

MOTION:

**October 17, 2017
Regular Meeting
Ord. No. 17-**

SECOND:

**RE: SPECIAL USE PERMIT #SUP2016-00026, FAMILY OFF-ROAD RIDERS
– BRENTSVILLE MAGISTERIAL DISTRICT**

ACTION:

WHEREAS, this is a request to allow an outdoor commercial recreational facility for an off-road riding course in the A-1, Agricultural, zoning district; and

WHEREAS, the site is located at Lehigh Portland Park, which is ±0.47 miles west of the Route 28 and Farmview Road intersection, and ±0.45 miles east of the Route 28 and Fauquier Drive intersection. The property is identified on County Maps as GPIN 7393-85-2844; and

WHEREAS, the site is designated as P & OS, Parks and Open Space, in the Comprehensive Plan; and

WHEREAS, staff has reviewed the subject application and recommends approval, as stated in the staff report; and

WHEREAS, the Planning Commission, at its public hearing on July 26, 2017, recommended approval, as stated in Planning Commission Resolution Number 17-075; and

WHEREAS, a Board of County Supervisors' public hearing, duly advertised in a local newspaper for a period of two weeks, was held on October 17, 2017, and interested citizens were heard; and

WHEREAS, the Board finds that public necessity, convenience, general welfare, and good zoning practice are served by the approval of the application;

NOW, THEREFORE, BE IT ORDAINED that the Prince William Board of County Supervisors does hereby approve Special Use Permit #SUP2016-00026, Family Off-Road Riders, subject to the conditions dated September 22, 2017; and

BE IT FURTHER ORDAINED that the Board of County Supervisors' approval and adoption of any conditions does not relieve the applicant and/or subsequent owners from compliance with the provisions of any applicable ordinances, regulations, or adopted standards.

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ATTACHMENT: Conditions dated September 22, 2017

Votes:

Ayes:

Nays:

Absent from Vote:

Absent from Meeting:

For information:

Planning Director

Jim Surdam
14273 Aden Road
Nokesville, VA 20181

ATTEST: _____
Clerk to the Board

PROPOSED CONDITIONS

Owner: Prince William County's Board of County Supervisors

Applicant: Family Off-Road Riders

Special Use Permit: #SUP2016-00026

Prince William County GPIN 7393-85-2844

Special Use Permit Area: ±24.97 acres

Zoning: A-1, Agricultural

Magisterial District: Brentsville

Date: September 22, 2017

The following conditions are intended to offset the impacts of the proposal and to render the application consistent with the applicable chapters of the Comprehensive Plan and the surrounding areas. If the conditions of this Special Use Permit (SUP) or the Special Use Permit Plan (the "SUP Plan") are in conflict with the Zoning Ordinance, and/or the Design and Construction Standards Manual (DCSM), the more restrictive standards shall apply, except as specifically allowed by this special use permit and unless waived by Prince William County.

The applicant shall file a site plan within three (3) years of approval of this special use permit (SUP) by the Board of County Supervisors and shall have up to five (5) years from the date of final site plan approval to commence the proposed use. Obtaining final site plan inspection following site plan approval shall constitute commencement of the use. In the event this special use permit is not granted as applied for by the applicant, or if the site plan is not submitted within the three (3) year timeframe as stated above, then this SUP shall be considered to be void.

The site contains an existing telecommunications facility, the Lehigh Portland Monopole, which was previously approved by the County through several public facility reviews. If this SUP is approved, the existing telecommunications facility on the property shall remain in effect and it shall not be impacted by the approval of the Special Use Permit #SUP2016-00026, Family Off-Road Riders case.

1. Site Development – The property shall be developed in substantial conformance with the following plans and conditions herein:
 - a. Special Use Permit Plan, entitled "Family Off-Road Riders of PWC at Lehigh Portland Park", prepared by Mullen Engineering, PLLC, dated March 16, 2016, and last revised April 27, 2017 (SUP Plan).
 - i. Minor modifications to the design and layout of the riding trails may be made during final site plan review, provided that the riding trails are located within the limits of clearing and grading as shown on the SUP Plan.

- ii. DCSM parking requirements shall be reviewed for the proposed use at the final site plan stage, thus if parking lot modifications are required at that time, minor modifications may be made to the parking lot size and layout, provided the parking lot remains within the limits of clearing and grading as shown on the SUP Plan. If the parking lot is increased in size at the time of final site plan approval, all perimeter parking lot features shall still be provided as conditioned and per the details that are shown on the SUP Plan.
- b. Secondary Sign Exhibit, entitled "FORPWC Secondary Sign" and date stamped received September 19, 2017 by Prince William County's Planning Office. The applicant may install a secondary sign with a manual changeable copy panel in the approximate location and with the general design as shown on the Secondary Sign Exhibit (per the sign parameters listed in condition 3.c.).

2. Use Parameters

- a. Use Limitations – In addition to by-right uses, the property shall be permitted to have an outdoor commercial recreational facility for an off-road motorcycle and All-Terrain Vehicle (ATV) riding course, which may include related operational safety training sessions, as conditioned by this SUP.
- b. Prohibited Activities – The following activities shall be prohibited on the property:
 - i. Camping, camp fires, and grilling;
 - ii. Consumption of alcoholic beverages and provision of concession stands;
 - iii. Discharging of firearms on-site by club members, which shall not preclude County-authorized lawful hunting onsite during hunting season outside of SUP operating hours;
 - iv. Off-road riding by club members outside the designated riding area (the off-road vehicles may be operated in the parking lot area at a speed of 5 mph or less, but only for the purposes of traveling between the parked motor vehicles/trailers and the riding courses); and
 - v. Repair and/or service of the off-road motor vehicles onsite (only minor repairs and/or services may be permitted onsite, such as: maintaining tire air pressure, changing flat tires, maintaining the charge on batteries, replacing light bulbs, and repairing similar minor parts on the off-road vehicles).
- c. Maximum Vehicles Permitted Onsite Per Day – There shall be no more than 50 motor vehicles permitted on the site each day (this motor vehicle maximum does not include the off-road vehicles).
- d. Number of Riders – There shall be no more than 50 people maximum on the site at any given time. This maximum shall include the Adult Ride Supervisors, which are required to be on the site for each day of operation, and any safety or

operational trainers (members and/or non-members), which may be on the site during the related member operational safety training sessions. During the hours of operation, there shall be no more than 20 riders at any time on the Main Course and no more than 10 riders at any given time on the Kids Course. All minors shall be accompanied by an adult, who is at least 18 years in age, in order to gain access to the gated parking lot area and the riding courses on the property.

- e. Days and Hours of Operation – The hours of operation shall be limited to Monday through Sunday between 10:00 A.M. to 8:00 P.M. during the months of April through September, and between 10:00 A.M. to 6:00 P.M. during the months of October through March. An Adult Ride Supervisor shall close the riding courses and the site, if diminished daylight, weather conditions, or other conditions occur that would make continued riding unsafe.
- f. Ridership – When the applicant is operating the site, the ridership of the off-road riding facility shall be limited to the members of Family Off-Road Riders of Prince William County Inc. (FORPWC) and to any non-member operational safety trainers (only during the member training sessions that are associated with the outdoor commercial recreational facility use). Membership to FORPWC is open to the public. Contact information for the FORPWC shall be posted in a prominent location onsite near the gated parking lot entrance.
- g. Motor Vehicle Fuel Storage – Motor vehicle fuel shall not be stored onsite after operating hours, however five (5) gallon fuel containers may be brought onsite daily by the members in order to refuel the off-road vehicles.
- h. Adult Ride Supervisors – The Adult Ride Supervisors shall be at least 18 years old and have been properly trained by senior long standing members of the FORPWC on the safety procedures and responsibilities that are associated with each supervisor role on this site.
 - i. If only one course is being utilized at any given time, then there shall be at least two Adult Ride Supervisors on the site at that time and one of these Adult Ride Supervisors shall act as a spotter for the course that is open, while the other Adult Ride Supervisor shall be responsible for maintaining the gated parking lot entrance.
 - ii. If both courses are being utilized at any given time, then there shall be at least three Adult Ride Supervisors on the site at that time and two of these Adult Ride Supervisors shall act as spotters for each course. The third Adult Ride Supervisor shall be responsible for maintaining the gated parking lot entrance.

- i. Adult Ride Supervisors – Roles and Responsibilities
 - i. The Adult Ride Supervisor at the gated parking lot entrance shall be responsible for greeting members at the gate while verifying their membership status and age by checking their ID or Driver's License. No one under the age of 18 shall be admitted into the site unless they have a parent or adult guardian with them at all times. This Adult Ride Supervisor at the gate shall also be responsible for updating the members throughout the day to ensure that maximum capacity is not exceeded.
 - ii. The Adult Ride Supervisors shall be responsible for opening and closing the riding course site each day of operation. Adult Ride Supervisors shall be the only members who have the gate combination or code. As part of the opening duties, the Adult Ride Supervisors shall inspect the riding course trails before they are utilized to ensure the riding course trails are free from any debris and that they are safe for riders. As part of the closing procedures, the Adult Ride Supervisors shall ensure that everyone has vacated the riding areas and the site, before physically locking the gates to the parking lot area.
- j. Management & Safety Implementation Plan, entitled "FORPWC Off-Road MCATV Course at Lehigh Portland Park Operations Plan v.4", prepared by David Hagy, dated September 19, 2017, and date stamped received September 20, 2017 by Prince William County's Planning Office (the "MSI Plan"). The MSI Plan is intended to outline the safety measures and management procedures necessary to successfully implement the conditions of the SUP. The MSI Plan may be amended as needed by the applicant and a copy of the updated versions shall be provided to the Department of Parks and Recreation. Provisions within the MSI Plan shall not be interpreted and/or implemented as additional use parameters that are governed by the conditions herein. However, the provisions within the MSI Plan shall not conflict with the SUP conditions and/or the specifications provided within the land lease between FORPWC and the County regarding the subject property.
- k. Outdoor Speakers – There shall be no outdoor speaker system on the site.
- l. Site Maintenance – The applicant shall maintain the site and shall pick up trash, litter, and debris on a daily basis. All trash, litter, and debris shall be kept in an appropriate trash container before it is taken offsite at the end of each operation day as part of the closing procedures for the property.
- m. Noise – All vehicles shall be equipped with noise reducing mufflers and spark arrestors to reduce the impact of noise associated with the vehicles on surrounding properties. The applicant shall abide by the Prince William County noise ordinance and the commercial noise regulations shall apply to the site due to the nature of the use.

3. Community Design

- a. Fencing – To ensure that the property is completely enclosed for security and safety purposes, the applicant shall install and maintain welded-wire mesh fencing with a green vinyl coating along the entire perimeter of the site, as shown on the SUP Plan. Compliance shall be demonstrated on the final site plan.
- b. Lighting – Notwithstanding what is shown on the SUP Plan, no outside lighting shall be permitted on the subject site.
- c. Secondary Signage – The applicant may install a freestanding manual changeable copy sign, as a by-right secondary sign, which shall contain a manual changeable copy display panel in the general design and location as shown on the Secondary Sign Exhibit. For this secondary sign, the total sign area shall not exceed 6 square feet, the height shall not exceed 5 feet, and the sign area for the manual changeable copy display panel shall not exceed 3 square feet. This freestanding secondary sign, with the manual changeable copy display panel, shall be setback at least 5 feet from the property line in the general location that is shown on the Secondary Sign Exhibit.
- d. Signage Regulations – All signage shall comply with the standards set forth in the Zoning Ordinance and the DCSM. In addition, the following shall apply to signage and advertising on the site:
 - i. Banners, pennants, streamers, balloons, figures and other attention getting devices not permitted by the Zoning Ordinance shall be strictly prohibited.
 - ii. Sign permits are required for all signs. Color, scaled renderings of all signage shall be submitted as part of the sign permit approval process.

4. Environment

- a. Limits of Clearing and Grading – No disturbance shall be made outside the limits of clearing and grading (limits of disturbance) as shown on the SUP Plan, without prior written approval of the Director of Public Works or his designee. Approval may be granted for minor land disturbances associated with the installation and maintenance of a fence, utility crossings, stormwater outfalls, and landscaping.
- b. Buffers – 50' wide (Type C) Buffers shall be provided onsite and shall preserve existing vegetation as shown on the SUP Plan. If existing vegetation is not sufficient to meet the intent of a buffer, then the applicant shall provide supplemental landscaping as needed to meet the intent, subject to written approval of the Director of Public Works or his designee. Compliance shall be demonstrated on the final site plan.

- c. Stormwater Management – All Stormwater Management (SWM) / Best Management Practices (BMP) shall be handled by an onsite SWM facility in accordance with DCSM requirements. All runoff from the dirt track area shall be diverted to an onsite Stormwater Management facility, with a sediment forebay, to be treated before leaving the site. Compliance shall be demonstrated on the final site plan.
- d. Water Quality Monitoring – Prior to final site plan approval, the applicant shall contribute \$75.00 per acre (± 24.97 acres) to the Prince William Board of County Supervisors for the County to conduct water quality monitoring, stream restoration projects, and/or drainage improvements.
- e. Erosion Control Measures – As shown on the SUP Plan, the areas between the checkered riding trails located on the site shall be stabilized with native species to reduce the amount of erosion occurring onsite and to help prevent excess sediment from entering the nearby wetlands/environmentally sensitive areas. Due to the nature of the proposed use, additional permanent erosion control measures shall be utilized by the applicant onsite, as appropriate in the areas located around the riding trails. At the time of final site plan review, the amount, type, and location of these additional erosion control measures shall be reviewed and approved by the Watershed Management Division (Public Works Department) staff.
- f. Soil Type Limitations – The applicant shall avoid utilizing highly erodible soils on the property by limiting the amount of soil types that will be brought onsite. The soils utilized on the site shall be free of all organic materials and contaminants, concrete, asphalt, trash, debris, clay lumps, frozen materials, and rock fragments that are greater than 3 inches in size. The specific soil types that may be utilized on the property shall be included on the final site plan. The Department of Parks and Recreation along with the Watershed Management Division (Public Works Department) shall review and approve all final site plans and lot grading plans that are associated with the use permitted with this SUP.
- g. Tree Preservation – Regardless of the limits of disturbance that are shown on the SUP Plan, the applicant shall maintain a minimum 50 foot buffered radius area around all of the specimen trees on the site to ensure that the tree roots are not damaged. If there are any specimen trees on the site, where a 50 foot buffered radius area is not possible due to any existing improvements on the site, then the applicant shall maintain a buffer to the greatest extent possible, that is as close to meeting the 50 foot buffered minimum as possible. At the time of final site plan review, the applicant shall provide a tree preservation narrative for the County Arborist to review and approve.
- h. Parking Lot Landscaping – As shown on the SUP Plan, the applicant shall provide and maintain 6' x 6" x 6" wooden parking timbers that are secured in place for edging purposes around the perimeter of the parking lot and around the parking

lot landscaping islands. As shown on the SUP Plan, the applicant shall also provide and maintain evergreen shrubs, between 30" and 36" in height, around the parking lot perimeter to provide a physical vegetative barrier between the active riding area and the parking lot area for the safety of pedestrians/by-standers. Compliance shall be demonstrated on the final site plan.

5. Transportation

- a. Existing Access – The existing access to the site shall be limited to a right in/right out only access point. Left and right turn lanes for the site shall not be provided in accordance with DCSM WAIVER #WAI2017-00149. As shown on the SUP Plan, the existing entrance shall be modified by utilizing a modified porkchop curb detail to restrict vehicles from making left turn movements when entering and exiting the site. The applicant shall provide all required transportation signage in relation to the right in/right out access to the site as a condition of final site plan approval. The existing access to the site on Route 28 shall be upgraded to meet the VDOT Low-Volume Commercial Entrance standard, as shown on the SUP Plan. Compliance shall be demonstrated on the final site plan.
- b. Parking – Parking shall be restricted to the parking lot area specifically shown on the SUP Plan, where a maximum of 50 motor vehicles per day shall be permitted onsite (this daily maximum does not apply to the off-road vehicles), and the parking lot entrance shall be secured with a metal gate that shall be locked when the riding course site is closed. DCSM parking requirements shall be reviewed for the proposed use at the final site plan stage, thus if parking lot modifications are required at that time, minor modifications may be made to the parking lot size and layout, provided the parking lot remains within the limits of clearing and grading as shown on the SUP Plan. If the parking lot is increased in size at the time of final site plan approval, all perimeter parking lot features shall still be provided as conditioned and per the details that are shown on the SUP Plan. The existing access road on the site and the parking lot for the proposed use shall utilize gravel per the approved DCSM WAIVER #WAI2017-00150, however, all accessible spaces in the parking lot shall be paved. The applicant shall be responsible for ensuring that the parking lot is maintained with gravel at a minimum of 4" in depth. Compliance shall be demonstrated on the final site plan.
- c. Accessible Parking and Signage – Parking and signage for accessible members or visitors shall be provided in accordance with the DCSM and any applicable Federal, State, and County laws, regulations, ordinances, codes, regulations, requirements, and standards.
- d. Obstruction of Travelways – The applicant shall ensure that any vehicles associated with the use do not obstruct the travelways, access road, or any other part of the adjoining road network (including Route 28).

- e. Sight Distance – The applicant shall provide a sight distance verification study at the time of final site plan review to verify the sight distance, horizontally and vertically, for the entrance to the site on Route 28.
6. Fire and Rescue
 - a. Fire Extinguishers – There shall be fire extinguishers kept onsite in a clearly visible location near the parking lot and riding courses. The fire extinguishers that are kept onsite shall be properly maintained and regularly tested by the Ride Supervisors. The Ride Supervisors shall ensure that all members are aware of the locations of these fire extinguishers.
 - b. Emergency Spill Contingency/Notification – Prior to final site plan approval, the applicant shall prepare and submit an emergency spill notification contingency plan to be approved by the Fire Marshal's Office. The approved emergency spill notification contingency plan shall be posted on the premises by the applicant prior to final site plan approval. The applicant shall be responsible for notifying the Fire Marshal's Office immediately in the event of a spill of any petroleum or chemical waste on the Property. The applicant shall assume full responsibility for the costs incurred in the cleanup of such spills.
7. Sanitary System – The Department of Parks and Recreation shall provide a minimum of two standardized portable toilets on-site at all times once the facility is open for operation. The portable toilets provided onsite shall include hand sanitizer dispensers. The toilets shall be serviced at least once per week or more frequently as needed by Department of Parks and Recreation contractors. When the toilets are serviced, the hand sanitizer dispensers in the portable toilets shall be appropriately refilled and maintained, as needed. Prior to final site plan approval, the applicant shall submit product information for the portable toilet units they are using on the site, a copy of the approved portable toilet service contract between the Department of Parks and Recreation and the applicant, and a copy of a fully executed contract with the company supplying the portable toilets, which details the service agreement for maintaining the units to the Health Department.
8. Monetary Escalator – In the event the monetary contributions set forth in the development conditions are paid to the Prince William Board of County Supervisors within eighteen (18) months of the approval of this special use permit, as applied for by the applicant, said contributions shall be in the amounts stated herein. Any monetary contributions set forth in the development conditions which are paid after eighteen (18) months following the approval of this special use permit shall be adjusted in accordance with the Urban Consumer Price Index (CPI-U) published by the United States Department of Labor, such that at the time the contributions are paid they shall be adjusted by the percentage change in the CPI-U from the date eighteen (18) months after the approval of this special use permit to the most recently available CPI-U to the date the contributions are paid, subject to a cap of six (6) percent per year, non-compounded.



Christopher E. Martino
County Executive

COUNTY OF PRINCE WILLIAM

OFFICE OF EXECUTIVE MANAGEMENT


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September 29, 2017

TO: Board of County Supervisors

FROM: Rebecca Horner, AICP, CZA
Director of Planning 

THRU: Christopher E. Martino
County Executive

RE: Special Use Permit #SUP2016-00026, Family Off-Road Riders
Brentsville Magisterial District

I. Background is as follows:

- A. Request – This is a request for a Special Use Permit (SUP) to allow an outdoor commercial recreational facility for an off-road riding course in the A-1, Agricultural zoning district. The applicant is seeking to lease the ±24.97 acre site at the County's Lehigh Portland Park in order to operate an off-road motorcycle and All-Terrain Vehicle (ATV) riding course, which may include related operational safety training sessions.
- B. Site Location – The site is located ±0.47 miles west of the Route 28 and Farmview Road intersection, and ±0.45 miles east of the Route 28 and Fauquier Drive intersection. The property is identified on County Maps as GPIN 7393-85-2844.
- C. Comprehensive Plan – The site is designated as P & OS, Parks and Open Space, in the Comprehensive Plan.
- D. Zoning – The ±24.97 acre site is zoned A-1, Agricultural, without proffers.
- E. Surrounding Land Uses – The site is located on ±24.97 acres of County owned park land, and it is known as the Lehigh Portland Park. A small portion of the property contains a telecommunications facility known as the Lehigh Park Monopole. To the north of the site, across Route 28, there is a mixture of farmland, vacant land, low-density single-family detached residential development, and other agricultural uses. Directly south, east, and west of the site, is undeveloped land that is zoned A-1, Agricultural. The Norfolk Southern railroad is located further to the south of the site. South of the railroad tracks, there is a large parcel of undeveloped land that is zoned M-1, Heavy Industrial. Further to the east, there is a mixture of the following: low-density residential development, vacant land, and a Virginia Electric Utility Facility. Further to the southeast is vacant land, zoned M-1, along with the Madera Farm,

which is located within an existing Agricultural and Forestal District (AFD). Beyond the vacant land to the west of the site, there are a few single-family detached residences that have direct access to Route 28. Fauquier County is also located approximately 0.67 miles to the west of the site (see Attachment A for maps).

- F. Background/Context – The Board of County Supervisors established the Recreation All-Terrain Vehicle Task Force in September 1999 in response to a request from citizens in the County. The All-Terrain Vehicle Task Force report, dated April 2000, concluded that there was a need for a legal and safe site for County residents to ride off road motorcycles and four wheel All-Terrain Vehicles (ATV's). The Task Force recommended the County help identify and promote the development of such a recreational facility. In 2000, a citizen group was formed, the Family Off-Road Riders of Prince William County, Inc. (FORPWC), and in 2001, the group started the operation of an off-road riding facility at another leased site on Nokesville Road through approved Special Use Permits SUP#PLN2003-00328 and SUP#PLN2009-00141. In 2015, the land owner sold the property and FORPWC no longer had a location to operate their off-road riding facility. On December 15, 2015, the Board of County Supervisors authorized Family Off-Road Riders of Prince William County, Inc. to submit, and County staff to process, a special use permit application for a commercial recreation facility on County-owned property located at 13865 Nokesville Road, Nokesville, VA, which is known as the Lehigh Portland Park (See Attachment I for the Approved BOCS Resolution). The Lehigh Portland Park contains an existing telecommunications facility, the Lehigh Portland Monopole, which was previously approved by the County through several public facility reviews.

II. Current Situation is as follows:

- A. Planning Commission Recommendation – At the July 26, 2017 public hearing, the Planning Commission recommended approval of Special Use Permit #SUP2016-00026, Family Off-Road Riders, subject to the conditions dated July 10, 2017, with the recommendation that the applicant develop a safety and management plan prior to the Board of County Supervisors public hearing (see Attachment J for the Planning Commission Resolution). Additionally, the Commissioners recommended for staff to clarify that the off-road vehicles would not be subject to the conditioned 50 motor vehicle daily maximum.

Subsequent to the Planning Commission public hearing and in response to the above-listed recommendation, the applicant developed and submitted a Management & Safety Implementation Plan (See Attachment E). The Management & Safety Implementation Plan is intended to outline the safety measures and management procedures necessary to successfully implement the conditions of the special use permit (SUP). The conditions have been revised to reference the Management & Safety Implementation Plan, however the revised conditions allow the applicant the flexibility to amend this Plan in the future in order to suit their needs to successfully manage their outdoor commercial recreational facility. This Plan is considered to be a separate document from the conditions, which can be amended by the applicant as needed in the future, thus this Plan will not be seen as additional use parameter conditions and nothing in this Plan will need to be satisfied by the applicant for the

operation of this SUP. As conditioned, provisions within the Management & Safety Implementation Plan shall not conflict with the SUP conditions and/or the specifications that are provided within the land lease. The applicant will also be required to provide a copy of each updated version of this Plan to the Department of Parks and Recreation, per the updated conditions.

- B. Planning Office Recommendation – The Planning Office concurs with the recommendation of approval for Special Use Permit #SUP2016-00026, Family Off-Road Riders, and recommends approval subject to the revised conditions dated September 22, 2017, for the following reasons:
- Zoning/Comprehensive Plan Consistency – The subject property is zoned A-1, Agricultural, which allows an outdoor commercial recreational facility use pursuant to the conditions of an approved special use permit. The site is located at Lehigh Portland Park and it is designated as P & OS, Parks and Open Space, in the Comprehensive Plan. The P & OS long range land use classification of the Comprehensive Plan is intended to provide for a wide variety of recreational facilities which meet the needs of the County residents, including those that serve special interests. The All-Terrain Vehicle Task Force, which was established by the Board of County Supervisors in 1999, determined that there was a need for a legal and safe off-road riding site for County residents to utilize. The proposed off-road riding course will be a unique recreational facility and it will satisfy the needs of the community by providing the County residents with a legal site to ride off-road vehicles, therefore, the proposed use is consistent with the P & OS long range land use designation.
 - Vehicle and Rider Capacity Limit – To mitigate potential transportation impacts, the conditions state that the site shall be limited to a maximum of 50 people at any given time and there shall be no more than 50 motor vehicles permitted onsite each day (which does not include the off-road vehicles). During the hours of operation, there shall be no more than 20 riders at any time on the Main Course and no more than 10 riders at any given time on the Kids Course. In order to gain access to the off-road riding facility, all minors shall be accompanied by an adult that is at least 18 years in age.
 - Prohibited Activities – The proposed conditions prohibit camping, camp fires, grilling, consumption of alcoholic beverages, concession stands, discharging of firearms by club members (during the hours of operation), off-road riding by club members outside the designated riding area (limited operation permitted in parking lot area for purposes of loading, unloading, or traveling between courses), major repairs or servicing of the off-road motor vehicles, and storing motor vehicle fuel overnight.
 - Adult Ride Supervisors – Due to the nature of the proposed use, general safety and security related procedures have been conditioned. As conditioned, there shall be a minimum amount of Adult Ride Supervisors required on the site during the hours of operation in order to safely manage the site and observe the active riders. As part of the conditioned safety related procedures, the Adult Ride Supervisors

shall inspect the riding course before it is utilized to ensure the riding trails are free from any debris and that they are safe for riders.

- Mitigation of Impacts – The conditions address use limitations, safety precautions, parking, landscaping, stormwater management, additional erosion control methods, transportation improvements, and other use parameters associated with this proposed outdoor commercial recreational facility.

See Attachment B for the staff analysis.

- C. Board of County Supervisors Public Hearing – A public hearing before the Board of County Supervisors has been advertised for October 17, 2017.

III. Issues in order of importance are as follows:

- A. Policy – What policy issues should be considered?
1. Long-Range Land Use – Is the proposed use consistent with those uses intended by the P & OS, Parks and Open Space, designation?
 2. Level of Service (LOS) – How does the proposal address the mitigation of impacts to existing levels of service?
- B. Strategic Plan
1. Robust Economy – How does the proposal help to foster a diverse local economy that creates a culture of innovation and achieves more quality jobs, economic opportunities, and an expanded commercial tax base?
- C. Community Input – Have members of the community raised any issues?
- D. Other Jurisdictional Comments – Have other jurisdictions raised any issues?
- E. Legal Uses of the Property – What uses are allowed on the property? How are legal issues resulting from the Board of County Supervisors action addressed?
- F. Timing – When must the Board of County Supervisors take action on this application?

IV. Alternatives beginning with the staff recommendation are as follows:

- A. Approve Special Use Permit #SUP2016-00026, Family Off-Road Riders, subject to the conditions dated September 22, 2017.
1. Policy – Approving the special use permit (SUP) would allow the applicant to operate an outdoor recreational facility for an off-road motorcycle and All-Terrain Vehicle (ATV) riding course on County-owned park property. If approved, the SUP conditions associated with the proposed use would govern

the site and the existing telecommunications facility on the property would remain in effect, not being impacted by the approval of this SUP.

- a) Long-Range Land Use – The site is zoned A-1, Agricultural, and the A-1 zoning district is intended to encourage uses that are consistent with the character of the rural areas in the County. The P & OS long range land use classification of the Comprehensive Plan is intended to provide for a wide variety of recreational facilities in the County, including those that serve special interests, and the requested outdoor commercial recreational facility use for an off-road riding course, is permitted in the A-1 zoning district pursuant to the conditions of an approved SUP.
- b) Level of Service (LOS) – The level of service impacts related to this request would be mitigated by the monetary conditions as follows:

Water Quality	\$75 per acre	±24.97 acres	\$1,872.75
Total			\$1,872.75

2. Strategic Plan:

- a) Robust Economy – Allowing the undeveloped County-owned property to be leased for the proposed outdoor recreational facility use provides a unique recreational opportunity within the County. Increased opportunities for recreational activities contributes to enhancing the quality of life in the community, consistent with the Strategic Plan goals.
3. Community Input – Notice of the application has been transmitted to the adjacent property owners within 200 feet. Prior to the Planning Commission public hearing, staff received two emails from citizens that were concerned with the proposed use on the site. An email of opposition was received from a citizen that has a family owned property located across Route 28, directly north of the site. The citizen was concerned with the potential traffic, noise, and car accidents that may occur with the proposed use on the subject site. Planning staff called this citizen to share some additional information about the proposed conditions, which specifically aim to mitigate the potential transportation and noise impacts that may occur with this use. The second email that staff received before the Planning Commission public hearing was from another citizen who believed that the subject site contained Civil War hut sites and graves. In response to this email, the County Archeologist conducted a pedestrian survey on the site, however, he did not identify any camps, graves, or relic hunter activity.

The citizen that previously shared concerns about the site containing Civil War related historic resources was the only citizen that spoke against the case at the Planning Commission public hearing. After the Planning Commission public hearing, the County Archeologist continued the discussion with this

citizen. It was determined that the location of concern for the citizen was actually located offsite, thus the citizen no longer had concerns with the potential historic resources on the site. As of the date of this report, the Planning Office has not received any additional input from surrounding property owners.

4. Other Jurisdictional Comments – Fauquier County is located ± 0.67 miles west of the subject site, thus the subject site is located just outside of the required notification area for this adjacent jurisdiction, however, as a courtesy the application was sent to Fauquier County for review. Planning staff received general comments back from Fauquier County in regards to the proposed outdoor recreational facility use. Fauquier County's comments stated that their jurisdiction does not permit this type of use in any of their zoning districts, therefore if this special use permit is approved, it would allow the citizens of Fauquier County the opportunity to participate in a type of recreational activity that does not exist in Fauquier County.
5. Legal Uses of the Property – In addition to the property's by-right uses, the property could also be used for an outdoor commercial recreation facility for an off-road riding course, subject to the conditions of an approved special use permit. Legal issues resulting from Board of County Supervisors action are appropriately addressed by the County Attorney's Office.
6. Timing – There is no legal time frame for Board action on an SUP application; however, it is the Planning Office's recommendation that final action be taken within one year of receipt of the application. The one year time frame ended on May 16, 2017, however the applicant needed additional time during the SUP review process in order to satisfy agency comments from the first submission. Watershed staff identified potential wetlands on the property during the first submission review of this case. The applicant was required to conduct a wetlands delineation study on the site, which had to be sent to the Army Corps of Engineers for an official jurisdictional wetlands determination review. This process took several months to complete and the applicant needed to submit the results from the jurisdictional wetlands determination review with their second submission.

B. Deny Special Use Permit #SUP2016-00026, Family Off-Road Riders.

1. Policy – If the special use permit application is denied, the applicant would not be allowed to utilize the site for the proposed off-road riding facility use.
 - a) Comprehensive Plan – If the application is denied, the land use designation of the site would remain P & OS, Parks and Open Space.
 - b) Level of Service (LOS) – Denial would not have any impact on the existing level of service.

2. Strategic Plan:

- a) Robust Economy – Allowing the undeveloped County-owned property to be leased for the proposed outdoor recreational facility use provides a unique recreational opportunity within the County. Increased opportunities for recreational activities contributes to enhancing the quality of life in the community, consistent with the Strategic Plan goals.

3. Community Input – Notice of the application has been transmitted to the adjacent property owners within 200 feet. Prior to the Planning Commission public hearing, staff received two emails from citizens that were concerned with the proposed use on the site. An email of opposition was received from a citizen that has a family owned property located across Route 28, directly north of the site. The citizen was concerned with the potential traffic, noise, and car accidents that may occur with the proposed use on the subject site. Planning staff called this citizen to share some additional information about the proposed conditions, which specifically aim to mitigate the potential transportation and noise impacts that may occur with this use. The second email that staff received before the Planning Commission public hearing was from another citizen who believed that the subject site contained Civil War hut sites and graves. In response to this email, the County Archeologist conducted a pedestrian survey on the site, however, he did not identify any camps, graves, or relic hunter activity.

The citizen that previously shared concerns about the site containing Civil War related historic resources was the only citizen that spoke against the case at the Planning Commission public hearing. After the Planning Commission public hearing, the County Archeologist continued the discussion with this citizen. It was determined that the location of concern for the citizen was actually located offsite, thus the citizen no longer had concerns with the potential historic resources on the site. As of the date of this report, the Planning Office has not received any additional input from surrounding property owners.

4. Other Jurisdictional Comments – Fauquier County is located ± 0.67 miles west of the subject site, thus the subject site is located just outside of the required notification area for this adjacent jurisdiction, however, as a courtesy the application was sent to Fauquier County for review. Planning staff received general comments back from Fauquier County in regards to the proposed outdoor recreational facility use. Fauquier County's comments stated that their jurisdiction does not permit this type of use in any of their zoning districts, therefore if this special use permit is approved, it would allow the citizens of Fauquier County the opportunity to participate in a type of recreational activity that does not exist in Fauquier County.

5. Legal Uses of the Property – If the special use permit is denied, the site will remain as a County owned park property and it could be used for any by-right agricultural and/or recreational uses. Legal issues resulting from Board of County Supervisors action are appropriately addressed by the County Attorney's Office.
6. Timing – There is no legal time frame for Board action on an SUP application; however, it is the Planning Office's recommendation that final action be taken within one year of receipt of the application. The one year time frame ended on May 16, 2017, however the applicant needed additional time during the SUP review process in order to satisfy agency comments from the first submission. Watershed staff identified potential wetlands on the property during the first submission review of this case. The applicant was required to conduct a wetlands delineation study on the site, which had to be sent to the Army Corps of Engineers for an official jurisdictional wetlands determination review. This process took several months to complete and the applicant needed to submit the results from the jurisdictional wetlands determination review with their second submission.

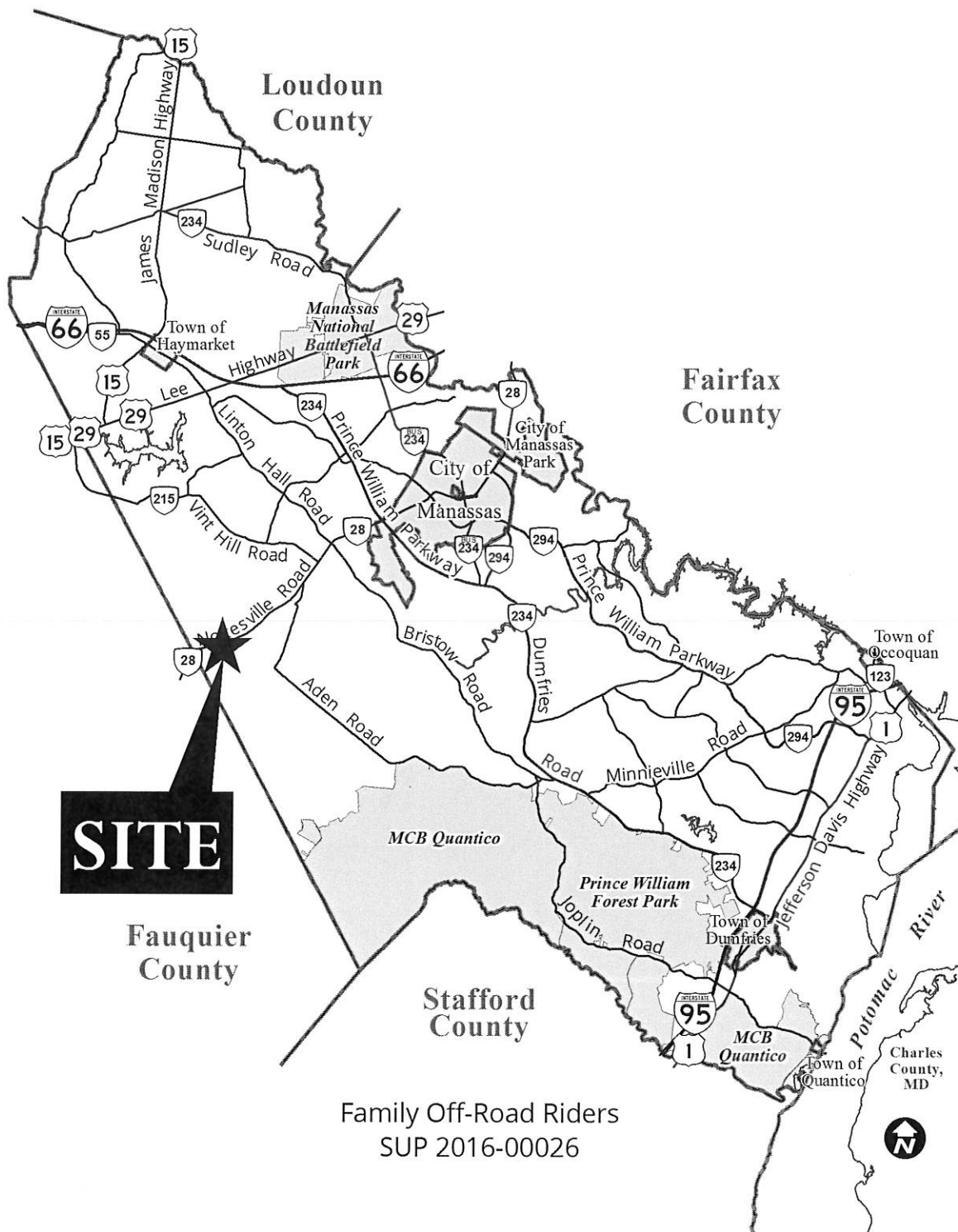
- V. Recommendation is that the Board of County Supervisors concur with Alternative A and approve the attached Ordinance

Staff: Jennifer Davidson, X5952

Attachments

- A. Area Maps
- B. Staff Analysis
- C. Special Use Permit Plan
- D. Environmental Constraints Analysis
- E. Management & Safety Implementation Plan
- F. Secondary Sign Exhibit
- G. Approved Transportation Waivers
- H. Historical Commission Resolutions
- I. Approved BOCS Resolution
- J. Planning Commission Resolution

Attachment A – Maps VICINITY MAP

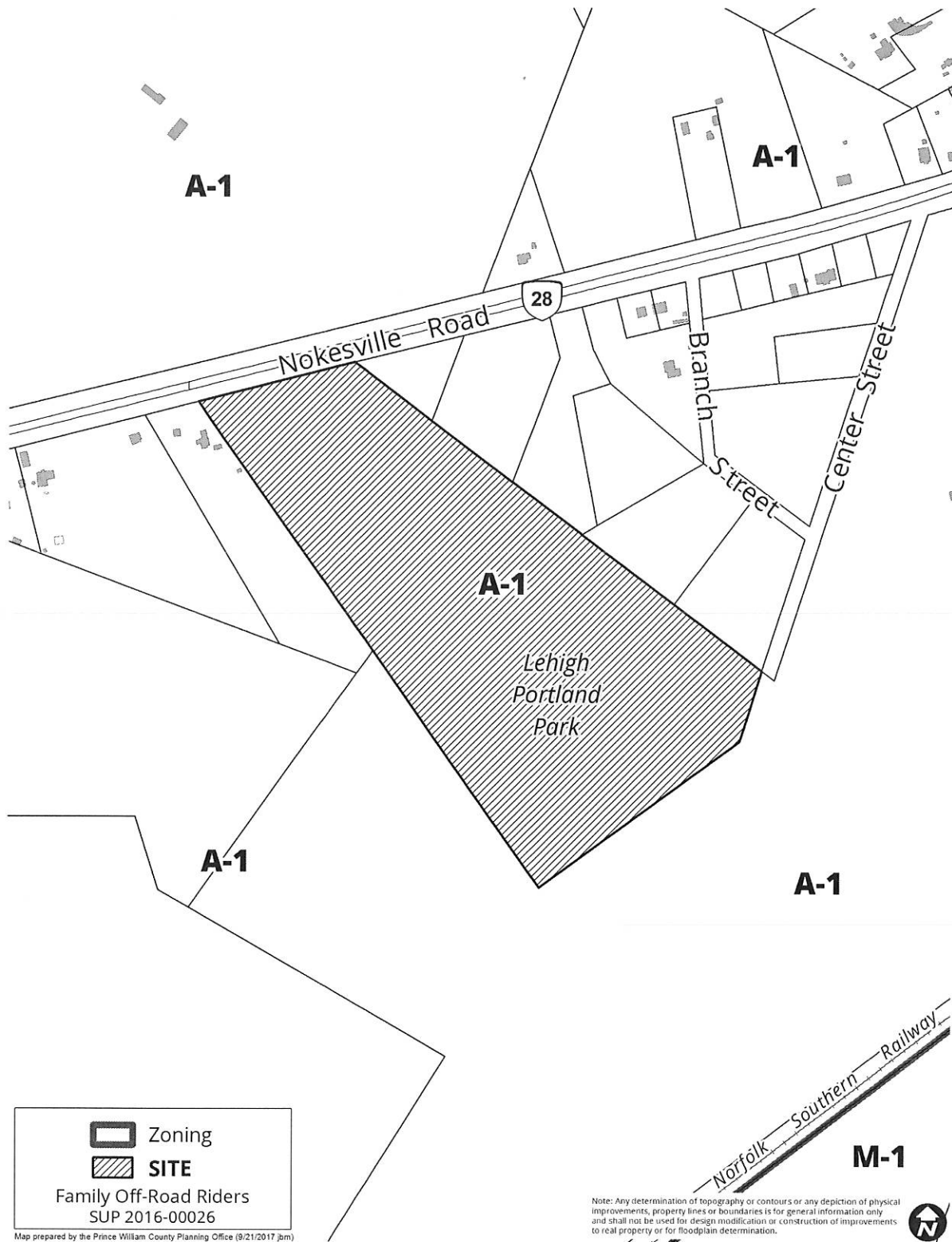


Family Off-Road Riders
SUP 2016-00026

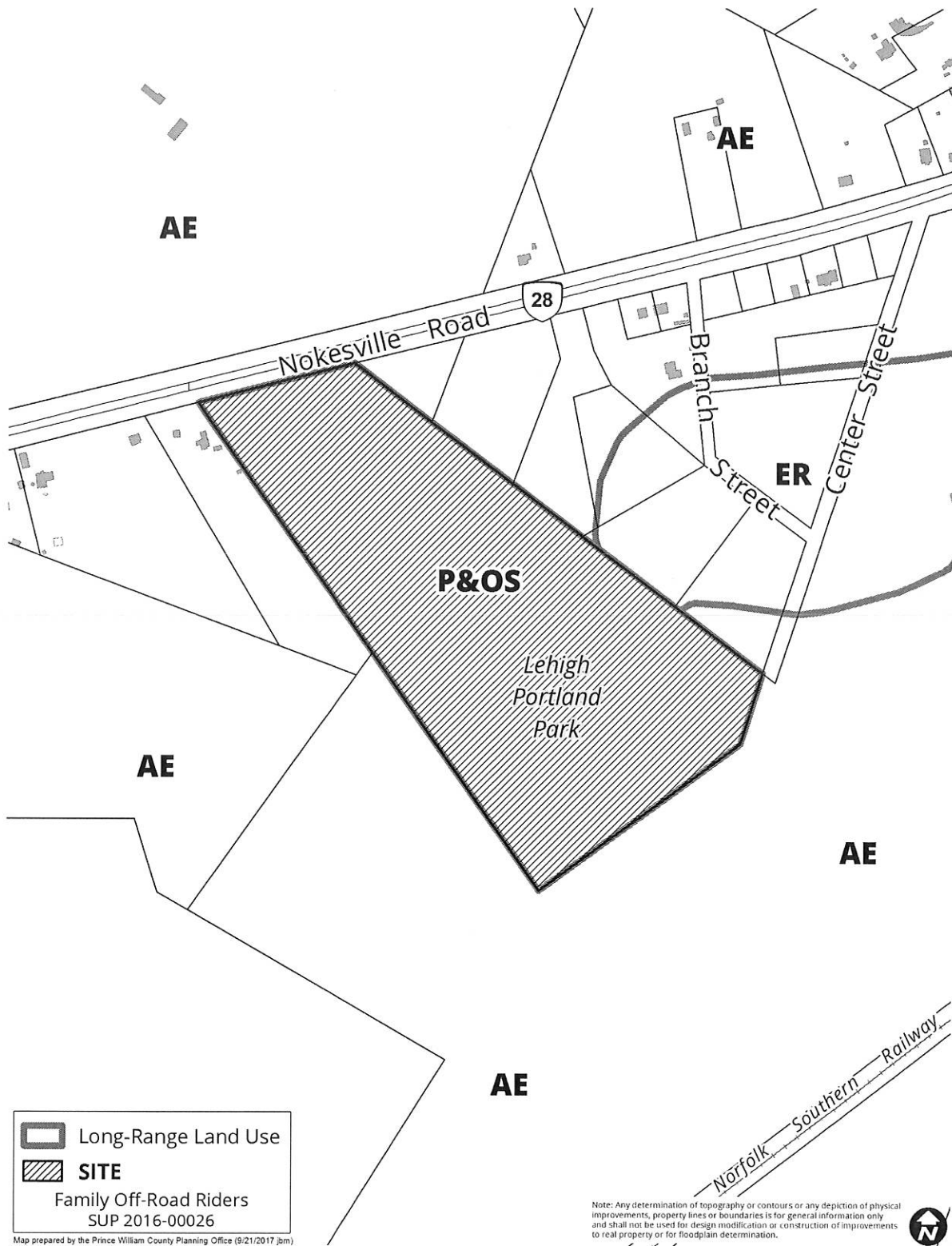
Attachment A – Maps
AERIAL MAP



Attachment A – Maps EXISTING ZONING MAP



Attachment A – Maps LONG-RANGE LAND USE MAP



Part I. Summary of Comprehensive Plan Consistency

Staff Recommendation: Approval

This analysis is based on the relevant Comprehensive Plan action strategies, goals, and policies. A complete analysis is provided in Part II of this report.

Comprehensive Plan Sections	Plan Consistency
Long-Range Land Use	Yes
Community Design	Yes
Cultural Resources	Yes
Environment	Yes
Fire and Rescue	Yes
Parks, Open Space, and Trails	Yes
Police	Yes
Potable Water	Yes
Potable Sewer	Yes
Transportation	Yes

Part II. Comprehensive Plan Consistency Analysis

The following table summarizes the area characteristics (see maps in Attachment A):

Direction	Land Use	Long Range Future Land Use Map Designation	Zoning
North	Farmland, vacant land, low-density single-family detached residential development, and agricultural uses.	AE	A-1
South	Directly south: Vacant land, zoned A-1, and the Norfolk Southern railroad tracks. South of the railroad: Undeveloped land, zoned M-1	AE, & ER	A-1 & M-1
East	Directly east: Vacant land, zoned A-1. Further east: Low-density residential development, vacant land, and a Virginia Electric Utility Facility. Southeast: Vacant land, zoned M-1, and the Madera Farm Agricultural and Forestal District.	ER & AE	A-1 & M-1
West	Directly west: Vacant land, zoned A-1. Further west: A few single-family detached residences along Route 28; Fauquier County is located ± 0.67 miles to the west of the site.	AE	A-1

Long-Range Land Use Plan Analysis

Through wise land use planning, the County ensures that landowners are provided a reasonable use of their land while the County is able to judiciously use its resources to provide the services for residents and employers' needs. The Long Range Land Use Plan sets out policies and action strategies that further the County's goal of concentrating population, jobs, and infrastructure within vibrant, walkable, mixed-use centers serviced by transit. In addition to delineating land uses on the Long Range Land Use Map, the Plan includes smart growth principles that promote a countywide pattern of land use that encourages fiscally sound development and achieves a high-quality living environment; promotes distinct centers of commerce and centers of community; complements and respects our cultural and natural resources, and preserves historic landscapes and site-specific cultural resources; provides adequate recreational, park, open space and trail amenities that contribute to a high quality of life for county residents; and revitalizes, protects, and preserves existing neighborhoods.

This site is located within the Rural Area of the County, and is classified as P & OS, Parks and Open Space, on the Long Range Land Use Map. The following table summarizes the uses and densities intended within the P & OS designation:

Long-Range Land Use Plan Classification	Land Uses Intended
Parks and Open Space (P & OS)	The purpose of this classification is to designate existing and projected parks and recreational areas of the County. The Parks, Open Space, and Trails Plan contains a complete inventory of existing federal, state, and local parks, and of planned parks within the County.

This is a special use permit (SUP) request to allow an outdoor commercial recreation facility for an off-road riding course on a ±24.97 acre site, which may include related operational safety training sessions. The subject site is zoned A-1, Agricultural, and is designated as P & OS, Parks and Open Space, in the Comprehensive Plan. Currently, the property is not governed by any proffers or SUP conditions.

The site is County-owned park property and is known as the Lehigh Portland Park. A small portion of the property contains an existing telecommunications facility known as the Lehigh Park Monopole, which is located along the western property line of the subject property. If the Special Use Permit #SUP2016-00026, Family Off-Road Riders case is approved, the existing telecommunications facility on the property shall remain in effect through the various public facility reviews that were previously approved by the County and it shall not be impacted by the approval of this SUP, as stated in the conditions.

Currently on the site, there is an existing full access on Route 28 with a private access road that is used to maintain the telecommunications facility. The applicant is not proposing any new building construction with this request. The applicant is proposing to clear ±13.9 acres of land at the Lehigh

Portland Park for the proposed outdoor commercial recreation facility use, which will include a beginner's riding course for kids and a riding course for the advanced riders. The applicant is proposing to have Adult Ride Supervisors on the property when the off-road riding course is operational in order to observe the active riders and to ensure that the facility is safely managed.

Proposal's Strengths

- Zoning/Comprehensive Plan Consistency – The subject property is zoned A-1, Agricultural, which allows an outdoor commercial recreational facility use pursuant to the conditions of an approved special use permit. The site is located at Lehigh Portland Park and it is designated as P & OS, Parks and Open Space, in the Comprehensive Plan. The P & OS long range land use classification of the Comprehensive Plan is intended to provide for a wide variety of recreational facilities which meet the needs of the County residents, including those that serve special interests. The All-Terrain Vehicle Task Force, which was established by the Board of County Supervisors in 1999, determined that there was a need for a legal and safe off-road riding site for County residents to utilize. The proposed off-road riding course will be a unique recreational facility and it will satisfy the needs of the community by providing the County residents with a legal site to ride off-road vehicles, therefore, the proposed use is consistent with the P & OS long range land use designation.
- Vehicle and Rider Capacity Limit – To mitigate potential transportation impacts, the conditions state that the site shall be limited to a maximum of 50 people at any given time and there shall be no more than 50 motor vehicles permitted onsite each day (which does not include the off-road vehicles). During the hours of operation, there shall be no more than 20 riders at any time on the Main Course and no more than 10 riders at any given time on the Kids Course. In order to gain access to the off-road riding facility, all minors shall be accompanied by an adult that is at least 18 years in age.
- Prohibited Activities – The proposed conditions prohibit camping, camp fires, grilling, consumption of alcoholic beverages, concession stands, discharging of firearms by club members (during the hours of operation), off-road riding by club members outside the designated riding area (limited operation permitted in parking lot area for purposes of loading, unloading, or traveling between courses), major repairs or servicing of the off-road motor vehicles, and storing motor vehicle fuel overnight.
- Adult Ride Supervisors – Due to the nature of the proposed use, general safety and security related procedures have been conditioned. As conditioned, there shall be a minimum amount of Adult Ride Supervisors required on the site during the hours of operation in order to safely manage the site and observe the active riders. As part of the conditioned safety related procedures, the Adult Ride Supervisors shall inspect the riding course before it is utilized to ensure the riding trails are free from any debris and that they are safe for riders.
- Mitigation of Impacts – The conditions address use limitations, safety precautions, parking, landscaping, stormwater management, additional erosion control methods, transportation improvements, and other use parameters associated with this proposed outdoor commercial recreational facility.

Proposal's Weaknesses

- None identified.

On balance, this application is found to be consistent with the relevant components of the Long-Range Land Use Plan.

Community Design Plan Analysis

An attractive, well-designed County will attract quality development, instill civic pride, improve the visual character of the community and create a strong, positive image of Prince William County. The Community Design Plan sets out policies and action strategies that further the County's goals of providing quality development and a quality living environment for residents, businesses and visitors, and creating livable and attractive communities. The Plan includes recommendations relating to building design, site layout, circulation, signage, access to transit, landscaping and streetscaping, community open spaces, natural and cultural amenities, stormwater management, and the preservation of environmental features.

Subsequent to the Planning Commission public hearing, the applicant developed a Management & Safety Implementation Plan to outline the safety measures and management procedures necessary to successfully implement the conditions of the special use permit (See Attachment E). As a result of creating this Management & Safety Plan, and to enforce the 50 motor vehicle daily maximum condition, the applicant is now proposing to install a secondary sign, with a manual changeable copy display panel, which will be in compliance with the Schedule A sign regulations listed in the Zoning Ordinance, as specified in the revised conditions. The applicant intends to utilize the manual changeable copy panel on this secondary sign to inform the public of when the off-road riding course is at capacity and to direct vehicles to not enter the site. As conditioned, the applicant may install this secondary sign in the general location and design that are shown on the Secondary Sign Exhibit (See Attachment F).

Proposal's Strengths

- **Site Layout** – The applicant has provided a SUP Plan that shows the proposed improvements for the property, including the transportation improvements for the existing access to the site. The SUP Plan also shows the location of the proposed gravel parking lot, perimeter parking lot landscaping, riding trails, portable toilets, and the limits of disturbance for the off-road riding course area.
- **Mitigation of Noise Impacts** – The site will not be permitted to have an outdoor speaker system. All off-road motorcycles and All-Terrain Vehicles (ATV's) shall be equipped with noise reducing mufflers and spark arrestors. Due to the nature of the proposed use, the applicant shall abide by the commercial related noise regulations in the Prince William County noise ordinance.

Attachment B – Staff Analysis

- Preserving Existing Vegetation – As conditioned, 50 foot wide Type C buffers will be provided along the entire perimeter of the property and these buffers shall preserve existing vegetation as shown on the SUP Plan. The SUP Plan shows preservation areas of existing trees onsite in addition to the 50 foot wide buffers. As shown on the SUP Plan, a ±100 foot wide area of existing mature forest with evergreen trees will be preserved along the frontage of the subject site. The existing evergreen trees, located within this tree preservation area along Route 28, will provide additional year-round screening. Preserving this wider area of mature forest along the roadway will help maintain the rural character of the surrounding area.
- Fencing/Screening – To ensure that the property is completely enclosed for security and safety purposes, the applicant has agreed to install and maintain welded-wire mesh fencing with a green vinyl coating along the entire perimeter of the site, as shown on the SUP Plan and per the proposed conditions. The green protective vinyl coating on the proposed fencing will blend in with the existing vegetation on the site to help minimize any visual impacts of the proposed use from Route 28.

Proposal's Weaknesses

- None identified.

On balance, this application is found to be consistent with the relevant components of the Community Design Plan.

Cultural Resources Plan Analysis

Prince William County promotes the identification, evaluation, and protection of cultural resource sites throughout the County, as well as the tourism opportunities these sites present. The Cultural Resources Plan recommends identifying, preserving, and protecting Prince William County's significant historical, archaeological, architectural, and other cultural resources—including those significant to the County's minority communities—for the benefit of all of the County's citizens and visitors. To facilitate the identification and protection of known significant properties that have cultural resource values worthy of preservation, the land use classification County Registered Historic Site (CRHS) is used in the Comprehensive Plan. The Plan includes areas of potentially significant known but ill-defined or suspected pre-historic sites, Civil War sites, historic viewsheds, landscapes or areas of potential impact to important historic sites, and encourages the identification, preservation, protection, and maintenance of all cemeteries and/or gravesites located within the County.

Phase I archaeological studies are generally required at submission of rezoning and special use permit applications where significant prehistoric or historic sites and cemeteries are known or suspected. Phase II evaluations and treatment plans studies may also be required. Records research is required of all applicants for rezoning, special use permit, comprehensive plan amendment, and public facility review applications.

Attachment B – Staff Analysis

The Historical Commission reviewed the related special use permit (SUP) request at their meetings on June 14, 2016 and on February 14, 2017. The Historical Commission determined that no further work was needed after their review of this SUP proposal. A Phase I Study entitled “Phase I Cultural Resources Survey of the 10.3 Hectare Lehigh Family Off-Road Park (Dutton and Metz 2016)” was conducted on the site and submitted with the SUP application. No archeology sites were identified in the project area and no additional work was recommended as a result of the Phase I Study. The County Archeologist reviewed the SUP request and concurred with the findings of the Phase I Study, thus no additional cultural resource studies are recommended.

Proposal’s Strengths

- None identified.

Proposal’s Weaknesses

- None identified.

On balance, this application is found to be consistent with the relevant components of the Cultural Resources Plan.

Environment Plan Analysis

Prince William County has a diverse natural environment extending from sea level to mountain crest. Sound environmental protection strategies will allow the natural environment to co-exist with a vibrant, growing economy. The Environment Plan sets out policies and action strategies that further the County’s goal of preserving, protecting and enhancing significant environmental resources and features. The Plan includes recommendations relating to the incorporation of environmentally sensitive development techniques, improvement of air quality, identification of problematic soil issues, preservation of native vegetation, enhancement of surface and groundwater quality, limitations on impervious surfaces, and the protection of significant viewsheds.

The applicant submitted an Environmental Constraints Analysis (ECA) with the SUP application. The property is located in the Rural Area and is entirely forested, except for an existing telecommunications monopole site and private access road. The forest cover is nearly pure stand of mature white oak with pockets of wetland depressions containing pin oak and blackhaw viburnum. The site does not contain any mapped streams, or Resource Protection Areas. The site does contain moderately erodible soils. The site is located in Subwatershed #254, which is in the Broad Run River watershed, and the property is located in Subwatershed #302, which is in the Cedar Run watershed.

The applicant submitted a Perennial Flow Determination Justification with the initial application, which described the field investigation that was conducted on the site by Mullen Engineering for the purposes of identifying perennial streams and drainage ways, upland wetland areas, and Chesapeake Bay Resource Protection Area (RPA) components. This initial field investigation determined that the site does not contain any streams and/or drainage ways that are perennial in nature and it is not

Attachment B – Staff Analysis

impacted by wetlands or RPA components. Based on the results of the initial field investigation, a formal Perennial Flow Determination study was not required with the application.

After the first submission review of this application, Watershed staff determined that the site may contain jurisdictional wetlands. Watershed staff requested that the applicant conduct a wetland delineation study on the property in order to have the Army Corps of Engineers analyze the study for a jurisdictional wetlands determination review. As part of the second submission, the applicant included the results of the wetland delineation study and the jurisdictional wetlands determination review entitled “Jurisdictional Determination Request – Lehigh Park Property, Prince William County”, prepared by Virginia Waters & Wetlands, Inc., and dated August 2016. The wetland delineation of the site found one jurisdictional stream and four jurisdictional wetlands. The stream located on the site is an ephemeral stream, totaling 178.43 linear feet, and the four wetland areas consist of 0.274 acres.

The applicant has updated the ECA and the SUP Plan showing the location of the existing wetlands on the site. With the newly identified jurisdictional wetlands on the property, the applicant revised the layout of the site and adjusted the limits of clearing and grading in order to ensure that the wetlands will not be disturbed. A water quality monitoring contribution has also been conditioned.

Proposal’s Strengths

- Limits of Disturbance – As conditioned, no disturbance shall be made outside the limits of clearing and grading (limits of disturbance) as shown on the SUP Plan, without prior written approval of the Director of Public Works or his designee. The wetlands on the site are located outside the limits of clearing and grading, thus they will not be disturbed. Approval may be granted for minor land disturbances associated with the installation and maintenance of a fence, utility crossings, stormwater outfalls, and landscaping.
- Stormwater/Best Management Practices Areas – The riding course area will contain dirt trails and due to the existing wetlands on the site, additional stormwater management measures have been conditioned with this SUP. As conditioned, all runoff from the dirt track area shall be diverted to an onsite Stormwater Management facility and the Stormwater Management facility shall have a sediment forebay, to treat the stormwater runoff before it leaves the site.
- Water Quality – The applicant has proffered to make a monetary contribution in the sum of \$75.00 per acre to the Board of County Supervisors for the purpose of monitoring water quality, stream restoration projects, and/or drainage improvements.
- Additional Erosion Control Measures – Due to the nature of the proposed use, additional permanent erosion control measures shall be utilized by the applicant onsite, as appropriate in the areas located around the riding trails. As conditioned, the amount, type, and location of these additional erosion control measures shall be determined by Watershed staff at the time of final site plan approval. As shown on the SUP Plan, the areas between the checkered riding trails located on the site, shall be stabilized with native vegetation to reduce the amount of erosion occurring onsite and to help prevent excess sediment from entering the nearby environmentally sensitive areas.

Attachment B – Staff Analysis

- Perimeter Parking Lot Landscaping and Parking Timbers – For safety purposes, the applicant shall provide and maintain evergreen shrubs, between 30” and 36” in height, around the parking lot perimeter. The perimeter parking lot shrubbery is intended to provide a physical vegetative barrier between the active riding area and the parking lot area in the event the off-road vehicles veer off the riding trails. As conditioned, the applicant shall provide and maintain 6’ x 6” x 6” wooden parking timbers that are secured in place for edging purposes around the perimeter of the parking lot and around the parking lot landscaping islands.
- Tree Preservation – There are specimen trees located around the riding trails that will be preserved, however Watershed staff has suggested a larger buffer be placed around these specimen trees in order to protect the tree roots and the overall health of these specimen trees. As such, regardless of the limits of disturbance that are shown on the SUP Plan, the applicant shall maintain a minimum 50 foot buffered radius area around all of the specimen trees on the site to ensure that the tree roots are not damaged. At the time of final site plan review, the applicant shall also provide a tree preservation narrative for the County Arborist to review and approve.

Proposal’s Weaknesses

- None identified.

On balance, this application is found to be consistent with the relevant components of the Environment Plan.

Fire and Rescue Plan Analysis

Quality fire and rescue services provide a measure of security and safety that both residents and businesses have come to expect from the County. The Fire and Rescue Plan sets out policies and action strategies that further the County’s goal of protecting lives, property, and the environment through timely, professional, humanitarian services essential to the health, safety, and well-being of the community. The Plan includes recommendations relating to siting criteria, appropriate levels of service, and land use compatibility for fire and rescue facilities. The Plan also includes recommendations to supplement response time and reduce risk of injury or death to County residents, establishment of educational programs, such as cardio-pulmonary resuscitation (CPR) training, automatic external defibrillators (AED), and encourages installation of additional fire protection systems—such as sprinklers, smoke detectors, and other architectural modifications.

Proposal’s Strengths

- Responding Fire Station Capacity (Nokesville)– According to FY2016 data from the Fire Marshal’s Office, the responding fire and rescue station is currently operating within capacity. In FY2016, the Nokesville Fire and Rescue Station #5 responded to 388 incidents, which is within the workload capacity of 2,000 incidents for this station.

Attachment B – Staff Analysis

- 4.0-Minute Response Time – The site is located within the recommended 4.0-minute response time for fire suppression and basic life support.
- 8.0-Minute Response Time – The site is located within the recommended 8.0-minute response time for advanced life support.
- Spark Arrestors – As conditioned, each of the off-road motorcycles and All-Terrain Vehicles (ATV's) will be equipped with spark arrestors, which will help control errant sparks and the ignition of possible fires.
- Fire Extinguishers – There shall be fire extinguishers kept onsite in a clearly visible location near the riding courses and the Adult Ride Supervisors shall ensure that all members are aware of the locations of these fire extinguishers. The fire extinguishers shall be properly maintained and regularly tested by the Adult Ride Supervisors, per the conditions.

Proposal's Weaknesses

- None identified.

On balance, this application is found to be consistent with the relevant components of the Fire and Rescue Plan.

Parks and Open Space Plan Analysis

The quality of life for residents of Prince William County is linked closely to the development and management of a well-maintained system of parks, trails, and open space. Prince William County contains a diversity of park, open space, and trail resources. These parklands, open spaces, and recreational facilities play a key role in shaping both the landscape and the quality of life of Prince William County residents through the conservation of natural and cultural resources, protection of environmental quality, and provision of recreational facilities. The Parks, Open Space and Trails Plan sets out policies and action strategies that further the County's goal of providing park lands and recreational facilities of a quantity, variety, and quality appropriate to meet the needs of the current and future residents of Prince William County. The Plan includes recommendations to preserve existing protected open space, maintain high quality open space, expand the amount of protected open space within the County, and to plan and implement a comprehensive countywide network of trails.

The proposed outdoor recreation facility use will be located at the Lehigh Portland Park property. Given that the application does not change the County's population or availability of open space, the Department of Parks and Recreation does not believe the application has any impact on Park's Level of Service Standards.

In addition to establishing Park's Level of Service Standards, the adopted Comprehensive Plan provides Park staff guidance on park land development to meet County resident's needs. The Board

Attachment B – Staff Analysis

of County Supervisors established the Recreation All-Terrain Vehicle Task Force in September 1999 in response to a request from citizens in the County. The All-Terrain Vehicle Task Force report dated April 2000 concluded that there was a need for a legal and safe site for County residents to ride off road motorcycles and four wheel all-terrain vehicles. The Task Force recommended that the County help identify and promote the development of such a recreational facility. On December 15, 2015, the Board of County Supervisors authorized Family Off-Road Riders of Prince William County, Inc. to submit, and County staff to accept and process, a special use permit application for a commercial recreation facility, specifically an off-road recreation track, including related facilities and improvements on County-owned property located at 13865 Nokesville Road, Nokesville, VA (See Attachment I for the Approved BOCS Resolution).

The following parks and recreation facilities are near the special use permit project area:

Type	Name
Neighborhood	Braemar Park
Community	Nokesville Park, Valley View Park, Rollins Ford Park
Regional	George Hellwig Memorial Park, Prince William Golf Course
Linear and Resource-Based	Broad Run Linear Park
Trails	Trail at Broad Run Linear Park, Nokesville Park and Valley View Park

Proposal's Strengths

- Unique Recreation Opportunity – Currently the Prince William County Parks and Recreation Department does not have an off-road motorized facility and this would fill that need. The Family Off-Road Riders of Prince William County, Inc. (FORPWC) has a youth oriented vision, which fits the context of the Parks and Recreation Departments' focus on youth sports programs.
- Comprehensive Plan's Recreational Policy 3 – The Parks, Open Space, and Trails Chapter of the County's Comprehensive Plan contains a Recreational Policy 3, which aims to utilize innovative means to construct, renovate, and maintain parks and park facilities. One of the action strategies is to encourage the use of public-private partnerships for the purposes of acquiring, constructing, and/or operating parks and park facilities. At this time, the Lehigh Portland Park property is not an operational County Park and there is no plan to develop the site in the near future, thus it is favorable for the County to have a private user group utilize the site for a recreational use until the site becomes an operational County Park. If this special use permit is approved, the Family Off-Road Riders of Prince William County, Inc. (FORPWC), which is a private group, will be operating the outdoor recreation facility on the County-owned Park site, however the private group's membership will still be open to the public.

Proposal's Weaknesses

- None identified.

On balance, this application is found to be consistent with the relevant components of the Parks, Open Space and Trails Plan.

Police Plan Analysis

Residents and businesses expect a high level of police service for their community. This service increases the sense of safety and protects community investments. The Police Plan is designed to promote Prince William County's public safety strategic goal to continue to be a safe community, reduce criminal activity, and prevent personal injury and loss of life and property, as well as to ensure effective and timely responses throughout the County. The Plan encourages funding and locating future police facilities to maximize public accessibility and police visibility as well as to permit effective, timely response to citizen needs and concerns. The Plan recommends educational initiatives, such as Neighborhood and Business Watch, and Crime Prevention through Environmental Design (CPTED), which encourages new development to be designed in a way that enhances crime prevention. The Plan also encourages effective and reliable public safety communications linking emergency responders in the field with the Public Safety Communications Center.

Proposal's Strengths

- **Gated Parking Lot** – As conditioned, the parking lot entrance shall be secured with a locked metal gate when the off-road riding facility is not operational. The Adult Ride Supervisors will be the only members with the gate combination or code.
- **Fencing** – For security and safety purposes, the applicant shall install and maintain welded-wire mesh fencing with a green vinyl coating along the entire perimeter of the site, as shown on the SUP Plan.

Proposal's Weaknesses

- None identified.

On balance, this application is found to be consistent with the relevant components of the Police Plan.

Potable Water Plan Analysis

A safe, dependable drinking water source is a reasonable expectation of County residents and businesses. The Potable Water Plan sets out policies and action strategies that further the County's goal of providing an economically and environmentally sound drinking water system. The Plan includes recommendations relating to system expansion, required connections to public water in the development area, and the use of private wells or public water in the rural area.

Attachment B – Staff Analysis

The property is in the Rural Area of Prince William County, and there is no public water service available. Due to the nature of the proposed use, the applicant has not proposed any well water to serve the property. No building construction or infrastructure is associated with the proposal.

Proposal's Strengths

- None identified.

Proposal's Weaknesses

- None identified.

On balance, this application is found to be consistent with the relevant components of the Potable Water Plan.

Sanitary Sewer Plan Analysis

Appropriate wastewater and sanitary facilities provide needed public health and environmental protections. The Sanitary Sewer Plan sets out policies and action strategies that further the County's goal of providing an economically and environmentally sound sanitary sewer system. The Plan includes recommendations relating to system expansion, required connections to public sewer in the development area, and the use of either private or public sewer systems in locations classified as Semi-Rural Residential (SRR), as well as the rural area.

The property is outside the Prince William County Service Authority area and, thus, public sewer is not available in the area. The site contains an existing telecommunications facility, which does not require sanitary sewer. There is no new development being proposed with this special use permit (SUP) request. The applicant is only seeking to clear ±13.9 acres of the site for an off-road riding course and a gravel parking lot that will serve the proposed use. The subject site is located at Lehigh Portland Park, thus the applicant is not the owner of the property and is seeking to lease the site from the County for an initial period of five years. The County intends to operate the property as a park in the future, however in the meantime they are comfortable with leasing the site on a temporary basis until the County implements a specific plan for the future use and development of the County operated park.

No building construction or infrastructure is associated with the proposal. The applicant is proposing to utilize at least two portable toilets while they are leasing the site. The Health Department has reviewed this SUP request and cannot comment favorably on a SUP that includes long-term use of portable toilets, as that is outside of the Health Department's regulations. The Health Department does not consider the proposed use to be a temporary use due to their regulations, however the County intends to operate the site as a park in the future, thus the applicant will be leasing the site from the County on a temporary basis. The Department of Parks and Recreation will be responsible for providing and maintaining the portable toilets on the site, however the applicant will be required to pay a related service fee to the County while they are leasing the site.

Proposal's Strengths

- **Proposed Portable Toilets** – The Health Department is not in favor of the proposed portable toilets as they do not consider the proposal to be a temporary use, however the applicant is not the owner of the site and is leasing the property from the County on a temporary basis until a specific plan is implemented for the future development of the public park. Due to their experience with maintaining portable toilets for other recreational facilities in the County, the Department of Parks and Recreation is requesting to be responsible for the portable toilets on the site. The conditions include additional regulations for the proper weekly maintenance of the portable toilets. The proposed use is not a permanent use of the site thus it is temporary in nature, no new development is being proposed, the site is County owned park property, and the proposed portable toilets will be maintained on a weekly basis by the Department of Parks and Recreation, therefore, the proposed portable toilets should be permitted on the site.

Proposal's Weaknesses

- None identified.

On balance, this application is found to be consistent with the relevant components of the Sanitary Sewer Plan.

Transportation Plan Analysis

By providing a multi-modal approach to traffic circulation Prince William County promotes the safe and efficient movement of goods and people throughout the County and surrounding jurisdictions. The Transportation Plan sets out policies and action strategies that further the County's goal of providing a complete, safe and efficient multi-modal circulation system that includes sufficient capacity to meet the demands placed upon it. The Plan includes recommendations relating to improving existing service levels, increasing capacity of the existing system, minimizing negative impacts to environmental and cultural resources, supporting targeted industries and major activity centers, exploring innovative funding mechanisms, promoting regional approaches to transportation issues, and promoting transit opportunities. At a minimum, projects should include strategies that result in a level of service (LOS) of "D" or better on all roadways, the dedication of planned rights-of-way, the provision of pedestrian pathways, and access to mass transit and other commuter facilities as appropriate.

The site has frontage on Route 28 and it currently has a full access with a private gravel road that serves the existing telecommunications facility on the property. A Traffic Impact Analysis (TIA) was not required for this proposal due to the low amount of projected daily trips. The existing level of service on Route 28 is LOS C, which is based on average daily trips.

Proposal's Strengths

- Access Improvements – As conditioned, the existing access to the site shall be limited to a right in/right out only access point and all related transportation signage shall be provided by the applicant. As shown on the SUP Plan, the existing access to the site will be upgraded to meet the VDOT Low-Volume Commercial Entrance standard.
- Approved Waiver - Gravel Parking Lot and Access Road – The property contains an existing gravel access road that was constructed for the telecommunications facility on the property, and the applicant is proposing a gravel parking lot on the site, which will connect to this existing gravel access road. Due to the proposed use being a low trip generator, the existing access road on the site and the parking lot for the proposed use shall be permitted to utilize gravel per the approved DCSM WAIVER #WAI2017-00150, however, all accessible spaces in the parking lot shall be paved (Attachment G).
- Approved Waiver - Left and Right Turn Lanes – After the first submission, the applicant submitted a left turn lane warrant analysis and VDOT determined that a left turn lane would be warranted based on the results. The proposed use is a low trip generator with a maximum of 50 motor vehicles per day and VDOT determined that the access could be limited to a right in/right out only access point in order to address the need for a left turn lane at the site entrance. Due to the proposed use being a low trip generator, left and right turn lanes for the site shall not be provided in accordance with the approved DCSM WAIVER #WAI2017-00149 (Attachment G).
- Parking and Daily Vehicle Limitations – As conditioned, parking shall be restricted to the parking lot area specifically shown on the SUP Plan, where a maximum of 50 motor vehicles per day shall be permitted onsite (which does not include the off-road vehicles), and the parking lot entrance shall be secured with a metal gate that shall be locked when the riding course site is closed. The proposed off-road riding facility use is a low trip generator. The conditions properly mitigate the transportation related impacts associated with the proposed use.

Proposal's Weaknesses

- None identified.

On balance, this application is found to be consistent with the relevant components of the Transportation Plan.

Strategic Plan

This section of the report is intended to address the project's alignment with the outcomes provided within the County's Strategic Plan. The Strategic Plan posits that individuals, families and businesses prefer communities with a robust economy; easy access to jobs, services and activities; that support even the most vulnerable in the community; are safe and secure; and provide a quality education that assures lifelong learning and steady employment. From this analysis, the Strategic

Attachment B – Staff Analysis

Plan Team developed five strategic goal areas to guide Board actions: “Robust Economy,” “Mobility,” “Wellbeing,” “Safe and Secure Community,” and “Quality Education and Workforce Development.” It is important to note that no single area is viewed as more critical than another. Rather, each are interrelated and have direct impact on each other. Collectively, these goal areas impact the quality of life in all facets of the community issues raised during the review of the proposal, which are not directly related to the policies, goals, or action strategies of the Comprehensive Plan, but which are materially relevant to the County’s responsibilities in considering land use issues. The aspects of the proposal relative to the Strategic Plan are as follows:

The proposed commercial outdoor recreational facility will be operated by the Family Off-Road Riders of Prince William County, Inc. (FORPWC), which is a private membership group that was established in 2000. Between 2001 and 2015, the FORPWC group operated another off-road riding course on a different leased site in the County. The applicant is now seeking to temporarily lease County-owned Park property to be able to have a new site to operate their proposed off-road riding facility. Even though the FORPWC group is not technically a business, it is an existing private membership group, which operates on membership dues, and their membership is open to the public, thus allowing for the possible future expansion of the private group. After the lease expires, the applicant could expand the private membership group and seek a larger property to operate the commercial outdoor recreational facility use.

The Strategic Plan posits that “quality of life” is an essential and consistent factor that families, individuals and businesses rely upon when choosing where to locate. Additionally, the Strategic Plan identified “activities” as a component that contributes to overall quality of life. This proposal allows for an outdoor recreational facility use that provides a unique recreational opportunity within the County. Increased opportunities for recreational activities contributes to enhancing the quality of life in the community, consistent with the Strategic Plan goals.

Materially Relevant Issues

This section of the report is intended to identify issues raised during the review of the proposal, which are not directly related to the policies, goals, or action strategies of the Comprehensive Plan, but which are materially relevant to the County’s responsibilities in considering land use issues. The materially relevant issues in this case are as follows:

- The Management & Safety Implementation Plan is intended to outline the safety measures and management procedures necessary to successfully implement the conditions of the special use permit (SUP). The conditions have been revised to include the Management & Safety Implementation Plan, however the revised conditions allow the applicant the flexibility to amend this Plan in the future in order to suit their needs to successfully manage their outdoor commercial recreational facility. This Plan is considered to be a separate document from the conditions, which can be amended by the applicant as needed in the future, thus this Plan will not be seen as additional use parameter conditions and nothing in this Plan will need to be satisfied

Attachment B – Staff Analysis

by the applicant for the operation of this SUP. As conditioned, provisions within the Management & Safety Implementation Plan shall not conflict with the SUP conditions and/or the specifications that are provided within the land lease. The applicant will also be required to provide a copy of each updated version of this Plan to the Department of Parks and Recreation, per the updated conditions.

Minimum Design Criteria

Staff and other agencies that have reviewed the proposal noted the following minimum design criteria. The development proposal will be reviewed for compliance with all minimum standards at the time that the applicant submits detailed site development information prior to the issuance of construction permits. The listing of these issues is provided to ensure that these concerns are a part of the development record. Such issues are more appropriately addressed during the site plan review.

Waivers / Modifications:

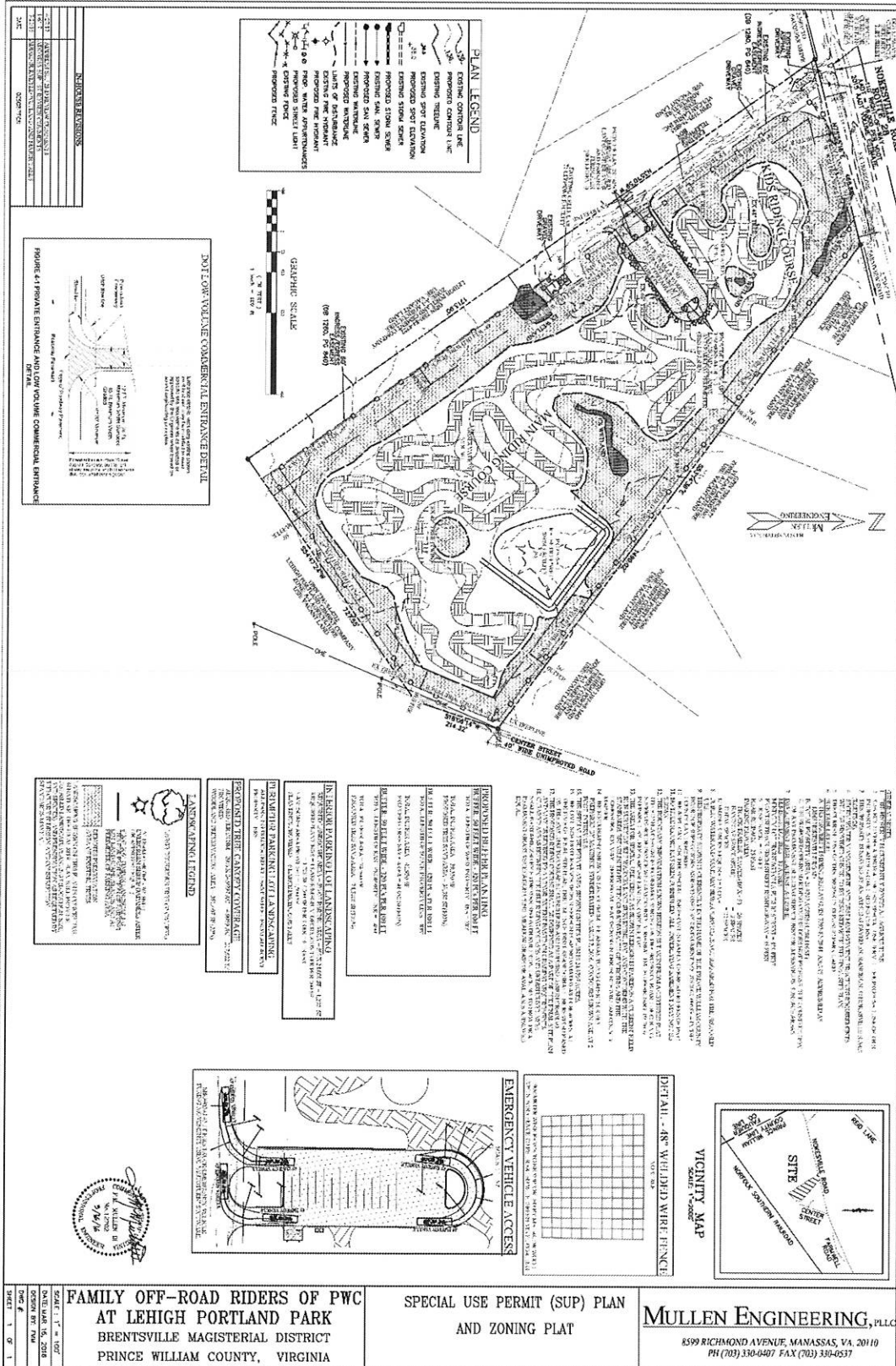
- Waiver of Section 610.01 of the DCSM to allow the gravel surface parking lot and travelway on the site with the condition that the site entrance be paved within Route 28 right-of-way limits and pursuant to approved waiver #WAI 2017-00150 attached hereto in Attachment G.
- Waiver of Section 602.07 F of the DCSM to not require left and right turn lanes on Nokesville Road due to the low projected traffic volume and pursuant to the details listed in approved waiver #WAI 2017-00149 attached hereto in Attachment G.

Agency Comments

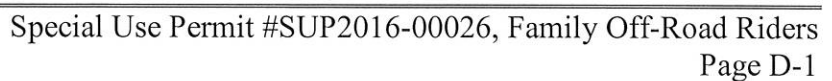
The following agencies have reviewed the proposals and their comments have been summarized in relevant Comprehensive Plan chapters of this report. Individual comments are in the case file in the Office of Planning:

Building Official
County Archaeologist
DPW – Environmental Services
Fauquier County
Fire and Rescue
Parks and Recreation
Planning Office, Case Manager and Zoning Administration
Police Department
PWC Health Department
PWC Historical Commission
PWC Transportation
VDOT

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17062 Chromosomes by DNA-aid Screen of P₀CM-9-35-71 (high risk SMC strain with nasal squamous metaplasia for recurrent neck lymphoma) by Layton P.C. The P₀CM-9-35-71-90-9-15-9-pa

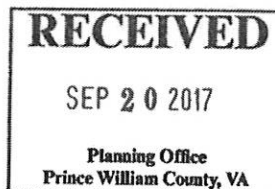


Attachment E
Management & Safety Implementation Plan

9/20/17

FORPWC Off-Road MCATV Course at Lehigh Portland Park
Operations Plan v.4
*(*MCATV – Motorcycle and ATV)*

Prepared by David Hagy
09/19/2017



Attachment E

Management & Safety Implementation Plan

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1. Organization

- a. MCATV Park Manager
 - i. Assigned by Club President
 - ii. Responsible for oversight of park operation, maintenance, and activities
 - iii. Reports to Club President
 - iv. Manages Supervisor assignments and duties
 - v. Manages Rider sign-up and schedules
- b. Course Supervisors
 - i. Club member volunteers
 - ii. Vetted by club officers
 - iii. Complete safety course and Supervisor training
 - iv. Responsible for enforcing MCATV park rules
- c. Club Safety Officers
 - i. Senior club members trained to be club Safety Officers
 - ii. Responsible for conducting safety training
 - iii. Encouraged to recommend rule or process changes to improve MCATV Park safety
 - iv. Safety officers may also serve as Course Supervisors
- d. Chain of Command
 - i. All regular members must abide by the directions of the Course and Entry Supervisors while they're on property. Failure to do so will be reported to the Officers for disciplinary action, which could include suspension or expulsion from the club.
 - ii. Course Supervisors will defer to the Entry Supervisor should any disputes arise
 - iii. All Supervisors will report to the MCATV Park Manager
 - iv. All Supervisors and Park Managers will report to the Club Officer Corp
 - v. Club Safety Officers can override & cancel the direction of a Supervisor if the Safety Officer deems them to be unsafe.
 - vi. The Club President has the final decision regarding all activities, rules, processes, or disputes.

- 2. Hours of Operation** - The MCATV course may be open during hours of 10am-8pm during the months of April through September, and 10am-6pm during the months of October through March. Ride Schedules will be posted online and member sign-ups will determine future park openings. FORPWC's goal is to have the MCATV course open at least 3 days a week from June through August, weather and course conditions permitting.

3. Safety Training & New Member Orientation

- a. FORPWC will conduct an introductory safety course for new members once per month during the months of April through September, then as needed from October through March.
- b. FORPWC's safety course will be designed and administered by FORPWC's Safety Officers

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- c. This training will cover the following topics:
 - i. Gear / Attire (Any Lehigh Rider not wearing the proper equipment will not be allowed to participate)
 - 1. Helmet
 - 2. Over-the Ankle Boots
 - 3. Long Pants
 - 4. Long Sleeve Shirt
 - 5. Gloves
 - 6. Motocross Goggles (no other eye wear including safety glasses is permitted. If you wear prescription glasses, goggles must be worn over the glasses; no exceptions)
 - ii. Pre-Ride Inspection Checklist:
 - 1. Check radiator fluid
 - 2. Check motor oil
 - 3. Check chain slack
 - 4. Check sprocket bolts
 - 5. Check chain guide and sliders for wear or damage
 - 6. Check spoke tension
 - 7. Check hubs, bearings, steering, swing arm, linkage
 - 8. Check muffler and packing
 - 9. Check tire pressure and tread wear
 - 10. Check for any fluid leaks (oil, coolant, gas)
 - 11. Gas tank full?
 - iii. Common Sense
 - 1. Be alert for on-course hazards, debris, or course damage; ride a "sight lap" slowly to check course condition
 - 2. Ride within your limits and skill level; never ride beyond your personal ability or faster than course conditions allow
 - iv. Rider Readiness (Are you:)
 - 1. Mentally ready to ride?
 - 2. Physically ready to ride?
 - 3. Wearing proper ride gear?
 - v. Course Management (Rider Etiquette)
 - 1. Maintain safe riding speed when passing
 - 2. Pass only as possible
 - 3. If you have an issue, move your bike to the side of the riding course as possible
 - 4. If you need assistance signal the ride supervisor
 - 5. If another rider needs assistance, signal the ride supervisor and signal approaching riders

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4. Rider Sign-Up & Schedules

- a. FORPWC will maintain Riding Schedules to control attendance. This system will be used to ensure there are no more than 50 participants onsite at any one time. These schedules will be maintained through an online registration system that will be available to all members and PWC Park officials to view.
- b. There will be two Ride Schedules setup for every day that the MCATV park is open during the months of April through September (10am-2pm & 3pm-8pm) with an hour break between to allow for departures & arrivals. During the months of October through March, we will scale back to one daily Ride Schedule with a 50-person limit that will be open 10am-6pm.
- c. These riding schedules will cover both the Kids and Main riding courses
- d. Each ride Schedule will be limited to 50 participants. No one will be permitted onsite unless they've signed up as one of the 5 participant categories or an active Supervisor. (see 4g)
- e. Once a ride schedule reaches 50 participants it will be closed, and prospective riders will be directed to a future schedule on a different date or time.
- f. Each Ride Schedule will be broken down into Ride Sessions. These sessions will control the number of riders on course at any given time, and will group riders based on their skill level. Ride Sessions are described in more detail in Item 8 below.
- g. During signup, members will be prompted to identify their participation category and the Ride Session they intend to ride. This activity level is based on their prior experience or expectations. Course Supervisors can override member requests and reassign the rider to a different session based on their observed skill level. The participant categories offered to members will be:
 - i. Main Course Advanced Session
 - ii. Main Course Novice Session
 - iii. Main Course Beginner Session
 - iv. Kids Course Rider Session
 - v. Parent Guardian Spectator

5. Supervisor Duty Assignment

- a. MCATV Park Manager will oversee Course Supervisor assignments
- b. Supervisors will be responsible to work a "shift". Shift length will be determined by the MCATV Park Manager, but could be 1 hour, 4 hours, or a whole day, depending on availability and participant volume.
- c. Three Supervisor duty assignments will be established (see fig 5.1)
- d. Entry Supervisor
 - i. This position will man the entry gate and ensure everyone entering is a valid member and are signed up for the active riding schedule.
 - ii. They will maintain a count of cars & people to ensure we do not exceed 50 cars per day or 50 people at any one time. If the count of cars reaches 50 they will notify the MCACTV Park Manager who will post a sign at the park entrance indicating that the park is at capacity, direct cars not to enter, and to email FORPWC for more information.

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- FORPWC will also notify Parks & Rec that we reached our vehicle capacity limit for that day, and post this information on website to alert membership. Any cars arriving after the 50 person or 50 car limit is reached, will be directed to turn around and leave.
- iii. They will oversee activity in the parking area and ensure rules are followed
 - iv. They will be responsible for "Opening" and "Closing" the park.
 - e. Main Course Supervisor
 - i. This position will be stationed on the Observation Mound on the Main Course
 - ii. They will be responsible for managing Main Course Ride Sessions to include posting the appropriate flags to indicate what ride session is active.
 - iii. They will be responsible for halting riding if an unsafe situation arises
 - f. Kids Course Supervisor
 - i. This position will be stationed on the Observation Mound on the Kids Course
 - ii. They will be responsible for managing Kids Course Ride Sessions
 - iii. They will be responsible for halting activity if an unsafe situation arises

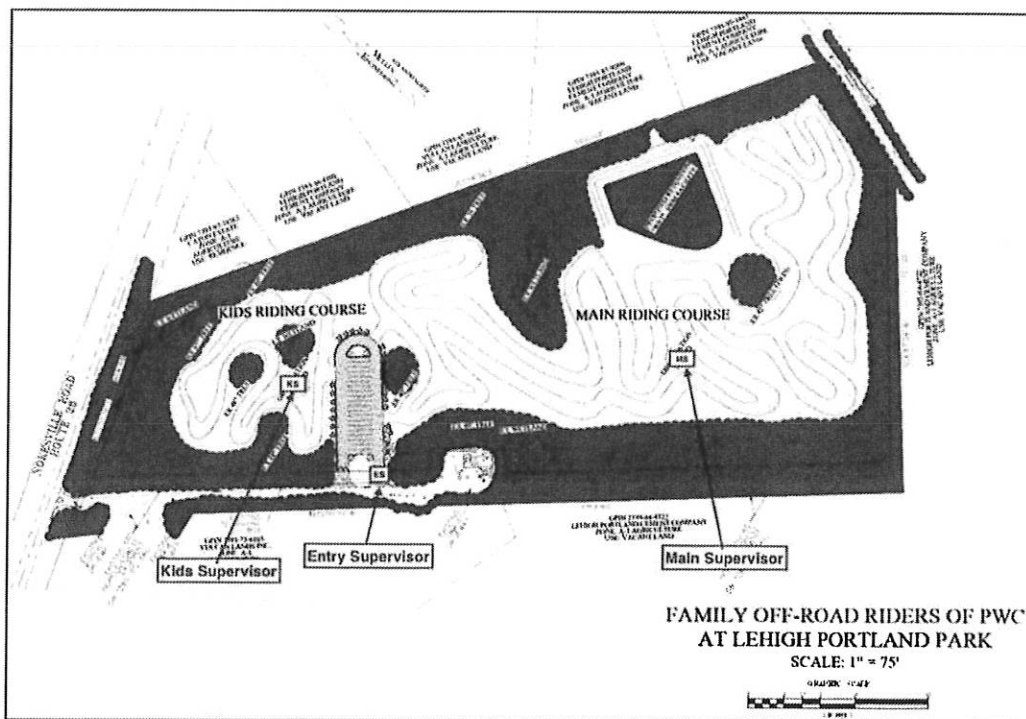


figure 5.1- Supervisor Locations

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Management & Safety Implementation Plan

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6. Opening

- a. The Entry Supervisor will be responsible for declaring the MCATV Park Open. This will be done by unlocking and opening the parking lot
 - i. They will inspect the parking area before unlocking the gates and directing members to park
 - ii. Members may not park until the Entry Supervisor directs them to do so
- b. The Main Course Supervisor is responsible for opening the Main Course
 - i. They will inspect the Main Course's condition to ensure there are no hazards and that it's ready for riding. This may be done using an ATV or motorcycle.
 - ii. Once the course has been inspected they will open the Main Course gate and start the riding sessions by posting the appropriate colored flag(s).
- c. The Kids Course Supervisor is responsible for opening the Kids riding course
 - i. They will inspect the Kids Course and ensure no hazards are present before unlocking the gate and allowing riding to begin

7. Rider Check-In

- a. The Entry Supervisor will be responsible for Rider Check-In and will have a printed copy of that day's Ride Schedules noting what members are authorized to be onsite. They will also sign-in any walk-in members if the Ride Schedule can accommodate additional participants.
- b. Rider Check-In will happen at the Entry Gate
- c. Each entrant must have a valid club membership and be assigned to the active riding schedule
- d. Entrants will be directed to park per the directions of the Entry Supervisor
- e. Entrants will be directed to note the current active ride session and only ride during their assigned session (if applicable)
- f. Entry Supervisor will direct any unauthorized visitors to turn around and leave, and they will add them to the daily trip count.

8. Ride Sessions

- a. Riders will identify their activity level at Rider Sign-Up. This initial designation will be based on the rider's prior experience or expectations, and can be reassigned by the Main Course Supervisor.
- b. Ride Sessions will be invoked if 10 or more riders are signed up for the Main Course. If fewer than 10 riders are signed up, then up to 9 riders of varying skill level may ride on the Main Course at the same time.
- c. Ride Sessions will be active for 20 minutes starting at the top of the hour beginning with Advanced, followed by Novice, and ending with Beginner. For example, 10:00-10:20 Advanced Session #1, 10:20-10:40 Novice Session #1, 10:40-11:00 Beginner Session #1.
- d. Riding sessions will be noted using a colored flag located at the entry and exit for the riding course. Riders will be instructed to pay attention to the flags as they pass and exit the course when the next session has begun.
 - i. Red Flag – Advanced
 - ii. Blue Flag – Novice

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- iii. Green Flag – Beginner
- iv. Black Flag – Course is Closed
- v. Yellow Flag – Caution on Course, a hazard is present (this flag may be present along with the Ride Session flag)
- e. Certain riding behaviors may be restricted during Novice and Beginner sessions such as jumping and/or passing. These will be defined by the Safety Officers and posted to remind the riders.
- f. A Novice or Advanced rider may be allowed to ride during the Beginner session if they are riding in support of a beginner rider. They must ride at the same speed and abide by all the rules governing that ride session.
- g. The Main Course Supervisor can graduate a rider to a higher session if their riding is too aggressive for their assigned session.
- h. The Main Course Supervisor can degrade a rider to a lower session if their riding is too slow and becoming a safety hazard for their assigned session.

9. Closing

- a. All Riding will be stopped 30 minutes prior to the posted closing time
- b. Course Supervisors will indicate riders must exit by posting a Black Flag indicating the course is closed to riding.
- c. Once all riders have exited the course, the Course Supervisor will visually inspect the entire course to ensure no riders remain inside the riding course area.
- d. Course Supervisors will close and lock the riding course gate
- e. Entry Supervisor will ensure all members vacate the parking area, and pickup any residual trash before closing and locking the entry & exit gates.

10. Directions To the MCATV Park

- a. All members will be directed to take a route that allows their direction of travel to accommodate the mandated Right-In / Right-Out traffic control for entering and exiting Lehigh Portland Park.
- b. These instructions will be reinforced through constant communication with the membership.
 - i. They will be posted to the Member website,
 - ii. They will be part of the new member orientation packet,
 - iii. They will go out as directions in the email confirming a members registration for a particular ride session.

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c. Directions to the Park will be as follows:

- i. Arriving traffic from the South travelling westbound 28 (Nokesville Rd) will be directed to use 652 (Fitzwater) North to 604 (Burwell) South, to 605 (Dumfries) South, to 28 (Nokesville Rd) East

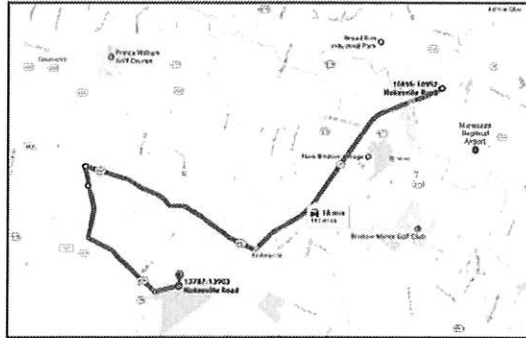


figure 10.1

- ii. Arriving traffic from the North & East will be directed through Gainesville, to take 29 South to 215 (Vint Hill Rd) South, to 605 (Dumfries Rd) South, to 28 (Nokesville Rd) East.

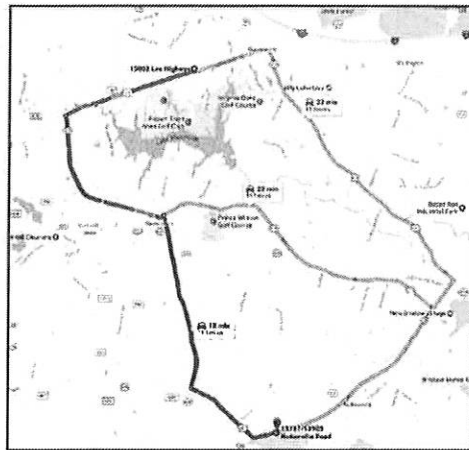


figure 10.2

Attachment E Management & Safety Implementation Plan

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- iii. *Departing traffic to go southbound 28 will be directed to exit onto Eastbound 28, North onto Old Vint Hill Rd, South on 215 (Vint Hill Rd), West on 28 Nokesville Rd.*

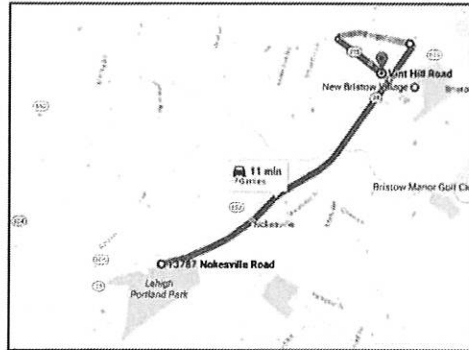


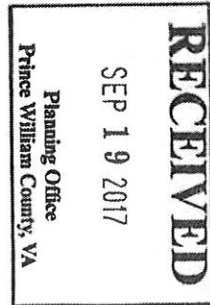
figure 10.3

- d. FORPWC will adhere to strict zero tolerance enforcement of these rules. Members found to be in violation may be subject to suspension from FORPWC, and banned from Lehigh Portland MCATV Park.

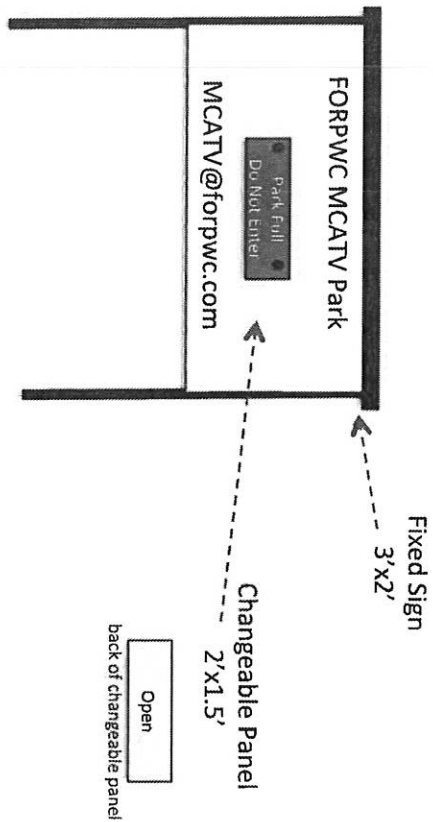
11. Noise Monitoring

- The assigned MCATV Park Manager or other FORPWC club Officer will conduct regular noise assessments to ensure park activities are within the county's assigned noise ordinance. This assessment will be completed with an approved sound meter.
- This testing will occur every ride day during the park's initial operation until a log of noise measurements is collected for number of vehicles in operation, up through the maximum number of vehicles onsite at any one time.
- Testing will be done during Spring, Summer, Fall, and Winter to ensure changes in tree foliage and undergrowth doesn't cause the activity's noise levels to exceed the designated ordinance.
- Tests will be done at perimeter of the property adjacent to Route 28 and neighboring property lines.
- Every new motorcycle and ATV brought to Lehigh Portland Park will be tested individually to ensure it meets the American Motorcycle Association (AMA) guidelines for off-road vehicles. Any vehicle found in excess of this level will be barred from riding at Lehigh Portland Park until the necessary equipment changes have been made to ensure it tests below the required decibel level.
- Motorcycles, and ATV's which have passed FORPWC noise testing, will be designated with a sticker. Only vehicles with this sticker may be ridden at Lehigh Portland MCATV Park.

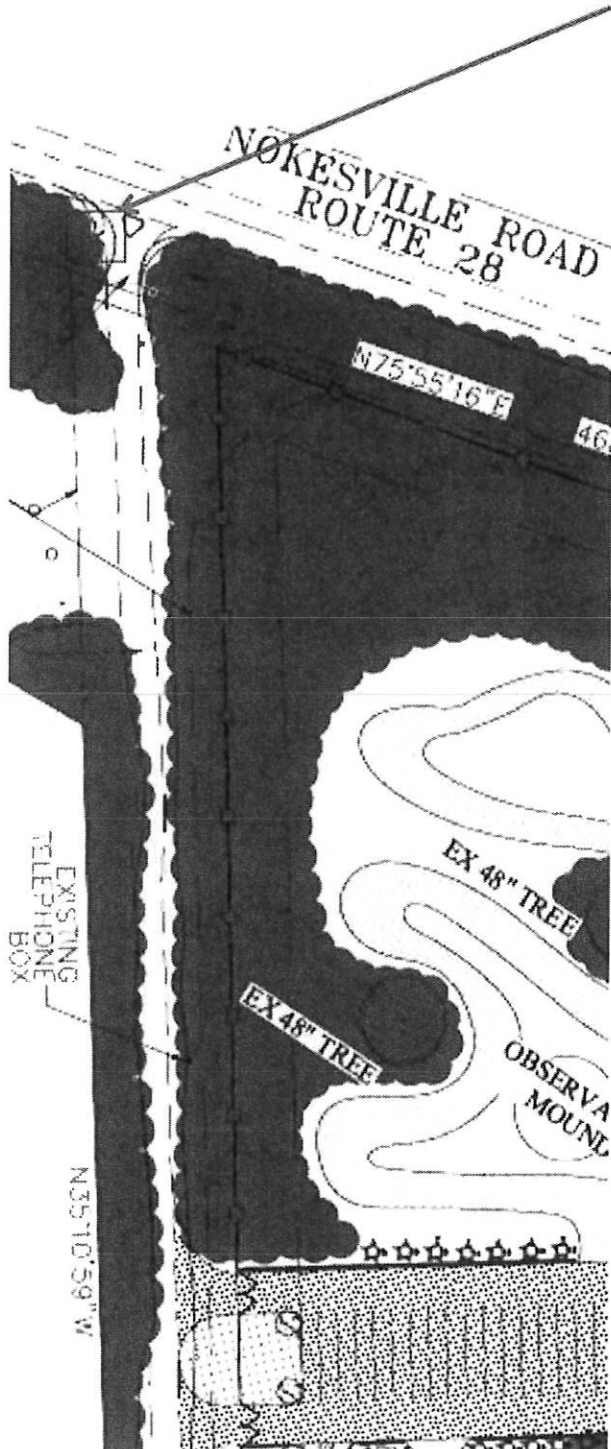
FORPWC Secondary Sign



Proposed Sign
Design



Proposed Sign
Location



Attachment G
Approved Transportation Waivers



**PRINCE WILLIAM COUNTY
DEPARTMENT OF TRANSPORTATION
DCSM WAIVER**

5 County Complex Court, Ste. 290, Woodbridge, Virginia 22192-5308
(703) 792-6825 Metro 631-1703, Ext. 6825 Fax (703) 792-7159

SECTION I – GENERAL INFORMATION

APPLICANT: Family Off-Road Riders of PWC

DATE: June 21, 2017

ADDRESS: 14273 Aden Road
Nokesville, VA 20181

WAIVER NUMBER: WAI 2017-00149

SITE/SUBDIVISION PLAN NUMBER: SUP 2016-00026

PROJECT NAME: Family Off-Road Riders of PWC

SECTION II – SPECIFICS OF WAIVER REQUEST

**SECTION OF DESIGN AND CONSTRUCTION STANDARDS MANUAL
REQUESTED TO BE WAIVED:** 602.07 F

REQUIREMENT(s):

Along roadways classified at Category VI and above, left- and right-turn lanes shall be provided at all intersections and entrances to developments.

APPLICANT'S JUSTIFICATION FOR WAIVER:

The Family Off-Road Riders is a private club that proposes to construct an all-terrain vehicle adult and kids riding course on the 24.97-acre Lehigh Portland Park Property located at 13685 Nokesville Road. The site is accessed by an existing paved entrance at Nokesville Road that changes to gravel access road to serve the existing cellular telecommunications facility. It is estimated that the riding course will generate approximately 20 VPD. Weather permitting, the course will be utilized by club members only. This entrance does not meet the VDOT right-turn warrants. As an alternative to constructing a left-turn lane per VDOT concurrence, the existing paved entrance will be improved to provide for a right-in/right-out entrance with raised island. A "No Left Turn" sign will be placed at the north pavement edge on Nokesville Road just east of the site entrance.

Attachment G
Approved Transportation Waivers

SECTION III – RECOMMENDATION OF TRANSPORTATION

RECOMMENDATION:

☒ **APPROVAL**

☐ **DENIAL**

PLAN REVIEWER: Sarbjit Sidhu

SS

TRANSPORTATION PLANNING MANAGER: Elizabeth Scullin

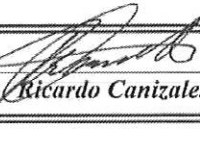
ES

REASON(S) FOR APPROVAL/DENIAL:

Due to low projected traffic volume, no left- and right-turn lane will be required on Nokesville Road. The proposed right-in/right-out entrance shall be constructed in accordance with VDOT entrance standards. No left-turn out sign shall be provided at site entrance.

SECTION IV – ADDITIONAL COMMENTS

SIGNATURE:



Ricardo Canizales, Director of Transportation

DATE:

6/21/17

cc: Development Services

Attachment G
Approved Transportation Waivers



**PRINCE WILLIAM COUNTY
DEPARTMENT OF TRANSPORTATION
DCSM WAIVER**

5 County Complex Court, Ste. 290, Woodbridge, Virginia 22192-5308
(703) 792-6825 Metro 631-1703, Ext. 6825 Fax (703) 792-7159

SECTION I – GENERAL INFORMATION

APPLICANT: Family Off-Road Riders of PWC

DATE: June 21, 2017

ADDRESS: 14273 Aden Road
Nokesville, VA 20181

WAIVER NUMBER: WAI 2017-00150
SITE/SUBDIVISION PLAN NUMBER: SUP 2016-00026

PROJECT NAME: Family Off-Road Riders of PWC

SECTION II – SPECIFICS OF WAIVER REQUEST

*SECTION OF DESIGN AND CONSTRUCTION STANDARDS MANUAL
REQUESTED TO BE WAIVED:* 610.01

REQUIREMENT(S): All proposed travelways and parking lots shall be constructed and maintained with a paved surface.

APPLICANT'S JUSTIFICATION FOR WAIVER:

The Family Off-Road Riders is a private club that proposes to construct an all-terrain vehicle adult and kids riding course on the 24.97-acre Lehigh Portland Park Property located at 13685 Nokesville Road. The site is accessed by an existing paved entrance at Nokesville Road that changes to gravel access road to serve the existing cellular telecommunications facility. The existing gravel road is proposed to be maintained to provide access to the proposed gravel parking lot area for the proposed riding courses. The proposed parking lot and travelways consist of twenty 10-foot by 50-foot spaces as club members typically bring the all-terrain vehicles to the site by trailers pulled by cars or trucks. The proposed parking lot will be surfaced using 6 to 8 inches of VDOT 21-A aggregate on firm compact subgrade. This site is located in the predominantly rural area of the County. The waiver request is consistent with existing site conditions and is appropriate for the proposed parking lot that is intended for use as an off-road riding course.

Attachment G
Approved Transportation Waivers

SECTION III – RECOMMENDATION OF TRANSPORTATION

RECOMMENDATION:

☒ **APPROVAL**

☐ **DENIAL**

PLAN REVIEWER: Sarbjit Sidhu ^{SS}

TRANSPORTATION PLANNING MANAGER: Elizabeth Scullin ^{ES}

REASON(S) FOR APPROVAL/DENIAL:

The justification provided is acceptable. The gravel surface parking lot and travelway will be allowed on this site with the following condition:

The site entrance must be paved within the Route 28 right-of-way limits.

SECTION IV – ADDITIONAL COMMENTS

SIGNATURE:

Ricardo Canizales, Director of Transportation

DATE:

6/21/17

cc: Development Services

Attachment H
Historical Commission Resolutions

HISTORICAL COMMISSION RESOLUTION

MOTION: VAN DERLASKE

June 14, 2016
Regular Meeting
Res. No. 16-030

SECOND: CUNARD

RE: LAND DEVELOPMENT RECOMMENDATIONS

ACTION: APPROVED

WHEREAS, the Prince William County Historical Commission seeks to identify, preserve and protect historic sites and structures in Prince William County; and

WHEREAS, the Prince William County Historical Commission's review of pending land development applications assists in determining the necessity for cultural resource surveys and other research and evaluations; and

WHEREAS, the Prince William County Historical Commission believes that the identification, preservation and protection of historic sites and structures throughout Prince William County is well served by this action;

NOW, THEREFORE, BE IT RESOLVED, that the Prince William County Historical Commission does hereby recommend to the Prince William County Planning Commission the action(s) noted for the following properties:

<u>Case Number</u>	<u>Name</u>	<u>Recommendation</u>
REZ2016-00017	Wellington Associates LLC	No further work
REZ2016-00015	Mia's Meadow - 2 nd Submission	No further work
PLN2015-00177	Milestone – Verizon Wireless at Chinn Park Library – SUP	No further work
CPA2016-00004	Virginia Gateway Addition (Limestone Drive)	No further work
REZ2016-00019	Lifetime Fitness at Virginia Gateway	No further work
REZ2016-00020	Bethlehem Road	No further work
CPA2016-00007	Kline Property	See comments for REZ2016-00021, Kline Property
REZ2016-00021	Kline Property	Document existing structures

Attachment H Historical Commission Resolutions

June 14, 2016
Regular Meeting
Res. No. 16-030
Page 2

<u>Case Number</u>	<u>Name</u>	<u>Recommendation</u>
REZ2016-00021 (con.)	Kline Property	with the Virginia Department of Historic Resources. Provide a 25 foot buffer for the Lutheran Machpelah Cemetery.
REZ2016-00022	Ray's Regarde	No further work
SUP2016-00026	Family Off-Road Riders	No further work
SUP2016-00027	Milestone - Verizon @ Signal Hill Park	Phase I including view shed study and, if warranted, Phase II evaluation and Phase III data recovery study. Artifacts to be donated to and curated with the County.

Votes:

Ayes: by acclamation


Nays: None

Absent from Vote: None

Absent from Meeting: Bish, Smith

MOTION CARRIED

CERTIFIED COPY


Secretary to the Commission

Attachment H
Historical Commission Resolutions

HISTORICAL COMMISSION RESOLUTION

MOTION: CUNARD

February 14, 2017
Regular Meeting
Res. No. 17-013

SECOND: SMITH

RE: LAND DEVELOPMENT RECOMMENDATIONS

ACTION: APPROVED

WHEREAS, the Prince William County Historical Commission seeks to identify, preserve and protect historic sites and structures in Prince William County; and

WHEREAS, the Prince William County Historical Commission's review of pending land development applications assists in determining the necessity for cultural resource surveys and other research and evaluations; and

WHEREAS, the Prince William County Historical Commission believes that the identification, preservation and protection of historic sites and structures throughout Prince William County is well served by this action;

NOW, THEREFORE, BE IT RESOLVED, that the Prince William County Historical Commission does hereby recommend to the Prince William County Planning Commission the action(s) noted for the following properties:

<u>Case Number</u>	<u>Name</u>	<u>Recommendation</u>
REZ2017-00013	Mid-County Park & Estate Homes	Request archival research followed by revision and resubmittal of the Phase I report
SUP2016-00026	Family Off-Road Riders Second Submission	No Further Work
REZ2017-00016	SA Group Proffer Amendment	No Further Work
REZ2017-00018	University Village Proffer Amendment	No Further Work

Votes:

Ayes: by acclamation

Nays: None

Absent from Vote: None

Absent from Meeting: Bish

MOTION CARRIED

CERTIFIED COPY


Secretary to the Commission

Attachment I
Approved BOCS Resolution

MOTION: LAWSON

December 15, 2015
Regular Meeting
Res. No. 15-826

SECOND: CANDLAND

RE: AUTHORIZE FAMILY OFF-ROAD RIDERS OF PRINCE WILLIAM COUNTY TO SUBMIT, AND COUNTY STAFF TO ACCEPT AND PROCESS, A SPECIAL USE PERMIT APPLICATION FOR A COMMERCIAL RECREATION FACILITY ON COUNTY-OWNED PROPERTY LOCATED AT 13865 NOKESVILLE ROAD, NOKESVILLE

ACTION: APPROVED

WHEREAS, the Family Off-Road Riders of Prince William County (FORPWC) is a family-centric organization of dirt bike and ATV enthusiasts; and

WHEREAS, FORPWC previously leased private property for an off-road recreation track, which was authorized by a special use permit (Ord. No. 09-46, adopted on July 14, 2009); and

WHEREAS, FORPWC's lease expired and it desires to establish and operate a new off-road recreation track in the County; and

WHEREAS, the County owns property located at 13865 Nokesville Road, Nokesville (GPIN 7393-85-2844), which is near FORPWC's former property and which FORPWC is interested in using for an off-road recreation track; and

WHEREAS, the County is not currently using this property; and

WHEREAS, the Board desires to consider whether to allow FORPWC to use this County-owned property for an off-road recreation track; and

WHEREAS, FORPWC's use of the County's property for an off-road recreation track would require a special use permit for a commercial recreation facility in the A-1, Agricultural, zoning district; and

WHEREAS, FORPWC recognizes and agrees that the Board's consent to allow it to submit a special use permit application for a commercial recreation facility on the County's property does not constitute approval of the special use permit;

Attachment I
Approved BOCS Resolution

December 15, 2015
Regular Meeting
Res. No. 15-826
Page Two

NOW, THEREFORE, BE IT RESOLVED that the Prince William Board of County Supervisors does hereby authorize FORPWC to submit, and County staff to accept and process, a special use permit application for a commercial recreation facility, specifically an off-road recreation track, including related facilities and improvements on County-owned property located at 13865 Nokesville Road, Nokesville;

BE IT FURTHER RESOLVED that this Resolution does not relieve FORPWC from complying with all applicable regulations, ordinances and/or adopted standards, and does not in any way prejudice the Board's rights in its consideration of FORPWC's Special Use Permit Application or its request to use the County's property.

Votes:

Ayes: Caddigan, Candland, Jenkins, Lawson, May, Nohe, Principi, Stewart

Nays: None

Absent from Vote: None

Absent from Meeting: None

For Information:

County Attorney

ATTEST:


Clerk to the Board

Attachment J
Planning Commission Resolution

PLANNING COMMISSION RESOLUTION

MOTION: MCKAY

July 26, 2017
Regular Meeting
Res. No. 17-075

SECOND: VANEGAS

**RE: SPECIAL USE PERMIT #SUP2016-00026, FAMILY OFF-ROAD
RIDERS, BRENTSVILLE MAGISTERIAL DISTRICT**

ACTION: RECOMMEND APPROVAL

WHEREAS, this is a request to allow an outdoor commercial recreational facility for an off-road riding course in the A-1, Agricultural zoning district; and

WHEREAS, the site is located at Lehigh Portland Park, which is ±0.45 miles east of the Route 28 and Fauquier Drive intersection. The property is identified on County Maps as GPIN 7393-85-2844; and

WHEREAS, the site is designated as P & OS, Parks and Open Space, in the Comprehensive Plan, and it is zoned A-1, Agricultural; and

WHEREAS, the Prince William County Planning Commission duly ordered, advertised, and held a public hearing on July 26, 2017, at which time public testimony was received and the merits of the above-referenced request were considered; and

WHEREAS, the Prince William County Planning Commission believes that public general welfare as well as good planning practices are served by the approval of this request;

NOW, THEREFORE, BE IT RESOLVED, that the Prince William County Planning Commission does hereby recommend approval of Special Use Permit #SUP2016-00026, Family Off-Road Riders, subject to the conditions dated July 10, 2017, with the recommendation that the applicant develop a safety and management plan prior to the Board of County Supervisors public hearing.

Votes:

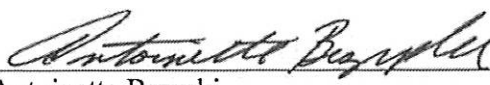
Ayes: Berry, Bryant, Fry, McKay, Taylor, Vanegas

Nays: None

Absent from Vote: None

Absent from Meeting: Holley, Milne

MOTION CARRIED

Attest: 
Antoinette Brzyski
Acting Clerk to the Planning Commission



Prince William County Government
Board of County Supervisors


**Special Use Permit #SUP2016-00026,
Family Off-Road Riders**

Brentsville Magisterial District

*Jennifer Davidson
Planning Office*

**#SUP2016-00026
Family Off-Road Riders**

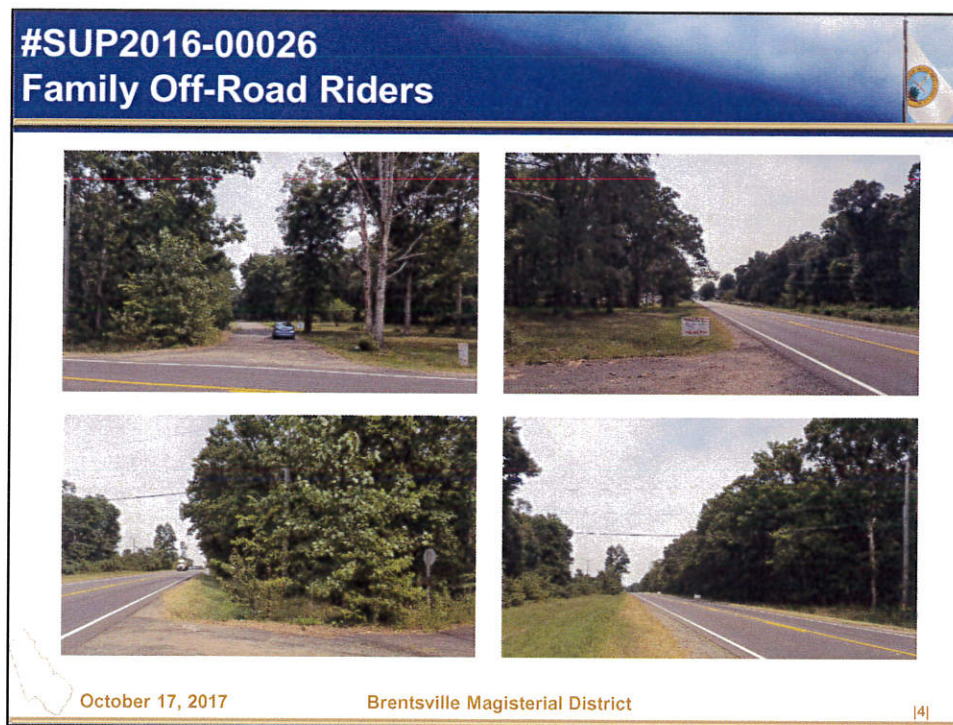
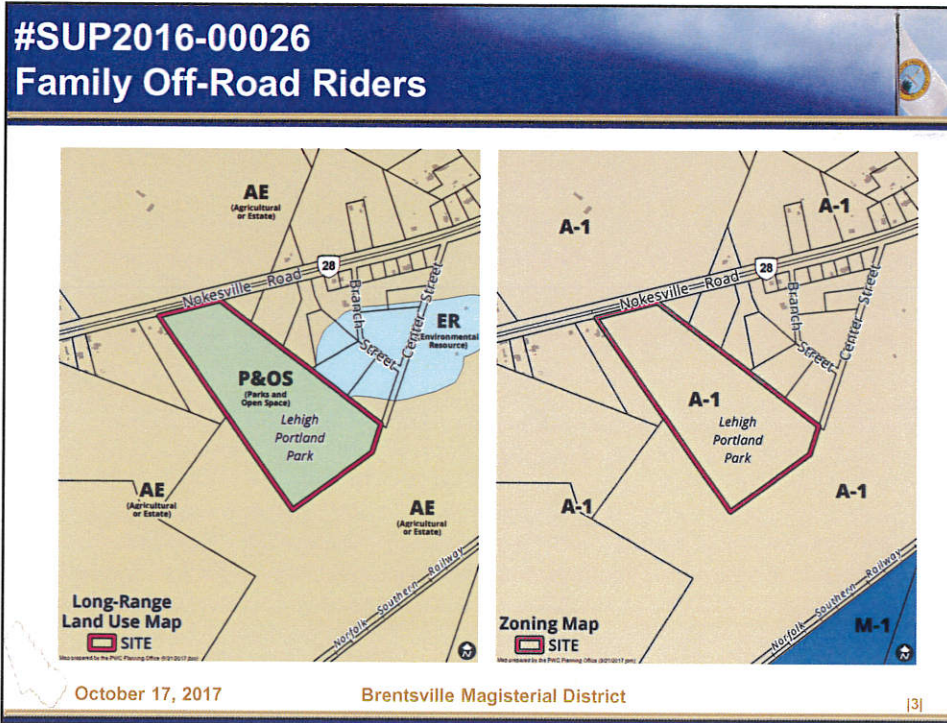
- Proposal – To allow an outdoor commercial recreational facility for an off-road riding course in the A-1, Agricultural, zoning district.
- Location – Lehigh Portland Park, which is ±0.45 miles east of the Route 28 and Fauquier Drive intersection.
- Recommendation – Approval



October 17, 2017



Brentsville Magisterial District



[2]



#SUP2016-00026

Family Off-Road Riders

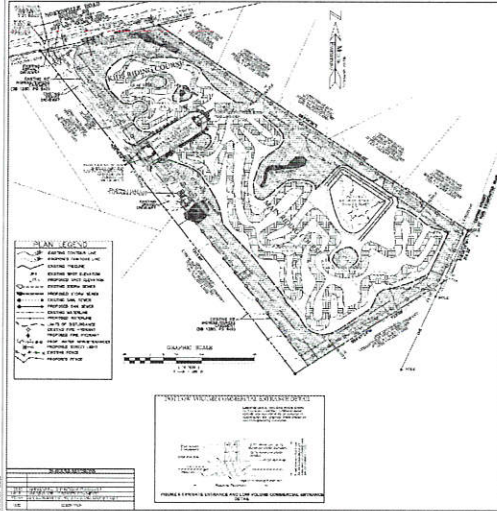



October 17, 2017
Brentsville Magisterial District
[5]

#SUP2016-00026

Family Off-Road Riders



NOTICE OF MEETING

MEETING AGENDA

MEETING MINUTES

MEETING RESOLUTIONS

MEETING ATTENDANCE

MEETING AGENDA

MEETING MINUTES

MEETING RESOLUTIONS

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MEETING ATTENDANCE

MEETING AGENDA

MEETING MINUTES

MEETING RESOLUTIONS

MEETING ATTENDANCE

October 17, 2017
Brentsville Magisterial District
[6]

#SUP2016-00026 Family Off-Road Riders

RECOMMENDATION: Planning Commission recommended approval of Special Use Permit #SUP2016-00026, subject to the conditions dated July 10, 2017, with the recommendation that the applicant develop a safety and management plan prior to the Board of County Supervisors public hearing.

Staff concurs (with approval), subject to the revised conditions dated September 22, 2017, for the following reasons:

- ◆ Use provides a unique recreational facility in the County.
- ◆ Conditions Mitigate Potential Impacts:
 - Maximum of 50 motor vehicles permitted onsite per day (not including the off-road vehicles)
 - Adult Ride Supervisors are required on the site to safely manage and observe the active riders
 - SUP property shall be entirely fenced in for security and safety purposes
 - Additional erosion control methods are conditioned due to the existing wetlands on the site
 - The conditions address use limitations, prohibited activities, parking, landscaping, stormwater management, transportation improvements, and other use parameters for this proposed use.

October 17, 2017

Brentsville Magisterial District

[9]