**MEETING #40 – December 4**

At a Joint Meeting of the Madison County Board of Supervisor and the Madison County Planning Commission held on Wednesday, December 4, 2013 at 7:00 p.m. in the Madison County Administrative Center Auditorium located at 414 N. Main Street:

PRESENT: J. Dave Allen, Chairman
Jerry J. Butler, Member
Pete J. Elliott, Member
Jonathon Weakley, Member
V. R. Shackelford, III, County Attorney
Ernest C. Hoch, County Administrator
Betty Grayson, Zoning Administrator

ABSENT: Doris G. Lackey, Vice-Chair

**1. Call to Order/Determine the Presence of a Quorum:**

Chairman Allen called the meeting to order and advised that Supervisor Lackey is absent; all other members are present and a quorum was established.

***2. Pledge of Allegiance & Moment of Silence***

The Board of Supervisors and the Madison County Planning Commission commenced their meeting with the Pledge of Allegiance and a moment of silence.

**3. Adoption of Agenda:**

Chairman Allen called for any additions, deletions or corrections to tonight's Agenda.

Supervisor Lackey moved the Board adopt the Agenda as presented, seconded by Supervisor Butler, with the following vote recorded:

| | |
|---|---|
| J. Dave Allen | Aye |
| Doris G. Lackey | Aye |
| Jerry J. Butler | Aye |
| Pete J. Elliott | Aye |
| Jonathon Weakley | Aye |

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**4. Agenda:**

In lieu of tonight being the final joint session for 2013, Carlton Yowell, Vice-Chair of the Madison County Planning Commission, took a moment to acknowledge Supervisor Butler and Chairman Allen for their service to the County while serving on the Madison County Board of Supervisors; he also acknowledged Mr. Kevin McGhee and Mr. Clay Jackson for their years of service on the Madison County Planning Commission, as they will be serving as members of the Madison County Board of Supervisors in FY2014.

Mr. Yowell advised provided an overview of the format for this evening's session; he invited the applicants and/or representatives to remain in place for the Supervisor's portion of tonight's meeting.

After a motion and second, the Madison County Planning Commission adopted the minutes from the previous meeting as presented.

**Cases:**

Case No. SP-12.13-17: Request by Novum Baptist Church for a site plan to construct additions to the sanctuary (100 seats) and fellowship hall, 1,690 Sq. ft. This property is located on Route 605 (Novum Church Road) at Novum and contains 1.500 acres of land, zoned A-1. (Pending a variance request for setbacks.)

Betty Grayson, Zoning Administrator advised the representative for this case was present at the November Workshop to provide input on this request; the request will be heard by the Madison County Board of Zoning Appeals on December 16th. A packet was forwarded to all Commission and Board members that included a letter submitted by Mr. Dwayne Dixon, Sanitarian of the Madison Health Department pertaining to the flowchart the applicant wants to place on the property. A letter was also received from Mr. Richard Jacobs of the Culpeper Soil & Water Conservation District and Mr. Brian Daniel, Erosion & Sedimentation Technician, approving the erosion/sedimentation control plan that has been presented. No correspondence has yet been received from Mr. Anthony Hurlock of the Virginia Department of Transportation – Mr. Lee Baines had a conversation with Mr. Hurlock, although there has been no information provided on the discussion.

Marvin Hinchey, Consultant, was present and provided input on the meeting between Mr. Baines, Mr. Hurlock and himself; the only issue for discussion pertained to the two (2) existing entrances, although no correspondence has been received to date.

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Concerns verbalized by Commission members pertained to the septic system.

Mr. Hinchey advised the existing system will have a storage chamber to make it more efficient.

Mr. Yowell advised that an email was previously received to denote that VDOT was accepting of the existing entrances.

The floor was opened for any public interest on tonight's request, and there was none.

Lynn Henshaw was present and advised there are several members present tonight from the Novum Baptist Church, and all fully support tonight's request being submitted on behalf of the Church.

Fred Henshaw was present and advised that Novum Baptist Church has grown, which is the reason for tonight's variance request; the Church has an extensive mission that operates within Madison County and on a regional and national level. He feels the extensive amount of growth can be attributed to the "Holy Spirit moving to fulfill God's Will" and tonight's request will allow the Church to "continue to do God's Will….." The expansion will allow for additional classrooms, enlarging of the sanctuary, and enhance afterschool activities which are now being offered. In closing, he urged the Commission and Board to approve tonight's request as presented.

Jeff Light, Pastor, was present and advised it's very important to the members of the Church to integrate well with the community; there is great concern for our neighbors and the desire for the Church membership to be caring, loving and willing to carry out the will of Jesus Christ. Tonight's requested expansion will allow the Church to carry out additional support for the community as a whole.

David Jones, Commission Member, made a motion, pending approval by the Madison County Board of Zoning Appeals on the variance request, and VDOT approval on the existing entrances, pending the letters submitted by the Culpeper Soil & Water Conservation District and the Madison Health Department, application presented by Novum Baptist Church be approved as recommended.

Mr. Yowell advised the Madison County Planning Commission will have to elect a Chair and a Vice-Chair for 2014; he asked that a committee be appointed to present candidates for the aforementioned offices at the January 2014 Workshop Session; he suggested the following individuals be designated to serve on the Committee:

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a) Danny Crigler
b) Albert Tartaglia
c) Mary Breeden

Mr. Yowell announced the Commission will not hold a workshop session in December; the next meeting will take place on Thursday, January 2, 2014.

Supervisor Elliott asked if the two (2) entrances at the Church are situated on a 'gravel or paved road', to which it was advised that both roadways are paved.

Supervisor Elliott motioned that Case SP-12-13-17 be approved as submitted and recommended by the Madison County Planning Commission, seconded by Supervisor Butler, with the following vote recorded:

| | |
|---|---|
| J. Dave Allen | Aye |
| Doris G. Lackey | Absent |
| Jerry J. Butler | Aye |
| Pete J. Elliott | Aye |
| Jonathon Weakley | Aye |

With no further action being required by the Commission, Mr. Yowell called for adjournment of their portion of tonight's meeting.

**5. Information/Correspondence (if any)**
Chairman Allen advised the public hearing on CIP financing will need to be scheduled for Thursday, December 19th, as the notice will need to be published for two (2) consecutive weeks, as per the County Attorney. In the event the meeting is delayed due to inclement weather, the session will take place the next business day.

**6. Adjournment**
With no further action being required by the Board, on motion of Supervisor Weakley, seconded by Supervisor Butler, Chairman Allen adjourned the meeting, with the following vote recorded:

| | |
|---|---|
| J. Dave Allen | Aye |
| Doris G. Lackey | Absent |
| Jerry J. Butler | Aye |
| Pete J. Elliott | Aye |
| Jonathon Weakley | Aye |

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J. Dave Allen, Chairman
Madison County Board of Supervisors

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Jacqueline S. Frye, Clerk of the Board

Adopted on: January 14, 2014

Copies: J. Dave Allen, Doris G. Lackey, Jerry J. Butler, Pete J. Elliott, Jonathon Weakley, V. R. Shackelford, III & Constitutional Officers

**Madison County Board of Supervisors**
**Joint Meeting Agenda**
**Wednesday, December 4, 2013 at 7:00 p.m.**
**Madison Administration Center Auditorium**
**414 N. Main Street**

**Agenda:**

1. **Call to Order/Determine Presence of a Quorum**
2. ***Pledge of Allegiance & Moment of Silence***
3. **Adoption of Agenda**
4. **Action Items:**

**Case No. SP-12-13-17:** **Request by Novum Baptist Church for a site plan to construct additions to the sanctuary (100 seats) and fellowship hall, 1,690 sq. ft. This property is located on Route 605 (Novum Church Road) at Novum and contains 1.500 acres of land, zoned A-1. (Pending a variance request for setbacks.)**

5. **Information/Correspondence (if any)**
6. **Adjournment**

***NO AMENDMENTS, CORRECTIONS OR DELETIONS***

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**Betty Grayson**

**From:** Dixon, Dwayne (VDH) [Dwayne.Dixon@vdh.virginia.gov]
**Sent:** Monday, December 02, 2013 4:04 PM
**To:** Betty Grayson
**Subject:** RE: Novum Baptist Church, Prelim Eng'r Report

Flow equalization is the only route I can see to expand the occupancy unless they can obtain more land to expand the Sewage System.

Dwayne

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**From:** Betty Grayson [mailto:bgrayson@madisonco.virginia.gov]
**Sent:** Monday, December 02, 2013 3:54 PM
**To:** Dixon, Dwayne (VDH)
**Subject:** RE: Novum Baptist Church, Prelim Eng'r Report

Dwayne,

Do you agree with Mr. Borden's conceptual solution? If you do, I will go ahead and forward this email to the PC, B/S, Ernie and Shack before Wed. night's meeting. I will also put paper copies down as well.

Thanks.

Betty C. Grayson
Zoning Administrator
540-948-7599 Phone
540-948-3939 Fax

Help us fulfill "A Promise to Keep"
http://www.madisonco.virginia.gov/nationalpark.php

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Facebook: http://www.facebook.com/APromiseToKeepMadisonSNP

Follow us on:
Twitter: https://twitter.com/A_PromiseToKeep

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**From:** Dixon, Dwayne (VDH) [mailto:Dwayne.Dixon@vdh.virginia.gov]
**Sent:** Monday, December 02, 2013 1:01 PM
**To:** Betty Grayson
**Subject:** FW: Novum Baptist Church, Prelim Eng'r Report

Betty

Letter From Todd Borden, PE concerning Novum Baptist Church.

Dwayne

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**From:** Todd Borden [mailto:mmsoilengineer@verizon.net]
**Sent:** Monday, December 02, 2013 11:03 AM
**To:** Dixon, Dwayne (VDH)



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**Betty Grayson**

RECEIVED
NOV 2013
MADISON
ZONING

**From:** Dixon, Dwayne (VDH) [Dwayne.Dixon@vdh.virginia.gov]
**Sent:** Wednesday, November 06, 2013 12:52 PM
**To:** Betty Grayson
**Cc:** woodsidefarm8223@gmail.com
**Subject:** Susan Travellin 212 Forest Drive Dog Tainting Kennel

Betty

I have been in contact with Ms. Travellin about the Dog Training Kennel. This office knows of no Public Health Related issues that this operation will present as has been explained to me (See Below).

Current usage:

Single family 3 bedroom house with 2 people living here. Current Sewage Disposal System Permit approved for a 3-Bedroom Dwelling.

Proposed Change of use:

Clients will be here for 15 minutes top. I am not using concrete and use a steam mop or a regular mop inside the runs. Waste is bagged and disposed. Nothing goes in the septic from the kennel. We're talking about 4-6 people twice a month. 4-6 dogs per training session.

I am unaware if this operation will require any approvals from The Department of Environmental Quality and/or The Environmental Protection Agency for the disposal of animal waste and/or wash-down of the kennels.

**Conclusion**

This office has not opposition to the issuance of a Special Use Permit for this operation.

If we can be of further assistance, please feel free to contact us.

Dwayne



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