

**HENRICO COUNTY  
NOTICE OF SPECIAL MEETING  
BOARD OF SUPERVISORS**

Please take notice that a special meeting of the Board of Supervisors will be held on **Wednesday, November 9, 2016**, at **5:00 p.m.** in the County Manager's Conference Room located on the third floor of the Administration Building at the Henrico County Government Center, Parham and Hungary Spring Roads, Henrico, Virginia.

The matters to be reviewed by the Board at this time are:

5:00 - 6:30 p.m.	Legislative Briefing with General Assembly Delegation
6:30 - 6:45 p.m.	Regular Meeting Agenda Items



Barry R. Lawrence, CMC  
Clerk, Henrico County Board of Supervisors  
November 3, 2016

**COUNTY OF HENRICO, VIRGINIA**  
**Henrico County Board Room**  
**Board of Supervisors' Agenda**  
**November 9, 2016**  
**7:00 p.m.**

**PLEDGE OF ALLEGIANCE**

**INVOCATION**

**APPROVAL OF MINUTES** – October 25, 2016, Regular and Special Meetings

**MANAGER'S COMMENTS**

**BOARD OF SUPERVISORS' COMMENTS**

**RECOGNITION OF NEWS MEDIA**

**APPOINTMENTS/RESIGNATIONS**

- 243-16            Resolution – Resignation of Member from Board of Directors – Economic Development Authority.
- 244-16            Resolution – Appointment of Members to Board of Directors – Economic Development Authority.
- 245-16            Resolution – Resignation of Member – Henrico County Planning Commission.
- 246-16            Resolution – Appointment of Member – Henrico County Planning Commission.

**PUBLIC HEARINGS - REZONING CASES AND PROVISIONAL USE PERMIT**

- 247-16            CP Other Realty, LLC: Request to amend one proffered condition accepted with rezoning case C-8C-09 on Parcel 735-763-6585 located on the north line of W. Broad Street (U.S. Route 250) approximately 400' east of Towne Center West Boulevard. The applicant proposes to amend Proffer 13 related to signage. The existing zoning is B-3C Business District (Conditional). The 2026 Comprehensive Plan recommends Commercial Arterial. The site is in the West Broad Street Overlay District. The Planning Commission voted to recommend the Board of Supervisors **grant** the request.
- 248-16            Gaskins & Patterson, Inc: Request to amend proffers accepted with Rezoning case C-8C-07 on Parcels 745-739-4198, -4395, -4692, -4889, -5186, -6476, -6779, -7081, -7385, 745-740-3007, -3305, -3703, -4125, -4623, -4921, -5320, and part of 745-740-6503 located on the north line of Derbyshire Road approximately 1145' east of its intersection with N. Gaskins Road. The applicant proposes to amend proffers related to landscaping and fencing. The existing zoning is RTHC Residential Townhouse District (Conditional). The

2026 Comprehensive Plan recommends Urban Residential, density should range from 3.4 to 6.8 units per acre. The Planning Commission voted to recommend the Board of Supervisors **grant** the request.

249-16  
REZ2016-  
00034  
Brookland  
Discount Tire Company: Request to amend proffers accepted with Rezoning case C-31C-06 on Parcel 769-756-3889 located on the east line of Staples Mill Road (U.S. Route 33) approximately 485’ north of its intersection with Old Staples Mill Road. The applicant proposes to amend proffers related to prohibited uses. The existing zoning is B-2C Business District (Conditional). The 2026 Comprehensive Plan recommends Commercial Concentration. The Planning Commission voted to recommend the Board of Supervisors **grant** the request.

250-16  
PUP2016-  
00008  
Brookland  
Discount Tire Company: Request for a Provisional Use Permit under Sections 24-58.2(c), 24-120, and 24-122.1 of the County Code in order to allow installation of tires on Parcel 769-756-3889 located on the east line of Staples Mill Road (U.S. Route 33) approximately 485’ north of its intersection with Old Staples Mill Road. The existing zoning is B-2C Business District (Conditional). The 2026 Comprehensive Plan recommends Commercial Concentration. The Planning Commission voted to recommend the Board of Supervisors **grant** the request.

### **PUBLIC HEARINGS – OTHER ITEMS**

251-16  
Ordinance – To Amend and Reordain Section 24-12.1 Titled “Provisional uses permitted,” Section 24-94 Titled “Table of regulations,” and Section 24-95 Titled “Additional requirements, exceptions and modifications” of the Code of the County of Henrico to Allow Front Porches on Certain Dwellings by Provisional Use Permit.

252-16  
Resolution - MTP2016-00001 - To Delete Dominion Club Drive Between Old Wyndham Drive and the Hanover County Line from the 2026 Major Thoroughfare Plan - Three Chopt District.

### **PUBLIC COMMENTS**

### **GENERAL AGENDA**

253-16  
Resolution - Award of Contract - HVAC Unit Replacement - Juvenile Courts and Probation Building - Brookland District.

254-16  
Resolution - Award of Contract - Cooling Tower Replacement - Mental Health and Developmental Services Building - Fairfield District.

255-16  
Resolution - Award of Contract - Duncroft/Castle Point Park Stream Restoration Project - Brookland District.

256-16

Resolution - To Permit Additional Fine of \$200 for Speeding on Julian Road between Parham Road and Glendale Drive - Tuckahoe District.



**COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS' RESUME  
November 9, 2016**

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**APPOINTMENTS/RESIGNATIONS**

**RESOLUTION – Resignation of Member from the Board of Directors – Economic Development Authority.**

This Board paper accepts the resignation of **Marsha S. Shuler** from the Board of Directors of the Economic Development Authority as a Tuckahoe District representative.

**RESOLUTION – Appointment of Members to Board of Directors – Economic Development Authority.**

This Board paper appoints the following persons to the Board of Directors of the Economic Development Authority for four-year terms expiring November 13, 2020, or thereafter, when their successors shall have been appointed and qualified:

Brookland District	David L. Maiden
Fairfield District	Benjamin B. Miles
Three Chopt District	Patrick R. Liverpool

This Board paper also appoints the following person to the Board of Directors of the Authority for an unexpired term ending November 13, 2017, or thereafter, when his successor shall have been appointed and qualified:

Tuckahoe District	Edward S. Whitlock, III
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**RESOLUTION – Resignation of Member – Henrico County Planning Commission.**

This Board paper accepts the resignation of **Bonnie-Leigh Jones** from the Henrico County Planning Commission as the Tuckahoe District representative.

**RESOLUTION – Appointment of Member – Henrico County Planning Commission.**

This Board paper appoints the following person to the Henrico County Planning Commission for an unexpired term ending December 31, 2016, or thereafter, when his successor shall have been appointed and qualified:

Tuckahoe District	Gregory R. Baka
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**PUBLIC HEARINGS – REZONING CASES AND PROVISIONAL USE PERMIT**

REZ2016-00019  
Three Chopt  
CP Other Realty, LLC: Request to amend one proffered condition accepted with rezoning case C-8C-09 on Parcel 735-763-6585 located on the north line of W. Broad Street (U.S. Route 250) approximately 400’ east of Towne Center West Boulevard. The applicant proposes to amend Proffer 13 related to signage. The existing zoning is B-3C Business District (Conditional). The 2026 Comprehensive Plan recommends Commercial Arterial. The site is in the West Broad Street Overlay District. Acting on a motion by Mr. Leabough, seconded by Mr. Witte, the Planning Commission voted 4-0 (two absent) to recommend the Board of Supervisors **grant** the request because the changes do not greatly reduce the original intended purpose of the proffers.

REZ2016-00036  
Tuckahoe  
Gaskins & Patterson, Inc: Request to amend proffers accepted with Rezoning case C-8C-07 on Parcels 745-739-4198, -4395, -4692, -4889, -5186, -6476, -6779, -7081, -7385, 745-740-3007, -3305, -3703, -4125, -4623, -4921, -5320, and part of 745-740-6503 located on the north line of Derbyshire Road approximately 1145’ east of its intersection with N. Gaskins Road. The applicant proposes to amend proffers related to landscaping and fencing. The existing zoning is RTHC Residential Townhouse District (Conditional). The 2026 Comprehensive Plan recommends Urban Residential, density should range from 3.4 to 6.8 units per acre Acting on a motion by Ms. Jones, seconded by Mr. Leabough, the Planning Commission voted 4-0 (two absent) to recommend the Board of Supervisors **grant** the request because the changes do not greatly reduce the original intended purpose of the proffers.

REZ2016-00034  
Brookland  
Discount Tire Company: Request to amend proffers accepted with Rezoning case C-31C-06 on Parcel 769-756-3889 located on the east line of Staples Mill Road (U.S. Route 33) approximately 485’ north of its intersection with Old Staples Mill Road. The applicant proposes to amend proffers related to prohibited uses. The existing zoning is B-2C Business District (Conditional). The 2026 Comprehensive Plan recommends Commercial Concentration. Acting on a motion by Mr. Witte, seconded by Ms. Jones, the Planning Commission voted 4-0 (two absent) to recommend the Board of Supervisors **grant** the request because the proffers continue to assure a quality form of development with maximum protection afforded the adjacent properties and the change in business use is consistent with the Comprehensive Plan recommendations.

PUP2016-00008  
Brookland  
Discount Tire Company: Request for a Provisional Use Permit under Sections 24-58.2(c), 24-120, and 24-122.1 of the County Code in order to allow installation of tires on Parcel 769-756-3889 located on the east line of Staples Mill Road (U.S. Route 33) approximately 485’ north of its intersection with Old Staples Mill Road. The existing zoning is B-2C Business District (Conditional). The 2026 Comprehensive Plan recommends Commercial Concentration.

Acting on a motion by Mr. Witte, seconded by Ms. Jones, the Planning Commission voted 4-0 (two absent) to recommend the Board of Supervisors **grant** the request because the conditions should minimize the potential impacts on surrounding land uses and it would not be expected to adversely affect public safety, health or general welfare.

## **PUBLIC HEARINGS – OTHER ITEMS**

### **ORDINANCE – To Amend and Reordain Section 24-12.1 Titled “Provisional uses permitted,” Section 24-94 Titled “Table of regulations,” and Section 24-95 Titled “Additional requirements, exceptions and modifications” of the Code of the County of Henrico to Allow Front Porches on Certain Dwellings by Provisional Use Permit.**

The zoning ordinance currently allows a front porch up to six feet wide to extend up to four feet into a front yard setback. This provision has been in the County Code since 1960 to provide flexibility for homeowners wishing to add a covered stoop for protection from the elements.

The County is receiving requests for front porches wider than six feet to add curb appeal as older neighborhoods are being revitalized. However, the ordinance’s setback limitation prevents approval of those requests. The proposed ordinance would allow the granting of a provisional use permit for a porch to extend up to eight feet into the front yard setback for subdivisions approved prior to 1960.

The Planning Commission recommended approval of the proposed ordinance on October 13, 2016. The Planning Director recommends approval, and the County Manager concurs.

### **RESOLUTION - MTP2016-00001 - To Delete Dominion Club Drive Between Old Wyndham Drive and the Hanover County Line from the 2026 Major Thoroughfare Plan - Three Chopt District.**

This Board paper would amend the 2026 Major Thoroughfare Plan (MTP) to delete Dominion Club Drive between Old Wyndham Drive and the Hanover County line.

Dominion Club Drive is classified as a minor collector on the 2026 MTP. It provides access to subdivisions within the planned residential community of Wyndham and distributes that traffic to other collector roads in Wyndham as well as arterials outside of the development such as Nuckols Road and Pouncey Tract Road. The road is adjacent to two single-family subdivisions, Manor Park at Wyndham and Wexford at Wyndham.

The extension of Dominion Club Drive would provide a direct north-south connection between Old Wyndham Drive and anticipated future development in Hanover County. As a minor collector, Dominion Club Drive is meant to provide more accessibility and less mobility than a major collector. Extension of the road into Hanover County and connection to the overall Hanover road network would require the road to operate above its intended level as a minor collector.

At its meeting on October 13, 2016, the Planning Commission recommended approval of the amendment to the 2026 Major Thoroughfare Plan.

The Director of Planning agrees with the finding of the Planning Commission that the proposed amendment to the Major Thoroughfare Plan is appropriate and recommends adoption of the Board paper. The County Manager concurs.

**PUBLIC COMMENTS**

**GENERAL AGENDA**

**RESOLUTION - Award of Contract - HVAC Unit Replacement - Juvenile Courts and Probation Building - Brookland District.**

This Board paper awards a contract for \$105,005 to Chamberlain Mechanical Services, Inc. for replacement of a HVAC roof top unit and controls with new equipment at the Juvenile Courts and Probation building. The project is anticipated to begin in March 2017 and be completed by May 2017.

The County received four bids on October 13, 2016, in response to ITB# 16-1259-9PW as follows:

<b>Bidder</b>	<b>Bid</b>
Chamberlain Mechanical Services, Inc. Mechanicsville, VA	\$105,005
eTEC Mechanical Corporation Henrico, VA	\$109,625
Waco, Inc. Sandston, VA	\$109,625
Taylor Construction Services Heating & Air North Chesterfield, VA	\$134,375

Based upon a review of the bids, Chamberlain Mechanical Services, Inc. is the lowest responsive and responsible bidder. The Board paper also authorizes the County Manager, or the Purchasing Director as his designee, to execute change orders not to exceed 15% of the original contract amount.

The Director of General Services and Purchasing Director recommend approval of the Board paper, and the County Manager concurs.

**RESOLUTION - Award of Contract - Cooling Tower Replacement - Mental Health and Developmental Services Building - Fairfield District.**

This Board paper awards a contract for \$108,950 to eTEC Mechanical Corporation for replacement of the cooling tower at the Mental Health and Developmental Services building on



Woodman Road. The project is anticipated to begin in March 2017 and be completed by May 2017.

The County received six bids on October 20, 2016, in response to ITB# 16-1249-8PW and Addendum No.1 as follows:

<b>Bidder</b>	<b>Bid</b>
eTEC Mechanical Corporation Henrico, VA	\$108,950
Waco, Inc. Sandston, VA	\$113,575
Southworth Mechanical Corporation Richmond, VA	\$119,532
BFE Construction, Inc. Richmond, VA	\$125,000
Chamberlain Mechanical Services, Inc. Mechanicsville, VA	\$126,469
Capital Boiler Works Ashland, VA	\$132,850

Based upon a review of the bids, eTEC Mechanical Corporation is the lowest responsive and responsible bidder. The Board paper also authorizes the County Manager, or the Purchasing Director as his designee, to execute change orders not to exceed 15% of the original contract amount.

The Director of General Services and Purchasing Director recommend approval of the Board paper, and the County Manager concurs.

**RESOLUTION - Award of Contract - Duncroft/Castle Point Park Stream Restoration Project - Brookland District.**

This Board paper awards a contract to Environmental Quality Resources, LLC in the amount of \$589,890.00 for the Duncroft/Castle Point Park Stream Restoration Project. The project consists of the installation of in-stream structures, floodplain bench grading, seeding, planting, and disc golf basket installation along 2,200 linear feet of stream within the Duncroft/Castle Point Park. The stream is an unnamed tributary of Meredith Branch. The construction is anticipated to begin in February 2017 and be completed in August 2017.

The County received four bids on September 27, 2016, in response to ITB No. 16-1250-8JK and Addendum No. 1 as follows:

<b>Bidder</b>	<b>Total Bid</b>
Environmental Quality Resources, LLC Millersville, MD	\$589,890.00
Finish Line Construction, Inc. Fredericksburg, VA	\$662,814.94
River Works, Inc. Raleigh, NC	\$713,634.25
Henry S. Branscome, LLC Williamsburg, VA	\$1,246,907.47

For selection and evaluation purposes, the lowest responsive bid was determined by multiplying the unit price times the unit quantities specified in the bid documents. Based upon a review of the bids, Environmental Quality Resources, LLC is the lowest responsive and responsible bidder.

The Board paper authorizes the County Manager to execute the contract in a form approved by the County Attorney. It also authorizes the County Manager, or the Purchasing Director as his designee, is authorized to execute all change orders within the scope of the budget, not to exceed 15% of the original contract amount.

The Director of Public Works and Purchasing Director recommend approval of the Board paper, and the County Manager concurs.

**RESOLUTION - To Permit Additional Fine of \$200 for Speeding on Julian Road between Parham Road and Glendale Drive - Tuckahoe District.**

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 residential district and the speed limit is indicated by appropriately placed signs. The law requires the Board of Supervisors to develop criteria for the overall applicability for the installation of the signs and to specify application of the law to particular streets before the additional fine may be imposed.

On February 10, 2004, the Board approved criteria for the County's Traffic Calming Program.

The County's Traffic Engineer has collected traffic data and has determined that Julian Road between Parham Road and Glendale Drive is experiencing speeding problems and meets the criteria for traffic calming measures set forth in the Traffic Calming Program.

The citizens in the area of this road requesting the increased fine have collected signatures from 88% of the residents.

This Board paper authorizes the County Manager to place appropriate signs on Julian Road between Parham Road and Glendale Drive warning of an additional fine of \$200 for speeding.

The Director of Public Works recommends approval of this Board paper, and the County Manager concurs.