

**RIBBON CUTTING FOR NEW ENERGY SERVICES BUILDING @ 6:00PM**



**TOWN OF FRONT ROYAL, VIRGINIA TOWN COUNCIL MEETING**

**Monday, May 23, 2016 @ 7:00pm**  
**Warren County Government Center**

1. Pledge of Allegiance
2. Moment of Silence
3. Roll Call
4. Approval of the Regular Council Meeting minutes of May 9, 2016
5. Receipt of Petitions and/or Correspondence from the Public
6. Reports:
  - a. Report of special committees or Town officials and Town Manager.  
**\*Report from EDA Executive Director Jennifer McDonald**
  - b. Requests and inquiries of Council members.
  - c. Report of the Mayor
  - d. Proposals for addition/deletion of items to the Agenda.
7. **CONSENT AGENDA ITEMS** –
  - A. COUNCIL APPROVAL – Sewer Connection Fee Payment Plan for 1435 John Marshall Highway – Larry Figgins
  - B. COUNCIL APPROVAL – Bid for Pole Inspection, Treatment, Restoration Services
  - C. COUNCIL APPROVAL - Deed of Easement for Sewer Line located at 8498-8506 Winchester Road (Cedarville Corner)
  - D. COUNCIL APPROVAL – Resolution – Rotary Club of Front Royal's 90<sup>th</sup> Anniversary
8. **PUBLIC HEARING** – Ordinance Amendment to Town Code R-1A District (*1<sup>st</sup> Reading*)
9. **PUBLIC HEARING** – Amendment to the Comprehensive Plan (*1<sup>st</sup> Reading*)
10. **PUBLIC HEARING** – Ordinance Amendment to Increase Rates for Solid Waste (*1<sup>st</sup> Reading*)
11. **PUBLIC HEARING** – Annual Appropriation Ordinance for FY2016-20-17 Budget

8



# Town of Front Royal, Virginia Council Agenda Statement

Page 1  
Item No. 8

**Meeting Date:** May 23, 2016

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**Agenda Item:** COUNCIL APPROVAL – Ordinance Amendment to R-1A District (*1<sup>st</sup> Reading*)

**Summary:** Council is requested to affirm on its first reading an ordinance to amend the R-1A District regulations that include Front Royal Town Code Sections 175-18.1 through 175-18.7, and the addition of Section 175-18.8. The amendment would add an optional set of performance standards known as “cluster development” standards. Over a series of work sessions the applicant (Front Royal Limited Partnership – FRLP) and the Front Royal Planning Commission drafted the attached ordinance amendments.

**Budget/Funding:** None

**Attachments:** Proposed Ordinance Amendment

**Meetings:** Work Sessions held March 21 and May 2, 2016.

**Staff Recommendation:** Approval X Denial \_\_\_\_\_

**Proposed Motion:** I move that Council affirm on its first reading an ordinance to amend the R-1A District regulations that include Front Royal Town Code Section 175-18.1 through 175-18.7, and the addition of Section 175-18.8, as presented.

## ROLL CALL VOTE REQUIRED

\*Note: Motions are the formal & final proposal of Council,  
proposed motions are offered by Staff for guidance  
\*To be clear and concise, motions should be made in the positive

Approved By: SB

**AN ORDINANCE TO AMEND AND RE-ENACT FRONT ROYAL MUNICIPAL  
TOWN CODE SECTIONS 175-18.1 - 175-18.8 PERTAINING TO THE R-1A  
DISTRICT AND THE ADDITION OF THE CLUSTER DEVELOPMENT OPTION**

**WHEREAS**, the Front Royal Planning Commission along with Front Royal Limited Partnership (FRLP) drafted an amendment to Town Code's R-1A District by adding Cluster Development Standards; and,

**NOW THEREFORE, BE IT ENACTED** by the Town Council of the Town of Front Royal, Virginia that 175-18.1 – 175-18.8 of the Town of Front Royal Municipal Code is hereby amended and re-enacted as follows:

**DRAFT AMENDMENT – VERSION 4**  
**R-1A Cluster Development Option**

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**175-18.1 STATEMENT OF INTENT (R-1A)**

The R-1A District is designed to accommodate single-family residential development of a medium density on smaller individual lots. The standards for this district are designed to stabilize and protect the character of the designated areas and to protect and encourage a suitable environment for family life. Optional cluster subdivision standards are included with the intent and purpose of providing greater flexibility for larger development projects. To ensure quality development, the added development flexibility is balanced with requirements that require additional open space and recreational amenities. These additional requirements support a development with higher property values; better preservation of the natural environment; and a more active and healthy community.

**175-18.2 USE REGULATIONS (R-1A)**

- A. Subject to the standards and requirements set forth in this Chapter, except as prohibited or restricted by separate restrictions of record that may pertain to property within the R-1A District, the following uses of land and buildings are permitted by-right in the R-1A District:

**RESIDENTIAL:**

Single-family dwellings, detached

**COMMERCIAL:**

**INDUSTRIAL:**

**ORGANIZATIONAL:**

Churches  
Schools

**MISCELLANEOUS:**

Accessory uses, structures and buildings  
Home occupations

Open space and conservation areas.  
Public facilities, excluding Fire and Rescue Squads & Police Stations  
Public parks and playgrounds  
Public utilities  
Signs, as set forth in Section 175-106  
Special childcare services  
Such other uses as determined similar to one or more enumerated uses by the Zoning Administrator

- B. The following uses are permitted within the R-1A District only by approval of a special use permit, except as prohibited or restricted by separate restrictions of record that may pertain to property within the R-1A District:

**RESIDENTIAL:**

**COMMERCIAL:**

Day care, and day-care facilities as set forth in the Town Code Section 175-107.1.

**INDUSTRIAL:**

**ORGANIZATIONAL:**

Fire and Rescue Squad & Police Stations.  
Public Libraries.  
Community Center.

**MISCELLANEOUS:**

Any use permitted under Section 175-10.18.2.A, or specifically listed above under this subsection, that proposes to occupy a building or structure that exceeds the height requirements of Section 175-10.18.4, subject to the requirements of Section 175-136. Additional heights approved by a special use permit shall be required to increase the required setback and yard area requirements by an equivalent distance from each property line. Such other uses as determined similar to one or more enumerated uses by the Zoning Administrator.

**175-18.3 AREA (R-1A)**

Notwithstanding the provisions of Section 175-128, all newly established uses, with the exception of single-family dwellings, shall be required to meet the minimum area requirements at the time of establishment of the use.

- A. Minimum lot size:
1. Single family dwellings: seven thousand (7,000) square feet.
  2. Schools: twenty thousand (20,000) square feet.
  3. Churches: twenty thousand (20,000) square feet.
  4. Parks and playgrounds: five thousand (5,000) square feet.
  5. Public utilities: no regulation.
  6. Other public facility uses: twenty thousand (20,000) square feet.

- B. Minimum lot width:
  - 1. Single-family dwellings:
    - a. Corner lots: seventy (70) feet.
    - b. Interior lots: fifty (50) feet.
  - 2. Parks and playgrounds and public utilities: no regulation.
  - 3. All other uses: one hundred (100) feet.
- C. Minimum district size: three (3) acres.

#### **175-18.4 HEIGHT(R-1A)**

- A. Single-family dwellings: thirty-five (35) feet maximum.
- B. Public or semipublic buildings: forty-five (45) feet maximum, provided that the required front, side and rear yards are increased by two (2) feet for each foot in height over thirty-five (35) feet.
- C. Exemptions from height requirements:
  - 1. Church spires.
  - 2. Belfries.
  - 3. Cupolas.
  - 4. Municipal water towers.
  - 5. Chimneys.
  - 6. Flues.
  - 7. Flagpoles.
  - 8. Television antennas.
  - 9. Radio aerials.
- D. Accessory buildings and structures:
  - 1. On lots with an area of less than five-tenths (0.5) acre: two-thirds (2/3) height of principal structure.
  - 2. On lots with an area of five-tenths (0.5) acre or more: not to exceed height of principal structure or thirty-five (35) feet, whichever is less.

#### **175-18.5 MINIMUM YARD DIMENSIONS (R-1A)**

- A. Single-family dwellings:
  - 1. Front setback: twenty-five (25) feet.
  - 2. Side: seven (7) feet.
  - 3. Corner side: twenty-five (25) feet.
  - 4. Rear: twenty-five (25) feet.
- B. Other principal structures:
  - 1. Front setback: twenty-five (25) feet.
  - 2. Side: fifteen (15) feet.
  - 3. Rear: thirty (30) feet.
  - 4. Corner side: twenty-five (25) feet.
- C. Accessory buildings and structures:
  - 1. Front setback: thirty (30) feet.
  - 2. Side: five (5) feet or fifty percent (50%) of building height, whichever is greater.

3. Rear: five (5) feet or fifty percent (50%) of building height, whichever is greater.
  4. Corner side: twenty-five (25) feet.
- D. Notwithstanding the provisions above, the front setback on any lot located within a block that is fifty percent (50%) or more developed shall conform with any consistently established setback along the block.
- E. The main or front building facade and entrance for any single-family dwelling shall be oriented toward the front yard of the property, unless an administrative variance is granted pursuant to Section 175-147.1.

#### **175-18.6 LOT COVERAGE (R-1A)**

- A. Maximum building coverage: thirty-five percent (35%)
- B. Accessory building coverage: thirty percent (30%) of any required yard

#### **175-18.7 OFF-STREET PARKING (R-1A)**

- A. Space requirements:
1. Single-family dwellings: two (2) spaces per unit.
  2. Churches/assembly area: one (1) space per four (4) fixed seats in the main assembly or one (1) per one hundred (100) net square feet.
  3. Schools: one (1) space per employee plus parking space for assembly areas as provided in Subsection A (2) above.
  4. Libraries: one (1) space per one thousand (1,000) gross square feet.
- B. Location: Minimum setback for driveways and parking: three (3) feet from side and rear property lines for parking areas consisting of **no more than 4,500 square feet in area** ~~with fewer than fifteen (15) spaces~~. All parking areas with **more than 4,500 square feet in area** ~~fifteen (15) or more spaces~~ shall meet the requirements of Section 148-48 **870**.
- C. Parking spaces where one car is parked behind another car are permitted in this district for individual dwelling units.

#### **175-18.8 OPTIONAL CLUSTER DEVELOPMENT STANDARDS (R-1A)**

- A. In lieu of the traditional design standards of Sections 175-18.3 through 175-18.7, the following design standards may be used for cluster developments in the R-1A District.
1. *Area.*
    - a. Minimum lot size: 5,500 square feet
    - b. Minimum lot width:
      - i. Corner lots: sixty (60) feet
      - ii. Interior lots: fifty (50) feet
    - c. Minimum district size: twenty (20) acres

## 2. Height.

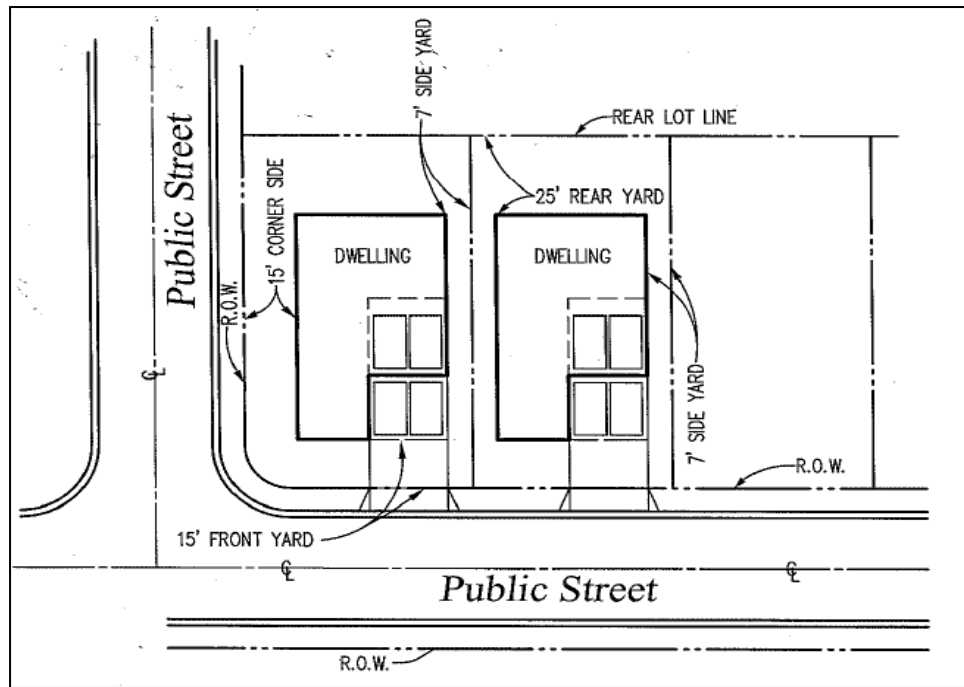
- a. Single-family dwellings: thirty-five (35) feet maximum.
- b. Public or semipublic buildings: forty-five (45) feet maximum, provided that the required front, side and rear yards are increased by two (2) feet for each foot in height over thirty-five (35) feet.
- c. Exemptions from height requirements:
  - (1) Church spires.
  - (2) Belfries.
  - (3) Cupolas.
  - (4) Municipal water towers.
  - (5) Chimneys.
  - (6) Flues.
  - (7) Flagpoles.
  - (8) Television antennas.
  - (9) Radio aerials.
  - (10) Accessory buildings and structures: Not to exceed the height of principal structure, or thirty-five (35) feet, whichever is less.

## 3. Minimum Yard Dimensions.

### a. Single-family dwellings, detached:

- (1) Front: Fifteen feet (15); provided that required off-street parking is at least eighteen (18) feet in length, and the required setbacks from any building are met as specified below under Section 175-18.8.A.5. An unenclosed porch may encroach within the required front yard an additional five (5) feet.
- (2) Side: Seven (7) feet; except that the setback can be reduced to a minimum of five (5) feet when a separation of fourteen feet (14) feet is maintained between the adjacent structure.
- (3) Corner side: fifteen (15) feet; provided that any accessory building is not closer than other houses located along the same street.
- (4) Rear: Twenty five (25) feet.

### ILLUSTRATION 175-18.8.A.3. Illustration of Minimum Yard Dimensions for Cluster Developments.





b. Accessory buildings and structures:

- (1) Front: fifteen (15) feet; provided that any accessory building is not closer than other houses located along the same street.
- (2) Side: five (5) feet.
- (3) Corner side: fifteen (15) feet; provided that any accessory building is not closer than other houses located along the same street.
- (4) Rear: five (5) feet.

c. Notwithstanding the provisions above, the front setback on any lot located within a block that is fifty percent (50%) or more developed shall conform with any consistently established setback along the block.

d. The main or front building facade and entrance for any single-family dwelling shall be oriented toward the front yard of the property, unless an administrative variance is granted pursuant to Section 175-147.1, or alternatively, a special use permit, in accordance with Section 175-136, may be issued to allow frontage along open space areas when such request is submitted with a site plan or subdivision plan for review.

4. *Lot Coverage.*

a. Maximum building coverage: fifty percent (50%).

5. *Off-Street Parking.*

a. Space Requirements:

- (1) Single-family dwellings: two (2) spaces per unit.
- (2) Churches/assembly area: one (1) space per four (4) fixed seats in the main assembly or one (1) per one hundred (100) net square feet.
- (3) Schools: one (1) space per employee, plus one (1) space per four (4) fixed seats in the main assembly, or alternatively for the latter, one (1) per one hundred (100) net square feet.
- (4) Libraries: one (1) space per one thousand (1,000) gross square feet.

b. Minimum setback for driveways and parking: three (3) feet from side and rear property lines for parking areas consisting of no more than 4,500 square feet in area. All parking areas with more than 4,500 square feet in area shall meet the requirements of Section 148-870.

c. As required under Section 148-870.A.10, required off-street parking spaces shall be setback at least five (5) feet from all buildings; excluding the setback between the side orientation of the parking space and a single-family detached

dwelling, provided that a garage is provided that is recessed behind the front building façade of such dwelling.

- d. Parking spaces where one car is parked behind another car are permitted in this district for individual dwelling units. Furthermore, within cluster subdivisions, regardless of other provisions within Chapter 175 or Chapter 148, up to one (1) space within a garage or carport may be counted as required off-street parking within a cluster development, provided that the minimum parking space dimensions are met.

**6. Community Open Space.**

- a. Minimum Community Open Space Area: A minimum amount of common open space shall be provided at the equivalence that the minimum lot area of all lots is reduced below 7,000 square feet. Below is an example of how the required minimum common open space for a cluster subdivision shall be calculated:

$$\begin{aligned} \text{Total Number of Building Lots} \times 7,000 \text{ square feet} &= X \\ X - \text{Total Area of Building Lots Proposed} &= \text{Required Open Space} \end{aligned}$$

- b. No more than 50% of open space may be located within developmentally restricted areas, such as, but not limited to, the floodway.
- c. Surface water bodies may be included within common open space areas, but may not be counted towards the required amount of open space.
- d. Access to community open space shall be provided by adjoining street frontage. In lieu of adjoining street frontage, a 20-foot wide public access easement may be authorized by the Planning Commission during the site plan or subdivision plan review process. In such consideration, the Planning Commission may require pedestrian improvements to ensure adequate access is provided to the common opens space.
- e. Cluster subdivisions shall provide recreational facilities within common open space based on the number of dwelling units. For the purpose of determining minimum requirements, one (1) recreational unit shall be provided for every 50 dwelling units.

- (1) The number of recreational unit credits that each type of recreational facility receives shall be based on Table 175-18.8.A.6.e.(1), shown below.

**TABLE 175-18.8.A.6.e.(1)**

Recreational Unit Type	Recreational Unit Credit
Playground, as described under 175-18.8.A.6.e (2).	1.5
Community Center, including an enclosed building with a meeting hall.	2.5

In-ground Swimming Pool with fencing.		2
Tennis Court Facility with fencing.		1
Pocket Park w/ vegetable gardens.		1
Pocket Park w/ meditation gardens.		1
Partial or full Athletic Fields or courts, such as soccer or baseball fields.		1
6' wide asphalt Hiking / Biking Trail , (or other approved material)	≥ ¼ mile	1
	≥ 1 mile	2
	≥ 3 mile	3
	≥ 4 mile	4
Picnic Shelters with cooking facilities, picnic tables & trash receptacles.		1
Horseshoe pit and/or fire pit with seating area.		1
Covered structure with seating area		1
Improved/landscaped passive or active nature areas with wildflowers or edible landscaping or ornamental trees or orchards.		1
Neighborhood green/square of ½ acre or more with pathways.		1
Community park of 8 acres or more with pathways.		2
Other types of recreational facilities.		As equivalent to any of the above-listed types, as determined by the Planning Commission.

(2) The first recreational unit type of a cluster subdivision shall consist of a playground, with the amenities described below. Alternative recreational unit types for the first recreational unit may be permitted by the Planning Commission for age-restricted communities.

1. A playground shall consist of a composite play system, or systems, with eight (8) play features and a sitting bench.

**TABLE 175-18.8.A.6.e.(2)i.**

**Example Playground Recreational Unit Type**

Quantity	Equipment
Minimum 2	2 to 5 year-old play features
Minimum 1	Slides
Minimum 1	Climbing features
Minimum 1	Overhead features
Minimum 1	Tunnels
Minimum 1	Play panels
Minimum 1	Swings (8 feet high, 2 seats)
Minimum 1	Sitting bench

2. Playgrounds shall be constructed to specifications equivalent to those issued by the U.S. Consumer Product Safety Commission in the document *Public Playground Safety Handbook (2010)*, or as may be amended in the future.

- (3) Each home shall be within one-quarter (1/4) of a mile from at least one qualifying recreational unit facility.
- (4) Recreational facilities shall be constructed in sequence with the phasing of development for the cluster subdivision.
- (5) Recreational facilities shall conform to the Virginia Uniform Statewide Building Code, including Handicap Accessibility (ADA) Standards.
- (6) Buildings or structures used for community recreational purposes may be located within transitional yards, as required below, but shall conform with the minimum setback requirements for principle structures.
- (7) Common open space, including all recreational units, shall be maintained in good condition by the developer until such time that it is dedicated to a Homeowner's Association or accepted as a public park by Warren County or the Town of Front Royal.

- 7. *Transitional Yard.* A minimum transitional yard area is required between any principal building and the following:
  - a. Any planned limited access roadway (i.e. no curb cuts for individual driveways): Minimum 25 feet
  - b. Any adjoining development that is not part of the R-1A cluster subdivision, unless such adjoining property shares the same ownership as the R1-A cluster subdivision: Minimum 50 feet.

This ordinance is effective upon passage.

APPROVED:

\_\_\_\_\_  
Timothy W. Darr, Mayor

ATTEST:

\_\_\_\_\_  
Jennifer E. Berry, Clerk of Council

THIS ORDINANCE was approved at the Regular Meeting of the Town of Front Royal, Virginia on its second reading, conducted \_\_\_\_\_2016, upon the following recorded vote:

Bébhinn C. Egger	Yes/No	Bret W. Hrbek	Yes/No
John P. Connolly	Yes/No	Hollis L. Tharpe	Yes/No
Eugene R. Tewalt	Yes/No	Jacob L. Meza	Yes/No

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A public hearing on the above was held on \_\_\_\_\_, 2016, having been advertised in the Northern Virginia Daily on \_\_\_\_\_, 2016, and \_\_\_\_\_, 2016. The Ordinance was enacted at the Regular Meeting of the Town Council held \_\_\_\_\_2016, to become effective immediately.

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Approved as to form and legality:

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Douglas W. Napier, Town Attorney

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

9



# Town of Front Royal, Virginia Council Agenda Statement

Page 1  
Item No. 9

**Meeting Date:** May 23, 2016

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**Agenda Item:** PUBLIC HEARING – Amendment to the Comprehensive Plan (*1<sup>st</sup> Reading*)

**Summary:** Council is requested to consider a request submitted by Front Royal Limited Partnership (FRLP) to adopt a “Future Land Use Plan” as part of the Town’s Comprehensive Plan. The Plan is for FRLP’s 604-acre property that was annexed in 2014 and is currently zoned A-1. The “Future Land Use Plan” is the same as approved during the annexation of the property and is incorporated into the Voluntary Settlement Agreement as Exhibit A, and was approved by both the Town of Front Royal and the County of Warren.

**Budget/Funding:** None

**Attachments:** Statement of Justification – FRLP Comprehensive Plan Amendment from David Vazzana, FRLP

**Meetings:** Work Session held March 21, 2016

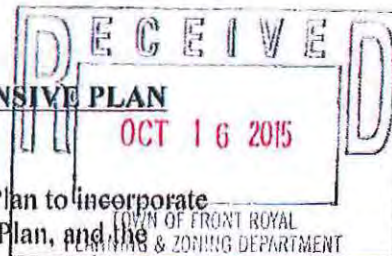
**Staff Recommendation:** Approval X Denial \_\_\_\_\_

**Proposed Motion:** I move that Council approve a request from Front Royal Limited Partnership (FRLP) to adopt the “Future Land Use Plan” for their 604-acre property annexed in 2014, as part of the Town’s Comprehensive Plan, as proposed.

\*Note: Motions are the formal & final proposal of Council,  
proposed motions are offered by Staff for guidance  
\*To be clear and concise, motions should be made in the positive

Approved By: SB

**STATEMENT OF JUSTIFICATION – FRLP COMPREHENSIVE PLAN  
AMENDMENT**



FRLP would like to request that the Town amend its Comprehensive Plan to incorporate the attached "Future Land Use Map" into the Town's Comprehensive Plan, and the Town's N.E. Planning Area, pursuant to the Voluntary Settlement Agreement between the Town, FRLP, and the County (the "VSA").

**BACKGROUND AND PROPOSED CHANGES:**

As a part of the boundary line adjustment proceedings, and the eventual VSA, the Town held two public hearings on the matter and approved the VSA on first and second readings in both August of 2013 and again in March/April of 2014. The County also had a public hearing and 2 votes on the matter. The Virginia Commission on Local Government also held a public hearing and issued a report on the VSA. A Special Court appointed by the Virginia Supreme Court ultimately approved and gave force and effect to the VSA in October of 2014 and the FRLP property was annexed into the Town shortly thereafter – pursuant to the terms and conditions of the VSA. Moreover, and as a part of the VSA, the Town agreed to "use its best good faith efforts to amend its Comprehensive Plan to incorporate the Future Land Use Plan therein" (Section 3.1 and 3.2).

FRLP requests that the Town incorporate the attached "Future Land Use Plan" into its Comprehensive Plan for its N.E. Planning Area. In support of this request please find attached:

1. Voluntary Settlement Agreement, Exhibit A, "Future Land Use Plan".
2. FRLP Presentation to Town Council and County B.O.S., September 2012.

FRLP looks forward to working with the Town on this matter.

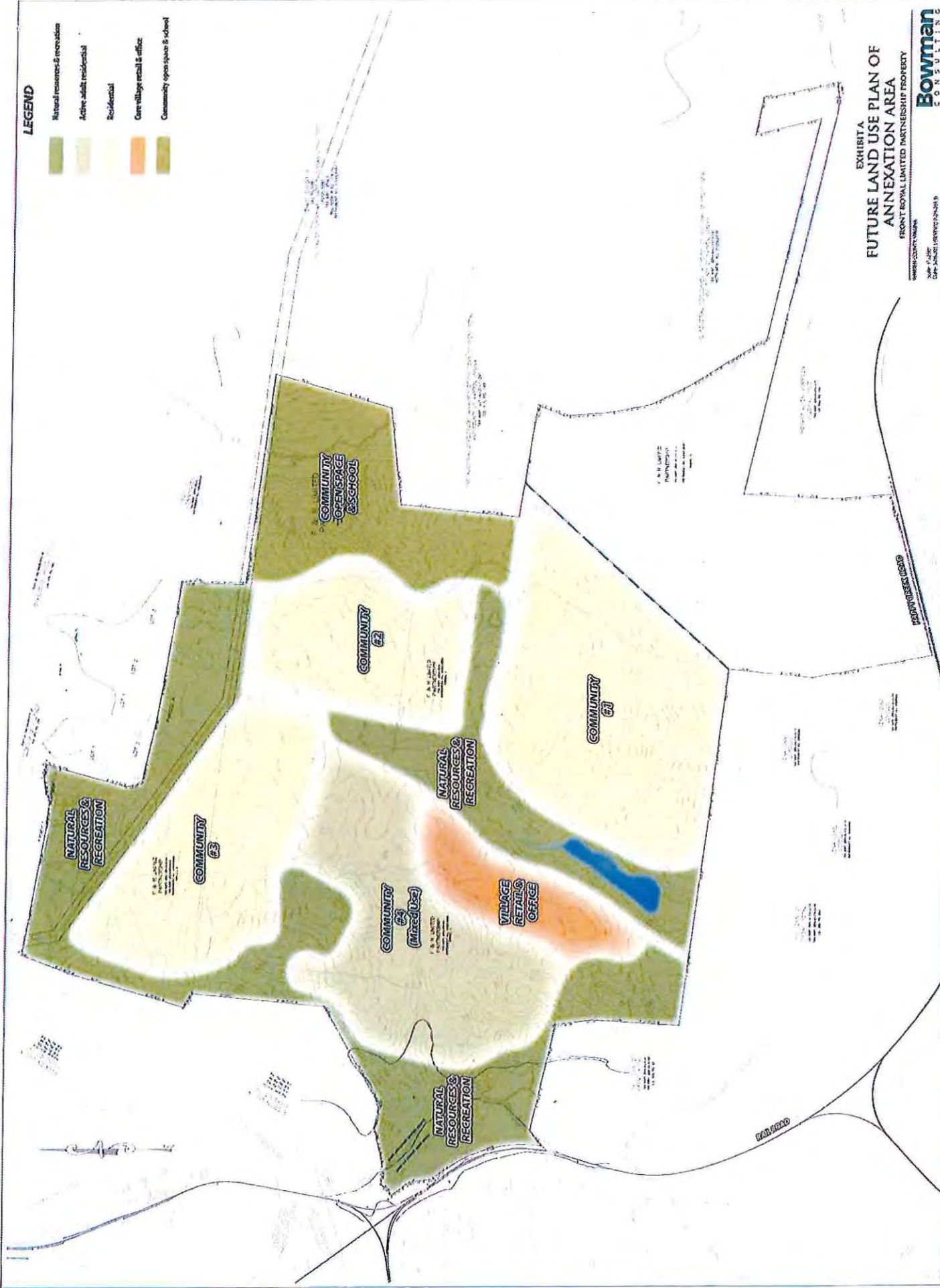
Respectfully Submitted,

David Vazzana, FRLP  
[dvazzana@gmail.com](mailto:dvazzana@gmail.com)  
202-215-0038



# LEGEND

- Natural resources & recreation
- Active adult residential
- Residential
- Core village retail & office
- Community open space & school



## EXHIBIT A FUTURE LAND USE PLAN OF ANNEXATION AREA

FRONT ROYAL LIMITED PARTNERSHIP PROPERTY

**Bowman**  
CONSULTING

MAPS & PLANS  
DATE: 1/20/2019  
DRAWN BY: J. B. BOWMAN



- ❖ The Urban Land Institute has estimated that by 2030 the Washington DC MSA (region) will have generated 1.6 million new jobs and have 2 million new residents, requiring an additional 833,000 housing units.<sup>1</sup>



➤ **"Goal: Coordinate Warren County's and the Town of Front Royal's (and EDA's) growth and management plans."**

<sup>1</sup> John Frece, *Reality Check Envisioning our Regions Growth*, Urban Land Institute



## A. POPULATION GROWTH

1. "In order to effectively develop a plan or vision for Warren County's future, it is important to understand where the County has been, where it is now, and where it is headed." (County Plan, page 2 – 1)

**Table 1-1 Population Growth in Warren County and Front Royal, 1960-2010**

	<u>1960</u>	<u>1970</u>	<u>1980</u>	<u>1990</u>	<u>2000</u>	<u>2010</u>
Warren	6,706	7,090	10,074	14,262	17,995	23,135
Front Royal	7,959	8,211	11,126	11,880	13,589	14,440
Warren County & Front Royal	14,665	15301	21200	26,142	31,584	37,575
% Residing in County	45.73%	46.34%	47.52%	54.56%	56.98%	61.57%
% Residing in Town	54.27%	53.66%	52.48%	45.44%	43.02%	38.43%

Source: U.S. Census Data and Warren County Comprehensive Plan, Table 2.3.

**Table 1-2 Population Growth by Percentage in the Town and County in the Preceding 10 years, 1970-2010**

	<u>1970</u>	<u>1980</u>	<u>1990</u>	<u>2000</u>	<u>2010</u>
Warren	5.73%	42.09%	41.57%	26.17%	28.56%
Front Royal	3.17%	35.50%	6.78%	14.39%	6.26%
Warren County & Front Royal	4.34%	38.55%	23.31%	20.82%	18.97%

- *Past population growth has been consistent and has favored Warren County, which has added between 5 and 6 thousand persons per decade since 1970.*

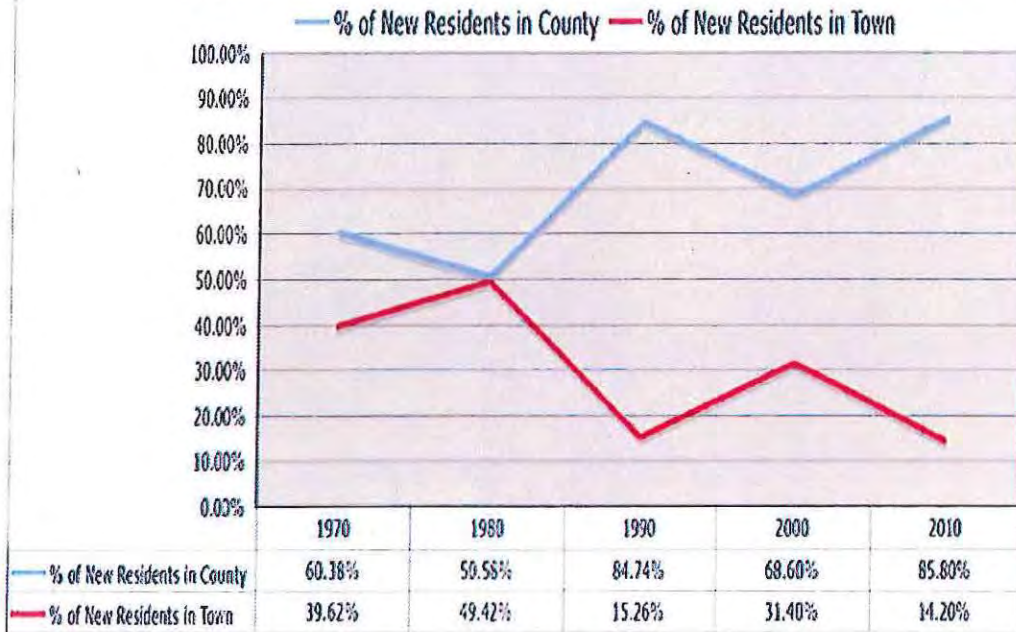
2. Warren County has projected that it would grow from 36,717 persons to 65,700 persons by 2025 - Warren County Government Facilities Space Needs Analysis and Master Plan, 2007.

**Year Structure was Built and Total New Housing Units in Preceding 10 years**

	Total New Housing Units Warren County	Located In Town	% in Town
1970-79	2602	956	36.74%
1980-89	2489	954	38.33%
1990-99	2986	1110	37.17%
2000-09	2328	402	17.27%

Source: 2010 U.S. Census.

**Chart 1-2 Percent of Total New Residents Residing in the Town and County**



- *The Town and County (and State) will continue growing... The question is not if development will proceed within the community, but how it will proceed - and more importantly - where?*



## **B. CONTEXT AND AREA MAPS – HCR PLANNING AREA**

### **1. Overview**

*An increasing number of residential developments in rural parts of Warren County, characterized by either large lots on former agricultural land or mountain development, is altering the traditional pattern of compact development surrounded by open space. The scattered pattern of this development in the rural parts of Warren County is slowly robbing Front Royal residents of the public values contributed by surrounding farms and natural areas.*

**Goal:** *To direct future development into an efficient and serviceable form that will preserve the County's predominately rural character.*

#### **Objectives:**

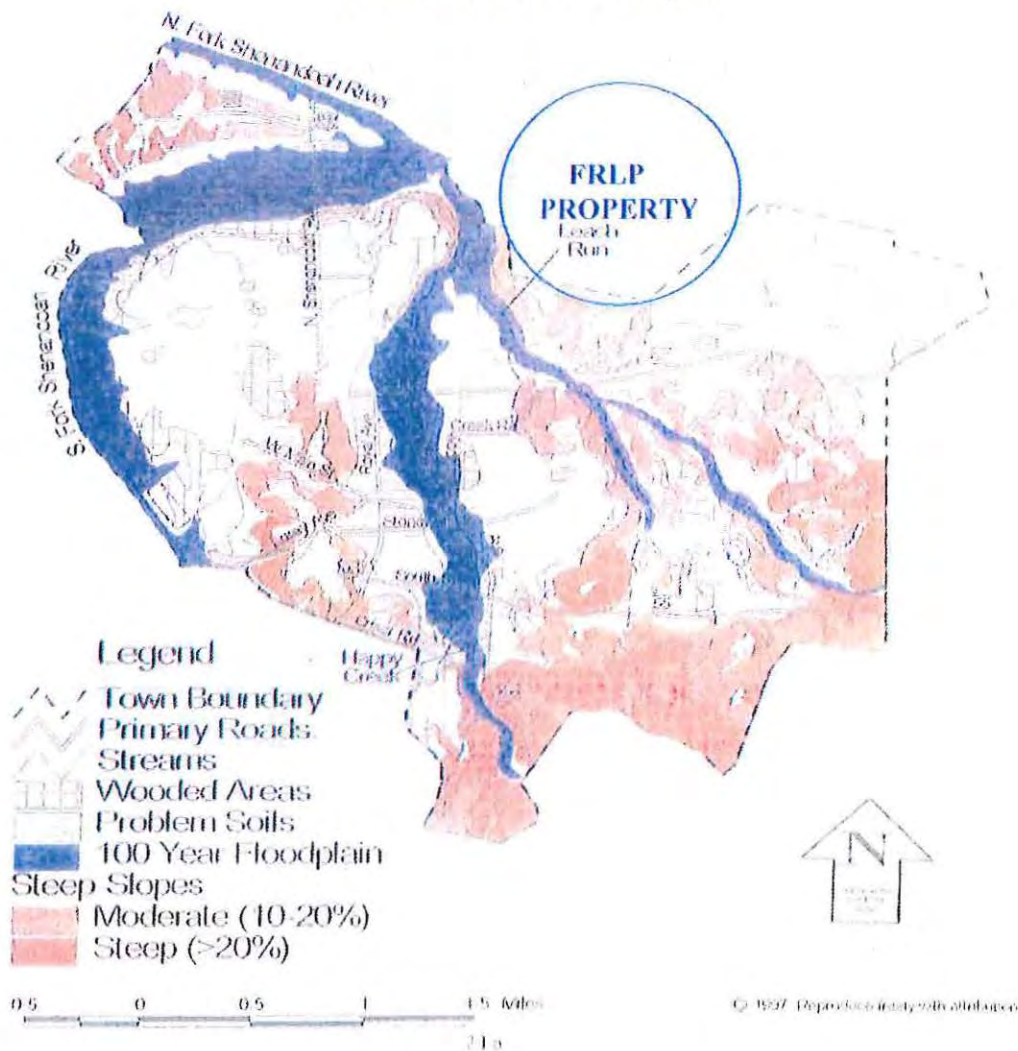
- *Direct County development to areas contiguous with Front Royal or rural villages that are served or will be served with adequate public facilities such as roads, sewer, and water.*
- *Limit future suburban sprawl in rural or agricultural areas where adequate public facilities do not exist or where their provision would not be cost-efficient.*
- *Coordinate the County's and the Town of Front Royal's growth and management plans.*

*We believe a positive solution can be found to every problem. Whenever possible we will look for the solution that benefits all sides. Confrontation, conflict and adversarial relationships are not conducive to positive resolution of problems.*

- Town of Front Royal and County of Warren Comprehensive Plans

2. Town of Front Royal, Natural Features, Town Comprehensive Plan.

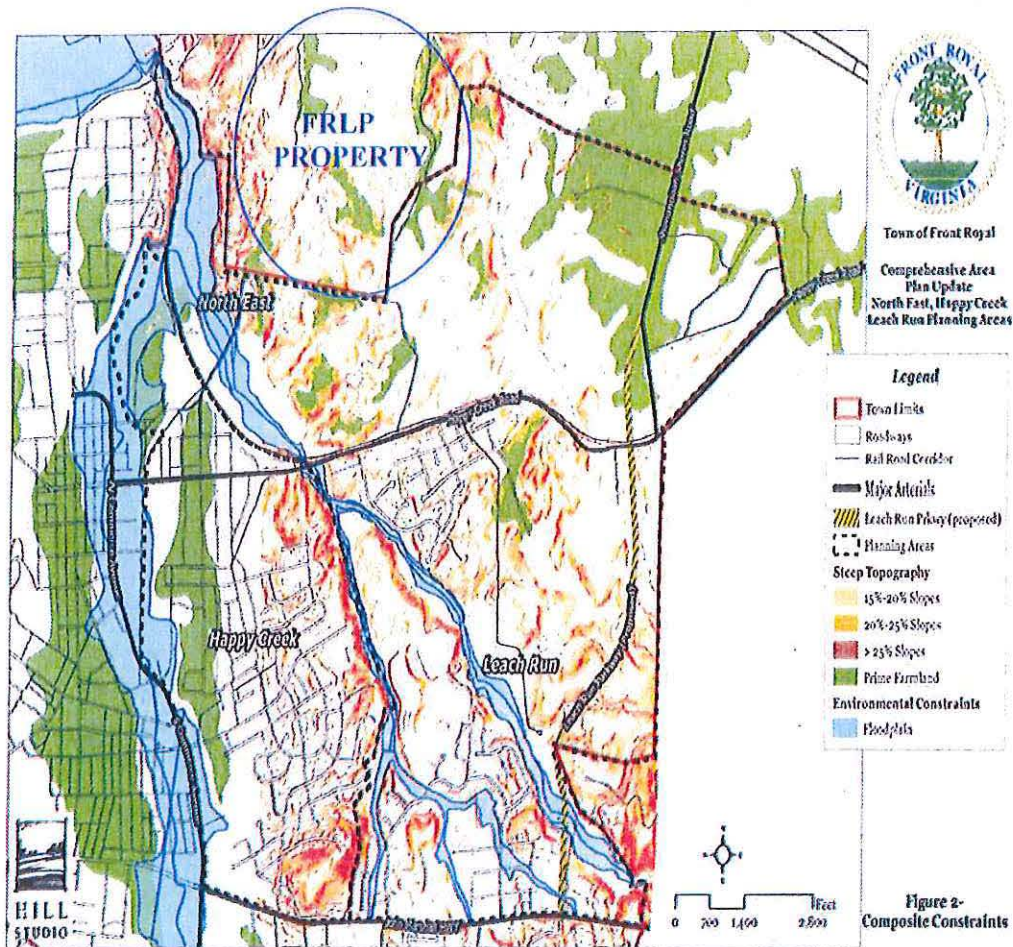
# Natural Features Town of Front Royal



- ✓ *"Front Royal is an area in which developable land is intermingled with steep slopes, floodplains, and woodlands, creating a clear pattern of where development is socially beneficial without excessive environmental costs." (Town Plan, Page 22)*

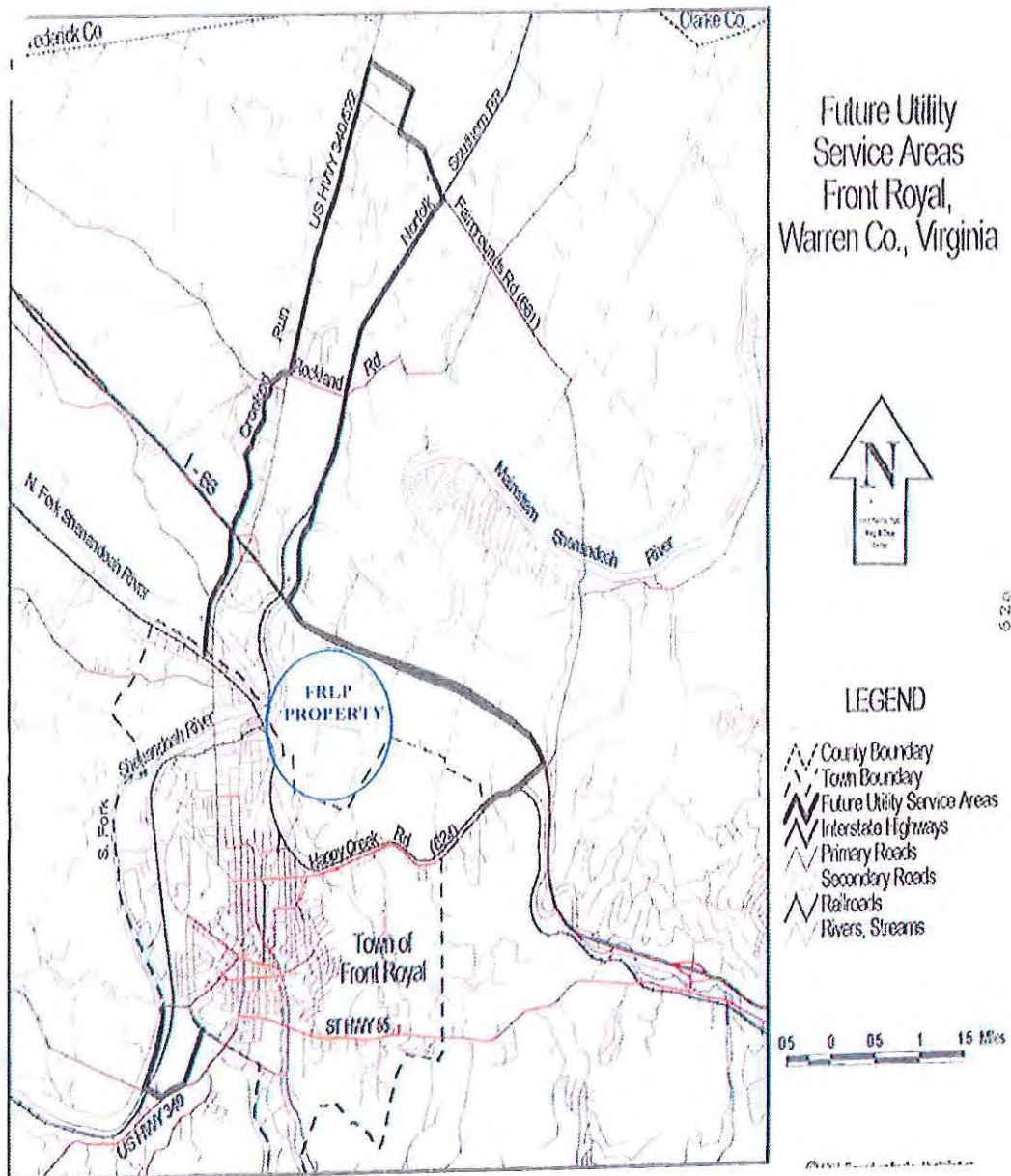


3. Town of Front Royal, Composite Development Constraints Map,  
Development Constraints Analysis February 2007.



- ✓ "An increasing number of residential developments in rural parts of Warren County, characterized by either large lots on former agricultural land or mountain development, is altering the traditional pattern of compact development surrounded by open space. The scattered pattern of this development in the rural parts of Warren County is slowly robbing Front Royal residents of the public values contributed by surrounding farms and natural areas."(Page 16)

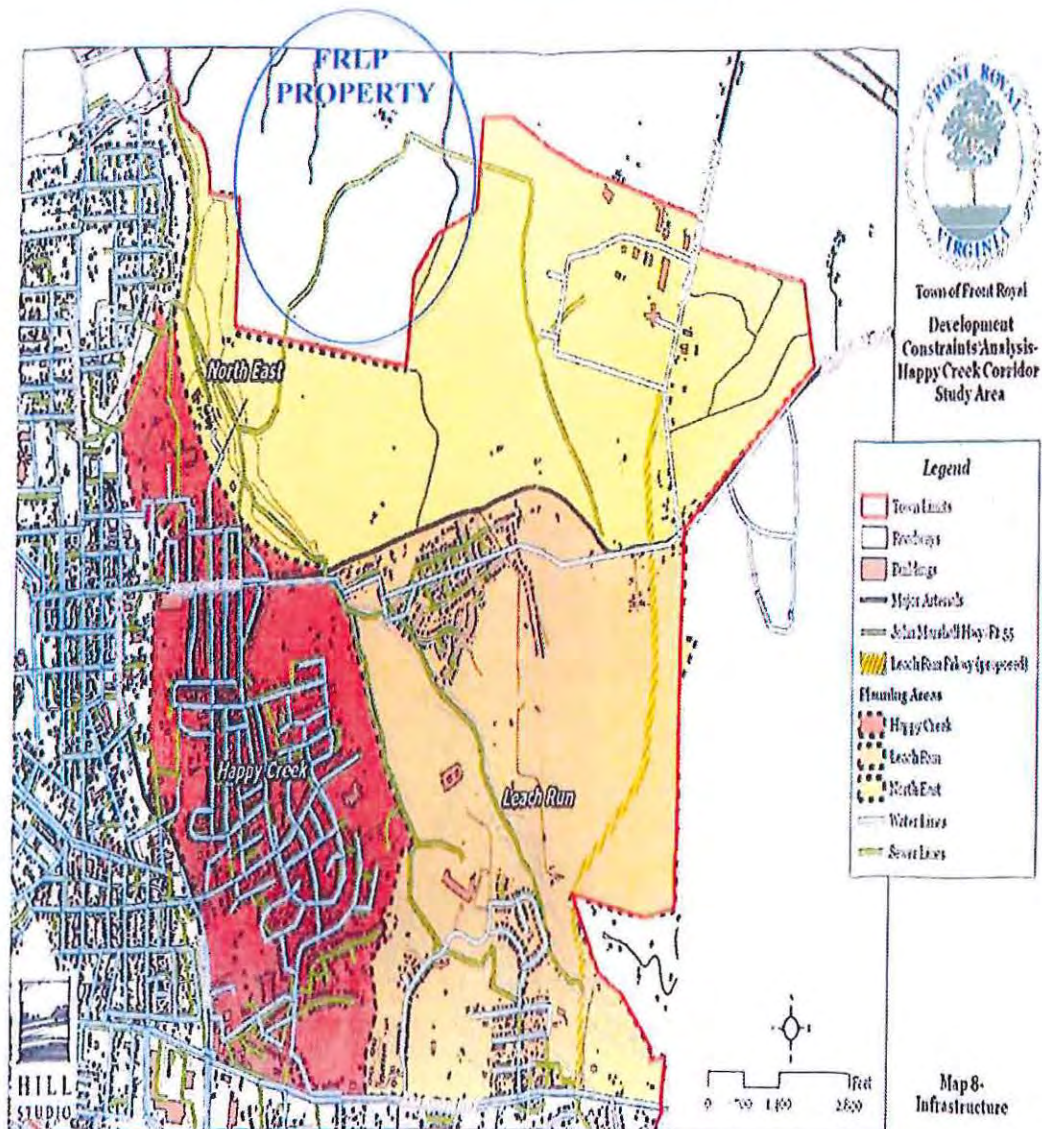
4. Future Utility Service Area Map, Town of Front Royal Comprehensive Plan, 1988-2012



- *"Goal: To provide safe and reliable public water and sanitary sewer systems serving every property in Town desiring connection and within extraterritorial service areas." (Page 56)*



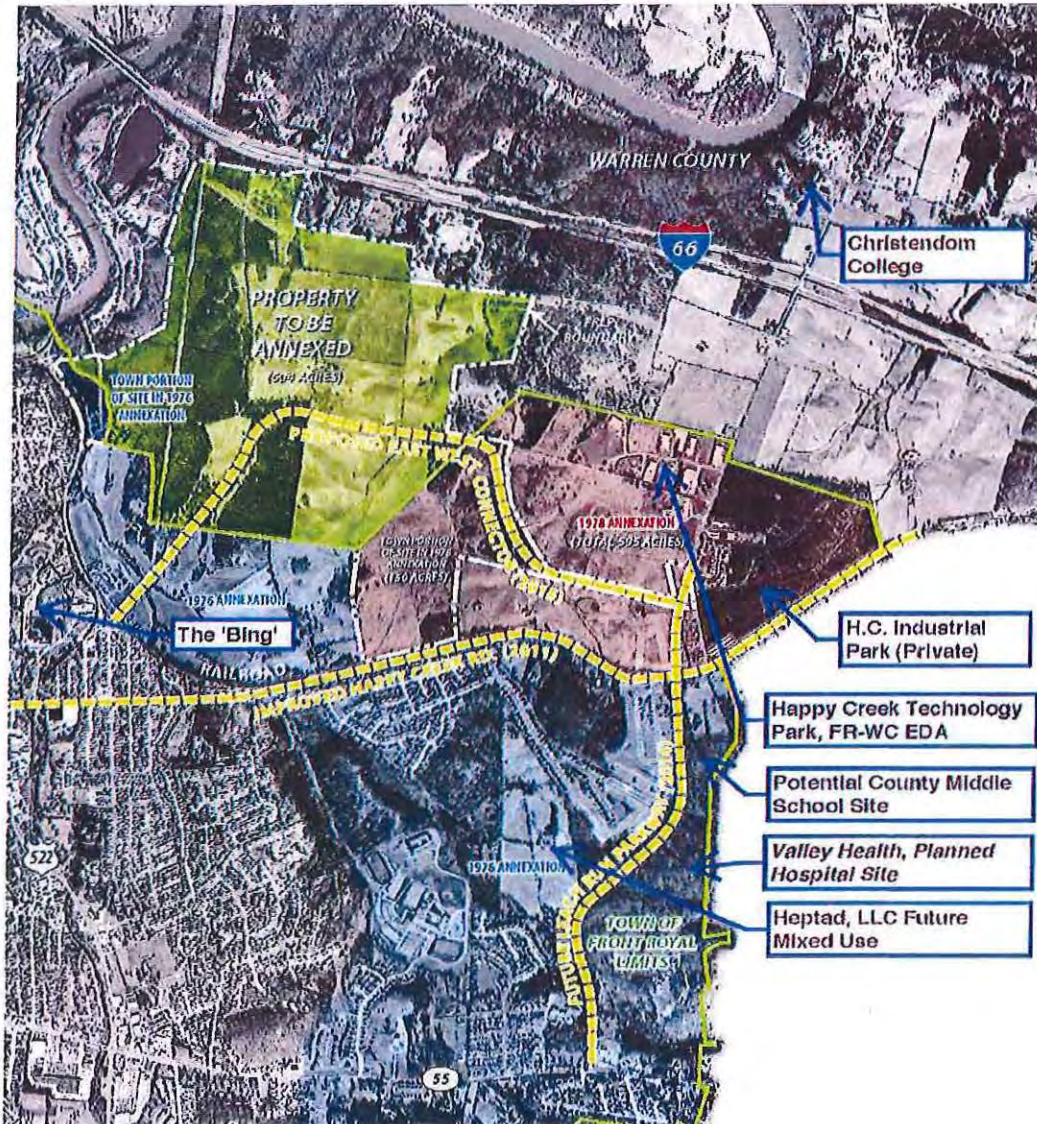
## 5. Town Water and Sewer Infrastructure, 2007 Town Comprehensive



- **“Future Utility Service Areas: Area North of Happy Creek Road to I-66. This area is a logical extension of the Town’s utility service area, as the Town/County boundary is located within open farm fields and split many contiguously owned parcels. The Happy Creek Industrial Park is moving forward in the development of the land in that area.... The County’s draft Comprehensive Plan recommends the development of mixed-use in this area, which cannot be accomplished without the availability of public water and sewer service.” (Page 62)**



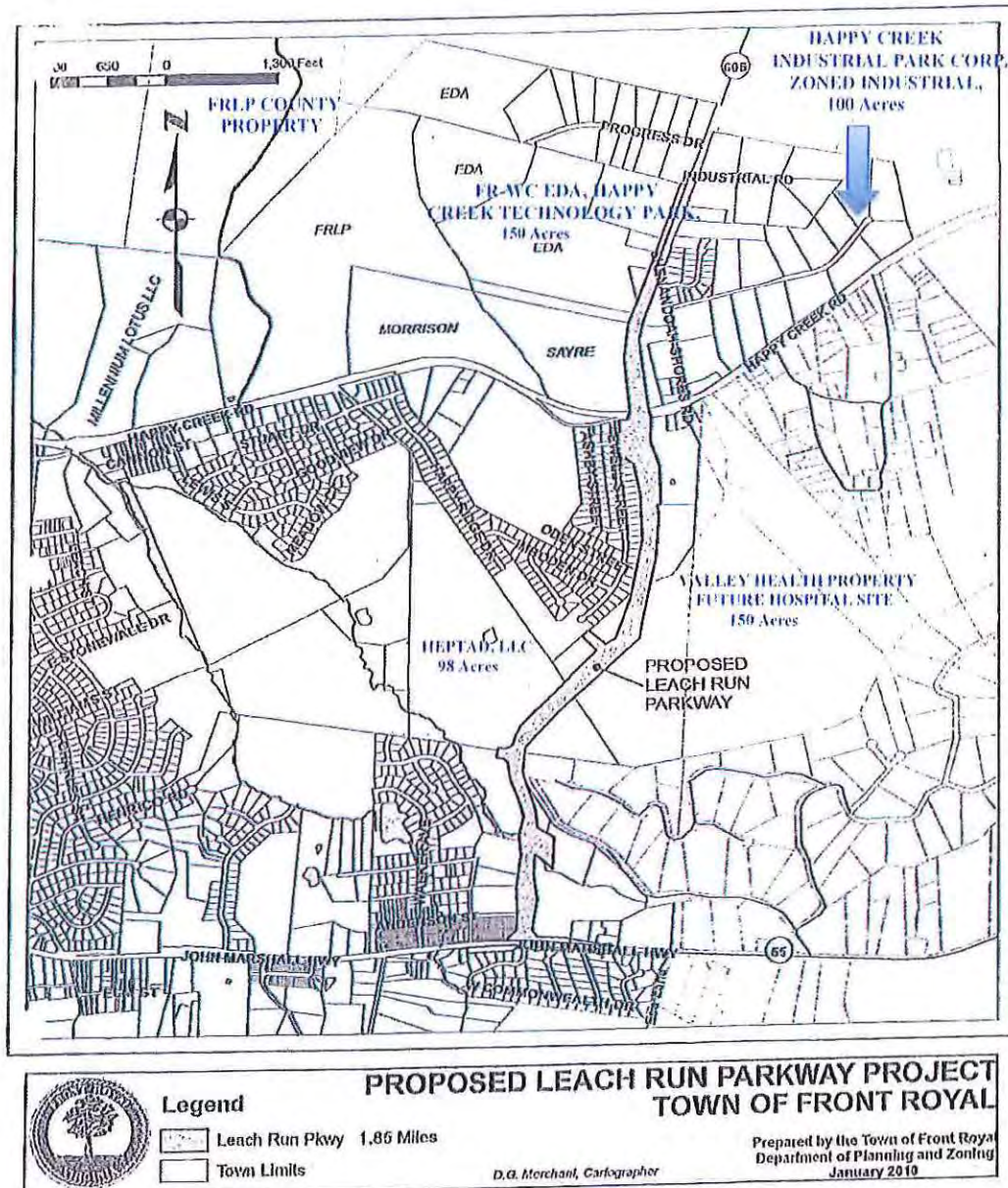
6. "Front Royal's paradox is that it is on the cutting edge of growth and economic development in a comfortable 'Norman Rockwell' small town setting framed by its surrounding mountains." (Page 34.)



➤ *“Future development shall be directed into areas where major public facilities are in place or proposed. Managed growth will reduce development pressures on natural systems such as wetlands and agricultural lands. In addition, guided growth will help maintain an important and desired distinction between rural and growing areas of the County.” (County Plan, page 4 – 1)*

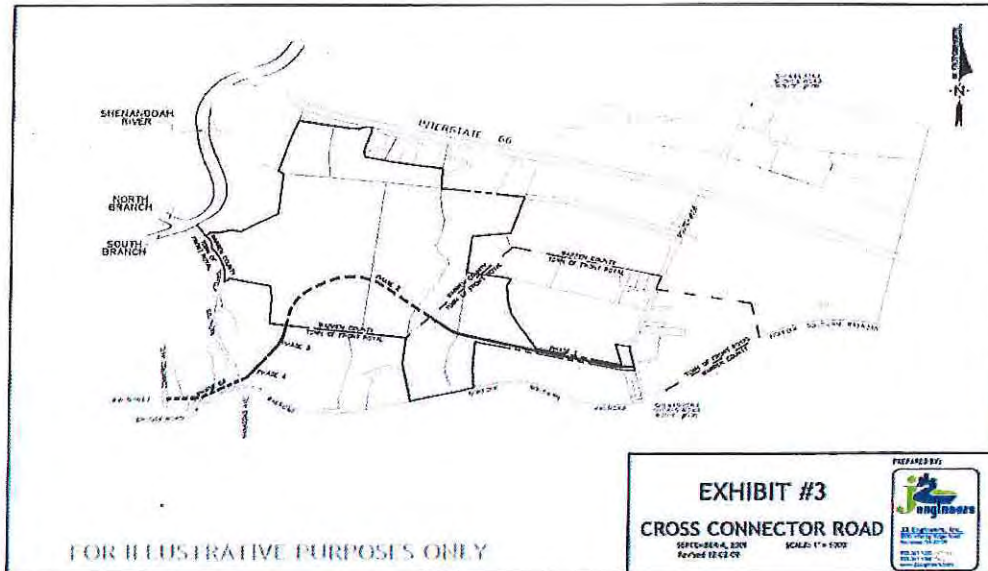


## 7. Future (2014) Leach Run Parkway



- *"Goal: To direct future development into an efficient and serviceable form that will preserve the County's predominately rural character. (Page 4 – 5)*

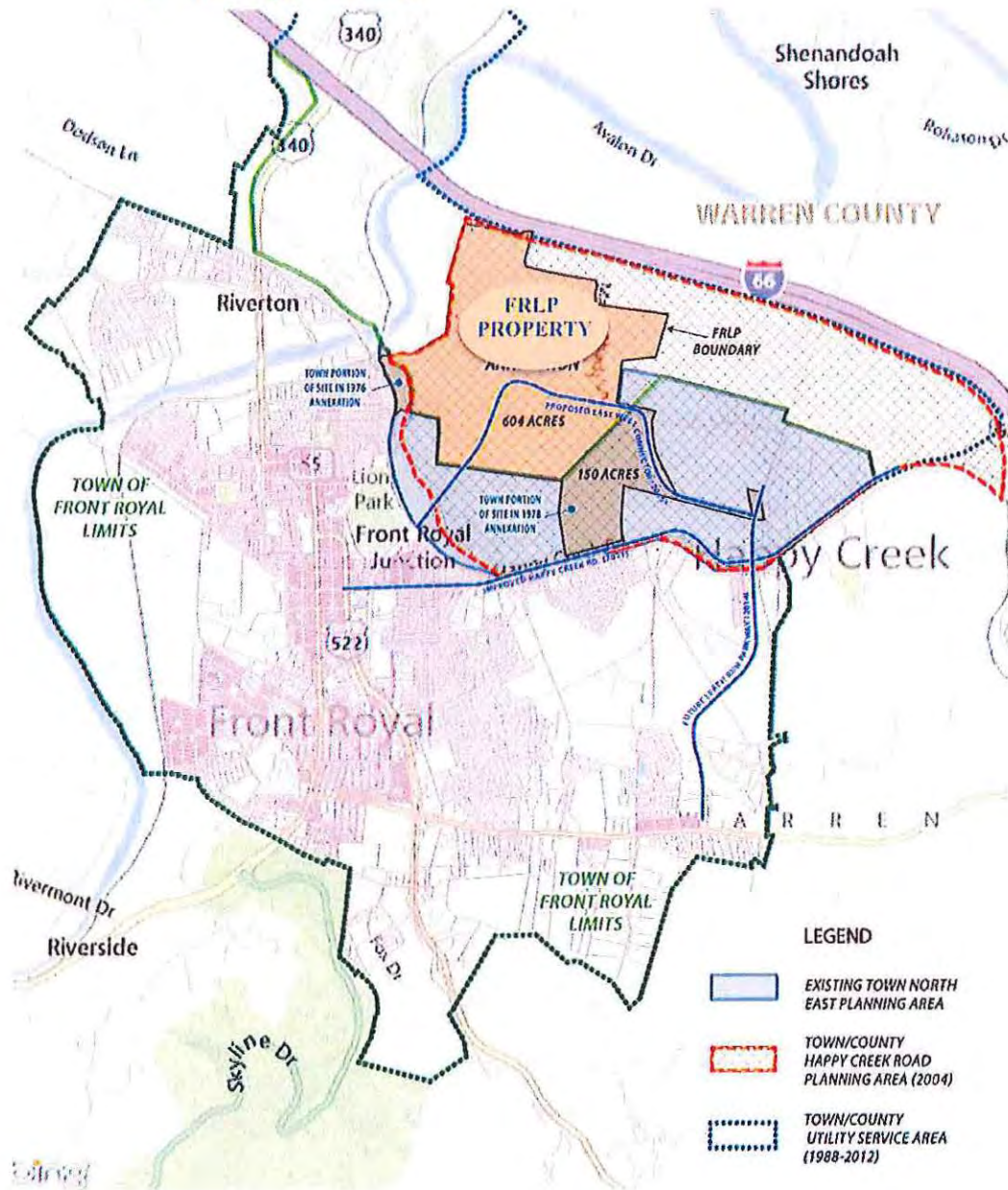
## 8. Proposed East-West Connector Road per FRLP Town Rezoning



- *"Objective: Direct County development to areas contiguous with Front Royal or rural villages that are served or will be served with adequate public facilities such as roads, sewer, and water."*



## 9. Planning Area's Map



- **“Objective: Limit future suburban sprawl in rural or agricultural areas where adequate public facilities do not exist or where their provision would not be cost-efficient.”**

10. Draft Master Plan for Happy Creek Road Planning Area, 2004 Joint  
Town-County Happy Creek Charrette.

*Draft Land Use Plan*

Below is the first map of the Concept Plan, the *Draft Land Use Plan for land use and circulation*, which shows general relationships of land uses and circulation elements. (A detailed land use program is shown on page 19 of this Summary).

Note that this plan reflects the basic road pattern shown in the preferred transportation scenario.



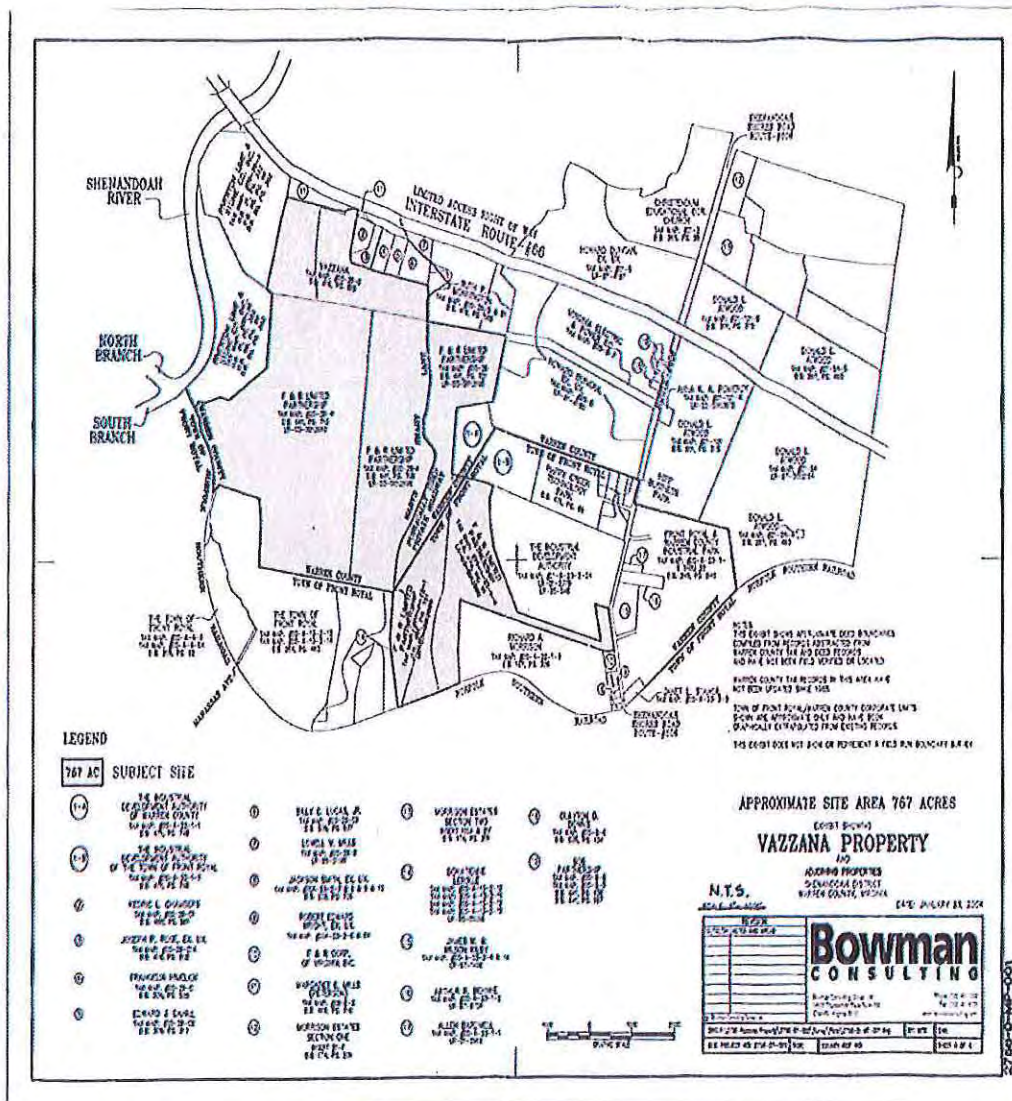
HAPPY CREEK ROAD CONCEPT PLAN  
DRAFT LAND USE PLAN BASED ON DEC 15, 2004 CITIZENS MEETING



➤ ***“Objective: Coordinate the County’s and the Town of Front Royal’s growth and management plans.” (Page 4 – 5)***



11. The Town and County have been planning for growth in the Happy Creek Road Planning Area since the 1976 and 1978 Town annexations...



- ✓ Indeed, a review of the materials related to the 1976 and 1978 Town boundary adjustments that are archived in the Warren County courthouse reveals that all the maps associated with the files are actually incorrect, as they show the areas to be adjusted as extending all the way up to I-66.
- ✓ We believe a positive solution can be found to every problem. Whenever possible we will look for the solution that benefits all sides.





10



**Town of Front Royal, Virginia  
Council Agenda Statement**

Page   1    
Item No.   10  

**Meeting Date:** May 23, 2016

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**Agenda Item:** COUNCIL APPROVAL – Ordinance Amendment to Increase Rates for Solid Waste Management Services (*1<sup>st</sup> Reading*)

**Summary:** Council is requested to affirm on its first reading an ordinance to amend Front Royal Town Code Section 85-3 to increase rates for solid waste management services. If approved the rate increase would be incorporated on utility bills after July 1, 2016.

**Budget/Funding:** None

**Attachments:** Proposed Ordinance Amendment

**Meetings:** Work Session held May 2, 2016

**Staff Recommendation:** Approval   X   Denial           

**Proposed Motion:** I move that Council affirm on its first reading an ordinance to amend Front Royal Town Code Section 85-3 to increase rates for solid waste management services to be incorporated on utility bills after July 1, 2016, as presented.

**ROLL CALL VOTE REQUIRED**

\*Note: Motions are the formal & final proposal of Council,  
proposed motions are offered by Staff for guidance  
\*To be clear and concise, motions should be made in the positive

Approved By:   SB

**AN ORDINANCE TO AMEND AND RE-ENACT FRONT ROYAL TOWN CODE  
SECTION 85-3.A. PERTAINING TO REFUSE COLLECTION CHARGES OF  
GARBAGE, RUBBISH, REFUSE AND SOLID WASTE**

**WHEREAS**, the Town Charter and the Code of Virginia at Section 15.2-928, expressly authorizes the Town of Front Royal to regulate the collection of garbage and refuse, and to charge for the collection of these materials; and,

**WHEREAS**, the Town has reduced expenses to operate the Solid Waste Management Enterprise to the minimum necessary to continue servicing the Town's customers; and,

**NOW, THEREFORE, BE IT ENACTED** by the Town Council of the Town of Front Royal, Virginia that Section 85-3.A. of the Front Royal Town Code is hereby amended and re-enacted as follows:

**85-3 COLLECTION CHARGES**

A. The owner or occupant of each residential unit, office, retail and wholesale business, church, public building, and any other building or unit, provided such structure is connected to the Town's water and sewer system, whether using or not, shall pay a charge to the Town for its collection of solid waste. The owners or occupants of such structures which are not so connected to the water and sewer system may request and pay for refuse collection services from the Town. The collection charge shall be ~~two hundred seventy seven and 00/100 dollars (\$277.00)~~ **three hundred and 00/100 dollars (\$300.00)** per month for every customer who requires twice weekly pickup service on an ~~eight (8) cubic yard~~ **larger than six (6) cubic yards**; and ~~two hundred twenty seven and 00/100 dollars (\$227.00)~~ **two hundred fifteen and 00/100 dollars (\$215.00)** per month for every customer who requires once weekly pickup service on an ~~eight (8) cubic yard~~ **a container larger than six (6) cubic yards**; **an additional monthly charge of fifty-eight and 00/100 dollars (\$58.00) for tipping fees per pickup of a commercial dumpster; twenty-six and 00/100 dollars (\$26.00) per month for each ninety-six (96) gallon container per commercial customer each week; thirteen and 75/100 dollars (\$13.75) fourteen and 10/100 dollars (\$14.10)** per month for each ninety-six (96) gallon container per customer each week; and twelve and 00/100 (**\$12.00**) dollars per month for each thirty-two (32) gallon container per customer each week.

**This ordinance is effective July 1, 2016.**

APPROVED:

\_\_\_\_\_  
Timothy W. Darr, Mayor

ATTEST:

\_\_\_\_\_  
Jennifer E. Berry, Clerk of Council

THIS ORDINANCE was approved at the Regular Meeting of the Town of Front Royal, Virginia on its second reading, conducted \_\_\_\_\_ 2016, upon the following recorded vote:

Bébhinn C. Egger      Yes/No

Bret W. Hrbek      Yes/No

John P. Connolly      Yes/No

Hollis L. Tharpe      Yes/No

Eugene R. Tewalt      Yes/No

Jacob L. Meza      Yes/No

A public hearing on the above was held on \_\_\_\_\_, 2016, having been advertised in the Northern Virginia Daily on \_\_\_\_\_, 2016, and \_\_\_\_\_, 2016.

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Approved as to form and legality:

\_\_\_\_\_  
Douglas W. Napier, Town Attorney

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

11



**Town of Front Royal, Virginia  
Council Agenda Statement**

Page   1    
Item No.   11  

**Meeting Date:** May 23, 2016

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**Agenda Item:** COUNCIL APPROVAL – Annual Appropriation Ordinance

**Summary:** Council is requested to affirm on its first reading the adoption of the Town's Annual Appropriation Ordinances for FY2016-2017 Budget. Appropriations would be effective July 1, 2016 through June 30, 2017.

**Budget/Funding:** None

**Attachments:** Proposed Ordinance and Proposed Budget Amendments

**Meetings:** Work Sessions held March 21, April 4, April 18 and May 2, 2016

**Staff Recommendation:** Approval   X   Denial           

**Proposed Motion:** I move that Council postpone the first reading of the Town's Annual Appropriation Ordinances for the FY2016-2017 Budget until the next regular Council Meeting on June 13, 2016.

**ROLL CALL VOTE REQUIRED**

\*Note: Motions are the formal & final proposal of Council,  
proposed motions are offered by Staff for guidance  
\*To be clear and concise, motions should be made in the positive

Approved By:   SB



Town of Front Royal, Virginia



**ANNUAL APPROPRIATION ORDINANCE**

AN ORDINANCE ESTABLISHING THE BUDGET FOR THE TOWN OF FRONT ROYAL, VIRGINIA FOR THE FISCAL YEAR BEGINNING JULY 1, 2016 AND ENDING JUNE 30, 2017 APPROPRIATING FUNDS FOR PUBLIC PURPOSES FOR SUCH FISCAL YEAR; CONFIRMING AND CONTINUING ALL ORDINANCES OF THE TOWN OF FRONT ROYAL, VIRGINIA RELATING TO TAXES, LICENSES, FEES, SERVICE CHARGES, COSTS AND OTHER CHARGES AND ALL ORDINANCES RELATING TO THE TIME OF PAYMENT THEREOF AND COLLECTION THEREOF, EXCEPT AS HEREIN SPECIFICALLY MODIFIED

**BE IT ORDAINED** by the Council of the Town of Front Royal, Virginia as follows:

**BUDGET EXPENDITURES**

The following budget incorporated by reference, totaling **\$45,782,442** for the Town of Front Royal, Virginia for the fiscal year beginning July 1, 2016 and ending June 30, 2017 is hereby proposed, proposed, and adopted:

(See Attached **BUDGET SUMMARY** and **Town Manager's FY2016-2017 Budget** for details, incorporated by reference)

**BUDGET REVENUES**

Public revenues of the Town of Front Royal, Virginia are hereby appropriated for public purposes for the fiscal year beginning July 1, 2016 and ending June 30, 2017, as set forth in the appropriate Section of such budget.

**TAX RATES**

The tax rate for all real estate and for all real property and improvements located within the Town of Front Royal subject to tax established by Town Council in Town Code Chapter 75-44.

**PERSONAL PROPERTY TAX RELIEF & PRORATION**

When any motor vehicle, trailer, or boat is sold and removed from the Town limits after January 1, the tax shall be relieved through proration on a monthly basis, and the appropriate amount of tax refunded if such tax has already been paid, upon application by the owner to the Commission of the Revenue and notice has been provided to the Commonwealth of Virginia Department of Motor Vehicles; however, no refund shall be made if the motor vehicle, trailer, or boat is moved within the Commonwealth to a non-prorating locality. Requests for relief refunds must be made no later than three (3) years from the last day of the tax year during which the motor vehicle, trailer, or boat was sold, had its title transferred, or was removed from the Town limits. No refund of less than five dollars (\$5.00) shall be issued. If a motor vehicle, trailer, or boat is acquired or moved into the Town limits after January 1, the tax shall be assessed for the remainder of the tax year. Such tax

shall be prorated on a monthly basis. For purposes of proration, a period of more than one-half of a month shall be counted as a full month and a period of less than one-half of a month shall not be counted. All requests for relief or proration shall be filed in compliance with the Warren County Code.

### **RATES & FEES**

The licenses, fees, services charges, costs, and other charges established by Town Council in the Town Code and as identified in the budget to generate the revenues for the Town are hereby confirmed and appropriated for public purposes.

### **AUTHORIZATION**

The Town Manager is hereby authorized to pursue revenue collection and expenditure of public funds in pursuit of fulfilling the budget as conforming to the adopted Town Council Fiscal Policies and Procurement Manual. The Town Manager is further authorized to withhold or postpone the expenditure of any funds appropriated by and in this Ordinance when it appears to the Town Manager that it would be in the best interest of the Town for such expenditure to be withheld; but, this provision shall not in any way limit or restrict the right of the Council of the Town of Front Royal, Virginia, in its sole discretion to the fullest extent permitted by law, to direct immediate disbursement of any appropriated funds when the Council of the Town of Front Royal, Virginia, is of the opinion that the funds should be expended regardless of the position or action of the Town Manager. The Town Manager is authorized to transfer monies between line items and categories within the budgeted appropriations.

### **CONFLICT**

Any Ordinance in conflict with this Ordinance is hereby repealed to the extent and only to the extent that such conflict exists. However, all Ordinances not in conflict with this Ordinance shall continue in effect, including specifically all Ordinances of the Town of Front Royal, Virginia relating to taxes, licenses, fees, service charges, costs and payment, and collection thereof continuing in effect except as herein specifically modified.

### **CONTINUITY**

If any part of this Ordinance is found to be invalid by competent authority, the remaining portions of this Ordinance shall continue in effect to the fullest extent permitted by law.

### **EFFECTIVE DATE**

This Ordinance shall become effective July 1, 2016.



Adopted this \_\_\_\_th day of June, 2016

APPROVED:

\_\_\_\_\_  
Timothy W. Darr, Mayor

Attest:

\_\_\_\_\_  
Jennifer E. Berry, CMC, Clerk of Council

\_\_\_\_\_  
THIS ANNUAL APPROPRIATION ORDINANCE was approved at the Regular Meeting of the Town of Front Royal, Virginia Town Council on \_\_\_\_\_ 2016, upon the following recorded vote:

Hollis L. Tharpe	Yes/No	Bret W. Hrbek	Yes/No
Eugene R. Tewalt	Yes/No	John P. Connolly	Yes/No
Bébhinn C. Egger	Yes/No	Jacob L. Meza	Yes/No

Approved as to Form and Legality:

\_\_\_\_\_  
Douglas W. Napier, Esq., Town Attorney

Date: \_\_\_\_\_

The above Ordinance was published in the *Northern Virginia Daily* on \_\_\_\_\_ with approval on the first reading at a regular meeting of the Town Council held on \_\_\_\_\_, and to be formally approved on the second and final reading at the regular meeting of the Town Council on \_\_\_\_\_.

**TOWN OF FRONT ROYAL, VIRGINIA**  
**BUDGET SUMMARY FOR FISCAL YEAR ENDING JUNE 30, 2017**

GENERAL FUND EXPENDITURES

General Government	\$1,041,015
Financial Administration	\$794,000
Legal Services	\$374,630
Public Safety	\$4,874,045
General Property Maintenance	\$1,202,940
Planning & Zoning Administration - Including Boards & Commissions	\$421,455
Risk Management & Insurances	\$877,095
Economic Development	\$8,600
Information Technology	\$694,155
Transfers & Contingency Reserves	\$622,345
<b>TOTAL GENERAL FUND EXPENDITURES</b>	<b>\$10,910,280</b>

STREET FUND EXPENDITURES

Environmental Services & Inspections	\$274,985
State Highway Maintenance System	\$2,183,805
<b>TOTAL STREET FUND EXPENDITURES</b>	<b>\$2,458,790</b>

ECONOMIC DEVELOPMENT & DESIGNATED FUNDS EXPENDITURES

Debt Obligation - Economic Development	\$193,740
Community Development Projects	\$375,000
Asset Forfeitures - Public Safety	\$12,000
<b>TOTAL ECONOMIC &amp; DESIGNATED FUND EXPENDITURES</b>	<b>\$580,740</b>

.....

ELECTRIC FUND EXPENDITURES

Operations	\$2,857,865
Purchase of Electricity	\$14,165,000
Transfer to General Fund and/or Contingency Fund	\$1,500,000
<b>TOTAL ELECTRIC FUND EXPENDITURES</b>	<b>\$18,522,865</b>

WATER FUND EXPENDITURES

Administration	\$133,585
Water Plant Operations	\$1,869,075

Line Maintenance Operations	\$1,228,785
Meter Reading	\$607,360
Debt Service	\$970,000
Transfer to General Fund and/or Contingency Fund	\$936,250
<b>TOTAL WATER FUND EXPENDITURES</b>	<b>\$5,745,055</b>

SEWER FUND EXPENDITURES

Administration	\$128,985
Wastewater Plant Operations	\$2,830,750
Line Maintenance Operations	\$2,335,960
Debt Service	\$257,185
Transfer to General Fund and/or Contingency Fund	\$951,250
<b>TOTAL SEWER FUND EXPENDITURES</b>	<b>\$6,504,130</b>

SOLID WASTE FUND EXPENDITURES

Operations	\$1,025,582
Transfer to General Fund and/or Contingency Fund	\$35,000
<b>TOTAL SOLID WASTE FUND EXPENDITURES</b>	<b>\$1,060,582</b>

<b>TOTAL ALL FUND EXPENDITURES</b>	<b>\$45,782,442</b>
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GENERAL FUND REVENUE

Real Estate Property Tax (\$0.0725 per \$100 assessed valuation)	\$980,000
Public Service Property Tax & Tax Penalties	\$53,230
Personal Property Tax (\$0.64 per \$100 assessed valuation)	\$587,000
Other Local Taxes	\$4,760,500
Permits & Fees	\$28,000
Fines & Forfeitures	\$200,000
Use of Money & Property	\$65,250
Public Right-of-Ways Use Fees	\$5,000
Intergovernmental	\$625,415
Interfund Transfers	
Electric Fund	\$1,500,000
Water Fund	\$936,250

Sewer Fund	\$951,250
Solid Waste Fund	\$35,000
Miscellaneous Receipts	\$86,830
<b>TOTAL GENERAL FUND REVENUE</b>	<b>\$10,813,725</b>

STREET FUND REVENUE

State Highway Maintenance Funds	\$2,179,905
Use of Money & Property	\$20,000
Street, Curb, & Gutter Assessments	\$2,000
Transfer from General Fund	\$353,440
<b>TOTAL STREET FUND REVENUE</b>	<b>\$2,555,345</b>

ECONOMIC DEVELOPMENT & DESIGNATED FUNDS REVENUE

Real Estate Property Tax (\$0.0175 per \$100 assessed valuation) - Economic Development	\$193,740
Asset Forfeiture & Grant Funding	\$12,000
Real Estate Property Tax (\$0.04 per \$100 assessed valuation) - Community Development	\$375,000
<b>TOTAL ECONOMIC &amp; DESIGNATED FUNDS REVENUE</b>	<b>\$580,740</b>

ELECTRIC FUND REVENUE

Use of Money & Property	\$57,500
Connection Fees	\$100,000
Internal Loan	\$150,000
Sale of Services	\$18,201,400
Miscellaneous Receipts	\$13,965
<b>TOTAL ELECTRIC FUND REVENUE</b>	<b>\$18,522,865</b>

WATER FUND REVENUE

Use of Money & Property	\$35,000
Antenna Rentals	\$80,000
Sale of Services	\$5,550,555
Connection Fees	\$75,000
Miscellaneous Receipts	\$4,500
<b>TOTAL WATER FUND REVENUE</b>	<b>\$5,745,055</b>

SEWER FUND REVENUE

Use of Money & Property	\$35,000
Sale of Services	\$6,324,630

Connection Fees	\$140,000
Miscellaneous Receipts	\$4,500
<b>TOTAL SEWER FUND REVENUE</b>	<b>\$6,504,130</b>

SOLID WASTE FUND REVENUE

Use of Money & Property	\$16,000
Sale of Services	\$1,040,582
Miscellaneous Receipts	\$4,000
<b>TOTAL SOLID WASTE FUND REVENUE</b>	<b>\$1,060,582</b>

<b>TOTAL ALL FUND REVENUES</b>	<b>\$45,782,442</b>
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**RATES & FEES IN SUPPORT OF THE FY 16-17 BUDGET**

REAL ESTATE PROPERTY TAX	\$0.13 per \$100
PERSONAL PROPERTY TAX	\$0.64 per \$100
MEAL TAX	4%
LODGING TAX	6%
AUTOMOBILE LICENSE FEE	\$25.00
RES ELEC FACILITY CHARGE	\$6.24
RES ELEC USAGE RATE	\$0.8490 per kWh
WATER BASE RATE (3,000 GAL)	\$9.92
WATER ADDL 1,000 GAL RATE	\$8.51
SEWER BASE RATE (3,000 GAL)	\$16.17
SEWER ADDL 1,000 GAL RATE	\$13.91
SOLID WASTE RES 32 GAL CAN	\$12.00 per month
SOLID WASTE RES 96 GAL CAN	\$14.10 per month
SOLID WASTE RES PRIV ENTRY	\$5.00 per month
SOLID WASTE COMM 96 GAL CAN	\$26.00 per month
SOLID WASTE DUMPSTER (1x week)	\$215.00 per month
SOLID WASTE DUMPSTER (2x week)	\$300.00 per month
SW COMM DUMPSTER TIP FEE	\$58.00 per haul



## Town of Front Royal, Virginia FY16-17 Budget Amendments

### Corridor Funding

I move to remove \$82,500 from Line Item 3121211- PILOT - Warren County, funding from the Corridor Meals and Lodging Tax Agreement, from the revenue funding the Community Development Director salary and furniture and the SBDC Contract. I further move to fund \$60,000 for 1101-41001 - Community Development Director salary; \$2,500 for 1101-45410 - Furniture; and \$20,000 for 1101-43002 - Community Development Contract from the Community Development Reserve Account 1101-R43002.

### Clerk of Council

I move to remove \$10,800 from Line Item 1102-41003 for the reclassification of the Clerk of Council to full-time.

### Information Technology

I move to remove \$2,500 from Line Item 1204-41001 for the salary adjustment for the IT Director

I move to remove \$24,000 from Line Item 1204-47005 for the acquisition of a new vehicle for the IT Department. The remaining \$1,000 will be used to improve a vehicle from the fleet removed from Town service to be used by the Department.

I further move to transfer the \$24,000 from Line Item 1204-47005 to 1202-43002 for the purpose of hiring a consultant to conduct a salary study for the Town.

### Town Attorney

I move to remove \$4,000 from 2201-41001 for the salary adjustment for the Town Attorney.

I move to remove \$7,000 from 2201-41001 for the salary adjustment for the Assistant Town Attorney.

I move to remove \$1,500 from 2201-41001 for the salary adjustment for the Legal Assistant.

### Police Department

I move to reduce 3102-41002 by \$23,400 to \$225,000 for the Patrol Division Overtime budget.

### Environmental Services

I move to reduce 9602-47001 by \$55,000 and 9802-47001 by \$55,000 to remove acquisition of the mini excavator for the Water & Sewer Maintenance Division.

The advertised budget for Solid Waste removed the \$37,000 for the rates study and does not require further action from Town Council.

I move to reduce 4500-47001 by \$25,000 to \$13,600 to remove acquisition of the mill head which was acquired during the FY15-16 Budget.

### Miscellaneous

I move to change the \$1.00 per hour Cost of Living Adjustment to a one-time \$2,000 bonus to be paid in December.