

ACTIONS
Board of Supervisors Meeting of July 1, 2009

July 6, 2009

<u>AGENDA ITEM/ACTION</u>	<u>ASSIGNMENT</u>
<p>1. Call to Order.</p> <ul style="list-style-type: none"> Meeting was called to order at 9:03 a.m. by the Chairman, Mr. Slutzky. All BOS members were present. Also present were Bob Tucker, Larry Davis, Ella Jordan and Meagan Hoy. 	
<p>4a. Recognition: Innovation Alliance Award.</p> <ul style="list-style-type: none"> Chairman recognized Toni Shope, present on behalf of the Alliance for Innovation, who was present to recognize the County's Family Support Program to receive a prestigious Outstanding Achievement in Local Government Innovation Award. Ms. Shope presented the award to Kathy Ralston and Debbie Chlebnikow. 	
<p>4b. Recognition: 25th Anniversary of the Creation of the Police Department.</p> <ul style="list-style-type: none"> Chairman presented resolution to John Miller, Lt. James Bond and Captain Kanie Richardson. 	(Attachment 1)
<p>5. From the Board: Matters Not Listed on the Agenda. <u>Sally Thomas:</u></p> <ul style="list-style-type: none"> Provided Board members with an update on the High Growth Coalition meeting she and Ms. Mallek attended. <p><u>Dennis Rooker:</u></p> <ul style="list-style-type: none"> Commented that Kiplingers recently selected this area as the 4th best place in the country to find a job. He added that Lee Catlin has created a list of various community accolades this area has received. Board members asked that they be provided a copy of the list. 	<u>Lee Catlin:</u> Provide copy of list.
<p>6. From the Public: Matters Not Listed for Public Hearing on the Agenda.</p> <ul style="list-style-type: none"> Kevin Boyer, President of the Association of Firefighters, encouraged the Board to work towards the creation and acceptance of an ordinance. 	
<p>7.2 FY 2009 Appropriations.</p> <ul style="list-style-type: none"> APPROVED budget amendment in the amount of \$125,816.46 and APPROVED Appropriations #2009065 and #2009066. 	<u>Clerk:</u> Forward copy of signed appropriation forms to Finance and appropriate individuals.
<p>7.3 Destruction of FY 2004 Paid Personal Property Tax Receipts.</p> <ul style="list-style-type: none"> APPROVED destruction of FY 2004 paid tax receipts. 	<u>Richard Wiggans/Tammy Critzer:</u> Proceed as approved.
<p>7.4 Five Oaks Court Road Name Change.</p> <ul style="list-style-type: none"> APPROVED changing the road name of Five Oaks Court to Frays Ridge Court and AUTHORIZED staff to implement the change. 	<u>Tex Weaver:</u> Proceed as approved.
<p>7.5 Resolution to accept road(s) in High View Estates Subdivision into the State Secondary System of Highways.</p> <ul style="list-style-type: none"> ADOPTED resolution. 	<u>Clerk:</u> Forward signed resolution and AM-4.3 form to Glenn Brooks. (Attachment 2)
<p>7.6 Quarterly Resource Management Review Update.</p>	<u>Bob Tucker/Tom Foley:</u> Provide requested

<ul style="list-style-type: none"> Board members requested information on financial impact of implementing recommendations. Board members indicated they would be forwarding additional questions to staff. 	information.
8. School Board Chairman, Board-to-Board. <ul style="list-style-type: none"> RECEIVED. 	
9a. Quarterly Update: Albemarle County Service Authority, Gary Fern. <ul style="list-style-type: none"> RECEIVED. 	
9b. Quarterly Update: Rivanna Water and Sewer Authority, Tom Frederick. <ul style="list-style-type: none"> RECEIVED. 	
Board recessed at 10:47 a.m. and reconvened at 10:58 a.m.	
10. Public Hearing: FY 2010 Budget Amendment. <ul style="list-style-type: none"> APPROVED the FY 2010 Budget Amendment in the amount of \$3,748,364.30 and APPROVED Appropriations #2010001, #2010002, #2010003, #2010004, #2010005 and #2010006 to provide funds for various local government and school projects and programs. 	Clerk: Forward copy of signed appropriation forms to Finance and appropriate individuals.
11. Public Hearing: Ordinance No. 09-07() – Health and Safety. <ul style="list-style-type: none"> ADOPTED ordinance. 	Clerk: Forward copy of adopted ordinance to Community Development and County Attorney’s Office. (Attachment 3)
12. Public Hearing: Ordinance No. 09-07() – Health and Safety. <ul style="list-style-type: none"> DEFERRED action on the proposed ordinance until such time as staff can bring back alternative proposals. CONSENSUS that the Police Department utilizes the County’s existing Noise Ordinance until this issue comes back to the Board. 	County Attorney’s office: Bring back when ready to come to Board.
13. Public Hearing: ZTA-2009-005. Enforcement and Administration. <ul style="list-style-type: none"> ADOPTED ordinance. 	Clerk: Forward copy of adopted ordinance to Community Development and County Attorney’s Office. (Attachment 4)
14. Public Hearing: ZTA-2009-006. Accessory structures in required yards. <ul style="list-style-type: none"> ADOPTED ordinance 	Clerk: Forward copy of adopted ordinance to Community Development and County Attorney’s Office. (Attachment 5)
15. Public Hearing: ZTA-2009-007. Temporary construction headquarters and yards. <ul style="list-style-type: none"> ADOPTED ordinance 	Clerk: Forward copy of adopted ordinance to Community Development and County Attorney’s Office. (Attachment 6)
16. Downtown Crozet Stormwater Management. <ul style="list-style-type: none"> AUTHORIZED staff to proceed with easement and property acquisition; and DIRECTED staff to bring back the necessary appropriation form to appropriate funds from Grayrock proffers, Stormwater Control Improvement Funds and RRBC grant. 	Greg Harper/George Shadman: Proceed as approved.
17. Work Session: ZTA-2008-02. Planned Developments and Neighborhood Model District. <ul style="list-style-type: none"> Due to time constraints, this item was deferred to August 5th. 	Clerk: Schedule on August 5, 2009.
18. Closed Meeting. <ul style="list-style-type: none"> At 12:46 p.m., the Board went into Closed Meeting to consider appointments to boards, committees, and commissions; to conduct an administrative evaluation; to evaluate the performance of a County department which 	

<p>requires the discussion of the performance of a specific individual; and to discuss with legal counsel and staff specific matters requiring legal advice relating to the negotiation of an open space easement.</p>	
<p>19. Certify Closed Meeting.</p> <ul style="list-style-type: none"> At 2:12 p.m., the Board reconvened into open meeting and certified the Closed Meeting. 	
<p>20. Appointments: Boards and Commissions.</p> <ul style="list-style-type: none"> APPOINTED France Hooper to the Community Mobility Committee, to fill an unexpired term which will expire December 31, 2010. APPOINTED Jane Covington to the Historic Preservation Committee, to fill an unexpired term which will expire June 4, 2010. APPOINTED Drew Holzwarth to the Housing Committee, to fill an unexpired term which will expire December 31, 2010. APPOINTED Darlene "Casey" Beeghly to the Pantops Community Council, with term to be determined at a future date. APPOINTED Faye Giles as an at large member to the Workforce Investment Board, with said term to expire June 30, 2010. REAPPOINTED Jeff Werner to the Fiscal Impact Advisory Committee with said term to expire July 8, 2011. REAPPOINTED Rod Gentry to the Workforce Investment Board as an at large member with said term to expire June 30, 2010. REAPPOINTED Sue Goldman to the Workforce Investment Board with said term to expire June 30, 2012. 	<p><u>Clerk:</u> Prepare appointment/reappointment letters, update Boards and Commissions book, webpage, and notify appropriate persons.</p>
<p>21a. VDOT Monthly Report.</p> <ul style="list-style-type: none"> Allan Sumpter provided the following additional updates: <ul style="list-style-type: none"> The signal at Woodbrook and 29 has been investigated and changes have been made. The four way stop at Woodlands Road and Raes Ford Road will be installed next week. The public hearing package for Georgetown Road is still moving along in the review process in the central office. Next it will go to the state for approval. Mr. Rooker pointed out that they did not want street lights. Mr. Sumpter said they will continue to work on that issue. Jarman's Gap is proceeding with getting to the right of way phase. District Construction Engineer Kenneth Shirley updated the Board on the Meadowcreek Parkway. 	
<p>21b. Transportation Matters not Listed on the Agenda. <u>Dennis Rooker:</u></p> <ul style="list-style-type: none"> Asked when the Burnley Road Bridge would be paved. Mr. Sumpter said they are partnering with Buckingham Branch on this bridge, and they have a plan to get the work completed. 	<p><u>Clerk:</u> Forward comments to Sue Kennedy and Allan Sumpter.</p>

<p>21d. Hatton Ferry Funding.</p> <ul style="list-style-type: none"> • MOVED, by a vote of 6:0, to appropriate \$9,300 from tourism fund capital code 1901072030950107, River Access Improvements, for the operation of the Hatton Ferry through September 30, 2009 with the understanding that any private contributions received for the Hatton Ferry operation be utilized to offset County funding support. • AUTHORIZED the County Executive to execute an appropriate memorandum of agreement with VDOT. 	<p><u>Clerk</u>: Provide 2 original signed copies of agreement to VDOT, and copies to County Attorney and Pat Mullaney. Forward necessary information to Accounting for payment.</p>
<p>21c. Route 29 Corridor Program.</p> <ul style="list-style-type: none"> • RECEIVED. 	
<p>Board recessed at 3:27 p.m. and reconvened at 3:37 p.m. in Room 241.</p>	
<p>23. Joint Meeting with School Board.</p>	
<p>23b. Discussion: Policy, re: School Funding Allocations.</p> <ul style="list-style-type: none"> • DIRECTED staff to prepare information for a future joint work session with the School Board to consider changes to the role of the CIP Oversight Committee. The information will include proposed criteria to aid the committee in its decision-making process and information on how other peer localities address this process. 	<p><u>Clerk</u>: Schedule joint meeting when ready.</p>
<p>22. From the Board: Matters Not Listed on the Agenda. David Slutzky:</p> <ul style="list-style-type: none"> • Asked staff to update the Board on County policy regarding the use of County funds to pay for food and beverages. 	<p><u>County Executive Staff</u>: Proceed as directed.</p>
<p>24. Adjourn.</p> <ul style="list-style-type: none"> • At 4:31 p.m., the Board adjourned. 	

ewj/mrh

- Attachment 1 – Resolution recognizing 25th Anniversary of the Creation of the Police Department
- Attachment 2 – Resolution to accept road(s) in High View Estates Subdivision into the State Secondary System of Highways
- Attachment 3 – Ordinance No. 09-07(1) – Health and Safety.
- Attachment 4 – Ordinance - ZTA-2009-005. Enforcement and Administration.
- Attachment 5 – Ordinance - ZTA-2009-006. Accessory structures in required yards
- Attachment 6 – Ordinance - ZTA-2009-007. Temporary construction headquarters and yards
- Attachment 7 – Hatton Ferry Memorandum of Agreement

On behalf of the citizens and the Board of Supervisors of Albemarle County, we would like to recognize the men and women of the Albemarle County Police Department on the occasion of the 25th anniversary of the formation of the Police Department. It is our pleasure to recognize and express appreciation and support for the

Albemarle County Police Department

Achieving this milestone is a tremendous credit to all of the men and women of the Department who for the past 25 years have provided our citizens with a high level of dedication and professionalism. Albemarle County was only the 24th law enforcement agency in the Commonwealth of Virginia to receive its accreditation in 2000, following a rigorous four-year process.

Our community receives many accolades, appearing frequently on national lists such as the #1 Best Place to Live in the United States. We could not achieve the outstanding quality of life we are so fortunate to enjoy, and that we are so well known for, if we were not a safe and secure place for people to live, work and play. Our Police Department plays a critical role in our success as an attractive and desirable location for residents, businesses and tourists.

The Police Department has evolved over time to meet the community's changing needs and demands and has remained on the leading edge of law enforcement innovations. These advancements have been made possible by progressive, innovative police professionals who over the past 25 years have acted aggressively to keep our department at the forefront of the law enforcement profession.

On behalf of the County of Albemarle and the citizens of Albemarle County, we want to congratulate the Police Department on its 25th anniversary and thank all the department members, past and present, for the contribution they each have made to our community's safety and well-being.

ATTACHMENT 2

The Board of County Supervisors of Albemarle County, Virginia, in regular meeting on the 1st day of July 2009, adopted the following resolution:

RESOLUTION

WHEREAS, the street(s) in **High View Estates Subdivision**, as described on the attached Additions Form AM-4.3 dated **July 1, 2009**, fully incorporated herein by reference, is shown on plats recorded in the Clerk's Office of the Circuit Court of Albemarle County, Virginia; and

WHEREAS, the Resident Engineer for the Virginia Department of Transportation has advised the Board that the street(s) meet the requirements established by the Subdivision Street Requirements of the Virginia Department of Transportation.

NOW, THEREFORE, BE IT RESOLVED, that the Albemarle Board of County Supervisors requests the Virginia Department of Transportation to add the street(s) in **High View Estates**, as described on the attached Additions Form AM-4.3 dated **July 1, 2009**, to the secondary system of state highways, pursuant to §33.1-229, Code of Virginia, and the Department's Subdivision Street Requirements; and

BE IT FURTHER RESOLVED that the Board guarantees a clear and unrestricted right-of-way, as described, exclusive of any necessary easements for cuts, fills and drainage as described on the recorded plats; and

FURTHER RESOLVED that a certified copy of this resolution be forwarded to the Resident Engineer for the Virginia Department of Transportation.

* * * * *

The road(s) described on Additions Form AM-4.3 is:

- 1) **Molly Lane (State Route 1039)** from the intersection of Route 618 (Martin Kings Road) to the cul-de-sac, as shown on plat recorded in the office the Clerk of Circuit Court of Albemarle County in Deed Book 3335, page 474, with a 50-foot right-of-way width, for a length of 0.26 miles.

Total Mileage – 0.26

ORDINANCE NO. 09-07(1)

AN ORDINANCE TO AMEND CHAPTER 7, HEALTH AND SAFETY, ARTICLE II, NAMING OF ROADS AND NUMBERING OF PROPERTIES, OF THE CODE OF THE COUNTY OF ALBEMARLE, VIRGINIA

BE IT ORDAINED By the Board of Supervisors of the County of Albemarle, Virginia, that Chapter 7, Health and Safety, Article II, Naming of Roads and Numbering of Properties, is hereby amended and reordained as follows:

By Amending:

Sec. 7-201 Designation of agent

Chapter 7. Health and Safety

Article II. Naming of Roads and Numbering of Properties

Sec. 7-201 Designation of agent.

The director of planning is hereby designated the agent under Virginia Code § 15.2-2019 for the purpose of assigning road names and property addresses, and for the development and maintenance of a manual and maps, as provided in sections 7-202 and 7-203.

(§ 16.01-2, 7-8-92; 10-13-93; Code 1988, § 16.01-2; Ord. A(1), 8-5-98)

State law reference--Va. Code § 15.2-2019.

ORDINANCE NO. 09-18(3)

AN ORDINANCE TO AMEND CHAPTER 18, ZONING, ARTICLE I, GENERAL PROVISIONS, ARTICLE IV, PROCEDURE, AND ARTICLE V, VIOLATION AND PENALTY, OF THE CODE OF THE COUNTY OF ALBEMARLE, VIRGINIA

BE IT ORDAINED By the Board of Supervisors of the County of Albemarle, Virginia, that Chapter 18, Zoning, Article I, General Provisions, Article IV, Procedure, and Article V, Violation and Penalty, are hereby amended and reordained as follows:

By Amending:

- Sec. 3.1 Definitions
- Sec. 34.3 Appeal to the board of zoning appeals

By Amending and Renaming:

- Sec. 31.1 Designation of zoning administrator; authority

- Sec. 36.1 Violations

By Amending, Renumbering and Renaming Where Noted (old section number first, followed by name, followed by new section number):

- Sec. 31.2.2 Building permits Sec. 31.2 (part) and Sec. 31.3 (part) Zoning permits
- Sec. 31.2.3.1 Certificate of occupancy Sec. 31.4
- Sec. 31.2.3.2 Zoning clearance Sec. 31.5
- Sec. 31.2.4 Special use permits Sec. 31.6
- Sec. 31.2.4.1 Reserved to board of supervisors Sec. 31.6(part)
- Sec. 31.2.4.2 Application Sec. 31.6(part)
- Sec. 31.2.4.2.1 Limitation of filing new application after original denial Sec. 31.6(part)
- Sec. 31.2.4.2.2 Withdrawal of application Sec. 31.6(part)
- Sec. 31.2.4.3 Conditions Sec. 31.6(part)
- Sec. 31.2.4.4 Revocation Sec. 31.6(part)
- Sec. 31.2.5 Review of public features to determine substantial accord with the comprehensive plan Sec. 31.7
- Sec. 37.1 Criminal penalties Sec. 36.4
- Sec. 37.2 Civil penalties Sec. 36.3
- Sec. 37.3 Injunctive relief and other remedies Sec. 36.5

By Repealing:

- Sec. 31.1.1 Enforcement of board of zoning appeals decisions
- Sec. 31.1.2 Enforcement of minimum requirements
- Sec. 31.1.3 Interpretation by zoning administrator
- Sec. 31.2 Permits (heading only)
- Sec. 31.2.3 Certificates of occupancy; zoning compliance clearance (heading only)

By Repealing But Moving Substance Into a New Section (old section number and name first, followed by new section number):

- Sec. 31.2.1 Permits required; conformance Sec. 31.2(part), Sec. 31.3(part) and Sec. 36.1(part)
- Sec. 31.2.3.3 Authority not to issue certificate of occupancy or zoning compliance clearance Sec. 31.3(part) and Sec. 31.4(part)
- Sec. 36.2 Notice of violation Sec. 36.2

Sec. 36.3	Remedies not exclusive	Sec. 36.2
Sec. 36.4	Complaints regarding violations	Sec. 36.2

Chapter 18. Zoning

Article I. General Provisions

Sec. 3.1 Definitions

. . .

Building code: The term “building code” means the Virginia Uniform Statewide Building Code.

. . .

Building permit: The term “building permit” means a permit issued by the building official under the building code that is subject to the fees stated in Albemarle County Code § 5-201.

. . .

Certificate of occupancy: The term “certificate of occupancy” means a certificate issued by the building official and the zoning administrator after final inspections under the building code and this chapter certifying that a building or structure is in compliance with the building code and this chapter.

. . .

Chapter, this: The term “this chapter” means chapter 18 of the Albemarle County Code, also known as the Albemarle County zoning ordinance, and all applicable proffers, special use permits and their conditions, certificates of appropriateness and their conditions, variances and their conditions, application plans, codes of development, site plans, zoning compliance clearances, waivers, modifications and variations and their conditions, and all other approvals and their conditions authorized by this chapter.

. . .

Site. The term “site” means one or more lots, or any part thereof, including one or more lots shown on a subdivision plat, site plan, or application plan. References in this chapter to “premises,” “land,” “lands,” “lots” or “parcels” are to a site.

. . .

Virginia Code. The term “Virginia Code” means the Code of Virginia, 1950, as amended, including the latest edition or supplement unless otherwise indicated. References in this chapter to the “Code of Virginia” and the “Code” are to the Virginia Code.

. . .

Zoning administrator: The term “zoning administrator” means the officer designated to administer and enforce this chapter, or his or her designee.

. . .

Zoning clearance: The term “zoning clearance” means a written determination by the zoning administrator that a proposed use or structure complies with this chapter. References in this chapter to “zoning compliance clearance” are to a zoning clearance.

. . .

Article IV. Procedure

Section 31 Administration and Enforcement

Sec. 31.1 Designation of zoning administrator; authority

The office of zoning administrator is hereby established, subject to the following:

- a. *Authority.* The zoning administrator shall have all necessary authority on behalf of the board of supervisors to administer and enforce this chapter. This authority includes, but is not limited to:
 1. Interpreting this chapter and the official zoning map;
 2. Administering this chapter by making determinations and decisions on any matters arising under this chapter, including but not limited to, how a building, structure or use should be classified, whether a use is permitted within a particular zoning district, whether a proposed building or structure complies with setback, height, bulk and other requirements, whether a building, structure, use or lot is nonconforming, and whether a lot meets minimum lot size requirements.
 3. Ordering in writing the remedying of any use or structure determined to be in violation of this chapter;
 4. Insuring compliance with this chapter, bringing legal action, including an action for injunction, abatement, civil penalties or other appropriate action or proceeding subject to appeal as provided by Virginia Code § 15.2-2311 and this chapter;
 5. In specific cases, making findings of fact and, with concurrence of the county attorney, conclusions of law regarding determinations of rights under Virginia Code §§ 15.2-2307 and 15.2-2311(C);
 6. Enforcing the provisions of this chapter regulating the number of persons permitted to occupy a single-family residential dwelling unit, provided such enforcement is in compliance with applicable local, state and federal fair housing laws; and
 7. Making decisions and determinations as to whether a pending site plan, subdivision plat, building permit application or any other application subject to review and approval by the county or the program authority complies with this chapter.
- b. *Absence of specific authority not a limitation.* The specific authority expressly granted to the zoning administrator in other sections of this chapter shall not be construed to be a limitation on the authority of the zoning administrator to administer and enforce those sections where specific authority is not expressed.

State law reference – Va. Code § 15.2-2286(A)(4), (14).

Sec. 31.2 Building permit applications

The zoning administrator shall review building permit applications submitted to the building official as follows:

- a. *Review.* The zoning administrator shall review each building permit application to ensure that the proposed building or structure complies with this chapter. Each applicant shall provide two (2) copies of the building plans, two (2) copies of the approved site plan if applicable, and a copy of the most recent plat of record of the site to be built upon unless no such plat exists, in which case the applicant shall provide a copy of the most recent deed description of the land. Each applicant shall also provide any other information the zoning administrator deems necessary to review the application.

- b. *Approval.* If the proposed building or structure and stated use comply with this chapter, the zoning administrator shall approve the building permit application as to its compliance with this chapter. Upon approval of the building permit, one (1) copy of the building plan shall be returned to the applicant with the permit.
- c. *Circumstances when building permit shall not be approved.* The zoning administrator shall not approve a building permit in the following circumstances:
 - 1. No building permit shall be issued for any building or structure for which a site plan is required unless and until the site plan has been approved.
 - 2. No building permit shall be issued for any structure to be served by an individual well subject to a Tier 1 groundwater assessment under Albemarle County Code § 17-400 until the applicant complies with Albemarle County Code § 17-401. (Amended 2-5-05)
 - 3. No building permit shall be approved in violation of any provision of this chapter. (Amended 10-3-01) (§ 31.2.1, 12-10-80; Ord. 01-18(6), 10-3-01)
- d. *Other information for building official.* The zoning administrator shall inform the building official of any other applicable laws or any other provision of the Code to which the building or structure would not comply and, therefore, a building permit application should not be approved by the building official.

(§ 31.2.2, 12-10-80; Ord. 04-18(4), adopted 12-8-04, effective 2-8-05)

Sec. 31.3 Zoning permits

The zoning administrator shall review requests for zoning permits for those buildings and structures not required to file a building permit application, as follows:

- a. *When required.* Prior to starting, establishing, constructing, reconstructing, enlarging or altering any buildings or structures for which a building permit application is not required under the building code, the applicant shall request a zoning permit.
- b. *Review.* The zoning administrator shall review each zoning permit application to ensure that the proposed building or structure complies with this chapter. Each applicant shall provide a copy of the most recent plat of record of the land to be built upon unless no such plat exists, in which case the applicant shall provide a copy of the most recent deed description of the land. Each applicant shall also provide any other information the zoning administrator deems necessary to review the application.
- c. *Approval.* If the proposed building or structure and stated use comply with this chapter, the zoning administrator shall approve the zoning permit application.

Sec. 31.4 Certificates of occupancy

The zoning administrator shall review certificates of occupancy submitted to the building official as follows:

- a. *Review.* Prior to issuance of a certificate of occupancy, the zoning administrator shall review the certificate to ensure that the building, structure and improvements comply with this chapter.
- b. *Approval.* If the proposed building, structure and improvements, and the proposed use thereof, comply with this chapter, the zoning administrator shall issue the certificate of occupancy. The final zoning inspection approval or approvals may serve as evidence of the zoning administrator's approval of the certificate of occupancy for any addition or alteration to a building or structure for which a certificate of occupancy has previously been issued or is not required under the building code.

c. *Certificate of occupancy where improvements not completed.* Upon the request of a developer, the zoning administrator may approve a certificate of occupancy where the buildings or structures shown on a site plan are completed in compliance with the building code and this chapter before all improvements required by the site plan are completed, as follows:

1. *Required findings.* The zoning administrator may approve a certificate of occupancy upon finding that: (i) the improvements still to be completed and operating are not directly related to health and safety, such as fire hydrants and safe and convenient access to public roads; and (ii) the site may be occupied without endangering life or public health or safety prior to full completion of the improvements required by the site plan.
2. *Surety.* Before issuing a certificate of occupancy, the zoning administrator may require the developer to provide a certified check, bond with surety, a letter of credit, or other form of surety, all of which shall be in a form satisfactory to the county attorney, in an amount sufficient for and conditioned upon the completion of the improvements within one (1) year. Upon the request of the developer prior to the expiration of the surety, the zoning administrator may extend the period of the surety if the developer demonstrates that an extension is required because of adverse weather conditions or other unusual circumstances beyond the developer's control, rather than the developer's failure to diligently pursue completion or other reasons.

(§ 31.2.3.1, 12-10-80, 6-2-82, 9-9-92; Ord. 01-18(6), 10-3-01)

d. *Circumstances when certificate of occupancy shall not be issued.* The zoning administrator shall not issue a certificate of occupancy in the following circumstances:

1. No certificate of occupancy shall be issued in violation of this chapter. (Amended 10-3-01) (§ 31.2.1, 12-10-80; Ord. 01-18(6), 10-3-01)
2. No certificate of occupancy shall be issued if, after review of any building, structure or site, the zoning administrator determines that additional improvements are necessary to protect the public health or safety, regardless of whether the improvements are shown on the site plan. (Added 9-9-92; Amended 10-3-01) (§ 31.2.3.3, 9-9-92; Ord. 01-18(6), 10-3-01)

e. *Other information for building official.* The zoning administrator shall inform the building official of any other applicable laws or any other provision of the Code to which the building or structure does not comply and, therefore, a certificate of occupancy should not be issued by the building official.

Sec. 31.5 Zoning clearance

The zoning administrator shall review requests for zoning clearances as follows:

a. *When required.* A zoning clearance shall be required in the following circumstances:

1. *New use.* Prior to establishing a new non-residential, other than an agricultural, use.
2. *Change or intensification of existing use.* Prior to changing or intensifying an existing non-residential, other than an agricultural, use.
3. *Change of occupant.* Prior to a new occupant taking possession of an existing non-residential, other than an agricultural, use.
4. *Specific buildings, structures or uses.* Prior to establishing any building, structure or use for which a zoning clearance is required under section 5.

b. *Approval.* If the proposed building, structure, improvements, and site, and the proposed use thereof, comply with this chapter, the zoning administrator shall issue the zoning clearance.

- c. *Circumstance when zoning clearance shall not be issued.* The zoning administrator shall not issue a zoning clearance if, after review of any site, the zoning administrator determines that additional improvements are necessary to protect the public health or safety, regardless of whether the improvements are shown on the site plan. (Added 9-9-92; Amended 10-3-01) (§ 31.2.3.3, 9-9-92; Ord. 01-18(6), 10-3-01)
- d. *Commercial and industrial uses defined.* For the purposes of this section 31.4, production agriculture is not a commercial or industrial use, and a home occupation, class A or class B, is a commercial use. (Added 9-9-92; Amended 10-3-01)
- e. *Effect of renumbering and renaming.* Any other section of this chapter that refers to section 31.2.3.2 or to a zoning compliance clearance shall be deemed to be a reference to section 31.4 or a zoning clearance.

(§ 31.2.3.2, 9-9-92; Ord. 01-18(6), 10-3-01)

Sec. 31.6 Special use permits

Sec. 31.6.1 Reserved to board of supervisors

The board of supervisors hereby reserves unto itself the right to issue all special use permits permitted hereunder. Special use permits for uses as provided in this ordinance may be issued upon a finding by the board of supervisors that such use will not be of substantial detriment to adjacent property, that the character of the district will not be changed thereby and that such use will be in harmony with the purpose and intent of this ordinance, with the uses permitted by right in the district, with additional regulations provided in section 5, and with the public health, safety and general welfare.

Sec. 31.6.2 Application

Application for a special use permit shall be made by the filing thereof by the owner or contract purchaser of the subject property with the zoning administrator, together with a fee as set forth in section 35. No such permit shall be issued unless the board of supervisors shall have referred the application therefor to the commission for its recommendations. Failure of the commission to report within ninety (90) days after the first meeting of the commission after the application has been referred to the commission shall be deemed a recommendation of approval. Provided, however, any day between the date an applicant requests or consents to a deferral or continuance of the consideration of the application by the commission until the date of the deferred or continued hearing by the commission shall not be counted in computing the ninety (90) day review period. The board of supervisors may extend the review period upon a request by the commission.

The board of supervisors shall act upon such application and render a decision within a reasonable time period.

No such permit shall be issued except after notice and hearing as provided by Virginia Code § 15.2-2204 and section 33.8 of this chapter. (Amended 5-5-82; 6-19-96)

- a. *Limitation of filing new application after original denial.* Upon denial by the board of supervisors of any application filed pursuant to section 31.6.2 above, substantially the same petition shall not be reconsidered within twelve (12) months of the date of denial. (Added 6-19-96)
- b. *Withdrawal of petition.* An application shall be withdrawn, or be deemed to be withdrawn, as provided herein: (Added 10-3-01)
 - 1. An application filed pursuant to section 31.6.2 above may be withdrawn upon written request by the applicant. The written request must be received by the body considering the application prior to it beginning consideration of the matter on the meeting agenda. Upon receipt of the request for withdrawal, processing of the application shall cease without further action by the commission or the board. Substantially the same application

shall not be reconsidered within twelve (12) months of the date of the withdrawal unless the body considering the application at the time of withdrawal specifies that the time limitation shall not apply. (Added 6-19-96; Amended 10-3-01)

2. If the applicant requests that further processing or formal action on the application be indefinitely deferred, the application shall be deemed to have been voluntarily withdrawn by the applicant if the commission or the board does not take action on the application within twelve (12) months after the date the deferral was requested. Upon written request received by the director of planning before the application is deemed to be withdrawn, the director may grant one extension of the deferral period for a period determined to be reasonable, taking into consideration the size or nature of the proposed use, the complexity of the review, and the laws in effect at the time the request for extension is made. (Added 10-3-01)

(§ 31.2.4.2.2, 6-19-96; Ord. 01-18(6), 10-3-01)

Sec. 31.6.3 Conditions

The board of supervisors may impose upon any such permit such conditions relating to the use for which such permit is granted as it may deem necessary in the public interest and may require a bond with surety or other approved security to ensure that the conditions so imposed shall be complied with. The conditions shall relate to the purposes of this ordinance, including, but not limited to, the prevention of smoke, dust, noise, traffic congestion, flood and/or other hazardous, deleterious or otherwise undesirable substance or condition; the provision of adequate police and fire protection, transportation, water, sewerage, drainage, recreation, landscaping and/or screening or buffering; the establishment of special requirements relating to the building setbacks, front, side and rear yards, off-street parking, ingress and egress, hours of operation, outside storage of materials, duration and intensity of use, building height and/or other particular aspects of occupancy or use. Except as the board of supervisors may otherwise specifically provide in a particular case, any condition imposed under the authority of this section shall be deemed to be essential to and nonseverable from the issuance of the permit itself. (Amended 10-3-01)

(§ 31.2.4.3, 12-10-80; Ord. 01-18(6), 10-3-01)

Sec. 31.6.4 Revocation

Any special use permit issued pursuant to this chapter may be revoked by the board of supervisors, after notice and hearing pursuant to Virginia Code § 15.2-2204, for willful noncompliance with this chapter or any conditions imposed under the authority of section 31.6.3. If the use, structure or activity for which a special use permit is issued is not commenced within twenty-four (24) months after the permit is issued, the permit shall be deemed abandoned and the authority granted thereunder shall thereupon terminate. For purposes of this section, if the use authorized by the permit requires the construction of one or more structures, the term "commenced" means starting the lawful physical construction of any structure necessary to the use authorized by the permit within twenty-four (24) months after the permit is issued. The board of supervisors may, as a condition of approval, impose an alternative period in which to commence the use, structure or activity as may be reasonable in a particular case. A determination that a permittee has commenced a use, structure or activity under this section is not a determination that the permittee has acquired a vested right under Virginia Code § 15.2-2307. (Amended 10-3-01)

(§ 31.2.4.4, 12-10-80; Ord. 01-18(6), 10-3-01)

Sec. 31.7 Review of public features to determine substantial accord with the comprehensive plan

If a public facility subject to Virginia Code § 15.2-2232 is not already shown on the comprehensive plan, the commission shall determine whether the location, character and extent of the public facility subject is in substantial accord with the comprehensive plan as provided by Virginia Code § 15.2-2232.

Sec. 34.3 Appeal to the board of zoning appeals

An appeal to the board of zoning appeals may be taken by any person aggrieved or by any officer, department, board or bureau of the county affected by any decision of the zoning administrator, or from any order, requirement, decision or determination (collectively, the “decision”) made by any other administrative officer in the administration or enforcement of this chapter, as provided herein.

- a. *Time for filing appeal.* A notice of appeal (an “appeal”) shall be filed within thirty (30) days after the decision appealed, provided that an appeal of a decision pertaining to temporary or seasonal commercial uses shall be filed within ten (10) days after the decision if the notice of violation states that the ten (10) day appeal period applies.
- b. *Filing and contents of appeal.* An appeal shall be filed with the zoning administrator and with the board of zoning appeals. The appeal shall specify the grounds for the appeal.
- c. *Transmittal of record.* Upon the filing of an appeal, the zoning administrator shall forthwith transmit to the board of zoning appeals all the papers constituting the record upon which the action appealed from was taken.
- d. *Stay of proceedings.* An appeal shall stay all proceedings in furtherance of the action appealed from unless the zoning administrator certifies to the board of zoning appeals that by reason of facts stated in the certificate a stay would in his opinion cause imminent peril to life or property, in which case proceedings shall not be stayed otherwise than by a restraining order granted by the board of zoning appeals or by a court of record, on application and on notice to the zoning administrator and for good cause shown.
- e. *Payment of fee.* No appeal shall be processed, no record shall be required to be transmitted as provided under section 34.3(c), no proceedings shall be stayed as provided under section 34.3(d), and the time for which the appeal must be heard and acted on by the board of zoning appeals shall not begin, until the fee required by section 35 is paid. The failure of the appellant to pay the required within the time for filing an appeal shall not be a basis to refuse to accept the appeal or to dismiss the appeal.

State law reference – Va. Code §§ 15.2-2286(A)(4), 15.2-2311(A), (B).

Article V. Violation and penalty

Sec. 36.1 Violations

The following are violations of this chapter and are declared to be unlawful:

- a. *Uses.* Any use of a structure, improvement or land, established, that is conducted, operated or maintained in violation of any provision of this chapter or any approved application plan, site plan, code of development, zoning clearance, or condition accepted or imposed in conjunction with any county approval under this chapter.
- b. *Structures or improvements.* Any structure or improvement that is established, conducted, operated or maintained in violation of any provision of this chapter or any approved application plan, site plan, code of development, zoning permit, zoning clearance, or condition accepted or imposed in conjunction with any county approval under this chapter.
- c. *Structures without building permits.* Any structure for which a building permit application is required that is started, established, constructed, reconstructed, enlarged or altered without a building permit.
- d. *Use of structure or site without certificate of occupancy.* Any use of a structure or site for which a certificate of occupancy is required that is conducted, operated or maintained without a certificate of occupancy.

(Subsection c: § 31.2.1, 12-10-80; Ord. 01-18(6), 10-3-01; subsection d: § 31.2.3.1, 12-10-80, 6-2-82, 9-9-92; Ord. 01-18(6), 10-3-01))

Sec. 36.2 Enforcement

The zoning administrator is authorized to enforce this chapter as follows:

- a. *Investigation.* Upon receipt of a complaint or a request to investigate whether this chapter is being violated, the zoning administrator or his designee shall conduct an investigation.
- b. *Inspection warrants and search warrants.* The zoning administrator is authorized to request and execute inspection warrants issued by a magistrate or court of competent jurisdiction to allow the inspection of dwellings authorized under Virginia Code § 15.2-2286(A)(15). The zoning administrator also is authorized to request and execute search warrants issued by a court of competent jurisdiction as provided by law. Prior to seeking an inspection warrant or a search warrant, the zoning administrator or his agent shall make a reasonable effort to obtain consent from the owner or tenant to enter the structure or property to conduct an inspection or search.
- c. *Subpoenas duces tecum (court order to produce records).* Whenever the zoning administrator has reasonable cause to believe that any person has engaged or is engaging in any violation of this chapter that limits occupancy in a dwelling unit and, after a good faith effort to obtain the data or information necessary to determine whether a violation has occurred, has been unable to obtain such information, he may request that the office of the county attorney petition the judge of the general district court for a subpoena duces tecum against any person refusing to produce the data or information, as authorized under Virginia Code § 15.2-2286(A)(4).
- d. *Notice of violation; exception.* If, upon completion of the investigation, the zoning administrator determines that a violation of this chapter exists, a notice of violation shall be issued to the person committing and/or permitting the violation if the zoning administrator determines to pursue enforcement; provided that a notice of violation shall not be required to be issued for a violation initiated by a ticket under section 36.3(a).
 1. *Contents of notice.* The notice shall include the following information: (i) the date of the notice; (ii) the basis for the decision; (iii) a statement informing the recipient that the decision may be appealed to the board of zoning appeals within applicable appeal period provided in section 34.3 and that the decision shall be final and unappealable if it is not timely appealed; and (iv) the time within which the violation shall be abated.
 2. *Delivery of notice.* The notice shall be either hand delivered, posted on the door of a building on the site, or mailed by regular or certified mail, provided that notice to the property owner, sent by certified mail to, or posted at, the last known address of the property owner as shown on the current real estate tax assessment books or current real estate tax assessment records shall satisfy the notice requirements of this section.
- e. *Remedies.* In the enforcement of this chapter, the zoning administrator may pursue any remedy authorized by law. The remedies provided in sections 36.3, 36.4 and 36.5 are cumulative and not exclusive except to the extent expressly provided therein, and shall be in addition to any other remedies authorized by law.

Sec. 36.3 Civil penalties

Any person, whether the owner, lessee, principal, agent, employee or otherwise, who violates any provision of this chapter as provided in section 36.1, or permits either by granting permission to another to engage in the violating act or by not prohibiting the violating act after being informed by the zoning administrator that the act violates this chapter as provided in section 36.2, shall be subject to the following:

- a. *Procedure.* Proceedings seeking civil penalties for all violations of this chapter under this section 36.3 shall commence either by filing a civil summons in the general district court or by the zoning administrator or his deputy issuing a ticket.

- b. *Minimum elements of a civil summons or ticket.* A civil summons or ticket shall contain, at a minimum, the following information: (i) the name and address of the person charged; (ii) the nature of the violation and the section of this chapter allegedly violated; (iii) the location and date that the violation occurred or was observed; (iv) the amount of the civil penalty being imposed for the violation; (v) the manner, location and time in which the civil penalty may be paid to the county; (vi) the right of the recipient of the summons to elect to stand trial and that a signature to an admission of liability will have the same force and effect as a judgment of a court; and either the date scheduled for trial, or the date for scheduling of such trial by the court.
- c. *Amount of civil penalty.* Any violation of this chapter shall be subject to a civil penalty of two hundred dollars (\$200.00) for the initial summons, and a civil penalty of five hundred dollars (\$500.00) for each additional summons arising from the same set of operative facts.
- d. *Maximum aggregate civil penalty.* The total civil penalties from a series of violations arising from the same set of operative facts shall not exceed five thousand dollars (\$5,000.00). After the civil penalties reach the five thousand dollar (\$5,000.00) limit, the violation may be prosecuted as a criminal misdemeanor under section 36.4.
- e. *Each day a separate offense; single offense in 10-day period.* Each day during which a violation is found to exist shall be a separate offense. However, the same scheduled violation arising from the same operative set of facts may be charged not more than once in a ten (10) day period.
- f. *Option to prepay civil penalty and waive trial.* Any person summoned or ticketed for a violation of this chapter may elect to pay the civil penalty by making an appearance in person or in writing by mail to the department of finance prior to the date fixed for trial in court. A person so appearing may enter a waiver of trial, admit liability, and pay the civil penalty established for the offense charged. A signature to an admission of liability shall have the same force and effect as a judgment of court. However, such an admission shall not be deemed a criminal conviction for any purpose. If a person charged with a violation does not elect to enter a waiver of trial and admit liability, the violation shall be tried in the general district court in the same manner and with the same right of appeal as provided by law. A finding of liability shall not be deemed a criminal conviction for any purpose.
- g. *Civil penalties are in lieu of criminal penalties.* A violation enforced under section 36.3 shall be in lieu of any criminal penalty except as provided in section 36.3(d) and section 36.4 and, except for any violation resulting in injury to any person, such a designation shall preclude the prosecution of the particular violation as a criminal misdemeanor, but shall not preclude any other remedy available under this chapter.
- h. *Violations excluded.* Section 36.3 shall not be construed to allow the imposition of civil penalties: (i) for activities related to land development where, for the purposes of this section, the term "land development" means a human-made change to, or construction on, the land surface including, but not limited to, land disturbing activity within the meaning of chapter 17 of Albemarle County Code or the construction of buildings, structures or improvements under an approved site plan or subdivision plat, but does not mean the land development project's compliance with this chapter; or (ii) for the violation of any provision of this chapter relating to the posting of signs on public property or public rights-of-way.

(§ 37.2; Ord. 00-18(5), 6-14-00; Ord. 02-18(3), 2-13-02; Ord. 05-18(3), 3-16-05; Ord. 06-18(1), 7-05-06)

State law reference – Va. Code § 15.2-2209.

Sec. 36.4 Criminal penalties

Any person, whether the owner, lessee, principal, agent, employee or otherwise, who violates any provision of this chapter that results in injury to any person, or to whom the five thousand dollar (\$5,000.00) maximum aggregate civil penalty provided in section 36.3(c) has been reached and who continues to violate any provision of this chapter as provided in chapter 36.1, or permits either by granting permission to another to engage in the violating act or by not prohibiting the violating act after being

informed by the zoning administrator that the act continues to violate this chapter as provided in section 36.2, shall be subject to the following:

- a. The person shall have committed a misdemeanor offense punishable by a fine of not less than ten dollars (\$10.00) nor more than one thousand dollars (\$1,000.00).
- b. If the violation is uncorrected at the time of conviction, the court shall order the person convicted to abate or remedy the violation in compliance with this chapter, within a time period established by the court. Failure to remove or abate such violation within the time period established by the court shall constitute a separate misdemeanor offense punishable by a fine of not less than ten dollars (\$10.00) nor more than one thousand dollars (\$1,000.00), and any such failure during any succeeding ten (10) day period shall constitute a separate misdemeanor offense for each ten (10) day period, punishable by a fine of not less than one hundred dollars (\$100.00) nor more than one thousand five hundred dollars (\$1,500.00).
- c. Notwithstanding sections 36.4(a) and (b), any conviction resulting from a violation of provisions regulating the number of unrelated persons in single-family residential dwelling units shall be punishable by a fine of up to two thousand dollars (\$2,000.00). Failure to abate the violation within the specified time period shall be punishable by a fine of up to five thousand dollars (\$5,000.00), and any such failure during any succeeding ten (10) day period shall constitute a separate misdemeanor offense for each ten (10) day period punishable by a fine of up to seven thousand five hundred dollars (\$7,500.00). However, no such fine shall accrue against an owner or managing agent of a single-family residential dwelling unit during the pendency of any legal action commenced by such owner or managing agent of the dwelling unit against a tenant to eliminate an overcrowding condition in accordance with chapters 13 or 13.2 of title 55 of the Virginia Code, as applicable. A conviction resulting from a violation of provisions regulating the number of unrelated persons in single-family residential dwelling units shall not be punishable by a jail term.

(§ 37.1; Ord. 00-18(5), 6-14-00)

State law reference – Va. Code § 15.2-2286(A)(5).

Sec. 36.5 Injunctive relief and other remedies

Any violation of this chapter may be restrained, corrected, or abated as the case may be by injunction or other appropriate relief.

(§ 37.3; Ord. 00-18(5), 6-14-00)

State law reference – Va. Code § 15.2-2208.

ORDINANCE NO. 09-18(4)

AN ORDINANCE TO AMEND CHAPTER 18, ZONING, ARTICLE II, BASIC REGULATIONS, OF THE CODE OF THE COUNTY OF ALBEMARLE, VIRGINIA

BE IT ORDAINED By the Board of Supervisors of the County of Albemarle, Virginia, that Chapter 18, Zoning, Article II, Basic Regulations, of the Code of the County of Albemarle is amended and reordained as follows:

By Amending and Renumbering (old section number first, followed by name, followed by new section number):

Sec. 4.11.2	Structures in required yards	Sec. 4.11.2 (part)
Sec. 4.11.2.1	Accessory structures	Sec. 4.11.2 (part)
Sec. 4.11.2.2	Public telephone booths	Sec. 4.11.2 (part)
Sec. 4.11.2.3	Fences, mailboxes and similar structures	Sec. 4.11.2 (part)

By Adding:

Sec. 4.11.4 Structures within easements

Chapter 18. Zoning

Article II. Basic Regulations

Sec. 4.11.2 Accessory structures in required yards

Accessory structures are authorized in required yards as follows:

- a. *Front yards.* Accessory structures, including detached garages, are prohibited within the minimum front yard required by the applicable district regulations except as otherwise provided in subsection (c).
- b. *Side and rear yards.* Accessory structures are permitted in side and rear yards, provided that they are erected no closer than six (6) feet to the side or rear property lines or, in the case of an alley or a shared driveway, no closer than three (3) feet to the edge of the easement or right-of-way of the alley or shared driveway except as otherwise provided in subsection (c). The zoning administrator may authorize an accessory structure to be located closer to the edge of an alley easement or right-of-way if the county engineer determines that the proposed design incorporates features that assure public safety and welfare. In making the determination, the county engineer shall consider the provision of adequate access to required onsite parking and/or garages, unimpeded vehicular circulation along the alley, an adequate clear zone along the alley, and other safety issues deemed appropriate for the conditions.
- c. *Accessory structures permitted in required yards.* The following accessory structures are permitted in required yards provided that they comply with the visibility clearance requirements of section 4.4:
 - 1. Fences, including free-standing walls enclosing yards and other uncovered areas.
 - 2. Freestanding mail and newspaper boxes.
 - 3. Retaining walls.
 - 4. Shelters for school children traveling to and from school.

5. Public telephone booths, provided that: (i) the telephones are equipped for emergency service to the public without prior payment; (ii) the zoning administrator determines that the location of the booth will not adversely affect the safety of the adjacent street; and (iii) the booth shall be subject to relocation at the expense of the owner, whenever relocation is determined by the zoning administrator to be reasonably necessary to protect the public health, safety and welfare or whenever relocation is necessary to accommodate the widening of the adjacent street.
 6. Automated teller machines.
- d. *Accessory structures located closer than three (3) feet to primary structure.* Accessory structures for which any part is located closer than three (3) feet to any part of a primary structure shall comply with the minimum applicable yard requirements for a primary structure.

(12-10-80, § 4.11.2 (3-18-81), 4.11.2.1 (1-1-83, Ord. 02-18(2), 2-6-02), 4.11.2.2 (3-18-81), 4.11.2.3 (Added 3-18-81))

Sec. 4.11.4 Structures within easements.

No structure shall be permitted within an easement in a way that adversely affects the easement.

ORDINANCE NO. 09-18(5)

AN ORDINANCE TO AMEND CHAPTER 18, ZONING, ARTICLE I, GENERAL PROVISIONS, AND ARTICLE II, BASIC REGULATIONS, OF THE CODE OF THE COUNTY OF ALBEMARLE, VIRGINIA

BE IT ORDAINED By the Board of Supervisors of the County of Albemarle, Virginia, that Chapter 18, Zoning, Article I, General Provisions, and Article II, Basic Regulations, of the Code of the County of Albemarle are amended and reordained as follows:

By Amending:

Sec. 3.1 Definitions

By Amending, Renaming and Renumbering:

Sec. 5.1.18	Temporary construction headquarters and temporary construction yards	Sec. 5.1.18
Sec. 5.1.18.1	Temporary construction headquarters	Sec. 5.1.18 (part)
Sec. 5.1.18.2	Temporary construction yards	Sec. 5.1.18 (part)

Chapter 18. Zoning

Article I. General Provisions

Sec. 3.1 Definitions

...

Temporary construction headquarters: A building or structure used for the on-site management or oversight of construction or development activity for the duration authorized in section 5.1.18(a).

Temporary construction yard: An area used for the on-site storage of construction or development materials, supplies, equipment, and tools, and the on-site stockpiling and recycling of useable construction materials and other items, for the duration authorized in section 5.1.18(b).

Article II. Basic Regulations

Sec. 5.1.18 Temporary construction headquarters and temporary construction yards

Temporary construction headquarters and temporary construction yards are permitted as follows:

a. *Temporary construction headquarters.* The zoning administrator is authorized to issue a zoning clearance allowing temporary construction headquarters serving a construction project, subject to the following:

1. *Duration.* The headquarters shall be authorized on the site for a period beginning no earlier than thirty (30) days prior to the commencement of actual construction and ending no later than thirty (30) days after completion of the last building to be constructed in the project or thirty (30) days after active construction on the site is suspended or abandoned, whichever occurs first (hereinafter, the "ending date"). Construction shall be deemed to be suspended or abandoned if no substantive progress, characterized by approved building inspections or other evidence that substantial work has been performed in the prior thirty (30) day period. The zoning administrator may extend the ending date, upon the written request of the owner, if the suspension or abandonment of active construction is the result of inclement weather. The headquarters shall be removed from the site by the ending date.

2. *Location.* The headquarters shall be located within the same site where the construction project is located.
 3. *Maintenance.* The area in the vicinity of the headquarters and the access roads thereto shall be treated or maintained to prevent dust and debris from blowing or spreading onto adjacent properties and public street rights-of-way.
- b. *Temporary construction yards.* The zoning administrator may issue a zoning clearance allowing temporary construction yards serving a construction project, subject to the following:
1. *Duration.* The yard shall be authorized on the site for a period beginning no earlier than thirty (30) days prior to the commencement of actual construction and ending on the ending date. All materials, supplies, equipment, debris and other items composing the yard shall be removed from the site by the ending date. The zoning administrator may extend the ending date, upon the written request of the owner, if the suspension or abandonment of active construction is the result of inclement weather.;
 2. *Location.* The yard shall be located within the same site where the construction project is located. In addition, no portion of a yard shall be located: (i) closer than fifty (50) feet to any public street right-of-way existing prior to the recording of the subdivision plat served by the yard or existing prior to the commencement of the construction project; and (ii) closer than one hundred fifty (150) feet to any preexisting dwelling not owned or leased by the owner of the subdivision or construction project served by the yard.
 3. *Maintenance.* The area in the vicinity of the yard and the access roads thereto shall be treated or maintained to prevent dust and debris from blowing or spreading onto adjacent properties and public street rights-of-way. All yards shall be maintained in a clean and orderly manner, and building material and construction residue and debris shall not be permitted to accumulate.
 4. *Screening.* The zoning administrator may require appropriate screening or fencing around a yard if the yard will be located in or adjacent to a residential zoning district.

MEMORANDUM OF AGREEMENT

THIS MEMORANDUM OF AGREEMENT, made and executed in triplicate this ____ day of _____, 2009, by and between the County of Albemarle, Virginia, hereinafter referred to as the COUNTY, and the Commonwealth of Virginia, Department of Transportation, hereinafter referred to as the DEPARTMENT.

WHEREAS, the Commonwealth's official revenue forecasts have been reduced significantly as a result of current economic conditions and the Commonwealth Transportation Board budget for fiscal year 2010 adopted on June 18, 2009 does not include funding for continued operations of the Hatton Ferry, located on the James River near Scottsville, Virginia, between the counties of Albemarle and Buckingham, Virginia; and,

WHEREAS, the DEPARTMENT and the COUNTY, recognize the historical significance of the Hatton Ferry as one of the last remaining operational poled ferries in the United States; and,

WHEREAS, the COUNTY has expressed its support for the continued operation of the Hatton Ferry and, furthermore, the Albemarle County Board of Supervisors has voted to guarantee funding to the DEPARTMENT for the operation of the Hatton Ferry from July 1, 2009 to September 30, 2009; and,

NOW THEREFORE, in consideration of the mutual premises contained herein, the parties agree as follows:

1. The COUNTY shall:
 - a. Provide funds to the DEPARTMENT for the operation of the Hatton Ferry, in the amount of \$9,300, no later than July 10, 2009 for the operation of the Hatton Ferry from July 1, 2009 through September 30, 2009.
 - b. Accept responsibility for any additional costs to operate the Hatton Ferry from July 1, 2009 until September 30, 2009 in excess of those identified in 1.a, but only after concurrence of the Albemarle County Board of Supervisors and modification of this Agreement.
2. The DEPARTMENT shall:
 - a. Continue operation of the Hatton Ferry in accordance with established DEPARTMENT processes and procedures, including the DEPARTMENT'S current contract for an operator of the ferry, beginning July 1, 2009 and ending midnight September 30, 2009.
 - b. Provide a summary of operational expenditures to the COUNTY for charges of actual DEPARTMENT cost.
 - c. Notify the COUNTY of additional expenses resulting from unanticipated circumstances and provide detailed estimates of additional costs associated with those circumstances.
 - d. Return any unexpended funds to the COUNTY no later than 90 days after final operational expenses have been paid in full.
3. Nothing in this agreement shall be construed as a waiver of the COUNTY's or the Commonwealth of Virginia's sovereign immunity.

THE COUNTY and DEPARTMENT acknowledge that this Agreement has been prepared jointly by the parties and shall be construed simply and in accordance with its fair meaning and not strictly for or against any party.

THIS AGREEMENT, when properly executed, shall be binding upon both parties, their successors, and assigns.

THIS AGREEMENT may be modified in writing by mutual agreement of both parties.

IN WITNESS WHEREOF, each party hereto has caused this Agreement to be executed as of the day, month, and year first herein written.

_____ OF _____, VIRGINIA:

Typed or printed name of signatory

Title

Date

Signature of Witness

Date

NOTE: The official signing for the COUNTY must attach a certified copy of his or her authority to execute this agreement.

COMMONWEALTH OF VIRGINIA, DEPARTMENT OF TRANSPORTATION:

Commonwealth Transportation Commissioner Date
Commonwealth of Virginia
Department of Transportation
