,284.00	455.00	41,829.00	1%
71350	5810	Programs Dues & Memb	200.00	-	200.00	0%
71350	5830	Programs Refunds	7,000.00	4,123.08	2,876.92	59%
71350	6000	Programs Mat & Sup	13,000.00	9,892.62	3,107.38	76%
71350	6000	ARP CRF Prog Mat & Sup	-	2,991.09	(2,991.09)	100%
71350	6008	Programs Vehicle Fuel	-	12.58	(12.58)	100%
71350	6011	Programs Clothing	1,500.00	803.51	696.49	54%
71350	6012	Programs Merch for Resale	6,500.00	4,821.00	1,679.00	74%
71350	8200	Programs Capital Outlay Adds	21,097.00	-	21,097.00	0%
<b>Total 71350 Parks Programs</b>			<b>325,392.00</b>	<b>172,889.32</b>	<b>152,502.68</b>	<b>53%</b>
71360	1300	Concession Part Time Salaries	4,945.00	4,120.52	824.48	83%
71360	2100	Concession FICA	379.00	315.19	63.81	83%
71360	6000	Concession Mat & Sup	100.00	-	100.00	0%
71360	6012	Concession Merch for Resale	11,100.00	10,274.91	825.09	93%
<b>Total 71360 Concession Stand</b>			<b>16,524.00</b>	<b>14,710.62</b>	<b>1,813.38</b>	<b>89%</b>
72240	5600	Barns of Rose Hill Contr	11,750.00	11,750.00	-	100%
<b>Total 72240 Barns of Rose Hill</b>			<b>11,750.00</b>	<b>11,750.00</b>	<b>-</b>	<b>100%</b>
72700	5600	VA Comm for Arts Contr	9,000.00	9,000.00	-	100%
<b>Total 72700 VA Commission for the Arts</b>			<b>9,000.00</b>	<b>9,000.00</b>	<b>-</b>	<b>100%</b>
73200	5600	Handley Regional Library Contr	279,238.00	279,238.00	-	100%
<b>Total 73200 Handley Regional Library</b>			<b>279,238.00</b>	<b>279,238.00</b>	<b>-</b>	<b>100%</b>
81110	1100	Plan Adm Salaries	320,414.00	302,791.88	17,622.12	95%
81110	1300	Plan Adm Part Time Salaries	-	9,315.00	(9,315.00)	100%
81110	2100	Plan Adm FICA	23,295.00	23,156.47	138.53	99%
81110	2210	Plan Adm VRS 1&2	32,017.00	22,967.52	9,049.48	72%
81110	2220	Plan Adm VRS Hybrid	1,104.00	7,679.78	(6,575.78)	696%
81110	2300	Plan Adm Health Ins	38,383.00	29,898.73	8,484.27	78%
81110	2400	Plan Adm Life Ins	4,296.00	3,979.46	316.54	93%
81110	2510	Plan Adm Dis Ins Hybrid	54.00	392.92	(338.92)	728%
81110	2700	Plan Adm Workers Comp	8,058.00	5,451.49	2,606.51	68%
81110	2800	Plan Adm Leave Pay	-	4,738.06	(4,738.06)	100%
81110	3000	Plan Adm Pur Svcs	15,000.00	1,200.00	13,800.00	8%
81110	3000	Plan Adm Pur Svcs-Brdbnd Imp	-	-	-	100%
81110	3140	Plan Adm Engineer & Architect	20,000.00	6,025.00	13,975.00	30%
81110	3140	Plan Adm Pass Thru Eng Fees	5,000.00	9,425.00	(4,425.00)	189%
81110	3320	Plan Adm Maint Contracts	-	3,994.05	(3,994.05)	100%
81110	3500	Plan Adm Printing & Binding	2,000.00	-	2,000.00	0%
81110	3600	Plan Adm Advertising	-	1,846.20	(1,846.20)	100%
81110	3600	Plan Adm Advert-Brdbnd Imp	-	-	-	100%
81110	5210	Plan Adm Postal Svcs	1,200.00	1,184.70	15.30	99%
81110	5210	Plan AdmPostal Svcs-Brdbnd Imp	-	-	-	100%
81110	5230	Plan Adm Telephone	400.00	144.00	256.00	36%
81110	5500	Plan Adm Travel	1,000.00	805.20	194.80	81%
81110	5510	Plan Adm Local Mileage	1,000.00	191.00	809.00	19%
81110	5810	Plan Adm Dues & Memb	300.00	355.00	(55.00)	118%
81110	6000	Plan Adm Mat & Sup	2,500.00	1,714.21	785.79	69%
<b>Total 81110 Planning Administration</b>			<b>476,021.00</b>	<b>437,255.67</b>	<b>38,765.33</b>	<b>92%</b>
81120	1300	Plan Com Part Time Salaries	500.00	1,000.00	(500.00)	200%
81120	2100	Plan Com FICA	39.00	76.51	(37.51)	196%
81120	2700	Plan Com Workers Comp	-	10.00	(10.00)	100%
81120	3160	Plan Com Board Member Fees	8,000.00	7,375.00	625.00	92%
81120	3600	Plan Com Advertising	4,000.00	2,260.20	1,739.80	57%
81120	5210	Plan Com Postal Svcs	100.00	18.30	81.70	18%
81120	5500	Plan Com Travel	1,750.00	-	1,750.00	0%
<b>Total 81120 Planning Commission</b>			<b>14,389.00</b>	<b>10,740.01</b>	<b>3,648.99</b>	<b>75%</b>
81130	1300	BryDevAuth Part Time Salaries	-	150.00	(150.00)	100%
81130	2100	BryDevAuth FICA	-	11.47	(11.47)	100%
81130	3160	BryDevAuth Board Member Fees	900.00	275.00	625.00	31%
<b>Total 81130 Berryville Dev Authority</b>			<b>900.00</b>	<b>436.47</b>	<b>463.53</b>	<b>48%</b>

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FUNCTION	OBJECT	ACCOUNT DESCRIPTION	REVISED BUDGET	YTD EXPENDED	AVAILABLE BUDGET	% Used
81140	5600	Regional Airport Auth Contr	5,000.00	5,000.00	-	100%
<b>Total 81140 Regional Airport Authority</b>			<b>5,000.00</b>	<b>5,000.00</b>	<b>-</b>	<b>100%</b>
81310	5600	Help with Housing Contrib	2,500.00	2,500.00	-	100%
<b>Total 81310 Help With Housing</b>			<b>2,500.00</b>	<b>2,500.00</b>	<b>-</b>	<b>100%</b>
81400	1300	BrdZonApp Part Time Salaries	250.00	-	250.00	0%
81400	2100	BrdZonApp FICA	20.00	-	20.00	0%
81400	3000	BrdZonApp Pur Svcs	2,000.00	23,869.00	(21,869.00)	1193%
81400	3160	BrdZonApp Board Member Fees	500.00	75.00	425.00	15%
81400	3600	BrdZonApp Advertising	700.00	492.60	207.40	70%
81400	5210	BrdZonApp Postal Svcs	50.00	-	50.00	0%
<b>Total 81400 Board of Zoning Appeals</b>			<b>3,520.00</b>	<b>24,436.60</b>	<b>(20,916.60)</b>	<b>694%</b>
81510	1100	Econ Dev Salaries	74,274.00	74,274.00	-	100%
81510	2100	Econ Dev FICA	5,682.00	5,736.48	(54.48)	101%
81510	2220	Econ Dev VRS Hybrid	7,666.00	7,665.12	0.88	100%
81510	2400	Econ Dev Life Ins	996.00	995.28	0.72	100%
81510	2510	Econ Dev Dis Ins Hybrid	393.00	392.16	0.84	100%
81510	2700	Econ Dev Workers Comp	2,189.00	3,052.57	(863.57)	139%
81510	3000	Econ Dev Pur Svcs	43,000.00	10,771.58	32,228.42	25%
81510	3000	Econ Dev ARP Tourism Pur Svcs	30,000.00	-	30,000.00	0%
81510	3320	Econ Dev Maint Svc Contracts	1,000.00	1,500.00	(500.00)	150%
81510	3500	Econ Dev Printing & Binding	100.00	123.81	(23.81)	124%
81510	3600	Econ Dev Advertising	7,500.00	3,000.00	4,500.00	40%
81510	5210	Econ Dev Postal Svcs	50.00	61.18	(11.18)	122%
81510	5230	Econ Dev Telephone	550.00	457.66	92.34	83%
81510	5500	Econ Dev Travel	1,000.00	407.20	592.80	41%
81510	5510	Econ Dev Local Mileage	1,000.00	58.44	941.56	6%
81510	5600	Econ Dev Contr to Other Entit	-	500.00	(500.00)	100%
81510	5800	Econ Dev Miscellaneous Expendi	500.00	-	500.00	0%
81510	5810	Econ Dev Dues & Memb	12,000.00	12,176.75	(176.75)	101%
81510	6000	Econ Dev Mat & Sup	1,000.00	1,818.65	(818.65)	182%
<b>Total 81510 Office of Economic Development</b>			<b>188,900.00</b>	<b>122,990.88</b>	<b>65,909.12</b>	<b>65%</b>
81530	5600	Small Bus Dev Ctr Contrib	2,000.00	2,000.00	-	100%
<b>Total 81530 Small Business Dev Center</b>			<b>2,000.00</b>	<b>2,000.00</b>	<b>-</b>	<b>100%</b>
81540	5600	Blandy Exp Farm Contrib	3,000.00	3,000.00	-	100%
<b>Total 81540 Blandy Experimental Farm</b>			<b>3,000.00</b>	<b>3,000.00</b>	<b>-</b>	<b>100%</b>
81550	5600	B'ville Main St Contribution	3,500.00	3,500.00	-	100%
<b>Total 81550 Berryville Main Street</b>			<b>3,500.00</b>	<b>3,500.00</b>	<b>-</b>	<b>100%</b>
81800	1300	HstPrvCom Part Time Salaries	-	75.00	(75.00)	100%
81800	2100	HstPrvCom FICA	-	5.73	(5.73)	100%
81800	3000	HstPrvCom Pur Svcs	9,500.00	8,491.00	1,009.00	89%
81800	3000	HstPrvCom Pur Svcs	31,505.00	-	31,505.00	0%
81800	3000	HPC Battle Bound Stdy Pur Svcs	32,526.00	12,105.52	20,420.48	37%
81800	3160	HstPrvCom Board Member Fees	1,000.00	525.00	475.00	53%
81800	3600	HstPrvCom Advertising	300.00	-	300.00	0%
81800	5210	HstPrvCom Postal Svcs	50.00	4.72	45.28	9%
81800	5500	HstPrvCom Travel	50.00	-	50.00	0%
<b>Total 81800 Historic Preservation Comm</b>			<b>74,931.00</b>	<b>21,206.97</b>	<b>53,724.03</b>	<b>28%</b>
81910	5600	NSVRC EntityGift	10,694.00	10,694.07	(0.07)	100%
<b>Total 81910 Northern Shen Valley Reg Comm</b>			<b>10,694.00</b>	<b>10,694.07</b>	<b>(0.07)</b>	<b>100%</b>
82210	3000	Water Qual Pur Svcs	30,000.00	19,342.50	10,657.50	64%
<b>Total 82210 Water Quality Management</b>			<b>30,000.00</b>	<b>19,342.50</b>	<b>10,657.50</b>	<b>64%</b>
82220	5600	Friends of Shenandoah Contr	8,000.00	8,000.00	-	100%
<b>Total 82220 Friends of the Shenandoah</b>			<b>8,000.00</b>	<b>8,000.00</b>	<b>-</b>	<b>100%</b>
82230	1300	BrdSepApp Part Time Salaries	200.00	50.00	150.00	25%
82230	2100	BrdSepApp FICA	16.00	3.38	12.62	21%
82230	2300	BrdSepApp Health Ins	-	66.34	(66.34)	100%
82230	2700	BrdSepApp Workers Comp	-	4.00	(4.00)	100%
82230	3000	BrdSepApp Pur Svcs	500.00	-	500.00	0%
82230	3160	BrdSepApp Board Member Fees	250.00	100.00	150.00	40%
82230	3600	BrdSepApp Advertising	500.00	-	500.00	0%
82230	5210	BrdSepApp Postal Svcs	100.00	-	100.00	0%

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<b>FUNCTION</b>	<b>OBJECT</b>	<b>ACCOUNT DESCRIPTION</b>	<b>REVISED BUDGET</b>	<b>YTD EXPENDED</b>	<b>AVAILABLE BUDGET</b>	<b>% Used</b>
<b>Total 82230</b>	<b>Board of Septic Appeals</b>		1,566.00	223.72	1,342.28	14%
82400	5600	Lord Fairfax S&W Contr	5,000.00	5,000.00	-	100%
<b>Total 82400</b>	<b>LF Soil &amp; Water Cons Dist</b>		5,000.00	5,000.00	-	100%
82600	1300	Biosolids Part Time Salaries	1,000.00	220.00	780.00	22%
82600	2100	Biosolids FICA	77.00	16.83	60.17	22%
82600	2700	Biosolids Workers Comp	29.00	20.00	9.00	69%
<b>Total 82600</b>	<b>Bio-solids Application</b>		1,106.00	256.83	849.17	23%
83100	3320	Coop Ext Maint Contracts	800.00	399.18	400.82	50%
83100	3841	Coop Ext VPI Agent	48,984.00	30,988.61	17,995.39	63%
83100	5210	Coop Ext Postal Svcs	500.00	74.26	425.74	15%
83100	5230	Coop Ext Telephone	200.00	-	200.00	0%
83100	5810	Coop Ext Dues & Memb	150.00	50.00	100.00	33%
83100	6000	Coop Ext Mat & Sup	1,500.00	-	1,500.00	0%
<b>Total 83100</b>	<b>Cooperative Extension Program</b>		52,134.00	31,512.05	20,621.95	60%
83400	5600	4-H Center EntityGift	2,500.00	2,500.00	-	100%
<b>Total 83400</b>	<b>4-H Center</b>		2,500.00	2,500.00	-	100%
91600	1000	Reserve Personal	20,000.00	-	20,000.00	0%
91600	3140	Reserve Engineer & Architect	5,000.00	-	5,000.00	0%
91600	3150	Reserve Legal Svcs	10,000.00	-	10,000.00	0%
91600	8000	Reserve Capital Outlay	20,000.00	-	20,000.00	0%
<b>Total 91600</b>	<b>Contingency Reserves</b>		55,000.00	-	55,000.00	0%
92500	5830	Rev Rf Insurance Claim Reimb	-	610.00	(610.00)	100%
<b>Total 92500</b>	<b>Rev Refunds - Ins Claim Reimb</b>		-	610.00	(610.00)	100%
92600	5830	Rev Rf Ambulance Svcs Refunds	-	12,048.60	(12,048.60)	100%
<b>Total 92600</b>	<b>Rev Refunds - Ambulance</b>		-	12,048.60	(12,048.60)	100%
<b>Grand Total</b>			15,797,670.00	11,831,689.57	3,965,980.43	75%

**Reconciliation of Appropriations**

Year Ending June 30, 2023

Date	Total	General Fund	Soc Svcs Fund	CSA Fund	Sch Oper Fund	Food Serv Fund	GG Cap Fund	School Cap Fund	GG Debt Fund	School Debt Fund	Joint Fund	Conservation Easements	Unemploy. Fund	Health Fund
<b>04/ 20/ 21 Appropriations Resolution: Total</b>	<b>51,066,211</b>	<b>14,063,870</b>	<b>1,778,290</b>	<b>330,295</b>	<b>25,390,181</b>	<b>744,298</b>	<b>3,735,000</b>	<b>1,570,325</b>	<b>251,700</b>	<b>2,329,126</b>	<b>818,126</b>	<b>45,000</b>	<b>10,000</b>	<b>0</b>
<i>Adjustments:</i>														
<i>7/19/2022 Health Insurance Fund-from fund balance</i>														285,000
<i>7/19/2022 Barns of Rose Hill- Endowment fund</i>		5,000												
<i>7/19/2022 Courthouse Green Master Plan</i>							58,658							
<b>Revised Appropriation</b>	<b>51,414,869</b>	<b>14,068,870</b>	<b>1,778,290</b>	<b>330,295</b>	<b>25,390,181</b>	<b>744,298</b>	<b>3,793,658</b>	<b>1,570,325</b>	<b>251,700</b>	<b>2,329,126</b>	<b>818,126</b>	<b>45,000</b>	<b>10,000</b>	<b>285,000</b>
<b>Change to Appropriation</b>	<b>348,658</b>	<b>5,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>58,658</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>285,000</b>
<b>Original Revenue Estimate</b>	<b>17,723,491</b>	<b>3,533,020</b>	<b>1,076,325</b>	<b>163,569</b>	<b>10,818,016</b>	<b>800,996</b>	<b>932,095</b>	<b>154,000</b>		<b>200,470</b>	<b>0</b>	<b>45,000</b>	<b>0</b>	<b>0</b>
<i>Adjustments:</i>														
<b>Revised Revenue Estimate</b>	<b>17,723,491</b>	<b>3,533,020</b>	<b>1,076,325</b>	<b>163,569</b>	<b>10,818,016</b>	<b>800,996</b>	<b>932,095</b>	<b>154,000</b>	<b>0</b>	<b>200,470</b>	<b>0</b>	<b>45,000</b>	<b>0</b>	<b>0</b>
<b>Change to Revenue Estimate</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Original Local Tax Funding</b>	<b>33,342,720</b>	<b>10,530,850</b>	<b>701,965</b>	<b>166,726</b>	<b>14,572,165</b>	<b>-56,698</b>	<b>2,802,905</b>	<b>1,416,325</b>	<b>251,700</b>	<b>2,128,656</b>	<b>818,126</b>	<b>0</b>	<b>10,000</b>	<b>0</b>
<b>Revised Local Tax Funding</b>	<b>33,691,378</b>	<b>10,535,850</b>	<b>701,965</b>	<b>166,726</b>	<b>14,572,165</b>	<b>-56,698</b>	<b>2,861,563</b>	<b>1,416,325</b>	<b>251,700</b>	<b>2,128,656</b>	<b>818,126</b>	<b>0</b>	<b>10,000</b>	<b>285,000</b>
<b>Change to Local Tax Funding</b>	<b>348,658</b>	<b>5,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>58,658</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>285,000</b>

*Italics = Proposed actions*