



**AFD ADVISORY COMMITTEE AGENDA
THURSDAY, APRIL 21, 2016, 6:00 PM
BOARDROOM, COUNTY ADMINISTRATION BUILDING**

ITEM DESCRIPTION

- **CALL TO ORDER**
- **INVOCATION AND PLEDGE OF ALLEGIANCE**
- **ROLL CALL**
- **APPROVAL OF MINUTES**

MAY 19, 2015

- **ANNUAL ELECTIONS AND REORGANIZATION**
 - A. ELECTION OF OFFICERS**
 - **2016 CHAIR**
 - **2016 VICE CHAIR**
- **NEW BUSINESS**

AFD-001-16, Renewal of Allen's Run AFD: The AFD Advisory Committee will review the status of the Allen's Run AFD to make a recommendation to the Planning Commission and Board of Supervisors as to whether this district should be renewed for a period of ten years. The Allen's Run AFD consist of the following tax map parcels:

21-83, GPIN J10-3835-0745
30-4-1, GPIN H09-3282-1090
30-4-2, GPIN H09-1854-0172
31-1-A, GPIN I10-3936-3490
31-1-B, GPIN I11-0581-3612
31-1-L, GPIN I10-3334-4053
31-1-N, GPIN I11-0377-3993
31-7, GPIN I11-1990-1336
31-1-E, GPIN I10-3559-3189
31-41, GPIN I11-3982-1218
31-42, GPIN I11-3983-0185
31-11, GPIN H10-0025-4973

31-11A, GPIN I10-0620-0482
31-10-3, GPIN I11-0848-2128
31-10-4, GPIN I11-1076-1865
31-10-5, GPIN I11-1162-1526
31-10-6, GPIN I11-1575-1196
31-10-8, GPIN I11-1246-1101
31-10-9, GPIN I11-1102-0958
31-10, GPIN I10-3363-0897
31-62, GPIN H11-0917-4759

AFD-002-16, Addition to Black Creek AFD: Request by Broyhill Foundation, Inc. to add tax map parcel 9-37, GPIN M08-2128-1456 consisting of approximately 977 acres to the Black Creek Agricultural and Forestal District.

AFD-003-16, Addition to Black Creek AFD: Request by William C. Pearson, Jr. to add tax map parcel # 10-47, GPIN # N10-1628-2683 consisting of approximately 170 acres to the Black Creek Agricultural and Forestal District.

AFD 004-16, Addition to Cattail Swamp AFD: Request by John P. Boyle, III to add tax map parcel 1-5, GPIN P06-0913-2609, consisting of approximately 57 acres to the Cattail Swamp Agricultural and Forestal District.

AFD 005-16, Renewal of Cooks Mill AFD: The AFD Advisory Committee will review the status of the Cooks Mill AFD to make a recommendation to the Planning Commission and Board of Supervisors as to whether this district should be renewed for a period of ten years. The Cooks Mill AFD consist of the following tax map parcels:

25-5-6, GPIN K25-0474-0647
25-5-7, GPIN K25-0620-1308
27-1-6, GPIN K28-0611-2490
27-1-9, GPIN K27-2619-1870
25-18A, GPIN K23-3463-3216
25-29, GPIN J23-2469-4115
25-32, GPIN K24-0313-1538
25-33, GPIN J24-1873-4720
14-8A, GPIN M23-2321-1700
14-3, GPIN M24-1701-2373
14-4, GPIN M23-3914-2761
15-3, GPIN M27-1713-1358
26-2, GPIN L26-2597-1429
26-5, GPIN L26-3309-4168
26-6, GPIN L27-2837-5032
26-7, GPIN L27-2124-2886
26-8, GPIN L27-2124-2886
26-10, GPIN K27-1347-4954

14-2, GPIN L24-2149-2699
14-3A, GPIN M24-2938-2219
14-8, GPIN L24-0367-3886
26-1, L25-2732-2319
26-1A, GPIN K26-1817-3977
26-63, GPIN L25-1168-1695
26-64, GPIN L25-0653-0610
25-12, GPIN L23-0986-4077
25-18, GPIN K23-2168-3251
25-19, GPIN K23-0282-3768
25-31, GPIN K23-1684-0821
26-72, GPIN J25-1233-3420
26-73, GPIN J25-2528-3279
14-6, GPIN L23-2140-4062
14-6F, GPIN L23-1018-5313
26-85, GPIN L27-0718-2928
26-86, GPIN J27-0131-2102
26-86A, GPIN J26-3804-1874

AFD 006-16, Addition to Diascund Creek AFD: Request by Edgar R. Walls, II, to add tax map parcels 45-19, GPIN E25-3490-244-, 45-80, GPIN E26-0484-2147, and 45-81, GPIN E26-1692-1890, consisting of approximately 85 acres to the Diascund Creek Agricultural and Forestal District.

AFD 007-16, Addition to Mill Creek AFD: Request by Elizabeth Vranian et al, to add tax map parcels 8-22E, GPIN L31-0450-0271, 28-22H, GPIN K31-0206-4973, 28-22M, GPIN K30-3898-4895, 28B-3-74, GPIN K30-3461-4738, 28B-3-77, GPIN K30-3676-4820, 28B-3-78, GPIN K30-3579-4586, 28B-3-79, GPIN K30-3746-4752, 28B-3-80, GPIN K30-3636-4501, and 28B-3-81, GPIN K30-3816-4677, consisting of approximately 32 acres to the Mill Creek Agricultural and Forestal District.

AFD 008-16, Addition to Pelham Swamp AFD: Request by Criss Cross Properties, LLC to add tax map parcels 22-62, GPIN L15-3449-1861, 22-63, L15-2355-0192, 23-15A, GPIN K18-2953-2992, 23-1-5, GPIN K172966-0223, 23A-1-49, GPIN L15-3812-1423, 23-41A, GPIN K18-0303-1648 and 24-32, GPIN L20-2012-3186 consisting of approximately 659 acres to the Pelham Swamp Agricultural and Forestal District.

AFD 009-16, Addition to Schiminoe Creek AFD: Request by Criss Cross Properties, LLC to add tax map parcels 32-5A, GPIN I14-2461-0841, 32-37, GPIN H15-3001-3503, 32-38, GPIN H15-2333-4832, 32-39, GPIN I15-2144-2290, 32-41, I15-0680-0387, 32-45, GPIN I14-3410-1120, 33-1A, GPIN I16-2258-2878 and 33-8, GPIN H16-1409-4627 consisting of approximately 925 acres to the Schiminoe Creek Agricultural and Forestal District.

AFD 010-16, Addition to Schiminoe Creek AFD: Request by Providence Forge Hunt & Fish Club, to add tax map parcels 41-18, GPIN F15-2957-1748, 41A1-2-4, GPIN E15-2588-4928 and 41A1-2-39, GPIN E15-2778-4877 consisting of approximately 130 acres to the Schiminoe Creek Agricultural and Forestal District.

AFD 011-16, Addition to Wahrani Swamp AFD: Request by Susan O. Harwood, to add tax map parcel 36-37, GPIN I26-0584-2683, consisting of approximately 84 acres to the Wahrani Swamp Agricultural and Forestal District.

AFD 012-16, Addition to York River AFD: Request by William T. & Alice B. Clark to add tax map parcels 48A-1-3, GPIN F34-1001-1970 and 48A-1-5, GPIN F34-0642-1751 consisting of approximately 11.55 acres to the York River Agricultural and Forestal District.

AFD 013-16, Administrative Correction, Addition to Big Swamp AFD: Requested by the Commissioner of Revenue to add tax map parcel 42-12L, GPIN E18-2691-4755, consisting of approximately 16.852 acres to the Big Swamp Agricultural and Forestal District. No notice of a subdivision was given back on August 22, 2007 and this action corrects the records for both the Commissioner of Revenue and the Environmental Division records with consent from the new owners, Denise M. & William B. Caldwell.

- **UNFINISHED BUSINESS**
NONE

- **ADJOURNMENT**



**NEW KENT COUNTY
AGRICULTURAL & FORESTAL DISTRICT ADVISORY
COMMITTEE
MAY 19, 2015, 6:00 PM
COUNTY ADMINISTRATION BLDG. BOARD ROOM
MINUTES**

THE REGULAR MEETING OF THE NEW KENT COUNTY AGRICULTURAL AND FORESTAL DISTRICT ADVISORY COMMITTEE WAS HELD ON THE 19TH DAY OF MAY IN THE YEAR TWO THOUSAND FIFTEEN OF OUR LORD, IN THE HISTORIC COURTHOUSE COURTROOM AT 6:00 PM.

IN RE: CALL TO ORDER

Chairman Charles Moss called the meeting to order at 6:15 pm

IN RE: ROLL CALL

Attendance:

Mr. George A. "Jack" Tate, Jr.	Present	
Mr. Wayne T. Marks	Present	
Mr. Charles Moss	Present	Chairman
Mr. William E. Mountcastle	Present	Vice Chairman
Mr. E. Wayne Davis	Present	
Mr. James Talley	Present	
Mr. Eric Randolph	Absent	
Mr. Thomas Garthwright	Absent	
Mr. W.R. Davis Jr	Absent	Board of Supervisors Representative
Ms. Laura Ecimovic	Present	Commissioner of the Revenue

Also Attending:

Shannon McLaughlin, Deputy Chief Assessor
Matthew Venable, Environmental Planning Manager

Chairman Moss established that there was a quorum.

IN RE: APPROVAL OF MINUTES

A motion was made by Mr. Talley and seconded by Mr. Mountcastle, to approve the minutes of the June 11, 2014 meeting. The motion was unanimously carried.

IN RE: ANNUAL ELECTIONS AND REORGANIZATION

Mr. Mountcastle made a motion to nominate Mr. Moss as the 2015 Chairman of the New Kent County AFD Advisory Committee and Mr. Talley seconded the motion. All present voted to approve and the motion carried.

Mr. Talley made a motion to nominate Mr. Mountcastle as the 2015 Vice Chairman of the New Kent County AFD Advisory Committee and Mr. Moss seconded the motion. All present voted to approve and the motion carried.

IN RE: AFD PROGRAM

Staff explained the process of obtaining all necessary paperwork from applicants and reviewed it for completeness. It was decided to review renewing districts as one combined application for the sake of time.

AFD-001-15, Addition to Cooks Mill AFD by Christopher S. Schultz: 2.5 acres of pasture was non-qualifying per Mr. Mountcastle but the timber was alright. The Commissioner of Revenue would determine the qualified acres if the Committee agreed it was qualified for the AFD Program. Mr. Mountcastle asked if land could be timbered every fifteen years and Mr. Venable said yes it could.

Members agreed it was and Mr. Marks motioned to approve and Mr. Moss seconded the motion. All present voted to approve and the motion carried to give a favorable recommendation to the Planning Commission and the Board of Supervisors.

AFD-002-15, Addition to Cooks Mill AFD by Allen D. Schultz: The members discussed the relation between Allen Schultz and Christopher Schultz but determined they would evaluate the parcel separately since they were not the same owners.

A motion was made by Mr. Talley and seconded by Mr. Mountcastle to forward application **AFD-002-15** to the Planning Commission with a favorable recommendation. The motion passed unanimously.

AFD-003-15, Addition to Mill Creek AFD by Timothy Salavejus:

Staff presented the application and stated the Salavejus intend to create a pasture and raise goats and cows but the report from the Virginia Cooperative Extension office was not in yet and the documentation from the owner was incomplete.

A motion was made by Mr. Mountcastle and seconded by Mr. Tate to forward application **AFD-003-15** to the Planning Commission with an unfavorable recommendation until documentation is received by staff about the pasture. The motion passed unanimously.

AFD 004-15, Addition to Mill Creek AFD by Timothy Salavejus: Regarding a second parcel, again documentation was incomplete on the 10 acres of pasture the owner wished to include and Mr. Venable explained the Planning Commission could overturn the Committee's decide to vote unfavorably now once the Commissioners received the appropriate documentation.

A motion was made by Mr. Mountcastle and seconded by Mr. Tate to forward application **AFD-004-15** to the Planning Commission with an unfavorable recommendation until documentation is received by staff about the pasture. The motion passed unanimously.

AFD 005-15, Addition to Schiminoe Creek AFD by James A. Talley: Mr. Venable and the Committee members discussed how Mr. Talley had been actively farming the parcel for many years and it was clearly evident to all the members how were familiar with his farm. Some discussion about how wetland areas could be timbered but are evaluated at a separate land use tax rate by the Commissioner of Revenue's office and Shannon McLaughlin explained that one additional acre should be added to the timber designation to be properly taxed.

A motion was made by Mr. Mountcastle and seconded by Mr. Wayne Davis, to forward application **AFD-005-15** to the Planning Commission with a favorable recommendation. The motion passed unanimously with the exception of Mr. Talley who abstained since this was his property.

AFD 006-15 and AFD-007-15, Addition to Wahrani Swamp AFD by Kevin Culpepper: Request by Mr. Culpepper, to add tax map parcels 36-4-7 and 36-4-11 had both pasture and timber on both parcels but documentation was not received on the pastures but Laura Ecimovic said she could validate the timber.

Mr. Venable said the parcels were continuous and therefore met the minimum acreage requirements of the program.

A motion was made by Mr. Mountcastle and seconded by Mr. Wayne Davis to forward favorable recommendation for the timber but unfavorable recommendation for the pastures due to lack of documentation. The motion passed unanimously.

AFD 008-15, Addition to Wahrani Swamp AFD by Timothy Salavejus: Mr. Venable explained this parcel was closer to the Wahrani district as opposed to the Mill Creek district. This parcel was all timber and met the minimum acreage for timber.

A motion was made by Mr. Talley and seconded by Mr. Mountcastle to forward this application to the Planning Commission and the Board of Supervisors with a favorable recommendation. The motion passed unanimously.

AFD 009-15, Renewal of Higgins Swamp AFD: Mr. Venable indicated the district was up for recreation effective August 30, 2015 and his staff had notified and received responses from all members of the district regarding their intent to remove or renew their membership for another term. The parcels were 8-29, 8-31, 19-8, 19-31, 19-31F, 19-32A, 19-33, 19-34, 20-27, 20-7C and 20-28.

Mr. Venable, Mr. Talley and Ms. Ecimovic had some discussion about parcel 8-31 and determined no documentation was present from the VEC about the agricultural significance being reported by the owner. They also questioned the minimum acreage requirement not being met for forestal land on parcel 19-31F. This parcel, owned by Mary F. Bryant, also didn't appear to be in continuous ownership.

Mr. Talley made a motion and Mr. Mountcastle seconded to forward a favorable recommendation to the Planning Commission and the Board of Supervisors with the exception of the deficient forestal acres reported on parcel 19-31F and the undocumented agricultural land on parcel 8-31. The motion passed unanimously.

AFD 010-15, Renewal of Pelham Swamp AFD: Mr. Venable indicated the district was up for recreation effective August 30, 2015 and his staff had notified and received responses from all members of the district regarding their intent to remove or renew their membership for another term. The parcels were 22-38, 22-65A, 22-65B, 22-65D, 22-65E, 22-65F, 22-78, 23-5, 23-6, 23-30, 23-40E, 23-40F, 23-41G, 23-69, 23-69A, 23-69B, 23-70, 23-70A and 23-70B.

The Commissioner of Revenue's staff indicated some of the Criss Cross properties did not show up in their records and would have to be documented prior to receiving consideration for land use tax evaluation. These parcels were: 22-66, 22-66A and 23-41. Mr. Venable agreed that it was possible they did not properly notify these parcel owners but the Advisory Committee could vote on renewing the district and note an exception of these three parcels until his staff could research it further.

A motion was made by Mr. Talley and seconded by Mr. Mountcastle to forward a favorable recommendation to the governing bodies to approval the recreation of the district with exception to the three parcels in question which were noted by the recording secretary as 22-66, 22-66A and 23-41.

AFD 011-15, Renewal of Putney Creek AFD: Mr. Venable reviewed the information from his staff report and indicated this district was up for renewal effective August 30, 2015. The parcels were noted in his staff report and the individual applications were reviewed.

A typographical error was noted on page two of the staff report and correction was noted by the recording secretary to change parcel 2-4B, GPIN #P07-3234-1463 to correctly read as true parcel number 2-46B which accurately matched the GPIN number. It was also noted that parcel number 2-50, GPIN #P07-0149-3563 should be corrected to read parcel number 2-50C.

Shannon McLaughlin told the Advisory Committee that the forestal acreage on parcel 2-37 would not qualify and the forestall acreage on parcel 2-31 would not qualify because the ownership was in different names within the Thockmorton family. She also pointed out that parcel 2-4D would not qualify for forestal land use tax reduction since one acre was designated as homestead with a house on the site. The County Attorney said he would look into this to see if it would be allowed to meet the State minimum in this case. In any case, the qualifications would be performed in the Commissioner of Revenues' office and Mr. Venable reminded the Advisory Committee they were just charged with deciding the renewal of the district based on its own chartered evaluation criteria.

A motion was made by Mr. Talley and seconded by Ms. Ecimovic to forward application **AFD 011-15**, to the Planning Commission with a favorable recommendation with the exception of parcel 2-4D which did not qualify. The motion passed unanimously.

IN RE: ADVISORY MEMBER REPORTS

Mr. Wayne Davis mentioned how much he liked the staff presentation this year and thanked them.

Mr. Moss and Mr. Venable had discussions on the length of time it took to receive outside agency reports from both the Forestry Division and the Soil & Water Conservation District. Mr. Mountcastle noted that the Forestry reports had inadequate identifying information but the division was understaffed.

Mr. Venable said he would check the information Shannon McLaughlin had provided this evening before submitting his presentation to the Planning Commission. He concluded the next meeting would be around the same time next year and would consider renewing the Cooks Mill and Allen's Run AFD Districts which expire in August of 2016. He thanked everyone for their participation.

IN RE: ADJOURNMENT

A motion was made by Mr. Wayne Davis to adjourn and the motion was seconded by Mr. Talley. All agreed and the meeting was adjourned at 7:39 pm.

Respectfully submitted by:

Sheri L. Wood

Sheri L. Wood, Recording Secretary

2016 AFD Advisory Committee Officers

ELECTION OF CHAIR OF AFD ADVISORY COMMITTEE

I move to nominate _____ as the 2016 Chair of the New Kent County AFD Advisory Committee. (2015 C. Moss)

I move to close nominations for the 201 Chair of the New Kent County AFD Advisory Committee.

I move to elect _____ as the 2016 Chair of the New Kent County AFD Advisory Committee by acclimation.

ELECTION OF VICE-CHAIR OF THE AFD ADVISORY COMMITTEE

I move to nominate _____ as the 2016 Vice-Chair of the New Kent County AFD Advisory Committee. (2015 W. Mountcastle)

I move to close nominations for the 2015 Vice-Chair of the New Kent County AFD Advisory Committee.

I move to elect _____ as the 2015 Vice-Chair of the New Kent County AFD Advisory Committee by acclimation.