

## **MINUTES**

The February Board of Directors' meeting of the Western Virginia Regional Industrial Facility Authority (WVRIFA) was held on Friday, February 21, 2020 at 10:30 a.m. at the Roanoke Valley-Alleghany Regional Commission office (Top Floor Conference Room), 313 Luck Avenue, SW, Roanoke, VA.

**1. CALL MEETING TO ORDER**

Chair Larrowe called the WVRIFA Board of Directors' Meeting to order at 10:30 a.m.

**2. ROLL CALL**

Chair Larrowe asked Virginia Mullen to call the roll of the WVRIFA Board. Ms. Mullen reported that a quorum was present.

Board Members Present: Gary Larrowe, Botetourt County; Michael Burnette, Franklin County; Bob Cowell, City of Roanoke; Rebecca Owens, Roanoke County; and Melinda Payne, City of Salem.

Staff Present: John Hull, WVRIFA Director; Sam Darby, WVRIFA Counsel; Sherry Dean and Virginia Mullen, WVRIFA Administrative Staff.

**3. APPROVAL OF THE CONSENT AGENDA ITEMS**

The following consent agenda items were distributed earlier: (A) December 20, 2019 WVRIFA Board Minutes and (B) Financial Reports Ending December 31, 2019.

Motion: by Bob Cowell to approve items A&B under the Consent Agenda, as distributed. Motion was seconded by Melinda Payne.

WVRIFA Board Action: Motion carried unanimously.

**4. PUBLIC COMMENT PERIOD**

There were no comments.

**5. FY20 WOOD HAVEN BUDGET REVISION; FY21 WOOD HAVEN BUDGET; FY21 BOND INTEREST BUDGET & FY21 OPERATING BUDGET**

**ADMINISTERED BY:**

Roanoke Valley-Alleghany Regional Commission  
313 Luck Avenue, SW, Roanoke, VA 24016  
[info@wvrifa.org](mailto:info@wvrifa.org) / [www.wvrifa.org](http://www.wvrifa.org)

Sherry Dean reported that the WVRIFA Participation Committee had recommended to the WVRIFA Board the approval of the FY20 Wood Haven Budget Revision, FY21 Wood Haven Budget and FY21 Bond Interest Budget. Ms. Dean added that FY21 Operating Budget was also distributed with the agenda packet.

**Motion:** by Michael Burnette to approve the FY20 Wood Haven Budget Revision; FY21 Wood Haven Budget; FY21 Bond Interest Budget and FY21 Operating Budget, as distributed. The Motion was seconded by Melinda Payne.

**WVRIFA Board Action:** Motion carried unanimously.

6. **DRAFT REZONING APPLICATION – FORMER BOWER PARCEL**

John Hull reported that the 2.02 acre Bower parcel that was acquired needs to be rezoned so it can be incorporated into the development plan. As discussed previously the Bower parcel provides benefits to the development such as preservation of good length of wetland and natural buffer.

Sean Horne noted that only the People's and Bower properties were being amended, not the entire master plan. The presentation Mr. Horne and Mr. Hull presented is attached to the Minutes.

**Motion:** by Bob Cowell to file the rezoning application. Motion was seconded by Rebecca Owens.

**WVRIFA Board Action:** Motion carried unanimously.

7. **PROJECT UPDATE – WATER/SEWER EXTENSION**

John Hull reported that E. C. Pace had indicated that the project should be completed in two to three weeks, depending on weather. The off-site utility work has been completed. Most of the sewer work is also complete. The Wood Haven Technology Park Innovation Drive Construction Project had been advertised and is open for bids.

8. **AUDIT RFQ RECOMMENDATION**

Sherry Dean reported that an audit RFQ Committee was appointed at the December 2019 WVRIFA meeting (consisting of Dan O'Donnell, James Taliaferro and Beth Doughty). The purpose of the committee was to review quotes received to perform auditing services for WVRIFA for the fiscal year ending June 30, 2020 with an option for a four-year extension. It was reported that two quotes were received. Based on best price and most experience, the Audit Committee recommended the firm Robinson, Farmer, Cox Associates for FY20 audit with a four-year extension option.

**ADMINISTERED BY:**

Roanoke Valley-Alleghany Regional Commission  
313 Luck Avenue, SW, Roanoke, VA 24016  
[info@wvrifa.org](mailto:info@wvrifa.org) / [www.wvrifa.org](http://www.wvrifa.org)

**WVRIFA Board Action:** The WVRIFA Board unanimously accepted the Audit RFQ Committee's recommendation to retain the firm of Robinson, Farmer, Cox Associates for auditing services for the WVRIFA for FY20 with a four-year extension option. Additionally, the WVRIFA Board authorized John Hull, WVRIFA Director, to sign the contract.


9. **OPPORTUNITY ZONE LEGISLATION UPDATE**

John Hull stated that Ron Wyden, senator from Oregon, introduced to the U.S. Senate in November 2019 legislation to reform the opportunity zone program. The tract that Wood Haven Park is in is an opportunity zone and this legislation could directly impact the property along with forty-nine more tracts in Virginia including the tract containing downtown Roanoke. In November 2019, the WVRIFA had alerted county and city staff, sent letters of comment to the Virginia senators/congressmen. Responses were received from Congressman Ben Cline and Senator Tim Kaine and were distributed with the agenda packet.

10. **OTHER BUSINESS**

No other business was discussed.

The WVRIFA Board of Directors' meeting adjourned at 10:43 a.m.

  
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Barry W. Thompson, Secretary  
WVRIFA Board of Directors

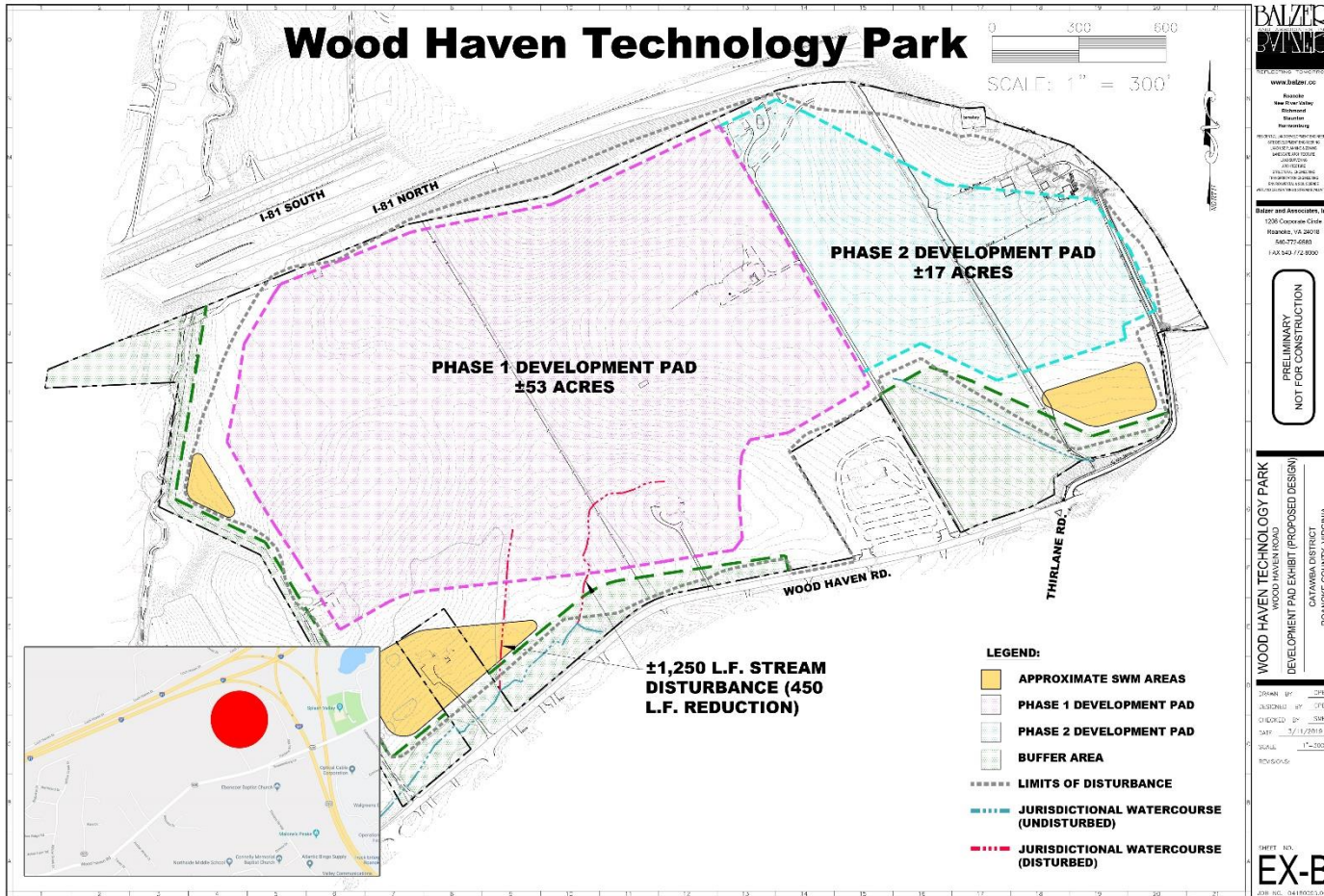
  
\_\_\_\_\_  
Attest

ADMINISTERED BY:  
Roanoke Valley-Alleghany Regional Commission  
313 Luck Avenue, SW, Roanoke, VA 24016  
[info@wvrifa.org](mailto:info@wvrifa.org) / [www.wvrifa.org](http://www.wvrifa.org)



**WESTERN VIRGINIA**  
REGIONAL INDUSTRIAL FACILITY AUTHORITY

**Wood Haven Technology Park**  
**Project Update 2.21.2020**



# Rezoning Bower Parcel

**STANDARDS:**

**LIGHTS:** WHEN ADJOINING PROPERTY IS ZONED RESIDENTIAL, THE MAXIMUM BUILDING HEIGHT SHALL BE FORTY-FIVE (45) FEET, INCLUDING ROOFTOP MECHANICAL EQUIPMENT. THE MAXIMUM HEIGHT MAY BE INCREASED, PROVIDED EACH REQUIRED YARD ADJOINING A RESIDENTIAL DISTRICT IS INCREASED TWO (2) FEET FOR EACH FOOT IN HEIGHT OVER FORTY FIVE (45) FEET. THIS DISTANCE SHALL BE MEASURED FROM THE PORTION OF THE STRUCTURE WHICH EXCEEDS FORTY FIVE (45) FEET IN ALL OTHER DIRECTIONS. THE HEIGHT IS UNLIMITED SUBJECT, HOWEVER, TO THE APPROVAL OF THE DEVELOPMENT'S PARTICIPATION COMMITTEE.

**LIGHTING:** ALL LIGHTING IN THE DEVELOPMENT SHALL BE SHIELDED AND DIRECTED DOWNWARD TO CONTROL EXCESSIVE LIGHT OR GLEAM. WHILE DEVELOPMENT IS LOCATED ADJACENT TO BUTLERS DAM (RIGHT) SKY SKY LIGHTING USING FULL CUTOFF LIGHTING. OUTLINES IS UNDESIRABLE SO THAT THERE IS NO DIRECT LIGHT UPWARD AND NO GLEAM. THE INTENSITY AT STREETS EXTERNAL TO THE DEVELOPMENT OR ANY ADJOINING RESIDENTIAL PROPERTIES SHALL NOT EXCEED 0.5 FOOT CANDLES.

**LIGHTING OF PARKING LOTS, LOADING/UNLOADING AREAS AND ACCESS WAYS SHALL BE NO GREATER THAN 25 FEET IN HEIGHT, AND KEPT TO A MINIMUM NECESSARY FOR DIRECTION AND SAFETY DURING OPERATING HOURS. WALKWAYS AND BUILDING ENTRANCES ARE ENCOURAGED TO HAVE GROUND LEVEL LIGHTING OR "PEDESTRIAN SCALE LIGHTING NOT EXCEEDING 15 FEET IN HEIGHT."**

**SIGNAGE:** FOR EACH PERMITTED BUSINESS IN THE DEVELOPMENT, BUILDING MOUNTED SIGNS SHALL BE ALLOWED BUT SHALL BE LIMITED TO 1 SQUARE FOOT OF SIGNAGE AREA FOR EACH LINEAR FOOT OF BUILDING FACADE. NOT TO EXCEED 500 SQUARE FEET PER BUILDING FACE. SIGNAGE MAY BE PLACED ON ANY ONE OR MORE OF THE BUILDING FACADES AND NEED NOT BE PROPORTIONATELY ALLOCATED. NOTWITHSTANDING THE ABOVE LIMITATION, EACH PERMITTED BUSINESS SHALL BE ENTITLED TO MINIMUM BUILDING MOUNTED SIGNAGE OF 500 SQUARE FEET. IN ADDITION, EACH PERMITTED BUSINESS MAY INSTALL ONE FREESTANDING SIGN, WHICH SHALL BE MONUMENT STYLE WITH A MAXIMUM OF 15 FEET, AND A MAXIMUM WIDTH OF 10 FEET. ALL SIGNS SHALL BE DESIGNED TO COORDINATE WITH THE BUILDING IN COLOR AND MATERIALS, AND SHALL BE LOCATED ON THE SITE PLAN SUBMITTED TO THE DEVELOPMENT'S PARTICIPATION COMMITTEE FOR APPROVAL. IN ADDITION, A MONUMENT-STYLE IDENTIFICATION SIGN FOR THE DEVELOPMENT LOCATED AT OR NEAR THE PRINCIPLE ENTRANCE, WHICH SIGN MAY LIST ALL OF THE BUSINESSES WITHIN THE DEVELOPMENT, AS WELL AS DIRECTIONAL SIGNAGE WITHIN THE DEVELOPMENT SHALL BE PERMITTED. TEMPORARY SIGNS SHALL ALSO BE ALLOWED IN ACCORDANCE WITH THE PROVISIONS OF THE ROANOKE COUNTY ZONING ORDINANCE.

**MINIMUM FRONT SETBACKS:** ALL STRUCTURES, EXCEPT FOR SIGNAGE AND STRUCTURES REQUIRED FOR UTILITY AND ROADWAY INFRASTRUCTURE, PROPOSED TO FRONT ON A PUBLIC STREET EXTERNAL TO THE DEVELOPMENT SHALL BE LOCATED A MINIMUM OF: (1) THIRTY (30) FEET FROM THE EXISTING PUBLIC RIGHT-OF-WAY; OR (2) THE DISTANCE FROM SAID PUBLIC RIGHT-OF-WAY TO THE DEPTH OF THE BUFFER AREA DEPICTED ON THE MASTER PLAN, WHICHEVER DISTANCE IS GREATER.

**LOT COVERAGE:** MAXIMUM LOT COVERAGE SHALL NOT EXCEED SEVENTY-FIVE (75%) PERCENT.

**SUBDIVISION:** SHOULD THE PARCELS WHICH COMPOSE THE PROPERTY BE COMBINED OR SUBDIVIDED, THE STANDARDS SHALL APPLY TO EACH SUBDIVIDED OR RECOMBINED PARCELS, AS APPLICABLE.

**BUFFER AREAS:** EXCEPT AS REQUIRED FOR GRADING, LANDSCAPING, STORMWATER MANAGEMENT, STORMWATER MANAGEMENT ACCESS, INFRASTRUCTURE AND UTILITY INSTALLATION, THE BUFFER AREAS SHOWN ON THIS MASTER PLAN WILL REMAIN UNDISTURBED. WHEN SITE GRADING IS COMPLETED IN ACCORDANCE WITH A GRADING PLAN APPROVED BY ROANOKE COUNTY, THE BUFFER AREAS SHOWN ON THIS MASTER PLAN SHALL BE LANDSCAPED AS FOLLOWS:

**A. FOR THE BUFFER AREAS ADJACENT TO WOOD HAVEN ROAD:** WITHIN THE FIRST 100 FEET OF THE BUFFER WIDTH MEASURED FROM THE NORTH RIGHT-OF-WAY LINE OF WOOD HAVEN ROAD (OR FOR THE PORTION OF THE BUFFER AREA IF LESS THAN 100' IN WIDTH FROM THE NORTH RIGHT-OF-WAY LINE OF WOOD HAVEN ROAD), THERE SHALL BE INSTALLED ONE ROW OF LARGE DECIDUOUS TREES, ONE ROW OF LARGE EVERGREEN TREES, ONE ROW OF SMALL EVERGREEN TREES, AND ONE ROW OF SMALL DECIDUOUS TREES FOR EACH ONE HUNDRED FOOT OF BUFFER WIDTH. (EXAMPLE: FOR EACH 100-FOOT OF BUFFER LENGTH WITHIN A 100-FOOT WIDE BUFFER, APPROXIMATELY 3 LARGE DECIDUOUS TREES, 5 LARGE EVERGREEN TREES, 10 SMALL EVERGREEN TREES, AND 7 SMALL DECIDUOUS TREES WILL BE REQUIRED). IN ADDITION, AT LEAST ONE ROW OF LARGE, MIXED EVERGREEN TREES SHALL ALSO BE INSTALLED WITHIN THE BUFFER AREA. BEYOND THE 100-FOOT WIDE PLANTED BUFFER AREA FRONTING WOOD HAVEN ROAD WHERE THERE IS SUITABLE AREA, EXISTING MATURE TREES WITHIN THE BUFFER AREA UNDISTURBED BY GRADING, INFRASTRUCTURE OR UTILITY INSTALLATIONS MAY BE CONSIDERED A SUBSTITUTE FOR THE REQUIRED LANDSCAPING AND

**B. FOR THE BUFFER AREAS ALONG THE WESTERN PROPERTY BOUNDARY:** ANY VEGETATION WHICH IS DISTURBED BY THE SITE GRADING WILL BE REPLACED BY A ROW OF LARGE, MIXED EVERGREEN TREES (INCLUDING BUT NOT LIMITED TO FAST-GROWING VARIETIES SUCH AS LLAUND CYPRESS). EXISTING MATURE TREES UNDISTURBED BY SITE GRADING WITHIN THE BUFFER AREA MAY BE CONSIDERED A SUBSTITUTE FOR THE REQUIRED LANDSCAPING.

AREAS DESIGNATED AS WATERS OF THE U.S. (AKA, WETLANDS AND STREAMS) WHICH ARE NOT IMPACTED BY GRADING, INFRASTRUCTURE OR UTILITY INSTALLATIONS WILL NOT BE LANDSCAPED AS SET FORTH IN A OR B ABOVE, BUT WILL REMAIN UNDISTURBED A MINIMUM OF 25 FEET OUTSIDE THE DESIGNATED BOUNDARY OF THE WETLAND AND/OR STREAM. THIS IS INTENDED TO MAINTAIN THE CHANNEL PORTION AREA BETWEEN THE FIRST 32' (11' D) WOOD HAVEN ROAD ALONG THE SOUTH-WESTERN BOUNDARY OF THE PROPERTY AND THE EAST OF THE BUFFER AREA AFFECTING THAT SECTION IN ITS NATURAL STATE AND EXCLUDE WITHIN THAT SECTION, THE INSTALLATION OF THE LANDSCAPING DESCRIBED IN A ABOVE. FOR TAX MAP PARCEL NUMBER 0376-01-30-02-0000, WHICH CURRENTLY DOES NOT HAVE SIGNIFICANT EXISTING VEGETATION ALONG WOOD HAVEN ROAD, THE FOLLOWING LANDSCAPING SHALL BE INSTALLED AFTER SITE GRADING AND STORMWATER FACILITY INSTALLATION IS COMPLETE: BETWEEN WOOD HAVEN ROAD AND THE 10% OF THE SLOPE CREATING THE STORMWATER FACILITY, AND EXCLUDING THE 25 FOOT BUFFER AREA DESCRIBED ABOVE, FOR EACH 100-FOOT OF BUFFER LENGTH WITHIN A 100 FOOT WIDE BUFFER, APPROXIMATELY 3 LARGE DECIDUOUS TREES, 3 LARGE EVERGREEN TREES, 5 SMALL EVERGREEN TREES, AND 3 SMALL DECIDUOUS TREES WILL BE REQUIRED. FOR THOSE PORTIONS OF SAID TAX MAP PARCEL WHICH WILL BECOME PART OF A STORM WATER MANAGEMENT FACILITY, THE ONLY VEGETATION INSTALLED WITHIN THE FACILITY AND ITS SLOPES SHALL BE THOSE SPECIES PERMITTED BY ROANOKE COUNTY IN SUCH FACILITY.

AND THE SPACING OF TREES SHALL BE AS SET FORTH IN SECTION 30-93-5 OF THE ROANOKE COUNTY ZONING ORDINANCE.

**SCHEDULE:**

- DEVELOPMENT BOUNDARY (14,381 ACRES)
- DEVELOPMENT AREA (837 ACRES)
- APPROXIMATE BERM LOCATION
- BUFFER AREA
- DEVELOPMENT AREA TO REMAIN UNCHANGED AND WILL BE DEVELOPED PER ORD. #072418-7

**BALZER & ASSOCIATES**  
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**PRELIMINARY**

**WOOD HAVEN TECHNOLOGY PARK  
MASTER PLAN AMENDMENT - OVERALL SITE**

SCALE: 1" = 150'  
DATE: 08/20/2018  
DRAWN BY: J. HARRIS  
CHECKED BY: J. HARRIS  
DATE: 08/20/2018

DEVELOPMENT AREA  
TO REMAIN UNCHANGED  
AND WILL BE DEVELOPED PER  
ORDINANCE #072418-7

AMENDED  
DEVELOPMENT  
AREA

EXISTING  
PUBLIC ROAD

APPROXIMATE  
BERM LOCATION

POSSIBLE SWM  
ACCESS LOCATION



**APPLICANT:** WESTERN VIRGINIA REGIONAL INDUSTRIAL FACILITY AUTHORITY (WVRIFA)  
1111 HARRISON PLAZA, SUITE 100  
ROANOKE, VIRGINIA 24011

**PERMITTED USES:**

- USES:** THE PROPERTY MAY ONLY BE USED FOR THE FOLLOWING LAND USES:
- A. ENTERPRISES EXCEPT AS PROVIDED IN THIS ORDINANCE, INCLUDING MANUFACTURING, ASSEMBLY, PACKAGING, TREATMENT OR FABRICATION OF MATERIALS AND PRODUCTS, FROM PROCESSED OR PREVIOUSLY MANUFACTURED MATERIALS, INCLUDING WOOD ASSEMBLY OF ELECTRICAL APPLIANCES, ROTATING AND PUMPING PLANTS, AND THE MANUFACTURING OF PAINT, OILS, PHARMACEUTICALS, COSMETICS, SOLVENTS, AND OTHER CHEMICAL PRODUCTS, EXCEPT AS PROVIDED IN THIS ORDINANCE.
  - B. ENTERPRISES IN WHICH LARGE, DURABLE GOODS ARE PRODUCED INCLUDING AUTOMOBILES, MANUFACTURED HOMES, OR OTHER MOTOR VEHICLES. THESE USES ARE CURRENTLY CLASSIFIED AS "INDUSTRY, TYPE II" IN THE ROANOKE COUNTY ZONING ORDINANCE.
  - C. ESTABLISHMENTS PRIMARILY ENGAGED IN THE ON-SITE PRODUCTION OF GOODS BY HAND MANUFACTURING WITHIN ENCLOSED STRUCTURES, INVOLVING THE USE OF HAND TOOLS, OR THE USE OF MECHANICAL EQUIPMENT COMMONLY ASSOCIATED WITH RESIDENTIAL OR COMMERCIAL USES, ON A SINGLE KEN. THESE USES ARE CURRENTLY CLASSIFIED AS "CUSTOM MANUFACTURING" IN THE ROANOKE COUNTY ZONING ORDINANCE.
  - D. USE OF A SITE FOR BUSINESS, PROFESSIONAL, OR ADMINISTRATIVE OFFICES, EXCLUDING MEDICAL OFFICES, TYPICAL USES INCLUDE REAL ESTATE, INSURANCE, MANAGEMENT, TRAVEL, OR OTHER BUSINESS OFFICES; ORGANIZATION AND ASSOCIATION OFFICES; OR LAW, ARCHITECTURAL, ENGINEERING, ACCOUNTING, OR OTHER PROFESSIONAL OFFICES. THESE USES ARE CURRENTLY CLASSIFIED AS "GENERAL OFFICE" IN THE ROANOKE COUNTY ZONING ORDINANCE.
  - E. LABORATORIES AND ESTABLISHMENTS PRIMARILY ENGAGED IN PERFORMING RESEARCH OR TESTING ACTIVITIES NOT TECHNOLOGICAL MATTERS. TYPICAL USES INCLUDE ENGINEERING AND ENVIRONMENTAL LABORATORIES, MEDICAL, OPTICAL, DENTAL AND FORENSIC LABORATORIES, X-RAY SERVICES, AND PHARMACEUTICAL LABORATORIES ONLY INVOLVED IN RESEARCH AND DEVELOPMENT.
  - F. UTILITY SERVICES, MAJOR.
  - G. UTILITY SERVICES, MINOR.
  - H. PUBLIC PARKS AND RECREATIONAL AREAS.
  - I. ACCESSORY USES ASSOCIATED WITH A PERMITTED USE IN ACCORDANCE WITH ANY ESTABLISHED ROANOKE COUNTY STANDARDS.

**NOTES:**

1. THE SITE WILL BE GRADED IN SUCH A MANNER AS TO BALANCE CUT AND FILL TO THE EXTENT PRACTICABLE.
2. PRINCIPAL ENTRANCE LOCATION SHALL BE DEVELOPED AND LANDSCAPED IN ACCORDANCE WITH ROANOKE COUNTY ZONING ORDINANCE SECTION 30-93-6(A)(1).
3. THE BERM AS LOCATED ON THE MASTER PLAN IS APPROXIMATE AND IS INTENDED TO PROVIDE ADDITIONAL BUFFERING TO PROTECTLY ADJACENT WOOD HAVEN ROAD. THE HEIGHT OF THE BERM WILL VARY AND WILL BE LOCATED AT THE EDGE OF THE DEVELOPMENT AND.
4. THE PROPERTY WILL BE DEVELOPED AS A SINGLE OR MULTIPLE SITES.
5. THIS PLAN AMENDMENT APPLIES ONLY TO TAX PARCELS #026.17-01-03.00-0000 & #037.05-01-30.00-0000.

DATE: 08/20/2018

Buffer Areas: Except as required for grading, landscaping, stormwater management, stormwater management access, infrastructure and utility installation, the buffer areas shown on this master plan will remain undisturbed. When site grading is completed in accordance with a grading plan approved by Roanoke County, the buffer areas shown on this master plan shall be landscaped as follows:

## Rezoning Bower Parcel

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For tax map parcel number 037.05-01-30.00-0000, which currently does not have significant existing vegetation along Wood Haven Road, the following landscaping shall be installed after site grading and stormwater facility installation is complete: between Wood Haven Road and the toe of the slope creating the stormwater facility, and excluding the 25 foot riparian buffer described above: for each 100-foot of buffer length within a 100-foot wide buffer, approximately 3 large deciduous trees, 3 large evergreen trees, 5 small evergreen trees, and 3 small deciduous trees will be required. For those portions of said tax map parcel which will become part of a storm water management facility, the only vegetation installed within the facility and its slopes shall be those grasses permitted by Roanoke County in such facility.

## **Rezoning Bower Parcel**

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# Rezoning Bower Parcel

## Time Line

February – WVRIFA Board Consideration of Application

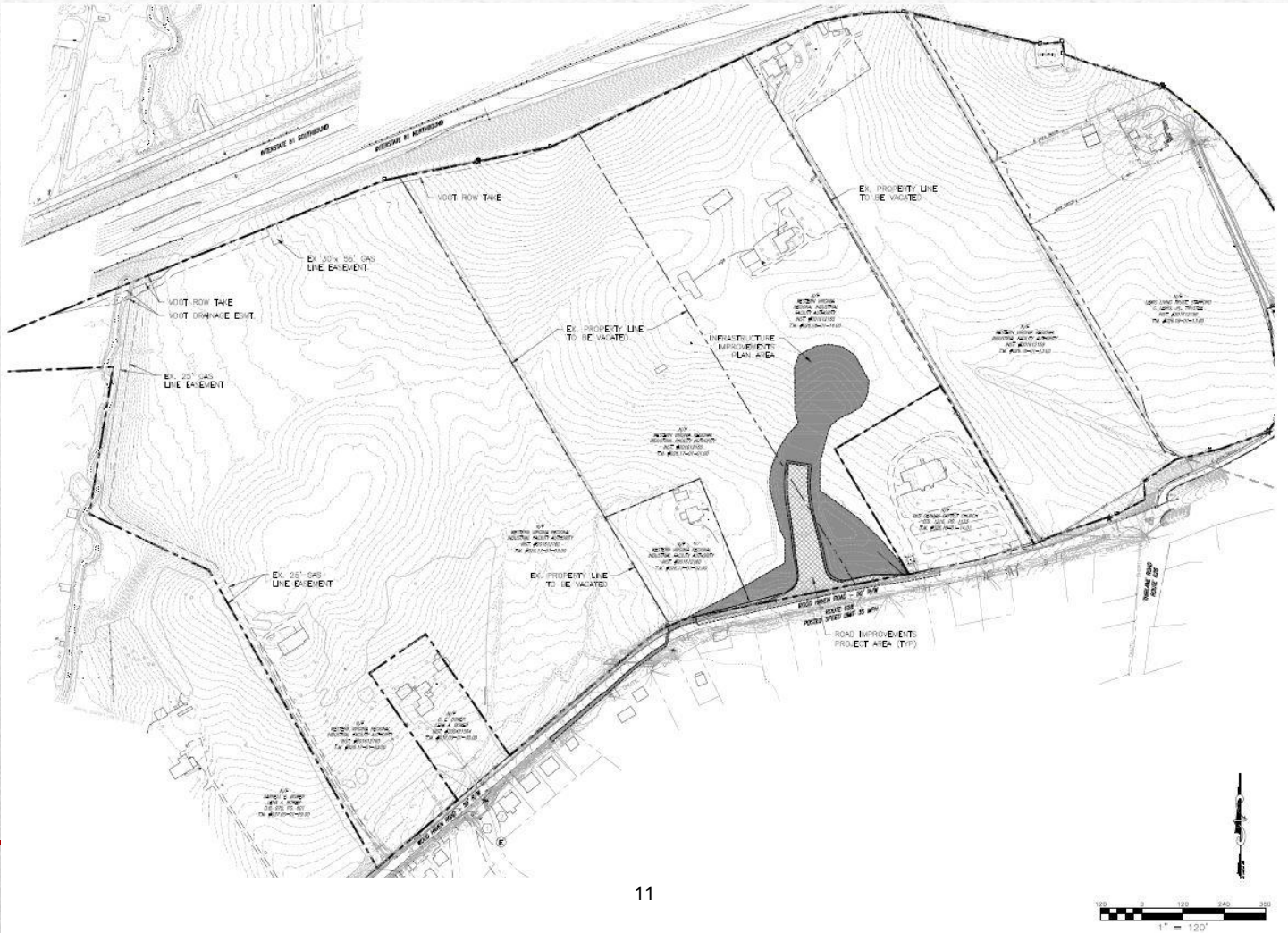
March – File Application

April – Community Meeting

May – Public Hearing, Planning Commission, and BOS



# Innovation Drive/Wood Haven Road Turn Lanes, Paving, & Construction





# **Opportunity Zone Legislation**

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An aerial photograph of a city in Western Virginia, showing a dense urban area with various buildings, roads, and green spaces. The city is nestled in a valley, with rolling mountains visible in the background under a blue sky with scattered white clouds. In the foreground, there are some bare, brown branches. A white rounded rectangular box with a green and orange horizontal bar is overlaid on the left side of the image, containing the text 'WESTERN VIRGINIA REGIONAL INDUSTRIAL FACILITY AUTHORITY'.

**WESTERN VIRGINIA**  
REGIONAL INDUSTRIAL FACILITY AUTHORITY