



## COUNTY OF PRINCE WILLIAM

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PLANNING  
OFFICE

Rebecca Horner, AICP, CZA  
Director of Planning

July 14, 2017

**TO:** Planning Commission

**FROM:** Jennifer Davidson  
Planning Office

**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.
- 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 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, and even though no official County action was initiated at that time in response to this recommendation, a group of citizens decided to pursue this vision for an off-road riding recreational facility. These citizens formed the Family Off-Road Riders of Prince William County, Inc. (FORPWC) group in 2000, and in 2001 they 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 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 H for the Approved BOCS Resolution).

**II. Current Situation** is as follows:

- A. Planning Office Recommendation – The Planning Office recommends approval of Special Use Permit #SUP2016-00026, Family Off-Road Riders, subject to the conditions dated July 10, 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 proposed off-road riding course will provide a new and unique recreational facility in the County.
  - 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 vehicles permitted onsite each day. 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), 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.

B. Planning Commission Public Hearing – A public hearing has been advertised for July 26, 2017, before the Planning Commission.

**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 Planning Commission action addressed?

F. Timing – When must the Planning Commission take action on this application?

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

A. Recommend approval of Special Use Permit #SUP2016-00026, Family Off-Road Riders, subject to the conditions dated July 10, 2017, found in Attachment C.

1. Policy – Approving the special use permit 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 special use permit conditions associated with the proposed use would govern the site.

- 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 special use permit.
- b) Level of Service (LOS) – The level of service impacts related to this request would be mitigated by the monetary conditions as follows:

<b>Water Quality</b>	\$75 per acre	±24.97 acres	\$1,872.75
<b>Total</b>			<b>\$1,872.75</b>

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. As of the date of this report, the Planning Office has not received any 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, however Fauquier County did not have any specific comments on the application itself. Fauquier County does not permit this type of use in any of their zoning districts, therefore if this special use permit is approved, then 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 Planning Commission action are appropriately addressed by the County Attorney's Office.

6. Timing – The Planning Commission has until October 24, 2017, 90 days from the first public hearing date, to take action on this proposal. Approval of the special use permit would meet the 90-day requirement.

B. Recommend denial of 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. As of the date of this report, the Planning Office has not received any 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, however Fauquier County did not have any specific comments on the application itself. Fauquier County does not permit this type of use in any of their zoning districts, therefore if this special use permit is approved, then 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 Planning

Commission action are appropriately addressed by the County Attorney's Office.

6. Timing – The Planning Commission has until October 24, 2017, 90 days from the first public hearing date, to take action on this proposal. Denial of the special use permit would meet the 90-day requirement.

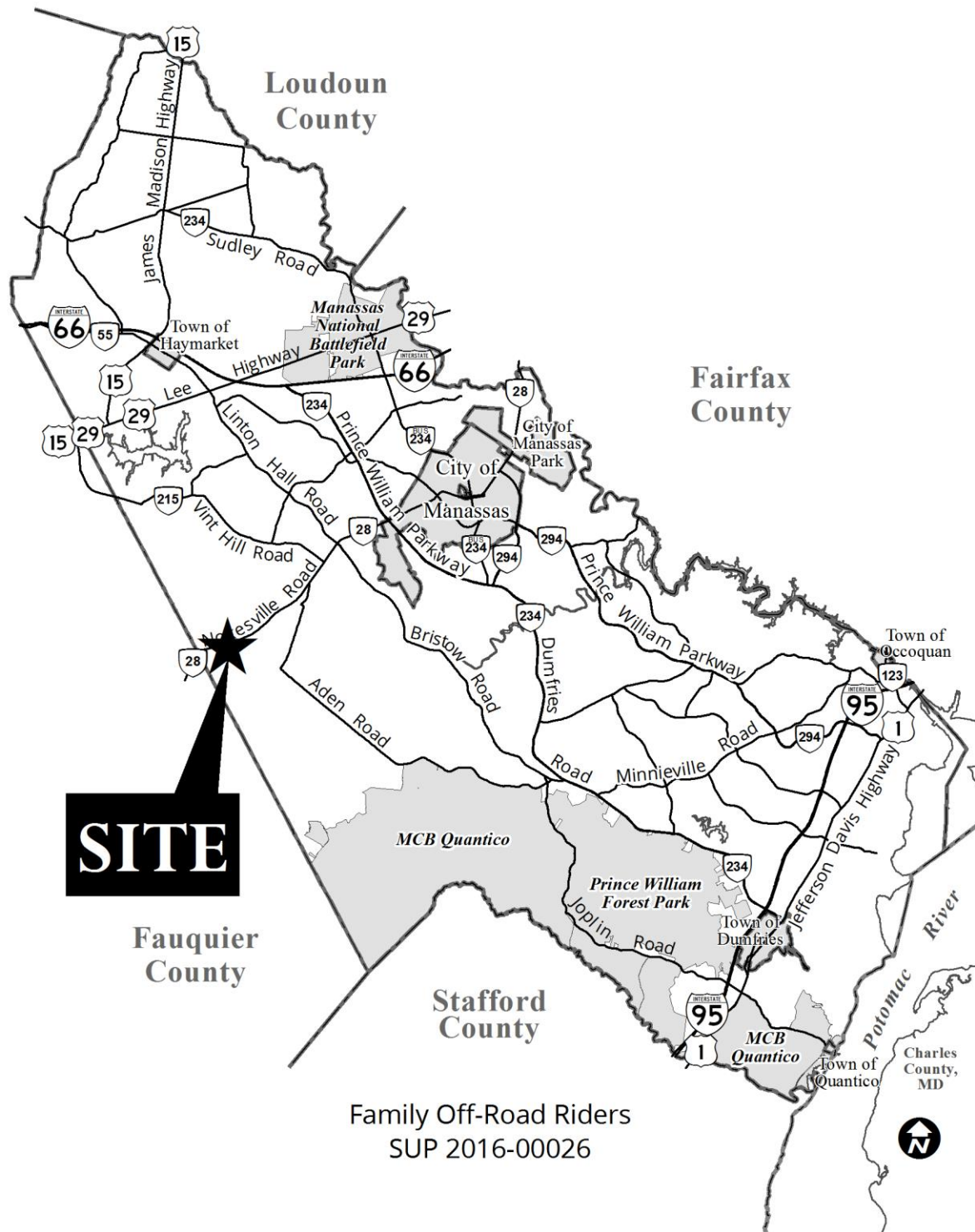
- V. Recommendation is that the Planning Commission accepts Alternative A and recommends approval of Special Use Permit #SUP2016-00026, Family Off-Road Riders, subject to the conditions dated July 10, 2017.

**Staff:** Jennifer Davidson, X5952

**Attachments**

- A. Area Maps
- B. Staff Analysis
- C. Proposed Conditions
- D. Special Use Permit Plan
- E. Environmental Constraints Analysis
- F. Approved Transportation Waivers
- G. Historical Commission Resolutions
- H. Approved BOCS Resolution

# Attachment A – Maps VICINITY MAP



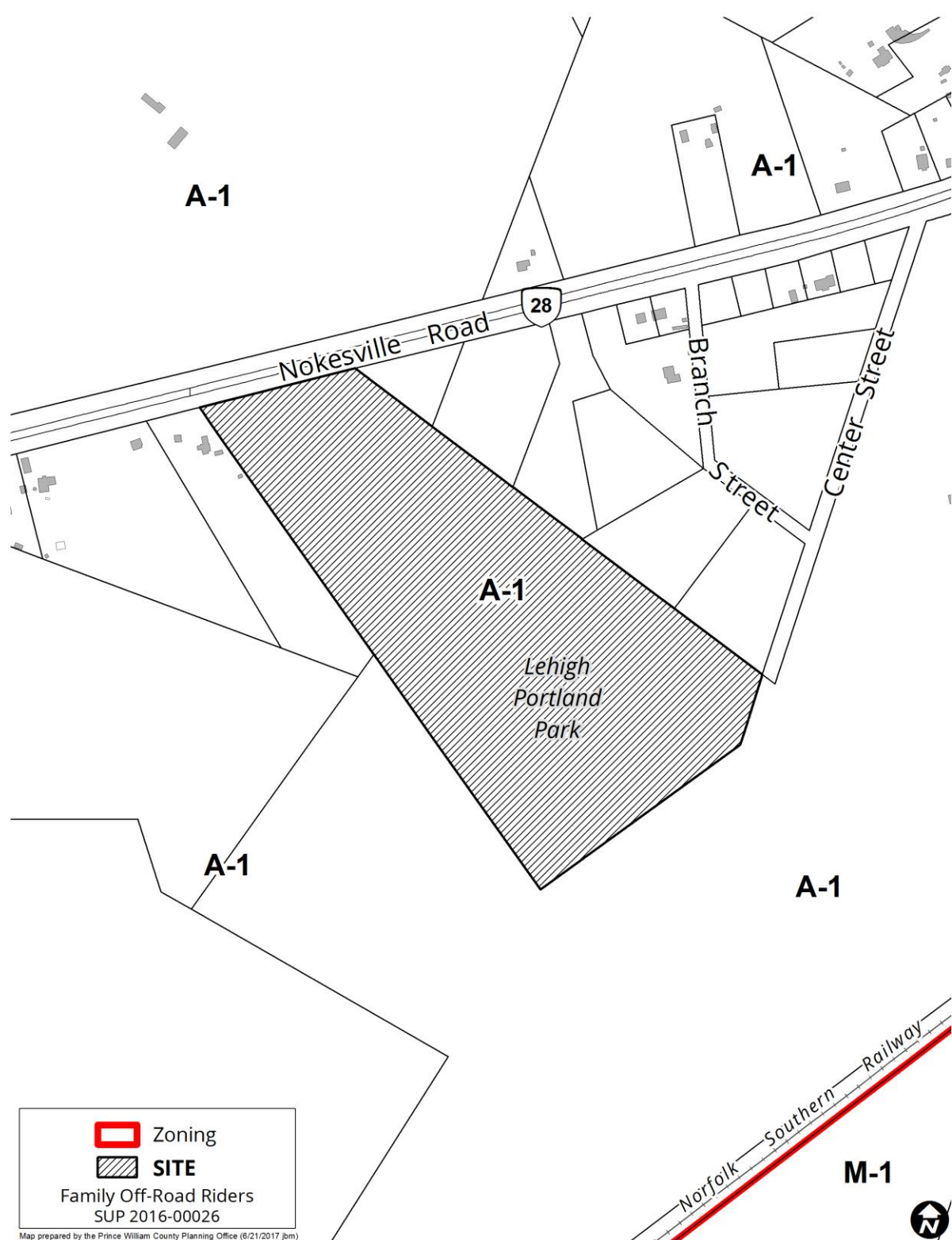


Attachment A – Maps  
AERIAL MAP

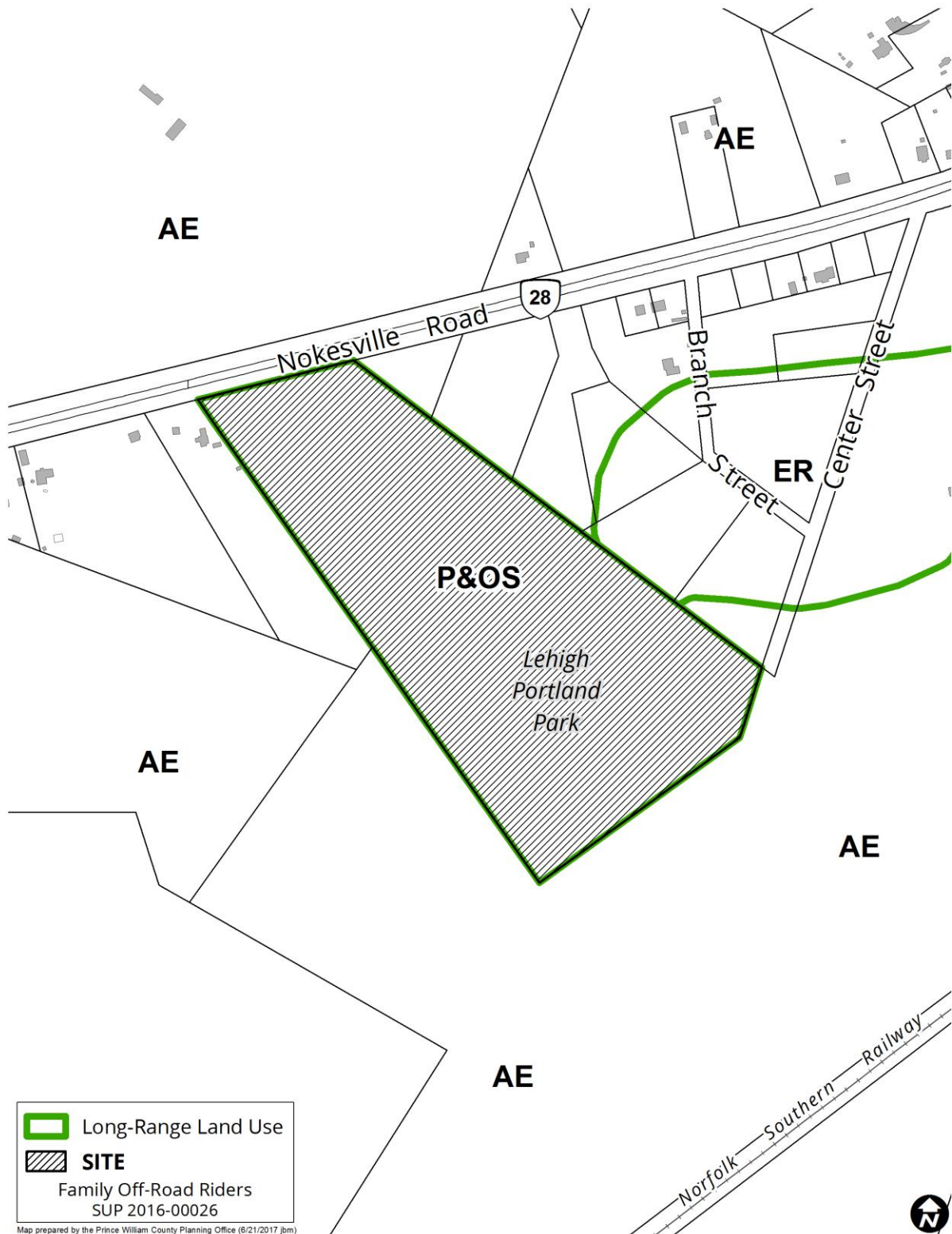




Attachment A – Maps  
EXISTING ZONING MAP



**Attachment A – Maps**  
**LONG-RANGE LAND USE MAP**



<b>Part I. Summary of Comprehensive Plan Consistency</b>
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**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

<b>Part II. Comprehensive Plan Consistency Analysis</b>
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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 $\pm 0.67$ 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
<b>Parks and Open Space (P &amp; OS)</b>	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 request to allow an outdoor commercial recreation facility for an off-road riding course on a ±24.97 acre site. 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 special use permit 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. 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 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 proposed off-road riding course will provide a new and unique recreational facility in the County.
- 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 vehicles permitted onsite each day. 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), 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.

### **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.
- 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 that are 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-long 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.

The Historical Commission reviewed the related special use permit 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 special use permit 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 special use permit 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 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 for the applicant to conduct a wetland delineation study on the property and submit the wetland delineation study results to the Army Corps of Engineers for a jurisdictional wetlands determination review. As part of the second submission, the applicant included 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.
- 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**

- Nokesville Fire Station Capacity – According to FY2016 data from the Fire Marshal's Office, the responding fire and rescue station is currently operating within capacity.
- 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. The following parks and recreation facilities are near the special use permit project area:

<b>Type</b>	<b>Name</b>
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

Given that the above 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 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 for the County to 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

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

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 H for the Approved BOCS Resolution).

### **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 specific 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. This chapter 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 chapter 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 chapter 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. This property is within the Prince William County Service Authority service area. As such, it is required to connect to public water.

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 within the Prince William County Service Authority service area. As such, it is required to connect to public sewer.

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 public park in the future, however in the meantime they are comfortable with leasing the site on a temporary basis until the County has developed a specific plan for the future use and development of the public 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 special use permit 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 public 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 created 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. The existing access will be modified by utilizing a modified porkchop curb detail to restrict vehicles from making left turn movements when entering and exiting the site. 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 F).



- 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 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 F).
- 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 vehicles per day shall be permitted onsite, 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 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:

- None identified.

### **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 F](#).
- 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 F](#).

**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

**Attachment C**  
**Proposed SUP Conditions dated July 10, 2017**

**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: July 10, 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 or the Special Use Permit Plan (the "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 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 one (1) year timeframe as stated above, then this SUP shall be considered to be void.

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.

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**Proposed SUP Conditions dated July 10, 2017**

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, 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; 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. Number of Riders – There shall be no more than 50 people maximum on the site at any given time, and this maximum shall include the Adult Ride Supervisors, which are required to be on the site for each day of operation. 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, that 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.
- d. Maximum Vehicles Permitted Onsite Per Day – There shall be no more than 50 vehicles maximum permitted on the site each day.
- 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 Inc.). Membership to FORPWC is open to the public. Contact information for the Family Off-Road Riders of Prince William



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**Proposed SUP Conditions dated July 10, 2017**

County Inc. 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 small 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 Family Off-Road Riders Club 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 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 through their membership email group and these updates shall occur throughout the day to ensure that maximum capacity is not reached or exceeded. Through the membership email group, the members shall be periodically updated with the amount of parking spaces and members that are currently on the site at that time.
  - ii. In order to have a higher vantage point to supervise the courses, the Adult Ride Supervisors that are acting as spotters shall be posted on one or both of the Observation Mounds on the site in the locations shown on the SUP Plan in order to visually observe all the active riders on the site.

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- iii. 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. Outdoor Speakers – There shall be no outdoor speaker system on the site.
  - k. 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.
  - l. 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 related 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. Signage Regulations – All signage shall comply with the standards set forth in the Zoning Ordinance and Design and Construction Standards Manual (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.

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**Proposed SUP Conditions dated July 10, 2017**

- 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 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 final site plan.
- d. Water Quality Monitoring – Prior to final site plan approval, the applicant shall contribute \$75.00 per acre ( $\pm 24.97$  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.

**Attachment C**  
**Proposed SUP Conditions dated July 10, 2017**

- 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 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.

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**Proposed SUP Conditions dated July 10, 2017**

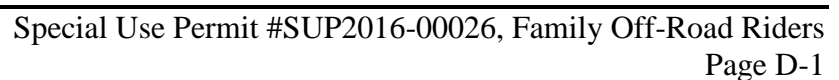
- b. Parking – Parking shall be restricted to the parking lot area specifically shown on the SUP Plan, where a maximum of 50 vehicles per day shall be permitted onsite, and the parking lot entrance shall be secured with a metal gate that shall be locked when the riding course site is closed. DCSM parking 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 Design and Construction Standards Manual and any applicable 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

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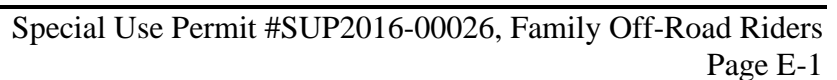
chemical waste on the Property. The Applicant shall assume full responsibility for the costs incurred in the cleanup of such spills.

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.

DRWG: C:\Projects\Family Off-Road Rider of PWC\SUP3-20-17 Layout SUP Plan with serial topo-notations.dwg for revised track layout.dwg - Layout SUP Plan  
 Pls. 09 Jan 2017 - 12:20pm



17962 | CD Preparation by Off-road Riders of PWC/SAI, PG-23-71 abhigh Park SAI Plan with aerial view of 12 in discussion for revised track layout, Aug - 1 August PCA Plan PG, 00 12-1007-12-1 1998





**Attachment F**  
**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 F**  
**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 F**  
**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 F**  
**Approved Transportation Waivers**

**SECTION III – RECOMMENDATION OF TRANSPORTATION**

**RECOMMENDATION:**

☒ **APPROVAL**

☐ **DENIAL**

**PLAN REVIEWER:** Sarbjit Sidhu <sup>SS</sup>


**TRANSPORTATION PLANNING MANAGER:** Elizabeth Scullin <sup>ES</sup>

**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:**  **DATE:** 6/21/17  
*Ricardo Canizales, Director of Transportation*

cc: Development Services

**Attachment G**  
**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:

<b><u>Case Number</u></b>	<b><u>Name</u></b>	<b><u>Recommendation</u></b>
REZ2016-00017	Wellington Associates LLC	No further work
REZ2016-00015	Mia's Meadow - 2 <sup>nd</sup> 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 G**  
**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 G**  
**Historical Commission Resolutions**

**HISTORICAL COMMISSION RESOLUTION**

**MOTION: CUNARD**

**February 14, 2017**

**SECOND: SMITH**

**Regular Meeting**

**Res. No. 17-013**

**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:

<b><u>Case Number</u></b>	<b><u>Name</u></b>	<b><u>Recommendation</u></b>
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 H**  
**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 H**  
**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