



**CHESTERFIELD COUNTY**  
CHESTERFIELD, VIRGINIA 23832

**AGENDA**  
**December 16, 2020**

**BOARD OF SUPERVISORS**

**LESLIE A.T. HALEY**  
**CHAIR**  
MIDLOTHIAN DISTRICT  
**KEVIN P. CARROLL**  
**VICE CHAIR**  
MATOACA DISTRICT  
**JIM A. INGLE**  
BERMUDA DISTRICT  
**CHRISTOPHER M. WINSLOW**  
CLOVER HILL DISTRICT  
**JAMES M. HOLLAND**  
DALE DISTRICT

**JOSEPH P. CASEY, Ph.D.**  
COUNTY ADMINISTRATOR

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**2:00 p.m. Work Session - Public Meeting Room**

- 1. Approval of Minutes**
- 2. Requests to Postpone Agenda Items and Additions, Deletions or Changes in the Order of Presentation**
- 3. Work Sessions**
  - A. Everyday Excellence - Police Department
  - B. Virginia Department of Transportation (VDOT) Update
  - C. Amended and Restated Memorandum of Understanding with Dominion Energy
  - D. EMS Fees and Fire-EMS Update
  - E. Chesterfield Airport Update
  - F. Learning and Performance Center Update
- 4. Reports**
  - A. Key Financial Indicators Quarterly Report
  - B. District Improvement Funds (DIF) Monthly Report
- 5. Fifteen-Minute Citizen Comment Period on Unscheduled Matters**
- 6. Closed Session**

- A. 1) Pursuant to Section 2.2-3711(A)(3), Code of Virginia, 1950, as Amended, to Discuss the Acquisition by the County of Real Estate for a Public Purpose Where Discussion in an Open Meeting Would Adversely Affect the Bargaining Position and Negotiating Strategy of the Public Body, and 2) Pursuant to Section 2.2-3711(A)(5), Code of Virginia, 1950, as Amended, to Discuss or Consider Prospective Businesses or Industries or the Expansion of Existing Businesses or Industries Where no Previous Announcement Has Been Made of the Businesses' or Industries' Interest in Locating or Expanding Their Facilities in the Community

**7. Recess for Dinner**

**6:00 p.m. Evening Session - Public Meeting Room**

**8. Invocation**

The Honorable Kevin Carroll, Matoaca District Supervisor

**9. Pledge of Allegiance**

Deputy County Administrator Matt Harris

**10. County Administration Update**

- A. National Night Out Recognition
- B. Employee Recognitions
- C. Other County Administration Updates

**11. Board Member Reports**

**12. Resolutions and Special Recognitions**

**13. New Business**

- A. Appointments
  - 1. Central Virginia Waste Management Authority
  - 2. Board of Building and Fire Code Appeals
  - 3. Camp Baker Management Board
  - 4. Agribusiness Promotion and Development Committee
  - 5. Chesterfield Community Services Board
- B. Consent Items
  - 1. Adoption of Resolutions



- a. Resolution Recognizing Ms. Deborah A. Taylor, Department of Mental Health Support Services Upon Her Retirement
  - b. Resolution Recognizing Corporal Paul A. Jenkins, Police Department, Upon His Retirement
  - c. Resolution Recognizing Mr. Michael H. Dance, Accounting Department, Upon His Retirement
  - d. Resolution Supporting Construction of the Wylderose Apartments at Wylderose Avenue, Using Low Income Housing Tax Credits Issued by the Virginia Housing Development Authority Under Their Revitalization Area Designation
  - e. Resolution to Establish an Emergency Medical Services Treat/No Transport Reimbursement Fee in Accordance with Chapter 10, Section 10-10 of the Chesterfield County Code of Ordinances
  - f. Resolution to Dissolve the Watkins Centre Community Development Authority
2. Real Property Requests
- a. Acceptance of Parcels of Land
    - 1. Acceptance of a Parcel of Land Adjacent to Old Stage Road from Talley Properties Old Stage Road, LLC
    - 2. Designation of a Parcel of Land for the Extension of Grove Hill Road for the Coalfield Station Phase 1 Project
  - b. Requests to Quitclaim
    - 1. Request to Quitclaim a Variable Width Drainage Easement and Maintenance Contract across the Property of Talley Properties Old Stage Road, LLC
    - 2. Request to Quitclaim a Variable Width Drainage Easement (Private) across the Property of 900 Pocono, LLC
3. Acceptance of FY2021 Bureau of Justice Assistance (BJA) Reducing Injury and Death of Missing Individuals with Dementia and Developmental Disabilities Program Grant Award
4. Acceptance and Appropriation of CARES Funding for the Department of Utilities
5. Proposed FY2021 Utilities Operating Budget Amendments for Water and Wastewater Treatment Plants and Proposal of New Positions

6. Restructure of the Agriculture and Forestry Committee
7. Approval of Amended MOU with Dominion Relating to Transportation Plan in the Vicinity of the Chesterfield Power Station
8. Update of County Financial Policies
9. Approval of an Amendment to Grant Agreement with Shamin Hotels, Inc.
10. Set Public Hearing to Consider Amendment to County Code 9-51 Regarding Penalty for Failing to File a Tax Return for Certain Personal Property
11. Amendment to the FY2019-2020 Community Development Block Grant and HOME Investment Partnerships Grant Annual Action Plan to incorporate CDBG-CV funding/Appropriation of Funds
12. Acceptance of State Roads
13. Appropriate Schools Federal Individuals with Disabilities Education Act (IDEA) Grant
14. Award of Contract
  - a. For County Project #15-0158, Meter Installation Services for the Advanced Metering Infrastructure Project
  - b. For Huguenot Pump Station Water Transmission Main Project

**14. Fifteen-Minute Citizen Comment Period on Unscheduled Matters**

**15. Deferred Items**

- A. Code Amendment Relative to Route 1 Residential Overlay and Northern Jefferson Davis Highway Design District Development Standards (20PJ0119)

**16. Requests for Manufactured Home Permits and Rezoning Placed on the Consent Agenda to be Heard in the Following Order:**

- **Withdrawals/Deferrals**
  - **Cases Where the Applicant Accepts the Recommendation and There is No Opposition**
  - **Cases Where the Applicant Does Not Accept the Recommendation and/or There is Public Opposition Will Be Heard at Section 18**
- A. 20SN0552 - Ashley M. McGarry and Aaron R. Litt - Midlothian District
  - B. 20SN0585 - Deerhill Properties, LLC - Clover Hill District
  - C. 20SN0587 - Michael W. Atkinson - Bermuda District

- D. 21SN0503 - Harley and Jayne Rich - Matoaca District
- E. 21SN0515 - William M. Brishke - Midlothian District

**17. Public Hearings**

- A. To Consider Amendments to County Code Section 14-10 Regarding Discharging Firearms and Providing for a Penalty
- B. To Consider Amendments to County Code Section 14-27 Regarding Prohibited Loud Noises
- C. To Consider the FY2021-FY2026 Central Virginia Transportation Authority Improvement Plan and FY2021 Budget
- D. To Consider Conveyance of an Easement to Columbia Gas of Virginia, Inc.
- E. To Accept the Conveyance of and Approve a Lease of Property at 6737 Public Safety Way
- F. To Consider Amending County Code by Enacting § 13-23 to Establish a Civil Penalty Program for Passing of a Stopped School Bus
- G. To Consider and Adopt Amendment of the FY2021 Adopted Budget
- H. To Consider an Ordinance Granting the Real Estate Tax Exemption Request of Chesterfield Alternatives, Inc.
- I. To Consider an Ordinance Granting the Real Estate Tax Exemption Request of Richmond Animal League, Inc.
- J. To Consider Code Amendment Relative to Board of Zoning Appeals (21PJ0106)
- K. To Consider Transfer of the Cable Franchise from Comcast of Chesterfield County, Inc. to Comcast of VA, LLC

**18. Remaining Manufactured Home Permits and Zoning Requests**

**19. Fifteen-Minute Citizen Comment Period on Unscheduled Matters**

**20. Adjournment**

- A. Adjournment and Notice of Next Scheduled Meeting of the Board of Supervisors



**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: December 16, 2020**

**Item Number: 3.A.**

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**Subject:**

Everyday Excellence - Police Department

**Board Action Requested:**

**Summary of Information:**

**Attachments:**

None

Preparer:

Approved By:



**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: December 16, 2020**

**Item Number: 3.B.**

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**Subject:**

Virginia Department of Transportation (VDOT) Update

**Board Action Requested:**

**Summary of Information:**

Ms. Rebecca Worley, PE, Resident Engineer, will provide an update on VDOT's operations in the Chesterfield Residency.

**Attachments:**

1. VDOT Presentation Chesterfield BOS

Preparer: Jesse W Smith, Deputy County Administrator

Approved By:

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# Chesterfield Residency

**Rebecca Worley, P.E.**  
**Resident Engineer**

## About VDOT: Quick statewide facts

- Third largest state maintained highway system in the country
- 7,700 employees
- About 58,000 miles of pavement



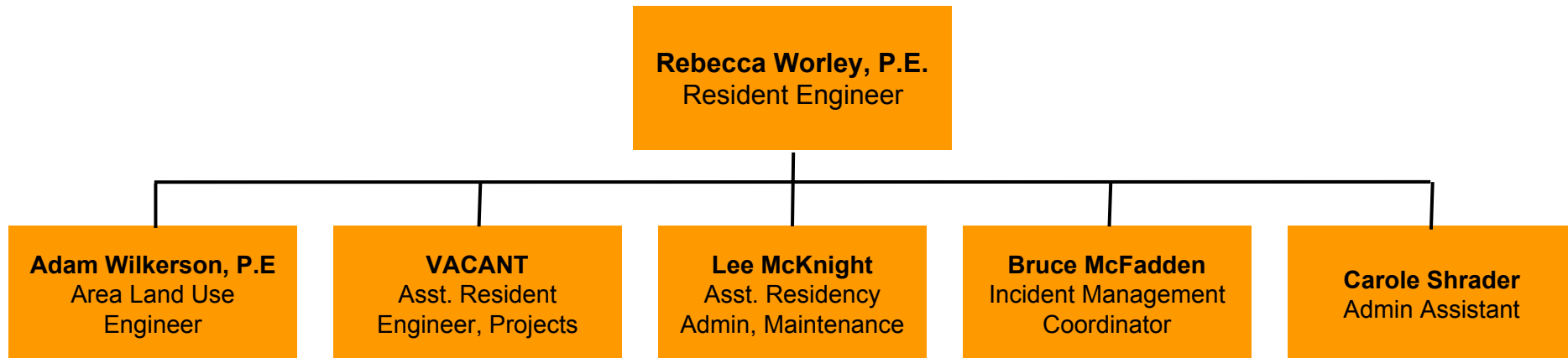
# VDOT's Nine Districts





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# Chesterfield Residency Organization



# Chesterfield County

- **Maintain over 4,400 Lane Miles**
  - Interstate – 150 Lane Miles
  - Primary – 580 Lane Miles
  - Secondary – 3,700 Lane Miles
- **Maintain 385 Structures and Bridges**
- **2nd Largest Road Network in Virginia**

# VDOT Maintenance Services

- **Highway Maintenance**
  - Mowing
  - Sight Distance Improvements
  - Drainage Improvements
  - Pavement Repair
  - Concrete/Sidewalk Repair
  - Snow Removal
  - Incident Response
  - State Force Rural Rustic
  - State Force Construction



# Emergency Operations

- **Hurricanes/Tropical Storms**
- **Flooding**
- **Incident Management**
- **Snow**



## Flooding Event – August 15

- >50 roads closed due to flooding in Chesterfield County
- 18 bridges overtopped
- 3 sites requiring longer-term closures
  - Spring Run Road
  - Swamp Fox Road
  - Branders Bridge Road



## Incident Management

- **Interstate North**
  - 6 total monitors
- **Incident Management Coordinator**
  - Responsible for all incidents within Amelia, Chesterfield, and Powhatan
  - On Call 24/7
- **TRIP Program**
  - 90 minutes, \$2,500 - \$3,500 bonus



## Joint Safety Operations Center (JSOC)

- **86,000 sf facility**
  - **VDOT Richmond District**
  - **Virginia State Police Division 1**
  - **24/7 joint use control room houses VDOT Traffic Operations Center (TOC) and State Police dispatch**
- **Groundbreaking April 26, 2018**
- **VDOT TOC operational August 24, 2020**
- **VSP operational November 12, 2020**



# Joint Safety Operations Center (JSOC)



## Incident Management – I-95 over Reymet Road

- **Thursday, December 3 ~9:00 AM**
  - VDOT notified I-95 overpass struck by overheight truck
  - Beam damage
    - Lane closures on I-95 south
    - Reymet Road closed with detour
- **Repairs completed December 3 through December 11 through emergency contract**
  - Chesterfield Police assisted with traffic control at Willis Road and Coach Road
- **Bridge inspection overnight December 11-12**
- **I-95 lane closure and Reymet Road closure lifted December 12, 5:30 AM**

# VDOT Snow Removal

- **24/7 Operation**
- **Approximately 160 pieces of equipment (State Forces & Contractors)**
- **Pretreatment**
  - **Priority routes, bridges in advance of snow events**
- **Priority Designation**
  - **Interstates, primaries, high volume secondaries**
  - **Low volume secondaries, subdivision streets**

# VDOT Engineering Services

- **Speed Studies**
- **Safety Studies**
- **Operational Analysis**
- **Pavement Marking Studies**
- **Hydraulic Analysis**
- **Land Use**
  - **New Entrances**
  - **New Subdivisions**
  - **Street Acceptance**
  - **Site Plan Reviews**
  - **Permits**

# VDOT Resources

- **Virginia Traffic Information**
  - <http://www.511virginia.org/>
- **Board of Supervisors Manual**
  - [http://www.virginiadot.org/business/resources/local\\_assistance/BOS\\_manual.pdf](http://www.virginiadot.org/business/resources/local_assistance/BOS_manual.pdf)
- **Report a Road Problem**
  - <https://my.vdot.virginia.gov/>

# VDOT Customer Service

**FOR VDOT MAINTENANCE  
ISSUES OR CONCERNS CALL  
1-800-FOR-ROAD  
1-800-367-7623  
OR 804-674-2800**





**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: December 16, 2020**

**Item Number: 3.D.**

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**Subject:**

EMS Fees and Fire-EMS Update

**Board Action Requested:**

No action required

**Summary of Information:**

Chief Senter will update the Board of Supervisors on activities and initiatives of the Fire & EMS Department during the past fiscal year.

**Attachments:**

1. EMS Fees & Fire & EMS Update 12-16-20 BOS Work Session (FINAL)

Preparer: Loy Senter, Fire Chief

Approved By:



# EMS Fees and Fire & EMS Update



**Chief Loy Senter**  
Fire & EMS Chief

**Chief Justin Adams**  
Battalion Chief, EMS Division



# Deployment & Staffing Study



*Providing Expertise and Guidance that Enhances Community Safety*

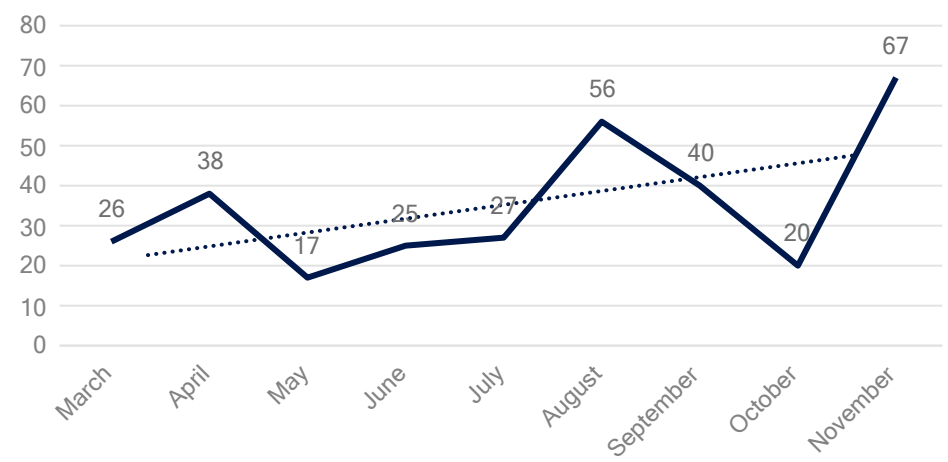
**COMMUNITY RISK ASSESSMENT: STANDARDS OF  
COVER**

**STAFFING & DEPLOYMENT STUDY 2020**

- Work began in late 2019.
- Initial data and documentation transfer completed early 2020.
- Pandemic-related delays & impacts.
- Site visit completed in August 2020
- Technical reviews completed in September & October 2020
- Final reviews are underway.

# COVID-19 Challenges & Support

CFEMS Employee Contacts w/CEMC



## CFEMS COVID-Positive Cases

Career Members	22
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Overtime	FY-2020	YoY Change
Mandatory	906	+139.1%



# COVID-19 Operational Impacts

Incidents	FY-2020	YoY Change
Fire	1,623	+1.8%
EMS	34,401	-1.4%
Other	6,675	+0.9%
Total	42,699	-0.9%
Patients	FY-2020	YoY Change
All Patients	33,107	-0.9%
Transports	22,361	-0.4%
ALS	10,182	-5.3%
BLS	12,179	+4.2%
Patients Exhibiting Symptoms		5,000+
COVID-Positive Patients		600+





# Training & Development





# Magnolia Green Fire & EMS Station



*Magnolia Green Fire & EMS  
Station*

- Began 24/7 Operations (December 14, 2020)
- Staffed by 20 Personnel (Minimum of 5 FFs on-duty)
- Response Units:
  - Engine Company
  - Medic Unit
  - Tanker
  - Brush Truck
- Serves fastest growing neighborhoods in County (Magnolia Green & Harpers Mill)



# Midlothian Fire & EMS Station



*Midlothian Fire & EMS Station  
Rendering*

- Site Work Began  
(December 8, 2020)
- 20 Personnel Requested  
(FY-2022 Budget)
- New Ladder Truck  
Ordered  
(FY-2022 Delivery)
- Response Units:
  - Engine Company
  - Ladder Company
  - Medic Unit
  - Brush Truck
- Improved Service:
  - Single Family
  - Multi-Family
  - Mixed-Use



# Specialized Services & Technology



*New Fire Boat*



*New Dive Boat*



*Clover: ATF K-9*  
*-9*



*VA HART*



*Drone Program*



# Awards & Recognition

## Annual CFEMS Awards

- Career Officer
- Career Firefighter
- Volunteer Firefighter
- Volunteer Rescue Squad Officer
- Volunteer Rescue Squad Member
- Civilian Employee
- ECC Officer
- 31 Life-save Awards
- 16 Unit Citations



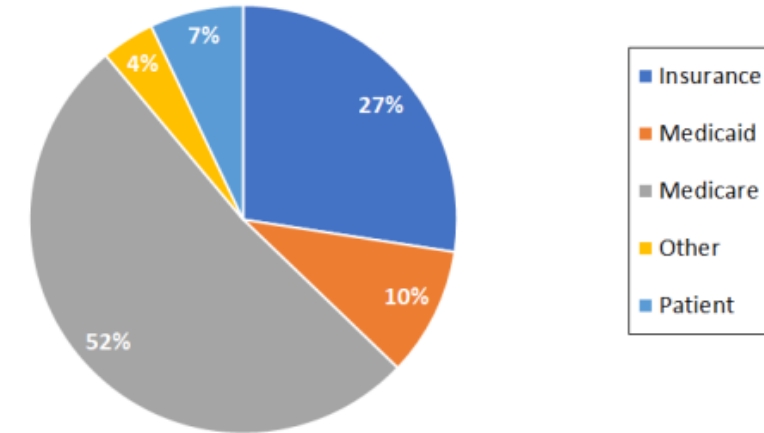


# EMS Fees

## EMS Revenue Recovery Program

- In place since 2002 to support EMS system improvements:
  - Personnel
  - Operational Costs
  - Equipment Investments
- Financially sustains volunteer rescue squads.
- Revenues produced by ambulance transport fees, majority of which are reimbursed by Medicare, private insurance and Medicaid.

Revenue Recovery Payor Mix



### CY-2020 EMS Fees

<b>BLS E</b>	<b>\$507.88</b>
<b>ALS E</b>	<b>\$603.10</b>
<b>ALS 2</b>	<b>\$872.91</b>
<b>Mileage</b>	<b>\$10.29</b>
<b>Treat/No Transport (Proposed)</b>	<b>50% of ALS E</b>

# New Initiative: ET3

## What is ET3?

- 5-year voluntary program by Centers for Medicare and Medicaid Services (CMS).
- CFEMS is 1 of 6 EMS agencies in Virginia selected by CMS.
- Designed to provide more appropriate and expedient care to residents while



# New Initiative: ET3

## Benefits of ET3?

- Shaping the future of EMS.
- Reduce costs and establish “right-sized” pre-hospital care services.

## New Service Options:

- Treat/No Transport Options:
  - Healthcare in the home.
  - Facilitated tele-medicine.
- Destination Flexibility:
  - BetterMed.
  - Urgent Care Centers.



# Questions?



**Edward “Loy” Senter  
Jr.  
Fire & EMS Chief  
[senterl@chesterfield.g](mailto:senterl@chesterfield.gov)  
ov  
(804) 748-1912**



**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: December 16, 2020**

**Item Number: 3.E.**

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**Subject:**

Chesterfield Airport Update

**Board Action Requested:**

**Summary of Information:**

Staff will update the Board of Supervisors on various Airport related topics including facility operations, capital projects status and financial information.

**Attachments:**

1. BOS Airport Update 12-16-2020
2. BOS Airport Update 12-16-2020
3. 2020 Airport Update - Financial Details

Preparer: Clay Bowles, Director

Approved By:



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# **CHESTERFIELD COUNTY AIRPORT BOARD OF SUPERVISORS ANNUAL UPDATE DECEMBER 16, 2020**





# **AGENDA**

- **Facility Overview**
  - Performance Measures
  
- **Active Projects Update**
  - Fuel farm replacement
  - North ramp development
  - Terminal HVAC replacement
  - Entranceway improvements
  - Other active projects
  
- **Facility Development & Revenue Growth**
  - SE ramp development
  - Economic Development Area
  
- **Airport Advisory Board Engagement**
  
- **Financial Policy Update**



# **AIRPORT ADVISORY BOARD ENGAGEMENT**

## **Facility Beautification**

Landscaping, entranceway, lighting, signage, etc.

## **Lease Rates & Terms**

Evaluation of T-hangar rent and potential case-by-case exceptions for other than month-to-month leases (staff developing proposal to bring forward as part of FY22 budget process).

## **AAB Onboarding Model**

Develop formalized process to onboard new members and ensure proper orientation to facility, roles, operations, etc.

## **Rules/Regulations & Minimum Standards Update**

Provide feedback on staff recommended updates and establish timing for mandatory recurring review.

## **“Luxury” T-Hangars**

Potential future development opportunity for T-hangars with upgraded amenities, social area, etc.

## **Strategic Business Plan**

Improving plan in accordance with Airport Cooperative Research Program Guidebook.





# CHESTERFIELD COUNTY AIRPORT OVERVIEW

1. **General Aviation Reliever Airport w/ 3 major user groups:**
  - a. General/recreational aviation
  - b. Corporate aviation
  - c. Government – Military, Public Safety & Law Enforcement
2. **5500' Runway w/ planned expansion to 6300'**
  - a. ~130 based aircraft
  - b. ~66K flight operations annually
  - c. ~700K gallons of fuel pumped annually
3. **Amenities**
  - a. 110 T-hangars for smaller planes (6 buildings, 2 hangar sizes)
  - b. 14 County-owned buildings & hangars (~128K SF)
  - c. Full-service terminal
  - d. Fuel farm
  - e. Fire & EMS – Company 15
4. **DOAV Economic Impact Study (2018)**
  - a. Airport contributed to ~\$52 million in economic impact
  - b. Supported 266 jobs with annual payroll of over \$15M
  - c. Of 8 Virginia reliever airports, Chesterfield ranks 5<sup>th</sup> in based aircraft and 4<sup>th</sup> in flight operations

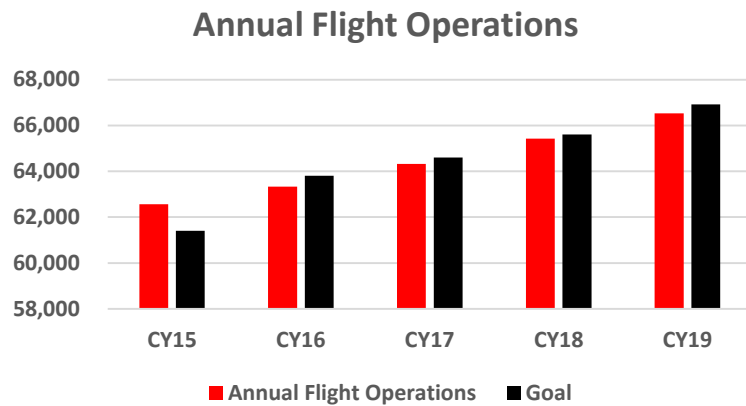




# PERFORMANCE MEASURES

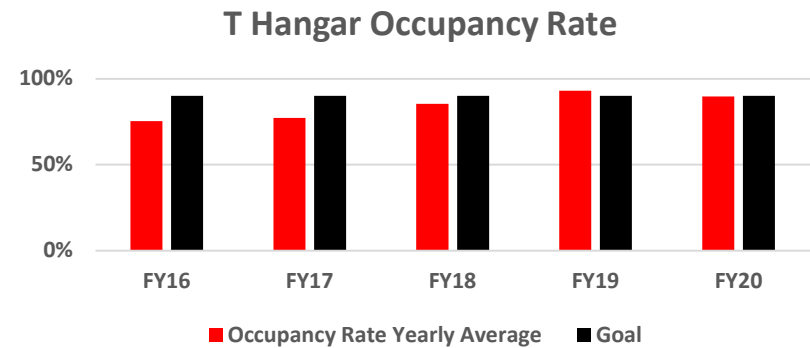
Measured to evaluate overall activity and utilization of the Airport.

Annual Flight Operations



Measured to gauge awareness and utilization of the Airport.

Percentage of T-Hangars Occupied





# ACTIVE PROJECTS UPDATE

## *FUEL FARM REPLACEMENT*

- Phase 1 (construction) complete and facility operational
- Phase 2 (demolition of old farm, site paving and construction of fuel truck parking area) delayed due to COVID financial challenges – expected to commence Spring 2021





# ACTIVE PROJECTS UPDATE

## NORTH RAMP DEVELOPMENT

- **Richmond Executive Aviation (REA) Pad Sites 1 & 2 under construction**
- **Dominion Aviation Services, Inc. (DAS) Pad Site 3 in site plan review and permit processes**
- **5G Air, LLC Pad Site 4 construction schedule TBD**

*All sites have 40-year land lease*







# ACTIVE PROJECTS UPDATE

## *TERMINAL HVAC REPLACEMENT*

**Phase 1** – First floor /  
lobby, restaurant and  
office space

**Phase 2** – Second floor /  
office and conference  
room

**Phase 3** – Basement /  
Banquet hall

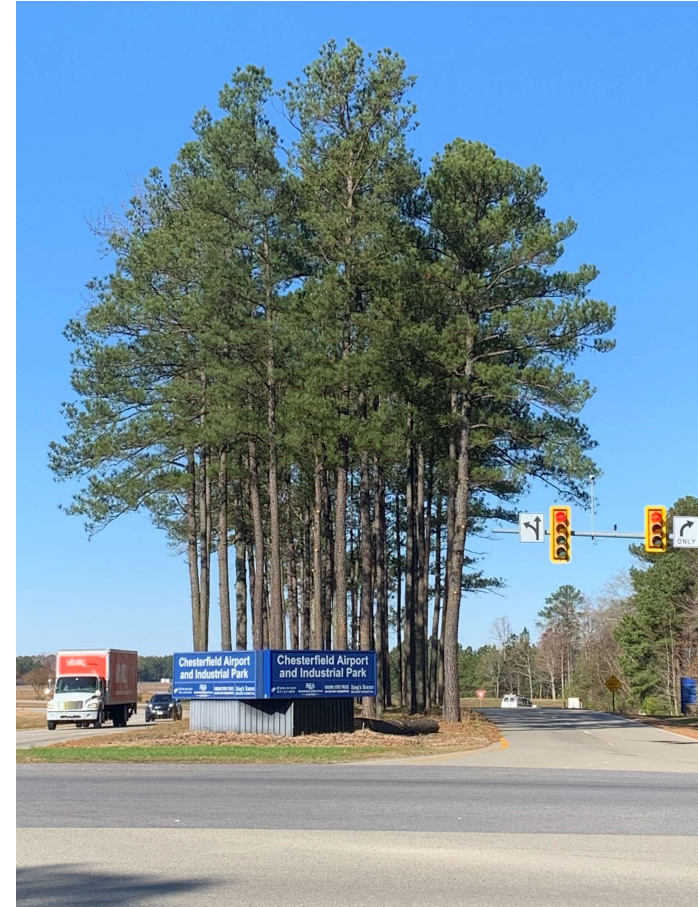




# ACTIVE PROJECTS UPDATE

## *ENTRANCEWAY IMPROVEMENTS*

- Tree clearing
- Landscaping
- Additional lighting





## OTHER ACTIVE PROJECTS

- **Terminal Ramp - crack fill & seal (50% State grant)**
- **VSP lease updated & hangar major maintenance**
- **County staff move to terminal to enhance operations oversight**
- **Land acquisition for runway extension**
- **Rules and Regulation & FBO Minimum Standards Review & Updates**



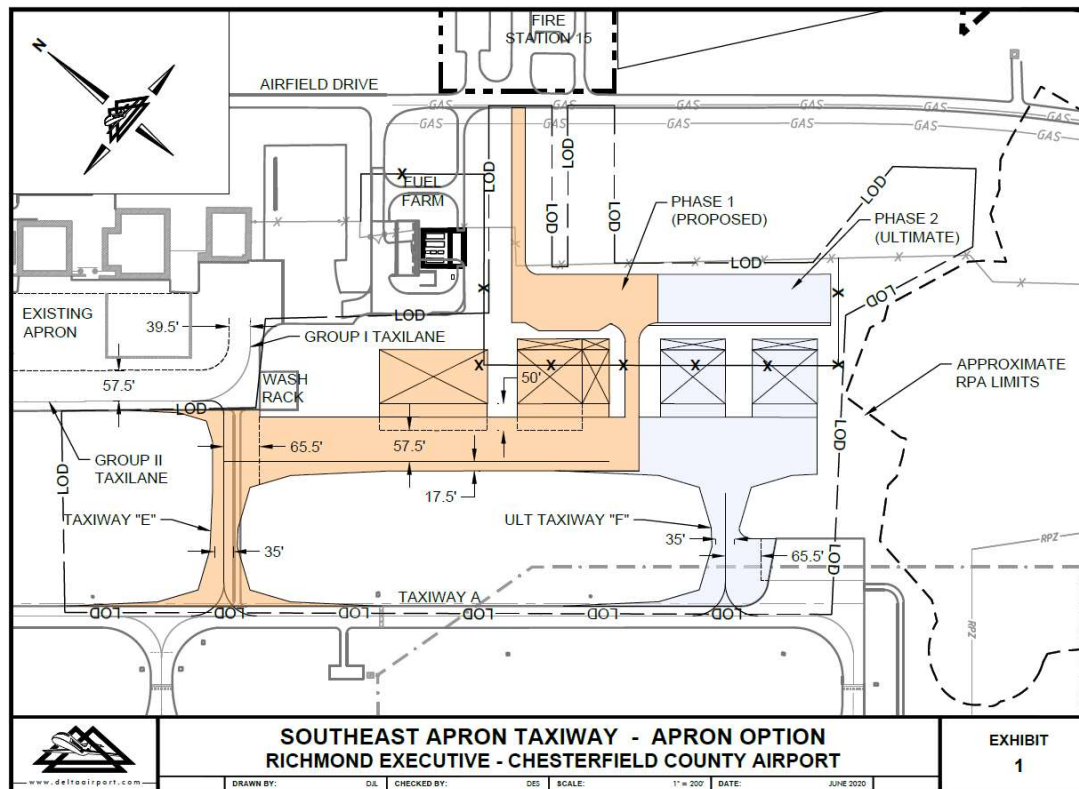




# EARLY-STAGE PROJECTS UPDATE

## SOUTHEAST RAMP DEVELOPMENT

**Environmental Assessment  
currently under public review –  
expect FONSI in early 2021**



Facility Poised  
and Ready for  
Development  
Opportunities

Space for  
Four 11.9K  
SF Corporate  
Hangars

Adds  
Another  
Access to  
Existing  
Taxiway

~8000 SF of  
Additional  
Ramp Space

Future  
Revenue  
Growth – Fuel  
Flowage and  
Personal  
Property Tax

Provides  
Service Road  
to Main  
Ramp, Wash  
Rack and  
Fuel Farm

Provides  
Direct Access  
to Airfield  
Drive

DOAV Funding  
Support  
80/20 Grant

Potential  
Separation of  
Props and Jets

Provides ~40  
Automobile  
Parking  
Spaces





# EARLY-STAGE PROJECTS UPDATE

## ECONOMIC DEVELOPMENT AREA

- Airport Master Plan allocates ~16 acres at intersection of Whitepine and Iron Bridge Roads for non-aeronautical development
- Revenues generated from land must be returned to Airport to help with facility financial self-sufficiency
- Once SE Ramp environmental complete, can commence FAA land release coordination



**CHESTERFIELD AIRPORT LAND PLANNING**  
Conceptual Plan - SP001





# FINANCIALS UPDATE

Revenues	FY19	FY20
Rental of T-Hangars (DAS retains 5% for billing admin costs)	\$ 349,099	\$ 340,534
<b>FBO Related Revenue - DAS Subtotal</b>	<b>\$ 193,849</b>	<b>\$ 200,971</b>
<b>FBO Related Revenue - REA (land lease)</b>	<b>\$ 6,876</b>	<b>\$ 10,495</b>
<b>Other Revenue (Nat. Guard &amp; VSP) Subtotal</b>	<b>\$ 240,749</b>	<b>\$ 245,171</b>
<b>Operating Revenue (Utilities, insurance recoveries, etc.) Subtotal</b>	<b>\$ 64,454</b>	<b>\$ 124,219</b>
<b>REVENUES TOTAL</b>	<b>\$ 855,027</b>	<b>\$ 921,390</b>
Expenditures	FY19	FY20
Personnel	\$ 271,276	\$ 213,251
Operating	\$ 308,812	\$ 384,831
Debt Service	\$ 120,648	\$ 220,507
Capital	\$ 65,000	\$ 45,386
<b>EXPENDITURES TOTAL</b>	<b>\$ 765,736</b>	<b>\$ 863,975</b>
Other	FY19	FY20
Revenue - Personal Property Tax Generated (CY)	\$ 205,543	\$ 260,344
Real Estate Taxes (only generated from DAS)	\$ 4,351	\$ 3,699
Expenditures - General Fund Contributions - Capital Projects	\$ 279,775	\$ 1,777,151
Federal and State Funding For Capital Projects	\$ 541,301	\$ 1,309,922



# AIRPORT ENTERPRISE FUND POLICY

- **Financial policy update to promote best practices in fund management**
- **Formalizes current practices into financial policy that establishes key features of self-sustaining airport fund**
  - ❖ **Target budget for operating, capital, and maintenance expenses that considers aligning user-generated services charges with increases in expenses**
  - ❖ **In order to support capital maintenance and replacement needs, the Airport Fund must maintain a capital maintenance balance of 10% of the Airport personnel and operating expense budget**
  - ❖ **Supplemental funding provided by the General Fund to be no less than the five-year average of aircraft personal property tax collections**





# **CHESTERFIELD COUNTY AIRPORT ANNUAL UPDATE**

## **QUESTIONS ?**





# **CHESTERFIELD COUNTY AIRPORT BOARD OF SUPERVISORS ANNUAL UPDATE DECEMBER 16, 2020**





# **AGENDA**

- **Facility Overview**
  - Performance Measures
  
- **Active Projects Update**
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- **Facility Development & Revenue Growth**
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- **Financial Policy Update**



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  - a. ~130 based aircraft
  - b. ~66K flight operations annually
  - c. ~700K gallons of fuel pumped annually
3. **Amenities**
  - a. 110 T-hangars for smaller planes (6 buildings, 2 hangar sizes)
  - b. 14 County-owned buildings & hangars (~128K SF)
  - c. Full-service terminal
  - d. Fuel farm
  - e. Fire & EMS – Company 15
4. **DOAV Economic Impact Study (2018)**
  - a. Airport contributed to ~\$52 million in economic impact
  - b. Supported 266 jobs with annual payroll of over \$15M
  - c. Of 8 Virginia reliever airports, Chesterfield ranks 5<sup>th</sup> in based aircraft and 4<sup>th</sup> in flight operations



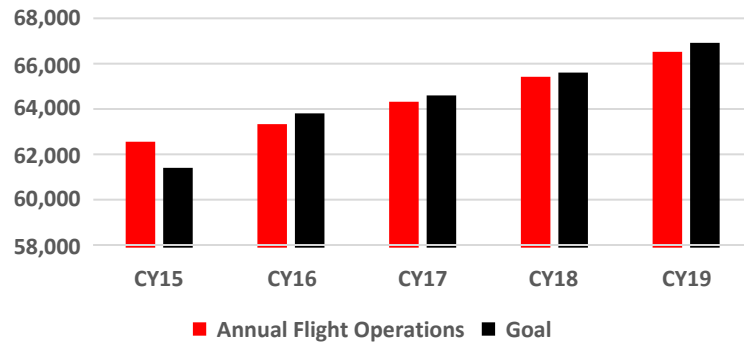




# PERFORMANCE MEASURES

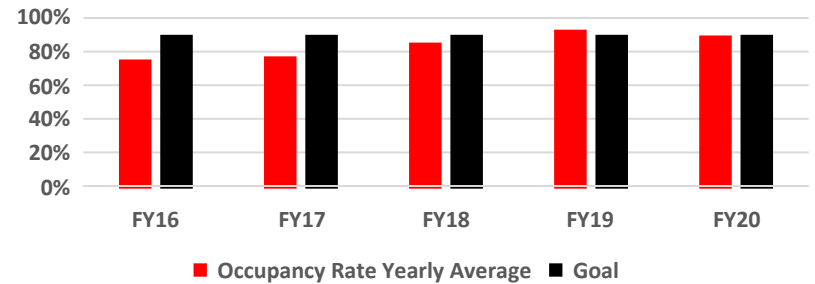
Measured to evaluate overall activity and utilization of the Airport.

### Annual Flight Operations



Measured to gauge awareness and utilization of the Airport.

### T Hangar Occupancy Rate





# ACTIVE PROJECTS UPDATE

## *FUEL FARM REPLACEMENT*

- Phase 1 (construction) complete and facility operational
- Phase 2 (demolition of old farm, site paving and construction of fuel truck parking area) delayed due to COVID financial challenges – expected to commence Spring 2021





# ACTIVE PROJECTS UPDATE

## NORTH RAMP DEVELOPMENT

- **Richmond Executive Aviation (REA)**  
Pad Sites 1 & 2 under construction
- **Dominion Aviation Services, Inc. (DAS)**  
Pad Site 3 in site plan review and permit processes
- **5G Air, LLC Pad Site 4 construction**  
schedule TBD

*All sites have 40-year land lease*





# ACTIVE PROJECTS UPDATE

## *TERMINAL HVAC REPLACEMENT*

**Phase 1** – First floor /  
lobby, restaurant and  
office space

**Phase 2** – Second floor /  
office and conference  
room

**Phase 3** – Basement /  
Banquet hall







# ACTIVE PROJECTS UPDATE

## *ENTRANCEWAY IMPROVEMENTS*

- Tree clearing
- Landscaping
- Additional lighting







# OTHER ACTIVE PROJECTS

- **Terminal Ramp - crack fill & seal (50% State grant)**
- **VSP lease updated & hangar major maintenance**
- **County staff move to terminal to enhance operations oversight**
- **Land acquisition for runway extension**
- **Rules and Regulation & FBO Minimum Standards Review & Updates**

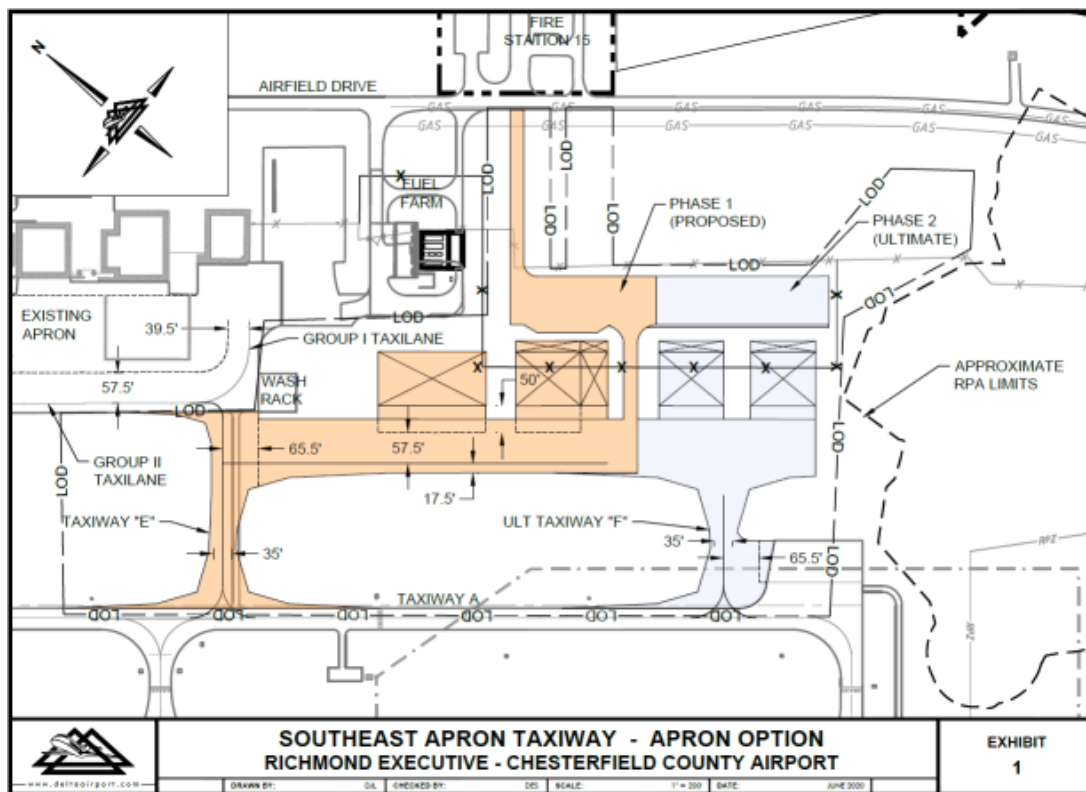




# EARLY-STAGE PROJECTS UPDATE

## SOUTHEAST RAMP DEVELOPMENT

**Environmental Assessment  
currently under public review –  
expect FONSI in early 2021**



Facility Poised  
and Ready for  
Development  
Opportunities

Space for  
Four 11.9K  
SF Corporate  
Hangars

Adds  
Another  
Access to  
Existing  
Taxiway

~8000 SF of  
Additional  
Ramp Space

Future  
Revenue  
Growth – Fuel  
Flowage and  
Personal  
Property Tax

Provides  
Service Road  
to Main  
Ramp, Wash  
Rack and  
Fuel Farm

Provides  
Direct Access  
to Airfield  
Drive

DOAV Funding  
Support  
80/20 Grant

Potential  
Separation of  
Props and Jets

Provides ~40  
Automobile  
Parking  
Spaces



# EARLY-STAGE PROJECTS UPDATE

## ECONOMIC DEVELOPMENT AREA

- Airport Master Plan allocates ~16 acres at intersection of Whitepine and Iron Bridge Roads for non-aeronautical development
- Revenues generated from land must be returned to Airport to help with facility financial self-sufficiency
- Once SE Ramp environmental complete, can commence FAA land release coordination



**CHESTERFIELD AIRPORT LAND PLANNING**  
Conceptual Plan - SP001





# FINANCIALS UPDATE

Revenues	FY19	FY20
Rental of T-Hangars (DAS retains 5% for billing admin costs)	\$ 349,099	\$ 340,534
<b>FBO Related Revenue - DAS Subtotal</b>	<b>\$ 193,849</b>	<b>\$ 200,971</b>
<b>FBO Related Revenue - REA (land lease)</b>	<b>\$ 6,876</b>	<b>\$ 10,495</b>
<b>Other Revenue (Nat. Guard &amp; VSP) Subtotal</b>	<b>\$ 240,749</b>	<b>\$ 245,171</b>
<b>Operating Revenue (Utilities, insurance recoveries, etc.) Subtotal</b>	<b>\$ 64,454</b>	<b>\$ 124,219</b>
<b>REVENUES TOTAL</b>	<b>\$ 855,027</b>	<b>\$ 921,390</b>
Expenditures	FY19	FY20
Personnel	\$ 271,276	\$ 213,251
Operating	\$ 308,812	\$ 384,831
Debt Service	\$ 120,648	\$ 220,507
Capital	\$ 65,000	\$ 45,386
<b>EXPENDITURES TOTAL</b>	<b>\$ 765,736</b>	<b>\$ 863,975</b>
Other	FY19	FY20
Revenue - Personal Property Tax Generated (CY)	\$ 205,543	\$ 260,344
Real Estate Taxes (only generated from DAS)	\$ 4,351	\$ 3,699
Expenditures - General Fund Contributions - Capital Projects	\$ 279,775	\$ 1,777,151
Federal and State Funding For Capital Projects	\$ 541,301	\$ 1,309,922





# AIRPORT ENTERPRISE FUND POLICY

- **Financial policy update to promote best practices in fund management**
- **Formalizes current practices into financial policy that establishes key features of self-sustaining airport fund**
  - ❖ **Target budget for operating, capital, and maintenance expenses that considers aligning user-generated services charges with increases in expenses**
  - ❖ **In order to support capital maintenance and replacement needs, the Airport Fund must maintain a capital maintenance balance of 10% of the Airport personnel and operating expense budget**
  - ❖ **Supplemental funding provided by the General Fund to be no less than the five-year average of aircraft personal property tax collections**







# **CHESTERFIELD COUNTY AIRPORT ANNUAL UPDATE**

## **QUESTIONS ?**

## Chesterfield County Airport - Financials Update

Revenues	FY19	FY20
Rental of T-Hangars (DAS retains 5% for billing admin costs)	\$ 349,099	\$ 340,534
DAS Land Lease	\$ 4,950	\$ 5,039
Rental of Tie Downs (DAS)	\$ 6,193	\$ 6,003
FBO Rent	\$ 139,804	\$ 142,618
Fuel Flowage Fee (County's share)	\$ 42,902	\$ 47,311
<b>FBO Related Revenue - DAS Subtotal</b>	<b>\$ 193,849</b>	<b>\$ 200,971</b>
<b>FBO Related Revenue - REA (land lease)</b>	<b>\$ 6,876</b>	<b>\$ 10,495</b>
Blueprint Automation Land Lease	\$ 3,438	\$ -
Air National Guard Lease	\$ 145,721	\$ 148,231
State Police Hangar and Office Space Lease	\$ 95,028	\$ 96,940
<b>Other Revenue Subtotal</b>	<b>\$ 240,749</b>	<b>\$ 245,171</b>
Utilities Reimbursement	\$ 32,232	\$ 30,793
Operating Grant Reimbursements	\$ 30,009	\$ 11,171
Insurance Recoveries	\$ -	\$ 13,255
Other Misc & One-Time Revenues	\$ 2,213	\$ 69,000
<b>Operating Revenue Subtotal</b>	<b>\$ 64,454</b>	<b>\$ 124,219</b>
<b>REVENUES TOTAL</b>	<b>\$ 855,027</b>	<b>\$ 921,390</b>
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**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: December 16, 2020**

**Item Number: 3.F.**

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**Subject:**

Learning and Performance Center Update

**Board Action Requested:**

**Summary of Information:**

Update on programs/actions during time of quarantine in support of employees and the organization.

**Attachments:**

1. BOS 2020 Update

Preparer: Kevin Bruny, Director & CLO

Approved By:

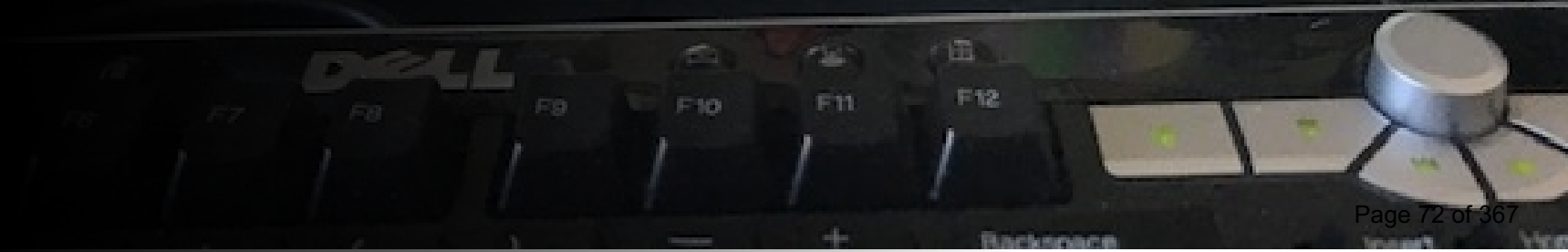


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# Learning & Performance Center Update

Board of Supervisors  
December 16, 2020





## Why Statement:

Learning & Performance Center provides developmental experiences and consulting services to county and school employees that promote individual and organizational success

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10 Full-time Staff

Currently working remotely, however on site when needed







## Chesterfield County Staff Redeployment - News and Help Guides



Hall, Rickey

Organizational Change & Surveys Coordinator

The Learning & Performance Center is facilitating the county's efforts to redeploy available full-time staff members to areas that have been identified as both mission critical and understaffed. As these needs are identified by Department Directors, available staff members will be redirected on a temporary basis to serve as mission support.



# Beyond the New Normal

## Redefining Service Delivery in a Time of Change

13 November 2020

We as a county have creatively and professionally served our customers and citizens during these pandemic months, and the challenge remains for the foreseeable future. This email series continues, we hope to inspire, educate, and cultivate innovative thinking while collectively embodying servant leadership, whether directly on the frontline or in remote settings. While fatigue, heightened emotions, and social uncertainty about managing ourselves and preparing others for service remain our priorities. Let's continue to embrace this opportunity and maintain our forward momentum in growing into the future beyond our new normal. We welcome your ideas and topics for inclusion in future editions.

## BUSINESS

Improving productivity and decision-making.

## WELLNESS

Appreciating the little things.

Beloved holiday traditions are among the many unfortunate casualties of this year's pandemic. As we look forward to next week's Thanksgiving dinners, emotional bittersweet, with typical travel plans cancelled and replaced with socially distanced celebrations. Entering the holiday season of 2020, it is important to appreciate the little things we have, to savor important moments, and to share gratitude with and for others.

## MICROSOFT TEAMS TIPS



Experiencing Microsoft Teams in a new way.

Teams is now offering a "new meeting experience" that enables you to have calls and

## CHESTERFIELD INNOVATION

County departments innovate to meet new needs.

When the COVID-19 pandemic forced Chesterfield Parks and Recreation to curtail its in-person camps and other recreation programs this summer, the staff adapted to continue engaging with the community and offering services to Chesterfield families.

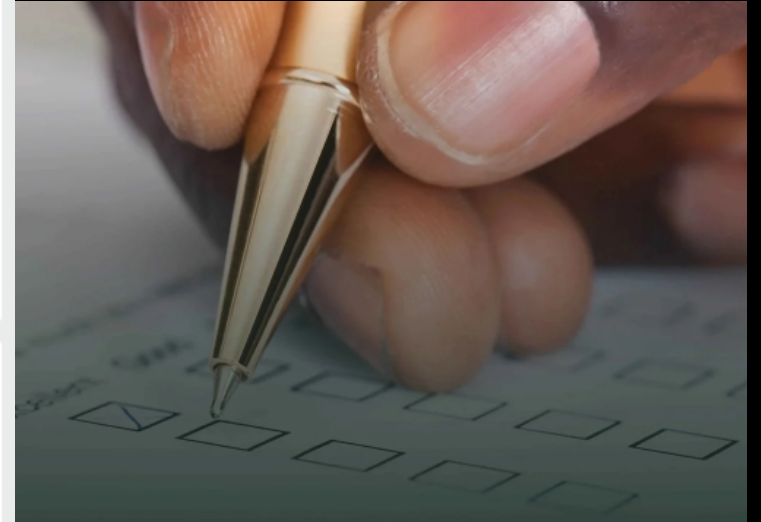
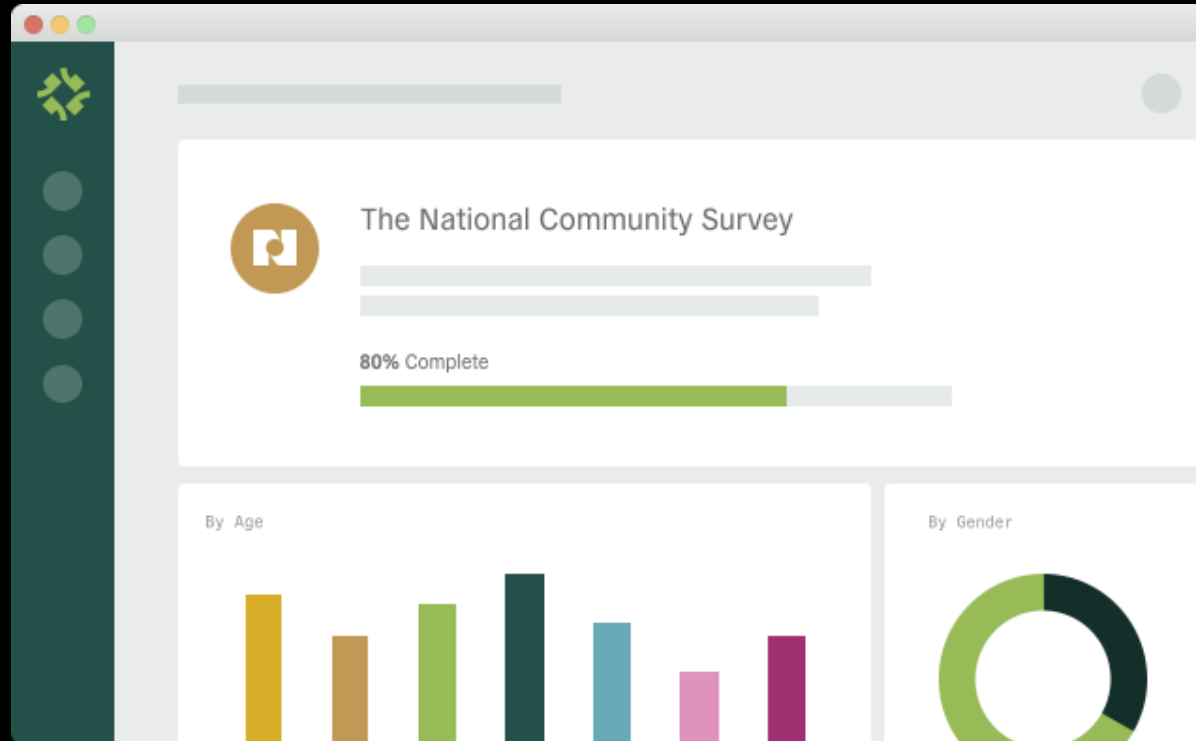
### Chesterfield Parks and Recreation Offer Socially Distanced Programs

When the pandemic hit, staff at the Bensley and Ettrick Recreation Centers innovatively created socially distanced pop-up recreation activities with weekly themes. For example, community members could complete crafts or activities in the park or take individually wrapped kits home via contactless pick-up. Ettrick Park also hosted a Little Free Library. Henricus Historical Park also conducted the James River Camp with extra guidelines in place. Campers were asked to take their temperature daily and not attend camp if they had symptoms. Campers had their own supplies and table designated as their home base during the week. Staff wore gloves and masks and had individually packaged food items. Instead of using county vans, parents provided transportation to the kayaking launch area.

Thanks to these innovations, the youth of Chesterfield County were able to take advantage of exciting summer fun opportunities. Both Parks and Recreation and Henricus Historical Park continue to offer in-person activities to the public this fall. Check out the offerings at [www.chesterfield.gov/programguide](http://www.chesterfield.gov/programguide) or [www.henricus.org](http://www.henricus.org).



# Citizen Satisfaction Survey





8/13/2020

# Chesterfield County Employee Survey

Supporting Employees with Children Virtually Learning

County Report

Eligible Retiree by June 30,2023

Survey Analysis

7/8/2020

# Juvenile Runaway

Incident Report



# Diversity Advisory Committee Survey

10/14/2020

Rickey Hall

Organizational Change & Surveys Coordinator  
Learning & Performance Center

# COVID 19 RELATED "TELEWORK" SURVEY

CRIMINAL INVESTIGATIONS UNIT

**Chesterfield County  
Strategic Plan  
(FY2020-2024)**



Everyday  
Excellence



Robust  
Economy



Learning for  
a Lifetime



Safe & Secure  
Community



Thriving  
Community



Health Living  
& Well-being

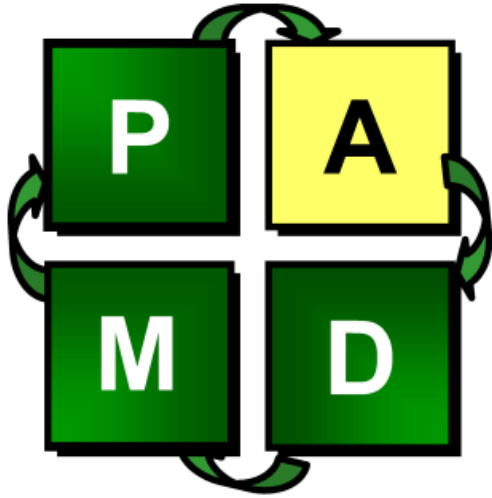




# Citizen Experience Assessment

June - July





# Talent Stewardship 2020

August-September

Top Leadership Positions  
Potential Successors and Backups

26 YEAR(S)	5 MONTH(S)	31 YEAR(S)	5 MONTH(S)	36 YEAR(S)	5 MONTH(S)
8 YEAR(S)	10 MONTH(S)	13 YEAR(S)	10 MONTH(S)	18 YEAR(S)	10 MONTH(S)
23 YEAR(S)	10 MONTH(S)	28 YEAR(S)	10 MONTH(S)	33 YEAR(S)	10 MONTH(S)
1 YEAR(S)	11 MONTH(S)	6 YEAR(S)	11 MONTH(S)	11 YEAR(S)	11 MONTH(S)
22 YEAR(S)	7 MONTH(S)	27 YEAR(S)	7 MONTH(S)	32 YEAR(S)	7 MONTH(S)
4 YEAR(S)	2 MONTH(S)	9 YEAR(S)	2 MONTH(S)	14 YEAR(S)	2 MONTH(S)
13 YEAR(S)	6 MONTH(S)	18 YEAR(S)	6 MONTH(S)	23 YEAR(S)	6 MONTH(S)
3 YEAR(S)	9 MONTH(S)	8 YEAR(S)	9 MONTH(S)	13 YEAR(S)	9 MONTH(S)
10 YEAR(S)	8 MONTH(S)	15 YEAR(S)	8 MONTH(S)	20 YEAR(S)	8 MONTH(S)
9 YEAR(S)	8 MONTH(S)	14 YEAR(S)	8 MONTH(S)	19 YEAR(S)	8 MONTH(S)
5 YEAR(S)	0 MONTH(S)	10 YEAR(S)	0 MONTH(S)	15 YEAR(S)	0 MONTH(S)
2 YEAR(S)	4 MONTH(S)	7 YEAR(S)	4 MONTH(S)	12 YEAR(S)	4 MONTH(S)
5 YEAR(S)	5 MONTH(S)	10 YEAR(S)	5 MONTH(S)	15 YEAR(S)	5 MONTH(S)
23 YEAR(S)	3 MONTH(S)	28 YEAR(S)	3 MONTH(S)	33 YEAR(S)	3 MONTH(S)
26 YEAR(S)	7 MONTH(S)	31 YEAR(S)	7 MONTH(S)	36 YEAR(S)	7 MONTH(S)
19 YEAR(S)	11 MONTH(S)	24 YEAR(S)	11 MONTH(S)	29 YEAR(S)	11 MONTH(S)
13 YEAR(S)	11 MONTH(S)	18 YEAR(S)	11 MONTH(S)	23 YEAR(S)	11 MONTH(S)
38 YEAR(S)	4 MONTH(S)	43 YEAR(S)	4 MONTH(S)	48 YEAR(S)	4 MONTH(S)

# Cyber Security Awareness Month

Tip of the Week: If you connect it, protect it! #BeCyberSmart



# Chesterfield County 2020 VIRTUAL Cyber Security Summit

Information Security is our shared responsibility



Office 365 for IT Pros May Update 09:38 1 attendee **LIVE**

Need help? [Leave](#)

Queue Tony Redmond's desktop Live event Tony Redmond is live

### Topics

- Ignite is now virtual
- What does 44 million daily active users mean for Teams and the rest of Office 365? Does introducing features like 10K max for membership affect Yammer?
- Teams and Zoom – does privacy trump functionality? And custom backgrounds...
- Stream storage and all those Teams meeting recording
- Slack and Teams
- Exchange Online mailbox auditing fiasco
- Legacy eDiscovery retirement delayed, but basic authentication still going away in October 2020
- Twitter connectors are no more
- Sensitivity Labels for Groups, Teams, and Sites: "Mass coverage" in preview
- License assignments – including the licenses you don't even know about, like the ones needed for advanced compliance

Send link End

You Content

Tony R... My desktop

Chesterfield County presents:

# COVID-19 TRAINING

Protecting the Health & Safety of Workers  
16VAC25-220, Emergency Temporary Standard (ETS)



**Confidently Elevating Excellence in  
Elections**

**Chesterfield County, Virginia 2020**

Cyber Security Awareness  
2020 HR Policy Updates  
Sexual Harassment Awareness  
Criminal Justice Information Services (CJIS)





# Transitioning Instructor-Led to Virtual Training







## Environmental, Health and Safety Training Chain Saw Operation & Safety



# Environmental, Health and Safety Training

## Fall Protection with Scissor Lifts





# We Appreciate your Support!

Board of Supervisors  
December 16, 2020







**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: December 16, 2020**

**Item Number: 4.A.**

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**Subject:**

Key Financial Indicators Quarterly Report

**Board Action Requested:**

Accept the attached Key Financial Indicators Quarterly Report.

**Summary of Information:**

The attached report provides a comprehensive review of financial, economic, and demographic datasets; illustrating key metrics that are tracked monthly, quarterly, and annually.

**Attachments:**

1. Key Financial Indicators Report CY2020 Q4\_Publish Dec 20

Preparer: Gerard Durkin, Acting Budget Director

Approved By:



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BLUEPRINT CHESTERFIELD PRESENTS:

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**KEY FINANCIAL INDICATORS**  
**QUARTERLY REPORT**  
FOURTH QUARTER CY2020

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# KEY FINANCIAL INDICATORS

FOURTH QUARTER CY2020

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## TABLE OF CONTENTS

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GENERAL OVERVIEW	3
NATIONAL ECONOMIC CONDITIONS	6
STATE ECONOMIC CONDITIONS	7
LOCAL ECONOMIC CONDITIONS	8
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HOUSING AND REAL ESTATE	10
COMMUNITY AND DEMOGRAPHICS	11

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## REPORT OVERVIEW

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This report has been designed to provide strategic insight into key financial and economic measures for Chesterfield County. The County has a long-standing history of evaluating and reviewing these measures on a regular basis, however, with this report, we are now able to communicate this information to a larger audience. The County remains committed to strong fiscal stewardship; this report showcases relevant and informative financial, economic, and general Countywide indicators that are important in informing both current and future programs, services, and resource allocation.

Information in this report is represented based on various time series: monthly, quarterly, and calendar year or fiscal year basis, reflecting year-to-year comparisons. Throughout this report are some common acronyms such as YoY, Year-over-Year; and YTD, Year To Date. Leading each data set is a short narrative intended to offer insight on information presented.

*UPDATE: In order to provide up-to-date information on the impact of the COVID-19 pandemic, this issue provides the most current data available at the time of printing. As such, some indicators will have more recent data than others depending on the reporting frequency of the source data.*

# CHESTERFIELD ECONOMIC HIGHLIGHTS

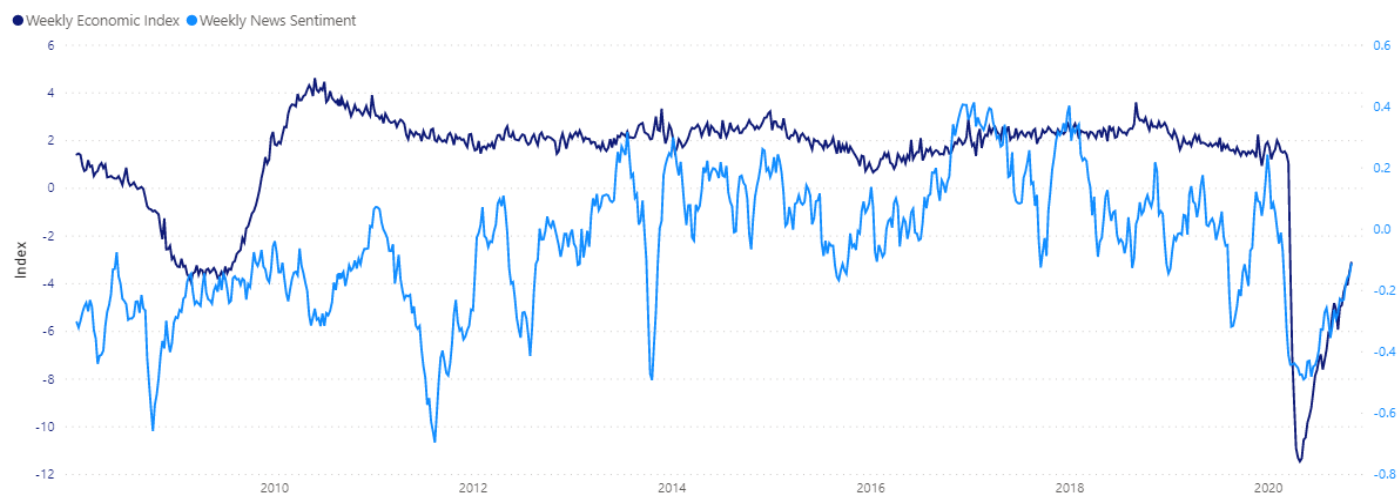
## OVERVIEW

Entering the tenth month of the pandemic in the United States, the economic outlook remains a mix of positive signals and signs of caution. Optimistic economists initially projected a v-shaped recovery from the pandemic. However, because the spread of the virus has not been contained, consumer activity has been limited by what can be done while maintaining social distancing. And while for many indicators, the worst effects appear to be over with, many have not recovered fully, and could take some time to rise back to pre-pandemic levels. Below are several indicators informing the County's approach to budget and revenue forecasting.

## NATIONAL LEADING INDICATORS

Weekly economic index is a composite of several key metrics (including, for example, weekly unemployment claims, tax withholding, electric output, and railroad traffic), which represent the economic conditions on a national level. News sentiment analyzes whether the language in news articles is positive, negative, or neutral in nature. Both of these indicators were at historically high levels prior to the pandemic, which declined in response to the shutdowns earlier in the spring, and have not yet fully recovered. These will continue to serve as useful leading indicators through what remains of the economic recovery.

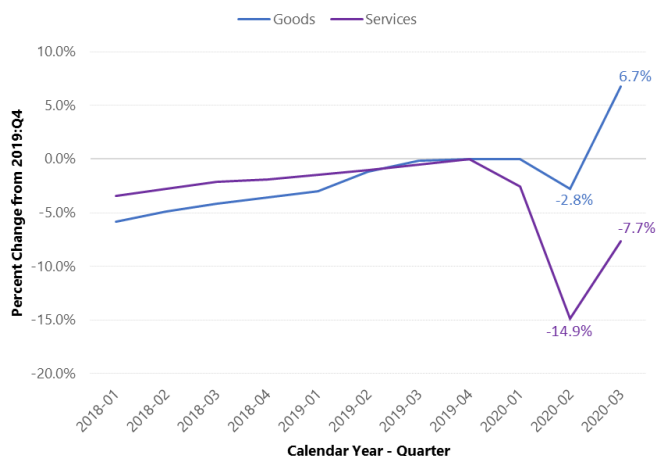
### NATIONAL WEEKLY ECONOMIC INDEX & NEWS SENTIMENT



## ECONOMIC REBOUND IN REAL GDP

While the percentage change in GDP from the preceding period appears to show a strong rebound in growth, the nation still lags behind the pre-pandemic peak by about 3.5 percent. The GDP growth in specific sectors provides additional insights – the services sector is typically driving the recovery of a typical recession. However, in this recession, the goods sector is driving most of the growth thus far, particularly durable goods that are one-time purchases for households. Continued GDP growth is reliant on the services sector rebounding to a level not seen since the spring.

### PERCENT CHANGE OF GOODS AND SERVICES



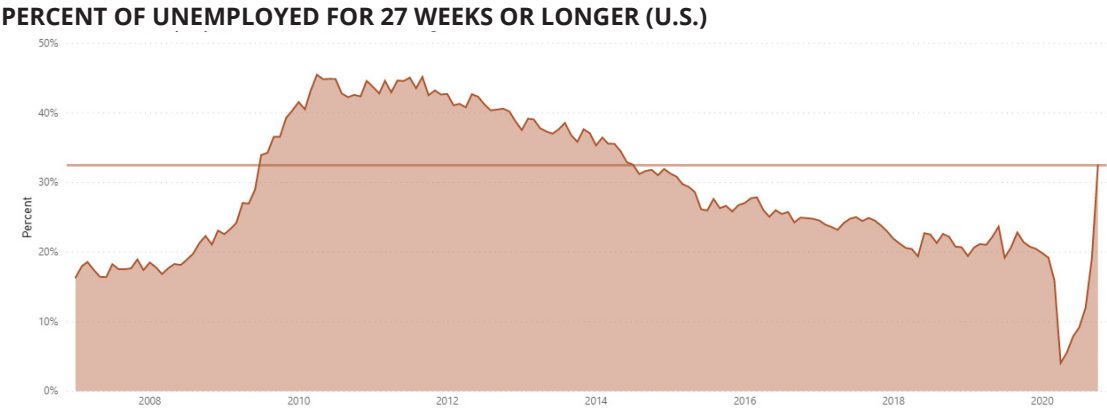
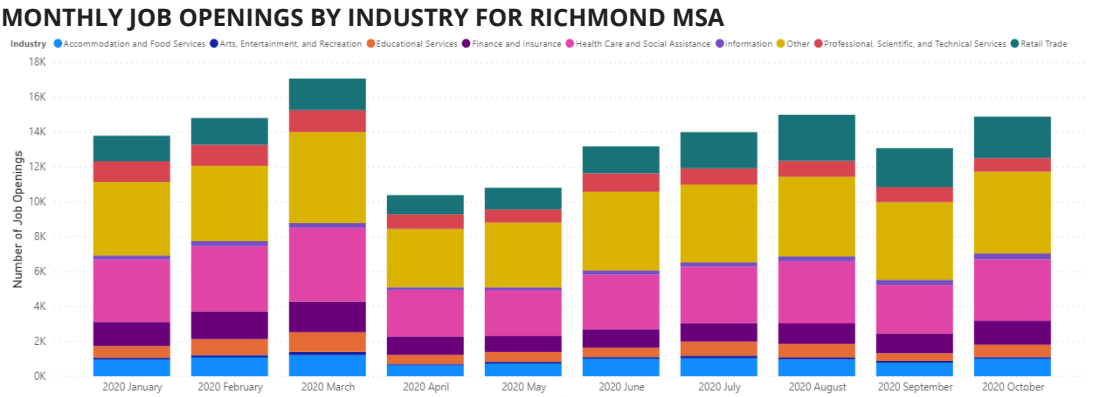


LABOR MARKET

In response to the pandemic, the national unemployment rate peaked at 14.4 percent, but has already fallen precipitously. In a similar vein, the labor force participation rate, which had already been declining over recent decades, dropped off in response to the pandemic. This has rebounded again, but like the national unemployment rate, has a long way to go before reaching pre-pandemic levels. On the county level, employment within Chesterfield reached 187,710 at its peak, and rapidly fell to a low of 164,314 – returning employment to 2013 levels. This has already rebounded to 175,296 by October, reaching the levels last seen in 2017.

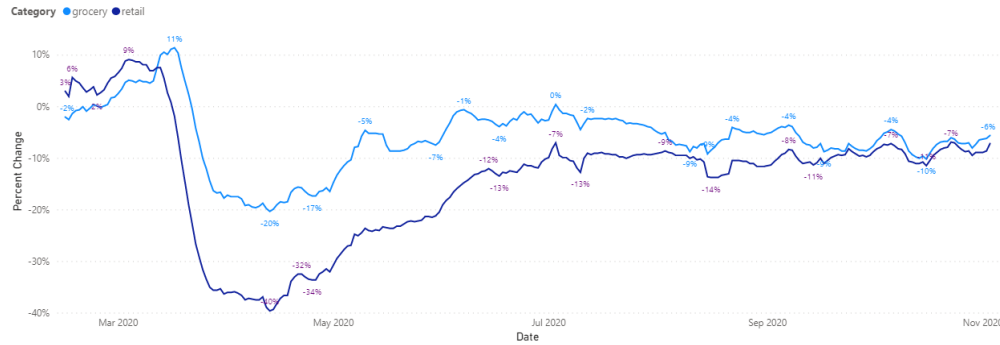
The recovery that is occurring in the Chesterfield labor market is tied to several key industries. Month after month, Health Care and Social Assistance has been the largest industry for job openings with an average of approximately 3,300 openings per month. However, Health Care and Social Assistance is still down about 17 percent from March levels. Retail Trade is the second largest industry for job openings with an average of 1,200 openings per month, and October job openings do suggest 30 percent growth in this sector. However, this may be explained in part by the seasonal hiring of retail workers in preparation for the holidays.

Length of unemployment is another key indicator of labor market stability. Approximately 20 percent of those unemployed in the County were out of work for more than 27 weeks, or just over 6 months. That figure initially fell at the onset of the pandemic, as many were laid off or furloughed within a few weeks and began receiving benefits. Now that the pandemic has been affecting employment since March, many who thought they would quickly be able to return to work have not done so. The longer that people are unemployed, the harder it becomes to return to work, because skills begin to atrophy, and employers grow more reluctant to hire. The adverse effects on the long-term stability of the labor market intensify as this category of unemployment grows. For comparison, this level of long-term unemployment was last recorded in July 2014, putting this recession on par with the previous one.



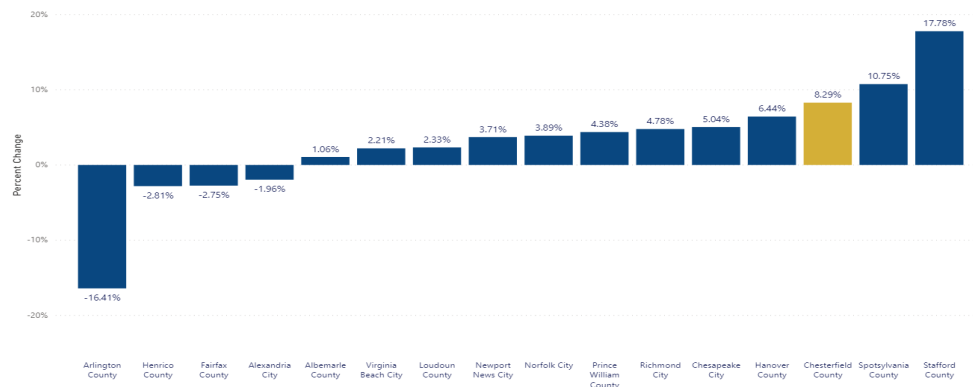
REAL TIME CONSUMER BEHAVIOR

Google mobility reports provide insights into how Chesterfield residents have adapted daily life to the realities of the pandemic. There was an initial spike at the onset of social distancing recommendations, during which many households gathered supplies to last for longer stretches at home. Following that was a rapid drop in trips to grocery and retail stores as residents complied with stay at home orders for the remainder of the spring. Following the reopening plan throughout the summer, the most recent data reflects the new normal for Chesterfield residents, who are still not visiting stores as often as they were pre-pandemic. However, it is not clear that residents are spending less at these locations as a result of fewer visits. Most recent reading, grocery visits are down six percent, and retail is down seven percent.

**PERCENT CHANGE IN COMMUNITY MOBILITY (7-DAY MOVING AVG)**

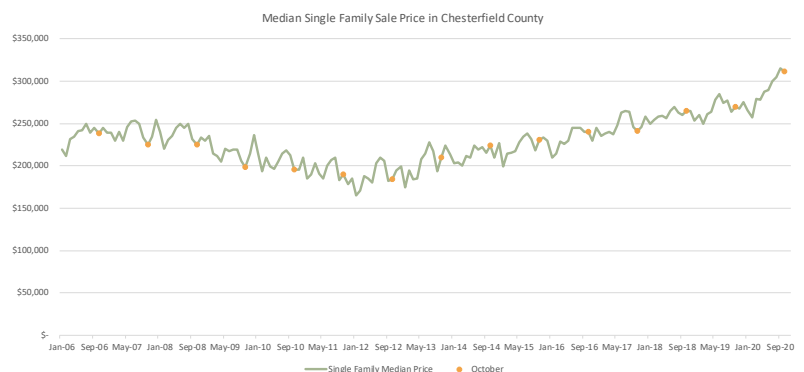
Local sales taxes in Chesterfield County has performed well considering the impact of the pandemic on the community. While some localities have seen modest year-to-date growth, or even declines in collections, Chesterfield has grown 8.5 percent year-to-date over CY2019. The commuting population, who would typically travel up Routes 288 or 76 to a physical office are now working remotely for the first time, which is likely to have supported a portion of this growth. Despite a substantial decline in food services, year-to-date sales at food and beverage stores have grown 13.6 percent over 2019. Growth is also evident in building material and supplies as well as general merchandize stores.

More spending can also be tied to the reopening of Chesterfield businesses throughout the late spring and early summer through the state's phased reopening. Additionally, the Chesterfield Economic Development Authority, and Chesterfield Chamber of Commerce have rolled out programs to aid in the reopening of Chesterfield businesses, including Back in Business grants, Relaunch Chesterfield, Chesterfield Eats To-Go, and other regional efforts. These initiatives coupled with the decline in unemployment within the County have strengthened recent sales tax collections, signaling that business activity is beginning to bounce back within the County.

**PERCENT CHANGE IN 2020 YTD SALES TAX COLLECTIONS COMPARED TO 2019****HOUSING AND REAL ESTATE**

The county leads the regional market in the number of new listings in October with year over year growth of 12.4 percent compared to a decrease of 0.1 percent regionally. Additionally, the number of pending sales exceeded regional peers, suggesting continued positive momentum in the county's housing market.

The number of pending sales in October growing by 36.8 percent year-over-year while the regional market increased by 29.9 percent, and closed sales following a similar trend. These factors have supported demand in Chesterfield, and as a result produced growth of 15.6 percent year-over-year in median single-family home prices. Furthermore, Chesterfield has more housing inventory available compared to our largest regional peer, and year-to-date single-family building permits are up 18 percent as of October, which contribute to the long-term sustainability of this trend in Chesterfield housing.



## NATIONAL ECONOMIC CONDITIONS

### ADVANCE RETAIL SALES, EXCLUDING FOOD SERVICES (\$ MILLIONS)

Provides an early estimate of the dollar value of monthly sales in retail trade. The reading for October is \$497,695, reflecting an 8.2% year-over-year increase in consumer demand. In response to this pandemic, this metric fell in the spring, but recovered quickly. The categories with the largest percentage growth in spending include building material and garden equipment, auto dealers, food and beverage stores, and non-store retailers such as Amazon, with very little fluctuation from the previous month. This has changed fluctuated minimally in recent months, which suggests that consumers have adapted to a new lifestyle during the pandemic.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change
\$497,695	\$459,978	\$448,136	8.20%
OCT 20	OCT 19	OCT 18	

### MANUFACTURERS' NEW ORDERS - DURABLE GOODS (\$ MILLIONS)

Provides current data on industrial activity and indicates future business trends in the domestic manufacturing sector. At \$240,769 in October 2020, this indicator shows a 0.3% decrease from October 2019. This indicator lags behind 2019 levels less than previous quarters during the pandemic and could continue to improve if consumer demand stabilizes further.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change
\$240,769	\$241,557	\$245,516	-0.3%
OCT 20	OCT 19	OCT 18	

### % CHANGE IN REAL GROSS DOMESTIC PRODUCT

Gross Domestic Product (GDP) measures the percent change in the value of goods and services produced in the U.S. less the cost of production. This measure read 33.1% in the first quarter of FY2021, showing a larger percentage growth than the same quarter last year. However, this rebound does not fully gain the losses seen in the preceding quarter, as the nation still lags the pre-pandemic peak by about 3.5 percent.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change
33.10%	2.10%	2.90%	31.00%
Q1-FY21	Q1-FY20	Q1-FY19	

### UNEMPLOYMENT RATE

Percentage of employable people living in the United States over the age of 16 who have either lost their jobs, unsuccessfully sought jobs, and are actively seeking work. In October 2020, the national unemployment rate was 6.9%, which is 3.3 percentage points above the October 2019 measure. This indicator is showing signs of rapid improvement from spring 2020 when the rate hit 14.7%, though has not fully recovered to pre-pandemic levels.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change
6.90%	3.60%	3.80%	3.30% pts
OCT 20	OCT 19	OCT 18	

### NEW BUSINESS FORMATION, U.S.

A measure of new businesses in the nation as represented by the business applications for tax ID, with some exceptions (including certain sectors such as private households, or civic and social organizations). On a year-over-year basis, applications for tax IDs are up 33.0%, the fastest rate in a decade, suggesting optimism for business opportunities.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change	YTD YoY Change
83,740	62,950	49,330	33.0%	23.1%
WEEK ENDING				
11/21/20	11/23/19	11/24/18		

### NET PERCENTAGE OF DOMESTIC BANKS TIGHTENING STANDARDS ON CONSUMER LOANS

Measures the willingness of domestic banks to issue consumer installment loans. The net percentage tightening standards was 26.7% in the second quarter of FY2021. While still continuing to increase standards for consumer loans, the increase over the preceding quarter is less than the increase recorded in the previous period. Meanwhile, banks reported stronger demand for credit card loans, auto loans, and most categories of residential real estate loans.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change
26.70%	10.40%	-2.20%	16.30% pts
Q2-FY21	Q2-FY20	Q2-FY19	

### CONSUMER PRICE INDEX (CPI)

Measures the average change in the price of goods and services paid by urban consumers. The percentage change in the CPI between October 2019 and 2020 is 1.2%, which is 0.6 percentage points lower than the previous year-over-year change, continuing to demonstrate signs of softening growth at the national level.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change
1.2%	1.8%	2.5%	-0.6% pts
OCT 20	OCT 19	OCT 18	

## STATE ECONOMIC CONDITIONS

## SALES TAX (\$000'S)

State sales tax collections reflect consumer spending across Virginia. The state saw an 8.6% increase from the same period last year. Following the reopening of many businesses across the state over the summer, the state's sales tax collections show signs of recovery from the impacts of the pandemic. As a result, year-to-date collections are up 7.8% thus far.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change	YTD YoY Change
\$341,518	\$314,590	\$290,153	8.56%	7.79%
OCT 20	OCT 19	OCT 18		

## INDIVIDUAL INCOME TAX WITHHOLDING (\$000'S)

A measure of job creation and wage growth in the state economy. Year-to-date tax withholdings in Virginia have increased 4.6% compared to October last year, outpacing the state's estimate of 0.6% growth. This is driven in part by the slow but steady rising levels of employment across the state.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change	YTD YoY Change
\$1,169,636	\$1,264,004	\$1,165,376	-7.47%	4.59%
OCT 20	OCT 19	OCT 18		

## VEHICLE REGISTRATIONS

Vehicle registrations in November 2020 across the state are down 11.1% from November 2019, and down 13.8% year-to-date as well. After declining from 2019 levels in response to the pandemic, vehicle sales remained suppressed across the state for the ninth consecutive month.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change	YTD YoY Change
121,469	136,697	142,062	-11.14%	-13.34%
NOV 20	NOV 19	NOV 18		

## % CHANGE IN REAL GROSS DOMESTIC PRODUCT

The change in the value of goods and services produced in the state, less the cost of goods and services used in production. This measure declined by 27% on an annualized basis, between the third and fourth quarter of FY2020. The underlying data shows continued major contraction in the arts, entertainment, and recreation as well as the accommodation and food services industries. However, most sectors in Virginia experienced contraction or slowed growth during this period, including Agriculture, forestry, fishing and hunting, construction and education industries, which performed well in the preceding period.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change
-27.00%	0.90%	1.80%	-27.90% pts
Q4-FY20	Q4-FY19	Q4-FY18	

## NEW BUSINESS FORMATION, VIRGINIA

A measure of new businesses in the state as represented by the business applications for tax ID, with some exceptions (including certain sectors such as private households, or civic and social organizations). On a year-over-year basis, applications in Virginia are up 32.7%, on par with business growth at the national level.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change	YTD YoY Change
2,070	1,560	1,230	32.7%	19.4%
WEEK ENDING				
11/21/20	11/23/19	11/24/18		

## UNEMPLOYMENT RATE

Percentage of employable people living in Virginia over the age of 16 who have either lost their jobs, unsuccessfully sought jobs, and are actively seeking work. The state unemployment rate as of October 2019 is 5.3%, an increase of approximately 2.6 percentage points over the same period in 2019. After an initial spike in unemployment this past spring, this measure has shown improvement over the summer and fall.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change
5.30%	2.70%	2.90%	2.6% pts
OCT 20	OCT 19	OCT 18	

## NUMBER OF FILED BANKRUPTCIES

In September 2020, the state saw 1,121 bankruptcies filed, a decrease of 40.7% from September 2019, most likely in response to both the increased opportunities for flexibility from financial institutions and utility providers during the pandemic, as well as court closures across the state. In addition, the year-to-date reading is down 33.9% thus far. This measure normally serves as a leading indicator of potential financial difficulties for both consumers and businesses, whereby any sustained uptick in this metric would indicate increasing stress in the economy. However, court closures as well as an increase in forbearance opportunities have kept this number lower than it might be otherwise.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change	YTD YoY Change
1,121	1,892	1,589	-40.8%	-34.0%
SEP 20	SEP 19	SEP 18		



## LOCAL ECONOMIC CONDITIONS

### SALES TAX

A key measure of consumer spending and consumer confidence in the local economy. Although a significant portion of federal aid has concluded, consumer spending remains elevated. Consumer spending in the County is up 9.86% year over year from October 2019 and has accumulated over the first several months of the fiscal year to 12.21% increase on a year-to-date basis. Additionally, the statewide stay-at-home orders kept more Chesterfield residents in the County during the workday than previously, generating more spending closer to home.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change	YTD YoY Change
\$5,124,933	\$4,664,957	\$4,244,043	9.86%	12.21%
OCT 20	OCT 19	OCT 18		

### AVERAGE WEEKLY WAGE

At \$966, average weekly wages across government and private sectors in the county are up 6.2% compared to 2019. On the surface, this represents a gain in the labor market over the summer. However, this number is potentially skewed by the types of jobs lost at the peak of pandemic unemployment – higher paying positions were more stable during this time. The Budget department will monitor average weekly wage as the economic recovery causes unemployment rates fall in future quarters for signs of softening wages as workers return.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change
\$966	\$910	\$881	6.15%
Q4-FY20	Q4-FY19	Q4-FY18	

### VEHICLE REGISTRATIONS

The number of new and used vehicle registrations. In response to both the pandemic-driven economic uncertainty, as well as the number people frequently staying home compared to the prior year, vehicle registrations fell significantly, down 6.0% from November of 2019. Chesterfield's vehicle registrations have bounced back more quickly than the state as a whole, and the gap between current year and previous year registrations is still shrinking.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change	YTD YoY Change
4,890	5,202	5,474	-6.00%	-8.56%
NOV 20	NOV 19	NOV 18		

### PAYROLL EMPLOYMENT

With 172,596 workers employed in the County as of October 2020, this represents a 6.4% decrease compared to October 2019. This metric reached a year-over-year gap of 5.0% in the month of August but widened again beginning in September as virtual school created conflicts for some working parents. The continuing shifts in schools will have an impact on the labor market until the spread of the virus becomes more contained.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change
172,596	184,445	179,955	-6.42%
OCT 20	OCT 19	OCT 18	

### LABOR FORCE TO JOBS RATIO

This measure tracks the ratio of jobs at Chesterfield firms to the number of County residents that are actively engaged in the labor force. At 69.8% in June, this ratio has decreased 3.1 percentage points from the same period last year, indicating that fewer Chesterfield residents are employed within the County. As the County's pandemic recovery effort continues, the County remains committed to its goal of bringing the ratio closer to 80% over time and will monitor this indicator as progress is made.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change
69.84%	72.95%	74.36%	-3.11% pts
JUN 20	JUN 19	JUN 18	

### UNEMPLOYMENT RATE

Percentage of employable people living in Chesterfield County over the age of 16 who have either lost their jobs, unsuccessfully sought jobs, and are actively seeking work. Entering the pandemic, the County unemployment rate was consistently below both the national and state rates, though the rate rose in line with regional peers as the impacts of the economic disruption throughout 2020. The County reached 4.8% unemployment in October and continues to trend below the state and national levels. This rate has already fallen from the pandemic peak of 10.5 in April and continues to improve as the County recovers.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change
4.80%	2.50%	2.60%	2.30% pts
OCT 20	OCT 19	OCT 18	

### OCCUPANCY TAX

This is a local tax levied on hotels and other lodging places within the County for any person who obtains lodging for less than thirty days. The County's rate is eight percent. Increased social distancing measures and reduced travel statewide produced a considerable decline in occupancy tax revenue. As a result, year-to-date occupancy tax collections through November are down by 20.8% from FY2020.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change	YTD YoY Change
\$353,786	\$568,092	\$554,761	-37.72%	-20.84%
NOV 20	NOV 19	NOV 18		

## FINANCE AND BUDGET (LOCAL)

### OPERATING CASH INVESTMENT BALANCE

General overview of Countywide cash investment balances. The amounts listed here represent the short-term cash component of the County's total investment balances. This balance has increased recently in response to the interest rate environment.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change
\$162.3M	\$121.5M	\$120.8M	33.58%
OCT 20	OCT 19	OCT 18	

### AVERAGE YIELD ON INVESTMENTS

Measuring the county's investment effectiveness. The objective is to obtain the highest possible yield on available financial assets, consistent with constraints imposed by safety objectives, cash flow considerations, and the laws of the Commonwealth of Virginia that restrict the placement of public funds. Compared to October 2019, yields are up down by 1.3 percentage points.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change
0.83%	2.13%	2.20%	-1.30% pts
OCT 20	OCT 19	OCT 18	

### INTEREST EARNINGS

This is the amount, in thousands of dollars, that the County is earning per month on longer-term investment balances in investment vehicles permissible by State Code. For the month of October, investment earnings reached \$405,000, representing a 73.3% decline over the same month in FY2020. On a year-to-date basis, earnings are down overall by 62.7% thus far, primarily as a result of a decline in interest rates.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change	YTD YoY Change
\$405K	\$1,515K	\$941K	-73.27%	-62.71%
OCT 20	OCT 19	OCT 18		

### LONG-TERM LIABILITIES

As required by GAAP, a long-term liability has been recorded for the VRS Plan, the County Supplemental Retirement Plan, Retiree Healthcare, and the County Line of Duty Plan for the cumulative difference between the total pension/OPEB liabilities and fiduciary net position as of the measurement date. Incremental improvement to the funded status of each could be a result of additional funding directed to the respective trust, investment returns, or program eligibility/participation.

FY2020	FY2019	FY2018	FY2017
<b>VRS AGENT MULTIPLE-EMPLOYER</b>			
83.73%	85.61%	84.48%	79.67%
<b>COUNTY SUPPLEMENTAL RETIREMENT PLAN</b>			
92.34%	98.77%	99.84%	97.86%
<b>RETIREE HEALTHCARE</b>			
35.70%	33.63%	28.57%	22.43%
<b>LINE OF DUTY</b>			
66.73%	59.86%	73.56%	51.99%

### TAX COLLECTION RATE

Property taxes are primarily generated from levies on real estate and personal property and are the dominant revenue source for the County, more than half of the general fund budget. Therefore, timely collection of those revenues are critical to operations. This metric is demonstrating the percentage of the original tax level collected within the fiscal year of the levy.

96.86%	97.26%	95.03%	95.71%
FY2019	FY2018	FY2017	FY2016

### PERCENT SPEND WITH CHESTERFIELD BUSINESSES

Measuring the percent of Chesterfield businesses responding to and entering into agreements for Chesterfield County goods and services and construction contracts. With several large capital project expenditures over the last few years, County expenditures with national companies that specialize in such projects have significantly increased. The County continues to monitor this measure and is committed to utilizing local businesses for goods and services. In the future, this indicator will report out on goods and services versus capital expenditures.

8.25%	10.04%	16.13%	14.91%
FY2019	FY2018	FY2017	FY2016

### NET CHANGE IN FUND BALANCE

The net increase or decrease resulting from the use of and contribution to reserves in a given fiscal year. Each year, results of operations (both County and Schools) are set aside for revenue stabilization needs in less favorable economies as well as capital projects. Contributions from restricted revenues that cannot be used to fund general operations (occupancy taxes, BPOL) are also included below.

\$55.7M	\$25.9M	\$14.4M	\$30.2M
FY2020	FY2019	FY2018	FY2017

### APPEALS DATA

As an indicator of the accuracy of the assessment data, this measures the number of residential assessments actually changed by the Board of Equalization (BOE).

FY2020	FY2019	FY2018	FY2017
<b>TOTAL NUMBER OF APPLICATIONS</b>			
140	140	116	108
<b>TOTAL NUMBER OF APPEALS REVIEWED BY BOE</b>			
12	12	8	5
<b>NUMBER OF APPLICATIONS OVERTURNED BY BOE</b>			
0	2	0	1
<b>AVERAGE VALUE CHANGED</b>			
\$0	(\$11,949,650)	\$0	(\$15,000)

## HOUSING AND REAL ESTATE (LOCAL)

### HOME SALES

Indicating the number of homes sold (new and existing) in a given month, compared to historical data. Single family homes sold in October were up 36.1% from 2019 stemming from the low interest rates that have continued from the spring. Condo and townhome sales are down year-over-year, but may be a result of the above average level of activity from the spring and summer.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change	YTD YoY Change
<b>SINGLE FAMILY</b>				
633	465	459	36.1%	14.83%
<b>CONDO/TOWNHOMES</b>				
80	82	40	-2.4%	23.05%
OCT 20	OCT 19	OCT 18		

### BUILDING PERMITS

As a leading indicator, this measure provides insight on the new housing market and commercial activity in Chesterfield. This has remained a strong indicator for the health of the Chesterfield market throughout the pandemic. Single family permits are up 18.3 percent year-to-date compared to October of FY2020. Multi-family permits, while typically lumpy, also appear to be up year-to-date. Lastly, commercial permit values, while down compared to October of last year, appear to remain on track on a year-to-date basis.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change	YTD YoY Change
<b>MULTIFAMILY PERMITS</b>				
89	16	24	456.3%	138.3%
<b>SINGLE FAMILY PERMITS</b>				
164	139	119	18.0%	18.3%
<b>COMMERCIAL PERMIT VALUE</b>				
\$17,321,150	\$33,323,765	\$35,216,065	-48.0%	26.9%
OCT 20	OCT 19	OCT 18		

### COMMERCIAL/RESIDENTIAL RATIO

An annual review of the County's commercial base compared with its residential base.

YEAR	RESIDENTIAL	COMMERCIAL
2020	78.70%	21.30%
2019	79.24%	20.76%
2018	79.12%	20.88%
2017	78.75%	21.25%
2016	78.27%	21.73%
2015	78.25%	21.75%
2014	78.08%	21.92%
2013	77.91%	22.09%
2012	78.42%	21.58%
2011	79.57%	20.43%
2010	80.19%	19.81%

### HOMES PRICES

Indicating the average value for homes sold during a given month, compared to historical data. The year-over-year change shows a 15.6% increase, reflecting the strong demand for housing in Chesterfield County during the pandemic.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change
<b>SINGLE FAMILY</b>			
\$312,000	\$269,900	\$264,950	15.6%
<b>CONDO/TOWNHOMES</b>			
\$261,335	\$248,725	\$237,420	5.1%
OCT 20	OCT 19	OCT 18	

### OFFICE AND RETAIL VACANCIES

As a component in assessing the economic vitality of the local market, this measure offers insight in the vacancy ratio among office and retail businesses. Office vacancies are at 7.3% at the end of the first quarter of FY2021, an increase of 0.7 percentage points, indicating that demand for office space may be softening slightly in response to the pandemic. However, the impact of this change is relatively small at present, and the budget department will continue to monitor for signs of a sustained decline in demand. On the other hand, retail vacancies are continuing to shrink. This may be supported in part by the stronger-than-expected performance of retail sales in Chesterfield throughout the pandemic. This metric will be monitored as well for indications of shifting trends.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change
<b>OFFICE VACANCIES</b>			
7.3%	6.6%	9.9%	0.69 % pts
<b>RETAIL VACANCIES</b>			
4.2%	4.8%	5.3%	-0.60 % pts
Q1-FY21	Q1-FY20	Q1-FY19	

### ANNUAL RESIDENTIAL REVALUATION

A key annual measure to monitor assessments and housing market trends. Tracking the overall year-over-year change in value for existing residential properties.

YEAR	PERCENT CHANGE
2020	3.81%
2019	3.25%
2018	3.77%
2017	3.10%
2016	2.50%
2015	2.90%
2014	2.10%
2013	-1.30%
2012	-5.30%
2011	-5.00%
2010	-4.80%

## COMMUNITY AND DEMOGRAPHICS

### GROUP A CLEARANCE RATE AND CRIME RATE

A measure of the effectiveness of the Police Department in resolving Group A incidents. The number of National Incident Based Reporting System (NIBRS) Group A actual incidents that are solved, cleared by arrest, or cleared exceptionally. The incidents include arson, assault, burglary, drug/narcotic offenses, fraud, homicide, kidnapping, theft, vandalism, and weapon violations.

	FY2020	FY2019	FY2018	FY2017
CLEARANCE RATE	46%	46%	52%	59%
REPORTED INCIDENTS	15,462	16,147	16,126	16,569
CRIME RATE (PER 100K CITIZENS)	4,380	4,627	4,688	4,873

### REHABILITATION INCENTIVE PROGRAM

Intended to offer funding assistance in mature or older areas of the County, participation in this program grants partial tax exemption for the rehabilitation, renovation, or replacement of aging structures. Increased utilization in this program (for commercial, industrial, historic, or residential properties) can be an indication of investment in revitalization areas.

CY2019	CY2018	CY2017	CY2016	CY2015
7	11	5	9	10

### SOCIAL SERVICES RECIPIENTS

Residents accessing Medicaid services increased year-over-year, as the expansion of the Medicaid program in Virginia has allowed more people to access health care, and the need for assistance may be driven in part by an increase in unemployment and need for health care during the pandemic. Temporary Assistance for Needy Families (TANF) is down slightly year-over-year, but generally on par with previous years. Supplemental Nutrition Assistance Program (SNAP) is up 16% as families facing unemployment (or underemployment) in Chesterfield require additional support feeding their families this fall.

	CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change
MEDICAID	71,388	62,219	49,288	14.74%
TANF	1,093	1,177	1,264	-7.14%
SNAP	30,426	26,226	26,432	16.01%
	OCT 20	OCT 19	OCT 18	

### TAX RELIEF FOR THE ELDERLY AND DISABLED

Program which allows relief on real estate taxes for the elderly, disabled, surviving spouses of certain emergency service providers, and surviving spouses of members of the armed forces killed in action or died of wounds received in action. This measure tracks the value of real estate taxes relieved for such exemptions.

FY2019	FY2018	FY2017	FY2016
\$7,745,665	\$7,451,824	\$6,666,904	\$5,744,939

### COUNTY WORKFORCE

Identified below are the number of full-time vacancies within Chesterfield County government, as well as the voluntary turnover rate. These measures provide valuable personnel insight.

FY2019	FY2018	FY2017	FY2016
NUMBER OF FULL-TIME VACANCIES AT FISCAL YEAR END			
260	264	216	195
VOLUNTARY TURNOVER RATE			
11.3%	7.1%	6.4%	6.8%

### POPULATION

Chesterfield County is the most populated locality in the Richmond/Petersburg MSA and the fifth most populated locality in the Commonwealth of Virginia. The County's population continues to experience a gradual but steady increase.

FY2019	FY2018	FY2017	FY2016
349,000	344,000	340,000	337,000

### SCHOOL ENROLLMENT

Chesterfield County Public Schools is one of the 100 largest school systems in the US and the fifth largest in Virginia and educated more than 62,000 students in 2019-2020. However, current enrollment figures for the 2020-2021 school year saw a reduction. This decrease reflects alternative choices for education (i.e. homeschooling or private school) or relocating out of Chesterfield. County and CCPS staff will continue to closely monitor enrollment figures.

2020-2021	2019-2020	2018-2019	2017-2018	2016-2017
59,993	62,669	61,608	60,976	60,103





# KEY FINANCIAL INDICATORS QUARTERLY REPORT

FOURTH QUARTER CY2020

## SOURCES

Data in this document has been sourced from various County departments including, Accounting, Budget and Management, Building Inspection, Chesterfield County Public Schools, Commissioner of the Revenue, Economic Development, Procurement, Real Estate Assessments, Social Services, and Treasurer. External resources include the Administrative Offices of the United States Courts, Bureau of Economic Analysis, Bureau of Labor Statistics, Burning Glass Technologies, CoStar STR Report, Equifax, Federal Reserve, Federal Reserve Bank of New York (FRBNY), Federal Reserve Bank of Philadelphia, Google, IHS Market, Richmond Association of Realtors, Streetlight Data, Thalhimer, U.S. Census Bureau, Virginia Department of Education, Virginia Department of Motor Vehicles, Virginia Department of Taxation, Virginia Employment Commission, and Weldon Cooper.

*This report was prepared by Budget and Management. For comments or question regarding this document, call (804) 748-1548 or visit [www.chesterfield.gov](http://www.chesterfield.gov). Published December 2020.*



**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: December 16, 2020**

**Item Number: 4.B.**

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**Subject:**

District Improvement Funds (DIF) Monthly Report

**Board Action Requested:**

Accept the attached District Improvement Funds (DIF) Monthly Report.

**Summary of Information:**

The attached report details approved and proposed uses of DIF for FY2021. Acceptance of the report will serve as approval for staff to expend DIF funds for the proposed uses as listed.

**Attachments:**

1. DIF Report - December 16, 2020

Preparer: Gerard Durkin, Acting Budget Director

Approved By:



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## CHESTERFIELD COUNTY

### Monthly Report on District Improvement Funds

**Report Date:** December 16, 2020

**Prepared By:** Budget and Management

The County annually budgets \$33,500 in discretionary funds, referred to as District Improvement Funds (DIF), for each of the five magisterial districts that are used to improve the quality of life in each district. The DIF allocations can be used for public improvements, purchase of county-owned equipment, public events or programs, public school programs, and other legally allowable expenses. In addition, if funds remain in DIF accounts at the end of each fiscal year, up to \$37,500 may be reserved per district at year-end to be utilized in a future year. On July 22, 2020, the Board authorized a one-time waiver of the rollover cap on District Improvement Funds to make available in FY2021 funds that were unable to be spent due to the COVID-19 pandemic. With approval of this report, the Board consents to the use of available reserve balance, if needed.

This report shows the cumulative use of District Improvement Funds for FY2021 as well as the current funding available for each district. Requests to use funds for the current month are detailed below and listed as a *proposed* use on the summary chart for that district. Upon Board of Supervisors acceptance of this report each month, staff will execute proposed DIF requests.

There is one DIF use proposed this month. Acceptance of this report by the Board constitutes Board approval of this request.

#### December 2020 Request:

- Transfer up to \$1,011.66 from the Clover Hill District Improvement Fund to Streetlights for new streetlight installation in the Brown's Bluff at Colony Pointe subdivision.

#### DIF Balances To Date:

##### **Bermuda – Current Balance \$54,776.56** *(FY21 funding plus available reserves)*

Request Date	Use	Amount
	<b>Total FY2021 Bermuda uses</b>	<b>\$0.00</b>

**Clover Hill – Current Balance \$29,109.16** (FY21 funding plus available reserves)

Request Date	Use	Amount
8/26/2020	Communities in Schools mentoring program	\$2,500.00
10/28/2020	Clover Hill High School new band uniforms	\$1,000.00
10/28/2020	Courthouse and West Providence Road trees	\$7,000.00
<i>Proposed</i>	<i>Brown's Bluff at Colony Pointe subdivision streetlights</i>	<i>\$1,011.66</i>
	<b>Total FY2021 Clover Hill uses</b>	<b>\$11,511.66</b>

**Dale – Current Balance \$74,654.71** (FY21 funding plus available reserves)

Request Date	Use	Amount
10/28/2020	Lloyd C. Bird High School football field upgrades and improvements	\$3,000.00
11/18/2020	Cogbill Road at Meadow Oaks Boulevard streetlights	\$1,575.00
11/18/2020	Airport entrance beautification	\$10,240.00
	<b>Total FY2021 Dale uses</b>	<b>\$14,815.00</b>

**Matoaca – Current Balance \$62,652.81** (FY21 funding plus available reserves)

Request Date	Use	Amount
11/18/2020	River Road streetlights	\$1,575.00
	<b>Total FY2021 Matoaca uses</b>	<b>\$1,575.00</b>

**Midlothian – Current Balance \$91,442.00** (FY21 funding plus available reserves)

Request Date	Use	Amount
11/18/2020	Oxford subdivision streetlights	\$1,575.00
	<b>Total FY2021 Midlothian uses</b>	<b>\$1,575.00</b>





**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: December 16, 2020**

**Item Number: 6.A.**

**Subject:**

1) Pursuant to Section 2.2-3711(A)(3), Code of Virginia, 1950, as Amended, to Discuss the Acquisition by the County of Real Estate for a Public Purpose Where Discussion in an Open Meeting Would Adversely Affect the Bargaining Position and Negotiating Strategy of the Public Body, and 2) Pursuant to Section 2.2-3711(A)(5), Code of Virginia, 1950, as Amended, to Discuss or Consider Prospective Businesses or Industries or the Expansion of Existing Businesses or Industries Where no Previous Announcement Has Been Made of the Businesses' or Industries' Interest in Locating or Expanding Their Facilities in the Community

**Board Action Requested:**

**Summary of Information:**

**Attachments:**

None

Preparer: Jeff Mincks, County Attorney

Approved By:

A handwritten signature in blue ink, appearing to be "Jeff Mincks", is written over a horizontal line.



**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: December 16, 2020**

**Item Number: 13.A.1.**

**Subject:**

Central Virginia Waste Management Authority

**Board Action Requested:**

Appoint and reappoint board members for the Central Virginia Waste Management Authority.

**Summary of Information:**

CVWMA is a public service authority that endeavors to implement economic and efficient solid waste management and recycling programs for central Virginia member jurisdictions. A Board of Directors, including representatives from each member locality governs the actions of the Authority and daily operations are coordinated by staff.

In that the term of a current board member expires on December 31, 2020, the vacancy was advertised and staff recommends the appointment of **Mr. Cary Drane** to the Board of Directors.

Board approval is also requested to appoint **Mr. Clay Bowles**, Director of General Services, to the Board of Directors and appoint **Mr. Scott Zaremba**, Deputy County Administrator, as the Alternate to Mr. Bowles. This action reverses their current assignments.

Further, Board approval is requested to reappoint **Mr. Al Pace** as an alternate member of the Board of Directors.

Under the existing Rules of Procedure, appointments to boards and committees may be nominated and appointed at the same meeting. Nominees are voted on in the order in which they are nominated.

**Attachments:**

None

Preparer: Clay Bowles, Director

Approved By:



**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: December 16, 2020**

**Item Number: 13.A.2.**

**Subject:**

Board of Building and Fire Code Appeals

**Board Action Requested:**

Nomination and Appointment of one member to the Board of Building and Fire Code Appeals.

**Summary of Information:**

Board of Building and Fire Code Appeals member Mr. James Ingle, who fulfills the builder position, is resigning his position on the board effective December 15, 2020.

Class A contractor Matthew R. Coyner M.S. meets all eligibility requirements to serve as a regular board member and qualifies to serve as the builder required on the board per the USBC and SFPC. Mr. Coyner's appointment will maintain the composition of membership as previously established by the Board of Supervisors for the Board of Building and Fire Code Appeals. Board members concur with the appointment of Mr. Coyner effective December 16, 2020, and expiring November 19, 2021.

Under the existing Rules of Procedure, appointments to boards and committees may be nominated and appointed at the same meeting. Nominees are voted on in the order in which they are nominated.

**Attachments:**

None

Preparer: Ron Clements, Director

Approved By:

A handwritten signature in black ink, appearing to be "Ron Clements", is written over a horizontal line.



**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: December 16, 2020**

**Item Number: 13.A.3.**

**Subject:**

Camp Baker Management Board

**Board Action Requested:**

Nominate/appoint Ms. Elizabeth Hart to serve on the Camp Baker Management Board.

**Summary of Information:**

The Camp Baker Management Board has the responsibility of overseeing and monitoring the operation of Camp Baker. One At-Large position on the Camp Baker Management Board is vacant.

Ms. Elizabeth Hart, resides in the Clover Hill District and is interested in serving on the Camp Baker Management Board. The Camp Baker Management Board has expressed support for this nomination. The term of appointment is effective December 16, 2020 through April 30, 2021.

Under the existing Rules of Procedure, appointments to boards and committees may be nominated and appointed at the same meeting. Nominees are voted on in the order in which they are nominated.

**Attachments:**

None

Preparer: Kelly Fried, Executive Director

Approved By:

A handwritten signature in black ink, appearing to be "Kelly Fried", is written over a horizontal line.





**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: December 16, 2020**

**Item Number: 13.A.4.**

**Subject:**

Agribusiness Promotion and Development Committee

**Board Action Requested:**

Nominate/Appoint Mr. Mark Landa, Ms. Tracey Lockett, Mr. Howard Nester, Mr. Matt Ray, and Mr. Andrew Thomas to serve on the Agribusiness Promotion and Development Committee.

**Summary of Information:**

The purpose of the Agribusiness Promotion and Development Committee is to promote agritourism activities and agribusiness development in the county. This committee was formerly the Agriculture and Forestry Committee.

Members of the Agribusiness Promotion and Development Committee are appointed by magisterial district and serve a two-year term. Staff requests the appointment of Mr. Mark Landa (Bermuda), Ms. Tracey Lockett (Clover Hill), Mr. Howard Nester (Dale), Mr. Matt Ray (Midlothian) and Mr. Andrew Thomas (Matoaca) to serve on the Agribusiness Promotion and Development Committee for a two-year term effective January 1, 2021 through December 31, 2022.

**Attachments:**

None

Preparer: Jesse W Smith, Deputy County Administrator

Approved By:



**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: December 16, 2020**

**Item Number: 13.A.5.**

**Subject:**

Chesterfield Community Services Board

**Board Action Requested:**

Nominate and appoint Mr. Vince Burgess and Mr. Ray Gabehart as At-Large Members and nominate and reappoint Mr. Gib Sloan as an At-Large Member and Mr. Mike Giancaspro, as the Midlothian District Representative to the Chesterfield Community Services Board with terms effective January 1, 2021 through December 31, 2023. Move Mr. Nick Pappas, current At-Large Member, to Dale District representative for the duration of his current term in order to fill the vacancy created by the expired term of Ms. Elizabeth Hedgepeth.

**Summary of Information:**

The Chesterfield Community Services Board is designated as an Administrative/Policy Board for the provision of public mental health, intellectual/developmental disabilities and substance use disorder services. Mr. Vince Burgess resides in the Clover Hill District and would serve as a Member At-Large. Mr. Ray Gabehart resides in the Midlothian District and would serve as a Member At-Large. Both Mr. Burgess and Mr. Gabehart's background and expertise would be valuable to the Board should the Board of Supervisors so choose to appoint them. Mr. Winslow and Ms. Haley concur with these appointments. The following are members of the Community Services Board who have expressed a willingness to continue for another term: Mr. Gib Sloan, Member At-Large, Bermuda District and Mr. Mike Giancaspro, previous Member At-Large who wishes to transfer to Representative for the Midlothian District. Each candidate has specific expertise and experience that has proven to be beneficial to the Board. Mr. Ingle and Ms. Haley concur with these reappointments. Mr. Nick Pappas resides in the Dale District and currently serves as an At-Large Member and has agreed to become the District representative. Mr. Holland concurs with this appointment.

Under the existing Rules of Procedure, appointments to boards and committees are nominated at one meeting and appointed at the subsequent meeting unless the Rules of Procedure are suspended by a unanimous vote of the Board members present. Nominees are voted on in the order they are nominated.

**Attachments:**

None

Preparer: Kelly Fried, Executive Director

Approved By:



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**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: December 16, 2020**

**Item Number: 13.B.1.a.**

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**Subject:**

Resolution Recognizing Ms. Deborah A. Taylor, Department of Mental Health Support Services Upon Her Retirement

**Board Action Requested:**

Adoption of the attached resolution.

**Summary of Information:**

Ms. Deborah A. Taylor will retire from the Chesterfield County Mental Health Support Services Department on January 1, 2021 after providing more than 19 years of dedicated service to the county.

**Attachments:**

1. D Taylor Resolution MHSS

Preparer: Kelly Fried, Executive Director

Approved By:



RECOGNIZING MS. DEBORAH A. TAYLOR UPON HER RETIREMENT

WHEREAS, Ms. Deborah A. Taylor will retire from the Chesterfield County Mental Health Support Services Department on January 1, 2021. She began her public service with Chesterfield County on September 4, 2001 as a Medical Records Office Assistant and remained in that role until August 31, 2002; and

WHEREAS, Ms. Taylor continued her public service with Chesterfield County on August 31, 2002 when she was promoted by the Accounts Receivable program to a Senior Account Clerk; and

WHEREAS, Ms. Taylor provided a high level of customer service when working with county customers and fellow employees, including recording of all payments received by customers and third-party insurance companies; and

WHEREAS, Ms. Taylor was a graduate of the Chesterfield County School of Total Quality and Continuous Improvement, completed the requirements and obtained the Quality Generalist Certificate and received training in Nonviolent Crisis Intervention; and

WHEREAS, Ms. Taylor embraced and adapted to the many changes in the healthcare industry, including managed care, Medicaid and Medicare as well as a new Electronic Health Record system in 2010, resulting in substantial changes to methods for completing her work; and

WHEREAS, Ms. Taylor has been a team player within her department as evidenced by serving on the CSB Customer Service Committee and participating on a Process Action Team that reviewed internal processes for distribution of medications to customers; and

WHEREAS, Ms. Taylor's knowledge of front desk and cashiering duties was instrumental in the implementation of the Same Day Access program; and

WHEREAS, Ms. Taylor has been the first point of customer contact for billing inquiries both face-to-face and over the phone; and

WHEREAS, Ms. Taylor has demonstrated loyalty to Chesterfield County through her dedication and conscientious service and will be greatly missed.

NOW THEREFORE, BE IT RESOLVED that the Chesterfield County Board of Supervisors recognizes the outstanding contributions of Ms. Deborah A. Taylor, and extends appreciation, on behalf of its members and the citizens of Chesterfield County, for more than 19 years of dedicated service to the county, congratulations upon her retirement, and best wishes for a long, happy and healthy retirement.



**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: December 16, 2020**

**Item Number: 13.B.1.b.**

---

**Subject:**

Resolution Recognizing Corporal Paul A. Jenkins, Police Department, Upon His Retirement

**Board Action Requested:**

The adoption of the attached resolution.

**Summary of Information:**

Corporal Paul A. Jenkins will retire from the Police Department after providing 26 years of service to the residents of Chesterfield County.

**Attachments:**

1. Jenkins P Retirement

Preparer: Jeffrey Katz, Chief of Police

Approved By:

A handwritten signature in black ink, appearing to be "JKatz", is written over a horizontal line. The signature is fluid and cursive.

## RECOGNIZING CORPORAL PAUL A. JENKINS UPON HIS RETIREMENT

WHEREAS, Corporal Paul A. Jenkins will retire from the Chesterfield County Police Department on January 1, 2021 after providing 26 years of quality service to the residents of Chesterfield County; and

WHEREAS, Corporal Jenkins faithfully served the county as a Patrol Officer, Senior Police Officer, Master Police Officer, Career Police Officer and Corporal; and

WHEREAS, during his tenure, Corporal Jenkins has also served as a Motor Officer, Certified General Instructor, Motor Operator Instructor, Radar Instructor, Field Training Officer, Rifle Operator, Breathalyzer Operator and as a member of the Special Response Unit and Crash Team; and

WHEREAS, Corporal Jenkins maintained certifications to include Federal Motor Carrier Safety Administration Commercial Motor Vehicle Inspector; Crash and Motorcycle Crash Investigation and Reconstruction; Crash Data Retrieval Technician and Analyst; and Radar and Lidar speed measurement instructor; and

WHEREAS, Corporal Jenkins has over 20 years of outstanding Police motorcycle experience; and

WHEREAS, Corporal Jenkins was certified to teach motorcycle operations through the Northwestern University/Harley Davidson Police Motorcycle Instructors Programs; and

WHEREAS, at one-point, Corporal Jenkins was the only officer certified in the police department to instruct motorcycle operations; and

WHEREAS, Corporal Jenkins, a highly skilled traffic officer, is one of the best motor officers in the Chesterfield County Police Department and in the metro area as well; and

WHEREAS, Corporal Jenkins, an excellent role model, was recognized by his supervisors for serving as a mentor, tutor and informal leader to more junior motorcycle officers; and

WHEREAS, Corporal Jenkins is recognized for strong work ethic, his teamwork, and excellent communications and human relations skills, all of which he has utilized within the Police Department and in assisting residents of Chesterfield County during his career; and

WHEREAS, Corporal Jenkins has received numerous letters of commendation, thanks and appreciation for services rendered; and

WHEREAS, Corporal Jenkins has provided the Chesterfield County Police Department with many years of loyal and dedicated service; and

WHEREAS, Chesterfield County and the Board of Supervisors will miss Corporal Jenkins' diligent service.

NOW, THEREFORE BE IT RESOLVED that a copy of this resolution be presented to Corporal Jenkins, and that this resolution be permanently recorded among the papers of this Board of Supervisors of Chesterfield County, Virginia.



**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: December 16, 2020**

**Item Number: 13.B.1.c.**

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**Subject:**

Resolution Recognizing Mr. Michael H. Dance, Accounting Department, Upon His Retirement

**Board Action Requested:**

The adoption of the attached resolution.

**Summary of Information:**

Mr. Michael H. Dance retired from the Accounting Department after having provided 21 years of service to the citizens of Chesterfield County.

**Attachments:**

1. Michael H Dance Resolution

Preparer: Donna Arrington, Director of Accounting

Approved By:

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## RECOGNIZING MR. MICHAEL H. DANCE UPON HIS RETIREMENT

WHEREAS, Mr. Michael H. Dance will retire on November 30, 2020, after providing more than 20 years of dedicated and faithful service to Chesterfield County; and

WHEREAS, Mr. Dance began his career in public service with Chesterfield as an Assistant Director of Accounting in 1999, serving in that capacity for more than 20 years; and

WHEREAS, Mr. Dance provided oversight and leadership for accounts payable, financial systems, payroll and administration while ensuring proper internal controls were in place to safeguard county assets; and

WHEREAS, Mr. Dance led Accounting's biannual performance planning that resulted in significant business process improvements and initiatives over the years and he utilized this plan as the foundation in building and maintaining Accounting's operating budget; and

WHEREAS, Mr. Dance led many projects to improve accounts payable processing including purchasing cards, automated clearing house payments, invoice imaging, e-Payables and Vendor Payments (checkbook) online; and

WHEREAS, Mr. Dance managed many projects to improve payroll processing including time and attendance, direct deposits, employee online, and electronic W-2 delivery; and

WHEREAS, Mr. Dance led many projects to improve Accounting staff's workplace satisfaction including employee recognition initiatives, the execution of compensation studies and the implementation of career development plans; and

WHEREAS, Mr. Dance served as Accounting's representative on emergency operations teams and was exceptionally knowledgeable regarding Federal Emergency Management Agency compliance rules and regulations; and

WHEREAS, Mr. Dance participated in the Emerging Senior Leaders Program; and

WHEREAS, Mr. Dance, as a member of the core team that evaluated and selected a vendor, contributed to the success of the InFocus system implementation, one of the county's largest technology undertakings, that replaced multiple stand-alone financial systems into an integrated system that provided many benefits to the county and schools organizations; and

WHEREAS, Mr. Dance directed staff as they worked diligently to maintain the department's goal of providing excellent quality services through routine operations while substantial Accounting staff resources were devoted to implementing the InFocus system; and

WHEREAS, Mr. Dance led or participated on numerous teams and committees that focused on major county initiatives including the 2013 bond and meals tax referenda, the BluePrint Refresh project, the opioid cost compilation project, the payment card industry (PCI) standards committee, the InFocus steering committee, the Paid Time Off (PTO) initiative, and the School of Leadership and Personal Effectiveness; and

WHEREAS, not only is Mr. Dance's dedication and commitment to quality known to his colleagues who have enjoyed working with him during the past 20 years, his caring nature is known and appreciated by them as well; and

WHEREAS, Mr. Dance will be sorely missed for his professional contributions, his dedicated service, his leadership, and his commitment to providing the highest level of service to those served by the Accounting Department.

NOW, THEREFORE, BE IT RESOLVED that the Chesterfield County Board of Supervisors recognizes Mr. Mike H. Dance for his 21 years of distinguished service to Chesterfield County and extends sincere best wishes for a long, healthy and happy retirement.



**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: December 16, 2020**

**Item Number: 13.B.1.d.**

**Subject:**

Resolution Supporting Construction of the Wylderose Apartments at Wylderose Avenue, Using Low Income Housing Tax Credits Issued by the Virginia Housing Development Authority Under Their Revitalization Area Designation

**Board Action Requested:**

Adoption of the attached resolution that will allow financing through the VHDA revitalization area designation.

**Summary of Information:**

Wylderose Apartments is a proposed multifamily apartment complex located along Wylderose Avenue, north of Midlothian Turnpike and East of Route 288. The developer for the apartments, S.L. Nusbaum, has applied for low-income housing tax credit financing through VHDA. To qualify for revitalization area application points, state law requires that the Board of Supervisors pass a resolution supporting the site for the apartments as a revitalization area.

The benefit of this program to Chesterfield County is to provide high quality affordable housing at locations that need such housing to support economic development. The addition of these apartments will make a more sustainable and attractive mixed-use area by adding a mix of households. The high-quality apartments also provide a more stable (i.e., not cost-burdened) and desirable economic mix of residents in the area.

For the developer to have the opportunity to compete favorably for this type of financing, the Chesterfield County Board of Supervisors shall by resolution make a determination that providing residential housing serving low to moderate income households supports the revitalization and economic development of this area.

Staff recommends that the Board adopt the attached resolution.

**Attachments:**

1. Wylderose Resolution
2. Wylderose Apartment Project Map

Preparer: Daniel Cohen, Director

Approved By:

A RESOLUTION CONCERNING  
THE WYLDEROSE APARTMENT PROJECT

WHEREAS, PURSUANT TO Section 36-55.30:2.A of the Code of Virginia of 1950, as amended, the Board of Supervisors of the County of Chesterfield, Virginia, desires to designate the area described on Exhibit A attached hereto as a revitalization area:

NOW, THEREFORE, BE IT HEREBY DETERMINED as follows:

The above-referenced development is located on an area in need of revitalization in the County of Chesterfield, Virginia. The revitalization area is blighted, deteriorated, deteriorating or, if not rehabilitated, likely to deteriorate by reason that the buildings, improvements or other facilities in such area are subject to one or more of the following conditions: dilapidation; obsolescence; overcrowding; inadequate ventilation, light or sanitation; excessive land coverage; deleterious land use; or faulty or inadequate design, quality or condition; and private enterprise and investment are not reasonably expected, without assistance, to produce the construction or rehabilitation of decent, safe and sanitary housing and supporting facilities that will meet the needs of low and moderate income persons and families in such area and will induce other persons and families to live within such area and thereby create a desirable economic mix of residents in such area.

NOW, THEREFORE, BE IT HEREBY RESOLVED that pursuant to Section 36-55.30:2.A of the Code of Virginia of 1950, as amended, the area is hereby designated as a revitalization area.

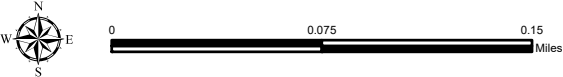
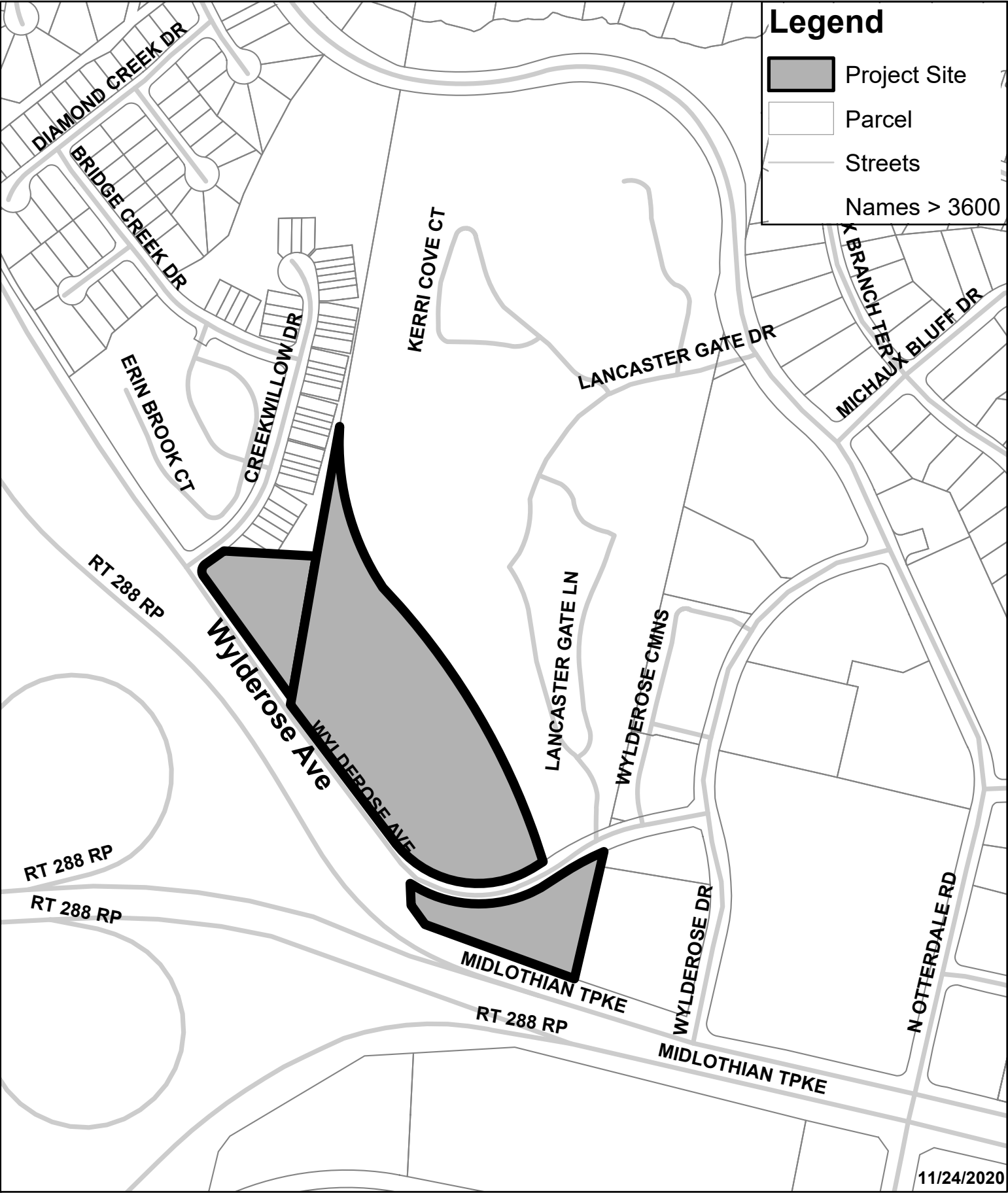
Adopted by the Board of Supervisors of the County of Chesterfield, Virginia, on the 16th day of December, 2020.

**Exhibit A**

GPINs 719-711-6712 and 720-710-0681 as shown on the attached map.



# Wylderoose Apartment Project



This is an ArcGIS map prepared by Chesterfield County Department of Community Enhancement.  
This information is only for representation purpose.



**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: December 16, 2020**

**Item Number: 13.B.1.e.**

**Subject:**

Resolution to Establish an Emergency Medical Services Treat/No Transport Reimbursement Fee in Accordance with Chapter 10, Section 10-10 of the Chesterfield County Code of Ordinances

**Board Action Requested:**

Approve the establishment of an emergency medical services treat/no transport fee in accordance with process established in Chapter 10, Section 10-10 of the Chesterfield County Code of Ordinances.

**Summary of Information:**

In 2002, Chesterfield County established the EMS Revenue Recovery Program funded by ambulance transport fees, to support improvements to the EMS system that were otherwise not possible through the county's general fund. Since that time, the program has allowed the Fire & EMS Department to employ staff, maintain up-to-date EMS equipment and ambulances, and provide on-going advanced life support training. This program has also provided millions of dollars of support to the county's four volunteer rescue squads. Approximately 91% of the revenue for the program is received through available reimbursements from sources including Medicare, private insurance and Medicaid, with only 9% of revenues resulting from direct payments by patients. The revenues produced by the program cover only a fraction of the actual costs of providing EMS to the residents of Chesterfield County.

In accordance with Chapter 10, Section 10-10 of the Chesterfield County Code of Ordinances, the ambulance transport fee schedule is set at 135% of the Medicare allowable charge. The Fire & EMS Department is a participant in the Center for Medicare and Medicaid Services (CMS) recent initiative "ET-3" that will allow reimbursement for alternative, voluntary pre-hospital services involving treatment with no transport to a medical facility, to include but not be limited to telemedicine and in-home treatment for certain medical conditions. Accordingly, the Board is requested to approve a resolution allowing CFEMS to charge a "treat/no transport" fee equivalent to one half of the ALS E 0427 fee rate as published by the Fire & EMS Department.


The establishment of an emergency medical services treat/no transport fee will help the Fire & EMS Department cover the cost of the alternative pre-hospital services and off-set revenue losses when such services negate an ambulance transport to a medical facility. This will also make such alternative, less-costly prehospital services available to patients with private insurance. Because this program is new and participation is voluntary and contingent upon informed patient consent, objective estimates of off-setting revenues are currently unavailable at this time.

**Attachments:**

None

Preparer: Loy Senter, Fire Chief

Approved By:



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**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: December 16, 2020**

**Item Number: 13.B.1.f.**

**Subject:**

Resolution to Dissolve the Watkins Centre Community Development Authority

**Board Action Requested:**

The Board is requested to adopt a resolution (1) concurring in the declarations and findings of the Watkins Centre Community Development Authority and (2) authorizing the dissolution of such authority and the execution of documents in connection therewith.

**Summary of Information:**

**Attachments:**

1. Active\_130897787\_3\_2020 CDA Resolution to Terminate

Preparer: Christopher "Matt" Harris, Deputy County Administrator

Approved By:

  
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**RESOLUTION REQUESTING THE BOARD OF SUPERVISORS OF CHESTERFIELD COUNTY, VIRGINIA TO DISSOLVE THE WATKINS CENTRE COMMUNITY DEVELOPMENT AUTHORITY AND AUTHORIZING THE EXECUTION OF DOCUMENTS IN CONNECTION THEREWITH**

**WHEREAS**, in accordance with the provisions of the Virginia Water and Waste Authorities Act, the Board of Supervisors (the "Board of Supervisors") of Chesterfield County, Virginia (the "County") adopted an Ordinance on August 23, 2006, as amended by an Ordinance adopted on March 14, 2007, establishing the Watkins Centre Community Development Authority (the "CDA") for the purpose of financing certain public improvements described in such ordinance;

**WHEREAS**, the CDA's Amended and Restated Articles of Incorporation were approved and an amended certificate of incorporation was issued by the Virginia State Corporation Commission on November 1, 2007;

**WHEREAS**, the CDA has determined that the purposes for which the CDA was created have been completed, all of the CDA's obligations has been paid or funds have been reserved and are available to make any such payments and the CDA should be dissolved in accordance with Section 15.2-5109 of the Code of Virginia of 1950, as amended;

**NOW, THEREFORE, BE IT RESOLVED BY THE WATKINS CENTRE COMMUNITY DEVELOPMENT AUTHORITY:**

1. Termination of Affairs. The CDA shall cease to transact any business except as necessary to wind up its affairs and liquidate its operations, including collecting its assets, disposing its properties and discharging or making provisions for the discharge of its remaining liabilities.

2. Matters Relating to Dissolution. The CDA hereby finds and determines that (i) the purposes for which the CDA was created have been completed, (ii) all of the CDA's obligations have been paid or funds have been reserved and are available to make any such payment and (iii) the CDA should be dissolved in all respects. The Board of Supervisors is hereby requested to take all such actions as are necessary to dissolve the CDA and terminate its existence. The Chairman and Vice Chairman of the CDA, either of whom may act, are hereby authorized to execute and deliver any and all such documents, including, without limitation, Articles of Dissolution and Articles of Termination, as they deem necessary or desirable in order to effect the dissolution of the CDA. The Secretary of the CDA is hereby directed to deliver a certified copy of this Resolution to the Board of Supervisors for its concurrence, together with a suggested form of resolution to be adopted by the Board of Supervisors.

3. Effective Date. This resolution shall take effect immediately.



**ADOPTED AS OF DECEMBER 3, 2020**

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Secretary, Watkins Centre Community  
Development Authority

## FORM OF RESOLUTION

### **RESOLUTION CONCURRING IN THE DECLARATIONS AND FINDINGS OF THE WATKINS CENTRE COMMUNITY DEVELOPMENT AUTHORITY AND AUTHORIZING THE DISSOLUTION OF SUCH AUTHORITY AND THE EXECUTION OF DOCUMENTS IN CONNECTION THEREWITH**

**WHEREAS**, the Board of Supervisors (the “Board of Supervisors”) of Chesterfield County, Virginia (the “County”) received a petition dated July 19, 2006 (as amended by an amendment thereto dated February 12, 2007, the “Petition”) from certain landowners for the creation of the Watkins Centre Community Development Authority (the "CDA");

**WHEREAS**, in accordance with the provisions of the Virginia Water and Waste Authorities Act, the Board of Supervisors adopted an Ordinance on August 23, 2006, as amended by an Ordinance adopted on March 14, 2007, establishing the CDA for the purpose of financing certain public improvements described the Petition;

**WHEREAS**, the CDA’s Amended and Restated Articles of Incorporation were approved and an amended certificate of incorporation was issued by the Virginia State Corporation Commission on November 1, 2007;

**WHEREAS**, the Board of Supervisors has received a certified copy of a Resolution of the CDA adopted on December 3, 2020 making certain findings and determinations and requesting the Board of Supervisors to dissolve the CDA in accordance with Section 15.2-5109 of the Code of Virginia of 1950, as amended (the “Code”);

### **NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF CHESTERFIELD COUNTY, VIRGINIA:**

1. Authorization of CDA Dissolution. The Board of Supervisors hereby concurs with the findings and declarations contained in the CDA’s Resolution that (i) the purposes for which the CDA was created have been completed, (ii) all of the CDA’s obligations have been paid or funds have been reserved and are available to make any such payments and (iii) the CDA should be dissolved in accordance with Section 15.2-5109 of the Code. The Chairman and Vice Chairman of the Board of Supervisors and the County Administrator, any of whom may act, are hereby authorized to execute, deliver and file any and all such documents, including, without limitation, Articles of Dissolution and Articles of Termination, as they deem necessary or desirable in order to effect the dissolution of the CDA and the termination of its existence.

2. Effective Date. This resolution shall take effect immediately.



**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: December 16, 2020**

**Item Number: 13.B.2.a.1.**

**Subject:**

Acceptance of a Parcel of Land Adjacent to Old Stage Road from Talley Properties Old Stage Road, LLC

**Board Action Requested:**

Accept the conveyance of a parcel of land containing 0.186 acres adjacent to Old Stage Road from Talley Properties Old Stage Road, LLC and authorize the County Administrator to execute the deed.

**Summary of Information:**

Staff requests that the Board of Supervisors accept the conveyance of a parcel of land containing 0.186 acres adjacent to Old Stage Road from Talley Properties Old Stage Road, LLC. This conveyance is for the ultimate right of way for the development of Talley Properties, LLC-11500 Old Stage Road and has been reviewed by the site plan team.

Approval is recommended.

**Attachments:**

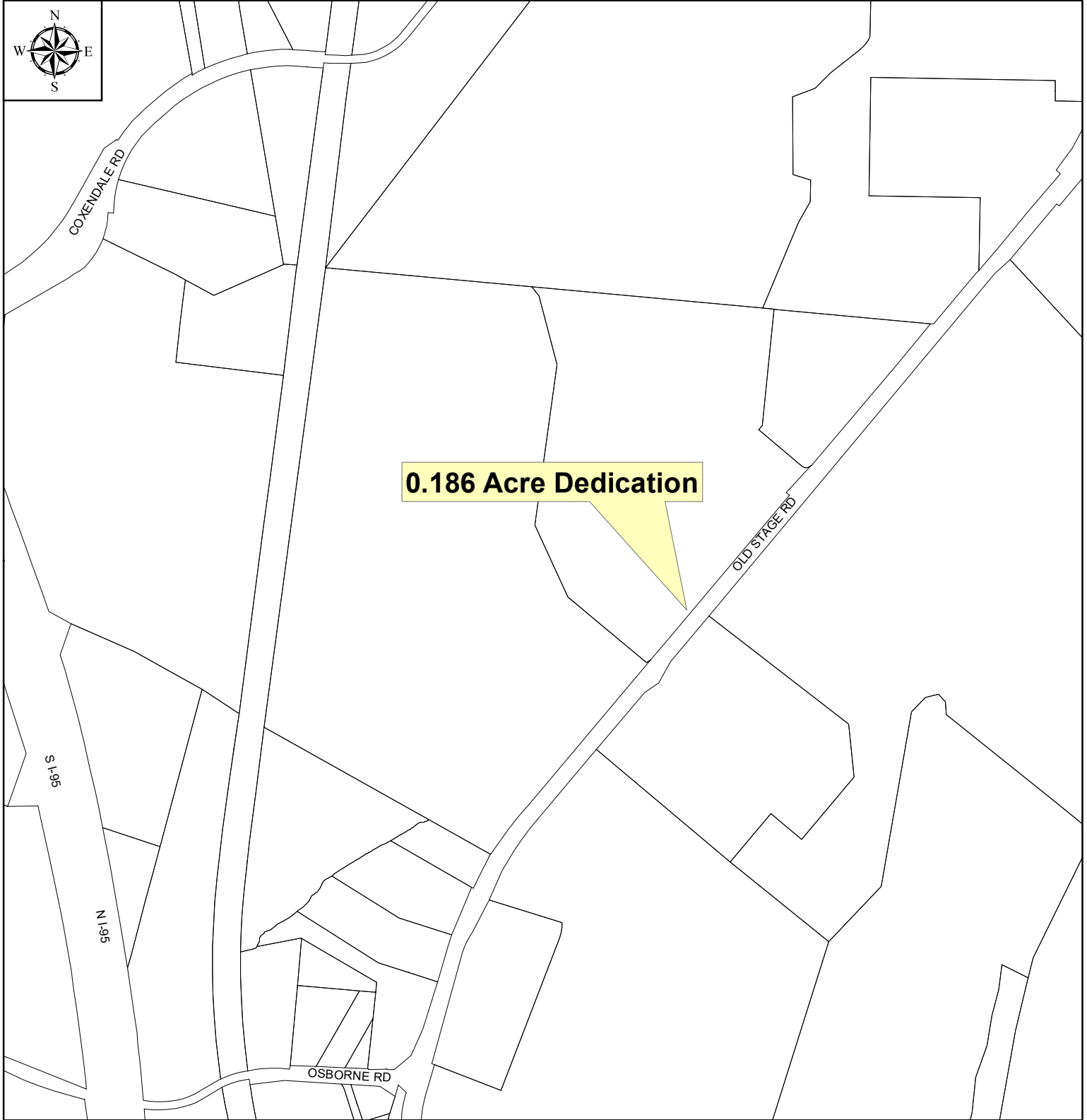
1. Talley Properties Old Stage Road, LLC Dedication Sketch
2. Talley Properties Old Stage Road, LLC Dedication Plat

Preparer: Dean Sasek, Real Property Manager

Approved By:

  
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Board of Supervisors Meeting - December 16, 2020  
Acceptance of a Parcel of Land Adjacent to Old Stage Road  
from Talley Properties Old Stage Road, LLC



Chesterfield County  
Real Property Office



1 inch = 500 feet

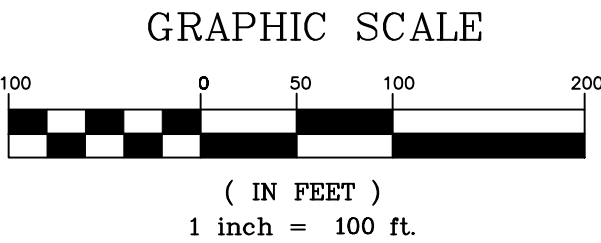
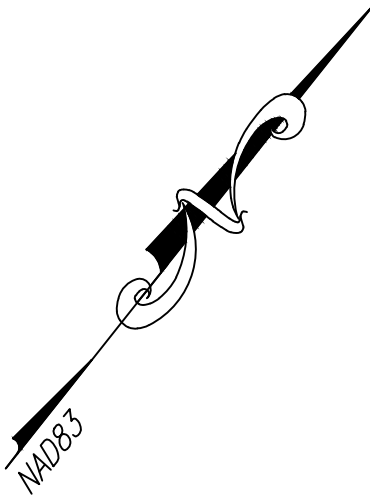


**NOTE:** THIS PLAT WAS COMPILED FROM DEEDS/PLATS OF RECORD WITHOUT THE BENEFIT OF A TITLE REPORT AND IS SUBJECT TO INFORMATION WHICH MAY BE DISCLOSED BY SUCH. NO IMPROVEMENTS AND NOT ALL EASEMENTS MAY BE SHOWN.

PROPOSED RIGHT-OF-WAY TIES ARE REPRESENTED IN SINGLE PARENTHESIS (XX.XX')

CURVE TABLE					
CURVE	RADIUS	ARC LENGTH	CHORD BEARING	CHORD LENGTH	DELTA ANGLE
C1	25.00'	16.34'	S68°31'49"E	16.05'	37°27'20"

LINE TABLE		
LINE	BEARING	DISTANCE
L1	N41°04'40"W	38.87'
L2	S40°12'17"W	19.38'
L3	S40°11'18"W	124.37'
L4	S49°48'42"E	10.00'
L5	S54°13'28"W	17.58'
L6	N49°51'39"W	5.74'



COMPILED PLAT SHOWING  
0.186 ACRE BEING A PORTION OF  
GPIN: 803-661-1523-00000 TO BE DEDICATED  
TO THE COUNTY OF CHESTERFIELD

BERMUDA DISTRICT  
CHESTERFIELD COUNTY, VIRGINIA

PLANNERS / ARCHITECTS / ENGINEERS / SURVEYORS  
ROANOKE / RICHMOND / NEW RIVER VALLEY / STAUNTON / HARRISONBURG / LYNCHBURG  
15871 City View Drive, Suite 200 / Midlothian, Virginia 23113 / Phone (804) 794-0571 / www.balzer.cc

DATE: 10-29-2020  
SCALE: 1" = 100'  
JOB: 56200003.00  
DRAWN BY: KTL  
CHECKED BY: BCH  
SHEET 1 OF 1



OLD STAGE COXENDALE, LLC  
#11250 OLD STAGE ROAD  
GPIN: 803-662-4656-00000  
D.B. 10168, PG. 772

JPMBB 2015-C32 OLD STAGE ROAD  
#11200 OLD STAGE ROAD  
GPIN: 804-662-5791-00000  
D.B. 12517, PG. 748

HOLLINGSHEAD MATERIALS, LLC  
#11400 OLD STAGE ROAD  
GPIN: 804-661-1661-00000  
D.B. 12564, PG. 19

TALLEY PROPERTIES OLD STAGE ROAD, LLC  
#11500 OLD STAGE ROAD  
GPIN: 803-661-1523-00000  
D.B. 12888, PG. 765  
P.B. 765 PG. 87

OLD STAGE ROAD, LLC  
#11600 OLD STAGE ROAD  
GPIN: 803-660-7195-00000  
D.B. 4765, PG. 394

25' SEWER EASEMENT  
D.B. 1156, PG. 318

20' SEWER EASEMENT  
D.B. 1656, PG. 858

25' SEWER EASEMENT  
D.B. 1217, PG. 678

20' SEWER EASEMENT  
D.B. 1681, PG. 363

30' VDOT DRAINAGE EASEMENT  
D.B. 1041, PG. 610

16' SEWER EASEMENT  
D.B. 1217, PG. 678

PARCEL 'A'  
0.186 ACRE DEDICATED TO  
THE COUNTY OF CHESTERFIELD

OLD STAGE ROAD  
STATE ROUTE 732  
(VARIABLE WIDTH PUBLIC R/W)  
D.B. 1041 PG. 610  
D.B. 4740 PG. 113

CO. PLAN #20PR0258  
CO. PROJ #20-0138





**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: December 16, 2020**

**Item Number: 13.B.2.a.2.**

**Subject:**

Designation of a Parcel of Land for the Extension of Grove Hill Road for the Coalfield Station Phase 1 Project

**Board Action Requested:**

Designation of a parcel of land containing 0.043 acres for the extension of Grove Hill Road for the Coalfield Station Phase 1 project.

**Summary of Information:**

In order to construct the turn lane and sidewalk for the extension of Grove Hill Road for the Coalfield Station Phase 1 project, it is necessary that 0.043 acre parcel of land be designated as public right of way across county property known as Midlothian Middle School. This request has been reviewed by county staff and county schools.

Approval is recommended.

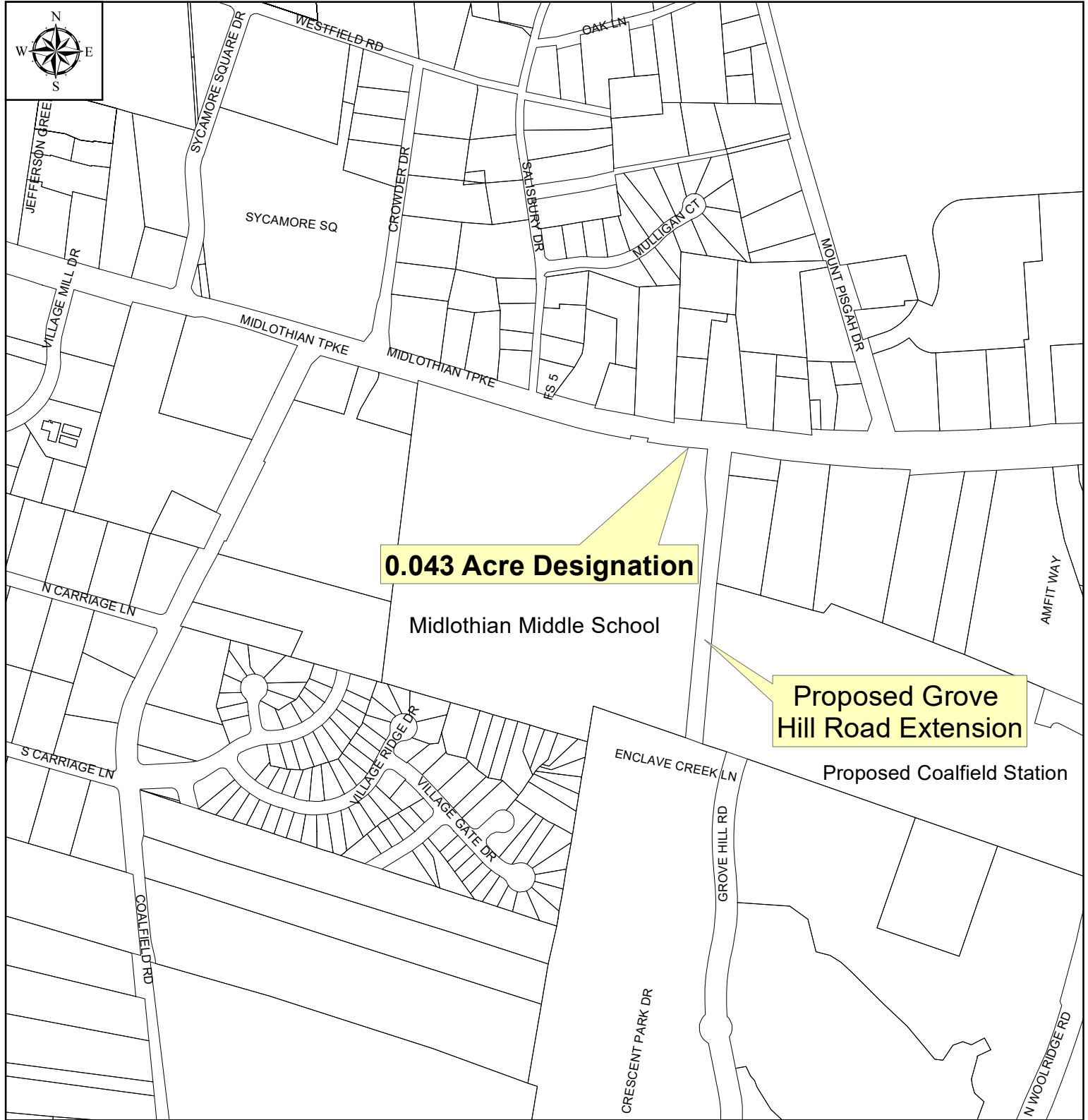
**Attachments:**

1. Coalfield Station Phase 1 Designation Sketch
2. Coalfield Station Phase 1 Designation Plat

Preparer: Dean Sasek, Real Property Manager

Approved By:

Board of Supervisors Meeting - December 16, 2020  
Designation of a Parcel of Land for the Extension of Grove  
Hill Road for the Coalfield Station Phase 1 Project

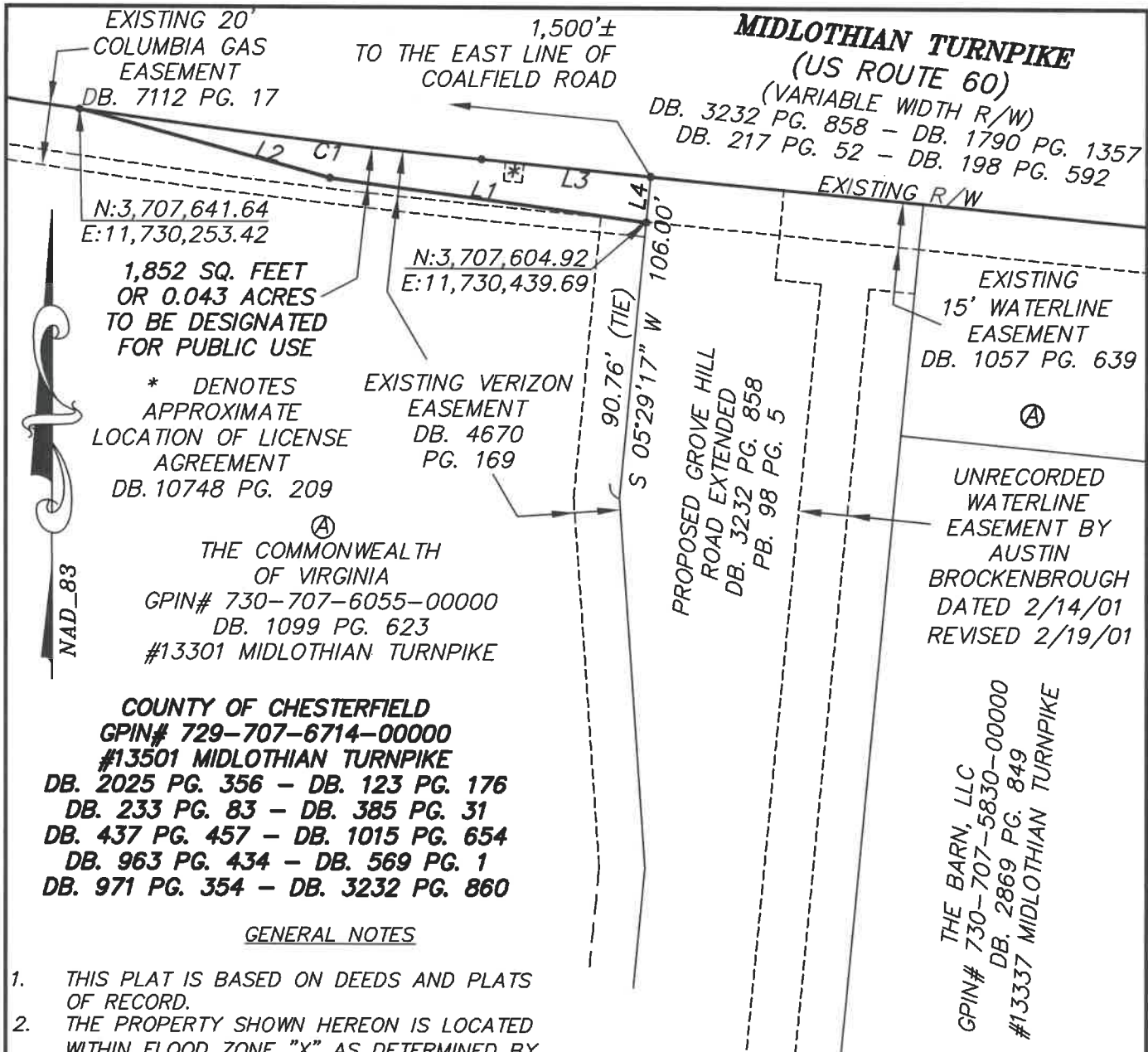


Chesterfield County  
Real Property Office



1 inch = 500 feet





**THE COMMONWEALTH OF VIRGINIA**  
GPIN# 730-707-6055-00000  
DB. 1099 PG. 623  
#13301 MIDLOTHIAN TURNPIKE

**COUNTY OF CHESTERFIELD**  
GPIN# 729-707-6714-00000  
#13501 MIDLOTHIAN TURNPIKE  
DB. 2025 PG. 356 - DB. 123 PG. 176  
DB. 233 PG. 83 - DB. 385 PG. 31  
DB. 437 PG. 457 - DB. 1015 PG. 654  
DB. 963 PG. 434 - DB. 569 PG. 1  
DB. 971 PG. 354 - DB. 3232 PG. 860

GENERAL NOTES

- 1. THIS PLAT IS BASED ON DEEDS AND PLATS OF RECORD.
- 2. THE PROPERTY SHOWN HEREON IS LOCATED WITHIN FLOOD ZONE "X" AS DETERMINED BY THE SECRETARY OF HOUSING AND URBAN DEVELOPMENT, ON FLOOD INSURANCE RATE MAP NO. 51041C0020D WITH AN EFFECTIVE DATE OF DECEMBER 18TH, 2012.
- 3. CURRENT ZONING OF THE SUBJECT PARCELS SHOWN HEREON IS C-3 (COMMUNITY BUSINESS).
- 4. THE PROPERTY SHOWN HEREON COMPRISES OF ONE EXISTING TAX LOT.
- 5. NO TITLE COMMITMENT HAS BEEN FURNISHED TO THE SURVEYOR, EASEMENTS, ENCROACHMENTS AND OTHER PERTINENT FACTS MAY EXIST.

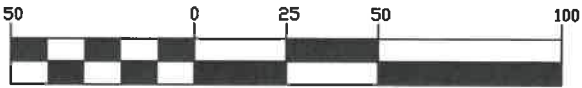
CO. PROJ# 20-0149  
CO SITE# 21 PR0114

LINE	BEARING	DISTANCE
L1	N 82°05'43" W	104.94'
L2	N 74°50'48" W	85.29'
L3	S 84°22'13" E	55.85'
L4	S 05°29'17" W	15.24'

CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING	DELTA ANGLE
C1	2914.79'	133.14'	133.12'	S 83°03'42" E	2°37'01"



**GRAPHIC SCALE**



( IN FEET )  
1 inch = 50 ft.

**PLAT SHOWING 0.043 ACRES OF LAND TO BE DESIGNATED FOR PUBLIC USE FROM CHESTERFIELD COUNTY**

MIDLOTHIAN MAGISTERIAL DISTRICT  
CHESTERFIELD COUNTY, VIRGINIA

**Townes**  
SITE ENGINEERING

1 PARK WEST CIRCLE, SUITE 108  
MIDLOTHIAN, VIRGINIA 23114  
PHONE: (804) 748-9011 FAX: (804) 748-2590

DRAWN BY: SLW	DATE: 09-04-20	FB __ PG __
CHECKED BY:	SCALE: 1" = 50'	



**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: December 16, 2020**

**Item Number: 13.B.2.b.1.**

**Subject:**

Request to Quitclaim a Variable Width Drainage Easement and Maintenance Contract across the Property of Talley Properties Old Stage Road, LLC

**Board Action Requested:**

Authorize the Chair of the Board of Supervisors and the County Administrator to execute a quitclaim deed to vacate a Variable Width Drainage Easement and Maintenance Contract across the property of Talley Properties Old Stage Road, LLC.

**Summary of Information:**

Talley Properties Old Stage Road, LLC has requested the vacation of a Variable Width Drainage Easement and Maintenance Contract as shown and labeled Drainage Easement (Private) on the attached plat. This request has been reviewed by Environmental Engineering. A new Drainage Easement will be dedicated.

Approval is recommended.

**Attachments:**

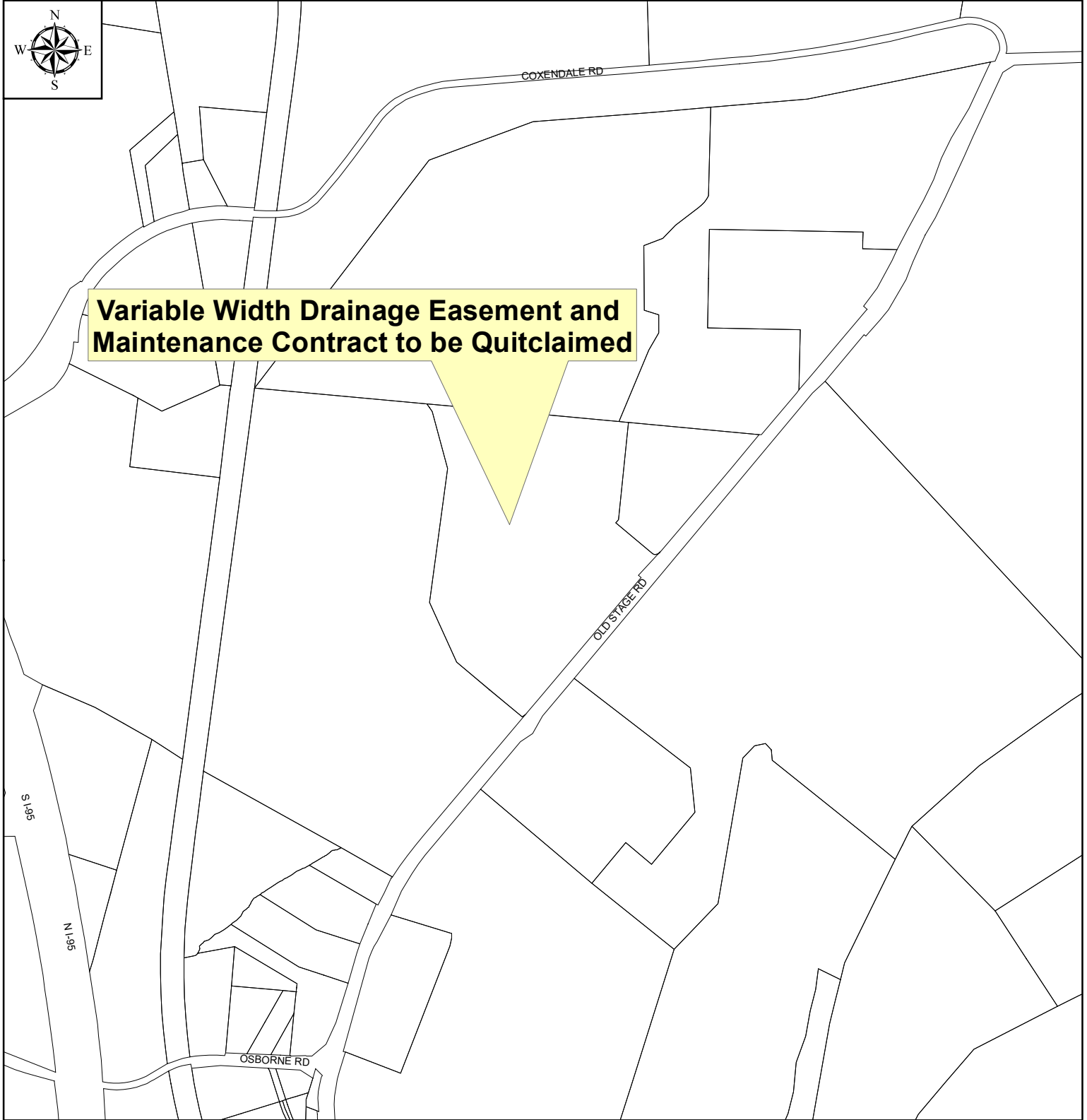
1. Talley Properties Old Stage Road LLC Quitclaim Sketch
2. Talley Properties Old Stage Road LLC Quitclaim Plat

Preparer: Dean Sasek, Real Property Manager

Approved By:

  
\_\_\_\_\_

Board of Supervisors Meeting -December 16, 2020  
Request to Quitclaim a Variable Width Drainage Easement and Maintenance  
Contract across the Property of Talley Properties Old Stage Road, LLC



Chesterfield County  
Real Property Office

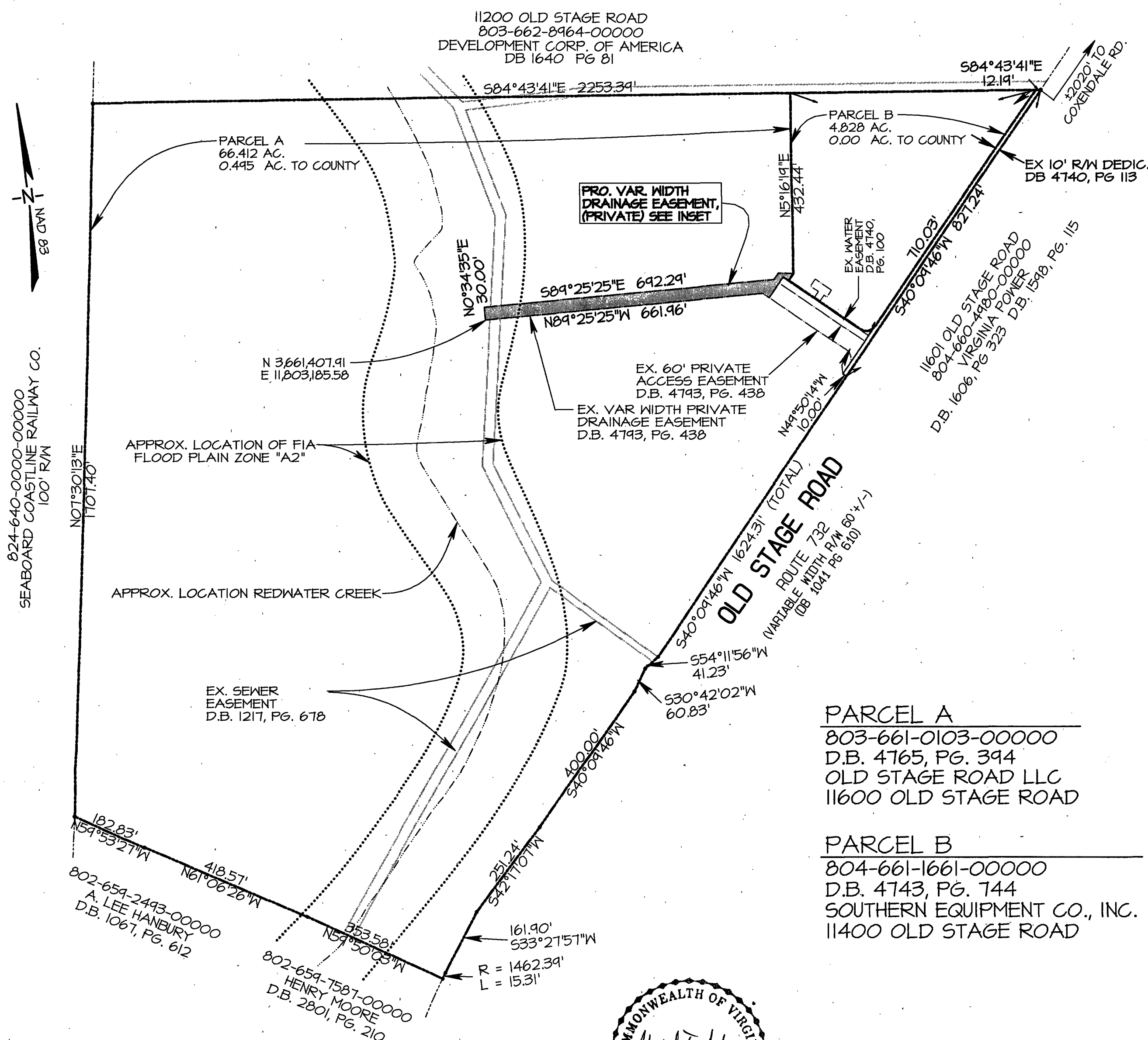


1 inch = 600 feet



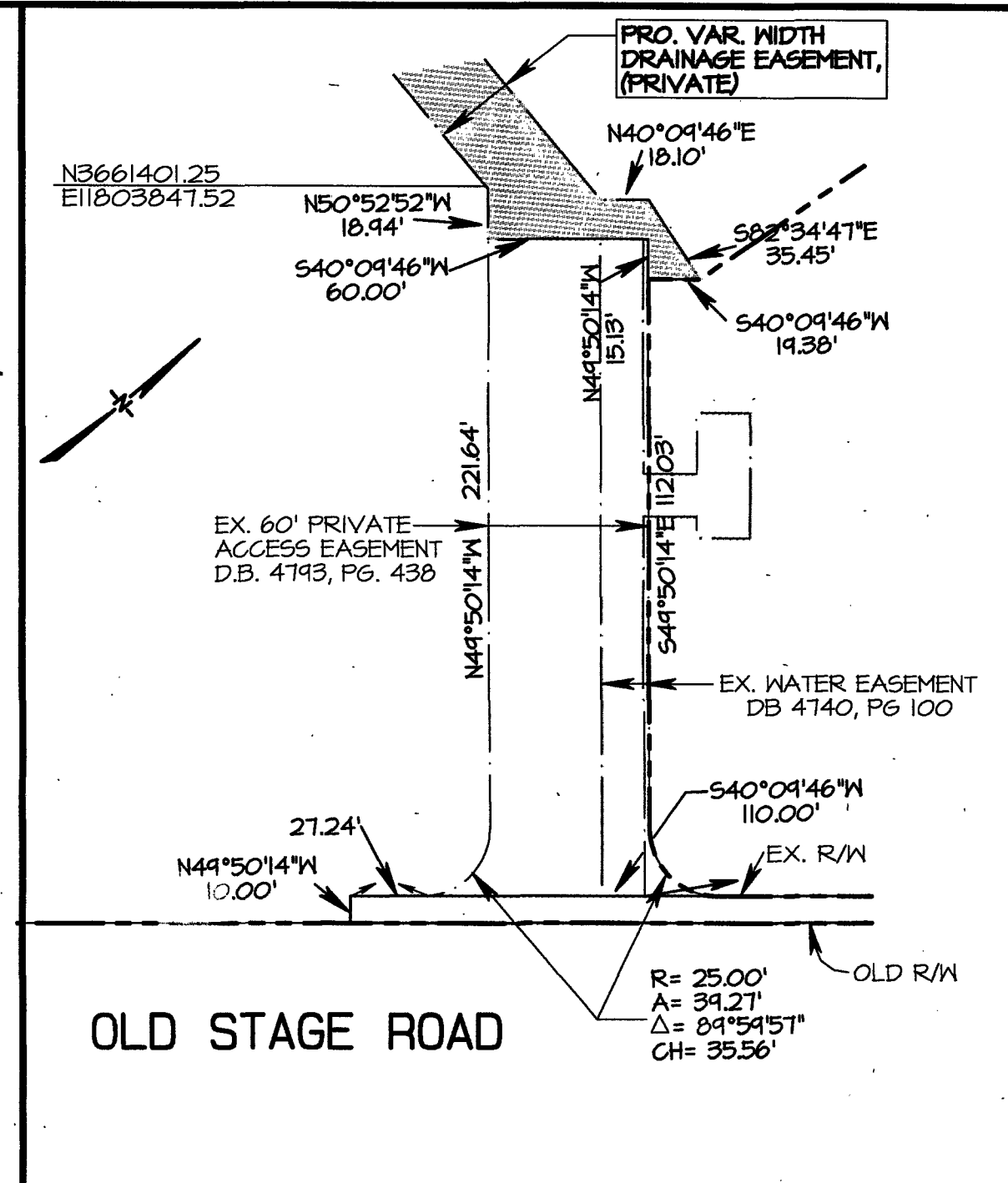
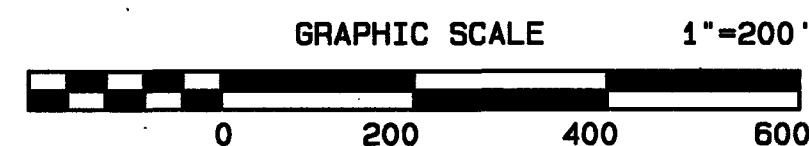


824-640-0000-00000  
SEABOARD COASTLINE RAILWAY CO.  
100' R/W



PARCEL A  
803-661-0103-00000  
D.B. 4765, PG. 394  
OLD STAGE ROAD LLC  
11600 OLD STAGE ROAD

PARCEL B  
804-661-1661-00000  
D.B. 4743, PG. 744  
SOUTHERN EQUIPMENT CO., INC.  
11400 OLD STAGE ROAD



## INSET

BOUNDARY INFORMATION SHOWN HEREON FROM PLAT BY KENNETH M. HART & ASSOC., INC. ENTITLED "PLAT OF SURVEY OF TWO PARCELS CONTAINING A TOTAL OF 99.00 ACRES NOW OR FORMERLY IN THE NAME OF O.J. FRUITT ET AL, BERMUDA DISTRICT, CHESTERFIELD COUNTY, VIRGINIA", AND DOES NOT REPRESENT A SEPARATE BOUNDARY SURVEY BY THIS FIRM.

THIS MAP DOES NOT SHOW ALL ENCUMBERANCES.

COUNTY PERMIT # 01-0364  
COUNTY CASE # 02PR0248

MAP SHOWING DRAINAGE  
EASEMENT (PRIVATE)  
AT 11600 OLD STAGE ROAD

BERMUDA DISTRICT, CHESTERFIELD COUNTY, VA.

I HEREBY CERTIFY THAT THIS SURVEY, TO THE BEST OF MY KNOWLEDGE AND BELIEF, IS CORRECT AND COMPLIES WITH THE MINIMUM PROCEDURES AND STANDARDS ESTABLISHED BY THE VIRGINIA STATE BOARD OF ARCHITECTS, PROFESSIONAL ENGINEERS, LAND SURVEYORS AND CERTIFIED LANDSCAPE ARCHITECTS.

## ENGINEERING DESIGN ASSOCIATES, INC.

**CONSULTING ENGINEERS & SURVEYORS**  
P.O. BOX 50067 RICHMOND, VIRGINIA 23250 (804) 236-0190

DATE: APRIL 24, 2002	SCALE: 1" = 200'	JOB No: 201365-OD
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REV: DEC. 27, 2002

02-0624



**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: December 16, 2020**

**Item Number: 13.B.2.b.2.**

**Subject:**

Request to Quitclaim a Variable Width Drainage Easement (Private) across the Property of 900 Pocono, LLC

**Board Action Requested:**

Authorize the Chair of the Board of Supervisors and the County Administrator to execute a quitclaim deed to vacate a Variable Width Drainage Easement (Private) across the property of 900 Pocono, LLC.

**Summary of Information:**

900 Pocono, LLC has requested the vacation of a Variable Width Drainage Easement (Private) as shown on the attached plat. This request has been reviewed by the Environmental Engineering Department. A new SWM/BMP Easement will replace this easement.

Approval is recommended.

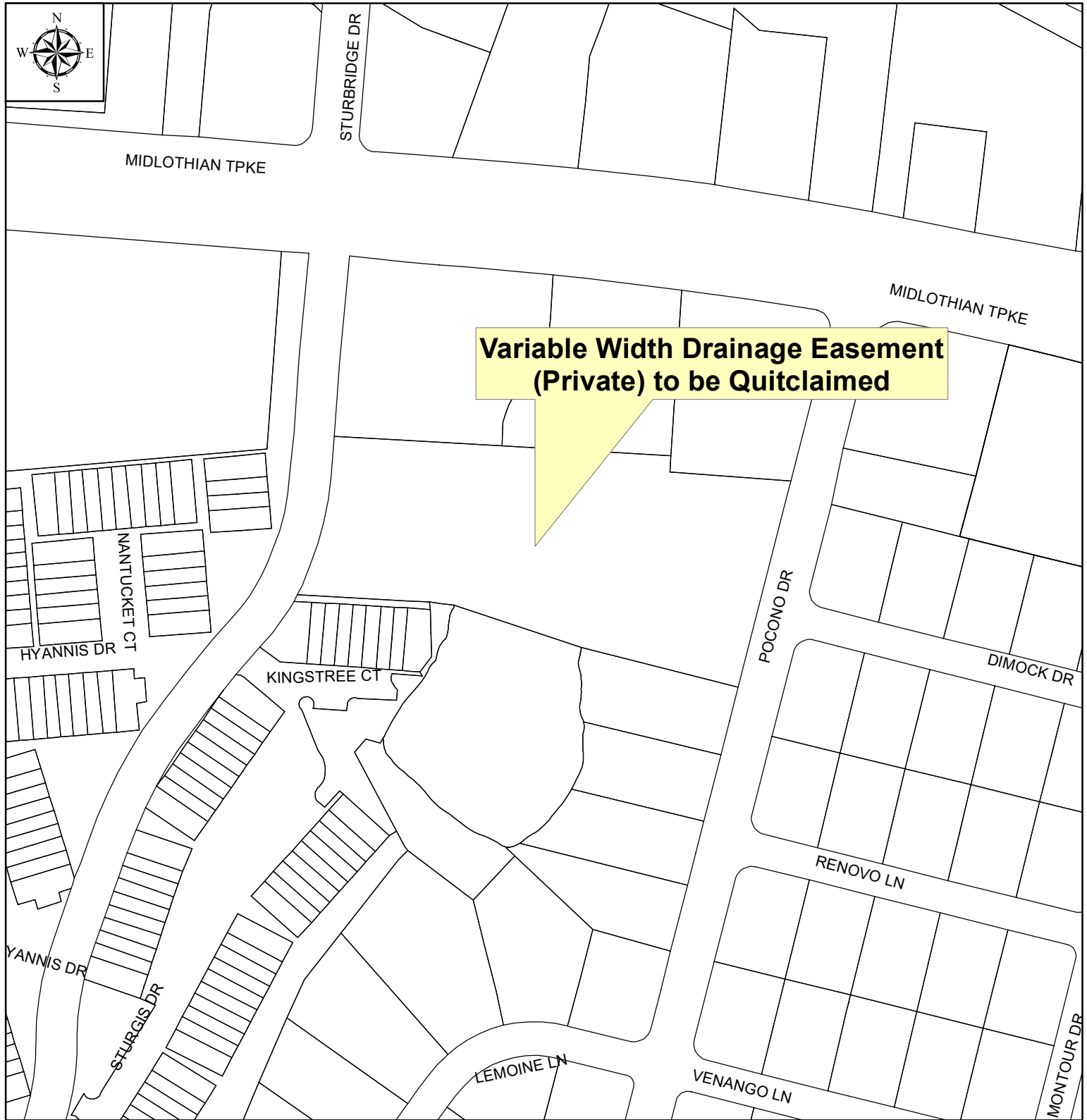
**Attachments:**

1. 900 Pocono LLC Quitclaim Sketch
2. 900 Pocono LLC Quitclaim Plat

Preparer: Dean Sasek, Real Property Manager

Approved By:

Board of Supervisors Meeting - December 16, 2020  
Request to Quitclaim a Variable Width Drainage Easement  
(Private) across the Property of 900 Pocono, LLC

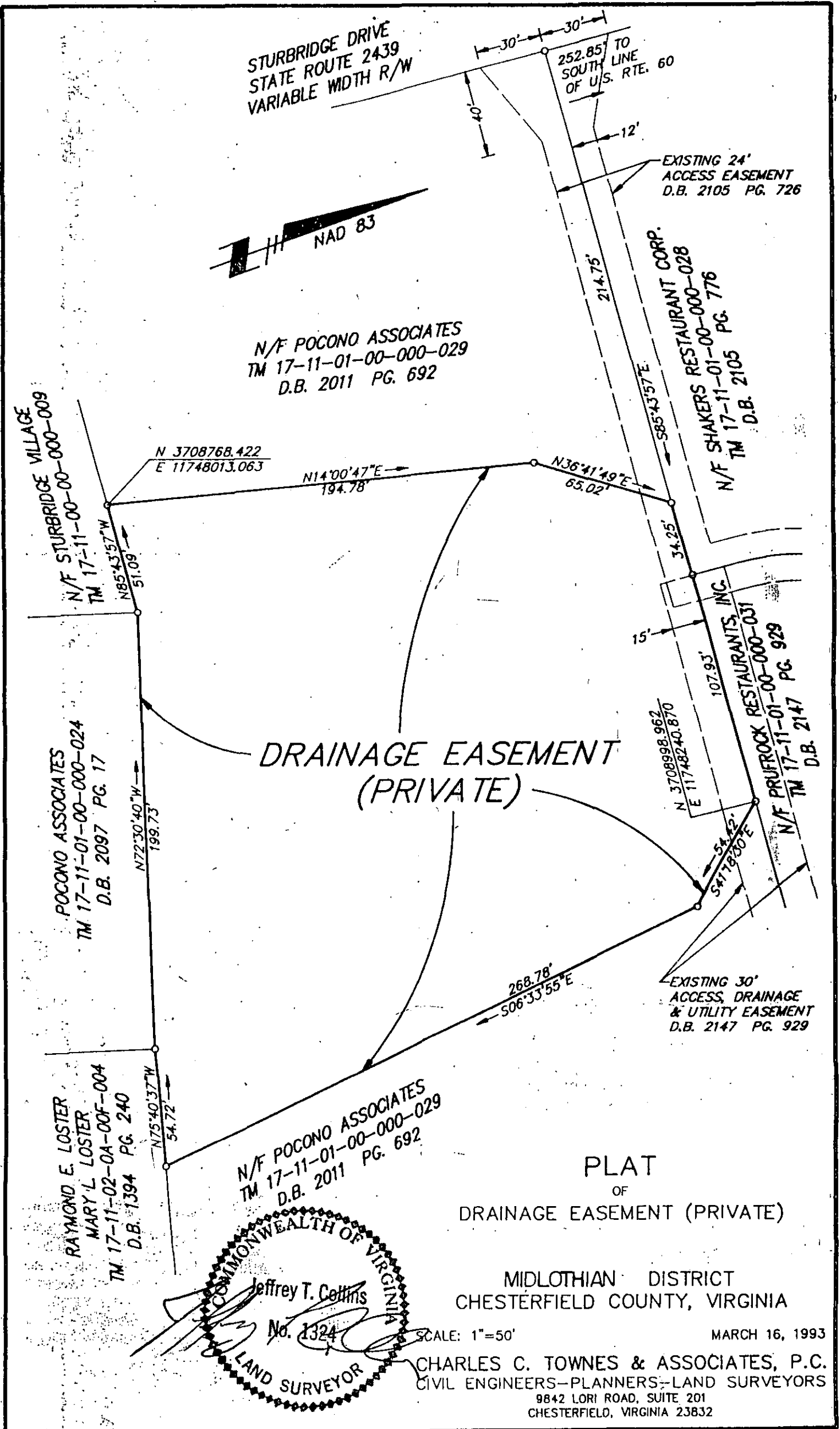


Chesterfield County  
Real Property Office



1 inch = 200 feet







**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: December 16, 2020**

**Item Number: 13.B.3.**

**Subject:**

Acceptance of FY2021 Bureau of Justice Assistance (BJA) Reducing Injury and Death of Missing Individuals with Dementia and Developmental Disabilities Program Grant Award

**Board Action Requested:**

Accept and appropriate FY2021 Reducing Injury and Death of Missing Individuals grant award, in the amount of \$88,775, from the Bureau of Justice Assistance for the enhancement of the current Chesterfield County Police Department's Project Lifesaver program.

**Summary of Information:**

The Chesterfield County Police Department has been awarded the FY2021 Reducing Injury and Death of Missing Individuals grant in the amount of \$88,775 from the Bureau of Justice Assistance (BJA). Funds will support the enhancement of the Chesterfield County Police Department's current Project Lifesaver program. There is no match requirement and the grant period is for three years.

**Attachments:**

1. FY21 BJA PLS BOSAG ATTACH

Preparer: Jeffrey Katz, Chief of Police  
Gerard Durkin, Acting Budget Director

Approved By:

A handwritten signature in black ink, appearing to be "JD", is written over a horizontal line. The signature is fluid and cursive.





**Department of Justice (DOJ)**

Office of Justice Programs

Office of the Assistant Attorney General

Washington, D.C. 20531

September 18, 2020

Chief Jeffrey Katz  
County of Chesterfield  
9901 Lori Road  
Chesterfield, VA 23832-6626

Dear Chief Katz:

On behalf of Attorney General William P. Barr, it is my pleasure to inform you that the Office of Justice Programs (OJP), U.S. Department of Justice (DOJ), has approved the application by County of Chesterfield for an award under the OJP funding opportunity entitled "Reducing Injury and Death of Missing Individuals with Dementia and Developmental Disabilities Program: Tracking Technology ." The approved award amount is \$88,775. These funds are for the project entitled Reducing Injury and Death of Missing Individuals with Dementia and Developmental Disabilities Program.

The award document, including award conditions, is enclosed. The entire document is to be reviewed carefully before any decision to accept the award. Also, the webpage entitled "Legal Notices: Special circumstances as to particular award conditions" ([ojp.gov/funding/Explore/LegalNotices-AwardReqs.htm](http://ojp.gov/funding/Explore/LegalNotices-AwardReqs.htm)) is to be consulted prior to an acceptance. Through that "Legal Notices" webpage, OJP sets out -- by funding opportunity -- certain special circumstances that may or will affect the applicability of one or more award requirements. Any such legal notice pertaining to award requirements that is posted through that webpage is incorporated by reference into the award.

Please note that award requirements include not only award conditions, but also compliance with assurances and certifications that relate to conduct during the period of performance for the award. Because these requirements encompass financial, administrative, and programmatic matters, as well as other important matters (e.g., specific restrictions on use of funds), it is vital that all key staff know the award requirements, and receive the award conditions and the assurances and certifications, as well as the application as approved by OJP. (Information on all pertinent award requirements also must be provided to any subrecipient of the award.)

Should County of Chesterfield accept the award and then fail to comply with an award requirement, DOJ will pursue appropriate remedies for non-compliance, which may include termination of the award and/or a requirement to repay award funds.

Please direct questions regarding this award as follows:

- For program questions, contact Elaine Smokes, Program Manager at (202) 598-7139; and
- For financial questions, contact the Customer Service Center of OJP's Office of the Chief Financial Officer at (800) 458-0786, or at [ask.ocfo@usdoj.gov](mailto:ask.ocfo@usdoj.gov).

We look forward to working with you.

Sincerely,

A handwritten signature in blue ink, appearing to read "K. Sullivan", is located below the "Sincerely," text.

Katharine T. Sullivan  
Principal Deputy Assistant Attorney General

Encl.



Department of Justice (DOJ)  
Office of Justice Programs  
**Bureau of Justice Assistance**

**Grant**

PAGE 1 OF 16

1. RECIPIENT NAME AND ADDRESS (Including Zip Code)

County of Chesterfield  
9901 Lori Road  
Chesterfield, VA 23832-6626

4. AWARD NUMBER: 2020-J1-BX-0021

5. PROJECT PERIOD: FROM 10/01/2020 TO 09/30/2023  
BUDGET PERIOD: FROM 10/01/2020 TO 09/30/2023

6. AWARD DATE 09/18/2020

7. ACTION

2a. GRANTEE IRS/VENDOR NO.

546001208

8. SUPPLEMENT NUMBER

00

Initial

2b. GRANTEE DUNS NO.

074746942

9. PREVIOUS AWARD AMOUNT

\$ 0

3. PROJECT TITLE

Reducing Injury and Death of Missing Individuals with Dementia and  
Developmental Disabilities Program

10. AMOUNT OF THIS AWARD

\$ 88,775

11. TOTAL AWARD

\$ 88,775

12. SPECIAL CONDITIONS

THE ABOVE GRANT PROJECT IS APPROVED SUBJECT TO SUCH CONDITIONS OR LIMITATIONS AS ARE SET FORTH  
ON THE ATTACHED PAGE(S).

13. STATUTORY AUTHORITY FOR GRANT

This project is supported under FY20(BJA - Missing Americans) 34 U.S.C. 12621

14. CATALOG OF DOMESTIC FEDERAL ASSISTANCE (CFDA Number)

16.015 - Missing Alzheimer's Disease Patient Assistance Program

15. METHOD OF PAYMENT

GPRS

AGENCY APPROVAL

GRANTEE ACCEPTANCE

16. TYPED NAME AND TITLE OF APPROVING OFFICIAL

Katharine T. Sullivan  
Principal Deputy Assistant Attorney General

18. TYPED NAME AND TITLE OF AUTHORIZED GRANTEE OFFICIAL

Jeffrey S. Katz  
Chief

17. SIGNATURE OF APPROVING OFFICIAL

19. SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL

19A. DATE

AGENCY USE ONLY

20. ACCOUNTING CLASSIFICATION CODES

FISCAL YEAR	FUND CODE	BUD. ACT.	DIV. OFC.	REG.	SUB.	POMS	AMOUNT
X	B	J1	80	00	00		88775

21. VJ1UGT2090



**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: December 16, 2020**

**Item Number: 13.B.4.**

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**Subject:**

Acceptance and Appropriation of CARES Funding for the Department of Utilities

**Board Action Requested:**

Confirm the County Administrator's acceptance and appropriate CARES act funding for the Department of Utilities

**Summary of Information:**

Staff requests the Board confirm the County Administrator's acceptance and appropriate \$1,311,102.72 of federal CARES Act funding for the Department of Utilities to assist municipal utility customers with accounts over 30 days in arrears that are experiencing economic hardships due to the COVID-19 Pandemic.

**Attachments:**

None

Preparer: George Hayes, Director of Utilities  
Gerard Durkin, Acting Budget Director

Approved By:



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**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: December 16, 2020**

**Item Number: 13.B.5.**

**Subject:**

Proposed FY2021 Utilities Operating Budget Amendments for Water and Wastewater Treatment Plants and Proposal of New Positions

**Board Action Requested:**

Appropriate \$5.15 million from Utilities Unrestricted Net Position for repairs and associated operating expenses related to water and wastewater facility damages and create four new positions.

**Summary of Information:**

Addison-Evans Water Treatment Plant experienced flooding on August 15, 2020 which resulted in extensive damage to the facility. The plant is expected to be offline for the duration of the repairs, which will increase the need to purchase water from other sources. Additionally, Proctors Creek Wastewater Treatment Plant sustained electrical damage in June of 2020. The department is recommending the use of Utilities Unrestricted Net Position to fund repairs and associated operating costs until the identified insurance reimbursement for damages are collected. Use of Unrestricted Net Position is as follows:

\$3,000,000 Water Facility Repairs  
\$ 650,000 Wastewater Facility Repairs  
\$1,500,000 Purchase of Water  
**\$5,150,000 Total**

The department is also requesting the approval of four positions originally proposed with the FY2021 budget. These positions were postponed from the adopted budget and planned for mid-year consideration. Due to increased expansion, these positions are requested to provide relief to strategically identified areas of the operation going forward. These positions will assist in improving the department's operations and address increased services that continuing growth brings to the department.

**Attachments:**

None

Preparer: George Hayes, Director of Utilities  
Gerard Durkin, Acting Budget Director

Approved By:



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**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: December 16, 2020**

**Item Number: 13.B.6.**

**Subject:**

Restructure of the Agriculture and Forestry Committee

**Board Action Requested:**

Approve proposed changes to Committee

**Summary of Information:**

The Board of Supervisors established the Agriculture and Forestry Committee in 2004 to assist the Board with respect to agricultural and forestry issues. Much has changed since the inception of this Committee, especially in the areas of agritourism and agribusiness growth. The County has seen a shift from traditional agriculture operations to more value-added agriculture enterprises and experiences.

Staff proposes a renewed focus of the efforts and work program of the Committee. The proposed changes will better address the changing dynamics of the agriculture and forestry industries in Chesterfield County.

Staff requests the name of the "Agriculture and Forestry Committee" be changed to "Agribusiness Promotion and Development Committee" with the purpose of the Committee being "to promote agritourism activities and agribusiness development."

A restructure of Committee membership is recommended. Staff proposes the membership be decreased to five (5) total members; one (1) member appointed from each magisterial district. Additionally, it is recommended that ex-officio members/non-voting advisors be added to the Committee from the following entities: Virginia Cooperative Extension, Virginia State University, James River Soil and Water Conservation District, Pocahontas State Park, and Chesterfield County Departments of Planning, Environmental Engineering, and Economic Development.

Staff requests approval of the Committee work program which focuses on the promotion of agritourism activities and agribusiness development. A main component of this new effort will be the promotion of agritourism events throughout county. The Committee will work with the Communications & Media Department and Economic Development to develop a quarterly campaign to feature agribusinesses (seasonal promotions) and farmers markets.

Working in partnership with the Virginia Cooperative Extension and Virginia State University, the Committee will assess the workshop/educational needs of the agribusiness community while partnering with and

promoting the agriculture efforts of both entities.

The Committee will assist the County's Planning Department in the evaluation of proposed ordinance changes for their potential impacts to the agriculture and forestry community. It also will provide recommendations for changes to policy and ordinances relative to items such as agri-tourism events and on-farm stays.

The Committee will assist the Economic Development Department in recruitment of agribusinesses to the county.

The Committee will provide direct assistance to county staff in identifying and making application for agricultural grants and loans for the County.

The Committee will promote 4-H programs and the Virginia Foundation for Agriculture in the Classroom Programs in schools.

**Attachments:**

None

Preparer: Jesse W Smith, Deputy County Administrator  
Scott Zaremba, Deputy County Administrator

Approved By:

  
\_\_\_\_\_



**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: December 16, 2020**

**Item Number: 13.B.7.**

**Subject:**

Approval of Amended MOU with Dominion Relating to Transportation Plan in the Vicinity of the Chesterfield Power Station

**Board Action Requested:**

Approve the amended and restated MOU with Dominion.

**Summary of Information:**

The 2019 General Assembly passed two bills (HB2786 and SB1355) which require Dominion Energy Virginia to move all of its coal combustion residuals ("coal ash" or "CCR") from its existing coal ash storage ponds at the Chesterfield Power Station. The removal and transport of Dominion's CCR could take decades to complete. Accordingly, the County and Dominion began work on an initial Memorandum of Understanding ("MOU") between the two parties to develop a structure for engineering a new transportation plan for the power station area that provides new access roads and paths to County facilities such as Henricus and the Dutch Gap Conservation Area and Boat Launch, and relocates some facilities to more accessible locations. On August 28, 2019, the Board approved the initial MOU.

Pursuant to that MOU, the parties have finalized the development of a transportation plan to maintain access to the county's facilities (Henricus, Dutch Gap) during removal of the coal ash. Based on that transportation plan, the parties have amended the MOU and staff request the Board approve the attached Amended and Restated MOU with Dominion.

**Attachments:**

1. Revised - Amended and Restated MOU--DOM DRAFT Nov 12-9-20

Preparer: Jeff Mincks, County Attorney

Approved By:

**AMENDED AND RESTATED MEMORANDUM OF UNDERSTANDING  
BETWEEN DOMINION ENERGY VIRGINIA AND  
THE COUNTY OF CHESTERFIELD, VIRGINIA,  
FOR PRESERVING ACCESS TO  
CERTAIN COUNTY RECREATIONAL FACILITIES**

This Amended and Restated Memorandum of Understanding (this “Amended and Restated MOU”) dated December \_\_, 2020 (the “Effective Date”) documents the agreement between Virginia Electric and Power Company d/b/a Dominion Energy Virginia (“Dominion”) and the County of Chesterfield, Virginia (the “County”) concerning preservation of access to certain County-owned and managed property in the vicinity of the Chesterfield Power Station (“CPS”) in connection with the removal, management, transport, relocation, and/or disposal of coal ash (a/k/a coal combustion residuals or CCR) by Dominion as required by Virginia House Bill 2786 and Senate Bill 1355 (2019 Va. Acts of Assembly, Chapters 650 & 651, hereinafter referred to as the “CCR Legislation”). This Amended and Restated MOU reflects a cooperative understanding and agreement between Dominion and the County and is entered into for the mutual benefit of both parties.

WHEREAS, Dominion and the County entered into that certain Memorandum of Understanding Between Dominion Energy Virginia and the County of Chesterfield, Virginia, for Preserving Access to Certain County Recreational Facilities dated August 28, 2019 (the “Original MOU”);

WHEREAS, Dominion and the County desire to amend and restate the Original MOU in its entirety, and, upon execution of this Amended and Restated MOU, the Original MOU shall be void and of no further effect;

WHEREAS, Dominion owns and operates the CPS and has done so for decades pursuant to state environmental and public utility laws and regulations as well as County land use laws and regulations;

WHEREAS, the County owns and operates three public facilities in the vicinity of the CPS known as the Henricus Historical Park, the Dutch Gap Conservation Area, and the Dutch Gap Boat Launch all as shown on Attachment A (the “Facilities”);

WHEREAS, the Facilities are served by and dependent on a system of public roads which provide access to and from the Facilities;

WHEREAS, any significant interruption in the free flow of traffic on the public roads providing access to and from the Facilities would negatively impact the regular use of the Facilities by the public;

WHEREAS, the Governor of Virginia signed the CCR Legislation on March 19, 2019, with an effective date of July 1, 2019, which legislation imposes various obligations on Dominion to remove, manage, transport, relocate, and/or dispose of coal ash that is currently deposited in

two ponds on Dominion's CPS property within fifteen (15) years of the effective date of such legislation (the "Coal Ash Project");

WHEREAS, the CCR Legislation by its terms requires Dominion to develop a transportation plan (the "Plan") in consultation with the County "that minimizes the impact of any transport of CCR on adjacent property owners and surrounding communities" and "shall include...plans for any transportation by truck, including the frequency of truck travel, the route of truck travel, and measures to control noise, traffic impact, safety, and fugitive dust caused by such truck travel," as further defined herein;

WHEREAS, the parties expect that the Coal Ash Project is likely to interrupt the flow of traffic on public roads that provide access to and from the Facilities and that this interruption could continue throughout the Coal Ash Project;

WHEREAS, to help minimize and mitigate the interruption of the flow of traffic on such public roads and to ensure reasonable access to the Facilities during the Coal Ash Project, the parties will pursue as elements of the Plan (1) various improvements and other arrangements to provide alternative access to the Dutch Gap Conservation Area and to Henricus Historical Park (2) relocation of the Dutch Gap Boat Launch, and (3) other improvements within the Dutch Gap Conservation Area and the Henricus Historical Park, as further contemplated herein;

WHEREAS, Dominion expects the Plan will be a prudent, reasonable, and cost-effective approach for its customers in accordance with the terms of the CCR Legislation; and

WHEREAS, Dominion and the County have agreed to certain terms and conditions in relation to the Plan as reflected in this Amended and Restated MOU.

NOW THEREFORE, in consideration of the premises, and the mutual benefits which the parties will enjoy through the implementation of this Amended and Restated MOU and the Plan, the parties hereby agree as follows:

1. Dominion and the County have consulted to further develop the Plan to achieve the goal of minimizing to the greatest extent practicable the unreasonable interruption of vehicular traffic on or over public roads to and from the Facilities that may be caused by Dominion's work associated with the Coal Ash Project. From and after the Effective Date, the parties first will establish a schedule for each party's authorized representative(s) to meet on a recurring basis to review and discuss Dominion's progress on the Coal Ash Project, including progress toward achieving the Plan's goals. The initial version of the Plan is attached hereto as Attachment B, which Plan may be amended, modified and updated from time to time.
2. Dominion shall have full access to Coxendale Road (including its intersection with Old Stage Road) and Henricus Park Road for construction traffic related to the Coal Ash Project beginning on the Effective Date, subject to any permits or other required approvals, if any, required to be issued by the Virginia Department of Transportation, provided that Dominion shall not commence the movement of coal ash on such roadways to haul coal ash to the Reymet Road Landfill in connection with the Coal Ash Project before July 1,

2021.

3. Preliminary conceptual drawings of the contemplated improvements included or to be included in the Plan are incorporated as Attachment C to this Amended and Restated MOU. The parties understand and agree that additional property and/or easements may need to be acquired, and permits or other approvals from governmental authorities obtained, to construct the improvements contemplated by this MOU. The parties further understand that a public process involving the local community and other interested stakeholders may be required as part of final implementation of any improvements contemplated by this MOU and incorporated into the Plan.
4. Subject to the terms and conditions contained in this Amended and Restated MOU, Dominion shall pay up to \$68,000,000 (the “Dominion Cap”) as funding support for the corresponding public improvements (each a “Project” and collectively the “Projects”):
  - a. Coyote Drive New Access and Pedestrian Bridge (estimated Project cost of \$4,910,000.00).
  - b. Henricus Park Relic River Trail and Stairway (estimated Project cost of \$1,490,000.00).
  - c. New Bridge-Access to Henricus Park (estimated Project cost of \$57,808,442.00).
  - d. New Boat Landing (estimated Project cost of \$6,600,000.00).

4(a)-(c) are collectively referred to as the “Traffic and Pedestrian Bridges”, and 4(d) is referred to as the “Boat Landing”. The Traffic and Pedestrian Bridges and the Boat Landing Projects are part of the Plan.
5. After construction of the Traffic and Pedestrian Bridges, Dominion and the County will (i) abandon the County-owned portion of Henricus Park Road as a public right of way, subject to reservation of emergency access easements for the County to have emergency access to Henricus Historical Park and Dutch Gap Conservation Area, and (ii) take all appropriate steps necessary to cause the abandonment and vacation of the portion of Coxendale Road east of its intersection with Old Stage Road, subject to reservation of emergency access easements for the County to have emergency access to Henricus Historical Park and Dutch Gap Conservation Area. If Coxendale Road is abandoned and vacated as required by applicable laws, the County will cause all portions of Coxendale so vacated and abandoned to be deeded to Dominion.
6. Dominion’s total monetary obligation for the Projects is in all cases capped at the Dominion Cap for the Projects in Paragraph 4 above and, except as otherwise provided herein, is subject to approval of one or more Cost Recovery Applications (as defined below). If the Dominion Cap is met before the completion of payment for all costs associated with any of the Projects, the remaining costs related to any Projects not yet completed that exceed the Dominion Cap shall be borne by the County (in each case the “County Contribution”). Further, if the County realizes savings on any one Project, such savings can be applied to any cost overrun for any other Project, subject to the Dominion



Cap.

7. Cost Recovery Applications; Project Budgets; Project Payment Schedules.

- a. The parties recognize that Dominion's obligation to make the payments under this Amended and Restated MOU for a Project is contingent upon approval by the Virginia State Corporation Commission (the "SCC") of an application for cost recovery for such Project (each a "Cost Recovery Application" and collectively, the "Cost Recovery Applications"). Provided that the County timely provides the information described in Section 7(b) below, Dominion shall make and diligently pursue a Cost Recovery Application for Dominion's payments to the County for the Projects.
  - b. To support the Cost Recovery Application that Dominion intends to file in January, 2021, the County shall submit to Dominion (i) an initial detailed scope of work, schedule, and total budget for each Project (each a "Project Budget" and collectively, the "Project Budgets"), and (ii) an initial schedule of payments for each phase for each Project (each a "Project Payment Schedule" and collectively, the "Project Payment Schedules"). The Project Budgets and the Project Payment Schedules shall be subject to Dominion's approval, which approval shall not be unreasonably withheld, conditioned, or delayed. Nothing herein shall prohibit the County from submitting Project Budgets that, in total, exceed the Dominion Cap, provided that the collective costs for the Projects that exceed the Dominion Cap shall be paid pursuant to a County Contribution.
  - c. During consideration of the Cost Recovery Applications, Dominion and the County may mutually agree to amend a Project Budget and/or a Project Payment Schedule as may be necessary to obtain approval of the relevant Cost Recovery Application or in the parties' discretion, considering Project Budgets collectively and the Dominion Cap. In addition, Dominion, in its discretion, may agree to reimburse the County for expenses incurred for Project development during the consideration of a Cost Recovery Application for such Project(s), which payments, if made, shall be counted toward the Dominion Cap.
8. In the event the SCC rejects any Cost Recovery Application for a Project, the County and Dominion shall work together in good faith to either (i) reduce the costs of each such rejected Project, or (ii) provide a replacement to the Project, if reasonable.
9. In the event the SCC has not approved a Cost Recovery Application for a Project within thirty-six (36) months of the Effective Date, except as otherwise provided herein, Dominion's monetary obligation with regard to that Project shall automatically terminate, and the Dominion Cap shall be modified to the amounts for which Dominion has received approval for cost recovery approval under a Cost Recovery Application.
10. Upon the SCC's approval of a Cost Recovery Application for a Project, Dominion and the County shall be bound by the Project Budget and Project Payment Schedule provided in such Cost Recovery Application. Notwithstanding the foregoing, the County and

Dominion may mutually agree to amend a Project Budget or Project Payment Schedule, but only to the extent that Dominion determines, in its reasonable discretion, that such amendment (i) is consistent with the approved Cost Recovery Application applicable to such Project and (ii) will not require any further approval or concurrence by the SCC.

11. Once a Cost Recovery Application is approved, to the greatest extent feasible costs of future permitting and construction of the contemplated improvements for a Project, which improvements may be modified by the parties to conform with the final requirements of the Cost Recovery Application, will be reimbursable to the County from Dominion within thirty (30) days of the County submitting contracts and supporting paid invoices, subject to such costs (i) being compliant with the applicable Project Payment Schedule, (ii) not exceeding the Dominion Cap, and (iii) otherwise consistent with the terms of the applicable Cost Recovery Application, as determined in Dominion's reasonable discretion. Any additional County amenities not contemplated by the Plan will be identified and are not reimbursable from Dominion.
12. Subject to the requirements and limitations of the County Procurement Policy, the Virginia Public Procurement Act, and any other similar laws pursuant to which the County may contract to cause the contemplated improvements to be constructed, Dominion is invited to participate with the County in any vendor procurement and selection process related to each of the Projects.
13. The County shall, to the extent that it is consistent with its authority as a political subdivision of the Commonwealth and as is consistent with this Amended and Restated MOU, timely support Dominion's efforts to comply with its obligations under the CCR Legislation and to obtain approval of the provisions of any Cost Recovery Application related to cost recovery for any of the Projects.
14. Governing Law. This Amended and Restated MOU shall be governed as to all matters whether of validity, interpretations, obligations, performance or otherwise exclusively by the laws of the Commonwealth of Virginia, excepting Virginia's laws regarding conflicts of laws, and all questions arising with respect thereto shall be determined in accordance with such laws. Regardless of where actually delivered and accepted, this contract shall be deemed to have been delivered and accepted by the parties in the Commonwealth of Virginia.
15. Termination. Anything herein or elsewhere to the contrary notwithstanding, this Amended and Restated MOU and the obligations of the parties hereunder may be terminated by Dominion or the County in the event that the other party breaches or violates any material provision of this Amended and Restated MOU or fails to perform any material covenant or agreement to be performed by either party under the terms of this Amended and Restated MOU and such breach, violation or failure is not cured within sixty (60) days of the defaulting party's receipt of written notice of such breach from the non-defaulting party; or by mutual agreement of Dominion and the County (subject to reimbursement to Dominion for any remaining amounts of any advance payments already paid).
16. Assignment. No party may assign its rights in this Amended and Restated MOU without

the prior written consent of the other party.

17. Amendment. This Amended and Restated MOU may be amended only by a written instrument duly executed by the parties.
18. Severability. If any provision of this Amended and Restated MOU or the application thereof to any circumstance shall be determined to be invalid, illegal or unenforceable to any extent, the remainder of this Amended and Restated MOU and the application thereof shall not be affected and shall continue to be valid, in effect and enforceable to the fullest extent permitted by law.
19. Force Majeure. In the event of enforced delay in the performance of such obligations due to unforeseeable causes beyond the control of Dominion or the County and without their fault or negligence, including, but not restricted to, acts of God or of the public enemy, acts of the government, fires, floods, epidemics, quarantine restrictions, strikes, freight embargos, and unusually severe weather or delays of subcontractors due to such causes; it being the purpose and intent of this provision that in the event of the occurrence of any such enforced delay, the time or times for performance of the obligations of the parties shall be extended for the period of the enforced delay.
20. Status of Agreement; No Partnership. The purpose of this Amended and Restated MOU is for reimbursement to the County from Dominion for certain costs related to Projects. Nothing in this Amended and Restated MOU shall be construed as making either party hereto a partner or joint venturer with the other party hereto.
21. Waiver. No waiver of breach of any term or provision of this Amended and Restated MOU shall be construed to be, or shall constitute, a waiver of any other breach of this Amended and Restated MOU. No waiver shall be binding unless in writing and signed by the parties waiving the breach. The failure of any party to seek redress for violation of or to insist upon the strict performance of any covenant or condition of this Amended and Restated MOU shall not prevent a subsequent act, which would have originally constituted a violation, from having the effect of an original violation. The rights and remedies provided by this Amended and Restated MOU are cumulative and the use of any one right or remedy by any party shall not preclude or waive the right to use any or all other remedies. Such rights and remedies are given in addition to any other rights the parties may have by law, statute, ordinance or otherwise.
22. Status of Original MOU; Integration. With the execution of this Amended and Restated MOU, the Original MOU shall be deemed to have been terminated and shall be of no further force or effect. This Amended and Restated MOU constitutes the entire understanding among the parties. No provision of this Amended and Restated MOU may be waived, modified or amended except by an instrument signed by the party against whom the enforcement of such waiver, modification or amendment is sought. No waiver by either party of any failure or refusal by the other party to comply with its obligations hereunder shall be deemed a waiver of any other or subsequent failure or refusal to comply.

(Signature appear on the following page)

This Amended and Restated MOU is agreed to by the parties as of the Effective Date, as witnessed by the signatures of the duly authorized representative of each party.

**County:**

**CHESTERFIELD COUNTY, VIRGINIA,**  
a political subdivision of the Commonwealth of  
Virginia

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

COMMONWEALTH OF VIRGINIA  
CITY/COUNTY OF \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_ 2020, by  
\_\_\_\_\_, as \_\_\_\_\_ of the County of Chesterfield, Virginia, on  
behalf of the County.

Seal

\_\_\_\_\_  
Notary Public

My commission expires:

Notary Registration No.:

**APPROVED:**

\_\_\_\_\_  
County Attorney

**Dominion:**

**VIRGINIA ELECTRIC AND POWER  
COMPANY**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

COMMONWEALTH OF VIRGINIA  
CITY/COUNTY OF \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_ day of \_\_\_\_\_, 2020, by  
\_\_\_\_\_, as \_\_\_\_\_ of Virginia Electric and Power Company,  
on behalf of the Company.

\_\_\_\_\_  
Notary Public

My commission expires:

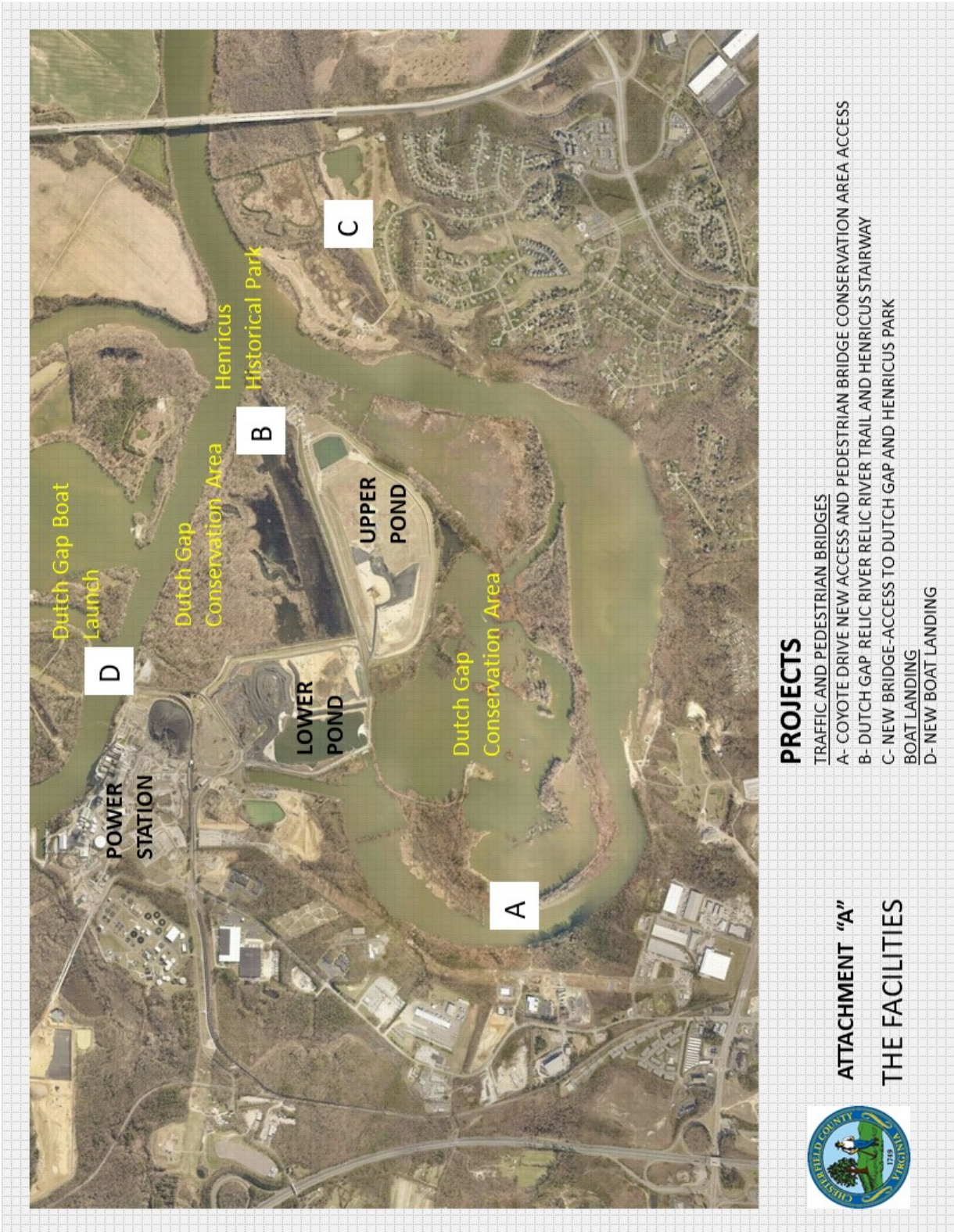
Seal

Notary Registration No.:

This is a legally binding contract. If not understood, competent advice should be sought  
before it is signed.

Attachment A

The Facilities





Attachment B

The Plan

## Transportation Plan – Chesterfield Power Station CCR Removal Project

Prepared for:

Dominion Energy  
600 Canal Street  
Richmond, VA 23219



Prepared by:

AECOM  
4840 Cox Road  
Glen Allen, VA 23060



AECOM.com

November 2020

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## Acronyms and Abbreviations

AECOM	AECOM Technical Services, Inc.
CCR	Coal Combustion Residuals
CCR Rule	Federal Hazardous and Solid Waste Management System; Disposal of Coal Combustion Residuals (CCR) from Electric Utilities; Final Rule (40 CFR 257)
County	Chesterfield County
dBA	Decibels
DEQ	Virginia Department of Environmental Quality
Dominion	Virginia Electric and Power Company dba Dominion Energy Virginia
FFCP	Fossil Fuel Combustion Products Management Facility
HASP	Health and Safety Plan
HB	VA House Bill (HB) 2786
LAP	Lower Ash Pond
LOS	Level of Service
MCY	Million Cubic Yards
MOU	Memorandum of Understanding
OSHA	Occupational Safety and Health Administration
Project	CCR Closure by Removal Project
SB	VA Senate Bill (SB) 1355
Station	Chesterfield Power Station
TMP	Transportation Management Plan
TTC	Temporary Traffic Control
UAP	Upper Ash Pond

# 1. Executive Summary

Senate Bill 1355 (SB 1355), enacted by the Virginia General Assembly and effective July 1, 2019, outlines requirements for closure of Coal Combustion Residuals (CCR) impoundments located within the Chesapeake Bay watershed. Specifically, the law requires that CCR at these sites be removed and either disposed of in permitted landfills or designated for encapsulated beneficial reuse. The law further requires: “Where closure pursuant to this section requires that CCR or CCR that has been beneficially reused be removed off-site, the owner or operator shall develop a transportation plan in consultation with any county, city, or town in which the CCR units are located and any county, city, or town within two miles of the CCR units that minimizes the impact of any transport of CCR on adjacent property owners and surrounding communities.” Va. Code 10.1-1402.03(D). Dominion Energy (Dominion) has worked closely with Chesterfield County (County), and retained AECOM Technical Services, Inc. (AECOM) to develop this Transportation Plan for the CCR Closure by Removal Project (Project) at Dominion’s Chesterfield Power Station (Station).

There are two on-site surface impoundments located at the Station: the Lower Ash Pond (LAP) and Upper Ash Pond (UAP), which together contain approximately 15 million cubic yards of CCR. Dominion is proposing to beneficially reuse 7 million cubic yards, which will involve construction of an on-site processing facility followed by distribution to off-site end users. The remaining 8 million cubic yards of CCR will be disposed of in the adjacent permitted Fossil Fuel Combustion Products Management Facility (FFCP), which requires transportation off-site on public roads. Numerous transportation methods—including trucking, rail, and barge—were evaluated for both the off-site beneficial reuse and disposal of CCR. The key findings are summarized below.

- The most feasible means for CCR disposal and transport from the LAP and UAP to the FFCP was determined to be on-road trucking due to the close proximity of the sites.
- The most feasible means for transporting CCR for beneficial reuse was determined to be rail due to the presence of an existing on-site rail system and the ability of end users to receive CCR via rail.
- Dominion concluded that barging would be inefficient and less cost-effective for large-volume movement of CRR and distribution to end users.

In performing this evaluation, AECOM considered truck traffic volumes, routing, pavement and infrastructure improvements, traffic impacts, noise control, dust mitigation and safety. This Transportation Plan also incorporates the additional actions to be taken in connection with Dominion’s consultation with Chesterfield County related to preserving access to the County recreational areas adjacent to the Station. These items are discussed in detail in the report and are summarized below.

- Dominion is providing measures to mitigate the impacts of CCR removal trucking operations on traffic operations in the vicinity of the Station. To provide adequate notice to public traffic of the presence of trucks circulating during the CCR removal work, a Transportation Management Plan (TMP) and an Information Signage Plan depicting recommended signage locations to alert the public traffic will be prepared. The TMP and associated documents will be developed as part of the permitting process with Chesterfield County and will be submitted to both Chesterfield County and VDOT for review and approval.
- Given the legislative deadline to complete CCR removal within 15 years, Dominion and the County entered into a Memorandum of Understanding (MOU) in August 2019 intended to preserve access to adjacent recreational facilities owned by Chesterfield County during the Project. Under the MOU, Dominion will provide funding for certain County improvement projects that will create alternative access to the recreational areas, once constructed. This approach will allow the CCR removal to be performed over the 15 year timeframe in a more efficient, cost-effective, and safe manner. As noted above, plans

will be in place to safely manage traffic throughout the Project, and particularly before the County improvement projects are completed.

- Calculations predict that Dominion's proposed fugitive dust and particulate matter control methods will achieve a control efficiency of approximately 98%, exceeding even the most stringent requirements for mitigation. Wheel washing will be employed to remove accumulated material from truck wheels prior to the trucks leaving the property, and Dominion will maintain a program of regular paved roadway cleaning to consistently remove deposits from paved surfaces.
- The project will follow all relevant federal and local regulations regarding noise levels. While the River's Bend community and Henricus Historical Park may experience distant noise during various phases of the project, the approximately one-mile distance from the LAP and UAP to the nearest residences and past experience with construction activity at the Station suggests that noise impacts will be localized to the site. Therefore, it is not anticipated that additional noise control measures will be required. Noise mitigation measures and operating procedures will be finalized once a contractor is selected and work details are agreed upon.
- Consistent with its core value of safety, Dominion has committed to making public roadway improvements identified by an AECOM geotechnical evaluation and pavement investigation prior to work beginning. These efforts will ensure public roadways are kept in a state of good repair and maintained to Virginia Department of Transportation standards for the duration of the Project. For instance, enhancements to Henricus Park Road will include wider travel lanes, paved shoulders, and a shared-use path adjacent to the roadway to separate pedestrian and vehicular traffic.

## 2. Introduction

This Transportation Plan was developed to comply with Senate Bill (SB) 1355 and House Bill (HB) 2786, which were passed by the 2019 Virginia General Assembly and became law on July 1, 2019. The legislation requires the closure by removal of certain CCR units within the Chesapeake Bay watershed, which includes the UAP and LAP at the Station. Closure by removal will be conducted in accordance with applicable US Environmental Protection Agency (USEPA) and Virginia Department of Environmental Quality (DEQ) regulations and applicable DEQ permits.

The Project includes the closure by removal of the UAP and the LAP. All CCR material will be excavated from the two ponds and either transferred to the on-site, permitted FFCP or beneficially reused. Beneficial reuse may include an on-site processing facility followed by distribution to off-site end users. Any CCR that cannot be either beneficially reused or disposed at the FFCP will be transferred to an off-site permitted industrial waste landfill for disposal.

The location of the Station is shown in Figure 1 (attached), with prominent site features annotated. The LAP area is ~98 acres and currently contains approximately 3 million cubic yards of CCR; the UAP area is ~112 acres and currently contains approximately 12 million cubic yards of CCR. Dominion is proposing to beneficially reuse 45%+/- of the roughly 15 million cubic yards of CCR contained in the two ponds. Following removal of the CCR, the UAP and LAP will be regraded to final closure grades, which may require importing as much as 5 million cubic yards of fill material from off-site sources.

The 2019 legislation also requires, where CCR will be removed off-site, a Transportation Plan to be developed in consultation with any counties, cities, or towns located within a 2-mile radius of the affected CCR units. The Project will require CCR to be transported on public roads for disposal in the Station's FFCP

as well as shipped via rail to end users for beneficial reuse. Dominion has worked closely with the County in developing this Transportation Plan, which includes certain improvements contemplated by the MOU to ensure that access to the County's recreational facilities adjacent to the Station is preserved throughout the Project and that shared use of the public roads during the early years of the Project - prior to completion of the County improvements – is effectively managed to mitigate potential impacts. Dominion retained AECOM Technical Services, Inc. (AECOM) to develop this Transportation Plan for the Project. The required components of the Transportation Plan are defined as follows:

The transportation plan shall include (i) alternative transportation options to be utilized, including rail and barge transport, if feasible, in combination with other transportation methods necessary to meet the closure timeframe established in subsection C, and (ii) plans for any transportation by truck, including the frequency of truck travel, the route of truck travel, and measures to control noise, traffic impact, safety, and fugitive dust caused by such truck travel. Once such transportation plan is completed, the owner or operator shall post it on a publicly accessible website. The owner or operator shall provide notice of the availability of the plan to the Department and the chief administrative officers of the consulting localities and shall publish such notice once in a newspaper of general circulation in such locality. Va. Code § 10.1-1402.03(D).

### 3. Alternative Transportation Options

Numerous transportation alternatives were considered in support of the Project, including rail, barge and trucking. As shown in Figure 1, the FFCP and the on-site beneficial reuse processing facility are located in close proximity to the LAP and UAP and are readily accessible via existing roadways (both on-property and off-property). In contrast, the existing rail spur and barge loading facility do not offer feasible means to transport CCR from the ponds to these facilities. Therefore, the most feasible means of transporting CCR from the ponds to the FFCP and to the Beneficial Use processing facility involves trucking on on-property and off-property roads. Roadway upgrades will be made, as needed, to the routes located between the facilities to accommodate the increased traffic and usage.

Following the receipt of CCR at the on-site beneficial reuse processing facility, the CCR will be processed and then distributed off-site to end users. Given the presence of an existing on-site rail system and the ability of the end users to receive the CCR via rail, rail emerged as the primary mode of off-site transportation for the CCR slated for beneficial reuse. During prior studies as well as the RFP process, barging was not considered to be the most viable means of transportation, unless it involved end users in an extended regional/national market.

Moving CCR from the ponds to the FFCP will require a rotation of trucks which are permitted to travel on public roads for an extended duration, beginning in 2021 and extending until the Project's anticipated completion in 2035. There will be continual truck traffic until all CCR has been excavated and removed from the two CCR ponds in accordance with all federal and state requirements. Following the removal of the CCR, the UAP and LAP will be regraded to final closure grades using available on-site and off-site fill materials. It is anticipated that these fill materials will need to be transported by on-road trucks to the LAP and UAP utilizing existing roadways.

The anticipated maximum truck loading through the life of the Project is currently projected at approximately 100 trucks per hour. This maximum truck loading was used in the traffic impact analysis to ensure that the peak impacts were being assessed.



## 4. Truck Routing and Impact Minimization Measures

The proposed work is anticipated to be executed on as much as 7 days per week as conditions permit. Accounting for weather, holidays, and Henricus Park events, work on the Project is anticipated to occur on an average of 5 days per week. The typical workday will range between 8 and 12 hours depending on the time of year and the available daylight hours, but could exceed this range and require night shift work under certain circumstances. Dominion will continue to coordinate with Chesterfield County regarding Henricus Park events and school bus traffic entering the facility.

The proposed truck routes on public roads between the LAP and UAP and the FFCP and beneficial reuse processing facility are shown on Figure 2 below. In total, five intersections involving public roadways in the vicinity of the Station are anticipated to be affected by the CCR Project. These intersections are shown in Figure 2 below and are as follows:

1. Dominion Entrance at Coxendale Road
2. Coxendale Road at Old Stage Road
3. Coxendale Road at Existing LAP Entrance and Beneficial Use processing facility
4. Henricus Park Road at Coxendale Road
5. Henricus Park Road at LAP Entrance

The planned route between the FFCP and the ponds to the southeast involves trucks departing from the FFCP and accessing Coxendale Road at its intersection with the Dominion Entrance. Truck traffic will continue along Coxendale Road by turning left at its intersection with Old Stage Road south of the Dominion Entrance. Although this route will then intersect with the Existing LAP Entrance and Beneficial Use processing facility, the Ash Pond Entrance Road as shown in Figure 2 will not be used as a primary access for the LAP or UAP for purposes of the Project. Therefore, truck traffic will follow Coxendale Road until reaching Henricus Park Road to the east, then turn right and follow Henricus Park Road to the southeast corner of the Lower Ash Pond for truck access to the haul roads for the Upper and Lower Ash Ponds.

After loading CCR for transport from the UAP and LAP, truck traffic will converge at the haul road from the LAP onto Henricus Park Road. Loaded trucks will continue north on Henricus Park Road until its intersection with Coxendale Road, turning left and heading west to follow the same route used to access the ponds in reverse towards the FFCP. Traffic associated with a beneficial reuse facility is anticipated to follow a similar, but shorter pattern as described above from the ponds. As the Project progresses, additional entrances may be developed to facilitate removal of the CCR.

As shown on Figure 2, truck traffic is not anticipated and will not be permitted to travel along Coxendale Road west of the site and in the direction of the I-95 overpass, in accordance with Virginia Department of Transportation (VDOT) signage establishing the restriction.



**Figure 2: Public Intersections Impacted by CCR Removal**

AECOM performed a geotechnical evaluation and pavement investigation of existing public roadways that will be utilized along the planned truck route to determine if any enhancements would be required to maintain a state of good repair. Dominion will complete any required enhancements at the beginning of the Project in order to prevent prolonged disruption to public traffic. This geotechnical evaluation/pavement investigation identified roadway segments where the expected truck loading would require a stronger pavement section. AECOM has developed roadway design plans incorporating VDOT standards where possible.

As shown in Figure 3 below, roadway segments to be paved on-site or repaved as part of the public roadway system enhancements include segments of Coxendale Road, the grade crossing of the railroad tracks at the intersection of Coxendale Road with Old Stage Road, and the entirety of Henricus Park Road. As part of the improvements to Henricus Park Road, Dominion will also construct a shared-use path adjacent to Henricus Park Road (refer to Figure 4 below).



**Figure 3: Roadway Segments to be Paved by Dominion**

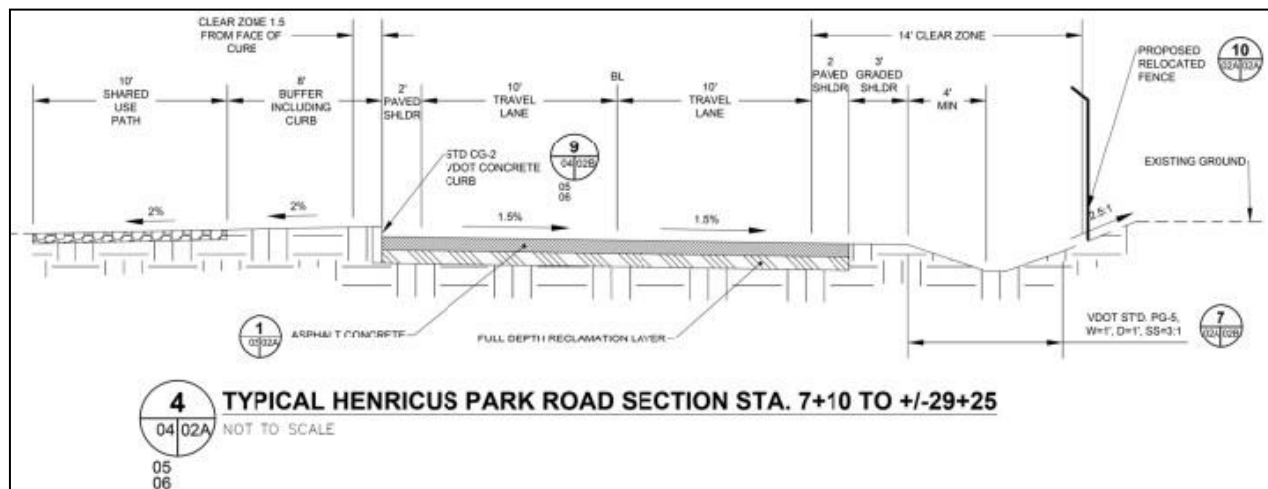
The pavement improvements include an area at the western end of the site, with an at grade crossing of the Dominion railroad spur. This section will be upgraded with concrete pavement at the approaches in response to the increase in truck traffic and the projected braking within this area, but no improvements to pavement will be implemented west of this area on Coxendale Road.

A right-turn lane and taper are being added at the existing LAP entrance from Coxendale Road, which will allow Dominion traffic and potential trucks to depart from Coxendale Road with less disruption to through traffic. In addition, the pavement section from approximately the LAP entrance to the Henricus Park Road intersection will be upgraded and replaced.

Finally, the section of the route that will be upgraded will include the reconstruction of Henricus Park Road using a pavement design based on projected truck traffic loading and the anticipated duration of the Project. The roadway will also be widened and feature a shared-use path. Henricus Park Road improvements will include two phases of construction: The first phase will extend from Coxendale Road to the LAP/UAP entrance and will be completed prior to initiating CCR removal activities at the ponds. The second phase will extend from the LAP/UAP entrance to Henricus Park and will not be performed until CCR has been removed sufficiently from the UAP in order to facilitate the shifting of the roadway to the south toward the UAP.

The proposed typical section for the roadway work to be completed for Henricus Park Road is shown below in Figure 4.





**Figure 4: Henricus Park Road Phase 1 Typical Section**

Because transportation activities related to the Project are likely to affect the flow of traffic on roads that serve as the single access to Henricus Historical Park, Dutch Gap Conservation Area, and Dutch Gap Boat Launch, Dominion and Chesterfield County developed a Memorandum of Understanding (MOU) that creates a framework for preserving public access to the historical and recreational areas for the duration of the Project. These areas receive over 500,000 visitors per year, and Henricus Historical Park is an educational resource for local schools, with students arriving by bus. The MOU was finalized and signed on August 28, 2019 and is being amended in December 2020.

The MOU allows for existing roadways to be shared between Project operations and public traffic until certain contemplated alternative access improvements are constructed by the County. Dominion will help fund the County improvement projects, which include: a traffic bridge across the James River to reach Henricus Historical Park; relocation of the Dutch Gap Boat Launch; and a new access and pedestrian bridge for recreational visitors to the area. Dominion and the County determined that these improvements would alleviate the potential impacts of longer-term sharing of the public roads while the Project is performed. Once the County improvements are constructed, Dominion anticipates having unimpeded use of Coxendale Road. This will allow Dominion to complete the Project more efficiently and cost-effectively by reducing the efforts necessary to manage public access, safety, traffic, and other interruptions for the entire Project duration.

## 5. Noise Control Measures

The Project will follow all relevant federal, state, and local regulations on noise levels. The greatest noise impacts are expected to occur on-site during CCR excavation activities at the LAP and UAP. During these activities, private residences and the Henricus Historical Park may experience distant noise. It can be assumed that some Project activities may generate noise in excess of the typical levels generated by Station operations, including:

- Truck traffic associated with hauling CCR and equipment, and
- Heavy earthwork and CCR-handling equipment operation

It is anticipated that future Project-related noise impacts will be localized to the site where the activities listed above are taking place. Noise impacts generally diminish substantially based on distance from the noise-generating source. It is expected that construction activity associated with Project operations would

generally represent a negligible adverse impact beyond a ½-mile radius from the site. As a result, noise control measures are not anticipated to be required for the proposed construction activities. However, operating procedures, potential noise-generating sources and associated mitigation measures will be assessed further once a contractor is selected and work details are agreed upon.

## 6. Traffic Impact Analysis

AECOM performed a Traffic Impact Analysis on behalf of Dominion to investigate the potential impacts to traffic operations in the vicinity of the Station that could arise with the introduction of truck traffic related to Project activities. This Traffic Impact Analysis Report is included as Appendix A.

Two future scenarios were analyzed for the traffic impact study in order to account for the expected peak truck traffic and an anticipated 5% total increase in traffic volume growth: 1) a 2035 analysis with 82 trucks per hour circulating within the study area and 2) a more conservative 2035 analysis with 100 trucks per hour circulating within the study area. Traffic operations analysis was performed for these two scenarios and the five study area intersections using Synchro software, which is an industry-standard traffic engineering modeling package approved by VDOT and Chesterfield County. The study is based on existing conditions and does not assume the future completion of the projects contemplated by the MOU.

A base network was built using existing roadway geometry that included inputs for lane configuration, stop control, design speed and lane width. Heavy vehicle percentages in the count data were adjusted upward according to truck loading for the Project to generate more accurate results for the specific scenario. For each analysis scenario, Synchro generated projections for delays and Levels of Service (LOS). The LOS is a qualitative representation of factors such as flow rate, delays, and driver comfort that reflect how well a facility is serving the traffic demand relative to available capacity. It is generally accepted that the threshold of acceptable LOS for roadways and intersections is LOS C or better for rural conditions and LOS D or better for urban conditions.

Based upon this analysis, all turning movements at all study area intersections are projected to operate at an acceptable LOS B or better for all analysis scenarios. There are no significant delays or queuing projected anywhere in the study area for any of the trucking scenarios modeled.

Based on the results of operational analysis and the findings of this Traffic Impact Analysis, and coupled with the additional improvement projects contemplated by the MOU described above and other elements of this Transportation Plan, impacts on traffic operations in the vicinity of the Station will be sufficiently mitigated during the Project

## 7. Safety Considerations

Consistent with the company's core values, Dominion has placed a focus on safety for the personnel working on the Project as well as the public interacting with the Project. Dominion took safety into consideration when investigating and identifying parts of the public roadway network that would not be able to handle the anticipated loading associated with Project truck traffic. Dominion has committed to making public roadway improvements at the beginning of the Project to ensure roadways are maintained to VDOT standards and to prevent prolonged disruption to public traffic due to maintenance or repairs. This improvement effort will ensure that the public roadways remain in good condition and service throughout the trucking operations.

The existing Henricus Park Road that allows for access to Henricus Park is 20 to 22 feet wide with soft

shoulders. The proposed roadway construction shown in Figure 4 above will feature wider travel lanes and paved shoulders (approximately 24 feet wide). The improvements will also include a shared-use path to separate pedestrian and vehicular traffic. The shared-use path will be separated from the roadway by a concrete curb and an 8-foot buffer zone to offer protection between the shared-use path and Henricus Park Road vehicular traffic.

As an added safety improvement to Coxendale Road, a right-turn lane and taper are being added on Coxendale Road at the existing LAP entrance. This improvement will allow traffic utilizing the LAP entrance to divert from Coxendale Road without the need to brake abruptly, as required under existing conditions. The dedicated turn lane will also decrease the impacts to the public through traffic.

## 8. Transportation Management Plan

In support of the on-road trucking operations described above, a Transportation Management Plan (TMP) will be prepared. The TMP will be consistent with VDOT requirements for roadway design plan sets and will include consideration of maintenance of traffic and roadway signage to promote safe and effective operations for all traffic within the Project's vicinity. The TMP will contain a list of General Notes for contractors working on public roadways in Chesterfield County that is consistent with expectations for the VDOT Chesterfield Residency. These notes describe the work to be performed, provide some guidance and rules and regulations regarding work in and around public roadways and traffic, and reference Temporary Traffic Control (TTC) plans approved for use.

In addition to the TTC plans for work performed in public rights-of-way, an Information Signage Plan depicting recommended signage locations to alert public traffic of the presence of trucks circulating during the CCR Project is also to be prepared. The Informational Signage Plan displays an overview of the area where the truck haul operations will be occurring. The TMP and associated documents will be developed as part of the permitting process with Chesterfield County and will be submitted to both Chesterfield County and VDOT for review and approval.

## 9. Fugitive Dust Mitigation

The updated Air Quality Permit issued by the Virginia Department of Environmental Quality (DEQ) summarizes the plans and procedures to control fugitive dust associated with Project activities, which includes a Fugitive Dust Control Plan. In accordance with the Fugitive Dust Control Plan, Dominion will employ sound and efficient operating practices with the CCR handling activities, such as optimizing drop and haul distances for trucks being loaded with CCR, employing wheel washing to remove accumulated material from truck wheels prior to the trucks leaving the property, and maintaining a program of regular paved roadway cleaning to consistently remove deposits from paved surfaces.

Per the U.S. Environmental Protection Agency's CCR Rule, Dominion maintains a current version of the Fugitive Dust Control Plan on its website. Dominion will continue to maintain and update the Fugitive Dust Control Plan, as needed, to address changes in the work.



## 10. Public Outreach Plan

In accordance with SB 1355/HB 2786, Dominion will:

- Make this Transportation Plan available for public review. Dominion will include this Transportation Plan with other CCR documents on its website.
- Publish a notice of the Transportation Plan in the predominant local newspaper (i.e. *Chesterfield Observer*, *Village News* and *Henrico Citizen*) to ensure access via multiple modes of communication.
- Provide notice of the availability of the completed Transportation Plan to state and local authorities, in conjunction with public outreach efforts, prior to commencement of Project activities.

## **Attachments: Figure 1**







## **Appendix A: Traffic Impact Analysis**

## APPENDIX A: TRAFFIC IMPACT ANALYSIS

### Dominion Chesterfield Power Station

#### Introduction

AECOM has been tasked with providing professional engineering services such as design and permitting support for proposed activities at Dominion's Chesterfield Power Station in Chester, Virginia. One of the proposed operations involves transporting CCR stored at the facility's Upper and Lower Ash Ponds to the adjacent FFCP management facility and to a potential beneficial reuse facility on Dominion property to the northwest of the current pond locations. This will require a rotation of trucks for CCR hauling to circulate between the ponds and the FFCP and beneficial reuse facility for an extended duration until the project is complete.

#### Purpose and Need

The hauling route for trucks between the ponds and the FFCP and beneficial reuse facility involves adding truck traffic to public roadways. Therefore, a traffic impact analysis is required to determine any potential significant impacts to the existing public roadway network or projected traffic operations. The purpose of this memorandum is to summarize the traffic impact analysis performed by AECOM on behalf of Dominion for review by the Virginia Department of Transportation and Chesterfield County. This analysis is based on existing conditions and does not assume the future completion of the projects contemplated by the MOU.

#### Study Area

The study area was determined to include any intersection involving public roadways that would be impacted by the CCR haul truck routing. The proposed route between the FFCP and the ponds to the southeast involves trucks departing from the FFCP and accessing Coxendale Road at its intersection with the Dominion Entrance. Truck traffic will continue along Coxendale Road by turning left at its intersection with Old Stage Road south of the Dominion Entrance. Truck traffic will follow Coxendale Road until reaching Henricus Park Road to the east, then turn right and follow Henricus Park Road to the southeast corner of the Lower Ash Pond for truck access to the haul roads for the Upper and Lower Ash Ponds. After loading CCR for transport in the Upper and Lower Ash Ponds, truck traffic will converge at the haul road from the Lower Ash Pond onto Henricus Park Road. Loaded trucks will continue north on Henricus Park Road until its intersection with Coxendale Road, turning left and heading west to follow the same route used to access the ponds in reverse towards the FFCP. Traffic associated with a beneficial reuse facility is anticipated to follow a similar, but shorter pattern as described above from the ponds.

In total, five intersections involving public roadways will be impacted by the proposed CCR hauling operation. These intersections are as follows, and are shown below in **Figure 1**:

1. Dominion Entrance at Coxendale Road
2. Coxendale Road at Old Stage Road
3. Coxendale Road at Existing Lower Ash Pond Entrance and Beneficial Use facility
4. Henricus Park Road at Coxendale Road
5. Henricus Park Road at Proposed Lower Ash Pond Entrance

**Figure 1 – Traffic Impact Analysis Study Area**



## Existing Conditions

The primary roadway utilized for the CCR truck hauling route is Coxendale Road, which is a two-lane roadway in the study area with soft shoulders. The posted speed limit is 35 miles per hour. Henricus Park Road will also comprise part of the truck circulation route and is currently a two-lane roadway with soft shoulders and a posted speed limit of 25 miles per hour. Dominion is proposing improvements to Henricus Park Road before CCR hauling operations begin in order to support the truck traffic, which includes widening and paved shoulders. All study intersections are three-way unsignalized intersections with the minor approaches controlled by stop sign. This includes the proposed Henricus Park Road intersection with a new Lower and Upper Ash Pond Entrance as the westbound approach to the intersection across from the 90-degree right turn on the Henricus Park Road eastbound approach.



For purposes of traffic impact studies, peak hour traffic data is utilized as a basis of traffic operations analysis. A previous traffic study performed in 2015 by consulting firm JMT for a different project utilized traffic data collected at three study area intersections during the AM and PM peak periods. These data were then used to represent existing conditions peak hour traffic data. The JMT study determined that no traffic volume growth had occurred on Coxendale Road in the study area based on comparison to the Average Annual Daily Traffic (AADT) data published by the VDOT Count Program over the prior five years.

This methodology was expanded in AECOM's analysis to include the most recent AADT data published through 2018 in order to determine if growth in the study area occurred that might indicate a need for updated turning movement count data at the study intersections. As shown below in **Table 1**, traffic volume data is still lower in the study area than it was in 2010. The published data has shown a net decrease over time, with a factored count published in 2018 remaining below 2010 levels despite defying the decreasing trend.

**Table 1 – Average Annual Daily Traffic Summary**

Year	Average Annual Daily Traffic	Percent Trucks and Buses
2010	1300	10%
2011	1300	10%
2012	1100	9%
2013	1000	9%
2014	1100	9%
2015	990	9%
2016	930	9%
2017	910	9%
2018	1200	12%

Data obtained from: <https://www.virginiadot.org/info/ct-TrafficCounts.asp>

Considering there has been no growth in traffic volumes in the study area over the last nine years of published count data, it was determined that using the 2015 turning movement count data would be satisfactory as a basis for determining the impacts of proposed truck traffic on the study area roadway network. The counts indicated that the AM peak hour was from 6:15 to 7:15 AM and the PM peak was from 3:30 to 4:30 PM.

## Future Conditions

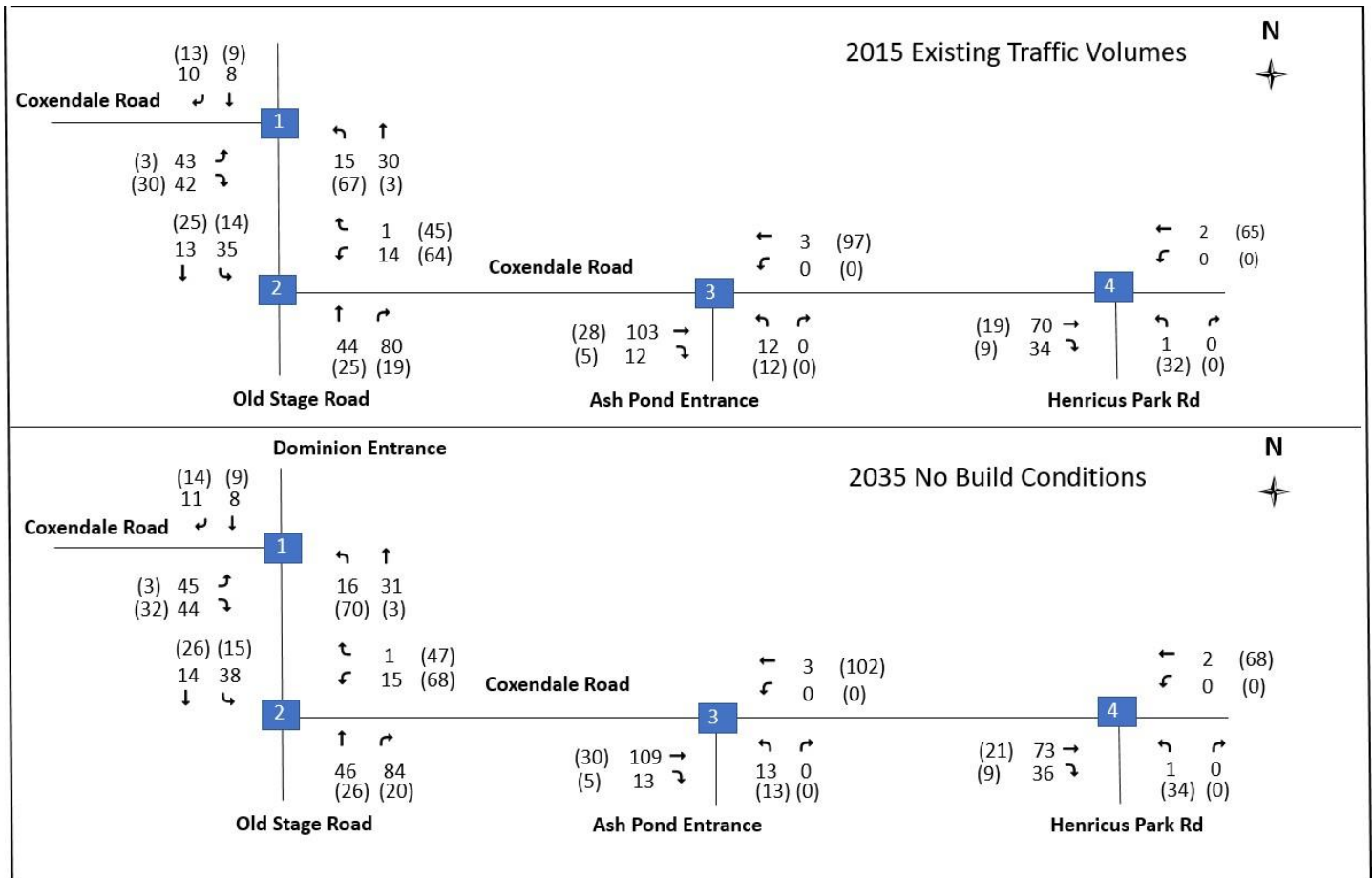
In order to determine future traffic volumes for use in operations analysis, background growth must be projected. Based on the information in Table 1 that demonstrated no growth in approximately a decade, the conservative assumption from the 2015 JMT study to add 5% total background growth to existing condition volumes was also employed for this study.

The JMT study did not include the Henricus Park Road intersection with Coxendale Road in the study area, so peak hour turning movement counts were not available. However, the segment volumes on Coxendale Road at this location are known from the previous count data. To project Henricus Park Road turning movements, a conservative estimate of one-third of Coxendale Road traffic west of the Ash Pond Entrance was projected to originate from or be destined to Henricus Park Road, even though this minor roadway only serves a small park facility to the south of the study area. This is a conservative estimate for an operations analysis because it would involve more public traffic on Henricus Park Road sharing a stop-controlled left-turning movement with the projected Project-related truck traffic, thereby generating a worst-case scenario for delay and Level of Service projections.

It is projected that all hauling activities and associated truck traffic will be completed by 2035. The 2015 JMT study's assumed 5% background growth rate was applied to the existing peak hour turning movement count data to generate projected 2035 'No-Build' (no truck traffic associated with CCR haul operations) traffic volumes for use in operations analysis. The operations analyses for existing and No-Build conditions

were compared to Build condition (with truck traffic associated with CCR haul operations) projected volumes to determine if the Dominion CCR haul operations would have a significant impact on traffic operations in the study area. The projected AM and PM peak hour volumes for existing conditions and 2035 No-Build are shown in **Figure 2** with PM volumes in parentheses, or: 'AM (PM)'.

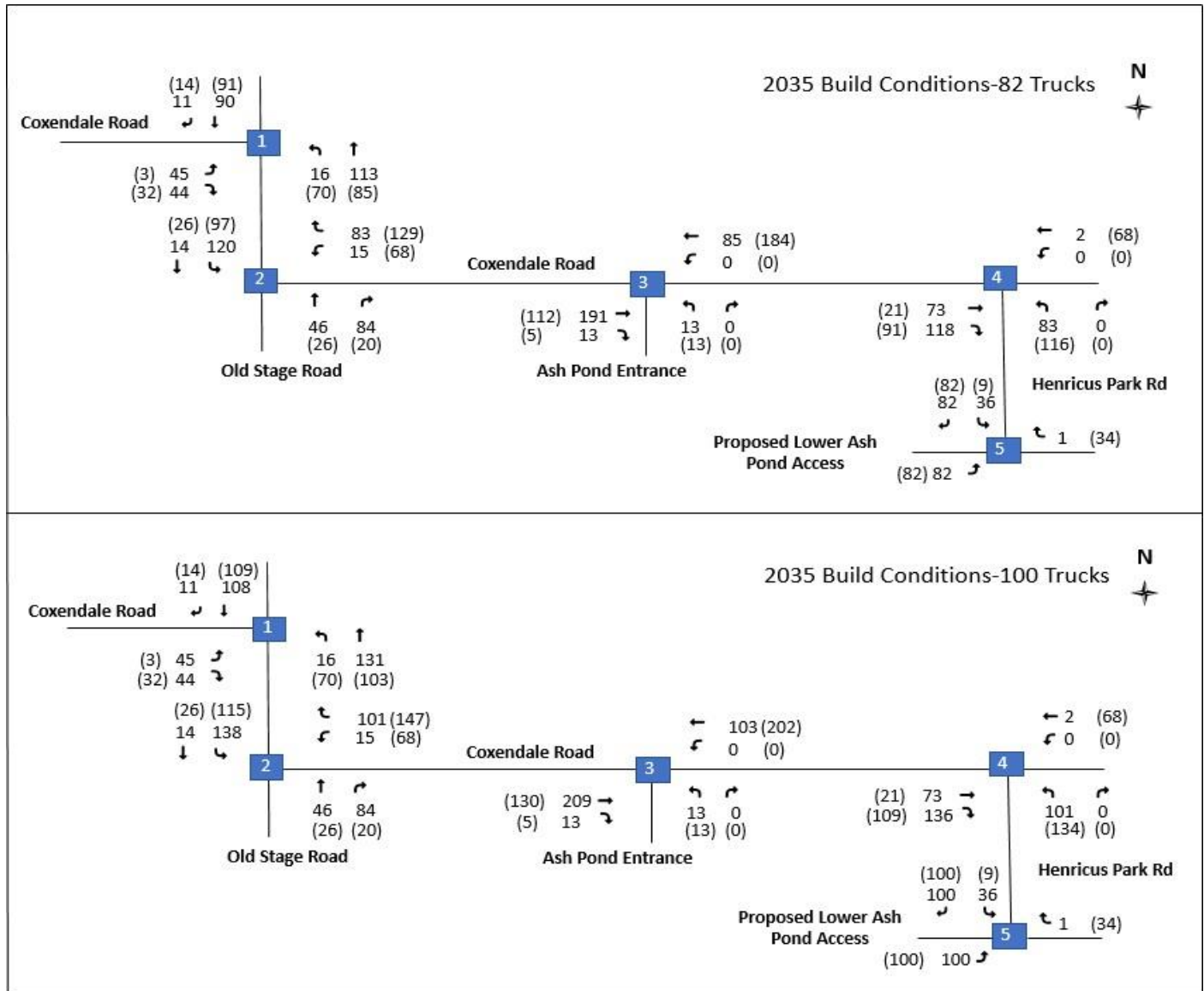
**Figure 2 – Peak Hour Turning Movement Counts for Existing and 2035 No-Build Analysis**



The anticipated haul truck frequency through the Project's anticipated 2035 completion date is scheduled to vary depending on active projects in the study area. Trucking operations are expected to be the most active in 2025 and the first half of 2026: 30 trucks per hour hauling CCR from the ponds to the FFCP, 33 trucks per hour hauling CCR to a beneficial reuse facility, and 19 trucks per hour hauling fill material from the FFCP to the ponds. Therefore, an hourly truck loading of 82 trucks per hour is projected. To be conservative, this level of truck traffic will be analyzed in the context of the assumed 5% background growth projection by 2035.

Two future traffic operations scenarios were analyzed for this study in order to account for the expected peak of truck traffic and the anticipated background traffic growth: a 2035 analysis with the projection of 82 trucks per hour circulating within the study area, and also a conservative 2035 analysis with 100 trucks circulating to simulate maximum loading and to determine how close the Dominion operations may be to negatively impacting traffic operations in the study area, if at all. The trucks were distributed to the network along the route as previously discussed and added to 2035 No-Build volumes to generate 2035 Build condition volumes for operational analysis. The two 2035 AM and PM Build condition scenario peak hour traffic volume projections are shown in **Figure 3**.

**Figure 3 – Peak Hour Turning Movement Counts for 2035 Build Analysis**



## Traffic Operations Analysis

Traffic operations analysis was performed using Synchro software for the five study area intersections. A base network was built in Synchro using existing roadway geometry that included inputs for lane configuration, stop control, design speed and lane width. In addition to inputting the traffic volumes for each analysis scenario, additional factors such as heavy vehicle percentage and peak hour factor were input. The existing conditions heavy vehicle percentages were based on the 8% heavy vehicle percentage recorded in a count from the 2015 JMT study, and these values were updated in each scenario based on the changes in truck traffic for each Build condition analyzed. The peak hour factor for each turning movement was assumed to be 0.92 to match the JMT study, which did not publish the count data or actual peak hour factors.

For each analysis scenario, Synchro generated projections for delays and Levels of Service (LOS). The LOS is a qualitative representation of factors such as flow rate, delays and driver comfort that reflects how well a facility is serving the traffic demand relative to available capacity. It is generally accepted that the threshold of

acceptable LOS for roadways and intersections is LOS C or better for rural conditions and LOS D or better for urban conditions.

Synchro analysis results were generated and reviewed for each of the four analysis scenarios: Existing Conditions, 2035 No-Build, 2035 Build with 82 Trucks, and 2035 Build with 100 Trucks. The lowest LOS for any turning movement at the study intersections is reported in **Table 2** below—that is, all other turning movements at each intersection are projected to be as good or better than the reported lowest LOS.

**Table 2 – Traffic Operations Analysis Results (Synchro, Unsignalized Intersections)**

	2015 Existing Conditions		2035 No-Build		2035 Build with 82 Trucks		2035 Build with 100 Trucks	
	AM	PM	AM	PM	AM	PM	AM	PM
Coxendale Road / Dominion Entrance	Eastbound LOS A	Eastbound LOS A	Eastbound LOS A	Eastbound LOS A	Southbound LOS A	Southbound LOS A	Southbound LOS B	Southbound LOS B
Coxendale Road / Old Stage Road	Westbound LOS A	Westbound LOS A	Westbound LOS A	Westbound LOS A	Westbound LOS A	Westbound LOS A	Westbound LOS A	Westbound LOS A
Coxendale Road / Existing Ash Pond Access	Northbound LOS A	Northbound LOS A	Northbound LOS A	Northbound LOS A	Northbound LOS B	Northbound LOS B	Northbound LOS B	Northbound LOS B
Coxendale Road / Henricus Park Road	Northbound LOS A	Northbound LOS A	Northbound LOS A	Northbound LOS A	Northbound LOS B	Northbound LOS B	Northbound LOS B	Northbound LOS B
Henricus Park Road / Proposed Ash Pond Access	Westbound LOS A	Westbound LOS A	Westbound LOS A	Westbound LOS A	Eastbound LOS B	Eastbound LOS B	Eastbound LOS B	Eastbound LOS B

As shown in Table 2, all turning movements at all study area intersections are projected to operate at an acceptable LOS B or better for all analysis scenarios. This includes the 2035 Build condition with 100 trucks that exceeds the projected operation level of 82 circulating trucks per hour at any point between now and 2035. There are no significant delays or queuing projected anywhere in the study area for any of the trucking scenarios modeled.

## Conclusions and Recommendations

As indicated by Synchro operational analysis and as displayed in Table 2, there are no operational concerns in the study area under existing and 2035 No-Build conditions. All turning movements operate at LOS A under these conditions. Build condition analysis of the truck traffic scenarios indicates that all turning movements are projected to operate at an acceptable LOS B or better throughout the duration of the project until 2035, when the hauling operations are expected to be complete. LOS B or better was maintained throughout the study area for all movements for the expected operation of 82 trucks per hour, as well as for the conservative 100 truck operations estimate.

Based on the results of operational analysis and the findings of this Traffic Impact Analysis, and coupled with the additional improvement projects contemplated by the MOU and other elements of this Transportation Plan, it is projected that any potential impacts on public traffic operations associated with the Dominion CCR haul trucking operations will be sufficiently mitigated. Even the conservative 100 trucks per hour scenario is not projected to impact operations or deteriorate any turning movement below LOS B in the study area during either AM or PM peak periods. Throughout most of the project schedule, it is estimated that 82 trucks per hour or less will be circulating.

Attachment C  
Preliminary Conceptual Drawings of the Contemplated Improvements

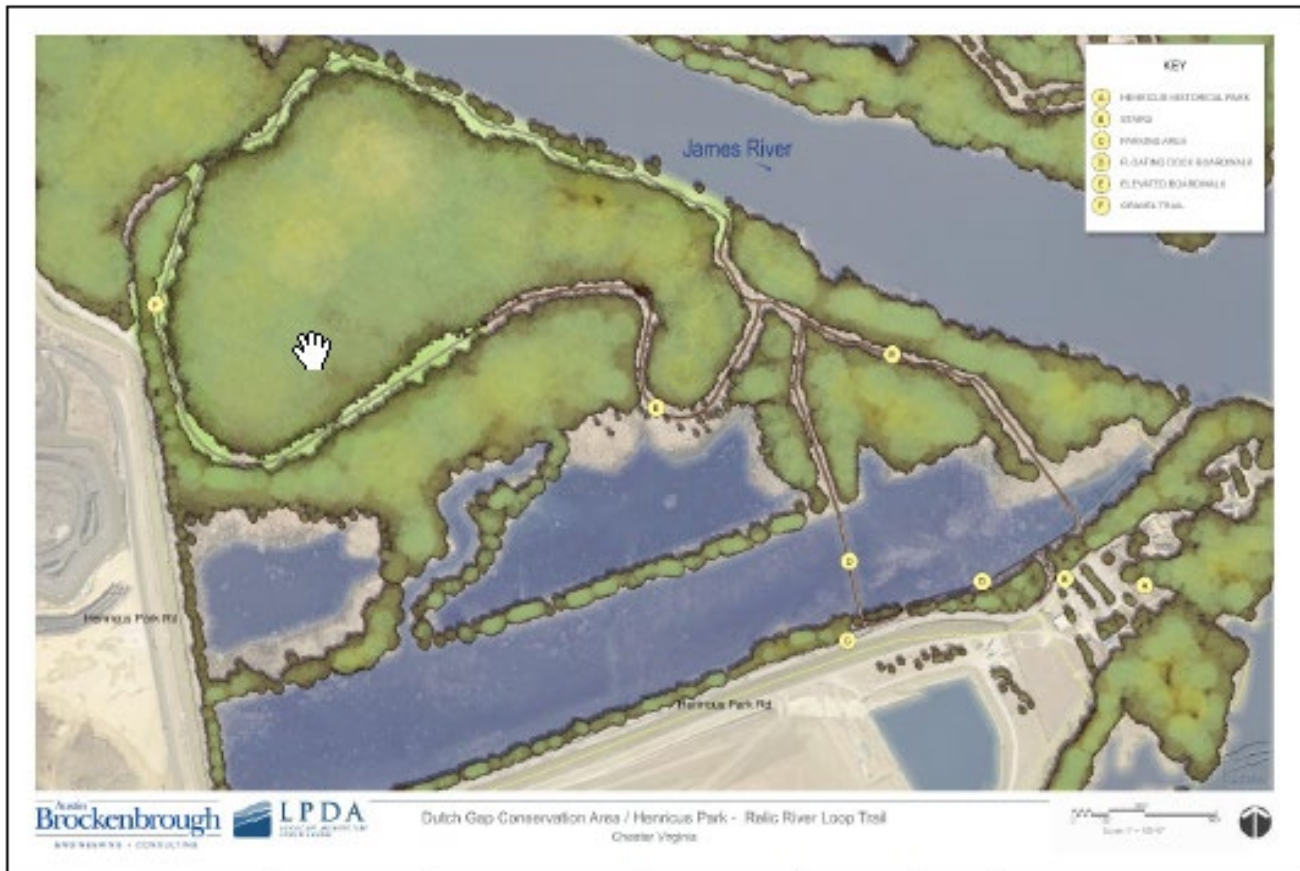
1- Construction of a pedestrian bridge with parking area in the vicinity of the terminus of Coyote Drive to provide access across the existing river channel between such parking area and Dutch Gap Conservation Area, with the possible addition of a kayak access area related thereto.



**Figure 3: Dutch Gap Conservation Area Project 1A Alternative 1**



2- Construction of a loop trail system and stairway to access the Relic River and James River to provide access from Henricus Historical Park and Dutch Gap Conservation Area shared parking area.



**Figure 7: Dutch Gap Conservation Area Project 3A Alternative 3**

3- Construction of a traffic bridge across the James River generally from either or both of the parcels identified on the Chesterfield County tax records with tax identification

numbers 814660727800000 and 815660879500000 ( a/ k/a, the former Rivers Bend Golf Course) to provide public road access to Henricus Historical Park and Dutch Gap Conservation Area.

#### Henricus Park Public Access Project – Alternative Analysis/Feasibility Study

### EXECUTIVE SUMMARY

The Alternative Analysis/Feasibility Report (Report) presents an engineering and environmental analysis of the conceptual Build Alternatives (Alternatives 1, 2, and 3) for a new public access to Henricus Historical Park and Dutch Gap Conservation Area. The Report presents a comparison of various Project design elements, costs, and environmental impacts for each Build Alternative's proposed bridge crossing and roadway alignment.

#### Project Purpose and Need

The Henricus Historical Park, Dutch Gap Conservation Area, and associated recreational facilities require new and improved, dedicated, and long-term multimodal (roadway and shared use path) access. The existing access along Henricus Park Road will be closed due to the exhumation of Dominion Energy's coal combustion residuals (CCR) near the Chesterfield Power Station.

The purpose of the Project is to provide new, improved permanent access to Henricus Historical Park, Dutch Gap Conservation Area, and associated recreational facilities as specified in the Memorandum of Understanding (MOU) between Chesterfield County and Dominion Energy. The MOU is a result of Virginia's General Assembly's legislation that requires Dominion Energy, in conjunction with Chesterfield County, to develop a plan that minimizes the impact of CCR transport to the area.

### ENGINEERING ANALYSIS

#### Roadway Design

The Rural Local Road System (GS-4) standard was used for preliminary design of the roadway portion of the Build Alternatives. The roadway includes 11' travel lanes, 5' graded shoulders with 1' paved, and a posted speed of 25 mph. The alignment will include a 10' shared use path for pedestrian and bike activities

#### Build Alternatives' Alignments



- 4- Construction of a new boat launch/ landing on Falling Creek, at its confluence with the James River, in the vicinity of the Falling Creek Ironworks site.



**Figure 9: James River Conservation Area Project 4 Alternative 1**



**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: December 16, 2020**

**Item Number: 13.B.8.**

**Subject:**

Update of County Financial Policies

**Board Action Requested:**

To approve the creation of two financial policies pertaining to the Public Safety Compensation Plan and the Airport Enterprise Fund.

**Summary of Information:**

The first financial policy aims to establish a Public Safety Compensation Reserve to allow the County to support the Public Safety Compensation Plan regardless of economic conditions. The aim of this financial policy is to prevent compression from reemerging due to budgetary constraints. Pursuant to this policy, the surpluses from public safety departments at the end of the fiscal year will be reserved to support to the Public Safety compensation plan in future fiscal years.

The second financial policy aims to respond to a need identified through an internal audit. The policy shall provide for the Airport Enterprise Fund to be self-sustaining by establishing a target budget to sustain Airport expenses and outlining the responsibilities of the Airport Fund and the General Fund.

Copies of each financial policy are attached.

**Attachments:**

1. Public Safety Pay
2. Airport Financial Policy-Final

Preparer: Gerard Durkin, Acting Budget Director

Approved By:



## CHESTERFIELD COUNTY ADMINISTRATIVE POLICIES AND PROCEDURES

**Department:** Budget and Management  
**Subject:** Public Safety Compensation Reserve

**Policy Number:** 3-1  
**Supersedes:** -  
**Date Issued:** 12/16/20

---

### I. INTRODUCTION

This document defines the policies and procedures related to the use of the Public Safety budgetary surpluses to create a reserve for future use. This will allow the General Fund to continue to support the Public Safety Compensation Step Plan approved by the Board of Supervisors on December 16, 2020 through all economic conditions. The intent of this policy is to prevent compression from reemerging.

### II. DEFINITIONS

- A. **Appropriation** – an authorization by the Board of Supervisors or County Administrator to make expenditures or incur obligations for a specific purpose and typically expires at year-end.
- B. **Reserve** – a portion of a fund's assets that is restricted or assigned for a certain purpose and not generally available for appropriation.
- C. **Surplus** – unspent appropriation in excess of budget.

### III. POLICY / PROCEDURES

- A. Pursuant to this policy, the surpluses from the Public Safety appropriations category at the end of the fiscal year will be reserved to support to the Public Safety compensation plan in future fiscal years.
- B. The calculation of surpluses will be conducted after all other restricted-use surpluses are reserved. Examples include, but are not limited to, Fire and EMS revenue recovery and Police asset forfeiture.
- C. The use of public safety reserves to support the Public Safety compensation plan will be at the discretion of the County Administrator as economic conditions require.
- D. The public safety pay plan reserves will be used strictly for the Public Safety Step Plan. The following will not be funded by public safety pay plan reserves: career development plans, retention strategies, health care, worker's compensation, overtime, and/or minimum staffing.
- E. The Board of Supervisors will be notified when public safety reserves will be used to support the Public Safety compensation plan.
- F. The maximum amount to be reserved for Public Safety compensation plan is not to exceed \$20 million. After the reserves reach the equivalent of ten years of the step plan, future surpluses will be reserved for revenue stabilization.
- G. If reserve funds are drawn down below the maximum amount, the Public Safety Pay Plan reserve will be replenished as soon as the next year-end surpluses allow.





## CHESTERFIELD COUNTY ADMINISTRATIVE POLICIES AND PROCEDURES

**Department:** Budget and Management  
**Subject:** Airport Enterprise Fund

**Policy Number:** 4-1  
**Supersedes:** -  
**Date Issued:** 12/16/20

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### I. INTRODUCTION

This document defines the policies and procedures for the Airport Enterprise Fund by establishing a target budget to sustain recurring Airport expenses and outlining the responsibilities of the Airport Fund and the General Fund.

### II. DEFINITIONS

- A. **Capital Assets** – Assets of a substantial nature (\$5,000 or more) expected to have a useful life of two or more years. Examples include vehicles, large scanners, and computer servers.
- B. **Major Maintenance** – Expenditures made beyond the regular, normal upkeep of physical properties (i.e. land, buildings, equipment) for the repair or replacement of failed or failing major building or site components (e.g., roofs, HVAC systems, paving, etc.), as necessary, to return a facility to its currently intended use; to prevent further damage; or to make it compliant with changes in laws, regulations, codes, or standards.

### III. POLICY / PROCEDURES

- A. Pursuant to this policy, the Airport Enterprise Fund establishes a target budget to sustain Airport operating, capital, and maintenance expenses.
- B. Additionally, the General Fund will supplement the Airport Fund with no less than the five-year average of aircraft personal property tax collections to support airport maintenance and capital asset acquisition. The County retains responsibility for the local match percentage for all federal and state supported improvement projects.
- C. The annual adopted budget will consider user-generated service charges not governed by existing leases or contracts as a provision for the Airport fund to sustain its own operations, including general maintenance, repairs, and capital expenses.
- D. In order to support capital maintenance and replacement needs, the Airport Fund must maintain a capital maintenance balance of 10 percent of the Airport personnel and operating expense budget.
- E. Capital asset acquisition and major maintenance guidelines shall align funding resources with the Airport master plan and capital improvement plan and may depend on General Fund Support for matching grant funding.



**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: December 16, 2020**

**Item Number: 13.B.9.**

**Subject:**

Approval of an Amendment to Grant Agreement with Shamin Hotels, Inc.

**Board Action Requested:**

Approval of an Amendment to Grant Agreement with Shamin Hotels, Inc.

**Summary of Information:**

Shamin Hotels, Inc., the County of Chesterfield, and the Economic Development Authority of Chesterfield County are parties to a grant agreement for the development of a hotel and conference center on 14 acres in the Stonebridge Shopping Center. The COVID 19 pandemic has had a significant impact on the hospitality industry. This impact has caused the construction of the hotel and conference facility to be delayed. In order to accommodate this delay, the performance date in the agreement needs to be extended from July 31, 2024 to July 31, 2026. The amendment also provides the County Administrator the authority to make an additional reasonable extension to the performance date.

**Attachments:**

None

Preparer:

Approved By:



**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: December 16, 2020**

**Item Number: 13.B.10.**

**Subject:**

Set Public Hearing to Consider Amendment to County Code 9-51 Regarding Penalty for Failing to File a Tax Return for Certain Personal Property

**Board Action Requested:**

Set a public hearing to consider the attached amendment to County Code 9-51 to eliminate the penalty for failing to file a personal property tax return for boats, trailers, or aircraft by March 1.

**Summary of Information:**

This item requests the Board of Supervisors set a public hearing to consider an amendment to Chapter 9 of the County Code relating to tangible personal property taxes. The proposed change eliminates the ten percent penalty for failing to file a personal property return by March 1 when the property subject to taxation is a boat, trailer, or aircraft. In 2016, ahead of the implementation of the new tax management system, the Code was amended to eliminate the penalty when the property subject to taxation is a motor vehicle or mobile home. The proposed change would make consistent the treatment for all these property classifications.

At the start of each calendar year the Commissioner of the Revenue's office pulls registration information from state databases regarding personal property owned by County citizens. The Commissioner of the Revenue reports that citizens may not receive notification of their personal property subject to taxation from the Commissioner office until early to mid-February. This gives citizens a limited amount of time to file returns by March 1 notifying the Commissioner's office of any corrections or updated information.

In 2016, the penalty for failing to file a return with updated information was eliminated for motor vehicles and mobile homes because it was viewed as overly punitive on citizens. The Commissioner of the Revenue reports that, in practice, the penalty also has not been imposed on owners of boats, trailers, and aircraft since the tax management system took effect in 2017. The proposed Code amendments would standardize the treatment of similar property classifications and align the Code with County practice. Staff has reviewed the proposal and determined there is no impact to County revenue.

The proposed change would take effect upon adoption and be effective for the 2021 tax year.

**Attachments:**

1. Ordinance Amendment Section 9-51 Relating to Tangible Personal Pro

Preparer: Christopher "Matt" Harris, Deputy County Administrator

Approved By:

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AN ORDINANCE TO AMEND THE CODE OF THE COUNTY OF CHESTERFIELD,  
1997, AS AMENDED, BY AMENDING AND REENACTING SECTION 9-51 RELATING  
TO TANGIBLE PERSONAL PROPERTY TAXES

BE IT ORDAINED by the Board of Supervisors of Chesterfield County:

*(1) That Section 9-51 of the Code of the County of Chesterfield, 1997, as amended, is amended and re-enacted, to read as follows:*

Chapter 9. FINANCE AND TAXATION  
ARTICLE III. TANGIBLE PERSONAL PROPERTY TAXES  
DIVISION 1. GENERAL PROVISIONS

**Sec. 9-51. - Payment.**

- (a) The tangible personal property tax levied on personal property, including mobile homes, and the machinery and tool tax levied on machinery and tools is due and payable on June 5 of each calendar year; however, any prorated tax levied on motor vehicles shall be due and payable in accordance with sections 9-52 et seq. Any person failing to pay such taxes on or before the due date shall incur a penalty of ten percent which shall be added to the amount of taxes owed from such taxpayer. The treasurer shall account for the penalty collected in his settlement.
- (b) All returns of tangible personal property subject to taxation, including mobile homes, machinery and tools, shall be filed by every person liable for the tax with the office of the commissioner of the revenue on forms furnished by it, on or before March 1 of each calendar year; however, every person liable for any prorated tax shall file a return in accordance with section 9-53. Any person failing to file such return on or before the due date shall incur a penalty of ten percent which shall be added to the amount of taxes or levies due from such taxpayer. The treasurer shall account for the penalty collected in his settlement. There shall be no penalty for any person liable for a prorated tax who fails to file a return or when the property subject to taxation is a motor vehicle, ~~or a~~ mobile home, trailer, boat, or aircraft if the billing date is January 1, 2017 or later.
- (c) In addition to the penalties provided herein, any such taxes remaining unpaid on the first day of the month next following the month in which such taxes become due, shall be delinquent and shall accrue interest at ten percent per annum.
- (d) Upon a written request, the commissioner of the revenue may extend the time for filing tangible personal property returns. The taxpayer must submit a request for an extension of time on or before March 1, including the reason for the extension request. Upon receipt of such request, the commissioner of the revenue may grant or refuse the request, and shall notify the taxpayer of his decision. Any extension of the filing date shall be for a fixed number of days, but not more than 60 days.
- (e) Motor vehicle, boat or trailer owners are required to file a new personal property tax return on or before March 1 of any tax year for which there is (i) a change in the name or address of the person or persons owning the vehicle; (ii) a change in the situs of the vehicle; or (iii) any



other change affecting the assessment of the personal property tax on the vehicle for which a tax return was previously filed. Unless and until such a new personal property tax return is filed, the most recent tax return filed prior to January 1, 1996 or any return filed thereafter shall be the basis for the assessment of a motor vehicle boat or trailer. Motor vehicle, boat or trailer owners are required to file a return as stated in sections 9-51(b) and 9-53 when acquiring one or more vehicles for which no personal property tax return has been filed with the county.

o o o

*(2) That this ordinance shall become effective upon adoption.*

3328:118400.1



## **CHESTERFIELD COUNTY BOARD OF SUPERVISORS AGENDA**

**Meeting Date: December 16, 2020**

**Item Number: 13.B.11.**

**Subject:**

Amendment to the FY2019-2020 Community Development Block Grant and HOME Investment Partnerships Grant Annual Action Plan to incorporate CDBG-CV funding/Appropriation of Funds

**Board Action Requested:**

Adopt the FY2019-2020 Community Development Block Grant and HOME Investment Partnerships Grant Annual Action Plan with changes as approved and amend the appropriations to include the Community Development Block Grant-Coronavirus (CDBG-CV) funding of \$1,216,799.

**Summary of Information:**

In accordance with 24 CFR 91.505 of the United States Department of Housing and Urban Development (HUD), Consolidated Submissions for Community Planning and Development Programs and the Chesterfield County Community Development Block Grant Program Citizen Participation Plan, a substantial amendment is being proposed for the FY2019-2020 Community Development Block Grant (CDBG) and Home Investment Partnership (HOME) Annual Action Plan.

On March 27, 2020, the Coronavirus Aid, Relief, and Economic Securities Act (CARES Act), Public Law 116-136, was signed, providing \$5 billion for CDBG to rapidly respond to COVID-19 and the economic and housing impacts caused by this unprecedented crisis. At the May 27, 2020 Board of Supervisors meeting, the Board approved a substantial amendment to the FY2019-2020 Annual Action Plan to allocate the first round of the CDBG\_CV funding (\$861,295) for activities that prepare, prevent, and respond to the coronavirus in Chesterfield County. On September 11, 2020, Chesterfield was awarded an additional \$1,216,799 in CDBG-CV to address continued needs related to the pandemic. The award will be programmed through this substantial amendment to the same FY2019-2020 Annual Action Plan as the first round of CDBG-CV.

An amendment to the plan requires advertisement for public comment, and public notice has been advertised. Given the need to expedite actions related to the pandemic, HUD has waived the typical (30) day public comment period for substantial amendments and reduced the time period to no less than five (5) days.

The new funding will go towards existing CDBG-CV subrecipients to provide additional support to their successful, ongoing CDBG-CV funded activities, as well as towards new public service activities responding to COVID-19. County staff proposes to allocate the funding as shown on the attached table.

**Attachments:**

1. Chesterfield CDBG CV3 Letter
2. CDBG-CV Round 2 Proposed Budget

Preparer: Daniel Cohen, Director

Approved By:



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**U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**  
WASHINGTON, DC 20410-7000

ASSISTANT SECRETARY FOR  
COMMUNITY PLANNING AND DEVELOPMENT

September 11, 2020

The Honorable Leslie Haley  
Chair, Board of Supervisors of Chesterfield County  
9901 Lori Road  
Chesterfield, VA 23832

Dear Chair, Board of Supervisors Haley:

I am pleased to inform you of a special allocation to your jurisdiction of Community Development Block Grant funds to be used to prevent, prepare for, and respond to the coronavirus (COVID-19). This allocation was authorized by the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), Public Law 116-136, which was signed by President Trump on March 27, 2020, to respond to the growing effects of this historic public health crisis.

The CARES Act made available \$5 billion in Community Development Block Grant Coronavirus (CDBG-CV) funds. Of this amount, the Department immediately allocated \$2 billion on March 27, 2020, the same day President Trump signed the Act, based on the fiscal year 2020 CDBG formula; this constituted the first round of CDBG-CV funds. Next, \$1 billion was required by the Act to be allocated to States and insular areas within 45 days of enactment of the Act; HUD accomplished this on May 11, 2020, and this constituted the second round of CDBG-CV funds. Finally, the remaining \$2 billion in CDBG-CV funds was required by the Act to be allocated to states and local governments at the discretion of the Secretary on a rolling basis; HUD accomplished this on September 11, 2020, and this constituted the third round of CDBG-CV funds. Additionally, up to \$10 million will be set aside for technical assistance.

Accordingly, this letter informs you that your jurisdiction's allocation for the third round is \$1,216,799. Your cumulative amount for all allocation rounds is \$2,078,094.

The CARES Act adds additional flexibility for both the CDBG-CV grant and, in some cases, for the annual FY2019 and FY2020 CDBG grants in these unprecedented times. The public comment period is reduced to not less than 5 days, grantees may use virtual public hearings when necessary for public health reasons, the public services cap is suspended during the emergency, and States and local governments may reimburse costs of eligible activities incurred for pandemic response regardless of the date.

In addition, the CARES Act authorizes the HUD Secretary to grant waivers and alternative requirements of statutes and regulations the HUD Secretary administers in connection with the use of CDBG-CV funds and fiscal year 2019 and 2020 CDBG funds (except for requirements related to fair housing, nondiscrimination, labor standards, and the environment). Waivers and alternative requirements can be granted when necessary to expedite and facilitate the use of funds to prevent,

prepare for, and respond to coronavirus.

The CDBG CARES Act Federal Register Notice (FR-6218-N-01) was released on August 10, 2020. The notice describes the allocations and grant procedures applicable to the CDBG-CV grants. It also describes the program flexibilities, waivers, and alternative requirements that apply to the CDBG-CV grants as well as the fiscal year 2019 and 2020 CDBG grants. As further such flexibilities become available, they will be posted on HUD's website and distributed to grantees. The Department will also support grantees with technical assistance.

As you develop your plan for the use of these grant funds, we encourage you to consider approaches that prioritize the unique needs of low- and moderate-income persons and the development of partnerships between all levels of government and the private for-profit and non-profit sectors. You should coordinate with state and local health authorities before undertaking any activity to support state or local pandemic response. CDBG-CV grants will be subject to oversight, reporting, and the requirement that each grantee have adequate procedures to prevent the duplication of benefits (DOB). HUD will provide guidance and technical assistance on DOB, the prevention of fraud, waste, and abuse, and on documenting the impact of this program for beneficiaries.

Reminder, all CPD Grantees must ensure they maintain active Dun and Bradstreet Numbering System (DUNS) numbers in the System for Award Management (SAM) system. Entities must have an active and unexpired DUNS before execution of grant agreements to avoid delays in the obligation of funds- which will delay your ability to drawdown funds in the Integrated Disbursement & Information System (IDIS). Grantees are required to maintain an active SAMs registration by re-activating their DUNS number annually in the SAM system for the entire drawdown period of their grants. DUNS numbers can be registered and renewed each year at the following website: <https://www.sam.gov/SAM/>.

The Office of Community Planning and Development (CPD) is looking forward to working with you to successfully meet the urgent and complex challenges faced by our communities. If you or any member of your staff has questions, please contact your local CPD Field Office Director or [CPDQuestionsAnswered@hud.gov](mailto:CPDQuestionsAnswered@hud.gov).

Sincerely,

A handwritten signature in black ink, appearing to read 'John Gibbs', with a stylized, cursive script.

John Gibbs  
Acting Assistant Secretary  
for Community Planning and Development  
U.S. Department of Housing and Urban Development



<b><u>CDBG-CV Round 2 Proposed Budget</u></b>		
<b>Agency</b>	<b>Use of Funds</b>	<b>Proposed Award</b>
<b>Existing CDBG-CV Activities</b>		
Homeward	Non-Congregate Shelter Program	\$100,000
YMCA	YMCA's Childcare Programs	\$47,800
Central Virginia Legal Aid Society	COVID-19 Eviction Protection Program	\$46,000
Local Initiatives Support Coalition (LISC)	Micro-Business Relief Grant Program	\$160,000
Health Brigade	Integrated Health Care for Vulnerable Chesterfield Residents	\$64,000
	CDBG-CV Program Administration	\$121,706
<b>New Proposed Activities</b>		
Homeward	Collaborative COVID-19 Homelessness Response Program	\$30,000
Partnership for Housing Affordability (PHA)	PHA's Housing Resource Line	\$55,000
Communities in Schools (CIS)	CIS's COVID-19 Student Support Program	\$150,500
Richmond Community Foundation	COVID-19 MLK Day of Service Program	\$12,000
Latinos in Virginia	Empowerment Center COVID-19 Financial Assistance Program	\$75,000
ACTS	Chesterfield Emergency Mortgage and Rent Relief Program	\$200,000
HumanKind	COVID-19 Ways to Work and Employment Navigation Program	\$78,000
Saint Francis Home	Affordable Housing & Care Assistance COVID Subsidy	\$55,800
HandUp	Veteran Service Center COVID-19 Protection Kits Program	\$20,993
	<b>Total:</b>	<b>\$1,216,799</b>



**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: December 16, 2020**

**Item Number: 13.B.12.**

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**Subject:**

Acceptance of State Roads

**Board Action Requested:**

Adoption of resolutions for the referenced state roads acceptances.

**Summary of Information:**

**Bermuda District:**

Stonebridge Gardens West at Ironbridge Plaza

**Dale District:**

Sundial Farms at the Highlands Section 5

**Matoaca District:**

Lake Margaret Section 1

Lake Margaret Section 4

**Attachments:**

1. 2020-12-16 Bermuda - Stonebridge Gardens West at Ironbridge Plaza
2. 2020-12-16 Dale - Sundial Farms at the Highlands Section 5
3. 2020-12-16 Matoaca - Lake Margaret Section 1
4. 2020-12-16 Matoaca - Lake Margaret Section 4

Preparer: Scott Smedley, Director of Environmental Engineering

Approved By:



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**TO: Board of Supervisors**

**FROM: Department of Environmental Engineering**

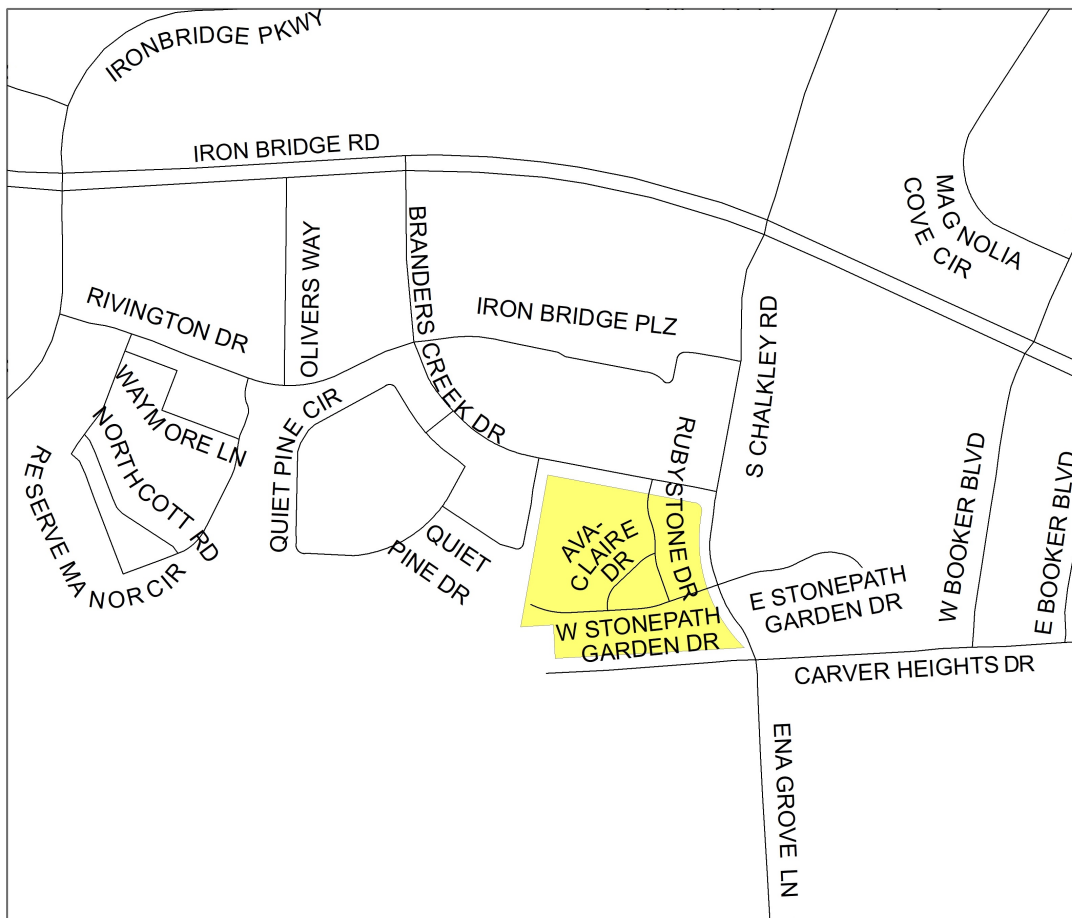
**SUBJECT: State Road Acceptance - Stonebridge Gardens West at Ironbridge Plaza**

**DISTRICT: Bermuda**

**MEETING DATE: December 16, 2020**

**ROADS FOR CONSIDERATION:** Avaclaire Dr  
Rubystone Dr  
W Stonepath Garden Dr

**Vicinity Map: Stonebridge Gardens West at Ironbridge Plaza**



Produced By Chesterfield County GIS

**TO: Board of Supervisors**

**FROM: Department of Environmental Engineering**

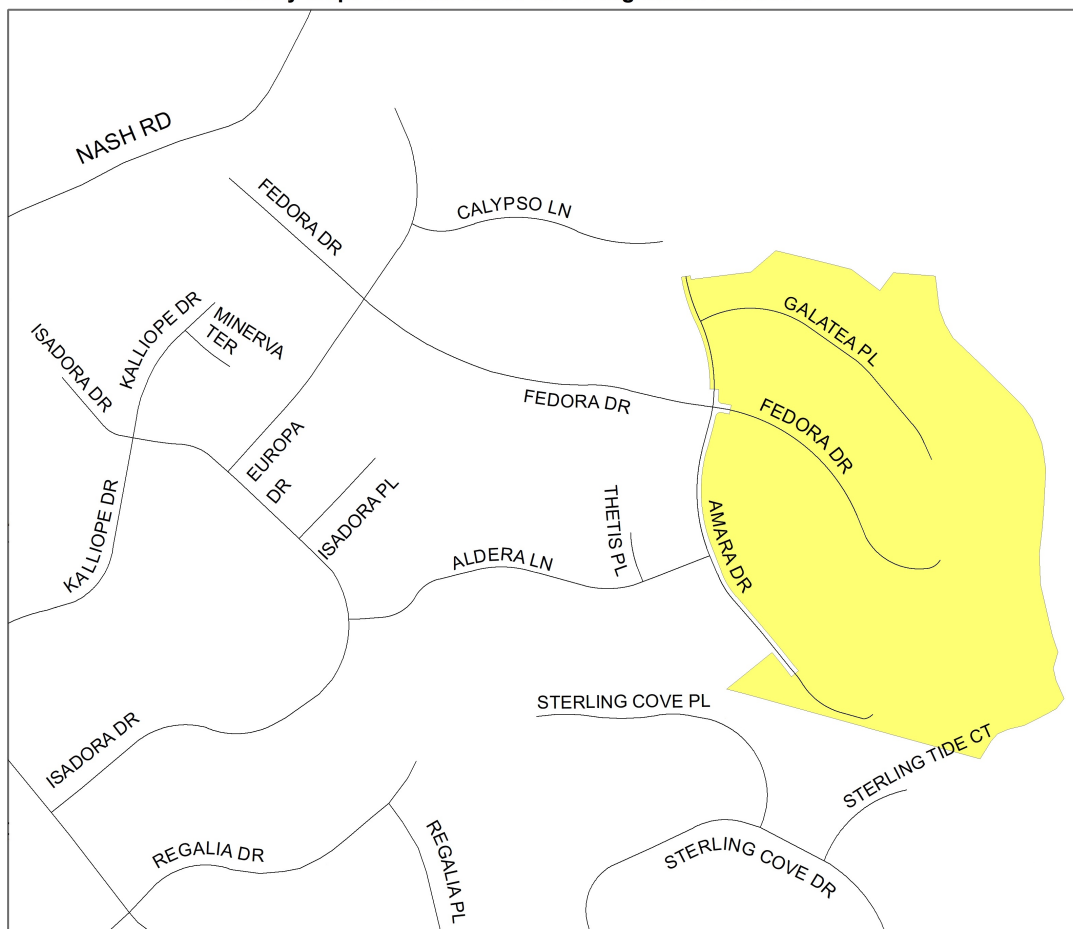
**SUBJECT: State Road Acceptance - Sundial Farms at the Highlands Section 5**

**DISTRICT: Dale**

**MEETING DATE: December 16, 2020**

**ROADS FOR CONSIDERATION:** Amara Dr  
Fedora Dr  
Galatea Pl

**Vicinity Map: Sundial Farms at the Highlands Section 5**



Produced By Chesterfield County GIS



**TO: Board of Supervisors**

**FROM: Department of Environmental Engineering**

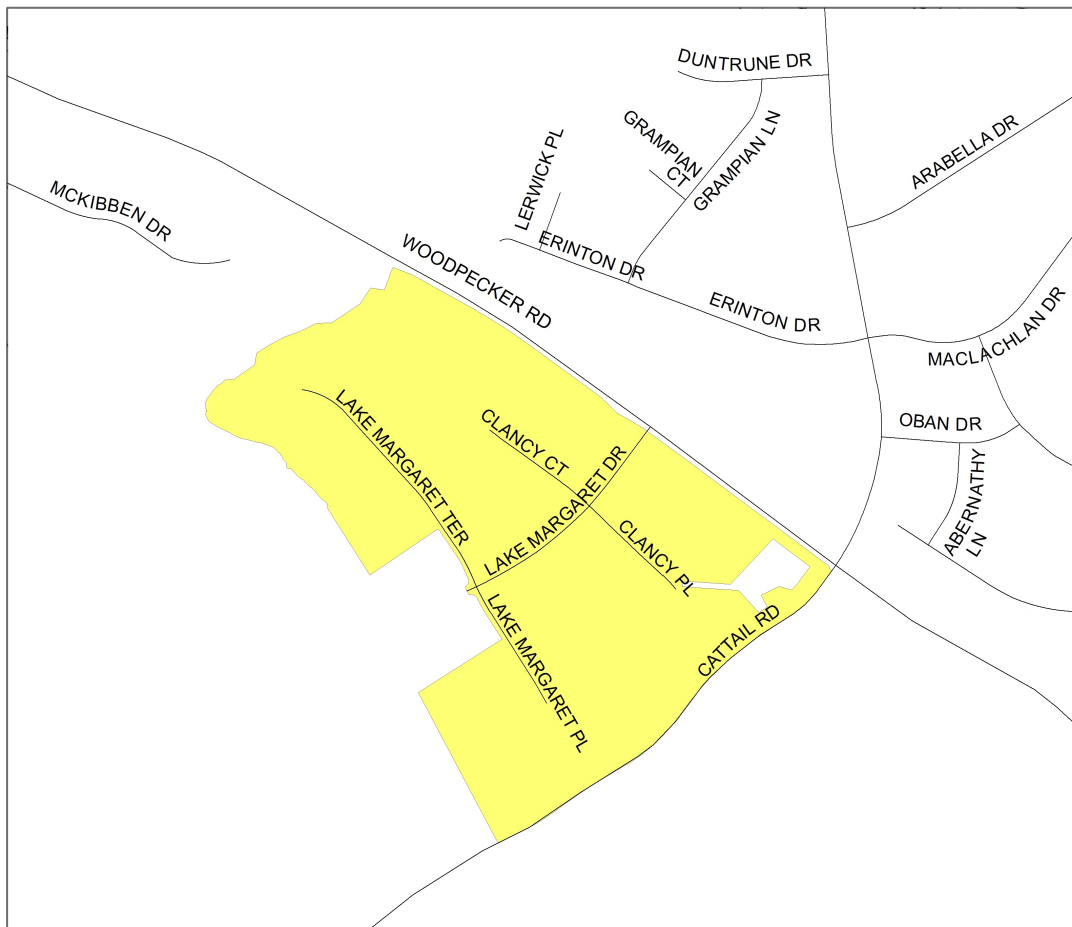
**SUBJECT: State Road Acceptance - Lake Margaret Section 1**

**DISTRICT: Matoaca**

**MEETING DATE: December 16, 2020**

**ROADS FOR CONSIDERATION:** Clancy Ct    Lake Margaret Dr  
Clancy Pl    Lake Margaret Pl  
Lake Margaret Ter

**Vicinity Map: Lake Margaret Section 1**



Produced By Chesterfield County GIS

**TO: Board of Supervisors**

**FROM: Department of Environmental Engineering**

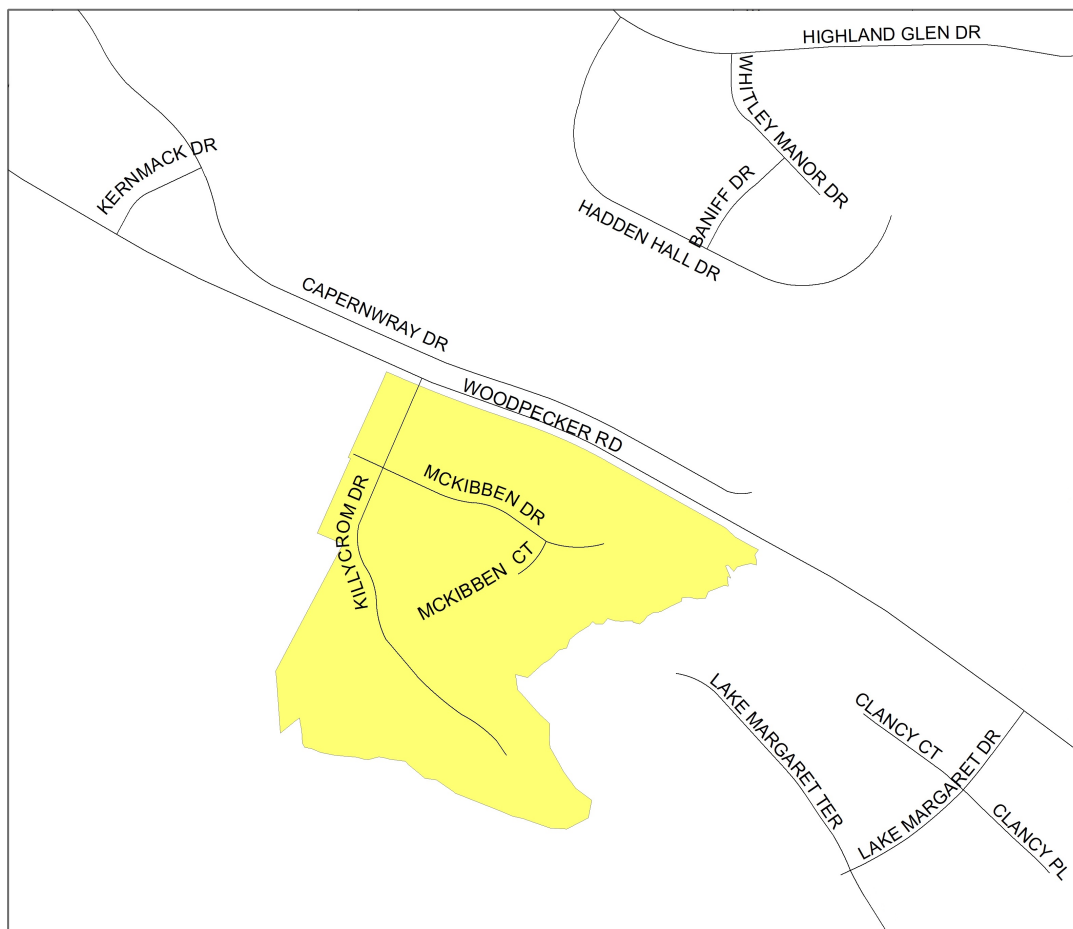
**SUBJECT: State Road Acceptance - Lake Margaret Section 4**

**DISTRICT: Matoaca**

**MEETING DATE: December 16, 2020**

**ROADS FOR CONSIDERATION:** Killycrom Dr  
McKibben Dr  
McKibben Ct

**Vicinity Map: Lake Margaret Section 4**



Produced By Chesterfield County GIS



**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: December 16, 2020**

**Item Number: 13.B.13.**

**Subject:**

Appropriate Schools Federal Individuals with Disabilities Education Act (IDEA) Grant

**Board Action Requested:**

Appropriate Schools Federal Individuals with Disabilities Education Act (IDEA) grant in the amount of \$424,193.

**Summary of Information:**

Chesterfield County Public Schools (CCPS) was awarded \$12,591,672 in Federal funds for the IDEA (Individuals with Disabilities Education Act) grant. This funding covers the main IDEA grant as well as the DEA - CEIS (Coordinated Early Intervening Services) grant. The CEIS grant is a mandated set-aside in which the district is required to set aside 15% of the IDEA grant (plus the Preschool grant) for the provision of CEIS. The FY2021 budget included approximately \$10.245 million for the IDEA grant. The actual award less the required set aside, nets to \$10,668,844.65. The Board is requested to increase the Instruction appropriation for the additional \$424,193. The item was approved by the School Board at the November 10, 2020 meeting. Staff recommends the Board of Supervisors appropriate this amount to Schools. CCPS award documentation and approval documents are attached.

**Attachments:**

1. SIGNED - MEMO #121-20 FY2021 Grant Changes
2. IDEA award

Preparer: Gerard Durkin, Acting Budget Director

Approved By:

**VIRGINIA:** At a regularly scheduled meeting of the Chesterfield County School Board held Tuesday evening, November 10, 2020, at 6:30 pm in the Public Meeting Room at the Chesterfield County government complex


**PRESENT:** Debbie G. Bailey, Chair  
Dorothy L. Heffron, Vice-Chair  
Ann C. Coker  
Ryan M. Harter  
Kathryn S. Haines

**RESOLUTION**

**WHEREAS**, Chesterfield County Public Schools has been awarded additional funds for IDEA; and, **WHEREAS**, these additional funds have necessitated an increase in the instructional appropriation category in the grant fund.

**NOW, THEREFORE, BE IT RESOLVED**, that on motion of Ryan Harter, seconded by Kathryn Haines, the School Board hereby requests that the Board of Supervisors approve the increase of the Instruction appropriation category by \$424,193.

  
\_\_\_\_\_  
Robert McDaniel, Clerk

  
\_\_\_\_\_  
Mervin B. Daugherty, Ed.D., Superintendent

91952210

IDEA

Attachment A  
Superintendent's Memo No. 182-20  
July 17, 2020

VIRGINIA DEPARTMENT OF  
DIVISION OF SPECIAL EDUCATION AND STUDENT SERVICES  
2020-2021 PART B, Section 611, Flow-Through Subgrant Awards (CFDA #84.027A)  
GRANT AWARD NOTIFICATION FINAL ALLOCATIONS  
Grant Award Start Date: July 1, 2020  
Grant Award Expiration Date: September 30, 2022  
Federal Award Number: H027A200107

(Note: Subgrants are uniquely identified in OMEGA via combined use of payee code, project code, and fed. award #)

SCHOOL DIVISION/SOP COUNTIES	2020-2021 AWARD	26.79 % July 1 <sup>3</sup>	73.21% October 1 <sup>3</sup>	CCEIS/CEIS SET-ASIDE AMOUNTS	NET OF CCEIS/CEIS ALLOCATION	PAYEE CODE NUMBER	PROJECT CODE NUMBER
ACCOMACK	\$1,124,183.00	\$ 301,127.62	\$ 823,055.38		\$ 1,124,183.00	001	APE43071
ALBEMARLE	\$3,134,224.00	\$ 839,544.30	\$ 2,294,679.70	\$ (480,462.90)	\$ 2,653,761.10	002	APE43071
ALLEGHANY	\$545,295.00	\$ 146,064.64	\$ 399,230.36		\$ 545,295.00	003	APE43071
AMELIA	\$449,616.00	\$ 120,435.73	\$ 329,180.27		\$ 449,616.00	004	APE43071
AMHERST	\$963,882.00	\$ 258,188.83	\$ 705,693.17		\$ 963,882.00	005	APE43071
APPOMATTOX	\$509,865.00	\$ 136,574.24	\$ 373,290.76		\$ 509,865.00	006	APE43071
ARLINGTON	\$5,424,834.00	\$ 1,453,115.17	\$ 3,971,718.83		\$ 5,424,834.00	007	APE43071
AUGUSTA	\$2,267,949.00	\$ 607,500.82	\$ 1,660,448.18		\$ 2,267,949.00	008	APE43071
BA	\$137,974.00	\$ 36,958.20	\$ 101,015.80		\$ 137,974.00	009	APE43071
BEL	\$2,292,171.00	\$ 613,989.01	\$ 1,678,181.99		\$ 2,292,171.00	010	APE43071
BL	\$198,317.00	\$ 53,121.89	\$ 145,195.11		\$ 198,317.00	011	APE43071
BOTETOURT	\$1,091,034.00	\$ 292,248.22	\$ 798,785.78		\$ 1,091,034.00	012	APE43071
BRUNSWICK	\$474,554.00	\$ 127,115.71	\$ 347,438.29	\$ (73,037.40)	\$ 401,516.60	013	APE43071
BUCHANAN	\$860,772.00	\$ 230,569.42	\$ 630,202.58		\$ 860,772.00	014	APE43071
BUCKINGHAM	\$559,451.00	\$ 149,856.52	\$ 409,594.48		\$ 559,451.00	015	APE43071
CAMPBELL	\$1,654,591.00	\$ 443,204.58	\$ 1,211,386.42		\$ 1,654,591.00	016	APE43071
CAROLINE	\$959,864.00	\$ 257,112.56	\$ 702,751.44		\$ 959,864.00	017	APE43071
CARROLL	\$1,030,766.00	\$ 276,104.62	\$ 754,661.38		\$ 1,030,766.00	018	APE43071
CHARLES CITY	\$205,590.00	\$ 55,070.06	\$ 150,519.94		\$ 205,590.00	019	APE43071
CHARLOTTE	\$439,228.00	\$ 117,653.16	\$ 321,574.84		\$ 439,228.00	020	APE43071
CHESTERFIELD	\$12,591,672.00	\$ 3,372,849.69	\$ 9,218,822.31	\$ (1,922,827.35)	\$ 10,668,844.65	021	APE43071
CLARKE	\$419,310.00	\$ 112,317.86	\$ 306,992.14		\$ 419,310.00	022	APE43071
CRAIG	\$157,716.00	\$ 42,246.36	\$ 115,469.64		\$ 157,716.00	023	APE43071
CULPEPER	\$1,721,711.00	\$ 461,183.58	\$ 1,260,527.42		\$ 1,721,711.00	024	APE43071
CUMBERLAND	\$323,391.00	\$ 86,624.65	\$ 236,766.35		\$ 323,391.00	025	APE43071
DICKENSON	\$539,914.00	\$ 144,623.27	\$ 395,290.73		\$ 539,914.00	026	APE43071
DINWIDDIE	\$912,337.00	\$ 244,381.81	\$ 667,955.19		\$ 912,337.00	027	APE43071
ESSEX	\$405,900.00	\$ 108,725.81	\$ 297,174.19		\$ 405,900.00	028	APE43071





**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: December 16, 2020**

**Item Number: 13.B.14.a.**

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**Subject:**

For County Project #15-0158, Meter Installation Services for the Advanced Metering Infrastructure Project

**Board Action Requested:**

The Board of Supervisors is requested to authorize the Director of Procurement to award the meter installation services for the advanced metering infrastructure project to Utility Partners of America, LLC, in the amount of \$7.7 million and execute all necessary change orders up to the full amount budgeted for the advanced metering infrastructure project.

**Summary of Information:**

On August 26, 2020, the Board approved a contract to hire Badger Meter, Inc. as the advanced metering vendor to provide a complete advanced metering infrastructure (AMI) system, which includes over 120,000 metering locations.

The county issued a Request for Proposal for vendors to provide meter installation services for the AMI system. The meter installation vendor will survey existing meter boxes to facilitate the procurement and installation of AMI compatible lids, replace or retrofit water meters with AMI meter registers, and install the cellular endpoints for the meters. The Department received responses from ten national firms. Of those ten firms, the five highest ranked vendors were selected for virtual presentations and interviews. The Department's meter installation evaluation team, along with consultation from our project management firm, E Source, evaluated the RFP responses and entered into negotiations with Utility Partners of America, LLC. The evaluation team and department recommend award of the contract to Utility Partners of America, LLC.

Budgeted funds are available in the current CIP.

**Attachments:**

None

Preparer: George Hayes, Director of Utilities  
Gerard Durkin, Acting Budget Director

Approved By:



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**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: December 16, 2020**

**Item Number: 13.B.14.b.**

**Subject:**

For Huguenot Pump Station Water Transmission Main Project

**Board Action Requested:**

The Board of Supervisors is requested to authorize the Director of Procurement to award the construction contract to C.A. Murren and Sons Company, Inc., in the amount of \$10,026,417 and execute all necessary change orders up to the full amount budgeted for the Huguenot Pump Station Water Transmission Main project.

**Summary of Information:**

This project consists of the installation of approximately 22,400 linear feet of 24-inch water transmission main that will transport finished water from the City of Richmond to an existing water transmission main near Midlothian Turnpike. This project will improve the overall reliability and resiliency of the County's water distribution system. Staff received a total of seven bids ranging from \$10,026,417 to \$14,342,662. The County's engineering consultant, Whitman Requardt & Associates, has evaluated the bids and recommends award of the contract to the lowest responsive and responsible bidder. Funds for this project are available in the current CIP.

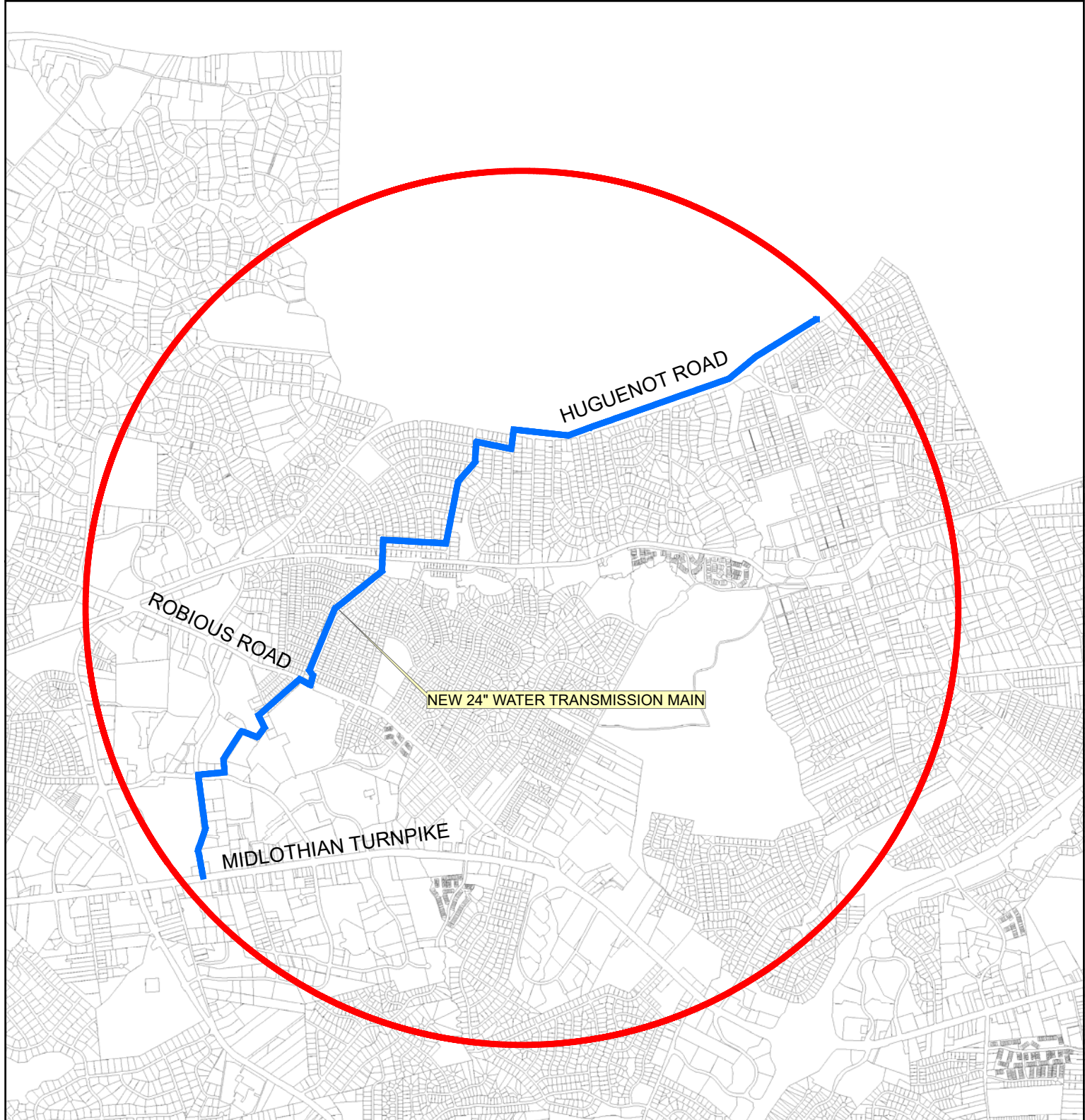
**Attachments:**

1. Vicinity Map Huguenot Road Water Transmission Main

Preparer: George Hayes, Director of Utilities  
Gerard Durkin, Acting Budget Director

Approved By:

Board of Supervisors Meeting - December 16, 2020  
Huguenot Road Pump Station Water Transmission Main



urendaa 11-30-2020

Chesterfield County  
Department of Utilities



1 inch = 3,000 feet





**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: December 16, 2020**

**Item Number: 15.A.**

**Subject:**

Code Amendment Relative to Route 1 Residential Overlay and Northern Jefferson Davis Highway Design District Development Standards (20PJ0119)

**Board Action Requested:**

Adopt the attached code amendment.

**Summary of Information:**

Following a public hearing, the Planning Commission by unanimous vote forwarded a recommendation of approval on the attached code amendment.

Since the adoption of standards permitting multifamily and townhouse development within C-3 and C-5 districts along the Jefferson Davis Highway corridor there have been several inquiries seeking to utilize the provisions. Hearing additional feedback regarding the needs of potential projects to successfully integrate this higher density on relatively small infill lots staff undertook a review of certain standards. Among the changes are a potential expansion in development depth, common area allotment, building design and balcony provision. In addition, the proposed change to Sec. 19.1-378 is necessary as this deck parking provision was incorrectly added to that section. The correct section, Sec.19.1-379. is being updated with the adjusted provision to address allowance of residential uses.

After the public hearing, this item was deferred by the Board at their meeting on November 18, 2020 to allow for additional community engagement. Staff met with several members of the community on Friday, December 4 to explain the proposed amendment. Staff recommends approval.

**Attachments:**

1. Ordinance Amendment 19.1-53 19.1-378 19.1-379 Rt 1 Res Overlay and N Jefferson Davis HY Design District Development Standards
2. BOS PP PH DEC 16 20 JD Overlay 20PJ0119

Preparer: Ray Cash, Zoning Administrator

Approved By:





AN ORDINANCE TO AMEND THE CODE OF THE COUNTY OF CHESTERFIELD,  
1997, AS AMENDED, BY AMENDING AND REENACTING SECTIONS 19.1-53, 19.1-378 & 19.1-  
379 OF THE ZONING ORDINANCE RELATIVE TO ROUTE 1 RESIDENTIAL OVERLAY AND  
NORTHERN JEFFERSON DAVIS HIGHWAY DESIGN DISTRICT DEVELOPMENT  
STANDARDS

BE IT ORDAINED by the Board of Supervisors of Chesterfield County:

*(1) That Sections 19.1-53, 19.1-378 & 19.1-379 of the Code of the County of Chesterfield, 1997, as amended, are amended and re-enacted, to read as follows:*

Chapter 19.1

ZONING

**Sec. 19.1-53. Restricted Uses Listed as “R” or “RS”.**

Those uses listed as “R” or “RS” in Table 19.1-52.A. shall be permitted in the respective zoning districts provided that the restrictions as outlined below are met. If the restrictions cannot be met, the use may be allowed in the respective zoning district through either a Conditional Use or Special Exception.

OOO

**Dwelling, multifamily**

OOO

**2. C-3, C-5 Districts:**

- a. Project fronts Jefferson Davis Highway north of Osborne Road and property is recommended for Neighborhood Business, Community Business, Suburban Residential II, Residential Mixed Use or Community Mixed Use in the Comprehensive Plan;
- b. Except as provided herein, use is located within 500 feet of Jefferson Davis Highway, this would not preclude accessory parking or buildings from extending beyond the 500 feet. Within a development the director of planning may approve units to be up to 800 feet from Jefferson Davis Highway where:
  - i. no more than 50 percent of the development’s multifamily dwellings are located beyond 500 feet from Jefferson Davis Highway;
  - ii. the project has a building containing a permitted principal use within 50 feet of, and directly fronting, Jefferson Davis Highway; and
  - ~~b-iii.~~ the impact of such project extension on adjacent residentially zoned property is mitigated through increased buffer, walls or other site or building design improvements as approved at time of plan review;
- c. Project has a minimum of 100 feet of contiguous frontage along Jefferson Davis Highway;
- d. Project size is no less than 3 acres and no more than 10 acres, provided that projects of 1.5 acres shall be permitted if located at the intersection of a local road with Jefferson Davis Highway;

- e. Minimum density is 15 dwelling units per acre;
- f. In addition to buffers required by Table.19.1-263.A.1.b., where use is located adjacent to an occupied C or I property outside of project, a buffer shall be provided between use and the adjacent property as required between the applicable C or I district and a R-MF zoning district;
- g. Project meets Northern Jefferson Davis Highway Design District (NJDHDD) standards as identified in Sec. 19.1-379 except as otherwise stated within this subsection;
- h. For projects containing less than 6 acres, buildings shall be a minimum of 3 stories and a maximum of 4 stories. For projects 6 acres or more, buildings shall be a minimum of 3 stories and a maximum of 6 stories. In no case shall the height of a building exceed 3 stories or 40 feet within 100 feet of MH or R districts;
- i. The greater of 50 square feet per residential unit or 10 percent of total project area shall be provided as hardscaped or landscaped common area. Up to 50 percent of required common area may include rooftop garden space where such space is commonly accessible to, and provides elements designed to facilitate social and activity space for, residents;
- j. At least 50 percent of residential units located above ground floor shall have a usable balcony consisting of a minimum area of 5 feet by 8 feet. Through the utilization of up to two of the below, the percentage of balconies required may be reduced to no less than 30 percent of residential units located above ground floor as provided below:
  - i. 10 percent reduction for the inclusion of commonly shared internal space a minimum of 20 square feet per residential unit in development with amenities as deemed appropriate at time of plan review for the social and recreational activity of residents. Such areas may also include space intended to serve the educational and occupational needs of residents but shall be exclusive of any area utilized for leasing, maintenance or overall management of the development;
  - ii. 10 percent reduction where project common area is increased by 10 percent and there is the inclusion of outdoor amenities and facilities, for active or passive recreation as deemed appropriate at time of plan review for residents such as playground, pool, outdoor kitchen with patio, patio with furniture, gazebo, walking trails, fitness stations or similar; or
  - iii. 10 percent reduction for the provision of rooftop common area, inclusive of required common area, a minimum of 20 square feet per residential unit in development for social and recreational activity of the residents;

At time of plan review, the director of planning may provide proportional adjustment to the percentages of required balconies where determined that elements proposed in i, ii, and iii above are included in combination at less than the provided standards, but in no case shall such adjustment be reduced to less than 30 percent of residential units located above ground floor having the required balconies.

- ~~j-k.~~ Buildings shall be designed to impart harmonious proportions and avoid monotonous facades or large bulky masses. Buildings containing multifamily units shall possess architectural variety while at the same time have an overall cohesive urban character. Design elements shall be included such as, but not limited to, wall offsets, balconies, terraces, articulation of doors and windows, sculptural or textural relief of facades, banding and patterning of masonry, architectural ornamentation, varied rooflines, other appurtenances such as lighting fixtures and plantings ~~may be used to that~~ achieve desired design;

- ~~k.l.~~ The first floor of a building directly fronting Jefferson Davis Highway shall meet applicable commercial building code requirements so as to provide for flexibility to accommodate either commercial or residential uses. The first floor of a building directly fronting a road shall be on grade with ~~such road~~ adjacent pedestrian walkway and have a minimum of 12 foot ceilings, or a higher standard if required by commercial building code, where fronting Jefferson Davis Highway. This is not intended to preclude the use of an interior elevated floor design for residential uses to provide privacy;
- ~~l.m.~~ In addition to requirements of the NJDHDD, architecture for buildings containing dwellings shall employ masonry at least to top of first floor on all facades visible from a road;
- ~~m.n.~~ Commercial uses in the project are limited to those permitted in a C-2 district, excluding automobile accessory store, automobile rental, automobile self service station and automobile self service station, unmanned;
- ~~n.o.~~ Views of parking areas shall be minimized from public rights of way and/or single family residential properties via a building, landscaping, architectural walls and/or decorative fencing; and
- ~~o.p.~~ Administrative site plan review times shall be in accordance with Sec.19.1-30 with the exception that initial review for such projects shall not be acted upon any sooner than 21 days from the latter of the date of required sign posting or written notification sent.

OOO

#### Sec. 19.1-378. Zoning Districts and Area of Applicability.

OOO

#### C. Other Required Conditions:

OOO

- ~~11. Deck Parking.~~ Deck parking structures shall have permitted residential, commercial or office uses located along the ground floor or be located behind another building located on the lot.

OOO

#### Sec. 19.1-379. Required Conditions Northern Jefferson Davis Highway Design District.

OOO

#### C. Other Required Conditions.

- 11. **Deck Parking.** Deck parking structures shall have permitted residential, commercial or office uses located along the ground floor or be located behind another building located on the lot.

(2) *That this ordinance shall become effective immediately after adoption.*



20PJ0119

Code Amendment Relative to Route 1  
Residential Overlay And Northern Jefferson  
Davis Highway Design District Development  
Standards



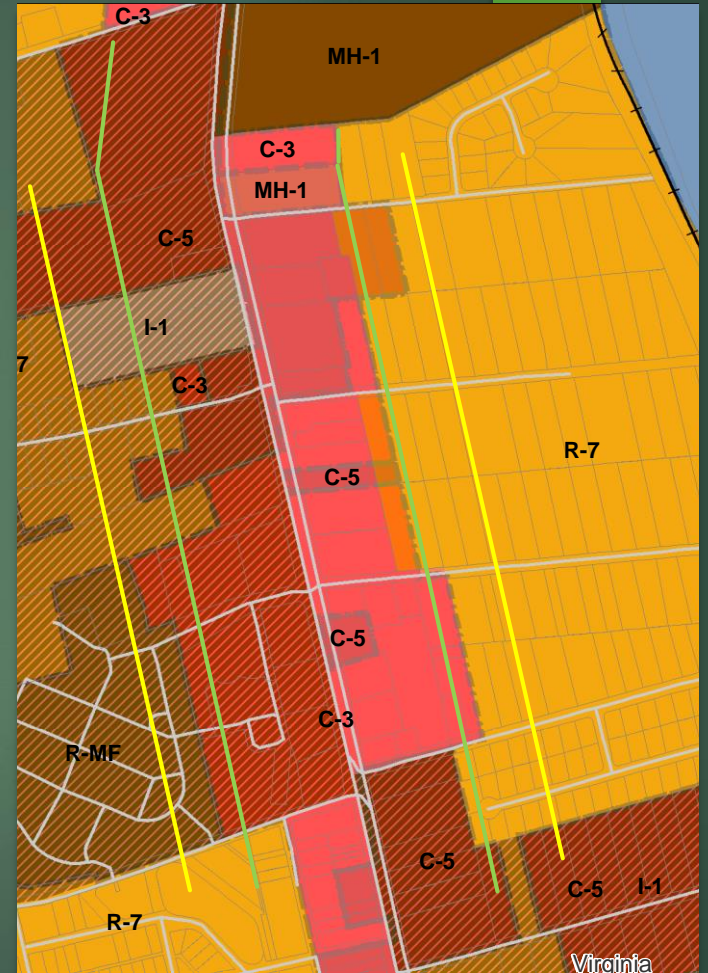
# Proposal



- ▶ Adjust Route 1 Residential Overlay standards
- ▶ Expand permitted depth of development
- ▶ Permit reduction in percentage of balconies
- ▶ Architectural Enhancements
- ▶ Ordinance clean-up

# Increase Potential Depth for Use of Multifamily

- Current: Multifamily use located within 500 feet of Jefferson Davis Highway
- Proposed: Permit to extend to 800 feet
  - Principal building and use fronting JD
  - No more than 50% of units beyond 500 feet
  - Minimize impact upon adjacent development





# Overlay Change

- ▶ Current: 50% of units must have balcony
  
- ▶ Proposed: Allow reduction of balconies to no less than 30% of units
  - I. 10% reduction through provision of 20 s/f per unit of internal common area
  - II. 10% reduction through provision of additional 10% of common area and such area has enhanced facilities
  - III. 10% reduction for the provision of up to 20 s/f per unit of rooftop common area with enhanced facilities
  
- ▶ Permit proportional adjustment of balcony percentages by the director of planning where elements proposed above are included in combination at less than the provided standards



# Other Changes

## Enhancement of architecture:

Buildings shall be designed to impart harmonious proportions and avoid monotonous facades or large bulky masses. Buildings containing multifamily units shall possess architectural variety while at the same time have an overall cohesive urban character. Design elements shall be included such as, but not limited to, wall offsets, balconies, terraces, articulation of doors and windows, sculptural or textural relief of facades, banding and patterning of masonry, architectural ornamentation, varied rooflines, other appurtenances such as lighting fixtures and plantings that achieve desired design

## Clean-up Error



- ▶ **Current:** With last revision the deck parking provisions were inadvertently included under 19.1-378. It should have been under 19.1-379.
- ▶ **Proposed:** Remove from 19.1-378 and make correction to deck parking provision under 19.1-379.C.11

# Recommendation



## Following a Public Hearing Adopt Code Amendment

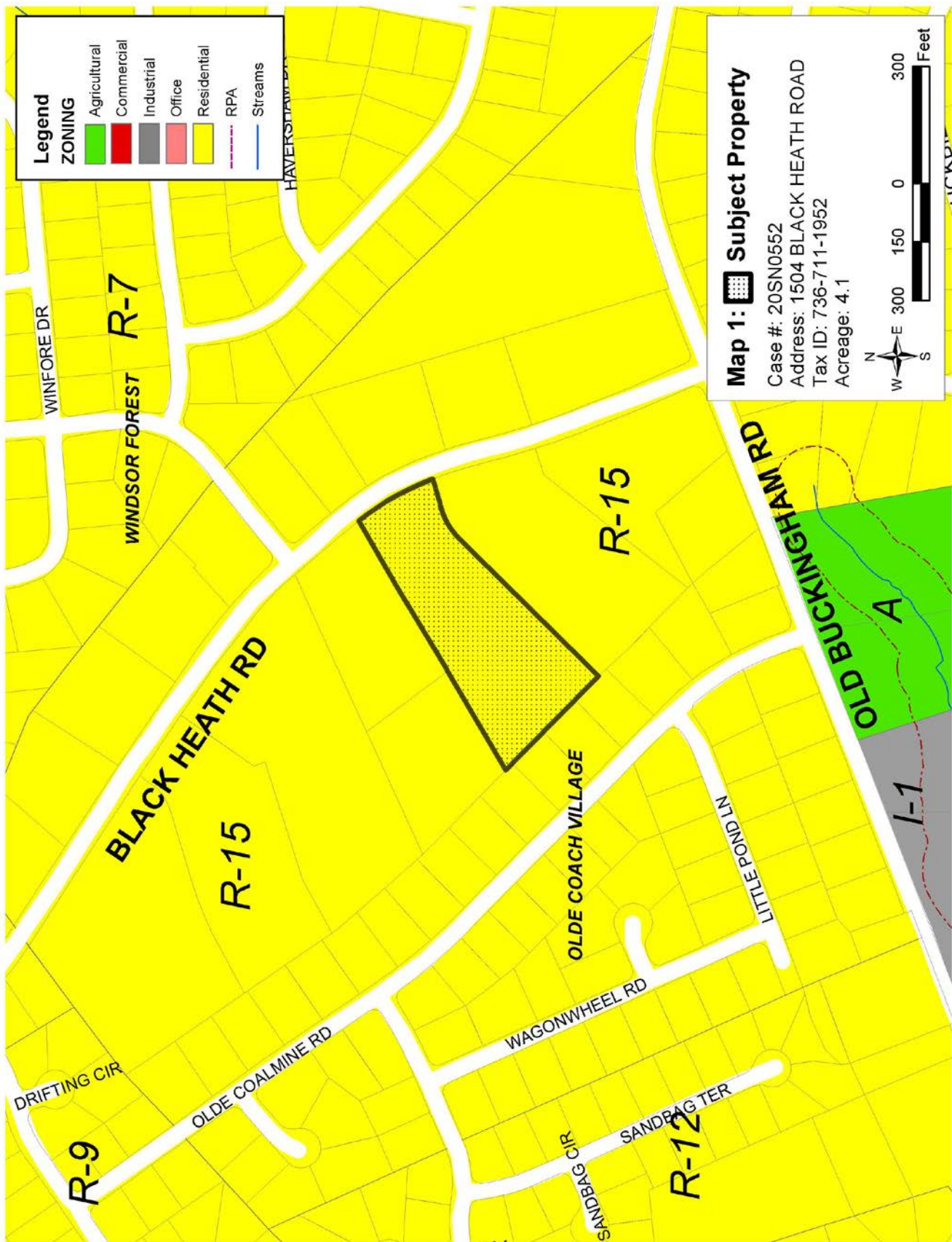


<b>CASE NUMBER: 20SN0552</b> <b>APPLICANTS: Ashley M. McGarry and Aaron R. Litt</b>	
<div style="text-align: center;">  <p><b>CHESTERFIELD COUNTY, VIRGINIA</b>  <b>MIDLOTHIAN DISTRICT</b></p> <p><b>STAFF'S ANALYSIS AND RECOMMENDATION</b></p> </div> <div style="background-color: #ADD8E6; padding: 5px; margin-top: 5px;"> <b>Board of Supervisors (BOS) Hearing:</b>  DECEMBER 16, 2020  <b>BOS Time Remaining:</b>  365 DAYS </div> <div style="padding: 5px; margin-top: 5px;"> <b>Applicants' Contact:</b>  AARON R. LITT (703-568-5989)  <b>Planning Department Case Manager:</b>  TYLER WALTER (804-318-8893) </div>	 <p style="text-align: center;">4.1 Acres – 1504 Black Heath Road</p>

<b>REQUEST</b>
Conditional use to permit a farm use (keeping of miniature horses and chickens) in a Residential (R-15) District. The applicant is requesting to keep two (2) miniature horses and eighteen (18) chickens.
<b>Notes:</b> <div style="margin-left: 20px;"> A. Conditions may be imposed or the property owner may proffer conditions.  B. Conditions and an exhibit are located in Attachments 1 and 2. </div>

<b>SUMMARY</b>
The keeping of miniature horses and chickens is proposed. The applicant currently keeps six (6) chickens on the property, which is permitted as a restricted use in a Residential (R-15) District.

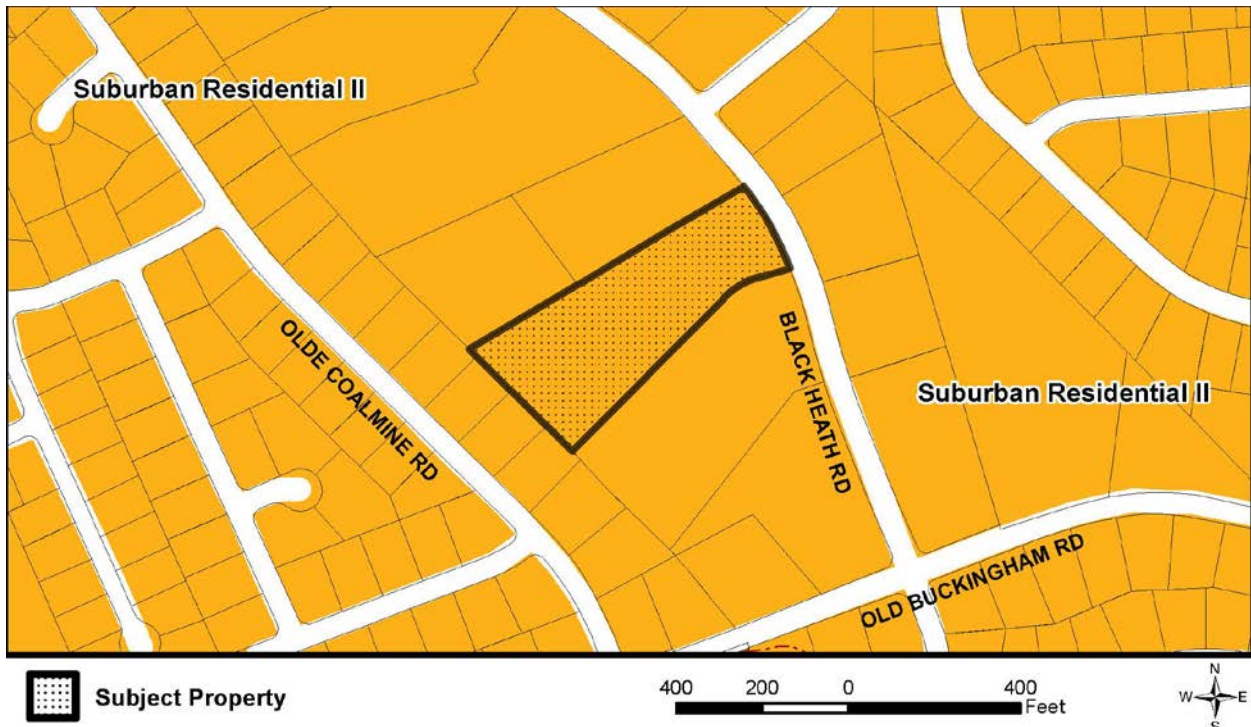
<b>RECOMMENDATION</b>	
<b>PLANNING COMMISSION</b>	<b>APPROVAL</b>
<b>STAFF</b>	<b>PLANNING – APPROVAL</b> <ul style="list-style-type: none"> <li>As conditioned, the use should be compatible with surrounding uses</li> <li>Similar requests have been approved with no known adverse impacts</li> </ul>



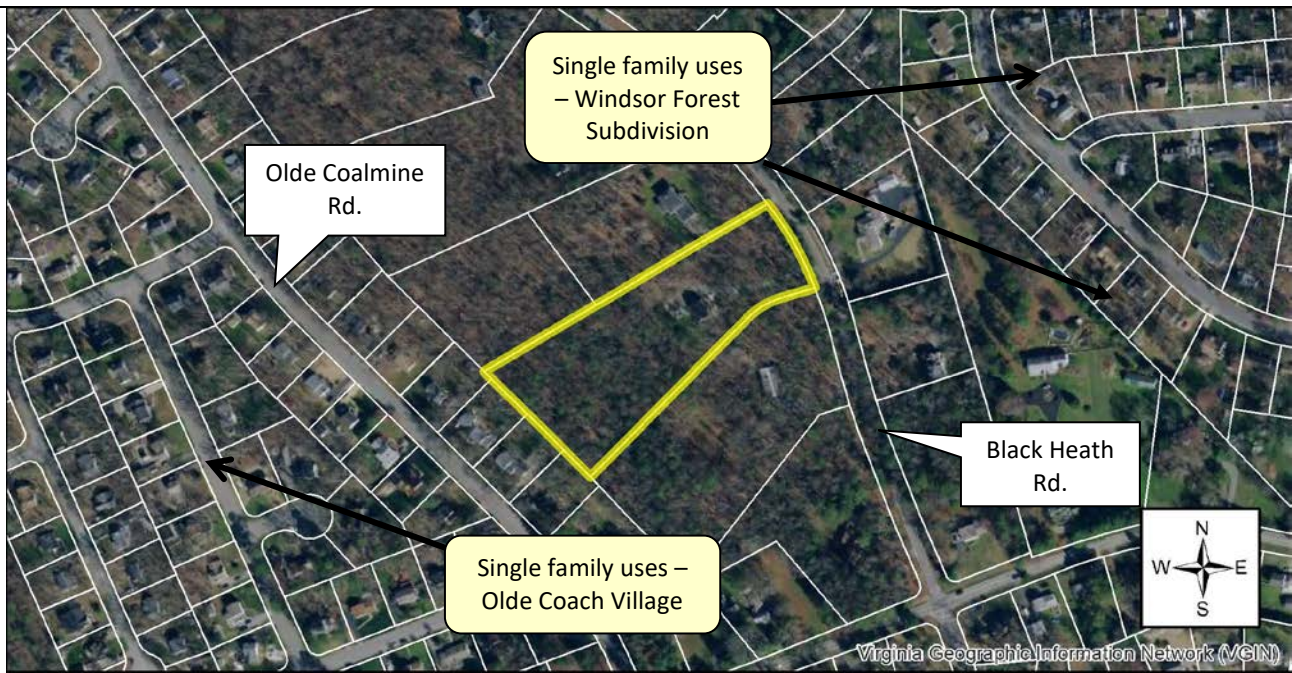


**Comprehensive Plan**  
**Classification: SUBURBAN RESIDENTIAL II**

The designation suggests the property is appropriate for residential use of 2.0 to 4.0 dwelling units per acre.



**Surrounding Land Uses and Development**



## PLANNING

Staff Contact: Tyler Walter (804-318-8893) waltert@chesterfield.gov

### Proposal

The applicants are proposing to keep two (2) miniature horses and eighteen (18) chickens on the property. Presently, the subject property is primarily wooded with a single-family dwelling located near the center of the 4.1-acre property. Six (6) chickens are currently kept on the property, which is a use permitted with restrictions in the Residential (R-15) District. The applicants are proposing to clear a portion of the rear yard where they will construct fencing, build accessory structures, and establish a grazing area for the keeping of the miniature horses and chickens.

A farm use in a Residential District, regardless of the property's size, is limited to the keeping of up to six (6) chickens and requires a conditional use for other types of farm animals to include horses and additional chickens. The keeping of horses is a use first permitted as a farm use on a property with three (3) or more acres in an Agricultural (A) zoning district. Therefore, approval of a conditional use is required to permit the keeping of two (2) miniature horses and the additional chickens on the subject property.

The following table provides an overview of conditions recommended by staff to minimize the potential impacts of the use on adjacent property owners.

General Overview	
Requirements	Details
Use	Limited to the keeping of two (2) miniature horses and eighteen (18) chickens. <i>Condition 1</i>
Ownership	Limited to the applicants. <i>Condition 2</i>
Time Limitation	Limited to five (5) years. <i>Condition 3</i>
Conceptual Plan	Area shall generally conform to layout depicted in Conceptual Plan (Exhibit A). <i>Condition 4, Attachment 2</i>
Tree Preservation Area	Seventy-five (75) foot tree preservation area adjoining the rear property line, twenty-five (25) tree preservation areas along the side property lines. <i>Condition 5</i>
Commercial Activity	Commercial activity, such as breeding or sale of animals, shall not be permitted. <i>Condition 6</i>
Animal Waste	Areas associated with the keeping of horses and chickens shall be cleaned and made free of waste on a regular basis. <i>Condition 7</i>
Keeping of Chickens	No roosters permitted, no on-site slaughtering of chickens, chicken coop to be located inside of rear yard. <i>Condition 8</i>

Fencing	Fence shall be constructed in rear yard to contain miniature horses and chickens. <i>Condition 9</i>
Grazing Area Maintenance	Operation of internal combustion-powered equipment limited to the hours of 7:00 a.m. to 9:00 p.m. daily. <i>Condition 10</i>

Given the size of the request property, and if maintained as outlined in the recommended conditions, the use should not adversely affect area residential uses. In addition, the keeping of horses and chickens has been approved in other residential areas on similarly large parcels with no apparent adverse impact.

<b>FIRE AND EMERGENCY MEDICAL SERVICES</b> Staff Contact: Anthony Batten (804-717-6167) battena@chesterfield.gov	
---	--

Nearby Fire and Emergency Medical Service (EMS) Facilities	
<b>Fire Station</b>	The Midlothian Fire Station, Company Number 5
<b>EMS Facility</b>	The Forest View Volunteer Rescue Squad

This request will have minimal impact on Fire and EMS.

<b>ENVIRONMENTAL ENGINEERING</b> Staff Contact: Rebecca Rochet (804-748-1028) rochetr@chesterfield.gov	
---	--

### **Geography**

The subject property drains from northeast to southwest into an existing storm sewer system within the Olde Coach Village subdivision. The storm sewer system discharges into an existing pond and then into an unnamed tributary of Falling Creek. The entire property is located within the Falling Creek Watershed.

### **Erosion and Sediment Control**

If greater than 2,500 square feet of total land disturbance will occur as a result of any proposed land clearing, improvements or modifications, a land disturbance permit will be required.

### **Stormwater Management**

If greater than 2,500 square feet will be disturbed with any proposed improvements, including any changes to the land cover, the project will be subject to the Part IIB technical criteria of the Virginia Stormwater Management Program Regulations for water quality and water quantity.



## UTILITIES

Staff Contact: Randy Phelps (804-796-7126) phelpsc@chesterfield.gov

### Existing Water and Wastewater Systems

Utility Type	Currently Serviced	Size of Closest Existing Lines	Connection Required by County Code
Water	No	N/A	Yes
Wastewater	No	N/A	Yes

### Additional Utility Comments:

The subject property is located within the mandatory water and wastewater connection area for new residential development. For the subject property, connection would be required if a public water and wastewater line were within 200 feet of the property. The existing residential structure is served by a private well and septic system. Public water and wastewater lines are not available to the subject property.

This request to allow farm animals on the subject property will not impact the public water and wastewater systems.

The Utilities Department supports this case.

## COUNTY TRANSPORTATION

Staff Contact: Steve Adams (804-748-1037) adamst@chesterfield.gov

## VIRGINIA DEPARTMENT OF TRANSPORTATION

Staff Contact: Willie Gordon (804-674-2907) willie.gordon@vdot.virginia.gov

This request will not impact these facilities.

## CASE HISTORY

### Applicant Submittals

<b>10/21/2019</b>	Application submitted.
<b>3/12/2020</b>	Application resubmitted to specify anticipated animals on subject property.
<b>8/25/2020</b>	Application resubmitted to finalize number of animals on subject property.

### Planning Commission

<b>11/17/2020</b>	<p><b>Citizen Comments:</b> One (1) citizen attended the meeting in-person in opposition to the request. The citizen's concern focused on the smell that could come from the applicant having chickens and horses on the subject property.</p> <p><b>Commission Discussion:</b> Mr. Petroski acknowledged the citizen comment in opposition to the request and noted that there was an anonymous complaint with concerns about the request regarding odors that could come from the use. Mr. Petroski felt that with a 25-foot tree preservation area on the side yards, and a 75-foot tree preservation area in the rear yard that the anticipated impact would be minimized. Mr. Petroski also noted that the applicant had worked with staff to compromise on the number of animals on the subject property, as the original request sought more animals than the existing proposal.</p> <p><b>Action – APPROVAL SUBJECT TO CONDITIONS IN ATTACHMENT 1.</b></p> <p><b>Motion:</b> Petroski <b>Second:</b> Sloan <b>AYES:</b> Freye, Sloan, Hylton, Owens, and Petroski</p>
<p><b>The Board of Supervisors on Wednesday, December 16, 2020, beginning at 6:00 p.m., will consider this request.</b></p>	

<b>CONDITIONS</b>
-------------------

Note: The following conditions are recommended by both the Planning Commission and Staff.
---

1. Use. This conditional use approval shall be for a farm use, which shall be limited to the keeping of a maximum of two (2) miniature horses and eighteen (18) chickens. (P)
2. Ownership. This Conditional Use approval shall be granted exclusively to Ashley M. McGarry and Aaron R. Litt and shall not be transferable nor run with the land. (P)
3. Time Limitation. The Conditional Use shall be granted for a period of five (5) years from the date of approval. (P)
4. Conceptual Plan. The proposed site layout, depicting tree preservation areas shall generally conform to the layout as shown on Exhibit A. (P)
5. Tree Preservation Areas. Tree preservation areas shall be maintained with existing trees and shrubs. Fencing, grazing areas, structures, and animals shall be prohibited from the following tree preservation areas:
  - a. A seventy-five (75) foot tree preservation area shall be maintained along the western perimeter (rear yard) of the Property.
  - b. A twenty-five (25) foot tree preservation area shall be maintained along the northern and southern perimeters (side yard) of the Property. (P)
6. Commercial Activity. No commercial activity, such as the breeding or sale of animals, shall be permitted in conjunction with this use. (P)
7. Animal Waste. All areas associated with the keeping of horses and chickens shall be cleaned and made free of waste on a regular basis. Waste shall be disposed of in an appropriate disposal container that is periodically removed from the site. In addition, the property owner shall employ a means of eliminating any odor problems and propagation of insects. (P)
8. Keeping of Chickens.
  - a. Keeping of roosters shall be prohibited.
  - b. Slaughtering of chickens does not occur on-site.
  - c. Building and attached outside run areas are located in the rear yard. (P)
9. Fencing. A fence shall be constructed to contain miniature horses and chickens within the rear yard of the property. No animals shall be permitted to graze outside of the fenced areas. (P)
10. Maintenance of Grazing Area. Operation of tractors, combines, or other internal combustion-powered equipment shall be limited to the hours of 7:00 a.m. to 9:00 p.m daily. (P)

## EXHIBIT A: CONCEPTUAL PLAN





**20SN0552**

Midlothian District

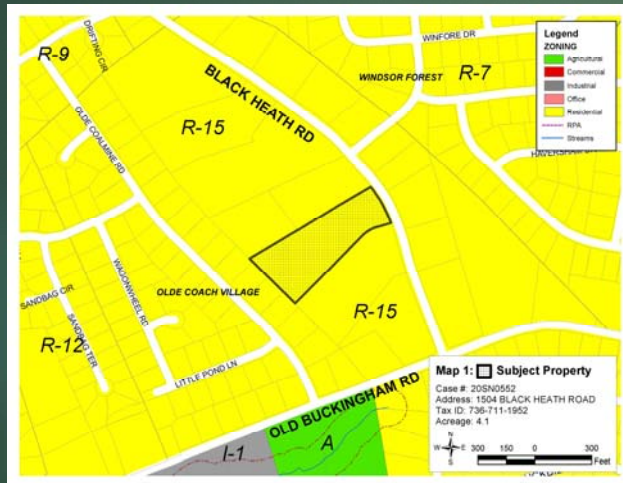
Ashley M. McGarry and Aaron R. Litt

Conditional use to permit a farm (keeping of two (2) miniature horses and eighteen (18) chickens) in a Residential (R-15) District.

**Case 20SN0552 in the Midlothian District is a request by Ashley M. McGarry and Aaron R. Litt for Conditional use to permit a farm (keeping of two (2) miniature horses and eighteen (18) chickens) in a Residential (R-15) District.**



# Overview



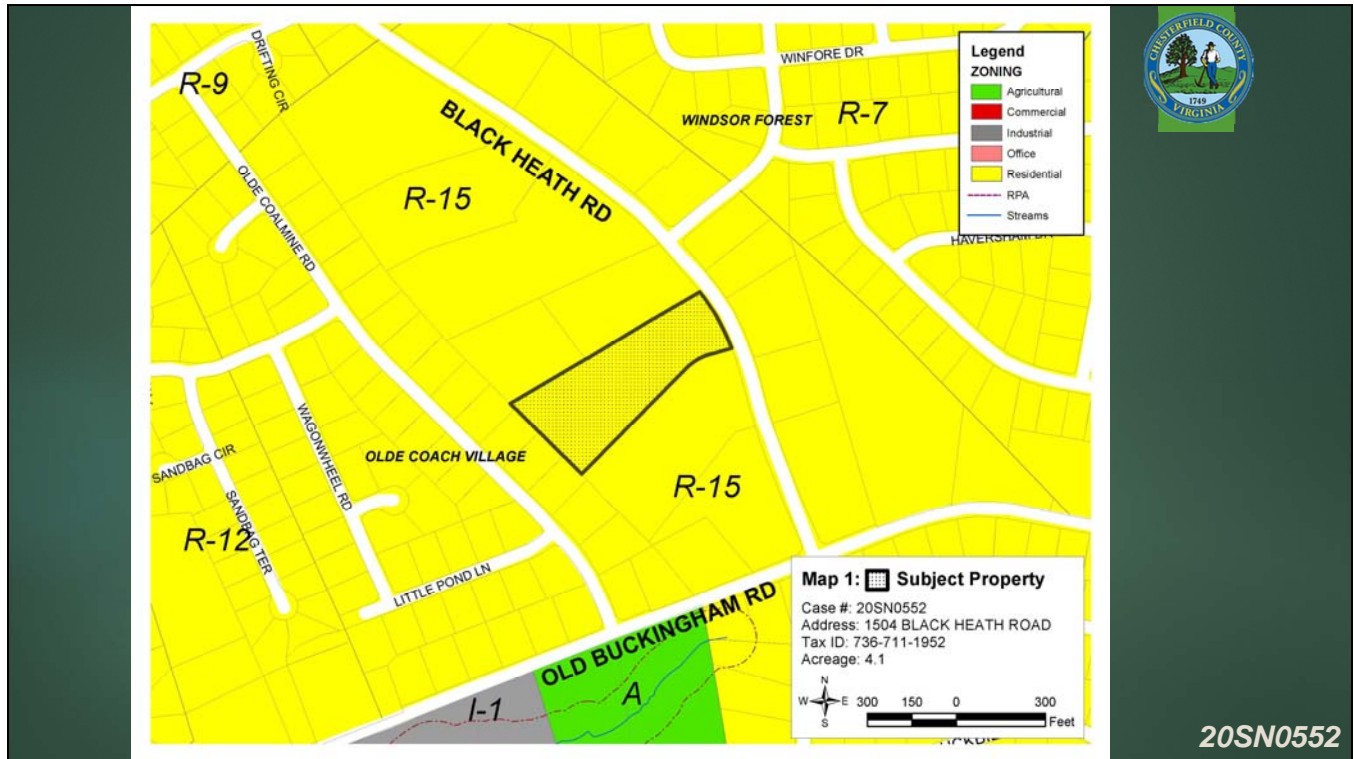
- ▶ Requesting two (2) mini horses and eighteen (18) chickens
- ▶ Applicants currently have six (6) chickens
- ▶ As conditioned, the anticipated impact should not adversely affect the area residential uses, staff is supportive of the request

20SN0552

The applicants are proposing to keep two (2) miniature horses and eighteen (18) chickens on the property. Presently, the subject property is wooded with a single-family dwelling located near the center of the 4.1-acre property. Six (6) chickens are currently kept on the property, which is a use permitted with restrictions in a Residential District. For the additional chickens and horses, Conditional Use is required.

Staff is recommending 10 conditions, listed in Attachment 1 of your staff report. This includes use and ownership limitations, a five-year time limit, a conceptual plan, tree preservation areas, prohibiting commercial activity, and the conditions pertaining to the keeping and maintenance of the chickens and horses.

Given the size of the request property (4.1 acres), and if maintained as outlined in the recommended conditions, the use should not adversely affect area residential uses. In addition, the keeping of horses and chickens has been approved in other residential areas on similarly large parcels with no apparent adverse impact.



The subject property is located at 1504 Black Heath Road, situated between the Olde Coach Village and Windsor Forest subdivisions. It is surrounded by single-family residential, with R-12 and R-15 zoning designations.



20SN0552

**This is an aerial view of the subject property. The applicants currently have a 25-foot by 20-foot chicken coop in the rear yard of their property for the six (6) chickens on site. The applicants intend to expand the coop for the additional chickens. The horses will be kept in a fenced area in the rear yard of the subject property, provided that the horses are not within 75-feet of the rear property line and 25-feet of the side property lines.**





**This is a view of the subject property taken last year from the front yard and from the street. All keeping of the chickens and miniature horses would occur in the rear yard of the subject property.**



**This is a conceptual plan depicting the areas where the chickens and miniature horses will be kept, and where the tree preservation area is located. The intent of the tree preservation area is to minimize the view of the horses and chickens from adjacent property owners.**



## Conditions



- ▶ Limited to two (2) mini horses, eighteen (18) chickens
- ▶ Limited to the applicants for a five (5) year time limit
- ▶ Area shall generally conform to Conceptual Plan
- ▶ Tree preservation area along property line
- ▶ No commercial activity
- ▶ Animal waste regularly disposed
- ▶ No roosters, no on-site slaughtering of chickens, fencing to be constructed to contain horses and chickens
- ▶ Operation of farming equipment limited to the hours of 7:00 a.m. and 9:00 p.m. daily

20SN0552

**With this request, staff recommends ten (10) conditions as outlined in Attachment 1 of your staff report. These conditions include limiting the number of animals to two (2) miniature horses and eighteen (18) chickens, as well as limiting the use for a five (5) year period. The areas for the keeping of the chickens and miniature horses is to generally conform to the Conceptual Plan (Exhibit A in Attachment 2 of your staff report). Along the property line, a tree preservation area shall be preserved (75-foot rear yard preservation area, 25-foot side yard preservation area). The use on the subject property shall have no commercial activity, and animal waste shall be regularly disposed of.**

**Conditions specifically related to the keeping of the animals include not having roosters, no on-site**

**slaughtering of the chickens, and keeping the horses and chickens within a fenced area. Additionally the operation of any farming equipment shall be limited to the hours of 7:00 a.m. and 9:00 p.m. daily.**

# Recommend Approval

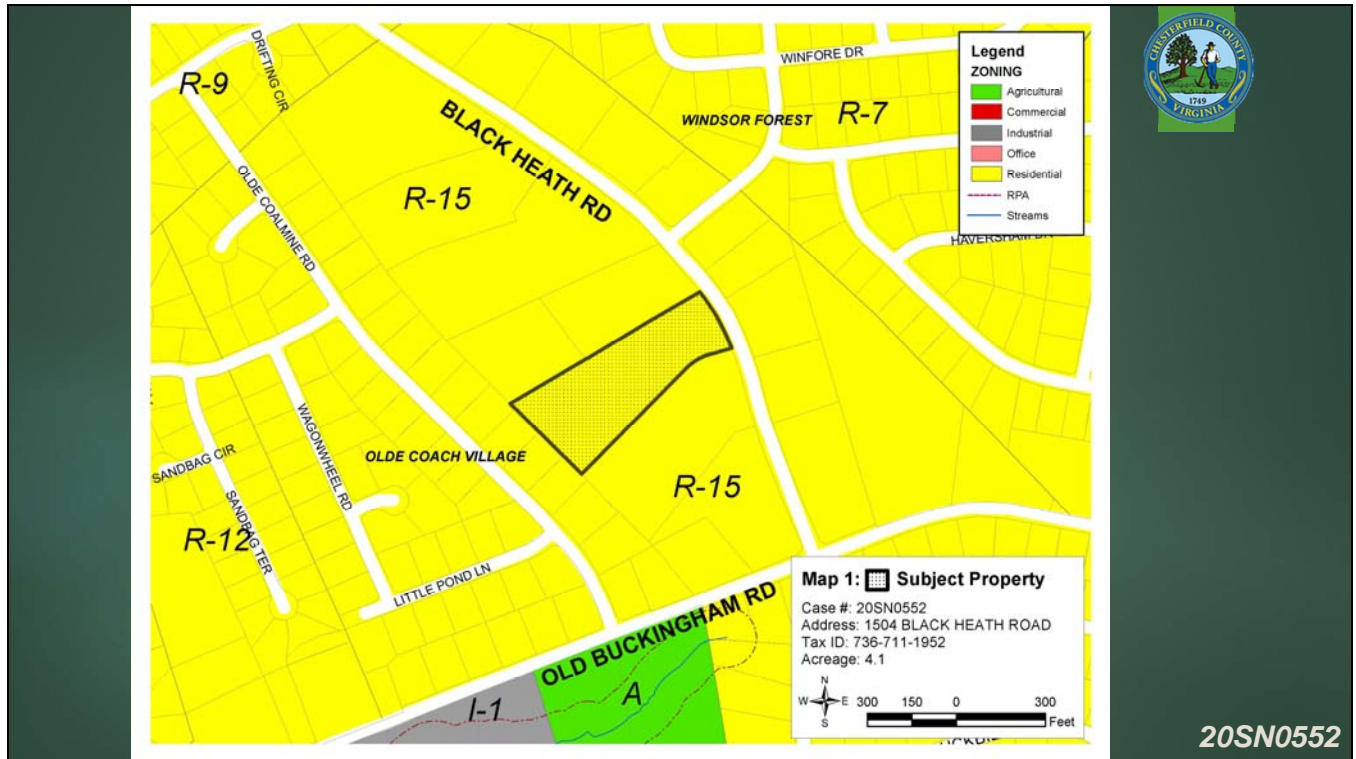


- ▶ As conditioned, the use should be compatible with surrounding uses
- ▶ Similar requests have been approved with no known adverse impacts

20SN0552

**Staff recommends approval of this request. As conditioned, the use should be compatible with the surrounding land uses. Additionally, similar requests in the past have been approved with no known adverse impacts.**

**At the Planning Commission's November 17, 2020 hearing, the Commission unanimously recommend approval for Case 20SN0552 subject to the conditions in your staff report.**



Thank you.



RECEIVED

OCT 18 2019

DIRECTOR PLANNING DEPT

**DISCLOSURE AFFIDAVIT**  
**LAND USE APPLICATION**

I, Aaron R Litt, do hereby swear or affirm that to the best of my knowledge and belief, the following information is true:

1. I am the Applicant for the land use amendment on the property identified as Parcel ID Number(s):

736-711-1952

and am requesting Conditional Use

2. With the exception of governmental entities and public service companies owning recorded easements over the Subject Property which is the subject of the land use amendment application referred to in Paragraph 1, the following is a list of the names and addresses of all persons owning any legal or equitable interest in the Subject Property as a title owner, lessee, easement owner, contract purchaser, assignee, optionee, licensee or noteholder, including trustees, beneficiaries of trusts, general partners, limited partners and all other natural or artificial persons:

<u>NAME</u>	<u>ADDRESS</u>	<u>TYPE OF OWNERSHIP</u>
LITT AARON R & MCGARRY A M	1504 Black Heath Rd, Midlothian, VA, 23113	Title Owner
Wells Fargo	San Antonio, TX	Noteholder

3. I hereby certify that the following corporations disclosed in Paragraph 2 are regularly traded on a stock exchange or in the over the counter market or have more than 100 shareholders:

4. I hereby certify that after the exercise of due diligence, I have been unable to learn the identities of the owners of the following corporations, partnerships, joint ventures, trusts or other artificial persons disclosed in Paragraph 2:

5. The following is a list of the names and addresses of all natural or artificial persons owning an interest in any corporation, partnership, joint venture, trust or other artificial person disclosed in Paragraph 2 (other than those listed in Paragraph 3 or Paragraph 4) which has a total of ten or fewer shareholders, partners, beneficiaries or owners:

<u>NAME</u>	<u>ADDRESS</u>	<u>NAME OF ARTIFICIAL PERSON</u>
-------------	----------------	----------------------------------

6. The following is a list of the names and addresses of all natural or artificial person owning 10% or more of any class of stock issued by a corporation or an interest of 10% or more in any partnership, joint venture, trust or other artificial person disclosed in Paragraph 2 (other than those listed in Paragraph 3 or 4):

<u>NAME</u>	<u>ADDRESS</u>	<u>NAME OF CORPORATION</u>
-------------	----------------	----------------------------



7. If any of the persons disclosed in Paragraphs 5 or 6 above is a corporation, partnership, joint venture, trust or other artificial person, the following is a list of all members of the Board of Supervisors of Chesterfield County, the Chesterfield County Planning Commission or their immediate households owning any interest in the Subject Property as a title owner, easement owner, contract purchaser, lessee, assignee, optionee or licensee, either individually or by ownership of an interest in a corporation, trust, partnership, joint venture or other artificial person owning any such interest:

<u>CORPORATION/ ARTIFICIAL PERSON</u>	<u>NAME OF HOUSEHOLD MEMBER</u>	<u>NAME OF SUPERVISOR OR COMMISSIONER</u>	<u>DESCRIPTION OF OWNERSHIP INTEREST</u>
---	-------------------------------------	---	--

8. If any of the persons disclosed in Paragraphs 5 or 6 above is a corporation, partnership, joint venture, trust or other artificial person, I hereby certify that no member of the Board of Supervisors of Chesterfield County, the Chesterfield County Planning Commission or their immediate households, other than those Supervisors, Commissioners or household members named in Paragraph 7 above, owns any interest in the Subject Property as a title owner, easement owner, contract purchaser, lessee, assignee, optionee or licensee, either individually or by ownership of an interest in a corporation, trust, partnership, joint venture or other artificial person owning any such interest.

9. Prior to every public hearing in connection with the land use amendment application referred to in Paragraph 1 above, I will file a revised Zoning Disclosure Affidavit if there has been any change in the information set forth above.

WITNESS the following signature

Signature:   
Aaron R Litt

STATE OF VIRGINIA


COUNTY/CITY OF CHESTERFIELD to-wit:

This day AARON R. LITT personally appeared before

me, NORMAN CAMPBELL, a Notary Public in and for the County and State

aforesaid, and swore or affirmed that the matters stated in the foregoing Zoning Opinion Disclosure Affidavit are true to the best of his/her knowledge and belief.

Given under my hand this 18<sup>TH</sup> day of OCTOBER, 2019.

  
Notary Public

Registration No. 7086454

My Commision expires: JANUARY 31, 2023

**Norman Campbell**  
**Notary Public**  
**Commonwealth of Virginia**  
**Reg.# 7086454**  
**My Commission Expires Jan. 31, 2023**

**CASE NUMBER: 20SN0585**  
**APPLICANT: Deerhill Properties, LLC**



**CHESTERFIELD COUNTY, VIRGINIA**  
**CLOVER HILL DISTRICT**

**STAFF'S ANALYSIS  
AND RECOMMENDATION**

**Board of Supervisors (BOS) Public Hearing:**

DECEMBER 16, 2020

**BOS Time Remaining:**

365 DAYS

**Applicant's Agent:**

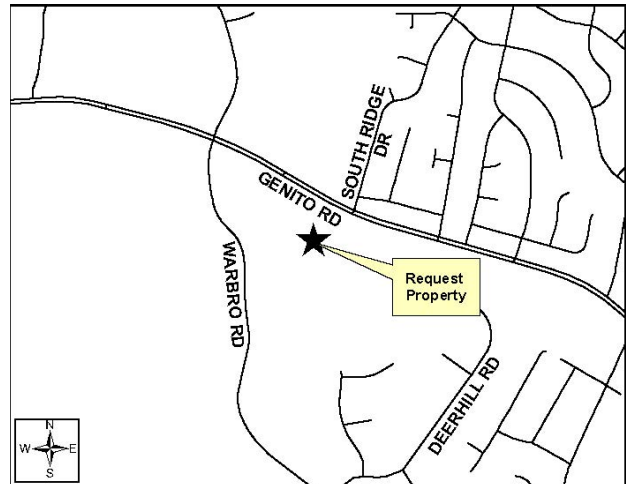
ANDREW SCHERZER (804-794-0571)

**Applicant's Contact:**

ROY FRIDLEY (804-598-9351)

**Planning Department Case Manager:**

JOSH GILLESPIE (804-796-7192)



5.6 Acres – 12419, 12501 Genito Road

**REQUEST**

Rezoning from Agricultural (A) to General Industrial (I-2) with proffered conditions addressing access, screening, site elements and hours of operation.

**Notes:**

- A. The only condition that may be imposed is a buffer condition. The applicant may proffer conditions.
- B. Proffered conditions and a concept plan are located in Attachments 1 and 2.

**SUMMARY**

A contractor's office with outdoor storage currently operates on the property. Existing zoning approval for a conditional use (Case 81SN0063) permits this use with a single access to Genito Road. The applicant proposes modifications to the site to incorporate the property into a planned development known as Genito Industrial Park, located to the east.

Permitted uses will continue to allow a contractor's office, shop and storage yard, as well as outdoor storage (as a restricted use) and those uses permitted by-right and with restrictions in the Light Industrial (I-1) District. Proffered conditions would prohibit access to Genito Road and establish internal access to the site from the east; provide enhanced screening and a buffer on Genito Road; limit hours of operation; establish architectural standards for structures; and require a site plan submittal that is consistent with the conceptual site layout (Exhibit A) within 90 days of approval.

**RECOMMENDATION**

PLANNING  
COMMISSION  
(11/17/20)

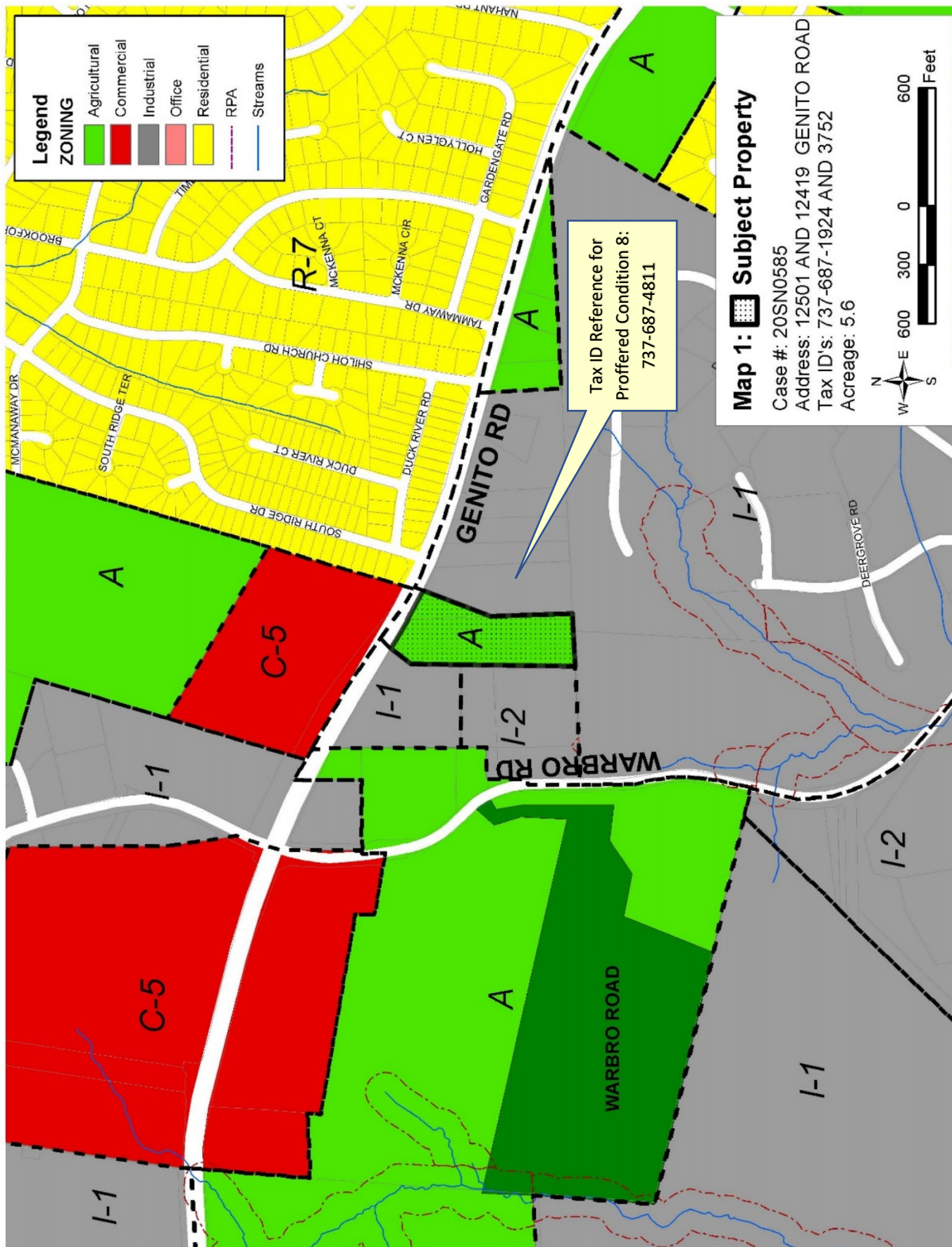
**APPROVAL**

STAFF

**APPROVAL**

- Given the use limitations and conditions ensuring enhanced screening, quality architectural design and materials, limited hours of operation and compatibility with area development, the proposed zoning and land use are appropriate.

	<ul style="list-style-type: none"><li>• Shared access will be established with a new internal access with planned development to the east.</li></ul>
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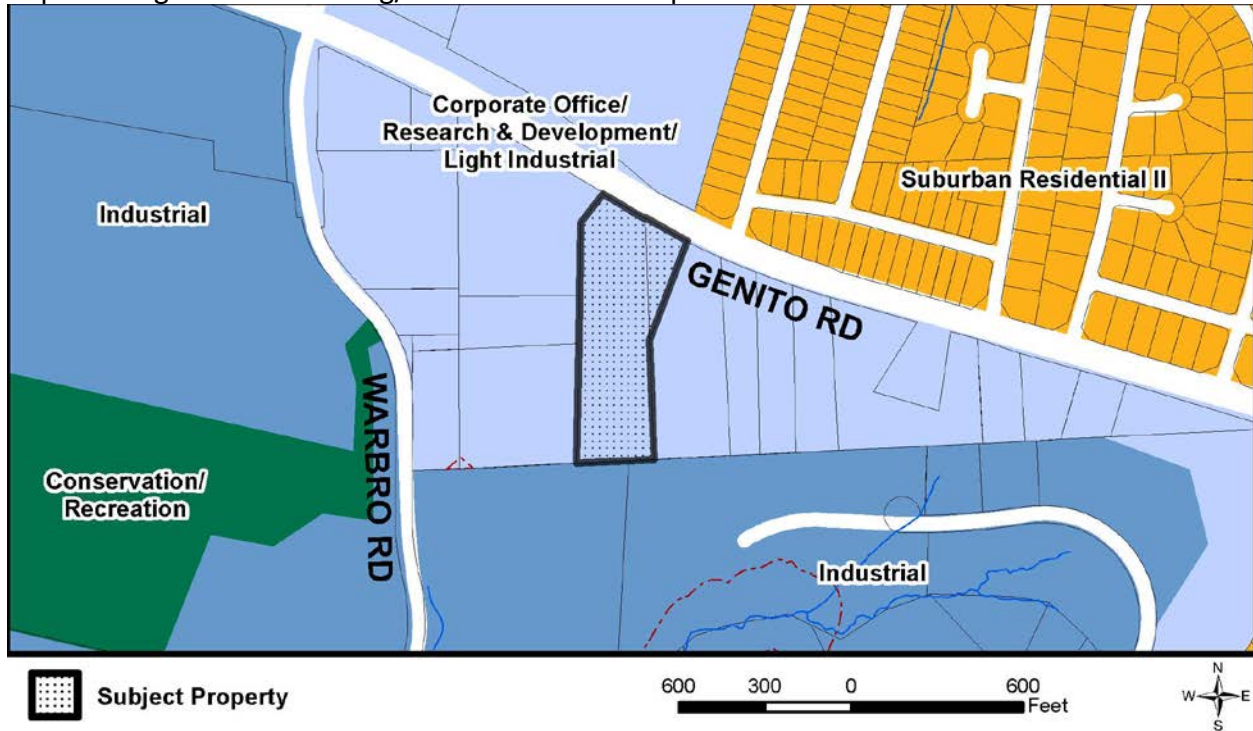




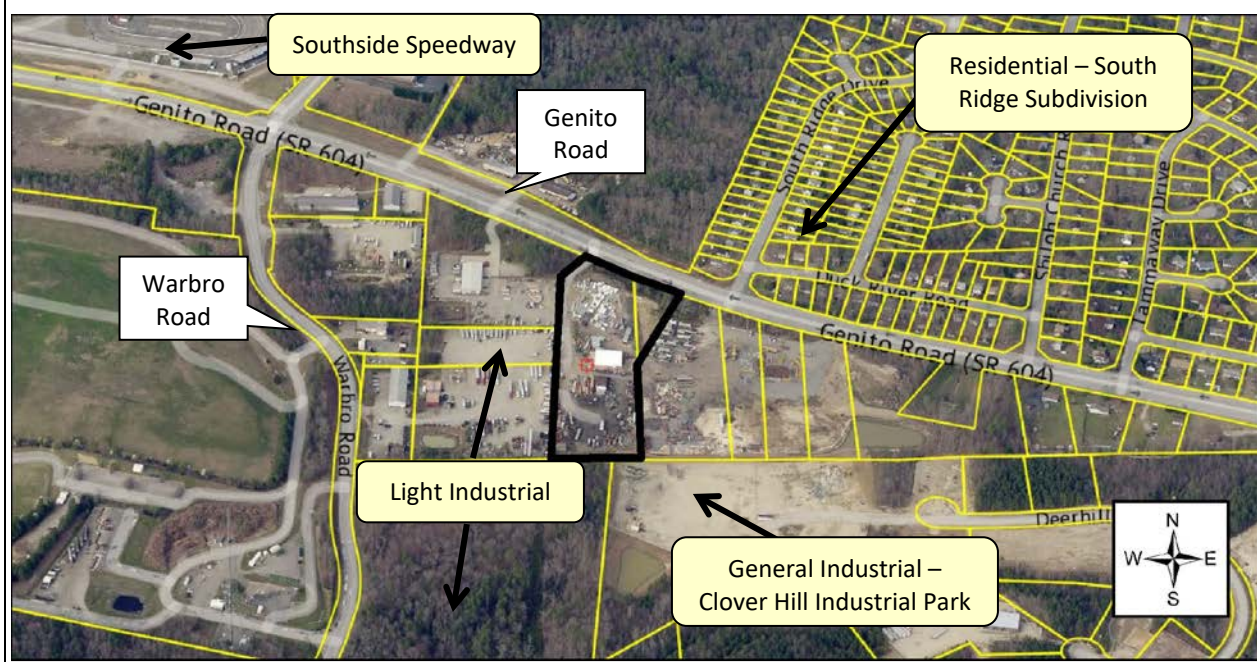
## Comprehensive Plan

**Classification: CORPORATE OFFICE/RESEARCH & DEVELOPMENT/LIGHT INDUSTRIAL**

Corporate office, research, laboratories and light manufacturing and assembly uses that are generally dependent upon raw materials first processed elsewhere. The uses are located completely within an enclosed building. Moderate industrial uses when designed, located and/or oriented to ensure compatibility with less intense uses; and are of a nature that has a similar impact as light manufacturing/research and development uses.



## Surrounding Land Uses and Development



## PLANNING

Staff Contact: Josh Gillespie (804-796-7122) gillespiejo@chesterfield.gov

### Zoning History

Case Number	Request
81SN0063 Approved (7/1981)	Conditional use to permit a contractor's office and storage yard in an Agricultural (A) District. Conditions were established as follows: <ul style="list-style-type: none"><li>• Hours of operation between 8:00 a.m. and 5:00 p.m. Monday through Saturday with no Sunday operation</li><li>• Maintenance of buffers along Genito Road and the eastern property line</li><li>• Screening the outside storage area from view of Genito Road</li><li>• Building with subdued colors</li><li>• One sign, not to exceed eight (8) square feet in area of subdued colors and neither luminous nor illuminated</li><li>• Right of way dedication and construction of additional roadway</li></ul>
03SN0315 Approved (1/2004)	On property adjoining the subject parcels, rezoning from Agricultural (A) to Light Industrial (I-1) with Conditional Use to permit commercial uses and outside storage. Condition 5 established future coordinated access. <ul style="list-style-type: none"><li>• Direct vehicular access to Genito Road limited to one (1) entrance/exit</li><li>• Provide an access easement to the parcel with Tax ID 737-687-1924</li><li>• Development standards for building materials, roadside perimeter landscaping, lighting and screening of outdoor storage</li></ul>
06SN0299 Approved (8/2006)	On property adjoining the subject parcels, rezoning from Agricultural (A) to Light Industrial (I-1) with Conditional Use to permit commercial uses and outside storage. Condition 3 established future coordinated access. <ul style="list-style-type: none"><li>• Direct vehicular access to Genito Road limited to two (2) entrances/exits: the westernmost access aligned with the existing crossover on Genito Road that serves South Ridge Drive, the second access shall be generally located midway between South Ridge Drive and Shiloh Church Road</li><li>• Provide an access easement to the parcel with Tax ID 737-687-3752</li><li>• Development standards for building sizes, materials, roadside perimeter landscaping, lighting and screening of outdoor storage</li></ul>

### Proposal

A contractor's office with outdoor storage currently operates on the property. Existing zoning approval (Case 81SN0063) permits this use with a single access to Genito Road. As part of this zoning approval, a fifty (50) foot buffer was required along the eastern property line, then adjoining vacant agriculturally zoned property. The buffer on the subject parcels was erroneously removed when the properties to the east were graded in 2019 for the approved development of Genito Industrial Park. This resulted in a zoning violation. Rezoning the property would remove this buffer requirement and replace it with new screening measures for outdoor storage areas.

The applicant proposes to integrate the property into an approved industrial development to the east, known as Genito Industrial Park (Site Plan 17PR0260).

The initial phase of development for Genito Industrial Park will allow the request properties to generally be redeveloped as shown on the Conceptual Site Layout, Exhibit A (Attachment 2). Vehicular access from Genito Road will be removed, allowing for enhanced screening measures to be installed within a variable width setback and fifty (50) foot buffer. A new internal access road will be constructed to the east, utilizing an access to be constructed with the first phase of development in the Genito Industrial Park. Outside storage areas will remain on the property, with a requirement that they continued to be screen with using berms, a vegetated buffer within a variable width setback, opaque fencing and/or a combination of these features. An updated site plan will be submitted ninety (90) days after zoning approval.

## **Uses**

The applicant's proposal will continue to permit the existing contractor's office, shop and storage yard, as well as outdoor storage (as a restricted use) and those uses permitted by-right and with restrictions in the Light Industrial (I-1) District. A contractor's office, shop, and storage yard is a use first permitted by right in the General Industrial (1-2) District.

Since the property's original zoning approval, area properties have been rezoned for Light Industrial (I-1) and General Industrial (I-2) uses to the east, west and south. Adjoining properties have been developed with a mix of light and moderate industrial uses, including outside storage.

## **Development Standards**

In addition to the Emerging Growth Design District standards that apply to the property, the following chart provides an overview of the development's design standards proffered by the applicant:

<b>General Overview</b>	
<b>Requirements</b>	<b>Details</b>
Access	<ul style="list-style-type: none"> <li>No direct vehicular access to Genito Road</li> </ul> <i>Proffered Condition 2</i>
Uses	<ul style="list-style-type: none"> <li>Uses permitted by right or with restrictions in the Light Industrial (I-1) District</li> <li>Contractor's office, shop, and storage yard</li> <li>Outside storage, as restricted in the I-1 District</li> </ul> <i>Zoning Ordinance &amp; Proffered Condition 3</i>
Conceptual Plan	<ul style="list-style-type: none"> <li>Site layout plan for setbacks, outside storage areas, and main internal circulation path</li> <li>Locations for outdoor storage and crane equipment areas</li> </ul> <i>Proffered Condition 4, Attachment 2</i>
Lighting, Building Size, Architecture & Materials	<ul style="list-style-type: none"> <li>Lights maximum twenty (20) feet height</li> <li>Maximum building size of 30,000 square feet</li> <li>Building materials within 200 feet of Genito Road to be masonry (brick, stone veneer)</li> <li>Building materials not within 200 feet of Genito Road to be masonry for the first eight (8) feet above ground level</li> <li>Alternative building materials may be used when views from Genito Road are fully screened</li> </ul> <i>Proffered Conditions 5, 6 &amp; 7</i>

Screening	<ul style="list-style-type: none"> <li>Outdoor storage shall be screened from view of Genito Road and the first 300 feet of the property to the east using berms, a vegetated buffer of 50 feet within a variable width seventy (70) to eighty-five (85) feet setback, opaque fencing and/or combination of these features</li> </ul> <p style="text-align: right;"><i>Proffered Condition 8</i></p>
Site Plan	<ul style="list-style-type: none"> <li>A new site plan, incorporating both subject properties, shall be submitted within ninety (90) days of any zoning action(s) by the Board of Supervisors</li> </ul>
Hours of Operation	<ul style="list-style-type: none"> <li>Monday through Saturday: 6:30 a.m. to 9:00 p.m.</li> <li>No Sunday operation</li> <li>Cranes lowered to night position at a maximum of eighty (80) feet above ground during non-operational hours</li> </ul> <p style="text-align: right;"><i>Proffered Condition 10</i></p>
Storage Equipment (Crane)	<ul style="list-style-type: none"> <li>Maximum of three (3) active operational outdoor cranes shall be allowed on site</li> </ul> <p style="text-align: right;"><i>Proffered Condition 11</i></p>

Staff finds that the applicant's request is compatible with existing and planned industrial development adjoining the property. The proposed uses are consistent with light and moderate industrial uses specified by the Corporate Office / Research & Development / Light Industrial land use designation. Proffered conditions would establish a quality layout with architectural design and building materials that ensure compatibility with area development. Lastly, coordinated development with the planned Genito Industrial Park, enhanced buffers and screening from Genito Road, and conditions limiting hours of operation and maximum building size would minimize impacts of outdoor storage use on surrounding properties. For these reasons, staff supports this request.

### COUNTY DEPARTMENT OF TRANSPORTATION

Staff Contact: Steve Adams (804-751-4461) [adamsst@chesterfield.gov](mailto:adamsst@chesterfield.gov)

The Comprehensive Plan, which includes the Thoroughfare Plan, identifies county-wide transportation needs that are expected to mitigate traffic impacts of future growth. This request will not limit development to a specific land use; therefore, it is difficult to anticipate traffic generation. Based on light industrial trip rates for 5.6 acres, the development could generate approximately 230 average daily trips (ADT). Traffic generated by development of the property will be initially distributed to Genito Road, which had a 2018 VDOT traffic count of 15,800 vehicles per day. The applicant has proffered no direct vehicular access from the property to Genito Road (Proffered Condition 2). Access will be provided through the adjacent zoned I-1 (Light Industrial) property owned by the applicant. Staff supports the request.

### FIRE AND EMERGENCY MEDICAL SERVICES

Staff Contact: Anthony Batten (804-717-6167) [battena@chesterfield.gov](mailto:battena@chesterfield.gov)

### Nearby Fire and Emergency Medical Service (EMS) Facilities

Fire Station	The Swift Creek Station, Company Number 16
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EMS Facility	The Swift Creek Station, Company Number 16
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### **Additional Fire and EMS Comments**

When the property is developed, the number of hydrants, quantity of water needed for fire protection, and access requirements will be evaluated during the plans review process.

<p align="center"><b>PARKS AND RECREATION</b></p> <p align="center">Staff Contact: Janit Llewellyn (804-751-4482) llewellynja@chesterfield.gov</p>
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### **Mission**

The County supports a high-quality park system to provide residents and visitors with equitable access to active and passive recreation opportunities.

### **Public Facilities Plan**

The Bikeways and Trails Chapter of the Comprehensive Plan recommends the provision of pedestrian/bicycle facilities along all routes shown on the Plan and connections from these routes and existing pedestrian/bicycle facilities to adjacent developments. The *Plan* recommends a route along Genito Road, the northern boundary of the applicant's project.

<p align="center"><b>UTILITIES</b></p> <p align="center">Staff Contact: Randy Phelps (804-796-7126) phelpsc@chesterfield.gov</p>
--

<b>Water and Wastewater Systems</b>			
	<b>Currently Serviced?</b>	<b>Size of Existing Line</b>	<b>Connection Required by County Code?</b>
<b>Water</b>	No	16", 8"	Yes
<b>Wastewater</b>	No	8"	Yes

### **Additional Information:**

The subject property is located within the mandatory water and wastewater connection areas for new non-residential development.

There are existing structures on the subject property that are not connected to the public water and wastewater systems. The applicant has proffered connection to the public water and wastewater systems for future buildings.

A 16" public water line is located along Genito Road; an 8" public water line is located at the northwest corner of the subject property. An 8" public wastewater line is located along the western property line of the subject property.

The Utilities Department supports this case.





## **ENVIRONMENTAL ENGINEERING**

Staff Contact: Rebecca Rochet (804-748-1028) [rochetr@chesterfield.gov](mailto:rochetr@chesterfield.gov)

### **Geography**

Approximate seventy (70) percent of the subject properties generally drain south onto the adjacent property where runoff is collected and discharged into a tributary of Nuttree Creek, which ultimately drains into Swift Creek. The remaining portion of the properties drains north into the existing storm sewer system along Genito Road. Both properties are located within the Lower Swift Creek Watershed.

### **Site Plan**

To address outstanding erosion and sediment control and stormwater compliance issues, an updated site plan for both properties must be submitted to Chesterfield County within ninety (90) days of any action by the Board of Supervisors. The applicant has offered Proffered Condition 9 to address this issue.

### **Stormwater Management**

The development of the subject properties will be subject to the Part IIB technical criteria of the Virginia Stormwater Management Program Regulations (VSMP) Regulations for water quality and quantity.

## **VIRGINIA DEPARTMENT OF TRANSPORTATION**

Staff Contact: Willie Gordon (804-674-2907) [willie.gordon@vdot.virginia.gov](mailto:willie.gordon@vdot.virginia.gov)

This request will not impact these facilities.

## CASE HISTORY

Applicant Submittals	
<b>3/4/20</b>	Application
<b>3/10/20</b>	Zoning exhibit and proffered conditions
<b>8/3/20</b>	Proffered conditions
<b>8/1/20</b>	Zoning exhibit plan
<b>9/15/20</b>	Proffered conditions, conceptual plan and overall phasing exhibit for Genito Industrial Park
<b>10/30/20</b>	Proffered conditions
<b>11/13/20</b>	Proffered conditions

Community Meeting	
<b>10/14/20</b>	<b>Issues Discussed:</b> <ul style="list-style-type: none"> <li>• Views from the South Ridge subdivision and Genito Road</li> <li>• Increase in traffic volume and heavy vehicles</li> <li>• Buffers along Genito Road</li> <li>• Genito Road streetscape</li> <li>• Development plan details for architecture, landscaping and lighting</li> </ul>

Planning Commission Meeting	
<b>11/17/20</b>	<p>Citizen Comments: No one spoke to this request</p> <p>Commission Discussion:  There was no discussion.</p> <p><b>Recommendation – APPROVAL</b></p> <p><b>Motion:</b> Petroski    <b>Second:</b> Owens  <b>AYES:</b> Freye, Sloan, Hylton, Owens and Petroski</p>
The Board of Supervisors on Wednesday, December 16, 2020, beginning at 6:30 p.m., will consider this request.	

**PROFFERED CONDITIONS**

(November 13, 2020)

**Note:**

Both the Planning Commission and staff recommend acceptance of the following proffered conditions, as offered by the applicant.

1. Utilities. Public water and wastewater shall be used. (U)
2. Access. There shall be no direct vehicular access from the property to Genito Road. (T)
3. Uses. Permitted uses shall be limited to the following:
  - a. Uses permitted by right or with restrictions in the Light Industrial (I-1) District
  - b. Contractor's office, shop, and storage yard
  - c. Outside storage consistent with the restrictions in the I-2 District. (P)
4. Conceptual Plan. The development of the property shall generally conform to the Conceptual Plan titled Zoning Exhibit Plan, last revised August 6, 2020, with respect to the location of the variable width setback, outside storage areas and main internal circulation path. The location, type and quantity of equipment and cranes is subject to change based on daily operational needs but shall stay within the designated areas for outside storage. (P)
5. Lights. Freestanding light fixtures shall not exceed a height of twenty (20) feet measured from the top of curb. (P)
6. Building Size. No newly constructed building shall exceed 30,000 gross square feet in area. (P)
7. Architectural Treatment. In addition to the architectural requirements of the Zoning Ordinance, the following standards shall apply for newly constructed buildings:
  - a. The building exterior (all sides) of any building within 200 feet of the ultimate right of way of Genito Road shall be constructed of brick, decorative masonry, or stone finish. This shall not preclude decorative accents or trims of alternate materials (i.e. EIFS, precast concrete, etc.) subject to the review and approval of the Planning Department at the time of site plan approval.
  - b. The building exterior of any building located farther than 200 feet of the ultimate right of way of Genito Road shall be constructed of metal with a concrete masonry unit (CMU), brick, or E.F.I.S. finish on the front elevation for a height of eight (8) feet measured from ground elevation (excluding openings for doors, windows or similar features).
  - c. Any building exterior that is deemed to be adequately screened due to, but not limited to, topography, vegetation or similar features shall not be required to be

constructed of the above materials provided the architectural treatment of the building otherwise complies with the Zoning Ordinance. (P)

8. Screening. The outside storage area shall be screened from view of Genito Road and the first 300 feet of Tax Parcel 737-687-4811. A phasing plan for screening mechanisms shall be submitted for approval in conjunction with final site plan review. Screening shall be accomplished by the following:
  - a. A variable width setback, ranging from seventy (70) feet to eighty-five (85) feet, along Genito Road. Within this setback, a fifty-foot (50') buffer shall be provided by existing vegetation and additional landscaping in accordance with the Zoning Ordinance requirements for fifty (50) foot buffers. Additional screening shall be accomplished through a berm and either added landscaping or a fence, or a combination thereof. The exact location and design shall be determined in conjunction with final site plan approval.
  - b. A durable opaque ten (10) foot fence and/or building/structure shall be used for screening purposes between Tax Parcels 737-687-3752 (the subject property) and 737-687-4811 (the adjacent property). The exact location and design shall be determined in conjunction with final site plan approval. (P)
9. Site Plan. A new site plan, incorporating both subject properties, shall be submitted within 90 days of any zoning action(s) by the Board of Supervisors. (P)
10. Hours of Operation. Operation shall be confined to the hours between 6:30 am and 9:00 pm, Monday through Saturday. No Sunday operation shall be permitted. During non-operational hours, cranes shall be lowered to night position at a maximum of eighty (80) feet. (P)
11. Storage Equipment. A maximum of three (3) active operational outdoor cranes shall be allowed on site. (P)



**EXHIBIT A, CONCEPTUAL SITE LAYOUT**  
**ZONING EXHIBIT PLAN**  
 (August 6, 2020)





**20SN0585**

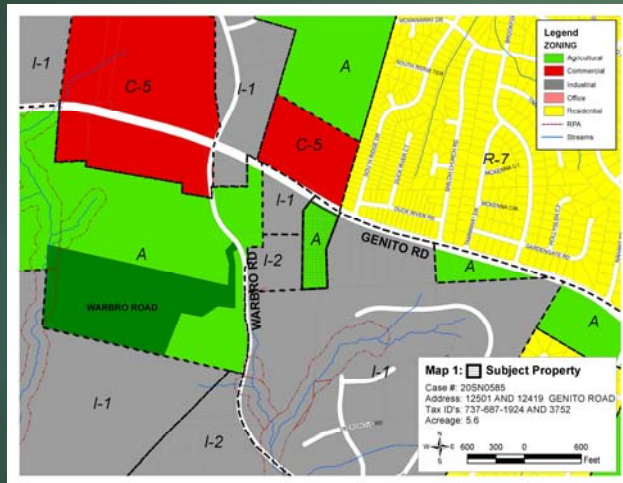
Clover Hill District  
Deerhill Properties, LLC

Rezoning from Agricultural (A) to General Industrial  
(I-2) District.

20SN0585

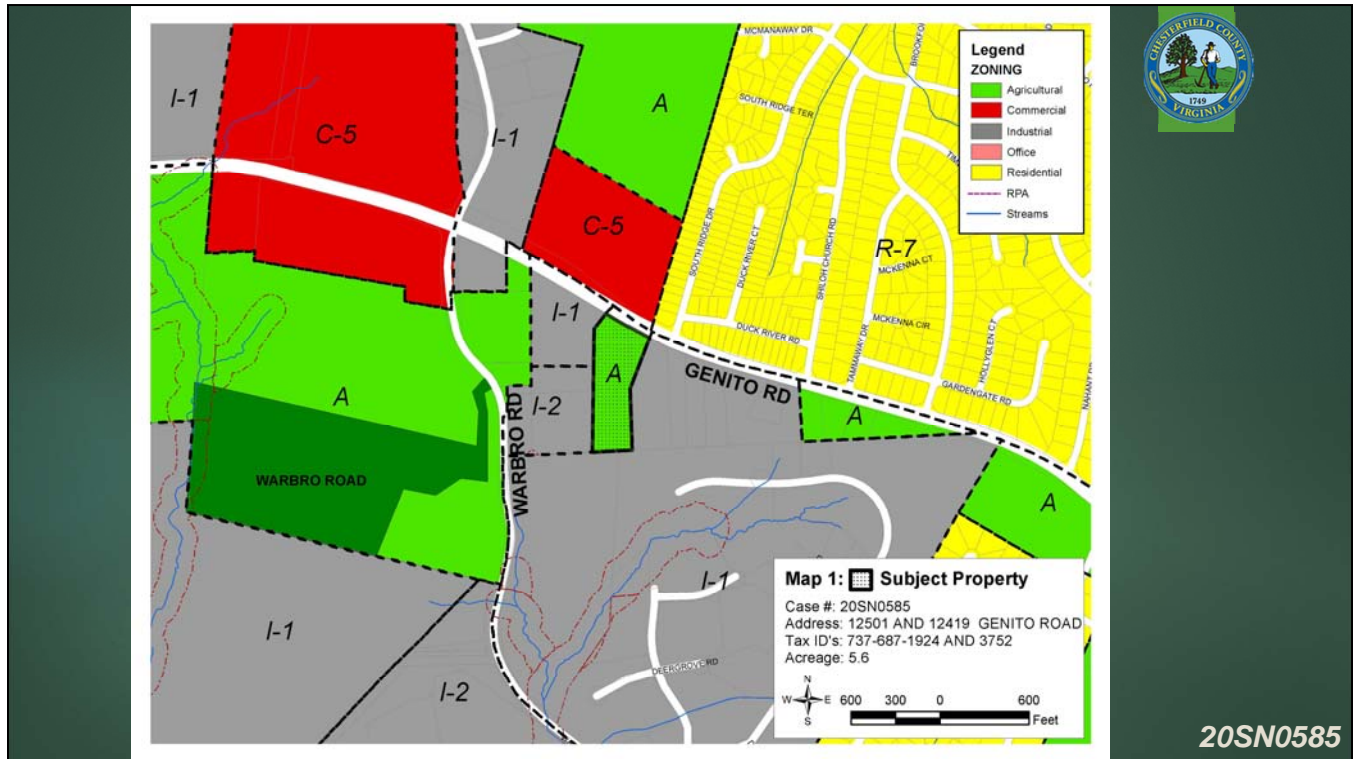
Case 20SN0585 is a request in the Clover Hill magisterial district to rezone 5.8 acres from the Agricultural (A) District to the General Industrial (I-2) District with conditions limiting uses and other elements of development.

# Overview



- ▶ 5.8 acres
- ▶ Existing zoning Agricultural (A) with a Conditional Use (Case 82SN0063) for contractor's shop and outdoor storage
- ▶ Proposed Industrial (I-2) with conditions: permit I-1 uses and limited I-2 uses
- ▶ Existing uses would continue
- ▶ Development to be coordinated with adjoining properties to the east
- ▶ Planning Commission and staff recommend approval

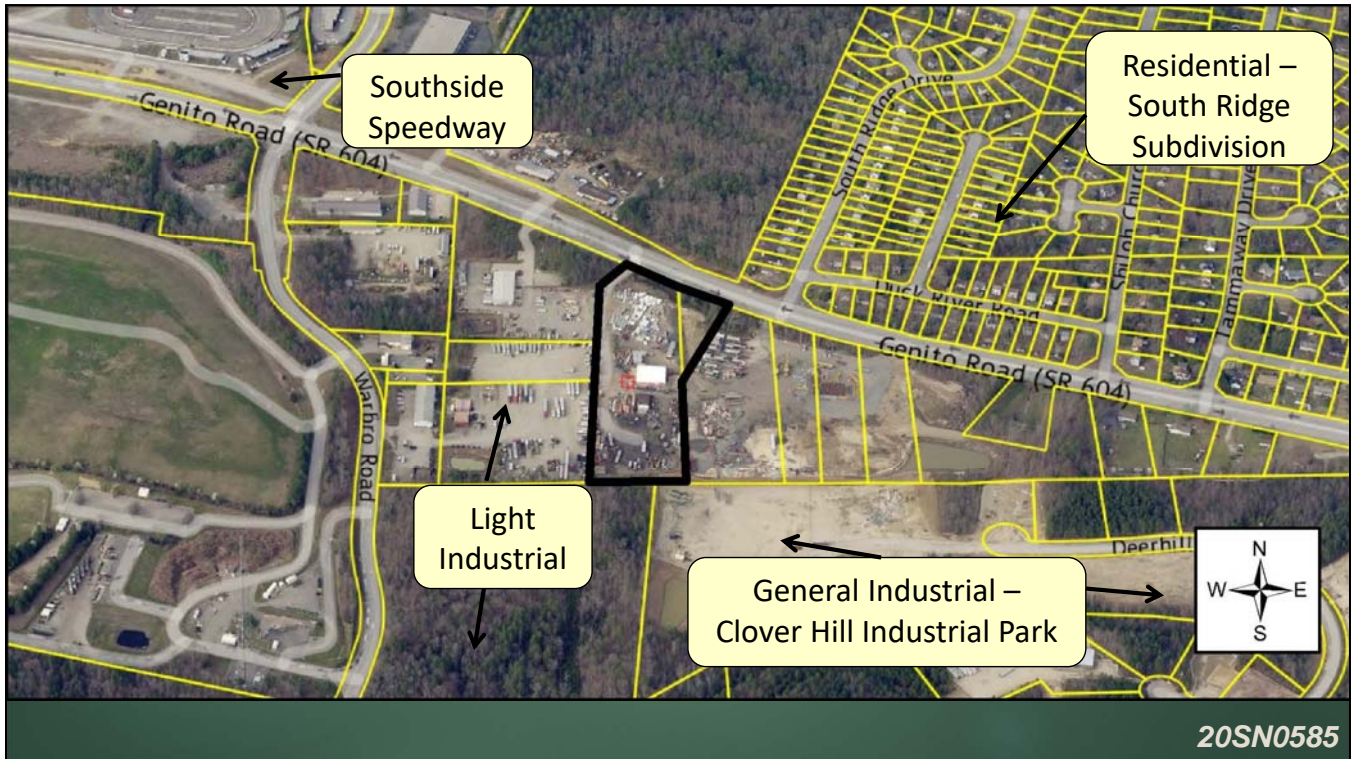
20SN0585



20SN0585

The subject parcels are zoned Agricultural (A). Adjoining properties are zoned Light Industrial (I-1) and General Industrial (I-2). Properties across Genito Road are zoned General Business (C-5) and Residential (R-7).



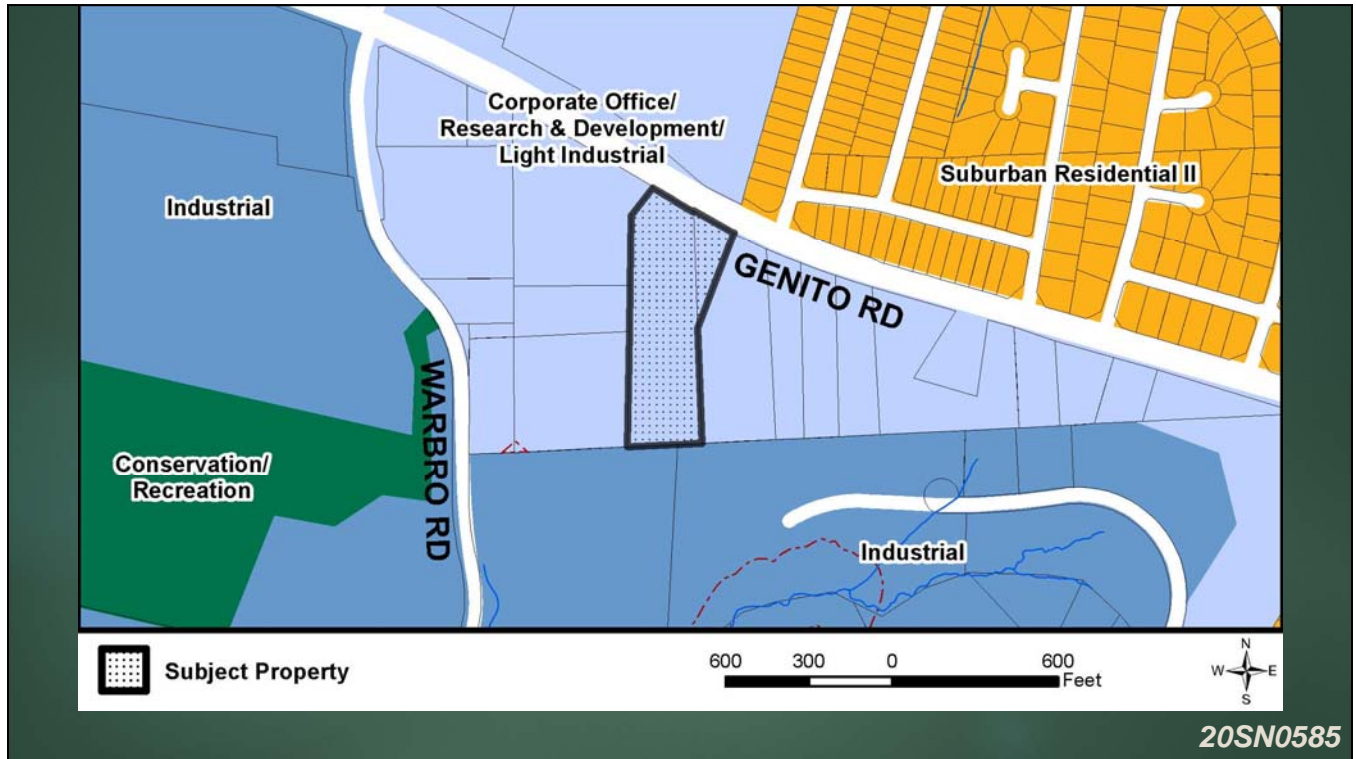


20SN0585

Area land uses include the following:

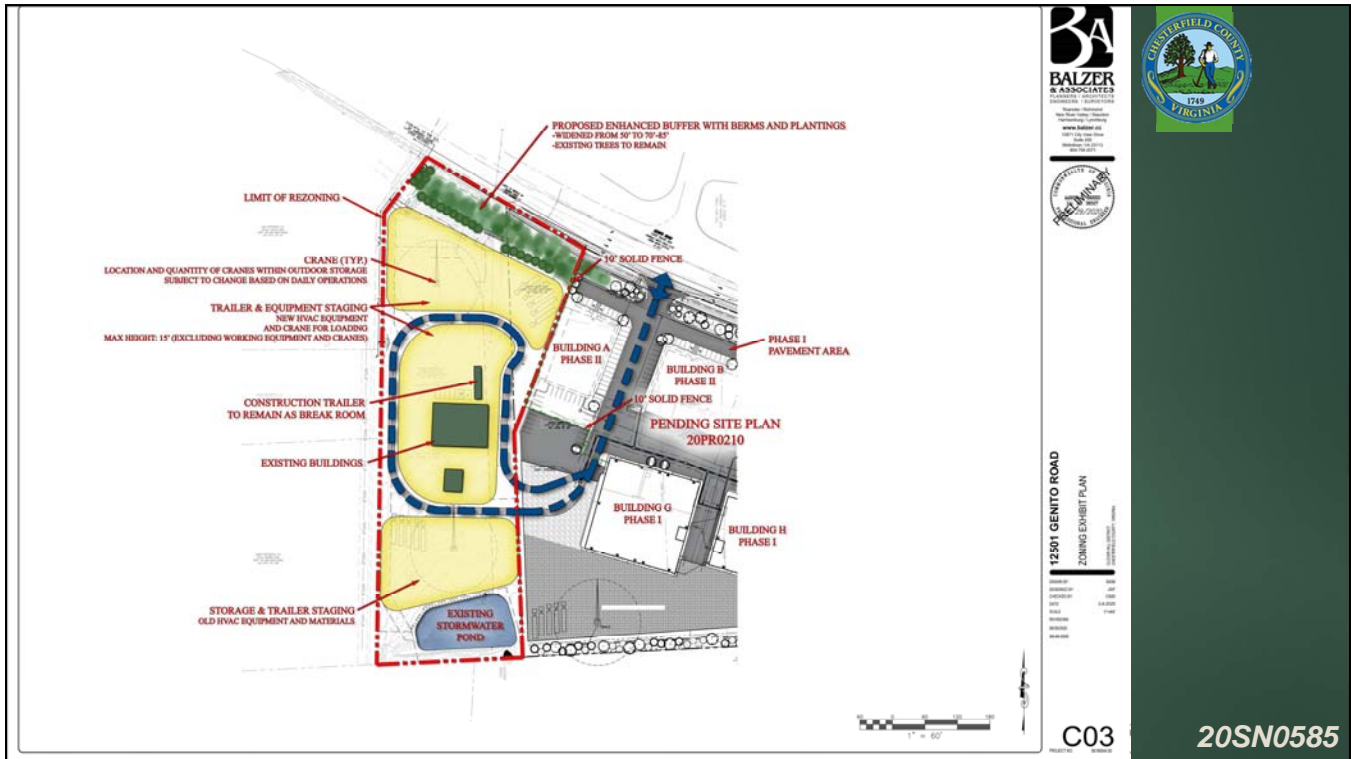
- Light Industrial and Retail. Central Concrete, Incorporated; Fisher Auto Parts
- General Industrial. Clover Hill Industrial Park
- Residential. South Ridge Subdivision, lots along Genito Road.
- Commercial Recreation. Southside Speedway





## 20SN0585

Corporate office, research, laboratories and light manufacturing and assembly uses that are generally dependent upon raw materials first processed elsewhere. The uses are located completely within an enclosed building. Moderate industrial uses when designed, located and/or oriented to ensure compatibility with less intense uses; and are of a nature that has a similar impact as light manufacturing/research and development uses.



20SN0585

## Concept Plan, Zoning Exhibit Plan

- Remove direct access point to Genito Road. New access through the property to the east being developed as Genito Industrial Park
- Add 20'-30' depth, berms and vegetation to buffer along Genito Road
- Existing buildings shown
- All weather driveway for vehicular circulation through the site
- Some existing outdoor storage will relocate to new buildings in Genito Industrial Park
- Trailer and equipment staging shown. Maximum of 3 cranes for loading and unloading. Cranes are lowered to the resting position outside business hours

- New 10' tall solid wall to be constructed
- Additional screening planned with development to the east (Genito Industrial Park) not in the current case

## Recommend Approval

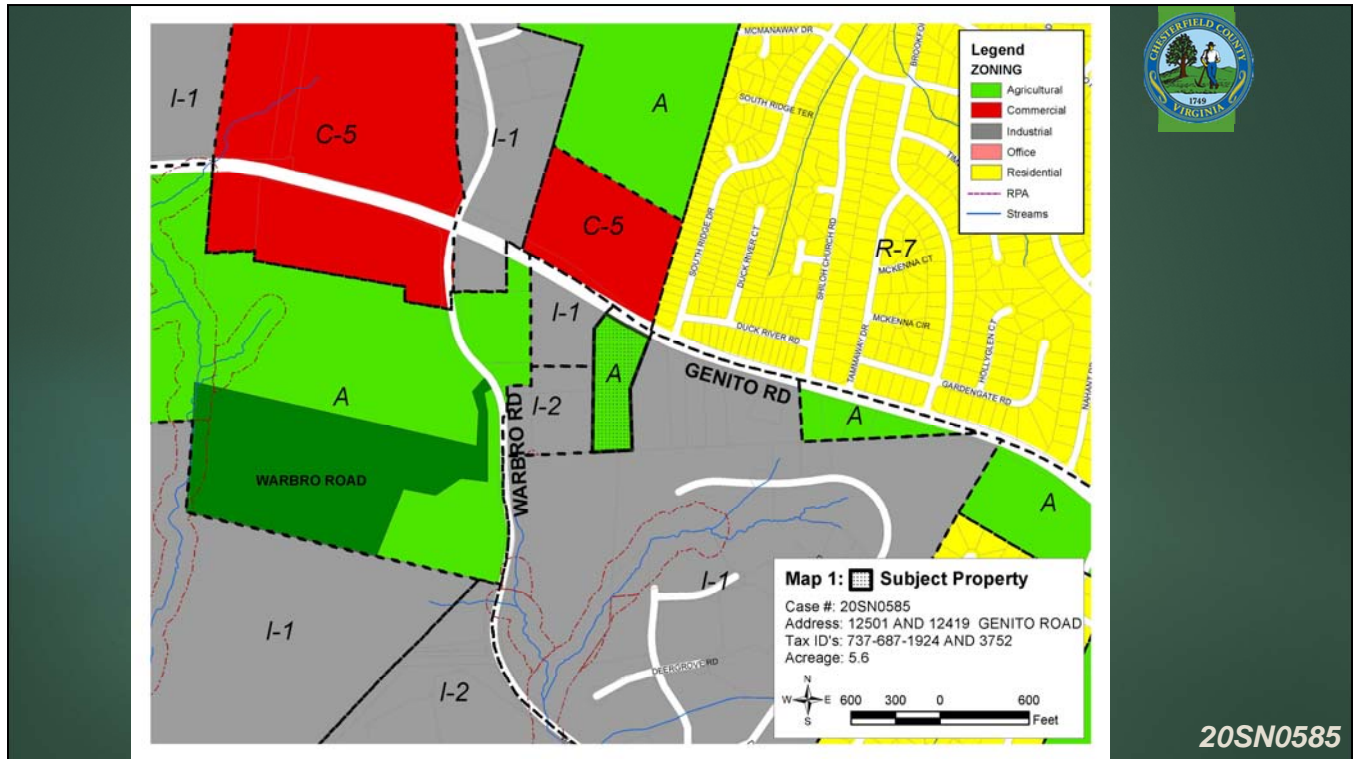


- ▶ Use limitations and conditions ensure enhanced screening, quality architectural design and materials, limited hours of operation and compatibility with area development
- ▶ Shared access will be established with a new internal access with planned development to the east

20SN0585

Approval is recommended.

- Use limitations and conditions ensure enhanced screening, quality architectural design and materials, limited hours of operation and compatibility with area development
- Shared access will be established with a new internal access with planned development to the east







**DISCLOSURE AFFIDAVIT**  
**LAND USE APPLICATION**

I, Anne Miller, do hereby swear or affirm that to the best of my knowledge and belief, the following information is true:

1. I am the Agent for the land use amendment on the property identified as Parcel ID Number(s):

737-687-1924

737-687-3752

and am requesting Rezoning

2. With the exception of governmental entities and public service companies owning recorded easements over the Subject Property which is the subject of the land use amendment application referred to in Paragraph 1, the following is a list of the names and addresses of all persons owning any legal or equitable interest in the Subject Property as a title owner, lessee, easement owner, contract purchaser, assignee, optionee, licensee or noteholder, including trustees, beneficiaries of trusts, general partners, limited partners and all other natural or artificial persons:

<u>NAME</u>	<u>ADDRESS</u>	<u>TYPE OF OWNERSHIP</u>
DEERHILL PROPERTIES LLC	832 Westwood Pine Court, Moseley, VA, 23120	Title Owner

3. I hereby certify that the following corporations disclosed in Paragraph 2 are regularly traded on a stock exchange or in the over the counter market or have more than 100 shareholders:

4. I hereby certify that after the exercise of due diligence, I have been unable to learn the identities of the owners of the following corporations, partnerships, joint ventures, trusts or other artificial persons disclosed in Paragraph 2:

5. The following is a list of the names and addresses of all natural or artificial persons owning an interest in any corporation, partnership, joint venture, trust or other artificial person disclosed in Paragraph 2 (other than those listed in Paragraph 3 or Paragraph 4) which has a total of ten or fewer shareholders, partners, beneficiaries or owners:

<u>NAME</u>	<u>ADDRESS</u>	<u>NAME OF ARTIFICIAL PERSON</u>
-------------	----------------	----------------------------------

6. The following is a list of the names and addresses of all natural or artificial person owning 10% or more of any class of stock issued by a corporation or an interest of 10% or more in any partnership, joint venture, trust or other artificial person disclosed in Paragraph 2 (other than those listed in Paragraph 3 or 4):

<u>NAME</u>	<u>ADDRESS</u>	<u>NAME OF CORPORATION</u>
-------------	----------------	----------------------------

Roy Fridley	832 Westwood Pine Court, Moseley, VA, 23120	DEERHILL PROPERTIES LLC
Vernon Fridley Jr	833 Westwood Pine Court, Moseley VA 23120	DEERHILL PROPERTIES LLC
Carol Fridley	2272 Mill Road, Powhatan VA 23139	DEERHILL PROPERTIES LLC

7. If any of the persons disclosed in Paragraphs 5 or 6 above is a corporation, partnership, joint venture, trust or other artificial person, the following is a list of all members of the Board of Supervisors of Chesterfield County, the Chesterfield County Planning Commission or their immediate households owning any interest in the Subject Property as a title owner, easement owner, contract purchaser, lessee, assignee, optionee or licensee, either individually or by ownership of an interest in a corporation, trust, partnership, joint venture or other artificial person owning any such interest:

<u>CORPORATION/ ARTIFICIAL PERSON</u>	<u>NAME OF HOUSEHOLD MEMBER</u>	<u>NAME OF SUPERVISOR OR COMMISSIONER</u>	<u>DESCRIPTION OF OWNERSHIP INTEREST</u>
---	-------------------------------------	---	--

8. If any of the persons disclosed in Paragraphs 5 or 6 above is a corporation, partnership, joint venture, trust or other artificial person, I hereby certify that no member of the Board of Supervisors of Chesterfield County, the Chesterfield County Planning Commission or their immediate households, other than those Supervisors, Commissioners or household members named in Paragraph 7 above, owns any interest in the Subject Property as a title owner, easement owner, contract purchaser, lessee, assignee, optionee or licensee, either individually or by ownership of an interest in a corporation, trust, partnership, joint venture or other artificial person owning any such interest.

9. Prior to every public hearing in connection with the land use amendment application referred to in Paragraph 1 above, I will file a revised Zoning Disclosure Affidavit if there has been any change in the information set forth above.

WITNESS the following signature

Signature: Anne Miller  
Anne Miller

STATE OF Virginia

COUNTY/CITY OF Chesterfield to-wit:

This day Anne Miller personally appeared before

me, Shelli Lynn Fenstermacher, a Notary Public in and for the County and State

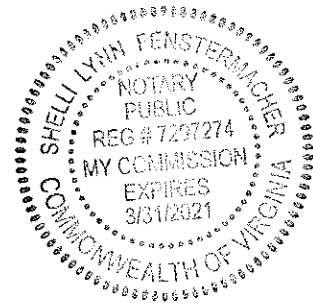
aforesaid, and swore or affirmed that the matters stated in the foregoing Zoning Opinion Disclosure Affidavit are true to the best of his/her knowledge and belief.

Given under my hand this 3rd day of March, 2020.

Shelli Lynn Fenstermacher  
Notary Public

Registration No. 7297271

My Commission expires: 3/31/2021



**CASE NUMBER: 20SN0587**  
**APPLICANT: Michael W. Atkinson**

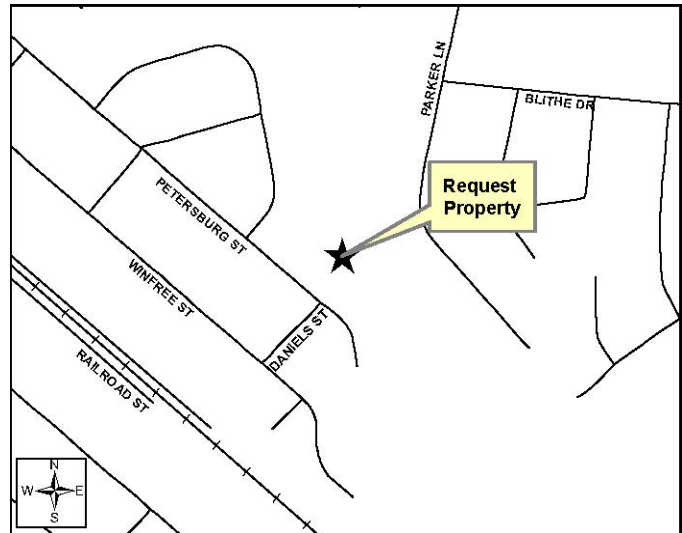


**CHESTERFIELD COUNTY,  
 VIRGINIA  
 BERMUDA DISTRICT  
 STAFF'S ANALYSIS  
 AND  
 RECOMMENDATION**

**Board of Supervisor's (BOS) Hearing:**  
 DECEMBER 16, 2020

**BOS Time Remaining:**  
 365 DAYS

**Applicant's Contact:**  
 MICHAEL ATKINSON (804-920-6941)  
**Planning Department Case Manager:**  
 HAROLD ELLIS (804-768-7592)



2.7 Acres – 12665 Petersburg St

**REQUEST**

Conditional use to permit a business (flooring contractor) incidental to a dwelling in Residential (R-15), Residential (R-7), and Agricultural (A) districts.

**Notes:**

- A. Conditions may be imposed or the property owner may proffer conditions
- B. Conditions are located in Attachments 1

**SUMMARY**

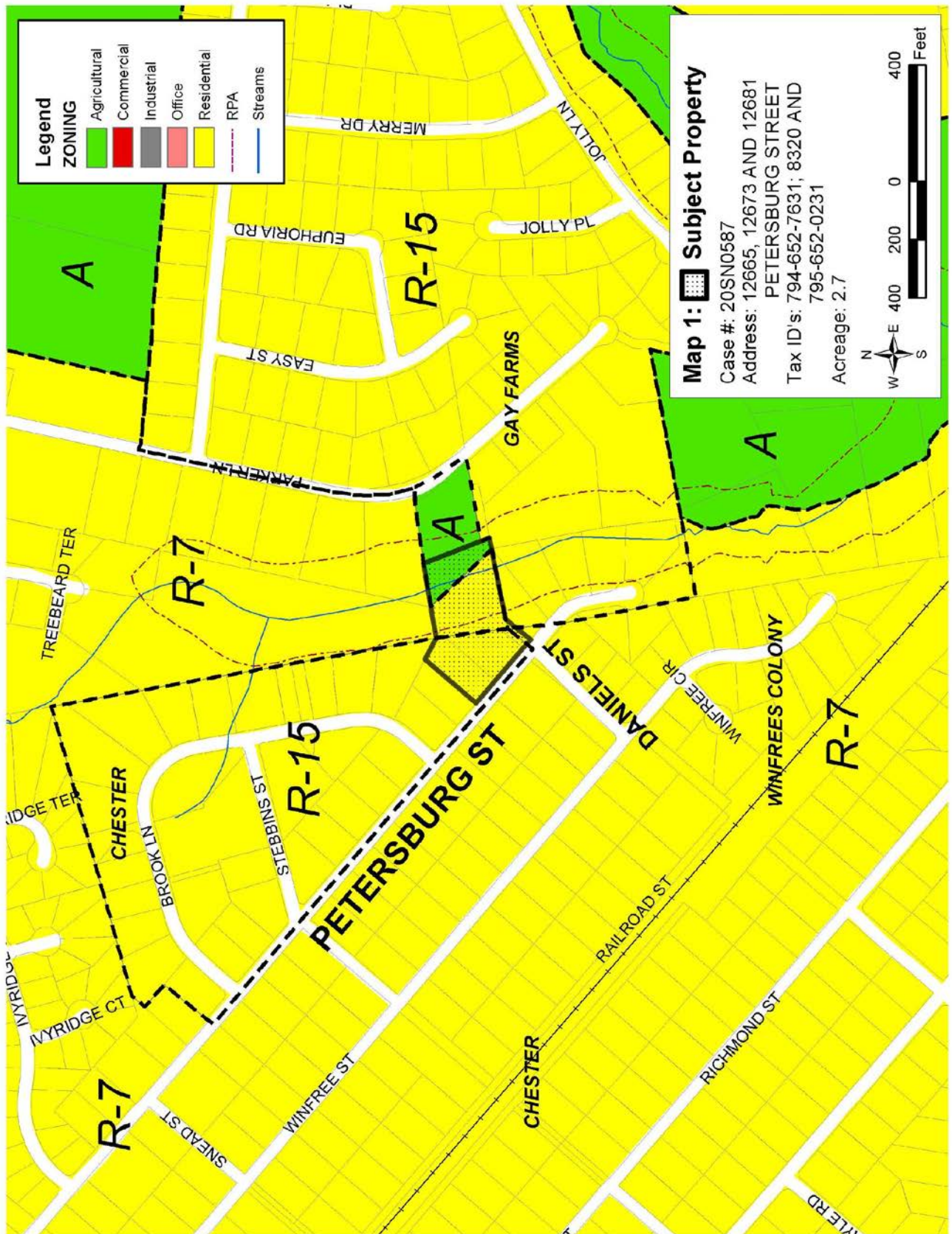
The applicant lives on the property and operates a flooring business without the requisite zoning. Approval of this conditional use would bring the use into compliance with the Ordinance. Current activities of the flooring business on-site include parking of work-related vehicles, and employees coming to and from the site daily.

**RECOMMENDATION**

PLANNING COMMISSION	<b>DENIAL</b>
STAFF	<b>DENIAL</b> <ul style="list-style-type: none"> <li>The proposed land use is incompatible with the residential use suggested by the Comprehensive Plan</li> <li>Use represents a commercial encroachment within an established residential neighborhood</li> </ul>

SUMMARY OF IDENTIFIED ISSUES	
Department	Issue
PLANNING	<ul style="list-style-type: none"> <li>• Vehicles used for work purposes are stored on site</li> <li>• Employees of the flooring business are on site twice daily</li> <li>• Staff is unable to adequately gauge impact on community without a community meeting</li> </ul>

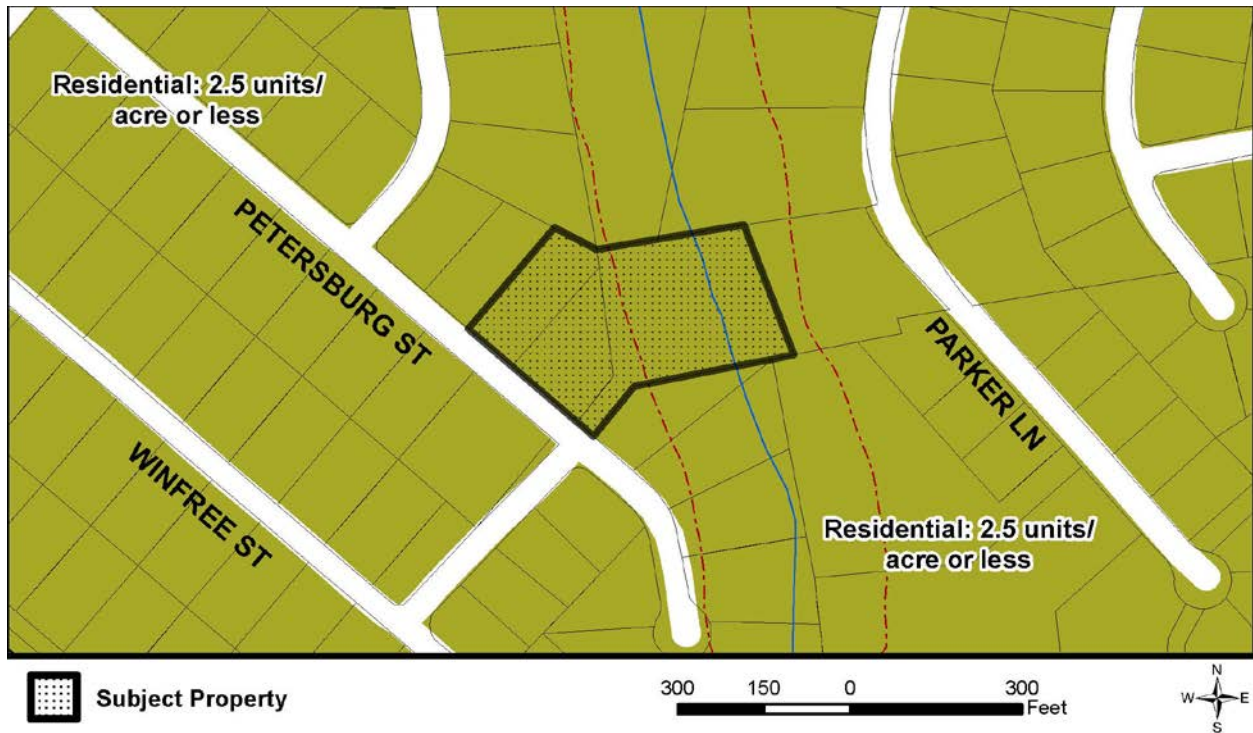




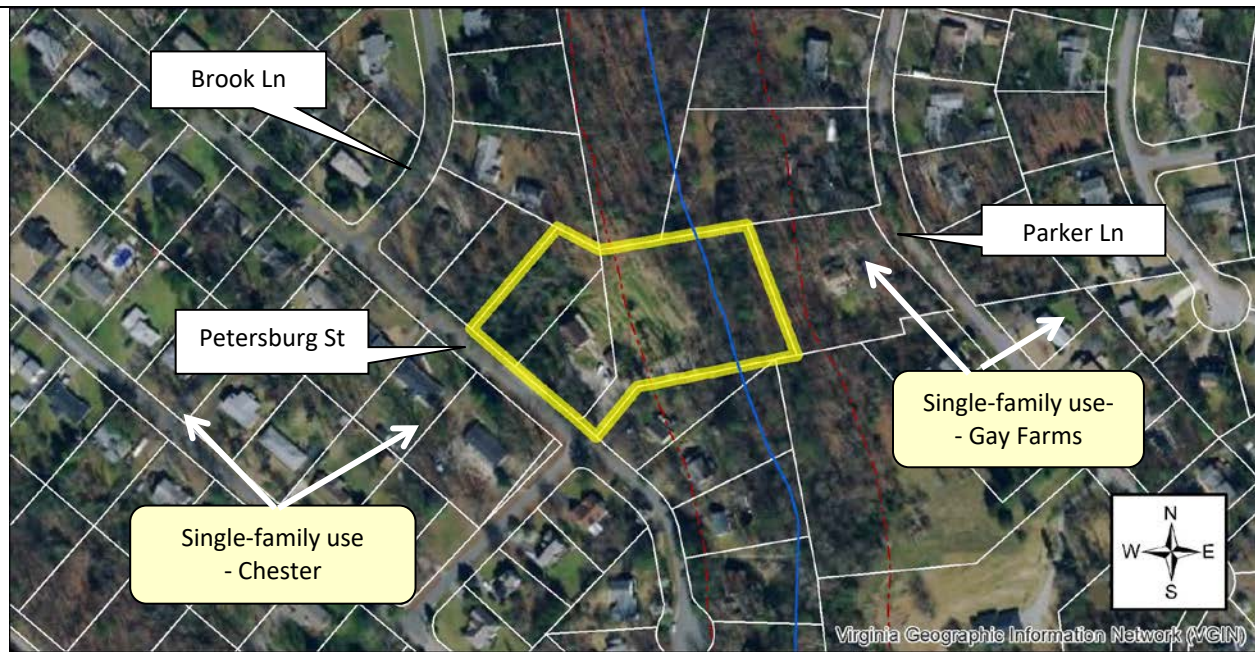


**Comprehensive Plan**  
**Classification: RESIDENTIAL – 2.5 UNITS/ACRE OR LESS**

This designation suggests the property is appropriate for residences, places of worship, schools, parks, and other similar public and semi-public facilities.



**Surrounding Land Uses and Development**



## PLANNING

Staff Contact: Harold Ellis (804-768-7592) [ellish@chesterfield.gov](mailto:ellish@chesterfield.gov)

### Proposal

The applicant purchased the subject property in 2016 with the intent of using it as a primary dwelling as well as operate a flooring business, owned by the applicant, which has been in operation since 2012.

In March 2016, The Planning Department received a complaint relative to the parking of commercial vehicles and operating a business on a residential property. A notice of violation was issued at that time and the applicant removed the work-related vehicles from the site by April of 2016. In December 2019, the Community Enhancement Department received an identical complaint, which is the subject of this request.

Current activities of the flooring business include parking of three (3) work-related vehicles on site, consisting of three (3) 16-foot panel trucks, with business related materials and equipment, and three (3) employees, coming to and from the site daily. The employees are on site to park their personal vehicles (on site) and pick up a work-vehicle in the morning and return it and pick up their personal vehicles in the evening. These components of the business exceed the ordinance limitations for a permitted home occupation, requiring a conditional use.

Staff recommends denial of this case. Staff finds that the applicants' request may adversely impact adjoining residential properties by allowing a commercial use to encroach into an established residential area. Should the Board of Supervisor's approve of this case, the following provides an overview of conditions recommended by staff to minimize the impact of the use on area properties:

General Overview	
Requirements	Details
Ownership	Limited to the applicant <i>Condition 1</i>
Use	Limited to operation of a flooring business <i>Condition 2</i>
Hours of Operation	<ul style="list-style-type: none"><li>Limited to between 7:30 a.m. and 5:00 p.m. Monday through Friday</li></ul> <i>Condition 3</i>
Expansion of use	No new building construction to accommodate use <i>Condition 4</i>
Signage	No signage permitted <i>Condition 5</i>
Vehicle Equipment and Parking	Limited to areas shown on Exhibit A <i>Condition 6</i>
Landscaping	Six (6) evergreen screening shrubs, similar in species to Leyland Cypress or Oakland Holly shall be provided and maintained as generally depicted in Exhibit A (Attachment 2). The proposed shrubs shall be a minimum of five (5) feet in height at the time of planting and shall reach a minimum height of twelve (12) feet at maturity. <i>Condition 7</i>

The continuation of commercial vehicle, storage on the property as well as having three (3) employees report to the premises would not be compatible with existing residential development and permitted land uses. Further, while the applicant is willing to provide additional screening measures, since a community meeting has not taken place, staff is unable to adequately determine what other adverse impacts are affecting the community.

### COUNTY DEPARTMENT OF TRANSPORTATION

Staff Contact: Steve Adams (804) 748-1037 [adamsSt@chesterfield.gov](mailto:adamsSt@chesterfield.gov)

The *Comprehensive Plan*, which includes the *Thoroughfare Plan*, identifies county-wide transportation needs that are expected to mitigate traffic impacts of future growth. The anticipated traffic impact of the proposal has been evaluated and it is anticipated to be minimal.

### VIRGINIA DEPARTMENT OF TRANSPORTATION

Staff Contact: Willie Gordon (804-674-2907) [willie.gordon@vdot.virginia.gov](mailto:willie.gordon@vdot.virginia.gov)

The applicant is requesting a Conditional Use permit to allow a home-based flooring business as the main office base and to park company vehicles. The proposal has no direct impact to state right of way. VDOT has no comment at this time.

### FIRE AND EMERGENCY MEDICAL SERVICES

Staff Contact: Anthony Batten (804-717-6167) [battena@chesterfield.gov](mailto:battena@chesterfield.gov)

#### Nearby Fire and Emergency Medical Service (EMS) Facilities

<b>Fire Station</b>	The Chester Fire Station, Company Number 1
<b>EMS Facility</b>	The Chester Fire Station, Company Number 1

This request will have minimal impact on Fire and EMS.

### UTILITIES

Staff Contact: Randy Phelps (796-7126) [phelpsc@chesterfield.gov](mailto:phelpsc@chesterfield.gov)

#### Existing Water and Wastewater Systems

Utility Type	Currently Serviced	Size of Closest Existing Lines	Connection Required by County Code
Water	Yes	6"	Yes
Wastewater	Yes	8"	Yes

### **Additional Utility Comments:**

The subject property is located within the mandatory water and wastewater connection area for new residential development. The existing residential structure is connected to the public water and wastewater systems. The proposed home occupation flooring business will not impact the public water and wastewater systems.

#### **ENVIRONMENTAL ENGINEERING**

Staff Contact: Rebecca Rochet (804-748-1028) [RochetR@chesterfield.gov](mailto:RochetR@chesterfield.gov)

### **Geography**

The subject properties drain directly into an unnamed tributary of Ashton Creek. All of the properties are located within the Ashton Creek Watershed.

### **Erosion and Sediment Control**

If greater than 2,500 square feet of total land disturbance will occur as a result of any proposed improvements or modifications, a land disturbance permit will be required.

### **Stormwater Management**

If greater than 2,500 square feet will be disturbed with any proposed improvements, the project will be subject to the Part IIB technical criteria of the Virginia Stormwater Management Program Regulations for water quality and water quantity.

#### **SCHOOLS**

Staff Contact: Atonja Allen (804-318-8740) [Atonja\\_allen@ccpsnet.net](mailto:Atonja_allen@ccpsnet.net)

#### **PARKS AND RECREATION**

Staff Contact: Janit Llewellyn (804-751-4484) [LLewellynja@chesterfield.gov](mailto:LLewellynja@chesterfield.gov)

This request will not impact these facilities.



## CASE HISTORY

### Applicant Submittals

<b>02/28/2020</b>	Application submitted
-------------------	-----------------------

### Planning Commission

<b>09/15/2020</b>	<p><u>Commission Discussion:</u></p> <p>The Commission noted the following concerns:</p> <ul style="list-style-type: none"> <li>Public comment has been received concerning employees and vehicles frequenting site, excessive speed of the work-related vehicle to and from the site, inoperable vehicles on site, lack of screening of work-related activities, and character of site not maintaining residential feel</li> <li>Deferral to allow time to work through concerns raised and identify mitigation measures, as well as for further neighbor communication</li> </ul> <p><b>Recommendation – DEFERRAL TO THE OCTOBER 20, 2020 PLANNING COMMISSION MEETING.</b></p> <p><b>Motion:</b> Sloan <b>Second:</b> Owens  <b>AYES:</b> Freye, Sloan, Hylton, Owens, and Petroski</p>
<b>10/20/2020</b>	<p>The Planning Commission deferred the application with the applicant's consent to allow time for the applicant to host a virtual community meeting. To date, this meeting has not occurred.</p> <p><b>Recommendation – DEFERRAL TO THE NOVEMBER 17, 2020 PLANNING COMMISSION MEETING.</b></p> <p><b>Motion:</b> Sloan <b>Second:</b> Hylton  <b>AYES:</b> Freye, Sloan, Hylton, Owens, and Petroski</p>
<b>11/17/2020</b>	<p>The Commission agreed with the staff recommendation and unanimously recommended denial.</p> <p><b>Recommendation – DENIAL.</b></p> <p><b>Motion:</b> Sloan <b>Second:</b> Petroski  <b>AYES:</b> Freye, Sloan, Hylton, Owens, and Petroski</p>

**CONDITIONS**

1. Non-transferrable ownership: This conditional use approval shall be granted exclusively to Michael W. Atkinson, and shall not be transferrable nor run with the land. (P)
2. Use: This conditional use approval shall be limited to the operation of a flooring business, incidental to a dwelling. (P)
3. Hours of Operation: Operation of the business shall be limited to Monday through Saturday from 7:30 a.m. to 5:00 p.m. There shall be no weekend operation. (P)
4. Expansion of Use: No new building construction shall be permitted to accommodate this use. (P)
5. Signage: There shall be no signs identifying the use. (P)
6. Vehicle Equipment and Parking: All vehicles and equipment in association with this use shall be parked in the area specified on Exhibit A. No more than three (3) work vehicles, which also may not be more than 16' in length, shall be parked on site. No other outside storage shall be permitted outside of this area. A six (6) foot opaque screening fence shall be maintained to screen the parking area for vehicles and equipment as shown on Exhibit A (Attachment 2). (P)
7. Landscape Screening: Six (6) evergreen screening shrubs, similar in species to Leyland Cypress or Oakland Holly shall be provided and maintained as generally depicted in Exhibit A (Attachment 2). The proposed shrubs shall be a minimum of five (5) feet in height at the time of planting and shall reach a minimum height of twelve (12) feet at maturity. (P)

EXHIBIT A





**20SN0587**

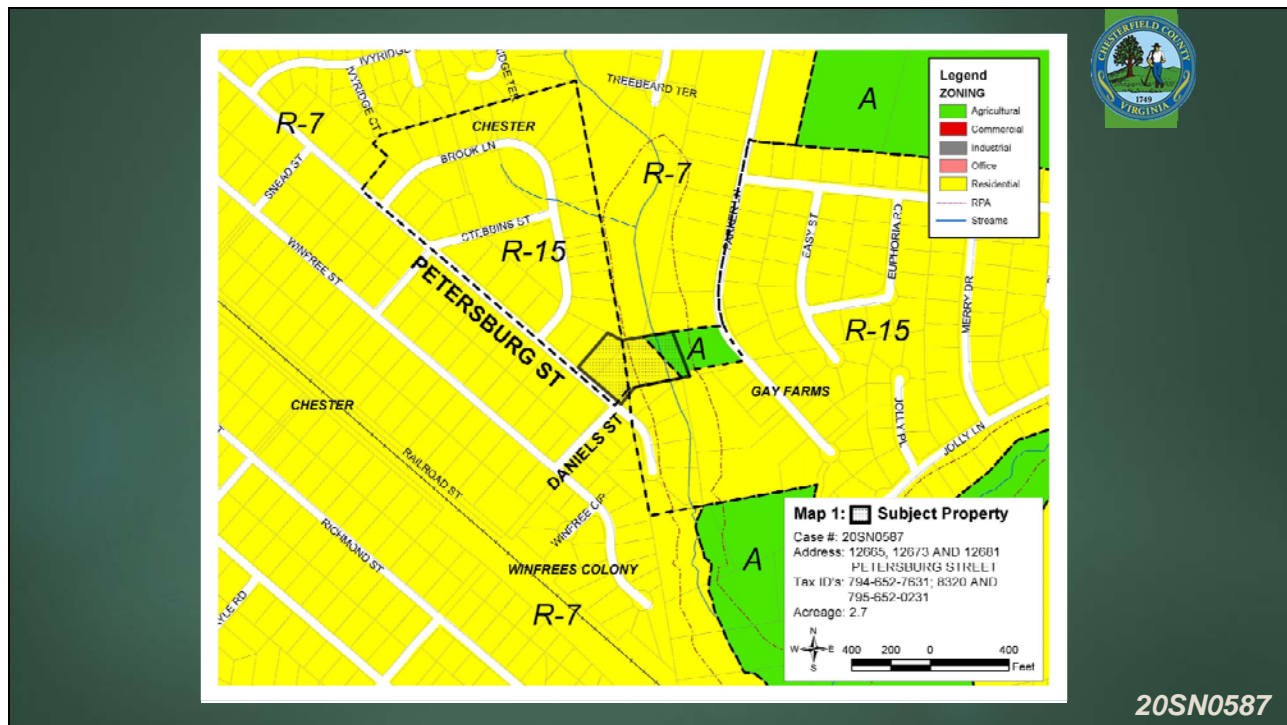
Bermuda

Michael W. Atkinson

Conditional use to permit a business (flooring contractor) incidental to a dwelling in a Residential (R-15), Residential (R-7), and Agricultural (A) District.

**20SN0587**

This case is in the Bermuda district, and the applicant, Michael Atkinson, is requesting a Conditional Use to permit a business, a flooring business, incidental to a dwelling, on a property zoned R-15, R-7, and A.



The subject property is located at 12665 Petersburg St. Properties to the north, east, south and west are zoned for and developed as single-family uses within the Chester and Gay Farms subdivisions. The applicant purchased the subject property in 2016 with the intent of using it as a primary dwelling as well as operate a flooring business, which has been in operation since 2012.



## Site



20SN0587

This is the applicant's property. At the time of application, activities of the flooring business include parking of three (3) work-related vehicles on site, consisting of three (3) 16-foot panel trucks, with business related materials and equipment, and three (3) employees, coming to and from the site daily. The employees are on site to park their personal vehicles (on site) and pick up a work-vehicle in the morning and return it and pick up their personal vehicles in the evening. The applicant has agreed to make certain site improvements, as detailed above, including limiting the work vehicle parking area, and screening them with a fence, as well as additional landscaping so help mitigate the view.

This case is before the Board because in December of 2019 the Planning Department received a complaint relative to the parking of commercial vehicles and operating a business on a residential property. In reviewing site history, it was noted that a similar complaint was received by the Planning Department in March 2016. A notice of violation was issued at that time and the applicant removed the work-related vehicles from the site by April of 2016.



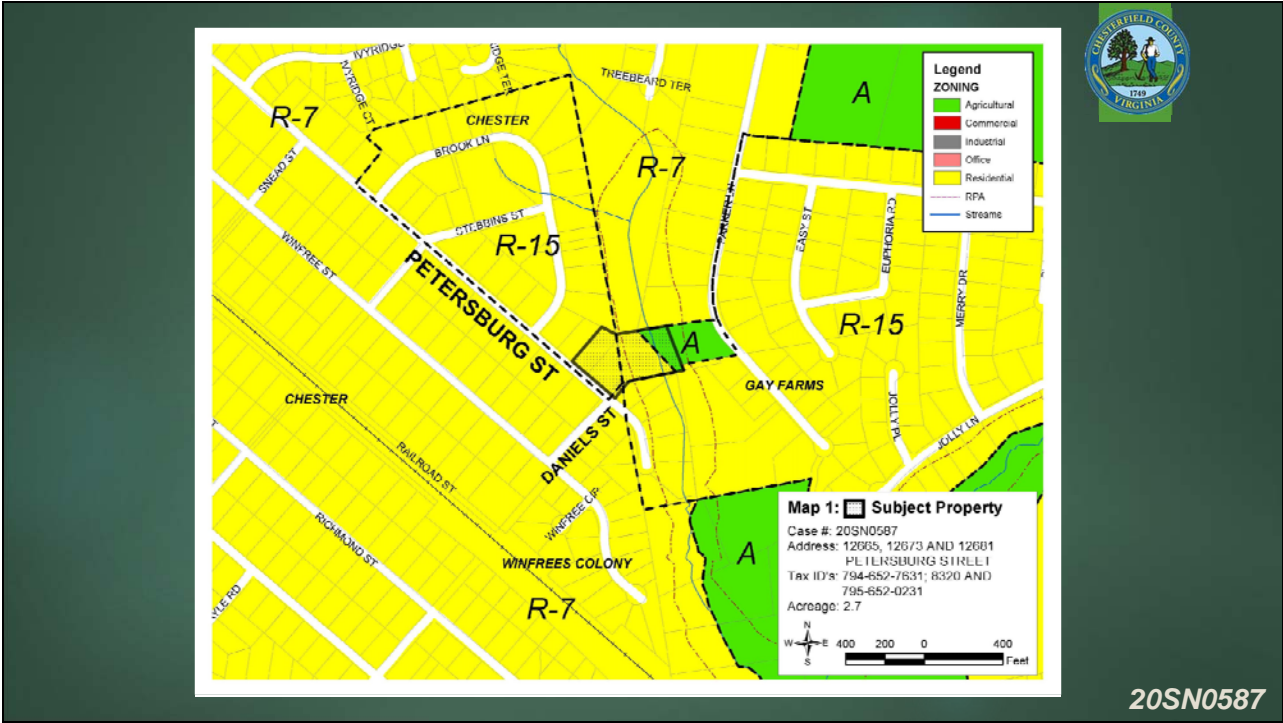
## Planning Commission and Staff Recommendation

- ▶ Impacts on adjacent residential development will continue to be problematic based on current business operations and equipment
- ▶ Use represents a commercial encroachment within an established residential neighborhood
- ▶ The proposed land use is incompatible with the residential use suggested by the Comprehensive Plan
- ▶ Planning Commission and Staff recommend denial

20SN0587

Staff is unable to support the request. It does not appear that impacts from the business on adjacent and surrounding properties are able to be mitigated based on how the business currently operates and its current equipment. Additionally, without a community meeting, staff is unable to adequately gauge the impact of the business on nearby and adjacent properties.

Should the Board recommend approval of the request, staff would recommend conditions which help to mitigate the impact on adjacent properties and surrounding areas. These conditions are included in the staff report, and include limitations on hours of operation, limiting the number of work vehicles on site in quantity and area kept, as well as additional landscaping.





RECEIVED

MAR 06 2020

DIRECTOR PLANNING DEPT

**DISCLOSURE AFFIDAVIT**  
**LAND USE APPLICATION**

I, Michael W Atkinson, do hereby swear or affirm that to the best of my knowledge and belief, the following information is true:

1. I am the Applicant for the land use amendment on the property identified as Parcel ID Number(s):

794-652-7631

794-652-8320

795-652-0231

and am requesting Conditional Use

2. With the exception of governmental entities and public service companies owning recorded easements over the Subject Property which is the subject of the land use amendment application referred to in Paragraph 1, the following is a list of the names and addresses of all persons owning any legal or equitable interest in the Subject Property as a title owner, lessee, easement owner, contract purchaser, assignee, optionee, licensee or noteholder, including trustees, beneficiaries of trusts, general partners, limited partners and all other natural or artificial persons:

<u>NAME</u>	<u>ADDRESS</u>	<u>TYPE OF OWNERSHIP</u>
Michael W Atkinson	12665 Petersburg Street, Chester, VA, 23831	Title Owner
Wells Fargo Bank	12665 Petersburg Street, Chester, VA, 23831	Noteholder

3. I hereby certify that the following corporations disclosed in Paragraph 2 are regularly traded on a stock exchange or in the over the counter market or have more than 100 shareholders:

Wells Fargo Bank

4. I hereby certify that after the exercise of due diligence, I have been unable to learn the identities of the owners of the following corporations, partnerships, joint ventures, trusts or other artificial persons disclosed in Paragraph 2:

Wells Fargo Bank

5. The following is a list of the names and addresses of all natural or artificial persons owning an interest in any corporation, partnership, joint venture, trust or other artificial person disclosed in Paragraph 2 (other than those listed in Paragraph 3 or Paragraph 4) which has a total of ten or fewer shareholders, partners, beneficiaries or owners:

<u>NAME</u>	<u>ADDRESS</u>	<u>NAME OF ARTIFICIAL PERSON</u>
-------------	----------------	----------------------------------

6. The following is a list of the names and addresses of all natural or artificial person owning 10% or more of any class of stock issued by a corporation or an interest of 10% or more in any partnership, joint venture, trust or other artificial person disclosed in Paragraph 2 (other than those listed in Paragraph 3 or 4):

NAME

ADDRESS

NAME OF CORPORATION

7. If any of the persons disclosed in Paragraphs 5 or 6 above is a corporation, partnership, joint venture, trust or other artificial person, the following is a list of all members of the Board of Supervisors of Chesterfield County, the Chesterfield County Planning Commission or their immediate households owning any interest in the Subject Property as a title owner, easement owner, contract purchaser, lessee, assignee, optionee or licensee, either individually or by ownership of an interest in a corporation, trust, partnership, joint venture or other artificial person owning any such interest:

CORPORATION/  
ARTIFICIAL PERSON

NAME OF HOUSEHOLD  
MEMBER

NAME OF SUPERVISOR  
OR COMMISSIONER

DESCRIPTION OF  
OWNERSHIP INTEREST

8. If any of the persons disclosed in Paragraphs 5 or 6 above is a corporation, partnership, joint venture, trust or other artificial person, I hereby certify that no member of the Board of Supervisors of Chesterfield County, the Chesterfield County Planning Commission or their immediate households, other than those Supervisors, Commissioners or household members named in Paragraph 7 above, owns any interest in the Subject Property as a title owner, easement owner, contract purchaser, lessee, assignee, optionee or licensee, either individually or by ownership of an interest in a corporation, trust, partnership, joint venture or other artificial person owning any such interest.

9. Prior to every public hearing in connection with the land use amendment application referred to in Paragraph 1 above, I will file a revised Zoning Disclosure Affidavit if there has been any change in the information set forth above.



WITNESS the following signature

Signature:   
Michael W Atkinson

STATE OF VA

COUNTY/CITY OF CHESTERFIELD to-wit:

This day MICHAEL ATKINSON personally appeared before

me, NORMAN CAMPBELL, a Notary Public in and for the County and State

aforesaid, and swore or affirmed that the matters stated in the foregoing Zoning Opinion Disclosure Affidavit are true to the best of his/her knowledge and belief.



Given under my hand this 6<sup>TH</sup> day of MARCH, 2020.

  
Notary Public

Registration No. 7086454

My Commision expires: JANUARY 31, 2023

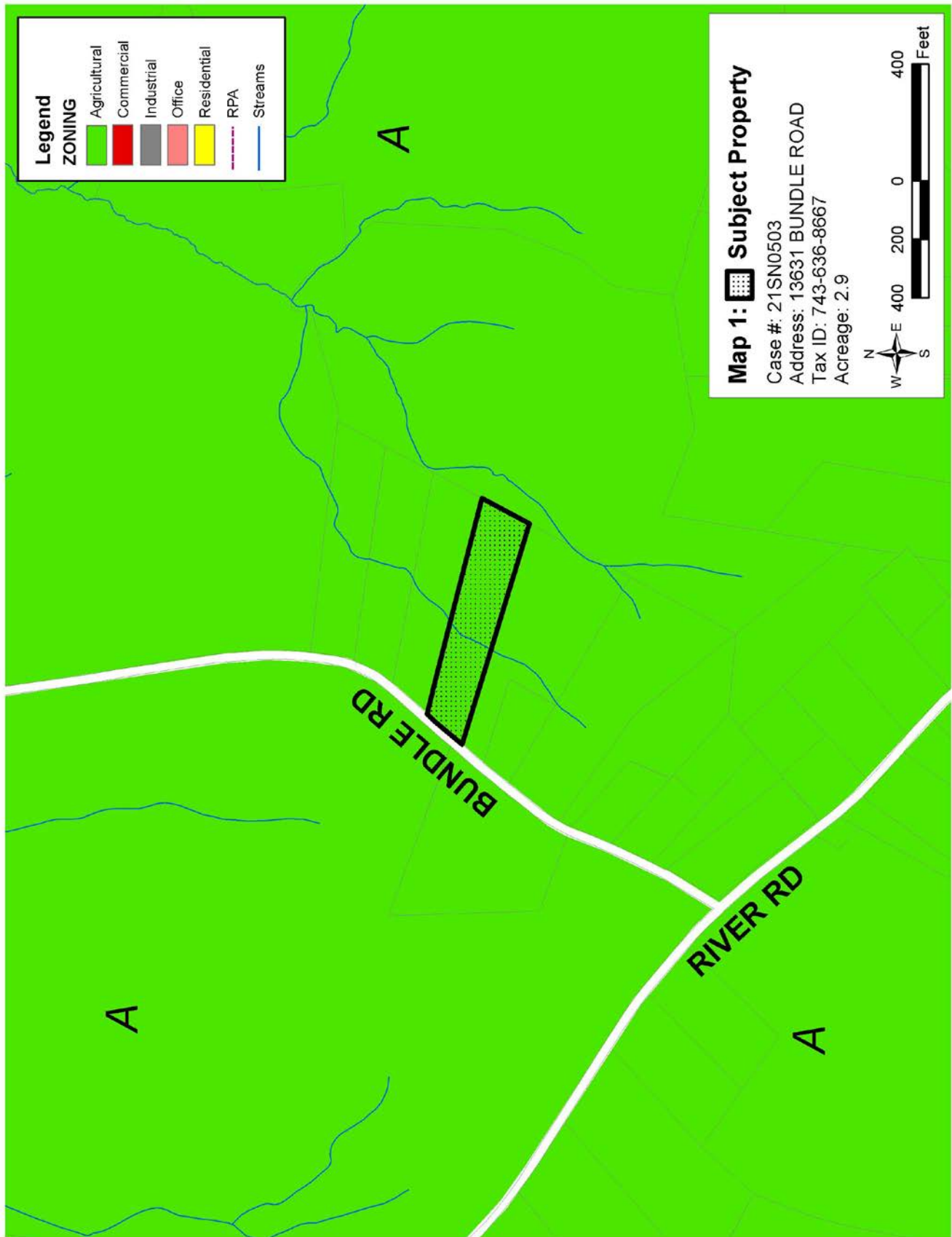
Norman Campbell  
Notary Public  
Commonwealth of Virginia  
Reg.# 7086454  
My Commission Expires Jan. 31, 2023

<b>CASE NUMBER: 21SN0503</b> <b>APPLICANTS: Harley K. Rich and Jayne L. Rich</b>	
<div style="text-align: center;">  <p><b>CHESTERFIELD COUNTY, VIRGINIA</b>  <b>MATOACA DISTRICT</b></p> <p><b>STAFF'S ANALYSIS AND RECOMMENDATION</b></p> </div>	 <p style="text-align: center;">2.9 Acres – 13631 Bundle Road</p>
<b>Board of Supervisors (BOS) Hearing:</b> DECEMBER 16, 2020 <b>BOS Time Remaining:</b> 365 DAYS	
<b>Applicants' Contacts:</b> JAYNE L. RICH (804-350-3798) <b>Planning Department Case Manager:</b> TYLER WALTER (804-318-8893)	

<b>REQUEST</b>
Conditional use to permit a farm use (keeping of horses) in an Agricultural (A) District on property less than three (3) acres. The applicants are requesting to keep two (2) horses.
<b>Notes:</b> A. Conditions may be imposed or the property owner may proffer conditions. B. Conditions are located in Attachment 1.

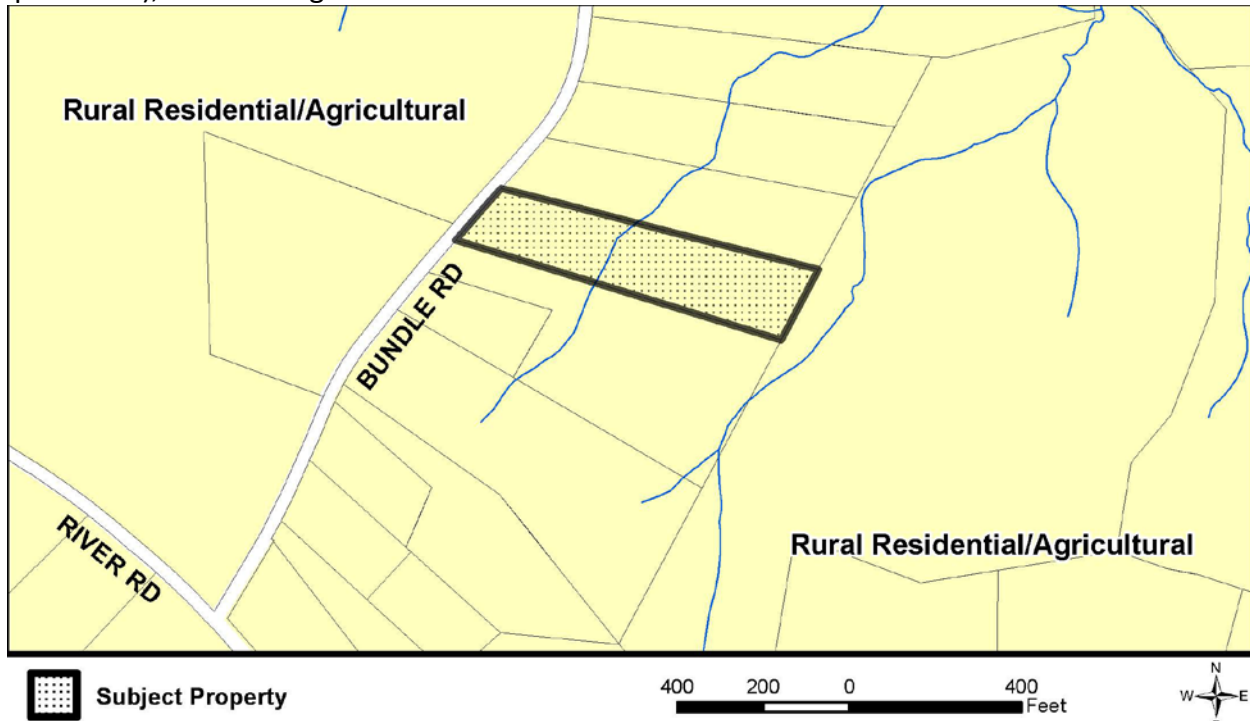
<b>SUMMARY</b>
The keeping of horses is requested. A farm with a minimum of three (3) acres in an Agricultural (A) District permits the keeping of horses by-right. The subject property, being less than three (3) acres, requires conditional use to permit the keeping of horses.

<b>RECOMMENDATION</b>	
<b>PLANNING COMMISSION</b>	<b>APPROVAL</b>
<b>STAFF</b>	<b>PLANNING – APPROVAL</b> <ul style="list-style-type: none"> <li>As conditioned, the use should be compatible with surrounding uses</li> <li>Similar requests have been approved with no known adverse impacts</li> <li>The Comprehensive Plan suggests a mix of agricultural and residential uses are appropriate in the area</li> </ul>

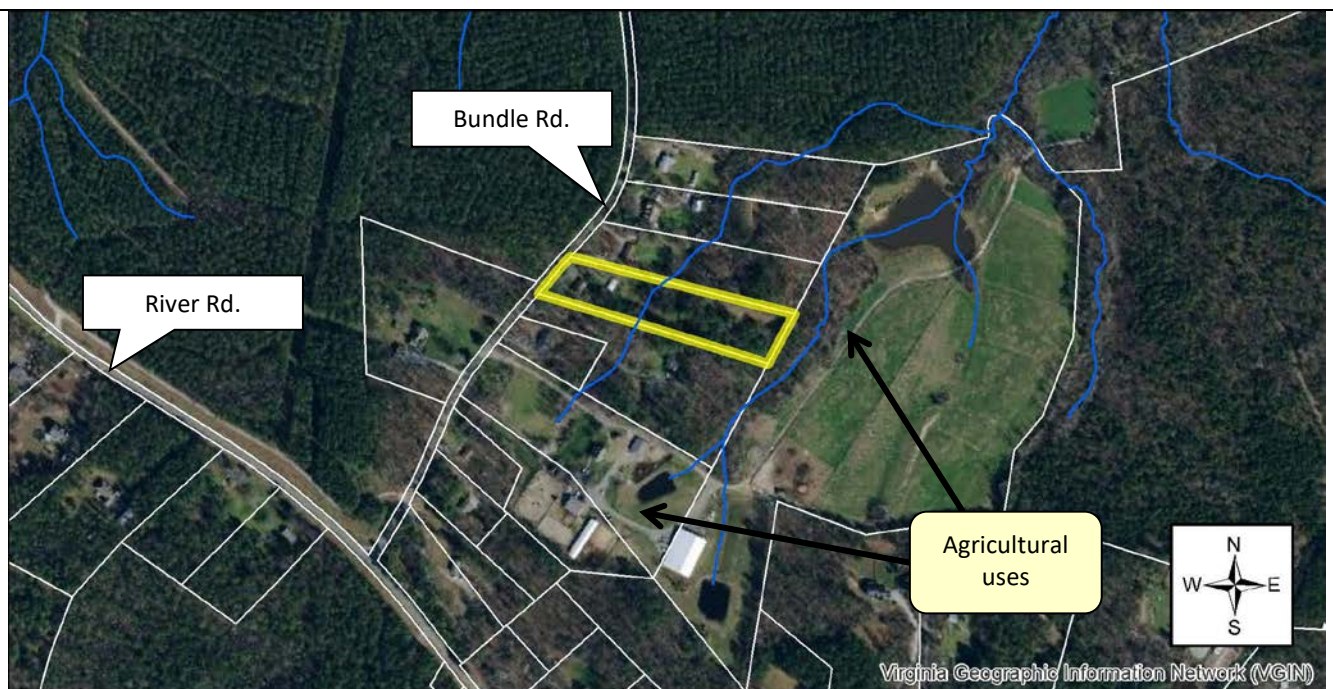


**Comprehensive Plan**  
**Classification: RURAL RESIDENTIAL / AGRICULTURAL**

The designation suggests the property is appropriate for single family dwellings located either on a minimum of 5 acres, 1 acre (family division), or less than 5 acres (if created before the 5 acre requirement); and farming uses.



**Surrounding Land Uses and Development**



## PLANNING

Staff Contact: Tyler Walter (804-318-8893) waltert@chesterfield.gov

### Proposal

The applicants request the ability to keep two (2) horses on the 2.9-acre property. In Agriculturally (A) zoned parcels, the Zoning Ordinance permits the keeping of horses by-right on parcels of at least three (3) acres or more. Parcels that are less than three (3) acres may request conditional use approval to permit the keeping horses. Therefore, approval of a conditional use is required to permit the keeping of two (2) horses on the subject property.

The applicants do not intend to immediately keep horses on the subject property. However, they are seeking conditional use to permit the option of doing so should they or another future property owner (such as their children) wish to keep horses on the property at a future date.

The following table provides an overview of conditions recommended by staff to minimize the potential impacts of the use on adjacent property owners.

General Overview	
Requirements	Details
Use	Limited to the keeping of two (2) horses, and up to twelve (12) small domesticated livestock. <i>Condition 1</i>
Commercial Activity	Commercial activity, such as breeding or sale of animals, shall not be permitted. <i>Condition 2</i>
Animal Waste	Areas associated with the keeping of horses shall be cleaned and made free of waste on a regular basis. <i>Condition 3</i>

Given the size of the request property, and if maintained as outlined in the recommended conditions, the use should not adversely affect area residential uses. In addition the keeping of horses has been approved in other areas on similarly sized parcels with no apparent adverse impacts. In addition, the Comprehensive Plan suggests the area is appropriate for a mix of agricultural and residential uses.

## FIRE AND EMERGENCY MEDICAL SERVICES

Staff Contact: Anthony Batten (804-717-6167) battena@chesterfield.gov

### Nearby Fire and Emergency Medical Service (EMS) Facilities

Fire Station	The Phillips Fire Station, Company Number 13
EMS Facility	The Winterpock Fire Station, Company Number 19

This request will have minimal impact on Fire and EMS.



## UTILITIES

Staff Contact: Randy Phelps (804-796-7126) [phelpsc@chesterfield.gov](mailto:phelpsc@chesterfield.gov)

### Existing Water and Wastewater Systems

Utility Type	Currently Serviced	Size of Closest Existing Lines	Connection Required by County Code
Water	No	16"	Yes
Wastewater	No	N/A	Yes

### Additional Utility Comments:

The subject property is located within the mandatory water and wastewater connection area for new residential development.

The existing residential structure is served by a private well and septic system. The closest public water line is a 42" line located at the intersection of River Road and Bundle Road, approximately 1,000 feet from the subject property. Connection to the public water system for new residential structures is required if a public water line is within 200 feet of the property. Public wastewater is not available in the area.

This request to allow farm animals on the subject property will not impact the public water and wastewater systems.

The Utilities Department supports this case.

## COUNTY TRANSPORTATION

Staff Contact: Steve Adams (804-748-1037) [adamst@chesterfield.gov](mailto:adamst@chesterfield.gov)

## ENVIRONMENTAL ENGINEERING

Staff Contact: Rebecca Rochet (804-748-1028) [rochetr@chesterfield.gov](mailto:rochetr@chesterfield.gov)

## VIRGINIA DEPARTMENT OF TRANSPORTATION

Staff Contact: Janit Llewellyn (804-674-2907) [willie.gordon@vdot.virginia.gov](mailto:willie.gordon@vdot.virginia.gov)

This request will not impact these facilities.

## CASE HISTORY

### Applicant Submittals

<b>7/9/2020</b>	Application submitted.
<b>8/20/2020</b>	Application resubmitted to specify number of horses.

### Planning Commission

<b>11/17/2020</b>	<p><b>Citizen Comments:</b> No citizens spoke to this request.</p> <p><b>Action – APPROVAL SUBJECT TO CONDITIONS IN ATTACHMENT 1.</b></p> <p><b>Motion:</b> Petroski <b>Second:</b> Owens <b>AYES:</b> Freye, Sloan, Hylton, Owens, and Petroski</p>
<b>The Board of Supervisors on Wednesday, December 16, 2020, beginning at 6:00 p.m., will consider this request.</b>	

**CONDITIONS**

Note: The following conditions are recommended by both the Planning Commission and Staff.

1. Use. This conditional use approval shall be for a farm use (less than three (3) acres) and shall be limited to:
  - a. The keeping of a maximum of two (2) horses.
  - b. The keeping of animals limited to a collective maximum of twelve (12) chickens, fowl, rabbits, or other small domesticated livestock.
  - c. The keeping of cows, sheep, goats, and pigs shall not occur. (P)
2. Commercial Activity. No commercial activity, such as the breeding or sale of animals, shall be permitted in conjunction with this use. (P)
3. Animal Waste. All areas associated with the keeping of horses (pastures, stables, shelters, etc.) shall be cleaned and made free of waste on a regular basis. In addition, the property owner shall employ a means of eliminating any odor problems and propagation of insects. (P)



**21SN0503**

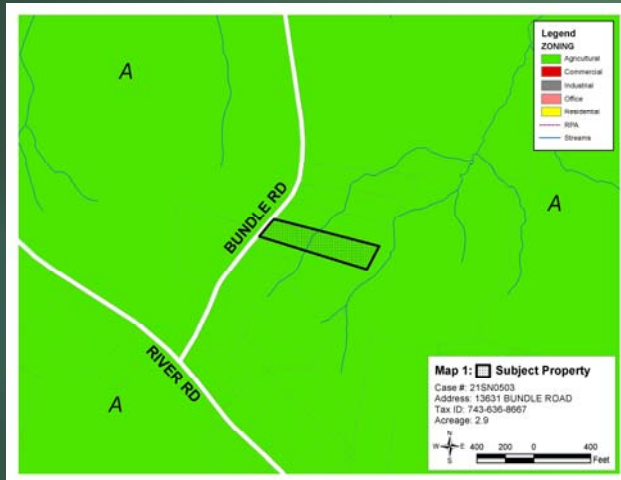
Matoaca

Jayne and Harley Rich

Conditional use to permit a farm use (keeping of horses) in an Agricultural (A) District on property less than three (3) acres.

**Case 21SN0503 in the Matoaca district is a request by Jayne and Harley Rich for Conditional use to permit a farm use. Specifically, for the keeping of horses in an Agricultural (A) District on property less than three (3) acres.**

# Overview

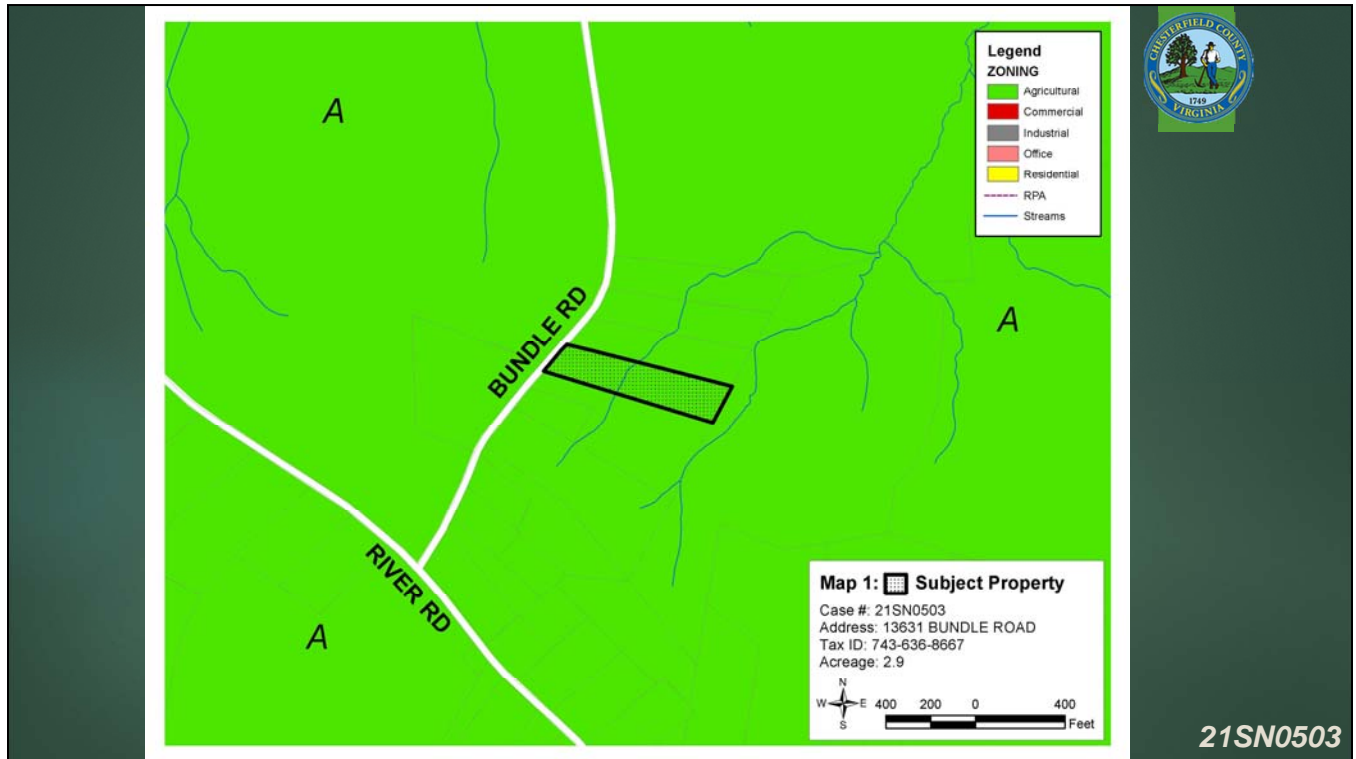


- ▶ Keeping of two (2) horses requested
- ▶ A farm with a minimum of three (3) acres in Agricultural (A) district permits keeping of horses by right
- ▶ Property less than three (3) acres requires conditional use
- ▶ As conditioned, use should be compatible with surrounding uses, compliant with Comprehensive Plan, staff supportive of request

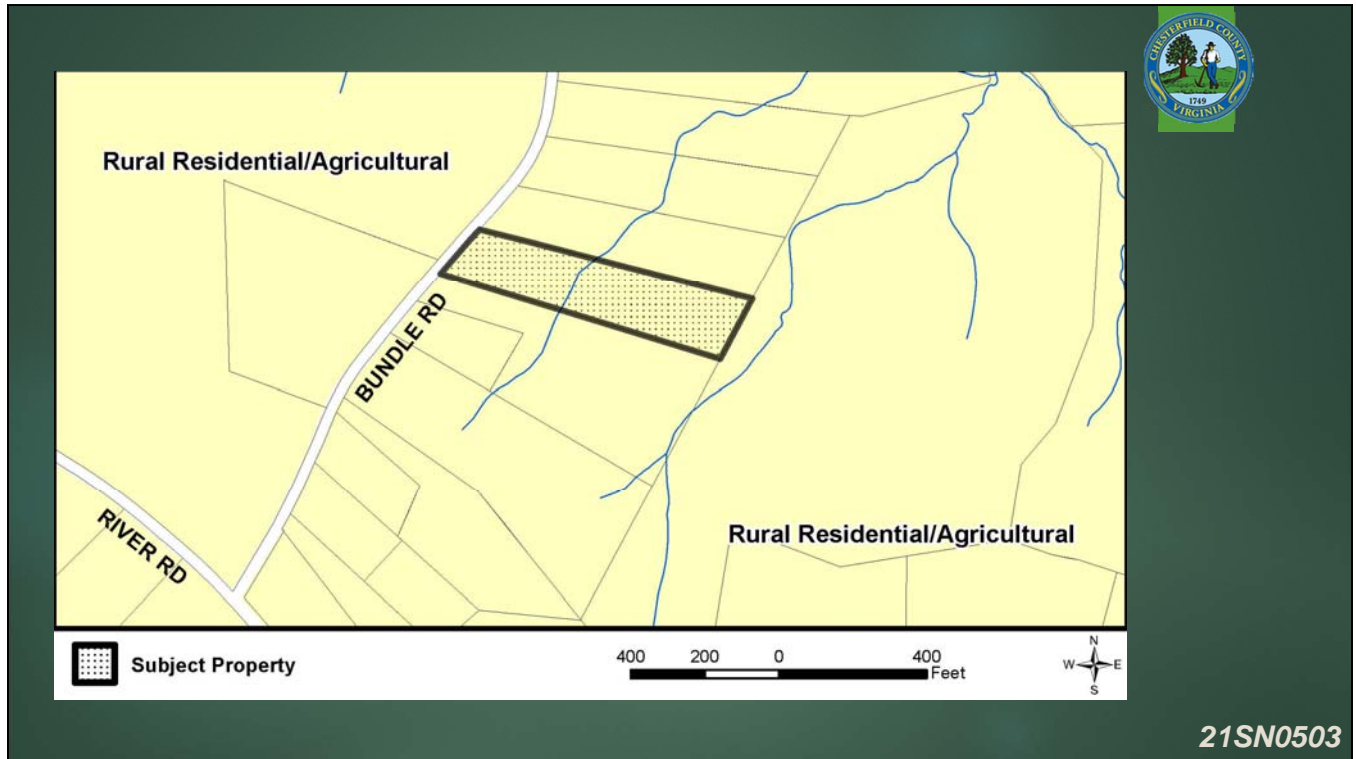
21SN0503

The applicants are requesting the keeping of two (2) horses on their property. A farm with a minimum of three (3) acres in Agricultural (A) district permits keeping of horses by right. The subject property, being less than three (3) acres requires Conditional Use to permit the keeping of horses. As conditioned, the use should be compatible with the surrounding area. Further similar requests have been approved with no known adverse impacts, and the use is appropriate with the recommendation of the Comprehensive Plan. Staff supports the request.





The subject property is located at 13631 Bundle Road.



**The Comprehensive Plan suggests a mixture of agricultural and residential uses as appropriate for the area. The proposed use matches the recommendation of the Comprehensive Plan.**

## Conditions



- ▶ Limited to the keeping of two (2) horses, and up to twelve (12) small domesticated livestock
- ▶ Commercial activity (i.e. breeding, sale of animals) prohibited
- ▶ Areas associated with the keeping of the horses shall be cleaned and made free of waste on a regular basis

21SN0503

**With this request, staff recommends three conditions as shown in Attachment 1 of your staff report. This includes limiting the use to two (2) horses and up to twelve (12) small domesticated livestock, prohibiting commercial activity on the site, and requiring regular cleaning of animal waste.**

# Recommend Approval

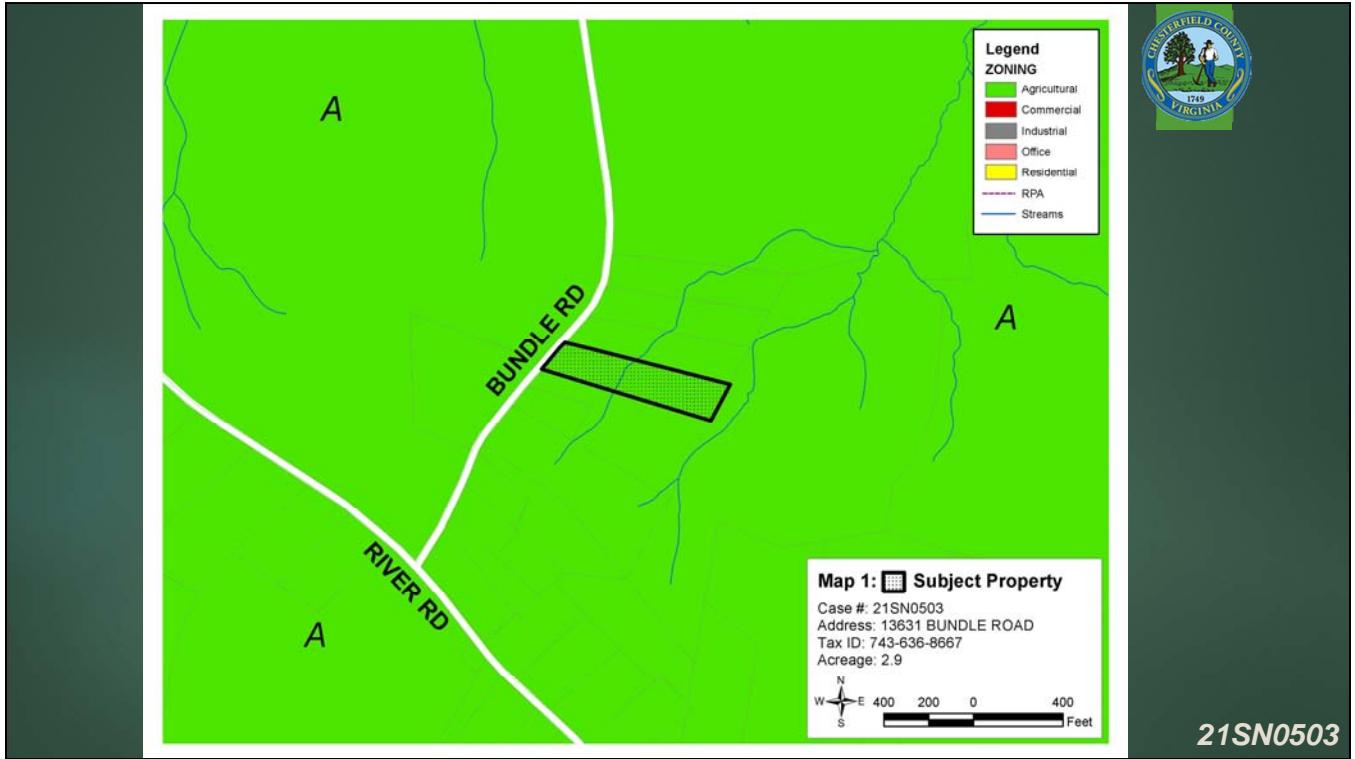


- ▶ As conditioned, the use should be compatible with surrounding uses
- ▶ Similar requests have been approved with no known adverse impacts
- ▶ The Comprehensive Plan suggests a mix of agricultural and residential uses are appropriate in the area

21SN0503

**Staff recommends approval of this request. As conditioned, the use should be compatible with the surrounding land uses. Additionally, similar requests in the past have been approved with no known adverse impacts, and finally, the County's Comprehensive Plan suggests a mixture of agricultural and residential uses. The proposed use is appropriate with the recommendation of the Comprehensive Plan.**

**At the Planning Commission's November 20, 2020 hearing, the Commission unanimously recommended approval for Case 21SN0503.**



Thank you.



ZONING OPINION NUMBER: 20ZO0449



**RECEIVED**

JUL 10 2020

**DISCLOSURE AFFIDAVIT**  
**LAND USE APPLICATION**

DIRECTOR PLANNING DEPT

I, Jayne Lezlie Rich, do hereby swear or affirm that to the best of my knowledge and belief, the following information is true:

1. I am the Applicant for the land use amendment on the property identified as Parcel ID Number(s):

743-636-8667

and am requesting Conditional Use

2. With the exception of governmental entities and public service companies owning recorded easements over the Subject Property which is the subject of the land use amendment application referred to in Paragraph 1, the following is a list of the names and addresses of all persons owning any legal or equitable interest in the Subject Property as a title owner, lessee, easement owner, contract purchaser, assignee, optionee, licensee or noteholder, including trustees, beneficiaries of trusts, general partners, limited partners and all other natural or artificial persons:

<u>NAME</u>	<u>ADDRESS</u>	<u>TYPE OF OWNERSHIP</u>
RICH HARLEY K JR & JAYNE L	13631 Bundle Road , Chesterfield , VA, 23838--343	Title Owner
Argent Credit Union	13631 Bundle Road , Chesterfield , VA, 23838--343	Noteholder

3. I hereby certify that the following corporations disclosed in Paragraph 2 are regularly traded on a stock exchange or in the over the counter market or have more than 100 shareholders:

Argent Credit Union

4. I hereby certify that after the exercise of due diligence, I have been unable to learn the identities of the owners of the following corporations, partnerships, joint ventures, trusts or other artificial persons disclosed in Paragraph 2:

Argent Credit Union

5. The following is a list of the names and addresses of all natural or artificial persons owning an interest in any corporation, partnership, joint venture, trust or other artificial person disclosed in Paragraph 2 (other than those listed in Paragraph 3 or Paragraph 4) which has a total of ten or fewer shareholders, partners, beneficiaries or owners:

<u>NAME</u>	<u>ADDRESS</u>	<u>NAME OF ARTIFICIAL PERSON</u>
-------------	----------------	----------------------------------

6. The following is a list of the names and addresses of all natural or artificial person owning 10% or more of any class of stock issued by a corporation or an interest of 10% or more in any partnership, joint venture, trust or other artificial person disclosed in Paragraph 2 (other than those listed in Paragraph 3 or 4):

<u>NAME</u>	<u>ADDRESS</u>	<u>NAME OF CORPORATION</u>
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7. If any of the persons disclosed in Paragraphs 5 or 6 above is a corporation, partnership, joint venture, trust or other artificial person, the following is a list of all members of the Board of Supervisors of Chesterfield County, the Chesterfield County Planning Commission or their immediate households owning any interest in the Subject Property as a title owner, easement owner, contract purchaser, lessee, assignee, optionee or licensee, either individually or by ownership of an interest in a corporation, trust, partnership, joint venture or other artificial person owning any such interest:

<u>CORPORATION/ ARTIFICIAL PERSON</u>	<u>NAME OF HOUSEHOLD MEMBER</u>	<u>NAME OF SUPERVISOR OR COMMISSIONER</u>	<u>DESCRIPTION OF OWNERSHIP INTEREST</u>
---	-------------------------------------	---	--

8. If any of the persons disclosed in Paragraphs 5 or 6 above is a corporation, partnership, joint venture, trust or other artificial person, I hereby certify that no member of the Board of Supervisors of Chesterfield County, the Chesterfield County Planning Commission or their immediate households, other than those Supervisors, Commissioners or household members named in Paragraph 7 above, owns any interest in the Subject Property as a title owner, easement owner, contract purchaser, lessee, assignee, optionee or licensee, either individually or by ownership of an interest in a corporation, trust, partnership, joint venture or other artificial person owning any such interest.

9. Prior to every public hearing in connection with the land use amendment application referred to in Paragraph 1 above, I will file a revised Zoning Disclosure Affidavit if there has been any change in the information set forth above.

WITNESS the following signature

Signature: Jayne Leslie Rich  
Jayne Leslie Rich

STATE OF VIRGINIA

COUNTY/CITY OF CHESTERFIELD to-wit:

This day JAYNE LEZLIE RICH personally appeared before

me, NORMAN CAMPBELL, a Notary Public in and for the County and State

aforesaid, and swore or affirmed that the matters stated in the foregoing Zoning Opinion Disclosure Affidavit are true to the best of his/her knowledge and belief.

Given under my hand this 10<sup>TH</sup> day of JULY, 20 20.


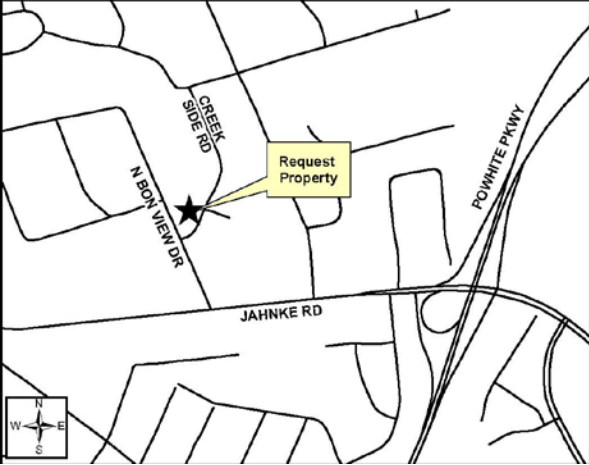
Norman Campbell  
Notary Public

Registration No. 7086454

My Commission expires: JANUARY 31, 2023

**Norman Campbell**  
**Notary Public**  
**Commonwealth of Virginia**  
**Reg.# 7086454**  
**My Commission Expires Jan. 31, 2023**

**CASE NUMBER: 21SN0515**  
**APPLICANT: William Brishke**

 <p align="center"><b>CHESTERFIELD COUNTY, VIRGINIA</b>  <b>MIDLOTHIAN DISTRICT</b></p> <p align="center"><b>STAFF'S ANALYSIS AND RECOMMENDATION</b></p>	 <p align="center">1.2 Acres – 1515 North Bon View Drive</p>
<p><b>Board of Supervisors (BOS) Hearing:</b>  DECEMBER 16, 2020</p> <p><b>BOS Time Remaining:</b>  365 DAYS</p>	
<p><b>Applicant's Contact:</b>  WILLIAM BRISHKE (804-363-6901)</p> <p><b>Planning Department Case Manager:</b>  TYLER WALTER (804-318-8893)</p>	

**REQUEST**

Conditional use to permit parking and storage of a recreational vehicle (travel trailer) outside of the rear yard in a Residential (R-15) District.

**Notes:**

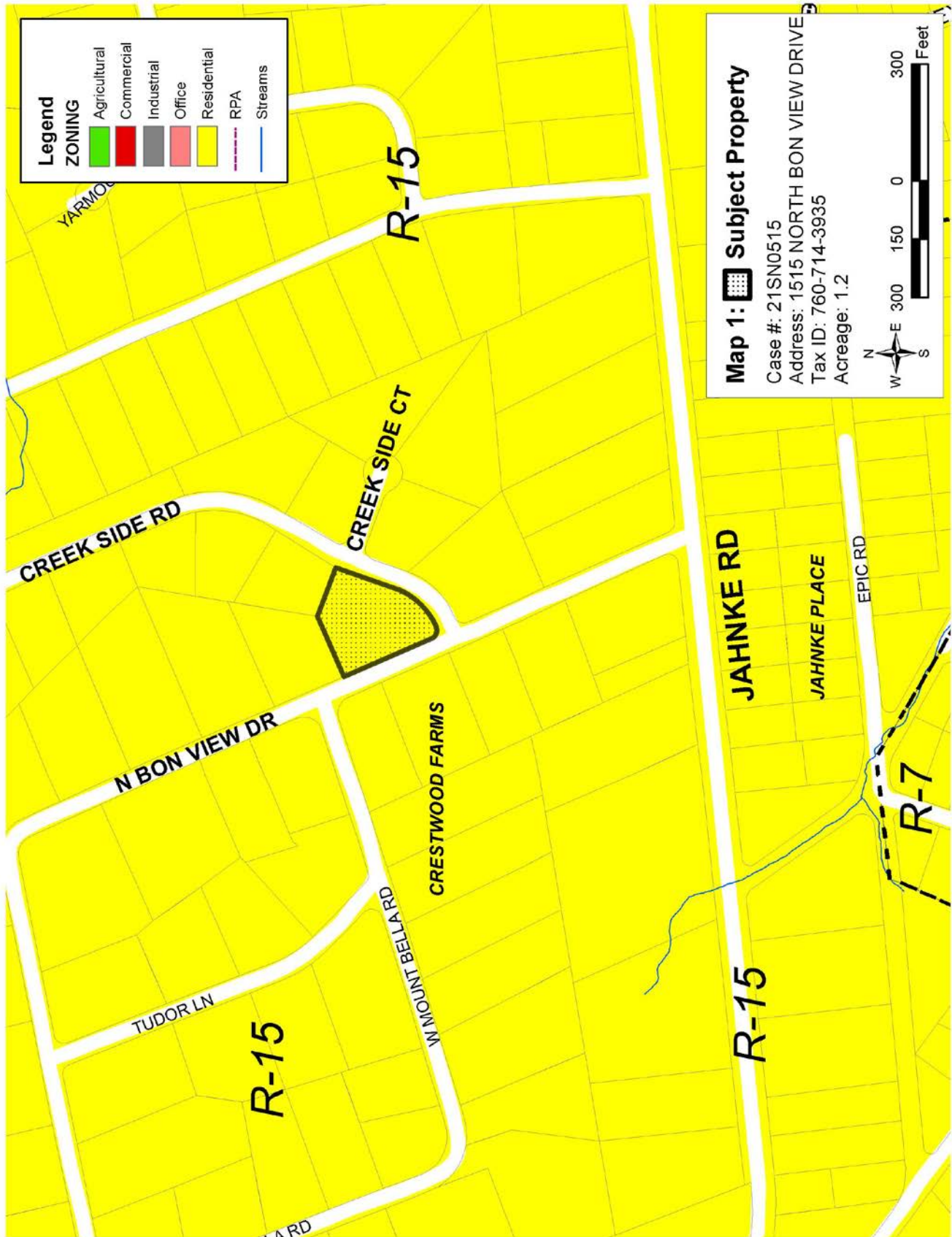
- A. Conditions may be imposed or the property owner may proffer conditions.
- B. Conditions and an Exhibit are located in Attachments 1 and 2.

**SUMMARY**

Continued parking of a recreational vehicle (travel trailer) within the front yard is planned. The applicant cannot meet the Ordinance requirement that the recreational vehicle be parked in the rear yard.

**RECOMMENDATION**

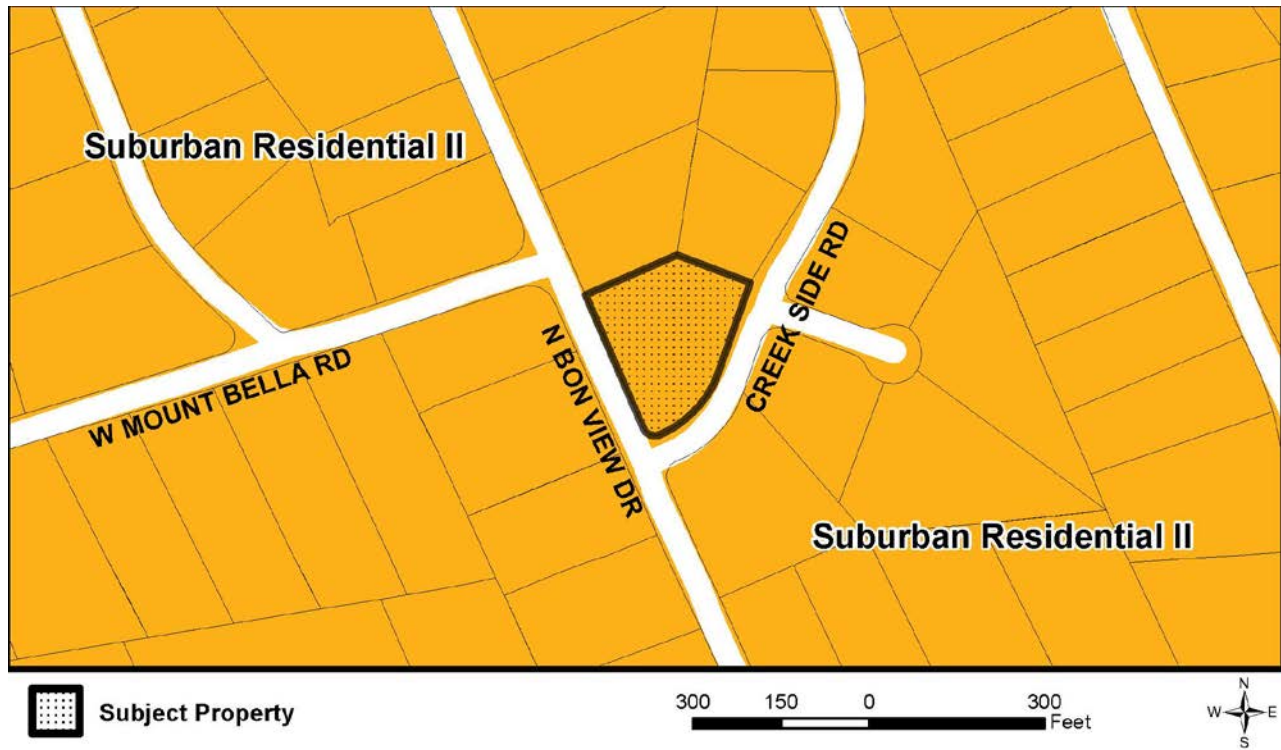
<p align="center">PLANNING COMMISSION</p>	<p align="center"><b>APPROVAL</b></p>
<p align="center">STAFF</p>	<p>PLANNING – <b>APPROVAL</b></p> <ul style="list-style-type: none"> <li>• Proposed vegetation minimizes visibility of travel trailer from neighboring properties</li> <li>• As conditioned, impacts on adjacent residential development will be minimized</li> </ul>



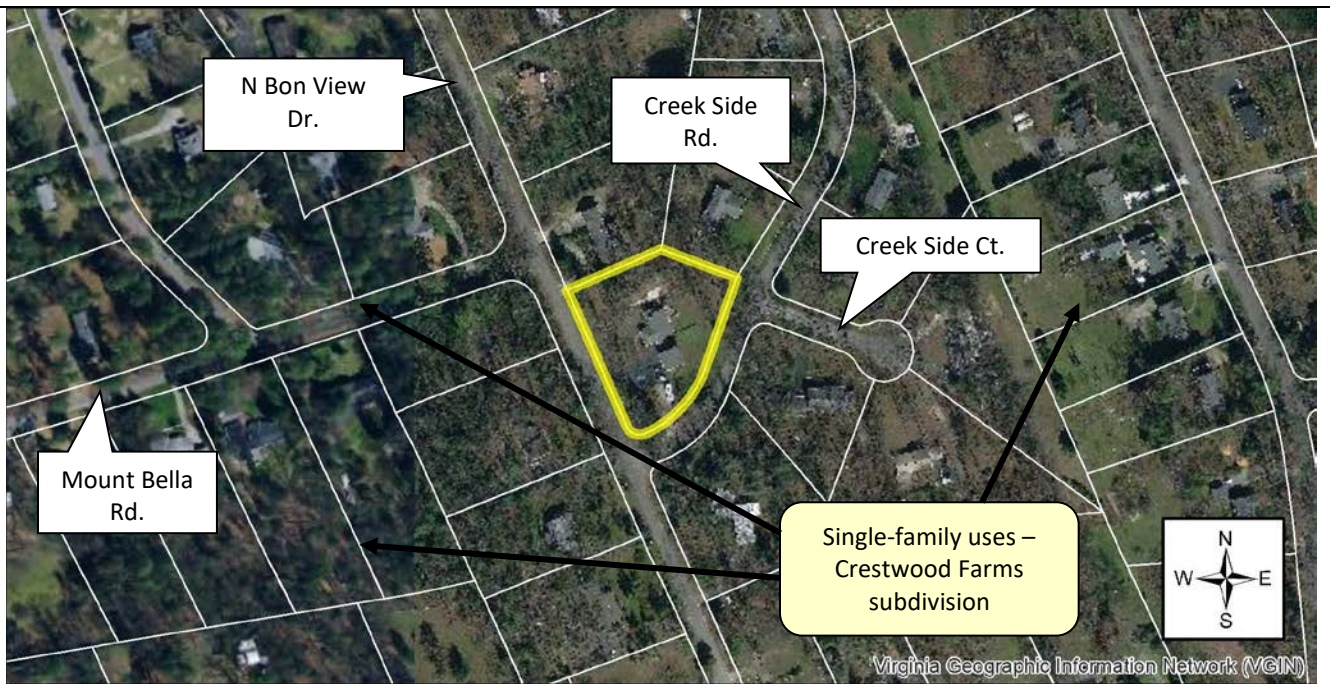


**Comprehensive Plan**  
**Classification: SUBURBAN RESIDENTIAL II**

The designation suggests the property is appropriate for residential use of 2.0 to 4.0 dwelling units per acre.



**Surrounding Land Uses and Development**



## PLANNING

Staff Contact: Tyler Walter (804-318-8893) waltert@chesterfield.gov

### **Proposal**

The applicant has been parking a recreational vehicle (travel trailer) on the property since January 2006. In May 2020, the Community Enhancement Department received a complaint relative to the parking of a travel trailer within the front yard, measuring approximately forty-three (43) feet long, fourteen (14) feet tall, and eight (8) feet wide.

The Zoning Ordinance permits the parking and storage of recreational equipment within a residential district with certain restrictions:

- No more than two (2) items of equipment permitted to be stored outside of an enclosed building;
- Except for loading and unloading, equipment is located in a rear yard and set back ten (10) feet from the rear property line and five (5) feet from the side property line;
- Except for repair, wheels on the equipment are not removed;
- Equipment is not used for living or commercial purposes; and,
- Equipment is not connected to utility services.

These ordinance restrictions are designed to minimize impacts on area residential development and the streetscape. If any of these restrictions cannot be met, the use may be allowed by conditional use. The applicants' recreational vehicle complies with the ordinance restrictions except that the vehicle is parked within the front yard. The applicants are seeking conditional use approval to permit parking and storage of the recreational vehicle in the front yard.

### **Alternative Parking and Storage Location**



*Existing site conditions*

Upon inspection of the property, staff observed the location of the travel trailer parked on a gravel driveway within the front yard. Staff noted that the side and rear yards slope downward from the front of the house towards the rear property lines, where drainage basins are found in adjoining



open space to the east. The change in topography within the rear yard would make it difficult to construct a level parking area to store a recreational vehicle and achieve zoning ordinance requirements. Additionally, due to the unusual shape and the orientation of the property, parking the travel trailer in the rear yard would further increase visual impacts to adjacent neighbors.

Due to these existing site constraints, the applicant proposes to continue to park the travel trailer in its current location. In order to mitigate impacts on adjacent properties, the applicant has agreed, to increase landscaping along both sides of the driveway to screen the travel trailer from adjacent neighbors (Exhibit A).

### **Recommended Conditions of Approval**

The following conditions are recommended by staff to mitigate potential impacts on area properties.

<b>Recommended Conditions</b>	
<b>Requirements</b>	<b>Details</b>
Non-Transferable	Use limited to the applicants only. <i>Condition 1</i>
Use	Limited to parking of one recreation vehicle (travel trailer) no greater than forty-three feet (43') in length. <i>Condition 2</i>
Location	The recreational vehicle shall be parked within the front yard (as depicted in Exhibit A), and no closer than ten (10) feet to the rear property line and five (5) feet to the side property line. <i>Condition 3</i>
Screening	Plant evergreen plantings along the southern property line, as depicted in Exhibit A. Landscaping plan and planting schedule shall be completed within sixty (60) days of approval. <i>Condition 4</i>

Due to site constraints the parking of the recreational vehicle within the rear yard will be challenging. The additional landscaping offered by the applicant will further minimize the visual impact to adjoining property owners. For these reasons, staff supports this request.

<b>FIRE AND EMERGENCY MEDICAL SERVICES</b>	
Staff Contact: Anthony Batten (804-717-6167) battena@chesterfield.gov	

<b>Nearby Fire and Emergency Medical Service (EMS) Facilities</b>	
<b>Fire Station</b>	The Buford Fire Station, Company Number 9
<b>EMS Facility</b>	The Forest View Volunteer Rescue Squad

This request will have minimal impact on Fire and EMS.

### UTILITIES

Staff Contact: Randy Phelps (804-796-7126) phelpsc@chesterfield.gov

#### Water and Wastewater Systems

	Currently Serviced?	Size of Existing Line	Connection Required by County Code?
Water	Yes	8"	Yes
Wastewater	Yes	8"	Yes

#### Additional Utility Comments

The subject property is located within the mandatory water and wastewater connection area for new residential development. The existing residential structure is connected to the public water and wastewater systems.

This request will not impact the public water and wastewater systems. The Utilities Department supports this case.

### COUNTY TRANSPORTATION

Staff Contact: Steve Adams (804-748-1037) adamst@chesterfield.gov

### ENVIRONMENTAL ENGINEERING

Staff Contact: Rebecca Ward (804-748-1028) wardr@chesterfield.gov

### PARKS AND RECREATION

Staff Contact: Janit Llewellyn (804-751-4482) llewellynja@chesterfield.gov

### SCHOOLS

Staff Contact: Atonja Allen (804-318-8740) atonja\_allen@ccpsnet.net

### VIRGINIA DEPARTMENT OF TRANSPORTATION

Staff Contact: Willie Gordon (804-674-2907) willie.gordon@vdot.virginia.gov

This request will not impact these facilities.

## CASE HISTORY

### Applicant Submittals

<b>07/31/2020</b>	Application submitted
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### Community Meeting

<b>10/08/2020</b>	<b>Issues Discussed:</b> <ul style="list-style-type: none"><li>• Virtual community meeting held due to the COVID-19 pandemic</li><li>• One neighbor attended the meeting in support of the request</li></ul>
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### Planning Commission

<b>11/17/2020</b>	<b>Citizen Comments:</b> No citizens spoke to this request.  <b>Action – APPROVAL SUBJECT TO CONDITIONS IN ATTACHMENT 1.</b>  <b>Motion:</b> Petroski <b>Second:</b> Owens <b>AYES:</b> Freye, Sloan, Hylton, Owens, and Petroski
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<b>The Board of Supervisors on Wednesday, December 16, 2020, beginning at 6:00 p.m., will consider this request.</b>
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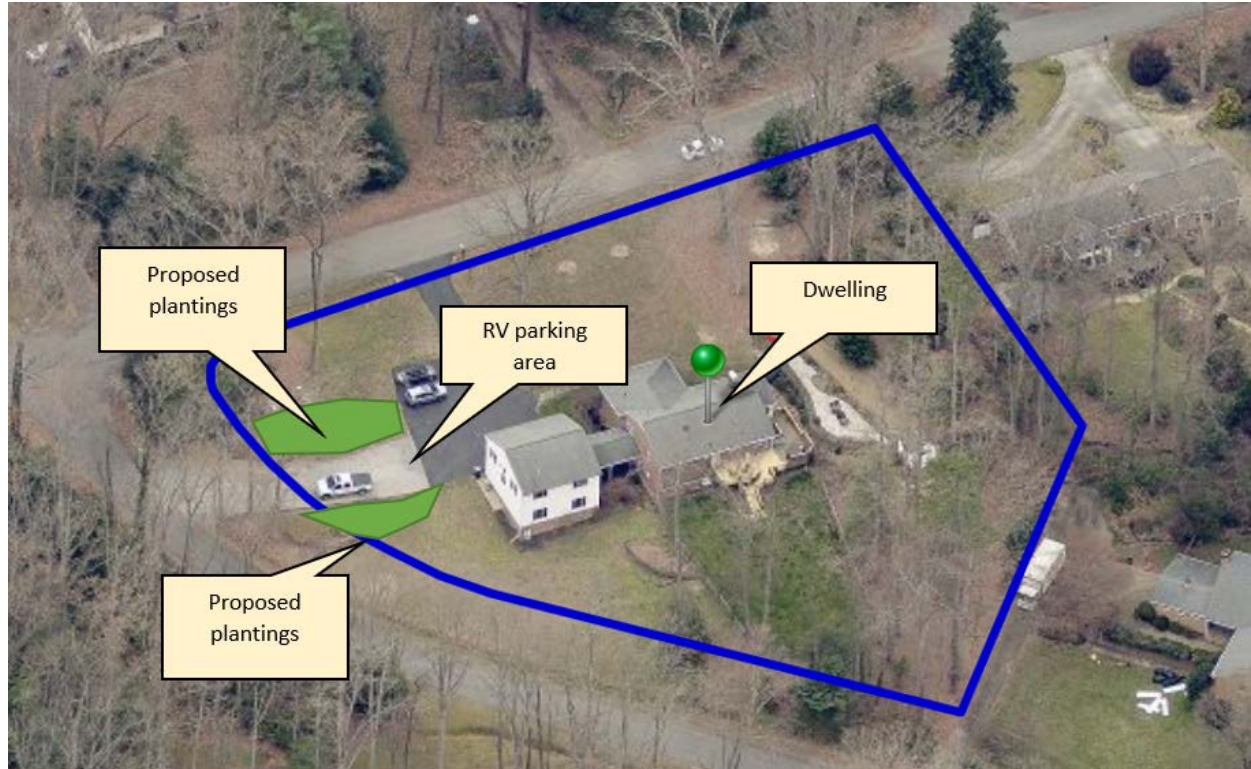
**CONDITIONS**

Note: The following conditions are recommended by both the Planning Commission and Staff.

1. Non-Transferable Ownership. This Conditional Use approval shall be granted exclusively to Jill A. and William M. Brishke and shall not be transferable nor run with the land. (P)
2. Use. This Conditional Use approval shall be for the parking of one (1) recreational vehicle (travel trailer) no greater than forty-three (43) feet in length. (P)
3. Location of Recreational Vehicle. The recreational vehicle shall be parked within the front yard, as depicted in Exhibit A, and shall meet the following setbacks: ten (10) feet from the rear property line and five (5) feet from the side property line. (P)
4. Screening. Evergreen plantings shall be planted along both sides of the existing driveway where the recreational vehicle will be stored, as depicted in Exhibit A (Attachment 2). The planting height shall be at least five (5) feet in height at the time of planting and shall reach a minimum height of 10 feet at maturity. A landscaping plan providing the exact species and number of trees or shrubs, as well as a planting schedule shall be approved by the Planning Department within sixty (60) days of approval of this request. (P)

EXHIBIT A – CONCEPTUAL PLAN

October 7, 2020





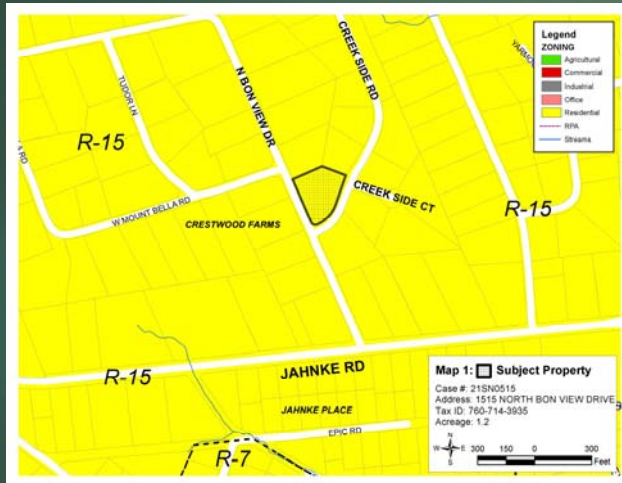
**21SN0515**  
Midlothian  
William Brishke

Conditional use to permit parking and storage of a recreational vehicle (travel trailer) outside the rear yard in a Residential (R-15) district

**Case 21SN0515 is a request in the Midlothian District by William Brishke for conditional use to permit parking and storage of a recreational vehicle (travel trailer) outside the rear yard in a Residential (R-15) district.**



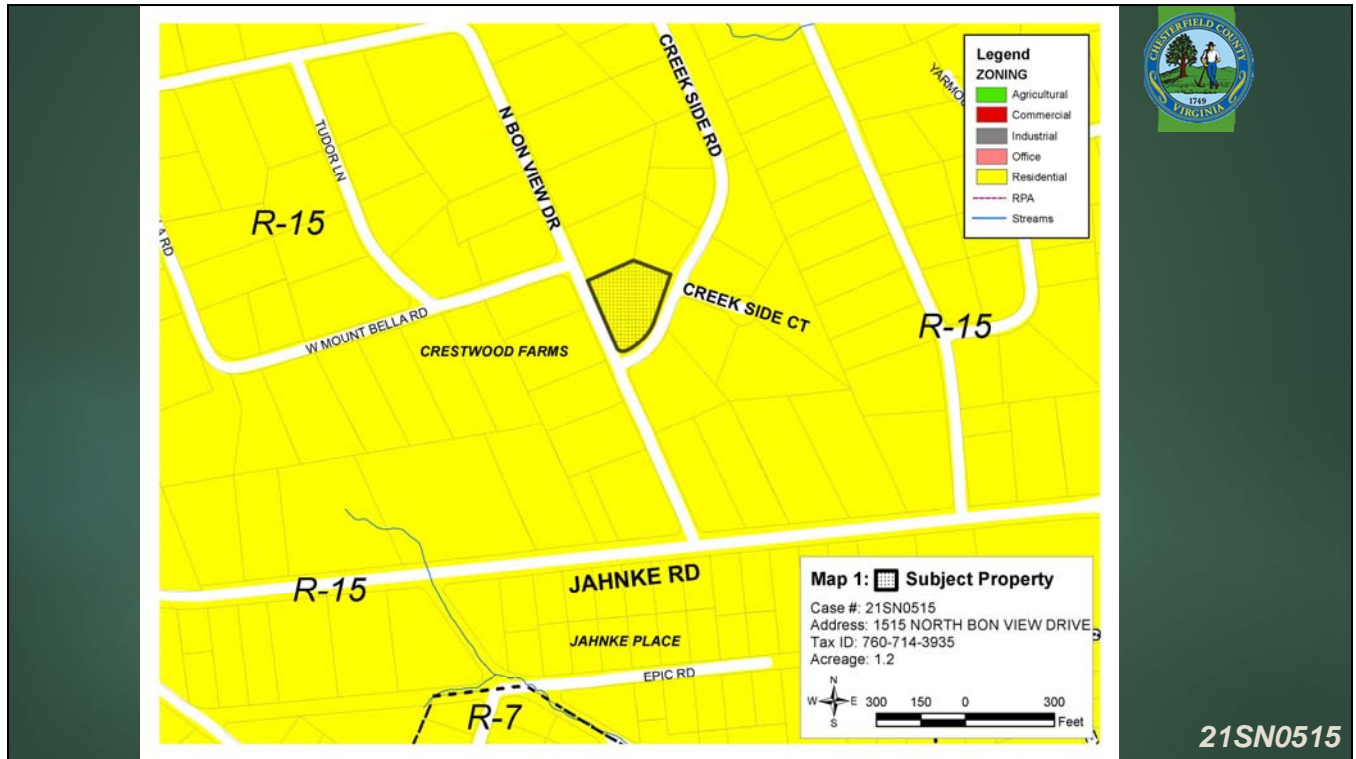
# Overview



- ▶ Applicant has been parking recreational vehicle (travel trailer) outside of rear property since January 2006, complaint in May 2020
- ▶ Requesting to keep travel trailer outside of rear
- ▶ Mitigating impact by planting vegetation
- ▶ Given site topography and property orientation, parking travel trailer outside of rear yard is less visible, staff is supportive of the request

21SN0515

The applicants have been parking a travel trailer outside of the rear yard of their subject property since January 2006. In May 2020, Community Enhancement received a complaint about the parking of a travel trailer outside of the rear yard of the property. The applicants are seeking Conditional Use to permit the parking of the travel trailer outside of the rear yard. The rear yard contains downward topography that will require extensive grading to adequately park the travel trailer in the rear yard. Further, the orientation of the property causes the travel trailer to be exposed to additional properties when parked in the rear yard. To mitigate the view of the travel trailer being parked outside of the rear yard, the applicants are planning to plant evergreen vegetation along both sides of their gravel driveway to provide year-round screening of the travel trailer from the adjacent properties. Given the conditions, as well as the screening provided along the driveway, staff is supportive of the request.



The property is located at 1515 North Bon View Drive in the Crestwood Farms subdivision.





21SN0515

**This is an existing street and aerial view photos of the subject property taken in September 2020. The applicant has been parking the travel trailer in their driveway since January 2006. In May 2020, Community Enhancement received a complaint relative to parking of a travel trailer on the property outside of the rear yard. The travel trailer is approximately 43 feet long, 14 feet tall, and eight feet wide. The applicant is requesting to continue to park the travel trailer in the front yard of the subject property in the gravel driveway as shown in the photos above. This is due to drainage and in the rear yard, which would require deep crushed stone for pavement, as well as topography changes in the rear yard requiring major grading improvements. Further, the orientation of the property causes the travel trailer to be further exposed to adjacent properties when parked in the rear yard. Due to these conditions, there**

**is limited ability for on-site parking which would comply with the ordinance.**

**In order to mitigate the view of the travel trailer from adjacent property owners, the applicants are planning to plant vegetation along both sides of the driveway where the travel trailer is to be parked. The applicants plan to plant evergreen trees along the boundary to provide year-round screening of the travel trailer. As depicted in the exhibit, the travel trailer would meet setback requirements.**



21SN0515

**In order to mitigate the view of the travel trailer from adjacent property owners, the applicant is planning plant vegetation on both sides of their driveway as shown in green. The applicants plan to plant evergreen trees along the driveway to provide year-round screening of the travel trailer.**



**The following are street and aerial exhibits of how the travel trailer could look once planting has occurred. Once plantings fully mature, the view of the travel trailer should be minimized.**



# Conditions



- ▶ Non-transferable ownership
- ▶ Limited to the travel trailer (no longer than 43 feet)
- ▶ Located within the front yard and meet setbacks
- ▶ Planting of evergreen trees of at least five (5) feet in height along the southern property boundary; landscaping plan and schedule within sixty (60) days of approval

21SN0515

**With this request, staff recommends four conditions as shown in Attachment 1 of your staff report. This includes limiting the conditional use to the applicants, limiting the conditional use to the parking of the travel trailer, parking the travel trailer and trailer in the area as depicted in Exhibit A (Attachment 2) of your staff report, planting of evergreen trees of at least five (5) feet in height along the southern property line as depicted in Exhibit A (Attachment 2), and a landscaping plan and schedule to be approved by staff within 60 days.**



# Recommend Approval



- ▶ Proposed vegetation minimizes visibility of travel trailer from neighboring properties
- ▶ As conditioned, impacts on adjacent residential development will be minimized

21SN0515

**Staff recommends approval of this request. The proposed vegetation along the southern property line helps mitigate the view of the travel trailer from neighboring properties. As conditioned, the impacts on adjacent residential development will be minimized.**

**At the Planning Commission's November 17, 2020 hearing, the Planning Commission unanimously recommended approval of Case 21SN0515, subject to the conditions in the staff report.**



Thank you.

JUL 30 2020

DIRECTOR PLANNING DEPT



**DISCLOSURE AFFIDAVIT**  
**LAND USE APPLICATION**

I, William M Brishke, do hereby swear or affirm that to the best of my knowledge and belief, the following information is true:

1. I am the Applicant for the land use amendment on the property identified as Parcel ID Number(s):

760-714-3935

and am requesting Conditional Use

2. With the exception of governmental entities and public service companies owning recorded easements over the Subject Property which is the subject of the land use amendment application referred to in Paragraph 1, the following is a list of the names and addresses of all persons owning any legal or equitable interest in the Subject Property as a title owner, lessee, easement owner, contract purchaser, assignee, optionee, licensee or noteholder, including trustees, beneficiaries of trusts, general partners, limited partners and all other natural or artificial persons:

<u>NAME</u>	<u>ADDRESS</u>	<u>TYPE OF OWNERSHIP</u>
BRISHKE WILLIAM M & JILL A	1515 North Bon View Drive, North Chesterfield, VA, 23235	Title Owner
PennyMac	PO Box 30597 Los Angeles, California, 90030	Noteholder

3. I hereby certify that the following corporations disclosed in Paragraph 2 are regularly traded on a stock exchange or in the over the counter market or have more than 100 shareholders:

4. I hereby certify that after the exercise of due diligence, I have been unable to learn the identities of the owners of the following corporations, partnerships, joint ventures, trusts or other artificial persons disclosed in Paragraph 2:

5. The following is a list of the names and addresses of all natural or artificial persons owning an interest in any corporation, partnership, joint venture, trust or other artificial person disclosed in Paragraph 2 (other than those listed in Paragraph 3 or Paragraph 4) which has a total of ten or fewer shareholders, partners, beneficiaries or owners:

<u>NAME</u>	<u>ADDRESS</u>	<u>NAME OF ARTIFICIAL PERSON</u>
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6. The following is a list of the names and addresses of all natural or artificial person owning 10% or more of any class of stock issued by a corporation or an interest of 10% or more in any partnership, joint venture, trust or other artificial person disclosed in Paragraph 2 (other than those listed in Paragraph 3 or 4):

<u>NAME</u>	<u>ADDRESS</u>	<u>NAME OF CORPORATION</u>
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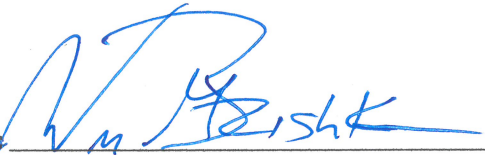
7. If any of the persons disclosed in Paragraphs 5 or 6 above is a corporation, partnership, joint venture, trust or other artificial person, the following is a list of all members of the Board of Supervisors of Chesterfield County, the Chesterfield County Planning Commission or their immediate households owning any interest in the Subject Property as a title owner, easement owner, contract purchaser, lessee, assignee, optionee or licensee, either individually or by ownership of an interest in a corporation, trust, partnership, joint venture or other artificial person owning any such interest:


<u>CORPORATION/ ARTIFICIAL PERSON</u>	<u>NAME OF HOUSEHOLD MEMBER</u>	<u>NAME OF SUPERVISOR OR COMMISSIONER</u>	<u>DESCRIPTION OF OWNERSHIP INTEREST</u>
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8. If any of the persons disclosed in Paragraphs 5 or 6 above is a corporation, partnership, joint venture, trust or other artificial person, I hereby certify that no member of the Board of Supervisors of Chesterfield County, the Chesterfield County Planning Commission or their immediate households, other than those Supervisors, Commissioners or household members named in Paragraph 7 above, owns any interest in the Subject Property as a title owner, easement owner, contract purchaser, lessee, assignee, optionee or licensee, either individually or by ownership of an interest in a corporation, trust, partnership, joint venture or other artificial person owning any such interest.

9. Prior to every public hearing in connection with the land use amendment application referred to in Paragraph 1 above, I will file a revised Zoning Disclosure Affidavit if there has been any change in the information set forth above.

WITNESS the following signature

Signature:   
William M Brishke

  
Bill M BRISHKE

STATE OF Virginia

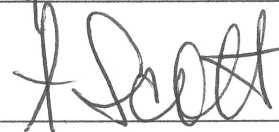
COUNTY/CITY OF Richmond to-wit:

This day William & Jill Brishke personally appeared before

me, Andreus Scott, a Notary Public in and for the County and State

aforesaid, and swore or affirmed that the matters stated in the foregoing Zoning Opinion Disclosure Affidavit are true to the best of his/her knowledge and belief.

Given under my hand this 29 day of July, 2020



Notary Public

Registration No. 7790082

My Commission expires: 06/30/2022







**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: December 16, 2020**

**Item Number: 17.A.**

**Subject:**

To Consider Amendments to County Code Section 14-10 Regarding Discharging Firearms and Providing for a Penalty

**Board Action Requested:**

The Board is requested to hold a public hearing to consider amendments to County Code Section 14-10 requiring a natural or man-made berm or backstop behind targets to prevent projectiles from entering the property of another.

**Summary of Information:**

While County Code § 14-10 provides distance parameters for lawfully discharging firearms, the Police Department has received sporadic reports over the years of spent bullets being found on property not being used for target shooting. The Police Department believes requiring a berm or back-stop would enhance the safety of target shooting in the County and is a less drastic alternative to banning target shooting altogether.

Working in conjunction with the Commonwealth's Attorney Office, the proposed amendments are consistent with berm or backstop standards recommended by the National Rifle Association. In the event the Police Department receives further reports of this nature, they intend to work with residents to achieve compliance. If compliance cannot be achieved, the ordinance provides for a maximum fine of \$1,000.00.

Staff recommends the Board adopt the attached ordinance amendments after conducting a public hearing.

**Attachments:**

1. Ordinance Amendment - 14-10 - Discharging Firearms

Preparer: Jeffrey Katz, Chief of Police

Approved By:

AN ORDINANCE TO AMEND THE CODE OF THE COUNTY  
OF CHESTERFIELD, 1997, AS AMENDED, BY AMENDING AND RE-ENACTING  
SECTION 14-10, RELATING TO DISCHARGING FIREARMS  
AND PROVIDING FOR A PENALTY

BE IT ORDAINED by the Board of Supervisors of Chesterfield County:

(1) *That Section 14-10, of the Code of the County of Chesterfield, 1997, as amended, is amended and re-enacted to read as follows:*

**Sec. 14-10. – Same – Discharging firearms or shooting arrows from bows.**

- (a) No person shall discharge any firearm within the county within 600 feet of a (i) dwelling of another; (ii) business establishment; (iii) public building; (iv) public gathering; or (v) public meeting place.
- (b) In addition to the limitations set forth in subsection (a) above, any person target shooting with a firearm shall only discharge such firearm into a natural or man-made berm or backstop so that it prevents projectiles from entering the property of another. A backstop is defined as a device to stop, redirect, and or contain bullets fired on a range. A berm is defined as an embankment used for restricting bullets to a given area, or as a protective or dividing wall between ranges.
- (c) As to firearms, this section shall not apply to a (i) law-enforcement officer in the performance of his official duties; (ii) any person whose discharge of a firearm is justifiable or excusable at law in the protection of life or property; (iii) the discharge, on land of at least five acres that is zoned for agricultural use, of a firearm for the killing of deer pursuant to Code of Virginia, § 29.1-529; (iv) the discharge of a firearm that is otherwise specifically authorized by law; (v) the discharge of black powder firearms using blanks as part of historical re-enactments, historical living history programs and historical demonstrations; (vi) the discharge of starter blank weapons to initiate athletic competitions; or (vii) ceremonial and patriotic displays.

o o o

- (f) Any person violating the provisions of this section shall be punishable by a fine of not more than \$1,000.00.

(2) *That this ordinance shall become effective immediately upon adoption.*



**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: December 16, 2020**

**Item Number: 17.B.**

**Subject:**

To Consider Amendments to County Code Section 14-27 Regarding Prohibited Loud Noises

**Board Action Requested:**

Hold a public hearing on December 16, 2020 for consideration of the attached amendments to the County's noise ordinance.

**Summary of Information:**

The County last made substantive amendments to its noise ordinance in 2009. At that time, the County, along with localities throughout the Commonwealth, modified its noise ordinance in response to a decision from the Supreme Court of Virginia ruling that prohibitions on “excessive,” “unreasonably loud,” “disturbing,” or “unnecessary” noise were unconstitutionally vague because they did not set an objective standard. In response to the Court’s decision, the County adopted the current noise ordinance, which, among other things, prohibits noise from gatherings and electronic devices between the hours of 12:01 a.m. and 7:00 a.m. when the noise is plainly audible (i) inside another person’s home or (ii) 50 feet or more from the source of the noise.

While the County’s noise ordinance generally has worked well since the 2009 adoption, staff believes that it may be improved with two changes. First, staff recommends adjusting the current prohibition to begin an hour earlier, at 11:01 p.m. instead of 12:01 a.m. A majority of local noise ordinances begin nighttime restrictions earlier than midnight, with many choosing 11:01 p.m. Calls to the police department for noise disturbances increase steadily in the hours before midnight, and the change would address a significant number of these complaints without unduly burdening citizens’ private activities.

Second, the proposed amendment includes daytime restrictions on music and other amplified sound. Specifically, it would prohibit between the hours of 7:01 a.m. and 11:00 p.m. music and other amplified sound that is plainly audible (i) inside another person’s home when the doors and windows of that person’s home are closed or (ii) off the property on which the noise is generated and at least 300 feet from the source of the noise. Under the current ordinance, the police department can do nothing to address complaints of loud music or similar noise when they occur during the daytime and early evening.

Additionally, the amendment includes new language that clarifies how the ordinance may be enforced. The language provides that citizens who have requested, or who have made a reasonable attempt to request, that the person responsible for a violation abate the violation are able to personally appear before a magistrate to request the issuance of a summons. Police officers would retain their current authority to issue a summons for

violations that occur in the presence of an officer.

**Attachments:**

1. Noise Ord. Amend. PH

Preparer: Jeffrey Katz, Chief of Police

Approved By:



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AN ORDINANCE TO AMEND THE CODE OF THE COUNTY OF CHESTERFIELD,  
1997, AS AMENDED, BY AMENDING AND RE-ENACTING SECTION 14-27  
RELATING TO LOUD NOISES PROHIBITED

BE IT ORDAINED by the Board of Supervisors of Chesterfield County:

(1) *That Section 14-27 of the Code of the County of Chesterfield, 1997, as amended, is amended and re-enacted to read as follows:*

Chapter 14. OFFENSES—MISCELLANEOUS

**Sec. 14-27. Loud noises prohibited.**

It shall be unlawful for any person:

(a) ~~To use, operate or play, or allow anyone to use, operate or play, any radio, phonograph, television, record, compact disc or tape player, musical instrument, loudspeaker, sound amplifier or other machine or device capable of producing or reproducing sound in such a manner or with such volume or duration that it is plainly audible as follows between 12:01 a.m. and 7:00 a.m. inside the confines of the dwelling unit, house, or apartment of another person or (ii) at 50 or more feet from the device, except for devices permitted to be used at public parks or recreation fields, sporting events, school-sponsored activities on school grounds, or duly authorized parades, public functions or commemorative events:~~

(1) Between 11:01 p.m. and 7:00 a.m.:

(i) inside the confines of the dwelling unit, house or apartment of another person; or

(ii) off the property on which the device is located and at 50 or more feet from the device; or

(2) Between 7:01 a.m. and 11:00 p.m.:

(i) inside the confines of the dwelling unit, house or apartment of another person when the doors and windows of the dwelling unit, house or apartment are closed; or

(ii) off the property on which the device is located and at 300 or more feet from the device.

Excluded from the restrictions in (a)(1) and (a)(2) are devices permitted to be used at public parks or recreation fields, sporting events, school-sponsored activities on school grounds, duly authorized parades, public functions or commemorative events, devices used or played at a noise level approved in an applicable zoning condition, or devices used to alert persons to the existence of an emergency.

(b) To allow or create noise between the hours of 11:01 p.m. ~~12:01 a.m.~~ and 7:00 a.m. that is plainly audible either inside the confines of the dwelling unit, house or apartment of another person or off the property on which the noise is occurring and at 50 or more feet when the noise is generated from a gathering of ten or more people.



(c) To allow any animal or bird except farm animals in agricultural districts to create noise such that it is plainly audible at least once a minute for ten consecutive minutes (i) inside the confines of the dwelling unit, house or apartment of another; or (ii) at 50 or more feet from the animal or bird.

(d) To operate, install, have, or permit on the outside of any store, shop, business establishment, warehouse or commercial building, any loudspeaker or other sound-producing or reproducing device capable of emitting music, noise, sounds, tapes or voice in such manner that it is plainly audible on any public sidewalk or street unless it is used only intermittently for announcing or paging an individual or unless it signals the ringing of a telephone, danger from smoke, a fire or a burglary or the beginning or stopping of work or school, or unless it is operated in accordance with conditions of zoning.

(e) To play or permit the playing of any radio, stereo, tape player, compact disc player, loudspeaker or other electronic device or mechanical equipment used for the amplification of sound, which is located within a motor vehicle and which is plainly audible from outside the motor vehicle at a distance of 50 feet or more from the vehicle. This provision shall not apply to sirens, loudspeakers and emergency communications radios in public safety vehicles, nor shall it apply to motor vehicle alarms or other security devices.

(f) To allow or create plainly audible noise in residential areas between 10:00 p.m. and 5:00 a.m. in connection with the loading or unloading of refuse, waste or recycling collection vehicles.

(g) To allow or create plainly audible noise in residential areas between 10:00 p.m. and 7:00 a.m. in connection with lawn care, leaf removal, gardening, tree maintenance or removal and other landscaping, lawn or timbering activities.

(h) Violations of this section shall constitute a misdemeanor punishable by a fine of not less than \$100.00 nor more than \$500.00.

No person shall be charged with a violation of this section unless (i) a complainant appears before a magistrate and alleges the specific violation complained of, and that the complainant requested or made a reasonable attempt to request abatement of the violation; or (ii) a violation is committed in the presence of a police officer.

(2) *That this ordinance shall become effective immediately upon adoption.*



## **CHESTERFIELD COUNTY BOARD OF SUPERVISORS AGENDA**

**Meeting Date: December 16, 2020**

**Item Number: 17.C.**

**Subject:**

To Consider the FY2021-FY2026 Central Virginia Transportation Authority Improvement Plan and FY2021 Budget

**Board Action Requested:**

The Board is requested to hold a public hearing to consider: FY2021-FY2026 Central Virginia Transportation Authority Improvement Plan and FY2021 Central Virginia Transportation Authority Improvement Budget.

**Summary of Information:**

**FY2021-FY2026 CVTA Improvement Plan**

The 2020 General Assembly legislation, House Bill 1541, created the Central Virginia Transportation Authority (CVTA), allowing the Richmond region to use specified tax revenues to fund transportation needs of the region (Section 33.2-3700-3713 of the Code of Virginia):

The funds for the CVTA are generated through the following sources:

- Sales and use tax of 0.7 percent (revenue collection began October 2020)
- Wholesale gas tax of 7.6 cents per gallon of gasoline and 7.7 cents per gallon of diesel fuel (revenue collection began July 2020)

These funds are to be divided accordingly:

- 35% to the CVTA for regional transportation projects;
- 15% to the Greater Richmond Transit Company (GRTC) to provide transit and mobility services; and
- 50% distributed proportionally to each member locality for local projects which may include construction, maintenance, or expansion of roads, sidewalks, trails, mobility services, or transit located in the locality.

Chesterfield County's local CVTA revenue is projected between \$20 million and \$23 million per year, \$133 million over a six-year period. The CVTA will oversee the distribution of member locality revenues and confirm project eligibility. It is anticipated that funds will be distributed on a quarterly basis beginning in January 2021. A summary of the proposed improvement plan is shown on Attachment A.

**FY2021 CVTA Improvement Budget**

The FY2021 budget reflects the first year of anticipated CVTA funding for Chesterfield County and

identifies

specific project allocations for the fiscal year. Projects shown in Attachment B are recommended for FY2021 CVTA funding.

Two weeks prior to the public hearing, the draft FY2021-FY 2026 Central Virginia Transportation Authority Improvement Plan and FY2021 Central Virginia Transportation Authority Improvement Budget will be posted on the county's website: <https://www.chesterfield.gov/574/Transportation>

**Attachments:**

1. Attachment A - Proposed FY2021-FY2026 CVTA Improvement Plan
2. Attachment B - Proposed FY2021 CVTA Improvement Budget

Preparer:

Approved By:

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## PROPOSED FY2021 - FY2026 CVTA IMPROVEMENT PLAN

PROJECT	ESTIMATE	FY2021 – FY2026
FY2022 Revenue Sharing Match		
▪ Nash Road (Beach Road to Route 10) Extension	\$ 784,162	\$ 784,162
▪ Woolridge Road (Route 288 to Old Hundred Road) Extension	\$ 218,795	\$ 218,795
Nash Road (Beach Road to Route 10) Extension	\$ 30,000,000*	\$ 10,000,000
Woolridge Road (Route 288 to Old Hundred Road) Extension	\$ 54,487,100*	\$ 44,728,718
Woolridge Road (Watermill Parkway to Genito Road) Widening	\$ 16,882,500	\$ 16,882,500
Centralia Road/Old Wrexham Road Roundabout	\$ 5,000,000	\$ 5,000,000
Powwhite Parkway Extension	\$ 54,300,000	\$ 27,700,000
▪ Little Tomahawk Creek to Woolridge Road (2 to 4 lanes)		
▪ Charter Colony Parkway (Grade-Separation)		
▪ Brandermill Parkway (Overpass)		
Route 10 (Route 288 – Courthouse Road) Weave Mitigation	\$ 23,000,000	\$ 9,863,500
I-95/Willis Road Interchange – PE Only	\$ 2,000,000	\$ 2,000,000
	<b>\$ 186,672,557</b>	<b>\$ 117,177,675</b>

*\*Outstanding balances to be funded with other sources*

**ATTACHMENT A**

## PROPOSED FY2021 CVTA IMPROVEMENT BUDGET

PROJECT	FY2021
Nash Road (Beach Road to Route 10) Extension	\$ 5,000,000
Woolridge Road (Route 288 to Old Hundred Road) Extension	\$ 3,916,000
Woolridge Road (Watermill Parkway to Genito Road) Widening	\$ 2,518,000
Centralia Road/Old Wrexham Road Roundabout	\$ 1,000,000
Powwhite Parkway Extension <ul style="list-style-type: none"> <li>▪ Little Tomahawk Creek to Woolridge Road (2 to 4 lanes)</li> <li>▪ Charter Colony Parkway (Grade-Separation)</li> <li>▪ Brandermill Parkway (Overpass)</li> </ul>	\$ 3,263,693
Route 10 (Route 288 – Courthouse Road) Weave Mitigation	\$ 500,000
I-95/Willis Road Interchange – PE Only	\$ 2,000,000
Unallocated Funds	\$ 2,489,164
	<b>\$ 20,686,857</b>

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**ATTACHMENT B**

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**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: December 16, 2020**

**Item Number: 17.D.**

**Subject:**

To Consider Conveyance of an Easement to Columbia Gas of Virginia, Inc.

**Board Action Requested:**

Authorize the Chair of the Board of Supervisors and the County Administrator to execute an agreement with Columbia Gas of Virginia, Inc. for conveyance of a variable width easement at the Airport.

**Summary of Information:**

Staff recommends that the Board of Supervisors authorize the Chair of the Board of Supervisors and the County Administrator to execute an agreement with Columbia Gas of Virginia, Inc. for a variable width easement. This is necessary to provide service to Kings Korner BBQ, Various Hangars, and the Airport Terminal Building. This request has been reviewed by Airport and County Staff.

Approval is recommended.

**Attachments:**

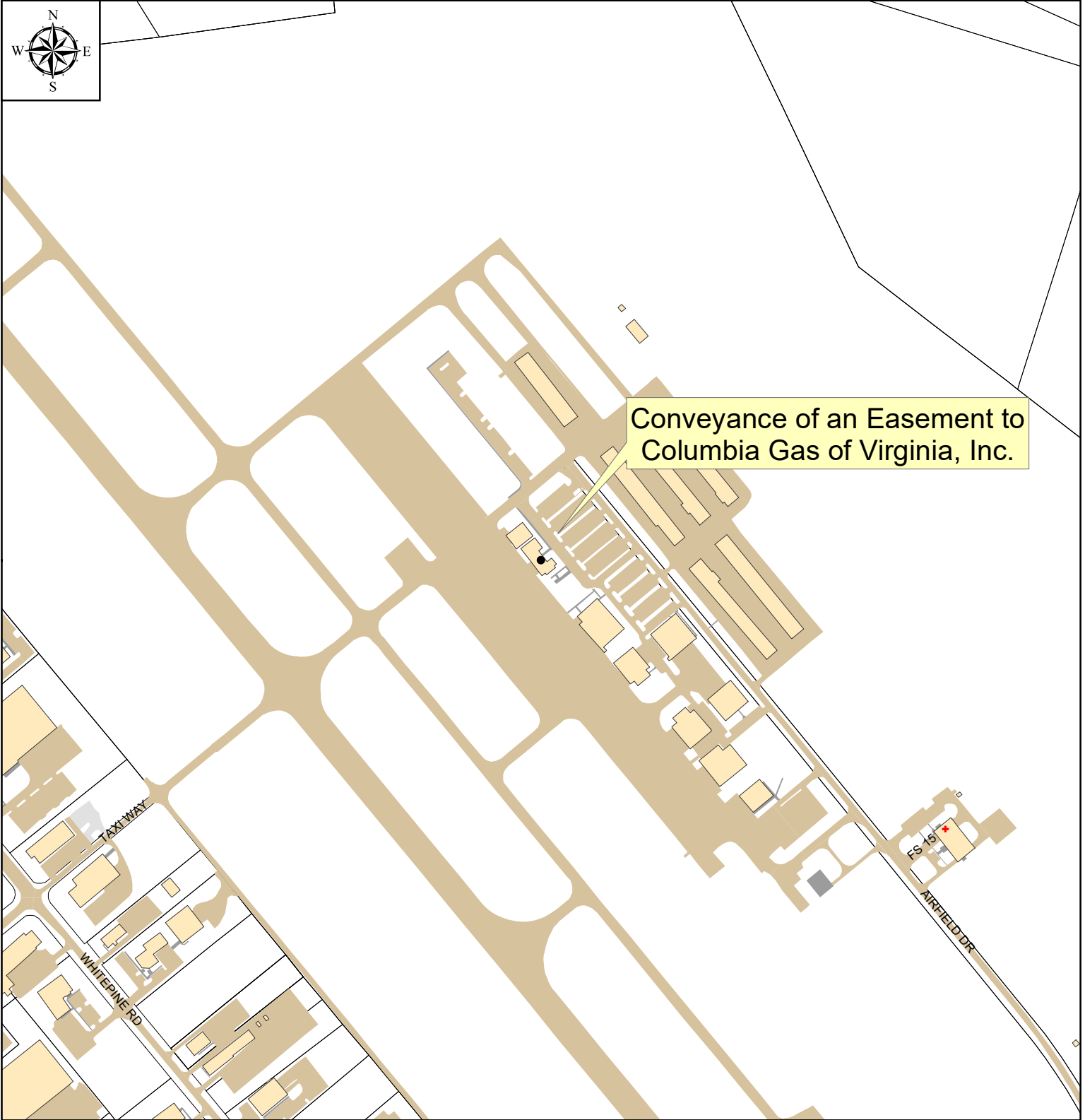
1. Columbia Gas Easement at Airport Vicinity Sketch
2. Columbia Gas Easement Plat

Preparer: Dean Sasek, Real Property Manager

Approved By:

A handwritten signature in black ink, appearing to be "DS", is written over a horizontal line.

Board of Supervisors Meeting - December 16, 2020  
Consider Conveyance of an Easement to Columbia Gas of Virginia, Inc.



Chesterfield County  
Real Property Office



1 inch = 500 feet



Z:\2020\20-0375944-00 5G Air, 7521 Airfield Dr, Chesterfield\C-20-0375944-00.dwg 11/16/2020 01:53 PM



NMV INVESTMENT  
COMPANY LLC  
PID: 768674708200000  
D.B. 12810 PG. 764

COUNTY OF CHESTERFIELD,  
VIRGINIA  
PID: 768671389500002  
D.B. 1004 PG. 312  
7427 AIRFIELD DRIVE

**VARIABLE WIDTH  
GAS  
PIPELINE  
EASEMENT  
C/L - 1214'**

LINE	BEARING	DISTANCE
L1	S 39°37'50" E	357.60'
L2	S 49°08'53" W	40.00'
L3	N 39°37'56" W	38.83'
L4	N 49°08'53" E	25.00'
L5	N 39°37'50" W	304.29'
L6	S 51°07'34" W	119.97'
L7	N 39°45'10" W	737.17'
L8	N 50°14'50" E	15.00'
L9	S 39°45'10" E	722.40'
L10	N 51°07'34" E	120.00'



COMPANY				COLUMBIA GAS OF VIRGINIA, INC.		WORK ORDER(S) 20-0375944-00 20-0375780-00	
PROJECT				VARIABLE WIDTH GAS PIPELINE EASEMENT ACROSS THE PROPERTY OF COUNTY OF CHESTERFIELD, VIRGINIA		TAX DISTRICT(S)  DALE	
DATE 10/15/2020	ENGINEER COASTAL	DRAWN BY JLD	SCALE 1" = 200'	COUNTY/CITY CHESTERFIELD			
SYSTEM NO. 38040007	CONSULTANTS, P.C.	MAP(S)	REVISIONS	STATE VIRGINIA			
REFERENCES		8-276-140-F	11/16/2020	DRAWING NO. V41-720-20			



**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: December 16, 2020**

**Item Number: 17.E.**

**Subject:**

To Accept the Conveyance of and Approve a Lease of Property at 6737 Public Safety Way

**Board Action Requested:**

Accept the conveyance of and approve a lease of property at 6737 Public Safety Way to Virginia Credit Union, Inc.

**Summary of Information:**

In 1996 the county conveyed property at 6737 Public Safety Way to Chesterfield Employees Federal Credit Union (CFCU) to provide financial services to county and school employees. On March 16, 2020, the members of CFCU voted to merge with Virginia Credit Union (VACU). The county has exercised its right of reversion for the credit union property pursuant to terms in the original agreement that include payment of the depreciated value of the building (\$426,991.61) to the credit union. VACU would like to continue to provide financial services to county and school employees from this location until a new branch can be constructed in the area. The lease will be for 2 years, with two one-year renewal terms, commencing January 1, 2021, at \$5,567.25 per month with 3% annual increases.

Approval is recommended.

**Attachments:**

1. Virginia Credit Union Vicinity Sketch

Preparer: Dean Sasek, Real Property Manager

Approved By:

Board of Supervisors Meeting - December 16, 2020  
Accept the Conveyance of and Approve a Lease  
of Property at 6737 Public Safety Way



Chesterfield County  
Real Property Office



1 inch = 200 feet







**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: December 16, 2020**

**Item Number: 17.F.**

**Subject:**

To Consider Amending County Code by Enacting § 13-23 to Establish a Civil Penalty Program for Passing of a Stopped School Bus

**Board Action Requested:**

Amend the County Code by enacting § 13-23 to establish a civil penalty program for passing a stopped school bus and authorize the County Administrator to implement program.

**Summary of Information:**

State law requires vehicles to stop when approaching a school bus that is stopped to pick-up or discharge children. Failure to do so constitutes reckless driving. However, state law also allows the Board of Supervisors, by ordinance, to authorize the School Board to establish a program to install video cameras on school buses to record violations. Violators would then be subject to a \$250 civil penalty. A proceeding for a civil penalty is a bar to prosecution for reckless driving.

The Board may also authorize the School Board to contract with a private vendor to administer the civil penalty program. The attached ordinance would (1) authorize the School Board to conduct the civil penalty program, including contracting with a private vendor, (2) require that any contract with a private vendor be reviewed and approved as to form by the School Board Attorney and the County Attorney, and (3) require that the resulting civil penalties be paid into the County's general fund.

**Attachments:**

1. School Bus Camera Public Hearing Ordinance

Preparer: Scott Zaremba, Deputy County Administrator

Approved By:



AN ORDINANCE TO AMEND THE CODE OF THE COUNTY OF CHESTERFIELD, 1997, AS AMENDED, BY ADDING SECTION 13-23 PROVIDING FOR CIVIL ENFORCEMENT THROUGH A VIDEO-MONITORING SYSTEM OF THE PROHIBITION AGAINST PASSING A STOPPED SCHOOL BUS AND INCLUDING A PENALTY FOR VIOLATION

BE IT ORDAINED by the Board of Supervisors of Chesterfield County:

(1) That Section 13-23 of the Code of the County of Chesterfield, 1997, as amended, is amended by adding the following section:

CHAPTER 13

MOTOR VEHICLES AND TRAFFIC

o o o

**Sec. 13-23. Civil penalty and enforcement of prohibition against passing a stopped school bus.**

- a. Pursuant to § 46.2-844, Code of Virginia, 1950, as amended, the Chesterfield County School Board is authorized to install and operate a video-monitoring system in, or on, its school buses, or to contract with a private vendor to do so on its behalf, for the purpose of establishing a civil enforcement program of recording violations of § 46.2-859, Code of Virginia, 1950, as amended, prohibiting the passing of a stopped school bus.
- b. Any violation of § 46.2-859, Code of Virginia, 1950, as amended, identified through this video-monitoring system shall subject the operator of the vehicle to a \$250.00 civil penalty. All civil penalties collected shall be paid into the County's general fund.
- c. Prior to execution of any contract with a private vendor for the operation of such civil enforcement program, the contract shall be reviewed for form and approved by the School Board Attorney and the County Attorney.

(2) That this ordinance shall become effective immediately upon adoption.



**Total**

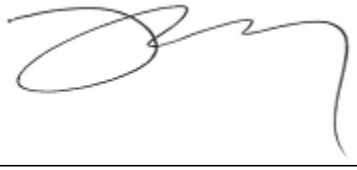
**14**

**Attachments:**

1. FY21 Budget Amendments Public Hearing Dec 16 2020
2. Table A Mid-Year Amendments FY21

Preparer: Gerard Durkin, Acting Budget Director

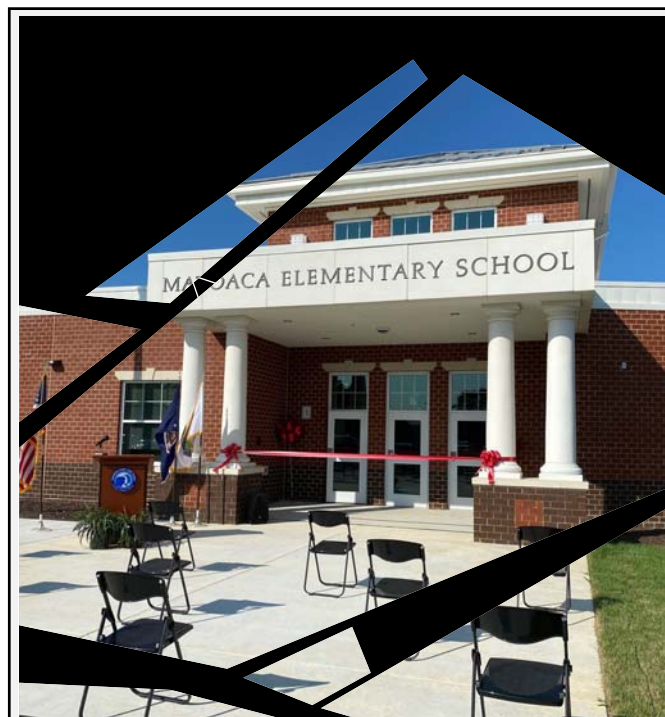
Approved By:



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1



## FY20 Schools Year-end Recap

- \$16.9M Year-End surplus (\$10.6M last year) from suspension of contracts, fuel and utility savings, etc
- School Board has asked the Board of Supervisors to allocate the surplus as follows:

Topic	Amt.	Requested Action
Debt Service	<b>\$1.9M</b>	Hold on county side
One-time 2% Bonus	<b>\$8.2M</b>	Reappropriate and transfer
Security Upgrades/Major Maintenance	<b>\$6.7M</b>	Reappropriate and transfer

- \$1.9 M to be held on county side to address future school priorities, not necessarily capital



2



## FY20 County Year-end Recap: Uses

USES	Amount
Economic Development Sites	\$24M
Capital Facility Sites	\$3M
Building Purchase (Credit Union)	\$800K
<b>Real Property Subtotal</b>	<b>\$27.8M</b>
River City Enhancements (Stadium Seating, Turf Replacements)	\$3M
Capital Project Funding	\$4.8M
COPS Grant Equipment	\$936K
Grounds Maintenance Equipment	\$114K
<b>Capital Equipment Subtotal</b>	<b>\$8.8M</b>
One-time \$500 Bonus (\$250 for part-time benefits eligible)	\$2M
<b>Total Amount for Public Hearing Consideration</b>	<b>\$38.6M</b>
Public Safety Pay Plan (Future Years; savings from category in FY20)	\$8.7M
Balance Set Aside for Reserve Stabilization	\$6.4M

3

3

## FY21 Amendments: Emphasis on the Workforce

- Largest investment in public safety pay in county's history (\$13.5M)
- Addresses compression and establishes/ places sworn personnel on new step plan
- Implementation of public safety pay study; phase 1 in January, phase 2 in April; one vote in December to activate entire plan
- Reserve being set aside to help sustain it and staff developing accompanying financial policy
- 2% merit for balance of workforce; effective January (to December 2021)



4

4

## FY21 Amendments: Modest Service Enhancements

- \$315K for recurring portion of (already approved) COPS grant (15 officers)
- 10 full-time librarians (converting from part-time dominant model)
- Planning Assistant Director position
- New Strategic Real Estate Position (in Economic Development)
- Pre-trial officer in Community Corrections
- Position conversion in Communications and Media (no funding; just position)
- Custodial contract increase (General Services)
- Unallocated (\$137,500)



5



## Summary and Next Steps

- February budget proposal cut \$52M; restoring only \$14.6M
- Historic investment in public safety compensation
- One-time requests position county for continued economic development success

Appropriation Summary	Amount
Schools FY20 One-time Use	\$14.9M
County FY20 One-time Use	\$38.6M
FY21 Amendments	\$14.6M
FY21 Program Contingency	\$6.9M
Debt Service Premium	\$3.23M
Schools Reserve	\$2.75M
Public Safety Regional Initiative	\$0.7M
Unallocated	\$0.22M
<b>Requested Appropriation Up To</b>	<b>\$75.0M</b>



6



7

**Table A**

**Mid Year Amendment**

**General Fund**

<i>Estimated Revenue:</i>	General Property Taxes	\$8,133,800
	Other Local Taxes	\$7,256,000
	Use of Restricted, Committed, or Assigned Fund Balance	\$53,622,500
	<b>Total Revenues</b>	<b>\$69,012,300</b>
<i>Appropriations:</i>	General Government	\$11,087,100
	Public Safety	\$5,432,900
	Public Works	\$38,900
	Parks, Recreation, Cultural	\$311,000
	Community Development	\$27,096,300
	Operating Transfers	\$24,823,500
	Assignments	\$222,600
	<b>Total General Fund</b>	<b>\$69,012,300</b>

**School Operating Fund**

<i>Estimated Revenue:</i>	Use of Reserve	\$2,750,000
	Transfer from General Fund:	
	Prior Year Revenue	\$14,972,500
	<b>Total Revenues and Funding Sources</b>	<b>\$17,722,500</b>
<i>Appropriations:</i>	Instruction	\$9,692,100
	Administration, Attendance & Health	\$296,700
	Pupil Transportation	\$296,800
	Operations & Maintenance	\$7,039,500
	Technology	\$163,400
	Food Service	\$234,000
	<b>Total Appropriations</b>	<b>\$17,722,500</b>

**County Grants Fund**

<i>Estimated Revenue:</i>	Transfer from General Fund	\$1,251,000
	<b>Total Revenues and Funding Sources</b>	<b>\$1,251,000</b>
<i>Appropriations:</i>	Police Grants	\$1,251,000
	<b>Total Appropriations</b>	<b>\$1,251,000</b>

**County CIP Fund**

<i>Estimated Revenue:</i>	Transfer from General Fund	\$8,600,000
	Debt Financing	\$2,672,900
	<b>Total Revenues</b>	<b>\$11,272,900</b>
<i>Appropriations:</i>	County Capital Projects	\$11,272,900
	<b>Total County CIP Funds</b>	<b>\$11,272,900</b>

**Schools CIP Fund**

<i>Estimated Revenue:</i>	Bond Proceeds/ Other Debt Financing	\$564,800
	<b>Total Revenue and Transfers</b>	<b>\$564,800</b>
<i>Appropriations:</i>	School Capital Projects	\$564,800
	<b>Total Appropriations</b>	<b>\$564,800</b>



**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: December 16, 2020**

**Item Number: 17.H.**

**Subject:**

To Consider an Ordinance Granting the Real Estate Tax Exemption Request of Chesterfield Alternatives, Inc.

**Board Action Requested:**

The Board is requested to hold a public hearing for December 16, 2020 to consider an ordinance, attached, granting the real estate tax exemption request of Chesterfield Alternatives, Inc. Chesterfield Alternatives, Inc. did not specify the amount of the tax exemption it is seeking. The Board's policy limits exemptions to \$5,000.

**Summary of Information:**

Under Virginia law, real and personal property used for benevolent purposes may be designated as exempt from taxation by the Board of Supervisors. This year, Chesterfield Alternatives, Inc., a benevolent, non-profit organization has requested a tax exemption for Parcel No. 800630129600000, located at 2519 Pine Forest Drive. A single-family residential building is located on the property; a carport attached to the structure is located on an adjacent parcel also owned by Chesterfield Alternatives, Inc. The subject parcel is zoned R-7, which permits residential care homes by right. A map of the parcel is attached.

Chesterfield Alternatives, Inc. purchased the property to lease to the Chesterfield Community Services Board as a group home for adults with intellectual disabilities. The home is licensed by the Virginia Department of Behavioral Health and Developmental Services. Residential support services are provided by the Community Services Board.

The real estate taxes assessed for the single-family residential structure where the benevolent use takes place are \$3519. This does not include the carport that is located on the adjacent parcel and which is not the subject of this request. \$3519 is below the \$5,000 maximum amount permitted by the Board's policy.

Staff has reviewed the information that state law requires the Board to consider before granting an exemption and finds that the information is consistent with Chesterfield Alternatives, Inc.'s status as a benevolent, non-profit organization that is eligible for the tax exemption. The criteria which the Board must consider under state law are attached.

**Attachments:**

1. Chesterfield Alternatives - Attachments

Preparer: Jeff Mincks, County Attorney

Approved By:

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AN ORDINANCE TO DESIGNATE REAL  
PROPERTY OWNED BY CHESTERFIELD ALTERNATIVES, INC.  
TO BE EXEMPT FROM PROPERTY TAXATION

WHEREAS, subsection 6(A)(6) of Article X of the Constitution of Virginia, on and after January 1, 2003, authorizes localities to designate as exempt from local taxation the real or personal property, or both, owned by a non-profit organization that uses such property for religious, charitable, patriotic, historical, benevolent, cultural, or public park and playground purposes; and

WHEREAS, the County has received a request from Chesterfield Alternatives, Inc. to consider granting it a tax exemption for a specific piece of real property owned by it in Chesterfield County and described as County Property Tax Parcel ID No. 800630129600000; and

WHEREAS, in accordance with Va. Code §58.1-3651, the Board has conducted a public hearing and considered each of the questions required to be considered before adopting an ordinance granting any such exemption; and

WHEREAS, the Board has determined that Chesterfield Alternatives, Inc. meets the requirement for the real property tax exemption that it has requested by reason of its being a non-profit organization which uses the real property for which it is requesting the exemption for benevolent purposes; and

WHEREAS, it is the policy of the Board to consider real estate tax exemption requests up to a maximum amount of \$5,000.00.

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

1. Chesterfield Alternatives, Inc. is hereby designated a benevolent organization within the context of Section 6(A)(6) of Article X of the Constitution of Virginia.

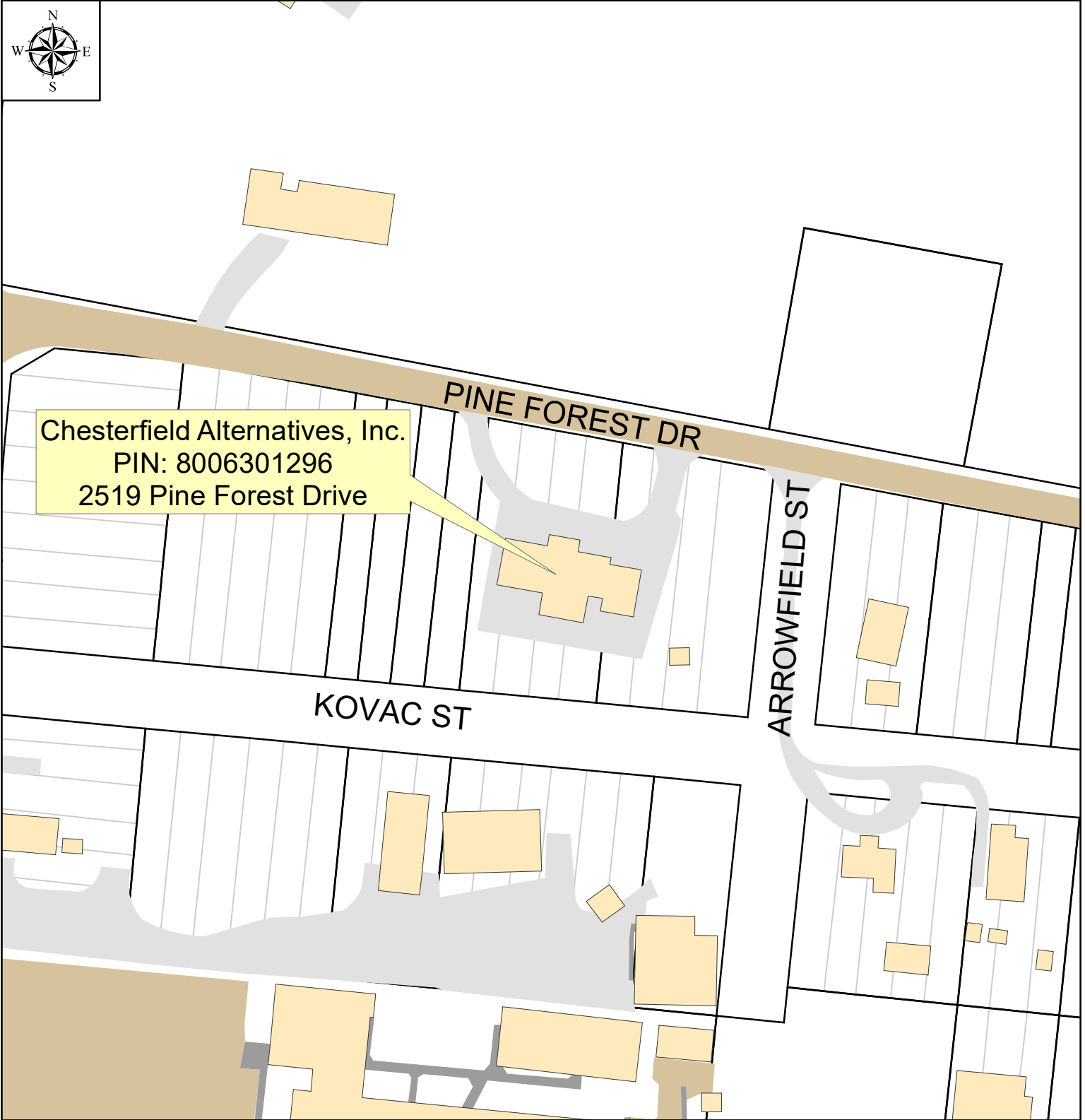
2. The real property located in Chesterfield County owned by Chesterfield Alternatives, Inc. and described as County Property Tax Parcel ID No. 800630129600000 is used by such organization, and the single-family residential structure on such property is used exclusively for benevolent purposes on a non-profit basis as set forth in Section 1 of this ordinance and is hereby determined to be exempt from local taxation in the amount of \$3519 for tax year 2021 and up to \$5000 for future tax years. This exemption shall be contingent on the continued use of the property in accordance with the purpose for which the organization is designated as exempt in Section 1.

3. This real property tax exemption shall be effective January 1, 2021.

4. This ordinance shall not be set out in the County Code but shall be kept on file in the offices of the real estate assessor and commissioner of revenue.

5. This ordinance shall be in effect immediately upon its adoption.

Board of Supervisors Meeting - December 16, 2020  
Real Estate Tax Exemption for Chesterfield Alternatives, Inc.  
2519 Pine Forest Drive



Chesterfield County Attorney's Office



1 inch = 100 feet



CRITERIA FOR CONSIDERING TAX EXEMPTION  
REQUESTS UNDER STATE LAW

1. Chesterfield Alternatives, Inc. is exempt from taxation pursuant to §501(c)(3) of the Internal Revenue Code of 1954;
2. Chesterfield Alternatives, Inc. does not possess a current annual alcoholic beverage license for serving alcoholic beverages for use on the property;
3. No director of Chesterfield Alternatives, Inc. is paid any compensation for service to the corporation and its salaries are not in excess of reasonable salaries for services performed by the employees;
4. No part of the net earnings of Chesterfield Alternatives, Inc. inures to the benefit of any individual;
5. Chesterfield Alternatives, Inc. provides services for the common good of the public;
6. Chesterfield Alternatives, Inc. does not attempt to influence legislation or intervene in any political campaign on behalf of any candidate for public office.
7. The revenue impact to the locality and its taxpayers of exempting the property is \$3519 for tax year 2021 and up to \$5000 for future tax years; and
8. Any other criteria, facts and circumstances that the Board of Supervisors deems pertinent to the adoption of such ordinance.



**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: December 16, 2020**

**Item Number: 17.I.**

**Subject:**

To Consider an Ordinance Granting the Real Estate Tax Exemption Request of Richmond Animal League, Inc.

**Board Action Requested:**

The Board is requested to hold a public hearing on December 16, 2020 to consider an ordinance, attached, granting the real estate tax exemption request of Richmond Animal League, Inc. Richmond Animal League, Inc. did not specify the amount of the tax exemption it is seeking. The Board's policy limits exemptions to \$5,000.

**Summary of Information:**

Under Virginia law, real property used for benevolent purposes may be designated as exempt from taxation by the Board of Supervisors. This year, Richmond Animal League, Inc., a benevolent, non-profit organization has requested a tax exemption for Parcel No. 741707866100000, located at 801 Branchway Road. A two-story commercial building is located on the property, which is zoned I-1. A CUPD approved in 1989 (89SN0128) permits uses including veterinary hospitals, boarding kennels, or clinic. A map of the parcel is attached.

Richmond Animal League, Inc. provides temporary housing for homeless animals that are transferred from municipal animal control facilities. Its "Loving Spay + Neuter Clinic", located on the first floor of the structure, provides low cost spay/neuter surgeries to public pets, other rescues, municipal shelters and the animals adopted from Richmond Animal League, Inc. The second floor of the structure is used by Richmond Animal League, Inc. for administrative purposes.

The real estate taxes assessed for the commercial structure where the benevolent use takes place are \$6729.00. This is above the \$5,000 maximum exemption amount permitted by the Board's policy.

Staff has reviewed the information that state law requires the Board to consider before granting an exemption and finds that the information is consistent with Richmond Animal League, Inc.'s status as a benevolent, non-profit organization that is eligible for the tax exemption. The criteria which the Board must consider under state law are attached.

**Attachments:**

1. Richmond Animal League - Attachments

Preparer: Jeff Mincks, County Attorney

Approved By:

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AN ORDINANCE TO DESIGNATE REAL  
PROPERTY OWNED BY RICHMOND ANIMAL LEAGUE, INC.  
TO BE EXEMPT FROM PROPERTY TAXATION

WHEREAS, subsection 6(A)(6) of Article X of the Constitution of Virginia, on and after January 1, 2003, authorizes localities to designate as exempt from local taxation the real or personal property, or both, owned by a non-profit organization that uses such property for religious, charitable, patriotic, historical, benevolent, cultural, or public park and playground purposes; and

WHEREAS, the County has received a request from Richmond Animal League, Inc. to consider granting it a tax exemption for a specific piece of real property owned by it in Chesterfield County and described as County Property Tax Parcel ID No. 741707866100000; and

WHEREAS, in accordance with Va. Code §58.1-3651, the Board has conducted a public hearing and considered each of the questions required to be considered before adopting an ordinance granting any such exemption; and

WHEREAS, the Board has determined that Richmond Animal League, Inc. meets the requirement for the real property tax exemption that it has requested by reason of its being a non-profit organization which uses the real property for which it is requesting the exemption for benevolent purposes; and

WHEREAS, it is the policy of the Board to consider real estate tax exemption requests up to a maximum amount of \$5,000.00.

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

1. Richmond Animal League, Inc. is hereby designated a benevolent organization within the context of Section 6(A)(6) of Article X of the Constitution of Virginia.

2. The real property located in Chesterfield County owned by Richmond Animal League and described as County Property Tax Parcel ID No. 741707866100000 is used by such organization, and the commercial structure on such property is used exclusively for benevolent purposes on a non-profit basis as set forth in Section 1 of this ordinance and is hereby determined to be exempt from local taxation in the amount of \$5,000 for tax year 2021 and up to \$5000 for future tax years. This exemption shall be contingent on the continued use of the property in accordance with the purpose for which the organization is designated as exempt in Section 1.

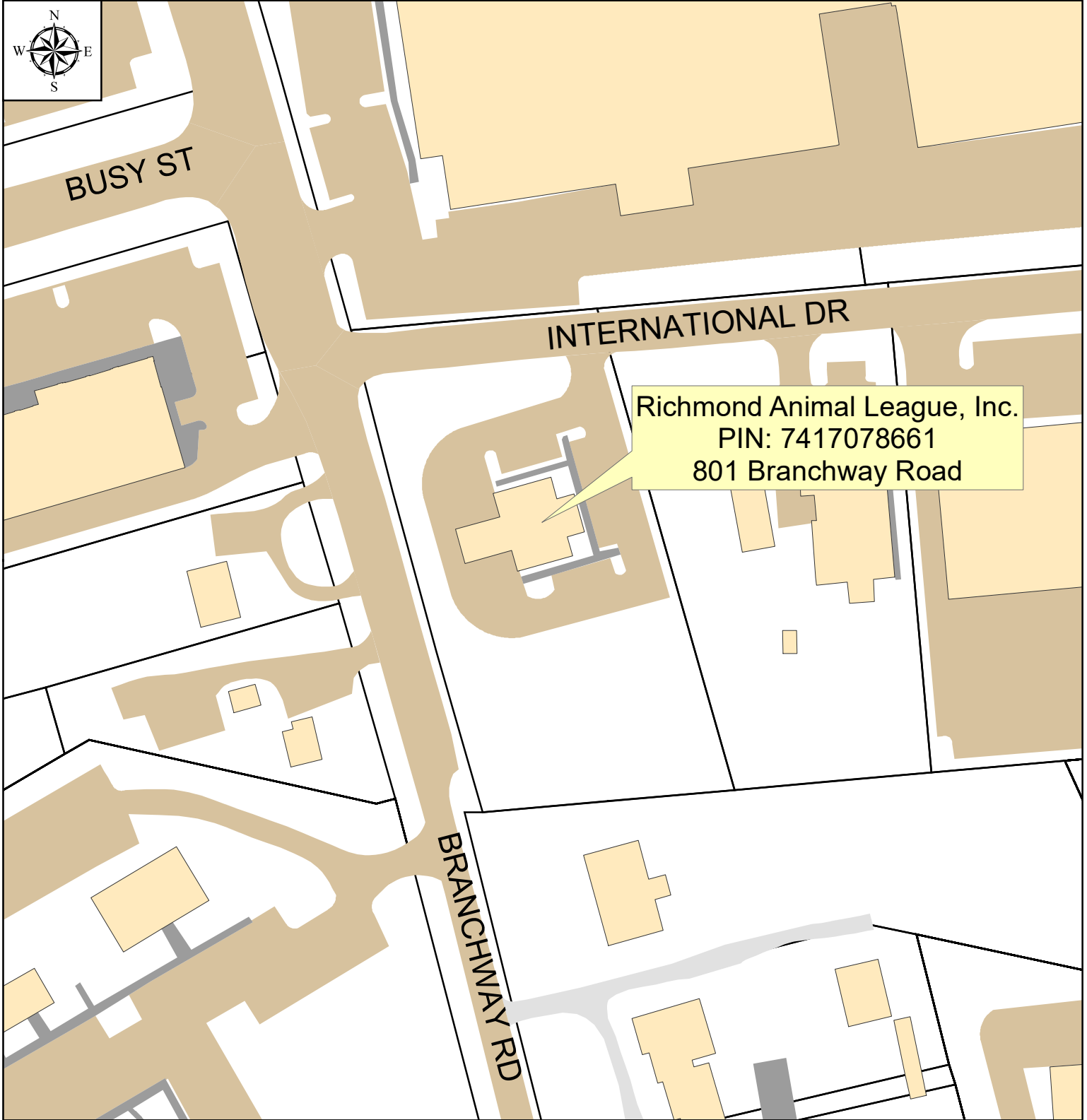
3. This real property tax exemption shall be effective January 1, 2021.

4. This ordinance shall not be set out in the County Code but shall be kept on file in the offices of the real estate assessor and commissioner of revenue.

5. This ordinance shall be in effect immediately upon its adoption.



Board of Supervisors Meeting - December 16, 2020  
Real Estate Tax Exemption for Richmond Animal League, Inc.  
801 Branchway Road



Chesterfield County Attorney's Office



1 inch = 100 feet



CRITERIA FOR CONSIDERING TAX EXEMPTION  
REQUESTS UNDER STATE LAW

1. Richmond Animal League, Inc. is exempt from taxation pursuant to §501(c)(3) of the Internal Revenue Code of 1954;
2. Richmond Animal League, Inc. does not possess a current annual alcoholic beverage license for serving alcoholic beverages for use on the property;
3. No director of Richmond Animal League, Inc. is paid any compensation for service to the corporation and its salaries are not in excess of reasonable salaries for services performed by the employees;
4. No part of the net earnings of Richmond Animal League, Inc. inures to the benefit of any individual;
5. Richmond Animal League, Inc. provides services for the common good of the public;
6. Richmond Animal League, Inc. does not attempt to influence legislation or intervene in any political campaign on behalf of any candidate for public office.
7. The revenue impact to the locality and its taxpayers of exempting the commercial structure on the property is \$5000 for tax year 2021 and up to \$5000 for future tax years; and
8. Any other criteria, facts and circumstances that the Board of Supervisors deems pertinent to the adoption of such ordinance.



**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: December 16, 2020**

**Item Number: 17.J.**

**Subject:**

To Consider Code Amendment Relative to Board of Zoning Appeals (21PJ0106)

**Board Action Requested:**

Following a public hearing adopt attached code amendment.

**Summary of Information:**

Under state code the Board of Zoning Appeals is required to have an individual serve as Secretary. Previously under our code this role has been filled by a member of the Planning Department due to the related nature of zoning actions undertaken by the body. The proposed amendment would provide that the secretary be a qualified county employee serving in the planning or community enhancement departments that is recommended by the director of planning and subject to approval by the BZA.

**Attachments:**

1. Code Amendment Relative to the BZA (21PJ0106)
2. Presentation BOS PH BZA Secretary

Preparer: Ray Cash, Zoning Administrator

Approved By:

AN ORDINANCE TO AMEND THE CODE OF THE COUNTY OF CHESTERFIELD,  
1997, AS AMENDED, BY AMENDING AND REENACTING SECTION 19.1-15 OF THE ZONING  
ORDINANCE RELATIVE TO BOARD OF ZONING APPEALS

BE IT ORDAINED by the Board of Supervisors of Chesterfield County:

*(1) That Section 19.1-15 of the Code of the County of Chesterfield, 1997, as amended, is amended and re-enacted, to read as follows:*

**Sec. 19.1-15. Board of Zoning Appeals.**

**A. Generally.**

**000**

**4. Chairman, Vice Chairman and Secretary.**

The board of zoning appeals shall elect one of its members as chairman and one as vice chairman, each to serve for a one year term and each of whom may succeed themselves. The chairman shall preside at all meetings of the board and, in his absence, the vice-chairman shall preside and have all of the authority as the chairman. The chairman may administer oaths and compel the attendance of witnesses.

The board shall appoint a ~~salaried planning department~~ qualified individual employee to perform the duties of secretary. The secretary shall be a salaried county employee of the planning or community enhancement departments recommended by the director of planning and approved by the board. ~~in addition to other regular duties.~~ The secretary shall keep the minutes and other records of the actions and deliberations of the board of zoning appeals, and shall perform other ministerial duties as the board may direct.

*(2) That this ordinance shall become effective immediately upon adoption.*

1928:117961.1



# 21PJ0106

## Code Amendment Relative to Board of Zoning Appeals

# Proposal



- ▶ Adjust requirements for BZA Secretary
- ▶ Permit to be qualified, salaried county employee
- ▶ Planning or Community Enhancement staff member
- ▶ Planning director recommends
- ▶ BZA approves



# Recommendation



Following Public Hearing Adopt  
Code Amendment



# Proposal

Sec. 19.1-15. Board of Zoning Appeals.

A. Generally.

OOO

4. Chairman, Vice Chairman and Secretary.

The board of zoning appeals shall elect one of its members as chairman and one as vice chairman, each to serve for a one year term and each of whom may succeed themselves. The chairman shall preside at all meetings of the board and, in his absence, the vice-chairman shall preside and have all of the authority as the chairman. The chairman may administer oaths and compel the attendance of witnesses.

The board shall appoint a ~~salared planning department~~ qualified individual ~~employee~~ to perform the duties of secretary. The secretary shall be a salaried county employee of the planning or community enhancement departments recommended by the director of planning and approved by the board. ~~in addition to other regular duties.~~ The secretary shall keep the minutes and other records of the actions and deliberations of the board of zoning appeals, and shall perform other ministerial duties as the board may direct.



**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: December 16, 2020**

**Item Number: 17.K.**

**Subject:**

To Consider Transfer of the Cable Franchise from Comcast of Chesterfield County, Inc. to Comcast of VA, LLC

**Board Action Requested:**

Hold a Public Hearing to consider transfer of cable franchise from Comcast of Chesterfield County, Inc. to Comcast of Virginia, LLC.

**Summary of Information:**

The current Comcast cable franchise is held by Comcast of Chesterfield County, Inc. The County received notice from Comcast that there is a planned intra-company transfer of the franchise from Comcast of Chesterfield County, Inc. to Comcast of VA, LLC, an entity that holds 13 other cable franchises in Virginia. Comcast advises that the restructuring will have no effect on the ultimate ownership, control, or operations of the cable system or the company's ability to meet the obligations under the franchise. Both the current franchise holder and Comcast of VA, LLC are wholly-owned subsidiaries of Comcast Cable communications, LLC which in turn is a wholly-owned indirect subsidiary of Comcast Corporation, a publicly traded corporation. Section 15-55 of the County Code requires Comcast to obtain consent from the County prior to the transfer. This is a public hearing.

**Attachments:**

None

Preparer:

Approved By:

A handwritten signature in black ink, appearing to be "J. [unclear]", is written over a horizontal line.



**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: December 16, 2020**

**Item Number: 20.A.**

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**Subject:**

Adjournment and Notice of Next Scheduled Meeting of the Board of Supervisors

**Board Action Requested:**

**Summary of Information:**

Motion of adjournment and notice of the Board of Supervisors' organizational meeting to be held on January 6, 2021, at 6:00 p.m. in the Public Meeting Room.

**Attachments:**

None

Preparer: Sara Hall, Clerk to the Board of Supervisors

Approved By:

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