

COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
SPECIAL MEETING
June 28, 2011

The Henrico County Board of Supervisors convened a special meeting on Tuesday, June 28, 2011 at 5:00 p.m. in the County Manager's Conference Room, Administration Building, Henrico County Government Center, Parham and Hungary Spring Roads, Henrico, Virginia.

Members of the Board Present:

Frank J. Thornton, Chairman, Fairfield District
Richard W. Glover, Vice Chairman, Brookland District
James B. Donati, Jr. Varina District
David A. Kaechele, Three Chopt District

Members of the Board Absent:

Patricia S. O'Bannon, Tuckahoe District

Other Officials Present:

Virgil R. Hazelett, P.E., County Manager
Joseph P. Rapisarda, Jr., County Attorney
Barry R. Lawrence, CMC, Assistant to the County Manager/Clerk to the Board
Tanya B. Harding, Deputy Clerk to the Board/Administrative Assistant
Angela N. Harper, FAICP, Deputy County Manager for Special Services
Leon T. Johnson, Ph.D., Deputy County Manager for Administration
Robert K. Pinkerton, P.E., Deputy County Manager for Community Operations
John A. Vithoulkas, Director of Finance/Special Economic Advisor to the County Manager
Tamra R. McKimney, Director of Public Relations & Media Services

Mr. Thornton called the meeting to order at 5:03 p.m.

Mr. Hazelett advised that Mrs. O'Bannon would not be present for either the special or regular meeting due to a scheduled vacation with her husband that could not be changed. He further advised that the closed meeting item listed on the special meeting agenda was not ready for discussion and would be rescheduled for the next special meeting to be held in two weeks.

Richmond Area Metropolitan Planning Organization (MPO) Richmond Transportation Priority Projects and Long-Range Transportation Plan (LRTP)

Mr. Hazelett recognized Bob Crum, Executive Director of the Richmond Regional Planning District Commission. Mr. Crum noted that he and his staff would be sharing information on regional transportation planning efforts. After briefly reviewing the role of the MPO, he

introduced the following members of his staff who were present: Dan Lysy, Director of Transportation; Randy Selleck, Principal Planner and project manager for the LRTP; and Barbara Nelson, Principal Planner and overseer of the Richmond Transportation Priority Projects.

Ms. Nelson began the presentation by referring to a handout she distributed to the Board explaining what the Richmond Area MPO does and how it works. She then narrated a slide presentation that addressed the role of MPOs; Henrico County's representatives serving on the MPO, the Citizens Transportation Advisory Committee (CTAC), and the Technical Advisory Committee (TAC); the MPO study area; key terms; and the 2010 Regional Transportation Projects. Ms. Nelson distributed a booklet on the 2010 Regional Transportation Projects and during her slide presentation reviewed a map showing the location of these projects, an example of one of these projects (Huguenot Bridge Replacement), how the MPO is advancing regional transportation, fully funded priorities with estimated costs, completed priorities, and the MPO Regional Transportation Plan and 2031 LRTP. Ms. Nelson explained that the number one priority of the MPO is to preserve "fully funded" projects and that the 2031 LRTP includes a "constrained list" of 200 funded projects at an estimated cost of \$2.7 billion. The 2031 LRTP also includes a "vision list" of 166 unfunded projects at an estimated cost of \$2.1 billion. Ms. Nelson clarified for Mr. Glover that the total estimated funds available for the region is estimated at \$9.2 billion, with \$6.5 billion of that amount estimated for maintenance.

Ms. Nelson recognized Mr. Selleck, who continued the slide presentation by reviewing the schedule for the regional process for the 2035 LRTP. The process, which will include public participation throughout, will begin in July 2011 and end in August 2012. Mr. Lysy and Ms. Nelson responded to a number of questions from Mr. Glover concerning previous and current funding projections for the LRTP, specific projections for the Parham/Patterson Urban Intersection, and the relationship of the LRTP to the Virginia Department of Transportation's Transportation Improvement Plan (TIP) and Six-Year Plan. Ms. Nelson also responded to a question from Mr. Kaechele pertaining to the source of funding for the LRTP.

Mr. Crum wrapped up the presentation by stressing the importance of having the Board discuss the projects on the priority list and with County staff. He assured the Board that his staff will work closely with the County staff in establishing priorities.

Mr. Thornton complimented Mr. Crum and his staff for taking a more visionary thrust and animus during the past year. He suggested that the RRPDC and the MPO need to improve their efforts in educating citizens about what these two organizations do. Mr. Glover expressed agreement with Mr. Thornton and indicated that these educational efforts should include information in layman's terms on how regional transportation funds are received, controlled, and allocated. Mr. Crum noted that plans are underway to increase the visibility of the RRPDC and MPO and get citizens more engaged with these regional organizations.

Mr. Crum responded to questions from Mr. Kaechele relating to how estimated costs are arrived at for regional transportation projects. Mr. Crum and Mr. Lysy responded to concerns expressed by Mr. Glover regarding his inability over the years to obtain accurate information on the amount of federal gasoline tax revenues collected within the region as opposed to the amount that is

returned to the region for transportation projects. Mr. Donati requested information documenting what the Virginia Department of Transportation pays to maintain one lane mile of State roads.

Mr. Thornton ended the discussions by thanking Mr. Crum and his staff for their presentation.

The Board recessed for dinner at 5:55 p.m. and reconvened at 6:07 p.m.

Proposed Ordinance Amendments to Provide Greater Flexibility in the Regulation of Menu Signs at Drive-Through Restaurants

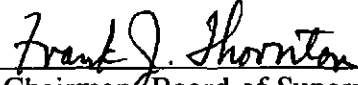
Mr. Hazelen recognized Ben Blankinship, Principal Planner, who narrated a slide presentation titled *Proposed Zoning Amendments: Drive-thru Restaurant Menu Signs*. Mr. Blankinship began his presentation by explaining the County's current regulations for menu board signs, which provide for one detached menu sign per restaurant that is no more than 24 square feet in area or eight feet in height. These signs may not include corporate logos or face a public street. Mr. Blankinship then explained a request from Sue Durlak, the owner of several drive-through restaurants in Henrico County and represented by attorney Gloria Freye, for amendments to the County's ordinance to reflect an industry shift to multiple drive-through lanes, the need for one menu sign for each lane, and a desire for larger signs. Mr. Blankinship pointed out that a staff survey by the Department of Planning showed that many restaurants also have preview signs, which improve efficiency and traffic flow. During his presentation, Mr. Blankinship reviewed site plans depicting restaurants with one drive-through lane and one menu board, one drive-through lane and two menu boards, and two drive-through lanes with two menu boards. He then reviewed examples of menu board signs that are 24 square feet, 48 square feet, and 102 square feet in size. Mr. Blankinship concluded his presentation by explaining the proposed regulations, for which the Planning Commission was recommending approval. These would provide for one menu sign per ordering point with a maximum 48 square foot area, eight feet in height, and one preview sign per ordering point with a maximum 24 square foot area, eight feet in height. They would further provide that the signs shall be screened to prevent distracting motorists and being a nuisance to residents and that additional signs, or larger signs, could be approved by the Planning Commission at the time of the Plan of Development (POD).

Mr. Blankinship and Joe Emerson, Director of Planning, responded to questions from the Board pertaining to the proposed regulations and how they would be administered. In response to a question from Mr. Thornton, Mr. Blankinship noted that the Planning Commission had discussed the option of regulating sign fonts but had determined that it was best to leave this decision up to each individual restaurant owner. Mr. Glover pointed out that the amount of tax revenue the County receives from drive-through restaurants is substantial. In response to a concern expressed by Mr. Glover, Mr. Blankinship and Mr. Emerson clarified that sign requests would only need to come before the Planning Commission under the proposed regulations if there was a change in traffic flow on the site or if the request was for a sign exceeding 48 square feet in area. Mr. Hazelett and Mr. Blankinship clarified for Mr. Thornton that County staff enforces sign ordinance regulations on a complaint basis only. Mr. Hazelett and Mr. Rapisarda explained to Mr. Kaechele that the proposed ordinance amendments would not require an introduction and if the Board concurred could be advertised and scheduled for a public hearing at either the Board's second meeting in July or first meeting in August.

Mr. Hazelett reviewed the agenda the evening's regular meeting, noting that Mr. Thornton would be standing in for Mrs. O'Bannon during the presentation of the Clean Business and Land Lover Awards. There was discussion by Mr. Hazelett, Mr. Drumwright, Mr. Pinkerton, and the Board regarding the stormwater utility study engineering services contract and the availability of federal funds to comply with federal regulations. Mr. Pinkerton offered information on the origin of the Total Maximum Daily Loads (TMDL) program.

There was also discussion by Mr. Hazelett and the Board relating to debt service on The Diamond and the estimated cost to the County of a new ballpark to replace The Diamond. In response to concerns expressed by Mr. Thornton regarding the large number of pending retirements of key members of the County staff, Mr. Hazelett elaborated on the County's succession management program. He announced that the interview process for the Director of Human Resources position would begin the following week and that the current Assistant Director of Public Works, Chris Winstead, has been selected as the new Director of General Services effective July 16, 2011. Mr. Hazelett advised that the decision as to whether the Department of General Services needs to be restructured will be left to Mr. Winstead. He further advised that recruitment for the position of Director of Recreation and Parks is on hold while training is underway in that department. In response to questions from Mr. Kaechele, there was discussion by Mr. Hazelett, Mr. Vitoulkas, and the Board of the County's revenue picture and economic condition. Mr. Donati and Mr. Thornton suggested that the County should consider establishing a small tourism department. Mr. Hazelett pointed out that the County would be hiring a recreation manager during the new fiscal year to coordinate athletic tournaments, which bring in considerable tourism revenue to the County.

There being no further business, the meeting was adjourned at 6:57 p.m.


Chairman Board of Supervisors
Henrico County, Virginia