

***AGRICULTURAL AND PURCHASE OF DEVELOPMENT
RIGHTS COMMITTEE MINUTES
November 22, 2021***

The meeting of the Stafford County Agricultural and Purchase of Development Rights Committee for Monday, November 22, 2021, was called to order at 7:00 p.m. in the County Administration Conference Room in the George L. Gordon Government Center by John Howe, Chairman.

Members Present: John Howe, Chad Young, Carlos Bratton, Jeff Adams, Robert Broxton, and Benjamin Rudasill

Members Absent: Alandra Simmons

Staff Present: Kathy Baker and Vicki Sowers

1. Call to Order

Mr. Howe called the meeting to order and asked Ms. Sowers to call roll. After roll-call, Mr. Howe confirmed there was a quorum.

2. Public Presentations

None

3. Staff Update

- **PDR Funds:** Ms. Baker advised that the PDR funds available, without rollback funds from last year, is at \$834,000 through the end of July. This includes about \$5000 which was from turn-back funds from the Littlejohn property. She explained, after January, the committee will be taking a look at the specific commission revenues to see what property values are looking like. Ms. Baker went over a handout and a slide presentation showing residential development tracking that was prepared by Mr. Jeff Harvey. She quoted Mr. Harvey's comments regarding the slides:

“Slide 9 has the most recent information. The Comp Plan requires that we track development trends. Looking at slides 8 and 9, it confirms what we already were experiencing. There were over 1,300 rural lots approved last year. That is 6-years-worth of future planned growth in the rural areas approved in one year. Much of that likely occurred due to the Healthy Growth initiative and the demand for housing caused by COVID-19. Overall, the rural areas have more than 16 years-worth of approved lots at 200 units a year projected to be built. The trends for approved and to be built units still are not in balance with Comp Plan Policies. The current ratio is approximately 70% USA and 30% Rural. However, what has been built is in line with the 80/20 policy. The TGAs still are under-represented with approvals 13.6% compared to the planned 50%. The overall number of units to be built has been dropping annually since 2017 when we started this level of analysis. It potentially reflects a gradual tightening of the market for lots in the USA.”

Ms. Baker told everyone to take a look, review and feel free to email her with any comments or questions. Mr. Adams clarified that everything that was zoned A-1 3acre prior to the change was grandfathered – Ms. Baker confirmed. She expanded to say that even with the change, one can still have 3 acre lots, it is just based on the density. She said you can still go down to a minimum

lot size, but the balance of the subdivision has to be a 6-acre density. She said that is the distinction between the way the old A-1 lots were just straight lot size.

Mr. Broxton asked how many approved projects are still pending? He explained that there are still a lot of developments that were approved and then put on hold. He asked, “how many of you know how many of those projects and those approvals still have not started?” Ms. Baker said she wasn’t sure if that information was pulled with this analysis (slides/handout). She said she would send the information electronically to make it easier to zoom in on the maps and look at it in more detail.

- **PDR Property Recognition:**

Ms. Baker said there are properties and families to recognize for their participation in the PDR program going back to 2018. There are 6 properties. She explained that in the past, a presentation of Certificate is made at the Board of Supervisors meeting. They typically had posters and food but due to restrictions for gatherings, there will just be a presentation in the Board chambers. Part of the presentation is a diamond shaped green sign that is displayed on the property to recognize PDR participation. Ms. Baker said she would let everyone know the date once it is confirmed for the BOS agenda.

4. New Business

None

5. Unfinished Business

- Board of Supervisors FY2022 Recommendations
 - Northern Virginia Conservation Trust Partnership
 - PDR Ranking Criteria

Ms. Baker advised there is a draft MOU in the works. She said there has been consultation with the Conservation Trust and they have given bullet points as to what the MOU would cover. She said Mr. Harvey, herself, and possibly the county administration along with a few others are meeting on December 7th to go over the MOU and set out a timeline to see what funding potential there might be in order to move forward. She explained that tonight’s meeting is to go over this final PDF ranking criteria so everyone has a chance to look at everything and address any additional questions. She presented a clean copy of all changes discussed and finalized so far. Ms. Baker said that once consensus is received, then an ordinance would be drafted to go back before the Board of Supervisors. She said she will add the appraisal process to the ordinance and then the committee needs to discuss if there are any other changes besides what has already been talked about regarding the name changes.

There were a few questions regarding the appraisers and process. Mr. Howe explained that there are different levels of certifications. Ms. Baker said matching funds require a yellow-book appraisal and that the Commissioner of the Revenue would handle that. The county will be responsible for paying for the appraisals. It is the intent to get someone on board to handle all appraisals each time they come up so the procurement process won’t be needed every time. It

*Agricultural and Purchase of Development
Rights Committee Minutes
November 22, 2021*

would make it easier to have one person on board to handle them. Mr. Adams mentioned the PDR Ranking Criteria had been discussed extensively in the last meeting. He also asked, and it was confirmed by Mr. Howe, that the electronic meeting amendment was passed at the previous meeting.

Mr. Adams made a motion to accept the revised PDR Ranking Criteria. Mr. Broxton seconded. Mr. Howe asked for discussion, pointing out that Mr. Broxton and Mr. Rudasill were not at the last meeting and he wanted to make sure they had an opportunity to ask questions and review the changes. Mr. Broxton advised that he wasn't present during the last time that the process was in place and is not familiar with how it works. Ms. Baker advised that the purpose is to move more in line with the agencies' processes. She said there were not a lot of changes overall. Mr. Broxton said he will be observing how it works this time. Ms. Baker said each time an application round is opened, the same process will be put in place – review the existing ranking criteria. Mr. Adams explained the basic process and Mr. Broxton acknowledged that he will observe and trust the committee and its experience.

Mr. Howe called for a vote to approve the PDR Ranking Criteria. Vote was 6-0 (1 absent). PDR Ranking Criteria changes approved.

6. Approval of Minutes

- October 25, 2021

Mr. Adams motioned to approve. Mr. Young seconded.

Mr. Howe asked about the Littlejohn property – said he thought it was completely gone. Kathy confirmed that it is. Mr. Howe asked if the withdrawal happened after the last meeting. Kathy advised it was the day after the meeting. Mr. Howe cleared the confusion that the information in the minutes were the facts as of the meeting.

Minutes for October 25, 2021 were approved with vote 4 yes and 2 abstentions (Mr. Rudasill and Mr. Broxton not present at the October meeting).

7. Member Comments

Mr. Adams shared that he has been in communication with Mr. Beck off of Kellogg Mill Road (140 acres) to discuss and explain how the county's PDR opportunities work. He also advised that he will be picking up a new tractor in Harrisonburg this weekend.

Mr. Broxton thanked everyone for their participation and support over the last four years. He said it may be his last meeting if he is not reappointed by the new Board of Supervisor. He offered Happy Thanksgiving to all.

Mr. Howe said he hoped Mr. Broxton and Mr. Rudasill would both be back upon new Board of Supervisors' appointments. Ms. Baker explained the process and timeline regarding new Supervisors, their meeting agendas and appointments.

*Agricultural and Purchase of Development
Rights Committee Minutes
November 22, 2021*

Mr. Howe wished Happy Thanksgiving and Happy Holiday. He offered to entertain a motion to suspend the December 27th meeting.

Mr. Young made the motion to suspend the December meeting noting that everything is caught up and there are no pending issues. Mr. Adams seconded. Motion was approved- unanimously with 6-0 vote (1 absent).

8. Next Meeting

- December 27, 2021

Suspended per above vote. January meeting scheduled for the 24th.

9. Adjournment

With no further business to discuss Mr. Howe adjourned the meeting at 7:29pm.