

Minutes
Board of Supervisors
Regular Meeting
May 18, 2026

Members Present: Clifton Thomas, Chairman At-Large
Jeremy Baldwin, District 1
Allen Louderback, District 2, first Vice Chair
Ryan Cubbage, District 3, second Vice Chair
Susan Kile, District 4
Jeff Vaughan, District 5

Staff Present: Amity Moler, County Administrator
Regina Harner, Assistant County Administrator
Tracy Clatterbuck, Zoning Administrator I
Tyler Olsen, Finance Director
Rebecca Armstrong, Communications & Marketing Coord.
Nina Fox, Economic Development & Tourism Director
Cassie Richards, Acting Zoning Administrator II
Kimberly Donohoe, Executive Assistant
Michael Helm, County Attorney

Call to Order:

Chairman Thomas called to order the regular meeting of the Page County Board of Supervisors on Monday, May 18, 2026, at 7:01 p.m., in the Board of Supervisors Room located in the Page County Government Center, 103 South Court Street, Luray, VA 22835. The Call to Order was followed by Supervisor Louderback leading a Moment of Silence and the *Pledge of Allegiance*.

Adoption of Agenda:

Motion: Supervisor Louderback moved to adopt the agenda, as presented. Supervisor Cubbage seconded and the motion carried by a vote of 6-0. Aye: Thomas, Baldwin, Louderback, Cubbage, Kile, Vaughan. Nay: None.

Public Hearings:

Special Use Permit – Checkers LLC/Mark Harris (Commercial Outdoor Recreation Area & Facility):

The public hearing on the proposed special use permit was advertised as follows:

NOTICE OF PUBLIC HEARING
PAGE COUNTY BOARD OF SUPERVISORS
SPECIAL USE PERMIT REQUEST

NOTICE is hereby given pursuant to Section 15.2-2204 of the Code of Virginia, as amended, that the PAGE COUNTY BOARD OF SUPERVISORS shall hold a public hearing at 7:00 p.m. on Monday, May 18, 2026, in the Board of Supervisors Meeting Room, located in the Page County Government Center, 103 South Court Street, 2nd Floor, Luray, VA, to receive public comments and to consider the following request:

Checkers LLC/Mark Harris (Downriver Adventure Company) have filed an application for a special use permit to operate a commercial outdoor recreation area and facility consisting of guided rappelling trips at Golden Rock Campground located at 9751 US Hwy 340 N, Rileyville, VA, and further identified by tax map number 8-(A)-103. The parcel contains 44.66 acres and is zoned Woodland-Conservation (W-C).

Pursuant to § 125-9.D(2) of the Page County Zoning Ordinance, commercial outdoor recreation areas and facilities are only permitted by special use permit pursuant to § 125-22. Section 125-22 further notes that outdoor commercial recreation area and facilities are permitted by special use permit only if constructed and operated in conjunction with a campground, and subject to conditions defined in that section.

Copies of the request, the Page County Zoning Ordinance, and the Page County Comprehensive Plan may be reviewed in the Planning & Community Development Office, 103 South Court Street, Suite B, Luray, VA, 8 a.m. to 5 p.m., Monday through Friday. They may also be reviewed on the County's website at www.pagecounty.virginia.gov. NOTE: Hearing impaired individuals who need an interpreter must notify the Zoning Office at least seven (7) days prior to the hearing.

Chairman Thomas opened the public hearing on the special use permit, SUP, at 7:05 p.m.

Ms. Tracy Clatterbuck, Zoning Administrator I, informed the Board that Checkers LLC/Downriver Adventure Company, represented by Mark Harris, have filed an application for an SUP to operate a commercial outdoor recreation area and facility consisting of guided rappelling trips at Golden Rock Campground located at 9751 US Hwy 340 N, Rileyville, VA, and further identified by tax map number 8-(A)-103.

The Planning Commission held their regular meeting on March 25, 2026, where they recommended approval of the application to the Board (5-0).

Public Comments on the Public Hearing:

There were no speakers during the public hearing.

Chairman Thomas closed the public hearing at 7:05 p.m.

Supervisor Louderback requested that photographic records documenting the condition of the geological features and surrounding natural area within the rappelling zone be

submitted annually to the Zoning Administrator by the SUP applicant. The Board was in consensus.

Motion: Supervisor Cubbage moved that the Page County Board of Supervisors approve the special use permit application for tax map number 8-(A)-103 to operate a commercial outdoor recreation area and facility consisting of guided rappelling trips, with the attached conditions and the additional condition, as presented. Supervisor Louderback seconded and the motion carried by a vote of 5-0 with 1 abstention. Aye: Louderback, Cubbage, Kile, Vaughan, Thomas. Nay: None. Abstain: Baldwin.

SPECIAL USE PERMIT

Owner: Checkers LLC

Applicant: Downriver Adventure Company (Represented by Mark Harris)

Tax Map #: 8-(A)-103

Purpose: Commercial Outdoor Recreation Area and Facility (Guided Rappelling Trips)
operated in conjunction with the existing non-conforming campground.

APPROVED _____ DENIED _____

By the Page County Board of Supervisors on _____

1. This special use permit is transferable; it will meet the requirements in and have privileges provided for in the Page County Zoning Ordinance, and any ordinance amendments for the period set forth within the parameters in this special use permit. The special use permit shall remain with the property for a period of fifteen (15) years, or at such time as the existing non-conforming campground ceases operation for a period of two years.

2. Mark Harris, or his/her successor(s) and/or assigns (Lessors), shall be in compliance with all county ordinances, the Uniform Statewide Building Code, and all state and federal regulations. As it relates to bald and golden eagles, the permittee, or his successors and/or assigns (Lessors), shall be in compliance with the Code of Virginia, including but not limited to § 29.1-521, and federal regulations, including but not limited to the Bald and Golden Eagles Protection Act (15 U.S.C. 668-668d).

3. An inspection on all rappelling equipment, including but not limited to, harnesses, ropes, carabiners, helmets, and anchors shall be required prior to operation and annually thereafter. All inspections will be required to be through an approved third party inspector. This condition is subject to modification in writing from the Page County Building Official.

4. Operator shall conduct rappelling activities in a manner that prevents damage to rock surfaces, including prohibiting drilling, chipping, carving, or installing permanent anchors, and requiring the use of protective measures to prevent rope abrasion on rock edges. Lichens, moss, and vegetation on rock surfaces may not be removed or disturbed. Prior to operations, and annually thereafter, the applicant shall provide photographs and/or other written documentation sufficient to demonstrate the condition of the rock face and identify any changes or evidence of damage associated with operations.

5. The business operator and/or owner shall apply for and maintain a valid Page County business license, if applicable.
6. Proof of liability insurance shall be submitted to the Zoning Administrator prior to operation of the business and upon any subsequent renewal, as applicable. The County of Page shall be named as a certificate holder in the policy.
7. A comprehensive emergency action plan must be developed and filed with the Director of Emergency Services prior to the operation of the commercial outdoor recreation area and facility.
8. A copy of the current lease agreement, as well as any future amendments or updated lease agreements, shall be provided to the Zoning Administrator prior to operation of the business and upon any subsequent changes.
9. Any lighting that is provided on the property will be directed downwards so as not to produce a glare on to adjoining properties or roads or rights-of-way.
10. Any change of use or expansion of services not included in this special use permit will require an additional, new, or modified special use permit, as required by the Page County Zoning Ordinance, at that time.
11. The Zoning Administrator or their designated representative may visit the site at any time to ensure compliance with the special use permit.
12. Violations: This special use permit may be revoked upon material noncompliance with the terms of the permit, or upon violation of any other relevant terms of the Zoning Ordinance or any other ordinances of the County of Page, Virginia. However, prior to the commencement of any action to revoke this permit, the county shall notify the permit holder in writing of the material in noncompliance or violation, and the permit holder shall have thirty (30) days thereafter to cure the material non-compliance or violation. The notice shall be deemed given when hand delivered to the permit holder or when mailed by certified mail, return receipt requested, to the permit holder. I (we) the undersigned owner(s)/occupant(s) understand and agree to the foregoing conditions of this special use permit. I further understand that this special use permit may be reviewed on a yearly basis or at any time, the county determines necessary to ensure the compliance with and enforcement of all applicable conditions, codes, and regulations.

Budget Amendment FY 2026:

The public hearing on the proposed budget amendment was advertised as follows:

NOTICE OF PUBLIC HEARING
BUDGET AMENDMENT

PAGE COUNTY BOARD OF SUPERVISORS

On May 18, 2026, at 7:00 p.m., the Page County Board of Supervisors will conduct a public hearing at the Page County Administration building, 103 South Court St., Luray, VA 22835, for the purpose of considering an amendment to the fiscal year 2026 budget. The aggregate amount of the amendments exceed one percent of the fiscal year 2026 budget and the public hearing is required by Section 15.2-2507 of the Code of Virginia.

REVENUE:	General Fund Balance	\$ 586,615
	State Funds	311,135

EXPENDITURE:	Page County Public Schools	\$ 897,750
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Chairman Thomas opened the public hearing on the FY 2026 budget amendment at 7:17 p.m.

Mr. Tyler Olsen, Finance Director, informed the Board that the General Assembly approved \$311,135 for a one-time bonus of \$1,500 to the School Board's Standards of Quality (SOQ) positions. The local match is estimated to be \$586,615, and this would enable the school division to provide \$1,500 each to all full-time staff and \$750 each to all part-time staff. This will be treated as a retention bonus; therefore, staff that do not stay after this school year will not receive it. It is requested that \$311,135 of state funds and \$586,615 from the General Fund Balance be appropriated as follows: \$693,371 to Instruction, \$62,842 to Admin, Attendance, and Health, \$53,865 to Transportation, \$26,933 to Operations and Maintenance, \$8,977 to Technology, and \$51,762 to Food Services.

During the budget work sessions, there were questions about calculations, who qualified as full-time and part-time, and who is in an SOQ position. Staff has reviewed the calculations and state calculation tool and agrees with the school division's amounts. Employees' contracts specify whether they are full-time or part-time; therefore, there is not much flexibility in reducing bonus amounts based on job type. Additionally, since SOQ positions include those who are considered upper-level management, bonuses cannot be restricted to certain employees earning under a certain threshold. Since the School Board is likely to send a request in June to correct their budget deficit, staff has discussed with the school division's staff using any unspent bonus funds towards correcting their deficit.

Public Comments on the Public Hearing:

There were no speakers during the public hearing.

Chairman Thomas closed the public hearing at 7:17 p.m.

Motion: Supervisor Cubbage moved that the Page County Board of Supervisors approve the revenue of \$311,135 of state funds and \$586,615 from the General Fund Balance and expenditures of \$845,988 to the School Operations Fund and \$51,762 to the School Food Services Fund budget. Supervisor Baldwin seconded and the motion carried by a vote of 6-0. Aye: Louderback, Cubbage, Kile, Vaughan, Thomas, Baldwin. Nay: None.

Supplemental Appropriations Requests Approved:

Dept.	Description	Revenue	Expenditure	Requested Amount
PCSB	Bonuses Operating Fund	General Fund Balance	Bonuses	\$586,615
PCSB	Bonuses Operating Fund	State	Bonuses	\$259,373
PCSB	Bonuses Food Services Fund	State	Bonuses	\$51,762
Total Requests				\$897,750

Presentations, Proclamations & Awards:

Update on the VA250 Events:

Ms. Rebecca Armstrong, Communications & Marketing Coordinator, and Rod Graves, Chairman of the Page County VA250 Committee, updated the Board on the scheduled VA250 events in Page County commemorating the 250th anniversary of the American Revolution, the Revolutionary War, and US Independence in the Commonwealth of Virginia.

Economic Development & Tourism Department Update:

Ms. Nina Fox, Economic Development & Tourism Director, presented an update to the Board covering highlights over the past five years in economic development and tourism in Page County.

The Board discussed making the Comprehensive Plan relevant and how to properly guide and encourage economic development. Chairman Thomas volunteered to be on a subcommittee to help clarify the County's economic direction and goals.

Public Comments on Agenda Items:

Christine Sennott spoke in favor of the Recreation Center. It is more than a building. This is a project that shapes the future of our community. It helps make Page County a community where people want to stay, and raise their families, and want to invest. She encourages the Board to continue exploring the opportunity thoughtfully and allow the process and due diligence to continue.

Debbie VanVlaanderen spoke in favor of the Recreation Center. She noted all the money spent when you go to a rec center at another location with lunch, grocery store, and

shopping. She noted that this is a place to start supporting health and wellness to fight against drug abuse, to help senior citizens, and to bring people into the community.

Karen Gochenour spoke in favor of the Recreation Center. She noted that there is nothing to do in the winter months and it is time to take action.

Action Matters:

Board & Commission Appointments:

Mrs. Regina Harner, Assistant County Administrator, reviewed the Board and Commission appointments as follows:

Tourism Council:

The terms of Hap Smith (District 2) and Cara Sottosanti (District 4) expire June 30th. Both would like to be reappointed to another two-year term.

Motion: Supervisor Kile moved that the Page County Board of Supervisors reappoint Hap Smith, District 2, and Carla Sottosanti, District 4, to the Tourism Council for a two-year term expiring June 30, 2028. Supervisor Louderback seconded and the motion carried by a vote of 6-0. Aye: Cubbage, Kile, Vaughan, Thomas, Baldwin, Louderback. Nay: None.

Consent Agenda:

Motion: Supervisor Cubbage moved to approve the Consent Agenda as follows:

- Financial reports for the period of April 1-30, 2026;
- Accounts payable checks, payroll checks, payroll direct deposits, and payroll tax related electronic fund transfers totaling \$3,272,412.96 for the month of April 2026;
- Minutes of April 6, 2026, April 20, 2026, and April 27, 2026.

Supervisor Baldwin seconded and the motion carried by a vote of 6-0. Aye: Kile, Vaughan, Thomas, Baldwin, Louderback, Cubbage. Nay: None.

Old Business:

Discussion of Recreation & Wellness Center Site Work Cost Estimates:

Mr. Olsen updated the Board on the excavation costs for the recreation center. He noted that before moving forward with the procurement process for the recreation center, staff felt it was important to share the estimated excavation costs for the proposed property on Route 211 and the EDA's property on Goodrich Road. Staff worked with Economic Development and Tourism, which obtained estimates from the excavation firm that did the excavation at the Alma Bridge property.

For the Route 211 property, due to the hilly terrain, the excavation at this property is estimated to be at least \$500,000. Additionally, the site will likely require a retaining wall and, potentially, a seawall to mitigate future flooding and prevent erosion of the fill material needed to build up the site.

The Goodrich Road property is estimated to cost at least \$300,000 for 10 acres of excavation, which would save at least \$200,000 on just excavation costs compared to the Route 211 property. Additionally, this site will not require the extensive engineering work.

To possibly save on building construction costs, staff could inquire about purchasing the existing nearby Goodrich Community Center. This building already has a commercial kitchen and could be expanded and renovated. Excavation costs associated with the footers for building expansion and expanding the parking lot will cost at least \$50,000.

Staff recommends building a recreation center on the EDA's property at Goodrich Road or expanding and renovating the existing Goodrich Community Center. With the Board's permission, staff would like to do the following:

- Obtain a purchase price for the Goodrich Community Center,
- Issue a request for qualifications and select at least two firms that will provide proposals for the design and construction of the recreation center,
- Discuss with the selected firms the cost difference between building a new center and expanding the existing one, and
- Issue a request for proposals from the selected firms for whichever option is more economical.

The Board was in consensus to stop any processes on the Goodrich property and Goodrich Center. The Board was in consensus to wait until Page County Public Schools finishes their facility study in the early fall to evaluate the potential of renovating one of the schools to use as the recreation center, or to move forward with the procurement process for the Route 211 property.

Discussion of Event/Festival Feasibility:

Chairman Thomas noted that the idea of a music festival came up during a budget session as one idea to generate revenue for the County. He clarified that the festival is only an idea. The festival subcommittee will collaborate with the Tourism Council to evaluate the feasibility of these types of events to generate revenue.

New Business:

Introduction of Special Use Permit – Cody Hoke (Auto Repair Service Facility/Public Garage):

Ms. Cassie Richards, Acting Zoning Administrator II, informed the Board that Cody Hoke filed a special use permit, SUP, application to operate an auto repair service facility/public garage located at 855 Bixlers Ferry Rd, Luray, VA. The parcel is identified by tax map number 41-(A)-57A, contains 1.075 acres, and is currently zoned as Agriculture (A-1).

The Planning Commission held their regular meeting on May 12, 2026, where they recommended approval of the application to the Board 5-0. Ms. Richards requested the Board hold a public hearing on the SUP application at the June 15, 2026, regular meeting, and direct staff to provide adequate notice of such hearing in accordance with Section 15.2-2204 of the Code of Virginia.

Motion: Supervisor Vaughan moved that the Page County Board of Supervisors hold a public hearing on the special use permit application at the June 15, 2026, regular meeting, and direct staff to provide adequate notice of such hearing in accordance with the Code

of Virginia §15.2-2204. Supervisor Cubbage seconded and the motion carried by a vote of 6-0. Aye: Vaughan, Thomas, Baldwin, Louderback, Cubbage, Kile. Nay: None.

Open Public Comments:

Patrick Burns spoke against the Board rushing to regulate short-term rentals. He noted that requiring a property owner to be available 24/7 is micromanaging. He gave another example of being required to have a fire extinguisher to put out a fire in a fire pit when a bucket of water will do and will not push embers into the woods. He warned against over regulating.

Administrator's Report:

Mrs. Amity Moler, County Administrator, reminded the Board that Page County Fire-EMS are holding an open house in their renovated space at 215 West Main Street, Suite B, Stanley, from 2:00 p.m. to 3:30 p.m. on Friday, May 22, 2026.

Mrs. Moler reminded the Board that County offices will be closed on Monday, May 25, 2026, in observance of Memorial Day.

Mrs. Moler noted that people may appeal their real estate assessments to the Board of Equalization and can call 540-843-3444 to make an appointment.

Supervisors Time:

The Supervisors thanked everyone for attending the meeting.

Adjourn: 8:59 p.m.

With no further business to discuss, Chairman Thomas adjourned the meeting.

Clifton Thomas, Chairman At-Large

Amity Moler, County Administrator