

**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 26, 2013, at 5:30 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 matter to be reviewed by the Board at this time is:

5:30 – 6:15 p.m. 2012 Annual Crime Report

6:15 – 6:45 p.m. *Dinner*



Barry R. Lawrence, CMC
Clerk, Henrico County Board of Supervisors
March 21, 2013

COUNTY OF HENRICO, VIRGINIA
Henrico County Board Room
Board of Supervisors' Agenda
March 26, 2013
7:00 p.m.

PLEDGE OF ALLEGIANCE

MOMENT OF SILENT PRAYER

APPROVAL OF MINUTES – March 12, 2013, Regular and Special Meetings

MANAGER'S COMMENTS

BOARD OF SUPERVISORS' COMMENTS

RECOGNITION OF NEWS MEDIA

PRESENTATIONS

Proclamation – Child Abuse Prevention Month – April 2013.

Proclamation – Keep Henrico Beautiful Month – April 2013.

RESIGNATION/APPOINTMENT

73-13 Resolution - Resignation of Member – Keep Henrico Beautiful Committee.

74-13 Resolution – Appointment of Member – Richmond Metropolitan Authority Board of Directors.

PUBLIC HEARING ITEMS

75-13 Resolution — POD2013-00010 — Approval of Plan of Development for Henrico East Health Clinic — Fairfield District.

76-13 Resolution - Signatory Authority - Lease of County Property - 10791 Old Washington Highway - Brookland District.

77-13 Resolution - Signatory Authority - Deed of Conveyance - 1709 Eaton Road - Tuckahoe District.

PUBLIC COMMENTS

GENERAL AGENDA

78-13 Introduction of Ordinance – To Amend and Reordain Section 6-3 of the Code of the County of Henrico Titled “Permit fees” to Change Various Building Permit Fees, to Eliminate the Reinspection Fee, and to Add an Inspection Surcharge Fee.

- 79-13 Introduction of Ordinance - To Amend and Reordain Section 20-78(g) of the Code of the County of Henrico Titled “Elderly or Permanently and Totally Disabled Persons” to Change the Maximum Annual Real Estate Tax Exemption for Qualified Real Estate Advantage Program (“REAP”) Applicants from \$3,000 to \$1,500.
- 80-13 Introduction of Ordinance – To Extend the Term of the Cable Television Franchise of Comcast of Massachusetts/Virginia, Inc. (“Comcast”).
- 81-13 Resolution - Amendment to Agreement - Planimetric Base Map Services.
- 82-13 Resolution - Signatory Authority - Acquisition of Right-of-Way and Easements - North Gayton Road Project - Three Chopt District.
- 83-13 Introduction of Ordinance - To Amend and Reordain Subsections (b) and (c) of Sections 23-359 and 23-360 Titled “Water connection fees” and “Sewer connection fees,” Respectively, and Subsection (a) of Sections 23-361 and 23-362 Titled “Water service and volume charges” and “Sewer service charges and rates,” Respectively, of the Code of the County of Henrico, All to Change County Utility Fees and Charges.
- 84-13 Resolution - Acceptance of Roads.



**COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS' RESUME
March 26, 2013**

PRESENTATIONS

PROCLAMATION – Child Abuse Prevention Month – April 2013.

Greater Richmond SCAN (Stop Child Abuse Now), a local nonprofit organization dedicated to the prevention and treatment of child abuse and neglect, is coordinating efforts throughout the metropolitan area to observe National Child Abuse Prevention Month during April 2013. Effective child abuse prevention programs rely on partnerships among social service and law enforcement agencies, schools, religious and civic organizations, medical facilities, and businesses. This proclamation recognizes April 2013 as Child Abuse Prevention Month in Henrico County and calls upon Henrico citizens to participate in appropriate programs and activities that help protect children in the local community from abuse and neglect.

PROCLAMATION – Keep Henrico Beautiful Month – April 2013.

The Keep Henrico Beautiful program and Keep Henrico Beautiful Committee of appointed volunteers were established in 1980 to develop and lead litter prevention activities and encourage participation of all Henrico County residents in litter prevention and recycling. The Keep Henrico Beautiful Committee disseminates educational materials and sponsors programs, special events, and workshops to foster public awareness of the environment. Several thousand Henrico County residents now participate in litter prevention and recycling projects, including the “Because We Care” volunteer litter pick-up program, through their community associations, churches, scout troops, school clubs, civic groups, and businesses. This proclamation recognizes April 2013 as Keep Henrico Beautiful Month, urges all County residents to show their environmental stewardship by not littering and by recycling materials, and encourages the public to celebrate our clean county by joining the efforts of Keep Henrico Beautiful.

RESIGNATION/APPOINTMENT

RESOLUTION - Resignation of Member – Keep Henrico Beautiful Committee.

This Board paper accepts the resignation of **Jane H. Koontz** from the Keep Henrico Beautiful Committee as a representative of the Varina District.

RESOLUTION – Appointment of Member – Richmond Metropolitan Authority Board of Directors

This Board paper appoints the following person to the Richmond Metropolitan Authority Board of Directors for an unexpired term expiring June 30, 2016, or thereafter, when his successor shall have been appointed and qualified:

At-Large Virgil R. Hazelett

PUBLIC HEARING ITEMS

RESOLUTION - POD2013-00010 - Approval of Plan of Development for Henrico East Health Clinic - Fairfield District.

This Board paper is for approval of a plan of development, as required by Sections 24-11(b) and 24-106 of the Henrico County Code, to construct a one-story 13,248 square foot public health clinic. The 3.85-acre site is located at the southwest corner of Watts Lane and N. Laburnum Avenue, on part of parcel 807-731-5805. The property is zoned A-1 Agricultural District and ASO Airport Safety Overlay District and is located in the Fairfield District.

The Department of Planning has coordinated the review of the plan of development with all County departments and has held a meeting with the project engineer and appropriate representatives from the Department of General Services, the Department of Public Works, the Department of Public Utilities, the Division of Fire, the Division of Police, and the Department of Building Construction and Inspections. All design issues raised during the review of the project have been resolved.

The Director of Planning recommends approval of the plan of development, subject to the staff recommendations, the staff plan dated March 26, 2013, and the conditions listed in the Board paper, and the County Manager concurs.

RESOLUTION - Signatory Authority - Lease of County Property - 10791 Old Washington Highway - Brookland District.

This Board paper authorizes the County Manager to execute a lease agreement with James A. Livingstone for approximately 2.47 acres containing a single-family dwelling owned by the County at 10791 Old Washington Highway. The one-year lease will commence April 1, 2013. Mr. Livingstone will pay monthly rent of \$800.00 and perform maintenance and caretaker duties at the property. The lease will renew annually unless terminated by either party.

Mr. Livingstone is an employee of the Division of Police and has not participated in the negotiation of this lease in his official capacity.

The Directors of Real Property and Recreation and Parks recommend approval of this paper, and the County Manager concurs.

RESOLUTION - Signatory Authority - Deed of Conveyance - 1709 Eaton Road - Tuckahoe District.

This resolution authorizes the Chairman to execute a deed conveying a pumping station lot in Fort Hill Subdivision at 1709 Eaton Road to Thomas W. Pruitt. The County acquired the lot in 1954 and no longer needs it. The 2013 assessed value is \$1,500 and Pruitt will acquire the property for \$4,000. The Real Property Department has processed this request through the Departments of Planning, Public Utilities, and Public Works without objection.

The Directors of Public Utilities and Real Property recommend approval, and the County Manager concurs.

PUBLIC COMMENTS

GENERAL AGENDA

INTRODUCTION OF ORDINANCE – To Amend and Reordain Section 6-3 of the Code of the County of Henrico Titled “Permit fees” to Change Various Building Permit Fees, to Eliminate the Reinspection Fee, and to Add an Inspection Surcharge Fee.

Section 36-105 of the Code of Virginia authorizes localities to charge fees for administration and enforcement of the Virginia Uniform Statewide Building Code. This Board paper introduces for advertisement and public hearing on April 23, 2013 an ordinance to amend Section 6-3 of the County Code which sets out the fees for construction of new structures and alterations to existing structures.

The ordinance would replace the \$25.00 reinspection fee with an inspection surcharge fee of \$75.00 for each inspection of new one- and two- family dwellings that exceeds the average number of inspections for such structures. It would change the permit fee for one- and two-family dwellings from \$40.00 plus \$0.10 per square foot to a flat fee of \$680.00. It would change the permit fee for appurtenances from \$40.00 plus \$0.06 per square foot to \$100.00 plus \$6.00 per \$1,000 of value over \$5,000. It would change the permit fee for buildings other than one- and two- family dwellings from \$40.00 plus \$4.00 per \$1,000 of value over \$2,000 to \$100.00 plus \$7.00 per \$1,000 of value over \$5,000. It would also amend the plumbing, mechanical, electrical, and fire protection permit fee schedule for various types of inspections.

Finally, the ordinance would provide that the fee for amusement devices would be as prescribed by the Virginia Amusement Device Regulations.

The Building Official recommends approval of this Board paper, and the County Manager concurs.

INTRODUCTION OF ORDINANCE - To Amend and Reordain Section 20-78(g) of the Code of the County of Henrico Titled “Elderly or Permanently and Totally Disabled Persons” to Change the Maximum Annual Real Estate Tax Exemption for Qualified Real Estate Advantage Program (“REAP”) Applicants from \$3,000 to \$1,500.

This paper introduces for advertisement and public hearing on April 23 an ordinance to change the maximum annual real estate tax exemption for qualified REAP applicants from \$3,000 to \$1,500.

INTRODUCTION OF ORDINANCE - To Extend the Term of the Cable Television Franchise of Comcast of Massachusetts/Virginia, Inc. (“Comcast”).

This paper introduces for advertisement and public hearing on April 23 an ordinance authorizing the County Manager to execute an amendment to Comcast’s franchise agreement to extend the term of the agreement by six months.

The County and Comcast are negotiating a new franchise agreement to replace the current agreement, which is set to expire on May 14, 2013. The six-month extension will allow Comcast and the County additional time to complete negotiations.

RESOLUTION – Amendment to Agreement – Planimetric Base Map Services.

This Board paper would authorize the County Manager to execute an amendment to the contract with Merrick & Company for digital orthophotographic aerial photography, oblique imagery, and topographic products and services. These services are used in the operation and upgrading of the County’s Geographic Information System. After the contract was awarded on February 1, 2011, was determined additional work is required to compile a County-wide planimetric base map.

The contract provided for compensation of \$544,765.62 in the first year, \$265,899.11 in the second year, and \$275,623.72 in the third year. The cost of the additional work will be \$122,998.21.

Funding to support the contract is available in the Department of Public Works budget. The Directors of Public Work, Information Technology and General Services recommend approval of this Board paper, and the County Manager concurs.

RESOLUTION - Signatory Authority - Acquisition of Right-of-Way and Easements - North Gayton Road Project - Three Chopt District.

This Board paper will approve settlement of the case styled *Board of Supervisors of Henrico County, Virginia v. Trustees of Shady Grove United Methodist Church*, Case No. CL10-3141, now pending in the Circuit Court of Henrico County. This is a condemnation action for the North Gayton Road Project.

On November 1, 2010, the Board filed a certificate with the Clerk of the Circuit Court giving it defeasible title to fee simple rights-of-way and various easements needed for the project across property owned by the church. Based upon an independent appraisal, the Board also deposited \$267,946 as the fair market value of the rights-of-way and easement areas taken.

The Board subsequently filed condemnation proceedings to establish the just compensation to be paid, and the parties have agreed just compensation shall be the amount previously paid to the Clerk plus \$67,054. The Board paper authorizes the County Manager and County Attorney to execute all documents, in a form satisfactory to the County Attorney, necessary to conclude this case.

The County Attorney recommends approval of this Board paper; the County Manager concurs.

INTRODUCTION OF ORDINANCE - To Amend and Reordain Subsections (b) and (c) of Sections 23-359 and 23-360 Titled “Water connection fees” and “Sewer connection fees,” Respectively, and Subsection (a) of Sections 23-361 and 23-362 Titled “Water service and volume charges” and “Sewer service charges and rates,” Respectively, of the Code of the County of Henrico, All to Change County Utility Fees and Charges.

This Board paper would introduce for advertisement and a public hearing on April 23, 2013 a proposed ordinance to change utility fees and charges.

The proposed ordinance would increase basic connection fees for single-family residences approximately 5% from \$4,270 to \$4,485 for water and from \$5,220 to \$5,480 for sewer when the developer installs all local facilities. Other categories, such as multi-family residences, hotels, hospitals and nursing homes, would also increase approximately 5%. Local facilities fees would increase from \$2,385 to \$2,505 for water and from \$3,515 to \$3,690 for sewer. These changes would be effective October 1, 2013.

The proposed ordinance would also increase bimonthly service and volume charges by approximately 5% for water and 5% for sewer, including industrial strong waste charges, effective July 1, 2013. The total increase in water and sewer charges to a typical customer (4 people) using 20 Ccf of water every two months will be \$7.10 bimonthly, or approximately 12¢ per day.

These changes are recommended to support the operating and capital budgets, including water and sewer rehabilitation projects.

The Director of Public Utilities recommends approval, and the County Manager concurs.

RESOLUTION - Acceptance of Roads.

This Board paper would accept the following named and described sections of roads into the County road system for maintenance.

- 1) 0.52 miles of Westhampton Glen. Tuckahoe District.

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