

**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, March 14, 2017, at 5:45 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:

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|------------------|--|
| 5:45 - 6:00 p.m. | Initiation of Route 5 Study |
| 6:00 - 6:30 p.m. | Zoning Ordinance Amendment: Sign Regulations |
| 6:30 - 6:45 p.m. | Regular Meeting Agenda Items |



Barry R. Lawrence, CMC
Clerk, Henrico County Board of Supervisors
March 9, 2017

COUNTY OF HENRICO, VIRGINIA
Henrico County Board Room
Board of Supervisors' Agenda
March 14, 2017
7:00 p.m.

PLEDGE OF ALLEGIANCE

INVOCATION

APPROVAL OF MINUTES – February 28, 2017, Regular and Special Meetings

MANAGER'S COMMENTS

BOARD OF SUPERVISORS' COMMENTS

RECOGNITION OF NEWS MEDIA

PUBLIC HEARINGS – REZONING CASE AND PROVISIONAL USE PERMITS

- 49-17 Wilton Acquisition, LLC: Request to conditionally rezone from B-2C Business District
REZ2017- (Conditional) to RTHC Residential Townhouse District (Conditional) Parcels 773-759-
00005 7681, -9232, -8362, -8944, and part of Parcel 773-759-5623 containing 11.13 acres
Brookland located on the west line of Woodman Road approximately 240' north of its intersection
 with Hungary Road. The applicant proposes a residential townhouse development. 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. **(Deferred from the February 14, 2017, meeting.)**
- 50-17 Wilton Acquisition, LLC: Request for a Provisional Use Permit under Sections 24-
PUP2017- 58.2(b), 24-120 and 24-122.1 of Chapter 24 of the County Code to allow a self-service
00003 storage facility on part of Parcel 773-759-5623 located on the north line of Hungary
Brookland Road approximately 700' northwest of its intersection with Woodman Road. The
 existing zoning is B-2C Business District (Conditional). 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. **(Deferred from the February 14, 2017, meeting.)**
- 80-17 Sarah Love: Request for a Provisional Use Permit under Sections 24-55(h), 24-120,
PUP2017- and 24-122.1 of Chapter 24 of the County Code to allow extended hours of operation of
00007 a fitness center on part of Parcel 761-731-9193 located on the north line of Huguenot
Tuckahoe Road (State Route 147) approximately 640' west of its intersection with River Road.
 The existing zoning is B-1 Business District. The 2026 Comprehensive Plan
 recommends Commercial Concentration. The Planning Commission voted to
 recommend the Board of Supervisors **grant** the request.
- 81-17 Chuckey's Bodega: Request for a Provisional Use Permit under Sections 24-58.2(a),
PUP2017- 24-120, and 24-122.1 of Chapter 24 of the County Code to allow extended hours of
00005 operation of a convenience market on part of Parcel 811-724-6037 located at the
Fairfield northeast intersection of Nine Mile Road (State Route 33) and Kenway Avenue. The

existing zoning is B-2 Business District. The 2026 Comprehensive Plan recommends Commercial Concentration. The site is in the Enterprise Zone and the Airport Safety Overlay District. The Planning Commission voted to recommend the Board of Supervisors deny the request.

PUBLIC HEARINGS – OTHER ITEMS

- 82-17 Resolution – Signatory Authority – Conveyance of Real Estate – 7704 Twin Oak Drive – Brookland District.
- 83-17 Resolution – Signatory Authority – Conveyance of Real Estate – 1510, 1512, 1514 Francis Road and 1600 and 1602 Old Francis Road – Fairfield District.

PUBLIC COMMENTS

GENERAL AGENDA

- 84-17 Resolution - Receipt of Operating and Capital Budget Estimates for Fiscal Year 2017-18 and Notice of Public Hearings on the Budget and Proposed Tax Rates.
- 85-17 Resolution - Award of Contract - Recreation & Parks Main Office - Brookland District.
- 86-17 Resolution - To Initiate a Study of the Route 5 Corridor.
- 87-17 Resolution – Signatory Authority - Radio Tower Facility Lease Agreement – Capital Region Airport Commission – 5860 Lewis Road – Varina District.
- 88-17 Resolution - Award of Contract - Water Reclamation Facility Unit Replacements - Varina District.



**COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS' RESUME
March 14, 2017**

PUBLIC HEARINGS – REZONING CASE AND PROVISIONAL USE PERMITS

REZ2017-00005
Brookland

Wilton Acquisition, LLC: Request to conditionally rezone from B-2C Business District (Conditional) to RTHC Residential Townhouse District (Conditional) Parcels 773-759-7681, -9232, -8362, -8944, and part of Parcel 773-759-5623 containing 11.13 acres located on the west line of Woodman Road approximately 240' north of its intersection with Hungary Road. The applicant proposes a residential townhouse development. 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 Mr. Witte, seconded by Mr. Baka, the Planning Commission voted 5-0 (one abstention) to recommend the Board of Supervisors **grant** the request because it would not be expected to adversely affect the pattern of zoning and land use and the area and would not adversely affect the adjoining area if properly developed as proposed. **(Deferred from the February 14, 2017, meeting.)**

PUP2017-00003
Brookland

Wilton Acquisition, LLC: Request for a Provisional Use Permit under Sections 24-58.2(b), 24-120 and 24-122.1 of Chapter 24 of the County Code to allow a self-service storage facility on part of Parcel 773-759-5623 located on the north line of Hungary Road approximately 700' northwest of its intersection with Woodman Road. The existing zoning is B-2C Business District (Conditional). The 2026 Comprehensive Plan recommends Commercial Concentration. The site is in the Enterprise Zone. Acting on a motion by Mr. Witte, seconded by Mr. Archer, 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 developed and regulated by the recommended special conditions, it would not be detrimental to the public health, safety, welfare and values in the area. **(Deferred from the February 14, 2017, meeting.)**

PUP2017-00007
Tuckahoe

Sarah Love: Request for a Provisional Use Permit under Sections 24-55(h), 24-120, and 24-122.1 of Chapter 24 of the County Code to allow extended hours of operation of a fitness center on part of Parcel 761-731-9193 located on the north line of Huguenot Road (State Route 147) approximately 640' west of its intersection with River Road. The existing zoning is B-1 Business District. The 2026 Comprehensive Plan recommends Commercial Concentration. Acting on a motion by Mr. Baka, seconded by Mr. Witte, the Planning Commission

voted 5-0 (one abstention) to recommend the Board of Supervisors **grant** the request because it is reasonable in light of the surrounding uses and existing zoning on the property.

PUP2017-00005
Fairfield

Chuckey's Bodega: 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 extended hours of operation of a convenience market on part of Parcel 811-724-6037 located at the northeast intersection of Nine Mile Road (State Route 33) and Kenway Avenue. The existing zoning is B-2 Business District. The 2026 Comprehensive Plan recommends Commercial Concentration. The site is in the Enterprise Zone and the Airport Safety Overlay District. Acting on a motion by Mr. Archer, seconded by Mr. Leabough, the Planning Commission voted 5-0 (one abstention) to recommend the Board of Supervisors **deny** the request because the extension of hours could impact the health, safety, and welfare of residents in the area.

PUBLIC HEARINGS – OTHER ITEMS

RESOLUTION - Signatory Authority - Conveyance of Real Estate - 7704 Twin Oak Drive - Brookland District.

This Board paper authorizes the County Manager and Chairman of the Board of Supervisors to execute documents to convey real estate known as 7704 Twin Oak Drive in the Woodland Farms subdivision to Hassan Al Rubaee for \$36,000, its assessed value. The property was previously used as a well lot, and the County does not need it for any public purpose.

The Real Property Department has processed this request through the Departments of Recreation and Parks, Planning, Public Utilities and Public Works without objection. The Directors of Public Utilities and Real Property recommend approval.

RESOLUTION - Signatory Authority - Conveyance of Real Estate - 1510, 1512 and 1514 Francis Road and 1600 and 1602 Old Francis Road - Fairfield District.

This Board paper authorizes the County Manager and Chairman of the Board of Supervisors to execute documents to convey five parcels of vacant land to Emerald Land Development, LLC for \$7,200, their combined 2017 assessed value. The parcels are known as 1510, 1512, and 1514 Francis Road and 1600 and 1602 Old Francis Road. These are remnant parcels acquired for the relocation of the intersection of Francis Road with Old Francis Road, and the County does not need them for any public purpose.

The Real Property Department has processed this request through the Departments of Recreation and Parks, Planning, Public Utilities and Public Works without objection. The Directors of Public Works and Real Property recommend approval.

PUBLIC COMMENTS

GENERAL AGENDA

RESOLUTION – Receipt of Operating and Capital Budget Estimates for Fiscal Year 2017-18 and Notice of Public Hearings on the Budget and Proposed Tax Rates.

This Board paper receives the County Manager’s proposed Operating Annual Fiscal Plan (operating budget) and Capital Annual Fiscal Plan (capital budget) for fiscal year 2017-18. The Plans include all contemplated expenditures and estimated resources necessary to meet those requirements, including the estimate of funds deemed by the School Board to be needed for educational purposes. This paper directs the Clerk to advertise a synopsis of the budget and also to advertise a public hearing thereon to be held at 6:00 p.m., on Tuesday, April 11, 2017, in the Board Room at the Government Center, Hungary Spring and East Parham Roads, County of Henrico, Virginia. The advertisement is to appear on or before Sunday, March 26, 2017, in at least one newspaper of general circulation and will be posted in a prominent public location at which notices are regularly posted at both the Eastern and Western Government Centers.

This paper further directs the Clerk to advertise the proposed tax rates and levies for calendar year 2017, and for a public hearing thereon to be held at 7:00 p.m., on Tuesday, April 25, 2017, in the Board Room at the Government Center, Hungary Spring and East Parham Roads, County of Henrico, Virginia. The advertisement is to appear on or before Sunday, March 26, 2017, in at least one newspaper of general circulation and will be posted in a prominent public location at which notices are regularly posted at both the Eastern and Western Government Centers.

The Board is reminded that legal constraints require such advertising but in no way preclude continued work sessions and deliberations to review and consider changes to the budget or tax rates as the Board may deem appropriate. Currently, the Board is scheduled to review the budget in meetings during the week of March 20, 2017.

RESOLUTION - Award of Contract - Recreation & Parks Main Office - Brookland District.

This Board paper would award a contract for \$1,254,000 to Haley Builders, Inc. for the renovation of the old Dumbarton Library building to serve as the Recreation & Parks Main Office. The building is approximately 22,593 square feet. Construction is anticipated to begin in April 2017 and to be completed in October 2017.

The County received nine bids on February 21, 2017, in response to Invitation to Bid No. 17-1308-IJK and Addendum No. 1 as follows:

Bidder	Bid Amount
Haley Builders, Inc. Ashland, VA	\$1,254,000
BFE Construction, Inc. Richmond, VA	\$1,331,853
VIRTEXCO Corporation	\$1,348,000

Richmond, VA	
RMT Construction & Development Group, LLC Richmond, VA	\$1,360,000
Gulf Seaboard General Contractors, Inc. Ashland, VA	\$1,389,000
Daniel & Company, Inc. Richmond, VA	\$1,429,000
Loughridge & Company, LLC Richmond, VA	\$1,465,000
ARW Contracting, Inc. Chester, VA	\$1,469,000
Woodland Construction, Inc. Richmond, VA	\$1,600,000

Based upon a review of the bids, Haley Builders, 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 General Services, Director of Recreation & Parks, and the Purchasing Director recommend approval of this Board paper, and the County Manager concurs.

RESOLUTION - To Initiate a Study of the Route 5 Corridor.

This Board paper would initiate a Planning Department study of the Route 5 (New Market Road) corridor from the City of Richmond to Charles City County. The proposed study area contains a variety of future land use designations in the 2026 Comprehensive Plan (“Plan”) as well as several Special Focus Areas along and near the Route 5 corridor. Community groups representing Henrico County residents have requested additional study of the corridor.

A study of the corridor would evaluate existing conditions and make recommendations to the Planning Commission about possible amendments to the Plan.

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

RESOLUTION - Signatory Authority - Radio Tower Facility Lease Agreement - Capital Region Airport Commission - 5860 Lewis Road - Varina District.

This Board paper authorizes the County Manager to execute an agreement with the Capital Region Airport Commission to lease 0.357 acres at 5860 Lewis Road and to obtain access, construction and utility easements for construction of a radio tower to support the region’s new public safety radio system.

The lease term will end on January 1, 2057, or when the County no longer needs the property for the radio system, whichever comes first. The annual rent will be \$1.00.

Comments: The Police Chief and Director of Real Property recommend approval of this Board paper.

RESOLUTION - Award of Contract - Water Reclamation Facility Unit Replacements - Varina District.

This Board paper would award a contract for \$194,805 to Systems East, Inc. to replace three deteriorated programmable logic controller units at the Water Reclamation Facility.

The work will begin in May 2017 and is to be completed by December 2017.

The County received three bids on January 31, 2017, in response to ITB #16-1302-12CE and Addendum No. 1 as follows:

<u>Bidder</u>	<u>Bid Amount</u>
Systems East, Inc. Hampton, VA	\$194,805
M. C. Dean, Inc. Sterling, VA	\$202,910
Instrumentation and Control Systems Engineering, Inc. Ashland, VA	\$288,712

Based upon a review of the bids, Systems East, Inc. is the lowest responsive and responsible bidder.

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