

**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 **Tuesday, November 13, 2018, at 5:30 p.m.** in the County Manager's Conference Room 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:

5:30 - 5:45 p.m.	Sports Tourism Update
5:45 - 6:15 p.m.	Area Studies Update
6:15 - 6:30 p.m.	Regular Meeting Agenda Items



Barry R. Lawrence, CMC
Clerk, Henrico County Board of Supervisors
November 7, 2018

COUNTY OF HENRICO, VIRGINIA
Henrico County Board Room
Board of Supervisors' Agenda
November 13, 2018
7:00 p.m.

PLEDGE OF ALLEGIANCE

INVOCATION

APPROVAL OF MINUTES - October 23, 2018, Regular and Special Meetings

MANAGER'S COMMENTS

BOARD OF SUPERVISORS' COMMENTS

RECOGNITION OF NEWS MEDIA

RESIGNATION

264-18 Resolution - Resignation of Member - Henrico Area Mental Health & Developmental Services Board.

PUBLIC HEARINGS – REZONING CASES AND PROVISIONAL USE PERMITS

265-18 Westpark Glen Allen, LLC: Request for a Provisional Use Permit under
PUP2018- Sections 24-58.2 (a), 24-120 and 24-122.1 of Chapter 24 of the County Code
00012 to allow 24-hour operation of a fitness facility on part of Parcel 753-758-7318
Three Chopt located on the east line of Stillman Parkway approximately 500' south of its
 intersection with W. Broad Street (U.S. Route 250). The existing zoning is B-
 2C Business District (Conditional). The 2026 Comprehensive Plan
 recommends Commercial Arterial. The Planning Commission voted to
 recommend the Board of Supervisors **grant** the request.

266-18 Viking Land Development, LLC: Request to conditionally rezone from A-1
REZ2018- Agricultural District to R-2AC One-Family Residence District (Conditional)
00038 Parcels 811-700-4578, 811-700-4938, and 811-700-6627 containing 17.85
Varina acres located on the west line of Willson Road, approximately 375' south of
 its intersection with Messer Road. The applicant proposes a single-family
 residential development. The use will be controlled by zoning ordinance
 regulations and proffered conditions. The 2026 Comprehensive Plan
 recommends Traditional Neighborhood Development and Environmental
 Protection Area. Suburban Residential 1, and Office. The site is in the
 Airport Safety Overlay District. The Planning Commission voted to
 recommend the Board of Supervisors **grant** the request.

267-18 Luis Cabral: Request to conditionally rezone from B-1 Business District to B-
REZ2018- 2C Business District (Conditional) Parcel 774-759-0104 containing .85 acres
00035 located at the northwest intersection of Woodman and Hungary Roads. The
Brookland applicant proposes a drive thru restaurant. The use will be controlled by
 zoning ordinance regulations and proffered conditions. The 2026
 Comprehensive Plan recommends Commercial Concentration. The site is in
 the Enterprise Zone. The Planning Commission voted to recommend the
 Board of Supervisors **grant** the request.

- 268-18 REZ2018-00014 Varina Quality of Life of VA LLC: Request to conditionally rezone from R-4 One-Family Residence District, B-1 Business District, and M-1 Light Industrial District to R-5AC General Residence District (Conditional) Parcel 805-710-1834 containing 11.7 acres located south of Darbytown Road, approximately 300' south of its intersection with Oregon Avenue. The applicant proposes detached dwellings with zero lot lines. The R-5A District allows a minimum lot area of 5,625 square feet and a maximum overall density of 6 units per acre. The use will be controlled by zoning ordinance regulations and proffered conditions. The 2026 Comprehensive Plan recommends Suburban Residential 2, density should not exceed 3.4 units per acre, and Environmental Protection Area. The Planning Commission voted to recommend the Board of Supervisors **deny** the request.
- 269-18 REZ2018-00042 Brookland Marie T. Hammer: Request to conditionally rezone from R-2 One-Family Residence District to O-2C Office District (Conditional) Parcel 773-745-9522 containing 3.79 acres located on the west line of Staples Mill Road (U.S. Route 33), approximately 810' north of Dumbarton Road. The applicant proposes a medical office with an accessory dwelling unit. The uses will be controlled by zoning ordinance regulations and proffered conditions. The 2026 Comprehensive Plan recommends Semi-Public and Environmental Protection Area. The Planning Commission voted to recommend the Board of Supervisors **grant** the request.
- 270-18 PUP2018-00014 Brookland Marie T. Hammer: Request for a Provisional Use Permit under Sections 24-50.6:1(a), 24-120 and 24-122.1 of Chapter 24 of the County Code to allow an accessory dwelling unit on Parcel 773-745-9522 located on the west line of Staples Mill Road (U.S. Route 33), approximately 810' north of Dumbarton Road. The existing zoning is R-2 One-Family Residence District. The 2026 Comprehensive Plan recommends Semi-Public and Environmental Protection Area. The Planning Commission voted to recommend the Board of Supervisors **grant** the request.

PUBLIC HEARINGS – OTHER ITEMS

- 271-18 Ordinance - To Amend and Reordain Section 24-13.4 of the Code of the County of Henrico Titled “Provisional uses permitted” to Allow Detached One-Family Dwellings With Yards on All Sides in the R-5A General Residence District by Provisional Use Permit.
- 272-18 Resolution - Signatory Authority - Quitclaim of Utility Easement - Residence Inn - 5416 Glenside Drive - Brookland District.

PUBLIC COMMENTS

GENERAL AGENDA

- 273-18 Resolution - Approval of Issuance of Bonds - Westminster-Canterbury Corporation - Economic Development Authority of Henrico County, Virginia - Fairfield District.

- 274-18 Resolution - Receipt of Audited Annual Financial Report for Fiscal Year Ended June 30, 2018, and Acknowledgement of Discharge of Duties and Responsibilities by Audit Committee.
- 275-18 Introduction of Ordinance - To Amend and Reordain Section 9-2 of the Code of the County of Henrico Titled "Precincts and polling places" to Split Short Pump and Rolfe Precincts, Change the Polling Place for Sullivans Precinct, and Establish a Polling Place for the New Colonial Trail Precinct - Three Chopt and Varina Districts.
- 276-18 Resolution - Award of Contract - Circuit Court Renovations - Brookland District.
- 277-18 Resolution - SIA2018-00001 - Nine Mile Road Firehouse (#23) Site - Substantially in Accord with the 2026 Comprehensive Plan - Varina District.
- 278-18 Resolution - Award of Contract - Architectural and Engineering Services - Recreation & Parks Improvement Projects.
- 279-18 Resolution - Award of Contract - High School Athletic Field Improvements - Phase 2 - Henrico High School - Fairfield District.
- 280-18 Resolution - Award of Contract - Enterprise Parkway and Broad Street Area Sewer Rehabilitation - Brookland and Tuckahoe Districts.



**COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS' RESUME
November 13, 2018**

RESIGNATION

RESOLUTION – Resignation of Member – Henrico Area Mental Health & Developmental Services Board.

This Board paper accepts the resignation of **William P. Hart III** from the Henrico Area Mental Health & Developmental Services Board as a Family/Consumer representative.

PUBLIC HEARINGS - REZONING CASES AND PROVISIONAL USE PERMITS

PUP2018-00012
Three Chopt
Westpark Glen Allen, LLC: Request for a Provisional Use Permit under Sections 24-58.2 (a), 24-120 and 24-122.1 of Chapter 24 of the County Code to allow 24-hour operation of a fitness facility on part of Parcel 753-758-7318 located on the east line of Stillman Parkway approximately 500' south of its intersection with W. Broad Street (U.S. Route 250). The existing zoning is B-2C Business District (Conditional). The 2026 Comprehensive Plan recommends Commercial Arterial. Acting on a motion by Mrs. Marshall, seconded by Mr. Mackey, the Planning Commission voted 5-0 (one abstention) to recommend the Board of Supervisors **grant** the request because it would provide added services to the community and when properly regulated by the recommended conditions, it would not be detrimental to the public health, safety, welfare and values in the area.

REZ2018-00038
Varina
Viking Land Development, LLC: Request to conditionally rezone from A-1 Agricultural District to R-2AC One-Family Residence District (Conditional) Parcels 811-700-4578, 811-700-4938, and 811-700-6627 containing 17.85 acres located on the west line of Willson Road, approximately 375' south of its intersection with Messer Road. The applicant proposes a single-family residential development. The use will be controlled by zoning ordinance regulations and proffered conditions. The 2026 Comprehensive Plan recommends Traditional Neighborhood Development and Environmental Protection Area. Suburban Residential 1, and Office. The site is in the Airport Safety Overlay District. Acting on a motion by Mr. Mackey, seconded by Mr. Baka, the Planning Commission voted 5-0 (one abstention) to recommend the Board of Supervisors **grant** the request because it continues a similar level of single family residential zoning as currently exists in the area and the proffered conditions will provide appropriate quality assurances not otherwise available.

REZ2018-00035
Brookland
Luis Cabral: Request to conditionally rezone from B-1 Business District to B-2C Business District (Conditional) Parcel 774-759-0104 containing .85 acres located at the northwest intersection of Woodman and Hungary Roads. The applicant proposes a drive thru restaurant. The use will be

controlled by zoning ordinance regulations and proffered conditions. The 2026 Comprehensive Plan recommends Commercial Concentration. The site is in the Enterprise Zone. Acting on a motion by Mrs. Kotula, seconded by Mr. Baka, the Planning Commission voted 5-0 (one abstention) to recommend the Board of Supervisors **grant** the request because it conforms to the recommendations of the Comprehensive Plan and would not adversely affect the adjoining area if properly developed as proposed.

REZ2018-00014
Varina

Quality of Life of VA LLC: Request to conditionally rezone from R-4 One-Family Residence District, B-1 Business District, and M-1 Light Industrial District to R-5AC General Residence District (Conditional) Parcel 805-710-1834 containing 11.7 acres located south of Darbytown Road, approximately 300' south of its intersection with Oregon Avenue. The applicant proposes detached dwellings with zero lot lines. The R-5A District allows a minimum lot area of 5,625 square feet and a maximum overall density of 6 units per acre. The use will be controlled by zoning ordinance regulations and proffered conditions. The 2026 Comprehensive Plan recommends Suburban Residential 2, density should not exceed 3.4 units per acre, and Environmental Protection Area. Acting on a motion by Mr. Mackey, seconded by Mr. Archer, the Planning Commission voted 5-0 (one abstention) to recommend the Board of Supervisors **deny** the request because it does not meet the goals, objectives and policies regarding connectivity of the Comprehensive Plan and would not be in the best interest of the welfare and future of the community due to the limited road network.

REZ2018-00042
Brookland

Marie T. Hammer: Request to conditionally rezone from R-2 One-Family Residence District to O-2C Office District (Conditional) Parcel 773-745-9522 containing 3.79 acres located on the west line of Staples Mill Road (U.S. Route 33), approximately 810' north of Dumbarton Road. The applicant proposes a medical office with an accessory dwelling unit. The uses will be controlled by zoning ordinance regulations and proffered conditions. The 2026 Comprehensive Plan recommends Semi-Public and Environmental Protection Area. Acting on a motion by Mrs. Kotula, seconded by Mr. Archer, the Planning Commission voted 5-0 (one abstention) to recommend the Board of Supervisors **grant** the request because the proffered conditions will provide appropriate quality assurances not otherwise available and it would not adversely affect the adjoining area if properly developed as proposed.

PUP2018-00014
Brookland

Marie T. Hammer: Request for a Provisional Use Permit under Sections 24-50.6:1(a), 24-120 and 24-122.1 of Chapter 24 of the County Code to allow an accessory dwelling unit on Parcel 773-745-9522 located on the west line of Staples Mill Road (U.S. Route 33), approximately 810' north of Dumbarton Road. The existing zoning is R-2 One-Family Residence District. The 2026 Comprehensive Plan recommends Semi-Public and Environmental Protection Area. Acting on a motion by Mrs. Kotula, seconded by Mrs. Marshall, the Planning Commission voted 5-0 (one abstention) to recommend the Board of Supervisors **grant** the request because the conditions should minimize the potential impacts on surrounding land uses

and it is reasonable in light of the surrounding uses and existing zoning on the property.

PUBLIC HEARINGS – OTHER ITEMS

ORDINANCE - To Amend and Reordain Section 24-13.4 of the Code of the County of Henrico Titled “Provisional uses permitted” to Allow Detached One-Family Dwellings With Yards on All Sides in the R-5A General Residence District by Provisional Use Permit.

This ordinance would allow detached one-family dwellings in the R-5A General Residence District with yards on all sides of the dwellings, upon the issuance of a provisional use permit by the Board of Supervisors and subject to requirements for minimum development area, lot area, building setbacks, building size, density of buildings per acre, and parking spaces.

Detached one-family dwellings are currently prohibited in the R-5A District unless the dwellings touch an adjacent lot line, resulting in no yard on that side of the dwelling. The development community raised concerns about design conflicts created by the lack of side-yard. On August 9, 2018, the Planning Commission initiated review of the R-5A General Residence District to address the concerns.

After a public hearing on September 13, 2018, the Planning Commission recommended approval of the amendments. The Board of Supervisors discussed the proposed amendments at a work session on October 23.

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

RESOLUTION - Signatory Authority - Quitclaim of Utility Easement - Residence Inn - 5416 Glenside Drive - Brookland District.

This Board paper authorizes the Chairman to execute a quitclaim deed releasing the County’s interest in an unneeded utility easement across the Residence Inn under construction at 5416 Glenside Drive. The owner, Glenside Hotel, LLC, has requested the action. There are no County facilities in the easement, the County does not need it, and replacement easements have been dedicated to the County.

The Directors of Public Utilities, Planning, and Real Property recommend approval of this Board paper; the County Manager concurs.

PUBLIC COMMENTS

GENERAL AGENDA

RESOLUTION - Approval of Issuance of Bonds - Westminster-Canterbury Corporation - Economic Development Authority of Henrico County, Virginia - Fairfield District.

This Board paper approves the issuance of bonds in an amount estimated not to exceed \$72,500,000 by the County’s Economic Development Authority for the benefit of Westminster-Canterbury Corporation, a Virginia nonstock corporation which owns and operates a continuing care retirement community located at 1600 Westbrook Avenue in the Fairfield District. The bonds will be used to finance and refinance costs related to land acquisition, constructing and equipping senior living facilities, to refund all or a portion of other outstanding revenue bonds, and to finance, if and as needed, costs related to a debt service reserve fund, costs of issuance, working capital, routine capital expenditures at the facility and other expenses in connection with the issuance of the bonds. By resolution dated October 18, 2018, the EDA recommended that the Board approve the issuance of the bonds.

RESOLUTION - Receipt of Audited Annual Financial Report for Fiscal Year Ended June 30, 2018, and Acknowledgement of Discharge of Duties and Responsibilities by Audit Committee.

This Board paper receives the Annual Financial Report of the County for fiscal year ended June 30, 2018, as audited by KPMG LLP, Certified Public Accountants. Representatives of the firm will be present and available for comment regarding this report. In addition, this Board paper acknowledges the discharge of duties and responsibilities by the Audit Committee.

INTRODUCTION OF ORDINANCE - To Amend and Reordain Section 9-2 of the Code of the County of Henrico Titled “Precincts and polling places” to Split Short Pump and Rolfe Precincts, Change the Polling Place for Sullivans Precinct, and Establish a Polling Place for the New Colonial Trail Precinct - Three Chopt and Varina Districts.

This Board paper introduces for advertisement and public hearing on December 11, 2018, an ordinance that would split the Short Pump and Rolfe voting precincts, change the polling place for the Sullivans precinct, and establish a polling place for the new Colonial Trail precinct. All of these voting changes were recommended by the Electoral Board at its meeting on July 18, 2018.

These changes impact the Three Chopt and Varina magisterial districts and are summarized as follows:

Three Chopt	Varina
Short Pump precinct reduced from 4,479 to 1,914 registrants.	Rolfe precinct reduced from 5,116 to 3,452 registrants.
New Colonial Trail precinct created with 2,565 registrants.	Sullivans precinct increased from 1,997 to 3,661 registrants.

Colonial Trail E.S. to be polling place for Colonial Trail precinct.	Polling place for Sullivans precinct to be Varina H.S. instead of Settlers Ridge Community Center.
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RESOLUTION - Award of Contract - Circuit Court Renovations - Brookland District.

This Board paper would award a construction contract for \$4,834,900 to VIRTEXCO Corporation for the Circuit Court Renovations project. Construction is anticipated to begin in December 2018 and be completed by December 2020.

The County received four bids on October 16, 2018, in response to ITB No. 18-1740-9JCK and Addendum Number 1, with the following results:

Bidder	Total Bid
VIRTEXCO Corporation Richmond, VA	\$4,834,900
RMT Construction & Development Group, LLC Richmond, VA	\$5,042,970
Edifice Solutions, LLC Beltsville, MD	\$5,537,365
W. M. Schlosser, Inc. Hyattsville, MD	\$5,611,000

Based upon a review of the bids, VIRTEXCO 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 percent of the original contract amount. Funding to support the contract is available within the project budget.

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

RESOLUTION - SIA2018-00001 - Nine Mile Road Firehouse (#23) Site - Substantially in Accord with the 2026 Comprehensive Plan - Varina District.

At the request of the Division of Fire, the Department of Planning conducted a study to determine whether the proposed site for a firehouse is substantially in accord with the County’s 2026 Comprehensive Plan (the “Plan”). The site consists of a 4.82-acre parcel (816-726-4476) located on the north line of Nine Mile Road at its intersection with Westover Avenue in the Varina District.

The Planning staff’s report concluded that the proposed use for this site would not conflict with, or be a significant departure from, the Goals, Objectives and Policies of the Plan and would support the intent of the Plan that identifies the need for new public services and facilities based on projected and planned growth in accordance with the Future Land Use Map. Staff also determined the proposed improvements can be designed to be compatible with the existing land uses in the surrounding area.

At its meeting on October 18, 2018, the Planning Commission approved the resolution finding the proposed Nine Mile Road Firehouse (#23) site substantially in accord with the Plan.

Further details regarding the proposed site are contained in the staff report prepared for the Planning Commission.

The Director of Planning concurs with the finding of the Planning Commission that the proposed Nine Mile Road Firehouse (#23) site is substantially in accord with the Plan and recommends adoption of the Board Paper, and the County Manager concurs.

RESOLUTION - Award of Contract - Architectural and Engineering Services - Recreation & Parks Improvement Projects.

This Board paper would award an annual contract to CHA Consulting, Inc. to provide architectural and engineering services on an as-needed basis for planning, design, and construction administration of Recreation & Parks improvement projects.

Ten proposals were received in response to RFP #18-1720-7JCK. Based upon review and evaluation of the proposals, the selection committee interviewed the following firms:

- CHA Consulting, Inc.
- A. Morton Thomas and Associates, Inc. (AMT)
- Gale Associates, Inc.

Based on the written proposals and interviews, the selection committee members chose CHA Consulting, Inc. as the top-ranked firm and negotiated a unit cost rate schedule with the firm. The contract will be for a one-year term, and the County may renew it for two additional one-year terms. Compensation for services shall be based on a unit cost rate schedule. Fees shall not exceed \$300,000 for any single project and \$1,500,000 per one-year term.

Funding to support this contract is available within the project budget. The Director of Recreation and Parks and the Purchasing Director recommend that the contract be awarded to CHA Consulting, Inc., and the County Manager concurs.

RESOLUTION - Award of Contract - High School Athletic Field Improvements - Phase 2 - Henrico High School - Fairfield District.

This Board paper would award a construction contract for \$1,953,556 to Medallion Athletic Products, Inc. to convert the existing natural grass football field at Henrico High School to a tournament quality, synthetic multi-purpose field with organic infill. The project will include sitework, grading within the football field ovals, underground drainage system and stormwater system improvements, and demolition and replacement of the existing running tracks. The contract also includes supporting construction activities, including demolition work, earthwork and excess dirt removal, concrete and fencing work, and compliance with erosion and sediment control requirements.

The onsite construction work is anticipated to begin in December 2018 and be completed in July 2019.

Five bids were received on October 23, 2018, in response to ITB #18-1750-9JCK and Addendum No. 1. The bidders and bid amounts are as follows:

<u>Bidder</u>	<u>Bid Amount</u>
Medallion Athletic Products, Inc. Mooresville, NC	\$1,953,556
R.A.D. Corp. dba RAD Sports Rockland, MA	\$2,184,000
The LandTek Group, Inc. Amityville, NY	\$2,258,000
Hellas Construction, Inc. Austin, TX	\$2,298,423
AstroTurf Corporation Dalton, GA	\$2,368,283

Based upon a review of the bids, Medallion Athletic Products, Inc. is the lowest responsive and responsible bidder.

This 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. Funding to support the contract is available within the project budget.

The Director of Recreation & Parks and the Purchasing Director recommend approval of this Board paper, and the County Manager concurs.

RESOLUTION - Award of Contract - Enterprise Parkway and Broad Street Area Sewer Rehabilitation - Brookland and Tuckahoe Districts.

This Board paper would award a construction contract for \$3,200,011 to Tidewater Utility Construction, Inc. for the Enterprise Parkway and Broad Street Area (SH-15 Part 1, Phase 1) Sewer Rehabilitation project. The project will rehabilitate approximately 2,400 linear feet of 8-inch diameter sewer, replace approximately 5,100 linear feet of existing sewer with new 8-inch and 12-inch diameter sewer, and rehabilitate or replace approximately 56 sewer service laterals, within the area approximately bounded by Westland Shopping Center property (north), West Broad Street (east), Wistar Street (south), and Biscayne Road/Prestwick Road (west).

The work is expected to begin in January 2019 and to be completed by February 2020. Funding will be provided by the Water and Sewer Revenue Fund.

Eight bids were received on September 25, 2018, in response to Invitation to Bid No. 18-1724-7CLE and Addenda Nos. 1 and 2:

<u>Bidders</u>	<u>Bid Amount</u>
Tidewater Utility Construction, Inc. Suffolk, VA	\$ 3,200,011
G. L. Howard, Inc. Rockville, VA	\$ 3,225,750

Enviroscape, Inc. Sandston, VA	\$ 3,797,500
Garney Companies, Inc. Chantilly, VA	\$ 4,067,800
C. T. Purcell Excavating, Inc. Montpelier, VA	\$ 4,567,657
Walter C. Via Enterprises, Inc. Mattaponi, VA	\$ 5,375,000
E. C. Pace Company, Inc. Roanoke, VA	\$ 5,579,000
S. J. Louis Construction, Inc. Rockville, MN	\$ 5,628,500

Based upon a review of the bids, Tidewater Utility Construction, Inc. is the lowest responsive and responsible bidder.

The Board paper awards the contract to Tidewater Utility Construction, Inc. and grants signatory authority to the County Manager to execute the contract in a form approved by the County Attorney. The County Manager, or the Purchasing Director 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.

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