

**COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
REGULAR MEETING  
August 14, 2012**

The Henrico County Board of Supervisors convened a regular meeting on Tuesday, August 14, 2012, at 7:00 p.m. in the Board Room, Administration Building, Henrico County Government Center, Parham and Hungary Spring Roads, Henrico County, Virginia.

**Members of the Board Present:**

Richard W. Glover, Chairman, Brookland District  
David A. Kaechele, Vice Chairman, Three Chopt District  
Tyrone E. Nelson, Varina District  
Patricia S. O'Bannon, Tuckahoe District  
Frank J. Thornton, Fairfield District

**Other Officials Present:**

Virgil R. Hazelett, P.E., County Manager  
Joseph P. Rapisarda, Jr., County Attorney  
Patricia A. Moore, Major, Courts and Administrative Services, Sheriff's Office  
Barry R. Lawrence, CMC, Assistant to the County Manager/Clerk to the Board  
Jane D. Crawley, Director of Social Services  
Timothy A. Foster, P.E., Deputy County Manager for Community Operations  
Randall R. Silber, Deputy County Manager for Community Development  
John A. Vithoukas, Deputy County Manager for Administration

Mr. Glover called the meeting to order at 7:00 p.m.

Mr. Glover led recitation of the Pledge of Allegiance.

On motion of Mr. Kaechele, seconded by Mr. Nelson, the Board approved the minutes of the July 24, 2012, Regular Meetings.

The vote of the Board was as follows:

Yes: Glover, Kaechele, Nelson, O'Bannon, Thornton

No: None

**MANAGER'S COMMENTS**

At the National Association of Counties' (NACo) 2012 Annual Conference in Pittsburgh, Pennsylvania, Henrico County was recognized for receiving 20 NACo Achievement Awards. One of Henrico's award-winning programs that had an exceptional impact, the Summer-

Student Basic Jailor Academy instituted by Sheriff Michael A. Wade, was selected as the nation's best in the Criminal Justice and Public Safety category. This program is a collaboration of the Sheriff's Office and Department of Human Resources and allows students at Virginia Commonwealth University and Virginia Union University who are majoring in Criminal Justice to earn college and internship credits at those schools as well as certification as a correctional deputy from the Virginia Department of Criminal Justice Services. Mr. Glover presented the award plaque from the lectern to Sheriff Wade, who was joined by Maj. Patricia A. Moore, Administrative Services Commander; Maj. Richard A. Garrison, Jail East Commander; Maj. Antionette V. Irving, Jail West Commander; Capt. Ann M. Felton, Jail West Booking and Intake Commander; and Capt. Alisa A. Gregory, Training Commander. Sheriff Wade described the program and introduced the members of his staff who were with him at the lectern.

The Commission on Accreditation for Corrections convened on July 21, 2012, in Denver, Colorado, during the American Correctional Association's 142<sup>nd</sup> Congress of Correction. Sheriff Wade and Major Moore appeared before the Commission representing both Henrico Regional Jail East and Henrico Jail West. The Commission approved the re-accreditation of both of these facilities for a period of three years. Regional Jail East and Jail West received respective compliance scores of 100 percent and 97.7 percent.

#### **BOARD OF SUPERVISORS' COMMENTS**

Mr. Glover recognized the following Scouts who were observing the meeting to fulfill merit badge requirements: C.K. Esche from Boy Scout Troop 737, sponsored by St. Mary's Catholic Church; Alex Stopkey from Boy Scout Troop 436, sponsored by St. Bridget's Catholic Church; and Chris Tracy from Cub Scout Pack 769, sponsored by the Church of Jesus Christ of Latter-day Saints - Innsbrook Ward.

#### **RECOGNITION OF NEWS MEDIA**

Mr. Glover recognized Randy Hallman and Joe Mahoney from the Richmond Times-Dispatch, Lorenzo Hall and Jesse Burkett from WTVR-TV 6, Naté Eaton and Tony Lockett from WRIC-TV 8, and Terrell Thompson from WWBT-TV 12.

#### **PRESENTATIONS**

Mr. Nelson presented a proclamation recognizing September 3 - 7, 2012, as Payroll Week. Accepting the proclamation was Eugene H. Walter, Director of Finance. Joining him were Timothy Massenburg, Payroll Supervisor for the Department of Finance's Accounting Division, and Marta A. Sorenson, Payroll Accountant. Mr. Massenburg is a member of the American Payroll Association (APA) Government Affairs Task Force Federal Forms and Publications Subcommittee. He also serves on APA's Hotline Referral Committee, was APA's 2011 National Education Grant Recipient, and is Director of Government Relations for APA's Richmond Chapter.

Mr. Thornton presented a proclamation recognizing September 2012 as Alcohol and Drug Addiction Recovery Month. Accepting the proclamation was Gary A. Hicks, Judge of the Henrico Circuit Court and Drug Court, and Elizabeth Broughton, a 2005 Drug Court graduate. Joining them were Michael A. Wade, Sheriff; Michael D. O'Connor, Director of Henrico Area Mental Health & Developmental Services (MH/DS); Stacy Gill, MH/DS Program Manager for Adult Substance Abuse and Jail Mental Health Services; and Patricia A. Shaw, Administrator of the Henrico Drug Court.

Mrs. O'Bannon presented a proclamation recognizing September 2012 as Preparedness Month. Accepting the proclamation was Edwin W. Smith, Chief of the Division of Fire. Joining him were Stephen F. Alloway, Assistant Chief of Police for Special Operations, and Catherine Campbell, Volunteer Coordinator for the Division of Police.

## **RESIGNATION**

192-12            Resolution – Acceptance of Resignation Upon Retirement of County Manager.

On motion of Mr. Kaechele, seconded by Mr. Nelson, and by unanimous vote, the Board approved this item – see attached resolution.

On motion of Mrs. O'Bannon, seconded by Mr. Nelson, and by unanimous vote, the Board approved adding to the agenda a resolution numbered 214-12 and titled "Resolution – Appointment of County Manager – see attached resolution.

On motion of Mr. Thornton, seconded by Mrs. O'Bannon, and by unanimous vote, the Board approved this item – see attached resolution.

John A. Vithoukas, who was appointed County Manager effective January 17, 2013, addressed the Board from the lectern. He noted the County's mantle of public service and its organizational values, pointed to his friendship with Mr. Hazelett, introduced the members of his family who were in the audience, acknowledged the County's economic challenges, and thanked the Board and Mr. Hazelett for their confidence in him.

The members of the Board commented on Mr. Vithoukas' appointment. Mr. Kaechele cited Mr. Vithoukas' great work ethic, working relationships, problem-solving abilities, and leadership. Mr. Nelson expressed excitement for the future and noted that Mr. Vithoukas helped the County weather an economic and fiscal storm. Mr. Vithoukas responded by crediting County employees for finding reductions in the County's budget under Mr. Hazelett's leadership and lauding the County's administrative and political stability. Mr. Thornton referred to Mr. Vithoukas' listening skills, respect for other's opinions, and vision. Mrs. O'Bannon stated that this is the day and time for someone with Mr. Vithoukas' experience and knowledge, especially in the area of finance. Mr. Glover remarked that Mr. Vithoukas has helped bring Henrico through a difficult financial time under the training of Mr. Hazelett and that he is well qualified to take the County through the next several critical years.

The Board recessed at 7:49 p.m. and reconvened at 8:00 p.m.

## **PUBLIC HEARINGS - REZONING CASE AND PROVISIONAL USE PERMIT**

193-12  
C-8C-12  
Fairfield

HHHunt Corporation: Request to conditionally rezone from A-1 Agricultural District to R-3C One-Family Residence District (Conditional) part of Parcels 774-765-4173 and 775-765- 1587 containing 25.904 acres located between the eastern termini of Park Green Way and Indale Road, the west line of Woodman Road, and the north line of Woodman Hills Court and from A-1 Agricultural District to RTHC Residential Townhouse District (Conditional) part of Parcel 775-765-1587 containing 21.69 acres located along the west line of Woodman Road approximately 300' south of its intersection with Mountain Road.

Jim Theobald presented the case on behalf of HH Hunt Corporation after thanking Mr. Hazelett for a job exceedingly well done and congratulating Mr. Vitoulkas on his appointment as the next County Manager. Mr. Theobald narrated a slide presentation on the site that identified surrounding impacts of *Henrico County governmental facilities, flood plain and drainage areas, current and future points of access, and a temporary turnaround easement.* During his presentation, Mr. Theobald also reviewed the proposed subdivision layout, additional single family quality proffers, and proposed exterior and interior town home designs. He concluded by offering a summary of the case and proposed development. Following his presentation, Mr. Theobald responded to questions from Mr. Thornton regarding the anticipated price range of the proposed town homes and single family residences.

The following persons addressed the Board during the public hearing:

- Allen Moldenhauer, a resident of 2608 Pinkerton Place and a member of the Board of Directors of the Mountain Glen Homeowners Association, requested that a proffered condition be included with the case to provide for a homeowners association for the proposed development.
- George Miles, a nearby property owner, requested that natural gas lines be extended to his two Woodman Road residential homes and that water and sewer lines be extended to his property on Mountain Road.
- Margaret Swift, a resident of 880 Three Chopt Road in Manakin-Sabot, Virginia, and a partial owner of the subject property, spoke to her family's historical experience with the property, commented on the applicant's reputation for quality and detail, and requested the Board's approval of the case.
- Valerie Pegues-Johnson, President of the Mountain Glen Homeowners Association, expressed concerns regarding overdevelopment of residential housing in the area of the County where she lives and the protection of its ecosystem. She also reiterated the request previously made by Mr. Moldenhauer that the new development be served by a homeowners association.

At Mr. Thornton's request, Mr. Theobald addressed the concerns expressed by the two representatives of the Mountain Glen Homeowners Association. He explained why a homeowners association might not be feasible for a community of the size being proposed, how the architectural quality of the community will be protected through restrictive covenants and proffered conditions, and the developer's obligation to comply with federal environmental regulations.

Mr. Thornton thanked the Planning Department staff, Fairfield District Planning Commissioner Chris Archer, and the public hearing speakers for their involvement with the case. He commented that this case is an indication of the quality of development that he and Mr. Archer are resolved to bring to the Fairfield District.

On motion of Mr. Thornton, seconded by Mr. Kaechele, the Board followed the recommendation of the Planning Commission and approved this item with the following proffered conditions:

Applicable to both R-3C and RTHC zoned property:

1. Community Layout and Connections. The layout shall be substantially similar in nature to Exhibit A (see case file) with connections at Woodman Hills Court and Park Green Way for the R-3C zoned property and to Woodman Road for the RTHC zoned property.
2. Construction Hours. The hours of exterior construction activities, including operation of bulldozers and other earthmoving equipment, shall be between 7:00 AM and 7:00 PM Monday through Saturday, except in emergencies or where unusual circumstances require extending the specific hours in order to complete work such as concrete pours and utility connections. Hours shall be posted in both English and Spanish during construction of community.
3. Conservation Areas. Notwithstanding the uses permitted and regulated by the zoning of the Property, such portion(s) of the Property which lie within a one hundred (100) year flood plain as determined by definitive engineering studies approved by the Department of Public Works, and such portion(s) of the Property which may be inundated by waters impounded to a maximum elevation determined in a controlled, regulated manner by a structure or structures approved by the Department of Public Works, may only be used for the following purposes:
  - (a) Stormwater management and retention areas;
  - (b) Ponds, lakes and similar areas intended as aesthetic or recreational amenities or wildlife habitats;

(c) Access drives, utility easements, signage, walkways and recreational facilities installed in a manner to minimize their impacts; and

(d) Such additional uses to the uses identified in (a), (b) and (c) above as may be deemed compatible and of the same general character by the Director of Planning pursuant to Chapters 19 and 24 of the County Code.

The developer shall, prior to Plan of Development or subdivision approval for areas that include such flood plain, apply to rezone such portions of the Property to a C-1 Conservation District.

4. **BMPs.** Should any BMP be required the BMP shall be landscaped as an amenity and maintained by the homeowners' association of the RTHC zoned property. Any wet BMP required shall be aerated.
5. **Severance.** The unenforceability, elimination, revision or amendment of any proffer set forth herein, in whole or in part, shall not affect the validity or enforceability of the other proffers of the unaffected part of any such proffer.

Applicable only to R-3C zoned property:

6. **Density.** There shall be no more than fifty-five (55) units.
7. **Minimum Finished Floor Area.** Two-story homes shall have a minimum of 1,700 square feet of finished floor area and one-story and one and a half story homes shall have a minimum of 1,500 square feet finished.
8. **Architectural Treatment.** The single-family detached homes constructed on the property shall be substantially similar in architectural style to those illustrated in the attached proffer Exhibit D (see case file) and shall utilize features including, but not limited to, porches with square or round columns, wide eaves with triangular brackets, exposed roof rafters and mixtures of siding materials and vertical/horizontal siding directions consistent with industry standards for Craftsman bungalow and cottage-style architecture with the addition of European influences, unless otherwise requested by builder and approved by the Director of Planning. Homes with the same elevations side by side shall not be permitted. On corner lots where the side elevation is visible from the street, the side elevation facing the street shall have a minimum of two windows.
9. **Exterior Building Materials.** All new houses shall be constructed with brick, stone, cultured stone, vinyl, cementitious siding (e.g.

Hardiplank, or an equivalent), or a combination of the foregoing unless different architectural treatment or materials are specifically approved with respect to the exposed portion of any wall at the time of subdivision review. Fiberboard shall not be used as an exterior wall material. Where vinyl is used, the vinyl siding shall have a minimum nominal wall thickness of .044 inches. Twenty-Five (25) percent of the single family homes, in the aggregate, shall have a minimum of twenty-five (25) percent of the front exterior wall surfaces constructed of brick or stone, excluding windows, doors, breezeways and architectural design features. Upon the request of the County, the applicant or its successor as to the property shall provide the County with the necessary calculations that illustrate the compliance with the allowable and required percentages detailed in this Proffer 9. Shingles shall be a minimum thirty (30) year dimensional quality.

10. Foundations and Chimneys. All new houses shall be constructed on crawl space foundations, except for garages and basements. The exterior portions of all residential dwelling foundations below the first floor level which are visible above grade shall be brick or stone. Any dwellings with a fireplace other than direct vent gas fireplaces or appliances shall have masonry chimneys faced with brick or stone similar to the foundation.
11. Foundation Planting. Foundation plantings are required along the entire front facade of the house. For corner lots, foundation beds shall turn and continue down the full side facing a street. Planting beds shall contain a minimum of 50% evergreen material with a minimum total of one plant for every two linear feet of elevation (excluding decks, porches and architectural features) planted in an aesthetically pleasing arrangement. (For example, if the front elevation is 50 linear feet across, the planting bed must have 25 plants with 13 of those evergreens.)
12. Irrigation. Front and side yards shall be sodded and irrigated.
13. Steps, Stoops and Decks. Steps to the main entrance of homes, except for homes with country front porches, shall be faced with brick or stone or a cementitious, mortared stone-appearing product. Front stoops, except for homes with country front porches, shall be brick or stone or a cementitious, mortared stone-appearing product with finished concrete or exposed aggregate landing. For any country front porch with piers, those piers shall be of brick, stone or cultured stone to match the foundation. The space beneath any structure constructed on piers higher than two (2) feet above grade but less than one story above grade shall be enclosed with lattice or other screening material of comparable quality, including but not limited to landscaping.

14. **Trees and Street Trees.** Unless otherwise requested by builder and approved by the Director of Planning, the clearing of mature trees on residential lots by the builder or developer shall be limited to trees in areas required to accommodate the structure and its normal and customary accessories, open areas and areas required to permit utility services and driveways. A minimum of two (2) trees measuring a minimum of two (2) inches in caliper at the time of planting shall be retained or planted in the front yard of each new residential lot. A minimum of one of these trees shall be a "Street Tree" and shall be planted no more than ten (10) feet from the curb unless otherwise approved at the time of Landscape Plan approval. For corner lots, on the side of the home facing the road there shall be retained or planted on the lot a minimum of one (1) additional Street Tree measuring a minimum of two (2) inches in caliper at the time of planting.
15. **Underground Utilities.** All proposed utilities except for junction boxes, meters, pedestals, transformers, transmission mains and existing overhead utility lines, shall be placed underground, unless technical or environmental reasons require otherwise.
16. **Garages.** Each residential unit on the Property shall be constructed with at least a one (1) car garage which can accommodate a car parked inside. Each garage shall have a minimum interior dimension clear space at the time of construction of eleven (11) feet wide by eighteen (18) feet deep. Attached garages shall be integrated into the overall design and massing of the house. Windows shall be offered as an option for garage doors. All garage doors shall have, at a minimum, one architectural detail, including but not limited to windows, carriage door handles, exposed hinges and accent columns.
17. **Cantilevering.** There shall be no cantilevered treatment of any architectural features on the first floor. On the second floor, only bay windows may be cantilevered.
18. **Driveways.** All driveways shall be constructed of either cobblestone, brick, asphalt, pre-cast pavers, concrete or other similar materials approved by the Director of Planning. There shall be no driveways that directly access Woodman Road.

Applicable to all RTHC zoned property:

19. **Density.** There shall be no more than eighty-two (82) townhomes developed on Property.
20. **Architecture.** The architecture of the buildings shall be in substantial conformance with those illustrated in the attached proffer Exhibit B (see case file), including windows on the ends of buildings, unless otherwise



requested by builder and approved by the Director of Planning. To minimize visual repetition of buildings, no two adjacent buildings shall have the same identical individual elevation sequence pattern across the front of the building.

21. **Building Materials.** All buildings shall have exposed exterior walls (above grade) of brick, stone, cultured stone, vinyl, cementitious siding (e.g. Hardiplank, or an equivalent), or a combination of the foregoing unless different architectural treatment or materials are specifically approved with respect to the exposed portion of any wall at the time of plan of development review. Fiberboard shall not be used as an exterior wall material. Where vinyl is used, the vinyl siding shall have a minimum nominal wall thickness of .044 inches. Fifty (50) percent of the townhome buildings, in the aggregate, shall have a minimum of fifteen (15) percent of the front exterior wall surfaces constructed of brick, stone or cultured stone, excluding windows, doors, breezeways, trim and architectural design features. Upon the request of the County, the applicant or its successor as to the property shall provide the County with the necessary calculations that illustrate the compliance with the allowable and required percentages detailed in this Proffer #21. Shingles shall be a minimum of thirty (30) year dimensional quality.
22. **Cantilevering.** There shall be no cantilevered treatment of any architectural features on the first floor. Except as detailed in Exhibit B (see case file), there shall be no cantilevered treatment of any architectural features on the second floor.
23. **Foundations.** The exposed exterior portions of all foundations below the first floor level shall be finished with brick, stone or cultured stone. On the front, side and rear elevations of each building, there shall be a minimum of twelve (12) inches of brick, stone or cultured stone visible above grade. For reasons associated with required site grading, the requirements of this proffer may be modified or waived by the Director of Planning for individual side or rear facades.
24. **Irrigation.** Front and side yards shall be sodded and irrigated.
25. **Minimum Finished Floor Area.** The minimum finished floor area shall be one thousand two hundred and fifty (1,250) square feet.
26. **Building Size.** There shall be no more than six (6) townhomes per building. The minimum lot size shall be twenty (20) feet.
27. **Sound Suppression Measures.** Walls and ceilings between units shall be constructed with a minimum certified sound transmission class (STC) of fifty-four (54). A cross section detail, reviewed and approved by a

certified architect or engineer as to the methodology accomplishing the STC, shall be included in the building permit application.

28. **Chimneys.** The exposed portions of all fireplace chimneys shall be of brick, stone, cultured stone, or siding similar to the exterior treatment of the building. The exposed bases of all chimneys shall be of the same material as the dwelling foundation. This proffer shall not apply to direct-vent gas fireplaces or appliances.
29. **Restrictive Covenants.** Prior to or concurrent with the recordation of the first subdivision plat approved by the County, a document shall be recorded in the Clerk's Office of the Circuit Court of Henrico County, Virginia setting forth controls on the development and maintenance of the property.
30. **Association.** *There shall be a homeowners' association, the members of which shall be the owners of the townhomes. The homeowners' association shall be responsible for the enforcement of the restrictive covenants, including but not limited to, the maintenance of common areas.*
31. **Exterior Lighting.** Each townhome shall have exterior wall or pole mounted lights or both at each entrance. Parking lot lighting, if any, shall be of a decorative, residential style and scale and not direct embedded. Common area lights, if any, shall not exceed twelve (12) feet in height.
32. **Driveways.** Where driveways exist, all shall be constructed of either cobblestone, brick, asphalt, pre-cast pavers, concrete or other similar materials approved by the Director of Planning. There shall be no individual unit driveways that directly access Woodman Road.
33. **Sidewalks.** Sidewalks a minimum of four (4) feet in width shall be provided in front of all buildings with sidewalk connections between sidewalks and in front of adjacent townhome buildings. A sidewalk shall be installed connecting the interior sidewalk system to the sidewalk on Woodman Road proffered herein.
34. **Trash.** There shall be no central trash receptacles.
35. **Curb and Gutter.** Standard six (6) inch curb and gutter, meeting Henrico County requirements, shall be provided within the development.
36. **Roads.** Prior to the issuance of any Certificate of Occupancy, the applicant shall provide the Planning Department with certification from a licensed engineer that the roadway within the project was

constructed according to the approved subdivision plan, and in compliance with Henrico County road design standards and specifications (except as to pavement width and turning radii), to include proper compaction of the sub-base soils, utility trenches, base stone, and asphalt surface. The internal roadways shall be private and shall be maintained by a homeowners' association.

37. **Underground Utilities.** All proposed utilities except for junction boxes, meters, pedestals, transformers, transmission mains and existing overhead utility lines, shall be placed underground, unless technical or environmental reasons require otherwise.
38. **Foundation Planting.** Each townhome shall have a minimum of six (6) shrubs planted along the front foundation.
39. **Trees and Landscaping.** There shall be at least one (1) tree with a minimum caliper of two and a half (2-1/2) inches at the time of planting, retained or planted on each side of each building. Landscape plans shall be subject to Planning Commission review. Once approved, minor alterations to the plan may be approved by the Director of Planning.
40. **Perimeter Areas.** A minimum twenty-five (25) feet wide buffer shall be provided along Woodman Road as shown on Exhibit A-1 (see case file), labeled as "Natural Buffer." For the portion of the Natural Buffer that is determined to be included in the C-1 Conservation Area contemplated herein, ( the "C-1 Buffer"), the C-1 Buffer shall remain in its natural state with enhancements permitted but not required. For the balance of the Natural Buffer excluding the C-1 Buffer (the "Remaining Buffer"), the quantity of landscaping in that Remaining Buffer shall at a minimum meet the Transitional Buffer 25 standard through the preservation of existing vegetation, supplemental planting or a combination of the two. Existing trees a minimum of six (6) inches in caliper shall be preserved and maintained (except for those that are dead or diseased). There shall be no buildings in any buffer and any drainage or utility easements that pass through any buffer shall be designed to do so in a generally perpendicular manner (unless currently existing). All landscaping and buffer details shall be submitted as part of a landscaping plan for review and approval by the Planning Commission during plan of development and shall be in conformance with Exhibit A-1 (see case file). Landscape plans for this area shall be subject to Planning Commission review. Once approved, minor alterations to the plan may be approved by the Director of Planning.
41. **Entrance Feature.** At a minimum, a landscaped entrance shall be located at the entrance for the development on Woodman Road as indicated on Exhibit A-1 (see case file). The Entrance Feature shall, at

a minimum, be contained in the Remaining Buffer section of the Natural Buffer as detailed in proffer #40. The entrance sign shall be substantially similar to one of those detailed in Exhibit C (see case file), shall not exceed six (6) feet in height and shall not be internally illuminated. Landscape plans for this area shall be subject to Planning Commission review. Once approved, minor alterations to the plan may be approved by the Director of Planning.

42. Recreational Area. A recreational gathering/play area shall be built in the approximate location shown in Exhibit A-1 (see case file), subject to final Plan of Development approval. Improvements shall be consistent with benches, landscaping and other passive or active amenities that facilitate community activities. This area shall be 2,000 square feet at a minimum.
43. Woodman Road Improvements. From the entrance road for the RTHC community, north toward Mountain Road, along Woodman Road toward the northern property boundary, Woodman Road shall be widened to its ultimate southbound two (2) lane road section with a right turn lane into the RTHC community. The necessary right-of-way shall be dedicated and the road section shall be curb and gutter and include a sidewalk to the north property line. Should the dedicated property not be used for its intended purpose within thirty (30) years after the date of dedication, title to the dedicated property shall revert to the owners association detailed in proffer #30 or, if there is no such association, to the owner or its successors in interest. South of the entrance, Woodman Road shall taper to its current road section.

The vote of the Board was as follows:

Yes: Glover, Kaechele, Nelson, O'Bannon, Thornton

No: None

194-12 Whole Foods: Request for a Provisional Use Permit under Section 24.32.1 (t),  
P-14-12 24-120, and 24-122.1 of the County Code to allow a continuance of a  
Three Chopt community/demonstration garden and production farm on part of Parcel 744-760-  
7007 as required by Condition 17 of P-6-10, located on the south line of the  
entrance ramp from W. Broad Street (U.S. Route 250) to Interstate 64 (West  
Broad Village).  
Jean Moore, Assistant Director of Planning, responded to questions from Mr.  
Kaechele.

*No one from the public spoke in opposition to this case.*

On motion of Mr. Kaechele, seconded by Mrs. O'Bannon, the Board followed the recommendation of the Planning Commission and approved this item with the following conditions:

1. The operator of the Whole Foods Village Garden shall comply with the following conditions:

Use: The Village Garden is for the specific use of: a demonstration garden, a community garden and a production farm and associated educational programming. No sales or vending is permitted, except that produce grown and harvested on the production farm component of the property may be sold to Whole Foods Market.

Hours of Operation: The Village Garden will be open from dawn to dusk.

2. The community/demonstration gardens and production farm will be developed in substantial conformance with Exhibit 1, entitled "Whole Foods Market Community Village Garden", dated May 2012 (see case file).
3. All activities in the community/demonstration gardens and production farm will be in compliance with the "Garden Layout and Design Proposal" as submitted with P-6-10.
4. The area of the community/demonstration gardens and production farm will be as shown on Exhibit 1(see case file), and will encompass an area approximately .86 acres. The gardens and production farm will not exceed the area shown on Exhibit 1 unless written permission is obtained from the Director of Planning in advance of any changes to the area. A revised economic impact analysis for the West Broad Street Village project may be required prior to any authorized expansion of the community/demonstration gardens and production farm.
5. The gravel path will be maintained to provide a stable walking surface.
6. No vehicles will be allowed on-site with the exception of a Backyard Farmer vehicle. All vehicles must park in one of the paved lots between the Whole Foods Market and the Village Garden.
7. A gate will be maintained to prevent unauthorized access to the site. A fence, to secure the perimeter of the site, will also be maintained around the entire Village Garden area.

8. Signage indicating the hours of operation will be posted to limit trespassing after hours.
9. The Provisional Use Permit for the Village Garden will be effective for a period of 36 months. After 36 months, the applicant shall apply to the Planning Commission for a reissuance of the PUP.
10. On-site food preparation and distribution of prepared meals shall not be permitted.
11. The sale or consumption of alcohol shall be prohibited.
12. Trash receptacles shall be provided and properly serviced to control litter generated by this use. All refuse including produce boxes, etc. shall be removed from the premises at the end of each sales day.
13. The operation of the farmers' market and Village Garden shall not cause loitering, criminal assaults or public nuisance or unsafe conditions for the surrounding area.
14. Prior to the installation of any structures or alterations to the farmers' market or Village Garden area, the Market Manager shall submit any necessary Plan of Development (POD) revisions to the Department of Planning for approval. The POD shall delineate the specific vendor areas and details of pedestrian walkways, drive aisles, and parking stalls for the site. The vendor area shall be secured to prevent unauthorized access into the vendor area and to provide safe pedestrian access to and from the market.

The vote of the Board was as follows:

Yes: Glover, Kaechele, Nelson, O'Bannon, Thornton

No: None

#### **PUBLIC HEARINGS - OTHER ITEMS**

195-12 Ordinance - To Amend and Reordain Section 20-115 of the Code of the County of Henrico Titled "Situs for taxation" to Change the Situs of Motor Vehicles Used by Full-time Students to the Vehicle Owner's Domicile.

No one from the public spoke in opposition to this ordinance.

On motion of Mr. Thornton, seconded by Mr. Nelson, and by unanimous vote, the Board approved this item - see attached ordinance.

Ordinance - To Amend and Reordain Section 24-104 of the Code of the County of Henrico Titled "Signs" to Allow More Noncommercial Signage Without a Sign Permit.

Ben Blankinship, Principal Planner, narrated a slide presentation on the proposed ordinance. Following the presentation, Mr. Kaechele expressed opposition to the proposed ordinance on the basis that it would create a proliferation of signs in residential neighborhoods because of the elimination of the permit requirement. He stated his support for the County's current ordinance.

Brent Maney, a resident of 6237 White Oak Road, spoke in support of the proposed ordinance. He stated a resident should not have to pay a fee to the County or obtain a permit to be able to exercise his or her First Amendment rights. There were no other speakers.

In response to questions from Mrs. O'Bannon, Mr. Rapisarda explained the legal right of local governments to regulate the physical characteristics and location of signs as opposed to their content and noted that staff had reached the conclusion after an exhaustive review that the proposed ordinance would conform to what is actually happening in the County given the large number of signs in the County without permits.

Mr. Kaechele reiterated his concerns. There was discussion by Mr. Glover, Mr. Rapisarda, and Mr. Hazelett regarding the number and magnitude of illegal signs in the County.

Mrs. O'Bannon moved that the ordinance be deferred for at least 60 days to get further information and answers to questions. There was no second to this motion.

Mark Strickler, Director of Community Revitalization, and Mr. Hazelett responded to questions from Mr. Nelson relating to the County's existing sign ordinance enforcement efforts and the impact of deferring this item on the County's current ordinance in view of the upcoming elections. Mr. Hazelett elaborated on the purpose of the proposed ordinance. Mr. Strickler responded to questions and comments from Mr. Glover regarding the number of signs of all sizes in the County without permits and why the County would allow placement of a 32-square-foot sign on a 50-foot-wide residential lot without a permit. Mr. Glover agreed with Mr. Kaechele that the County's current sign ordinance, which was passed in 1986, should not be amended. There was further discussion by Mr. Glover, Mr. Rapisarda, and Mr. Hazelett.

On motion of Mr. Nelson, seconded by Mr. Kaechele, with Mrs. O'Bannon voting no, the Board denied this item – see attached ordinance.

Mrs. O'Bannon remarked that she very strongly believes in free speech and does not think there will be a proliferation of signs in the County.

197-12 Ordinance – To Amend and Reordain Section 15-51 of the Code of the County of Henrico Titled “Concealed handgun permit.”

Major Steve Alloway, Assistant Chief of Police for Special Operations, responded to a question from Mrs. O'Bannon.

No one from the public spoke in opposition to this ordinance.

On motion of Mr. Nelson, seconded by Mrs. O'Bannon, and by unanimous vote, the Board approved this item – see attached ordinance.

198-12 Ordinance – To Amend and Reordain Section 15-114 of the Code of the County of Henrico Titled “Retention of purchases and serviced items by dealer” to Increase the Time Precious Metals and Gems Dealers are Required to Retain Purchases and Serviced Items.

No one from the public spoke in opposition to this ordinance.

On motion of Mr. Kaechele, seconded by Mrs. O'Bannon, and by unanimous vote, the Board approved this item – see attached ordinance.

199-12 Ordinance – To Amend and Reordain Section 5-30 of the Code of the County of Henrico Titled “Control of dangerous or vicious dogs” to increase the Dangerous Dog Registration Fee and Change the Registration Process.

Maj. Alloway and Mr. Rapisarda responded to questions from Mrs. O'Bannon and a comment by Mr. Glover.

No one from the public spoke in opposition to this ordinance.

On motion of Mrs. O'Bannon, seconded by Mr. Nelson, and by unanimous vote, the Board approved this item – see attached ordinance.

200-12 Ordinance - To Amend and Reordain Subsection (a) of Section 23-328 Titled “Service deposit” of the Code of the County of Henrico to Change Security Deposit Requirements for County Water and Sewer Service.

Art Petrini, Director of Public Utilities, responded to questions from Mrs. O'Bannon and Mr. Kaechele.

No one from the public spoke in opposition to this ordinance.



On motion of Mr. Kaechele, seconded by Mrs. O'Bannon, and by unanimous vote, the Board approved this item – see attached ordinance.

### **PUBLIC COMMENTS**

Bernice B. Newell, a resident of the Varina District, expressed her admiration for Mr. Hazelett. She advocated saying a prayer before meetings of the Board of Supervisors while also noting her support for the Board's decision to discontinue prayers at its meetings in view of the constitutional separation of church and state.

William Spencer, a resident of the Three Chopt District, offered prayers for the County, provided personal reminiscences, thanked the Board for the Eastern Henrico Recreation Center, and wished Mr. Hazelett well with his pending retirement.

### **GENERAL AGENDA**

201-12            Resolution - Signatory Authority - Virginia Employment Through Entrepreneurship Grant.

Rosalyn Key-Tiller, Director of the Capital Region Workforce Partnership, responded to questions from Mrs. O'Bannon and Mr. Kaechele.

On motion of Mr. Kaechele, seconded by Mrs. O'Bannon, and by unanimous vote, the Board approved this item – see attached resolution.

202-12            Resolution - Approval of Amelia Ambulance Service, Inc. to Operate a Medical Transport Service in Henrico County.

Ed Smith, Chief of the Division of Fire, responded to questions from Mrs. O'Bannon and Mr. Kaechele.

On motion of Mr. Nelson, seconded by Mr. Kaechele, and by unanimous vote, the Board approved this item – see attached resolution.

203-12            Resolution - Award of Contract - Group Health Care Program.

Chris Winstead, Director of Public Works, responded to questions from Mr. Kaechele.

On motion of Mrs. O'Bannon, seconded by Mr. Thornton, and by unanimous vote, the Board approved this item – see attached resolution.

204-12            Resolution - Approval of the FY 2013 and FY 2014 Community Services Board Performance Contract between the Virginia Department of Behavioral Health and Developmental Services and Henrico Area Mental Health & Developmental Services Board.

On motion of Mr. Thornton, seconded by Mrs. O'Bannon, and by unanimous vote, the Board approved this item – see attached resolution.

205-12 Resolution - SIA-001-12 - Dumbarton Area Library Relocation Site - Substantially in Accord with the 2026 Comprehensive Plan - Brookland District.

Joe Emerson, Director of Planning, narrated a brief slide presentation that depicted the aerial view of the subject site and its location within the Staples Mill Centre master plan.

On motion of Mr. Kaechele, seconded by Mr. Nelson, and by unanimous vote, the Board approved this item – see attached resolution.

206-12 Resolution — Signatory Authority — Lease Amendment — Department of General Services — 1590 East Parham Road — Fairfield District.

On motion of Mr. Thornton, seconded by Mrs. O'Bannon, and by unanimous vote, the Board approved this item – see attached resolution.

207-12 Resolution — Signatory Authority — Acquisition of Real Property — 4004 and 4012 Hooper Road — Brookland District.

On motion of Mr. Nelson, seconded by Mr. Kaechele, and by unanimous vote, the Board approved this item – see attached resolution.

208-12 Resolution - Award of Construction Contract - Brook Road Neighborhood Park - Site Cleanup Construction - Fairfield District.

Mr. Winstead and Mr. Hazelett responded to questions from Mr. Thornton.

On motion of Mr. Thornton, seconded by Mrs. O'Bannon, and by unanimous vote, the Board approved this item – see attached resolution.

209-12 Resolution - Award of Construction Contract - Twin Hickory Park - Three Chopt District.

On motion of Mr. Nelson, seconded by Mr. Kaechele, and by unanimous vote, the Board approved this item – see attached resolution.

210-12 Resolution - Award of Annual Contract for Engineering Services - Water Treatment Facility.

Mr. Petrini responded to questions from Mrs. O'Bannon and Mr. Kaechele.

On motion of Mrs. O'Bannon, seconded by Mr. Thornton, and by unanimous vote, the Board approved this item – see attached resolution.

211-12 Resolution - Award of Construction Contract - River Road Sewage Pumping Station Wetwell Improvements - Tuckahoe District.

Mr. Petrini and Mr. Hazelett responded to questions from Mrs. O'Bannon.

On motion of Mrs. O'Bannon, seconded by Mr. Nelson, and by unanimous vote, the Board approved this item – see attached resolution.

212-12 Resolution - Award of Contract - Annual Engineering Services for Engineering and Technology Systems - Woolpert, Inc.


On motion of Mrs. O'Bannon, seconded by Mr. Thornton, and by unanimous vote, the Board approved this item – see attached resolution.

213-12 Resolution - To Permit Additional Fine of \$200 for Speeding on Carterwood Road from Arrowdel Road to 0.11 miles west of Burgoyne Road.

Mike Jennings, Assistant Director of Public Works, responded to a question from Mrs. O'Bannon.

On motion of Mrs. O'Bannon, seconded by Mr. Thornton, and by unanimous vote, the Board approved this item – see attached resolution.

There being no further business, the meeting was adjourned at 9:51 p.m.

  
Chairman, Board of Supervisors  
Henrico County, Virginia

# Proclamation



OF THE BOARD OF SUPERVISORS OF HENRICO COUNTY, VIRGINIA

## PAYROLL WEEK

September 3 - 7, 2012

**WHEREAS**, the American Payroll Association and its 23,000 members have launched a nationwide public awareness campaign that pays tribute to the more than 156 million people who work in the United States and the payroll professionals who support the American system by paying wages, reporting worker earnings, and withholding federal employment taxes; and

**WHEREAS**, payroll professionals in Henrico County, Virginia, play a key role in maintaining the economic health of this community, performing such diverse tasks as paying into the unemployment insurance system, providing information for child support enforcement, and carrying out tax withholding, reporting, and depositing; and

**WHEREAS**, payroll departments collectively spend more than \$15 billion annually complying with myriad federal and state wage and tax laws; and

**WHEREAS**, payroll professionals significantly contribute to the economic security of American families by helping to identify noncustodial parents and making certain that they comply with their child support mandates; and


**WHEREAS**, payroll professionals are dedicated to educating the business community and the public at large about the payroll tax withholding systems; and

**WHEREAS**, payroll professionals meet regularly with federal and state tax officials to discuss improving compliance with government procedures and how compliance can be achieved at less cost to government and businesses; and

**WHEREAS**, the American Payroll Association has designated the week in which Labor Day falls as National Payroll Week.

**NOW, THEREFORE, BE IT PROCLAIMED** that the Board of Supervisors of Henrico County, Virginia, hereby recognizes September 3 - 7, 2012, as Payroll Week and encourages Henrico citizens to support the efforts of local payroll professionals who work to ensure excellence in the administration of payrolls.



  
Richard W. Glover, Chairman  
Board of Supervisors

  
Barry R. Lawrence, Clerk  
August 14, 2012

# Proclamation



OF THE BOARD OF SUPERVISORS OF HENRICO COUNTY, VIRGINIA

## ALCOHOL AND DRUG ADDICTION RECOVERY MONTH

*September 2012*

WHEREAS, substance abuse, co-occurring mental disorders, and co-existing physical illnesses are major health problems that affect millions of Americans of all ages, races, and ethnic backgrounds; and

WHEREAS, these problems exist in all communities and have huge medical, societal, and economic costs; and

WHEREAS, people with substance use and other related disorders can and do recover, and they deserve access to the necessary services to begin their recovery; and

WHEREAS, Alcohol and Drug Addiction Recovery Month, which is nationally observed each year during the month of September, offers those involved in substance abuse treatment an opportunity to educate citizens, community organizations, public officials, and civic leaders about the effectiveness of substance abuse treatment, from both societal and financial perspectives.

NOW, THEREFORE, BE IT PROCLAIMED that the Board of Supervisors of Henrico County, Virginia, hereby recognizes September 2012 as Alcohol and Drug Addiction Recovery Month and calls upon Henrico citizens to acknowledge this year's theme, "Join the Voices for Recovery: It's worth It."



Handwritten signature of Richard W. Glover in black ink.

Richard W. Glover, Chairman  
Board of Supervisors

Handwritten signature of Barry R. Lawrence in black ink.

Barry R. Lawrence, Clerk  
August 14, 2012

# Proclamation



OF THE BOARD OF SUPERVISORS OF HENRICO COUNTY, VIRGINIA

## PREPAREDNESS MONTH

*September 2012*

**WHEREAS**, one of the most profound duties of government is ensuring the safety and security of its citizens from emergencies and disasters of all kinds; and,

**WHEREAS**, large scale emergencies and disasters affecting Henrico County include inland effects from tropical storm systems, wildland fires, flooding, tornadoes, drought, earthquakes, and numerous smaller yet significant events that occur daily across the County; and,

**WHEREAS**, all citizens have a responsibility to contribute to their own safety and security as part of a larger effort by the County to strengthen its ability to prepare for, prevent, respond to, and recover from unexpected emergencies and disasters in cooperation with the Commonwealth of Virginia and the national government; and,

**WHEREAS**, Henrico citizens can greatly reduce the potential for death, injury, and property loss by taking a few simple steps such as assembling a disaster kit, making an emergency plan, and keeping informed of hazards around them; and,

**WHEREAS**, citizen preparedness activities are supported by a wide range of local and state initiatives, including Virginia Corps, Citizen Corps and its five programs (Community Emergency Response Team, Fire Corps, Medical Reserve Corps, Neighborhood Watch, and Volunteers in Police Services), various training opportunities, and ongoing public education campaigns focused on fire safety, emergency management, health, and crime awareness; and,

**WHEREAS**, the combined actions of local, state, and federal agencies working in partnership with an informed and ready private sector and citizenry can transcend the fear of unexpected emergencies and disasters into proactive preparedness that improves the lives, safety, and security of all Henrico citizens.

**NOW, THEREFORE, BE IT PROCLAIMED** that the Board of Supervisors of Henrico County, Virginia, hereby recognizes September 2012 as Henrico Preparedness Month and calls this observance to the attention of all Henrico citizens.



Richard W. Glover, Chairman  
Board of Supervisors

Barry R. Lawrence, Clerk  
August 14, 2012



COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 192-12

Page No. 1 of 1

Agenda Title: RESOLUTION - Acceptance of Resignation Upon Retirement of County Manager

Form containing Board of Supervisors Action details, including date (AUG 14 2012), mover (Kaechele), seconded (Nelson), and a table of supervisor votes (Glover, R., Kaechele, D., Nelson, T., O'Bannon, P., Thornton, F.) with 'APPROVED' handwritten in the remarks section.

WHEREAS, by letter dated July 24, 2012, addressed to Chairman Richard W. Glover, County Manager Virgil R. Hazelett has tendered his resignation to the Board of Supervisors effective upon his retirement at the end of the day, January 16, 2013.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors accepts the resignation of the County Manager, with the resignation to be effective upon his retirement at the end of the day, January 16, 2013, and commends Virgil R. Hazelett for his over 40 years of distinguished service to the County of Henrico, including nearly 21 years as the County Manager.

By Agency Head

By County Manager

Routing:

Yellow to:

Copy to:

Certified:

A Copy Teste:

Clerk, Board of Supervisors

Date:



**COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE**

Agenda Item No. **195-12**  
Page No. 1 of 2

**Agenda Title: ORDINANCE - To Amend and Reordain Section 20-115 of the Code of the County of Henrico Titled "Situs for taxation" to Change the Situs of Motor Vehicles Used by Full-time Students to the Vehicle Owner's Domicile**

For Clerk's Use Only:

Date: **AUG 14 2012**

- Approved
- Denied
- Amended
- Deferred to:

**BOARD OF SUPERVISORS ACTION**

Moved by (1) Thornton Seconded by (1) Nelson  
(2) \_\_\_\_\_ (2) \_\_\_\_\_

REMARKS:

**APPROVED**

YES NO OTHER

Glover, R.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kacchele, D.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nelson, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
O'Bannon, P.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Thornton, F.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

AN ORDINANCE to amend and reordain Section 20-115 of the Code of the County of Henrico Titled "Situs for taxation" to change the situs of motor vehicles used by full-time students to the vehicle owner's domicile.

BE IT ORDAINED BY THE BOARD OF SUPERVISORS OF HENRICO COUNTY, VIRGINIA:

1. That Section 20-115 of the Code of the County of Henrico be amended and reordained as follows:

Sec. 20-115. Situs for taxation.

- .
- .
- .

By Agency Head

*[Signature]*

By County Manager

*[Signature]*

Routing:

Yellow to: \_\_\_\_\_

Copy to: \_\_\_\_\_

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Clerk, Board of Supervisors

Date: \_\_\_\_\_



COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 195-12  
Page No. 2 of 2

Agenda Title: **ORDINANCE - To Amend and Reordain Section 20-115 of the Code of the County of Henrico Titled "Situs for taxation" to Change the Situs of Motor Vehicles Used by Full-time Students to the Vehicle Owner's Domicile**

---

(d) In the event it cannot be determined where a motor vehicle, travel trailer, boat or airplane is normally garaged, stored or parked, the situs shall be the domicile of the owner of such property. However, if ~~the owner of the a~~ motor vehicle is used by a full-time student attending an institution of higher education, and such use establishes that the motor vehicle is normally garaged at the location of the institution of higher education, the taxing situs shall be the domicile of such student ~~the owner of the motor vehicle~~, provided the student ~~has presented~~ owner presents sufficient evidence that he has paid a personal property tax on the motor vehicle in his domicile, upon request of the locality of the institution of higher education.

2. That this ordinance shall be in full force and effect on and after its passage as provided by law.

Comments: The Director of Finance recommends approval of this Board paper; the County Manager concurs.

ORDINANCE NO.

APPROVED BY THE BOARD OF SUPERVISORS:

AN ORDINANCE to amend and reordain Section 20-115 of the Code of the County of Henrico Titled "Situs for taxation" to change the situs of motor vehicles used by full-time students to the vehicle owner's domicile.

BE IT ORDAINED BY THE BOARD OF SUPERVISORS OF HENRICO COUNTY, VIRGINIA:

1. That Section 20-115 of the Code of the County of Henrico be amended and reordained as follows:

Sec. 20-115. Situs for taxation.

- .
- .
- .

(d) In the event it cannot be determined where a motor vehicle, travel trailer, boat or airplane is normally garaged, stored or parked, the situs shall be the domicile of the owner of such property. However, if a motor vehicle is used by a full-time student attending an institution of higher education, and such use establishes that the motor vehicle is normally garaged at the location of the institution of higher education, the taxing situs shall be the domicile of the owner of the motor vehicle, provided the owner presents sufficient evidence that he has paid a personal property tax on the motor vehicle in his domicile, upon request of the locality of the institution of higher education.

2. That this ordinance shall be in full force and effect on and after its passage as provided by law.



**COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE**

Agenda Item No. 196-12

Page No. 1 of 2

**ORDINANCE OR RESOLUTION — To Amend and Reordain Section 24-104 of the Code of the County of Henrico Titled "Signs" to Allow More Noncommercial Signage Without a Sign Permit**

<p>For Clerk's Use Only:</p> <p><b>AUG 14 2012</b> Date</p> <p><input type="checkbox"/> Approved </p> <p><input checked="" type="checkbox"/> Denied</p> <p><input type="checkbox"/> Amended</p> <p><input type="checkbox"/> Deferred to</p>	<p><b>BOARD OF SUPERVISORS ACTION</b></p> <p>Moved by (1) <u>Nelson</u>    Seconded by (1) <u>Kaechele</u></p> <p>(2) _____ (2) _____</p> <p>REMARKS: _____</p> <p>_____</p> <p>_____</p>	<table style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="width:80%;"></th> <th style="width:10%; text-align: center;">YES</th> <th style="width:10%; text-align: center;">NO</th> <th style="width:10%; text-align: center;">OTHER</th> </tr> </thead> <tbody> <tr> <td>Glover, R.</td> <td align="center"><input checked="" type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> </tr> <tr> <td>Kaechele, D.</td> <td align="center"><input checked="" type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> </tr> <tr> <td>Nelson, T.</td> <td align="center"><input checked="" type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> </tr> <tr> <td>O'Bannon, P.</td> <td align="center"><input type="checkbox"/></td> <td align="center"><input checked="" type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> </tr> <tr> <td>Thornton, F.</td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> </tr> </tbody> </table>		YES	NO	OTHER	Glover, R.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Kaechele, D.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Nelson, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	O'Bannon, P.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Thornton, F.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	YES	NO	OTHER																							
Glover, R.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																							
Kaechele, D.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																							
Nelson, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																							
O'Bannon, P.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>																							
Thornton, F.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																							

**ORDINANCE – to amend and reordain Section 24-104 of the Code of the County of Henrico titled "Signs" to allow more noncommercial signage without a sign permit.**

**BE IT ORDAINED BY THE BOARD OF SUPERVISORS OF HENRICO COUNTY, VIRGINIA:**

1. That Section 24-104 of the Code of the County of Henrico be amended and reordained as follows:

**Sec. 24-104. - Signs.**

.  
. .  
. .

(b) *General regulations.* The following regulations apply generally to all signs and are in addition to the regulations contained elsewhere in this section:

.  
. .  
. .

(6) *Signs not requiring permits.* The following signs may be constructed without a permit but shall be in accordance with the structural and safety requirements of the Uniform Statewide Building Code.

.  
. .  
. .

By Agency Head David D. O'Kelly      By County Manager David R. Hays

Routing:  
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Copy to: \_\_\_\_\_

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Clerk, Board of Supervisors  
  
Date: \_\_\_\_\_

**COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE**

Agenda Item No. 196-12

Page No. 2 of 2

Agenda Title: **ORDINANCE OR RESOLUTION — To Amend and Reordain Section 24-104 of the Code of the County of Henrico Titled “Signs” to Allow More Noncommercial Signage Without a Sign Permit**

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**k. Noncommercial signs not exceeding 32 square feet in total area on any lot.**

**Such signs shall not exceed eight feet in height, and shall not be located in any sight distance triangle. In any R district such signs shall not be illuminated. In one-family residence districts any such sign over three square feet in area shall be at least 15 feet from any lot line.**

2. That this ordinance shall be in full force and effect on and after its passage as provided by law.



COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 197-12  
Page No. 1 of 3

Agenda Title: ORDINANCE – To Amend and Reordain Section 15-51 of the Code of the County of Henrico Titled “Concealed handgun permit.”

For Clerk's Use Only:

AUG 14 2012

Date: \_\_\_\_\_

- Approved
- Denied
- Amended
- Deferred to: \_\_\_\_\_

BOARD OF SUPERVISORS ACTION

Moved by (1) Nelson Seconded by (1) O'Bannon  
(2) \_\_\_\_\_ (2) \_\_\_\_\_

REMARKS:

**APPROVED**

YES NO OTHER

Glover, R.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kaechele, D.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nelson, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
O'Bannon, P.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tbornton, F.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

AN ORDINANCE to amend and reordain Section 15-51 of the Code of the County of Henrico titled “Concealed handgun permit.”

BE IT ORDAINED BY THE BOARD OF SUPERVISORS OF HENRICO COUNTY, VIRGINIA:

1. That Section 15-51 of the Code of the County of Henrico be amended and reordained as follows:

Sec. 15-51. Concealed handgun permit.

- (a) A fee of \$35.00 shall be charged for conducting an investigation pursuant to Code of Virginia, § 18.2-308 of an applicant for a concealed handgun permit.
- (b) No fee shall be charged for the issuance of such permit to a person who has retired from service as:

(1) A magistrate in the Commonwealth;

By Agency Head

*[Signature]*

By Coumy Manager

*[Signature]*

Routing:

Yellow lo: \_\_\_\_\_

Copy lo: \_\_\_\_\_

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Clerk, Board of Supervisors

Date: \_\_\_\_\_

COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 197-12  
Page No. 2 of 3

Agenda Title: ORDINANCE - To Amend and Reordain Section 15-51 of the Code of the County of Henrico Titled "Concealed handgun permit."

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- (2) A special agent with the Alcoholic Beverage Control Board or as a law-enforcement officer with the Department of State Police, the Department of Game and Inland Fisheries, or a sheriff or police department, bureau or force of any political subdivision of the Commonwealth, after completing 15 years of service or after reaching age 55;
  - (3) A law-enforcement officer with the United States Federal Bureau of Investigation, Bureau of Alcohol, Tobacco and Firearms, Secret Service Agency, Drug Enforcement Administration, United States Citizenship and Immigration Services, Customs Service, Department of State Diplomatic Security Service, U.S. Marshals Service or Naval Criminal Investigative Service, after completing 15 years of service or after reaching age 55;
  - (4) A law-enforcement officer with any police or sheriff's department within the United States, the District of Columbia or any of the territories of the United States, after completing 15 years of service; or
  - (5) A law-enforcement officer with any combination of the agencies listed in subsections (b)(2) through (b)(4) of this section, after completing 15 years of service.
- ~~(c) As a condition for the issuance of a concealed handgun permit, all applicants, except those seeking the renewal of an existing permit issued pursuant to Code of Virginia, § 18.2-308, shall submit to fingerprinting and provide personal descriptive information to be forwarded with the fingerprints through the Central Criminal Records Exchange to the Federal Bureau of Investigation for the purpose of obtaining criminal history record information regarding the applicant, and obtaining fingerprint identification information from federal records pursuant to criminal investigations by state and local law-enforcement agencies. Upon completion of the criminal history records check and return of the fingerprint cards to the Henrico County Division of Police by the Virginia State Police, the Henrico County Division of Police shall promptly notify the applicant that he has 21 days from the date of the notice to request return of the fingerprint cards. All fingerprint cards not claimed by the applicant within 21 days of notification by the Henrico County Division of Police shall be destroyed. Fingerprints taken for the purposes described in this section shall not be copied, held or used for any other purposes.~~

COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 1911-12  
Page No. 3 of 3

Agenda Title: **ORDINANCE - To Amend and Reordain Section 15-51 of the Code of the County of Henrico Titled "Concealed handgun permit."**

---

2. That this ordinance shall be in full force and effect on and after its passage.

Comments: The Chief of Police recommends approval of this Board paper, and the County Manager concurs.

ORDINANCE NO.

APPROVED BY THE BOARD OF SUPERVISORS:

AN ORDINANCE to amend and reordain Section 15-51 of the Code of the County of Henrico titled "Concealed handgun permit."

BE IT ORDAINED BY THE BOARD OF SUPERVISORS OF HENRICO COUNTY, VIRGINIA:

1. That Section 15-51 of the Code of the County of Henrico be amended and reordained as follows:

Sec. 15-51. Concealed handgun permit.

- (a) A fee of \$35.00 shall be charged for conducting an investigation pursuant to Code of Virginia, § 18.2-308 of an applicant for a concealed handgun permit.
- (b) No fee shall be charged for the issuance of such permit to a person who has retired from service as:
  - (1) A magistrate in the Commonwealth;
  - (2) A special agent with the Alcoholic Beverage Control Board or as a law-enforcement officer with the Department of State Police, the Department of Game and Inland Fisheries, or a sheriff or police department, bureau or force of any political subdivision of the Commonwealth, after completing 15 years of service or after reaching age 55;
  - (3) A law-enforcement officer with the United States Federal Bureau of Investigation, Bureau of Alcohol, Tobacco and Firearms, Secret Service Agency, Drug Enforcement Administration, United States Citizenship and Immigration Services, Customs Service, Department of State Diplomatic Security Service, U.S. Marshals Service or Naval Criminal Investigative Service, after completing 15 years of service or after reaching age 55;



- (4) A law-enforcement officer with any police or sheriff's department within the United States, the District of Columbia or any of the territories of the United States, after completing 15 years of service; or
- (5) A law-enforcement officer with any combination of the agencies listed in subsections (b)(2) through (b)(4) of this section, after completing 15 years of service.

2. That this ordinance shall be in full force and effect on and after its passage.



**COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE**

Agenda Item No. **198-12**  
Page No. 1 of 1

**Agenda Title: ORDINANCE – To Amend and Reordain Section 15-114 of the Code of the County of Henrico Titled "Retention of purchases and serviced items by dealer" to Increase the Time Precious Metals and Gems Dealers are Required to Retain Purchases and Serviced Items**

For Clerk's Use Only:

**AUG 14 2012**

Date: \_\_\_\_\_

- Approved
- Denied
- Amended
- Deferred to:

**BOARD OF SUPERVISORS ACTION**

Moved by (1) Kacchile Seconded by (1) O'Bannon  
(2) \_\_\_\_\_ (2) \_\_\_\_\_

REMARKS:

**APPROVED**

YES NO OTHER

Glover, R.	<input checked="" type="checkbox"/>	_____	_____
Kacchile, D.	<input checked="" type="checkbox"/>	_____	_____
Nelson, T.	<input checked="" type="checkbox"/>	_____	_____
O'Bannon, P.	<input checked="" type="checkbox"/>	_____	_____
Thornton, E.	<input checked="" type="checkbox"/>	_____	_____

**AN ORDINANCE to amend and reordain Section 15-114 of the Code of the County of Henrico Titled "Retention of purchases and serviced items by dealer" to increase the time precious metals and gems dealers are required to retain purchases and serviced items.**

**BE IT ORDAINED BY THE BOARD OF SUPERVISORS OF HENRICO COUNTY, VIRGINIA:**

1. That Section 15-114 of the Code of the County of Henrico be amended and reordained as follows:

**Sec. 15-114. Retention of purchases and serviced Items by dealer.**

A dealer shall retain all precious metals or gems purchased for a minimum of ten **15** calendar days from the date on which a copy of the bill of sale is received by the chief of police. Until the expiration of this retention period, the dealer shall not sell, alter or dispose of the purchased items in whole or in part or remove them from the county. If the dealer performs the service of removing precious metals or gems, he shall retain the metals or gems removed and the article from which the removal was made for a period of ten **15** calendar days after receiving such article and precious metals or gems.

2. That this ordinance shall be in full force and effect on and after its passage as provided by law.

Comments: The Chief of Police recommends approval of this Board paper; the County Manager concurs.

By Agency Head [Signature] By County Manager [Signature]

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Certified:  
A Copy Teste: \_\_\_\_\_

Clerk, Board of Supervisors

Date: \_\_\_\_\_

**ORDINANCE NO.**

**APPROVED BY THE BOARD OF SUPERVISORS:**

**AN ORDINANCE to amend and reordain Section 15-114 of the Code of the County of Henrico Titled "Retention of purchases and serviced items by dealer" to increase the time precious metals and gems dealers are required to retain purchases and serviced items.**

**BE IT ORDAINED BY THE BOARD OF SUPERVISORS OF HENRICO COUNTY, VIRGINIA:**

1. That Section 15-114 of the Code of the County of Henrico be amended and reordained as follows:

**Sec. 15-114. Retention of purchases and serviced items by dealer.**

A dealer shall retain all precious metals or gems purchased for a minimum of 15 calendar days from the date on which a copy of the bill of sale is received by the chief of police. Until the expiration of this retention period, the dealer shall not sell, alter or dispose of the purchased items in whole or in part or remove them from the county. If the dealer performs the service of removing precious metals or gems, he shall retain the metals or gems removed and the article from which the removal was made for a period of 15 calendar days after receiving such article and precious metals or gems.

2. That this ordinance shall be in full force and effect on and after its passage as provided by law.



**COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE**

Agenda Item No. **199-12**  
Page No. 1 of 3

**Agenda Title: ORDINANCE - To Amend and Reordain Section 5-30 of the Code of the County of Henrico Titled "Control of dangerous or vicious dogs" to Increase the Dangerous Dog Registration Fee and Change the Registration Process**

For Clerk's Use Only:

Date: **AUG 14 2012**

- Approved
- Denied
- Amended
- Deferred to:

**BOARD OF SUPERVISORS ACTION**

Moved by (1) O'Bannon      Seconded by (1) Nelson  
(2) \_\_\_\_\_ (2) \_\_\_\_\_

REMARKS:

**APPROVED**

YES NO OTHER

Glover, R.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kaechele, D.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nelson, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
O'Bannon, P.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Thornton, F.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**AN ORDINANCE to amend and reordain Section 5-30 of the Code of the County of Henrico titled "Control of dangerous or vicious dogs" to increase the dangerous dog registrafion fee and change the registration process.**

**BE IT ORDAINED BY THE BOARD OF SUPERVISORS OF HENRICO COUNTY, VIRGINIA:**

1. That Section 5-30 of the Code of the County of Henrico be amended and reordained as follows:

**Sec. 5-30. Control of dangerous or vicious dogs.**

(d) Within ten **45** days of a finding that an animal is a dangerous dog, the owner of the animal shall obtain a dangerous dog registration certificate from the animal protection unit of the division of police or the director of finance for a fee of **\$50.00 \$150.00**. This fee is in addition to other fees required by this chapter. The animal proteccion police officer or the director of finance shall provide the owner with a uniformly designed tag that identifies the animal as a dangerous dog. The owner shall affix the tag to the animal's collar and ensure that the animal wears the collar and tag at all times. **All By January 31 of each year, until such time as the dangerous dog is deceased, all**

By Agency Head [Signature] By County Manager [Signature]

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Clerk, Board of Supervisors

Date: \_\_\_\_\_

COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 199-12  
Page No. 2 of 3

Agenda Title: **ORDINANCE - To Amend and Reordain Section 5-30 of the Code of the County of Henrico Titled "Control of dangerous or vicious dogs" to Increase the Dangerous Dog Registration Fee and Change the Registration Process**

---

certificates obtained pursuant to this subsection shall be updated and renewed annually for the same a fee of \$85.00 and in the same manner as the initial certificate was obtained. The animal protection police officer shall ~~provide a copy of the dangerous dog registration certificate and verification of compliance to the state veterinarian~~ post registration information on the Virginia Dangerous Dog Registry.

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~~(g) The owner of any dog found to be dangerous shall register the animal with the Commonwealth of Virginia Dangerous Dog Registry, as established under Code of Virginia, § 3-2-6542, within 45 days of such a finding by a court of competent jurisdiction.~~

(hg) The owner of a dog found to be dangerous shall cause the animal protection unit of the division of police to be promptly notified of:

- (1) The names, addresses, and telephone numbers of all owners;
- (2) All of the means necessary to locate the owner and the dog at any time;
- (3) Any complaints or incidents of attack by the dog upon any person or cat or dog;
- (4) Any claims made or lawsuits brought as a result of any attack;
- (5) Tattoo or chip identification information, or both;
- (6) Proof of insurance or surety bond; and
- (7) The death of the dog.

(ih) If an animal has been found to be a dangerous dog, the owner shall immediately cause the animal protection unit to be notified upon learning that the animal:

- (1) Is loose or unconfined;
- (2) Bites a person or attacks another animal; or
- (3) Is sold, given away, or dies.

COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 199-12  
Page No. 3 of 3

Agenda Title: **ORDINANCE - To Amend and Reordain Section 5-30** of the Code of the County of Henrico Titled "Control of dangerous or vicious dogs" to Increase the Dangerous Dog Registration Fee and Change the Registration Process

---

Any owner of a dangerous dog who relocates to a new address shall, within ten days of relocating, provide written notice to the appropriate local animal protection unit for the old address from which the animal has moved and the new address to which the animal has been moved.

(jj) Any owner or custodian of a canine or canine crossbreed or other animal is guilty of a:

(1) Class 2 misdemeanor if the canine or canine crossbreed previously declared a dangerous dog pursuant to this section, when such declaration arose out of a separate and distinct incident, attacks and injures or kills a cat or dog that is a companion animal belonging to another person; or

(2) Class 1 misdemeanor if the canine or canine crossbreed previously declared a dangerous dog pursuant to this section, when such declaration arose out of a separate and distinct incident, bites a human being or attacks a human being causing bodily injury.

The provisions of this subsection shall not apply to any animal that, at the time of the acts complained of, was responding to pain or injury, or was protecting itself, its kennel, its offspring, a person, or its owner's or custodian's property, or when the animal is a police dog that is engaged in the performance of its duties at the time of the attack.

(kj) The owner of any animal that has been found to be a dangerous dog who willfully fails to comply with the requirements of this section is guilty of a misdemeanor.

(lk) All fees collected pursuant to this section, less the costs incurred by the animal protection unit of the division of police in producing and distributing the certificates and tags required by this ordinance, shall be paid into a special fund dedicated to paying the expenses of any training courses required under Code of Virginia, § 3.2-6556.

2. That this ordinance shall be in full force and effect on and after its passage.

Comments: The Chief of Police recommends approval of this Board paper; the County Manager concurs.

**ORDINANCE NO.**

**APPROVED BY THE BOARD OF SUPERVISORS:**

**ORDINANCE – To Amend and Reordain Section 5-30 of the Code of the County of Henrico Titled “Control of dangerous or vicious dogs” to Increase the Dangerous Dog Registration Fee and Change the Registration Process**

**AN ORDINANCE to amend and reordain Section 5-30 of the Code of the County of Henrico titled “Control of dangerous or vicious dogs” to increase the dangerous dog registration fee and change the registration process.**

**BE IT ORDAINED BY THE BOARD OF SUPERVISORS OF HENRICO COUNTY, VIRGINIA:**

1. That Section 5-30 of the Code of the County of Henrico be amended and reordained as follows:

**Sec. 5-30. Control of dangerous or vicious dogs.**

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. .  
.

(d) Within 45 days of a finding that an animal is a dangerous dog, the owner of the animal shall obtain a dangerous dog registration certificate from the animal protection unit of the division of police or the director of finance for a fee of \$150.00. This fee is in addition to other fees required by this chapter. The animal protection police officer or the director of finance shall provide the owner with a uniformly designed tag that identifies the animal as a dangerous dog. The owner shall affix the tag to the animal's collar and ensure that the animal wears the collar and tag at all times. By January 31 of each year, until such time as the dangerous dog is deceased, all certificates obtained pursuant to this subsection shall be updated and renewed for a fee of \$85.00 and in the same manner as the initial certificate was obtained. The animal protection police officer shall post registration information on the Virginia Dangerous Dog Registry.

.  
. .  
.

(g) The owner of a dog found to be dangerous shall cause the animal protection unit of the division of police to be promptly notified of:

- (1) The names, addresses, and telephone numbers of all owners;
- (2) All of the means necessary to locate the owner and the dog at any time;
- (3) Any complaints or incidents of attack by the dog upon any person or cat or dog;
- (4) Any claims made or lawsuits brought as a result of any attack;
- (5) Tattoo or chip identification information, or both;
- (6) Proof of insurance or surety bond; and
- (7) The death of the dog.

(h) If an animal has been found to be a dangerous dog, the owner shall immediately cause the animal protection unit to be notified upon learning that the animal:

- (1) Is loose or uncontained;
- (2) Bites a person or attacks another animal; or
- (3) Is sold, given away, or dies.

Any owner of a dangerous dog who relocates to a new address shall, within ten days of relocating, provide written notice to the appropriate local animal protection unit for the old address from which the animal has moved and the new address to which the animal has been moved.

(j) Any owner or custodian of a canine or canine crossbreed or other animal is guilty of a:

(1) Class 2 misdemeanor if the canine or canine crossbreed previously declared a dangerous dog pursuant to this section, when such declaration arose out of a separate and distinct incident, attacks and injures or kills a cat or dog that is a companion animal belonging to another person; or

(2) Class 1 misdemeanor if the canine or canine crossbreed previously declared a dangerous dog pursuant to this section, when such declaration arose out of a separate and distinct incident, bites a human being or attacks a human being causing bodily injury.



The provisions of this subsection shall not apply to any animal that, at the time of the acts complained of, was responding to pain or injury, or was protecting itself, its kennel, its offspring, a person, or its owner's or custodian's property, or when the animal is a police dog that is engaged in the performance of its duties at the time of the attack.

(j) The owner of any animal that has been found to be a dangerous dog who willfully fails to comply with the requirements of this section is guilty of a misdemeanor.

(k) All fees collected pursuant to this section, less the costs incurred by the animal protection unit of the division of police in producing and distributing the certificates and tags required by this ordinance, shall be paid into a special fund dedicated to paying the expenses of any training courses required under Code of Virginia, § 3.2-6556.

2. That this ordinance shall be in full force and effect on and after its passage.



**COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE**

Agenda Item No. 200-12  
Page No. 1 of 1

Agenda Title: **ORDINANCE — To Amend and Reordain Subsection (a) of Section 23-328 Titled "Service deposit" of the Code of the County of Henrico to Change Security Deposit Requirements for County Water and Sewer Service**

For Clerk's Use Only:  Date: <b>AUG 14 2012</b>  <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> Amended <input type="checkbox"/> Deferred to:	<b>BOARD OF SUPERVISORS ACTION</b>  Moved by (1) <u>Kaechele</u> Seconded by (1) <u>O'Bannon</u> (2) _____ (2) _____  REMARKS: <div style="font-size: 2em; font-weight: bold; text-align: center;">APPROVED</div>	<table border="0"> <tr> <td></td> <td>YES</td> <td>NO</td> <td>OTHER</td> </tr> <tr> <td>Glover, R.</td> <td align="center"><input checked="" type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> </tr> <tr> <td>Kaechele, D.</td> <td align="center"><input checked="" type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> </tr> <tr> <td>Nelson, T.</td> <td align="center"><input checked="" type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> </tr> <tr> <td>O'Bannon, P.</td> <td align="center"><input checked="" type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> </tr> <tr> <td>Thornton, F.</td> <td align="center"><input checked="" type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> </tr> </table>		YES	NO	OTHER	Glover, R.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Kaechele, D.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Nelson, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	O'Bannon, P.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Thornton, F.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Glover, R.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																							
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**AN ORDINANCE — To Amend and Reordain Subsection (a) of Section 23-328 Titled "Service deposit" of the Code of the County of Henrico to Change Security Deposit Requirements for County Water and Sewer Service**

**BE IT ORDAINED BY THE BOARD OF SUPERVISORS OF HENRICO COUNTY, VIRGINIA:**

- That Subsection (a) Section 23-328 of the Code of the County of Henrico be amended and reordained as follows:

**Sec. 23-328. Service deposit.**

(a) *Deposit required.* Persons applying for available water and sewer service to property they do not own shall pay a deposit to ensure payment for each type of service of \$100.00 or another amount deemed necessary by the director to cover anticipated usage for one billing period. The deposit shall be billed to the customer's account. The county shall hold the deposit as surety without interest. A security deposit shall not be required if the customer is a lessee or tenant who has provided the director with a letter from the owner of the property where service is to be provided attaching documentation that such lessee or tenant receives need-based local, state or federal rental assistance.

- That this ordinance shall be in full force and effect on and after its passage, as provided by law.

By Agency Head Arthur O. Palmer By County Manager David P. Hayslett

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Clerk, Board of Supervisors  
Date: \_\_\_\_\_



**COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE**

Agenda Item No. **201-12**

Page No. 1 of 1

**Agenda Title: RESOLUTION - Signatory Authority - Virginia Employment Through Entrepreneurship Grant**

For Clerk's Use Only: Date: <b>AUG 14 2012</b> <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> Amended <input type="checkbox"/> Deferred to:	<b>BOARD OF SUPERVISORS ACTION</b> Moved by (1) <u>Kaechle</u> Seconded by (1) <u>O'Bannon</u> (2) _____ (2) _____ REMARKS: <div style="font-size: 2em; font-weight: bold; text-align: center;">APPROVED</div>	<table border="0"> <tr> <td></td> <td>YES</td> <td>NO</td> <td>OTHER</td> </tr> <tr> <td>Glover, R.</td> <td align="center">✓</td> <td></td> <td></td> </tr> <tr> <td>Kaechle, D.</td> <td align="center">✓</td> <td></td> <td></td> </tr> <tr> <td>Nelson, T.</td> <td align="center">✓</td> <td></td> <td></td> </tr> <tr> <td>O'Bannon, P.</td> <td align="center">✓</td> <td></td> <td></td> </tr> <tr> <td>Thornton, F.</td> <td align="center">✓</td> <td></td> <td></td> </tr> </table>		YES	NO	OTHER	Glover, R.	✓			Kaechle, D.	✓			Nelson, T.	✓			O'Bannon, P.	✓			Thornton, F.	✓		
	YES	NO	OTHER																							
Glover, R.	✓																									
Kaechle, D.	✓																									
Nelson, T.	✓																									
O'Bannon, P.	✓																									
Thornton, F.	✓																									

WHEREAS, the U. S. Department of Labor has awarded a grant in the amount of \$8,355,590 to the Virginia Employment Through Entrepreneurship Consortium (VETEC); and,

WHEREAS, VETEC will use the grant to provide comprehensive entrepreneurship training and technical assistance to Workforce Investment Act eligible adult and dislocated workers from three of the populous workforce areas in the Commonwealth of Virginia, including the Capital Region Workforce Partnership (CRWP); and,

WHEREAS, \$2,150,309 of the grant funds will be made available by VETEC to the CRWP for the period July 1, 2012 through June 30, 2016; and,

WHEREAS, access to and use of the grant funds will be governed by a contract among the Skills Source Group, Inc., as the fiscal agent for VETEC, CRWP and the County of Henrico, as the CRWP's grant recipient and fiscal agent; and,

WHEREAS, the funds awarded do not require a local match or contribution.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Supervisors that the County Manager is hereby authorized to accept the grant and to execute a contract, in a form approved by the County Attorney, among the Skills Source Group, Inc., the CRWP and the County of Henrico.

Comment: The Director of the CRWP recommends approval of this Board Paper, and the County Manager concurs.

By Agency Head Rosalyn D. Key-Sullivan By County Manager David L. Taylor

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**COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE**

Agenda Item No. 202-12

Page 2 of 2

**Agenda Title: RESOLUTION – Approval of Amelia Ambulance Service, Inc. to Operate a Medical Transport Service in Henrico County**

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2. This approval does not authorize Amelia Ambulance Service, Inc. to respond to calls for emergency 9-1-1 services from the general public except when so requested by the County through its EMS system.

**Comments:** The Fire Chief recommends approval of this Board paper; the County Manager concurs.

## **Amelia Ambulance Service, Inc.**

Serving Henrico, Chesterfield, Goochland and surrounding counties

16601 Egglestetton Rd.

Amelia, VA 23002

804-561-7182

804-561-3322

Fax 804-561-1658

E-mail [ameliaambulance@gmail.com](mailto:ameliaambulance@gmail.com)

To: Edwin W Smith  
Fire Chief  
Division of Fire  
Henrico County Va

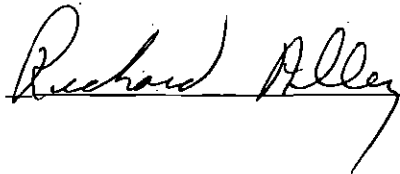
Date May 7, 2012

Re: Resolution to allow Amelia Ambulance Service to move its service to Henrico County.

Chief Smith Amelia Ambulance Service Inc. has two locations one in Amelia County and one in Goochland County. We would like to consolidate the two offices into one at a new location in Henrico County. Amelia Ambulance Service Inc. has contracts with Henrico Doctors Hospitals and some of the nursing homes in Henrico County. We have no intensions on running 9-1-1 calls in Henrico County unless the fire chief requests us to do so.

I spoke to Chief R. Wayne Baber, he advised me to send a letter to you, requesting you to present a resolution to the Henrico County Board of Supervisors that would support our request to move into and operate in Henrico County.

Thank you for your help with this.



Richard Alley owner



ameliaambserv tds.net &lt;ameliaambserv@tds.net&gt;

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## Henrico Board Resolution

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Baber, Wayne <bab02@co.henrico.va.us>  
To: "ameliaambserv@tds.net" <ameliaambserv@tds.net>

Thu, May 3, 2012 at 2:14 PM

Mr. Richard Alley:

The Henrico Fire Division is in receipt of your FAX requesting fire to present a resolution to the Henrico Board of Supervisors seeking support allowing Amelia Ambulance Service, Inc. to upgrade to ALS services within the County of Henrico, Virginia. We receive these requests periodically and do not handle these through Board resolutions. Mr. Virgil Hazelett, Henrico County Manager, has designated the fire chief to be in-charge of all fire and EMS activities within the county of Henrico.

To move your item forward you should write a letter to the fire chief requesting his support for a board paper supporting your request. The fire chief then prepares a simple board paper and presents it on your behalf to our Board of Supervisors. This usually takes about eight to ten weeks once we receive your request.

Your letter should clearly state the reasons for your request. You should also state in your letter you do not intent to run emergency calls-for-service (9-1-1 calls) unless requested by the fire chief. The Board always seeks to assure that all 9-1-1 calls are routed through the Henrico Emergency Communications Center.

If you have any questions please write me as I am out of the office more than I am in the office. I will gladly assist you through the process.

**R. Wayne Baber**

**Assistant Chief, Professional Services**

County of Henrico, VA

Division of Fire

P. O. Box 90775

Henrico, VA 23273-0775

Phone: 804.501.4967

FAX: 804.501.4922

501-4642

RWBaber@co.henrico.va.us

[www.henricofire.org](http://www.henricofire.org)

"Perpetual optimism is a force multiplier."

- General Colin Powell



Edwin W Smith  
Fire Chief





**COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE**

Agenda Item No. **20312**  
Page No. 1 of 2

Agenda Title: **RESOLUTION – Award of Contract – Group Health Care Program**

<p>For Clerk's Use Only: <b>AUG 14 2012</b> Date: _____ <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> Amended <input type="checkbox"/> Deferred to: _____</p>	<p align="center"><b>BOARD OF SUPERVISORS ACTION</b></p> <p>Moved by (1) <u>O'Bannon</u> Seconded by (1) <u>Thomba</u> (2) _____ (2) _____</p> <p>REMARKS: <b>APPROVED</b></p>	<table border="1"> <thead> <tr> <th></th> <th>YES</th> <th>NO</th> <th>OTH</th> </tr> </thead> <tbody> <tr> <td>Glover, R.</td> <td align="center">✓</td> <td></td> <td></td> </tr> <tr> <td>Kaechele, D.</td> <td align="center">✓</td> <td></td> <td></td> </tr> <tr> <td>Nelson, T.</td> <td align="center">✓</td> <td></td> <td></td> </tr> <tr> <td>O'Bannon, P.</td> <td align="center">✓</td> <td></td> <td></td> </tr> <tr> <td>Thornton, F.</td> <td align="center">✓</td> <td></td> <td></td> </tr> </tbody> </table>		YES	NO	OTH	Glover, R.	✓			Kaechele, D.	✓			Nelson, T.	✓			O'Bannon, P.	✓			Thornton, F.	✓		
	YES	NO	OTH																							
Glover, R.	✓																									
Kaechele, D.	✓																									
Nelson, T.	✓																									
O'Bannon, P.	✓																									
Thornton, F.	✓																									

**WHEREAS**, on March 16, 2012, the County received six proposals pursuant to RFP #12-9182-1CS to provide a contract for the Group Health Care Program; and

**WHEREAS**, following review and evaluation of the written proposals, the Selection Committee interviewed the following firms:

- Anthem Health Plans of Virginia, Inc.
- Cigna Health and Life Insurance Company
- Sentara Health Plans, Inc. (Optima Health)

**WHEREAS**, the Selection Committee determined that Anthem Health Plans of Virginia, Inc. submitted the best proposal, and negotiated a contract.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Supervisors of Henrico County:

- I. A contract to provide services necessary for the administration of the County's self-funded group health care program for the term January 1, 2013 through December 31, 2015, with the option to renew for two additional one-year terms, is awarded to Anthem Health Plans of Virginia, Inc. pursuant to RFP#12-9182-1CS, Anthem Health Plans of Virginia, Inc.'s March 16, 2012 proposal, and Anthem Health Plans of Virginia, Inc.'s best and final offer dated May 29, 2012. This contract will include prescription drug management services and a stop loss insurance policy from January 1, 2013 through December 31, 2013, with the option to renew these services for the continued terms of the contract.

By Agency Head [Signature] By County Manager [Signature]

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Clerk, Board of Supervisors  
Date: \_\_\_\_\_

**COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE**

Agenda Item No. **203-12**  
Page No. 2 of 2

Agenda Title: **RESOLUTION — Award of Contract — Group Health Care Program**

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2. The County Manager is authorized to execute the contract in a form approved by the County Attorney.
3. The County Manager, or the Director of General Services as his designee, is further authorized to execute all necessary amendments.

Comments: Funding to support the contracts is available within the approved operating budget. The Director of General Services, the Director of Human Resources, the Director of Finance, the Assistant Superintendent of Schools for Finance, and the Executive Director of Schools Human Resources recommend approval of this Board Paper. The County Manager concurs.



**COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE**

Agenda Item No. 204-12

Page No. 1 of 2

**Agenda Title: RESOLUTION - Approval of the FY 2013 and FY 2014 Community Services Board Performance Contract between the Virginia Department of Behavioral Health and Developmental Services and the Henrico Area Mental Health & Developmental Services Board**

For Clerk's Use Only:	BOARD OF SUPERVISORS ACTION	YES NO OTHER
<b>AUG 17 2012</b> Date: _____ <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> Amended <input type="checkbox"/> Deferred to: _____	Moved by (1) <u>Thorton</u> Seconded by (1) <u>O'Bannon</u> (2) _____                              (2) _____  REMARKS: <b>APPROVED</b>	Glover, R. <input checked="" type="checkbox"/> _____ Kaechele, D. <input checked="" type="checkbox"/> _____ Nelson, T. <input checked="" type="checkbox"/> _____ O'Bannon, P. <input checked="" type="checkbox"/> _____ Thornton, F. <input checked="" type="checkbox"/> _____

WHEREAS, Virginia Code § 37.2-508 requires that a performance contract negotiated between the Virginia Department of Behavioral Health and Developmental Services (the Department) and the Henrico Area Mental Health & Developmental Services Board (HAMHDS) and approved by HAMHDS be submitted by HAMHDS for approval by formal vote of the governing body of each political subdivision that established HAMHDS; and,

WHEREAS, the County of Henrico, Charles City County and New Kent County established HAMHDS in 1973; and,

WHEREAS, on May 7, 2012 the Department provided to HAMHDS a Letter of Notification setting out the amount of state and federal funding that would be available to HAMHDS during FY 2013; and,

WHEREAS, HAMHDS and the Department have negotiated a FY 2013 and FY 2014 Community Services Board Performance Contract; and,

WHEREAS, on July 25, 2012 HAMHDS approved the FY 2013 and FY 2014 Community Services Board Performance Contract and recommended it to the Boards of Supervisors of Henrico, Charles City, and New Kent Counties; and,

WHEREAS, the FY 2013 and FY 2014 Community Services Board Performance Contract recommended by HAMHDS is based on the requirements of § 37.2-508 of the Virginia Code, on the FY 2012-2013 budget approved by the Henrico County Board of Supervisors on April 24, 2012, on the Letter of Notification to HAMHDS for FY 2013 and FY 2014, and on local contributions approved by the Charles City County Board of Supervisors and the New Kent County Board of Supervisors.

By Agency Head [Signature] By County Manager [Signature]

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**COUNTY OF HENRICO, VIRGINIA**  
**BOARD OF SUPERVISORS**  
MINUTE

Agenda Item No. 204-12  
Page No. 2 of 2

**Agenda Title: RESOLUTION - Approval of the FY 2013 and FY 2014 Community Services Board Performance Contract between the Virginia Department of Behavioral Health and Developmental Services and the Henrico Area Mental Health & Developmental Services Board**

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**NOW, THEREFORE, BE IT RESOLVED** by the Board of Supervisors that the FY 2013 and FY 2014 Community Services Board Performance Contract between the Virginia Department of Behavioral Health and Developmental Services and Henrico Area Mental Health & Developmental Services Board is approved.

**Comments:** The Executive Director of HAMHDS recommends approval of this Board paper, and the County Manager concurs.



COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 205-12  
Page No. 1 of 2

Agenda Title: **RESOLUTION — SIA-001-12 — Dumbarton Area Library Relocation Site —**  
**Substantially in Accord with the 2026 Comprehensive Plan — Brookland District**

For Clerk's Use Only: Date: <u>AUG 14 2012</u> <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> Amended <input type="checkbox"/> Deferred to: _____	<b>BOARD OF SUPERVISORS ACTION</b> Moved by (1) <u>Kaechele</u> Seconded by (1) <u>Nelson</u> (2) _____ (2) _____ REMARKS: <div style="font-size: 2em; text-align: center; font-family: serif;">A P P R O V E D</div>	YES NO OTHER Glover, R. <input checked="" type="checkbox"/> _____ Kaechele, D. <input checked="" type="checkbox"/> _____ Nelson, T. <input checked="" type="checkbox"/> _____ O'Bannon, P. <input checked="" type="checkbox"/> _____ Thornton, F. <input checked="" type="checkbox"/> _____
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WHEREAS, Section 15.2-2232(A) of the Code of Virginia requires the Planning Commission to review and to consider whether the general or approximate location, character and extent of major public facilities are substantially in accord with the County's Comprehensive Plan ("Plan"); and,

WHEREAS, the Planning Commission has reviewed the Dumbarton Area Library Relocation Site in Staples Mill Centre for conformance with the Plan; and,

WHEREAS, a July 18, 2012 report presented by the Planning staff to the Planning Commission found the proposed use would not be in conflict with or a significant departure from the adopted Plan; and,

WHEREAS, on July 25, 2012, the Planning Commission reviewed the staff report and after a public hearing found the proposed Dumbarton Area Library Relocation Site will further the Goals, Objectives and Policies of the Comprehensive Plan that identify the need for new public services and facilities based on projected and planned growth in accordance with the 2026 Future Land Use map; and,

WHEREAS, the Planning Commission found the proposed use of this site for the Dumbarton Area Library Relocation Site would be compatible with adjacent development and existing and future residential developments in the larger vicinity; and,

WHEREAS, the Board of Supervisors has reviewed the Planning Commission's findings and concurs with its conclusions.

NOW, THEREFORE, BE IT RESOLVED the Board of Supervisors finds the proposed Dumbarton Area Library Relocation Site substantially in accord with the County's Comprehensive Plan.

By Agency Head Jean H. Hour By County Manager Debbi L. Hayslett

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Clerk, Board of Supervisors

Date: \_\_\_\_\_

**COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE**

Agenda Item No. 205-12

Page No.2 of 2

Agenda Title: **RESOLUTION — SIA-001-12— Dumbarton Area Library Relocation Site —  
Substantially in Accord with the 2026 Comprehensive Plan — Brookland District**

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Comments: The Director of Planning concurs with the finding of the Planning Commission that the proposed Dumbarton Area Library Relocation Site is substantially in accord with the Plan and recommends approval of the Board paper; the County Manager concurs.

**SIA-001-12  
Dumbarton Area Library Relocation Site  
Substantially In Accord Report  
July 18, 2012**

**SUMMARY OF STAFF COMMENTS**

At the request of Henrico County Public Libraries, the Planning Department, in coordination with other county divisions and departments, conducted a Substantially In Accord (SIA) study to determine if a proposed library site within Staples Mill Centre, to be located at the southwest intersection of Staples Mill Road (U.S. Route 33) and Bethlehem Road, is substantially in conformance with the county's adopted Comprehensive Plan.

The site is located in the Brookland Magisterial District and is zoned UMUC, Urban Mixed Use District (Conditional). Staples Mill Centre consists of approximately 80 acres and is generally bounded by Bethlehem Road to the north; Staples Mill Road (U.S. Route 33) to the east; Libbie Avenue and Spencer Road to the west; and Willow Place Shopping Center and Mayfield subdivision to the south. The library site consists of 3.29 acres and is located on part of parcels 773-740-5043 and 773-739-8155 (see Exhibit 1).

The site will contain a library building composed of three above-grade floors totaling between 50,000 and 60,000 gross square feet and an associated surface parking lot consisting of 236 parking spaces. This facility will replace the current library located at 6800 Staples Mill Road and the new location is consistent with the 2026 Comprehensive Plan's recommendation to encourage the inclusion of libraries in Urban Mixed-Use Areas.

Through proper design, the relocated library would be compatible with current and recommended land uses, meet the increasing demands of the area, and fulfill the goals, objectives and policies of the 2026 Comprehensive Plan. Staff recommends the Planning Commission find the Dumbarton Area Library Relocation Site "substantially in accord" with the Henrico County 2026 Comprehensive Plan.

**PURPOSE**

This report has been prepared to assist the Henrico County Planning Commission in making a determination whether the relocated Dumbarton Area Library Site is "substantially in accord" with the County's 2026 Comprehensive Plan.

Because the Plan does not recommend a public land use for the subject parcel, §15.2-2232A of the Code of Virginia mandates a "substantially in accord" finding be submitted to and approved by the Planning Commission prior to the use of the property for a public purpose.

The Code of Virginia, §15.2-2232A specifies:

*Whenever a local planning commission recommends a comprehensive plan or part thereof for the locality and such plan has been approved and adopted by the governing body, it shall control the general or approximate location, character and extent of each feature shown on the plan. Thereafter, unless a feature is already shown on the adopted master plan or part thereof or is deemed so ..., no street or connection to an existing street, park or other public area, public*

building or public structure, public utility facility or public service corporation facility other than railroad facility, ... whether publicly or privately owned, shall be constructed, established or authorized, unless and until the general location or approximate location, character, and extent thereof has been submitted to and approved by the commission as being substantially in accord with the adopted comprehensive plan or part thereof ...

## **BACKGROUND**

In 2005, a General Obligation Bond Referendum approved capital project funds for relocation of the area library in the Brookland Magisterial District. This proposed 50,000-60,000 square foot facility would replace the current area library located at 6800 Staples Mill Road and address the anticipated long-term public library needs in central Henrico. Library features would include: expanded reading and quiet study areas; books, DVD's, and other materials to meet community needs; a public computing lab; multipurpose and conference rooms for library programs and community meetings; children story-time and craft areas; a drive-through book return and pick-up window; and parking.

The current library is located on a 4.147 acre parcel at the northwest intersection of Staples Mill and Penick Roads. The 22,500 square foot facility was originally constructed in 1976 on the site of the former Dumbarton Elementary School. Because of site limitations and the need for enlarged facilities, a relocation alternative has been recommended. The proposed site is approximately 1.5 miles away from the current site, served by a major arterial roadway, and capable of accommodating an expanded library facility.

## **SITE CHARACTERISTICS**

The proposed site consists of 3.29 acres of Staples Mill Centre (79.5 acres) and is located in the Brookland Magisterial District. Staples Mill Centre is generally bounded by: Bethlehem Road to the north; Staples Mill Road (U.S. Route 33) to the east; Libbie Avenue and Spencer Road to the west; and Willow Place Shopping Center and Mayfield subdivision to the south. The library site will be bounded by a lake plaza to the north, concept roads to the east and south, and a building to the west.

The library site is rectangular in shape and is located in the southern portion of Staples Mill Centre (See Exhibit 1). The site is relatively flat and lies at an elevation of 200 feet above sea level. The site is located within the Upham Brook Watershed of the Chesapeake Bay, a 50-10 area. The southern-most portion of the site, containing the surface parking lot, lies just north of the 500 year floodplain. The site is located in a Watershed Enhancement Area and must comply with applicable water quality requirements.

The predominant soil type on the site is Urban Land. Kinston and Mantachie soils can be found along the southern boundary of the site. The soils are not hydric and shrink/swell potential has not been classified.

A Development Agreement between the County and Staples Mill Centre developers for the purchase and use of the site as a library provides for the removal of the existing utility network and streets, as well as construction of new streets, utilities, and drainage facilities to



accommodate the proposed library. Vacation of the existing public road rights-of-way, previously dedicated with the Suburban Apartments subdivision plat, will be required.

### **ZONING AND EXISTING LAND USES**

The site was zoned UMUC, Urban Mixed Use District (Conditional) via case C-5C-07 and has a companion Provisional Use Permit case P-1-07. In accordance with Section 4-32(i) of the Henrico County Zoning Ordinance a public library is a permitted principal use in the UMU District. No minimum lot area or yard requirements apply and no building or structure shall exceed a height of 60 feet unless otherwise permitted by the Board of Supervisors, pursuant to Section 24-32.1(u) in the UMU District. On-street parking is permitted but cannot be used in the calculation of minimum required parking spaces. Non-residential uses shall provide parking as required by Section 24-96(b).

Surrounding land uses include single-family residential to the north and west, office to the west, commercial office to the east, and commercial (Willow Place Shopping Center), single-family residential, and semi-public to the south. The site is generally bounded by R-3 One Family Residence District to the north and west, M-1 Light Industrial District and R-5 General Residence District to the south, and B-1 and B-2 Business Districts to the east.

### **2026 COMPREHENSIVE PLAN**

The 2026 Comprehensive Plan designates the subject property for Urban Mixed-Use (UMU). The surrounding area is recommended for a combination of Suburban Residential 2 (density should not exceed 3.4 units per acre), Environmental Protection Area, Commercial Concentration, Office, and Light Industry uses. The provision of public facility improvements is generally compatible and appropriate with these land use recommendations. These improvements should be designed and constructed in a manner that supports planned and existing development.

With the development of Staples Mill Centre, this area of the county is expected to experience an increase in both residential and nonresidential growth. The proposed library site would maximize opportunities for service, while still being compatible with adjacent land uses. Public facility improvements should also maintain desired levels of service that maximize the existing or improved infrastructure. Coordinating planning efforts with land use recommendations and the timing of development will create an environment of proactive services management.

The proposed site has been reviewed by the Historic Preservation and Museum Services section of the Henrico Division of Recreation and Parks. This review concluded there would be no impacts on existing or proposed park and recreation facilities. Also, there would be no archaeological, historical, or battlefield core area impacts.

It appears a relocated library facility could be designed and constructed in a manner compatible with the surrounding area, while being consistent with the following Vision, Goals, Objectives, and Policies of the 2026 Comprehensive Plan:

- In order to be fiscally responsible and provide adequate public services and infrastructure to the current and future residents and businesses in Henrico County, it will be important to

closely coordinate development with plans for expansion of public services and infrastructure (*Vision: Infrastructure/Service Provision & Growth Coordination*).

- Identify the need for new public services and facilities based on projected growth in coordination with the *Future Land Use Map (Objective 1: Infrastructure/Service Provision & Growth Coordination)*.
- Utilize the planning process to review public facilities not shown on the adopted *Future Land Use Map* to determine if the general location, character and extent are in keeping with the adopted *Plan (Objective 10: Infrastructure/Service Provision & Growth Coordination)*.
- Coordinate the intensity of Mixed-Use developments with the provision of adequate public facilities. When possible, sites for new public facilities are encouraged to be incorporated into the overall design of the Mixed-Use development. Uses such as schools, libraries, post offices, and safety service offices are compatible elements to include within a Mixed-Use development (*Mixed-Use Keystone Policy 8: Chapter 5: Land Use*)
- Centrally locate new public facilities to make them accessible by the local roadway network and serving the largest possible concentrations of population and employment areas, in addition to addressing response times and levels of service (*General Facility Policy 7: Chapter 11: Public Facilities & Utilities*).
- Encourage new development in areas where public water and sewer services are available to connect into the system (*General Facility Policy 13: Chapter 11: Public Facilities & Utilities*).

### **2026 MAJOR THOROUGHFARE PLAN AND SITE ACCESS**

As has been previously stated, the proposed library site is located within the planned Staples Mill Centre Urban Mixed Use (UMU) development. The Urban Mixed Use site is at the intersection of Staples Mill and Bethlehem Roads, approximately 1,200 feet south of Interstate 64. Staples Mill Road is a median-divided, six lane road with turn lanes and is designated as a major arterial (80'-120' right-of-way) on the 2026 Major Thoroughfare Plan (MTP). Bethlehem Road is a two lane road and is designated as a major collector (50'-80' right-of-way) on the MTP. The overall UMU site has approximately 1,500 feet of road frontage along Staples Mill Road, and approximately 1,400 feet of frontage along Bethlehem Road. With W. Broad Street (a major arterial to the south) and Interstate 64 (a controlled access highway) to the north, good access to the library site will be provided.

Staples Mill Road currently carries approximately 18,000 vehicles per day, while Bethlehem Road carries approximately 12,306 vehicles per day. A 60,000 square foot library would generate approximately 2,500 vehicle trips per day. Morning peak hour trips would consist of 53 vehicles entering and 21 exiting, while evening peak hour trips would consist of 164 vehicles entering and 177 exiting. With road improvements agreed to as part of case C-5C-07, including construction of a southbound right turn lane along Staples Mill Road and an additional lane along the south side of Bethlehem Road, the adjacent road network will adequately be able to handle traffic associated with the proposed facility.

The proposed library site is located within the interior of the UMU project. Access to the site will be provided by public easements along private roads, giving the patrons the right to access the library per the Development Agreement. The library will have frontage on Concept Roads B and D (see Exhibit 2), which form the eastern and southern perimeter of the site. Concept Road A provides access to the site from Staples Mill Road to Concept Road B, and Concept Road F provides access to the site from Libbie Avenue to Concept Road E. All five initial Concept Roads are intended to be private roads in common per the Development Agreement. The Development Agreement provides for construction of the initial Concept Roads before the library is dedicated. Concept Roads A and F are intended to have a minimum of two 12-foot wide drive lanes in each direction separated by a 10-foot wide median and have an 8-foot wide parking lane along both exterior sides. Concept Roads B, D, and E are intended to have a minimum of two 12-foot wide drive lanes and have an 8-foot wide parking lane along both exterior sides.

Public transportation, provided by the Greater Richmond Transit Company (GRTC), is accessible along the perimeter of Staples Mill Centre. Fixed route service, via Route 18, runs along Bethlehem Road, less than one-half mile from the proposed library relocation. Curb-to-curb specialized transportation service for the disabled is also available.

### **SITE CONSIDERATIONS**

Proffers accepted with rezoning case C-5C-07 include the "Staples Mill Centre Pattern Book," which defines the design standards for buildings constructed on the site. The Development Agreement requires the proposed library to be in compliance with the Pattern Book. Other relevant proffers include:

- Any aboveground wet stormwater management facility located on the property shall be designed and utilized as a water feature amenity and/or designed and landscaped to make it an integral part of the development and shall be aerated.
- A pedestrian access system shall be provided connecting the major project areas of the development with sidewalks to be a minimum of four (4) feet in width.

Transitional buffers are not required for the library site but supplemental landscaping will be necessary around the site due to the lack of existing vegetation. Urban Mixed Use District design standards require service areas, HVAC equipment, and mechanical equipment to be screened from view of adjacent properties. In addition, the UMU District design standards require surface parking areas to be screened from adjoining streets and properties with a continuous perimeter hedgerow. Parking areas and access drives should be illuminated.

The site is located within Henrico County Police District II, headquartered at the Public Safety Building (7721 E. Parham Road). The site could incorporate several design concepts promoted by the Division of Police through the implementation of Crime Prevention through Environmental Design (CPTED): Natural Access Control and Territorial Reinforcement. The Division of Police encourages both General Services and Public Libraries to incorporate CPTED concepts and strategies.

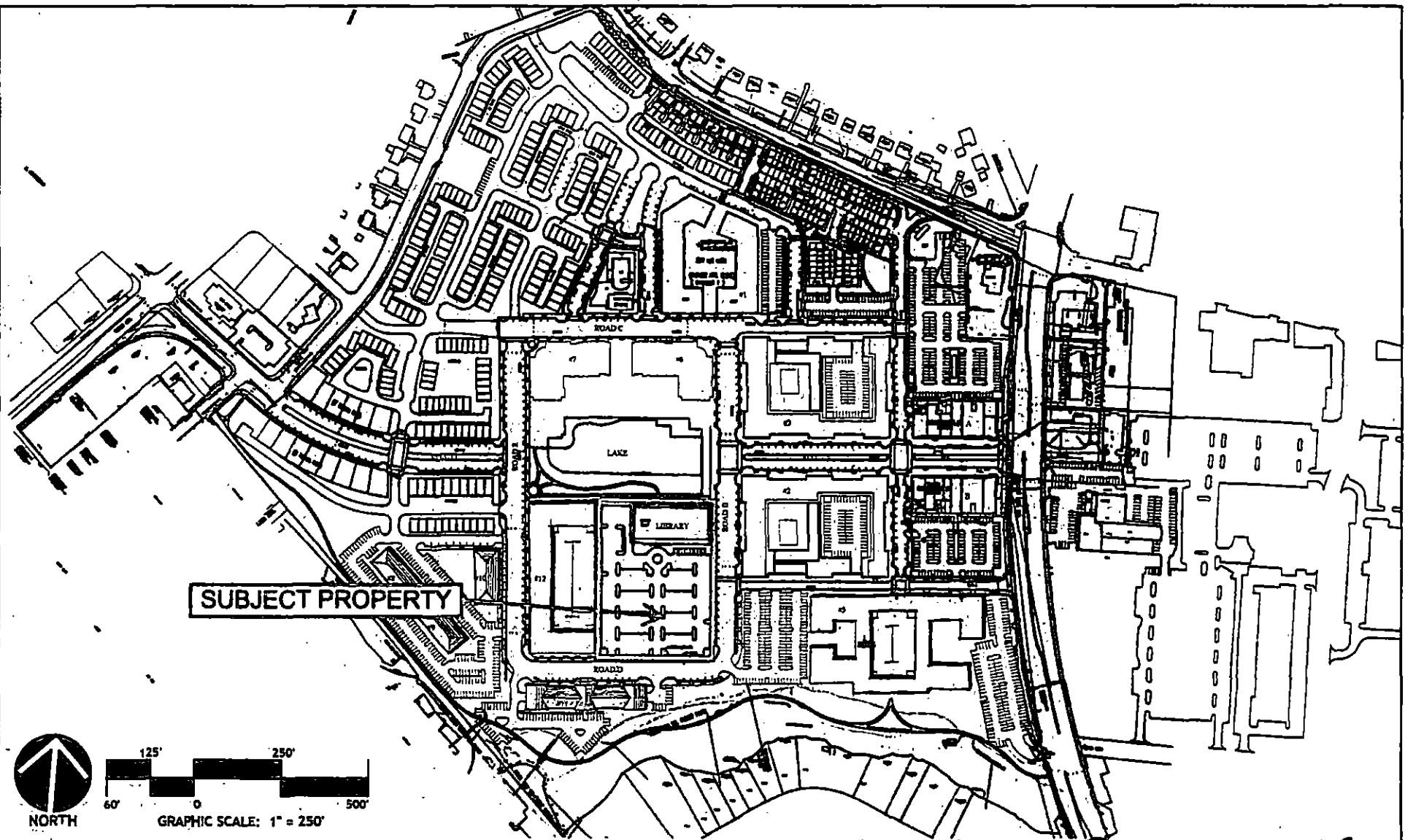
The existing public utility and road network for the former Suburban Apartments remain intact. This infrastructure is anticipated to be removed once new infrastructure is constructed for

Staples Mill Centre. There is an existing 12" water main located adjacent to the Staples Mill Centre site in Staples Mill Road. An existing 27" sewer line is located south of the Staples Mill Centre site. The developers will extend both utilities to the library site. The site possesses hydrant access from previous structures. Future water lines and hydrants for the proposed library will be determined by the Department of Public Utilities and Division of Fire during the Plan of Development review process. Fire Station 10 (6313 Horsepen Road), located approximately 1.2 miles away, is equipped with an engine and ladder truck. Tuckahoe Volunteer Rescue Squad is located approximately 2.5 miles away.

### **CONCLUSION**

The ability to provide necessary public facilities and services in advance of growth and development is important before the quantity of available land diminishes. The proposed location for a relocated library facility would provide adequate developable area and minimal constraints which could be addressed through proper design. Adequate access to the site is available, as are emergency services.

After reviewing the proposed location in the context of existing and recommended land uses, the transportation system and other critical site characteristics and considerations, staff concludes the proposed use of this site presents no apparent conflict with the intent of the adopted Plan. The relocation of a library facility is deemed to be "substantially in accord" with the goals, objectives and policies of the 2026 Comprehensive Plan.



NORTH



GRAPHIC SCALE: 1" = 250'

# Staples Mill Centre - master plan 3.1

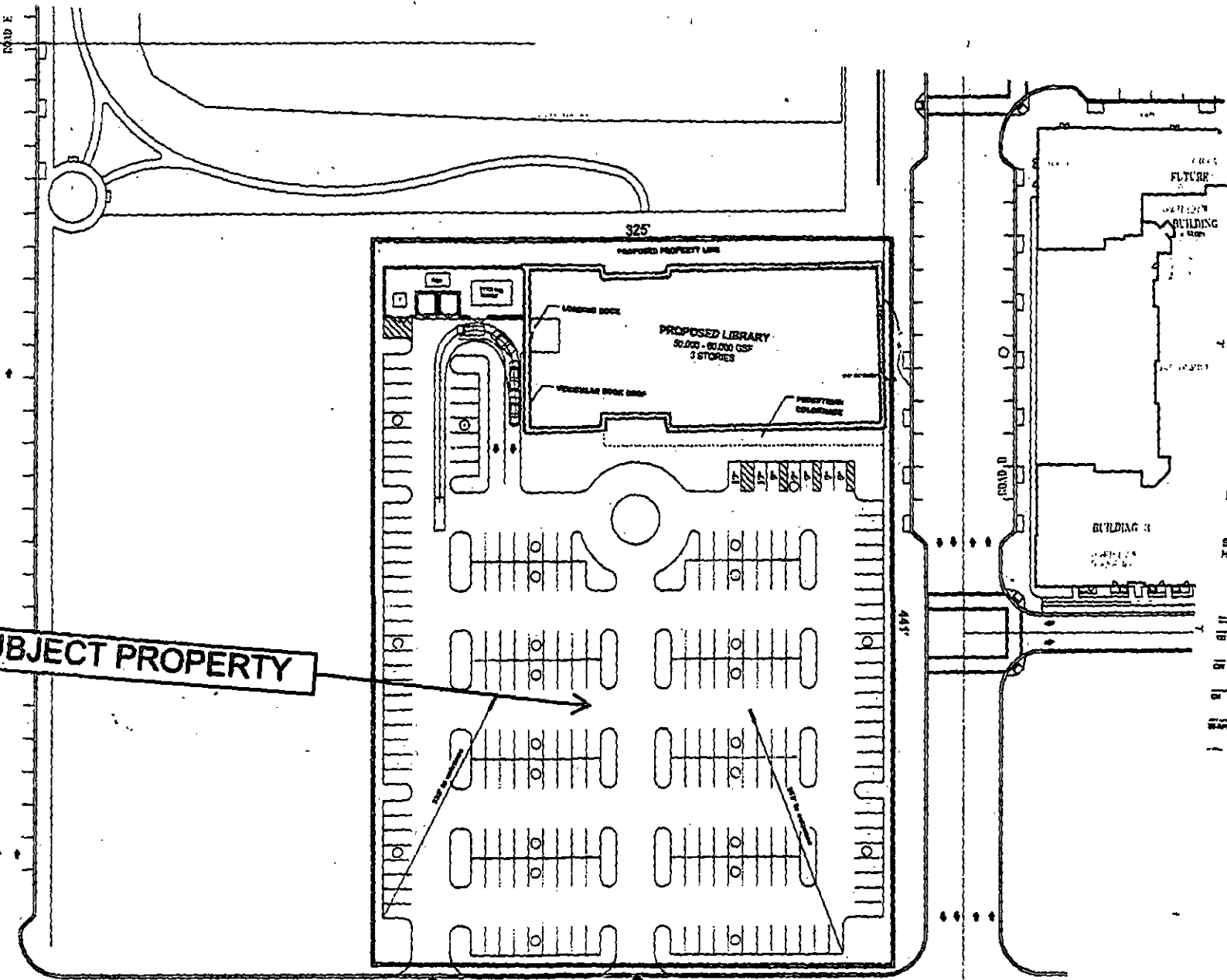
EXHIBIT 1

SIA-001-12

*Commonwealth*  
ARCHITECTS

JUNE 8, 2012

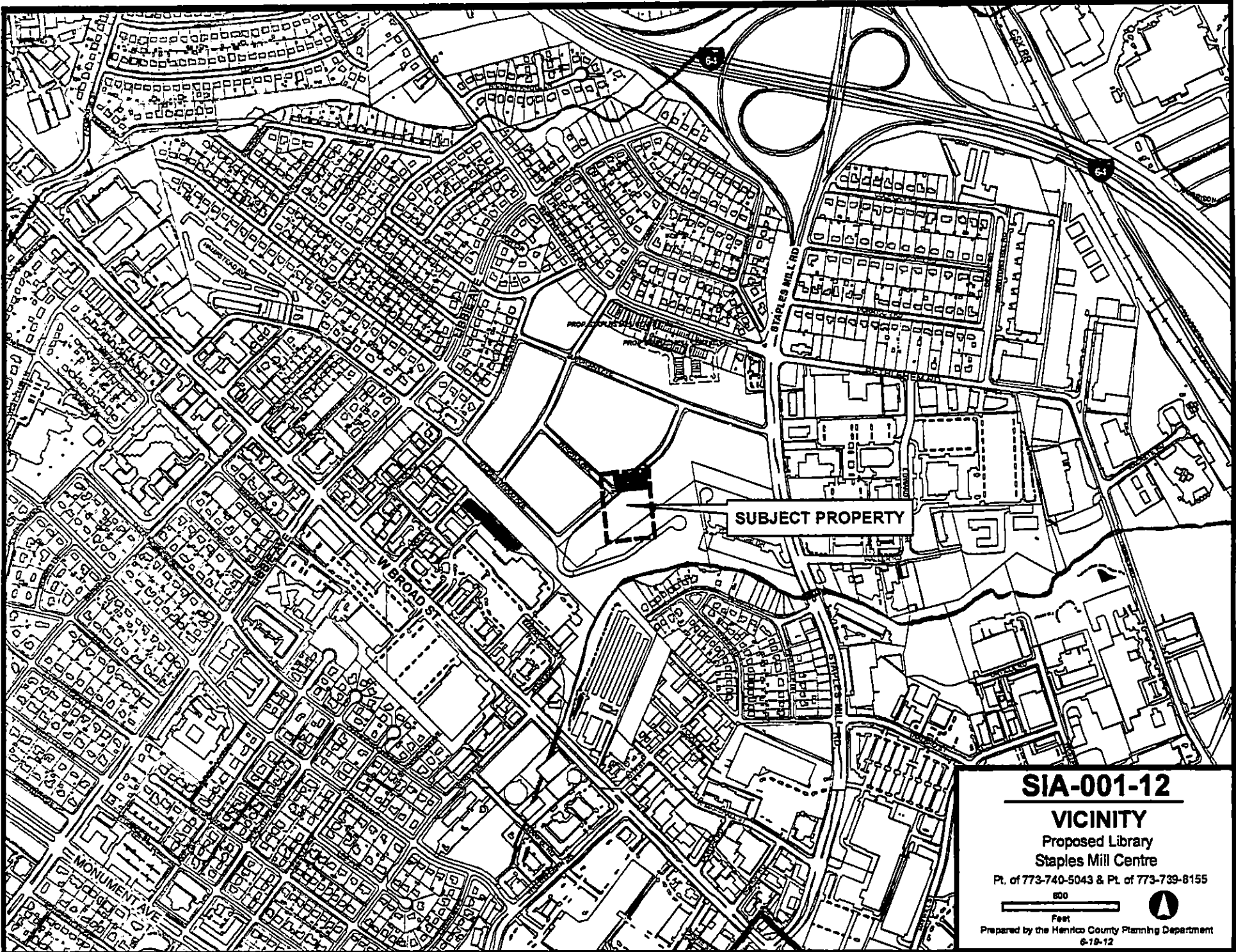
**SUBJECT PROPERTY**



SITE AREA: 3.29 AC  
PARKING: 236

**EXHIBIT 2**  
**SIA-001-12**

**A1.1**



SUBJECT PROPERTY

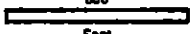
**SIA-001-12**

**VICINITY**

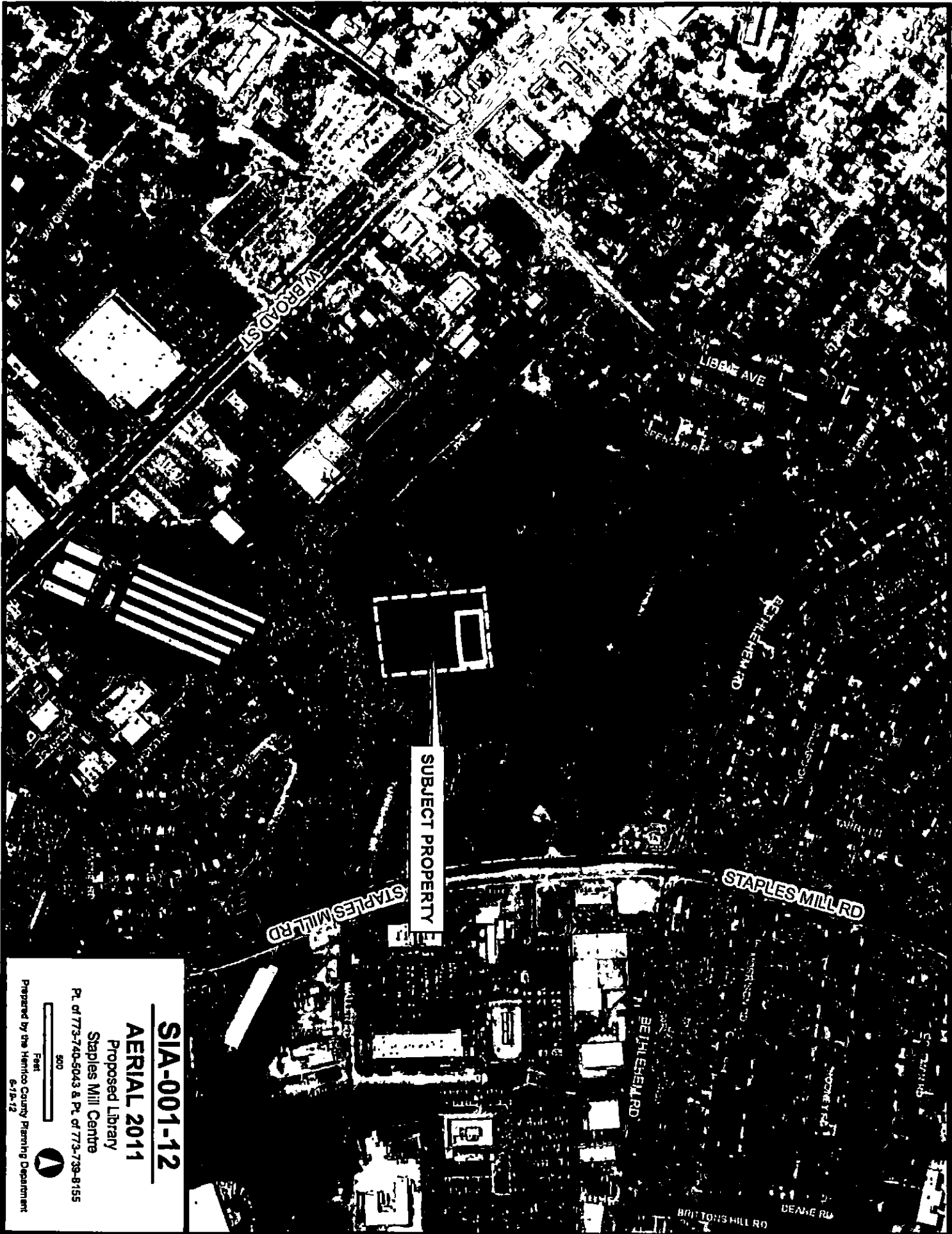
Proposed Library  
Staples Mill Centre

Pt. of 773-740-5043 & Pt. of 773-739-8155

500



Feet  
Prepared by the Henrico County Planning Department  
6-19-12



SUBJECT PROPERTY

STAPLES MILL RD

STAPLES MILL RD

W BROAD ST

LIBBIE AVE

BETHEL HILL RD

BETHEL HILL RD

BRITTON'S HILL RD

DEANE RD

**SIA-001-12**

**AERIAL 2011**

Proposed Library  
Staples Mill Centre

Pt. of 773-740-5043 & Pt. of 773-738-8155

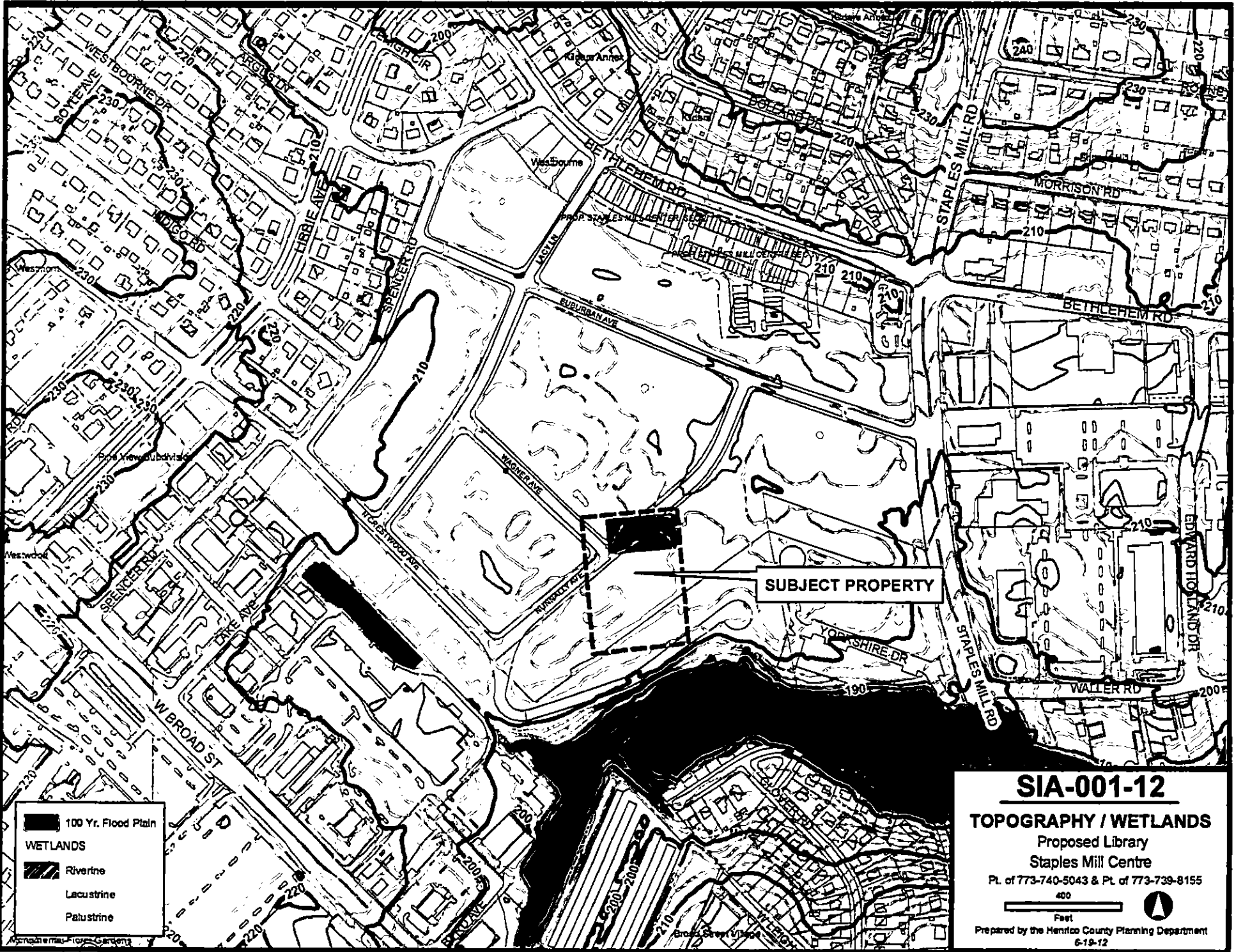
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Feet

Prepared by the Henrico County Planning Department  
6/7/12







-  100 Yr. Flood Plain
- WETLANDS**
-  Riverine
-  Lacustrine
-  Palustrine

**SUBJECT PROPERTY**

**SIA-001-12**

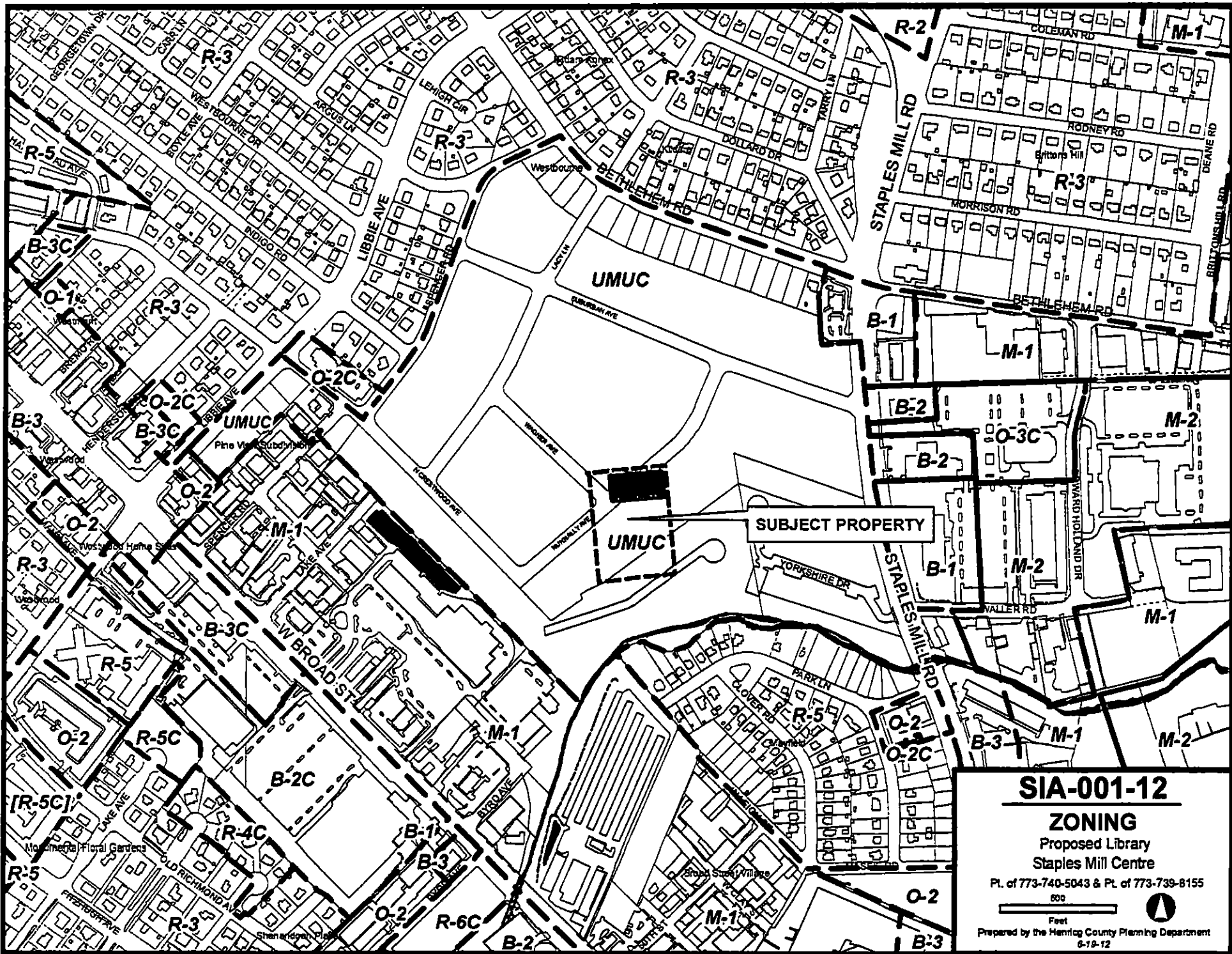
**TOPOGRAPHY / WETLANDS**

Proposed Library  
Staples Mill Centre

Pt. of 773-740-5043 & Pt. of 773-739-8155



Prepared by the Henrico County Planning Department  
6-19-12



**SIA-001-12**

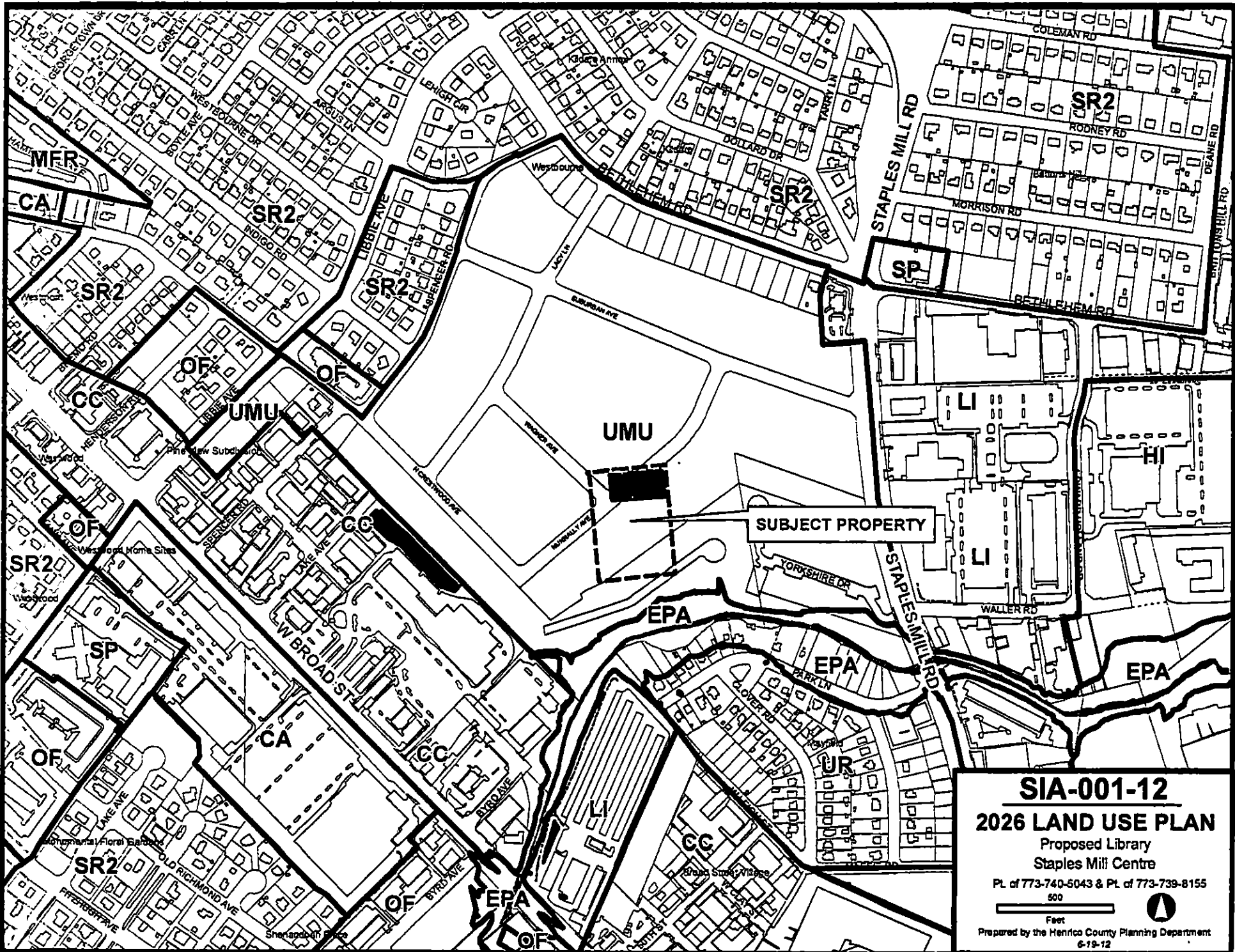
**ZONING**

Proposed Library  
Staples Mill Centre

Pt. of 773-740-5043 & Pt. of 773-739-8155



Prepared by the Henrico County Planning Department  
6-19-12



**SIA-001-12**  
**2026 LAND USE PLAN**  
 Proposed Library  
 Staples Mill Centre  
 PL of 773-740-5043 & PL of 773-739-8155  
 500  
 Feet  
 Prepared by the Henrico County Planning Department  
 6-19-12



COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 200-12  
Page No. 1 of 1

Agenda Title: RESOLUTION — Signatory Authority — Lease Amendment — Department of General Services — 1590 East Parham Road — Fairfield District

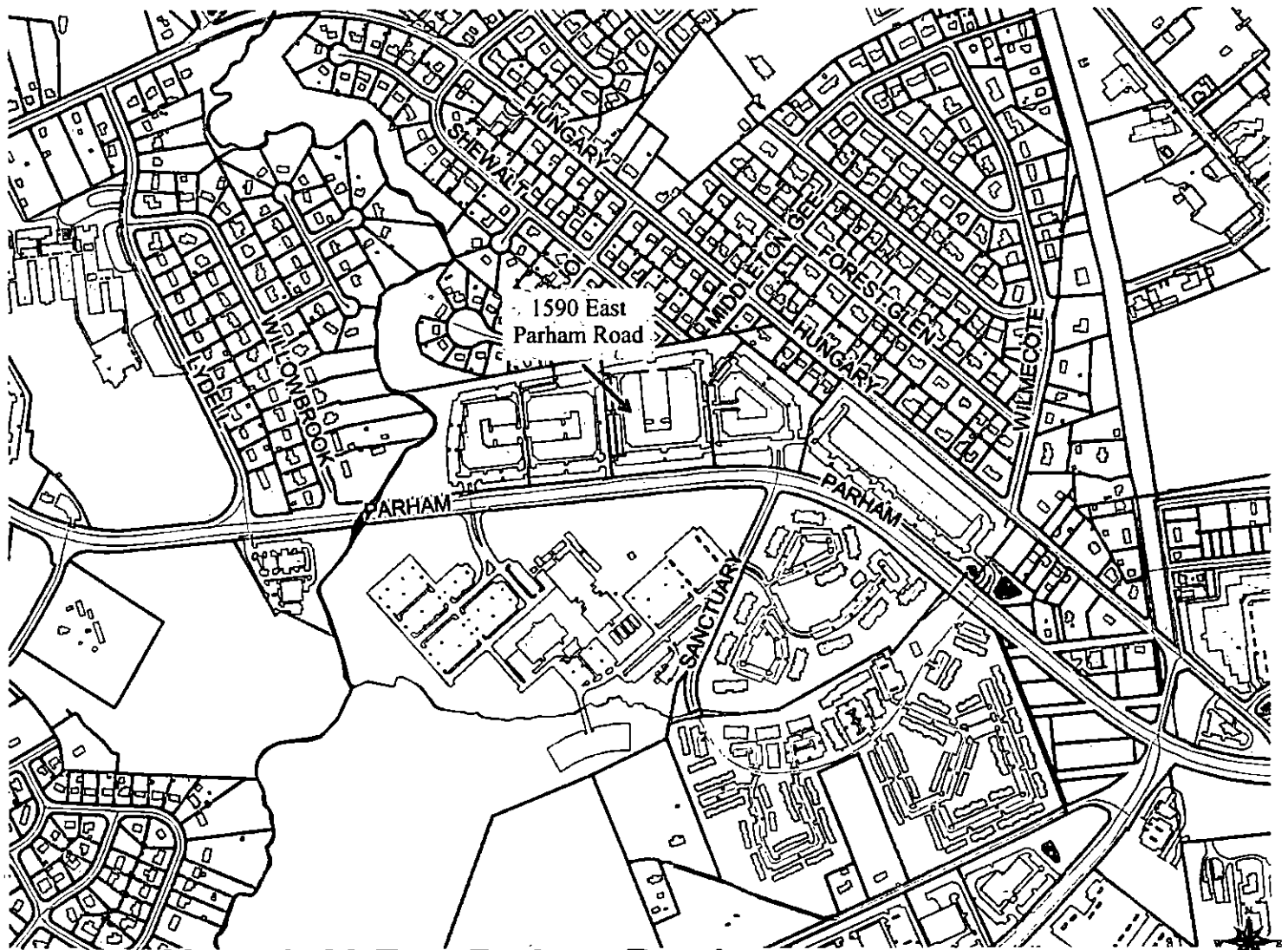
<p>For Clerk's Use Only: Date: <b>AUG 14 2012</b> <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> Amended <input type="checkbox"/> Deferred to:</p>	<p>BOARD OF SUPERVISORS ACTION Moved by (1) <u>Shannon</u> Seconded by (1) <u>O'Bannon</u> (2) _____ (2) _____ REMARKS: <b>APPROVED</b></p>	<table border="1"><thead><tr><th></th><th>YES</th><th>NO</th><th>OTHER</th></tr></thead><tbody><tr><td>Glover, R.</td><td><input checked="" type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr><tr><td>Knechle, D.</td><td><input checked="" type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr><tr><td>Nelson, T.</td><td><input checked="" type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr><tr><td>O'Bannon, P.</td><td><input checked="" type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr><tr><td>Thornton, F.</td><td><input checked="" type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr></tbody></table>		YES	NO	OTHER	Glover, R.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Knechle, D.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Nelson, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	O'Bannon, P.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Thornton, F.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Nelson, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																							
O'Bannon, P.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																							
Thornton, F.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																							

WHEREAS, the County is currently leasing space at 1590 East Parham Road for the Department of General Services; and,  
WHEREAS, the lease terminates on August 31, 2012; and,  
WHEREAS, the County has negotiated a lease amendment to extend the lease for an additional three years; and,  
WHEREAS, the annual rental will be \$298,077.00 in the first year and will increase 2.5% each year thereafter.  
NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors that the County Manager is authorized to execute the lease amendment in a form approved by the County Attorney.

Comments: This long-term lease is subject to annual appropriation. The Directors of General Services and Real Property recommend approval of this resolution; the County Manager concurs.

By Agency Head [Signature] By County Manager [Signature]

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**Vicinity Map - 1590 East Parham Road**



**COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE**

Agenda Item No. 207-12  
Page No. 1 of 1

Agenda Title: **RESOLUTION — Signatory Authority — Acquisition of Real Property — 4004  
and 4012 Hooper Road — Brookland District**

<p>For Client Use Only <b>AUG 14 2012</b></p> <p>Date: _____</p> <p><input checked="checked" type="checkbox"/> Approved</p> <p><input type="checkbox"/> Denied</p> <p><input type="checkbox"/> Amended</p> <p><input type="checkbox"/> Deferred to:</p>	<p><b>BOARD OF SUPERVISORS ACTION</b></p> <p>Moved by (1) <u>Nelson</u>      Seconded by (1) <u>Kacchere</u> (2) _____      (2) _____</p> <p>REMARKS: <b>APPROVED</b></p>	<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;">YES</th> <th style="text-align: center;">NO</th> <th style="text-align: center;">OTHER</th> </tr> </thead> <tbody> <tr> <td>Glover, R.</td> <td style="text-align: center;">✓</td> <td></td> <td></td> </tr> <tr> <td>Kucchere, D.</td> <td style="text-align: center;">✓</td> <td></td> <td></td> </tr> <tr> <td>Nelson, T.</td> <td style="text-align: center;">✓</td> <td></td> <td></td> </tr> <tr> <td>O'Rnnnon, P.</td> <td style="text-align: center;">✓</td> <td></td> <td></td> </tr> <tr> <td>Thornton, F.</td> <td style="text-align: center;">✓</td> <td></td> <td></td> </tr> </tbody> </table>		YES	NO	OTHER	Glover, R.	✓			Kucchere, D.	✓			Nelson, T.	✓			O'Rnnnon, P.	✓			Thornton, F.	✓		
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O'Rnnnon, P.	✓																									
Thornton, F.	✓																									

WHEREAS, the Board of Supervisors desires to acquire property for possible future expansion of the Government Center; and,

WHEREAS, the owners of 4004 and 4012 Hooper Road (the "Property") have agreed to sell two parcels near the Government Center at their appraised values; and,

WHEREAS, the sales agreement for 4012 Hooper Road will allow an owner to remain in the dwelling for the remainder of her life.

**NOW, THEREFORE, BE IT RESOLVED** by the Board that:

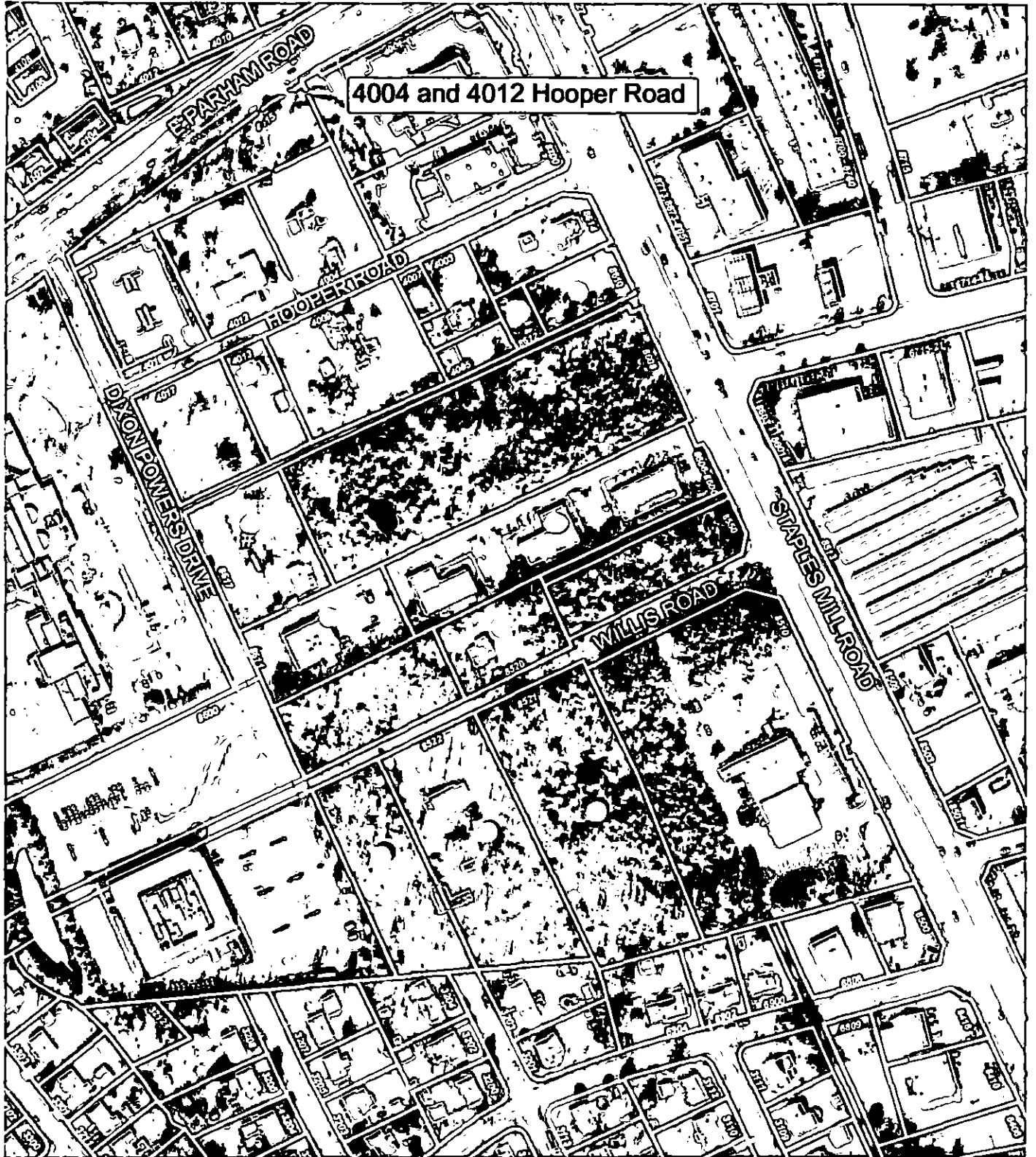
- (1) the County Manager is authorized to execute documents in a form approved by the County Attorney to purchase the Property for \$415,800.00; and,
- (2) the County Manager and County Attorney are authorized to take all additional actions necessary to acquire title to the Property.

Comments: The Directors of General Services and Real Property recommend approval of this Board paper, and the County Manager concurs.

By Agency Head *[Signature]* By County Manager *[Signature]*

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# Properties Between Dixon Powers Drive & Staples Mill Road



○ Proposed Purchases    ○ County Owned







**COUNTY OF HENRICO, VIRGINIA**  
**BOARD OF SUPERVISORS**  
**MINUTE**

Agenda Item No. **208-12**  
 Page No. 1 of 2

**Agenda Title: RESOLUTION — Award of Construction Contract — Brook Road Neighborhood Park – Site Cleanup Construction — Fairfield District**

For Clerk AUG 14 2012 Date: _____ <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> Amended <input type="checkbox"/> Deferred to: _____	<b>BOARD OF SUPERVISORS ACTION</b> Moved by (1) <u>Wharton</u> Seconded by (1) <u>O'Bannon</u> (2) _____ (2) _____ REMARKS: <b>APPROVED</b>	<table style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 10%;"></th> <th style="width: 10%;">YES</th> <th style="width: 10%;">NO</th> <th style="width: 10%;">OTHER</th> </tr> <tr> <td>Glover, R.</td> <td style="text-align: center;">✓</td> <td></td> <td></td> </tr> <tr> <td>Kacchele, D.</td> <td style="text-align: center;">✓</td> <td></td> <td></td> </tr> <tr> <td>Nelson, T.</td> <td style="text-align: center;">✓</td> <td></td> <td></td> </tr> <tr> <td>O'Bannon, P.</td> <td style="text-align: center;">✓</td> <td></td> <td></td> </tr> <tr> <td>Thornton, E.</td> <td style="text-align: center;">✓</td> <td></td> <td></td> </tr> </table>		YES	NO	OTHER	Glover, R.	✓			Kacchele, D.	✓			Nelson, T.	✓			O'Bannon, P.	✓			Thornton, E.	✓		
	YES	NO	OTHER																							
Glover, R.	✓																									
Kacchele, D.	✓																									
Nelson, T.	✓																									
O'Bannon, P.	✓																									
Thornton, E.	✓																									

WHEREAS, the County received eight bids on May 24, 2012 in response to IFB #12-9246-4CE, for the Brook Road Neighborhood Park – Site Cleanup Construction, as follows:

<u>Bidders</u>	<u>Base Bid Amount</u>
Goodman Excavating, LLC	\$68,695.00
Duke Contracting of VA, Inc.	\$108,000.00
Demolition Services, Inc.	\$169,887.00
Dickerson Construction, LLC	\$201,980.00
J. R. Caskey, Inc.	\$232,636.00
Perkinson Construction, LLC	\$251,176.00
Southern Construction Utilities, Inc.	\$251,500.00
Enviroscape, Inc.	\$276,000.00

WHEREAS, Goodman Excavating, LLC was declared non-responsible for this project, and,

WHEREAS, after review and evaluation of all bids received, the County determined that Duke Contracting of VA, Inc. is the lowest responsive and responsible bidder with a bid of \$108,000.00.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors that:

1. A contract to furnish all labor, materials, supplies, equipment, and services necessary for the construction of Brook Road Neighborhood Park – Site Cleanup, pursuant to IFB #12-9246-4CE, and the bid submitted by Duke Contracting of VA, Inc., is awarded to Duke Contracting of VA, Inc., the lowest responsive and responsible bidder, in the amount of \$108,000.00.

By Agency Head [Signature] By County Manager [Signature]

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**COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE**

Agenda Item No. **208-12**  
Page No. 2 of 2

**Agenda Title: RESOLUTION — Award of Construction Contract — Brook Road  
Neighborhood Park – Site Cleanup Construction — Fairfield District**

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2. The County Manager is authorized to execute the contract in a form approved by the County Attorney.
3. The County Manager, or the Director of General Services as his designee, is authorized to execute change orders within the scope of the project budget not to exceed 15% of the original contract amount.

**Comment: Funding to support the contract is available within the Recreation & Parks project budget. The Directors of Recreation & Parks, General Services, and Community Revitalization recommend approval of this Board paper, and the County Manager concurs.**



**COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE**

Agenda Item No. 209-12

Page No. 2 of 2

Agenda Title: **RESOLUTION** — Award of Construction Contract — Twin Hickory Park —  
Three Chopt District

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**NOW, THEREFORE, BE IT RESOLVED** by the Board of Supervisors that:

1. A contract to furnish all labor, materials, supplies, equipment, and services necessary for the construction of Twin Hickory Park pursuant to IFB #12-9281-7JK, Addendum No. 1, and the bid submitted by Enviroscope, Inc., is awarded to Enviroscope, Inc., the lowest responsive and responsible bidder, in the amount of \$1,280,800.00.
2. The County Manager is authorized to execute the contract in a form approved by the County Attorney.
3. The County Manager, or the Director of General Services as his designee, is authorized to execute change orders within the scope of the project budget not to exceed 15% of the original contract amount.

**Comment:** Funding to support the contract is available within the Recreation & Parks project budget. The Directors of Recreation & Parks and General Services recommend approval of the Board paper, and the County Manager concurs.



COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 21012  
Page No. 1 of 2

Agenda Title: Resolution — Award of Annual Contract for Engineering Services —  
Water Treatment Facility

<p>For Clerk's Use Only:</p> <p>Date: <u>AUG 17 2012</u></p> <p><input checked="" type="checkbox"/> Approved  <input type="checkbox"/> Denied  <input type="checkbox"/> Amended  <input type="checkbox"/> Deferred to:</p>	<p>BOARD OF SUPERVISORS ACTION</p> <p>Moved by (1) <u>O'Bannon</u> Seconded by (1) <u>Thorton</u>  (2) _____ (2) _____</p> <p>REMARKS:  <b>APPROVED</b></p>	<p>YES NO OTHER</p> <p>Glover, R. <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <p>Kaechele, D. <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <p>Nelson, T. <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <p>O'Bannon, P. <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <p>Thornton, F. <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p>
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WHEREAS, on March 23, 2012, the County received four proposals in response to RFP #12-9199-2CS to provide an annual contract for engineering services for the Water Treatment Facility; and,

WHEREAS, the services include providing engineering studies, designs, cost estimates and construction administration for modifications and improvements to the Water Treatment Facility; and,

WHEREAS, procuring annual engineering services is desirable because of the volume of engineering work needed by the Department of Public Utilities; and,

WHEREAS, based upon review and evaluation of the written proposals, the Selection Committee interviewed the following firms:

Whitman Requardt & Associates, LLP  
CDM Smith, Inc.  
CH2M HILL Engineers, Inc.

WHEREAS, the Selection Committee selected Whitman Requardt & Associates, LLP as the top-ranked firm and negotiated an acceptable hourly rate schedule.

By Agency Head *Arthur O. Pelton* By County Manager *Ralph L. Reynolds*

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**COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE**

Agenda Item No. **210-12**

Page No. 2 of 2

**Agenda Title: Resolution — Award of Annual Contract for Engineering Services —  
Water Treatment Facility**

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**NOW, THEREFORE, BE IT RESOLVED** by the Board of Supervisors:

1. A contract to provide annual engineering services for the Water Treatment Facility is awarded to Whitman Requardt & Associates, LLP for a one-year term, with the option to renew for two additional one-year terms, in accordance with RFP #12-9199-2CS dated February 17, 2012, Whitman Requardt & Associates, LLP proposal dated March 23, 2012, and billing rates dated July 2012.
2. Compensation for services will be based on the agreed-upon hourly rate schedules contained in the contract.
3. The fees shall not exceed \$300,000 for any single project or \$1,500,000 per one-year term of the contract.
4. The County Manager is authorized to execute the contract in a form approved by the County Attorney.
5. The County Manager, or the Director of General Services as his designee, is authorized to execute all change orders within the scope of the project budget.

**Comment:** Funding to support the contract is available within the Water and Sewer Revenue Fund. The Directors of Public Utilities and General Services recommend approval of this Board paper, and the County Manager concurs.



**COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE**

Agenda Item No. 211-12  
Page No. 1 of 2

**Agenda Title: RESOLUTION — Award of Construction Contract — River Road Sewage Pumping Station Wetwell Improvements — Tuckahoe District**

For Clerk's Use Only: <b>AUG 14 2012</b> Date: _____ <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> Amended <input type="checkbox"/> Deferred to: _____	<b>BOARD OF SUPERVISORS ACTION</b> Moved by (1) <u>O'Bannon</u> Seconded by (1) <u>Nelson</u> (2) _____ (2) _____ REMARKS: <div style="font-size: 2em; font-weight: bold; text-align: center;">APPROVED</div>	YES NO OTHER Glover, R. <input checked="" type="checkbox"/> _____ Kacchele, D. <input checked="" type="checkbox"/> _____ Nelson, T. <input checked="" type="checkbox"/> _____ O'Bannon, P. <input checked="" type="checkbox"/> _____ Thornton, F. <input checked="" type="checkbox"/> _____
	<hr/>	

**WHEREAS**, seven bids were received on June 12, 2012 in response to Bid Request No. 12-9225-3CE and Addenda No. 1, 2, and 3 for the River Road Sewage Pumping Station Wetwell Improvements project located in the Tuckahoe District; and,

**WHEREAS**, the project includes installing an additional 42" inlet sewer pipe, additional comminutors, and SCADA system upgrades to increase the capacity of the existing station, and expanding the sewer wetwell; and,

**WHEREAS**, the bids were as follows:

<u>Bidders</u>	<u>Bid Amounts</u>
Southwood Builders, Inc. / Southwood Building Systems, Inc.	\$2,015,600.00
Allan A. Myers LP	\$2,212,000.00
Crowder Construction Company	\$2,418,400.00
English Construction Company, Inc.	\$2,446,500.00
Corman Construction	\$2,591,050.00
T A Loving Company	\$2,718,000.00
Gamey Companies, Inc.	\$3,194,000.00

**WHEREAS**, after a review and evaluation of all bids received, the Director of General Services determined that Southwood Builders, Inc. is not a responsible bidder; and,

**WHEREAS**, the Director of General Services further determined that Allan A. Myers LP is the lowest responsive and responsible bidder with a bid of \$2,212,000.00.

By Agency Head Arthur O. Peterson By County Manager Doris L. Hight

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**COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE**

Agenda Item No. **211-12**

Page No. 2 of 2

**Agenda Title: RESOLUTION — Award of Construction Contract — River Road Sewage Pumping  
Station Wetwell Improvements — Tuckahoe District**

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**NOW, THEREFORE, BE IT RESOLVED** by the Board of Supervisors:

1. The contract is awarded to Allan A. Myers LP, the lowest responsive and responsible bidder, in the amount of \$2,212,000.00 pursuant to Bid Request No. 12-9225-3CE, Addenda No.1, 2, and 3, and the bid submitted by Allan A. Myers LP.
2. The County Manager is authorized to execute the contract in a form approved by the County Attorney.
3. The County Manager, or the Director of General Services as his designee, is authorized to execute change orders within the scope of the project budget not to exceed 15% of the original contract amount.

**Comment:** Funding to support the contract is available within the Water and Sewer Enterprise Fund. The Directors of Public Utilities and General Services recommend approval of this Board paper, and the County Manager concurs.



COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 212-12

Page No. 1 of 1

Agenda Title: RESOLUTION — Award of Contract — Annual Engineering Services for Engineering and Technology Systems — Woolpert, Inc.

Form containing Board of Supervisors Action, date (AUG 14 2012), and a table of signatures for approval (YES, NO, OTHER) with names like Glover, R., Kaechele, D., etc.

WHEREAS, on March 23, 2012 the Department of General Services received four proposals in response to RFP#12-9189-ICS Annual Engineering Services for Engineering and Technology Systems for the Department of Public Utilities; and,

WHEREAS, based upon review of the written proposals, the Selection Committee interviewed the following firms:

- Woolpert, Inc.
Westin Engineering, Inc.
JMT Technology Group

WHEREAS, the Selection Committee subsequently selected Woolpert, Inc. as the top-ranked firm; and,

WHEREAS, compensation for services shall be based on negotiated hourly rates and project fees shall not exceed \$300,000 for any single project or \$1,500,000 for all projects during a one-year term of the contract.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors that the contract to provide engineering and technology services to the Department of Public Utilities is hereby awarded to Woolpert, Inc. for a term of one year after contract award, with the option to renew for two additional one-year terms.

BE IT FURTHER RESOLVED that the County Manager is authorized to execute the contract in a form approved by the County Attorney.

Comments: The Directors of Public Utilities and General Services recommend approval of the Board paper, and the County Manager concurs.

By Agency Head [Signature] and County Manager [Signature]

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COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. **213-12**

Page No. 1 of 2

Agenda Title: **RESOLUTION — To Permit Additional Fine of \$200 for Speeding on Carterwood Road from Arrowdel Road to 0.11 Miles West of Burgoyne Road**

For Clerk's Use Only:  
Date: **AUG 14 2012**  
 Approved  
 Denied  
 Amended  
 Deferred to:

**BOARD OF SUPERVISORS ACTION**  
Moved by (1) O'Bannon Seconded by (1) Thornton  
(2) \_\_\_\_\_ (2) \_\_\_\_\_  
REMARKS:  
**APPROVED**

	YES	NO	OTHER
Glover, R.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kacchele, D.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nelson, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
O'Bannon, P.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Thornton, F.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

WHEREAS, Section 46.2-878.2 of the Code of Virginia provides for the imposition of a \$200 fine for speeding, in addition to other penalties provided by law, when a locality has established a maximum speed limit for a highway in a residence district and the speed limit is indicated by appropriately placed signs; and,

WHEREAS, the statute also requires the Board of Supervisors (the "Board"), because Henrico County maintains its own roads, to develop criteria for the overall applicability for the installation of the signs and to request the application of the statute to certain residential streets in the County before the additional fine may be imposed; and,

WHEREAS, the Board approved detailed criteria (the "Criteria") for the County's Traffic Calming Program on February 10, 2004; and,

WHEREAS, increased fines for speeding on residential streets in Henrico County which meet the Criteria and are designated by the Board are part of the Traffic Calming Program; and,

WHEREAS, the County's Traffic Engineer has collected traffic data and has determined that Carterwood Road from Arrowdel Road to 0.11 Miles West of Burgoyne Road is experiencing speeding problems and meets the Criteria for traffic calming measures set forth in the Traffic Calming Program; and,

WHEREAS, the citizens in the area of this road requesting the increased fine have collected signatures from 78.3% of the residents; and,

By Agency Head [Signature] By County Manager [Signature]

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**COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE**

Agenda Item No. **213-12**

Page No. 2 of 2

**Agenda Title: RESOLUTION — To Permit Additional Fine of \$200 for Speeding on Carterwood Road from Arrowdel Road to 0.11 Miles West of Burgoyne Road**

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WHEREAS, this road is a local residential street with a posted speed limit of 25 mph.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors that the County Manager is authorized and directed to install signs on Carterwood Road from Arrowdel Road to 0.11 Miles West of Burgoyne Road advising citizens of an additional fine of \$200 for exceeding the posted speed limit on this road.

Comments: The Director of Public Works recommends approval of this Board paper; the County Manager concurs.



**COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE**

Agenda Item No. 214-12

Page No. 1 of 1

Agenda Title: **RESOLUTION - Appointment of County Manager**

For Clerk's Use Only: <b>AUG 14 2012</b> Date: _____ <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> Amended <input type="checkbox"/> Deferred to: _____	<b>BOARD OF SUPERVISORS ACTION</b> <i>Dadd</i> <i>to approve</i> Moved by (1) <u>O'Bannon</u> Seconded by (1) <u>Nelson</u> (2) <u>Shannon</u> (2) <u>O'Bannon</u> REMARKS: <b>APPROVED</b>	<table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <th></th> <th>YES</th> <th>NO</th> <th>OTHER</th> </tr> <tr> <td>Glover, R.</td> <td>✓✓</td> <td></td> <td></td> </tr> <tr> <td>Kaechele, D.</td> <td>✓✓</td> <td></td> <td></td> </tr> <tr> <td>Nelson, T.</td> <td>✓✓</td> <td></td> <td></td> </tr> <tr> <td>O'Bannon, P.</td> <td>✓✓</td> <td></td> <td></td> </tr> <tr> <td>Thornton, F.</td> <td>✓✓</td> <td></td> <td></td> </tr> </table>		YES	NO	OTHER	Glover, R.	✓✓			Kaechele, D.	✓✓			Nelson, T.	✓✓			O'Bannon, P.	✓✓			Thornton, F.	✓✓		
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Nelson, T.	✓✓																									
O'Bannon, P.	✓✓																									
Thornton, F.	✓✓																									

**WHEREAS**, the Board of Supervisors has accepted the resignation of County Manager Virgil R. Hazelett with the resignation to be effective at the end of the day, January 16, 2013.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Supervisors, acting pursuant to Section 15.2-609 of the Code of Virginia, 1950, as amended, appoints John A. Vithoukas County Manager effective January 17, 2013 and fixes his compensation at the level of Step I, Pay Grade 54 of the Compensation Plan of the County of Henrico, Virginia in effect on January 17, 2013.

**BE IT FURTHER RESOLVED** that Mr. Vithoukas shall receive the following additional compensation:

- (1) Annual deferred compensation at the maximum amount permitted by applicable law;
- (2) A vehicle allowance in the amount of \$ 19,200.00;
- (3) Health insurance to cover him and his family; and
- (4) All other benefits provided to the employees of the County of Henrico, including salary increases or cost of living increases.

By Agency Head \_\_\_\_\_ By County Manager Dadd

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