

Shown below is a preliminary summary of the actions taken by the Hanover County Board of Supervisors on June 11, 2014. Minutes in final form will be presented to the Board for approval at a future date.

HANOVER COUNTY BOARD OF SUPERVISORS

SUMMARY MINUTES

Hanover County Administration Building Board Room

June 11, 2014

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 11th day of June, 2014, at 2:00 p.m.

Present:

Mr. Wayne T. Hazzard, Vice-Chairman
Mrs. Angela Kelly-Wiecek
Mr. W. Canova Peterson
Mr. Aubrey M. Stanley
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

Absent:

Mr. Sean M. Davis, Chairman

I. Call to Order

The Vice-Chairman called the meeting to order at 2:00 p.m. All Board members were present except Mr. Davis.

Mrs. Kelly-Wiecek commented on the recent passing of Major Mary White, Deputy Superintendent of Pamunkey Regional Jail and offered condolences to the jail staff and Major White's family. She noted Major White's years of service to Hanover County.

A. The invocation was given by Mrs. Kelly-Wiecek.

- B. The Pledge of Allegiance was led by Mr. Wade.
- C. Approval of Minutes

Upon a motion by Mr. Stanley, seconded by Mr. Wade, the minutes from the March 26, 2014, April 9, 2014 and April 23, 2014 Board of Supervisors meetings were approved as presented.

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

II. Consideration of Agenda Amendments

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

III. Citizens' Time

The Vice-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.

Ms. Emma Lee Mitchell of the South Anna District came forward as President of the Hanover Association of Businesses and Chamber of Commerce (HABCC). She announced the retirement of Jennifer Scott and introduced Ms. Melissa Miller as the interim Executive Director of HABCC.

Ms. Miller addressed the Board and expressed enthusiasm for her new role.

Seeing no others come forward, the Vice-Chairman closed citizens' time.

IV. Consent Agenda

Mr. Peterson requested that Item IV.-I. - Request for Conditional Use Permit Extension – CUP-26-07, Diocesan Missionary Society of Virginia, be removed from the Consent Agenda.

Mrs. Kelly Wiecek made a motion to approve the consent agenda with Item IV.-I. removed, seconded by Mr. Stanley.

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

Motion approved.

IV-A. Adoption of Resolution – Local Support of the Utilization of Rail Preservation Funds – Buckingham Branch Railroad Company (BBR)

Board Sheet Background:

Buckingham Branch Railroad began operating the eastern-most CSX rail line on December 21, 2004. BBR currently provides five day per week service to eight Hanover County customers. BBR is responsible for maintaining the former CSX track and has submitted an application to the Department of Rail and Public Transportation requesting funds from the Rail Preservation Program. This program provides funding to help improve rail infrastructure in the Commonwealth. BBR is requesting that Hanover County support its application for \$12,100,000 of Rail Preservation Funds which is planned for improving the railroad surface, replacement of up to ten linear miles of worn rail , extension of two railroad sidings and to construct a new siding parts, some of which lie within Hanover County. These projects are planned to take two-three years and occur at various locations between Railroad milepost 85.5 and 276.5, which are located between the City of Richmond and Clifton Forge, VA. Associated costs with the project include extending the Richfood siding an additional 3,100 feet and construction of 7,200 feet of new siding in Doswell. The project will also include adding ballast, surfacing, welding rail joints, crosstie replacement and replacing rail as needed.

No county funding is required for this program.

Recommended Action:

Motion to adopt the Resolution for Local Support of the Utilization of Rail Preservation Funds.

IV-B. Appropriation to Debt Service Fund – FY15 \$40,000

Board Sheet Background:

The May 2014 Virginia Resources Authority debt authorized by the Board for the Courthouse capital project was issued in a favorable interest rate environment. Due to positive market conditions, the par amount of the debt was increased to the \$19,950,000 capacity authorized in the Board’s March 12, 2014 resolution for the first issuance resulting in an increase in the FY15 annual debt service payment of \$36,908 but an estimated reduction in costs over the life of the debt. The source of funding is fund balance in the Debt Service Fund.

Finance & Management Services concurs with this request.

Recommended Action:

Motion to appropriate \$40,000 into the FY15 Debt Service Fund for the funding of additional debt service with available fund balance.

IV-C. Transfer – School Operations Fund to School Construction Fund, \$650,000

Board Sheet Background:

This transfer will utilize School operational savings realized during FY14 to fund a telecommunications system upgrade (\$300,000), bathroom upgrade at Henry Clay Elementary (\$250,000) and weight/exercise room at Lee Davis High School (\$100,000).

In 2015, the support for most of the School’s telephone controllers will be eliminated by Mitel. As a result, older controllers will be upgraded to the latest telecom platform from Mitel to maintain compliance with the current Mitel software. This system update will also enhance the School voice mail capability as the new units have embedded voicemail. The telecommunications upgrade will standardize County-wide telecommunications systems.

The bathroom upgrade and weight/exercise room projects are part of a list of projects that the Schools have been working on in an effort to continue to keep our existing facilities functional and well maintained.

Finance and Management Services concurs with this request. The School Board approved this transfer on June 10, 2014.

Recommended Action:

Motion to approve the transfer of \$650,000 from the Transfer to School Operating Fund to the Transfer to School Construction Fund lines.

IV-D. Budget Supplement and Authorization of Public Safety Training and Response Equipment with Asset Forfeiture Funds – Sheriff’s Office - \$186,550.00.

Board Sheet Background:

The Hanover County Sheriff’s Office has received funding through the Virginia Attorney General’s Asset Forfeiture Sharing Program.

This project is designed to increase alert notifications for rapid law enforcement response to vulnerabilities within our local school and court systems. The project encompasses the purchase and distribution of 34 mobile alarm systems with capabilities of alert notifications tied directly into the County Radio system. These mobile alarms will decrease response times ensuring a timely and accurate response to emergency situations that may arise.

The Sheriff’s Office is requesting approval to spend \$186,550 in current year forfeiture funds to purchase public safety training and response equipment.

Equipment	\$186,550.00
Total	\$186,550.00

If this request is approved, the Sheriff’s Office will have \$631,715.12 remaining in Federal Forfeiture Funds. This amount is roughly equivalent to the last four years of funds received (FY11-14). These funds cannot be appropriated in anticipation of future collections per the following state and federal regulations: US DOJ Forfeiture Guide, Section X. *Uses of Equitable Shared Property*, A.4.b; VA DCJS Forfeited Asset Sharing Manual, Appendix H *Uses of Equitable Shared Money*; and, VA Sheriff’s Accounting Manual, Chapter 8 Forfeited Property – Best Accounting Practices. This request meets the requirements for the use of forfeiture funds.

The Finance & Management Services Department concurs with this request.

Recommended Action:

Motion to approve the budget supplement and purchase of public safety training and response equipment with Asset Forfeiture Funds in the amount of \$186,550.

IV-E. Appropriation – \$532,560 – Subdivision Performance Guarantee

Board Sheet Background:

The subdivision performance surety, in the form of a letter of credit issued by First Capital Bank for Liberty Trace Subdivision was called in order to complete the remaining improvements.

The Liberty Trace residential development project went into default in accordance with the terms of the Developer Performance Agreement in September 2011. Numerous public improvements including stormwater and drainage facilities, curbs, sidewalks, and landscaping are either incomplete, in disrepair, or in need of maintenance prior to acceptance by Hanover County. In April 2012, the Planning Department met with the developer and bank for Liberty Trace to develop a schedule for completion of the remaining improvements. After numerous revisions to the completion schedule and several meetings, the improvements remained incomplete and in disrepair; therefore, the County was left with no choice but to proceed to call the letter of credit in May 2014. Funds from First Capital Bank in the amount of \$532,560 were received by Hanover County on May 28, 2014.

The County is currently refining an estimate and work scope from construction vendors to complete the remaining improvements. Any unused funds will be returned to First Capital Bank.

The Finance & Management Services Department concurs with the requested action.

Recommended Action:

Approve the appropriation of \$532,560 to the Capital Improvements Program as a source of funds for completion of public improvements in Liberty Trace Subdivision.

IV-F. Budget Transfer - County Facilities Improvement, \$69,100

Board Sheet Background:

To provide for repairs and repaving due to continued wear and harsh winter weather, General Services is requesting the transfer from its FY14 General Services Operational budget to the Capital Improvements Program Fund of \$69,100 for the purpose of completing paving projects in the Courthouse Complex area to include repaving Library Drive, the Wickham employee parking lot and the road in front of the

Administration building.. Operational savings is available due to electricity costs being lower than anticipated. The work will proceed as soon as possible and will be coordinated to mitigate disruption of normal access to buildings by the public.

The Finance and Management Services Department concurs with this request.

Recommended Action:

Approve the budget transfer from the General Services operational budget to the Capital Improvements Program Fund in the amount of \$69,100 for the purpose of completing paving projects in the Courthouse Complex area.

IV-G. Adoption of Proclamations:

1. Eagle Scout David R. Pettyjohn, Chickahominy Magisterial District

Mrs. Kelly-Wiecek made a motion to adopt the proclamation for Eagle Scout David R. Pettyjohn, seconded by Mr. Stanley.

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

Motion approved.

2. Eagle Scout Philip W. Stuckey, Mechanicsville Magisterial District

Mr. Peterson made a motion to adopt the proclamation for Eagle Scout Philip W. Stuckey, seconded by Mrs. Kelly-Wiecek.

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

Motion approved.

3. Eagle Scout Robert W. Stuckey, Mechanicsville Magisterial District

Mr. Peterson made a motion to adopt the proclamation for Eagle Scout Robert W. Stuckey, seconded by Mrs. Kelly-Wiecek.

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

Motion approved.

4. Eagle Scout Raymond Bowman Slaughter, III, Ashland Magisterial District

Mr. Via made a motion to adopt the proclamation for Eagle Scout Raymond Bowman Slaughter, III, seconded by Mrs. Kelly-Wiecek.

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

Motion approved.

5. Eagle Scout Phillip A. Sening, Chickahominy Magisterial District

Mrs. Kelly-Wiecek made a motion to adopt the proclamation for Eagle Scout Phillip A. Sening, seconded by Mr. Stanley.

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

Motion approved.

6. Eagle Scout Hayden M. Hudson, Chickahominy Magisterial District

Mrs. Kelly-Wiecek made a motion to adopt the proclamation for Eagle Scout Hayden M. Hudson, seconded by Mr. Stanley.

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

Motion approved.

7. Eagle Scout Zachary Mantlo, formerly a resident of Chickahominy Magisterial District

Mrs. Kelly-Wiecek made a motion to adopt the proclamation for Eagle Scout Zachary Mantlo, seconded by Mr. Stanley.

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

Motion approved.

8. Eagle Scout Robert W. Scaplehorn, Ashland Magisterial District

Mr. Via made a motion to adopt the proclamation for Eagle Scout Robert W. Scaplehorn, seconded by Mrs. Kelly-Wiecek.

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

Motion approved.

9. Eagle Scout Dalton T. Luffey, Beaverdam Magisterial District

Mr. Stanley made a motion to adopt the proclamation for Eagle Scout Dalton T. Luffey, seconded by Mrs. Kelly-Wiecek.

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

Motion approved.

IV-H. Request for Conditional Use Permit Extension – CUP-24-07, Calvary Chapel Mechanicsville (Mechanicsville Magisterial District)

Board Sheet Background:

The Hanover County Board of Supervisors approved CUP-24-07 on January 23, 2008, to allow new church facilities on GPIN 8715-20-3074. An extension of one year was granted by the Board of Supervisors on January 14, 2009, and the site was then included in the blanket extension by the Virginia General Assembly of all conditional use permits to July 1, 2014. Since that time, the church obtained site plan approval. However, because the church is not in a financial position to move forward with construction at this time, they are requesting another extension. The property remains unimproved, and no zoning violations were found to exist when inspected.

The church is continuing to operate out of the Cold Harbor Village Shopping Center, which is located on Stonewall Parkway. The Conditional Use Permit (CUP) for this temporary site will expire on June 30, 2014, and a new CUP (CUP-3-14) has been submitted. The application for CUP-3-14 requests that the term of the CUP be five (5) years. The Zoning Ordinance contemplates initiation of construction and the approved use within one year of the zoning approval, and the CUP for the new church site was approved six years ago. However, due to the circumstances provided, the Planning Department recommends approval of a 5-year extension including the original conditions to coincide with the CUP request for the church's temporary site.

Recommended Action:

Approval of the extension of Conditional Use Permit, CUP-24-07, until June 30, 2019, subject to the originally approved conditions

IV-J. Request for Conditional Use Permit Extension - CUP-9-08, Landmark Baptist Church (Henry Magisterial District)

Board Sheet Background:

The Hanover County Board of Supervisors approved CUP-9-08 on December 10, 2008, to allow Landmark Baptist Church to construct a church on the subject property (GPIN 8746-83-5507). In 2009, the site was included in the blanket extension by the Virginia General Assembly of all conditional use permits to July 1, 2014. The church is now requesting another extension to allow them additional time to determine their space needs before moving forward with a submittal of the site plan.

A site inspection was conducted by Code Compliance, and no violations were found. Based on consistency with prior Board actions on similar requests, the Planning Department recommends approval of a one (1) year extension subject to the original conditions of approval.

Recommended Action:

Motion to approve extension request for CUP-9-08, Landmark Baptist Church for one (1) year, or until June 30, 2015, subject to the original conditions of approval.

Mr. Peterson exited the Board room at 2:09 p.m.

IV.-I. - (moved from consent agenda) Request for Conditional Use Permit Extension – CUP-26-07, Diocesan Missionary Society of Virginia (Chickahominy Magisterial District)

Board Sheet Background:

The Hanover County Board of Supervisors approved CUP-26-07 on May 28, 2008, to allow for the construction of the All Souls Church on GPIN 8706-57-4314. An extension of one year was granted by the Board of Supervisors on May 13, 2009, and the site was then included in the blanket extension by the Virginia General Assembly of all conditional use and special exception permits to July 1, 2014. An extension of a Conditional Use Permit is again requested to complete the site plan process and to

conduct a capital campaign to construct the approved improvements on the Property. In addition to its capital campaign's being impacted during the recession, the Church has undergone leadership changes that led to a membership reduction, which also thwarted development progress. However, the Church representative indicates that membership is again growing and that they hope to pursue site plan approval in the near future.

The property remains unimproved, and no zoning violations were found to exist when inspected.

The Zoning Ordinance contemplates initiation of construction and the approved use within one year of the zoning approval, and the Conditional Use Permit for the Church was approved six years ago. However, due to the circumstances provided and based on consistency with prior Board actions on similar requests, the Planning Department recommends approval of a one-year extension including the original conditions.

Recommended Action:

Approval of the extension of Conditional Use Permit, CUP-26-07, until June 30, 2015, subject to the originally approved conditions.

Mrs. Kelly Wiecek noted that the applicant has requested that the extension be for three years rather than one.

Mrs. Kelly Wiecek made a motion to approve the extension of Conditional Use Permit, CUP-26-07, for a period of three years, subject to the originally approved conditions, seconded by Mr. Stanley.

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

Motion approved.

V. Richmond Regional Tourism Update

Mr. Jack Berry, President and CEO of Richmond Region Tourism (RRT) came forward to brief the Board on tourism and marketing of the region. He played a video produced by the RRT.

He explained that Richmond Region Tourism markets the Region as a destination. Their goals are: “putting heads into beds”, delivering visitors to attractions, booking meetings and conventions and providing shoppers for retail. Richmond Region Tourism’s Mission is to grow the economy of the Richmond Region by attracting conventions, meetings and visitors and by ensuring that all have a great experience.

The Board members expressed appreciation for the work done by the RRT.

VI. Presentation – Human Services Strategic Plan Update

Board Sheet Background:

This is an update to the five-year Human Services Strategic Plan that was adopted in 2007. Since that time, the Hanover County Board of Supervisors has developed an overall strategic plan (September 2012), which includes a human services component. The overall strategic plan calls for Hanover County *to promote citizen independence and a high quality of life*. With this in mind, the Human Services Strategic plan identifies four main areas: Healthy Hanover, Caring Hanover, School Ready Hanover, and Accessible Hanover.

An update to the human services strategic plan is a Board of Supervisors’ initiative for FY14 and culminates 18 months of work by senior leaders.

The purpose of this update is to ensure alignment with the County’s overall plan so that each department remains focused on common goals.

Recommended Action:

Motion to approve the five-year public safety strategic plan

Mr. Jim Taylor, Deputy County Administrator, came forward and presented the Board with the Human Services Strategic Plan. He detailed each of the four main areas: Healthy Hanover, Caring Hanover, School Ready Hanover, and Accessible Hanover, along with the objectives, strategies and key indicators related to the plan.

Following his presentation, Mr. Taylor answered questions from Board members. Ms. Sheila Crossen-Powell, Director of Social Services, came forward and answered

questions concerning available day care facilities and home visitation. Mr. Taylor noted that programs for home visitation being considered are: *Healthy Families*, *CHIP of Virginia* and *Parents as Teachers*. There was discussion on the significant increases in Medicaid recipients, SNAP participants and students receiving free/reduced lunches. Mr. Taylor and Ms. Crossen-Powell also answered questions concerning available transportation programs.

Mr. Via made a motion to approve the Human Services Strategic Plan, seconded by Mrs. Kelly-Wiecek.

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

Motion approved.

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

Mr. Sterling Rives, County Attorney, came forward to give this presentation. The 2014 Legislative Agenda Action Items that were previously approved by the Board were reviewed. The Legislative Committee will meet in July to determine what might be brought before the Board for consideration of the 2015 Legislative Agenda Action Items.

Legislation passed in the 2014 General Assembly was detailed for the Board members. There was a discussion on the legislation related to parking in front of mailboxes.

The Vice-Chairman announced a brief recess at 3:35 p.m.

The meeting reconvened at 3:49 p.m.

VIII. Appointment - School Board Member – Mechanicsville Magisterial District

Mr. Peterson announced that Dr. Jamelle Wilson, School Superintendent, could not be present due to a school function. Mr. Dave Myers, Assistant Superintendent of Business and Operations, was present to represent the Schools.

Mr. Peterson noted that he had met with each of the nominees as well as the current Mechanicsville District Representative. He stated that each person possesses many skills and qualities, making it a difficult decision. He announced that after careful consideration, he reached the conclusion that Mr. Roger Bourassa should be recommended for appointment.

Mr. Peterson moved that Mr. Roger Bourassa be appointed as the Mechanicsville District Representative on the Hanover County School Board.

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

Motion approved.

Board members commended Mr. Glenn Millican for his years of service to the School Board and thanked all of the nominees.

IX. Closed Session - Section 2.2-3711(A)(1) of the Code of Virginia – Performance Review of County Administrator and County Attorney

Mr. Stanley moved that the Board of Supervisors go into Closed Session pursuant to the following: Virginia Code Section 2.2-3711(A)(1) of the Code of Virginia – Performance Review of County Administrator and County Attorney. The motion was seconded by Mr. Via.

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

Motion Approved.

Board Members entered Closed Session at 3:55 p.m. At the conclusion of the Closed Session, all Board Members returned to the Boardroom, and the Vice-Chairman called the regular meeting back to order at 4:49 p.m.

Mr. Davis was present.

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. Wade.

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

Motion Approved.

Mr. Bourassa was given the opportunity to address the Board. Mr. Bourassa came forward and thanked Mr. Peterson recommending his appointment and the Board for voting to approve his appointment.

X. Recess to HCA – Hanover Emergency Center Opening

The Chairman recessed the meeting at 4:50 p.m.

The meeting was reconvened at 7:00 p.m.

XI. 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, the Chairman closed citizens' time.

XII. Presentation – Eagle Scout Charles Edward Pemberton – Troop 706 - Beaverdam Magisterial District

Mr. Stanley called Eagle Scout Pemberton and presented him with the proclamation.

XIII. Presentations - American Legion Post 175 First Responder Awards

Mr. Raymond H. McCoy, First Responders Chairman, came forward and presented the letters of appreciation, certificates and plaques to the recipients as listed below:

- Law Enforcement Officer of the Year - Deputy David Parrish, Hanover County Sheriff's Department
- Firefighter of the Year – Lieutenant J.R. “Scott” Mallory, Hanover County Fire/EMS
- Emergency Medical Technician (Paramedic) of the Year - Paramedic T. Stephen Fontaine, Hanover County Fire/EMS

XIV. Public Hearing – Ordinance No. 14-03 – Proposed relocation of polling places for the Blunts Precinct, Beaverdam District, from the Doswell Fire Station to the Doswell Ruritan Club; the Shady Grove Precinct, Chickahominy District, from the Washington Henry Elementary School to the Northside Baptist Church; the Black Creek Precinct in the Cold Harbor District from the Black Creek Fire Station to the Black Creek Baptist Church Fellowship Center and the Farrington Precinct in the South Anna District from the Farrington Fire Station to the Jessica Beath Clinic.

Board Sheet Background:

The proposed relocation of the Blunts Precinct polling place from the Doswell Fire Station, which is located at 16243 Washington Highway, to the Doswell Ruritan Club, which is located at 16433 Washington Highway, is intended to provide better

access. There has been an increase in registered voters at the precinct, and there is limited parking at the current location and potential congestion at the fire truck bays.

The proposed relocation of the Shady Grove Precinct polling place from the Washington Henry Elementary School, which is located at 9025 Washington Henry Drive, to the Northside Baptist Church, which is located at 7600 Studley Road, is intended to provide better access. There is limited parking at the current location and congestion on the roads.

The proposed relocation of the Black Creek Precinct polling place from the Black Creek Fire Station, which is located at 6397 McClellan Road, to the Black Creek Baptist Church Fellowship Center, which is located at 6229 McClellan Road, is intended to provide better access. There has been an increase in registered voters at this precinct, and there is limited parking at the current location.

The proposed relocation of the Farrington Precinct polling place from Farrington Fire Station, which is located at 14582 Mountain Road, to the Jessica Beath Clinic, which is located at 12300 Farrington Road is intended to provide better access. There has been an increase in registered voters at this precinct, and there is limited parking at the current location.

Recommended Action:

Motion to adopt Ordinance No. 14-03 first effective for the November 2014 election.

Mrs. Teresa Smithson, Registrar, came forward and recapped the four locations under consideration for relocation.

Mr. Davis asked if Board Members had any questions. Hearing none, he opened the public hearing and asked that anyone wishing to speak for or against the matter come forward.

Ms. Margaret Pugh of the Chickahominy Magisterial District came forward to speak in support of the relocation of the Shady Grove Precinct polling place from the Washington Henry Elementary School to the Northside Baptist Church.

Seeing no others come forward, Mr. Davis closed the public hearing.

Mr. Hazzard made a motion to adopt Ordinance No. 14-03 first effective for the November 2014 election, seconded by Mr. Stanley.

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

Motion Approved.

XV. Planning Public Hearings

SE – 6-14 FOUR WEST COMPANY, Requests a Special Exception Permit in accordance with Section 6-6.2.2 (repealed R-4 District) of the Hanover County Zoning Ordinance to permit two temporary buildings for use as sales offices for the Cool Spring West subdivision on GPIN 8706-08-4801, consisting of approximately 59.2 acres, zoned R-4(c), Residential Cluster Development District with conditions. The proposed sales offices would be located on the west line Cool Spring Road (State Route 652) at its intersection with Hughesland Road (State Route 2170) in the Chickahominy Magisterial District.

Planning Analysis:

- The sales offices will be used to market and pre-sell homes to be constructed in Cool Spring West subdivision where the trailers are to be located
 - The temporary offices will be utilized until the builders construct model homes
- Initial temporary access to the site will be from Cool Spring Road; access will be from Seacycroft Drive when that road is constructed as part of the subdivision and the Cool Spring Road access will be closed

Recommended Action:

Approval with the conditions outlined in the staff report.

Mr. John Bender, Deputy Director of Planning, came forward and presented the details of the case.

Mr. Davis asked if Board Members had any questions. Hearing none, he opened the public hearing and asked that anyone wishing to speak for or against the matter come forward.

Mr. Harry Pollard of Four West Company came forward and offered to answer any questions from Board members.

Seeing no others come forward, Mr. Davis closed the public hearing.

On a motion by Mrs. Kelly-Wiecek, seconded by Mr. Wade, the Board voted to approve SE – 6-14 Four West Company.

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

SE – 7-14 MITCHELL M. REED, ET AL., Requests a Special Exception Permit in accordance with Section 26-23 of the Hanover County Zoning Ordinance to permit a manufactured home as temporary living quarters in the case of medical hardship on GPIN 7815-80-4218, consisting of approximately 5.0 acres, zoned A-1, Agricultural District, and located on the east line of Allen Harris Road (State Route 804) approximately 1200 feet south of its intersection with Parsons Road (State Route 608) in the Beaverdam Magisterial District.

Planning Analysis:

- The temporary living facility will be for the granddaughter of the resident of the property
 - This will allow her to live in close proximity to provide care
- The home shall be located within an area containing large trees and shrubs, which should help minimize the view of the home from adjacent properties

Recommended Action:

Approval with the conditions outlined in the staff report.

Mr. Davis asked if Board Members had any questions. There was discussion concerning the time frame for removal of temporary living quarters. Hearing no other questions, Mr. Davis opened the public hearing and asked that anyone wishing to speak for or against the matter come forward.

Ms. Danielle Reed of the Beaverdam Magisterial District came forward and offered to answer and questions from Board members.

Seeing no others come forward, Mr. Davis closed the public hearing.

On a motion by Mr. Stanley, seconded by Mr. Hazzard, the Board voted to approve SE – 7-14 Mitchell M. Reed, ET AL.

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

ORDINANCE 14-04 - HEALTH SPAS IN OS, OFFICE SERVICE DISTRICT. An ordinance to amend the Hanover County Code, Zoning Ordinance, Section 26-140 to remove “Health Spa” from the list of conditional uses in the OS, Office Service District as that use is already allowed as a permitted use within the District.

Background:

- Amendment to the OS, Office Service Zoning District to correct a conflict within the district regulations
 - The OS District permits any use listed in the B-1, Neighborhood Business District as a permitted use
 - B-1 uses which are permitted include “Personal Service Establishment,” the definition of which, among other uses, specifically references health spas

- Separately, the OS District also lists a health spa among the uses permitted with a Conditional Use Permit (CUP), this represents a conflict in the district regulations

Recommended Action:

The Planning Commission and staff recommend adoption of the draft Ordinance Amendment 14-04, Health Spas in OS, Office Service District.

Mr. Davis asked if Board Members had any questions. Hearing none, he opened the public hearing and asked that anyone wishing to speak for or against the matter come forward.

Seeing no one come forward, Mr. Davis closed the public hearing.

On a motion by Mr. Hazzard, seconded by Mr. Via, the Board voted to approve Ordinance 14-04 as presented.

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

XVI. Announcements

None

XVII. Adjournment

At 7:34 p.m. the Chairman adjourned the meeting to June 25, 2014 – Hanover County Administration Building – 6:00 p.m.