



I.-C.

Agenda Item

**County of Hanover**

**Board Meeting: June 10, 2015**

**Subject:**

Approval of Minutes

- April 15, 2015
- April 22, 2015
- May 13, 2015

**Summary of  
Agenda Item:**

The minutes from April 15, 2015, April 22, 2015, and May 13, 2015 are included in the packet to be approved.

**County  
Administrator's  
Recommended  
Board Motion:**

A motion to approve the Board of Supervisors meeting minutes of April 15, 2015, April 22, 2015, and May 13, 2015.

# **HANOVER COUNTY BOARD OF SUPERVISORS**

## **MINUTES**

### **Hanover County Administration Building Board Room**

**April 15, 2015**

VIRGINIA: At a regular meeting of the Board of Supervisors for Hanover County held in the Board Room of the Hanover County Administration Building on the 15<sup>th</sup> day of April, 2015, at 2:01 p.m.

Present: Mr. Wayne T. Hazzard, Chairman  
Mr. Aubrey M. Stanley, Vice-Chairman  
Mr. Sean M. Davis  
Mrs. Angela Kelly-Wiecek  
Mr. W. Canova Peterson  
Mr. G.E. “Ed” Via, III  
Mr. Elton J. Wade, Sr.  
Mr. Cecil R. Harris, Jr., County Administrator  
Mr. Sterling E. Rives, III, County Attorney

#### **I. Call to Order**

Mr. Hazzard called the meeting to order at 2:01 p.m. All Board members were present. Mr. Hazzard introduced his granddaughter, Ms. Selah Miller and wished her a happy 11<sup>th</sup> birthday.

- A. The invocation was given by Mr. Via.
- B. The Pledge of Allegiance was led by Ms. Selah Miller.

#### **III. Citizens’ Time**

The Chairman opened citizens’ time and offered to anyone who wanted to address the Board of Supervisors for up to five minutes on any matter within the scope of the Board’s authority that is not on the agenda for that meeting to come forward.

Seeing none, citizens’ time was closed.

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**IV. Consent Agenda**

Mr. Via made a motion to approve the consent agenda, seconded by Mrs. Kelly-Wiecek.

	Vote:
Wayne T. Hazzard	Aye
Aubrey M. Stanley	Aye
Sean M. Davis	Aye
Angela Kelly-Wiecek	Aye
W. Canova Peterson	Aye
G. E. “Ed” Via, III	Aye
Elton J. Wade, Sr.	Aye

Motion approved.

**IV. A. – Budget Transfer of Reserve for Contingencies – Sheriff’s Office Body Cameras – \$85,000.**

Board Sheet Background:

The Hanover County Sheriff’s Office has requested the transfer of \$85,000 from Reserve for Contingencies to help fund the purchase of 125 body cameras for the department. The total cost of the body cameras is approximately \$125,000, and the remaining \$40,000 for the cameras would come from the Sheriff’s operating budget. Maintenance and licensing costs for the cameras have been included in the Sheriff’s FY16 budget.

Body cameras are small, pager-size cameras that attach to a deputy’s uniform and record video and audio of law enforcement interactions with the public. The use of body cameras is becoming increasingly prevalent in law enforcement. Both the Hanover County Sheriff’s Office and the community stand to benefit from the deployment of body cameras.

After approval of this transfer, there will be \$891,363 remaining in the Reserve for Contingencies. The Finance & Management Services Department concurs with this request.

Recommended Action:

Motion to approve the Budget Transfer of Reserve for Contingencies for Sheriff’s Office Body Cameras in the amount of \$85,000.

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**V. Adoption and Appropriation of the FY16 Budget and Associated Ordinances, Resolutions, Policies and Tax Rates**

*Board Sheet Background:*

The Board of Supervisors' established budget schedule provides for the adoption and appropriation of the FY16 Budget, approval of the Five-Year Capital Improvements Program, approval of the Five-Year General Fund Financial Plan, and approval of associated ordinances, resolutions, policies and tax rates at its April 15, 2015, Board meeting.

*Recommended Action:*

The County Administrator recommends approval of the motions listed.

Ms. Shelly Wright, Budget Division Director came forward and addressed the Board members. She explained the steps to complete the process of adoption and appropriation of the FY16 budget and associated ordinances, resolutions, policies and tax rates.

**1. FY16 Budget Adoption**

**HANOVER COUNTY BOARD OF SUPERVISORS  
RESOLUTION  
FY16 BUDGET ADOPTION**

**BE IT RESOLVED** that the Board of Supervisors of Hanover County does hereby adopt the County of Hanover's FY16 Budget as presented by the County Administrator to the Board of Supervisors on February 25, 2015, with the amendments presented March 25, 2015, including the following funds and amounts, and the detail included in the FY16 Budget document filed with the Board papers:

General Fund	222,052,444
School Operating Fund	171,839,758
Textbook Fund	-
Food Services Fund	7,016,800
County Improvements Fund	7,123,400
School Improvements Fund	2,400,000
Debt Service Fund	19,668,500
Economic Development Authority	225,950
Public Utilities Fund	32,728,981
Airport Fund	4,585,446

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Self-Insurance Fund	33,315,180
Lewistown Commerce Center CDA Fund	659,440
Bell Creek CDA Fund	160,000

On motion of Mr. Hazzard, seconded by Mr. Stanley, the Board of Supervisors voted to adopt, by resolution, the County Administrator’s Proposed Budget presented on February 25, 2015, with the proposed amendments as presented on March 25, 2015, as follows:

	Vote:
Wayne T. Hazzard	Aye
Aubrey M. Stanley	Aye
Sean M. Davis	Aye
Angela Kelly-Wiecek	Aye
W. Canova Peterson	Aye
G. E. “Ed” Via, III	Aye
Elton J. Wade, Sr.	Aye

**2. FY16 Budget Appropriation**

**HANOVER COUNTY BOARD OF SUPERVISORS  
RESOLUTION  
FY16 BUDGET APPROPRIATION**

**BE IT RESOLVED** that the Board of Supervisors of Hanover County does hereby appropriate the funds detailed in the County of Hanover’s adopted FY16 budget in the same funds and amounts included in the budget adoption resolution approved April 15, 2015. *(A complete copy of the FY16 Budget is filed with the Board’s papers.)*

**BE IT FURTHER RESOLVED** that all encumbered funds outstanding on June 30, 2015, both operating and capital, and all funds designated for capital improvements, shall be reappropriated for the 2016 fiscal year, to the same department and account for which they were appropriated for fiscal year 2015. At the close of the fiscal year, all unencumbered appropriations lapse for budget items other than capital improvements. This reappropriation action applies to all appropriations for the Capital Improvements Program outstanding on June 30, 2015, and to all encumbered appropriations in the FY15 budget.

On motion of Mr. Hazzard, seconded by Mr. Stanley, the Board of Supervisors voted to appropriate, by resolution, the funds included in the adopted FY16 Budget by fund category as reflected in the budget adoption resolution, as follows:

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	Vote:
Wayne T. Hazzard	Aye
Aubrey M. Stanley	Aye
Sean M. Davis	Aye
Angela Kelly-Wiecek	Aye
W. Canova Peterson	Aye
G. E. "Ed" Via, III	Aye
Elton J. Wade, Sr.	Aye

**3. 2015 Tax Rates and Fees**

**HANOVER COUNTY BOARD OF SUPERVISORS  
RESOLUTION  
2015 TAX RATES**

**BE IT RESOLVED** that the Board of Supervisors of Hanover County does hereby adopt the following taxes for calendar year 2015:

Real Property Tax Rate.....	\$0.81	per \$100 of assessed valuation
Personal Property Tax Rate .....	\$3.57	per \$100 of assessed valuation
Qualifying Fire and Rescue Vehicle Personal Property Tax Rate.....	\$1.78	per \$100 of assessed valuation
Qualifying Disabled Veterans Vehicle Personal Property Tax Rate.....	\$1.78	per \$100 of assessed valuation
Machinery and Tools Tax Rate.....	\$3.57	per \$100 of assessed valuation
Aircraft Personal Property Tax Rate.....	\$0.50	per \$100 of assessed valuation
Merchants' Capital Tax Rate .....	\$1.90	per \$100 of assessed valuation
Mobile Home Tax Rate .....	\$0.81	per \$100 of assessed valuation
Generating Equipment Tax Rate .....	\$0.81	per \$100 of assessed valuation
Hanover County Recycling Service District Tax Rate.....	\$19.50	per residential lot in Service District
Atlee Manor Sewer Service District Tax Rate ...	\$780.00	per residential lot in Service District

On motion of Mr. Hazzard, seconded by Mr. Stanley, the Board of Supervisors voted to to adopt, by resolution, the tax rates and fees for calendar year 2015, as follows:

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	Vote:
Wayne T. Hazzard	Aye
Aubrey M. Stanley	Aye
Sean M. Davis	Aye
Angela Kelly-Wiecek	Aye
W. Canova Peterson	Aye
G. E. “Ed” Via, III	Aye
Elton J. Wade, Sr.	Aye

**4. Five-Year Capital Improvements Program**

**HANOVER COUNTY BOARD OF SUPERVISORS**

**RESOLUTION**

**FIVE-YEAR CAPITAL IMPROVEMENTS PROGRAM FY16 – FY20**

**WHEREAS**, the County Administrator has prepared and recommended a Five-Year Capital Improvements Program to the Board of Supervisors and that Program is included in the Board papers; and

**WHEREAS**, the Five-Year Capital Improvements Program was reviewed by the Hanover County Planning Commission at a work session held on March 12, 2015, and the recommendations of the Commission have been transmitted to and considered by the Board of Supervisors;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Supervisors of Hanover County does hereby adopt the Five-Year Capital Improvements Program for FY16 – FY20 as presented by the County Administrator on February 25, 2015, including the following categories and amounts:

<b>Summary by Function</b>	<b>Total</b>
Department of Public Utilities	\$ 54,218,211
Education	28,525,500
Public Safety	18,553,150
Public Works	14,655,800
Airport	12,711,746
Parks, Recreation & Cultural	10,300,000
General Government Admin.	8,444,000
Community Development	1,050,000
Nondepartmental	1,013,660
Human Services	500,000
Judicial Administration	300,000
<b>Total FY16 - FY20</b>	<b>\$ 150,272,067</b>

*A complete copy of the adopted FY16 – FY20 Capital Improvement Program is in the Board papers.*

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On motion of Mr. Hazzard, seconded by Mr. Stanley, the Board of Supervisors voted to to adopt, by resolution, the County Administrator’s Proposed Five-Year Capital Improvements Program for FY16 – FY20 as presented on February 25, 2015, as follows:

	Vote:
Wayne T. Hazzard	Aye
Aubrey M. Stanley	Aye
Sean M. Davis	Aye
Angela Kelly-Wiecek	Aye
W. Canova Peterson	Aye
G. E. “Ed” Via, III	Aye
Elton J. Wade, Sr.	Aye

**5. Five-Year General Fund Financial Plan**

**HANOVER COUNTY BOARD OF SUPERVISORS  
RESOLUTION  
FIVE-YEAR GENERAL FUND FINANCIAL PLAN**

**BE IT RESOLVED** that the Board of Supervisors of Hanover County does hereby adopt the Five-Year General Fund Financial Plan for FY16 – FY20 as presented by the County Administrator on February 25, 2015, with amendments presented on March 25, 2015. *(A complete copy of the Five-Year General Fund Financial Plan is included in the Board papers).*

On motion of Mr. Hazzard, seconded by Mr. Stanley, the Board of Supervisors voted to adopt, by resolution, the County Administrator’s Proposed Five-Year General Fund Financial Plan for FY16 – FY20 as presented on February 25, 2015, and any amendments presented on March 25, 2015, as follows:

	Vote:
Wayne T. Hazzard	Aye
Aubrey M. Stanley	Aye
Sean M. Davis	Aye
Angela Kelly-Wiecek	Aye
W. Canova Peterson	Aye
G. E. “Ed” Via, III	Aye
Elton J. Wade, Sr.	Aye

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**6. FY16 BUDGET RELATED ORDINANCES, RESOLUTIONS & POLICIES**

**ORDINANCE NO. 15-03**

**AN ORDINANCE TO AMEND THE HANOVER COUNTY ZONING AND SUBDIVISION SCHEDULE OF FEES, PURSUANT TO VIRGINIA CODE SECTIONS 15.2-2241 AND 15.2-2286, BY:**

- 1. REDUCING THE FEES FOR THE FOLLOWING: ZONING MAP AMENDMENTS IN BUSINESS, OFFICE/SERVICE, AND INDUSTRIAL DISTRICTS FROM \$1,500.00 PLUS \$75.00 PER ACRE FOR THE FIRST 200 ACRES AND THEN \$30.00 PER ACRE THEREAFTER, TO A FLAT FEE OF \$1,100.00; AND**
- 2. MODIFYING THE FEES FOR THE REVIEW OF SITE PLANS FROM \$1,000.00 PLUS \$50.00 PER ACRE, TO A FLAT FEE OF \$1,100.00.**

BE IT ORDAINED BY THE BOARD OF SUPERVISORS OF HANOVER COUNTY:

1. That the following portions of the Hanover County Zoning and Subdivision Schedule of Fees are amended to read in its entirety as follows:

**HANOVER COUNTY ZONING AND SUBDIVISION FEE SCHEDULE**

<b>Request:</b>	<b>Current Fee:</b>	<b>New Fee:</b>
Rezoning / Zoning Map Amendment B, OS, M	\$1,500 + \$75/acre (1st 200 acres); \$30/acre thereafter	\$1,100
<b>Request:</b>	<b>Current Fee:</b>	<b>New Fee:</b>
Site Plan (1 <sup>st</sup> Submittal) Commercial / Industrial	\$1,000 + \$50/acre	\$1,100

2. That the remainder of the Hanover County Zoning and Subdivision Fee Schedule, last modified by the Board of Supervisors in Ordinance 08-12, shall remain in effect.

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3. That the provisions of this ordinance shall be effective upon adoption.

On motion of Mr. Hazzard, seconded by Mr. Stanley, the Board of Supervisors voted to adopt Ordinance 15-03 – Amending the Zoning and Subdivision Schedule of Fees, as follows:

	Vote:
Wayne T. Hazzard	Aye
Aubrey M. Stanley	Aye
Sean M. Davis	Aye
Angela Kelly-Wiecek	Aye
W. Canova Peterson	Aye
G. E. “Ed” Via, III	Aye
Elton J. Wade, Sr.	Aye

**ORDINANCE 15-04**

**AN ORDINANCE AMENDING CHAPTERS 20 AND 23 OF THE HANOVER COUNTY CODE TO INCREASE WATER AND SEWER USER FEES PURSUANT TO TITLE 15.2, CHAPTER 21 OF THE CODE OF VIRGINIA, AND INCLUDING SPECIFICALLY VA. CODE §§ 15.2-2111, 15.2-2119 AND 15.2-2122, PROPOSED TO BE EFFECTIVE FOR THE FIRST FULL BILLING CYCLE OF THE FISCAL YEAR, AND TO MAKE VARIOUS OTHER CHANGES PROPOSED TO BE EFFECTIVE JULY 1, 2015**

WHEREAS the Director of the Department of Public Utilities has performed a yearly review of the cost of utility service and has recommended increases in the utility rates; and

WHEREAS the Director of the Department of Public Utilities has recommended other minor changes to correct and clarify the language in the Hanover County Water and Sewer Codes; and

WHEREAS the Board of Supervisors has decided to implement these recommendations;

NOW, THEREFORE, BE IT ORDAINED by the Board of Supervisors of Hanover County:

**1. That the Hanover County Code, Chapter 20, Sewers and Sewage Disposal, Sections 20-23 and 20-24 shall be amended to read in their entirety as follows:**

**Sec. 20-23. - Service fees and capacity fees—Residential (including individually metered multi-family housing units).**

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(a) *Residential service charge.* For those customers connected to a county-owned sewerage system, the sewer rates consist of a base charge, plus a consumption charge under rate tiers based on usage as follows:

Bimonthly base charge .....\$20.23

Consumption charge

0—4,000 gallons, per 1,000 gallons .....5.42

Above 4,000, per 1,000 gallons .....6.84

For residential customers, bimonthly sewer volume charges shall be based on the lesser of:

- (1) Actual water usage, or
- (2) One hundred twenty-five (125) percent of the average water usage determined during the customer's winter billing cycle.

For the purpose of this subsection, if the winter billing cycle reading is estimated or if the customer joins the system after the reading cycle, or an allowance is made for a leak during a winter billing cycle, billing shall not exceed charges for fifteen thousand (15,000) gallons.

For residential customers where sewer service is provided by the County and water service is provided by an individual well, ninety-four dollars and fifty cents (\$94.50) per living unit every two (2) months will be charged.

The base charge for a residential customer served by a water meter larger than five-eighths (5/8) inch shall be the base charge as prescribed in section 20-24(a).

(b) *Capacity fees for all county-owned sewerage facilities.* For residential customers, six thousand one hundred forty nine dollars (\$6,149.00).

For a residential customer served by a water meter larger than five-eighths (5/8) inch, the capacity fee shall be as prescribed in section 20-24(c).

(c) *Connection agreement.* Upon approval by the department of public utilities of a connection agreement, the user shall pay the minimum bimonthly sewer rate for the applicable category above, if service has not been initiated by the user. Charges for portions of the billing period shall be prorated.

**Sec. 20-24. - Same—Commercial I, commercial II.**

(a) For Commercial I customers, including master-metered multi-family housing units (average usage of five million (5,000,000) gallons or less per month) connected to a county-owned sewerage

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system, the sewer rates consist of a base charge, plus a consumption charge under rate tiers based on usage as follows:

Bimonthly base charges

Meter size

1½" or less ... ..\$20.23

Greater than 1½" .....101.16

Volume charge

0—50,000 gallons, per 1,000 gallons .....6.32

Above 50,000, per 1,000 gallons .....5.07

- (b) For commercial II customers (average monthly usage of greater than five million (5,000,000) gallons) connected to a county-owned sewerage system, the sewer rates consist of a base charge of one thousand two hundred sixty-four dollars and sixty-five cents (\$1,264.65) per month, a consumption charge on all usage, and a peak use rate applied to all monthly consumption greater than one hundred fifty (150) percent of the previous fiscal year's historical twelve-month average usage as follows:

Consumption charge

All usage, per 1,000 gallons .. ...\$4.17

Peak use fee, per 1,000 gallons .....1.25

Sewer charges will be prorated for each one thousand (1,000) gallon increment or portion thereof.

Bimonthly sewer billings shall be based on either:

- (1) One hundred (100) percent of the water consumption as determined by a county-owned water meter or privately owned water meter; or
- (2) The wastewater flow allocable to the subject property as determined by a raw sewage flow recorder installed by the commercial, industrial, business or public user at his own expense.

Any raw sewage flow recorder installed pursuant to this section shall be subject to the approval of the director and shall be calibrated to accurately record the wastewater flows allocable to the subject property connection. The maintenance and ownership of such recorders will remain that of the property owner; provided, however, that the county shall at all times have access to said recorder and/or flow data for the county's use in billing.

If the county determines that an infiltration and inflow problem exists because of deficiencies located

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on private property or within the control of the user, the director shall notify the user of such infiltration and inflow problem by certified mail, return receipt requested, and within sixty (60) days of the date on the notice, the user shall eliminate such problem by replacing or repairing the fixtures, lines or facilities. The infiltration and inflow determination will be based on the observation of infiltration or inflow, the rate of flow of wastewater through a monitoring manhole, by the rate of flow recorded on a wastewater flow recorder, or by other monitoring means as deemed necessary by the director. If the county determines that such infiltration and inflow is continuing after the sixty (60) day period, the director shall require installation of a raw sewage recorder at the owner's expense and the user will be billed based upon readings of the raw sewage recorder.

For private wastewater collection systems, wastewater collection systems on private property or within the control of the user which have the potential to receive flow in excess of metered water consumption or those wastewater systems with private pumping facilities connected to the public wastewater system, the director may require installation of a raw sewage meter/recorder at the owner's expense and the user will be billed based upon readings of the raw sewage recorder. Any raw sewage meter/recorder installed pursuant to this section shall be subject to the approval of the director and shall be calibrated to accurately record the wastewater flows allocable to the subject property connection.

Commercial customers that obtain all or part of their water supply from approved private sources other than the water distribution system of the county shall provide a water meter for each private source in order to determine the quantities of wastewater from the total metered water consumption, both county and private supplies, or provide a raw sewage flow recorder as provided for herein. All meters on private water supplies shall be provided and maintained to produce an accurate record of actual quantities of water. All cost of meter installation, calibration and maintenance shall be borne by the user. The type of meters shall be acceptable to the director, and the meter shall be accessible at all times for inspection by the county.

(c) Capacity fees for commercial I and commercial II customers. Capacity fees for commercial customers requiring three-inch and smaller meters shall be based upon the meter size according to the following schedule:

Meter Size	Fee
------------	-----

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5/8"	\$6,149.00
1"	15,371.00
1½"	30,744.00
2"	49,189.00
3"	98,380.00

Capacity fees for commercial customers requiring larger than three-inch meters shall be determined on a case by case basis and established by contract, but in no case shall be less than the capacity fee for a three-inch meter.

For meter sizes three-inch and smaller, if an existing commercial customer desires to redevelop and replace an existing sewer connection with a single or multiple sewer connections, the value of the capacity fee associated with the existing sewer connection shall be determined based on the fee schedule above and credited for use on the property. For commercial customers with connections associated with meters larger than three-inch, the property will be credited the value of a three-inch meter capacity fee unless documentation of payment of a greater capacity fee is provided, in which case the capacity fee credited shall be the actual amount paid. Once a capacity fee has been credited to a property, the amount of the credit is fixed and available for use on the property. Refunds shall not be made for any unutilized amount.

(d) Connection agreement. Upon approval by the department of public utilities of a connection agreement, the user shall pay the minimum bimonthly sewer rate for the applicable category above, if service has not been initiated by the user. Charges for portions of the billing period shall be prorated.

Once service has been initiated, use of the property established, and the property used normally for a period of time, the director may waive the minimum bimonthly sewer charge during the time sewer service to the property is temporarily discontinued.

(e) Disposal of sludge and septic tank waste service charge. The fee for sludge, septage or other material disposal provided for in section 20-16 shall be:

- (1) Twenty-five dollars (\$25.00) per five hundred (500) gallons, or fraction thereof;
- (2) Fifty dollars (\$50.00) per five hundred (500) gallons, or fraction thereof, for oil and grease laden discharge;

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- (3) Two (2) times that of the regular disposal charge for emergency after hours disposal, when such service can be provided by the County.
- (f) Industrial waste discharge, pretreatment permit fees. Permits provided for in section 20-42 shall be issued for one (1), two (2) or three (3) years as appropriate in the opinion of the director and are nontransferable. The fee for such permits shall be:
  - (1) One (1) year . \$25.00
  - (2) Two (2) years .50.00
  - (3) Three (3) years.75.00
- (g) Grease interceptor re-inspection fees. The fee for re-inspections as provided for in section 20-46.1 shall be:
  - (1) Up to two (2) grease interceptors per site .....\$85.00
  - (2) Additional grease interceptors per site .. ...42.50
- (h) Strong waste surcharge. A surcharge for strong waste as provided for in section 20-47 shall be applied as follows:
  - (1) Twenty-five dollars and seventy cents (\$25.70) per hundred weight for BOD in excess of two hundred fifty (250) milligrams per liter; and
  - (2) Sixteen dollars and seventy-five cents (\$16.75) per hundred weight for suspended solids in excess of two hundred fifty (250) milligrams per liter.
  - (3) If no access point is available for sampling, pursuant to section 20-46(c), the surcharge shall be as stated in subsections (1) and (2) above based upon the seventy-fifth percentile of BOD and suspended solids for the same or similar types of commercial/industrial businesses as determined by the director.

**2. That the Hanover County Code, Chapter 23, Water Code, Sections 23-47 and 23-62 shall be amended to read in their entirety as follows:**

**Sec. 23-47. - Capacity fees.**

- (a) For residential customers using a standard three-quarter ( $\frac{3}{4}$ ) inch service pipe and a five-eighths ( $\frac{5}{8}$ ) inch meter, the capacity fee shall be five thousand nine hundred eighty two dollars (\$5,982.00). Capacity fees for meters larger than five-eighths ( $\frac{5}{8}$ ) inch shall be in accordance with section 23-47(b).

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- (b) Capacity fees for commercial I, commercial II, and commercial III customers. Capacity fees for commercial customers requiring three-inch or smaller meters shall be based upon the installed meter size according to the following schedule:

Meter Size	Capacity Fee
5/8"	\$5,982.00
1"	13,226.00
1½"	26,451.00
2"	42,322.00
3"	84,643.00

Capacity fees for commercial customers requiring larger than three-inch meters shall be determined on a case by case basis and established by contract, but in no case shall be less than the capacity fee for a three-inch meter.

For meter sizes three-inch and smaller, if an existing commercial customer desires to redevelop and replace an existing meter with a single or multiple meters, the value of the capacity fee associated with the existing meter shall be determined based on the fee schedule above and credited for use on the property. For commercial customers with meters larger than three (3) inches, the property will be credited the value of a three-inch meter capacity fee unless documentation of payment of a greater capacity fee is provided, in which case the capacity fee credited shall be the actual amount paid. Once a capacity fee has been credited to a property, the amount of the credit is fixed and available for use on the property. Refunds shall not be made for any unutilized amount.

- (c) For contract customers or customers with irregular usage patterns, the capacity fee shall be as determined by the board of supervisors based on the anticipated usage of the customer, the cost of the components of the system which will provide service to the customer, the amount of capacity that will need to be reserved for the customer, and how these elements correlate with the rate structure set forth in subsection (b) of this section.
- (d) Nothing in this section shall prohibit the installation of a single meter of sufficient size to serve multi-business offices or multi-public units, located on one (1) parcel, provided, however, that the applicable capacity fees provided for in this section shall apply. A single meter shall be installed for each single-family housing unit. Multi-family housing units may be metered either individually or by a single meter.

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**Sec. 23-62. - Service fees.**

(a) For residential customers connected to county-owned water systems, the bimonthly water rate consists of a base charge of nine dollars and sixty-two cents (\$9.62), plus a consumption charge under rate tiers based on usage as follows:

Consumption charge:

- 0 to 4,000 gallons, per 1,000 gallons .....\$1.53
- 4,001 to 15,000 gallons, per 1,000 gallons .....4.65
- Over 15,000 gallons, per 1,000 gallons .....6.05

The base charge for a residential customer served by a meter larger than five-eighths (5/8) inch shall be the base charge in subsection 23-62(b).

(b) For commercial I customers connected to county-owned water systems the water rate consists of a base charge, plus a consumption charge under rate tiers based on usage as follows:

Bimonthly base charges

Meter Size	Fee
5/8"	\$9.62
3/4"	9.62
1"	24.08
1½"	48.02
2"	76.80
3"	153.62
4"	240.03
6"	480.05

Consumption charge

- 0 to 15,000 gallons, per 1,000 gallons .....\$4.13
- 15,001 to 1,000,000 gallons, per 1,000 gallons .....4.65
- Over 1,000,000 gallons, per 1,000 gallons .....2.59

(c) For commercial II customers connected to county-owned water systems the water rate consists of:

- (1) A base charge of one hundred forty-seven dollars and seventy-two cents (\$147.72) per month;
- (2) A consumption charge of two dollars and forty cents (\$2.40) per one thousand (1,000) gallons; and

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- (3) A peak use fee of one dollar and forty-eight cents (\$1.48) per one thousand (1,000) gallons on all consumption greater than one hundred fifty (150) percent of the previous fiscal year's twelve-month average.
- (d) For commercial III customers connected to county-owned water systems the water rate consists of:
  - (1) A base charge of fourteen thousand seven hundred seventy dollars and ninety-seven cents (\$14,770.97) per month;
  - (2) A consumption charge of one dollar and ninety-six cents (\$1.96) per one thousand (1,000) gallons; and
  - (3) A peak use fee of one dollar and forty-eight cents (\$1.48) per one thousand (1,000) gallons on all consumption greater than one hundred fifty (150) percent of the previous fiscal year's twelve-month average.
- (e) For customers with water meters used for irrigation purposes only, the water rate consists of:
  - (1) A base charge in accordance with section 23-62(b), (c), or (d); and
  - (2) A consumption charge of five dollars and seventy-three cents (\$5.73) per one thousand (1,000) gallons.
- (f) Upon approval by the department of public utilities of a connection agreement, the customer shall pay the water rate for the applicable category above, or the minimum rate stated above, if the customer has not initiated service. Charges for portions of the billing period shall be prorated.
- (g) Separate central private fire systems. The minimum bimonthly base charge will be equivalent to that charge in section 23-62(b) based upon the meter size of the low flow meter. The consumption charge for separate central private fire systems will be in accordance with section 23-62(b) and will be applied to any water not used to extinguish a fire.
- (h) Private fire protection systems. No person shall use water from a private fire protection system, other than for extinguishing a fire, without the written consent of the Director of Public Utilities. If water from a private fire protection system is used in a manner not authorized herein, all water service may be cut off unless such unauthorized use is terminated immediately upon notice from the department of public utilities and payment is made for all water consumed in accordance with section 23-62.

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- 3. That this Ordinance shall be effective on July 1, 2015, except that changes in rates shall be effective for each full billing cycle beginning after July 1, 2015.**

On motion of Mr. Hazzard, seconded by Mr. Stanley, the Board of Supervisors voted to adopt Ordinance 15-04 – Increasing User Fees for Water Consumption and Sewer Consumption and Various Other Changes, as follows:

	Vote:
Wayne T. Hazzard	Aye
Aubrey M. Stanley	Aye
Sean M. Davis	Aye
Angela Kelly-Wiecek	Aye
W. Canova Peterson	Aye
G. E. “Ed” Via, III	Aye
Elton J. Wade, Sr.	Aye

**HANOVER COUNTY BOARD OF SUPERVISORS**

**RESOLUTION**

**MAXIMUM COMPENSATION EFFECTIVE JANUARY 1, 2016**

**WHEREAS**, Virginia Code §15.2-1414.2 authorizes the Board of Supervisors to determine the maximum annual compensation for members of the Board of Supervisors and to fix higher maximum salaries for the chairman and vice-chairman; and

**WHEREAS**, the Board of Supervisors finds that the maximum annual compensation for Board members should be fixed to be effective January 1, 2016.

**NOW, THEREFORE, BE IT RESOLVED** that the Hanover County Board of Supervisors sets annual compensation of \$25,500 for each member of the Board, and the amount of \$2,000 per year for the chairman of the Board in addition to the base compensation for members; both effective January 1, 2016, and the amount of the base compensation shall increase two (2) percent on January 1, 2017, 2018 and 2019, unless frozen by the Board of Supervisors.

On motion of Mr. Hazzard, seconded by Mr. Stanley, the Board of Supervisors voted to adopt, by resolution, the annual compensation for members of the Board of Supervisors, as follows:

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	Vote:
Wayne T. Hazzard	Aye
Aubrey M. Stanley	Aye
Sean M. Davis	No
Angela Kelly-Wiecek	Aye
W. Canova Peterson	Aye
G. E. “Ed” Via, III	Aye
Elton J. Wade, Sr.	Aye

**Revisions to the Hanover County HR Policy Manual**

1. **6.1 Compensation Plan:** changes the authorization and amendments of the County’s Compensation Plan from the Board of Supervisors to the County Administrator, which is consistent with our peers and provides for greater flexibility in ensuring market competitiveness. Many reclassifications and career ladder changes, all of which are approved by the County Administrator, result in changes to the Compensation Plan. This policy change will streamline these changes and will eliminate the need for the Board of Supervisors to address potential frequent compensation changes.

6.1 Compensation Plan:

- A. The Compensation Plan for the authorized positions of the County shall be approved **and amended** by the **County Administrator** ~~Board of Supervisors~~ and shall consist of: (1) the assigned pay grade and (2) rules providing for application of the scales and fixing the rates of pay for individual employees within the pay grade.
- B. Persons employed in an authorized position on a part-time basis will be paid at a rate equal to a full-time employee in the same or similar classification.
- C. The salary scales set forth in the Compensation Plan represent the total salary for a position without regard to participation by any other entity. In cases where the salary allowance set forth by such entity is lower than that allowed by the Compensation Plan, the salary allowed by the Compensation Plan shall govern. An employee in a position funded by the State Compensation Board shall be compensated at no less than the minimum of the Compensation Board salary range for that position classification.

~~6.2—Amendment to the Compensation Plan:~~

~~The Compensation Plan may be amended by resolution of the Board of Supervisors.~~

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2. **14.7 Numerical Rating:** removes the three-point and five-point rating scales to allow for changes as needed with approval by the County Administrator

14.7 Numerical Rating:

The numerical rating scale is provided on the performance appraisal document **as approved by the County Administrator**. The total score on the performance appraisal document will determine the overall performance level and corresponding merit increase as approved annually by the Board of Supervisors:

Three Point Rating Evaluations:

~~Total Score~~

~~0.00 – 1.79 – Below Proficient (not eligible for merit increase)~~

~~1.80 – 2.09 – Needs Improvement/Low Proficient (half the standard merit increase)~~

~~2.10 – 2.79 – Proficient (standard merit increase)~~

~~2.80 – 3.00 – Above Proficient (standard merit increase and may be eligible for a performance incentive)~~

Five Point Rating Evaluations:

~~Total Score~~

~~(1.0 – 2.49) – Unsatisfactory (not eligible for merit increase)~~

~~(2.5 – 2.99) – Needs Improvement/Low Proficient (half the standard merit increase)~~

~~(3.0 – 3.79) – Proficient (standard merit increase)~~

~~(3.8 – 4.49) – Above Proficient (standard merit increase)~~

~~(4.5 – 5.0) – Exceptional (standard merit increase, and may be eligible for performance incentive)~~

3. **14.11 Pay for Performance Compensation Increases:** removes the July 1 effective date for approved merit increases, allowing for any date approved by the Board of Supervisors

14.11 Pay for Performance Compensation Increases:

Pay for performance salary increases are ~~effective on July 1 of each year~~, **provided** when funding is available and approved by the Board of Supervisors, for all eligible employees. Pay for performance salary increase will be prorated for any employee occupying the position for

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less than twelve months as of July 1 of any year. Contact the Human Resources Department for assistance in the calculation of any prorated salary increase.

On motion of Mr. Hazzard, seconded by Mr. Stanley, the Board of Supervisors voted to adopt the Human Resources Policy Updates, as follows:

	Vote:
Wayne T. Hazzard	Aye
Aubrey M. Stanley	Aye
Sean M. Davis	Aye
Angela Kelly-Wiecek	Aye
W. Canova Peterson	Aye
G. E. “Ed” Via, III	Aye
Elton J. Wade, Sr.	Aye

**VII. Announcements**

Mrs. Kelly-Wiecek announced that she is pleased that the community and County are on a road to economic recovery. She assured all that the budget is a result of a collaborative process, with the Board and County Administrator’s office working with staff and departments. She thanked staff and the citizens.

Mr. Harris expressed his appreciation for the many hours of work done by the budget staff in developing the budget and working with the various departments.

Mr. Hazzard also expressed his appreciation to the budget staff and departments for the hard work done.

**VIII. Adjournment**

At 2:13 p.m. the Chairman adjourned the meeting to April 22, 2015 – Hanover County Administration Building – 6:00 p.m.

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Chairman

# **HANOVER COUNTY BOARD OF SUPERVISORS**

## **MINUTES**

### **Hanover County Administration Building Board Room**

**April 22, 2015**

VIRGINIA: At a regular meeting of the Board of Supervisors for Hanover County held in the Board Room of the Hanover County Administration Building on the 22<sup>nd</sup> day of April, 2015, at 6:00 p.m.

Present: Mr. Wayne T. Hazzard, Chairman  
Mr. Aubrey M. Stanley, Vice-Chairman  
Mr. Sean M. Davis  
Mrs. Angela Kelly-Wiecek  
Mr. W. Canova Peterson  
Mr. G.E. “Ed” Via, III  
Mr. Elton J. Wade, Sr.  
Mr. Cecil R. Harris, Jr., County Administrator  
Mr. Sterling E. Rives, III, County Attorney

#### **I. Call to Order**

Mr. Hazzard called the meeting to order at 6:00 p.m. All Board members were present.

- A. The invocation was given by Mr. Stanley.
- B. The Pledge of Allegiance was led by Mr. Davis.

#### **II. Consideration of Agenda Amendments**

The Chairman asked if there were any agenda amendments. Mr. Stanley made a motion that the consent agenda be amended to add the following items: IV.-B. - Request for Authorization to Advertise Public Hearing—Ordinance 15-06 - Taxicab Access Fees and, IV.-C- Adoption of Proclamation – Hanover High School’s Mixed Show Choir Sound FX. The motion was seconded by Mr. Davis.

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	Vote:
Wayne T. Hazzard	Aye
Aubrey M. Stanley	Aye
Sean M. Davis	Aye
Angela Kelly-Wiecek	Aye
W. Canova Peterson	Aye
G. E. “Ed” Via, III	Aye
Elton J. Wade, Sr.	Aye

Motion approved.

**III. Citizens’ Time**

The Chairman opened citizens’ time and offered to anyone who wanted to address the Board of Supervisors for up to five minutes on any matter within the scope of the Board’s authority that is not on the agenda for that meeting to come forward.

Seeing none, citizens’ time was closed.

**IV. Consent Agenda**

Mr. Davis made a motion to approve the consent agenda as amended, seconded by Mr. Stanley.

	Vote:
Wayne T. Hazzard	Aye
Aubrey M. Stanley	Aye
Sean M. Davis	Aye
Angela Kelly-Wiecek	Aye
W. Canova Peterson	Aye
G. E. “Ed” Via, III	Aye
Elton J. Wade, Sr.	Aye

Motion approved.

**IV. A. – Budget Transfer from Reserve for Contingencies \$38,705 -Registrar's Office**

Board Sheet Background:

A notice in proper form has been received from the appropriate authority of the Republican and Democratic Parties requesting the calling of a June 9, 2015 Primary Election for the purpose of nominating a candidate for Parties for the offices of Members of the Virginia State Senate, Members of the Virginia State House of Delegates and local contests. Should only one candidate qualify for the primary ballot in any office, then no primary for that office will be held.

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The Electoral Board recommends \$38,705 to meet state requirements for a primary election. The costs include staffing of the 37 precincts as well as the costs to program the voting machines and print ballots along with other incidental items.

Personnel	\$ 24,520
Operating	\$ 14,185
Total	\$ 38,705

The costs associated with this primary were not included in the FY15 adopted budget because we cannot anticipate whether there will be a primary in a given year or how many there will be. Further, these costs are not anticipated to be reimbursable from any other source.

Subsequent to this transfer, the remaining Reserve for Contingencies would be \$843,038. Finance & Management Services concurs with this request.

Recommended Action:

Motion to transfer \$38,705 from Reserve for Contingencies to the Registrar's budget to cover salary and operational costs for the June 2015 primary.

**IV. B. - Request for Authorization to Advertise Public Hearing—Ordinance 15-06 - Taxicab Access Fees**

Board Sheet Background:

On March 31, 2015, the Capital Region Airport Commission ("Commission") approved an amended access fee schedule for public ground transportation vehicles using the Richmond International Airport facilities to service Airport patrons. The Commission adopted new rates and a new methodology for assessing the rates. A copy of the Resolution is enclosed and the fee schedule approved by the Commission is included as Table A.

The Commission requested that Hanover County as well as the other localities represented on the Commission take the necessary action to amend the access fee schedule for public ground transportation vehicles using the Richmond International Airport facilities to conform with the Commission's action.

Under its current rate structure, an access fee of \$2.00 or \$2.60 is imposed on all taxis having a contractual relationship with the Commission. Under the proposed structure, all taxis having a contract with the Commission will be charged the same, or \$2.30, for each carriage originating at the Airport.

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The Administration recommends approval of Ordinance 15-06.

Recommended Action:

Authorize the Advertisement of a Public Hearing for Ordinance 15-06 amending the taxicab access fee schedule for public ground transportation vehicles using the Richmond International Airport facilities to service Airport patrons

**IV. C. -. Adoption of Proclamation – Hanover High School’s Mixed Show Choir Sound FX**

Board Sheet Background:

At the request of Mr. Davis, the Board of Supervisors is requested to consider adoption of the attached proclamation recognizing with sincere appreciation and admiration the high honors Hanover High School’s Mixed Show Choir Sound FX has brought to themselves, their families, their high school and Hanover County.

Recommended Action:

A motion to adopt the proclamation.

**PROCLAMATION**

WHEREAS Hanover High School’s mixed show choir Sound FX has distinguished themselves during the 2014-2015 school year by winning three (3) consecutive Grand Championships and remaining undefeated for its competition season; and

WHEREAS this historic feat is a first in Hanover High School’s 12 year existence for Sound FX as they remained undefeated during their competition season and all first places resulted in Grand Championship wins; and

WHEREAS Hanover High School’s mixed show choir Sound FX not only claimed the Grand Championship at the Central Virginia Show Choir Invitational competition this season, but were also the defending champions having won the Grand Championship in 2014, making two consecutive grand championships at this competition a first for this group also; and

WHEREAS Hanover’s Sound FX show choir was also recognized for winning the coveted awards of Best Vocals, Best Show Design, Best Female Vocalist, and Best Band at their competitions; and

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WHEREAS Sound FX is currently ranked 14<sup>th</sup> in the nation by the National Show Choir Ranking System; and

WHEREAS this choir is under the leadership of Hanover High School Choral Director James B. Barrack, who gives much of his personal time and attention to help these students achieve their best, and the show's high impact choreography was done by Ryan Finley; and

WHEREAS Mr. Barrack started the choral program at Hanover High School when it opened in 2003 and the success of his mentoring, which also brought a Grand Championship this year to the girls show choir Highlights and the stand-still Chamber Singers, is a direct reflection of his enormous talent and dedication, which through this historic season has brought the distinction of Hanover High School's show choirs as now being seen as the best in central Virginia; and

WHEREAS Sound FX's unique show this year takes the audience back in time to a small town in the antebellum south to witness their most solemn hour; and

WHEREAS these 48 talented young men and women, along with the 13 outstanding student band members, have produced a moving show that had audiences cheering from the theme song "Are You Ready for a Miracle" to the high energy finale "Tap Your Troubles Away"; and

WHEREAS this group spent numerous hours of practice both during and after school beginning with choreography camp in August and including practice time scheduled on their own with dance and vocal captains to perfect all aspects of their show; and

WHEREAS this amazing show choir attributes much of their success to the very dedicated parents, family members, alumni and friends that spent many personal hours to help insure the show's success; and

WHEREAS this group of talented students have held themselves up to the highest standards of good conduct in representing their school. Their dedication to each other, teamwork, practice, high goals, hard work and positive attitude serves as a role model to all Hanover County students.

NOW, THEREFORE, BE IT RESOLVED that the Hanover County Board of Supervisors does hereby recognize with sincere appreciation and admiration the high honors Hanover High School's mixed show choir Sound FX has brought to themselves, their families, their high school and to Hanover County, and salutes them on their outstanding achievement.

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On motion of Mr. Davis, seconded by Mr. Stanley, members of the Board of Supervisors voted to adopt this Proclamation as follows:

	Vote:
Wayne T. Hazzard	Aye
Aubrey M. Stanley	Aye
Sean M. Davis	Aye
Angela Kelly-Wiecek	Aye
W. Canova Peterson	Aye
G. E. “Ed” Via, III	Aye
Elton J. Wade, Sr.	Aye

**V. Presentation of Proclamations:**

**Eagle Scout Travis Kellam McFaden, Mechanicsville Magisterial District, Boy Scout Troop 533**

Mr. Canova Peterson called Eagle Scout McFaden and his family forward and presented him with the proclamation.

**Eagle Scout Matthew Thomas Slicker, Henry Magisterial District, Boy Scout Troop 555**

Mr. Sean Davis called Eagle Scout Slicker and his family forward and presented him with the proclamation.

**VI. Update of Status on Board’s FY15 Initiatives and Adoption of Board’s FY16 Initiatives**

Mr. Cecil Harris, County Administrator, came forward and presented the Board with an update of the status of the initiatives. Mr. Harris gave a description of each 2015 Initiative.

**Fiscal Year 2015 Initiatives**

- Conduct 2014 Citizens Survey
- Update Economic Development Strategic Plan
- Begin implementation of the Chesapeake Bay and stormwater management mandates
- Enter into construction of the new Courthouse facility
- Provide merit pay increases to County and School employees

**Proposed FY2016 Initiatives**

- Begin construction of new Courthouse:

Mr. Harris reported that the contract was awarded on January 30<sup>th</sup> to Gulf Seaboard. The

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contractor mobilized on March 2<sup>nd</sup> and site work is underway. The project is about two months ahead of schedule. If construction takes 18 months as expected, the building is expected to be completed by the fall of 2016

- Conduct Space Needs Study to determine best uses of the old Courts buildings:

Mr. Harris explained that similar to what was done in 2006 when the new Courthouse was being planned, the future space needs of departments in the Wickham Building, Wickham Annex, Old Clerk’s Office and the Taylor Complex will be analyzed. Board members had a discussion about the Schools’ study of the older school buildings. It was decided that the matter of the school facilities will be brought to the Board’s Facilities Committee and may be added to the FY2016 Initiatives at a later date.

- Provide additional resources to meet Public Safety needs:

The funding approved in the budget to achieve numerous Public Safety improvements was described.

- Begin video-streaming of Board meetings:

Streaming of Board meetings is expected to begin in just a few months. The Board members had a discussion about the planned future streaming of Planning Commission meetings as well and expressed their desire to have this specifically stated in the initiative.

- Support Richmond 2015 cycling championships race:

Mr. Harris reported that this event is the “World Series of competitive bicycling” and the Individual Time Trials for Elite Men cyclists will be held in Hanover on September 23<sup>rd</sup>. A video promoting the event was shown.

Mrs. Kelly-Wiecek, seconded by Mr. Via, moved to adopt the Board’s FY16 Initiatives, with the video streaming initiative amended to: “Begin video-streaming of Board and Planning Commission meetings”.

	Vote:
Wayne T. Hazzard	Aye
Aubrey M. Stanley	Aye
Sean M. Davis	Aye
Angela Kelly-Wiecek	Aye
W. Canova Peterson	Aye

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G. E. “Ed” Via, III           Aye  
Elton J. Wade, Sr.         Aye

Motion approved.

**VII. Workshop and Request for Authorization to Advertise Public Hearing – Department of Public Works – VDOT FY 16-21 Secondary Six-Year Plan**

Mr. Joe Vidunas, Department of Public Works, came forward to address the Board. He explained that the Secondary Six-Year Plan (SSYP) outlines planned spending for road projects on the secondary system over the next six (6) years. The plan establishes a prioritized list of projects throughout the County that the Board of Supervisors selects to receive funding. It is updated annually and is the means by which secondary road funding from VDOT is allocated. Funding is allocated for the first fiscal year of the SSYP, but the remaining five (5) years are simply estimates of future allocations. The SSYP is updated each year as revenue estimates are updated, priorities are revised, project schedules and costs change, or projects are completed. Only projects funded in whole or in part with secondary road funds are included in the plan.

The draft plan allocates \$1,734,438 in secondary funds among four projects: Pole Green Road/Walnut Grove Road (#3.04), Atlee Road Extended (#3.05), Cedar Ln/Rt. 1 (#3.06) and Sliding Hill Road (#3.08). Funding is also assigned to Countywide Right-of-Way Engineering (#1.05). Two projects have been completed since the last update and no longer appear in the plan: Creighton Road shoulder widening and pavement overlay and Pole Green Road/Rural Point Road turn lane improvements. Two projects have been added to the proposed plan: Mechanicsville Turnpike (#3.09) and Bell Creek Road (#3.10). Construction of these projects is to begin in May of this year however both projects require additional funding to fully fund the construction phase. They have been added to the plan to allow secondary balances that remain on completed projects, which up to this point had been withheld by VDOT, to be applied to cover the existing shortfalls.

Mr. Peterson made a motion to authorize advertisement of a joint public hearing with VDOT on May 13, 2015 on the proposed FY 16-21 Secondary Six-Year Plan. The motion was seconded by Mr. Via.

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	Vote:
Wayne T. Hazzard	Aye
Aubrey M. Stanley	Aye
Sean M. Davis	Aye
Angela Kelly-Wiecek	Aye
W. Canova Peterson	Aye
G. E. “Ed” Via, III	Aye
Elton J. Wade, Sr.	Aye

Motion approved.

**VIII. Closed Session - Va. Code Section 2.23711(A) – Authorize the purchase of right-of-way and easements on GPIN 7796-85-5580 for the construction of Atlee Road Extension.**

Mr. Stanley moved that the Board of Supervisors go into Closed Session pursuant to the following: Section 2.23711(A) – Authorize the purchase of right-of-way and easements on GPIN 7796-85-5580 for the construction of Atlee Road Extension. The motion was seconded by Mr. Via.

	Vote:
Wayne T. Hazzard	Aye
Aubrey M. Stanley	Aye
Sean M. Davis	Aye
Angela Kelly-Wiecek	Aye
W. Canova Peterson	Aye
G. E. “Ed” Via, III	Aye
Elton J. Wade, Sr.	Aye

Motion approved.

Board members entered Closed Session at 6:46 p.m. At the conclusion of the Closed Session, all Board members returned to the Board room, and the Chairman called the regular meeting back to order at 6:58 p.m.

**Certification of Closed Session**

Mr. Stanley moved that the Board of Supervisors certify that during the Closed Session only public business matters lawfully exempted from the open meeting requirement of the Freedom of Information Act and only such public business matters as were identified in the motion for the Closed Session were discussed. The motion was seconded by Mr. Via.

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	Vote:
Wayne T. Hazzard	Aye
Aubrey M. Stanley	Aye
Sean M. Davis	Aye
Angela Kelly-Wiecek	Aye
W. Canova Peterson	Aye
G. E. “Ed” Via, III	Aye
Elton J. Wade, Sr.	Aye

Motion approved.

The Chairman announced a brief recess at 6:58 p.m.

The meeting was reconvened at 7:01 p.m.

Mrs. Kelly-Wiecek moved that the Board of Supervisors authorize the purchase of right-of-way and easements on GPIN 7796-85-5580 for \$70,000.00 for proposed road improvements, and authorize the County Administrator to take all actions necessary to complete this acquisition. The motion was seconded by Mr. Peterson.

	Vote:
Wayne T. Hazzard	Aye
Aubrey M. Stanley	Aye
Sean M. Davis	Aye
Angela Kelly-Wiecek	Aye
W. Canova Peterson	Aye
G. E. “Ed” Via, III	Aye
Elton J. Wade, Sr.	Aye

Motion approved.

**VIII. PLANNING PUBLIC HEARINGS**

**C-5-06(c) - AM. 1-15 – Maria L. and John P. Hudnall, Jr. (Mason Estates)**, Request an amendment to the proffers approved with rezoning request C-5-06(c), Hendree F. and Paul H. Mason, Jr., on GPIN 8754-26-7625, zoned AR-6(c), Agricultural Residential District with conditions, and located at the terminus of Hendree Lane (private road) approximately 1,300 feet west of intersection with McClellan Road (State Route 628) in the **Cold Harbor Magisterial District**. The proposed zoning amendment would amend the cash proffer.

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Planning Analysis:

- The request is to amend the following:
  - Amend Proffer No. 2 from \$11,246.00 (capital & road improvements) to \$2,306.00 (road improvements)
  - The amended proffer is in accordance with the Business and Residential Development Road Improvements Transportation Policy

Recommendations:

The Planning Commission and staff recommend approval subject to the submitted proffers.

Mr. David Maloney, Director of Planning, came forward to give this presentation to the Board.

The Chairman opened the public hearing and asked that anyone who wished to speak for or against the matter come forward. Seeing none, he closed the public hearing.

**ORDINANCE C-5-06(c), AM. 1-15**

**OWNER OF RECORD: Maria L. and John P. Hudnall, Jr. (Mason Estates)**

WHEREAS the Planning Commission of Hanover County has held an advertised public hearing and forwarded this case to the Board of Supervisors with a recommendation of approval of the adoption of the following amendment to the Zoning Ordinance and Zoning District Map of Hanover County; and

WHEREAS the Board of Supervisors has held public hearings on the 22<sup>nd</sup> day of April, 2015, and advertised in the *Hanover Herald-Progress* once a week for two successive weeks as required by Virginia Code Section 15.2-2204; and

WHEREAS the Board of Supervisors has determined that the public necessity, convenience, general welfare, and good zoning practices require this amendment.

NOW, THEREFORE, BE IT ORDAINED by the Board of Supervisors of Hanover County that the Zoning Ordinance and the Zoning District Map of this County are amended (with conditions) by amending the proffers approved with rezoning request C-5-06(c), Hendree F. and Paul H. Mason, Jr., of the property described as GPIN 8754-26-7625, located at the terminus of Hendree Land (private road) approximately 1,300 feet west of its intersection with McClellan Road (State Route 628) (a detailed description is filed with the Board's papers), zoned AR-6(c), Agricultural Residential District

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with conditions, subject to the following conditions which were proffered by the Applicant on February 20, 2015, and accepted by the Board:

1. The Property shall be divided in substantial conformity with the conceptual plan entitled “Conceptual Plan of GPIN# 8754-26-9903 Situated West of Quietude Section #1 and East of Blueberry Hill Lane,” dated July 5, 2006, revised July 25, 2006, prepared by Downing Surveys, Inc. The Property shall be divided into three lots.
2. The Property Owner, for himself, his successors and assigns, agrees to pay Hanover County prior to issuance of a Certificate of Occupancy for the Property, the amount of Two Thousand Three Hundred Six and 00/100 (\$2,306.00) per single family unit built on the Property. The funds shall be used for the purpose of completing off-site road improvements relating to the development allowed by the rezoning and included in the Business and Residential Development Road Improvements Transportation Policy, adopted March 13, 2013. In the event funds are paid and are not used for such improvements, the County shall return the funds paid to the Owner or his successors in title.
3. Access to the lots to be subdivided from the Property shall be provided by a private road to be constructed within the bounds of a shared 50-foot access easement as shown on the Plan. There shall be no other access for the Property to State Route 628 other than this access. The road shall be paved and maintained by the Property Owner or its successor in title.
4. No cinder block, cement block or asbestos shingles shall be permitted for the finished exterior of any structure.
5. All houses shall have brick, stone, stucco or dryvit type finished foundations.
6. Each house shall have the following minimum finished floor areas, exclusive of covered porches, covered stoops, breezeways, garages, basements, and cellars, as follows:

1 Story	-	2,000 Square Feet
1½ Story	-	2,200 Square Feet
2 Story	-	2,400 Square Feet

Floor area shall be measured along the exterior walls of the structure.
7. Within the area of the building envelope as shown on the Conceptual Plan, existing trees of five-inch (5”) or greater on the Property shall not be removed, with the exception of dead or diseased trees or parts thereof; provided, however, this shall not prevent the removal of trees

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necessary for the construction of improvements, driveways, drainfields or drainage facilities or swimming pools. Outside the building envelope, existing trees of five-inch (5”) or greater on the Property shall not be removed, with the exception of dead or diseased trees or parts thereof.

8. The Property Owner shall provide a drilled deep well upon each lot. Should production from the deep well prove inadequate for requisite household use with respect to either quantity or quality, a shallow well may be used.
9. Electric utility lines which provide service to the lots shall be run underground.
10. Should a grave or cemetery be discovered at any point in the development of the subject Property that cannot remain in its current location and must be relocated, the Property Owner shall remove and relocate the human remains from the cemetery through the permit procedure administered by the Virginia Department of Human Resources. The Property Owner shall be responsible for all costs and expenses associated with the cemetery removal or relocation.
11. All residential dwellings and ancillary outbuildings constructed on lots subdivided from the Property shall be located within the area of the building envelope for each lot as shown on the Conceptual Plan. This restriction, however, shall not prohibit the location of buildings outside of the building envelope, provided such buildings are used solely to board or provide shelter for livestock or store equipment, tools, supplies or other goods or materials used for agricultural operations conducted on such lot.

BE IT FURTHER ORDAINED that this Ordinance is effective on the date of adoption and the Planning Director is hereby directed to designate the boundaries of the foregoing area as rezoned, subject to conditions, on the Zoning District Map of Hanover County.

On motion of Mr. Wade, seconded by Mr. Via, the members of the Board of Supervisors voted to approve Ordinance C-5-06(c), Am. 1-15, Maria and John Hudnall, as follows:

	Vote:
Wayne T. Hazzard	Aye
Aubrey M. Stanley	Aye
Sean M. Davis	Aye
Angela Kelly-Wiecek	Aye
W. Canova Peterson	Aye
G. E. “Ed” Via, III	Aye
Elton J. Wade, Sr.	Aye

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**C-1-15 (c) – Calvin L. Stanley**, Requests to rezone from B-3, General Business District to AR-6(c), Agricultural Residential District with conditions on GPIN 7826-68-8756, consisting of approximately 4.07 acres, and located on the east line of Beaver Dam Road (State Route 715) approximately 325 feet south of its intersection with Union Church Road (State Route 678) in the **Beaverdam Magisterial District**. The subject property is designated on the General Land Use Plan Map as Rural Village and Agricultural. The proposed zoning amendment would permit the creation of two (2) building lots for a gross density of one (1) dwelling unit per 2.04 acres.

Planning Analysis:

- The applicant proposes dividing the 4.07 acre parcel into 2 lots:
  - 2.06 acres
  - 2.01 acres
- Each lot meets road frontage requirements for individual driveways

Proffers:

- Conceptual Plan
- Tree Preservation
- Contribution for Road Improvements
- Reservation of Right-of-Way

Recommendations:

The Planning Commission and staff recommend approval subject to the submitted proffers and conceptual plan.

Mr. Maloney presented the Board with this request.

The Chairman opened the public hearing and asked that anyone who wished to speak for or against the matter come forward. Seeing none, he closed the public hearing.

**ORDINANCE C-1-15(c)**

**OWNER OF RECORD: Calvin Stanley**

WHEREAS the Planning Commission of Hanover County has held an advertised public hearing and forwarded this case to the Board of Supervisors with a recommendation of approval of the

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adoption of the following amendment to the Zoning Ordinance and Zoning District Map of Hanover County; and

WHEREAS the Board of Supervisors has held public hearings on the 22<sup>nd</sup> day of April, 2015, and advertised in the *Hanover Herald-Progress* once a week for two successive weeks as required by Virginia Code Section 15.2-2204; and

WHEREAS the Board of Supervisors has determined that the public necessity, convenience, general welfare, and good zoning practices require this amendment.

NOW, THEREFORE, BE IT ORDAINED by the Board of Supervisors of Hanover County that the Zoning Ordinance and the Zoning District Map of this County are amended (with conditions) by the rezoning of the property described as GPIN 7826-68-8756, consisting of 4.07± acres located on the east line of Beaver Dam Road (State Route 715) approximately 325 feet south of its intersection with Union Church Road (State Route 678), (a detailed description is filed with the Board's papers) from B-3, General Business District, to AR-6(c), Agricultural Residential District with conditions, subject to the following conditions which were proffered by the Applicant on February 23, 2015, and accepted by the Board:

1. Conceptual Plan. The Property shall be divided in substantial conformity with the conceptual plan attached, titled "Plat Showing a Proposed Division of Land Containing 4.069 Acres for Rezoning," dated December 31, 2014, prepared by ASA Surveying & Surveying & Mapping, and revised by Calvin Stanley on February 23, 2015.
2. Tree Preservation. Existing trees of 5 inch caliper or greater on the Property shall not be removed with the exception of dead or diseased trees or parts thereof. This shall not prevent the removal of trees necessary for the construction of improvements, driveways, drainfields, or drainage facilities.
3. Contribution for Road Improvements. The Owner, for himself, his successors and assigns, agrees to pay Hanover County prior to issuance of a Certificate of Occupancy for the Property, the amount of Two Thousand Three Hundred Six and 00/100 (\$2,306.00) per single family unit built on the Property. The funds shall be used for the purpose of completing off-site road improvements relating to the development allowed by the rezoning and included in the Business and Residential Development Road Improvements Transportation Policy, adopted

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March 13, 2013. In the event funds are paid and are not used for such improvements, the County shall return the funds paid to the Owner or his successors in title.

4. Reservation of Right-of-Way. The Owner agrees to reserve thirty (30) feet of right-of-way from the centerline of Beaverdam Road (State Route 715) and twenty-five (25) feet of right-of-way from the centerline of Union Church Road (State Route 678) to the property for the future road widening.

BE IT FURTHER ORDAINED that this Ordinance is effective on the date of adoption and the Planning Director is hereby directed to designate the boundaries of the foregoing area as rezoned, subject to conditions, on the Zoning District Map of Hanover County.

On motion of Mr. Stanley, seconded by Mr. Wade, the members of the Board of Supervisors voted to approve Ordinance C-1-15(c), Calvin Stanley, as follows:

	Vote:
Wayne T. Hazzard	Aye
Aubrey M. Stanley	Aye
Sean M. Davis	Aye
Angela Kelly-Wiecek	Aye
W. Canova Peterson	Aye
G. E. "Ed" Via, III	Aye
Elton J. Wade, Sr.	Aye

**CUP-1-10 - AM. 1-15 – Bethlehem Presbyterian Church, Inc.,** Requests an amendment to a Conditional Use Permit in accordance with Section 26-20.21 of the Hanover County Zoning Ordinance to permit an amendment to the sketch plan on GPINs 8765-28-6454, 8765-28-3157 and 8765-28-2202, consisting of approximately 8.37 acres, zoned A-1, Agricultural District, and located on the north line of Old Church Road (State Route 606) at its intersection with Ironwood Lane (private road) in the **Henry Magisterial District**. The subject property is designated on the General Land Use Plan Map as Agricultural.

Planning Analysis:

- In 2010 a Conditional Use Permit (CUP) was approved for an expansion
  - VDOT required the western entrance to be closed due to spacing requirements from the eastern entrance at that time

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- In 2011, the Church amended the CUP to allow limited use of the western entrance for funerals
- VDOT has since indicated it will now approve the reopening of the western entrance

### Recommendations:

The Planning Commission and staff recommend approval subject to the conditions outlined in the staff report

Mr. Maloney presented the Board with this request.

The Chairman opened the public hearing and asked that anyone who wished to speak for or against the matter come forward. Seeing none, he closed the public hearing.

### **RESOLUTION**

WHEREAS after a public hearing held on this 22<sup>nd</sup> day of April, 2015, as advertised in the Herald-Progress once a week for two successive weeks as required by Virginia Code, Section 15.2-2204 and the Hanover County Code.

NOW, THEREFORE, BE IT RESOLVED that Bethlehem Presbyterian Church, Inc. is granted an amendment to a Conditional Use Permit in accordance with Section 26-20.21 of the Hanover County Zoning Ordinance to amend the sketch plan and conditions on GPINs 8765-28-6454, 8765-28-3157 and 8765-28-2202, consisting of 8.37 acres (the area of the Conditional Use Permit will be limited to 8.37 acres), zoned A-1, Agricultural District, subject to the following conditions, which incorporate all of the applicable conditions from previous amendments:

1. The subject property shall only be used for a church and its associated uses.
2. The Phase 1 sanctuary building shall be designed and constructed in substantial conformity with the submitted elevations titled, “Bethlehem Presbyterian Church”, prepared by Huff Morris Architects, dated January 4, 2010. Elevations for the Phase 2 sanctuary expansion and the multi-purpose building shall be submitted to the Planning Commission for its review and approval prior to site plan approval for any Phase 2 improvement. All Phase 2 development shall be developed with a unified architectural theme and shall be compatible with the existing structures. The standard of compatibility shall be met through scale, bulk, mass, materials and colors.

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3. No expansion of the existing or proposed use, structures or features shall be added to this site without an amendment to this Conditional Use Permit.
4. The Owner shall dedicate thirty feet (30') of right-of-way from the centerline of Old Church Road (State Route 606) to the property for future road widening, free of cost to the County and free of encumbrances upon request of the County or VDOT.
5. All new parking areas shall be designed and landscaped in accordance with Division 4, Parking, Loading and Access Regulations, of the Hanover County Code.
6. Rooftop, building, and ground level heating and air conditioning equipment on any building(s) shall be fully screened from view by any persons on any public right-of-ways or from adjacent residential uses. Any mechanical units placed on the rooftops or walls of buildings will be fully screened by architectural features and materials that are compatible with the building façade architecture and materials. Any ground level units shall be fully screened at a height not less than the equipment being screened, utilizing evergreen landscaping, attached or unattached wing walls or decorative masonry, which must be designed to be architecturally compatible with the building façade architecture and materials.
7. Prior to issuance of a Certificate of Occupancy for the Church, the existing shed at the northern side lot line shall be relocated so it does not encroach into any required yard setbacks.
8. All development and use of the Property shall comply with all federal, state and local statutes, ordinances and regulations.

On motion of Mr. Davis, seconded by Mr. Stanley, the members of the Board of Supervisors voted to approve CUP-1-10 - AM. 1-15 – Bethlehem Presbyterian Church, Inc., as follows:

	Vote:
Wayne T. Hazzard	Aye
Aubrey M. Stanley	Aye
Sean M. Davis	Aye
Angela Kelly-Wiecek	Aye
W. Canova Peterson	Aye
G. E. "Ed" Via, III	Aye
Elton J. Wade, Sr.	Aye

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**C-3-15 (c) – Wayne T. Hazzard, et al.**, Request to rezone from M-1, Limited Industrial District, to M-2(c), Light Industrial District with conditions, on GPIN 7788-05-8451, consisting of approximately 10.85 acres, and located on the northwest quadrant of the intersection of Washington Highway (U.S. Route 1) and Lewistown Road (State Route 783) in the **South Anna Magisterial District**. The subject property is designated on the General Land Use Plan Map as Business-Industrial. The proposed zoning amendment would permit additional industrial uses.

Prior to the presentation, Mr. Hazzard recused himself from the public hearing, deliberations and vote. Mr. Hazzard left the Dias.

Planning Analysis:

- The applicant is seeking to rezone to accommodate an industrial user
- A portion of the property is currently used for production of outbuildings
- The proposed M-2 is consistent with surrounding uses
- Future improvements must comply with the zoning ordinance development standards prior to site plan approval

Proffers:

- Use Restrictions
- Dedication of Right-of-Way on both road frontages
- Monument Signs

Recommendations:

The Planning Commission and staff recommend approval subject to the submitted proffers.

Mr. Maloney presented the Board with this request.

The Vice-Chairman opened the public hearing and asked that anyone who wished to speak for or against the matter come forward. Seeing none, he closed the public hearing.

**ORDINANCE C-3-15(c)**

**OWNER OF RECORD: Wayne t. Hazzard, et al.**

WHEREAS the Planning Commission of Hanover County has held an advertised public hearing and forwarded this case to the Board of Supervisors with a recommendation of approval of the

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adoption of the following amendment to the Zoning Ordinance and Zoning District Map of Hanover County; and

WHEREAS the Board of Supervisors has held public hearings on the 22<sup>nd</sup> day of April, 2015, and advertised in the *Hanover Herald-Progress* once a week for two successive weeks as required by Virginia Code Section 15.2-2204; and

WHEREAS the Board of Supervisors has determined that the public necessity, convenience, general welfare, and good zoning practices require this amendment.

NOW, THEREFORE, BE IT ORDAINED by the Board of Supervisors of Hanover County that the Zoning Ordinance and the Zoning District Map of this County are amended (with conditions) by the rezoning of the property described as GPIN 7788-05-8451, consisting of 10.85± acres located on the northwest quadrant of the intersection of Washington Highway (U.S. Route 1) and Lewistown Road (State Route 783), (a detailed description is filed with the Board's papers) from M-1, Limited Industrial District, to M-2(c), Light Industrial District with conditions, subject to the following conditions which were proffered by the Applicant on February 25, 2015, and accepted by the Board:

1. Use Restrictions. The following M-2 uses shall not be permitted:
  - a. Coal and wool yards, coke storage and sales; and,
  - b. Poultry packing and slaughtering (wholesale).
2. Dedication of Right-of-Way. The Owner agrees to dedicate 60 feet of right-of-way from the centerline of Washington Highway (U.S. Route 1) to the property and 50 feet right-of-way from the centerline of Lewistown Road (State Route 783) to the property for future road widening, free of cost to the County, upon request of the County or VDOT.
3. Signage. All freestanding signage shall be monument style.

BE IT FURTHER ORDAINED that this Ordinance is effective on the date of adoption and the Planning Director is hereby directed to designate the boundaries of the foregoing area as rezoned, subject to conditions, on the Zoning District Map of Hanover County.

On motion of Mr. Via, seconded by Mr. Peterson, the members of the Board of Supervisors voted to approve Ordinance C-3-15(c), Wayne T. Hazzard, et al., as follows:

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	Vote:
Wayne T. Hazzard	Recused from vote
Aubrey M. Stanley	Aye
Sean M. Davis	Aye
Angela Kelly-Wiecek	Aye
W. Canova Peterson	Aye
G. E. “Ed” Via, III	Aye
Elton J. Wade, Sr.	Aye

**C-2-15 (c) – Baldwin Family Partnership, et al.**, Request to rezone from A-1, Agricultural District, to M-2(c), Light Industrial District with conditions, on GPINs 7789-32-7910, 7789-32-8994, 7789-43-2172, 7789-22-7554, 7789-43-8140, 7789-43-7491 and 7789-42-6349, consisting of approximately 95.93 acres, and located generally on the south line of Ashcake Road (State Route 657) at its intersection with Long Road (State Route 95) in the **Ashland Magisterial District**. The subject property is designated on the General Land Use Plan Map as Limited Industrial. The proposed zoning amendment would permit speculative industrial uses.

Planning Analysis:

- The applicants are seeking M-2 zoning to better market the property and to keep it in the County’s land use taxation program until it is developed
- In accordance with the land use taxation program, uses would be limited to:
  - Manufacturing
  - Professional
  - Hotels and Motels
  - Transportation and Warehousing
  - Scientific and Technical Services
  - Professional Offices
- The conceptual plan shows possible points of access and a 40’ buffer next to the Ashland Heights subdivision
- When the property is developed, the site plan(s) will have to address all County, State and federal requirements
- No elevations have been provided
  - Proffers have been submitted that provide for quality building materials and for architectural standards compatible with the Northlake development

Community Meeting on February 23, 2015:

- Issues raised at the meeting included the following:

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- Not using Ashland Heights Road for access to the site
- An increased buffer adjacent to Ashland Heights that would include vegetation that discourages trespassing
- Traffic congestion and safety on Ashcake Road

### Proffer and Master Plan Considerations:

- To address the staff's concerns and the concerns raised at the community meeting, the applicants have proffered the following transportation improvements:
  - To conduct a traffic impact analysis (TIA) study prior to the first site plan approval
  - Traffic improvements recommended in the TIA shall be installed
  - A master plan will be provided to show access and internal circulation
  - A phasing plan will be provided for the installation of transportation improvements
  - There will be no access to Ashland Heights Road
  - A "No Thru-Traffic" sign to be requested at that road's access to Ashcake Road

### Proffers:

- Public Utilities shall be provided
- Overhead utility lines shall be placed underground
- Uses – Those allowed per Section 22-17.1(a) : Manufacturing; Transportation and Warehousing; Professional, Scientific and Technical Services; Hotel and Motels; Professional Offices
- Architectural Treatment
- Transportation - Includes TIA and proffered road improvements
- 40' Buffer - Enhanced as proffered
- Historic resource will be advertised for relocation, salvaging materials and documentation prior to demolition
- Access points to be in substantial conformity with the conceptual plan

### Recommendations:

The Planning Commission and staff recommend approval subject to the submitted proffers and conceptual plan.

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Mr. Maloney presented the Board with this request. Following the presentation, Mr. Maloney answered questions from Board members regarding traffic signs.

The Chairman opened the public hearing and asked that anyone who wished to speak for or against the matter come forward.

Mr. Andy Condlin, applicant representative, came forward and spoke in support of the rezoning request and stated that the rezoning will allow the property to be developed in the future in a way that is consistent with surrounding properties.

Mr. Edwin Gaskin, Director of Economic Development, came forward and spoke in support of the rezoning request and stated the M-2 zoning is the most appropriate zoning for the property and will create opportunities for positive development.

Ms. Sandra Dalton, Ashland Magisterial District and adjacent property owner, came forward and spoke in opposition with regard to the buffers, notification to adjacent property owners and the potential of noise that might result from certain businesses.

Ms. Wanda Edwards, adjacent property owner, came forward and spoke in opposition, citing an issue with notification to many property owners in the area and problems that might arise depending on what type business might be built in the future.

Mr. Maloney answered questions from the Board at this time concerning notices to property owners and the plan for the development to be similar to the Northlake development.

Mr. Condlin returned to the podium and noted that over 75 notices were mailed to property owners and provided the map of the properties where notices were mailed to the owners. He noted the intent is to attract similar businesses as those in Northlake.

Mr. Maloney offered further clarification regarding the set-backs and buffers. He informed the Board that one of the components of the proffers is that, prior to site plan approval, a Comprehensive Internal Circulation Plan will have to be provided.

Mr. Sterling Rives, County Attorney, noted that there are provisions in the County Noise Ordinance to provide protection for nearby residential properties.

Seeing no others come forward, the Chairman closed the public hearing.

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**ORDINANCE C-2-15(c)**

**OWNER OF RECORD: Baldwin Family Limited Partnership, Downing-Gilman, L.L.C., and Pettus W. Gilman and R. Lee Downing**

WHEREAS the Planning Commission of Hanover County has held an advertised public hearing and forwarded this case to the Board of Supervisors with a recommendation of approval of the adoption of the following amendment to the Zoning Ordinance and Zoning District Map of Hanover County; and

WHEREAS the Board of Supervisors has held public hearings on the 22<sup>nd</sup> day of April, 2015, and advertised in the *Hanover Herald-Progress* once a week for two successive weeks as required by Virginia Code Section 15.2-2204; and

WHEREAS the Board of Supervisors has determined that the public necessity, convenience, general welfare, and good zoning practices require this amendment.

NOW, THEREFORE, BE IT ORDAINED by the Board of Supervisors of Hanover County that the Zoning Ordinance and the Zoning District Map of this County are amended (with conditions) by the rezoning of the property described as GPINs 7789-32-7910, 7789-32-8994, 7789-43-2172, 7789-22-7554, 7789-43-8140, 7789-43-7491 and 7789-42-6349, consisting of 95.93± acres located on the generally on the south line of Ashcake Road (State Route 657) at its intersection with Long Road (State Route 95), (a detailed description is filed with the Board's papers) from A-1, Agricultural District, to M-2(c), Light Industrial District with conditions, subject to the following conditions which were proffered by the Applicant on April 1, 2015, and accepted by the Board:

1. Utilities. Public water and sewer facilities shall be used for the development of the Property.
2. Utility Lines. All utility lines, such as electric, telephone, CATV, or other similar lines shall be installed underground, except (a) for major transmission lines, (b) existing lines that now traverse the Property.
3. Uses. Only the uses within the categories of uses set forth in Section 22-17.1(a) of the Hanover County Code, as may be amended, shall be permitted, which includes the following categories:
  - A. Manufacturing;
  - B. Transportation and warehousing;

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- C. Professional, scientific and technical services;
- D. Hotels and motels; and
- E. Professional offices.

Nothing herein shall preclude the Owner from applying for any special exception permits or conditional use permits available pursuant to the Hanover County Zoning Ordinance provided the use is consistent with those uses listed in Section 22-17.1(a) of the Hanover County Code.

4. Architectural Treatment.

A. Materials used for buildings on the Property shall be brick, stone, precast architectural concrete (including tilt-up panels), split face block, architectural metals, metal and glass curtain wall, metal curtain construction systems, or synthetic stucco or other materials determined to be of comparable quality by the Planning Department at the time of site plan review.

B. The architectural treatment for any wall facing a public right-of-way shall include architectural details, fenestration, or other features that will create architectural interest and not appear as a blank wall. Wall surfaces of each building (whether front, sides or rear) that are visible from any public right-of-way shall be similar in architectural materials to other walls of the building.

C. Any mechanical units on the Property shall be screened, and if on the roof, screened by a parapet wall that is an integral component of the building. Screening shall be designed so as to block such units from view by persons on any public streets immediately adjoining the Property, or from adjacent residential uses. The method of screening shall be submitted at the time of site plan review.

5. Transportation Improvements. To provide for an adequate roadway system, the Owner shall be responsible for the road improvements as required below.

A. Prior to the first site plan approval on the Property, the Owner agrees to undertake a Traffic Impact Analysis (TIA) in accordance with County policies and applicable Virginia Department of Transportation (VDOT) regulations. The scope of the TIA shall be mutually reviewed by the Owner, Hanover County, and the Virginia Department of Transportation; however, the Director of Planning shall make the final determination regarding the scoping of the TIA. The TIA shall include trip generation forecasts for

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project build out. The TIA shall provide recommendations to ensure that traffic operations as a result of the proposed development will be sufficient to maintain a minimum service level “D” across the road network identified in the TIA.

- B. The TIA shall include a master plan depicting the internal circulation, which shall be submitted to the Hanover County Planning Department for its review and approval. The master plan shall include provisions for the following potential points of ingress and egress:
  - i. Design Road and its intersection with U.S. Route 1
    - a. Should Design Road be utilized for ingress and egress to the property (other than for access used exclusively for emergency access), it shall be designed and improved to VDOT standards from the property to U.S. Route 1;
  - ii. A future connection to Harley Club Lane; and,
  - iii. The proposed entrance from State Route 657.
- C. The TIA shall include a phasing plan for the installation of improvements. The phasing plan shall be based on projected daily vehicle trips and PM peak hour trips. In no case shall the level of service for the roads evaluated in the TIA fall below LOS D in any phase of development. The Owner agrees to install all recommended road and traffic control improvements as recommended by the TIA. The exact design and dimensions of these improvements shall be determined at the time of site plan approval, and they shall be designed and constructed to VDOT standards and specifications.
- D. There shall be no access permitted from the Property to Ashland Heights Road. Prior to site plan approval for any site plan proposing to access Ashcake Road, the Owner agrees to initiate the process with VDOT for placement of a “No Thru-traffic” warning sign to be located near or at the entrance to Ashland Heights Road from State Route 657. Should the sign be approved by VDOT, the applicant shall be responsible for the cost of the sign and its installation.
- E. The location of all access points into the Property shall be in general conformity with the conceptual plan titled “Baldwin and Downing – Gilman Properties, Hanover County, Exhibit A,” prepared by McKinney and Company, dated January 2, 2015, and most

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recently revised February 26, 2015, or as recommended and approved during site plan review based on the traffic impact analysis.

- F. Dedication of Right-of-Way. The Owner agrees to dedicate 50 feet of right-of-way from the centerline of Ashcake Road (State Route 657) to the property for future road widening, free of cost to the County, upon request of the County or VDOT.

6. Buffer. The required buffer adjacent to Ashland Heights subdivision shall at a minimum be 40 feet in width and it shall be designed in accordance with the standards set forth in Section 26-266 of the Hanover County Zoning Ordinance. In addition, the Buffer shall be supplemented with:

- A. Landscaping consisting of holly, elaeagnus or other such vegetation to deter pedestrian access; or,
- B. A six foot high screening fence shall be installed along the length of the Buffer and shall be located on the interior side of the Buffer.

7. Historic Resources. Prior to application for a demolition permit for the historic structure located on GPIN 7789-43-8140, 12183 Long Road, the Owner shall advertise in a regional newspaper for two successive weeks a free offering of the historic structures for its movement to another site. If there are no respondents, the Owner shall allow any historic materials in the structures to be properly salvaged. Prior to any demolition or removal of materials, the Owner shall allow County staff to enter the structures for the purpose of photographic documentation for placement in the County's historic survey file for the Thomas House, VDHR # 42-5024.

8. Access. The Owner shall provide a reciprocal cross access easement to GPIN 7789-43-1655 prior to site plan approval, and such easement shall be improved to the common property line at a location approved by the Director of Planning. The easement may stipulate that such access shall be granted only upon the rezoning of the parcel to a commercial or industrial zoning designation.

BE IT FURTHER ORDAINED that this Ordinance is effective on the date of adoption and the Planning Director is hereby directed to designate the boundaries of the foregoing area as rezoned, subject to conditions, on the Zoning District Map of Hanover County.

Mr. Via, seconded by Mr. Wade, moved to approve Ordinance C-2-15(c), Baldwin Family Limited Partnership, Downing-Gilman, L.L.C., and Pettus W. Gilman and R. Lee Downing and further

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moved that the Board find that all of the proposed uses fit into the categories established by Hanover County Code Section 22-17.1.

	Vote:
Wayne T. Hazzard	Aye
Aubrey M. Stanley	Aye
Sean M. Davis	Aye
Angela Kelly-Wiecek	Aye
W. Canova Peterson	Aye
G. E. “Ed” Via, III	Aye
Elton J. Wade, Sr.	Aye

Motion approved.

**C-17-14(c) – Chamberlayne Road Associates, LLC**, Requests to rezone from A-1, Agricultural District and R-1, Single-Family Residential District to RS(c), Single-Family Residential District with conditions and B-2(c), Community Business District with conditions, on GPINs 8706-67-5588 and 8706-67-5140, consisting of approximately 11.7 acres, and located on the east line of Chamberlayne Road (U.S. Route 301) approximately 250 feet north of its intersection with McKenzie Drive (State Route 1239) in the **Chickahominy Magisterial District**. The subject property is designated on the General Land Use Plan Map as Commercial and Suburban High (4-8 dwelling units per acre). The proposed zoning amendment would permit various community business uses on 1.6 acres and the creation of 40 single-family lots on 10.1 acres for a gross density of 3.97 units per acre.

Planning Analysis:

- The conceptual plan of the 11.7 acre site shows:
  - 1.55 acres to be rezoned to B-2(c)
    - Use is speculative; plan shows the site to accommodate 24,700 sq. ft. office/retail building with required parking
  - 10.08 acres to be rezoned to RS(c)
    - 40 single-family detached lots
    - 3.97 units per acre
- The conceptual plan features:
  - 2.67 acres open space to remain in their natural state, except for necessary utility and drainage improvements

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- 4' concrete sidewalks and pedestrian connection to the adjacent commercial property
- Street trees
- Single load streets comprising 40% of internal street length
- A right-turn lane on U.S. Route 301 into the development

### Community Meeting Held on January 6, 2015:

- Issues raised at the meeting:
  - Clearing of heavily wooded areas near existing subdivision lots
  - Intensity of uses permitted in B-2 district and would prefer B-1
  - No access to McKenzie Drive, southbound traffic will need to make U-turns at Crown Colony Parkway
  - Maintenance of the BMP
  - Interest in size and pricing of houses

### B-2 Proffers:

- Conceptual Plan
- Architectural Materials
- HVAC - Unit screening
- Lighting - Not to exceed 25-ft in height
- Monument Signs
- Dumpster Screening
- Use Restrictions

### RS Proffers:

- Transportation Improvement Contribution
- Architectural Materials and Style
- Minimum House Size

### B-2 & RS Proffers:

- Transportation Improvements
- Historic resource will be advertised for relocation, salvaging materials and documentation prior to demolition

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### Recommendations:

The Planning Commission and staff recommend approval subject to the submitted proffers and conceptual plan.

Mr. Maloney presented the Board with this request.

The Chairman opened the public hearing and asked that anyone who wished to speak for or against the matter come forward.

Mr. Preston Lloyd with Williams Mullen, came forward and spoke on behalf of owner and gave a presentation on the details of the proposal. Mr. Lloyd and Mr. Maloney answered questions on landscaping in the buffer area.

Mr. Kevin Green, Chickahominy Magisterial District, came forward and spoke in opposition of the rezoning request, citing safety concerns for children in relation to the stormwater basin. He requested a fence be placed around the basin.

Mr. Lloyd returned to the podium to address Mr. Green's concerns. After discussion on the issue of the possibility of a wet pond requirement, Mr. Lloyd stated the applicant is willing to add an additional proffer to address the fence issue. Mr. Rives suggested that the Board move on to the next case on the agenda to allow time for the additional proffer to be drafted and submitted. Action taken, once the Board returns to this case will be inclusive of the added proffer.

Seeing no others come forward, the public hearing was closed.

**SE-5-15 – Hanover County Board of Supervisors (Department of General Services), Requests a Special Exception Permit in accordance with Section 26-338 of the Hanover County Zoning Ordinance to permit a sign larger than permitted on GPIN 8810-04-4663, consisting of approximately 18.88 acres, zoned B-3, General Business District, and located in the northeast quadrant of the intersection of County Complex Road (State Route 1005) and Hanover Courthouse Road (U.S. Route 301) in the **Beaverdam Magisterial District.****

### Planning Analysis:

- Proposed new monument sign is larger than permitted
- The sign placement will be perpendicular to U.S. Route 301
- Sign materials consist of:

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- Brick
- Raised Metal Lettering on Slate

Staff Recommendation:

Approval subject to the conditions as outlined in the staff report.

Mr. Maloney presented the Board with this request.

The Chairman opened the public hearing and asked that anyone who wished to speak for or against the matter come forward.

Mr. Wayne Lawhorn, Beaverdam Magisterial District, came forward to speak in opposition of signage in the Hanover Courthouse area being designed without a master plan for consistency in the entire area.

Seeing no others come forward, the Chairman closed the public hearing.

The Board members had a discussion on the matter of sign consistency and it was noted that the matter before the Board only addresses the size of the particular proposed sign. The Board's Facilities Committee will look into the possibility of a plan for sign consistency.

**RESOLUTION**

WHEREAS after a public hearing held on this 22<sup>nd</sup> day of April, 2015, as advertised in the Herald-Progress once a week for two successive weeks as required by Virginia Code, Section 15.2-2204 and the Hanover County Code.

NOW, THEREFORE, BE IT RESOLVED that Hanover County Department of General Services is granted a Special Exception Permit in accordance with Section 26-338 of the Hanover County Zoning Ordinance to permit a sign larger than permitted on GPIN 8810-04-4663, consisting of 18.88 acres, zoned B-3, General Business District, subject to the following conditions:

1. The applicant shall obtain all necessary permits, including both a sign permit and a building permit, prior to construction of the sign. Location of the sign shall be outside the sight distance triangle and the area of any public utility easement.
2. The Hanover County Government sign located at the intersection of U.S. Route 301 and County Complex Road shall be removed within 30 days of the installation of the sign which is the subject of this Special Exception Permit.

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3. All development and use of the Property shall comply with all federal, State and local statutes, ordinances and regulations.

The Special Exception Permit shall lapse after the expiration of one (1) year if no substantial construction or change of use has taken place in accordance with the plans for which the Exception was approved.

On motion of Mr. Stanley, seconded by Mr. Wade, the members of the Board of Supervisors voted to approve SE-5-15 – Hanover County Board of Supervisors (Department of General Services), as follows:

	Vote:
Wayne T. Hazzard	Aye
Aubrey M. Stanley	Aye
Sean M. Davis	Aye
Angela Kelly-Wiecek	Aye
W. Canova Peterson	Aye
G. E. “Ed” Via, III	Aye
Elton J. Wade, Sr.	Aye

Prior to the next hearing, the Board called Mr. Lloyd forward for the matter of **C-17-14(c)** – **Chamberlayne Road Associates, LLC**. Mr. Lloyd submitted the following: *Proffer 13: For any BMP facility constructed by the owner, for the detention of storm water, which is designated as a wet pond, the owner shall construct a minimum of a two-rail fence along the eastern and western boundary of the property where facing such BMP.*

The Board members had a discussion on aspects of the proposal, including traffic and potential concerns with the commercial development.

**ORDINANCE C-17-14(c)**

**OWNER OF RECORD: Chamberlayne Road Associates, L.L.C.**

WHEREAS the Planning Commission of Hanover County has held an advertised public hearing and forwarded this case to the Board of Supervisors with a recommendation of approval of the adoption of the following amendment to the Zoning Ordinance and Zoning District Map of Hanover County; and

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WHEREAS the Board of Supervisors has held public hearings on the 22<sup>nd</sup> day of April, 2015, and advertised in the *Hanover Herald-Progress* once a week for two successive weeks as required by Virginia Code Section 15.2-2204; and

WHEREAS the Board of Supervisors has determined that the public necessity, convenience, general welfare, and good zoning practices require this amendment.

NOW, THEREFORE, BE IT ORDAINED by the Board of Supervisors of Hanover County that the Zoning Ordinance and the Zoning District Map of this County are amended (with conditions) by the rezoning of the property described as GPINs 8706-67-5588 and 8706-67-5140, consisting of 11.7± acres located on the east line of Chamberlayne Road (U.S. Route 301) approximately 250 feet north of its intersection with McKenzie Drive (State Route 1239), (a detailed description is filed with the Board's papers) from A-1, Agricultural District and R-1, Single-Family Residential District, to RS(c), Single-Family Residential District with conditions and B-2(c), Community Business District with conditions, subject to the following conditions which were proffered by the Applicant on March 27, 2015, and revised April 23, 2015, and accepted by the Board:

PROFFERS APPLICABLE TO B-2 PROPERTY:

1. Conceptual Plan. The B-2 area shall be developed in substantial conformity with the conceptual plan, entitled “‘TIMBERLAKE COMMONS’ SUBDIVISION & B-2 PROPERTY CONCEPTUAL & PRELIMINARY SUBDIVISION PLAN,” dated September 2, 2014, revised March 3, 2015, and prepared by Goodfellow, Jalbert, Beard & Associates, Inc.
2. Architectural Treatment. The exterior wall surfaces (front, rear and sides) of any building on the B-2 Property shall be similar in architectural treatment and materials. The building constructed on the property shall have exposed walls (above finished grade) of face brick, natural stone, glass stucco, drivit, exposed aggregate concrete or an equivalent permanent architecturally finished material. No portion of an exterior wall surface visible from any adjoining property shall contain painted or untreated concrete masonry units, sheet or corrugated aluminum or metal, except that metal and/or aluminum may be incorporated for window and decorative treatments. All elevations shall be approved by the Director of Planning prior to Site Plan approval.

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3. HVAC Units. Any mechanical units on the B-2 Property shall be screened, and if on the roof, screened by a parapet wall that is an integral component of the building. Screening shall be designed so as to block such units from view by persons on any public streets immediately adjoining the B-2 Property, or from adjacent residential uses. The method of screening shall be submitted at the time of site plan review.
4. Lighting. The Property Owner shall provide lighting not greater than twenty-five (25) feet in height.
5. Monument Signs. All freestanding signs on the B-2 Property shall be monument type, and shall include materials and design that are compatible with the proposed materials and architectural theme of the proposed structure.
6. Dumpsters. Dumpsters on the B-2 Property shall be screened with an opaque fence or screening wall so as not to be visible by persons on any public streets immediately adjoining the Property, or from adjacent residential uses.
7. Uses. The following B-2 uses shall not be permitted:
  - Convenience store with or without fuel sales
  - Fast food restaurants with drive-through
  - Flea Market
  - Warehouse
  - Wholesale establishments

PROFFERS APPLICABLE TO RS PROPERTY:

8. Cash Proffers. The Property Owner, for itself, and its successors and assigns, agrees to pay Hanover County prior to issuance of a Certificate of Occupancy, the amount of Two Thousand Three Hundred Six and 00/100 (\$2,306.00) per single family unit built on the RM zoned Property. The funds shall be used for the purpose of completing off-site road improvements relating to the development allowed by the rezoning and included in the Business and Residential Development Road Improvements Transportation Policy, adopted March 13, 2013. In the event funds are paid and are not used for such improvements, the County shall return the funds paid to the Owner or his successors in title.

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9. Architecture. All houses constructed on the RS-zoned property shall include the following:  
1) vinyl shakes, vinyl board and batten, and/or beaded vinyl (or compatible materials), 2) brick or stone foundations with matching column bases, and 3) garage door windows. Rooflines shall incorporate gables and/or dormers. The elevations shall generally conform to the style of architecture depicted on the elevations made part of the Conceptual Plan referenced above.
10. House Size. Minimum house sizes shall be 1,400 square feet. The calculation of minimum floor area shall not include floor area devoted to garages or breezeways in any category. Floor area shall be measured along the exterior walls of the structure.
11. BMP Fencing. For any BMP facility constructed by the Owner for the detention of stormwater that is designed as a “wet pond,” the Owner shall construct a minimum of a two-rail fence along the eastern and northern boundary of the property where facing such BMP.

PROFFERS APPLICABLE TO THE B-2 AND RS PROPERTY:

12. Transportation Improvements. The Property Owner shall construct a northbound right turn lane on Chamberlayne Road (U.S. Route 301) as generally shown on the Conceptual Plan. The turn lane shall be designed and shown on the first set of construction plans submitted for the RS zoned portion of the property and shall be bonded as a subdivision improvement with the first section. In the event a site plan for the B-2 zoned property is submitted prior to subdivision construction plans, the turn lane shall be designed and shown on the first site plan submitted to Hanover County and shall be constructed, inspected, and eligible for acceptance by VDOT prior to issuance of a Certificate of Occupancy for any structures for which a Building Permit has been issued. All road improvements shall be designed and constructed in accordance with VDOT standards and specifications.
13. Historic Structure. Prior to application for a demolition permit for the historic structure located on the Property, the Owner shall advertise in a regional newspaper for two successive weeks a free offering of the historic structures for its movement to another site. If there are no respondents, the Owner shall allow any historic materials in the structures to be properly salvaged. Prior to any demolition or removal of materials, the Owner shall allow County staff to enter the structures for the purpose of photographic documentation for placement in the County’s historic survey file for House, Route 301, VDHR 42-5250.

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BE IT FURTHER ORDAINED that this Ordinance is effective on the date of adoption and the Planning Director is hereby directed to designate the boundaries of the foregoing area as rezoned, subject to conditions, on the Zoning District Map of Hanover County.

On motion of Mrs. Kelly-Wiecek, seconded by Mr. Via, the members of the Board of Supervisors voted to approve Ordinance C-17-14(c), Chamberlayne Road Associates, L.L.C., as follows:

	Vote:
Wayne T. Hazzard	Aye
Aubrey M. Stanley	Aye
Sean M. Davis	Aye
Angela Kelly-Wiecek	Aye
W. Canova Peterson	Aye
G. E. “Ed” Via, III	Aye
Elton J. Wade, Sr.	Aye

**SE-6-15 – Northlake Property Owners Association**, Requests a Special Exception Permit in accordance with Sections 26-275(d)(5) and 26-276(b)(7) of the Hanover County Zoning Ordinance to permit four (4) off-site general advertising signs on GPINs 7788-58-2256, 7788-29-5157, 7788-39-4345 and 7788-48-2082, consisting of approximately 28.6 acres (signs encompass a 2,800 square foot area), zoned B-3(c), General Business District with conditions and M-2(c), Light Industrial District with conditions, and located within Northlake Industrial Park, generally along North Lakeridge Parkway (State Route 782) in the **Ashland Magisterial District**.

Planning Analysis:

- An off-site general advertising sign (for directing business locations) was approved November 2014, at the intersection of North Lakeridge Parkway and Lake Park Drive
- This request is for 4 additional off-site general advertising signs to provide directions to businesses using the same design as the first approved sign

Staff Recommendation:

Approval subject to the conditions as outlined in the staff report.

Mr. Maloney presented the Board with this request.

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The Chairman opened the public hearing and asked that anyone who wished to speak for or against the matter come forward.

Mr. Gibson Wright, President of Northlake Property Association, came forward to speak in favor of the request and offered to answer any questions.

Seeing no others come forward, the Chairman closed the public hearing.

**RESOLUTION**

WHEREAS after a public hearing held on this 22<sup>nd</sup> day of April, 2015, as advertised in the Herald-Progress once a week for two successive weeks as required by Virginia Code, Section 15.2-2204 and the Hanover County Code.

NOW, THEREFORE, BE IT RESOLVED that Northlake Property Owner's Association is granted a Special Exception Permit in accordance with Sections 26-275(d)(5) and 26-276(b)(7) of the Hanover County Zoning Ordinance to permit four (4) off-site general advertising signs on GPINs 7788-58-2256, 7788-29-5157, 7788-39-4345 and 7788-48-2082, consisting of 28.6 acres (signs encompass a 2,800 square foot area), zoned B-3(c), General Business District with conditions and M-2(c), Light Industrial District with conditions, subject to the following conditions:

1. The applicant shall obtain all necessary permits for each sign, including both a sign permit and a building permit, prior to construction of each sign. Location of the sign shall be outside the sight distance triangle and the area of any public utility easements.
2. All development and use of the Property shall comply with all federal, State and local statutes, ordinances and regulations.

The Special Exception Permit shall lapse after the expiration of one (1) year if no substantial construction or change of use has taken place in accordance with the plans for which the Exception was approved.

On motion of Mr. Via, seconded by Mr. Wade, the members of the Board of Supervisors voted to approve SE-6-15 – Northlake Property Owners Association, as follows:

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	Vote:
Wayne T. Hazzard	Aye
Aubrey M. Stanley	Aye
Sean M. Davis	Aye
Angela Kelly-Wiecek	Aye
W. Canova Peterson	Aye
G. E. “Ed” Via, III	Aye
Elton J. Wade, Sr.	Aye

**ORDINANCE 15-02 – Bed and Breakfast as a Special Exception in the - AR-1 and AR-2 Zoning Districts** – An Ordinance to amend the Hanover County Code, Zoning Ordinance, to modify the district regulations for the AR-1, Agricultural Residential District and the AR-2, Agricultural Residential District to permit the operation of a bed and breakfast in those districts with a special exception.

- The South Anna District Supervisor was recently approached by an individual inquiring about the feasibility of using an existing AR-2 parcel for a bed and breakfast business
  - The AR-1 and AR-2 districts were replaced by the AR-6 in 1996 but both of the district regulations remain in effect for existing properties
  - The current AR-1 and AR-2 regulations do not permit bed and breakfast establishments
- Bed and Breakfast establishments are permitted with a Special Exception Permit (SE) in the A-1 and AR-6 districts, and are required to comply with additional regulations specified in the zoning ordinance
- The proposed Ordinance provides for Bed and Breakfast establishments in the AR-1 and AR-2 districts consistent with the provisions in the A-1 and AR-6 districts

Recommendations:

Planning Commission and staff recommend approval of the Ordinance Amendment 15-02, Bed and Breakfast use as a Special Exception in the AR-1 and AR-2 Zoning Districts.

Mr. Maloney presented the Board with the details of this requested ordinance.

The Chairman opened the public hearing and asked that anyone who wished to speak for or against the matter come forward. Seeing none, he closed the public hearing.

**ORDINANCE 15-02**

**AN ORDINANCE TO AMEND THE HANOVER COUNTY CODE, ZONING ORDINANCE, TO MODIFY THE DISTRICT REGULATIONS FOR THE AR-1 AGRICULTURAL RESIDENTIAL DISTRICT AND THE AR-2 AGRICULTURAL RESIDENTIAL DISTRICT TO PERMIT THE OPERATION OF A BED AND BREAKFAST IN THOSE DISTRICTS WITH A SPECIAL EXCEPTION AND IN ACCORDANCE WITH THE STANDARDS SET FORTH IN SECTION 26-300 OF THE ZONING ORDINANCE.**

WHEREAS the Hanover County Zoning Ordinance contains regulations providing for where beds and breakfasts are permitted in the County; and

WHEREAS the Zoning Ordinance currently allows for the operation of a bed and breakfast in the A-1 Agricultural District and the AR-6 Agricultural Residential District with a Special Exception and in accordance with the standards set forth in Section 26-300 of the Zoning Ordinance, which provides for the required size of a property used as a bed and breakfast, the required number of parking spaces on the property, the permissible size of signage, and the operation of the bed and breakfast; and

WHEREAS the Board of Supervisors has determined that similar regulations are appropriate in the AR-1 Agricultural Residential District and the AR-2 Agricultural Residential District; and

WHEREAS the Board of Supervisors finds that the public necessity, convenience, general welfare and good zoning practice require that the Zoning Ordinance be amended in accordance with these findings;

NOW, THEREFORE, BE IT ORDAINED by the Board of Supervisors of Hanover County:

1. That the zoning regulations applicable to the AR-1 Agricultural Residential District and the AR-2 Agricultural Residential District be amended to allow use of properties in those districts as a bed and breakfast with a Special Exception, and that such use also be required to comply with the standards set forth in Section 26-300 of the Hanover County Zoning Ordinance.
2. This ordinance shall be effective on the date of adoption.

On motion of Mrs. Kelly-Wiecek, seconded by Mr. Stanley, the members of the Board of Supervisors voted to approve Ordinance No. 15-02, as follows:

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	Vote:
Wayne T. Hazzard	Aye
Aubrey M. Stanley	Aye
Sean M. Davis	Aye
Angela Kelly-Wiecek	Aye
W. Canova Peterson	Aye
G. E. “Ed” Via, III	Aye
Elton J. Wade, Sr.	Aye

**XV. Announcements**

Mr. Davis announced that the *A Taste of Hanover* event, which is sponsored by Hanover ARC and Hanover Community Support Services will be held Wednesday, April 29<sup>th</sup>. Mr. Davis noted that this is a great community event.

Mrs. Kelly-Wiecek announced that it is Administrative Professionals Week and, along with the other Board members, thanked the recording secretary.

Mr. Peterson announced that the Mechanicsville Rotary Club, at their recent Casino Night, raised \$32,000 for Hanover Safe Place. He noted the important work done by the Rotary Clubs.

Mr. Hazzard announced that he recently attended a movie at the Ashland Theater called *Girl Rising*. He noted that a Patrick Henry student started the project and all money raised was for Hanover Safe Place.

Mr. Rives announced that the Pine Slash reception and tour that was scheduled for April 23<sup>rd</sup> has been cancelled. The Board will be notified when it is rescheduled.

Mr. Stanley announced that the campaign committee for his reelection to the Board of Supervisors is holding a fundraising dinner at the Hanover Country Club on Thursday, May 7<sup>th</sup>.

**XVI. Adjournment**

At 8:42 p.m. the Chairman adjourned the meeting to May 13, 2015 – Hanover County Administration Building – 2:00 p.m.

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Chairman

**HANOVER COUNTY BOARD OF SUPERVISORS**

**MINUTES**

**Hanover County Administration Building  
Board Room**

**May 13, 2015**

VIRGINIA: At a regular meeting of the Board of Supervisors for Hanover County held in the Board Room of the Hanover County Administration Building on the 13<sup>th</sup> day of May, 2015, at 2:00 p.m.

Present: Mr. Wayne T. Hazzard, Chairman  
Mr. Aubrey M. Stanley, Vice-Chairman  
Mr. Sean M. Davis  
Mrs. Angela Kelly-Wiecek  
Mr. W. Canova Peterson  
Mr. G.E. “Ed” Via, III  
Mr. Elton J. Wade, Sr.  
Mr. Cecil R. Harris, Jr., County Administrator  
Mr. Sterling E. Rives, III, County Attorney

**I. Call to Order**

Mr. Hazzard called the meeting to order at 2:00 p.m. All Board members were present. He announced that Mr. Davis would be making comments in recognition of National Police Week. Mr. Davis announced that in 1962, May 15<sup>th</sup> was proclaimed National Peace Officers’ Day. National Police Week, also created in 1962, pays special recognition to law enforcement officers who have lost their lives in the line of duty. A moment of silence was observed.

- A. The invocation was given by Mrs. Kelly-Wiecek.
- B. The Pledge of Allegiance was led by Mr. Wade.
- C. Approval of Minutes

Mr. Davis made a motion to approve the Board of Supervisors meeting minutes of March 11, March 25 and April 8, 2015, seconded by Mr. Via.

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	Vote:
Wayne T. Hazzard	Aye
Aubrey M. Stanley	Aye
Sean M. Davis	Aye
Angela Kelly-Wiecek	Aye
W. Canova Peterson	Aye
G. E. “Ed” Via, III	Aye
Elton J. Wade, Sr.	Aye

Motion Approved.

**II. Consideration of Agenda Amendments**

The Chairman asked if there were any agenda amendments. Hearing none, moved to citizens’ time.

**III. Citizens’ Time**

The Chairman opened citizens’ time and offered to anyone who wanted to address the Board of Supervisors for up to five minutes on any matter within the scope of the Board’s authority that is not on the agenda for that meeting to come forward.

Seeing no others come forward, citizens’ time was closed.

**IV. Consent Agenda**

Mr. Stanley made a motion to approve the consent agenda, seconded by Mr. Via.

	Vote:
Wayne T. Hazzard	Aye
Aubrey M. Stanley	Aye
Sean M. Davis	Aye
Angela Kelly-Wiecek	Aye
W. Canova Peterson	Aye
G. E. “Ed” Via, III	Aye
Elton J. Wade, Sr.	Aye

Motion approved.

**IV. A. – Adoption of Proclamation –Central Virginia Waste Management Authority 25<sup>th</sup> Anniversary**

*Board Sheet Background:*

It is requested that the Board of Supervisors adopt the attached proclamation recognizing the

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Central Virginia Waste Management Authority for 25 years of service to the region.

Recommended Action:

A motion to adopt the attached proclamation

**PROCLAMATION**

WHEREAS, the Central Virginia Waste Management Authority will celebrate 25 years of regional solid waste management and recycling initiatives in December, 2015; and

WHEREAS, the Central Virginia Waste Management Authority was formed in 1990 by thirteen localities in the central Virginia region including the Cities of Colonial Heights, Hopewell, Petersburg and Richmond, the Town of Ashland and the Counties of Charles City, Chesterfield, Goochland, Hanover, Henrico, New Kent, Powhatan and Prince George, which still comprise the Authority; and

WHEREAS, the Central Virginia Waste Management Authority, since its creation, has endeavored to provide efficient and economical waste management and recycling solutions for its members and the over one million citizens in the region; and

WHEREAS, the Central Virginia Waste Management Authority developed, amended and updated, in accordance with the Commonwealth's Solid Waste Management Plan requirements, a comprehensive and integrated solid waste management plan that, at a minimum, considers and addresses all components of the waste management hierarchy (source reduction, reuse, recycling, resource recovery, incineration and landfilling) for a twenty-year period on behalf of all thirteen member localities; and

WHEREAS, the Central Virginia Waste Management Authority, as the solid waste planning unit for the thirteen member localities, gathers the data necessary from recycling processors in the region and reports the annual recycling rate to the Virginia Department of Environmental Quality; and

WHEREAS, the central Virginia region's recycling rate (58.4% in 2013) has consistently exceeded the Commonwealth's requirements imposed on each locality to recycle 25 percent of the solid waste generated in each locality and has diverted over 2.5 million tons; and

WHEREAS, the Central Virginia Waste Management Authority has successfully developed a menu of recycling and solid waste programs through cost effective and efficient contracts with the

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private sector to meet the recycling and solid waste needs of the urban, suburban and rural communities in the region; and

WHEREAS, the County participates in many Authority programs, including residential recycling and drop off recycling of paper, cans and bottles, electronics, propane tank, battery, used oil, antifreeze, textiles and yard waste recycling; and

WHEREAS, the County of Hanover and its citizens have benefited and continue to benefit from the regional approach to solid waste management and recycling making the region and Hanover a better place to live, work and visit; and

NOW, THEREFORE, BE IT RESOLVED that the Hanover County Board of Supervisors does hereby commend and congratulate the Central Virginia Waste Management Authority and the thirteen localities that comprise the Authority on the occasion of its 25th Anniversary.

On motion of Mr. Stanley, seconded by Mr. Via, members of the Board of Supervisors voted to adopt this Proclamation as follows:

	Vote:
Wayne T. Hazzard	Aye
Aubrey M. Stanley	Aye
Sean M. Davis	Aye
Angela Kelly-Wiecek	Aye
W. Canova Peterson	Aye
G. E. "Ed" Via, III	Aye
Elton J. Wade, Sr.	Aye

**IV. B. - Adoption of Proclamation – Eagle Scout Thomas Gene Haynie, Jr., Chickahominy Magisterial District, Boy Scout Troop 503**

*Board Sheet Background:*

It is requested that the Board of Supervisors adopt the attached proclamation congratulating Thomas Gene Haynie, Jr., in attaining the rank of Eagle Scout on December 15, 2014, the highest award granted by the Boy Scouts of America.

*Recommended Action:*

A motion to adopt proclamation.

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**PROCLAMATION**

WHEREAS the Boy Scouts of America was incorporated by Mr. William D. Boyce on February 8, 1910; and

WHEREAS the Boy Scouts of America was founded to promote citizenship, training, personal development and fitness of individuals; and

WHEREAS Thomas Gene Haynie, Jr., is a resident of the Chickahominy Magisterial District in Hanover County, Virginia, and a senior at Atlee High School; and

WHEREAS on the 15<sup>th</sup> day of December, 2014, Thomas Gene Haynie, Jr., attained the rank of Eagle Scout, the highest award granted by the Boy Scouts of America; and

WHEREAS to achieve this high honor Thomas Gene Haynie, Jr., carried out a community project by renovating the meeting hall at Giuseppe Verdi Lodge in Mechanicsville, Virginia; and

WHEREAS Thomas Gene Haynie, Jr., of Boy Scout Troop 503 which meets at the Church of the Redeemer in Mechanicsville, Virginia, has accomplished those high standards of commitment and has reached the long-sought goal of Eagle Scout; and

WHEREAS the Hanover County Board of Supervisors fully supports the programs of the Boy Scouts of America and recognizes the important service they provide to the youth of our Country.

NOW, THEREFORE, BE IT RESOLVED that the Hanover County Board of Supervisors hereby extends its congratulations to Thomas Gene Haynie, Jr., and acknowledges the good fortune of the County to have such an outstanding young man as one of its citizens.

On motion of Mrs. Kelly-Wiecek, seconded by Mr. Stanley, members of the Board of Supervisors voted to adopt this Proclamation as follows:

	Vote:
Wayne T. Hazzard	Aye
Aubrey M. Stanley	Aye
Sean M. Davis	Aye
Angela Kelly-Wiecek	Aye
W. Canova Peterson	Aye
G. E. "Ed" Via, III	Aye
Elton J. Wade, Sr.	Aye

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**IV. C. - Adoption of Proclamation – Older Americans Month**

Board Sheet Background:

It is requested that the Board of Supervisors adopt the attached proclamation proclaiming May as Older Americans Month in the County of Hanover, Virginia.

Recommended Action:

A motion to adopt the proclamation.

**PROCLAMATION**

WHEREAS Hanover County, Virginia, includes a thriving community of older Americans who deserve recognition for their contributions and sacrifices to ensure a better life for future generations; and

WHEREAS Hanover County is committed to helping all individuals live longer, healthier lives in the communities of their choice for as long as possible; and

WHEREAS every citizen is urged to celebrate older adults and the people who serve and support them as powerful and vital individuals who greatly contribute to the community; and

WHEREAS since 1965, the Older Americans Act and other programs have provided services that help older adults remain healthy and independent by complementing medical and health care systems, helping prevent hospital readmissions, and supporting some of life's most basic functions, such as bathing or preparing meals; and

WHEREAS the programs provided by Hanover Department of Community Resources, Hanover Rides, Senior Connections, and The Capital Area Agency on Aging support family caregivers, address access to service, provide volunteer engagement opportunities, work to prevent neglect and abuse of older adults and adapt services to the needs of diverse citizens; and

WHEREAS Hanover County recognizes the value of community engagement and service in helping older adults remain healthy and active while giving back to others; and

WHEREAS the Hanover community provides opportunities to enrich the lives of individuals of all ages by:

- Promoting opportunities for activity, wellness, and social inclusion.
- Emphasizing home and community-based services that support independent living.

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- Ensuring community members of all ages benefit from the contributions and experience of older adults.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors for Hanover County, Virginia, does hereby proclaim May to be Older Americans Month.

On motion of Mr. Stanley, seconded by Mr. Via, members of the Board of Supervisors voted to adopt this Proclamation as follows:

	Vote:
Wayne T. Hazzard	Aye
Aubrey M. Stanley	Aye
Sean M. Davis	Aye
Angela Kelly-Wiecek	Aye
W. Canova Peterson	Aye
G. E. "Ed" Via, III	Aye
Elton J. Wade, Sr.	Aye

**IV. D. - Request for Adoption of Resolution – Acceptance of Streets into the Secondary System of Highways – Morning Glory Subdivision - (Cold Harbor Magisterial District)**

Board Sheet Background:

Morning Glory is a 31 lot subdivision recorded on May 9, 2012. The Virginia Department of Transportation – Ashland and the Departments of Planning and Public Works recommend processing for acceptance of streets in the resolution into the State Secondary System.

Recommended Action:

Adopt the attached Resolution requesting the Virginia Department of Transportation to accept Harver Way and Morning Breeze Drive in the Morning Glory Subdivision into the Secondary System of State Highways.

**RESOLUTION**

WHEREAS, the street(s) described on the attached Additions Form AM-4.3, fully incorporated herein by reference, are shown on plats recorded in the Clerk's Office of the Circuit Court of Hanover County, and

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WHEREAS, the representative for the Virginia Department of Transportation has advised this Board that the street(s) in Morning Glory meet the requirements established by the Virginia Department of Transportation’s Subdivision Street Requirements, and

NOW, THEREFORE, BE IT RESOLVED, the Board requests the Virginia Department of Transportation to add the street(s) described on the attached Additions Form AM-4.3 to the secondary system of state highways, pursuant to Section 33.2-705, Code of Virginia, and the Department's Subdivision Street Requirements, after receiving a copy of this resolution and all outstanding fees and documents required of the developer, whichever occurs last in time, and

BE IT FURTHER RESOLVED, this Board guarantees a clear and unrestricted right-of-way, as described, and any necessary easements for cuts, fills and drainage, and

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Area Land Use Engineer for the Virginia Department of Transportation.

On motion of Mr. Stanley, seconded by Mr. Via, the members of the Board of Supervisors voted to approve this resolution, as follows:

	Vote:
Wayne T. Hazzard	Aye
Aubrey M. Stanley	Aye
Sean M. Davis	Aye
Angela Kelly-Wiecek	Aye
W. Canova Peterson	Aye
G. E. “Ed” Via, III	Aye
Elton J. Wade, Sr.	Aye

**V. Employee Service Awards**

Mrs. Janet Lawson, Director of Human Resources, came forward to give an overview of the awards to be presented. She began by recognizing the passing of Frank Leslie, who would have been celebrating 40 years of service this year. Mr. Leslie’s contributions to the County were detailed.

Mr. Hazzard, on behalf of the Board, thanked the employees for their time and hard work.

Employees were recognized for their years of service and presented with a celebration kit (certificate, service pin, and gift brochure). Presentations were be made for 15, 20, 25, 30 and 35 years of service by Mrs. Lawson along with Ms. Amy Ash and Ms. Darla Ludwig-Bolton with Human Resources.

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Service awards for five years of service and ten years of service will be presented to recipients at the departmental recognition events, scheduled in May and June.

Following the presentations, Mr. Harris closed the ceremony by thanking the employees for their dedication and hard work.

The Chairman announced a brief recess at 3:16 p.m.

The meeting was reconvened at 3:24 p.m.

### **VI. Presentation - Other Post-Employment Benefits (OPEB) Plan Amendments**

Mrs. Kathy Seay, Director of Finance and Management Services, came forward to give this presentation to the Board. Mrs. Seay explained that the Hanover County Other Post-Employment Benefits Plan established in 2007 offers Hanover retirees the opportunity to maintain their medical benefits upon retirement. The County as well as the participants contribute to a separate investment trust account to help fund the Plan. The proposed amendments to the Plan document will result in cost reductions as identified during the County's most recent actuarial valuation. The proposed changes to the OPEB Plan Document were described.

Plan amendments are being proposed to include the following:

- 1) Amendment 1 – Section VII – Termination of Coverage and Subsidy Upon Medicare Eligibility
  - a. Amend Plan so that any individuals who are eligible to remain in the Plan over age 65 must also apply for Medicare upon qualifying for it, generally in reaching age 65. For existing retirees who retired prior to October 1, 2007 and who are age 65 or older as of July 1, 2015, the County will pay the associated penalty fees for late entry into Medicare if applicable.
- 2) Amendment 2 – Section V – Subsidy
  - a. Limit the subsidies so that a retiree can only receive a subsidy for their own participation, but no additional subsidies for their spouses or dependents. Subsidies for existing retirees remain unchanged.

The related savings for the amendments are as follows:

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	<b>FYE 2015 ARC</b>	<b>Increase/ (Decrease)</b>	<b>Accrued Liability</b>	<b>Increase/ (Decrease)</b>
<b>Baseline</b>	\$ 555,000	N/A	\$ 8,238,000	N/A
<b>Amendment 1</b>	\$ 315,000	(\$ 240,000)	\$ 4,892,000	(\$ 3,346,000)
<b>Amendment 2</b>	\$ 370,000	(\$ 185,000)	\$ 6,839,000	(\$ 1,399,000)
<b>Amendments 1 &amp; 2</b>	\$ 130,000	(\$ 425,000)	\$ 3,493,000	(\$ 4,745,000)

Following the presentation, Mrs. Seay and Mr. Harris offered clarification on how the changes may impact individuals whose primary care physicians will not participate with or agree to bill Medicare. The Board members had a detailed discussion on the potential impacts of the changes.

Mr. Via, seconded by Mr. Wade, moved to approve the proposed amendments to the OPEB Plan Document.

	Vote:
Wayne T. Hazzard	Aye
Aubrey M. Stanley	Aye
Sean M. Davis	Aye
Angela Kelly-Wiecek	No
W. Canova Peterson	Aye
G. E. "Ed" Via, III	Aye
Elton J. Wade, Sr.	Aye

Motion approved.

**VII. Budget Transfer and Appropriation to the Capital Improvements Program Fund – (\$873,635)**

Mrs. Seay presented the details of this request. The FY15 Capital Improvements Program budget includes funding for implementation of a core financial system as well as a payroll and time management system. The systems currently under evaluation will serve both the County and Schools. A single human resource and time management system for County and Schools will complement the current consolidated payroll structure. The new software systems are integrated in such a manner that requires the purchase of the entire Human Resources system to get full functionality, compliance and to fully integrate with the payroll system. Additional funds beyond the current budget were anticipated in Capital Assignments in order to obtain a complete set of systems that will meet the Schools and

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County’s functional requirements. The Budget Supplement and Appropriation of \$725,000 from the Capital Assignment is for the full project scope including the identified human resource system needs.

To provide for roofing and repaving repairs due to continued wear and deteriorating conditions, General Services is requesting the transfer of \$148,635 to the Capital Improvements Fund (\$88,000 from Reserve for Contingencies and the remaining \$60,635 from operating savings within the General Services Department). The remaining balance in Reserve for Contingencies after this transfer is \$380,038.

Mr. Peterson made a motion to approve the budget appropriation to the General Fund and Capital Improvements Program Fund for the Financial and Human Resources System (\$725,000 from the General Fund Capital Assignment), seconded by Mr. Via.

	Vote:
Wayne T. Hazzard	Aye
Aubrey M. Stanley	Aye
Sean M. Davis	Aye
Angela Kelly-Wiecek	Aye
W. Canova Peterson	Aye
G. E. “Ed” Via, III	Aye
Elton J. Wade, Sr.	Aye

Motion approved.

Mrs. Kelly-Wiecek made a motion to approve the budget transfer from the General Fund to the Capital Improvements Program Fund for Roofing and Paving Repairs (\$88,000 from Reserve for Contingencies and \$60,635 from General Services operational savings), seconded by Mr. Via.

	Vote:
Wayne T. Hazzard	Aye
Aubrey M. Stanley	Aye
Sean M. Davis	Aye
Angela Kelly-Wiecek	Aye
W. Canova Peterson	Aye
G. E. “Ed” Via, III	Aye
Elton J. Wade, Sr.	Aye

Motion approved.

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**VIII. Budget Transfer of Reserve for Contingencies – Pamunkey Regional Jail Authority – \$375,000**

Mrs. Seay presented the details of this request. The Pamunkey Regional Jail Authority operates a regional jail for the Counties of Hanover and Caroline and the Town of Ashland. The participating member localities are charged a per diem prisoner fee by the Jail sufficient to pay its operating and debt service costs. The average inmate population for the County is greater than the FY15 budgeted amount. An additional \$375,000 is requested from Reserve for Contingencies to cover the County’s proportion of the Jail’s operating and debt service costs. After approval of this transfer, there will be \$380,038 remaining in the Reserve for Contingencies.

After the presentation, Mrs. Seay answered questions from Board members regarding the contingency fund.

Mr. Via made a motion to approve the Budget Transfer of Reserve for Contingencies – Pamunkey Regional Jail Authority – \$375,000, seconded by Mrs. Kelly-Wiecek.

	Vote:
Wayne T. Hazzard	Aye
Aubrey M. Stanley	Aye
Sean M. Davis	Aye
Angela Kelly-Wiecek	Aye
W. Canova Peterson	Aye
G. E. “Ed” Via, III	Aye
Elton J. Wade, Sr.	Aye

Motion approved.

**IX. Presentation - Quarterly Financial Reports**

Mr. Jacob Sumner, Accounting Division Director, came forward and presented the operating results for the County’s General Fund, the Department of Public Utilities, and the School Division for the nine months ending March 31, 2015 and a projection for the fiscal year ending June 30, 2015.

Mr. Sumner provided the General Fund detailed statement of revenues, expenditures and changes in fund balance. Total year revenues are projected to be approximately \$208.2 million or approximately \$900K higher than the appropriated budget. Total year expenditures and transfers are projected to be \$208.9 million or approximately \$7.7 million lower than the appropriated budget. The

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total projected operating balance is approximately \$8.6 million which is primarily planned for use in the FY16 County and School budgets.

Year to date revenues and expenses are consistent with the results that were expected for this period and are consistent with the prior year. YTD operating revenues through March 31<sup>st</sup> totaled \$134.8 million. Approximately 65% of the total year expected revenues have been collected. YTD expenditures and transfers totaled \$153.1 million, or 70.7% of the appropriated budget.

Fiscal year 2015 revenues are projected to be approximately \$900K or .4% higher than the appropriated budget.

- General property taxes are projected to be favorable to budget by approximately \$1.2 million. This includes an increase of approximately \$230,000 for machinery and tools tax, \$200,000 for merchant's capital, and \$1.0 million for personal property taxes. These are offset by third quarter adjustments for delinquent taxes of \$230,000.
- Other local taxes are projected to be approximately \$389,000 lower than budget due to a decrease in the budget to actual projection for the recordation tax of approximately \$550,000 and a decrease in communication sales tax of \$150,000. However, these are offset by an increase in lodging tax of \$120,000 and an increase in sales tax of \$130,000.

Fiscal year 2015 expenditures are projected to be approximately \$7.7 million or 3.5% less than the appropriated budget. The positive variance reflects estimated personnel savings of approximately \$1.4 million, operating expenditure savings of approximately \$2.3 million and estimated expenditure savings from the School Board of \$4.0 million.

A detailed statement of revenues, expenses and changes in net position for Public Utilities was provided. The total balance in net position, excluding depreciation, is projected to increase by \$12.2 million which is \$4.2 million above budget.

- Projected revenues are expected to be \$30.7 million or approximately \$3.5 million higher than the appropriated budget. Increases are primarily in charges for services (which is based on water consumption and wastewater flow; \$1.1 million), water and sewer capacity fee revenues (\$700K) and in donated assets (\$1.6 million). Year to date revenues total \$20.4 million, approximately 75.2% of projected revenues.

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- Total expenses for the year are projected to be \$18.5 million or approximately \$700,000 lower than the appropriated budget. Public Utilities anticipates savings in Personnel costs (\$220,000), Contract services (\$99,000), and other charges such as power, fuel and chemicals (\$335,000). Year to date expenses total \$12.1 million, approximately 63.1% of appropriated budget. A detailed statement of revenues, expenditures and changes in fund balance for the School Division Operating Fund was provided.
- At this point in the year, the School Division anticipates a positive variance to the local appropriation of approximately \$4 million that will be returned to the County's General Fund.
- FY2015 expenditures, net of year-end encumbrances and reappropriations, are anticipated to be \$7.1 million less than the approved budget. The variance reflects savings in pupil transportation (primarily in fuel and utilities) and savings in the Instruction category for salaries and benefits due to vacancy savings.

### **X. Presentation - Economic Development Strategic Plan**

Mr. Edwin Gaskin, Director of Economic Development, came forward and gave this presentation to the Board. He gave a brief overview of the proposed mission statement and the process for the development of the proposed plan. The six goals were reviewed along with the next steps.

#### **Goals:**

1. Enhance Business Climate
2. Increase Business Investment
3. Create High Quality Jobs
4. Expand Existing Businesses
5. Form New Businesses
6. Promote Tourism

#### **Next Steps:**

- Develop Operating Plan
- BOS Approval
- Draft Metrics
- Edit Draft Plan
- EDA / BOS Feedback

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Mrs. Kelly-Wiecek made a motion to approve the Economic Development Strategic Plan as presented, seconded by Mr. Wade.

	Vote:
Wayne T. Hazzard	Aye
Aubrey M. Stanley	Aye
Sean M. Davis	Aye
Angela Kelly-Wiecek	Aye
W. Canova Peterson	Aye
G. E. "Ed" Via, III	Aye
Elton J. Wade, Sr.	Aye

Motion approved.

**XI. Final Legislative Update for 2014 Session of the Virginia General Assembly**

Mr. Sterling Rives, County Attorney, came forward and provided the legislative update to the Board. He updated the Board on the bills pertaining specifically to Hanover County's Legislative Agenda:

**HB 1364 Fees for testing and monitoring of land application of industrial wastes. PASSED**

Allows localities to adopt ordinances that provide for the testing and monitoring of the land application of solid or semisolid industrial wastes. The bill requires the State Water Control Board (the Board) to adopt regulations no later than January 1, 2016, requiring persons that land-apply industrial wastes to collect a fee from the generator of the industrial wastes and remit the fee to the Department of Environmental Quality (DEQ). The bill sets the fee at \$5 per ton until altered by the Board. The bill requires the Board's regulations to include procedures for (i) collection of the fees by DEQ, (ii) deposit of the collected fees into the Sludge Management Fund (the Fund), and (iii) disbursements from the Fund to localities for the testing and monitoring of the industrial wastes. The Department of Environmental Quality is required to establish and implement a program to train the employees of the localities who will be responsible for testing and monitoring the land application of industrial wastes. The bill specifies the minimum instructional elements of the training program.

**HB 1363 Land application of industrial wastes. FAILED**

Makes it unlawful to apply industrial wastes to land located in the County of Hanover, King William, or New Kent. The bill contains an emergency clause.

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**HJ 506 Study; short- and long-term impact of biosolids and industrial waste; report. FAILED**

Requests the Virginia Institute of Marine Science and the Department of Mines, Minerals, and Energy's Division of Geology and Mineral Resources' Virginia geological survey, in consultation with the United States Geological Survey's Toxic Hydrology Regional Contamination Investigation Program, to study the short- and long-term effects of the storage and land application of industrial wastes and sewage sludge on public health, residential wells, and surface and ground water.

**SJ 271 Study; long-term impact of biosolids and industrial waste; report. FAILED**

Requests the Secretary of Natural Resources, the Secretary of Health and Human Resources, and the Secretary of Agriculture and Forestry to convene a joint task force to review and evaluate existing scientific literature on the impact of biosolids and industrial residuals on human health and the environment.

**HB 1865 Local fiscal impact bills; first day introduction. FAILED**

Requires local fiscal impact bills to be introduced no later than the first day of the session.

**HB 1280 Elections; primary elections; date of June primary elections. FAILED**

Changes the date of primary elections held in the month of June from the second Tuesday in June to the third Tuesday in June and changes candidate filing deadlines to reflect that change of date.

**HB 1889 Airport charges on ground transportation providers. FAILED**

Places limits on charges imposed on ground transportation providers by the governing body of Richmond International Airport.

Mr. Rives provided updates on the following legislation that was passed: SB 1448, HB 1626 (Vetoed), SB 1062, HB 1924/SB 1341, SB 969, SB 1109, SB 1129, SB 1133, HB1570/SB 1168, HB 2083/SB 1041, HB 1849, SB 1272, SB 1435, HB 1553, HB 2081, HB 1608 (Vetoed), HB 1721, HJ 597, SB 872, HB 1593 and SB 965. Information was also provided on a number of bills that failed.

There was discussion and Mr. Rives offered clarification about the specifics and/or potential impacts of several of the bills.

**XII. Closed Session – Va. Code Section 2.2-3711(A)(7) – Consultation with legal counsel and staff regarding proposed contract for utility services with Doswell Limited Partnership**

Mr. Stanley moved that the Board of Supervisors go into Closed Session pursuant to the following: Section 2.23711(A)(7) – Consultation with legal counsel and staff regarding proposed

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contract for utility services with Doswell Limited Partnership. The motion was seconded by Mrs. Kelly-Wiecek.

	Vote:
Wayne T. Hazzard	Aye
Aubrey M. Stanley	Aye
Sean M. Davis	Aye
Angela Kelly-Wiecek	Aye
W. Canova Peterson	Aye
G. E. "Ed" Via, III	Aye
Elton J. Wade, Sr.	Aye

Motion approved.

Board members entered Closed Session at 4:49 p.m. At the conclusion of the Closed Session, all Board members returned to the Board room, and the Chairman called the regular meeting back to order at 5:03 p.m.

**Certification of Closed Session**

Mr. Stanley moved that the Board of Supervisors certify that during the Closed Session only public business matters lawfully exempted from the open meeting requirement of the Freedom of Information Act and only such public business matters as were identified in the motion for the Closed Session were discussed. The motion was seconded by Mrs. Kelly-Wiecek.

	Vote:
Wayne T. Hazzard	Aye
Aubrey M. Stanley	Aye
Sean M. Davis	Aye
Angela Kelly-Wiecek	Aye
W. Canova Peterson	Aye
G. E. "Ed" Via, III	Aye
Elton J. Wade, Sr.	Aye

Motion approved.

Mr. Stanley made a motion that the board of Supervisors approve the proposed Water Service Agreement between Doswell Limited Partnership and Hanover County. The motion was seconded by Mr. Wade.

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	Vote:
Wayne T. Hazzard	Aye
Aubrey M. Stanley	Aye
Sean M. Davis	Aye
Angela Kelly-Wiecek	Aye
W. Canova Peterson	Aye
G. E. “Ed” Via, III	Aye
Elton J. Wade, Sr.	Aye

Motion approved.

**XIII. Recess for Tannerite demonstration and dinner at Training Academy with Sheriff’s Office**

The meeting was recessed at 5:04 p.m. The Board members traveled to the Training Academy for a Tannerite demonstration and dinner.

The meeting was reconvened at 7:00 p.m. Mr. Davis was not present.

**Citizens’ Time**

The Chairman opened citizens’ time and offered to anyone who wanted to address the Board of Supervisors for up to five minutes on any matter within the scope of the Board’s authority that is not on the agenda for that meeting to come forward.

Seeing no one come forward, citizens’ time was closed.

**XIV. Presentation of Proclamations**

• **Hanover Concert Band**

Mr. Canova Peterson called members of the Hanover Concert Band forward and presented them with the proclamation. Ms. Carla Bloom, Director, accepted on behalf of the band.

• **Older Americans Month**

Mr. Wayne Hazzard called Ms. Thelma Watson and Ms. Marjoria Sims with Senior Connections, along with Ms. Lisa Atkins with Hanover County Community Resources forward and presented them with the proclamation.

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**XV. Public Hearing – Ordinance 15-06 – Taxicab Access Fees**

Mr. Frank Harksen, Deputy County Administrator, came forward and provided the Board with information on the proposed ordinance. On March 31, 2015, the Capital Region Airport Commission ("Commission") approved an amended access fee schedule for public ground transportation vehicles using the Richmond International Airport facilities to service Airport patrons. The Commission adopted new rates and a new methodology for assessing the rates.

The Commission requested that Hanover County as well as the other localities represented on the Commission take the necessary action to amend the access fee schedule for public ground transportation vehicles using the Richmond International Airport facilities to conform with the Commission's action.

Under its current rate structure, an access fee of \$2.00 or \$2.60 is imposed on all taxis having a contractual relationship with the Commission. Under the proposed structure, all taxis having a contract with the Commission will be charged the same, or \$2.30, for each carriage originating at the Airport.

Mr. Harksen introduced Mr. Doug Bloom, Chief Financial Officer, Richmond International Airport. Mr. Bloom provided further explanation on the request. Following the presentation, the Board members had a discussion about the fee change and Mr. Bloom offered clarification on the medium duty shuttle fees.

The Chairman opened the public hearing and asked that anyone who wished to speak for or against the matter come forward. Seeing none, he closed the public hearing.

**ORDINANCE NO. 15-06**

**AN ORDINANCE AMENDING THE HANOVER COUNTY CODE, CHAPTER 22.1, ARTICLE VI, SECTION 22.1-34, TO INCREASE THE RATE FOR TAXI TRIPS FROM THE RICHMOND INTERNATIONAL AIRPORT INCLUDING THE AMOUNT OF TWO DOLLARS AND THIRTY CENTS TO FUND AIRPORT IMPROVEMENTS RELATED TO LOCAL TRANSPORTATION.**

WHEREAS the County is authorized to regulate taxicab service, including setting rates, by Virginia Code Section 46.2-2062 and the Board of Supervisors has previously adopted Chapter 22.1 of the Hanover County Code to provide for such regulation, and

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WHEREAS in order to conform to the changes in the Capital Region Airport Commission's new rate structure and to conform to the rates in the Richmond Metropolitan Area, the Board has determined that it is advisable to increase the rate for trips from the Richmond International Airport, including the amount of two dollars and thirty cents, to fund Airport improvements related to local transportation.

NOW, THEREFORE, BE IT ORDAINED by the Hanover County Board of Supervisors that:

1. The Hanover County Code, Chapter 22.1, Article VI, Section 22.1-34 shall be amended to read in its entirety as follows:

**Sec. 22.1-34. Enumerated; special discount for elderly passengers and disabled passengers.**

(a) The rates to be charged passengers by certificate holders or drivers of taxicabs shall be as follows, and it shall be unlawful for a certificate holder to permit or a driver to make any greater or lesser charge for the transportation of passengers and baggage:

For the first one-fifth mile .....\$2.50

For each succeeding one-fifth mile .....0.50

For each eighty seconds of waiting time .....0.50

Waiting time shall include the time consumed while the taxicab is waiting for a passenger beginning five (5) minutes after the time of arrival at the place to which it has been called and the time consumed while it is standing at the direction of the passenger. Waiting time shall not include, and no charge shall be made for, the time lost on account of inefficiency of the taxicab, or its operation, or time consumed by premature response to a call. No charge shall be made for mileage while waiting time is being charged.

For each additional passenger over one (1), an additional charge of one dollar (\$1.00) shall be made; provided that children six (6) years of age or younger, when accompanying a fee-paying passenger, shall not be deemed additional passengers for the assessment of such additional charge.

(b) For a trip originating between the hours of 9:00 p.m. and 6:00 a.m. of the day following, in addition to the charges registered on the meter, a surcharge of fifty cents (\$0.50) per trip shall be added to compute the fare for such trip.

(c) For a trip originating at Richmond International Airport, the rate shall be \$10.00 or the charge registered on the meter, whichever is greater, plus \$2.30.

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(d) The owner of any cab may, upon receipt of satisfactory proof that a person is sixty-five (65) years of age or older, or disabled, issue to any such eligible person a coupon book or script entitling such person to transportation and services of the value of five dollars (\$5.00) for a consideration of not less than four dollars (\$4.00). For purposes of eligibility under this chapter, disabled persons include individuals who are physically, hearing, mentally, or visually impaired. The following identification may serve as satisfactory proof of age or disability: a valid driver's license; a valid GRTC Seniors Citizens ID or Medicare card; a valid GRTC Handicapped or Disabled Identification card issued by a public transportation provider to meet the requirements of federal Americans with Disabilities Act.

(e) The owner of any taxicab may enter into written contracts with organizations and companies to provide taxicab services on a negotiated basis.

The owner of any taxicab may enter into written contracts with individuals to provide, on a negotiated basis, regular service, as defined in article II, section 22.1-3.

All such contracts must be kept and preserved, and shall be subject to inspection, in the main offices of the taxicab company during the terms of the contract and for twelve (12) months after termination of the contract. The rates to be charged for such services under written contract shall not be fixed, prescribed, or established by the board of supervisors. As required by article V, section 22.1-30, taximeters shall be in operation at all times during the transportation of passengers; however, the charge for such services shall be governed by the written contract; and not the taximeter.

2. This ordinance shall be effective on the date of adoption.

On motion of Mr. Via, seconded by Mr. Wade, the members of the Board of Supervisors voted to approve Ordinance No. 15-06, as follows:

	Vote:
Wayne T. Hazzard	Aye
Aubrey M. Stanley	Aye
Sean M. Davis	Absent
Angela Kelly-Wiecek	Aye
W. Canova Peterson	Aye
G. E. "Ed" Via, III	Aye
Elton J. Wade, Sr.	Aye

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**XVI. Public Hearing – Department of Public Works – TMDL Action Plan - General Permit for Small Municipal Separate Storm Sewer Systems (MS-4)**

Mr. Mike Flagg, Director of Public Works, came forward and presented the Board with the information on the TMDL Action Plan. In accordance with applicable state and federal rules, Hanover County must comply with the Virginia Stormwater Management Program (VSMP) for Small Municipal Separate Storm Sewer Systems (MS4). To meet these requirements, Hanover County is eligible to file a registration statement for coverage under a general permit. The general permit includes State stormwater management requirements mandated by Section 402 of the Federal Clean Water Act. One of the general permit special conditions requires Hanover County to establish a Chesapeake Bay Total Daily Maximum Load (TMDL) action plan by July 1, 2015.

The Commonwealth in its Phase I and Phase II Chesapeake Bay TMDL Watershed Implementation Plans (WIP) committed to a phased approach for MS4s, affording MS4 operators up to three full five-year permit cycles to implement necessary reductions. This plan in accordance with the general permit is consistent with the Chesapeake Bay TMDL and the Virginia Phase I and II WIPs to meet the first permit cycle 5.0% reduction requirement for existing developed lands. Conditions of future plans will be consistent with the TMDL or WIP conditions in place at the time of permit issuance. Hanover County's Chesapeake Bay TMDL Action Plan was formatted in accordance with Part VI of The Department of Environmental Quality's Action Plan Guidance (draft rev. 3/19/2015).

Mr. Flagg explained that the hearing allows the public to comment on the County's proposed TMDL Action Plan. In addition to the hearing, the public may submit comments on the proposed TMDL Action plan to the Department of Public Works until close of business June 15, 2015.

The Chairman opened the public hearing and asked that anyone who wished to speak for or against the matter come forward.

Ms. Meredith Dash, Chickahominy Magisterial District, came forward and spoke in favor of the Plan. She requested that more detail be provided on how streams are going to be restored and how they will be maintained. Ms. Dash commended Mike Flagg and Public Works for the efforts they have made.

Mr. Flagg returned forward and offered clarification on the stream restorations.

Seeing no others come forward, the Chairman closed the public hearing.

**XVII. Public Hearing – Human Resources – Ordinance No. 15-05, Amendment to Hanover County Code, Chapter 2, Administration, Article I, Section 2-4, Review of criminal history record information of applicants for County employment.**

Mrs. Janet Lawson, Director of Human Resources, came forward to provide the Board with information on this proposed ordinance. In the interest of public welfare and safety, Hanover County conducts investigations of all applicants for whom a conditional offer of employment is made or recommended. The investigation includes a review of the candidate's criminal history (if any) to determine if the past criminal conduct of an applicant with a conviction record would be compatible with the nature of employment under consideration, in accordance with Virginia Code Section 15.2-1505.1, as amended. Candidates for employment with Hanover County are required to submit fingerprints to be processed through the Virginia State Police Central Criminal Records Exchange and the Federal Bureau of Investigation to obtain criminal history record information from those databases.

Proposed is a revision of Hanover County Code Section 2-4 of Chapter 2, Administration, Article I that removes the requirement for applicants for the position of Officer of Election with the County's Office of the General Registrar to submit to fingerprinting. This is in recognition of (1) the limited nature of the services the officers of election perform for the County and (2) the relative inconvenience of undergoing fingerprinting. The officers of election will continue to be required to provide personal descriptive information, however, which will be forwarded through the Central Criminal Records Exchange for the purpose of obtaining criminal history record information. This proposed revision has been reviewed by the County Attorney's Office.

The Chairman opened the public hearing and asked that anyone who wished to speak for or against the matter come forward. Seeing none, he closed the public hearing.

**ORDINANCE NO. 15-05**

**AN ORDINANCE AMENDING THE HANOVER COUNTY CODE, CHAPTER 2, ADMINISTRATION, ARTICLE I, SECTION 2-4, "REVIEW OF CRIMINAL HISTORY RECORD INFORMATION OF APPLICANTS FOR COUNTY EMPLOYMENT," TO EXEMPT THE OFFICER OF ELECTION POSITION FROM THOSE COUNTY POSITIONS FOR WHICH FINGERPRINTING IS REQUIRED TO OBTAIN A JOB APPLICANT'S**

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**CRIMINAL RECORD HISTORY AND TO REVISE SECTION 2-4 TO REMAIN CURRENT WITH STATE LAW.**

NOW, THEREFORE, BE IT ORDAINED by the Board of Supervisors of Hanover County:

1. That the Hanover County Code, Chapter 2, Administration, Article I, Section 2-4 shall be amended to read in its entirety as follows:

*Chapter 2*

ADMINISTRATION

ARTICLE I. IN GENERAL

**Sec. 2-4. Review of criminal history record information of applicants for county employment**

- (a) The county administrator or his designee shall, in the interest of public welfare and safety, conduct investigations of all applicants to whom a conditional offer of employment is made to determine if the past criminal conduct of an applicant with a conviction record would be compatible with the nature of the employment under consideration, in accordance with Virginia Code §15.2-1505.1, as amended.
  - (b) Except as set forth in (c) below, the county administrator or his designee shall require such applicants to submit to fingerprinting and provide personal descriptive information to be forwarded along with the applicant's fingerprints through the Central Criminal Records Exchange and the Federal Bureau of Investigation for the purpose of obtaining criminal history record information.
  - (c) Applicants for the position of Officer of Election with the County's Office of the General Registrar shall not be required to submit to fingerprinting, but shall be required to provide personal descriptive information to be forwarded through the Central Criminal Records Exchange for the purpose of obtaining criminal history record information.
  - (d) Criminal history record information shall be confidential.
  - (e) If an applicant is denied employment because of information appearing in his criminal history record, the county administrator or designee shall notify the applicant that information obtained from the Central Criminal Records Exchange contributed to such denial.
2. That this Ordinance is effective on the date of adoption.

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On motion of Mrs. Kelly-Wiecek, seconded by Mr. Stanley, the members of the Board of Supervisors voted to approve Ordinance No. 15-05, Amendment to Hanover County Code, Chapter 2, Administration, Article I, Section 2-4, Review of criminal history record information of applicants for County employment, as follows:

	Vote:
Wayne T. Hazzard	Aye
Aubrey M. Stanley	Aye
Sean M. Davis	Absent
Angela Kelly-Wiecek	Aye
W. Canova Peterson	Aye
G. E. “Ed” Via, III	Aye
Elton J. Wade, Sr.	Aye

**XVIII. Planning Public Hearing - SE-10-15 – Montpelier Enterprises, Inc.,** Requests a Special Exception Permit in accordance with Section 26-131.7 of the Hanover County Zoning Ordinance to permit seasonal promotional activities on GPIN 7822-41-8400, consisting of approximately 5.6 acres, zoned B-3, General Business District, and located on the north line of Mountain Road (U.S. Route 33), approximately 700 feet west of its intersection with W. Patrick Henry Road (State Route 54) in the **Beaverdam Magisterial District**

Planning Analysis:

- This request would allow a seasonal concession trailer to locate at the Montpelier Feed and Seed
  - Trailer size 8.5’ x 12’/102 sq. ft.
  - Hours of operation are from 12:00 pm to 9:00 pm daily
  - Operate during the months of April-September

Recommendation:

- Approval subject to the conditions outlined in the staff report

Mr. David Maloney, Director of Planning, came forward to give this presentation to the Board.

The Chairman opened the public hearing and asked that anyone who wished to speak for or against the matter come forward. Seeing none, he closed the public hearing.

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**RESOLUTION**

WHEREAS after a public hearing held on this 13<sup>th</sup> day of May, 2015, as advertised in the Herald-Progress once a week for two successive weeks as required by Virginia Code, Section 15.2-2204 and the Hanover County Code.

NOW, THEREFORE, BE IT RESOLVED that Montpelier Enterprises, Inc. is granted a Special Exception Permit Special Exception Permit in accordance with Section 26-131.7 of the Hanover County Zoning Ordinance to permit seasonal promotional activities on GPIN 7822-41-8400, consisting of approximately 5.6 acres, zoned B-3, General Business District, subject to the following conditions:

1. A 25' drive aisle shall be maintained in front of the concession trailer.
2. The hours of operation shall be limited to 12:00 pm to 9:00 pm daily during the months of April through September.
3. The location of the trailer shall be added to the approved site plan (SPR-27-96, Village Green Shopping Center) with a note regarding the seasonal use prior to placement of the trailer on the property.
4. All development and use of the property shall comply with all federal, state, and local statutes, ordinances, and regulations.

The Special Exception Permit shall lapse after the expiration of one (1) year if no substantial construction or change of use has taken place in accordance with the plans for which the Exception was approved.

On motion of Mr. Stanley, seconded by Mr. Wade, the members of the Board of Supervisors voted to approve SE - 10-15 – Montpelier Enterprises, Inc., as follows:

	Vote:
Wayne T. Hazzard	Aye
Aubrey M. Stanley	Aye
Sean M. Davis	Absent
Angela Kelly-Wiecek	Aye
W. Canova Peterson	Aye
G. E. "Ed" Via, III	Aye
Elton J. Wade, Sr.	Aye

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**XIX. Public Hearing – Department of Public Works – VDOT FY 16-21 Secondary Six-Year Plan**

Mr. Joe Vidunas, Department of Public Works, came forward to address the Board. He explained that the Secondary Six-Year Plan (SSYP) outlines planned spending for road projects on the secondary system over the next six (6) years. The plan establishes a prioritized list of projects throughout the County that the Board of Supervisors selects to receive funding.

**Estimated Secondary Construction allocations**

<b>Fiscal Year</b>	<b>CTB Formula – Unpaved State</b>	<b>Formula Secondary State</b>	<b>Secondary Unpaved Roads</b>	<b>TeleFee</b>	<b>Residue Parcel</b>	<b>Total</b>
2016	\$0	\$0	\$0	\$289,073	\$0	\$289,073
2017	\$0	\$0	\$0	\$289,073	\$0	\$289,073
2018	\$0	\$0	\$0	\$289,073	\$0	\$289,073
2019	\$0	\$0	\$0	\$289,073	\$0	\$289,073
2020	\$0	\$0	\$0	\$289,073	\$0	\$289,073
2021	\$0	\$0	\$0	\$289,073	\$0	\$289,073
<b>Totals</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,734,438</b>	<b>\$0</b>	<b>\$1,734,438</b>

**Plan Update Changes**

***Completed Projects:***

<b>Priority #</b>	<b>Description</b>	<b>Completed</b>
<b>3.01</b>	<b>Creighton Rd – Paved Shoulder &amp; Overlay</b>	<b>April ‘13</b>
<b>3.03</b>	<b>Georgetown Rd – Bridge Replacement</b>	<b>July ‘14</b>
<b>3.05</b>	<b>Pole Green Rd/ Rural Point Rd – Turn Lanes</b>	<b>Dec. ‘14</b>

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***New Projects:***

<b>Priority #</b>	<b>Description</b>	<b>Status</b>
<b>3.09</b>	<b>Mechanicsville Tpke – Widening</b>	<b>CN Pending</b>
<b>3.10</b>	<b>Bell Creek Rd - Relocation</b>	<b>CN Pending</b>

Following the presentation, Mr. Vidunas answered questions from Board member and provided an explanation of the balance to complete on the Georgetown Road project.

The Chairman opened the public hearing and asked that anyone who wished to speak for or against the matter come forward. Seeing none, he closed the public hearing.

**RESOLUTION**

**VIRGINIA DEPARTMENT OF TRANSPORTATION**

**FY 2016-21 SECONDARY SIX-YEAR PLAN AND FY 2016 CONSTRUCTION BUDGET**

WHEREAS, Section 33.2-331 of the Code of Virginia, as amended, provides the opportunity for each county to collaborate with the Virginia Department of Transportation in developing a Secondary Six-Year Plan and Construction Budget; and

WHEREAS, this Board had previously agreed to assist in the preparation of the FY 2016-21 Secondary Six-Year Plan (the “Plan”) and FY 2016 Construction Budget (the “Budget”), in accordance with the Virginia Department of Transportation policies and procedures; and

WHEREAS, this Board participated in a public hearing on the Plan and Budget as presented on May 13, 2015 after duly advertised so that all citizens of the County had the opportunity to participate in said hearing and to make comments and recommendations concerning the Plan and Budget;

NOW, THEREFORE, BE IT RESOLVED that the FY 2016-21 Secondary Six-Year Plan and FY 2016 Construction Budget appear to be in the best interests of the secondary road system in Hanover County and of its citizens and are hereby approved as presented;

BE IT FURTHER RESOLVED that a certified copy of this resolution be forwarded to the Virginia Department of Transportation.

On motion of Mr. Peterson, seconded by Mr. Via, the members of the Board of Supervisors voted to adopt the Resolution, as follows:

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	Vote:
Wayne T. Hazzard	Aye
Aubrey M. Stanley	Aye
Sean M. Davis	Absent
Angela Kelly-Wiecek	Aye
W. Canova Peterson	Aye
G. E. “Ed” Via, III	Aye
Elton J. Wade, Sr.	Aye

**XX. Request for Appropriation – Department of Public Works - \$3,737,000 - Atlee Road Extended Project (Chickahominy Magisterial District)**

Mr. Vidunas provided the details of this requested appropriation to the Board. In April 2010, the Board of Supervisors authorized staff to enter into an agreement with VDOT to design and construct a 0.45 mile extension to Atlee Road from its terminus in Rutland to the intersection and Atlee Station Road and Warren Avenue. The project is currently in the right-of-way acquisition phase and construction is planned to begin in 2017. The total cost of the project has risen to \$16,162,500. To account for the increase in cost, a budget amendment is necessary to appropriate \$3,737,000 in existing and programmed VDOT and Transportation Planning Organization (TPO) state and federal allocations. In addition, Appendix A to the VDOT project agreement will need to be amended to account for these funds.

Following the presentation, Mr. Vidunas answered questions from Board members and offered clarification on the cost estimates for the arch in the proposed tunnel.

On motion of Mrs. Kelly-Wiecek, seconded by Mr. Wade, the members of the Board of Supervisors voted to approve the appropriation in the amount of \$3,737,000 and authorize the County Administrator or designee to execute the amendment to Appendix A, as follows:

	Vote:
Wayne T. Hazzard	Aye
Aubrey M. Stanley	Aye
Sean M. Davis	Absent
Angela Kelly-Wiecek	Aye
W. Canova Peterson	Aye
G. E. “Ed” Via, III	Aye
Elton J. Wade, Sr.	Aye

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**XXI. Announcements**

There were no announcements.

**XXII. Adjournment**

At 8:01 p.m. the Chairman adjourned the meeting to May 27, 2015 – Hanover County Administration Building – 6:00 p.m.

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Chairman