

CHESTERFIELD COUNTY
CHESTERFIELD, VIRGINIA 23832

AGENDA
June 24, 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

3:00 p.m. Work Session (Audio & Presentations) - 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 - General Services
 - B. Heroin/Opioid Steering Committee Update
 - C. Risk Management's Annual Report
 - D. Community Development Update
 - E. Financial and Economic 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. Recess**

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

- 7. Invocation**

The Honorable Leslie Haley, Midlothian District Supervisor

8. Pledge of Allegiance

Deputy County Administrator Matt Harris

9. County Administration Update

10. Board Member Reports

11. Resolutions and Special Recognitions

12. New Business

A. Appointments

1. Community Criminal Justice Board
2. Economic Development Authority
3. Chippenham Place Community Development Authority

B. Consent Items

1. Adoption of Resolutions

- a. Resolution Recognizing Mr. William C. Owen II, Chesterfield County Utilities Department, Upon His Retirement
- b. Resolution Recognizing Mr. Johnnie Crites, Building Inspection, Upon His Retirement
- c. Recognizing Sergeant First Class Steven M. Price, Sheriff's Office, Upon His Retirement
- d. Resolution Recognizing Mr. T. Michael Likins, Department of Cooperative Extension, Upon His Retirement
- e. Resolution Recognizing Ms. Janet Loving, Mental Health Support Services, Upon Her Retirement
- f. Resolution Recognizing Ms. Connie Williams, Information Systems Technology Department, Upon Her Retirement.
- g. Resolution Recognizing the 2020 Senior Hall of Fame Inductees
- h. Resolution Authorizing the Issuance of General Obligation Public Improvement Bonds to Finance School Projects
- i. Resolution to Adopt the Chesterfield Emergency Operations Basic Plan, 2020 Update

- j. Recognize the Department of Fire & EMS, Division of Emergency Management for their Efforts in Re-certifying Chesterfield County as a National Weather Service “Storm Ready” Community
- k. Resolution Recognizing Chesterfield County Centenarian, Adelbert 'Del' Baker's 100th Birthday
- 2. Real Property Requests
 - a. Acceptance of Parcels of Land
 - 1. Approval of the Purchase of a Parcel of Land Adjacent to the Fulghum Center
 - b. Conveyance of Easements
 - 1. Conveyance of an Easement to Virginia Electric and Power Company
 - 2. Designation of a 16’ County Trail Easement and a VSMP Easement for the Courthouse Road Trail Project
 - c. Requests to Quitclaim
 - 1. Request to Quitclaim a Portion of a Variable Width Drainage Easement (Private) Across the Property of George Street Corporation
 - 2. Request to Quitclaim a Portion of a Drainage Easement (Private) Across the Properties of HHHunt Homes, L.C., and Shatterria Taylor and Brennan D. Taylor
 - d. Requests for Permission
 - 1. Request for Permission to Connect the Dwelling Located at 14510 St. Stephens Place, Powhatan, Virginia to the Chesterfield County Water System
- 3. Endorsement of Candidate Smart Scale Projects
- 4. Jail Mental Health Pilot Program - Continuation of Grant Number 20-C6102MH20
- 5. Acceptance of FY2020 Bureau of Justice Assistance (BJA) Coronavirus Supplemental Funding Grant
- 6. Adoption of a Revised Calendar of Holidays and the Inclusion of Religious and Cultural Observances
- 7. Appropriation of Additional Funds for the Magnolia Green Community Development Authority Road Widening Project
- 8. County FY2020 Year-End Adjustments and Reserve Requests and FY2021 technical amendments to other funds

9. Approval of Schools' FY2020 Year-End Adjustments and Reserve Requests
10. Appropriation of up to \$10.0 Million in CARES Act Funding; up to \$5.0M in FY2020 to Reimburse for Eligible Expenses and \$5.0M in FY2021 to Transfer to the Economic Development Authority for the Back in Business Program
11. Accept Grant from the Virginia Department of Environmental Quality, and Award Construction Contract for the Pocoshock Stream Restoration Project
12. Acceptance and Appropriation of CARES Funding for Chesterfield County Airport
13. Acceptance of State Roads
14. Appropriate Additional Funding Awarded for FY2021 Infant Part C Early Intervention Contract
15. 2020 General Assembly Legislation

13. Fifteen-Minute Citizen Comment Period on Unscheduled Matters

14. Deferred Items

15. 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. 20SN0526 - 29:11 Chesterfield, LLC (Courthouse Landing) - Dale District
- B. 20SN0535 - Carthan F. Currin - Bermuda District
- C. 20SN0547 - AREC 10, LLC - Bermuda District
- D. 20SN0577 - The Landings at Meadowville, LLC - Bermuda District
- E. 20SN0582 - GRCRE, LLC, LATC, LLC, Tak Tent LP, and Midlogreen, LLC - Midlothian District

16. Public Hearings

- A. To Consider Amending Lease of County Property at 3701 James River Road
- B. To Consider Amending Lease of County Property at 2750 Drewrys Bluff Road
- C. To Consider Amending County Code Section 9-132 to Increase the \$10 Courthouse Security Fee to \$20

- D. To Consider Code Amendment Relative to Computer Controlled Variable Message Electronic (EMC) Sign and Communication Tower Zoning Fees (20PJ0116)
- E. To Consider Code Amendment Relative to Computer Controlled Variable Message Electronic (EMC) Sign Resolution Standards (20PJ0113)
- F. To Consider Amendment to Lease Agreement with 5G Air, LLC for Construction of Aircraft Hangars at the Chesterfield County Airport
- G. To Consider Amendment to the Lease Agreement Between the County of Chesterfield "County" and David Tiller & Associates, LLC, "Lessee" also known as Softball Nation

17. Remaining Manufactured Home Permits and Zoning Requests

18. Fifteen-Minute Citizen Comment Period on Unscheduled Matters

19. Adjournment

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



**CHESTERFIELD COUNTY
BOARD OF SUPERVISORS
AGENDA**

Meeting Date: June 24, 2020

Item Number: 3.B.

Subject:

Heroin/Opioid Steering Committee Update

Board Action Requested:

Summary of Information:

Staff will update the Board of Supervisors regarding the numerous services and activities that have been implemented to combat the heroin and opioid crisis. This presentation will serve as a summary report from the Opioid Steering Committee and will highlight initiatives and programs addressing this critical substance use issue.

Attachments:

1. BOS Update FINAL June 18, 2020

Preparer: Melanie Meadows

Approved By:

Heroin/Opioid Steering Committee

Update to the Chesterfield County Board of Supervisors

June 24, 2020

History

- Established Fall 2017 at the direction of the Board
- Led by Deputy County Administrator for Human Services
- A steering committee was established as well as three subcommittees:
 - Prevention/Outreach/Education
 - Treatment
 - Public Safety
 - *Weaving through all 3 subcommittees:*
 - *IT*
 - *Social Media Platforms – billboards, radio, television, website, Facebook, etc*
 - *Outreach Coordinator*
 - *Advocacy – legislative, financial, research/initiatives*
 - *Regional/State/National Partnerships*

Prevention/Outreach/Education

Charge:

- Create & implement a comprehensive communications plan
 - Increase awareness & utilization of safe storage and disposal methods
 - Decrease access to prescription drugs
 - Increase community awareness of opioid and heroin epidemic and resources
 - Reduce impact on families
-
- SAFE
 - Juvenile Offender Learning Tour (JOLT)
 - Medication Take Back Events
 - PSA's and mailing/resource cards
 - SRO's TRUST (8th & 10th grade)
 - Medication Drop Boxes
 - Stay Smart School Assemblies
 - Community Outreach events providing education and literature
 - REVIVE Trainings
 - Distribution of drug disposal pouches
 - Education & Training for prescribers and other medical professionals

Training

- REVIVE
- Outreach to the medical field offering education and training
- MH partnering with state probation/parole and county agencies to provide staff training on SA and the use of Narcan
- Harm Reduction
- EPICS training in Community Corrections
- Increased use of Peer Recovery Specialists;
Classroom training in the jail –
8 participants sat for the PRS test in Fall 2019
- Resource Directory in the preparation stage



Community Outreach:

- Narcan Distribution / Distribution of Fentanyl Strips
- Increased Medicaid enrollment
- SRO's TRUST Program in 8th and 10th grades
- Sheriff's Office JOLT and RULES camps
- Sheriff's Office School Outreach Program
- "Don't Be an Accidental Drug Dealer" campaign - distribution of 9400 drug disposal pouches
- Stay Smart Assembly for 6th grade students
- High School media PSA contest
- Parent Awareness PSA – 1.2 million impressions and cable advertising to 98,000 households

Community Outreach *continued:*

- 24,000 safe storage and disposal message cards distributed in each of 8 pharmacies
- 100,000 safe storage and disposal message inserts included in county Utilities bills
- In partnership with Medical Reserve Corps Volunteers from the Health District, 177 medicine lock cases delivered
- Distributed 604 medicine lock cases to county residents
- Provided educational literature at 16 local community events in 2019
- Heroin/Opioid Summits held in the community
- EquipVA 2020 Summit

Opioid Solutions RVA – Regional Efforts



Chesterfield Partnerships/Representation

- **National Level**
 - National Governor's Association – Virginia Team
 - National Judicial Opioid Task Force
- **Regional/State Level**
 - Statewide Advisory Committee (for drug courts and specialty dockets)
 - Department specific statewide associations
 - SAFE Opioid and Heroin Prevention Task Force
 - Central VA Overdose Work Group – grew out of the Silent No More Symposium
 - Governor's Opioid & Addiction Commission
 - Opioid Solutions RVA Regional Planning

Treatment/Recovery

Charge:

- Increase the number of individuals seeking treatment and other supports
- Enhance/increase available treatment/intervention resources

- HARP
- Drug Courts
- DTT/CORR
- Building Bridges
- Mobile Integrated Health
- MAT
- Harm-Reduction – Communicable disease transmission
- MHSS Treatment/Intervention services to include MAT
- Partnerships with Recovery Houses and programs
- Peer Recovery initiatives

Mobile Integrated Health

Chesterfield County Fire and Emergency Medical Services was one of two localities awarded the Excellence in Fire Service-Based EMS Award by the Congressional Fire Services Institute



Wayland Hudgins, Lt. Daniel Stamp, Colin McCann

“Chesterfield Fire and EMS began this program five years ago to assist citizens in the county who were utilizing the 9-1-1 system multiple times per year - and sometimes several times in a day. Connecting these citizens with resources to assist their needs in housing, healthcare, addiction and much more has not only improved their lives but has improved the usage of 9-1-1 in the county,” said Lt. Stamp.”

Mobile Integrated Health




Since inception:

- 476 calls received
- 171 individuals were able to be contacted
- 120 individuals have accepted assistance (70%)
- Average age – 33
- 56% Male; 44% Female



Expanding MAT

- Expanded Methadone treatment at Mental Health to Medication Assisted Treatment introducing Suboxone and Vivitrol, and opioid replacement therapy
- Expanding MAT services at Mental Health, the jail, Drug Court, DTT, and CORR
- Building Bridges Initiative

Medication-assisted opioid addiction treatment		
 SUBOXONE (Buprenorphine + Naloxone)	 METHADONE (Opioid pain reliever)	 VIVITROL (Extended release naltrexone)
Approved: by FDA in 2002	Approved: by FDA in 1972	Approved: by FDA in 2006
Dosage: Taken daily - most commonly as a film under the tongue	Dosage: Taken daily in liquid form	Dosage: Taken as an injection, lasts four weeks
Cost: \$125-\$250 for a 30-day set	Cost: Less than \$100 per month	Cost: About \$450 per injection
Insurance: Covered by many providers	Insurance: Covered by many providers	Insurance: Covered by many providers
Prescription: Can be prescribed at MercyHealth Behavioral Health Services and Compass Behavioral Health Clinic	Prescription: Prescribed at Beloit Comprehensive Treatment Center	Prescription: Can be prescribed by a medical doctor

SOURCE: U.S. Food and Drug Administration

Tony DiNicola/tdinicola@gazettextra.com

Building Bridges Initiative

- Opportunity to expand MAT services in the jail and ensure smooth transition to services in the community
- Sixteen communities are participating in the Building Bridges demonstration project, including Chesterfield.
- Planning Team consists of representatives from the Jail, Mental Health Services, Community Corrections, Drug Court, Fire/EMS, Commonwealth's Attorney's Office
- Grant Award expected September 2020

Treatment - Intervention

Percentage of clients in treatment that have an opioid/heroin addiction
Fiscal Year 2020

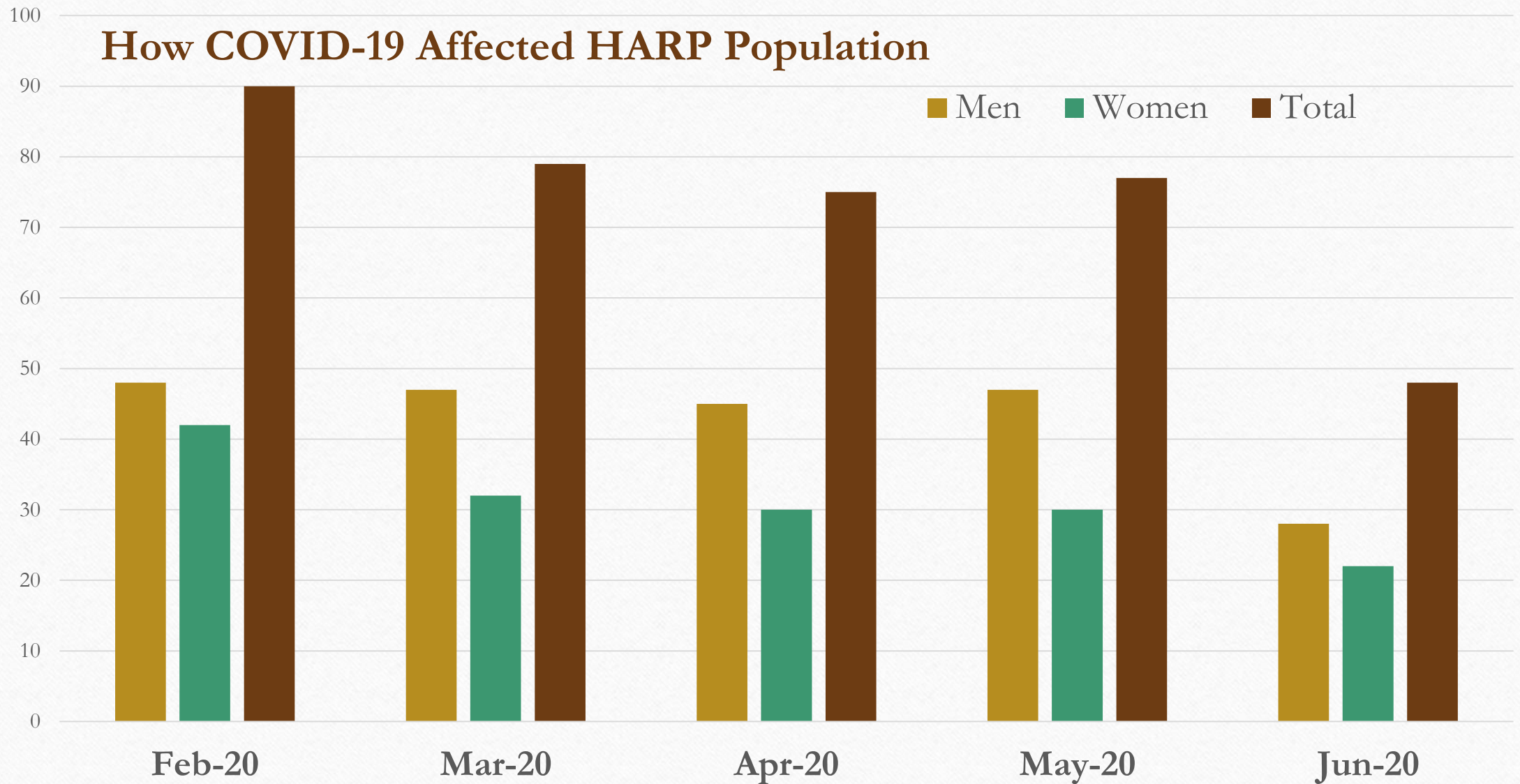
Program	July/Aug/Sep	Oct/Nov/Dec	Jan/Feb/March	April/May/June
MHSS OBOT	100%	100%	100%	100%
Drug Court	90%	89%	94%	94%
DTT	62%	63%	57%	59%
CORR	66%	83%	62%	59%

HARP Program Evaluation

HARP Evaluation was conducted by the Wilder School of Government and Public Affairs.

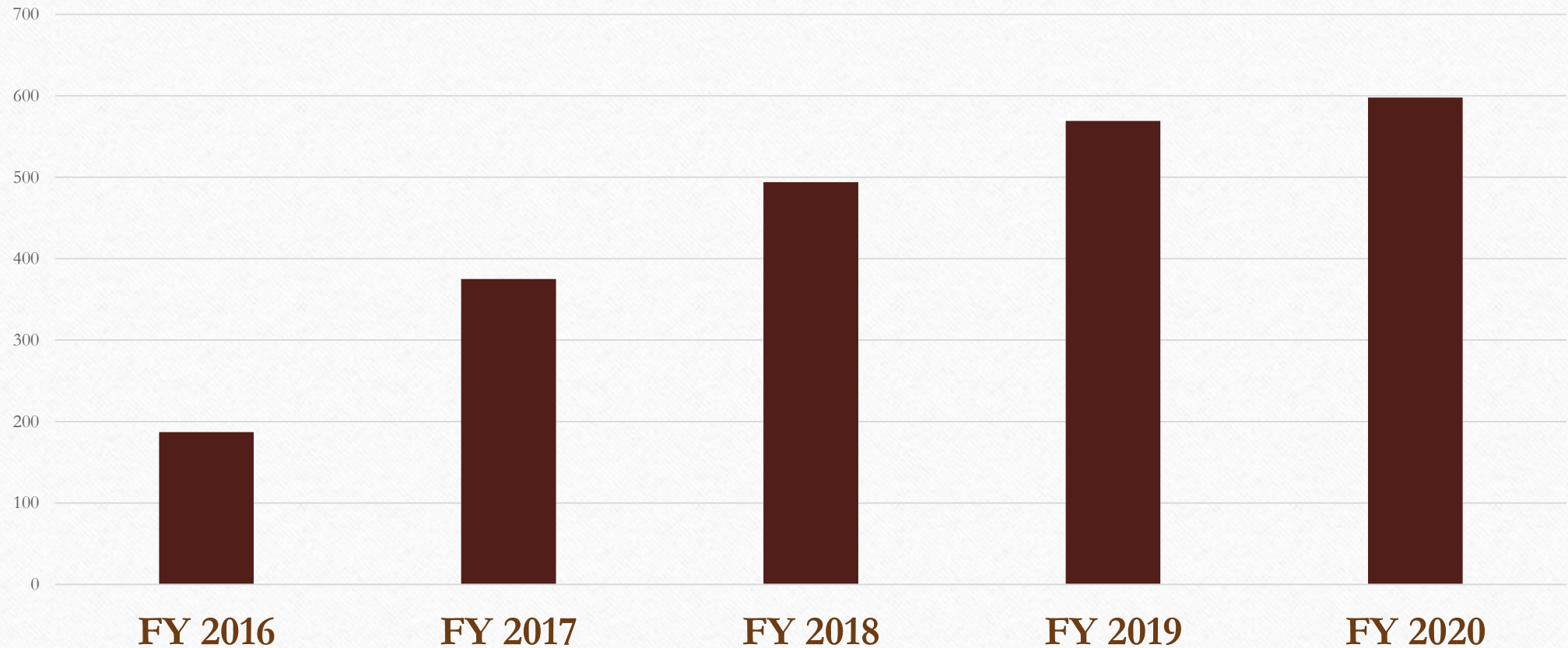
- Recidivism rate for offenders was 68% for those inmates that did not enter HARP
- Recidivism rate for offenders who entered HARP for any period of time was 45%
- Recidivism rate for HARP graduates was 28%

How COVID-19 Affected HARP Population



Heroin Intake Statistics (as of June 16, 2020)

Fiscal Year Opioid Use Disorder Total Intakes



Public Safety

Charge:

- Reduce the number of Heroin/Opioid related incidents
- Provide targeted public safety and community interventions
- Reduce amount/type of drugs in Chesterfield County

- OD Mapping
- Fatal & Non-fatal OD data collection
- Track and reporting of drugs seized by police dept
- Monitoring the number of heroin/opioid related incidents
- Police Larceny Taskforce

Chesterfield Police Department Heroin/Fentanyl Overdose Statistics

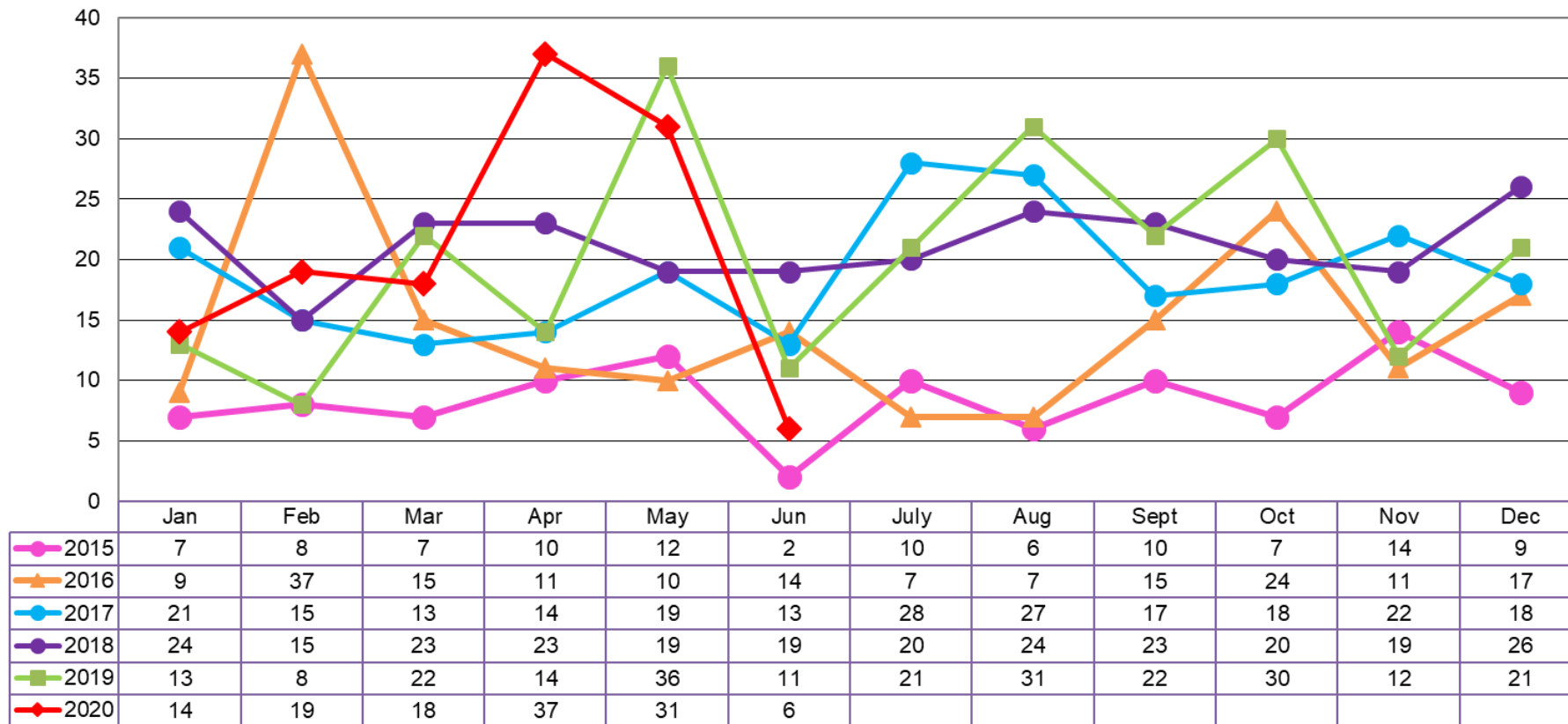
	<i>2015</i>	<i>2016</i>	<i>2017</i>	<i>2018</i>	<i>2019</i>	<i>2020</i>
Non-Fatal	84	140	182	209	195	101
Fatal	18	37	43	46	46	24
TOTAL	102	177	225	255	241	125



Chesterfield Police Department Heroin/Fentanyl Overdose Statistics

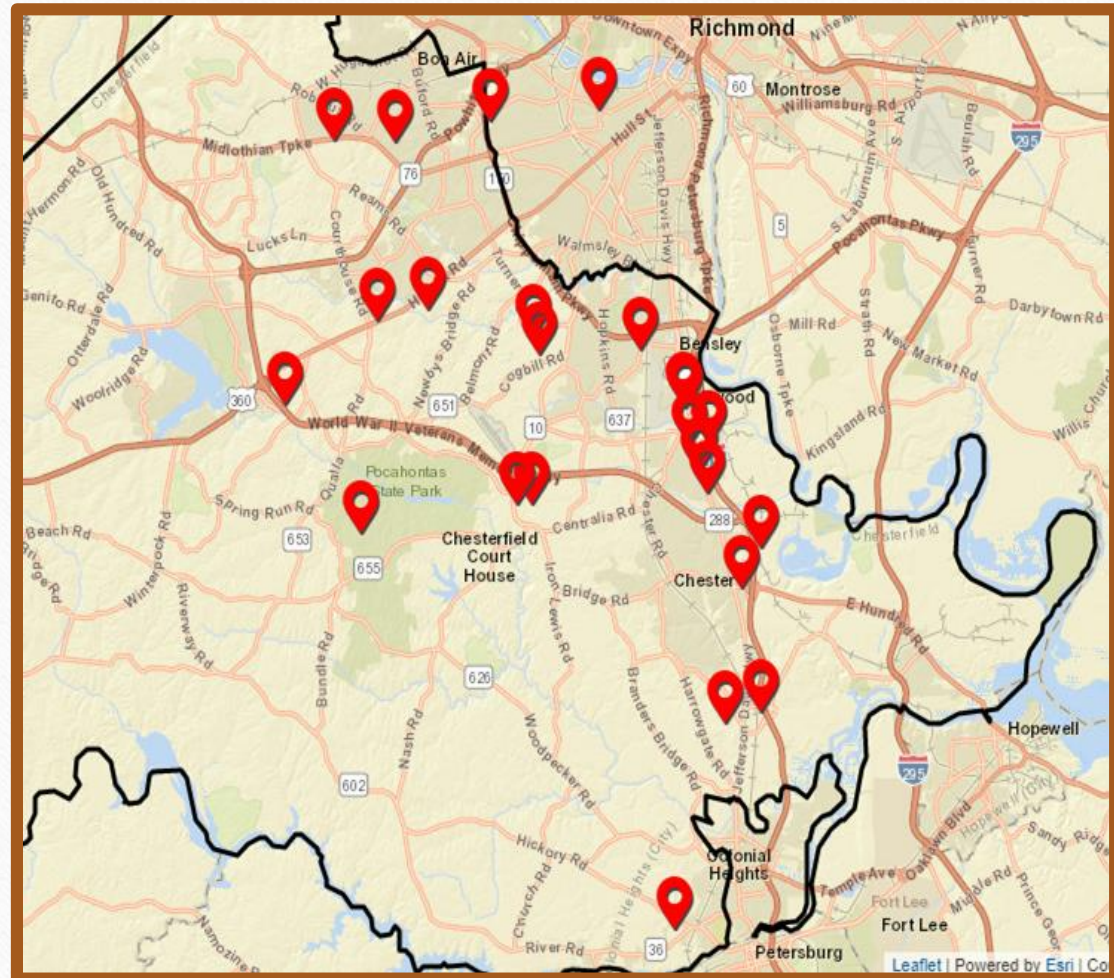


Heroin/Fentanyl Overdoses Trend Line



Data Tracking

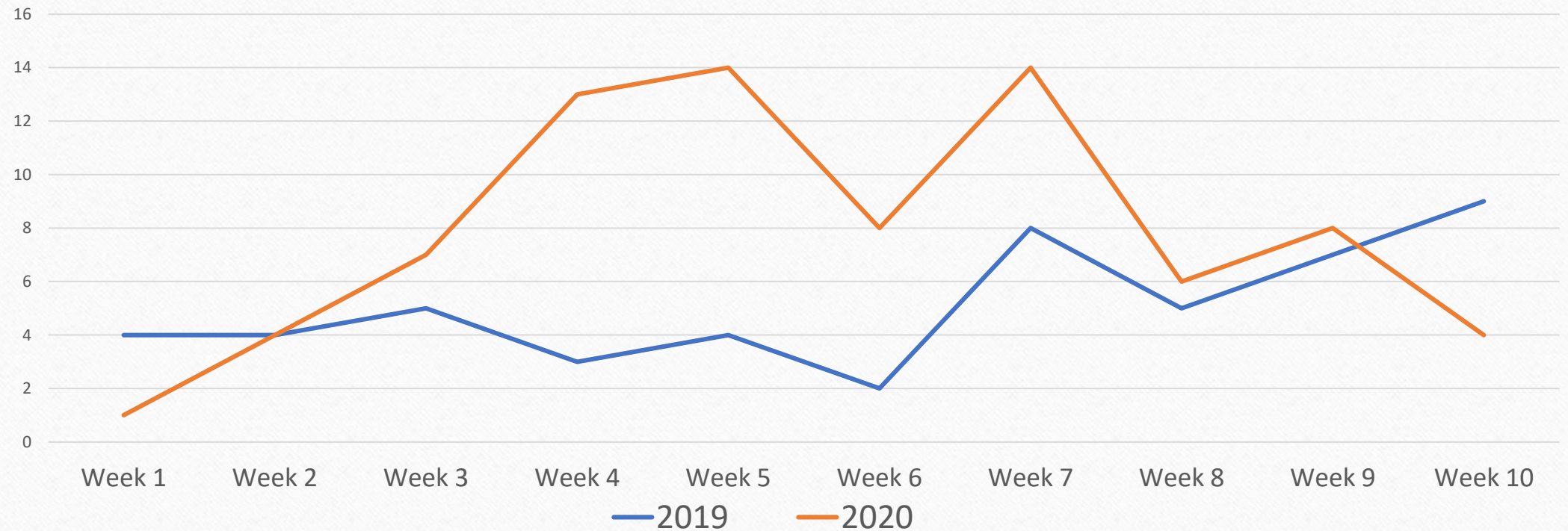
- **ODMAP** - Overdose Mapping – assists with mobilizing responses to incidents of overdoses, trends and areas in need of expanded services
- **CHOICE** – data base housed in Mental Health in partnership with multiple agencies
- **Power BI** Program – Currently in development by IST – will be compatible with CHOICE



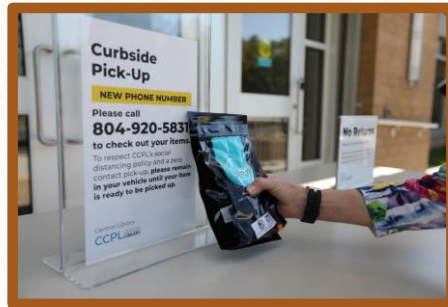
Chesterfield OD Mapping – Overdose Calls and Responses by Police and EMS

COVID19 Impact

Overdoses: 10 Week Comparison 3/17/19 – 5/25/19 vs 3/15/20 – 5/23/20



COVID-19 Response



275 fentanyl testing strips with instructions were distributed in the community

501 Boxes of Narcan have been distributed year to date

Per community member feedback we know at least eight people were revived using Narcan

More than 150 masks were distributed to Chesterfield residents

Over 100 one-page informationals distributed to at-risk community members

Additional community partnerships have been established and developed during the pandemic.

EMS, CPD, and Substance Use representatives meeting weekly to increase collaboration

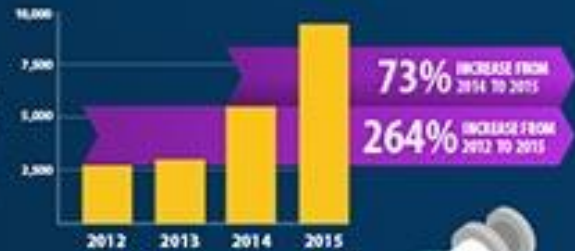
FENTANYL: Overdoses On The Rise

Fentanyl is a synthetic opioid approved for treating severe pain, such as advanced cancer pain. Illicitly manufactured fentanyl is the main driver of recent increases in synthetic opioid deaths.

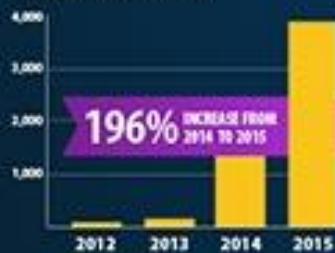


**50-100x
MORE POTENT
THAN MORPHINE**

SYNTHETIC OPIOID DEATHS ACROSS THE U.S.



Ohio Drug Submissions Testing Positive for Illicitly Manufactured Fentanyl



ILLICITLY MANUFACTURED FENTANYL

Although prescription rates have fallen, overdoses associated with fentanyl have risen dramatically, contributing to a sharp spike in synthetic opioid deaths.



Fentanyl continues to grow as a significant factor among overdose deaths related to opioid use.

- 2018 : 75 total deaths, 65 opioids (all), 47 fentanyl, 35 heroin
- 2019*: 74 total deaths, 61 opioids (all), 52 fentanyl, 32 heroin
- *2019 Data has yet to be finalized, some cases were still pending at the time of the last quarterly report

Purpose Statement

*The Substance Abuse Steering Committee
provides strategic vision for a collaborative approach in
the alignment of resources and best practices for
addressing the substance abuse crisis impacting the
Chesterfield community.*

Moving Forward.....

- Understanding Medication Assisted Treatment
- Fatality Review Committee
- Recovery House Certifications
- Monitor the Recovery School initiative
- Chesterfield County Arts Center – developing a theatric for youth on addiction prevention

Thank You

We are appreciative of your support, commitment, passion, and dedication to the work that your employees are doing each and every day in order to provide a comprehensive array of services that promote healthy individuals and families; and a safe, secure community.



**CHESTERFIELD COUNTY
BOARD OF SUPERVISORS
AGENDA**

Meeting Date: June 24, 2020

Item Number: 3.C.

Subject:

Risk Management's Annual Report

Board Action Requested:

Summary of Information:

Mr. David Johnson, Director of Risk Management, will provide highlights of the attached Risk Management annual report.

Attachments:

1. Risk Management Annual Review 2020 5-27-2020a

Preparer: David Johnson, Director

Approved By:

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



Chesterfield County Public Schools
Innovative. Engaging. Relevant.



RISK MANAGEMENT - ANNUAL REVIEW

CHESTERFIELD COUNTY & CHESTERFIELD COUNTY PUBLIC SCHOOLS

Department of Risk Management
Chesterfield County, Virginia
Presentation to Board of Supervisors Work Session May 27, 2020

AGENDA

- ✓ Performance Update
- ✓ Challenges and Focus Areas
- ✓ Discussion

✓ **PERFORMANCE
UPDATE**
HOW ARE WE DOING?

KEY RISK MANAGEMENT MEASURES

- ★ Total Cost of Risk,
- ★ Average Cost of Workers Compensation Claims,
- ★ Workers Compensation – Reported Claims & Total Spend,
- ★ Claims by County Division & Public Safety and School Division,
- ★ OSHA Injury & Illness Metrics

TOTAL COST OF RISK PER \$1000 COUNTY REVENUE

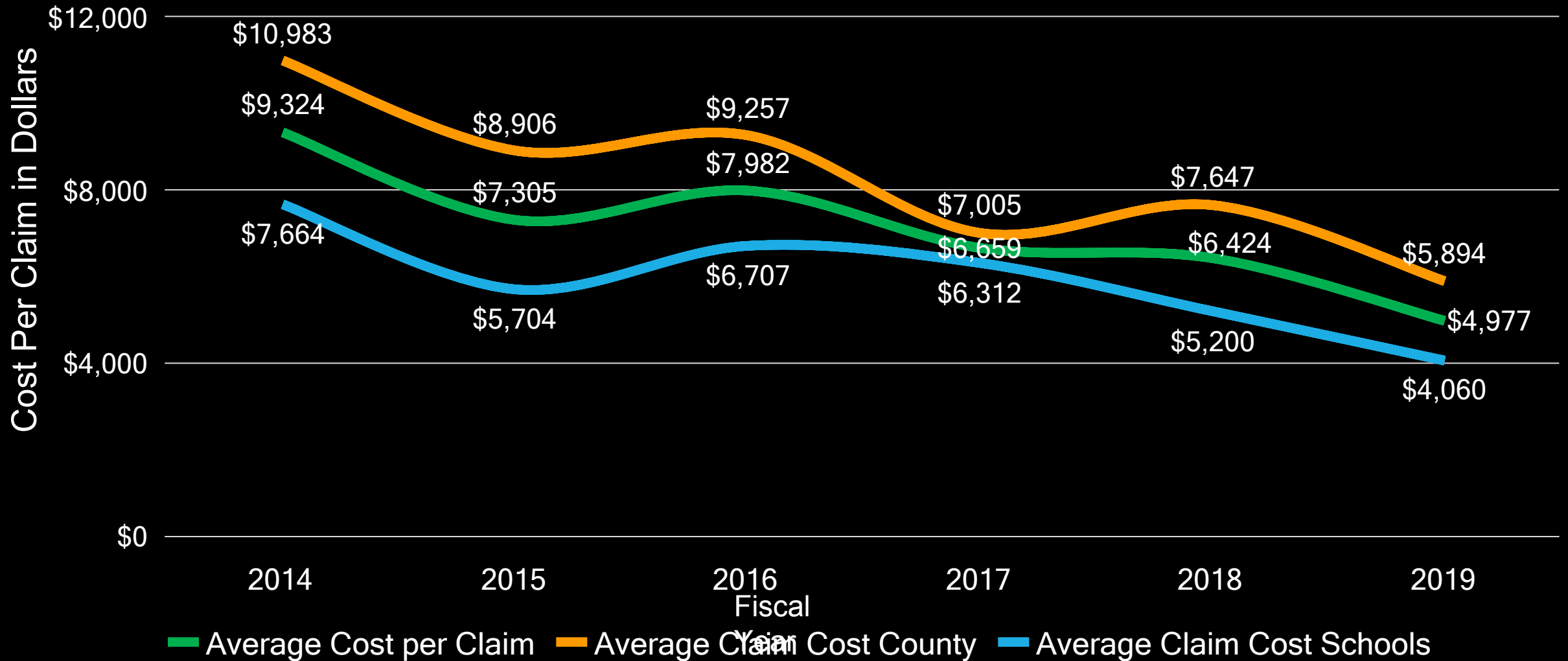
BASED ON WORKERS COMPENSATION, AUTO LIABILITY, OTHER GENERAL LIABILITY & PROPERTY CLAIMS PAID IN FY FOR COUNTY & SCHOOLS

COST OF RISK PER \$1000 OF COUNTY REVENUE = (TOTAL FY COST OF RISK MANAGEMENT OPERATION + EXCESS INSURANCE PREMIUMS + CLAIMS PAID COSTS) DIVIDED BY \$1000 IN COUNTY FY REVENUE



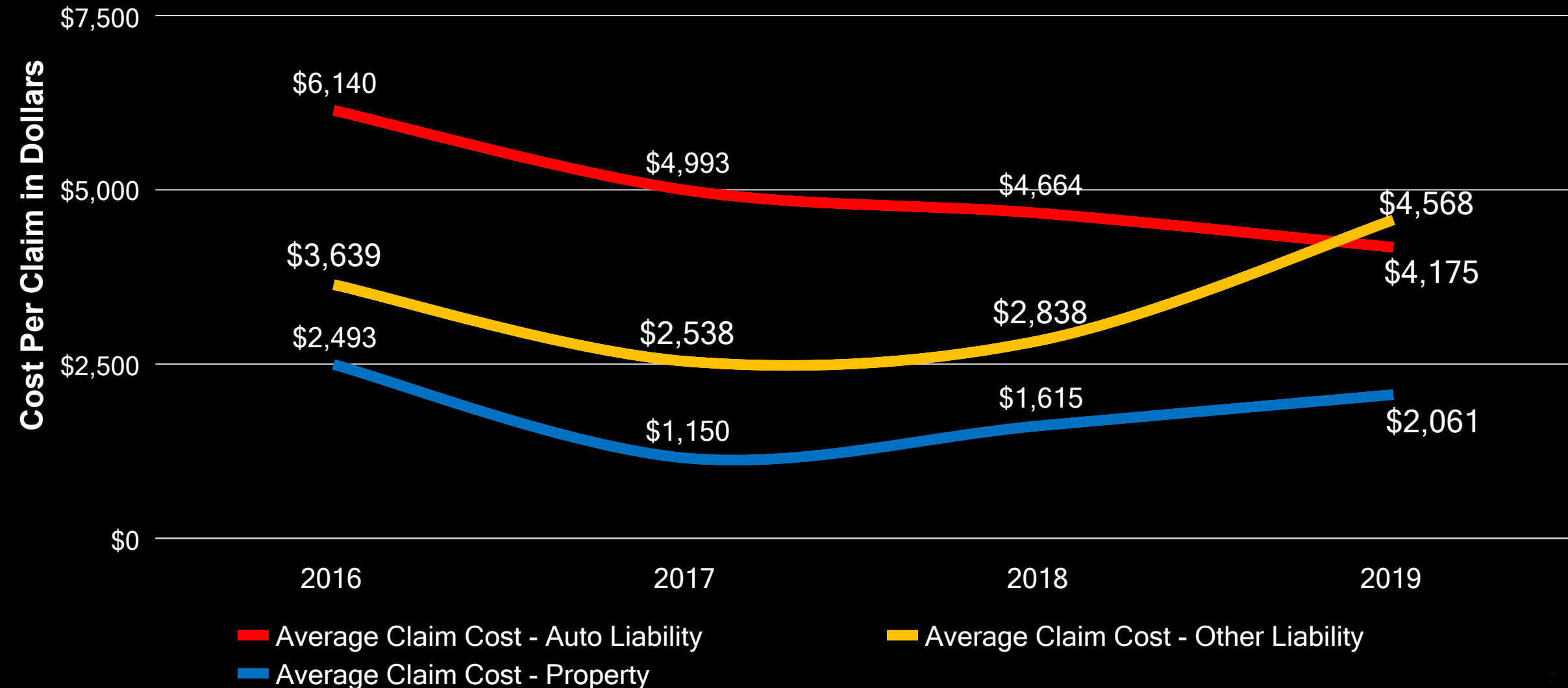
AVERAGE COST OF WORKERS COMPENSATION CLAIMS

AVERAGE COST OF WC CLAIMS = CALCULATED ANNUALLY IN THE ACTUARIAL
REPORT AND REFLECTED AS AN AVERAGE



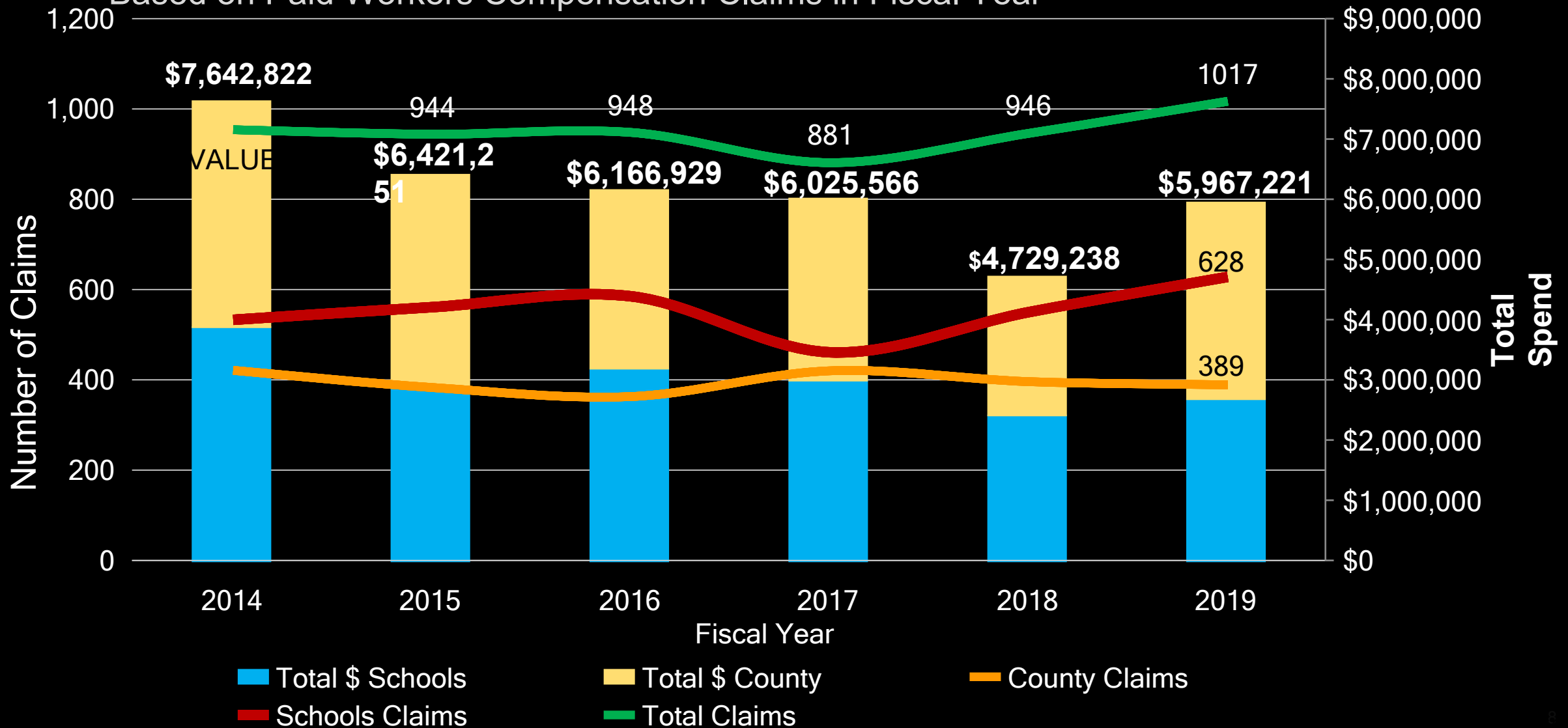
AVERAGE COST OF AUTO LIABILITY, OTHER GENERAL LIABILITY & PROPERTY CLAIMS

AVERAGE COST OF CLAIMS = CALCULATED ANNUALLY IN THE ACTUARIAL REPORT AND REFLECTED AS AN AVERAGE FOR COMBINED COUNTY & SCHOOLS

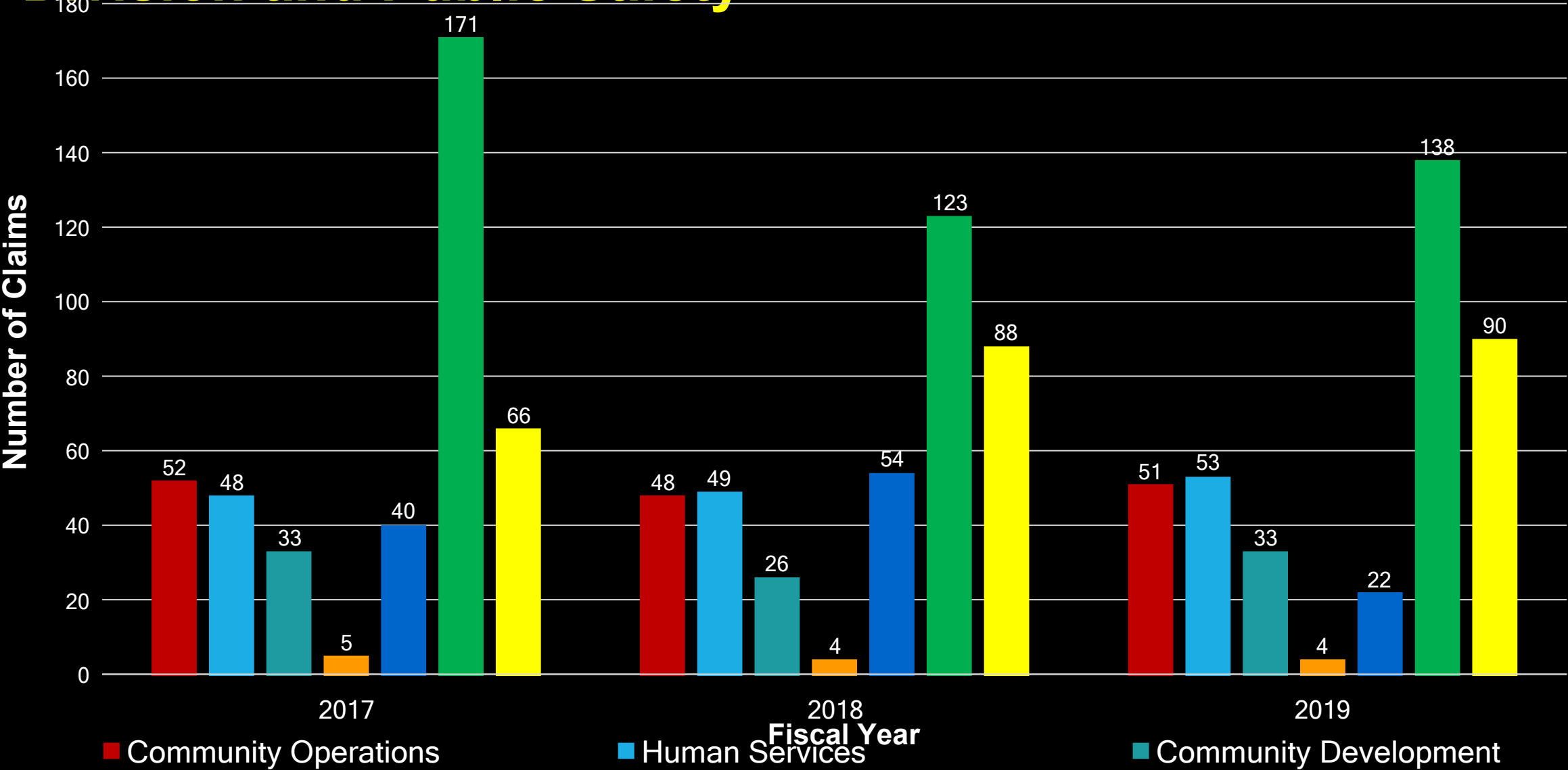


Workers Compensation – Reported Claims & Total Spend

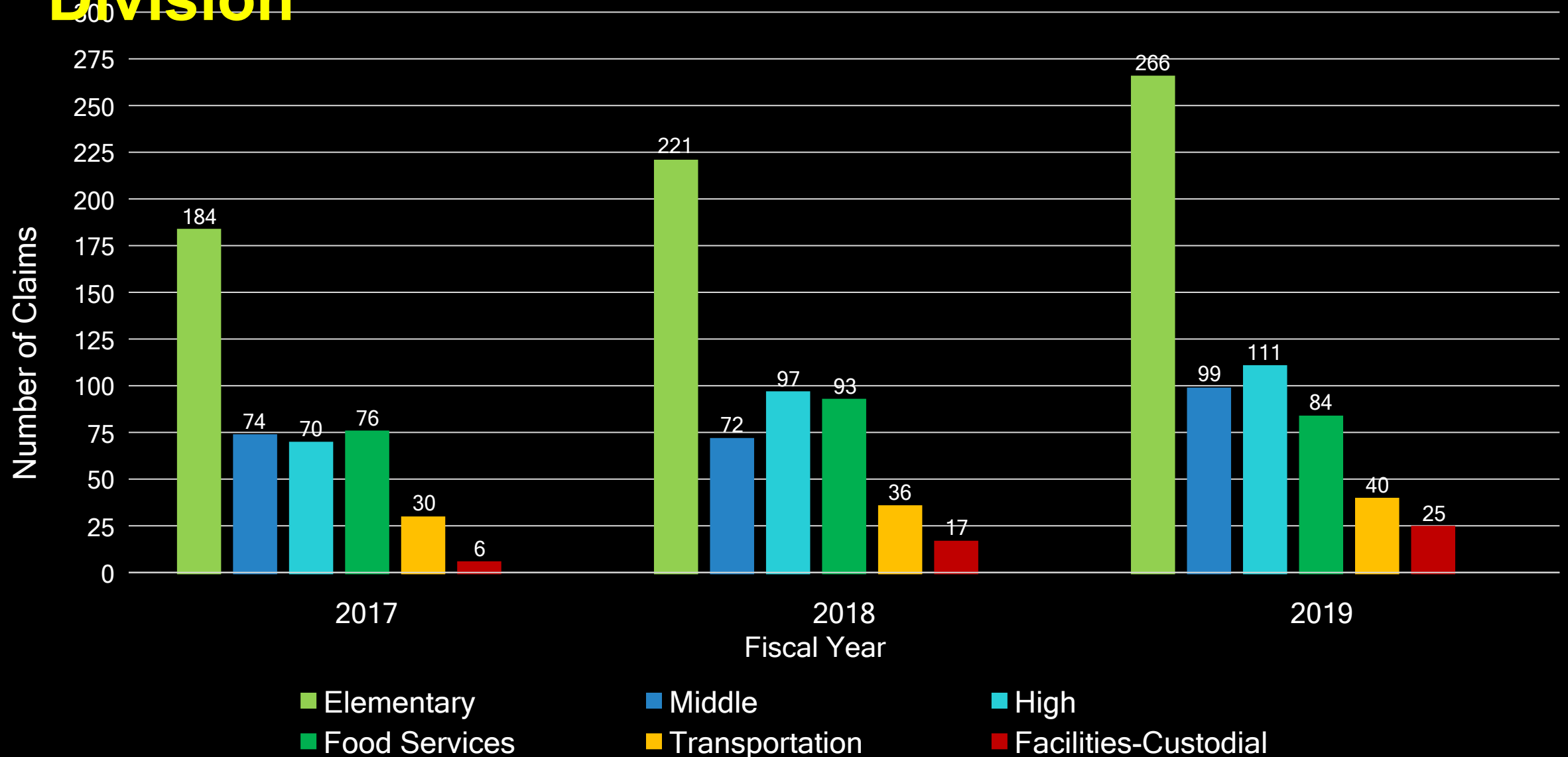
Based on Paid Workers Compensation Claims in Fiscal Year



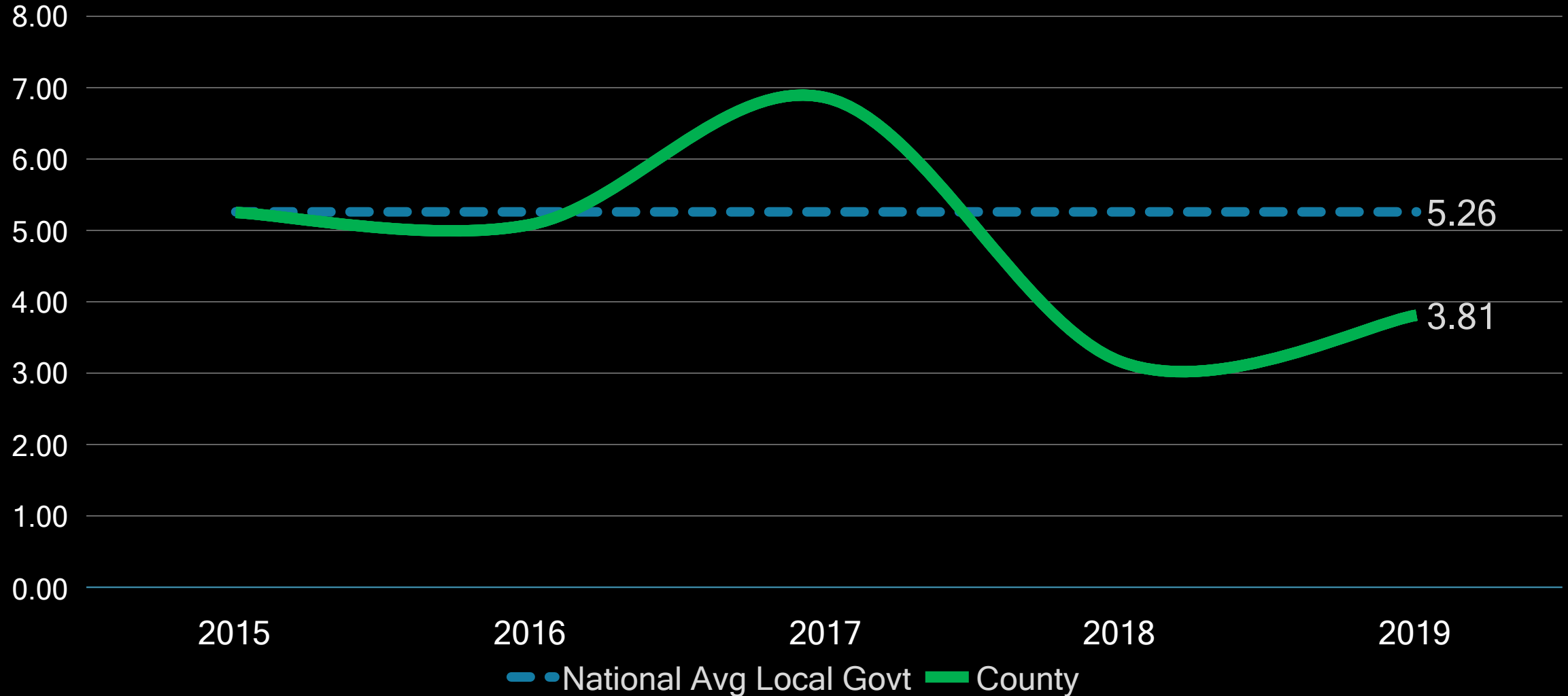
Workers Compensation Claim Count by County Division and Public Safety



Workers Compensation Claim Count by School Division

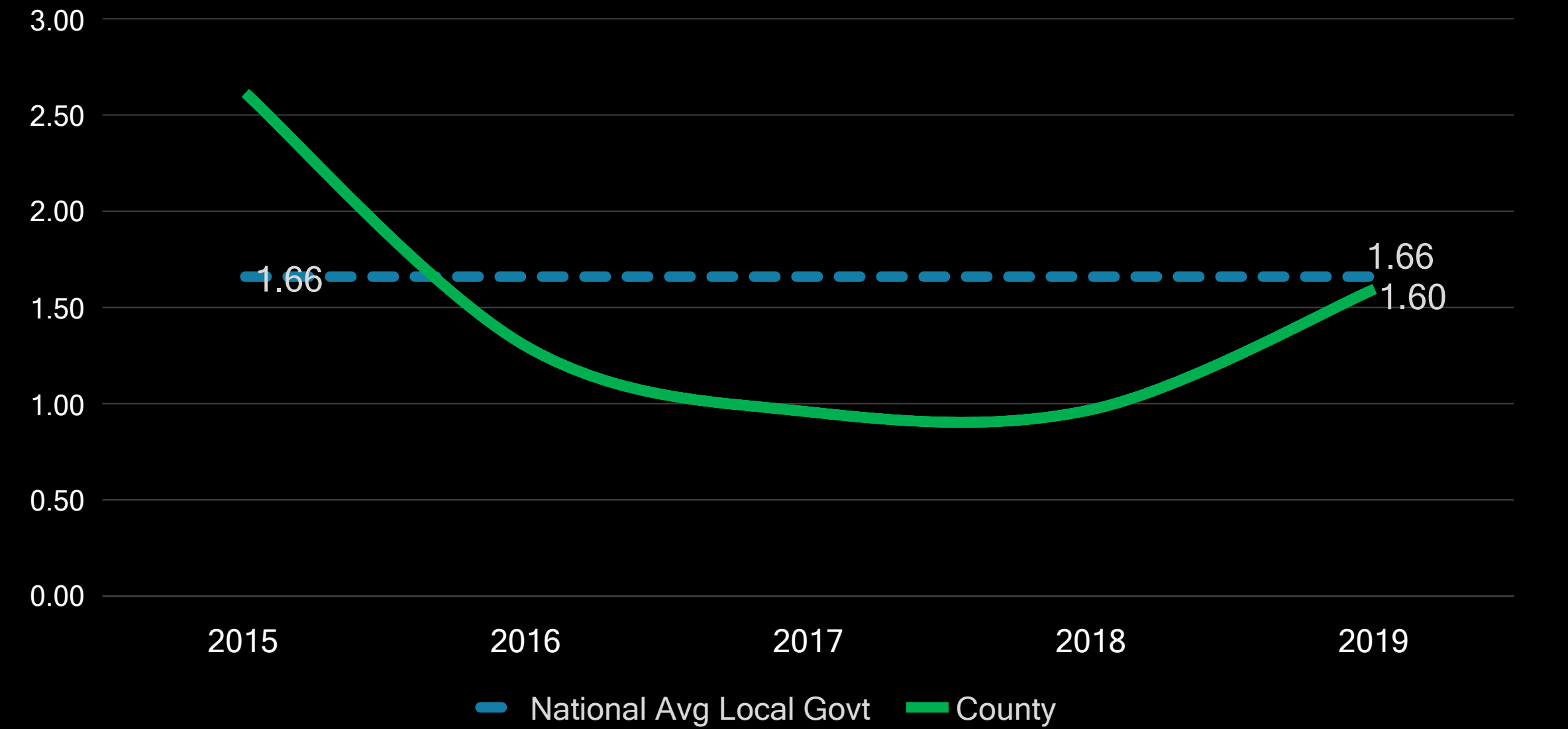


TOTAL OSHA RECORDABLE CASE RATES - COUNTY



TOTAL LOST WORKDAY CASE RATE - COUNTY

REFLECTED AS CASES PER 100 FULL TIME EMPLOYEES WORKING FOR ONE YEAR



TOTAL OSHA RECORDABLE CASE RATES - SCHOOLS

REFLECTED AS CASES PER 100 FULL TIME EMPLOYEES WORKING FOR ONE YEAR

TOTAL LOST WORKDAY CASE RATE - SCHOOLS

REFLECTED AS CASES PER 100 FULL TIME EMPLOYEES WORKING FOR ONE YEAR

KEY ROOT CAUSES & TRENDS OF CLAIMS & COST

Workers Compensation

- Slips, Trips and Falls on Surfaces
- Strains, Sprains & other Musculoskeletal
- Struck By, Pinched, Bitten, Kicked

Property Liability

- Infrastructure Conditions – Leaks, HVAC, Indoor Air
- Utility Issues – Sewer Backups, Overpressures, etc.
- Natural Disaster - Flooding

Auto Liability

- Distractions
- Backing & Hitting Stationary Objects
- Minor Damages – But Bodily Injury \$ Increasing

Other Liability

- Employment Practices
- Public Safety – Use of Force \$ Settlements



✓Challenges and Focus Areas





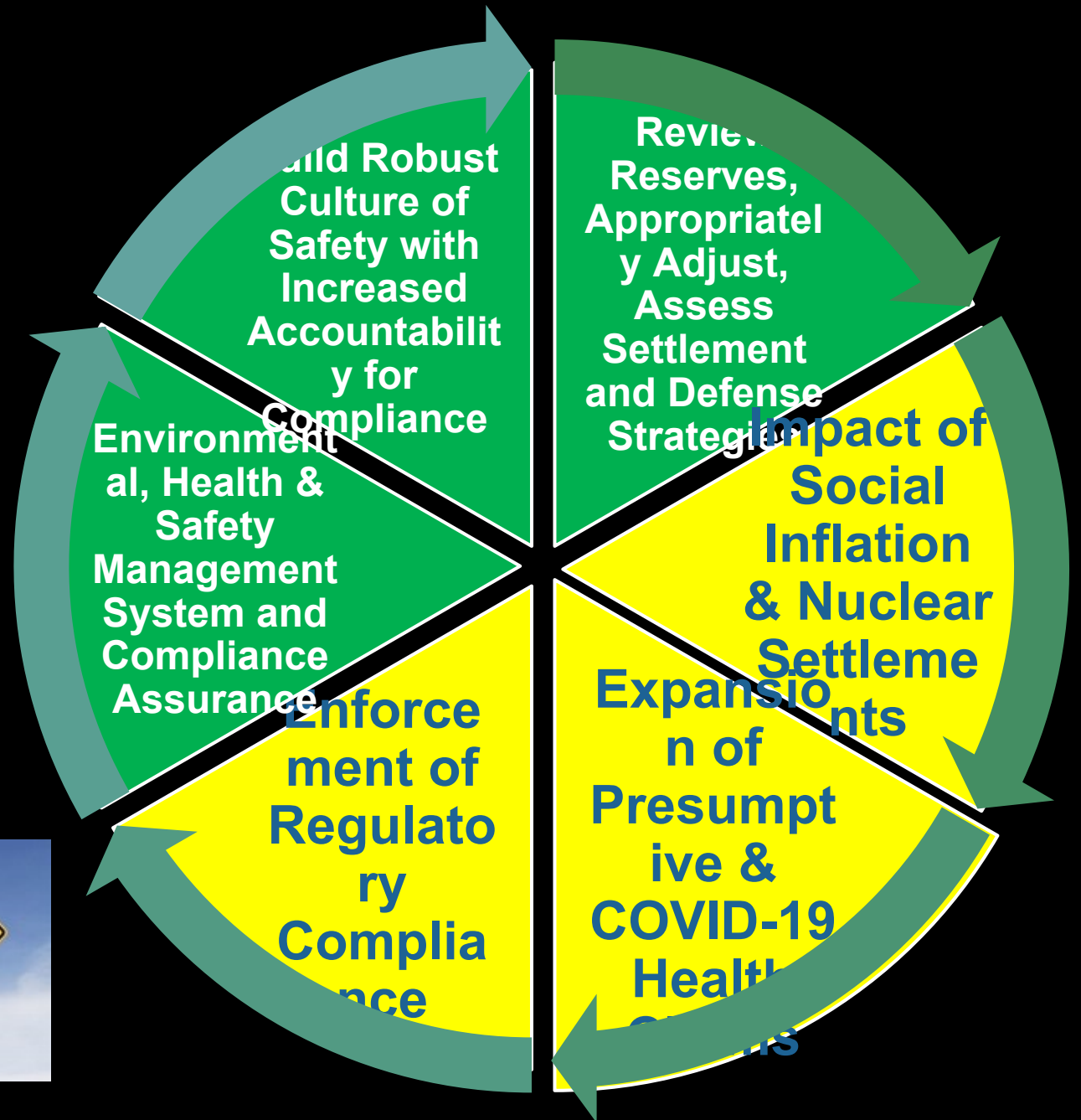
Significant Enough to Attack

- Financial Stability
- Ability to Deliver Critical Services
- Citizen Trust
- Opportunity to Grow
- Organizational Reputation & Value
- Employee Pride & Morale

“BIG FISH” RISKS



**SAFE
COMPLIANT
RESPONSIBLE**



QUESTIONS & DISCUSSION



**CHESTERFIELD COUNTY
BOARD OF SUPERVISORS
AGENDA**

Meeting Date: June 24, 2020

Item Number: 3.D.

Subject:

Community Development Update

Board Action Requested:

None

Summary of Information:

Staff will provide an update on operations within the Community Development Division, including a brief presentation on permitting and inspection activity during the pandemic by Ron Clements, Building Official.

Planning Director Andy Gillies will also provide a brief summary of the Planning Commission's 2019 Annual Report (attached) and their upcoming work program as presented at the Commission's June 16, 2020 work session.

Attachments:

1. 2019CPCAnnualReportFinal

Preparer: Jesse W Smith, Deputy County Administrator

Approved By:



20 19

CHESTERFIELD COUNTY

Planning Commission's Annual Report



Message from the Planning Commission Chair

On behalf of the Chesterfield Planning Commission, it is my pleasure to present the Commission's 2019 Annual Report. Chairman Michael Jackson led the Commission through a busy, productive year.

In addition to making recommendations on zoning petitions and zoning ordinance amendments, the Commission undertook several initiatives to advance the goals and objectives of the Comprehensive Land Use Plan. Commissioner Jackson, with the assistance of Commissioner Freye, initiated the Millennial Visioning Project to learn how the desires of this generation could shape the future of Chesterfield County communities. Commissioner Jones dedicated countless hours meeting with citizens and developing the Midlothian Community Special Area Plan to shape the future of the Village. Commissioner Stariha worked with representatives of the renewable energy industry and county stakeholders on the Solar Energy Facilities Ordinance as well as an implementation plan for the Ettrick Village Special Area Plan. Commissioner Sloan worked closely with staff and the administration to develop incentives for reinvestment in the Jefferson Davis Corridor. Commissioner Freye facilitated meetings with various county departments and property owners to develop a revitalization strategy for the Rockwood area.

The accomplishments of 2019 are due to the commitment and dedication of the Commissioners and the County's hard working, talented staff. It is our hope that the information provided is helpful. We look forward to 2020 and appreciate the opportunity to serve the Board of Supervisors and the citizens of Chesterfield County.

Gloria L. Freye, 2020 Chair

Chesterfield County Planning Commission

Planning Commission Responsibilities

The Chesterfield County Planning Commission is composed of five members, one member for each of the county's magisterial districts (Bermuda, Clover Hill, Dale, Matoaca, and Midlothian). Commission members are appointed by the Board of Supervisors to serve four-year terms.

The Planning Commission is charged with the following responsibilities:

- Make recommendations on revisions, updates, and adoption of the Comprehensive Plan
- Make recommendations to the Board of Supervisors regarding applications for zoning changes, conditional use permits, and conditional use planned developments
- Make Substantial Accord Determinations
- Advise the Board of Supervisors on proposed amendments to the Zoning and Subdivision Ordinances
- Advise the Board of Supervisors on other relevant issues regarding development in the county
- Prepare an annual report to the Board of Supervisors concerning the operation of the Commission and the status of planning in Chesterfield County (Code of Virginia Section 15.2-2221)

Members of of the 2019 Commission



Michael Jackson
2019 Chair (Dale District)



Gloria Freye, JD, CPC
2019 Vice Chair (Clover Hill District)



Robert "Peppy" Jones
(Midlothian District)



Gib Sloan
(Bermuda District)



Craig Stariha
(Matoaca District)

Accomplishments

The Planning Commission works with citizens, staff, and community stakeholders to guide and regulate Chesterfield County's long and short-term development for the benefit of present and future generations.

In calendar year 2019, the Planning Commission:

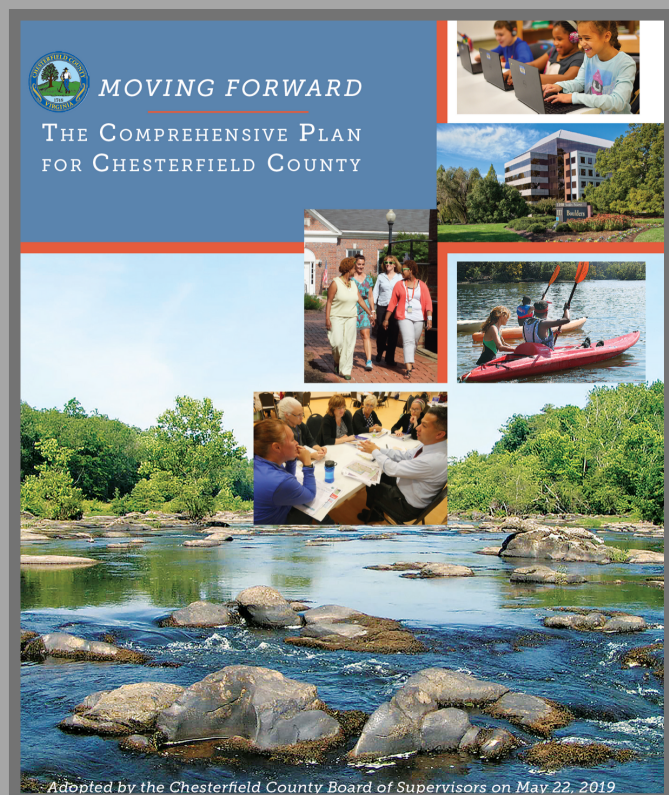
- Recommended approval of six (6) Zoning Ordinance amendments
- Recommended approval of seventy-eight (78) zoning requests
- Recommended denial of three (3) zoning requests
- Approved six (6) site plan cases
- Approved one (1) subdivision case

Substantial Accord

The Commission also reviews Substantial Accord cases, which promote coordinated planning in the siting of public facilities. This process maintains compatible land use patterns, thereby supporting the County's ability to provide effective and cost efficient services to the public. In 2019, the Planning Commission had two (2) substantial accord determinations: Appomattox Water Treatment Plant (Bermuda District) and Cogbill Park (Dale District).

Comprehensive Plan

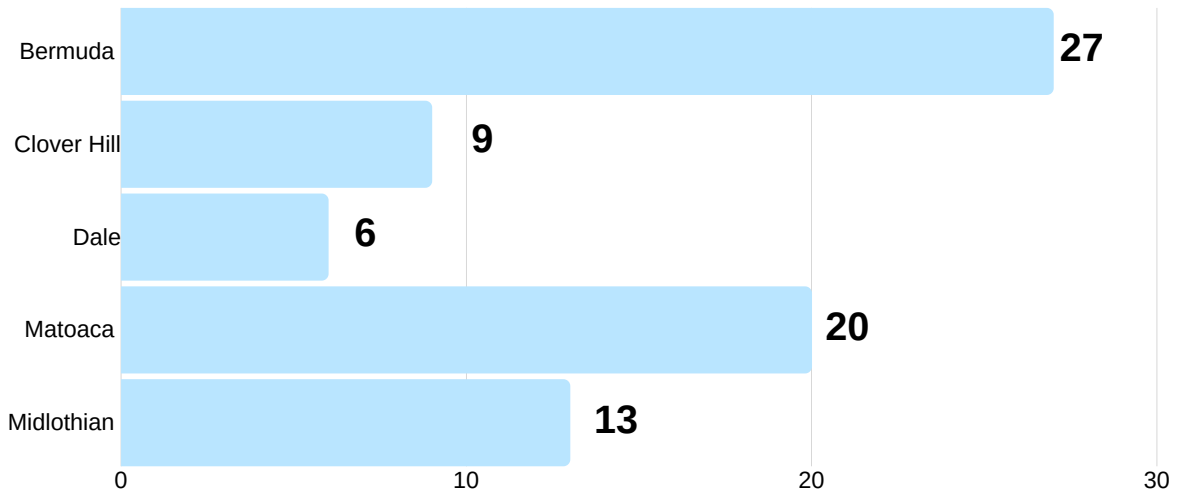
Virginia law requires localities to review their comprehensive plan at least every five years. The Planning Commission began their review of the county's comprehensive plan in July 2016. The Commission worked closely with staff from a variety of departments in a chapter-by-chapter review to ensure that the plan reflected the desires of the community. During this review process, the Commission provided multiple engagement opportunities for citizens including traditional meetings and by using the county's website to gather comments and ideas. The Board of Supervisors was also engaged and shared their thoughts about how the county should grow and develop. The Commission carefully considered the information provided by staff, the community and the Board in recommending changes to the plan. The Commission then held a public hearing on the draft plan and recommended its approval to the Board, which ultimately adopted the plan in May 2019.



Zoning Applications & Actions

75
Total

Zoning Applications Approved by the Board of Supervisors in 2019



Zoning Applications Approved By Magisterial District

8
Residential
Cases

**Permitted
1,617 Dwelling
Units**

50% Single-Family

19% Townhouse

31% Multi-Family

3
Cases

**Permitted 581
Age-Restricted
Dwelling Units**

4
Cases

**Located in
Revitalization
Areas**

Midlothian Community Special Area Plan



The former Midlothian Area Community Plan was adopted in 1989. At that time, the community was a mix of rural and suburban areas. Changes were on the horizon for this historic community with the impending construction of Route 288 which would facilitate further suburban development within the community. Hundreds of homes were added during the 1990s as well as John Tyler Community College opening their Midlothian campus in the early 2000s. In addition, the opening of Midlothian Mines Park gave residents a beautiful green space right in the heart of their growing community. It became evident that the 1989 plan was no longer sufficient to guide the community's growth and development into the future. As a result, the Board of Supervisors directed staff to begin working on an update to this important document, which began in February of 2016. The Commission worked with county staff and the community to identify a new vision for Midlothian: one that would recognize the uniqueness of the village, support a range of housing and lifestyle options, encourage new community services and businesses, and identify infrastructure enhancements. After the plan was shared with the community, further changes were incorporated to address community concerns, and the Commission recommended the revised plan to the Board of Supervisors, who ultimately adopted it in December 2019.

Ordinance Amendments

In 2019, the Commission spent much of its time on six (6) Zoning Ordinance amendments.

- **Sign Standards:** The twenty plus year old sign standards were amended after much collaboration among the business community and sign companies to streamline processes while keeping up with new technology. This effort led to the repeal of the Computer Controlled Variable Message Sign Policy.
- **Solar Energy Facilities:** With the increasing demand for solar energy, the Commission and staff worked with the solar industry to develop reasonable guidelines for these facilities. They are now permitted in the county; however, there are differing requirements depending on the type of facility and the zoning district.
- **Jefferson Davis Residential C-5 Overlay:** This overlay was a product of the Northern Jefferson Davis Steering Committee's efforts to spur redevelopment in the corridor. This amendment offers property owners incentives to redevelop and adopt higher development standards.
- **Residential Fences and Walls:** This portion of the ordinance was amended to address ongoing code violations by clarifying which materials can be used for fence construction.
- **Zoning Violation Fines:** These fines were amended to align with state code requirements.

Zoning Case Highlights

Smith Tract: Zoning approval permitted a 191 unit residential development with age-restricted housing, neighborhood recreational amenities and a group care facility. (Matoaca District)

Traditions of America: A rezoning of 101.9 acres was approved which permitted a cluster, age-restricted development that will allow up to 250 single-family dwelling units. (Bermuda District)

Swift Creek Holdings, LLC: Rezoning of 228.7 acres was approved, which would permit mixed use development allowing up to 799 dwelling units along with office and commercial uses. (Matoaca District)

Chester Road Group: 6.7 acres was rezoned to permit a multi-family development allowing up to 201 dwelling units. (Bermuda District)

Carvana: Zoning approval was given on 183.9 acres to permit temporary storage of automobiles and an accessory maintenance facility. (Bermuda District)

Chester Solar Technology Park, LLC: Rezoning and conditional use approval was granted for a large scale (150 MW) solar energy facility, data center and utility infrastructure on on 1,675 acres. (Bermuda District)

Winterpock Solar I: Conditional use approval was granted to permit a large scale (20 MW) solar energy facility on 329 acres. (Matoaca District)



New Kent Solar Facility

Community Engagement

12

Planning Commission Public Hearings

- 1 Joint Planning Commission & Preservation Committee Meeting
- Total length of hearing time was equivalent to 37 hours

14

Planning Commission Work Sessions

- Total length of work session time was equivalent to 38.25 hours

56

Community Meetings

- 44 Meetings for Zoning Cases
- 12 Meetings for Comprehensive Plan Projects, Zoning Ordinance Amendments or Substantial Accord Determinations

Expanded Public Notice in 2019

Community Meeting Signage

In 2019, community meeting signage was introduced to inform citizens of upcoming opportunities to attend zoning case community meetings.



Pending Zoning Case Status

The status of pending zoning cases is now available on the Planning department's web site. Additional case information, such as the staff contact, case description, and location maps, are also available. <https://www.chesterfield.gov/4324/Pending-Zoning-Case-Status>

20SN0537

Current Status: Chesterfield Board of Supervisors Hearing (2/19/2020)

App Review → Tech Review → Com Mtg (if applicable) → Staff Report → CPC Hearing → BOS Hearing



[Case Status Descriptions](#)

LOOKING AHEAD - 2020

In the coming year, the Commission will be working on the following:

- **Zoning Ordinance Re-write:** The county will undergo a comprehensive re-write of the county's twenty plus year old Zoning Ordinance. Throughout this multi-year project there will be a significant focus on streamlining and simplifying the document to be more user friendly as well as proposing regulations that better balance the protection of citizens with the needs of the business community.
- **Public Engagement:** A social media mechanism will be implemented which will enhance public engagement opportunities.
- **Process Improvements:** Consideration will be given to develop further improvements to the zoning process/staff report format.
- **Ordinance Amendments:** A review of the Zoning Ordinance to address the changing needs of the industrial and commercial sectors, particularly the I-3 districts, is planned.
- **Special Area Plans:**
 - Work to implement the Northern Jefferson Davis Special Area Plan
 - Coordinate the work of the Midlothian Special Area Plan Steering Committee
- **By-Laws:** The Commission will undertake a review of its By-Laws and make changes as appropriate.
- **Establish Committees:**
 - Form a committee to address affordable housing issues
 - Form a committee to address commercial revitalization areas
- **Training:** Participate in the Virginia Certified Planning Commissioner Training Program provided by Virginia Commonwealth University's Center for Urban and Regional Analysis



PLANNING DEPARTMENT

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20 19



**CHESTERFIELD COUNTY
BOARD OF SUPERVISORS
AGENDA**

Meeting Date: June 24, 2020

Item Number: 3.E.

Subject:

Financial and Economic Update

Board Action Requested:

Summary of Information:

This afternoon work session will cover a wide range of financial topics including the county's recent bond rating review and discussion of a number of consent agenda items (bond sale resolution, year end adjustments and CARES).

Attachments:

None

Preparer:

Approved By:

BLUEPRINT CHESTERFIELD PRESENTS:

KEY FINANCIAL INDICATORS
QUARTERLY REPORT
SECOND QUARTER CY2020

KEY FINANCIAL INDICATORS

SECOND QUARTER CY2020

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REPORT OVERVIEW

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.

A NOVEL APPROACH: USING NON-TRADITIONAL DATASETS

Unsurprisingly, Chesterfield was not immune to the pervasive effects of economic fall-out resulting from the COVID-19 pandemic. Based on initial economic data through May 2020, the impact of the virus shows a enervating effect at all levels of the economy. Unlike prior economic shocks, the exogenous catalyst of this downturn, coupled with the deliberate and wholesale closing of large parts of the economy, prompted immediate spending reductions in the current fiscal year as well as a full-scale revision of the proposed budget.

Based on initial economic data through May 2020 on the impact of the virus shows an enervating effect at all levels of the economy.

The County's novel approach to projecting the local economic impacts from the pandemic has been to incorporate non-traditional datasets that provide more helpful real-time insights into economic activity. With the widespread advancement of technology, especially the ubiquitous nature of smartphones, it is now possible to precisely track consumer and corporate activity through a wide variety of metrics. By using this data to gauge economic activity as it is happening, it allows for a more proactive, rather than reactive, approach to forecasting revenues and a better gauge of conditions as the County recovers from the pandemic.

Specific data sets utilized for this purpose comes from non-profits, private businesses, and governmental agency sources, and is available as often as daily. By capitalizing on this data, the County has built real-time comprehensive metrics to track where people in the County, region, state, and in cases, nationally are traveling, be it their workplace, retail stores, parks, or transit stations; how many miles are being traveled by residents; how many hours are being worked by hourly employees; the number of local businesses open; and how many and what type of job postings are advertised.

By baselining each dataset against a pre-pandemic state, it becomes readily apparent when the effects of the pandemic began, such as by seeing when activity in the County began to decline and what sectors were affected. Alternatively, these same datasets can be used to proactively gauge the effectiveness of recovery efforts, by monitoring the restoration of activity in accordance with phased re-openings in the County and surrounding region(s). From data viewed through Google Mobility Reports and Streetlight Data as of early June 2020, it would appear that the worst effects of the lockdown have passed, and that activity in the County is beginning to increase again – though not yet at pre-pandemic levels. Using just traditional metrics, the only barometer of retail activity in the County would be anecdotal reports, or sales tax distribution reports which lag two months from the point of sale. However, by capitalizing on non-traditional sources, the County is able to gauge where consumer based revenues and economic activity are heading, positioning the County to proactively respond to changing economic circumstances – be they positive or negative.

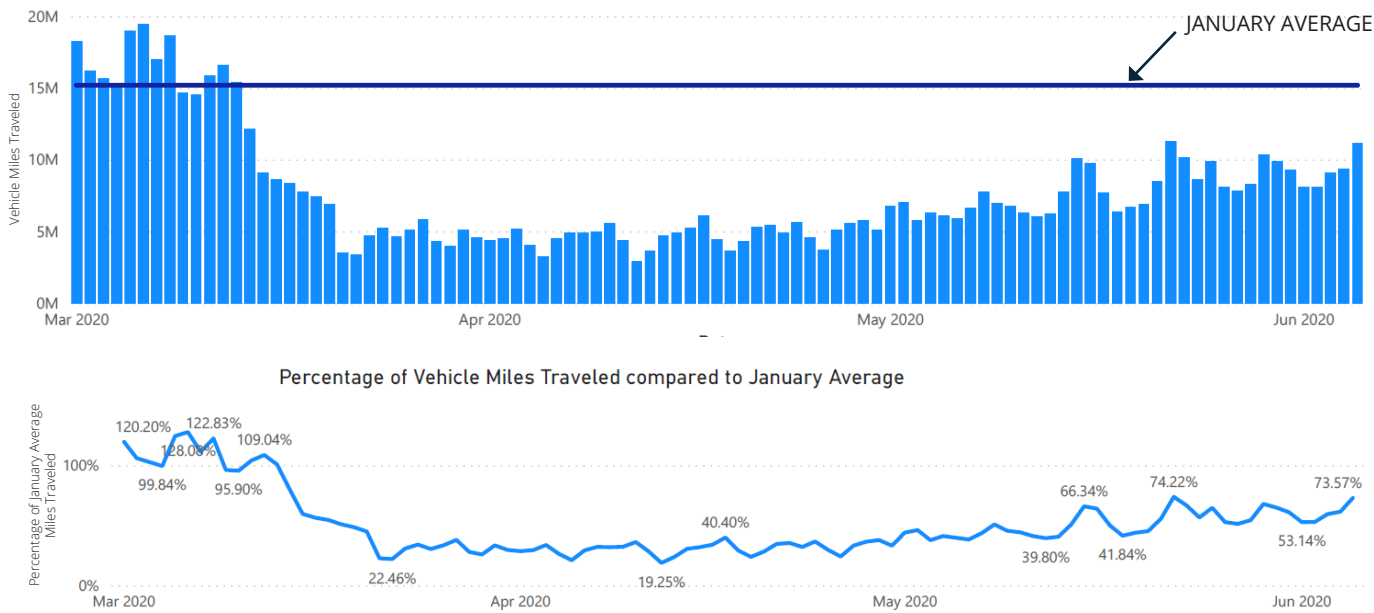
While the use of non-traditional datasets is a crucial step in tracking the economic health of the County, it represents only the first iteration of how Chesterfield plans to monitor conditions going forward. For example, while the return of foot-traffic to retail stores may indicate overall increased consumer activity, it could also be reflective of simple relocation of the same spending from online, back to brick-and-mortar. As such, efforts are also underway to gain a deeper understanding of this data by tracking detailed anonymized consumer spending activity in the County. By cross-referencing these datasets, the County has its finger on the pulse of economic life, positioning it to respond nimbly to rapidly changing economic situations.

Examples of some of these non-traditional datasets, along with some traditional datasets, can be viewed on the following pages.

VEHICLE MILES TRAVELED IN CHESTERFIELD

Data Description: Using smartphone data, this measure takes the average vehicle miles traveled by users within Chesterfield for a given date and compares the miles traveled to the daily average miles traveled in January 2020 (standard pre-pandemic month).

Last Updated: 6/8/2020

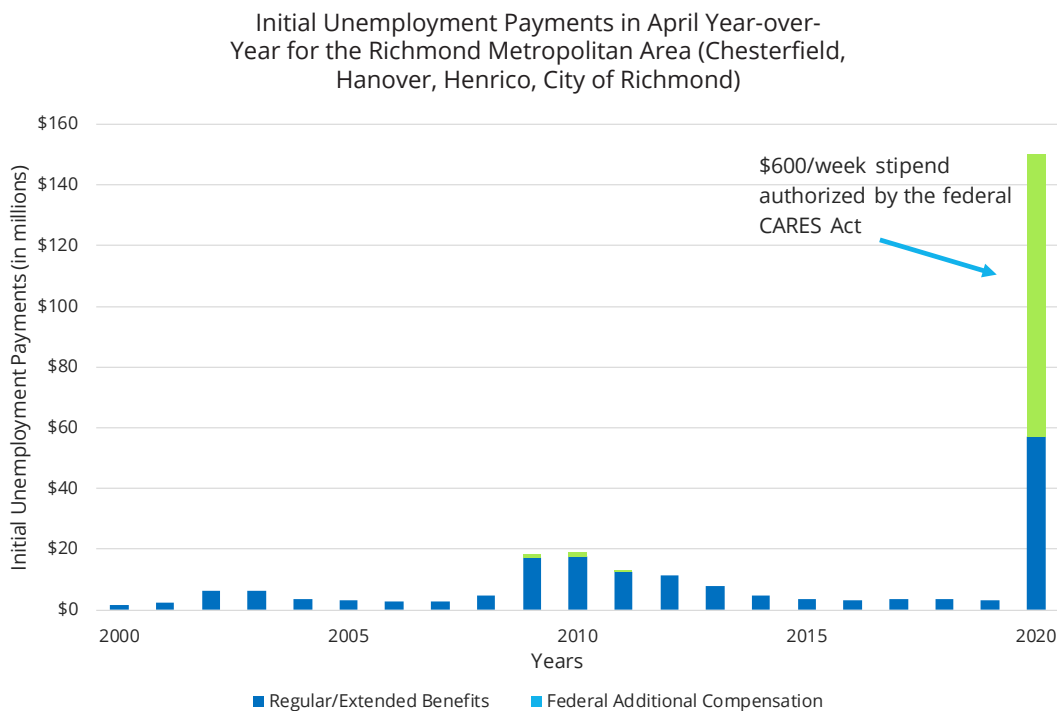


Source: Streetlight Data; VMT Monitor

INITIAL UNEMPLOYMENT PAYMENTS

Data Description: Data tracking initial Unemployment Claims payments for the month of April for the Richmond Metropolitan Area (Chesterfield, Hanover, Henrico, City of Richmond), from 2000-2020.

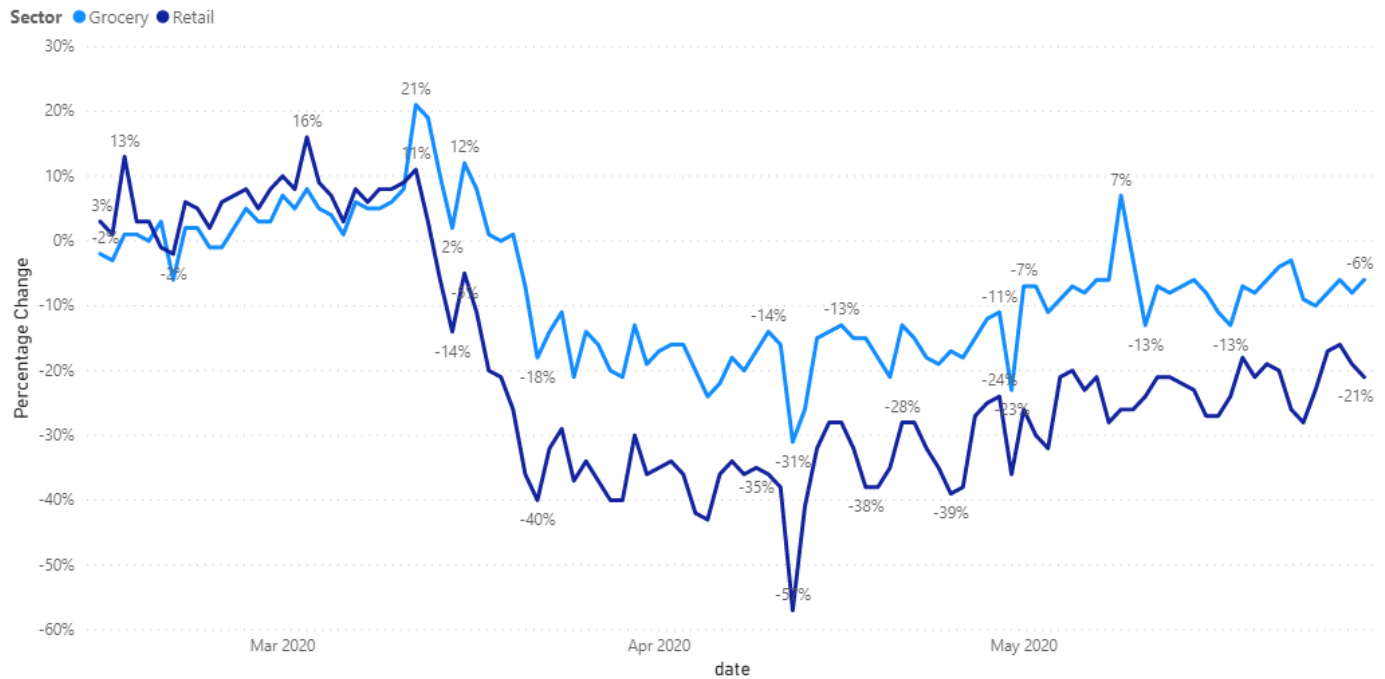
Last Updated: 6/8/2020



Source: Virginia Employment Commission

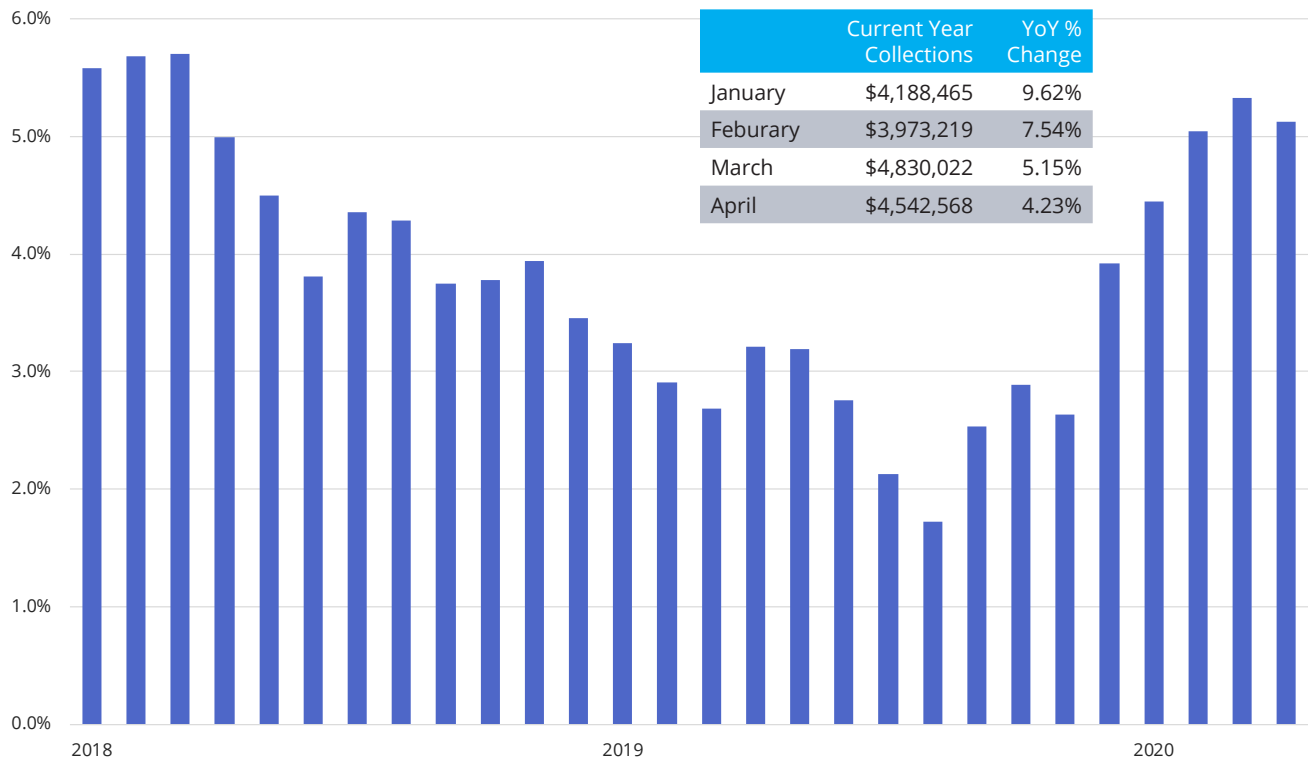
PERCENTAGE CHANGE IN VISITS TO GROCERY AND RETAIL STORES IN CHESTERFIELD

Percentage change in visits to grocery and retail stores



LOCAL SALES TAX

Local Sales Tax
(Year-over-Year Change, 12-Month Moving Average)



Source: Virginia Department of Taxation, Weldon Cooper

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 May is \$446,918, reflecting a 1.46% year-over-year decline in consumer demand that is consistent with statewide taxable sales revenue. The large month-over-month increase referenced in headlines as 17.7% (though represented here as 16.8%, excluding food services) largely reflects a rebound from the drop of 12.7% between March and April, the largest single-month decline since the last recession. Sustained growth in this metric will be hard to maintain once the additional \$600 federal unemployment benefits run out in July. The categories with the largest reductions in spending include clothing and shoes, furniture and home furnishings, and electronics – these categories are likely to fall again as consumers' weekly income via unemployment is reduced.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change
\$446,918	\$453,522	\$441,597	-1.46%
MAY 20	MAY 19	MAY 18	

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 April 2019 and 2020 is 0.3%, which is 1.7 percentage points lower than the previous year-over-year change. Stable growth from year-to-year is a sign of normal inflation within the economy. This indicator is another sign of softening growth at the national level, as consumer demand declines.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change
0.3%	2.0%	2.5%	-1.7% pts
APR 20	APR 19	APR 18	

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

Provides current data on industrial activity and indicates future business trends in the domestic manufacturing sector. At \$169,966 in April 2020, this indicator shows a 29.3% decrease from April 2019. Though this is largely attributable to demand disruptions in response to COVID-19, this indicator has shown signs of contracting in the previous two quarters as well. When the nation begins to normalize again, the overall trend will be monitored closely for signs that it continues to lag.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change
169,966	240,268	244,315	-29.3%
APR 20	APR 19	APR 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 -5.0% in the third quarter of FY2020, an 8.1 percentage point decline from the same period last year. This decline was driven in large part by a 4.75% decrease in the services sector specifically. This quarter saw the early impacts of the pandemic, though the annualized rate may exaggerate the impact of the change seen in a single quarter.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change
-5.00%	3.10%	2.50%	-8.10% pts
Q3 - FY20	Q3 - FY19	Q3 - FY18	

UNEMPLOYMENT RATE

Percentage of employable people living in the United States over the age of 16 who have either lost their jobs or unsuccessfully sought jobs, and are actively seeking work. In April 2020, the national unemployment rate was 13.3, which is 9.7 percentage points above the April 2019 measure. This metric did fall by 1.4 percentage points from April to May, however, due to a misclassification as 'employed but absent from work' for those who were on temporary layoffs due to the pandemic. The Bureau of Labor Statistics estimates that this misclassification accounts for a difference of 3 percentage points in the unemployment rate for the month of May. The unprecedented level of unemployment has led to new challenges in accurately representing employment in the nation. It has rarely been so crucial to have accurate national statistics, in order to quickly and effectively respond to economic needs.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change
13.30%	3.60%	4.00%	9.70% pts
APR 20	APR 19	APR 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 6.9%. However, the number within a subset of those applications, the number of businesses ranked with a high propensity of turning into businesses with payroll fell year-over-year by 4.5%, possibly driven by uncertainty over ability to hire due to the pandemic.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change	YTD YoY Change
74,120	69,320	69,430	6.9%	5.1%
WEEK ENDING 6/6/20	WEEK ENDING 6/8/19	WEEK ENDING 6/9/18		

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 38.5% in the first quarter of 2020, with an uptick of 23.3 percentage points from first quarter of 2019, and the largest quarter-over-quarter growth since the last recession. While standards for consumer auto loans were moderately tightened, standards for credit card loans and other consumer loans were significantly affected, a sign of growing uncertainty regarding consumers' ability to pay. However demand for all three categories, especially consumer auto loans and credit cards, declined in the same quarter in response to the pandemic. We will continue to monitor this measure for any sustained impact to the consumer economy.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change
38.50%	15.20%	9.40%	23.30% pts
Q3 - FY20	Q3 - FY19	Q3 - FY18	

STATE ECONOMIC CONDITIONS

SALES TAX (\$000'S)

State sales tax collections reflect consumer spending across Virginia. The state saw a 12.5% decrease from the same period last year. May reflects the reduced spending of many consumers across the state facing uncertainty caused by the pandemic. This decline reflects the lost business from store closings across the state. Year-to-date collections remain up 5.44%, driven by strong performance earlier in the year.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change	YTD YoY Change
\$269,467	\$308,091	\$280,867	-12.54%	5.44%
MAY 20	MAY 19	MAY 18		

INDIVIDUAL INCOME TAX WITHHOLDING (\$000'S)

A measure of job creation and wage growth in the state economy. Tax withholdings in Virginia have decreased 25.9% over the same period last year, and 3.6% year-to-date, following a period of solid growth earlier in the fiscal year. This drop came about partially due to the extension on the payment date as well as reduced number of firms paying as a result of pandemic-related closures.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change	YTD YoY Change
\$1,291,413	\$1,876,274	\$1,401,855	-31.17%	-0.38%
MAY 20	MAY 19	MAY 18		

VEHICLE REGISTRATIONS

Vehicle registrations in May 2020 across the state are down 45.4% from May 2019, and down 10.1% year-to-date as well. These effects closely match the County-level vehicle registrations data, where vehicle purchases appear to be on hold for many while the long-term economic impacts of the pandemic remain uncertain.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change	YTD YoY Change
85,854	157,156	164,778	-45.37%	-10.11%
MAY 20	MAY 19	MAY 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 grew by 2.1% on an annualized basis, between the first and second quarter of FY2020. This data precedes the economic impact of the pandemic. The underlying data shows contraction in the construction, manufacturing, and other services sectors. However, this was more than offset by growth in the retail trade, professional, scientific, and technical services, finance and insurance, and utilities industries.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change
2.10%	0.50%	2.50%	1.60% pts
Q2-FY20	Q2-FY19	Q2-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 8.4%. However, the number within a subset of those applications, the number of businesses ranked with a high propensity of turning into businesses with payroll fell year-over-year by 1.7%, possibly driven by uncertainty over ability to hire due to the pandemic.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change	YTD YoY Change
1,940	1,790	1,750	8.4%	-5.4%
WEEK ENDING 6/6/20	WEEK ENDING 6/8/19	WEEK ENDING 6/9/18		

UNEMPLOYMENT RATE

Percentage of employable people living in Virginia over the age of 16 who have either lost their jobs or unsuccessfully sought jobs, and are actively seeking work. The state unemployment rate as of April 2020 is 0.1 percentage point lower than Chesterfield County's rate. This represents an increase of 7.7 percentage points from April 2019. This indicator shifted quickly based on the impact of the pandemic, driven by losses in the leisure and hospitality, education and health services, and trade and transportation sectors. We will continue to monitor this indicator for signs of improving unemployment as the state's phased reopening continues.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change
10.60%	2.90%	3.10%	7.9% pts
APR 20	APR 19	APR 18	

NUMBER OF FILED BANKRUPTCIES

In March 2020, the state saw 2,102 bankruptcies filed, a decrease of 9.9% from March 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. The year-to-date reading shows an increase of 1.1%, indicating that bankruptcies remain overall on track with 2019. This measure normally serves as a leading indicator of potential financial difficulties for both consumers and businesses, whereby any sustained uptick in this indicator suggests that business and consumer financial positions may be weakening, which may precipitate a decline in spending in the economy. However, the public health nature of this economic disruption and the resulting court closures make interpretation of this indicator less clear. With the reopening of courts, this measure may soon more plainly indicate the strength of the state economy.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change	YTD YoY Change
2,102	2,332	2,344	-9.9%	1.1%
MAR 20	MAR 19	MAR 18		

LOCAL ECONOMIC CONDITIONS

SALES TAX

A key measure of consumer spending and consumer confidence in the local economy. Consumer spending in the County is up 5.16% from one year ago for the April reading, despite the economic impact of the pandemic. One possible driver of April's performance is that, as a bedroom community with a higher proportion of residents working from home, the shopping of those residents has moved closer to home as a result. Additionally, the April reading remained up 4.07% year-to-date, boosted primarily by holiday sales in the previous quarter. The Budget Department monitors sales tax activity closely to assess the economic impacts of pandemic.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change	YTD YoY Change
\$4,830,267	\$4,593,356	\$4,505,818	5.16%	4.07%
APR 20	APR 19	APR 18		

AVERAGE WEEKLY WAGE

At \$970, average weekly wages across government and private sectors in the County are up 3.52% as of March 2020 compared to 2018. Impacts of the pandemic will not show up in average weekly wage until Q1 and Q2 of 2020 (when additional data is available), though the positive reading in Q4 2019 suggests the County went into the pandemic in a strong position.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change
\$970	\$937	\$917	3.52%
Q2-FY2020	Q2-FY2019	Q2-2018	

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 43.47% from May of 2019. As vehicle taxes are the largest component of personal property taxes (the County's second largest General Fund revenue source), the County continues to closely monitor this activity to assess its impact on revenue during the pandemic.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change	YTD YoY Change
3,504	6,198	6,198	-43.47%	-10.90%
MAY 20	MAY 19	MAY 18		

PAYROLL EMPLOYMENT

With 162,869 workers employed in the County as of April 2020, this represents a 11.0% decrease compared to April 2019. While this may have otherwise had a negative impact on consumer sales observed through sales tax revenue, the additional federal unemployment support has supplemented income for many Chesterfield residents. When the federal benefit period ends in July, this decline in employment may have a sharp impact on consumer decisions.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change
162,869	182,994	178,920	-11.00%
APR 20	APR 19	APR 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 74.2%, this ratio has decreased 2.51 percentage points from same period last year, indicating that fewer Chesterfield residents are employed within the County. While the labor pool of the County continued to grow, rising by 1.72% year-over-year, the labor force employed within the County declined by 1.61%. While two-thirds of employment sectors within the County experienced job growth, adding 2,556 jobs (1,000 in the Professional and business services sector alone), the trade, transportation, and utilities sector shed 4,186 jobs year-over-year, which is the primary driver of the decline in the ratio. With updated data available over the next few months, we anticipate a potential decline in this ratio due to the impacts of COVID-19. Despite future challenges associated with the pandemic, 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
74.26%	76.77%	76.65%	-2.51 pts
DEC 19	DEC 18	DEC 17	

UNEMPLOYMENT RATE

Percentage of employable people living in Chesterfield County over the age of 16 who have either lost their jobs or unsuccessfully sought jobs, and are actively seeking work. Entering the pandemic, the County unemployment rate was consistently below both the national and state rates at 2.6% in February and 3.1% in March, though the rate increased to 10.7% as the impacts of the economic disruption appeared in April. However, the County remains one of the lowest in the region, on par with the state rate, and below the national rate for April.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change
10.70%	2.40%	2.70%	8.30% pts
APR 20	APR 19	APR 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 for the month of March compared to March 2019. Chesterfield experienced the highest occupancy levels in the Richmond-Petersburg region for the month of April, recording a 37.2% occupancy rate, 6.3 percentage points above the regional average. As the state's phased approach to reopening continues, tourism in the County may improve in response.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change	YTD YoY Change
\$156,796	\$382,336	\$356,721	-58.99%	-7.17%
MAR 20	MAR 19	MAR 18		

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 decreased over time as more cash has moved into longer-term investments generating higher returns for the County. As such, the cash balance is not a reflection of lower overall County balances.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change
\$132.8M	\$110.7M	\$140.8M	19.99%
APR 20	APR 19	APR 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 the same period in 2019, yields are up down by 0.98 percentage points.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change
1.49%	2.47%	1.54%	-0.98% pts
APR 20	APR 19	APR 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 April, investment earnings reached \$772k. Compared to the same period one year ago, investment earnings are down by 32.2%. A recent drop in interest rates in response to the pandemic have produced this decline in monthly earnings, though high interest rates earlier in the fiscal year have generated enough that year-to-date earnings remain up by 30.0% compared to FY2019.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change	YTD YoY Change
\$772K	\$1,138K	\$527K	-32.16%	30.03%
APR 20	APR 19	APR 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.

FY2019	FY2018	FY2017	FY2016
VRS AGENT MULTIPLE-EMPLOYER			
85.61%	84.48%	79.67%	82.05%
COUNTY SUPPLEMENTAL RETIREMENT PLAN			
98.77%	99.84%	97.86%	88.86%
RETIREE HEALTHCARE			
33.63%	28.57%	22.43%	20.63%
LINE OF DUTY			
59.86%	73.56%	51.99%	55.70%

FINANCE AND BUDGET (LOCAL)

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.

\$25.9M	\$14.4M	\$30.2M	\$40.8M
FY2019	FY2018	FY2017	FY2016

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).

FY2019	FY2018	FY2017	FY2016
TOTAL NUMBER OF APPLICATIONS			
140	116	108	103
TOTAL NUMBER OF APPEALS REVIEWED BY BOE			
12	8	5	4
NUMBER OF APPLICATIONS OVERTURNED BY BOE			
2	0	1	0
AVERAGE VALUE CHANGED			
(\$11,949,650)	\$0	(\$15,000)	\$0

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 April were down 2.4% from 2019, while condo and townhome sales remained relatively steady year-over-year. The delay between contract and closings likely minimized the impact of early pandemic disruptions. Low interest rates, combined with a desire for comfort while social distancing, may support home sales throughout the pandemic, even while demand for other types of purchases (such as vehicles) may remain lower than usual.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change	YTD YoY Change
SINGLE FAMILY				
492	504	476	-2.4%	4.25%
CONDO/TOWNHOMES				
53	53	54	0.0%	18.93%
APR 20	APR 19	APR18		

BUILDING PERMITS

As a leading indicator, this measure provides insight on the new housing market and commercial activity in Chesterfield. Building permits for single family homes have been consistently above 2019 levels during FY2020 and April continued this trend. Multi-family permits and commercial permits are often lumpy, demonstrated by the 36.7% and 21.9% year-over-year declines in multi-family and commercial, respectively. This is one positive indicator for the health of the Chesterfield market despite the pandemic.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change	YTD YoY Change
MULTIFAMILY PERMITS				
31	49	20	-36.7%	-8.2%
SINGLE FAMILY PERMITS				
165	127	128	29.9%	9.8%
COMMERCIAL PERMIT VALUE				
\$13,843,953	\$21,424,652	\$15,325,863	-35.4%	-21.9%
APR 20	APR 19	APR 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. Year-over-year change for a single family home shows a 5.5% increase, reflecting a healthy demand for Chesterfield housing.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change
SINGLE FAMILY			
\$278,250	\$263,750	\$259,495	5.5%
CONDO/TOWNHOMES			
\$246,660	\$260,000	\$227,643	-5.1%
APR 20	APR 19	APR18	

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. Continuing last quarter's downward trend, the third quarter of FY2020 saw a 3.0 percentage point decline in office vacancies, suggesting further increasing demand for office space. Retail vacancies continue to fall as well, with the latest measurement showing a 0.2 percentage point decline year-over-year, which, coupled with continued growth in retail space suggests a robust market in the third quarter. The market's response to the pandemic may be more evident in future quarters, as more firms become equipped for a full-time telework environment, and needs for office space may decline.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change
OFFICE VACANCIES			
6.3%	9.3%	10.0%	-3 % pts
RETAIL VACANCIES			
4.2%	4.4%	6.0%	-0.2 % pts
Q3-FY20	Q3-FY19	Q3-FY18	

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.

	FY2019	FY2018	FY2017	FY2016
CLEARANCE RATE	46%	52%	59%	55%
REPORTED INCIDENTS	16,147	16,126	16,569	16,417
CRIME RATE (PER 100K CITIZENS)	4,627	4,688	4,873	4,872

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, driven partially by the Medicaid expansion in Virginia and partially by the unprecedented rise in unemployment during a national health crisis. A small decline in TANF (Temporary Assistance for Needy Families) access occurred in FY2020, while SNAP (Supplemental Nutrition Assistance Program) saw the largest growth year-over-year in May, with food as the resource most needed in response to increased unemployment resulting from the pandemic.

	CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change
MEDICAID	67,913	62,052	48,964	9.45%
TANF	1,198	1,238	1,204	-3.23%
SNAP	30,248	25,923	27,751	16.68%
	MAY 20	MAY 19	MAY 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 61,000 students in 2018-2019. Student growth in the County has stabilized with minimal increases for the past decade. Projections suggest this student membership trend around 1-2% increases annually will continue for the foreseeable future.

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



VOLUME
07

KEY FINANCIAL INDICATORS QUARTERLY REPORT

SECOND 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, Procurement, Real Estate Assessments, and Treasurer. External resources include the Administrative Offices of the United States Courts, Bureau of Economic Analysis, Bureau of Labor Statistics, Burning Glass Technologies, 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. Published June 2020.



**CHESTERFIELD COUNTY
BOARD OF SUPERVISORS
AGENDA**

Meeting Date: June 24, 2020

Item Number: 4.B.

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 FY2020. Acceptance of the report will serve as approval for staff to expend DIF funds for the proposed uses as listed.

Attachments:

1. DIF Report - June 24, 2020

Preparer: Andrea Peeks, Director of Budget and Management

Approved By:

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CHESTERFIELD COUNTY

Monthly Report on District Improvement Funds

Report Date: June 24, 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. 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 FY2020 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.

June 2020 Request:

- Transfer up to \$17,057.88 from the Clover Hill District Improvement Fund to the Chesterfield County Department of Community Enhancement to purchase and plant Yoshino Cherry Trees in the median on Courthouse Road. The requested funds will be used to purchase the trees, mulch, stakes and support tying for the trees. The County may use public funds for landscaping medians within public road rights-of-way. The purchase must be made by the Department of Community Enhancement in accordance with the Virginia Public Procurement Act and County purchasing policies.

DIF Balances To Date:**Bermuda – Current Balance \$21,176.56** *(FY20 funding plus available reserves)*

Request Date	Use	Amount
9/25/2019	Meadowville Landing-Riversbend subdivision streetlights	\$2,170.32
9/25/2019	Thomas Dale High School electronic sign	\$26,082.00
10/23/2019	Enon Volunteer Fire Department HVAC system replacement	\$5,000.00
10/23/2019	Falling Creek Ironworks Foundation monument in memory of Bryan H. Walker	\$900.00
11/13/2019	Marguerite Christian Athletic Association concession building at Dodd Park	\$500.00
12/11/2019	Bellwood Elementary School KaBoom playground equipment	\$800.00
12/11/2019	Thomas Dale High School electronic sign	\$5,000.00
1/22/2020	Meadowville Landing-Riversbend subdivision streetlights	\$1,388.13
2/19/2020	Route 10 banners	\$1,556.00
3/25/2020	Forest Heights subdivision streetlights	\$685.13
3/25/2020	Falling Creek Ironworks Celebration	\$1,400.00
3/25/2020	Appomattox Regional Governor's School post-prom celebration	\$100.00
	Total FY2020 Bermuda uses	\$45,581.58

Clover Hill – Current Balance \$4,930.82 *(FY20 funding plus available reserves)*

Request Date	Use	Amount
7/24/2019	Providence Elementary School playground equipment	\$3,000.00
8/28/2019	North Courthouse Road Library juvenile collection	\$4,432.89
10/23/2019	W. W. Gordon Elementary School teacher registration fees for "Get Your LEAD On" conference	\$1,500.00
12/11/2019	Swift Creek Middle School cross country and track uniforms	\$800.00
3/25/2020	Walnut Grove subdivision streetlights	\$4,738.96
3/25/2020	Crenshaw Elementary School teacher registration fees for "Get Your Teach On" conference	\$1,090.00
3/25/2020	Monocan High School post-prom celebration	\$1,000.00
3/25/2020	Appomattox Regional Governor's School post-prom celebration	\$100.00
6/24/2020	Courthouse Road trees	\$17,057.88
	Total FY2020 Clover Hill uses	\$33,719.73

Dale – Current Balance \$54,369.71 (FY20 funding plus available reserves)

Request Date	Use	Amount
7/24/2019	Lloyd C. Bird High School stadium field	\$2,000.00
10/23/2019	Lloyd C. Bird High School Makerspace laser cutter replacement	\$1,495.00
11/13/2019	Hopkins Road Elementary School blacktop	\$2,000.00
3/25/2020	Kingsland Garden subdivision streetlights	\$1,688.11
3/25/2020	Meadowbrook High School baseball field scoreboard	\$3,000.00
3/25/2020	Meadowbrook High School post-prom celebration	\$1,000.00
3/25/2020	Matoaca High School post-prom celebration	\$500.00
3/25/2020	Appomattox Regional Governor's School post-prom celebration	\$100.00
	Total FY2020 Dale uses	\$11,783.11

Matoaca – Current Balance \$29,127.81 (FY20 funding plus available reserves)

Request Date	Use	Amount
8/28/2019	Grange Hall Elementary School Kindergarten playground equipment	\$3,625.00
10/23/2019	Spring Run Elementary School online Lexia® Core5® Reading program	\$1,000.00
12/11/2019	Matoaca High School softball dugout	\$5,000.00
12/11/2019	Matoaca Park press box improvements	\$8,550.00
12/11/2019	Ettrick Park press box improvements	\$8,550.00
12/11/2019	Ettrick Elementary School Early Learning Literacy Program part-time temporary worker	\$12,000.00
3/25/2020	Eagle Cove subdivision streetlights	\$1,547.19
3/25/2020	Cosby High School post-prom celebration	\$1,000.00
3/25/2020	Matoaca High School post-prom celebration	\$500.00
3/25/2020	Appomattox Regional Governor's School post-prom celebration	\$100.00
	Total FY2020 Matoaca uses	\$41,872.19

Midlothian – Current Balance \$58,417.00 (FY20 funding plus available reserves)

Request Date	Use	Amount
12/11/2019	J.B. Watkins Elementary School PBIS program book vending machine	\$1,596.00
12/11/2019	Robious Athletic Complex scoreboards	\$9,887.00
3/25/2020	Midlothian High School post-prom celebration	\$1,000.00
3/25/2020	Appomattox Regional Governor's School post-prom celebration	\$100.00
	Total FY2020 Midlothian uses	\$12,583.00



**CHESTERFIELD COUNTY
BOARD OF SUPERVISORS
AGENDA**

Meeting Date: June 24, 2020

Item Number: 12.A.1.

Subject:

Community Criminal Justice Board

Board Action Requested:

It is requested that the Chesterfield County Board of Supervisors approve the nominees listed for appointment/reappointment to the Community Criminal Justice Board for a two-year term per the adopted by-laws of the Community Criminal Justice Board. Appointments correspond to prescribed positions in the Code of Virginia.

Summary of Information:

The Community Criminal Justice Board serves the 12th Judicial Court Circuit consisting of Chesterfield County and the City of Colonial Heights. The purpose is to provide for the development, planning, implementation, and evaluation of community programs and services for the court in diverting offenders and defendants from local correctional facilities.

At the June 14, 1995 meeting, the Board adopted a Resolution entitled Joint Resolution Providing for the Implementation of the Comprehensive Community Corrections Act (CCCA) and Pretrial Services Act (PSA); Establishment of the Chesterfield County and City of Colonial Heights Community Criminal Justice Board; and provisions for Joint Exercise of Powers.

The resolution designated the membership by position, per the Code of Virginia. The Community Criminal Justice Board members serve two-year staggered terms; thus nine or ten members are typically appointed each year. Nominees must be approved by both the Chesterfield County Board of Supervisors and the Colonial Heights City Council.

It is requested that the following individuals be appointed/reappointed to serve a two-year term that begins July 1, 2020, and ends June 30, 2022.

Honorable Keith N. Hurley General District Court Judge
Honorable Frederick G. Rockwell, III Circuit Court Judge
Chad A. Knowles Education Representative, Chesterfield County Schools
Colonel Jeffrey Katz Police Chief, Chesterfield County
Colonel Jeffrey W. Faries Police Chief City of Colonial Heights

Becca Lynch City of Colonial Heights Representative
Rachel Gillus City of Colonial Heights CSB Representative
Sheriff Todd Wilson Sheriff, City of Colonial Heights
Edward Lee Coble Current Citizen Representative

All nominees have agreed to serve if appointed. The nominees were all approved by Colonial Heights City Council on June 9, 2020.

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: Gary Hughes, Director

Approved By:





**CHESTERFIELD COUNTY
BOARD OF SUPERVISORS
AGENDA**

Meeting Date: June 24, 2020

Item Number: 12.A.2.

Subject:

Economic Development Authority

Board Action Requested:

Nominate/reappoint Mr. Harril Whitehurst, Mr. John Hughes to serve on the Economic Development Authority for the County of Chesterfield.

Summary of Information:

The Economic Development Authority (EDA) works in conjunction with the Department of Economic Development to help create new jobs, expand the tax base and diversify the economy of Chesterfield County. The authority is chartered through a state law that allows cities and counties to create industrial or economic development authorities with wide-ranging powers, not available to local governments, in order to facilitate economic development opportunities within the community.

All members of the EDA are at-large members and five applications were received from citizens interested in serving. Mr. Harril Whitehurst and Mr. John Hughes have agreed to serve as members of the EDA. Board members concur with the appointment of Mr. Harril Whitehurst and Mr. John Hughes whose terms are effective July 1, 2020, and will expire June 30, 2024.

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: Garrett Hart, Director

Approved By:

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



**CHESTERFIELD COUNTY
BOARD OF SUPERVISORS
AGENDA**

Meeting Date: June 24, 2020

Item Number: 12.A.3.

Subject:

Chippenham Place Community Development Authority

Board Action Requested:

Request the Board of Supervisors to nominate and reappoint the five Chippenham Place CDA board members for an additional four-year term beginning July 1, 2020.

Summary of Information:

This paper requests the Board of Supervisors to nominate and reappoint the five standing members of the Chippenham Place CDA board. This group has been together since the project's inception, and collectively possesses an in-depth understanding of the CDA that is crucial to the continued success of the Stonebridge development.

Staff recommends the following individuals to serve on the Chippenham Place CDA board: Mr. John Pettengill, Ms. Chris Zitzow, Mr. Quenton Lee, Mr. Jay Lafler, and Mr. Sam Kaufman. They will serve a four-year term, effective July 1, 2020, and ending on June 30, 2024. If the members of the Board of Supervisors desire to nominate and appoint individuals to this committee at this meeting, they will need to unanimously vote to suspend the Rules of Procedure. Nominees are voted on in the order in which they are nominated.

Attachments:

None

Preparer: Christopher "Matt" Harris, Deputy County Administrator

Approved By:



**CHESTERFIELD COUNTY
BOARD OF SUPERVISORS
AGENDA**

Meeting Date: June 24, 2020

Item Number: 12.B.1.a.

Subject:

Resolution Recognizing Mr. William C. Owen II, Chesterfield County Utilities Department, Upon His Retirement

Board Action Requested:

Adoption of the attached resolution.

Summary of Information:

Mr. William C. Owen II retired from the Utilities Department on June 1, 2020, after providing over 20 years of service to the citizens of Chesterfield County.

Attachments:

1. BILL OWEN FINAL RETIREMENT RESOLUTION 5-19-2020

Preparer: George Hayes, Director of Utilities

Approved By:



RECOGNIZING MR. WILLIAM C. OWEN II UPON HIS RETIREMENT

WHEREAS, Mr. William C. Owen II retired from the Chesterfield County Utilities Department on June 1, 2020; and

WHEREAS, Mr. Owen began his public-service career with the Chesterfield County Parks and Recreation Department on March 18, 2000, as a principal maintenance worker who was responsible for maintaining the county parks and facilities; and

WHEREAS, Mr. Owen worked at various park locations and operated various types of construction equipment to perform ground maintenance tasks; and

WHEREAS, Mr. Owen accepted the position in the Utilities Department as a meter reader on June 18, 2005, where he read meters accurately and timely which helped provide excellent customer service on behalf of the department; and

WHEREAS, Mr. Owen learned and mastered the meter reading equipment and other tools necessary to perform daily meter reading responsibilities; and

WHEREAS, Mr. Owen's willingness and diligence to learn new procedures was rewarded with a promotion to Senior Meter Reader on December 2, 2006, which gave him the responsibility of completing service orders for water connections and disconnections for customer accounts; and

WHEREAS, Mr. Owen received complimentary emails, letters, and calls from customers and supervisors regarding the excellent customer service that he provided to them; and

WHEREAS, Mr. Owen has been an asset to the county because of his dedication to customer service, his high degree of integrity, his willingness to learn new processes, and his promptness in handling and processing meter reading responsibilities; and

WHEREAS, Mr. Owen was committed to supporting excellence in local government and exhibited knowledge, pride, and quality in the work he performed at both the Parks and Recreation Department and Utilities Department.

NOW, THEREFORE, BE IT RESOLVED that the Chesterfield County Board of Supervisors recognizes Mr. William C. Owen II and extends on behalf of its members and the citizens of Chesterfield County appreciation for his 20 years of service to the county.



**CHESTERFIELD COUNTY
BOARD OF SUPERVISORS
AGENDA**

Meeting Date: June 24, 2020

Item Number: 12.B.1.b.

Subject:

Resolution Recognizing Mr. Johnnie Crites, Building Inspection, Upon His Retirement

Board Action Requested:

The adoption of the attached resolution.

Summary of Information:

Mr. Johnnie S. Crites is retiring from the Building Inspection Department after having provided 23 years of service to the citizens of Chesterfield County.

Attachments:

1. Johnnie Crites Resolution June 2020

Preparer: Ron Clements, Director

Approved By:

RECOGNIZING MR. JOHNNIE CRITES UPON HIS RETIREMENT

WHEREAS, Mr. Johnnie S. Crites Jr. will retire from Chesterfield County on July 1, 2020, after providing 23 years of dedicated service to the residents of Chesterfield County; and

WHEREAS, Mr. Crites was hired by Chesterfield County in August of 1997 as an electrical inspector in the Department of Building Inspection; and

WHEREAS, Mr. Crites is highly regarded within the construction and code enforcement professions for his extensive knowledge across multiple trades holding residential and commercial electrical inspector certifications, and electrical, HVAC, and gas fitter Master licenses in the Commonwealth of Virginia; and

WHEREAS, Mr. Crites was recognized by the Building Official in 2001 for his leading role in performing electrical inspections on swimming pools throughout the county, ensuring our citizens safety; and

WHEREAS, Mr. Crites shared his expertise by providing many hours of education for department staff and personally training all electrical inspectors working in the Building Inspection department today; and

WHEREAS, Mr. Crites in 2011 and 2012 took the lead role in performing electrical inspections and directing remedial actions on dozens of illegally installed backup generators throughout the county, averting possible loss of life and property; and

WHEREAS, Mr. Crites' professionalism throughout his career provided citizens and visitors of Chesterfield County with safe and secure buildings, designed and inspected under the Virginia Uniform Statewide Building Codes.

NOW, THEREFORE, BE IT RESOLVED that the Chesterfield County Board of Supervisors recognizes the outstanding contributions of Mr. Johnnie S. Crites Jr. and extends appreciation, on behalf of its members and the employees and citizens of Chesterfield County, for 23 years of dedicated service to the county, congratulations upon his retirement, and best wishes in his next season of life.



**CHESTERFIELD COUNTY
BOARD OF SUPERVISORS
AGENDA**

Meeting Date: June 24, 2020

Item Number: 12.B.1.c.

Subject:

Recognizing Sergeant First Class Steven M. Price, Sheriff's Office, Upon His Retirement

Board Action Requested:

The adoption of the attached resolution

Summary of Information:

Sergeant First Class Steven M. Price retired from the Sheriff's Office after having provided 25 years of service to the citizens of Chesterfield County.

Attachments:

1. Resolution - Steven Price

Preparer: Karl Leonard, Sheriff

Approved By:

RECOGNIZING SERGEANT STEVEN M. PRICE
UPON HIS RETIREMENT

WHEREAS, Sergeant First Class Steven M. Price has faithfully served Chesterfield County for 25 years; and

WHEREAS, on April 10, 1995, Sergeant First Class Steven M. Price joined the Sheriff's Office as a deputy under then Sheriff Clarence G. Williams, and faithfully served Clarence G. Williams, Jr., Sheriff Dennis S. Proffitt; and current Sheriff Karl Leonard; and

WHEREAS, Sergeant First Class Steven M. Price was promoted to Sergeant on July 22, 2002, and was promoted to Lieutenant on November 14, 2009; and

WHEREAS, Sergeant First Class Steven M. Price has demonstrated his versatility, skill, strong work ethic, and leadership in a wide range of departmental assignments in both the Correction Bureau and Operations Bureau of the department; and

WHEREAS, on July 1, 2017, Sergeant First Class Steven M. Price met all requirements to qualify as a Sergeant First Class; and

WHEREAS, from November 3, 2018, to December 29, 2018, Sergeant First Class Steven M. Price served as Acting Lieutenant; and

WHEREAS, Sergeant First Class Steven M. Price served as Member of the Awards and Recognition Committee, Sheriff's Office Process Action Team and New Jail Transition Team, as well as served as Chairman for the Wellness Team Committee and the Firearms Qualifications, Standards, Policy Review Committee; and

WHEREAS, Sergeant First Class Steven M. Price is a Member of Virginia Tactical Police Association, Virginia Sheriffs' Association; and

WHEREAS, Sergeant First Class Steven M. Price served as Commander for the Honor Guard Team, and as a member of the Sheriff's Special Operations Response Team; and

WHEREAS, through the years, Sergeant First Class Steven M. Price has supported Chesterfield County, the Sheriff's Office and county citizens through participation in numerous activities such as the Seniors in Touch Program, the Virginia Special Olympics, and acting as Coordinator for the Chesterfield County Black History

Month celebration in 2005 through 2009, Coordinator for the Sheriff's Office Cadet Safety Camp for 2007 through 2009; and

WHEREAS, Sergeant First Class Steven M. Price has aided in ensuring that employees of the Sheriff's Office meet the highest standards by serving as a field training officer; and

WHEREAS, Sergeant First Class Steven M. Price received numerous letters of appreciation and commendation for his dedication and service to the employees and citizens of Chesterfield County; and

WHEREAS, Sergeant First Class Steven M. Price was selected as Employee of the Quarter in 1999 and again in 2007; and

WHEREAS, Sergeant First Class Steven M. Price was selected as Sheriff's Office Employee of the year in 2016; and

WHEREAS, Sergeant First Class Steven M. Price received the Exceptional Performance in Community Services Award 2008; and

WHEREAS, Sergeant First Class Steven M. Price received a Unit Citation Award for Honor Guard.

NOW, THEREFORE, BE IT RESOLVED that the Chesterfield County Board of Supervisors recognizes the outstanding contributions of Sergeant First Class Steven M. Price, expresses the appreciation of all residents for his service to Chesterfield County and extends appreciation for his dedicated service to the county and congratulations upon his retirement, as well as best wishes for a long and happy retirement.



**CHESTERFIELD COUNTY
BOARD OF SUPERVISORS
AGENDA**

Meeting Date: June 24, 2020

Item Number: 12.B.1.d.

Subject:

Resolution Recognizing Mr. T. Michael Likins, Department of Cooperative Extension, Upon His Retirement

Board Action Requested:

Adoption of the attached resolution.

Summary of Information:

Mr. Likins is retiring on July 1, 2020, after providing over 18 years of service to the citizens of Chesterfield County.

Attachments:

1. Mike's resolution 2

Preparer: Scott Zaremba, Deputy County Administrator

Approved By:



REGOGNIZING MR. T. MICHAEL LIKINS UPON HIS RETIREMENT

WHEREAS, Mr. T. Michael Likins will retire from the Chesterfield County Cooperative Extension Office on July 1, 2020, after providing 18 years of loyal, dedicated and quality service to the citizens of Chesterfield County; and

WHEREAS, Mr. Likins began his career as the State Plant Pathologist for the Virginia Department of Agriculture; and

WHEREAS, in 2002, Mr. Likins became the Extension Agent and Director for Chesterfield County and in that same year established a small diagnostic laboratory for Cooperative Extension; and

WHEREAS, in 2018, Mr. Likins took possession of the gold standard of Extension offices, highlighted by the renowned Chesterfield County Extension Plant Pathology, Entomology, and Plant Science Laboratory; and

WHEREAS, in 2019, Mr. Likins, his staff, and Master Gardener volunteers provided accurate and timely diagnoses and identifications to approximately 1,300 citizens; and

WHEREAS, during his 18-year membership on the James River Soil & Water Conservation District Board, Mr. Likins has continually supported the farmers and agricultural community and participated in the distribution of cost-share monies to farmers; and

WHEREAS, for the last 18 years, Mr. Likins has applied his knowledge, skills and abilities to his science for the benefit of commercial landscapers, nursery operators, farmers, and residents of Chesterfield County, and has successfully detected and identified numerous pests and diseases not seen in Chesterfield or the Commonwealth; and

WHEREAS, Mr. Likins was the first plant pathologist in the Commonwealth to detect the contagious and devastating disease known as boxwood blight; established the Virginia Boxwood Blight Taskforce; and conducted research to mitigate the disease; and

WHEREAS, Mr. Likins has authored peer-reviewed publications on boxwood blight and has lectured on the disease at symposia, conferences, re-certification courses, and Master Gardener classes; and

WHEREAS, Mr. Likins continues to work on saving the boxwood, an ornamental plant that is both historically significant and economically significant to the nursery and landscape industries; and

WHEREAS, Mr. Likins was essential in the design and function of the new Cooperative Extension facility; and

WHEREAS, Mr. Likins worked with the C-Fit Employee Wellness Program to establish and maintain the successful Chesterfield Farmers' Market; and

WHEREAS, Chesterfield County and the Board of Supervisors will miss Mr. Likins' diligent service.

NOW, THEREFORE, BE IT RESOLVED that the Chesterfield County Board of Supervisors recognizes Mr. T. Michael Likins and extends on behalf of its members and the citizens of Chesterfield County appreciation for his 18 years of service to the county.

AND, BE IT FURTHER RESOLVED that a copy of this resolution be presented to Mr. Likins, and that this resolution be permanently recorded among the papers of this Board of Supervisors of Chesterfield County.



**CHESTERFIELD COUNTY
BOARD OF SUPERVISORS
AGENDA**

Meeting Date: June 24, 2020

Item Number: 12.B.1.e.

Subject:

Resolution Recognizing Ms. Janet Loving, Mental Health Support Services, Upon Her Retirement

Board Action Requested:

Adoption of attached resolution.

Summary of Information:

The Board of Supervisors will recognize Ms. Janet Loving upon her retirement from Mental Health Support Services after a distinguished 23-year career with Chesterfield County.

Attachments:

1. Resolution - J. Loving

Preparer: Kelly Fried, Executive Director

Approved By:

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

RECOGNIZING MS. JANET LOVING UPON HER RETIREMENT

WHEREAS, Ms. Janet Loving was hired by Chesterfield County Mental Health Support Services on July 14, 1997 as a clinician on the Adult Substance Use Disorders Men's Team; and

WHEREAS, Ms. Loving became clinical supervisor for the Women's Team in 2000; and

WHEREAS, Ms. Loving pioneered the CSBs successful implementation of the Dialectical Behavior Therapy (DBT) Program in 2003; and

WHEREAS, Ms. Loving became the manager of the Substance Use Disorders program encompassing Outpatient, Dual Treatment Track, Adult Drug Court, Court Services, Jail Services and Opioid services; and

WHEREAS, Ms. Loving, in 2017, oversaw the joining of two outpatient SUD teams into one general services program and was instrumental in the implementation of Addiction Recovery Treatment Services (ARTS); and

WHEREAS, Ms. Loving helped implement the use of harm reduction treatment in the County's response to the opioid epidemic including the support of Mediation Assisted Treatment (MAT) services, was instrumental in the development of the Office Based Opioid Treatment (OBOT) program and advocated for the use of fentanyl testing and the distribution of Narcan for individuals struggling with an opioid use disorder; and

WHEREAS, Ms. Loving was a trainer in Motivational Interviewing (MI) and a member of the Motivational Interviewing Network of Trainers (MINT) hosting several trainings for MHSS as well as Early Impact Virginia; and

WHEREAS Ms. Loving championed women's specific treatment services and the engagement of the family as part of the treatment process and served on the Region IV planning committee to address issues related to prenatal and perinatal substance use, substance exposed infants and their families; and

WHEREAS, Ms. Loving collaborated and partnered with Chesterfield Department of Social Services, Community Corrections, Probation and Parole, Virginia Commonwealth University, and regional CSBs as well as local and state-wide treatment resources including non-profit and private providers; and

WHEREAS, Ms. Loving participated on the Virginia Association of Community Services Boards (VACSB) and served as Chair of the SUD Council; and

WHEREAS, Ms. Loving advocated for peer support services in collaboration with clinical treatment services and recovery and was instrumental in the expansion of peer positions at MHSS; and

NOW, THEREFORE BE IT RESOLVED, that the Chesterfield County Board of Supervisors, this 24th day of June 2020, publicly recognizes the outstanding contributions of Ms. Janet Loving and extends appreciation, on behalf of its members and the citizens of Chesterfield County, for 23 years of service, congratulations upon her retirement, and best wishes for a long, happy and healthy retirement.

AND, BE IT FURTHER RESOLVED that a copy of this Resolution be presented to Ms. Loving and be permanently recorded among the papers of the Board of Supervisors of Chesterfield County, Virginia.



**CHESTERFIELD COUNTY
BOARD OF SUPERVISORS
AGENDA**

Meeting Date: June 24, 2020

Item Number: 12.B.1.f.

Subject:

Resolution Recognizing Ms. Connie Williams, Information Systems Technology Department, Upon Her Retirement.

Board Action Requested:

Adoption of the attached resolution.

Summary of Information:

Staff requests the Board adopt the attached resolution recognizing Connie Williams for 29 years of dedicated service to the Chesterfield County Information Systems Technology Department.

Attachments:

1. Connie Williams Resolution June 2020

Preparer: Barry Condrey, CIO, Information Systems Technology

Approved By:



RECOGNIZING Ms. Connie Williams UPON HER RETIREMENT

WHEREAS, Ms. Connie Williams will retire from the Chesterfield County Information Systems Technology Department on July 1, 2020, after providing 29 years of quality service to the citizens of Chesterfield County; and

WHEREAS, Ms. Williams began her career in the Information Systems Technology Department in January 1991 as an Analyst Programmer; and

WHEREAS, Ms. Williams served in the capacity of Analyst Programmer, Senior Analyst Programmer, Lead Programmer Analyst, and IT Specialist III and consistently exceeded expectations in her annual reviews; and

WHEREAS, Ms. Williams has been a key contributor to many projects and customers including school system student and teacher processing, the GEAC financials system, the year 2000 project team, the planning and information management system, the integrated financials accounting system, the enterprise land management system, systems that support the Real Estate Assessor, Utilities, Health Department and the Planning Department; and

WHEREAS, Ms. Williams has been recognized many times for superior performance and commitment to her customers and has received special recognitions and accolades for her timely and thoughtful support; and

WHEREAS, Ms. Williams was committed to continual improvement and completed training courses in Mainframe Programming, Agile Development, Total Quality Improvement, .Net programming, UNIX systems, Accela scripting and C++ programming; and

WHEREAS, Ms. Williams contributed for many years to the support of cultural diversity in Chesterfield County by her unwavering support of and tireless devotion to the annual Black History Month celebration; and

WHEREAS, Ms. Williams was nominated in 2010 to be the annual Information Systems Technology Department Employee of the year in recognition for her outstanding contributions; and

WHEREAS, Ms. Williams has provided excellent customer service throughout her career and served as a model for her co-workers in the Information Systems Technology Department; and

WHEREAS, Ms. Williams has been a valued friend and co-worker to many in the Information Systems Technology Department, demonstrating her pleasant and charming personality, always willing to help her coworkers and commit her time generously; and

NOW, THEREFORE, BE IT RESOLVED that the Chesterfield County Board of Supervisors, this 24th day of June 2020, publicly recognizes Ms. Connie Williams, and extends on behalf of its members and the citizens of Chesterfield County, appreciation for her service to the county, congratulations upon her retirement, and best wishes for a long and happy retirement.

AND, BE IT FURTHER RESOLVED that a copy of this resolution be presented to Ms. Williams 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: June 24, 2020

Item Number: 12.B.1.g.

Subject:

Resolution Recognizing the 2020 Senior Hall of Fame Inductees

Board Action Requested:

The Chesterfield Senior Volunteer Hall of Fame Committee has requested that the Board recognize the 2020 induction of Dr. Thomas Hoekstra, Ms. Shirley Jezierski and Ms. Karen Poole.

Summary of Information:

Mr. Thomas “Tom” Hoekstra, Ph.D. (Matoaca District resident) was nominated by Bruce Kozlowski. As a member and leader of the Motorist Assistance Team, Dr. Hoekstra feels this community service has been his most significant volunteer contribution. He has also volunteered as an Officer of Elections, assisted in advocacy work for the Swift Creek Reservoir Hydrilla Management Group, the Woodlake Community Association, with CERT (Emergency Response Team), and served as manager of landscaping teams and projects at St. Gabriel Catholic Church. Dr. Hoekstra was starting a new volunteer data analysis job for the Traffic Unit of the Chesterfield Police Department when the COVID-19 crisis arose. As a Chesterfield County resident of 20 years, he has volunteered 8,100 hours since the age of 60. Before his retirement, Dr. Hoekstra was an engineer with the Apollo Program and Bell Labs Telecommunications.

Ms. Shirley Jezierski (Midlothian District resident) was nominated by Richard Patch. Ms. Jezierski has provided outstanding service to the community for 30 years as the music director of the Belles and Beaux group at St. Edward the Confessor Catholic Church. This group leads weekly sing-alongs at six area senior living facilities in addition to their rehearsals and performances for individuals in hospice care rooms, funerals and other special services. Through her leadership, she has also helped her fellow singers by providing them a meaningful way to help care for older adults in the community. Ms. Jezierski’s work has benefited residents of senior living facilities, families in times of need, and the singers themselves. She works diligently to handle song selections, coordinate activities, rehearsals, and communications. A resident of Chesterfield County for 50 years, Ms. Jezierski has volunteered 2,088 hours since the age of 60.

Ms. Karen Poole (Matoaca District resident) was nominated by Sharon Charles. Ms. Poole provides volunteer service to numerous organizations and programs. Some of her current service includes volunteering at St. Francis Hospital, driving with the American Cancer Society’s Road to Recovery Program, leading outreach programs for Trinity United Methodist Church, and managing a coat collection and distribution program for families in need. In addition to these service activities, she has also volunteered for Trinity United Methodist Church, Camp Baker and the Thomas Dale High School Prom Closet. Ms. Poole donates her time generously,

yet she always seems to find additional ways to help those who are less fortunate. She is a retired teacher and school administrator in Chesterfield County, where she has resided for 47 years. Ms. Poole's volunteer hours since the age of 60 total 6,633. Since the onset of the COVID-19 crisis, she has also made and donated over 350 masks.

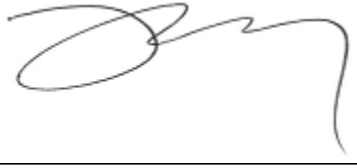
This year, the Chesterfield Senior Volunteer Hall of Fame received 7 nominations. These seven individuals volunteered more than 31,307 hours of community service since attaining the age of 60.

Attachments:

1. RECOGNIZING SENIOR VOLUNTEER HALL OF FAME INDUCTEES
2. Slide of 3 Inductees for Comm Media 6-3-20

Preparer: Debra Preston, Manager, Aging and Disability Services

Approved By:



RECOGNIZING SENIOR VOLUNTEER HALL OF FAME INDUCTEES

WHEREAS, volunteering is a powerful force for the solution of human problems, and the creative use of human resources is essential to a healthy, productive and humane society; and

WHEREAS, our nation's heritage is based on citizen involvement and citizen participation, and volunteerism is of enormous benefit in building a better community and a better sense of one's own wellbeing; and

WHEREAS, the active involvement of citizens is needed today more than ever to combat growing human and social problems, to renew our belief that these problems can be solved and to strengthen our sense of community; and

WHEREAS, volunteering offers all, young and old, the opportunity to participate in the life of their community and to link their talents and resources to address some of the major issues facing our counties, such as education, hunger, the needs of youths, and the needs of our elderly; and

WHEREAS, agencies that benefit from volunteers should show their appreciation and recognition to the many volunteers who possess numerous skills and talents, which they generously and enthusiastically apply to a variety of community tasks, and encourage others to participate in programs as volunteers; and

WHEREAS, seven adults in Chesterfield County, aged 60-plus, have donated 31,307 hours of volunteer service since they have attained the age of 60 and were nominated for the Chesterfield Senior Volunteer Hall of Fame.

NOW, THEREFORE, BE IT RESOLVED that the Chesterfield County Board of Supervisors, this 24th day of June 2020, publicly recognizes Mr. Thomas Hoekstra, Ms. Shirley Jezierski and Ms. Karen Poole, who were selected among the seven and were inducted into the Chesterfield Senior Volunteer Hall of Fame on June 3, 2020, and expresses appreciation to these dedicated volunteers who contribute immeasurably to various programs throughout the area to strengthen our county and build bridges to the future.

AND, BE IT FURTHER RESOLVED that a copy of this resolution be presented to Mr. Hoekstra, Ms. Jezierski and Ms. Poole, and this resolution be permanently recorded among the papers of this Board of Supervisors of Chesterfield County, Virginia.



Karen Poole
2020 Inductee



Shirley Jezierski
2020 Inductee



Thomas "Tom" Hoekstra
2020 Inductee



**CHESTERFIELD COUNTY
BOARD OF SUPERVISORS
AGENDA**

Meeting Date: June 24, 2020

Item Number: 12.B.1.h.

Subject:

Resolution Authorizing the Issuance of General Obligation Public Improvement Bonds to Finance School Projects

Board Action Requested:

Adopt resolution authorizing the issuance of approximately \$59.8 million of 2013 Referendum approved General Obligation Public Improvement Bonds to fund approved school capital improvement projects and related cost of issuance.

Summary of Information:

The 2013 bond referendum of \$353 million, \$304 million for school projects and \$49 million for public safety projects, was approved by voters on November 5, 2013. The 2020 General Obligation sale of \$59,755,000 will exhaust the remaining schools authority and mark the final sale for school projects. Proceeds will be allocated to - Reams, Ettrick, and Crestwood Elementary's and major maintenance projects, as well as pay the related costs of issuance. Additionally, the resolution allows for the reimbursement of prior expenditures related to the noted projects. All 2013 Referendum school projects are projected to be completed by Fall 2021. Further, there is approximately \$5 million of remaining county authority which will be sold prior to November 2021.

Attachments:

1. Chesterfield - 2020 GO - Bond Resolution_80700862_3 (003)

Preparer: Andrea Peeks, Director of Budget and Management

Approved By:

**RESOLUTION PROVIDING FOR THE ISSUANCE, SALE
AND AWARD OF GENERAL OBLIGATION PUBLIC
IMPROVEMENT BONDS, SERIES 2020, IN THE
MAXIMUM AGGREGATE PRINCIPAL AMOUNT OF
\$59,755,000 OF THE COUNTY OF CHESTERFIELD,
VIRGINIA, HERETOFORE AUTHORIZED, AND
PROVIDING FOR THE FORM, DETAILS AND PAYMENT
THEREOF**

WHEREAS, the issuance of general obligation bonds of the County of Chesterfield, Virginia (the “County”), in the principal amount of \$304,000,000 for school projects and \$49,000,000 for public safety projects, was approved by the qualified voters of the County in an election held on November 5, 2013 (the “Election”), and was authorized by a resolution adopted by the Board of Supervisors of the County (the “Board”) on May 28, 2014, as amended by a resolution adopted on June 27, 2018 (together, the “Authorizing Resolution”);

WHEREAS, the County has previously issued \$244,245,000 principal amount of general obligation bonds for school projects and \$43,585,000 principal amount of general obligation bonds for public safety projects pursuant to the Election and the Authorizing Resolution (together, the “County Authorization”);

WHEREAS, the Board desires to issue general obligation bonds in a principal amount not to exceed the remaining principal authorization for school projects available under the County Authorization (\$59,755,000) to finance a portion of the costs of capital improvements for school purposes (including reimbursement of expenditures for such costs made by the County prior to the date hereof), including but not limited to the acquisition, design, construction and equipping of replacement school facilities for three existing schools and the undertaking of major maintenance with respect to another existing school (collectively, the “Projects”), and to pay the related costs of issuance; and

WHEREAS, the County administration, in consultation with Davenport & Company LLC, the County’s financial advisor (the “Financial Advisor”), has recommended to the Board that the County issue and sell a single series of general obligation public improvement bonds in the maximum aggregate principal amount of \$59,755,000 to pay a portion of the costs of the Projects, or to reimburse prior expenditures made therefor, and to pay the related costs of issuance;

BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE COUNTY OF CHESTERFIELD, VIRGINIA:

1. Issuance of Bonds. There shall be issued and sold, pursuant to the Constitution and statutes of the Commonwealth of Virginia, including the Public Finance Act of 1991, general obligation public improvement bonds of the County in the maximum aggregate principal amount of \$59,755,000 (the “Bonds”) to provide funds to pay a portion of the costs of the Projects, or to reimburse prior expenditures made therefor, and to pay the related costs of issuance.

2. Bond Details.

(a) The Bonds shall be designated “General Obligation Public Improvement Bonds, Series 2020,” shall be in registered form, shall be dated such date as may be determined by the County Administrator (such term as used herein to include the County Administrator and the Deputy County Administrator for Finance and Administration), shall be in denominations of \$5,000 and integral multiples thereof and shall be numbered R-1 upward. Subject to Section 8, the issuance and sale of the Bonds are authorized on terms as shall be satisfactory to the County Administrator; provided, however, that the Bonds shall (i) have a “true” or “Canadian” interest cost not to exceed 5.00% (taking into account any original issue discount or premium), (ii) be sold at a price not less than 95% of the original aggregate principal amount thereof (excluding any original issue discount), and (iii) mature or be subject to mandatory sinking fund redemption in annual installments ending no later than December 31, 2041.

(b) Principal of the Bonds shall be payable annually on dates determined by the County Administrator. Each Bond shall bear interest from its date at such rate as shall be determined at the time of sale, calculated on the basis of a 360-day year of twelve 30-day months, payable semiannually on dates determined by the County Administrator. Principal and premium, if any, shall be payable to the registered owners upon surrender of Bonds as they become due at the office of the Registrar (as hereinafter defined). Interest shall be payable by check or draft mailed to the registered owners at their addresses as they appear on the registration books kept by the Registrar on a date prior to each interest payment date that shall be determined by the County Administrator (the “Record Date”); provided, however, that at the request of the registered owner of the Bonds, payment may be made by wire transfer pursuant to the most recent wire instructions received by the Registrar from such registered owner. If any payment date with respect to the Bonds is not a Business Day (as hereinafter defined), such payment shall be made on the next succeeding Business Day with the same effect as if made on the payment date and no additional interest shall accrue. “Business Day” shall mean a day on which banking business is transacted, but not including a Saturday, Sunday or legal holiday, or any other day on which banking institutions are authorized by law to close in the Commonwealth of Virginia. Principal, premium, if any, and interest shall be payable in lawful money of the United States of America.

(c) Initially, one Bond certificate for each maturity of the Bonds shall be issued to and registered in the name of The Depository Trust Company (“DTC”) or its nominee. The County has heretofore entered into a Letter of Representations relating to a book-entry system to be maintained by DTC with respect to the Bonds. “Securities Depository” shall mean DTC or any other securities depository for the Bonds appointed pursuant to Subsection 2(d).

(d) In the event that (i) the Securities Depository determines not to continue to act as the securities depository for the Bonds by giving notice to the Registrar, and the County discharges the Securities Depository of its responsibilities with respect to the Bonds, or (ii) the County in its sole discretion determines (A) that beneficial owners of the Bonds shall be able to obtain certificated Bonds or (B) to select a new Securities Depository, then its Deputy County Administrator for Finance and Administration or Director of Budget and Management, either of whom may act, shall, at the direction of the County, attempt to locate another qualified securities depository to serve as Securities Depository and authenticate and deliver certificated Bonds to the new Securities Depository or its nominee, or authenticate and deliver certificated Bonds to the

beneficial owners or to the Securities Depository participants on behalf of beneficial owners substantially in the form provided for in Section 5; provided, however, that such form shall provide for interest on the Bonds to be payable (X) from the date of the Bonds if they are authenticated prior to the first interest payment date or (Y) otherwise from the interest payment date that is or immediately precedes the date on which the Bonds are authenticated (unless payment of interest thereon is in default, in which case interest on such Bonds shall be payable from the date to which interest has been paid). In delivering certificated Bonds, the Deputy County Administrator for Finance and Administration or Director of Budget and Management, either of whom may act, shall be entitled to rely on the records of the Securities Depository as to the beneficial owners or the records of the Securities Depository participants acting on behalf of beneficial owners. Such certificated Bonds will then be registrable, transferable and exchangeable as set forth in Section 7.

(e) So long as there is a Securities Depository for the Bonds, (i) it or its nominee shall be the registered owner of the Bonds, (ii) notwithstanding anything to the contrary in this Resolution, determinations of persons entitled to payment of principal, premium, if any, and interest, transfers of ownership and exchanges and receipt of notices shall be the responsibility of the Securities Depository and shall be effected pursuant to rules and procedures established by such Securities Depository, (iii) the Registrar and the County shall not be responsible or liable for maintaining, supervising or reviewing the records maintained by the Securities Depository, its participants or persons acting through such participants, (iv) references in this Resolution to registered owners of the Bonds shall mean such Securities Depository or its nominee and shall not mean the beneficial owners of the Bonds and (v) in the event of any inconsistency between the provisions of this Resolution and the provisions of the above-referenced Letter of Representations such provisions of the Letter of Representations, except to the extent set forth in this paragraph and Subsection 2(d), shall control.

3. Redemption Provisions.

(a) The Bonds may be subject to redemption prior to maturity at the option of the County on or after the dates, if any, determined by the County Administrator, in whole or in part (in integral multiples of \$5,000) at any time, at a redemption price equal to the principal amount of the Bonds, together with any interest accrued to the date fixed for redemption, plus a redemption premium not to exceed 2.00% of the principal amount of the Bonds, such redemption premium to be determined by the County Administrator.

(b) Any Bonds sold as term bonds may be subject to mandatory sinking fund redemption upon terms determined by the County Administrator.

(c) If less than all of the Bonds are called for redemption, the maturities of the Bonds to be redeemed shall be selected by the Deputy County Administrator for Finance and Administration or Director of Budget and Management, either of whom may act, in such manner as such officer may determine to be in the best interests of the County. If less than all the Bonds of a particular maturity are called for redemption, the Bonds within such maturity to be redeemed shall be selected by the Securities Depository pursuant to its rules and procedures or, if the book-entry system is discontinued, shall be selected by the Registrar by lot in such manner as the Registrar in its discretion may determine. In either case, (i) the portion of any Bond to be redeemed shall be in the principal amount of \$5,000 or some integral multiple thereof and (ii) in selecting

Bonds for redemption, each Bond shall be considered as representing that number of Bonds that is obtained by dividing the principal amount of such Bond by \$5,000. The County shall cause notice of the call for redemption identifying the Bonds or portions thereof to be redeemed to be sent by facsimile or electronic transmission, registered or certified mail or overnight express delivery, not less than 30 nor more than 60 days prior to the date fixed for redemption, to the registered owner of the Bonds. The County shall not be responsible for giving notice of redemption to anyone other than DTC or another qualified securities depository then serving or its nominee unless no qualified securities depository is the registered owner(s) of the Bonds. If no qualified securities depository is the registered owner of the Bonds, notice of redemption shall be mailed to the registered owners of the Bonds. If a portion of a Bond is called for redemption, a new Bond in principal amount equal to the unredeemed portion thereof will be issued to the registered owner upon the surrender thereof.

(d) In the case of an optional redemption, the notice may state that (i) it is conditioned upon the deposit of moneys, in an amount equal to the amount necessary to effect the redemption, no later than the date fixed for redemption or (ii) the County retains the right to rescind such notice on or prior to the date fixed for redemption (in either case, a "Conditional Redemption"), and such notice and optional redemption shall be of no effect if such moneys are not so deposited or if the notice is rescinded as described herein. Any Conditional Redemption may be rescinded at any time. The County shall give prompt notice of such rescission to the affected bondholders. Any Bonds subject to Conditional Redemption where redemption has been rescinded shall remain outstanding, and the rescission shall not constitute an event of default. Further, in the case of a Conditional Redemption, the failure of the County to make funds available on or before the date fixed for redemption shall not constitute an event of default, and the County shall give immediate notice to all organizations registered with the Securities and Exchange Commission (the "SEC") as securities depositories or the affected bondholders that the redemption did not occur and that the Bonds called for redemption and not so paid remain outstanding.

4. Execution and Authentication. The Bonds shall be signed by the manual or facsimile signature of the Chair or Vice Chair of the Board, and the Board's seal shall be affixed thereto, or a facsimile thereof printed thereon, and shall be attested by the manual or facsimile signature of the Clerk or Deputy Clerk of the Board; provided, however, that if both of such signatures are facsimiles, no Bond shall be valid until it has been authenticated by the manual signature of an authorized officer or employee of the Registrar and the date of authentication noted thereon.

5. Bond Form. The Bonds shall be in substantially the form of Exhibit A attached hereto, with such completions, omissions, insertions and changes not inconsistent with this Resolution as may be approved by the officers signing the Bonds, whose approval shall be evidenced conclusively by the execution and delivery of the Bonds.

6. Pledge of Full Faith and Credit. The full faith and credit of the County are irrevocably pledged for the payment of principal of and premium, if any, and interest on the Bonds. Unless other funds are lawfully available and appropriated for timely payment of the Bonds, the Board shall levy and collect an annual ad valorem tax, over and above all other taxes authorized or limited by law and without limitation as to rate or amount, on all locally taxable property in the County sufficient to pay when due the principal of and premium, if any, and interest on the Bonds.

7. Registration, Transfer and Owners of Bonds.

(a) The County Administrator is hereby authorized and directed to appoint a qualified bank or trust company as paying agent and registrar for the Bonds (the "Registrar"). The Registrar shall maintain registration books for the registration of the Bonds and transfers thereof. Upon presentation and surrender of any Bonds to the corporate trust office of the Registrar, together with an assignment duly executed by the registered owner or its duly authorized attorney or legal representative in such form as shall be satisfactory to the Registrar, the County shall execute, and the Registrar shall authenticate, if required by Section 4, and deliver in exchange, a new Bond or Bonds having an equal aggregate principal amount, in authorized denominations, of the same form and maturity, bearing interest at the same rate, and registered in name(s) as requested by the then registered owner or its duly authorized attorney or legal representative. Any such exchange shall be at the expense of the County, except that the Registrar may charge the person requesting such exchange the amount of any tax or other governmental charge required to be paid with respect thereto.

(b) The Registrar shall treat the registered owner as the person exclusively entitled to payment of principal, premium, if any, and interest and the exercise of all other rights and powers of the owner, except that interest payments shall be made to the person shown as owner on the registration books on the applicable Record Date.

8. Sale of Bonds. The Board approves the following terms of the sale of the Bonds:

(a) The Bonds shall be sold through a competitive sale or a negotiated sale, as the County Administrator, in collaboration with the Financial Advisor, determines to be in the best interests of the County.

(b) If the County Administrator determines that the Bonds shall be sold by competitive sale, the County Administrator is authorized to receive bids for such Bonds and award such Bonds to the bidder providing the lowest "true" or "Canadian" interest cost, subject to the limitations set forth in Sections 1 and 2. Following a competitive sale, the County Administrator shall file a certificate with the Clerk of the Board setting forth the final terms of the Bonds. The actions of the County Administrator in selling the Bonds by competitive sale shall be conclusive, and no further action with respect to the sale and issuance of the Bonds shall be necessary on the part of the Board.

(c) If the Bonds are sold by competitive sale, the County Administrator, in collaboration with the Financial Advisor, is authorized and directed to take all proper steps to advertise the Bonds for sale in accordance with the terms and conditions as shall be provided in the Notice of Sale relating to the Bonds. The County Administrator is further authorized to cause to be prepared and disseminated a Notice of Sale of the Bonds in such form and containing such terms and conditions as the County Administrator may deem advisable, subject to the provisions of this Resolution.

(d) If the County Administrator determines that the Bonds shall be sold by negotiated sale, the County Administrator is authorized, in collaboration with the Financial Advisor, to choose one or more investment banks or firms to serve as underwriter(s) for the Bonds

and to execute and deliver to the underwriter(s) a bond purchase agreement (the “Bond Purchase Agreement”) in a form to be approved by the County Administrator in consultation with the County Attorney and the County’s bond counsel. The execution of the Bond Purchase Agreement by the County Administrator shall constitute conclusive evidence of his approval thereof. Following a negotiated sale, the County Administrator shall file a copy of the Bond Purchase Agreement with the records of the Board. The actions of the County Administrator in selling the Bonds by negotiated sale to the underwriter(s) shall be conclusive, and no further action with respect to the sale and issuance of the Bonds shall be necessary on the part of the Board.

9. Approval of Preparation and Execution of Official Statement.

(a) The County Administrator and other appropriate officials and employees of the County are hereby authorized and directed to prepare and distribute, or cause to be prepared and distributed, to prospective purchasers of the Bonds a Preliminary Official Statement (the “Preliminary Official Statement”) describing the Bonds and the County in a form consistent with the provisions of this Resolution. All actions taken by the County Administrator and such other officials and employees of the County with respect to the preparation and distribution of the Preliminary Official Statement are hereby ratified and confirmed.

(b) The County Administrator and other appropriate officials and employees of the County are hereby authorized and directed to prepare, or cause to be prepared, a final Official Statement (the “Official Statement”), which shall be in substantially the form of the Preliminary Official Statement with such completions, omissions, insertions and changes as are necessary to complete the Official Statement and deem it final for purposes of Rule 15c-12 (the “Rule”) of the SEC.

(c) The County Administrator is hereby authorized and directed to execute and deliver to the purchasers of the Bonds the final Official Statement. The County shall arrange for the delivery to the purchaser of the Bonds of a reasonable number of printed copies of the final Official Statement, within seven business days after the Bonds have been sold, for delivery to each potential investor requesting a copy of the Official Statement and to each person to whom the purchaser initially sells Bonds.

10. Official Statement Deemed Final. The County Administrator is authorized, on behalf of the County, to deem the Preliminary Official Statement and the Official Statement in final form, each to be final as of its date within the meaning of the Rule, except for the omission in the Preliminary Official Statement of certain pricing and other information permitted to be omitted pursuant to the Rule. The distribution of the Preliminary Official Statement and the execution and delivery of the Official Statement in final form shall be conclusive evidence that each has been deemed final as of its date by the County, except for the omission in the Preliminary Official Statement of such pricing and other information permitted to be omitted pursuant to the Rule.

11. Preparation and Delivery of Bonds. After the Bonds have been awarded, the Chair or Vice Chair and the Clerk or Deputy Clerk of the Board are authorized and directed to take all proper steps to have the Bonds prepared and executed in accordance with their terms and to deliver the Bonds to the purchaser thereof upon payment therefor.

12. Arbitrage Covenants. The County covenants that it shall not take or omit to take any action the taking or omission of which will cause any of the Bonds to be “arbitrage bonds” (within the meaning of Section 148 of the Internal Revenue Code of 1986, as amended, and regulations issued pursuant thereto (the “Code”)), or otherwise cause interest on any of the Bonds to be includable in the gross income for federal income tax purposes of the registered owners thereof under existing law. Without limiting the generality of the foregoing, the County shall comply with any provision of law that may require the County at any time to rebate to the United States any part of the earnings derived from the investment of the gross proceeds of the Bonds, unless the County receives an opinion of nationally recognized bond counsel that such compliance is not required to prevent interest on the Bonds from being includable in the gross income for federal income tax purposes of the registered owners thereof under existing law. The County shall pay any such required rebate from its legally available funds.

13. Non-Arbitrage Certificate and Elections. Such officers of the County as may be requested by the County’s bond counsel are authorized and directed to execute an appropriate certificate setting forth (a) the expected uses and investment of the proceeds of the Bonds in order to show that such expected uses and investment will not violate the provisions of Section 148 of the Code and (b) any elections such officers deem desirable regarding rebate of earnings to the United States for purposes of complying with Section 148 of the Code. Such certificate shall be prepared in consultation with the County’s bond counsel, and such elections shall be made after consultation with bond counsel.

14. Limitation on Private Use. The County covenants that it shall not permit the proceeds of the Bonds or the facilities financed therewith to be used in any manner that would result in (a) 5% or more of such proceeds or facilities being used in a trade or business carried on by any person other than a governmental unit, as provided in Section 141(b) of the Code, (b) 5% or more of such proceeds or facilities being used with respect to any output facility (other than a facility for the furnishing of water), within the meaning of Section 141(b)(4) of the Code, or (c) 5% or more of such proceeds being used directly or indirectly to make or finance loans to any persons other than a governmental unit, as provided in Section 141(c) of the Code; provided, however, that if the County receives an opinion of nationally recognized bond counsel that any such covenants need not be complied with to prevent the interest on the Bonds from being includable in the gross income for federal income tax purposes of the registered owners thereof under existing law, the County need not comply with such covenants.

15. Continuing Disclosure Agreement. The Chair or Vice Chair of the Board or the County Administrator, any of whom may act, are hereby authorized and directed to execute a continuing disclosure agreement (the “Continuing Disclosure Agreement”) setting forth the reports and notices to be filed by the County and containing such covenants as may be necessary to assist the purchaser of the Bonds in complying with the provisions of the Rule promulgated by the SEC. The Continuing Disclosure Agreement shall be substantially in the form of the County’s prior continuing disclosure agreements, which is hereby approved for purposes of the Bonds; provided that the County Administrator, in collaboration with the Financial Advisor, may make such changes in the Continuing Disclosure Agreement not inconsistent with this Resolution as the County Administrator may determine to be in the best interests of the County. The execution thereof by such officers shall constitute conclusive evidence of their approval of any such completions, omissions, insertions and changes.

16. Deposit of Bond Proceeds. The County Treasurer is authorized and directed to provide for delivery of the proceeds of the Bonds to or at the direction of the County in such manner as necessary to pay the costs of the Projects.

17. SNAP Investment Authorization. The Board hereby authorizes the County Treasurer, in his discretion, to utilize the State Non-Arbitrage Program of the Commonwealth of Virginia ("SNAP") in connection with the investment of the proceeds of the Bonds. The Board acknowledges that the Treasury Board of the Commonwealth of Virginia is not, and shall not be, in any way liable to the County in connection with SNAP, except as otherwise provided in the Contract.

18. Reimbursement of Expenditures. The County intends that the proceeds of the Bonds may be used to reimburse expenditures for the Projects made prior to the date hereof. As such, the County intends that the adoption of this Resolution confirms the "official intent" within the meaning of Treasury Regulations Section 1.150-2 promulgated under the Code.

19. Other Actions. All other actions of officers of the County and the Board in conformity with the purposes and intent of this Resolution and in furtherance of the issuance and sale of the Bonds and the financing of the Projects are hereby approved and confirmed. The officers of the County are hereby authorized and directed to execute and deliver all certificates and instruments and to take all such further action as may be considered necessary or desirable in connection with the issuance, sale and delivery of the Bonds and the financing of the Projects.

20. Repeal of Conflicting Resolutions. All resolutions or parts of resolutions in conflict herewith are repealed.

21. Effective Date. This Resolution shall take effect immediately.

[FORM OF BOND]

Unless this certificate is presented by an authorized representative of The Depository Trust Company, a New York corporation (“DTC”), to the issuer or its agent for registration of transfer, exchange or payment, and any certificate is registered in the name of Cede & Co., or in such other name as is requested by an authorized representative of DTC (and any payment is made to Cede & Co. or to such other entity as is requested by an authorized representative of DTC), ANY TRANSFER, PLEDGE OR OTHER USE HEREOF FOR VALUE OR OTHERWISE BY OR TO ANY PERSON IS WRONGFUL inasmuch as the registered owner hereof, Cede & Co., has an interest herein.

REGISTERED**REGISTERED**

No. R-____

\$ _____

UNITED STATES OF AMERICA**COMMONWEALTH OF VIRGINIA****COUNTY OF CHESTERFIELD**

General Obligation Public Improvement Bond
Series 2020

INTEREST RATE**MATURITY DATE****DATED DATE****CUSIP**

_____%

_____, ____

_____, 2020

REGISTERED OWNER: CEDE & CO.**PRINCIPAL AMOUNT:****DOLLARS**

The County of Chesterfield, Virginia (the “County”), for value received, promises to pay, upon surrender hereof to the registered owner hereof, or its registered assigns or legal representative, the principal sum stated above on the maturity date stated above, subject to prior redemption as hereinafter provided, and to pay interest hereon from its date semiannually on each _____ and _____, beginning _____, _____, at the annual rate stated above, calculated on the basis of a 360-day year of twelve 30-day months. Principal[, premium, if any,] and interest are payable in lawful money of the United States of America by [_____], which has been appointed paying agent and registrar (the “Registrar”) for the Bonds (as hereinafter defined). If any payment date with respect to the Bonds is not a Business Day (as hereinafter defined), such payment shall be made on the next succeeding Business Day with the same effect as if made on the payment date and no additional interest shall accrue. “Business Day” shall mean a day on which banking business is transacted, but not including a Saturday, Sunday or legal holiday, or any other day on which banking institutions are authorized by law to close in the Commonwealth of Virginia.

Notwithstanding any other provision hereof, this bond is subject to a book-entry system maintained by The Depository Trust Company (“DTC”), and the payment of principal[, premium, if any,] and interest, the providing of notices and other matters shall be made as described in the County’s Blanket Letter of Representations to DTC.

This bond is one of an issue of \$_____ General Obligation Public Improvement Bonds, Series 2020 (the “Bonds”), of like date and tenor, except as to number, denomination, rate of interest, privilege of redemption and maturity. The issuance of the Bonds was approved by the qualified voters of the County in an election held on November 5, 2013, and authorized by a resolution adopted by the Board of Supervisors of the County (the “Board”) on May 28, 2014, as amended by a resolution adopted on June 27, 2018. The Bonds are issued pursuant to the Constitution and statutes of the Commonwealth of Virginia, including the Public Finance Act of 1991, and a resolution adopted by the Board on [June 24, 2020] (the “Resolution”), to provide funds to finance the costs of capital improvements for school purposes, or to reimburse prior expenditures made therefor, and to pay the related costs of issuance.

The full faith and credit of the County are irrevocably pledged for the payment of principal of [and premium, if any,] and interest on the Bonds. Unless other funds are lawfully available and appropriated for timely payment of the Bonds, the Board of the County shall levy and collect an annual ad valorem tax, over and above all other taxes authorized or limited by law and without limitation as to rate or amount, on all locally taxable property in the County sufficient to pay when due the principal of [and premium, if any,] and interest on the Bonds.

Optional Redemption Provisions. Bonds maturing on or before _____, 20__, are not subject to redemption prior to maturity. Bonds maturing on or after _____, 20__, are subject to redemption prior to maturity at the option of the County on or after _____, 20__, in whole or in part (in integral multiples of \$5,000) at any time, upon payment of the following redemption prices (expressed as a percentage of principal amount of Bonds to be redeemed) plus interest accrued and unpaid to the date fixed for redemption:

<u>Period During Which Redeemed</u> <u>Both Dates Inclusive</u>	<u>Redemption</u> <u>Price</u>
_____, 20__, to _____, 20__	_____%
_____, 20__, to _____, 20__	____
_____, 20__, and thereafter	____

[Mandatory Sinking Fund Redemption Provisions. Bonds maturing on [_____, 20__], are required to be redeemed in part before maturity by the County on [_____] in the years and amounts set forth below, at a redemption price equal to the principal amount of the Bonds to be redeemed, plus interest accrued and unpaid to the date fixed for redemption:

<u>Year</u>	<u>Amount</u>	<u>Year</u>	<u>Amount</u>
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]

Selection of Bonds to be Redeemed. If less than all of the Bonds are called for redemption, the maturities of the Bonds to be redeemed shall be selected by the Deputy County Administrator for Finance and Administration or the Director of Budget and Management of the County, either of whom may act, in such manner as such officer may determine to be in the best interests of the County. If less than all of the Bonds of a particular maturity are called for redemption, the Bonds within such maturity to be redeemed shall be selected by DTC or any successor securities depository pursuant to its rules and procedures or, if the book-entry system is discontinued, shall be selected by the Registrar by lot in such manner as the Registrar in its discretion may determine. In either case, (a) the portion of any Bond to be redeemed shall be in the principal amount of \$5,000 or some integral multiple thereof and (b) in selecting Bonds for redemption, each Bond shall be considered as representing that number of Bonds that is obtained by dividing the principal amount of such Bond by \$5,000. The County shall cause notice of the call for redemption identifying the Bonds or portions thereof to be redeemed to be sent by facsimile or electronic transmission, registered or certified mail or overnight express delivery, not less than 30 nor more than 60 days prior to the date fixed for redemption, to DTC or its nominee as the registered owner of the Bonds. If a portion of this bond is called for redemption, a new bond in the principal amount of the unredeemed portion hereof shall be issued to the registered owner upon surrender hereof.

Conditional Notice. Subject to the provisions of the Resolution, the County may give a notice of redemption prior to a deposit of redemption moneys if such notice states that the redemption is to be funded with the proceeds of a refunding bond issue and is conditioned on the deposit of such proceeds. Provided that moneys are deposited on or before the date fixed for redemption, such notice shall be effective when given. If such proceeds are not available on the date fixed for redemption, such Bonds will continue to bear interest until paid at the same rate they would have borne had they not been called for redemption. On presentation and surrender of the Bonds called for redemption at the place or places of payment, such Bonds shall be paid and redeemed.

The Registrar shall treat the registered owner of this bond as the person exclusively entitled to payment of principal of [and premium, if any,] and interest on this bond and the exercise of all other rights and powers of the owner, except that interest payments shall be made to the person shown as the owner on the registration books on the 15th day of the month preceding each interest payment date.

All acts, conditions and things required by the Constitution and statutes of the Commonwealth of Virginia to happen, exist or be performed precedent to and in connection with the issuance of this bond have happened, exist and have been performed, and the issue of Bonds of which this bond is one, together with all other indebtedness of the County, is within every debt and other limit prescribed by the Constitution and statutes of the Commonwealth of Virginia.

IN WITNESS WHEREOF, the County of Chesterfield, Virginia, has caused this bond to be to be signed by the Chair or Vice Chair of the Board of Supervisors of the County, its seal to be affixed hereto and attested by the Clerk or Deputy Clerk of the Board of Supervisors of the County, and this bond to be dated the date first above written.

(SEAL)

Chair, Board of Supervisors of the County of
Chesterfield, Virginia

(ATTEST)

Clerk, Board of Supervisors of
the County of Chesterfield, Virginia

ASSIGNMENT

FOR VALUE RECEIVED the undersigned sell(s), assign(s) and transfer(s) unto

(Please print or type name and address, including postal zip code, of Transferee)

PLEASE INSERT SOCIAL SECURITY OR OTHER
IDENTIFYING NUMBER OF TRANSFeree:

: :
: :
: :
: :

the within bond and all rights thereunder, hereby irrevocably constituting and appointing

_____,
Attorney, to transfer said bond on the books kept for the registration thereof, with full power of
substitution in the premises.

Dated: _____

Signature Guaranteed

NOTICE: Signature(s) must be guaranteed
by an Eligible Guarantor Institution such
as a Commercial Bank, Trust Company,
Securities Broker/Dealer, Credit Union
or Savings Association who is a member
of a medallion program approved by The
Securities Transfer Association, Inc.

(Signature of Registered Owner)

NOTICE: The signature above must
correspond with the name of the
registered owner as it appears on the
front of this bond in every particular,
without alteration or enlargement or any
change whatsoever.



**CHESTERFIELD COUNTY
BOARD OF SUPERVISORS
AGENDA**

Meeting Date: June 24, 2020

Item Number: 12.B.1.i.

Subject:

Resolution to Adopt the Chesterfield Emergency Operations Basic Plan, 2020 Update

Board Action Requested:

Adoption of the Chesterfield County Emergency Operations Plan, 2020 Update.

Summary of Information:

As required by the “Commonwealth of Virginia Emergency Services and Disaster Law of 2000” (Code of Virginia 44-146.13 to 146.28.1) the Emergency Operations Plan assigns broad responsibilities to departments, agencies and support organizations for disaster mitigation, preparedness, response and recovery. The Emergency Operations Plan outlines organization of County Departments, critical actions and management of the interaction between the jurisdiction, state and federal authorities. The plan is monitored and evaluated annually and is fully updated every four years. The basic plan outlines the National Incident Management (NIMS) guidelines for county compliance.

Attachments:

1. Chesterfield County EOP 2020 FINAL

Preparer: Loy Senter, Fire Chief

Approved By:

Chesterfield County, Virginia

Emergency Operations Plan



2020

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Approval and Implementation

A note from County Administrator, Dr. Joe Casey:

The Emergency Operations Plan is an essential document for Chesterfield County to aid in an effective and efficient disaster response and recovery. This Plan provides an overview of response and recovery by (1) establishing the foundation in the EOP, (2) providing a departmental overview in the Emergency Support Functions, and finally, (3) outlining hazard specific annexes that are specific to Chesterfield County.

The Emergency Operations Plan is the foundation upon which all other County-wide emergency response plans are built. In addition, this Plan provides a framework for each County department to create a departmental specific emergency plan. Those departments that are specifically listed in this Plan should participate in planning efforts for county-wide disasters as well.

The Emergency Operations Plan has been developed by County Administration and approved by the Board of Supervisors (see Attachment 1, Board of Supervisors Resolution and meeting minutes). As County Administrator and Emergency Management Director, I cannot place enough emphasis on the importance of this document. Implementation of this plan by all County departments and agencies is not only strongly encouraged, it is expected.

Dr. Joe Casey, County Administrator

Date: _____

Record of Changes

Change #	Version	Date of Change	Description	Changed By
		June 27, 2012	Streamlining the plan to better reflect the National Response Framework and Commonwealth of Virginia Emergency Operations plans; incorporate lessons learned from national disasters such as Hurricane Katrina and local disasters such as Hurricane Irene.	M. Oblinsky, E. Ashley
		June 2016	Four-year review to incorporate industry best practices	E. Ashley
		April 2016	State Code changing a disaster declaration to be ratified by Board of Supervisors within 45 days, a change from 14 days.	General Assembly
		June 2020	Four-year review completed to update plan and incorporate industry best practices.	J. Robison

Record of Distribution

Copies of this approved Emergency Operations Plan are distributed to all County Departments and officials of Chesterfield County Public Schools.

Department / Title	Number Copies	Print or Electronic
County Administrator Deputy County Administrators	5	Print and Electronic
Emergency Management Division Staff	3	Print and Electronic
Accounting – Director	1	Electronic
Budget and Management - Director	1	Electronic
Building Inspection - Director	1	Electronic
Chesterfield Emergency Planning Committee - Chairperson	1	Electronic
Communications and Media - Director	1	Electronic
County Attorney	1	Electronic
Emergency Communications Center - Supervisor	1	Electronic
Office of Security Management - Manager	1	Electronic
Environmental Engineering- Director	1	Electronic
Extension Services - Director	1	Electronic
Fire Chief	1	Electronic
General Services - Director	1	Electronic
Health Department - Director, Emergency Planner	2	Electronic
Human Resources Management - Director	1	Electronic
Information Systems Technology - CIO	1	Electronic
Juvenile Detention Facility - Director	1	Electronic
Lucy Corr Nursing Home - Director	1	Electronic
Mental Health Support Services - Director	1	Electronic
Parks and Recreation - Director	1	Electronic
Planning - Director	1	Electronic
Police Chief	1	Electronic
Purchasing - Director	1	Electronic
Real Estate Assessment - Director	1	Electronic
Schools - Superintendent, Safety and Security Manager, Asst. Security Manager	3	Electronic
Sheriff	1	Electronic
Social Services - Director	1	Electronic
Utilities - Director	1	Electronic
Colonial Heights Fire/Emergency Management	1	Electronic

I. Purpose

A crisis or emergency can happen at any time and could impact one individual, a single building or the entire community. Disasters cause confusion and stress for all involved. In order to minimize these effects, initial activation and implementation of this Emergency Operations Plan (EOP) shall always be handled in a calm, consistent manner.

The purpose of this Emergency Operations Plan (“EOP” or “Plan”) is to establish the legal and organizational framework that will guide the County of Chesterfield and allied partners in all phases of emergency management: mitigating/preventing; preparing for; responding to and recovering from emergencies that threaten life or property within Chesterfield County. As required by the “Commonwealth of Virginia Emergency Services and Disaster Law of 2000 as Amended” (Code of Virginia, §§ 44-146.13et seq.), this plan assigns broad responsibilities to local government departments, agencies and support organizations for disaster mitigation, prevention, preparedness, response, and recovery. These responsibilities are generally extensions of normal day-to-day functions involving the same personnel and material resources.

Supporting plans for specific hazards and conditions set forth the concepts and procedures whereby the County can effectively apply available resources to ensure that casualties and property damage will be minimized and that essential services will be restored as soon as possible following an emergency or disaster situation.

Efficient implementation of the Plan provides a clear direction, responsibility and continuity of control for key officials and administrators. The purpose of any well-constructed emergency plan is to minimize the possible threat to individuals and properties during an actual emergency. In order to minimize the threat of an emergency, an annual evaluation of the Plan will be conducted to ensure all information is current. Interim review of EOP is recommended if one of the following occurs:

- Deficiencies revealed during emergencies and exercises.
- Changes in County government organizational structure.
- Changing conditions/situations in the community.
- New or changed State or Federal requirements.
- Policy and/or procedural changes relevant to emergency management in the County.

Key goals and concepts established through this EOP are as follows:

- Systematic organization of interagency efforts to minimize damage, restore impacted areas, and implement programs to mitigate vulnerability to future events;
- Proactive identification and deployment of resources in anticipation of or in response to a disaster event;
- Coordinated mechanisms for vertical and horizontal coordination, communications and information-sharing in response to threats or incidents;

- Establishment of fundamental agreements that are the basis for interagency and intergovernmental planning, training, exercising, assessment and coordination, and information exchange

II. Scope

The EOP identifies a wide range of natural, technological, and manmade disasters that could occur in or near Chesterfield County. Emergency Support Functions (ESF) plans and Hazard-Specific Annexes support the EOP by providing additional details and direction on response efforts.

With the range of disasters that are anticipated, the EOP provides guidance across County departments, Agencies and other Organizations by describing an overall emergency response system to include:

- Organization of County Departments/Agencies during response to an event, including command authorities;
- Critical actions and interfaces during response and recovery;
- Management of the interaction between the jurisdiction and regional, state, and federal authorities;
- Management of the interaction between the County and its private partner organizations (hospitals, non-governmental emergency organizations and others) during emergencies;
- Management of needs with available resources.

The EOP is applicable to all County departments and/or agencies; therefore, all County departments and/or agencies may be requested to provide support during a disaster. Additionally, all personnel or partners that have a role in emergency response for Chesterfield County have access to and must be knowledgeable of this EOP. Emergency Management will provide revised versions of the EOP to County departments/offices and allied partners, as appropriate.

III. Situation Overview

Chesterfield County is located in the central region of the Commonwealth of Virginia, it covers approximately 446 square miles and had an estimated population of 355,000 (Chesterfield Planning Department estimate). Chesterfield County is part of the Richmond Metropolitan area in Central Virginia. An estimated 1.3 million residents live in the Richmond Metro area. It is ranked as the 44th largest Metropolitan Statistical Area (MSA) in the country. Neighboring cities include Richmond, Colonial Heights, Petersburg and Hopewell. Chesterfield County is also neighbored by the counties of Powhatan, Amelia, Dinwiddie, Prince George, Charles City, and Henrico.

The County falls within two major topographic regions of Virginia. Terrain in the western portion of the county is relatively hilly, with the highest elevation being approximately 400 feet above sea level. The eastern portion of the county is much flatter with elevations less than 100 feet above sea level. The County is crisscrossed by many waterways; most of which are too

narrow or shallow to be navigable. Major water bodies in the County are the James River to the north, the Swift Creek Reservoir in the west, and Lake Chesdin and the Appomattox River to the south.

Transportation modes within the County varies, and the County has several major highways and roads within its jurisdictional boundaries. These include Interstate 95, Interstate 295, Route 288, US-60 (Midlothian Turnpike), US-360 (Hull Street Road), and Route 150 (Chippenham Parkway). Rail lines within the County include the Southern Railway and the CSX Railway. Commodities, as well as people, are moved along the rail lines daily. Chesterfield has one county-owned airport, the Richmond Executive Airport; in addition, the Richmond International Airport is located just a few miles from the northeastern county border in Henrico County.

Virginia State University (VSU) lies within the southern section of the County, bordering the cities of Colonial Heights and Petersburg. VSU is designated as one of the State Managed Shelters and may be used in the event of a disaster-related mass evacuation from other parts of the Commonwealth. The 236-acre campus has a student population of approximately 4,600. John Tyler Community College also resides in Chesterfield with two locations, Chester and Midlothian. The two campuses have approximately 700 staff and a daytime student population of 9,000 students.

Chesterfield County is also home to the Virginia Department of Emergency Management (VDEM), the Commonwealth's Emergency Operations Center, and the headquarters for the Virginia State Police. A state headquarters for the Virginia National Guard resides in Chesterfield, as well as a Virginia Department of Transportation facility.

The Emergency Operations Center (EOC) will coordinate the County's response in the event of a county-wide disaster. The EOC can be located in a physical space or virtually depending on the nature of the incident.

Hazards

Hazard indices and vulnerability assessments for moderate- and significant-risk events were developed for Chesterfield County as part of the Richmond-Crater Regional Hazard Mitigation Plan (2017). The hazard indices evaluate the extent to which the buildings in the county are at risk from a particular hazard. The vulnerability assessments estimate the potential impacts if a particular area was affected by a specific hazard. These assessments are described in the Richmond-Crater Regional Hazard Mitigation Plan. Information on hazards from the Central Virginia Emergency Management Threat and Hazard Identification and Risk Assessment (2018) was also considered for this Plan.

Based on a hazard analysis and risk assessment of the area, the primary hazards in Chesterfield County are listed in the chart below (Figure 1). This list is reviewed annually by the Chesterfield Emergency Planning Committee (CEPC).

Figure 1. Hazard Analysis Summary

Hazard	Threat Level
Hurricane/Tropical Storm	Significant
Tornado	Significant
Hazardous Materials	Significant
Flooding/Flash Flood	Moderate
Winter Storm	Moderate
Thunderstorm/Hail/Lightning	Moderate
Railroad Derailment	Moderate
Civil Disturbance	Moderate
WMD/Terrorism	Moderate
Riverine Flood	Moderate
Airplane Accident	Moderate
Major Fire	Moderate
Water supply shortage/Contamination	Moderate
Pandemic/Infectious Disease	Moderate
Cyber Attack	Moderate
Drought (Excessive Heat)	Limited
Mass Evacuation	Limited
Wildland Fire	Limited
Earthquake	Limited
Nuclear Attack	Limited
Dam Failure	Limited
Nuclear Power Plant Accident	Limited
Biological Incident	Limited
Structure Collapse	Limited

Reference: Richmond-Crater Multi-Regional Hazard Mitigation Plan; Adopted by Board of Supervisors August 8, 2017

Reference: Central Virginia Emergency Management Alliance Threat and Hazard Identification and Risk Assessment (THIRA); Dated March 13, 2018

Capability Assessment

The government of Chesterfield County is responsible for maintaining an emergency operations plan and response capability to protect the lives and property of its citizens from the effects of both manmade and natural disasters. The Chesterfield Emergency Operations Plan (EOP) has been developed in accordance with the Virginia Emergency Services and Disaster Law of 2000, as amended. This plan will be followed, revised, exercised, readopted, and reissued once every four years.

The County completes *The Local Capability Assessment for Readiness* (LCAR) on an annual basis. The LCAR provides a snapshot of Chesterfield County's preparedness capabilities. This process is used to determine community capabilities and limits in order to prepare for and respond to the defined hazards. The LCAR can be used to identify resources and is also used to identify areas where mutual aid agreements can be developed. A capability assessment for

Chesterfield County is completed annually and can be accessed through the Chesterfield County Emergency Management Office.

IV. Assumptions

Planning Assumptions

- A. Emergencies of various types, size, intensity, and duration may occur within or near the jurisdictional boundaries of the County with or without warning. These emergencies can develop into disasters that affect the safety, health, and welfare of the population, and cause damage or destruction to private and public property.
- B. Based on a hazard analysis of the area, the primary hazards in the County of Chesterfield are hurricanes, windstorms and tornadoes, hazardous materials incidents, flash flood, and winter weather.
- C. The Commonwealth of Virginia Emergency Services and Disaster Law of 2000 requires that the County have a Director of Emergency Management, who appoints a Coordinator of Emergency Management with the consent of the governing body. In Chesterfield, the County Administrator serves as the Director of Emergency Management and the Fire Chief serves as the Deputy Director. The Emergency Management Coordinator is a civilian position serving as a Division Head in the Fire Department. Emergency Management is a Division under Community Risk Reduction, which is led by the Assistant Chief of Community Risk Reduction and manages the daily supervision of Emergency Management.
- D. Incidents are managed at the local level. In the event of an emergency situation that exceeds local emergency response capabilities, outside assistance is available, either through mutual aid agreements with nearby jurisdictions, volunteer emergency organizations or through the State Emergency Operations Center. Local resources must be fully committed before state and federal assistance is requested.
- E. Chesterfield County establishes and maintains mutual aid agreements with neighboring jurisdictions. The County also participates in the Statewide Mutual Aid (SMA) program and Emergency Management Assistance Compact (EMAC), administered through the Virginia Department of Emergency Management.
- F. The Director of Emergency Management, the Deputy Director of Emergency Management, the Coordinator of Emergency Management, the Deputy Coordinator of Emergency Management, or a designee, mobilizes resources and personnel as required by the situation. This includes maximizing resources and partnerships among County departments and agencies.
- G. Disaster coordination, at a strategic level, is conducted from the Emergency Operations Center.
- H. Chesterfield County uses the National Incident Management System (NIMS) and the Incident Command Structure (ICS) in all emergency management operations.
- I. County departments have current Continuity of Operations plans.

- J. Special facilities such as those hospitals, nursing homes, adult day care, child day care, adult living facilities, juvenile residential facilities, and others have emergency plans developed in accordance with their licensing regulations.
- K. Citizens expect guidance, direction and assistance from the government. The County shall provide information in an emergency as well as throughout the year in times of non-emergencies.
- L. County departments responding to a disaster may utilize the Departmental Operations Centers (DOC) concept to coordinate tactical operations.
- M. Regulated facilities, such as those storing Extremely Hazardous Substances (EHS) and Superfund Amendments and Re-authorization Act (SARA) sites posing a specific hazard, will develop, coordinate, and furnish emergency plans and procedures to local, county and state departments and agencies as applicable and required by codes, laws, regulations or requirements.

V. Organization and Assignment of Responsibilities

The Commonwealth of Virginia Emergency Services and Disaster Law of 2000, as amended, provides that emergency services organizations and operations are structured around existing constitutional government. Emergency Management initiatives are successful when they involve local government officials, local government agencies, private sector and non-profit organizations. This section identifies the local agencies that will participate in the emergency response to a disaster affecting Chesterfield County. In the event of a disaster that is caused by manmade actions, the Virginia Department of Criminal Justice Services and the Virginia Criminal Injuries Compensation Fund shall be contacted immediately to deploy assistance in the event of an emergency when there are victims as defined in § 19.2-11.01.

Chesterfield County Officials and Agencies: Roles and Responsibilities

- A. Elected officials (Board of Supervisors)
 - Provides strategic guidance and support during an emergency;
 - Adopts the Emergency Operations Plan (EOP) every four years;
 - Consents to the Director of Emergency Management's appointment of the Coordinator of Emergency Management;
 - Consents to a declared local disaster at the next regularly scheduled meeting or at a special meeting within forty-five (45) days of the declaration, whichever occurs first; and;
 - Takes appropriate action to end the declared emergency.
- B. Director of Emergency Management (County Administrator)
 - Leads the Policy Group during an Emergency Operations Center (EOC) activation;
 - Provides programmatic guidance and support to Emergency Management;
 - Provides for continuity of government;
 - Provides direction and control of Emergency Operations;

- In conjunction with Health District Director, prepares a recommendation to order quarantine through the State Health Commissioner;
 - Appoints a Coordinator of Emergency Management with the consent of the governing body;
 - Serves as Liaison between the Coordinator of Emergency Management and the Board of Supervisors; and
 - Declares a local emergency with the consent of the governing body.
- C. Deputy Director of Emergency Management (Fire Chief)
- Along with the Assistant Chief of Community Risk Reduction, oversees the daily operation of the Emergency Management Division;
 - Serves as member of the Policy Group; and
 - Holds overall responsibility for maintaining and updating the EOP.
- D. Coordinator of Emergency Management
- Appointed by the Director of Emergency Management with the consent of the governing body;
 - Directs and controls the Emergency Operations Center (EOC);
 - Supervises day-to-day responsibilities of Emergency Management staff;
 - Coordinates activities within the EOC as EOC Manager and coordinates efforts of departments in response to a declared emergency;
 - Submits state-required reports and records;
 - Assumes certain duties in the absence of the Director of Emergency Management;
 - Coordinates disaster assistance and recovery;
 - Develops mutual aid agreements to support the response to an incident;
 - Conducts exercises to test and improve plans and systems; and
 - Ensures that the EOP is reviewed, revised and adopted every four years.
- E. Deputy Coordinator of Emergency Management
- Ensures the local EOC is in a constant state of readiness;
 - Serves as County National Incident Management System (NIMS) Coordinator;
 - Assists with coordination of activities within the EOC and with oversight of departments;
 - Assists with coordination of disaster assistance and recovery;
 - Assists in development and maintenance of EOP; and
 - Reviews and revises the EOP annually and completes submission to the Board of Supervisors for adoption of the EOP every four years.
- F. All Other County Departments/Agencies
- Develop and maintain detailed plans and standard operating procedures (SOPs) to support the operational mission or assignment;
 - Develop and maintain detailed continuity of operations plans (COOP) to ensure that essential functions of county government can continue even in a disaster;
 - Maintain current training levels for all appropriate staff on NIMS, ICS, and COOP;

- Pre-identify, assign and train staff to serve in the EOC. Staff may report to the EOC if requested by Emergency Management;
- Identify sources of emergency supplies, equipment and transportation;
- Negotiate and maintain mutual aid agreements which are identified in the plan;
- Maintain records of disaster related expenditures and appropriate documentation;
- Protect and preserve records essential for the continuity of government; and
- Establish and maintain list of succession of key emergency personnel.

Emergency Support Functions (ESF)

An Emergency Support Function (ESF) is a grouping of government and certain private-sector capabilities into an organizational structure to provide support, resources, program implementation, and emergency services that are most likely to be needed during emergencies. Due to Homeland Security Directive Eight and the updated Presidential Policy Directive Eight, the ESF structure is used extensively for response at the state and federal level through the Commonwealth of Virginia Emergency Operations Plan and the National Response Framework. Localities in the Commonwealth of Virginia are required to report issues and provide situational awareness to VDEM using the ESF structure. A chart listing the ESF and the lead department for the County can be found in Appendix 5 of this plan.

Note that not all incidents result in the activation of ESFs. It is possible that an incident may be addressed without activating the ESFs or only a few. The ESFs for Chesterfield County include:

- | | | |
|------------------------|-------------------------|-------------------------------|
| 1. Transportation | 6. Mass Care | 12. Energy |
| 2. Communications | 7. Resources | 13. Public Safety |
| 3. Infrastructure | 8. Public Health | 14. Local Short-Term Recovery |
| Assessment | 9. Search and Rescue | 15. External Affairs |
| 4. Firefighting | 10. Hazardous Materials | 16. (none) |
| 5. Direction & Control | 11. Agriculture | 17. Volunteers & Donations |

Citizen Involvement

While residents of Chesterfield County do not have an explicit role in response to a disaster within the county, all citizens are encouraged to take care of themselves and their neighbors in following a disaster. Individuals and households play an important role in the overall emergency management strategy. It is essential they reduce hazards in their own home, prepare a kit and plan, monitor emergency communications carefully and if possible be active in their community to be of assistance. There are several means by which this can be accomplished:

Chesterfield Emergency Planning Committee (CEPC)

The CEPC is comprised of representatives of local government, private industry, businesses, environmental groups, residents and emergency response organizations. Their primary charge is meeting the hazardous materials planning requirements of the Superfund Amendments and Reauthorization Act of 1986 (SARA Title III) and other local planning considerations as identified. The CEPC also serves as the Citizen Corps Council which serves to harness the power of every individual through education, training and volunteer service to provide for whole community preparedness. The CEPC provides oversight of the following Citizen Corps organizations:

Neighborhood Watch

The Chesterfield County Neighborhood Watch Program is a crime prevention program designed to remove or reduce the opportunity for crime to occur. Prevention begins with individual security and extends to home security while it encompasses neighborhood security. One of the main goals of the Neighborhood Watch program is to train citizens in the process of passive observation and to properly report suspicious activity. The program is managed by the Chesterfield Police Department.

Community Emergency Response Team (CERT)

Chesterfield County has an active CERT program available to assist with emergency preparedness and recovery activities. Emergency Management maintains a list of trained CERT volunteers. The CERT has the following functions, but not limited to:

- Participate in periodic training exercises / classes;
- Assist in safely conducting initial windshield assessments in their neighborhood during a natural or manmade disaster affecting that neighborhood;
- Assist with County events by providing volunteers to serve in any capacity needed by the event coordinators;
- Assist the Emergency Management division with sharing preparedness information with neighbors and citizen groups;
- Assist in additional activities as requested by the Emergency Management Public Outreach Coordinator.

Medical Reserve Corps (MRC)

The Chesterfield County Health Department maintains a list of trained and vetted health care professionals and support staff volunteers through its MRC program. These volunteers are available to assist with emergency preparedness, response and recovery activities. Specific examples of roles for the MRC may include the following:

- Work with medical professionals and facilities during a large-scale emergency such as a disease epidemic, a hazardous chemical release, or a natural disaster in triage, medical response and/or community education and response;
- Provide assistance and coordination in local mass fatality incidents;
- Augment Chesterfield Health District and other ESF-8 staff in staffing shelters, community centers, or other areas of need in a disaster.

Amateur Radio

- Provides alternative communications for EOC and Emergency Shelters;
- Provides communications at other support locations, i.e. distribution sites, as requested by the County based on their staffing availability.

Nongovernmental and Volunteer Organizations Active in Disaster

Nongovernmental organizations collaborate with first responders, governments at all levels, and other agencies and organizations providing relief services to sustain life and reduce physical and emotional distress. These groups offer assistance in sheltering, emergency food supplies, counseling services, specialized services, and other vital services to support response and promote recovery for disaster victims. The Virginia Voluntary Organizations Active in Disaster (VA VOAD) is a group of recognized local, state and national organizations that provide disaster relief. VA VOAD provides significant capabilities to incident management, response and recovery efforts.

If necessary, a Local Disaster Recovery Task Force may activate depending on the needs of the community to provide for individuals, families, and businesses who have unmet needs after all additional outlets for assistance have been exhausted.

Voluntary Organizations Active in Disaster

Voluntary Organizations Active in Disaster (VOAD) consists of voluntary and civic government organizations with disaster relief roles. VOAD members come together to provide resources for disaster assistance in the following areas. The list below is not intended to be comprehensive, but to serve as a guide.

- Animal Control
- Building Repair
- Bulk Distribution
- Child Care
- Clean Up
- Clothing
- Communications
- Counseling
- Damage Assessment
- Chainsaw Crews
- Disaster Welfare Inquiry
- Financial Assistance
- Food (feeding and storage)
- Human Relations
- Mass Care
- Sheltering
- Transportation
- Volunteer Staffing
- Warehousing
- Debris Removal

Private Sector

In an emergency, the private sector has many different roles, which could include:

- Private owners of critical infrastructure;
- Response organizations (e.g. private ambulance, environmental clean-up);
- Regulated or responsible parties: owner operators of certain regulated facilities may have responsibility under law to prepare for and prevent incidents from occurring; or
- A local emergency organization member.

The private sector has the responsibility to:

- Plan for personal and business disaster preparedness, mitigation, response and recovery;
- Have knowledge of local emergency response plans and procedures;
- Implement protective actions as requested or required by the Director of Emergency Management, or by rule of law;
- Provide goods and services critical to the response and recovery process;

- Provide direct communication during a disaster and may have a representative embedded with emergency crews and/or in the EOC; and
- Participate in local planning and exercises as available.

The overall roles, responsibilities and participation of the private sector during disasters vary based on the nature of the organization and the impact of the disaster.

TYPE OF ORGANIZATION	ROLE
Impacted Organization or Infrastructure	Private sector organizations may be affected by direct or indirect consequences of the incident, including privately owned critical infrastructure, key resources, and those main private sector organizations that are significant to local economic recovery. Examples of privately-owned infrastructure include transportation, telecommunications, private utilities, financial institutions, and hospitals.
Response Resources	Private sector organizations provide response resources (donated or compensated) during an incident—including specialized teams, equipment, and advanced technologies—through local public-private emergency plans, mutual aid agreements, or incident specific requests from local government and private sector volunteered initiatives.
Regulated and/or Responsible Party	Owners/operators of certain regulated facilities or hazardous operations may bear responsibilities under the law for preparing for incidents, preventing incidents from occurring, and responding to an incident once it occurs.
Local Emergency Organization Member	Private sector organizations may serve as an active partner in local emergency preparedness and response organizations and activities, such as membership on the CEPC

VI. Concept of Operations

General

This section describes the local coordinating structures, processes, and protocols employed to manage incidents. These coordinating structures and processes are designed to enable execution of the responsibilities of local government through the appropriate departments and agencies, and to integrate state, federal, non-governmental organizations and private sector efforts into a comprehensive approach to incident management.

Emergency Management in Chesterfield County is a Comprehensive Emergency Management Program. The Emergency Management Division strives to cover all mission areas of emergency management in its day-to-day and disaster activities. The five Mission Areas of Prevention, Protection, Mitigation, Response and Recovery support the National Preparedness Goal, that is,

“a secure and resilient nation with the capabilities required across the whole community to prevent, protect against, mitigate, respond to, and recover from the threats and hazards that pose the greatest risk.” The risks include events such as natural disasters, disease pandemics, chemical spills and other manmade hazards, terrorist attacks and cyber-attacks. To best assist in achieving success in the mission areas, as described below, there are thirty-two core capabilities identified in the National Preparedness Goal which are intended to assist all who have a role in emergency management. The core capabilities of planning, public information and warning, and operational coordination are embedded within each of the five mission areas. The remaining twenty-seven are specific to one mission area in no particular order. The core capabilities that are best aligned for local government are included with the appropriate mission areas.

- *Prevention:* this mission area comprises the capabilities necessary to avoid, prevent or stop a threatened or actual act of terrorism or manmade disasters. This also includes preparedness measures of conducting a systematic process engaging the whole community as appropriate in the development of executable strategic, operational or tactical level approaches.
- *Protection:* this mission area ensures that the County has the necessary capabilities to secure our residents and infrastructure against acts of terrorism, manmade or natural disasters.
- *Mitigation:* the effort to reduce loss of life and property by lessening the impact of disasters. This is achieved through risk analysis, which results in information that can be applied to activities that reduce risk pre or post disaster. Mitigation includes the core capability of community resilience that enables the recognition, understanding, communication of, and planning for risk. This is an inclusive whole community approach to empower individuals to make informed decisions to adapt, withstand and quickly recover from incidents that can also reduce long-term vulnerabilities.
- *Response:* comprises the capabilities necessary to save lives, protect property and the environment, and meet the basic human needs after an incident has occurred. This action-oriented mission area begins as the disaster occurs. Because all disasters begin locally, in the event an incident exceeds local emergency response capabilities, outside assistance is available, either through mutual support agreements with nearby jurisdictions and volunteer emergency organizations or through the Virginia Emergency Operations Center (VEOC). A local emergency must be declared, and local resources must have intent to be fully committed before state and federal assistance is requested. Response related core capabilities ensure appropriate measures are taken to protect the health and safety of all responders as well as the environment.
- *Recovery:* allows the community to recover effectively, this may include state and federal partners. Recovery includes economic and business activities returning to a healthy state that is defined as an economically viable community for business and employment. When making recovery considerations, the Comprehensive Plan will be used as a tool through and also the protection and natural and cultural resources.

Organization

When the local emergency operations center (EOC) is activated, the County Administrator serves as the Director of Emergency Management. He/she ensures a consistent response and that

the EOC follows the Incident Command Structure (ICS) structure. ICS is both a strategy and a method of organization to direct and control field operations. ICS is designed to effectively integrate resources from different agencies into a temporary emergency organization at an incident site that can expand and contract with the magnitude of the incident and resources on hand. Chesterfield County uses ICS and the National Incident Management System (NIMS) in the Emergency Operations Center (EOC), as detailed below.

Incident Command System (ICS) ensures:

- Manageable span of control (3 to 7 staff; optimum is 5);
- Unity of command and personnel accountability (each person reports to only one person in the chain of command); and
- Scalable structure that allows Emergency Support Functions to be staffed only when needed (responsibilities for any positions that are not staffed remain with the next higher filled position.)

Chesterfield County utilizes the structures from NIMS and ICS guidelines, including but not limited to:

- Incident Commander is responsible for field operations including:
 - Isolate the scene;
 - Direct and control on-scene operations;
 - Establish Unified Command;
 - Manage on-scene resources;
 - Request additional resources from the EOC
- Incident Command Posts (ICP);
- Area Command (if needed);
- Emergency Operations Center is responsible for
 - Providing a common operating picture for the County;
 - Providing resource support to field operations;
 - Organizing and implementing mass care operations, as requested by incident command;
 - Coordinating damage assessments and compiling associated reports;
 - Tracking cost for both equipment and personnel; and
 - Requesting assistance from state and other external sources.
- Joint Field Office is responsible for
 - Coordinating federal assistance, and;
 - Supporting incident management activities locally.

Declaration of a Local Emergency

The Director of Emergency Management declares an emergency to exist whenever the threat or actual occurrence of a disaster is or threatens to be of sufficient severity and magnitude to require significant expenditure and a coordinated response in order to prevent or alleviate damage, loss, hardship, or suffering. A local emergency is declared by the Director of Emergency Management with the consent of the Board of Supervisors. If the Board of Supervisors cannot convene due to the disaster or other exigent circumstances, the Director, or in his absence the Deputy Director, or in the absence of both the director and deputy director, any member of the Board of Supervisors, shall declare the existence of an emergency, subject to the confirmation by

the Board of Supervisors at its next regularly scheduled meeting or at a special meeting within 45 days of the declaration, whichever occurs first. Appendix 2 of this plan contains a template for a Resolution Confirming the Declaration of Local Emergency. Preparation of the Resolution confirming the declaration and the accompanying agenda item should be coordinated with the County Attorney's Office.

Activation of the Emergency Operations Center (EOC)

The Emergency Operations Center (EOC) may be opened and the Chesterfield Emergency Operations Plan, and/or the appropriate ESF and/or Annex, will be activated in the event that a local emergency stresses or exceeds the capabilities or resources of any County department, or if such an emergency threatens the County's capabilities. The Director of Emergency Management, Deputy Director of Emergency Management, Emergency Management Coordinator, or their designees, will make this decision.

The EOC may be activated if any or all of the following conditions exist:

- There is an imminent threat to public safety or health on a large scale;
- An extensive multi-agency or multi-jurisdiction response, and coordination is required to resolve or recover from the emergency or disaster event;
- The disaster affects multiple counties or cities that rely on the same resources to resolve major emergency events; and/or
- The local emergency ordinances are implemented to control the major emergency or disaster event.

Levels of Operational Response

Most emergencies follow a recognizable build-up period during which actions are taken to achieve a gradually increasing state of readiness. General actions to be taken at each readiness level are outlined below; more specific actions are detailed in functional annexes or in departmental or agency standard operating procedures. Each response action level will gain and maintain situational awareness as necessary. This awareness requires continuous monitoring or relevant sources of information regarding actual and developing incidents. Critical information is passed through established reporting channels according to protocols and allowing for any level of response to be activated at any moment.

Response Actions

Level IV – Routine (Daily) Operations

- Develop and maintain County-wide and departmental emergency operations plans, policies, procedures and mutual aid assistance agreements as necessary;
- Provide information and educational materials to the public via brochures, the Chesterfield County website, Local Television Channel, Chesterfield Alert, social media, and other forms of media;
- Verify the accuracy of emergency contact lists, resource lists and emergency contracts by the appropriate departments;
- Emergency Management Division assists County departments/agencies with preparations for an EOC activation; and

- Appropriately plan for crisis, determine capability requirements and ensure departments/agencies are effectively trained and participate in exercises.

Level III – Increased Readiness

- Exists when the Emergency Management Coordinator receives notice of a potential emergency from the Virginia Department of Emergency Management (VDEM), the Virginia Fusion Center, National Weather Service (NWS) or other reliable sources, such as Chesterfield County public safety departments (Fire, Police, Emergency Communication Center and Sheriff's Office);
- Emergency Management monitors the situation and begins to disseminate information to department representatives in the form of SPOT Reports;
- Departments begin preparations to mobilize/activate departmental plans and develop a staffing plan; and
- Determine any protective measures that need to be implemented in preparation for the situation.

Level II – Response Operations: Mobilization

- Occurs when a disaster (natural or manmade) is imminent or conditions worsen to the point that full scale mitigation and/or preparedness activities are required;
- Determination of Declared Emergency may be needed;
- Activate and deploy key resources and capabilities if necessary;
- Set incident objectives following situational assessment.

Level I – Response Operations: Emergency Response

- With a disaster striking, key resources, to include staff and equipment are deployed and response actions are coordinated. The degree of emergency operation depends on the severity of the event;
- A local emergency may be declared;
- An Incident Action Plan (IAP) will be developed to identify and prioritize requirements, and incident objectives will be established. Resources will be prioritized to save lives, protect property and the environment, and meet basic human needs;
- Daily functions of the government that do not contribute directly to the emergency operation may be suspended for the duration of the emergency response;
- Efforts and resources may be redirected to accomplish an emergency task;
- Start tracking costs of response;
- Implement evacuation orders, as needed;
- Open and staff emergency shelters, as needed;
- The County EOC facilitates a collaborative and cohesive response among departments;
- Once immediate response missions and life-saving activities conclude demobilization will occur and the emphasis shifts from response to recovery operations, and if applicable, hazard mitigation.
- In the event of an emergency as defined in this plan where there are victims of a crime, the Department of Criminal Justice Services and the Virginia Criminal Injuries Compensation Fund shall be contacted immediately to deploy assistance.

- Criminal Incident Compensation Fund (804) 399-8966
- DCJS (804) 225-3456 during office hours; (804)840-4276 after hours or <http://www.dcjs.virginia.gov/>

Recovery Actions

Recovery is both a short-term and a long-term process. Short-term operations restore vital services to the community and provide for essential services to the public. Short-term recovery is immediate and overlaps with response, restoring utilities, reestablishing transportation routes and restoring public health. These actions may last for weeks.

Short-term immediate recovery begins at the onset of the disaster and is identified through Emergency Support Function #14. In the short-term recovery process, a secondary priority to the assistance of the community is to also track the expenditures of the County for possible reimbursement through the provisions set-forth by the Stafford Act, FEMA and VDEM. The short-term recovery that focuses on this reimbursement, known as public assistance, will be led in a coordinated effort with Risk Management, Accounting, Emergency Management and pre-identified Recovery liaisons from each department.

Long-term recovery focuses on restoring the community to its normal, or to an improved state of affairs. Restoring non-essential services and reconstruction of the damaged areas may continue for many months or years.

During the recovery period, some of the actions that may need to be implemented:

- Preliminary damage assessment begins once the situation is deemed safe for personnel. An initial assessment must be completed, and information sent to the State, within 72 hours of the end of the event.
- Determine viability for safe re-entry of residents;
- Emergency Management Coordinator to identify the Recovery Manager;
- Continue tracking all expenses for FEMA reimbursement process;
- Begin immediate repairs to electric, water and sewer lines and stations; and
- Cleanup and restoration of public facilities, businesses, and residences.

VII. Administration, Finance and Logistics

During a disaster, all assets of the County (human resources, as well as facility and equipment resources) fall under the purview of the Director of Emergency Management (County Administrator) or his designee to utilize in any way for response to an emergency.

Activation of the EOC or a local emergency declaration indicates that all departments involved in response to the emergency should immediately begin tracking event related costs. In many cases, normal procurement and financial policies will remain in effect, but in extraordinary events, additional provisions must be followed to increase the speed of which these actions can take place.

The Director of Emergency Management must notify the Directors of the Risk Management, Budget, Purchasing, Treasurer and Accounting Departments, or their designees, that a local

emergency or disaster has been declared in accordance with the provisions set forth in section 44-146.21 of the Virginia Emergency Services and Disaster Law of 2000.

- A. In an emergency situation, the Procurement Director, or designee, will be responsible for expediting the process of purchasing necessary emergency equipment, supplies and contracted support personnel.
- B. The Budget Director or designee would permit over-spending in particular line items (e.g. overtime, materials, and supplies) under emergency circumstances as defined in the EOP. A year-end adjustment can be made if required.
- C. The Procurement, Treasurer, Budget and Accounting Departments will staff the Emergency Operations Center's Finance and Administration Section during emergency operations. This section will work with the Emergency Support Functions (ESF) to facilitate needed purchases.
- D. The Director of Emergency Management, or designee, must define disaster related expenditures for the Finance Section and the appropriate length of time these disaster-related expenditures will be incurred. All disaster related expenditures must be documented in order to be eligible for post-disaster reimbursement from the Commonwealth of Virginia or Federal government. The Accounting Department will coordinate record keeping for all incurred expenses throughout the emergency/disaster period. This Department will also assist in compilation of information for the "Report of Disaster-Related Expenditures" as required.
- E. The EOC's Finance and Administration Section will work within the EOC's Logistics Section – to track resource needs, purchases, equipment and personnel utilizing electronic software to the extent possible.
- F. Employees must complete normal time accounting procedures, to include overtime hours worked, during disaster response and recovery operations. Employee time will be approved through standard department leadership routes.
- G. The County Administrator acting in his/her role as Director of Emergency Management may re-assign local government employees, as needed, to maintain continuity of government during disaster response and recovery operations.
- H. Chesterfield County has mutual aid agreements in place with local volunteer and non-governmental agencies for use of facilities, food, equipment, etc. during disaster response and recovery operations. Chesterfield County also participates in both the Emergency Management Assistance Compact (EMAC) and Statewide Mutual Aid (SMA) Agreement, which provides for requesting goods, services, personnel, and equipment through the Virginia Emergency Operations Center.

Actions

- Develop, maintain, and disseminate budget and management directions and procedures to ensure the prompt and efficient disbursement and accounting of funds to conduct

emergency operations, as well as support and maximize claims of financial assistance from state and federal governments;

- Provide training to familiarize staff with state and federal disaster assistance requirements and forms;
- Instruct all departments to maintain a continuous inventory of supplies on hand at all times;
- Prepare to make emergency purchases of goods and services;
- Inform departments of the procedures to be followed in documenting and reporting disaster related expenditures;
- Implement emergency budget and financial management procedures to expedite the necessary purchases of goods and services to effectively address the situation;
- Track and compile accurate cost records from data submitted by departments;
- Prepare and submit disaster assistance applications for reimbursement;
- Assist in the preparation and submission of government insurance claims;
- Work with the County Treasurer to ensure reimbursements are received and reconciled; and
- Update and revise, as necessary, all human resource policies and procedures.

VIII. Mitigation Activities

Mitigation actions are completed to reduce or eliminate long-term risk to people and property from hazards and their side effects. During the mitigation process, these issues may need to be addressed:

- Review the *Richmond-Crater Regional Hazard Mitigation Plan* and update, as necessary, any mitigation actions that could be of assistance in preventing similar impacts for a future disaster;
- Coordinate Federal Flood Insurance operations and integrate mitigation with other program efforts;
- Work with VDEM to develop mitigation grant projects to assist in areas most at risk if available;
- Implement mitigation measures in the rebuilding of infrastructure damaged in the event;
- Document losses avoided due to previous hazard mitigation measures; and
- Community education and outreach necessary to foster loss reduction.
- Track costs directly related to mitigation activities for possible reimbursement.

IX. Communications

The County's Emergency Communications Center (ECC) is the point of contact for receipt of all warnings and notification of actual or impending emergencies or disasters. The ECC Supervisor on duty notifies key personnel and department heads as required by the type of report and standard operating procedures (SOP).

The ECC is most often the first point of contact for the general public. The ECC receives weather emergency information through the National Weather Service.

The ECC gathers this information and delivers warnings to public safety through text, phone calls and emails, if necessary. Communications and Media has the ability to push information out through websites, social media, and private sector media partners.

Should an evacuation become necessary, warning and evacuation instructions will be put out via media outlets that include social media, radio, internet, Chesterfield Alert, and television. As outlined in ESF #15, Communications and Media shall develop and provide public information announcements and publications regarding evacuation procedures to include recommended primary and alternate evacuation routes, designated assembly points for those without transportation, rest areas and service facilities along evacuation routes, if appropriate, as well as potential health hazards associated with the risk.

County departments utilize additional means to communicate during emergencies. The 800MHz radio system is a primary means of communication for field personnel. Information can be shared between departments quickly and easily. The use of email, cell phones and landline phones are extensive in an emergency. In addition, members of public safety have the ability to communicate through mobile data computers/terminals

X. Information Collection and Dissemination

In an emergency or disaster, it is important to provide timely and accurate information to the public and to the media outlets. Communications and Media will work with the EOC to determine which information should be shared with the public. During an emergency, Communications and Media will disseminate information by appropriate means, to include any media outlets, internet, cable channel, the Emergency Alert System, NOAA All-hazards radio, Chesterfield Alert, and the County website. Communications and Media will communicate any news releases with the EOC Manager and ensure information is accurately released in a timely manner.

XI. Plan Development and Maintenance

The Commonwealth of Virginia Emergency Services and Disaster Law of 2000 requires jurisdictions to develop, adopt, and keep current a written crisis and emergency management plan. The Coordinator of Emergency Management will conduct an annual review of the Chesterfield County Emergency Operations Plan and update as necessary. In addition, a comprehensive review and revision of the EOP is conducted every four years to ensure that the plan remains current. The updated EOP is formally adopted by the County Board of Supervisors at that time.

Drafting an emergency plan is a community effort and relies heavily on Chesterfield County employees to provide comprehensive guidance on hazard analysis, exercise design, evacuation planning, emergency management, mitigation, recovery, emergency preparedness, and educational awareness. Stakeholders from County agencies, CEPC as well as external partners (hospital, American Red Cross, utility companies, etc.) should have input into the County's Plan.

It is the responsibility of the Coordinator of Emergency Management, or designee, to assure that the plan is tested and exercised on a scheduled basis as per the guidelines of NIMS Homeland

Security Exercise and Evaluation Plans. The Coordinator will maintain the schedule and assure that the appropriate resources are available to complete these activities. Section XII of this Plan discusses exercises and training in more detail.

XII. Exercises and Training

Trained and knowledgeable personnel are essential for the prompt and proper execution of this EOP. The Director of Emergency Management along with the Emergency Management Staff ensures that all response personnel have a thorough understanding of their assigned responsibilities in a disaster or emergency situation, as well as how their role and responsibilities interface with the other response components of the Chesterfield County EOP. Personnel will be provided with the necessary training, drills and exercises to execute those responsibilities in an effective and responsible manner. Focused training should be offered annually; however, this does not preclude position specific or department related training from being required as deemed necessary by the Department Head, such as COOP training, etc.

The Coordinator of Emergency Management develops, administers, and maintains a comprehensive training and exercise program that fits the needs of Chesterfield County. Chesterfield will utilize a “crawl, walk, run” approach to developing exercises to begin with Tabletop Exercises and working up to Functional Exercises. Training is based on federal and state guidance. All training and exercises conducted in Chesterfield County are developed and documented using the Homeland Security Exercise and Evaluation Program (HSEEP). Deficiencies identified by an exercise are addressed immediately through After-Action Reports and Improvement Plans.

The Coordinator of Emergency Management or designee also participates in regional exercises, as available, in order to test the EOP.

XIII. AUTHORITIES AND REFERENCES

The organizational and operational concepts set forth in this Plan are promulgated under the following authorities:

Federal

- Civil Preparedness Guide 1-3, August 1992. Comprehensive Cooperative Agreement (CCA). [*Guide for development of State and Local Emergency Operations Plans*](#). Federal Emergency Management Agency.
- [*Community Lifelines Implementation Toolkit*](#), v 2.0 (November 2019). Federal Emergency Management Agency.
- Comprehensive Preparedness Guide, CPG 101, Version 2.0 (November 2010). [*Developing and maintaining emergency operations plans*](#), Federal Emergency Management Agency.

- Emergency Management and Assistance, Code of Federal Regulations, Title 44, Revised September 13, 2004. Federal Emergency Management Agency.
- H.R. 5005 – 107th Congress: [*Homeland Security Act of 2002*](#). Pub.L. 107-296.
- [*FEMA Incident Stabilization Guide*](#) (November 2019). U.S. Department of Homeland Security.
- Local and Tribal NIMS Integration: Integrating the National Incident Management System into Local and Tribal Emergency Operations Plans and Standard Operating Procedures, vol. 1, U. S. Department of Homeland Security.
- [*National Response Framework*](#). (October 29, 2019). 4th ed. U.S. Department of Homeland Security.
- National Preparedness Goal (September 2015). [*Core Capabilities*](#). Federal Emergency Management Agency.
- [*Robert T. Stafford Disaster Relief and Emergency Assistance Act*](#), Public Law 93-288, as amended, 42 U.S.C. 5121 et seq., and Related Authorities United States Code, Title 42.
- [*Threat and Hazard Identification and Risk Assessment \(THIRA\) and Stakeholder Preparedness Review \(SPR\) Guide*](#), 3rd ed. (May 2018). U.S. Department of Homeland Security.

State

- Commonwealth of Virginia Emergency Services and Disaster Law of 2000, Code of Virginia section 44-146.13 et seq, as amended.
- Virginia Department of Emergency Management (September 2019). [*The Commonwealth of Virginia Emergency Operations Plan \(COVEOP\)*](#).
- Virginia Department of Emergency Management (December 2017). *Hazard Mitigation Management Plan*.
- Virginia Department of Emergency Management (March 2009). *Oil and Hazardous Materials Emergency Response Plan*.
- Virginia Department of Emergency Management (September 2010). *Radiological Emergency Response Plan*.
- Virginia Department of Emergency Management (August 2007). *Transportation Emergency Operations Plan*. (Limited Distribution)
- Virginia Department of Emergency Management (July 2010). *Virginia Hurricane Emergency Response Plan*.

Local

- Chesterfield County (July 2017). *Debris Management Plan*, Functional Appendix 23, v. 1.0.
- Chesterfield County (December 20, 2019). *Radiological Emergency Response Plan*. Ingestion Exposure Pathways.

- Virginia Department of Emergency Management (Updated Annually Online). Local Capability Assessment Report (LCAR).
- Richmond Regional Planning District Commission and the Crater Planning District Commission (2017). *Richmond-Crater Multi-Regional Hazard Mitigation Plan*.
- Emergency Management Alliance of Central Virginia – EMACV (November 13, 2019). Regional Recovery Framework.

Appendix 1 – List of Acronyms

ARC	American Red Cross
ARES	Amateur Radio Emergency Service
AAR	After Action Report
CAP	Civil Air Patrol
CART	Community Animal Response Team
CEPC	Chesterfield Emergency Planning Committee
CERT	Community Emergency Response Team
COG	Continuity of Government
COOP	Continuity of Operations
COP	Common Operating Picture
DAC	Disaster Assistance Center
DFO	Disaster Field Office
DHS	Department of Homeland Security
DMAT	Disaster Medical Assistance Teams
DOC	Department Operating Centers
DRC	Disaster Recovery Center
DRT	Disaster Recovery Team
EAS	Emergency Alert System
ECC	Emergency Communications Center
EMAC	Emergency Management Assistance Compact
EMOI	Emergency Management Operating Instruction
EMS	Emergency Medical Service
EOC	Emergency Operations Center
EOP	Emergency Operations Plan
EPA	Environmental Protection Agency
ERT	Emergency Response Team
ESF	Emergency Support Functions
FAC	Family Assistance Center

FBI	Federal Bureau of Investigation
FCO	Federal Coordinating Officer
FEMA	Federal Emergency Management Agency
FRC	Family Reception Center
ICS	Incident Command System
IMT	Incident Management Team
IED	Improvised Explosive Device
IEMS	Integrated Emergency Management System
IFLOWS	Integrated Flood Observing and Warning System
IPAWS	Integrated Public Alert & Warning System
HSEEP	Homeland Security Exercise and Evaluation Program
JIC	Joint Information Center
JFO	Joint Field Office
LCAR	Local Capability Assessment Report
MACC	Multi-agency Command Center
MCI	Multi-Casualty Incident
MEDEVAC	Medical Evacuation
MOA	Memorandum of Agreement
MOU	Memorandum of Understanding
MSA	Metropolitan Statistical Area
NDMS	National Disaster Medical System
NGO	Nongovernmental Organization
NIMS	National Incident Management System
NOAA	National Oceanic and Atmospheric Administration
NRC	Nuclear Regulatory Commission
NRF	National Response Framework
NWS	National Weather Service
OCME	Office of the Chief Medical Examiner
PDA	Preliminary Damage Assessment
PIO	Public Information Officer
POC	Point of Contact

SAR	Search and Rescue
SARA	Superfund Amendments and Reauthorization Act
SART	State Animal Response Team
SCC	State Corporation Commission
SDS	Safety Data Sheets
SMA	Statewide Mutual Aid
SOP	Standard Operating Procedures
USACE	U.S. Army Corps of Engineers
USAFC	U.S.A. Freedom Corps
USCG	U.S. Coast Guard
USDA	U.S. Department of Agriculture
VDEM	Virginia Department of Emergency Management
VEST	Virginia Emergency Support Team
VEOC	Virginia Emergency Operations Center
VFDA	Virginia Funeral Directors Association, Inc.
VOAD	Voluntary Organizations Active in Disaster
WMD	Weapons of Mass Destruction

Appendix 2 – Sample Resolution Confirming Declaration of Local Emergency [to be drafted in coordination with the County Attorney’s Office]

A RESOLUTION TO CONFIRM AND CONSENT TO THE DECLARATION OF A LOCAL EMERGENCY

WHEREAS, <describe emergency or threatened emergency>; and

WHEREAS, pursuant to the authority granted by § 44-146.21(A) of the Code of Virginia, <name of current county administrator>, County Administrator, as Director of Emergency Management for the County of Chesterfield, Virginia, declared the existence of a local emergency at <time> on <month, day, year> in order to provide preparedness, response, recovery and other activities to protect life, property, and operations threatened by the effects of <insert emergency description or storm name, etc.>; and

WHEREAS, <emergency description or storm name, etc.> may create significant impacts on the County, including reduced public safety services, healthcare services, and county resources; and

WHEREAS, the anticipated effects of <emergency description or storm name, etc.> constitute a disaster as described in § 44-146.16 of the Code of Virginia (Code); and

WHEREAS, in accordance with the local emergency declaration and § 44-146.21 of the Code of Virginia, the County’s Emergency Operations Plan is activated and all furnishing of aid and assistance thereunder is authorized, and the County Administrator, as the Director of Emergency Management, is authorized by this Board to undertake all necessary actions authorized by § 44-146.21(C) of the Code of Virginia.

NOW, THEREFORE, BE IT RESOLVED by the Chesterfield County Board of Supervisors this <insert date> day of <month year>,

- 1) that the act of the County Administrator, as the Director of Emergency Management, in declaring a local emergency is hereby consented to and confirmed, as are all actions set forth above which are taken pursuant to that declaration;
- 2) that all actions, powers, functions, and duties of the Director of Emergency Management and the emergency management organization have been and shall be those prescribed by State law and the ordinances, resolutions, and approved plans of the County of Chesterfield so as to mitigate the effects of said emergency; and
- 3) that once all emergency actions pursuant to the declaration of a local emergency have been taken, as determined by the Director of Emergency Management, the declared emergency shall be ended without further action of this Board of Supervisors.

Chair
Board of Supervisors of Chesterfield County

Appendix 3 - Essential Records

Court Records

The preservation of certain vital records for the locality and all essential records of the Circuit Court is the responsibility of the Clerk of the Circuit Court. All such records are to be stored in the records vault located in the Office of the Clerk of the Circuit Court. These records include, but are not limited to, the following:

- Land Records
- Criminal Records
- Wills and Estate Records
- Civil Records
- Adoption, Divorce and other Chancery Records
- Marriage Licenses
- Judgments
- Business Assumed Names
- District Court Appeal Records

The evacuation of such records in the event of an emergency will be accomplished only by approval of the Clerk of the Circuit Court. The Sheriff's Office will provide security of records upon request by the Clerk of Courts.

*** Microfilm copies of all land records and permanent records are stored in the Archives of the Library of Virginia located in Richmond, Virginia.**

Agencies/Organizations

Each agency/organization within Chesterfield County government should establish its own records protection program. Those records deemed essential for continuing government functions should be identified and procedures should be established for their protection, such as duplicate copies in a separate location and/or the use of safe and secure storage facilities. Provisions should be made for the continued operations of automated data processing systems and records.

Appendix 4 – Succession of Authority

County Administration	County Administrator Deputy County Administrator Deputy County Administrator
Fire & EMS	Fire Chief Deputy Fire Chief Assistant Chief
Police Department	Police Chief Deputy Chief of Operations Deputy Chief of Support
Sheriff's Office	Sheriff Lieutenant Colonel Major
Emergency Communications	Director Operations Manager Operations Support Manager
Emergency Management	Coordinator Deputy Coordinator Public Outreach Coordinator
Building Inspections	Building Official Assistant Building Official Chief of Commercial Plan Review
Environmental Engineering	Director Assistant Director Drainage Superintendent
Planning	Director Assistant Director
Transportation	Director Assistant Director Program Manager
Utilities	Director Assistant Director of Operations and Maintenance Assistant Director of Engineering and Development
Citizen Information and Resources	Director Assistant Director Manager
Juvenile Detention	Director of Chesterfield Juvenile Justice Services Assistant Director of Chesterfield Juvenile Detention Home Program Administrator for Chesterfield Juvenile Detention Home

Mental Health	Executive Director Assistant Director Services Manager
Schools	Superintendent Deputy Superintendent Chief Operations Officer
Social Services	Director Assistant Director – Admin and Finance Assistant Director – Family Services
Human Resources	Director Assistant Director Assistant Director
Economic Development	Director Assistant Director
Cooperative Extension	Director of Parks and Recreation Assistant Director of Parks and Recreation Cooperative Extension Division Manager and 4-H Agent
General Services	Director Assistant Director Chief of Administrative Services
Information Technology	CIO Deputy CIO Division Chief - Infrastructure
Libraries	Director Assistant Director Chief of Administrative Services
Parks and Recreation	Director of Parks and Recreation Assistant Director of Parks and Recreation (Recreation Focused) Assistant Director of Parks and Recreation (Parks Focused)
Risk Management	Director Assistant Director Claims and Finance Assistant Director EHS
Communications and Media	Director Digital and Media Relations Manager Public Information and Creative Content Manager
Accounting	Director Assistant Director – Operations Assistant Director – Financial Reporting and Compliance
Budget	Director Sr. Budget Analyst Budget Analyst

Procurement	Director Assistant Director Principal Contract Officer
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Appendix 5 – Emergency Support Functions (Chesterfield County)

ESF Name & Local Coordinating Agency

ESF # 01 TRANSPORTATION		
Coordinate, develop and implement traffic control measures that will enhance traffic flow, evacuation and re-entry to affected areas.		
Federal: DOT	State: VDOT	Local: Police
ESF # 02 COMMUNICATIONS		
To maintain continuity of information and telecommunications equipment.		
Federal: DHS	State: VITA/VDEM	Local: ECC
ESF # 03 INFRASTRUCTURE ASSESSMENT (Federal and State: Public Works)		
Coordinate and organize capabilities and resources to facilitate the delivery of essential services, technical assistance, engineering expertise, construction management and other support to prepare, respond, or recover from an incident.		
Federal: DoD/USACE	State: VDH/DGS	Local: General Services, Building Inspections
ESF # 04 FIRE FIGHTING		
Directs and controls operations regarding fire suppression, technical rescue, hazardous material and emergency medical services.		
Federal: USFS	State: VDFP/VDOF	Local: CFEMS
ESF # 05 Direction and Control (Federal and State: EMERGENCY MANAGEMENT)		
Provide centralized direction and coordination during an event. Collect and process information and assure the implementation of emergency actions, disseminate information and act as a liaison to other agencies.		
Federal: FEMA	State: VDEM	Local: Emergency Management
ESF # 06 MASS CARE, HOUSING, AND HUMAN SERVICES		
Receives and cares for persons who have been evacuated, either from a high-risk area in anticipation of an emergency or response to an actual emergency. Includes provision for sheltering, emergency assistance and other human services.		
Federal: FEMA	State: VDSS	Local: Social Services
ESF # 07 LOGISTICS AND RESOURCE SUPPORT		
Minimize the effect that disasters or emergency situations may have on the County to include property, personnel and citizens. Provides support for requirements not specifically identified in other Emergency Support Functions.		
Federal: GSA/FEMA	State: VDEM	Local: General Services/Procurement
ESF # 08 HEALTH AND MEDICAL SERVICES		

Provides for coordinated medical, public health, mental health and emergency medical services to save lives in the time of an emergency.		
Federal: DHHS	State: VDH	Local: Public Health
ESF # 09 SEARCH AND RESCUE		
Provides for the coordination and effective use of available resources for search and rescue activities.		
Federal: FEMA	State: VDEM	Local: Police, CFEMS
ESF # 10 HAZARDOUS MATERIALS		
Response to hazardous material incidents, preventing or minimizing the loss of life and property and to assist with rescue, warning and other operations required.		
Federal: USEPA	State: VDEM/DEQ	Local: CFEMS
ESF # 11 AGRICULTURE AND NATURAL RESOURCES		
Coordinate response to agriculture loss and emergencies		
Federal: USDA	State: VDACS	Local: Cooperative Extension
ESF # 12 ENERGY		
Describe procedures to restore utilities critical to saving lives, protecting health, safety and property; to enable other support functions to respond.		
Federal: USDOE	State: VDEM	Local: General Services, Utilities
ESF # 13 PUBLIC SAFETY AND SECURITY		
Maintain law and order and assist with evacuation of threatened areas or re-entry		
Federal: DOJ/ATF	State: VSP	Local: Police, Sheriff
ESF # 14 RECOVERY		
Provides a framework to facilitate short term recovery and begin the process of long-term recovery which includes resources, financial reimbursement and community needs.		
Federal: DHS/CISA	State: VDEM/CHCD	Local: Risk Mgmt/Accounting
ESF # 15 EXTERNAL AFFAIRS		
Keep the public and County employees informed in regard to an emergency situation.		
Federal: DHS	State: VDEM	Local: Communications and Media
ESF # 16 MILITARY AFFAIRS		
Coordinate response with military partners in the Region.		
Federal: N/A	State: DMA	Local: Emergency Management/ County Administration
ESF # 17 VOLUNTEER AND DONATIONS MANAGEMENT		
Coordinating process for the most efficient and effective utilization of unaffiliated volunteers and unsolicited donated good during a disaster.		
Federal: N/A	State: VDEM	Local: Emergency Management

Appendix 6 – Glossary of Key Terms

Amateur Radio Emergency Services (ARES): A public service organization of licensed amateur radio operators who have voluntarily registered their qualifications and equipment to provide emergency communications for public service events as needed

American Red Cross (ARC): A humanitarian organization led by volunteers, that provides relief to victims of disasters and helps prevent, prepare for, and respond to emergencies. It does this through services that are consistent with its Congressional Charter and the Principles of the International Red Cross Movement.

Chesterfield Emergency Planning Committee (CEPC): Appointed representatives of local government, private industry, business, environmental groups, and emergency response organizations responsible for ensuring that the hazardous materials planning requirements of the Superfund Amendments and Reauthorization Act of 1986 (SARA Title III) are complied with.

Command Section: One of the five functional areas of the Incident Command System. The function of command is to direct, control, or order resources, including people and equipment, to the best possible advantage.

Command Post: That location at which primary Command functions are executed; usually co-located with the Incident Base. Also referred to as the Incident Command Post.

Common Operating Picture (COP): A broad view of the overall situation as reflected by situation reports, aerial photography and other information or intelligence.

Comprehensive Resource Management: Maximizes the use of available resources, consolidates like resources and reduces the communications load on the Incident Command Operation.

Continuity of Operations: A process of identifying the essential functions - including staff, systems and procedures - that ensures the continuation of an agency's ability to operate.

Coordination: The process of systemically analyzing a situation, developing relevant information, and informing appropriate personnel of viable alternatives for selection of the most effective combination of available resources to meet specific objectives.

Critical Infrastructure: Systems and assets, whether physical or virtual, so vital to the community, the Commonwealth, or the nation that the incapacity or destruction of such systems and assets would have a debilitating impact on security, economic security, public health or safety, or any combination of those matters.

Decontamination: The process of making people, objects, or areas safe by absorbing, destroying, neutralizing, making harmless, or removing the Hazardous Materials/HAZMAT

Disaster Field Office (DFO): An administrative office established by FEMA and staffed by appropriate Federal / State personnel following a disaster declaration by the President.

Emergency/Disaster/Incident: An event that demands a crisis response beyond the scope of any single line agency or service and that presents a threat to a community or larger area. An emergency is usually an event that can be controlled within the scope of local capabilities; a major emergency or disaster usually requires resources beyond what is available locally.

Emergency Alert System (EAS): A network of broadcast stations and interconnecting facilities authorized by the Federal Communications Commission (FCC) to operate in a controlled manner to warn and inform the public of needed protective actions in the event of a disaster or emergency situation.

Emergency Management: The preparation for and the carrying out of functions (other than functions for which military forces are primarily responsible) to prevent, minimize, and repair injury and damage resulting from natural or manmade disasters. These functions include firefighting, police, medical and health, rescue, warning, engineering, communications, evacuation, resource management, plant protection, restoration of public utility services, and other functions related to preserving the public health, safety, and welfare.

Emergency Management Assistance Compact (EMAC): Administered by the National Emergency Management Association, EMAC is congressionally ratified organization that provides form and structure to the interstate mutual aid and assistance process. Through EMAC or other mutual aid or assistance agreements, a State can request and receive other assistance from other member States.

Emergency Operations Center (EOC): A facility from which government directs and controls its emergency operations; where information about the status of the emergency situation is officially collected, assimilated, and reported on; where coordination among response agencies takes place; and from which outside assistance is officially requested.

Emergency Operations Plan (EOP): A document which provides for a preplanned and coordinated response in the event of an emergency or disaster situation.

Emergency Planning Committee: Designated local officials responsible for developing, maintaining and evaluating the local Emergency Operations Plan(s).

Emergency Support Function (ESF): A functional area of response activity established to facilitate the delivery of Federal assistance required during the immediate response phase of a disaster to save lives, protect property and public health and maintain public safety.

Exercise: An activity designed to promote emergency preparedness; test or evaluate emergency operations plans, procedures, or facilities; train personnel in emergency response duties, and demonstrate operational capability. There are three specific types of exercises: tabletop, functional, and full scale.

Evacuation: Assisting people to move from the path or threat of a disaster to an area of relative safety.

Federal Disaster Assistance: Aid to disaster victims and/or state and local governments by federal agencies under provisions of the Robert T. Stafford Relief and Emergency Assistance Act of (PL 93-288).

Geographic Information System (GIS): A computer system capable of assembling, storing, manipulating, and displaying geographically referenced information, i.e.-data identified according to their locations.

Hazardous Materials (HazMat): Substances or materials which may pose unreasonable risks to health, safety, property, or the environment when used, transported, stored or disposed of, which may include materials which are solid, liquid, or gas. Hazardous materials may include toxic substances, flammable and ignitable materials, explosives, or corrosive materials, and radioactive materials.

Hazardous Materials Emergency Response Plan: The plan was developed in response to the requirements of Section 303 (a) of the Emergency Planning and Community Right-to-Know Act (Title III) of Superfund Amendments and Reauthorization Act of 1986. It is intended to be a tool for our community's use in recognizing the risks of a hazardous materials release, in evaluating our preparedness for such an event, and in planning our response and recovery actions. This plan is separate from the County's Emergency Operations Plan.

Hazard Mitigation: Any action taken to reduce or eliminate the long-term risk to human life or property.

Incident Action Plan (IAP): A plan that provides a concise, coherent means of capturing and communicating overall incident priorities, objectives, and strategies in the contexts of both operations and support activities. If an incident is likely to extend beyond one operational period, become more complex, or involve multiple jurisdictions and/or agencies, in this case preparing an IAP will become increasingly important to maintain effective, efficient and safe operations.

Incident Command System (ICS): A model for disaster response that uses common terminology, modular organization, integrated communications, unified command structure, action planning, manageable span or control, pre-designed facilities, and comprehensive resource management. In ICS there are five functional elements: Command, Operations, Logistics, Planning and Finance/Administration.

Incident Commander: The individual responsible for the management of all incident operations.

Incident Management Team (IMT): The Incident Commander and appropriate command and general staff personnel assigned to an incident.

Initial Damage Assessment Report (IDA): A report that provides information regarding overall damage to public and private property, thereby providing a basis for emergency declaration and/or disaster assistance.

Integrated Communications Plan: This plan coordinates the use of available communications means and establishes frequency assignments for certain functions.

Local Emergency: The condition declared by the local governing body when, in its judgment, the threat or actual occurrence of a disaster is or threatens to be of sufficient severity and magnitude to warrant coordinated local government action to prevent, or alleviate loss of life, property damage, or hardship. Only the Governor, upon petition of a local governing body, may declare a local emergency arising wholly or substantially out of a resource shortage when he deems the situation to be of sufficient magnitude to warrant coordinated local government action to prevent or alleviate the hardship or suffering threatened or caused thereby.

Major Disaster: Any natural or manmade disaster in any part of the United States which, in the determination of the President of the United States, is or thereafter determined to be of sufficient severity and magnitude to warrant disaster assistance, above and beyond the capabilities of the state and local emergency services, by the federal government to supplement the efforts and available resources of the affected states, local governments, and relief organizations in alleviating the damage, loss, hardship, or suffering caused thereby and is so declared by the President.

Manmade Disaster: Any industrial, nuclear, or transportation accident, explosion, conflagration, power failure, resource shortage, or other condition such as sabotage, oil spills, and other injurious environmental contaminations which threaten or cause damage to property, human suffering, hardship, or loss of life.

Mitigation: Activities that actually eliminate or reduce the chance occurrence or the effects of a disaster. Examples of mitigation measures include, but are not limited to, the development of zoning laws and land use ordinances, State building code provisions, regulations and licensing for handling and storage of hazardous materials, and the inspection and enforcement of such ordinances, codes and regulations.

Mobile Crisis Unit: A field response team staffed and operated by mental health professionals specially trained in crisis intervention. The Mobile Crisis Unit is available to provide on-scene crisis intervention to incident victims and to follow up work with victims and formal Critical Incident Stress Debriefings for service providers after the incident has been brought under control.

Mutual Aid Agreement: A written agreement between agencies and/or jurisdictions in which they agree to assist one another, upon request, by furnishing personnel and/or equipment in an emergency situation.

National Incident Management System (NIMS): A system mandated by the federal Homeland Security Presidential Directive (HSPD) 5 that provides a consistent, nationwide

approach for governments (federal, state, tribal, and local), voluntary agencies and the private sector to work effectively and efficiently together to prepare for, respond to, and recovery from incidents, regardless of cause, size or complexity. NIMS uses a core set of concepts, principles and terminology.

National Response Framework (NRF): Is a guide to how the nation conducts all-hazard response. It is built upon scalable, flexible and adaptable coordinating structures to align key roles and responsibilities across the nation.

National Weather Service (NWS): The federal agency which provides localized weather information to the population, and during a weather-related emergency, to state and local emergency management officials.

Natural Disaster: Any hurricane, tornado, storm, flood, high water, wind-driven water, tidal wave, earthquake, drought, fire, or other natural catastrophe resulting in damage, hardship, suffering, or possible loss of life.

Non-Governmental Organization (NGO): A nonprofit entity that is based on interests of its members, individuals or institutions and that is not created by the government, but may work cooperatively with government. Such organizations serve the public purpose, not a private benefit. Examples of NGOs are the members of the Virginia VOAD – Voluntary Organizations Active in Disasters.

Preparedness: The development of plans to ensure the most effective, efficient response to a disaster or emergency. Preparedness activities are designed to help save lives and minimize damage by preparing people to respond appropriately when an emergency is imminent. Preparedness also includes establishing training, exercises and resources necessary to achieve readiness for all hazards, including Weapons of Mass destruction incidents.

Prevention: Actions to avoid an incident or to intervene to stop an incident from occurring. Prevention involves actions to protect lives and property. It involves identifying and applying intelligence and other information to a range of activities that may include such countermeasures as deterrence operations; heightened inspections; improved surveillance and security operations; investigations to determine the full nature and source of the threat; public health and agricultural surveillance and testing processes; immunizations, isolation, or quarantine; and, as appropriate, specific law enforcement operations aimed at deterring, preempting, interdicting, or disrupting illegal activity, and apprehending potential perpetrators.

Presidential Declaration: A presidential declaration frees up various sources of assistance from the Federal government based on the nature of the request from the governor.

Recovery: Recovery involves restoring systems to normal after the emergency. Some long-term recovery actions may continue for months or even years.

Resource Shortage: The absence, unavailability, or reduced supply of any raw or processed natural resource or any commodities, goods, or services of any kind which bear a substantial

relationship to the health, safety, welfare, and economic well being of the citizens of the Commonwealth.

Regional Information Coordination Center: The center facilitates communications and coordination among local, state, and federal government authorities to ensure an effective and timely response to regional emergencies and incidents, including coordination of decision-making regarding events such as closings, early release of employees, evacuation, transportation decisions, health response, etc.

Severe Weather "Warning": Severe weather conditions which could cause serious property damage or loss of life have occurred -- have been actually observed or reported. For example, a Flash Flood Warning means that heavy rains have occurred, and low-lying areas are likely to be flooded

Severe Weather "Watch": Atmospheric conditions indicate that severe weather is possible, but has not yet occurred (e.g., Hurricane Watch, Flash Flood Watch, Tornado Watch, etc.).

Situation Report: A form which, when completed at the end of each day of local Emergency Operations Center operations, will provide the County with an official daily summary of the status of an emergency and of the local emergency response. A copy should be submitted to the State EOC via fax or submitted through the Virginia Department of Emergency Management website.

Span of Control: As defined in the Incident Command System, Span of Control is the number of subordinates one supervisor can manage effectively. Guidelines for the desirable span of control recommend three to seven persons. The optimal number of subordinates is five for one supervisor.

Stafford Act: The Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93-288, as amended by Public Law 100-707. In this plan it is referred to as "The Stafford Act." A Federal statute, which provides for the prompt delivery of Federal assistance to affected local governments and individuals following a major disaster, especially when State and local relief resources are overwhelmed.

State of Emergency: The condition declared by the Governor when, in his judgment, a threatened or actual disaster in any part of the State is of sufficient severity and magnitude to warrant disaster assistance by the State to supplement local efforts to prevent or alleviate loss of life and property damage.

Superfund Amendments and Reauthorization Act of 1986: Established Federal regulations for the handling of hazardous materials. Referred to as SARA Title 3.

Threat: Any indication of possible violence, harm or danger.

Unified Command: Shared responsibility for overall incident management as a result of a multi-jurisdictional or multi-agency incident. In the event of conflicting priorities or goals, or where

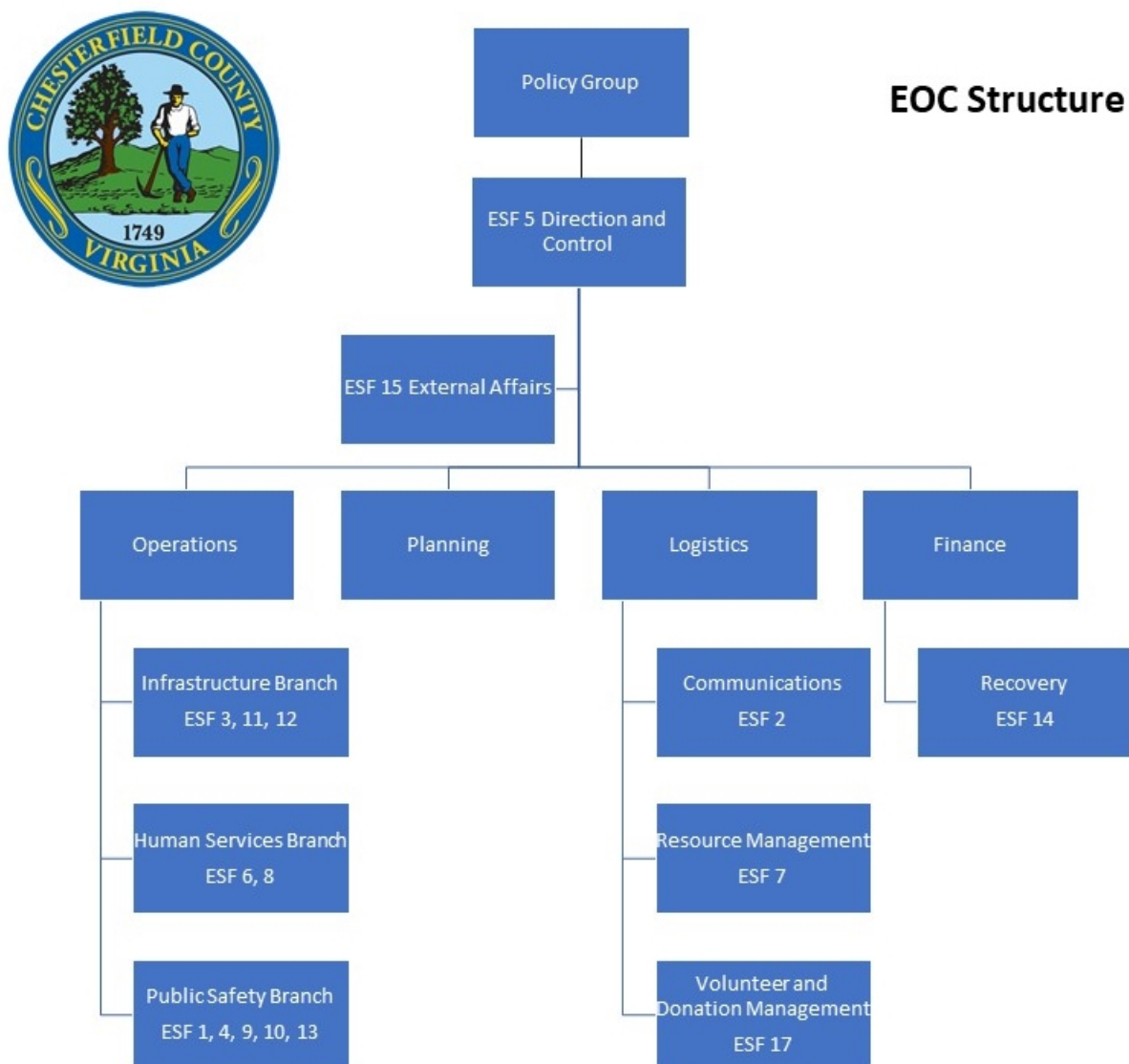
resources are scarce, there must be a clear line of authority for decision-making. Agencies contribute to unified command by determining overall goals and objectives, jointly planning for tactical activities, conducting integrated tactical operations and maximizing the use of all assigned resources.

Voluntary Organizations Active in Disasters (VOAD): Coalition of non-governmental agencies that actively participate in disaster response and recovery.

Warning: The alerting of public officials, emergency support services, and the general public to a threatened emergency or disaster situation.

Weapons of Mass Destruction (WMD): Any explosive, incendiary, or poison gas, bomb, grenade, rocket having a propellant charge of more than 4 ounces, or a missile having an explosive incendiary charge of more than 0.25 ounce, or mine or device similar to the above; poison gas; weapon involving a disease organism; or weapon that is designed to release radiation or radioactivity at a level dangerous to human life. (Source: 18 USC 2332a as referenced in 18 USC 921).

Appendix 7 – EOC Organization



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**CHESTERFIELD COUNTY
BOARD OF SUPERVISORS
AGENDA**

Meeting Date: June 24, 2020

Item Number: 12.B.1.j.

Subject:

Recognize the Department of Fire & EMS, Division of Emergency Management for their Efforts in Re-certifying Chesterfield County as a National Weather Service “Storm Ready” Community

Board Action Requested:

Recognize the Department of Fire & EMS, Division of Emergency Management for their efforts in re-certifying Chesterfield County as a National Weather Service “Storm Ready” community.

Summary of Information:

“StormReady” is a nationwide community preparedness program of the National Weather Service (NWS), that uses a grassroots approach to help communities develop plans to handle all types of severe weather—from tornadoes to winter storms. The program encourages communities to take a proactive approach to improving local hazardous weather operations by providing emergency managers with benchmarks for public outreach efforts, situational awareness tools and emergency response capabilities. In order to receive certification, the Emergency Management Division was required to demonstrate compliance with a considerable number of planning and action requirements. Chesterfield County received its 1st StormReady certification in 2007. The Emergency Management Division recently demonstrated to the NWS that it still meets the requirements of the certification program, and was awarded re-certification for another three year period.

Attachments:

1. LETTER_StormReady_Chesterfield_renew2020

Preparer: Loy Senter, Fire Chief

Approved By:

National Weather Service Office
10009 General Mahone Hwy.
Wakefield, VA. 23888-2742
May 29, 2020

Ms. Jessica Robison
Deputy Coordinator, Emergency Management
Chesterfield County Fire and EMS
P.O. Box 40
Chesterfield, Virginia 23832

Dear Jessica,

It is with great pleasure that NOAA's National Weather Service (NWS) office in Wakefield VA officially renews the StormReady recognition for Chesterfield County, Virginia through March 2023. This recognition clearly shows your dedication to providing the citizens of, and visitors to, Chesterfield County the best possible emergency management and preparedness operation. Chesterfield County continues to enhance its ability to monitor weather conditions, receive NWS warnings, and provide critical warning information to its citizens, which is commendable.

Chesterfield County continues to set a fine example for other Central Virginia communities that desire to become StormReady. Congratulations again, and our office looks forward to continuing to work closely with you and your staff in future endeavors.

Sincerely,

Jeff Orrock
Meteorologist in Charge
WFO Wakefield, VA
Jeff.Orrock@noaa.gov
757-899-5730



**CHESTERFIELD COUNTY
BOARD OF SUPERVISORS
AGENDA**

Meeting Date: June 24, 2020

Item Number: 12.B.1.k.

Subject:

Resolution Recognizing Chesterfield County Centenarian, Adelbert 'Del' Baker's 100th Birthday

Board Action Requested:

Staff requests the Board of Supervisors recognize Chesterfield Centenarian, Adelbert 'Del' Baker's 100th Birthday that took place on June 20, 2020.

Summary of Information:

Mr. Adelbert 'Del' Baker (Dale district resident) celebrated his 100th Birthday on June 20, 2020. Mr. Baker served as a U.S. Army Staff Sergeant with the 25th Infantry in the South Pacific during World War II from 1942 to 1945. He worked 42 years at DuPont Co.'s Spruance Plant and served as a volunteer firefighter in the Dale District upon his return. To celebrate a century of life, Maj. Charles A. Ransom American Legion Post 186 held a motorcycle birthday procession the morning of June 20, 2020 at the Magnolias of Chesterfield; accompanied by members of the Chesterfield County Sheriff's Office, Chesterfield County Fire and EMS and Chesterfield County Police.

Attachments:

1. Resolution Recognizing Mr. Adelbert 'Del' Baker's 100th Birthday

Preparer: Debra Preston, Manager, Aging and Disability Services

Approved By:

RESOLUTION RECOGNIZING MR. ADELBERT "DEL" BAKER
ON HIS 100TH BIRTHDAY

WHEREAS, Adelbert "Del" Baker, the youngest of two children was born in New York on June 20, 1920 and raised in Surry, Virginia from 1924 to 1938; and

WHEREAS, after receiving his High School Diploma and serving his country in WWII he married Katherine 'Kitty; Toler in 1946 enjoying 64 years of marriage; and

WHEREAS, in 1951 they had one daughter Sandra Baker; and

WHEREAS, Mr. Baker proudly served his country fighting in World War II in the U.S. Army as Staff Sergeant with the 25th Infantry in the South Pacific from 1942 to 1945

WHEREAS, after the war Mr. Baker returned to work at Dupont and retired in 1981 after 42 years of service in Spruance Fibers, Field Maintenance, Machine Shop; and

WHEREAS, Mr. Baker wanted to serve his community and joined the Dale Ruritan Club in 1962; and

WHEREAS, he served twice as president of the Dale Ruritan Club and as Chaplin for more than 10 years; and

WHEREAS, Mr. Baker has been a long-standing member of the American Legion; and

Whereas, his volunteer service with the Dale Fire Department began in 1961 at the original firehouse located at 6036 Ironbridge Road; and

WHEREAS, he was a volunteer firefighter for more than 10 years for the Dale District Volunteer Fire Department No. 11; and

WHEREAS, Mr. Baker enjoyed spending time outdoors hunting, fishing or camping; and

WHEREAS, he enjoys listening to the Big Bands of the 40s & 50s, watching the Lawrence Welk show, and collecting baseball caps; and

WHEREAS, Mr. Baker's 100th birthday on June 20, 1920, is a suitable time to recognize a century of service to his community and the United States.

NOW, THEREFORE, BE IT RESOLVED that the Chesterfield County Board of Supervisors, this 24th day of June 2020, publicly recognizes Mr. Adelbert "Del" Baker's service to his country in World War II and the example he set serving his community, and on the occasion of his 100th birthday, extends to him on behalf of all Chesterfield County residents appreciation for his service and best wishes.

AND, BE IT FURTHER RESOLVED that a copy of this resolution be presented to Mr. Baker 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: June 24, 2020

Item Number: 12.B.2.a.1.

Subject:

Approval of the Purchase of a Parcel of Land Adjacent to the Fulghum Center

Board Action Requested:

Approve the purchase of a parcel of land containing 1.84 acres, more or less, with improvements, for \$225,000, plus closing costs from Patsy M. Kelley adjacent to the Fulghum Center and authorize the County Administrator to execute the sales contract and deed.

Summary of Information:

Staff requests that the Board of Supervisors approve the purchase of a parcel of land containing 1.84 acres, more or less, with improvements, known as GPIN 782 685 0557 00000, 4001 Cogbill Road, for \$225,000 from Patsy M. Kelley, adjacent to the Fulghum Center. Closing costs are estimated to be \$7,500. The contract is subject to acceptable title and Phase I ESA. Acquisition of the property provides additional land for the proposed Cogbill/Hopkins Roads Park and Ride lot, and land for a potential County/Schools warehouse facility and school bus parking lot. Any necessary approvals for future use of the property and/or demolition of existing structures will be obtained prior to taking any further actions.

Approval is recommended.

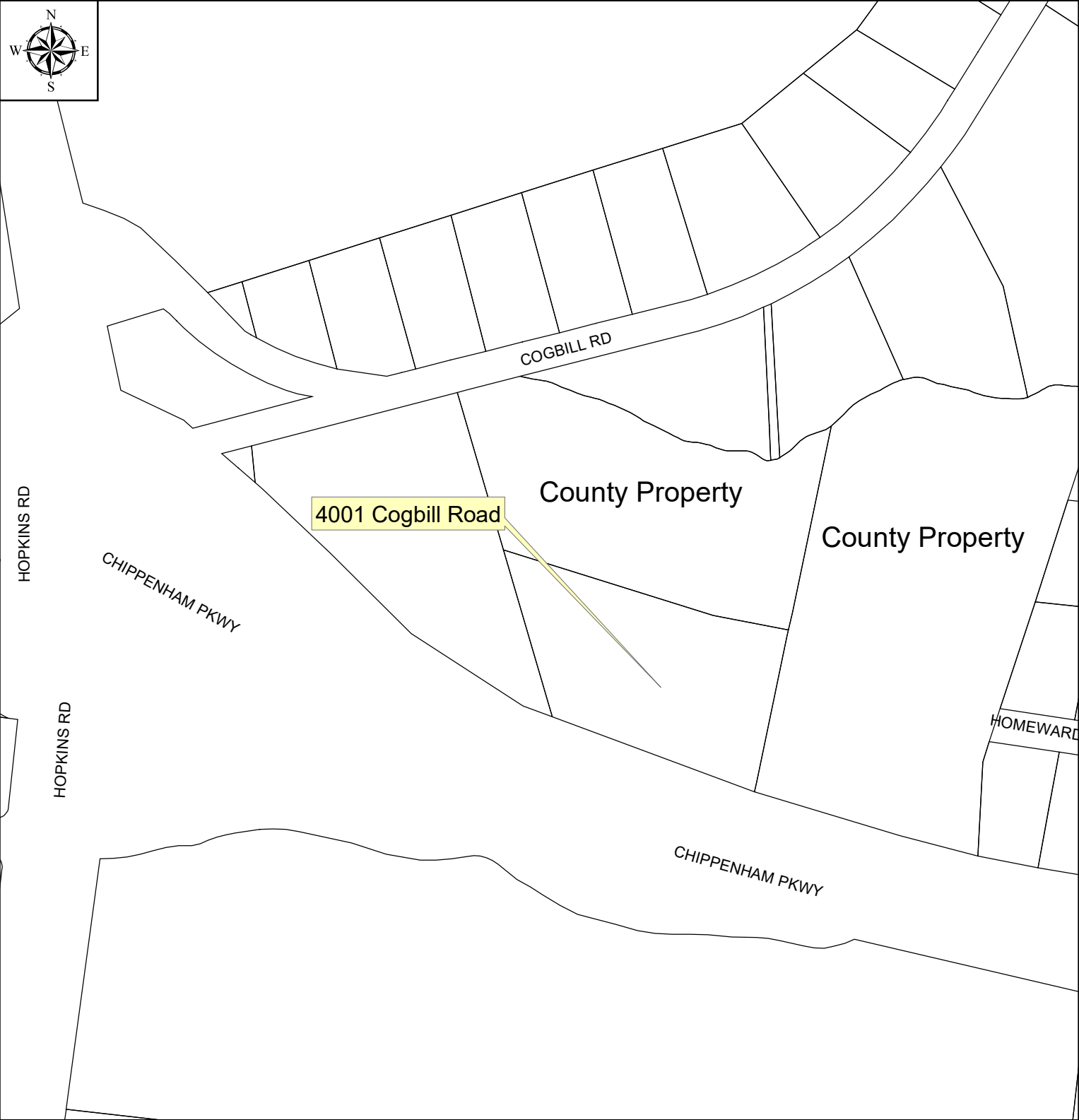
Attachments:

1. Cogbill Road Vicinity Sketch

Preparer: Dean Sasek, Real Property Manager

Approved By:

Board of Supervisors Meeting - June 24, 2020
Approval of the Purchase of a Parcel of Land Adjacent to the Fulghum Center



Chesterfield County
Real Property Office



1 inch = 200 feet





**CHESTERFIELD COUNTY
BOARD OF SUPERVISORS
AGENDA**

Meeting Date: June 24, 2020

Item Number: 12.B.2.b.1.

Subject:

Conveyance of an Easement to Virginia Electric and Power Company

Board Action Requested:

Authorize the Chair of the Board of Supervisors and the County Administrator to execute an agreement with Virginia Electric and Power Company for a variable width underground easement for new service to the Addison-Evans Water Treatment Plant.

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 Virginia Electric and Power Company for a 15' underground easement. This is necessary to modernize the current service which is more than 40 years old. This request has been reviewed by county staff.

Approval is recommended.

Attachments:

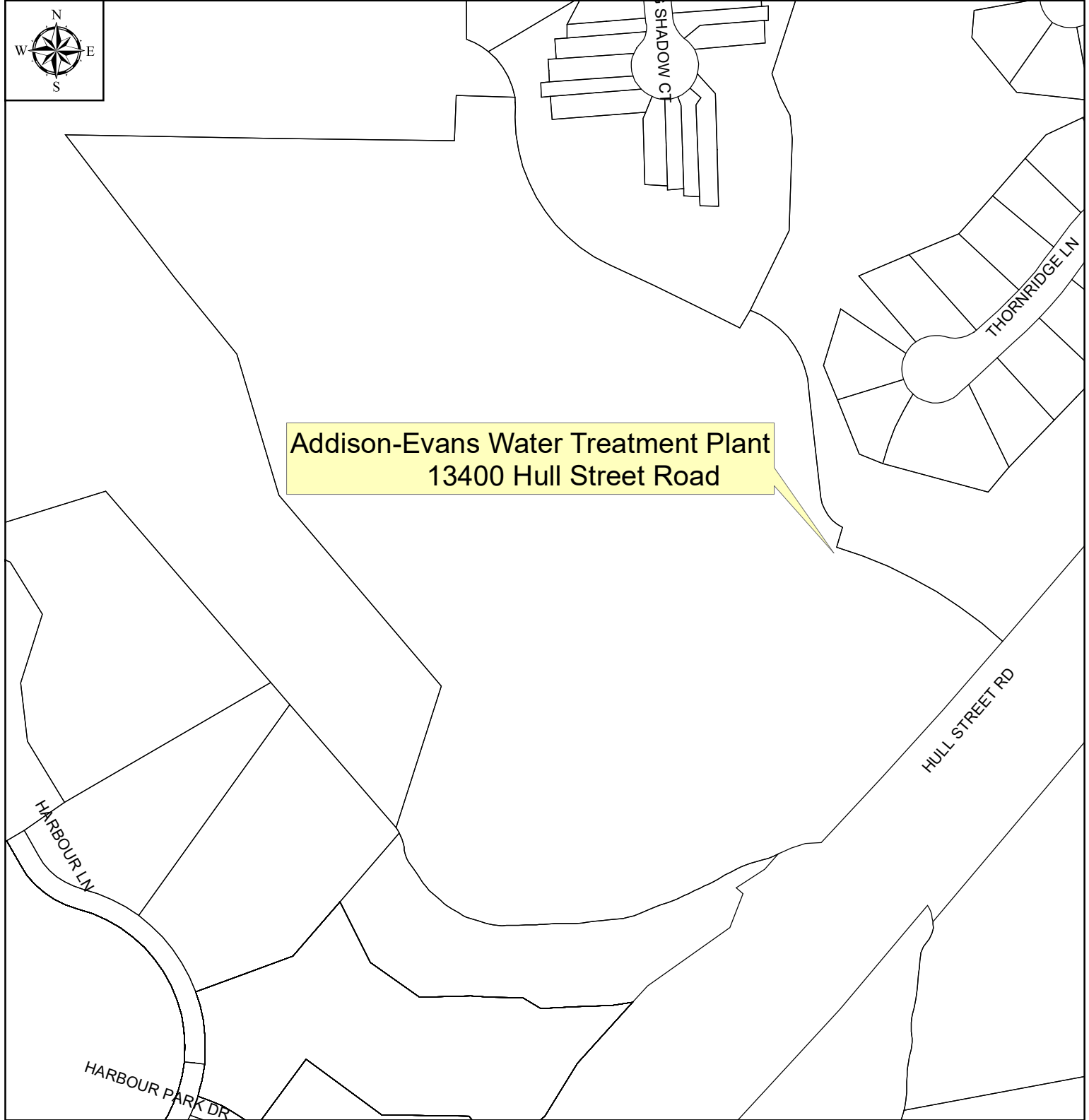
1. Addison-Evans Virginia Power Easement Vicinity Sketch
2. Addison-Evans Virginia Power Easement Plat

Preparer: Dean Sasek, Real Property Manager

Approved By:



Board of Supervisors Meeting - June 24, 2020
Conveyance of an Easement to Virginia Electric and Power Company



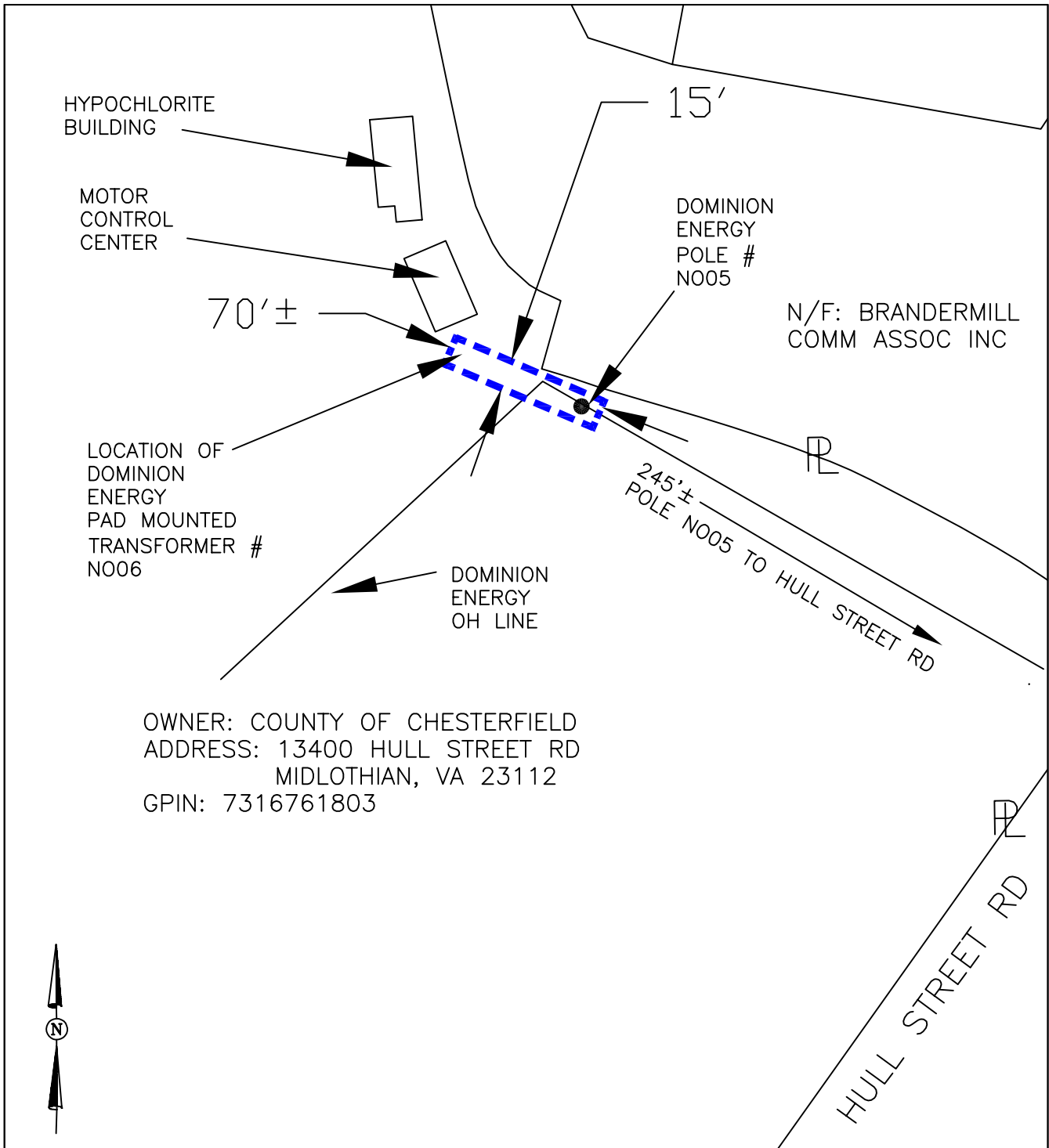
Chesterfield County
Real Property Office


SnowD 06-11-2020



1 inch = 200 feet





<div>LEGEND</div> <div><div>— — —</div> Location of Boundary Lines of Right-of-Way 15' in Width.</div> <div><div></div> Indicates Property Line is Right-of-Way Boundary 15' in Width.</div>	District MIDLOTHIAN	Scale NTS	PLAT TO ACCOMPANY RIGHT-OF-WAY AGREEMENT	UG
	District-Township-Borough County-City State MIDLOTHIAN CHESTERFIELD VA		VIRGINIA ELECTRIC AND POWER COMPANY doing business as	
	Office CENTRAL	Plat Number 00-20-0164		
	Estimate Number 10377217	Grid Number L2043		
DATE 04.30.2020 BY JEFF MILLER			OWNER INITIALS _____	



**CHESTERFIELD COUNTY
BOARD OF SUPERVISORS
AGENDA**

Meeting Date: June 24, 2020

Item Number: 12.B.2.b.2.

Subject:

Designation of a 16' County Trail Easement and a VSMP Easement for the Courthouse Road Trail Project

Board Action Requested:

Designation of a county trail easement and a VSMP easement for the Courthouse Road Trail Project.

Summary of Information:

In order to construct the Courthouse Road Trail Project, it is necessary that a county trail easement and a VSMP easement be designated across county property. This request has been reviewed by county staff.

Approval is recommended.

Attachments:

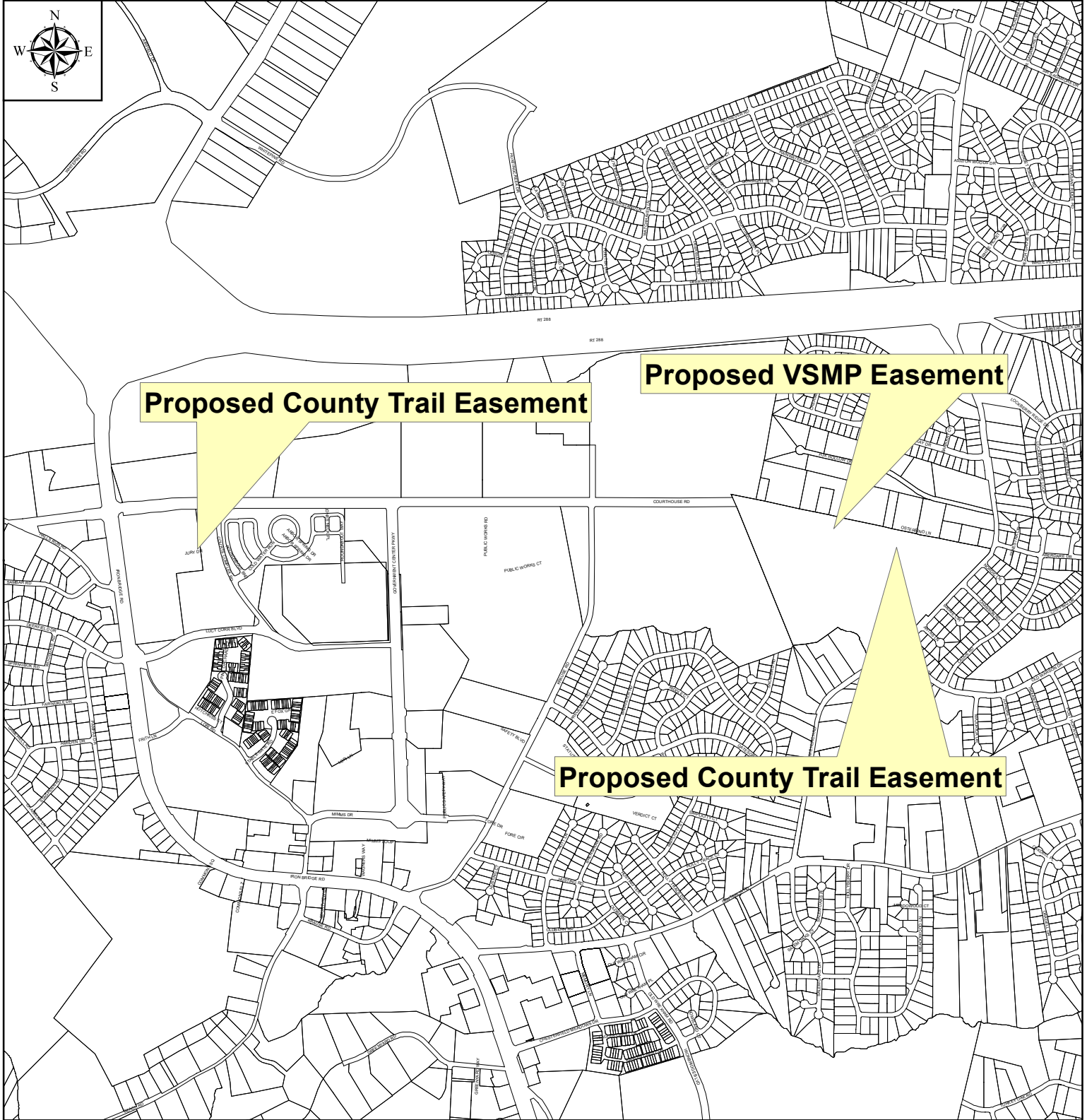
1. Courthouse Road Trail Declaration Sketch
2. Courthouse Road Trail Plat 1
3. Courthouse Road Trail Plat 2
4. Courthouse Road Trail Plat 3
5. Courthouse Road Trail Plat 4
6. Courthouse Road Trail Plat 5
7. Courthouse Road Trail Plat 6

Preparer: Dean Sasek, Real Property Manager

Approved By:

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

Board of Supervisors Meeting - June 24, 2020
Designation of a 16' County Trail Easement and a
VSMP Easement for the Courthouse Road Trail Project



Chesterfield County
Real Property Office



1 inch = 1,500 feet

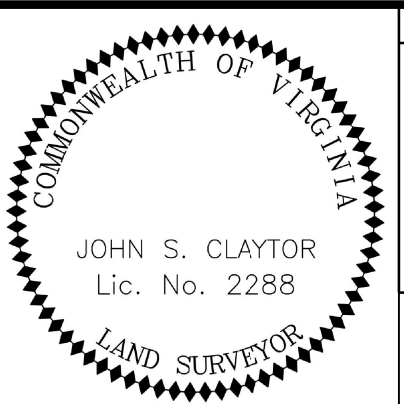


PROJECT MANAGER *Nathan Mathis, Chesterfield County, (804) 748-1037* -----
SURVEYED BY, DATE *A. Morton Thomas & Assoc., Inc. (804) 276-6231* -----
DESIGN BY *A. Morton Thomas & Assoc., Inc. (804) 276-6231* -----
SUBSURFACE UTILITY BY, DATE *A. Morton Thomas & Assoc., Inc. (804) 276-6231*

THESE PLANS ARE UNFINISHED
AND UNAPPROVED AND ARE NOT
TO BE USED FOR ANY TYPE
OF CONSTRUCTION OR THE
ACQUISITION OF RIGHT OF WAY.

RW PLANS

PARCEL NO.	TAX ID NO.	AREAS (TABLE IN ACRES)											
		PROP R/W TAKE		PERM. MAINT. ESMTS	PERM. ESMTS.							TEMP. CONSTR. ESMTS	
		FEE	PRESCR	VSMP	WATER	SEWER	GAS	COMM	ELEC	TRAIL	TOTAL	TCE	ENTR.
001	769665424100000	0.000	0.000							0.062	0.062	-	
002	770664009900000	0.000	0.000							0.081	0.081	-	
003	770665817900000	0.000	0.000							0.005	0.005	0.001	



REVISED	STATE	ROUTE	STATE PROJECT	SHEET NO.
	VA.		2099-020-815, PE-101, C-501 RW-201 C-501	3RW

DESIGN FEATURES RELATING TO CONSTRUCTION
OR TO REGULATION AND CONTROL OF TRAFFIC
MAY BE SUBJECT TO CHANGE AS DEEMED
NECESSARY BY THE DEPARTMENT

A. Morton Thomas & Assoc., Inc.
Richmond, Virginia
LAND SURVEYOR

Curve JURY_TRAIL_BL_3
PI • 10+84.42
DELTA • 91°12'17.58" (RT)
D • 286'28" 44"
T • 20.43'
L • 31.84'
R • 20.00'
PC • 10+64.00
PT • 10+95.84

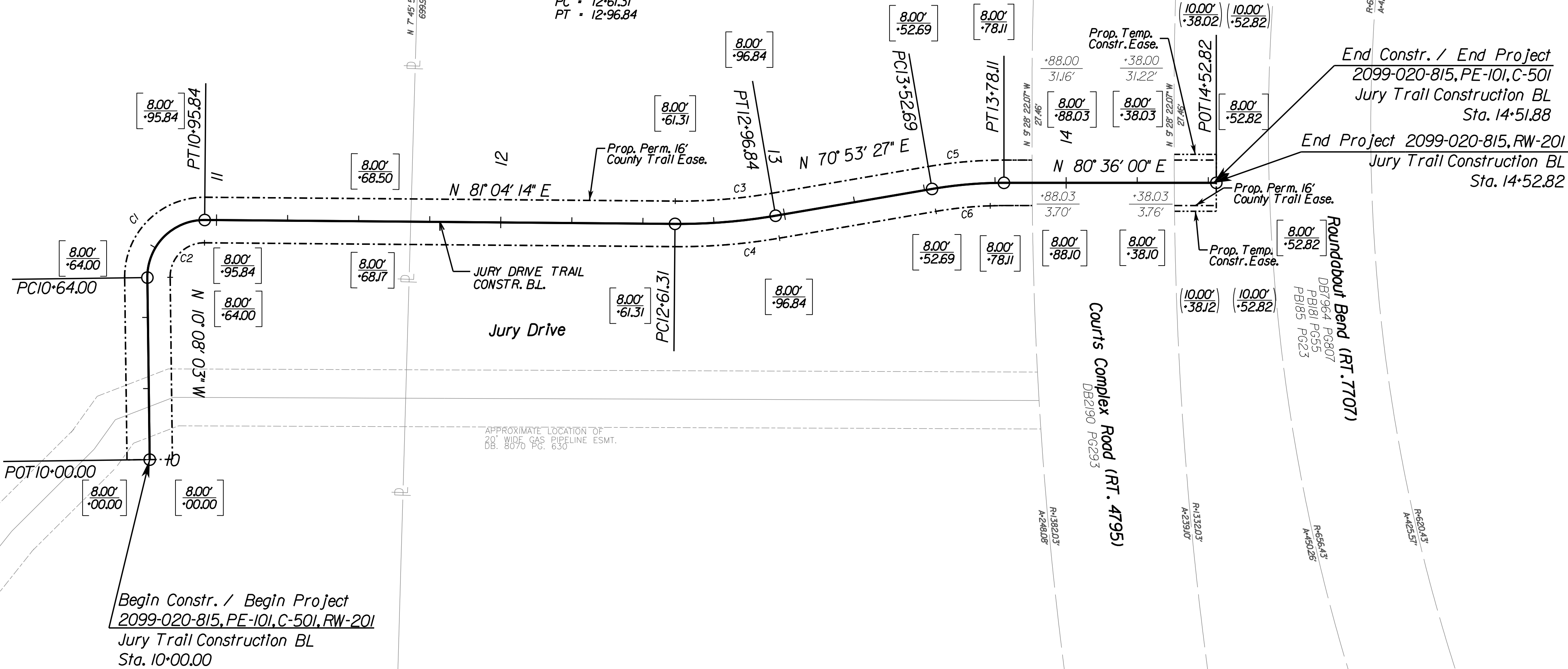
CHESTERFIELD COUNTY
DB936 PG58
DB936 PG64
22.836 AC.
Tax* 769665424100000
9500 Courthouse Road

002
CHESTERFIELD COUNTY
DB936 PG58
DB936 PG64
44.313 AC.
Tax* 770664009900000
7000 Lucy Corr Blvd.

Curve JURY_TRAIL_BL_6
PI • 12+79.12
DELTA • 10°10'46.81" (LT)
D • 28'38" 52"
T • 17.81'
L • 35.53'
R • 200.00'
PC • 12+61.31
PT • 12+96.84

Curve JURY_TRAIL_BL_9
PI • 13+65.43
DELTA • 9°42'32.53" (RT)
D • 38'11" 50"
T • 12.74'
L • 25.42'
R • 150.00'
PC • 13+52.69
PT • 13+78.11

003
HEALTH CENTER COMM
CO OF CHESTERFIELD
DB8102 PG926
16.212 AC.
Tax* 770665817900000
9521 Cold Water Run



GENERAL NOTES:

- THIS RIGHT OF WAY SHEET REPRESENTS A FIELD RUN PERIMETER SURVEY OF THE PROPOSED R/W LIMITS. ALL OTHER ADJOINING/DEPARTING BOUNDARY LINES SHOWN ARE COMPILED FROM VARIOUS SOURCES: FOUND FIELD MONUMENTATION, METES AND BOUNDS DESCRIPTIONS, AND RECORDED PLATS. THEY DO NOT REPRESENT A FIELD RUN SURVEY AND ARE A BEST FIT BASED ON COMPILED DATA. ALL AREAS SHOWN FOR R/W TAKES AND EASEMENTS ARE APPROXIMATE ONLY.
- THE PROPERTY LINE INFORMATION SHOWN ON THIS PLAN SHEET IS COMPILED FROM RECORDED DATA AND LIMITED FIELD MEASUREMENTS PERFORMED BY AMT AND DOES NOT REPRESENT A BOUNDARY SURVEY.
- THIS PLAN SHEET WAS PREPARED WITHOUT THE BENEFIT OF A TITLE REPORT AND MAY NOT SHOW ALL EASEMENTS WHICH MAY AFFECT THE PROPERTY HEREON.
- ALL OF THE ADJACENT PROPERTY'S PHYSICAL IMPROVEMENTS ARE NOT SHOWN HEREON.
- BEARINGS AND DISTANCES IN PARENTHESES ARE FROM RECORDED PLATS OR DEEDS.
- THE UNDERGROUND UTILITIES SHOWN ON THIS PLAN WERE DESIGNATED ON OR ABOUT JUNE 30, 2019. THESE UNDERGROUND UTILITIES WERE LOCATED PER FHWA QUALITY LEVEL "B", AND ARE COMPATIBLE FOR ENGINEERING DESIGN.
- NO CEMETERY SITES WERE OBSERVED ON THE SUBJECT PROPERTY. THIS DOES NOT PRECLUDE THEIR EXISTENCE.

IPF/IRF
EXISTING PROPERTY MARKER
EXISTING PROPERTY LINE
EXISTING R/W LINE
CENTERLINE
EXISTING R/W

00.00
12.34'
00.00
12.34'
00.00
12.34'

LEGEND

PROPOSED R/W

PROPOSED TEMPORARY CONSTRUCTION EASEMENT

PROPOSED PERMANENT 16-FOOT COUNTY TRAIL EASEMENT

CURVE DATA TABLE						
	RADIUS	ARC	DELTA	TANGENT	CHORD BEARING	CHORD
C1	28.00'	44.57'	91°12'18"	28.60'	S35°28'6"W	40.01'
C2	12.00'	19.10'	91°12'18"	12.26'	S35°28'6"W	17.15'
C3	192.00'	34.11'	10°10'47"	17.10'	N75°58'51"E	34.07'
C4	208.00'	36.96'	10°10'47"	18.53'	N75°58'51"E	36.91'
C5	158.00'	26.77'	9°42'33"	13.42'	N75°44'44"E	26.74'
C6	142.00'	19.23'	7°45'36"	9.63'	S74°46'16"W	19.22'

CHESTERFIELD COUNTY
PROJ #19-0028

ALL STATIONS AND OFFSETS ARE
TAKEN FROM THE COURTHOUSE
ROAD TRAIL CBL UNLESS STATED
OTHERWISE.

SCALE
0 25' 50'

PROJECT
2099-020-815

SHEET NO.
3RW

PROJECT MANAGER *Nathan Mathis, Chesterfield County, (804) 748-1037* -----
SURVEYED BY, DATE *A. Morton Thomas & Assoc., Inc. (804) 276-6231* -----
DESIGN BY *A. Morton Thomas & Assoc., Inc. (804) 276-6231* -----
SUBSURFACE UTILITY BY, DATE *A. Morton Thomas & Assoc., Inc. (804) 276-6231*

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ACQUISITION OF RIGHT OF WAY.

RW PLANS

CHESTERFIELD COUNTY

DB1574 PG921
DB2025 PG356
74,490 AC.
Tax* 775667250100000

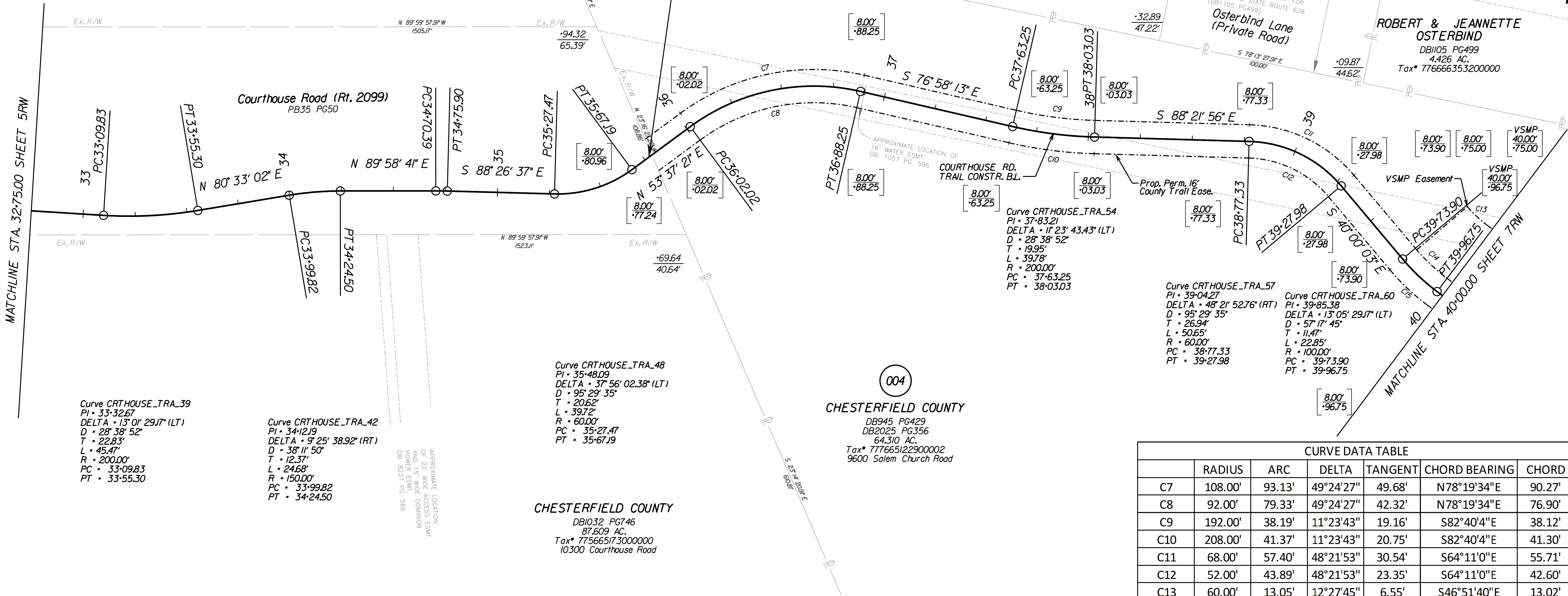
Begin Project 2099-020-815, RW-201
Courthouse Trail Construction BL
Sta. 35+77.24

Curve CRTHOUSE_TRA_45
PI • 34+73.14
DELTA • 1° 34' 42.56" (RT)
D • 28° 38' 52"
T • 276'
L • 5.51'
R • 200.00'
PC • 34+70.39
PT • 34+75.90

Curve CRTHOUSE_TRA_51
PI • 36+48.02
DELTA • 49° 24' 26.56" (RT)
D • 57° 17' 45"
T • 46.00'
L • 86.23'
R • 100.00'
PC • 36+02.02
PT • 36+88.25

ROBERT OSTERBIND
DB3187 PG568
0.574 AC.
Tax* 776666112500000

ROBERT & JEANNETTE
OSTERBIND
DB1105 PG499
4.426 AC.
Tax* 776666353200000



GENERAL NOTES:

- THIS RIGHT OF WAY SHEET REPRESENTS A FIELD RUN PERIMETER SURVEY OF THE PROPOSED R/W LIMITS. ALL OTHER ADJOINING/DEPARTING BOUNDARY LINES SHOWN ARE COMPILED FROM VARIOUS SOURCES: FOUND FIELD MONUMENTATION, METES AND BOUNDS DESCRIPTIONS, AND RECORDED PLATS. THEY DO NOT REPRESENT A FIELD RUN SURVEY AND ARE A BEST FIT BASED ON COMPILED DATA. ALL AREAS SHOWN FOR R/W TAKES AND EASEMENTS ARE APPROXIMATE ONLY.
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- NO CEMETERY SITES WERE OBSERVED ON THE SUBJECT PROPERTY. THIS DOES NOT PRECLUDE THEIR EXISTENCE.

LEGEND

IPF/IRF	EXISTING PROPERTY MARKER	00.00 -12.34'
	EXISTING PROPERTY LINE	(00.00) -12.34'
	EXISTING R/W LINE	
	CENTERLINE	
	EXISTING R/W	00.00 -12.34'

PROPOSED R/W

PROPOSED TEMPORARY
CONSTRUCTION
EASEMENT

PROPOSED PERMANENT
16-FOOT COUNTY
TRAIL EASEMENT

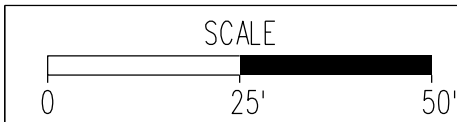
PROPOSED PERMANENT
DRAINAGE EASEMENT

CURVE DATA TABLE

	RADIUS	ARC	DELTA	TANGENT	CHORD BEARING	CHORD
C7	108.00'	93.13'	49°24'27"	49.68'	N78°19'34"E	90.27'
C8	92.00'	79.33'	49°24'27"	42.32'	N78°19'34"E	76.90'
C9	192.00'	38.19'	11°23'43"	19.16'	S82°40'4"E	38.12'
C10	208.00'	41.37'	11°23'43"	20.75'	S82°40'4"E	41.30'
C11	68.00'	57.40'	48°21'53"	30.54'	S64°11'0"E	55.71'
C12	52.00'	43.89'	48°21'53"	23.35'	S64°11'0"E	42.60'
C13	60.00'	13.05'	12°27'45"	6.55'	S46°51'40"E	13.02'
C14	92.00'	21.02'	13°5'29"	10.56'	S46°32'48"E	20.98'
C15	108.00'	24.68'	13°5'29"	12.39'	S46°32'48"E	24.62'

CHESTERFIELD COUNTY
PROJ •19-0028

ALL STATIONS AND OFFSETS ARE
TAKEN FROM THE COURTHOUSE
ROAD TRAIL CBL UNLESS STATED
OTHERWISE.



PROJECT
2099-020-815

SHEET NO.
6RW

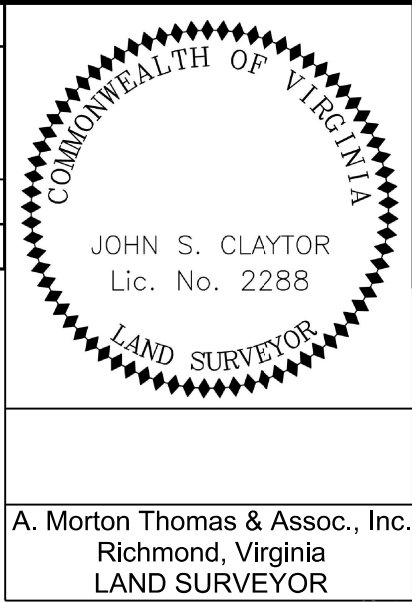
PROJECT MANAGER *Nathan Mathis, Chesterfield County, (804) 748-1037* -----
SURVEYED BY, DATE *A. Morton Thomas & Assoc., Inc. (804) 276-6231* -----
DESIGN BY *A. Morton Thomas & Assoc., Inc. (804) 276-6231* -----
SUBSURFACE UTILITY BY, DATE *A. Morton Thomas & Assoc., Inc. (804) 276-6231*

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ACQUISITION OF RIGHT OF WAY.

RW PLANS

CURVE DATA TABLE						
	RADIUS	ARC	DELTA	TANGENT	CHORD BEARING	CHORD
C16	90.00'	87.55'	55° 44' 14"	47.59'	S80°57'39"E	84.14'
C17	122.00'	118.68'	55° 44' 14"	64.51'	S89°58'45"E	114.06'
C18	138.00'	134.25'	55° 44' 14"	72.97'	S89°58'45"E	129.01'
C19	140.00'	78.07'	31° 56' 59"	40.08'	S89°58'45"E	77.06'
C20	108.00'	60.22'	31° 56' 59"	30.92'	S89°58'45"E	59.45'
C21	92.00'	51.30'	31° 56' 59"	26.34'	S89°58'45"E	50.64'
C22	80.00'	28.69'	20° 32' 46"	14.50'	S89°58'45"E	28.53'
C23	112.00'	40.16'	20° 32' 46"	20.30'	S89°58'45"E	39.95'
C24	128.00'	45.90'	20° 32' 46"	23.20'	S89°58'45"E	45.65'
C25	108.00'	40.06'	21° 15' 8"	20.26'	89°58'45"E	39.83'
C26	92.00'	34.12'	21° 15' 8"	17.26'	89°58'45"E	33.93'

PARCEL NO.	TAX ID NO.	AREAS (TABLE IN ACRES)												
		PROP R/W TAKE		PERM. MAINT. ESMTS	PERM. ESMTS.							TEMP. CONSTR. ESMTS		
		FEE	PRESCR	VSMP	WATER	SEWER	GAS	COMM	ELEC	TRAIL	TOTAL	TCE	ENTR.	
004	777665122900002	0.000	0.000	0.470	-	-	-	-	-	1.087	1.087	-	-	



REVISED	STATE	ROUTE	STATE PROJECT	SHEET NO.
	VA.		2099-020-815, PE-101 RW-201 C-501	7RW

DESIGN FEATURES RELATING TO CONSTRUCTION
OR TO REGULATION AND CONTROL OF TRAFFIC
MAY BE SUBJECT TO CHANGE AS DEEMED
NECESSARY BY THE DEPARTMENT

ROBERT & JEANNETTE OSTERBIND
DB1105 PG499
4.426 AC.
Tax* 776666353200000

OSTERBIND, CLINTON & WATERS N E
DB1105 PG499
DB12147 DP857
3.995 AC.
Tax* 776666833100000

SANDRA & ISMAEL JR OTERO
DB11910 PG305
0.811 AC.
Tax* 776666791200000

Curve CRTHOUSE_TRA_72
PI • 46°56.98
DELTA • 2°15' 07.72" (RT)
D • 57°17' 45"
T • 18.76'
L • 37.09'
R • 100.00'
PC • 46°38.22
PT • 46°75.31

Curve CRTHOUSE_TRA_75
PI • 47°11.59
DELTA • 1°52' 29.26" (LT)
D • 8°51' 04"
T • 7.28'
L • 14.51'
R • 70.00'
PC • 47°04.31
PT • 47°18.81

Curve CRTHOUSE_TRA_63
PI • 42°36.70
DELTA • 55° 44' 13.72" (LT)
D • 44° 04' 25"
T • 68.74'
L • 126.46'
R • 130.00'
PC • 41°67.96
PT • 42°94.42

Curve CRTHOUSE_TRA_66
PI • 45°04.80
DELTA • 3°15' 58.77" (RT)
D • 57°17' 45"
T • 28.63'
L • 55.76'
R • 100.00'
PC • 44°76.17
PT • 45°31.94

Curve CRTHOUSE_TRA_69
PI • 46°00.20
DELTA • 2°32' 45.58" (LT)
D • 47° 44' 47"
T • 21.75'
L • 43.03'
R • 120.00'
PC • 45°78.45
PT • 46°21.48

CHESTERFIELD COUNTY
DB945 PG429
DB2025 PG356
64.310 AC.
Tax* 777665122900002
9600 Salem Church Road

GENERAL NOTES:

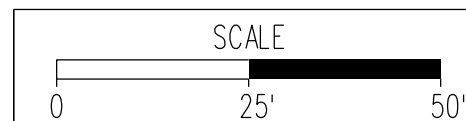
- THIS RIGHT OF WAY SHEET REPRESENTS A FIELD RUN PERIMETER SURVEY OF THE PROPOSED R/W LIMITS. ALL OTHER ADJOINING/DEPARTING BOUNDARY LINES SHOWN ARE COMPILED FROM VARIOUS SOURCES: FOUND FIELD MONUMENTATION, METES AND BOUNDS DESCRIPTIONS, AND RECORDED PLATS. THEY DO NOT REPRESENT A FIELD RUN SURVEY AND ARE A BEST FIT BASED ON COMPILED DATA. ALL AREAS SHOWN FOR R/W TAKES AND EASEMENTS ARE APPROXIMATE ONLY.
- THE PROPERTY LINE INFORMATION SHOWN ON THIS PLAN SHEET IS COMPILED FROM RECORDED DATA AND LIMITED FIELD MEASUREMENTS PERFORMED BY AMT AND DOES NOT REPRESENT A BOUNDARY SURVEY.
- THIS PLAN SHEET WAS PREPARED WITHOUT THE BENEFIT OF A TITLE REPORT AND MAY NOT SHOW ALL EASEMENTS WHICH MAY AFFECT THE PROPERTY HEREON.
- ALL OF THE ADJACENT PROPERTY'S PHYSICAL IMPROVEMENTS ARE NOT SHOWN HEREON.
- BEARINGS AND DISTANCES IN PARENTHESES ARE FROM RECORDED PLATS OR DEEDS.
- THE UNDERGROUND UTILITIES SHOWN ON THIS PLAN WERE DESIGNATED ON OR ABOUT JUNE 30, 2019. THESE UNDERGROUND UTILITIES WERE LOCATED PER FHWA QUALITY LEVEL "B", AND ARE COMPATIBLE FOR ENGINEERING DESIGN.
- NO CEMETERY SITES WERE OBSERVED ON THE SUBJECT PROPERTY. THIS DOES NOT PRECLUDE THEIR EXISTENCE.

LEGEND

IPF/IRF	EXISTING PROPERTY MARKER	00.00 12.34'	PROPOSED R/W	VSMP 00.00 12.34'	PROPOSED PERMANENT DRAINAGE EASEMENT
	EXISTING PROPERTY LINE	(00.00) 12.34'	PROPOSED TEMPORARY CONSTRUCTION EASEMENT		
	EXISTING R/W LINE	(00.00) 12.34'	PROPOSED PERMANENT 16-FOOT COUNTY TRAIL EASEMENT		
	CENTERLINE	00.00 12.34'			
	EXISTING R/W	80.99 54.47'			

CHESTERFIELD COUNTY
PROJ •19-0028

ALL STATIONS AND OFFSETS ARE
TAKEN FROM THE COURTHOUSE
ROAD TRAIL CBL UNLESS STATED
OTHERWISE.



PROJECT
2099-020-815

SHEET NO.
7RW

RW PLANS

A. Morton Thomas & Assoc., Inc.
Richmond, Virginia
LAND SURVEYOR

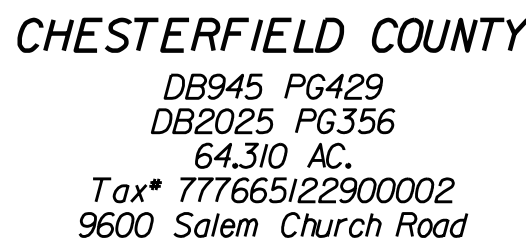
DESIGN FEATURES RELATING TO CONSTRUCTION
OR TO REGULATION AND CONTROL OF TRAFFIC
MAY BE SUBJECT TO CHANGE AS DEEMED
NECESSARY BY THE DEPARTMENT

VALERIE D HARRIS
DB9546 PG871
0.810 AC.
Tax* 777666541000000

Curve CRTHOUSE_TRA-78
PI = 47+66.39
DELTA = 14° 37' 11.10" (RT)
D = 31' 49" 52"
T = 23.09'
L = 45.93'
R = 180.00'
PC = 47+43.30
PT = 47+89.23

Curve CRTHOUSE_TRA-84
PI = 50+15.14
DELTA = 12° 17' 50.24" (RT)
D = 31' 49" 52"
T = 19.39'
L = 38.63'
R = 180.00°
PC = 49+95.75
PT = 50+34.38

Curve CRTHOUSE_TRA_90
PI = 53+53.43
DELTA = 23° 10' 25.59" (RT)
D = 47° 44' 47"
T = 24.60'
L = 48.54'
R = 120.00'
PC = 53+28.83
PT = 53+77.36



CHESTERFIELD COUNTY
PROJ #19-0028

ALL STATIONS AND OFFSETS ARE
TAKEN FROM THE COURTHOUSE
ROAD TRAIL CBL UNLESS STATED
OTHERWISE.

SCALE



0 25' 50'

PROJECT	SHEET NO
2099-020-815	8RW

1. THIS RIGHT OF WAY SHEET REPRESENTS A FIELD RUN PERIMETER SURVEY OF THE PROPOSED R/W LIMITS, ALL OTHER
ADJOINING/DEPARTING BOUNDARY LINES SHOWN ARE COMPILED FROM VARIOUS SOURCES: FOUND FIELD MONUMENTATION, METES
AND BOUNDS DESCRIPTIONS, AND RECORDED PLATS. THEY DO NOT REPRESENT A FIELD RUN SURVEY, AND ARE A BEST FIT
2. ON OR OFF THE PROPOSED R/W LINE. THE R/W LINE IS APPROXIMATE ONLY.
3. THE PROPERTY LINE INFORMATION SHOWN ON THIS PLAN SHEET IS COMPILED FROM RECORDED DATA AND LIMITED FIELD
MEASUREMENTS PERFORMED BY AMT AND DOES NOT REPRESENT A BOUNDARY SURVEY.
4. THIS PLAN SHEET WAS PREPARED WITHOUT THE BENEFIT OF A TITLE REPORT AND MAY NOT SHOW ALL EASEMENTS WHICH MAY
AFFECT THE PROPERTY HEREON.
5. ALL OF THE ADJACENT PROPERTY'S PHYSICAL IMPROVEMENTS ARE NOT SHOWN HEREON.
6. BEARINGS AND DISTANCES IN PARENTHESES ARE FROM RECORDED PLATS OR DEEDS.
7. THE UNDERGROUND UTILITIES SHOWN ON THIS PLAN WERE DESIGNATED ON OR ABOUT JUNE 30, 2019. THESE UNDERGROUND
UTILITIES WERE NOT OBSERVED BY AMT, BUT ARE BASED ON THE RECORDS OF THE UTILITY ENGINEERING DESIGN
8. NO CEMETERY SITES WERE OBSERVED ON THE SUBJECT PROPERTY. THIS DOES NOT PRECLUDE THEIR EXISTENCE.

IPF/IRF

EXISTING PROPERTY
MARKER

—P—

EXISTING PROPERTY LINE

EXISTING R/W LINE
CENTERLINE

EXISTING R/W

00.00
12 34'

PROPOSED R/W

PROPOSED TEMPORARY CONSTRUCTION EASEMENT

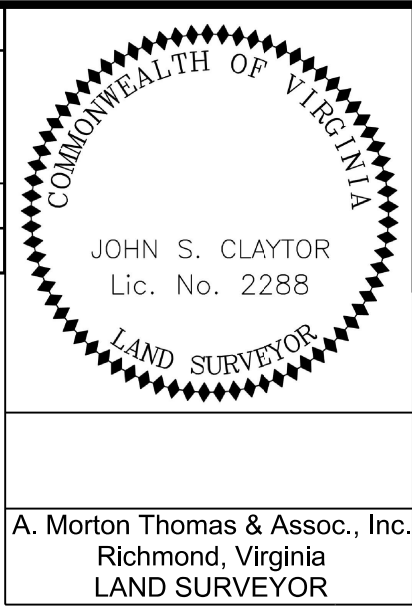
PROPOSED PERMANENT
16-FOOT COUNTY
TRAIL EASEMENT

PROJECT MANAGER *Nathan Mathis, Chesterfield County, (804) 748-1037* -----
SURVEYED BY, DATE *A. Morton Thomas & Assoc., Inc. (804) 276-6231* -----
DESIGN BY *A. Morton Thomas & Assoc., Inc. (804) 276-6231* -----
SUBSURFACE UTILITY BY, DATE *A. Morton Thomas & Assoc., Inc. (804) 276-6231*

THESE PLANS ARE UNFINISHED
AND UNAPPROVED AND ARE NOT
TO BE USED FOR ANY TYPE
OF CONSTRUCTION OR THE
ACQUISITION OF RIGHT OF WAY.

RW PLANS

PARCEL NO.	TAX ID NO.	AREAS (TABLE IN ACRES)											
		PROP R/W TAKE		PERM. MAINT. ESMTS	PERM. ESMTS.							TEMP. CONSTR. ESMTS	
		FEE	PRESCR	VSMPT	WATER	SEWER	GAS	COMM	ELEC	TRAIL	TOTAL	TCE	ENTR.
004	777665122900002	0.000	0.000	0.470	-	-	-	-	-	1.087	1.087	-	



REVISED	STATE	ROUTE	STATE PROJECT	SHEET NO.
	VA.		2099-020-815, PE-101 RW-201 C-501	9RW

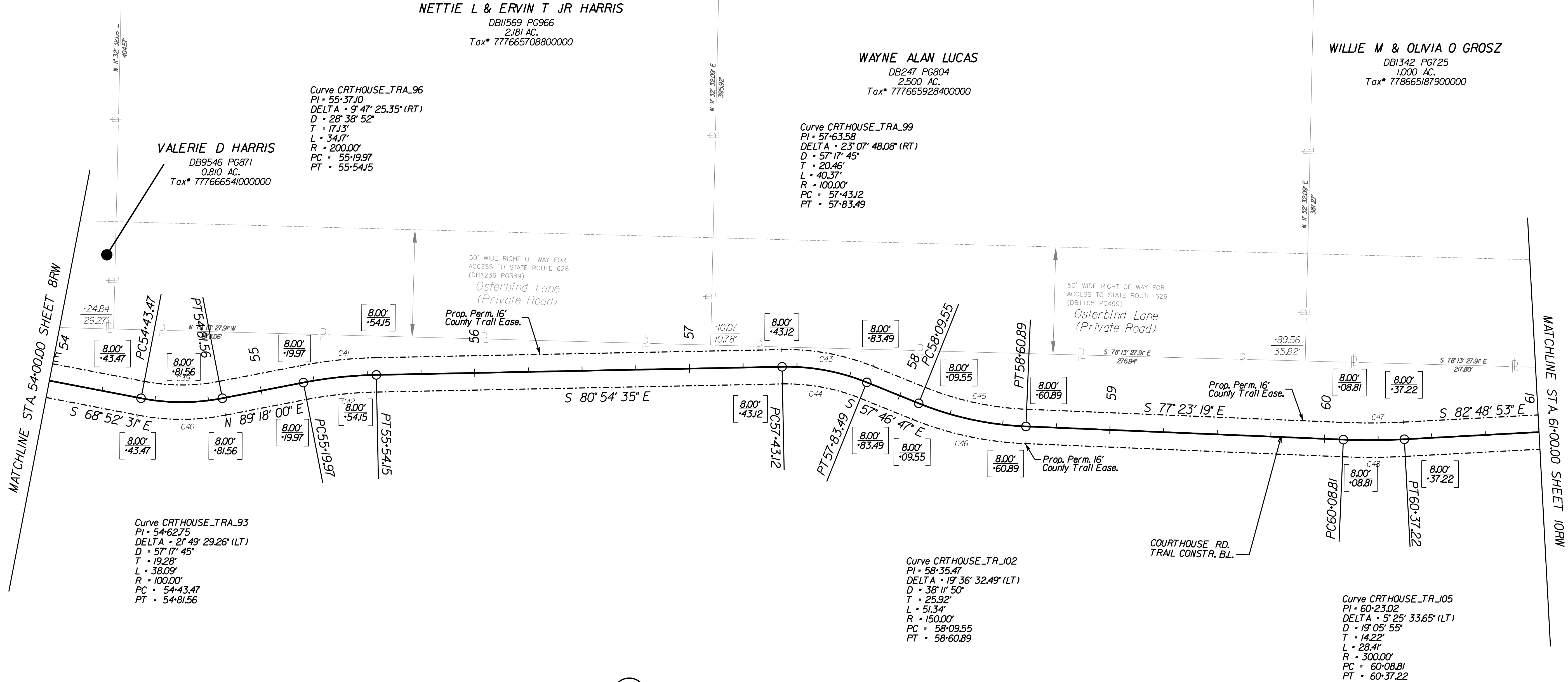
DESIGN FEATURES RELATING TO CONSTRUCTION
OR TO REGULATION AND CONTROL OF TRAFFIC
MAY BE SUBJECT TO CHANGE AS DEEMED
NECESSARY BY THE DEPARTMENT

A. Morton Thomas & Assoc., Inc.
Richmond, Virginia
LAND SURVEYOR

NETTIE L & ERVIN T JR HARRIS
DB11569 PG966
2.181 AC.
Tax* 777665708800000

WAYNE ALAN LUCAS
DB247 PG804
2.500 AC.
Tax* 777665928400000

WILLIE M & OLIVIA O GROSZ
DB1342 PG725
1.000 AC.
Tax* 778665187900000



004

CHESTERFIELD COUNTY
DB945 PG429
DB2025 PG356
64.310 AC.
Tax* 777665122900002
9600 Salem Church Road

GENERAL NOTES:

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- NO CEMETERY SITES WERE OBSERVED ON THE SUBJECT PROPERTY. THIS DOES NOT PRECLUDE THEIR EXISTENCE.

LEGEND

IPF/IRF
EXISTING PROPERTY MARKER
EXISTING PROPERTY LINE
EXISTING R/W LINE
CENTERLINE
EXISTING R/W

00.00
12.34'
00.00
12.34'
00.00
12.34'

PROPOSED R/W
PROPOSED TEMPORARY CONSTRUCTION EASEMENT
PROPOSED PERMANENT 16-FOOT COUNTY TRAIL EASEMENT

CURVE DATA TABLE						
	RADIUS	ARC	DELTA	TANGENT	CHORD BEARING	CHORD
C39	92.00'	35.04'	21° 49' 29"	17.74'	S79° 47' 15" E	34.83'
C40	108.00'	41.14'	21° 49' 29"	20.82'	S79° 47' 15" E	40.89'
C41	208.00'	35.54'	9° 47' 25"	17.81'	S85° 48' 17" E	35.50'
C42	192.00'	32.81'	9° 47' 25"	16.44'	S85° 48' 17" E	32.77'
C43	108.00'	43.60'	23° 7' 48"	22.10'	S69° 20' 41" E	43.30'
C44	92.00'	37.14'	23° 7' 48"	18.83'	S69° 20' 41" E	36.89'
C45	142.00'	48.60'	19° 36' 32"	24.54'	S67° 35' 3" E	48.36'
C46	158.00'	54.07'	19° 36' 32"	27.30'	S67° 35' 3" E	53.81'
C47	292.00'	27.65'	5° 25' 34"	13.84'	S80° 6' 6" E	27.64'
C48	308.00'	29.17'	5° 25' 34"	14.59'	S80° 6' 6" E	29.16'

CHESTERFIELD COUNTY
PROJ *19-0028

ALL STATIONS AND OFFSETS ARE
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ROAD TRAIL CBL UNLESS STATED
OTHERWISE.

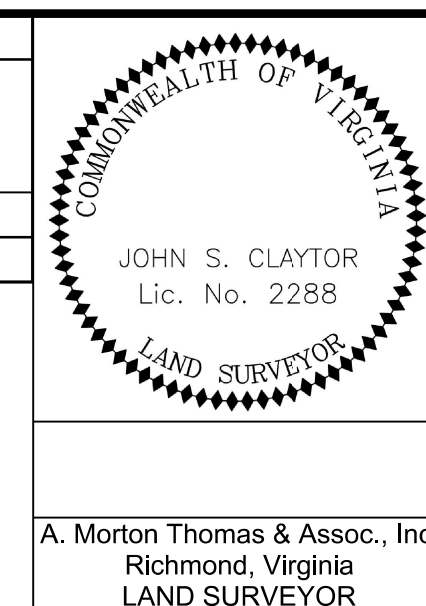
SCALE
0 25' 50'

PROJECT
2099-020-815

SHEET NO.
9RW

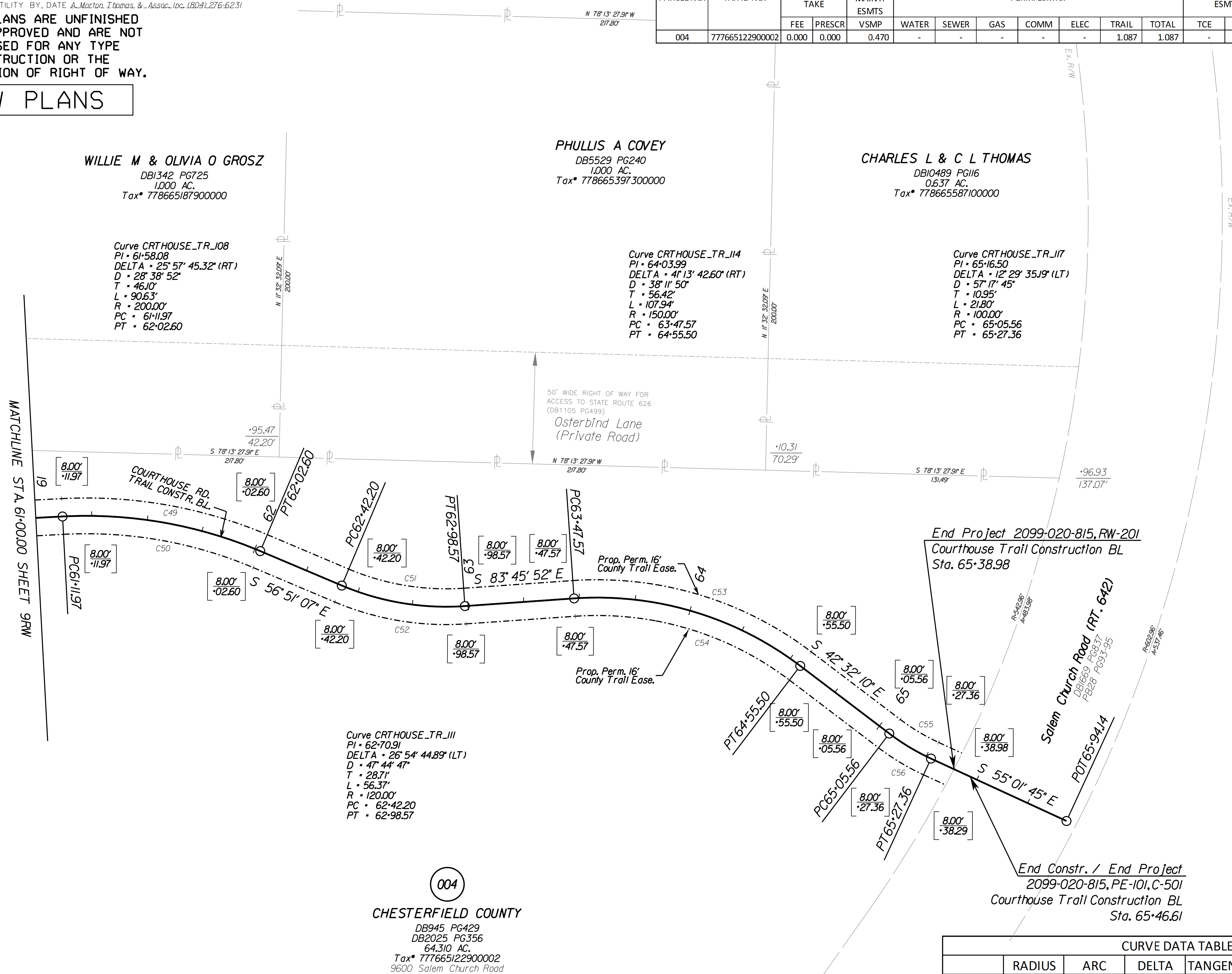
RW PLANS

PARCEL NO.	TAX ID NO.	AREAS (TABLE IN ACRES)											
		PROP R/W TAKE		PERM. MAINT. ESMTS	PERM. ESMTS.						TEMP. CONSTR. ESMTS		
		FEE	PRESCR	VMPM	WATER	SEWER	GAS	COMM	ELEC	TRAIL	TOTAL	TCE	ENTR.
004	777665122900002	0.000	0.000	0.470	-	-	-	-	-	1.087	1.087	-	-






REVISED	STATE	STATE		SHEET NO.
		ROUTE	PROJECT	
	VA.		2099-020-815, PE-101 RW-201 C-501	10RW

DESIGN FEATURES RELATING TO CONSTRUCTION
OR TO REGULATION AND CONTROL OF TRAFFIC
MAY BE SUBJECT TO CHANGE AS DEEMED
NECESSARY BY THE DEPARTMENT



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7. NO CEMETERY SITES WERE OBSERVED ON THE SUBJECT PROPERTY. THIS DOES NOT PRECLUDE THEIR EXISTENCE.

IPF / IRF	EXISTING PROPERTY MARKER
	EXISTING PROPERTY LINE
	EXISTING R/W LINE
	CENTERLINE
<u>80.99</u> C & G	EXISTING R/W

PROPOSED PERMANENT
16-FOOT COUNTY
TRAIL EASEMENT

CURVE DATA TABLE						
	RADIUS	ARC	DELTA	TANGENT	CHORD BEARING	CHORD
C49	208.00'	94.25'	25° 57'45"	47.95'	S69°50'0"E	93.45'
C50	192.00'	87.00'	25° 57'45"	44.26'	S69°50'0"E	86.26'
C51	112.00'	52.61'	26° 54'45"	26.80'	S70°18'30"E	52.13'
C52	128.00'	60.12'	26° 54'45"	30.63'	S70°18'30"E	59.57'
C53	158.00'	113.69'	41° 13'43"	59.43'	S63°9'1"E	111.26'
C54	142.00'	102.18'	41° 13'43"	53.41'	S63°9'1"E	99.99'
C55	92.00'	20.06'	12° 29'35"	10.07'	S48°46'57"E	20.02'
C56	108.00'	23.55'	12° 29'35"	11.82'	S48°46'57"E	23.50'

ALL STATIONS AND OFFSETS ARE
TAKEN FROM THE COURTHOUSE
ROAD TRAIL CBL UNLESS STATED
OTHERWISE.

SCALE



0 25' 50'

PROJECT	SHEET NO
2099-020-815	10RW



**CHESTERFIELD COUNTY
BOARD OF SUPERVISORS
AGENDA**

Meeting Date: June 24, 2020

Item Number: 12.B.2.c.1.

Subject:

Request to Quitclaim a Portion of a Variable Width Drainage Easement (Private) Across the Property of George Street Corporation

Board Action Requested:

Authorize the Chair of the Board of Supervisors and the County Administrator to execute a quitclaim deed to vacate a portion of a variable width drainage easement (private) across the property of George Street Corporation.

Summary of Information:

George Street Corporation has requested the vacation of a portion of a variable width drainage easement (private) across its property as shown on the attached plat. This request has been reviewed by Environmental Engineering and is needed for the development of Sifen-Koger Center.

Approval is recommended.

Attachments:

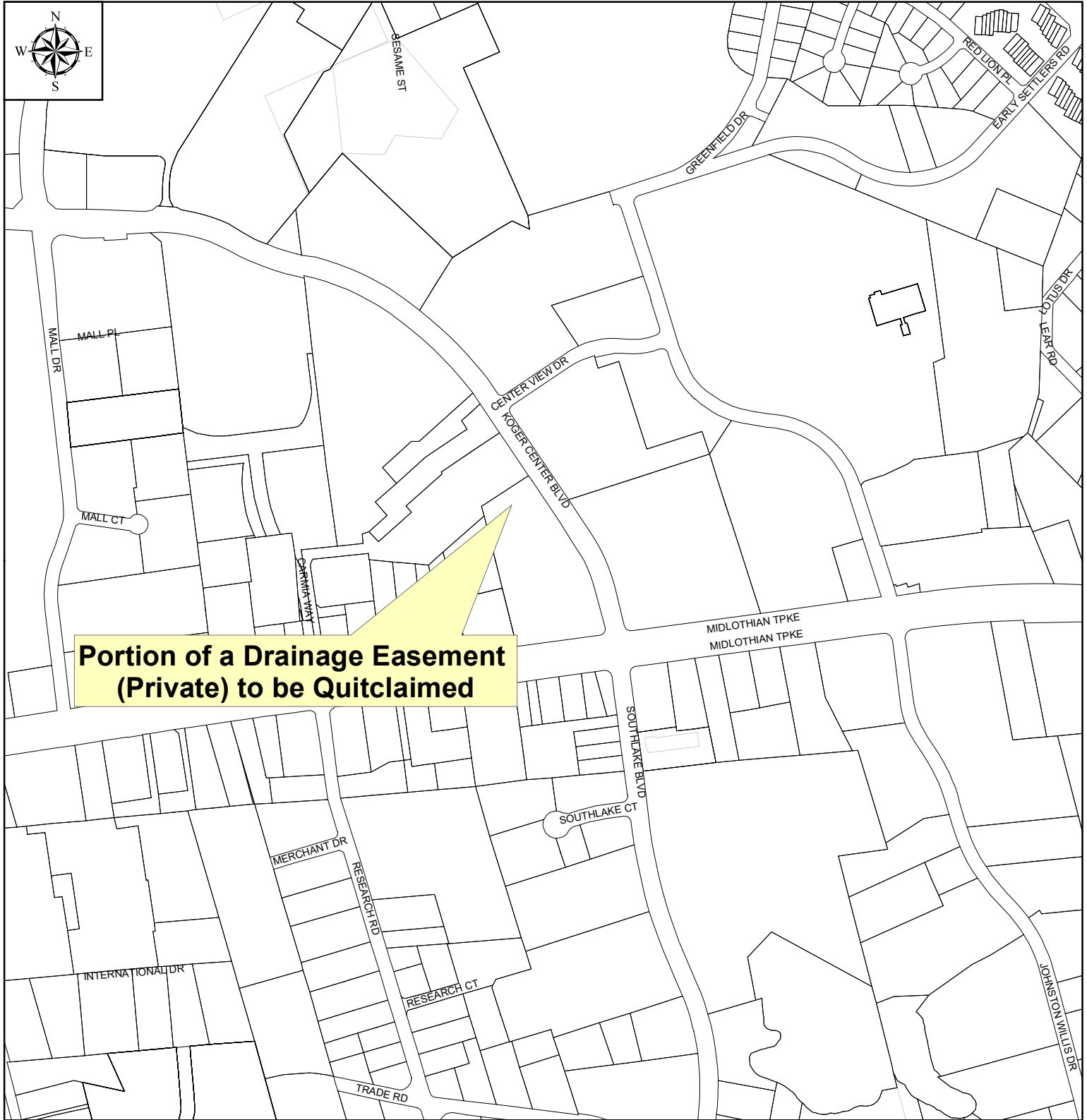
1. George Street Corp Quitclaim Sketch
2. George Street Corp Quitclaim Plat

Preparer: Dean Sasek, Real Property Manager

Approved By:



Board of Supervisors Meeting - June 24, 2020
Request to Quitclaim a Portion of a Variable Width Drainage
Easement (Private) Across the Property of George Street Corporation.



Chesterfield County
Real Property Office



1 inch = 600 feet



MIDLOTHIAN TURNPIKE
(ROUTE 60)
VARIABLE WIDTH PUBLIC R.O.W.

LINE TABLE					
LINE	BEARING	LENGTH	LINE	BEARING	LENGTH
L1	S33° 48' 20"E	25.60	L7	N73° 50' 00"W	36.96
L2	S33° 56' 54"E	16.00	L8	N13° 51' 56"W	9.24
L3	S56° 03' 06"W	128.79	L9	N56° 05' 20"E	10.43
L4	S13° 54' 10"E	60.00	L10	S73° 50' 00"E	25.64
L5	S76° 05' 50"W	92.00	L11	N14° 03' 38"W	10.23
L6	N13° 51' 56"W	31.29	L12	N76° 05' 50"E	45.32
			L13	N56° 03' 06"E	172.64

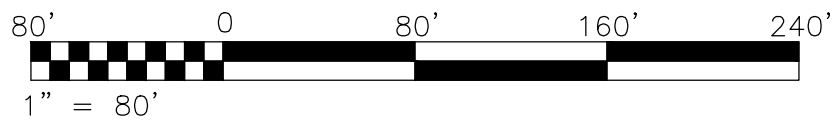
PARCEL A
GPIN: 7447091952 (A PORTION OF)
GEORGE STREET CORP.
D.B. 7771, PG. 639
NEW AREA=3.716 ACRES
10920 MIDLOTHIAN TURNPIKE

PARCEL B
GPIN: 7447091952 (A PORTION OF)
GEORGE STREET CORP.
D.B. 7771, PG. 639
NEW AREA=1.984 ACRES
10920 MIDLOTHIAN TURNPIKE

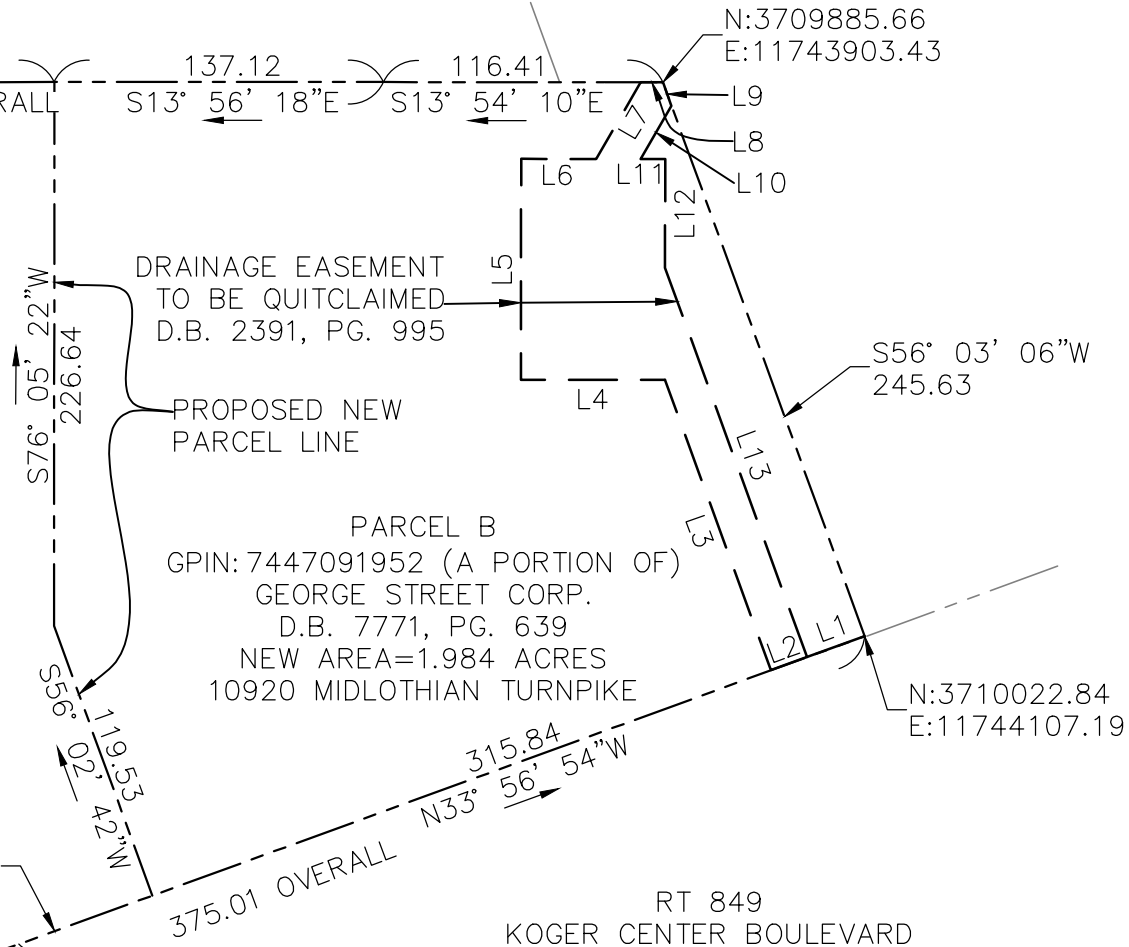
RT 849
KOGER CENTER BOULEVARD
VARIABLE WIDTH PUBLIC R.O.W.
P.B. 50, PG. 51

L=41.94, R=25.00
Δ=96°06'43"
CH. DIST.=37.19
CH. BEAR.=N34° 10' 28"E

L=223.95, R=641.64
Δ=19°59'52"
CH. DIST.=222.81
CH. BEAR.=N23° 56' 57"W



NOTE: OTHER EASEMENTS
AND IMPROVEMENTS EXIST
THAT ARE NOT SHOWN.



CO. PROJ. # 16-0232
CO. SITE # 17PRO123

DRAINAGE EASEMENT
VACATION PLAT FOR
10920 MIDLOTHIAN
TURNPIKE
MIDLOTHIAN DISTRICT
CHESTERFIELD COUNTY, VA

NYFELER ASSOCIATES
LAND SURVEYING & MAPPING
619 W CARY STREET RICHMOND, VA 23220
804-277-4231
www.nyfelerassociates.com

SHEET NO.: 1 OF 1	DATE: 5/27/2020	JOB NUMBER: 14016B	
	SCALE: 1" = 80'	DRAWN BY: JRW	



**CHESTERFIELD COUNTY
BOARD OF SUPERVISORS
AGENDA**

Meeting Date: June 24, 2020

Item Number: 12.B.2.c.2.

Subject:

Request to Quitclaim a Portion of a Drainage Easement (Private) Across the Properties of HHHunt Homes, L.C., and Shatterria Taylor and Brennan D. Taylor

Board Action Requested:

Authorize the Chair of the Board of Supervisors and the County Administrator to execute a quitclaim deed to vacate a portion of a drainage easement (private) across the properties of HHHunt Homes, L.C., and Shatterria Taylor and Brennan D. Taylor.

Summary of Information:

HHHunt Homes, L.C., and Shatterria Taylor and Brennan D. Taylor have requested the vacation of a portion of a drainage easement (private) across their properties as shown on the attached plat. This request has been reviewed by Environmental Engineering and is needed for the development of Silverleaf, Section G.

Approval is recommended.

Attachments:

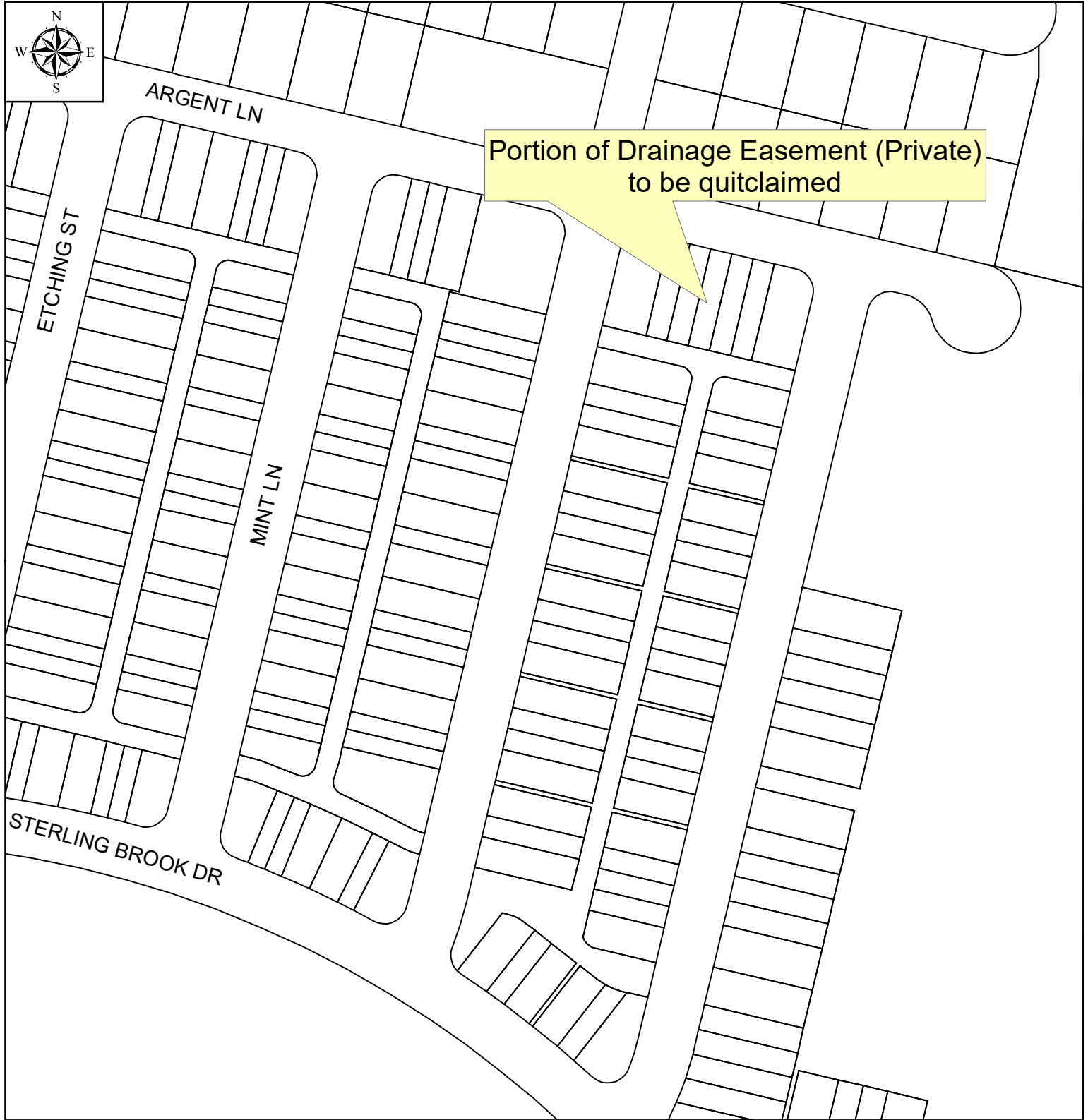
1. HHHunt Homes, L.C., and Shatterria Taylor & Brennan D. Taylor Quitclaim Vicinity Sketch
2. HHHunt Homes, L.C., and Shatterria Taylor & Brennan D. Taylor Quitclaim Plat

Preparer: Dean Sasek, Real Property Manager

Approved By:



Board of Supervisors Meeting - June 24, 2020
Request to Quitclaim Portion of a Drainage Easement (Private)



Chesterfield County
Real Property Office

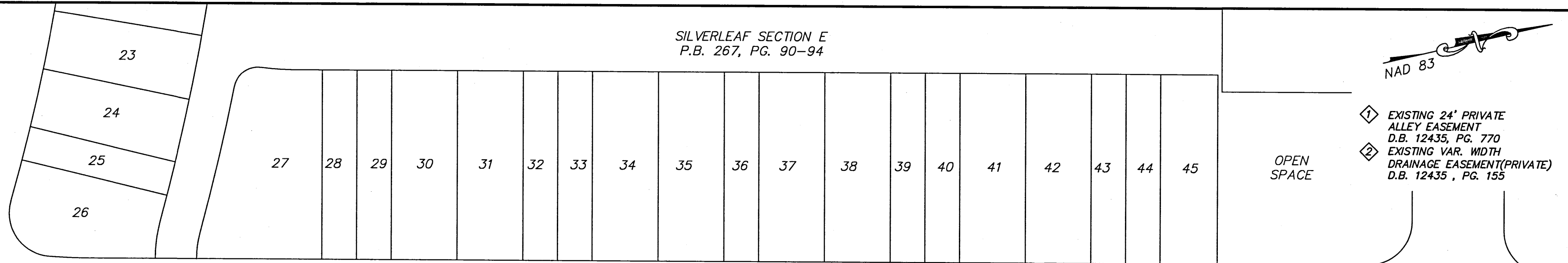
SnowD 06-05-2020

1 inch = 150 feet



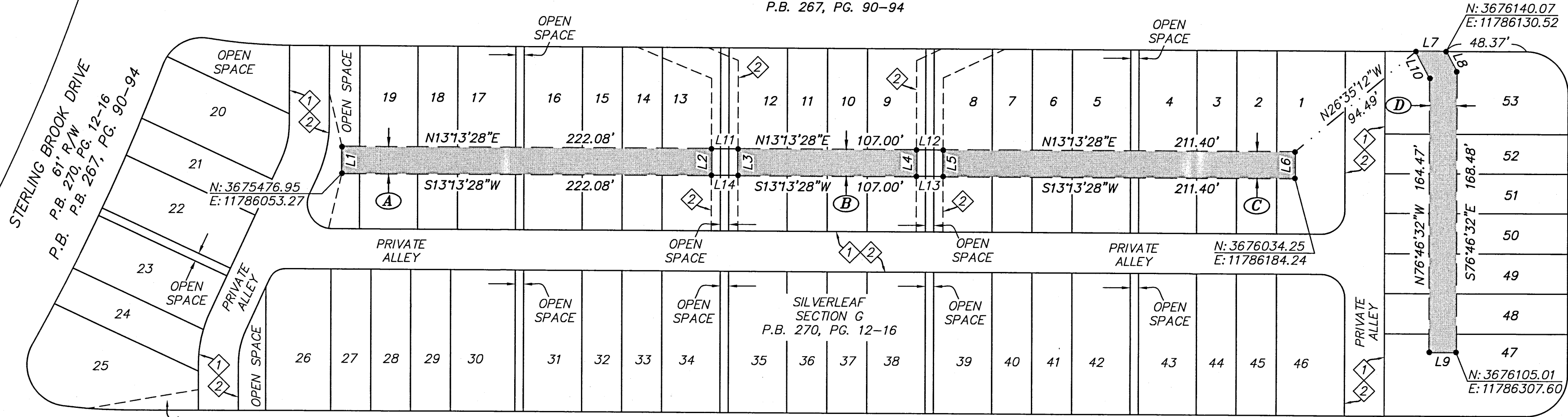
LINE	BEARING	DISTANCE
L1	N76°46'51"W	16.00'
L2	S76°46'32"E	16.00'
L3	N76°46'32"W	16.00'
L4	S76°46'32"E	16.00'
L5	N76°46'32"W	16.00'
L6	S76°46'32"E	16.00'
L7	N13°13'28"E	18.14'
L8	N75°05'55"E	13.52'
L9	S13°13'28"W	16.00'
L10	S75°05'55"W	18.06'

LINE	BEARING	DISTANCE
L11	N13°13'28"E	16.00'
L12	N13°13'28"E	16.00'
L13	S13°13'28"W	16.00'
L14	S13°13'28"W	16.00'

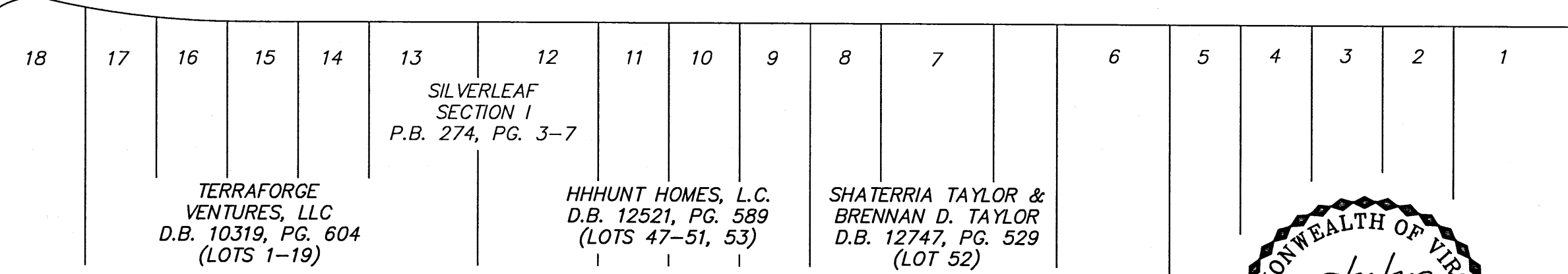


- ① EXISTING 24' PRIVATE ALLEY EASEMENT D.B. 12435, PG. 770
- ② EXISTING VAR. WIDTH DRAINAGE EASEMENT (PRIVATE) D.B. 12435, PG. 155

OLD GUILD ROAD
63' R/W
P.B. 267, PG. 90-94



VERMEIL STREET
63' R/W
P.B. 270, PG. 12-16

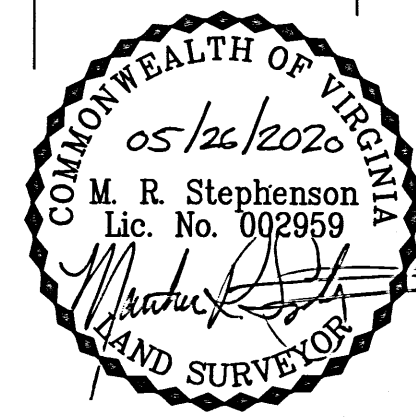


LOT	GPIN NUMBER
1	7866761604000000
2	7866761501000000
3	7866751599000000
4	7866751496000000
5	7866751392000000
6	7866751289000000
7	7866751287000000
8	7866751184000000
9	7866751080000000
10	7866751077000000

LOT	GPIN NUMBER
11	7866750975000000
12	7866750872000000
13	7866750868000000
14	7866750765000000
15	7866750663000000
16	7866750660000000
17	7866750556000000
18	7866750453000000
19	7866750350000000

LOT	GPIN NUMBER
47	7866763211000000
48	7866762812000000
49	7866762612000000
50	7866762413000000
51	7866762113000000
52	7866761914000000

LOT	GPIN NUMBER
52	7866761914000000



- ① EXISTING 16' DRAINAGE EASEMENT (PRIVATE) D.B. 12435, PG. 155 (3,553 SQ. FT.)
- ② EXISTING 16' DRAINAGE EASEMENT (PRIVATE) D.B. 12435, PG. 155 (1,712 SQ. FT.)
- ③ EXISTING 16' DRAINAGE EASEMENT (PRIVATE) D.B. 12435, PG. 155 (3,382 SQ. FT.)
- ④ EXISTING 16' DRAINAGE EASEMENT (PRIVATE) D.B. 12435, PG. 155 (2,916 SQ. FT.)

PLAT SHOWING FOUR 16' DRAINAGE EASEMENTS (PRIVATE) ACROSS LOTS 1-19 AND LOTS 47-53 SILVERLEAF, SECTION G TO BE QUITCLAIMED

DALE DISTRICT
CHESTERFIELD COUNTY, VIRGINIA

**KOONTZ
BRYANT
JOHNSON
WILLIAMS**

1703 North Parham Road, Suite 202
Henrico, Virginia 23229
(804) 740-9200 (804) 740-7338 Fax
www.kbjwgroup.com

DATE: 05-26-2020 SCALE: 1" = 50'
CHKD BY: DRAWN BY: MRS
JOB NO: 04600-220_PR_DRAIN_VAC.DWG



**CHESTERFIELD COUNTY
BOARD OF SUPERVISORS
AGENDA**

Meeting Date: June 24, 2020

Item Number: 12.B.2.d.1.

Subject:

Request for Permission to Connect the Dwelling Located at 14510 St. Stephens Place, Powhatan, Virginia to the Chesterfield County Water System

Board Action Requested:

Grant Robert E. Bellows, Jeffrey L. Hooper, and Beth B. Hooper (joint owners) permission to connect property at 14510 St. Stephens Place, Powhatan, Virginia to the Chesterfield County water system and authorize the County Administrator to execute the water connection agreement in a form acceptable to the County Attorney.

Summary of Information:

Robert E. Bellows, Jeffrey L. Hooper, and Beth B. Hooper have requested permission to serve property at 14510 St. Stephens Place, Powhatan, Virginia by the Chesterfield County water system. Their property is approximately 16.1 acres with 8.5 acres in Chesterfield County and 7.6 acres in Powhatan County. Powhatan County's water system is not readily available. This request follows the unsuccessful attempt to serve the dwelling with groundwater after a well was drilled with an inadequate water supply. This request has been reviewed by the Utilities Department and requires approval by the Chesterfield County and Powhatan County Board of Supervisors.

Approval is recommended.

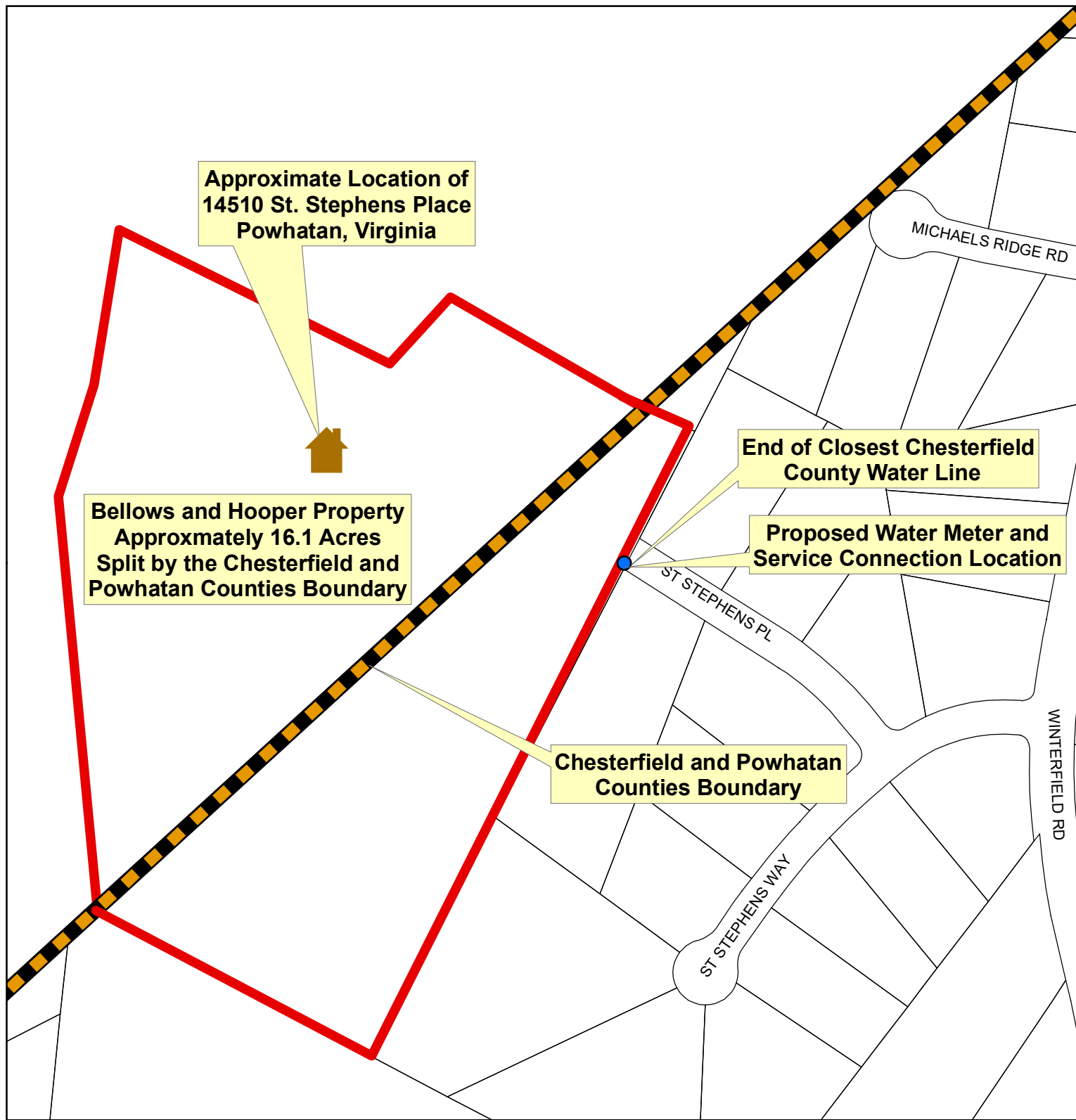
Attachments:

1. Bellows-Hooper Property Water Connection Sketch 060920

Preparer: George Hayes, Director of Utilities

Approved By:

Board of Supervisors Meeting - June 24, 2020
14510 St. Stephens Place, Powhatan, VA
Robert E. Bellows, Jeffrey L. Hooper & Beth B. Hooper
Water Connection to Chesterfield County, VA



Chesterfield County
Department of Utilities



1 inch = 200 feet

NanneryM 06-09-2020





**CHESTERFIELD COUNTY
BOARD OF SUPERVISORS
AGENDA**

Meeting Date: June 24, 2020

Item Number: 12.B.3.

Subject:

Endorsement of Candidate Smart Scale Projects

Board Action Requested:

The Board is requested to adopt the resolution endorsing the Smart Scale candidate projects and authorize staff to submit the specified projects for Smart Scale funding.

Summary of Information:

In December 2019, the Board adopted a priority list of projects and authorized staff to submit projects for Smart Scale funding consideration. Smart Scale pre-applications were due April 9, 2020. In March 2020, staff was notified that four of the Smart Scale candidate projects were selected for funding via other sources. In order to submit the maximum number of pre-applications staff selected replacement projects which would compete well in the Smart Scale process. These new projects are shown in *italics* on Attachment A.

Pre-applications have been submitted for the twelve projects in **bold** on Attachment A. Only ten final applications may be submitted. Final applications are due August 3, 2020.

Pre-screening results from the state's Office of Intermodal Planning and Investment (OIP) are delayed and will not be finalized until the week of June 15. Staff recommends the twelve projects be prioritized as shown on Attachment A, noted as "#-County". Staff recommends the Board adopt the resolution endorsing all twelve Smart Scale projects (Attachment B) and authorize staff to submit final applications for the top ten Smart Scale projects which OIP determines to be eligible.

Attachments:

1. Attachment A - Smart Scale Candidate Project Priorities
2. Attachment B - Resolution

Preparer: Brent Epps, Director of Transportation

Approved By:

Adopted Smart Scale Priority (Dec. 2019)	Smart Scale Final Applications	Priority Projects	Estimate / Smart Scale Funding Request
1	*	288/360: Brad McNeer Parkway Safety & Access Management	\$8.2 M
2	1 - County	288/360: Route 360 at Brad McNeer Continuous Green-T Intersection	\$10 M
3	RRTPO	Powhite Parkway NB at Chippenham Parkway Capacity and Safety Improvements	\$6 M \$15 M
4	RRTPO	Powhite Parkway SB at Chippenham Parkway Capacity and Safety Improvements	\$21 M
5	2 - County	Route 60/Chippenham Parkway Access and Pedestrian Improvements	\$4.5 M
6	RRTPO	Route 360/Courthouse Road Intersection Improvement	\$4.5 M
7	*	Centralia Road/Old Wrexham Road Roundabout	\$4.3 M
8	3 - County	Alverser Drive/Old Buckingham Road Roundabout	\$4.4 M \$4.0 M
9	4 - County	Matoaca Road/Woodpecker Road Roundabout	\$4.0 M
10	*	Old Bermuda Hundred Road/Ramblewood Road Roundabout	\$4.4 M
11	GRTC	Route 1 Transit Accessibility Improvements	\$4.0 M
12	RRTPO	Ashland-to-Petersburg Trail: Segment 1 Chester Linear Park Trail Extension & Chester Road	TBD \$5.3 M
13	5 - County	Ashland-to-Petersburg Trail: Segment 2 Route 1 NB (Elliham Avenue - Dwight Avenue)	TBD \$4.1 M
14	*	Route 60 (Ruthers Road - Providence Road) Shared-Use Path	\$4.5 M
NEW	6 - County	Route 60 (Providence Road - Wadsworth Drive) Multiuse Trail	\$6.8 M
15	7 - County	Dundas Road (Route 1 - Wentworth Street) Bike and Pedestrian Improvement	\$2.0 M
16	TCMPO	Ashland-to-Petersburg Trail: VSU Section including Appomattox River Crossing	TBD \$8 M
17	8 - County	Courthouse Road (Route 10 - Pocahontas State Park) Trail	\$2-\$4 \$3.9 M
18	RRTPO	I-95/Route 10 Interchange Improvement, Phase II	\$35.4 M
19	TCMPO	N. Enon Church Road Widening	\$5 M \$8.1 M
NEW	9 - County	Hopkins Road/Chippenham Parkway Interchange Improvement	\$24.5 M
NEW	10 - County	Ashland-to-Petersburg Trail: Route 1 (Falling Creek Ave. - Food Lion) Bike, Ped & Transit Improvements	\$5.7 M
NEW	11 - County	Ashland-to-Petersburg Trail: Galena Avenue	\$4.1 M
NEW	12 - County	Turner Road (Rt. 60 - Elkhardt Rd.) Ultimate Road Diet	\$8.4 M

BOLD: Projects for which a Smart Scale pre-application was submitted

* Project selected for other funding (RSTP, CMAQ, TAP etc.)

- County: Proposed projects for Smart Scale final applications

Note: estimate and funding request amounts may change as applications are developed.

ATTACHMENT A

WHEREAS, it is necessary that the local governing body endorse Smart Scale candidate projects.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of Chesterfield County requests the Commonwealth Transportation Board provide funding for the following Smart Scale candidate projects submitted in 2020:

288/360: Route 360 at Brad McNeer Parkway Continuous Green-T Intersection
Powhite Parkway Northbound at Chippenham Parkway Capacity and Safety Improvements
Powhite Parkway Southbound at Chippenham Parkway Capacity and Safety Improvements
Route 60/Chippenham Parkway Access and Pedestrian Improvements
Route 360/Courthouse Road Intersection Improvement
Alverser Drive/Old Buckingham Road Roundabout
Mataoca Road/Woodpecker Road Roundabout
Route 1 Transit Accessibility Improvements
Ashland-to-Petersburg Trail: Chester Linear Park Trail Extension and Chester Road
Ashland-to-Petersburg Trail: Route 1 Northbound (Elliham Avenue - Dwight Avenue)
Route 60 (Providence Road - Wadsworth Drive) Multiuse Trail
Dundas Road (Route 1 - Wentworth Street) Bike and Pedestrian Improvements
Ashland-to-Petersburg Trail: VSU Section including Appomattox River Crossing
Courthouse Road (Route 10 - Pocahontas State Park) Trail
I-95/Route 10 Interchange Improvement, Phase II
N. Enon Church Road Widening
Hopkins Road/Chippenham Parkway Interchange Improvement
Ashland-to-Petersburg Trail: Route 1 (Falling Creek Avenue - Food Lion) Bike, Pedestrian & Transit Improvements
Ashland-to-Petersburg Trail: Galena Avenue
Turner Road (Route 60 - Elkhardt Road) Ultimate Road Diet



**CHESTERFIELD COUNTY
BOARD OF SUPERVISORS
AGENDA**

Meeting Date: June 24, 2020

Item Number: 12.B.4.

Subject:

Jail Mental Health Pilot Program - Continuation of Grant Number 20-C6102MH20

Board Action Requested:

Authorize the County Administrator to accept and appropriate the FY2021 DCJS grant award of \$324,073 for continuation of the Jail Mental Health Program at the Chesterfield County Jail.

Summary of Information:

The Chesterfield County Jail (CCJ) plans to increase services provided to mentally ill inmates through the continuation of services during incarceration and the immediate period after release from custody. Expansion of this grant will cover an increase in housing availability, data collection efforts to measure success of the program and continuation of training for program staff and administrators. The funding comes from 100% State General Funds; no Federal funds are included. There is no local match, either cash or in-kind, required. The grant period is 12 months, from July 1, 2020 through June 30, 2021. Funds are drawn down on a reimbursement basis.

Attachments:

1. JMHP Grant App Face Sheet (002)

Preparer: Sheriff Karl Leonard

Approved By:



**Commonwealth of Virginia
Virginia Department of Criminal Justice Services**

Grant Application

Grant Program:	Jail Mental Health Pilot Program	Congressional District(s)	4 th and 7 th
Applicant:	Chesterfield County Sheriff's Office	Faith Based Organization?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Applicant Federal ID Number:	54-6001208	Best Practice?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Jurisdiction(s) Served and Zip Codes:	Chesterfield County 23112, 23113, 23114, 23120, 23224, 23225, 23234, 23235, 23236, 23237, 23803, 23831, 23832, 23834, 23836, 23838		
Program Title:	Jail Mental Health Pilot Program	Certified Crime Prevention Community?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Grant Period:	July 1, 2020 through June 30, 2021	DUNS NUMBER:	827476180
Type of Application:	<input type="checkbox"/> New <input checked="" type="checkbox"/> Continuation of Grant Number <u>20-C6102MH20</u> <input type="checkbox"/> Revision of Grant Number _____		<input type="checkbox"/> Rural <input type="checkbox"/> Urban <input checked="" type="checkbox"/> Suburban

	Project Director	Project Administrator	Finance Officer
Name:	Dr. G. Mantovani Gay	Matt Harris	Donna Arrington
Title:	Medical Director, Chesterfield County Sheriff's Office	Deputy County Administrator	Director of Accounting
Address:	PO Box 940 Chesterfield, VA 23832	PO Box 40 Chesterfield, VA 23832	PO Box 40 Chesterfield, VA 23832
Phone:	(804) 768-7325	(804) 748-1220	(804) 748-1607
Fax:	(804) 796-3808	(804) 768-9346	(804) 706-7601
E-Mail:	GayG@chesterfield.gov	Countyadministrator@chesterfield.gov	ArringtonD@chesterfield.gov

Signature of Project Administrator: 

Brief Project Description:

The Chesterfield County Jail (CCJ) plans to increase services provided to mentally ill inmates through the continuation of services during incarceration and the immediate period after release from custody. Expansion of this grant will cover an increase in housing availability, data collection efforts to measure success of the program and continuation of training for program staff and administrators.

Project Budget	DCJS Funds		Local Match	Total Requested
	Federal	State		
Personnel	0	\$55,356	0	\$55,356
Consultants	0	0	0	0
Travel	0	\$11,184	0	\$11,184
Equipment	0	0	0	0
Supplies/Other	0	\$256,555	0	\$256,555
Indirect Costs	0	0	0	0
Total Requested	0	\$323,095	0	\$323,095



**CHESTERFIELD COUNTY
BOARD OF SUPERVISORS
AGENDA**

Meeting Date: June 24, 2020

Item Number: 12.B.5.

Subject:

Acceptance of FY2020 Bureau of Justice Assistance (BJA) Coronavirus Supplemental Funding Grant

Board Action Requested:

Accept and appropriate FY2020 BJA Coronavirus Supplemental Funding grant, in the amount of \$185,482, from the Bureau of Justice Assistance for the purchase of PPE for the Chesterfield County Police Department, Sheriff's Office and Juvenile Detention Center.

Summary of Information:

The Chesterfield County Police Department has been notified that the proposed FY2020 Coronavirus Supplemental Funding grant has been awarded for the purchase of PPE in the amount of \$185,482. Funds will support the purchase of PPE items for the Chesterfield Police Department, Sheriff's Office and Juvenile Detention Center. The Police Department will act as the fiscal agent for this grant. There is no match requirement. This grant period is 01/20/20 through 01/31/2022.

Attachments:

1. 2020 BJA COVID AWARD_REPORT

Preparer: Jeffrey Katz, Chief of Police

Approved By:



Department of Justice (DOJ)

Office of Justice Programs

Office of the Assistant Attorney General

Washington, D.C. 20531

May 21, 2020

Dr. Joseph Casey
Chesterfield County
9901 Lori Road
Chesterfield, VA 23832-6626

Dear Dr. Casey:

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 Chesterfield County for an award under the OJP funding opportunity entitled "BJA FY 20 Coronavirus Emergency Supplemental Funding Program." The approved award amount is \$185,482. These funds are for the project entitled Preparation and Replacement of Pandemic Supplies.

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) 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 Chesterfield County 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 Kathryn Manning, Program Manager at (202) 616-1722; 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.

We look forward to working with you.

Sincerely,

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

Katharine T. Sullivan
Principal Deputy Assistant Attorney General

Encl.



Department of Justice (DOJ)

Office of Justice Programs

Office of Civil Rights

Washington, DC 20531

May 21, 2020

Dr. Joseph P. Casey
Chesterfield County
9901 Lori Road
Chesterfield, VA 23832-6626

Dear Dr. Casey:

Congratulations on your recent award. The Office for Civil Rights (OCR), Office of Justice Programs (OJP), U.S. Department of Justice (DOJ) has been delegated the responsibility for ensuring that recipients of federal financial assistance from the OJP, the Office of Community Oriented Policing Services (COPS), and the Office on Violence Against Women (OVW) are not engaged in discrimination prohibited by law. Several federal civil rights laws, such as Title VI of the Civil Rights Act of 1964 and Title IX of the Education Amendments of 1972, require recipients of federal financial assistance to give assurances that they will comply with those laws. In addition to those civil rights laws, many grant program statutes contain nondiscrimination provisions that require compliance with them as a condition of receiving federal financial assistance. For a complete review of these civil rights laws and nondiscrimination requirements, in connection with OJP and other DOJ awards, see <https://ojp.gov/funding/Explore/LegalOverview/CivilRightsRequirements.htm>

Under the delegation of authority, the OCR investigates allegations of discrimination against recipients from individuals, entities, or groups. In addition, the OCR conducts limited compliance reviews and audits based on regulatory criteria. These reviews and audits permit the OCR to evaluate whether recipients of financial assistance from the Department are providing services in a non-discriminatory manner to their service population or have employment practices that meet equal-opportunity standards.

If you are a recipient of grant awards under the Omnibus Crime Control and Safe Streets Act or the Juvenile Justice and Delinquency Prevention Act and your agency is part of a criminal justice system, there are two additional obligations that may apply in connection with the awards: (1) complying with the regulation relating to Equal Employment Opportunity Programs (EEOPs); and (2) submitting findings of discrimination to OCR. For additional information regarding the EEOP requirement, see 28 CFR Part 42, subpart E, and for additional information regarding requirements when there is an adverse finding, see 28 C.F.R. §§ 42.204(c), .205(c)(5). Please submit information about any adverse finding to the OCR at the above address.

We at the OCR are available to help you and your organization meet the civil rights requirements that are associated with OJP and other DOJ grant funding. If you would like the OCR to assist you in fulfilling your organization's civil rights or nondiscrimination responsibilities as a recipient of federal financial assistance, please do not hesitate to let us know.

Sincerely,

Michael L. Alston
Director

cc: Grant Manager
Financial Analyst



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)

Chesterfield County
9901 Lori Road
Chesterfield, VA 23832-6626

4. AWARD NUMBER: 2020-VD-BX-0709

5. PROJECT PERIOD: FROM 01/20/2020 TO 01/31/2022
BUDGET PERIOD: FROM 01/20/2020 TO 01/31/2022

6. AWARD DATE 05/21/2020

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

Preparation and Replacement of Pandemic Supplies

10. AMOUNT OF THIS AWARD

\$ 185,482

11. TOTAL AWARD

\$ 185,482

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 - CESF) Pub. L. No. 116-136, Div. B; 28 U.S.C. 530C

14. CATALOG OF DOMESTIC FEDERAL ASSISTANCE (CFDA Number)

16.034 - Coronavirus Emergency Supplemental Funding 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

Joseph P. Casey
County Administrator

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. REG.	OFC.	SUB.	POMS	AMOUNT
X	B	VD	80	00	00		185482

21. VVDUGT0799



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

**AWARD CONTINUATION
SHEET
Grant**

PAGE 2 OF 16

PROJECT NUMBER 2020-VD-BX-0709

AWARD DATE 05/21/2020

SPECIAL CONDITIONS

1. Requirements of the award; remedies for non-compliance or for materially false statements

The conditions of this award are material requirements of the award. Compliance with any assurances or certifications submitted by or on behalf of the recipient that relate to conduct during the period of performance also is a material requirement of this award.

Limited Exceptions. In certain special circumstances, the U.S. Department of Justice ("DOJ") may determine that it will not enforce, or enforce only in part, one or more requirements otherwise applicable to the award. Any such exceptions regarding enforcement, including any such exceptions made during the period of performance, are (or will be during the period of performance) set out through the Office of Justice Programs ("OJP") webpage entitled "Legal Notices: Special circumstances as to particular award conditions" (ojp.gov/funding/Explore/LegalNotices-AwardReqs.htm), and incorporated by reference into the award.

By signing and accepting this award on behalf of the recipient, the authorized recipient official accepts all material requirements of the award, and specifically adopts, as if personally executed by the authorized recipient official, all assurances or certifications submitted by or on behalf of the recipient that relate to conduct during the period of performance.

Failure to comply with one or more award requirements -- whether a condition set out in full below, a condition incorporated by reference below, or an assurance or certification related to conduct during the award period -- may result in OJP taking appropriate action with respect to the recipient and the award. Among other things, the OJP may withhold award funds, disallow costs, or suspend or terminate the award. DOJ, including OJP, also may take other legal action as appropriate.

Any materially false, fictitious, or fraudulent statement to the federal government related to this award (or concealment or omission of a material fact) may be the subject of criminal prosecution (including under 18 U.S.C. 1001 and/or 1621, and/or 34 U.S.C. 10271-10273), and also may lead to imposition of civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. 3729-3730 and 3801-3812).

Should any provision of a requirement of this award be held to be invalid or unenforceable by its terms, that provision shall first be applied with a limited construction so as to give it the maximum effect permitted by law. Should it be held, instead, that the provision is utterly invalid or -unenforceable, such provision shall be deemed severable from this award.



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

**AWARD CONTINUATION
SHEET
Grant**

PAGE 3 OF 16

PROJECT NUMBER 2020-VD-BX-0709

AWARD DATE 05/21/2020

SPECIAL CONDITIONS

2. Applicability of Part 200 Uniform Requirements

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by DOJ in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements") apply to this FY 2020 award from OJP.

The Part 200 Uniform Requirements were first adopted by DOJ on December 26, 2014. If this FY 2020 award supplements funds previously awarded by OJP under the same award number (e.g., funds awarded during or before December 2014), the Part 200 Uniform Requirements apply with respect to all funds under that award number (regardless of the award date, and regardless of whether derived from the initial award or a supplemental award) that are obligated on or after the acceptance date of this FY 2020 award.

For more information and resources on the Part 200 Uniform Requirements as they relate to OJP awards and subawards ("subgrants"), see the OJP website at <https://ojp.gov/funding/Part200UniformRequirements.htm>.

Record retention and access: Records pertinent to the award that the recipient (and any subrecipient ("subgrantee") at any tier) must retain -- typically for a period of 3 years from the date of submission of the final expenditure report (SF 425), unless a different retention period applies -- and to which the recipient (and any subrecipient ("subgrantee") at any tier) must provide access, include performance measurement information, in addition to the financial records, supporting documents, statistical records, and other pertinent records indicated at 2 C.F.R. 200.333.

In the event that an award-related question arises from documents or other materials prepared or distributed by OJP that may appear to conflict with, or differ in some way from, the provisions of the Part 200 Uniform Requirements, the recipient is to contact OJP promptly for clarification.

3. Compliance with DOJ Grants Financial Guide

References to the DOJ Grants Financial Guide are to the DOJ Grants Financial Guide as posted on the OJP website (currently, the "DOJ Grants Financial Guide" available at <https://ojp.gov/financialguide/DOJ/index.htm>), including any updated version that may be posted during the period of performance. The recipient agrees to comply with the DOJ Grants Financial Guide.

4. Reclassification of various statutory provisions to a new Title 34 of the United States Code

On September 1, 2017, various statutory provisions previously codified elsewhere in the U.S. Code were editorially reclassified (that is, moved and renumbered) to a new Title 34, entitled "Crime Control and Law Enforcement." The reclassification encompassed a number of statutory provisions pertinent to OJP awards (that is, OJP grants and cooperative agreements), including many provisions previously codified in Title 42 of the U.S. Code.

Effective as of September 1, 2017, any reference in this award document to a statutory provision that has been reclassified to the new Title 34 of the U.S. Code is to be read as a reference to that statutory provision as reclassified to Title 34. This rule of construction specifically includes references set out in award conditions, references set out in material incorporated by reference through award conditions, and references set out in other award requirements.



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

**AWARD CONTINUATION
SHEET
Grant**

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PROJECT NUMBER 2020-VD-BX-0709

AWARD DATE 05/21/2020

SPECIAL CONDITIONS

5. Required training for Point of Contact and all Financial Points of Contact

Both the Point of Contact (POC) and all Financial Points of Contact (FPOCs) for this award must have successfully completed an "OJP financial management and grant administration training" by 120 days after the date of the recipient's acceptance of the award. Successful completion of such a training on or after January 1, 2018, will satisfy this condition.

In the event that either the POC or an FPOC for this award changes during the period of performance, the new POC or FPOC must have successfully completed an "OJP financial management and grant administration training" by 120 calendar days after -- (1) the date of OJP's approval of the "Change Grantee Contact" GAN (in the case of a new POC), or (2) the date the POC enters information on the new FPOC in GMS (in the case of a new FPOC). Successful completion of such a training on or after January 1, 2018, will satisfy this condition.

A list of OJP trainings that OJP will consider "OJP financial management and grant administration training" for purposes of this condition is available at <https://www.ojp.gov/training/fmts.htm>. All trainings that satisfy this condition include a session on grant fraud prevention and detection.

The recipient should anticipate that OJP will immediately withhold ("freeze") award funds if the recipient fails to comply with this condition. The recipient's failure to comply also may lead OJP to impose additional appropriate conditions on this award.

6. Requirements related to "de minimis" indirect cost rate

A recipient that is eligible under the Part 200 Uniform Requirements and other applicable law to use the "de minimis" indirect cost rate described in 2 C.F.R. 200.414(f), and that elects to use the "de minimis" indirect cost rate, must advise OJP in writing of both its eligibility and its election, and must comply with all associated requirements in the Part 200 Uniform Requirements. The "de minimis" rate may be applied only to modified total direct costs (MTDC) as defined by the Part 200 Uniform Requirements.

7. Requirement to report potentially duplicative funding

If the recipient currently has other active awards of federal funds, or if the recipient receives any other award of federal funds during the period of performance for this award, the recipient promptly must determine whether funds from any of those other federal awards have been, are being, or are to be used (in whole or in part) for one or more of the identical cost items for which funds are provided under this award. If so, the recipient must promptly notify the DOJ awarding agency (OJP or OVW, as appropriate) in writing of the potential duplication, and, if so requested by the DOJ awarding agency, must seek a budget-modification or change-of-project-scope grant adjustment notice (GAN) to eliminate any inappropriate duplication of funding.



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

**AWARD CONTINUATION
SHEET
Grant**

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PROJECT NUMBER 2020-VD-BX-0709

AWARD DATE 05/21/2020

SPECIAL CONDITIONS

8. Requirements related to System for Award Management and Universal Identifier Requirements

The recipient must comply with applicable requirements regarding the System for Award Management (SAM), currently accessible at <https://www.sam.gov/>. This includes applicable requirements regarding registration with SAM, as well as maintaining the currency of information in SAM.

The recipient also must comply with applicable restrictions on subawards ("subgrants") to first-tier subrecipients (first-tier "subgrantees"), including restrictions on subawards to entities that do not acquire and provide (to the recipient) the unique entity identifier required for SAM registration.

The details of the recipient's obligations related to SAM and to unique entity identifiers are posted on the OJP web site at <https://ojp.gov/funding/Explore/SAM.htm> (Award condition: System for Award Management (SAM) and Universal Identifier Requirements), and are incorporated by reference here.

This condition does not apply to an award to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).



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

**AWARD CONTINUATION
SHEET
Grant**

PAGE 6 OF 16

PROJECT NUMBER 2020-VD-BX-0709

AWARD DATE 05/21/2020

SPECIAL CONDITIONS

9. Employment eligibility verification for hiring under the award

1. The recipient (and any subrecipient at any tier) must--

A. Ensure that, as part of the hiring process for any position within the United States that is or will be funded (in whole or in part) with award funds, the recipient (or any subrecipient) properly verifies the employment eligibility of the individual who is being hired, consistent with the provisions of 8 U.S.C. 1324a(a)(1) and (2).

B. Notify all persons associated with the recipient (or any subrecipient) who are or will be involved in activities under this award of both--

(1) this award requirement for verification of employment eligibility, and

(2) the associated provisions in 8 U.S.C. 1324a(a)(1) and (2) that, generally speaking, make it unlawful, in the United States, to hire (or recruit for employment) certain aliens.

C. Provide training (to the extent necessary) to those persons required by this condition to be notified of the award requirement for employment eligibility verification and of the associated provisions of 8 U.S.C. 1324a(a)(1) and (2).

D. As part of the recordkeeping for the award (including pursuant to the Part 200 Uniform Requirements), maintain records of all employment eligibility verifications pertinent to compliance with this award condition in accordance with Form I-9 record retention requirements, as well as records of all pertinent notifications and trainings.

2. Monitoring

The recipient's monitoring responsibilities include monitoring of subrecipient compliance with this condition.

3. Allowable costs

To the extent that such costs are not reimbursed under any other federal program, award funds may be obligated for the reasonable, necessary, and allocable costs (if any) of actions designed to ensure compliance with this condition.

4. Rules of construction

A. Staff involved in the hiring process

For purposes of this condition, persons "who are or will be involved in activities under this award" specifically includes (without limitation) any and all recipient (or any subrecipient) officials or other staff who are or will be involved in the hiring process with respect to a position that is or will be funded (in whole or in part) with award funds.

B. Employment eligibility confirmation with E-Verify

For purposes of satisfying the requirement of this condition regarding verification of employment eligibility, the recipient (or any subrecipient) may choose to participate in, and use, E-Verify (www.e-verify.gov), provided an appropriate person authorized to act on behalf of the recipient (or subrecipient) uses E-Verify (and follows the proper E-Verify procedures, including in the event of a "Tentative Nonconfirmation" or a "Final Nonconfirmation") to confirm employment eligibility for each hiring for a position in the United States that is or will be funded (in whole or in part) with award funds.

C. "United States" specifically includes the District of Columbia, Puerto Rico, Guam, the Virgin Islands of the United States, and the Commonwealth of the Northern Mariana Islands.

D. Nothing in this condition shall be understood to authorize or require any recipient, any subrecipient at any tier, or



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any person or other entity, to violate any federal law, including any applicable civil rights or nondiscrimination law.

E. Nothing in this condition, including in paragraph 4.B., shall be understood to relieve any recipient, any subrecipient at any tier, or any person or other entity, of any obligation otherwise imposed by law, including 8 U.S.C. 1324a(a)(1) and (2).

Questions about E-Verify should be directed to DHS. For more information about E-Verify visit the E-Verify website (<https://www.e-verify.gov/>) or email E-Verify at E-Verify@dhs.gov. E-Verify employer agents can email E-Verify at E-VerifyEmployerAgent@dhs.gov.

Questions about the meaning or scope of this condition should be directed to OJP, before award acceptance.

10. Requirement to report actual or imminent breach of personally identifiable information (PII)

The recipient (and any "subrecipient" at any tier) must have written procedures in place to respond in the event of an actual or imminent "breach" (OMB M-17-12) if it (or a subrecipient) -- (1) creates, collects, uses, processes, stores, maintains, disseminates, discloses, or disposes of "personally identifiable information (PII)" (2 CFR 200.79) within the scope of an OJP grant-funded program or activity, or (2) uses or operates a "Federal information system" (OMB Circular A-130). The recipient's breach procedures must include a requirement to report actual or imminent breach of PII to an OJP Program Manager no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.

11. All subawards ("subgrants") must have specific federal authorization

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements for authorization of any subaward. This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a "subaward" (and therefore does not consider a procurement "contract").

The details of the requirement for authorization of any subaward are posted on the OJP web site at <https://ojp.gov/funding/Explore/SubawardAuthorization.htm> (Award condition: All subawards ("subgrants") must have specific federal authorization), and are incorporated by reference here.

12. Specific post-award approval required to use a noncompetitive approach in any procurement contract that would exceed \$250,000

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements to obtain specific advance approval to use a noncompetitive approach in any procurement contract that would exceed the Simplified Acquisition Threshold (currently, \$250,000). This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a procurement "contract" (and therefore does not consider a subaward).

The details of the requirement for advance approval to use a noncompetitive approach in a procurement contract under an OJP award are posted on the OJP web site at <https://ojp.gov/funding/Explore/NoncompetitiveProcurement.htm> (Award condition: Specific post-award approval required to use a noncompetitive approach in a procurement contract (if contract would exceed \$250,000)), and are incorporated by reference here.



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13. Unreasonable restrictions on competition under the award; association with federal government

SCOPE. This condition applies with respect to any procurement of property or services that is funded (in whole or in part) by this award, whether by the recipient or by any subrecipient at any tier, and regardless of the dollar amount of the purchase or acquisition, the method of procurement, or the nature of any legal instrument used. The provisions of this condition must be among those included in any subaward (at any tier).

1. No discrimination, in procurement transactions, against associates of the federal government

Consistent with the (DOJ) Part 200 Uniform Requirements -- including as set out at 2 C.F.R. 200.300 (requiring awards to be "manage[d] and administer[ed] in a manner so as to ensure that Federal funding is expended and associated programs are implemented in full accordance with U.S. statutory and public policy requirements") and 200.319(a) (generally requiring "[a]ll procurement transactions [to] be conducted in a manner providing full and open competition" and forbidding practices "restrictive of competition," such as "[p]lacing unreasonable requirements on firms in order for them to qualify to do business" and taking "[a]ny arbitrary action in the procurement process") -- no recipient (or subrecipient, at any tier) may (in any procurement transaction) discriminate against any person or entity on the basis of such person or entity's status as an "associate of the federal government" (or on the basis of such person or entity's status as a parent, affiliate, or subsidiary of such an associate), except as expressly set out in 2 C.F.R. 200.319(a) or as specifically authorized by USDOJ.

2. Monitoring

The recipient's monitoring responsibilities include monitoring of subrecipient compliance with this condition.

3. Allowable costs

To the extent that such costs are not reimbursed under any other federal program, award funds may be obligated for the reasonable, necessary, and allocable costs (if any) of actions designed to ensure compliance with this condition.

4. Rules of construction

A. The term "associate of the federal government" means any person or entity engaged or employed (in the past or at present) by or on behalf of the federal government -- as an employee, contractor or subcontractor (at any tier), grant recipient or -subrecipient (at any tier), agent, or otherwise -- in undertaking any work, project, or activity for or on behalf of (or in providing goods or services to or on behalf of) the federal government, and includes any applicant for such employment or engagement, and any person or entity committed by legal instrument to undertake any such work, project, or activity (or to provide such goods or services) in future.

B. Nothing in this condition shall be understood to authorize or require any recipient, any subrecipient at any tier, or any person or other entity, to violate any federal law, including any applicable civil rights or nondiscrimination law.



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14. Requirements pertaining to prohibited conduct related to trafficking in persons (including reporting requirements and OJP authority to terminate award)

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements (including requirements to report allegations) pertaining to prohibited conduct related to the trafficking of persons, whether on the part of recipients, subrecipients ("subgrantees"), or individuals defined (for purposes of this condition) as "employees" of the recipient or of any subrecipient.

The details of the recipient's obligations related to prohibited conduct related to trafficking in persons are posted on the OJP web site at <https://ojp.gov/funding/Explore/ProhibitedConduct-Trafficking.htm> (Award condition: Prohibited conduct by recipients and subrecipients related to trafficking in persons (including reporting requirements and OJP authority to terminate award)), and are incorporated by reference here.

15. Determination of suitability to interact with participating minors

SCOPE. This condition applies to this award if it is indicated -- in the application for the award (as approved by DOJ)(or in the application for any subaward, at any tier), the DOJ funding announcement (solicitation), or an associated federal statute -- that a purpose of some or all of the activities to be carried out under the award (whether by the recipient, or a subrecipient at any tier) is to benefit a set of individuals under 18 years of age.

The recipient, and any subrecipient at any tier, must make determinations of suitability before certain individuals may interact with participating minors. This requirement applies regardless of an individual's employment status.

The details of this requirement are posted on the OJP web site at <https://ojp.gov/funding/Explore/Interact-Minors.htm> (Award condition: Determination of suitability required, in advance, for certain individuals who may interact with participating minors), and are incorporated by reference here.

16. Compliance with applicable rules regarding approval, planning, and reporting of conferences, meetings, trainings, and other events

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable laws, regulations, policies, and official DOJ guidance (including specific cost limits, prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences (as that term is defined by DOJ), including the provision of food and/or beverages at such conferences, and costs of attendance at such conferences.

Information on the pertinent DOJ definition of conferences and the rules applicable to this award appears in the DOJ Grants Financial Guide (currently, as section 3.10 of "Postaward Requirements" in the "DOJ Grants Financial Guide").

17. Requirement for data on performance and effectiveness under the award

The recipient must collect and maintain data that measure the performance and effectiveness of work under this award. The data must be provided to OJP in the manner (including within the timeframes) specified by OJP in the program solicitation or other applicable written guidance. Data collection supports compliance with the Government Performance and Results Act (GPRA) and the GPRA Modernization Act of 2010, and other applicable laws.

18. OJP Training Guiding Principles

Any training or training materials that the recipient -- or any subrecipient ("subgrantee") at any tier -- develops or delivers with OJP award funds must adhere to the OJP Training Guiding Principles for Grantees and Subgrantees, available at <https://ojp.gov/funding/Implement/TrainingPrinciplesForGrantees-Subgrantees.htm>.



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19. Effect of failure to address audit issues

The recipient understands and agrees that the DOJ awarding agency (OJP or OVW, as appropriate) may withhold award funds, or may impose other related requirements, if (as determined by the DOJ awarding agency) the recipient does not satisfactorily and promptly address outstanding issues from audits required by the Part 200 Uniform Requirements (or by the terms of this award), or other outstanding issues that arise in connection with audits, investigations, or reviews of DOJ awards.

20. Potential imposition of additional requirements

The recipient agrees to comply with any additional requirements that may be imposed by the DOJ awarding agency (OJP or OVW, as appropriate) during the period of performance for this award, if the recipient is designated as "high-risk" for purposes of the DOJ high-risk grantee list.

21. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 42

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 42, specifically including any applicable requirements in Subpart E of 28 C.F.R. Part 42 that relate to an equal employment opportunity program.

22. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 54

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 54, which relates to nondiscrimination on the basis of sex in certain "education programs."

23. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 38

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 38 (as may be applicable from time to time), specifically including any applicable requirements regarding written notice to program beneficiaries and prospective program beneficiaries.

Currently, among other things, 28 C.F.R. Part 38 includes rules that prohibit specific forms of discrimination on the basis of religion, a religious belief, a refusal to hold a religious belief, or refusal to attend or participate in a religious practice. Part 38, currently, also sets out rules and requirements that pertain to recipient and subrecipient ("subgrantee") organizations that engage in or conduct explicitly religious activities, as well as rules and requirements that pertain to recipients and subrecipients that are faith-based or religious organizations.

The text of 28 C.F.R. Part 38 is available via the Electronic Code of Federal Regulations (currently accessible at <https://www.ecfr.gov/cgi-bin/ECFR?page=browse>), by browsing to Title 28-Judicial Administration, Chapter 1, Part 38, under e-CFR "current" data.



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24. Restrictions on "lobbying"

In general, as a matter of federal law, federal funds awarded by OJP may not be used by the recipient, or any subrecipient ("subgrantee") at any tier, either directly or indirectly, to support or oppose the enactment, repeal, modification, or adoption of any law, regulation, or policy, at any level of government. See 18 U.S.C. 1913. (There may be exceptions if an applicable federal statute specifically authorizes certain activities that otherwise would be barred by law.)

Another federal law generally prohibits federal funds awarded by OJP from being used by the recipient, or any subrecipient at any tier, to pay any person to influence (or attempt to influence) a federal agency, a Member of Congress, or Congress (or an official or employee of any of them) with respect to the awarding of a federal grant or cooperative agreement, subgrant, contract, subcontract, or loan, or with respect to actions such as renewing, extending, or modifying any such award. See 31 U.S.C. 1352. Certain exceptions to this law apply, including an exception that applies to Indian tribes and tribal organizations.

Should any question arise as to whether a particular use of federal funds by a recipient (or subrecipient) would or might fall within the scope of these prohibitions, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

25. Compliance with general appropriations-law restrictions on the use of federal funds (FY 2020) The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes. Pertinent restrictions that may be set out in applicable appropriations acts are indicated at <https://ojp.gov/funding/Explore/FY20AppropriationsRestrictions.htm>, and are incorporated by reference here. Should a question arise as to whether a particular use of federal funds by a recipient (or a subrecipient) would or might fall within the scope of an appropriations-law restriction, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

26. Reporting potential fraud, waste, and abuse, and similar misconduct

The recipient, and any subrecipients ("subgrantees") at any tier, must promptly refer to the DOJ Office of the Inspector General (OIG) any credible evidence that a principal, employee, agent, subrecipient, contractor, subcontractor, or other person has, in connection with funds under this award-- (1) submitted a claim that violates the False Claims Act; or (2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct.

Potential fraud, waste, abuse, or misconduct involving or relating to funds under this award should be reported to the OIG by--(1) online submission accessible via the OIG webpage at <https://oig.justice.gov/hotline/contact-grants.htm> (select "Submit Report Online"); (2) mail directed to: U.S. Department of Justice, Office of the Inspector General, Investigations Division, ATTN: Grantee Reporting, 950 Pennsylvania Ave., NW, Washington, DC 20530; and/or (3) by facsimile directed to the DOJ OIG Investigations Division (Attn: Grantee Reporting) at (202) 616-9881 (fax).

Additional information is available from the DOJ OIG website at <https://oig.justice.gov/hotline>.



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27. Restrictions and certifications regarding non-disclosure agreements and related matters

No recipient or subrecipient ("subgrantee") under this award, or entity that receives a procurement contract or subcontract with any funds under this award, may require any employee or contractor to sign an internal confidentiality agreement or statement that prohibits or otherwise restricts, or purports to prohibit or restrict, the reporting (in accordance with law) of waste, fraud, or abuse to an investigative or law enforcement representative of a federal department or agency authorized to receive such information.

The foregoing is not intended, and shall not be understood by the agency making this award, to contravene requirements applicable to Standard Form 312 (which relates to classified information), Form 4414 (which relates to sensitive compartmented information), or any other form issued by a federal department or agency governing the nondisclosure of classified information.

1. In accepting this award, the recipient--

a. represents that it neither requires nor has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

b. certifies that, if it learns or is notified that it is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

2. If the recipient does or is authorized under this award to make subawards ("subgrants"), procurement contracts, or both--

a. it represents that--

(1) it has determined that no other entity that the recipient's application proposes may or will receive award funds (whether through a subaward ("subgrant"), procurement contract, or subcontract under a procurement contract) either requires or has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

(2) it has made appropriate inquiry, or otherwise has an adequate factual basis, to support this representation; and

b. it certifies that, if it learns or is notified that any subrecipient, contractor, or subcontractor entity that receives funds under this award is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds to or by that entity, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.



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28. Compliance with 41 U.S.C. 4712 (including prohibitions on reprisal; notice to employees)

The recipient (and any subrecipient at any tier) must comply with, and is subject to, all applicable provisions of 41 U.S.C. 4712, including all applicable provisions that prohibit, under specified circumstances, discrimination against an employee as reprisal for the employee's disclosure of information related to gross mismanagement of a federal grant, a gross waste of federal funds, an abuse of authority relating to a federal grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal grant.

The recipient also must inform its employees, in writing (and in the predominant native language of the workforce), of employee rights and remedies under 41 U.S.C. 4712.

Should a question arise as to the applicability of the provisions of 41 U.S.C. 4712 to this award, the recipient is to contact the DOJ awarding agency (OJP or OVW, as appropriate) for guidance.

29. Encouragement of policies to ban text messaging while driving

Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), DOJ encourages recipients and subrecipients ("subgrantees") to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this award, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

30. Requirement to disclose whether recipient is designated "high risk" by a federal grant-making agency outside of DOJ

If the recipient is designated "high risk" by a federal grant-making agency outside of DOJ, currently or at any time during the course of the period of performance under this award, the recipient must disclose that fact and certain related information to OJP by email at OJP.ComplianceReporting@ojp.usdoj.gov. For purposes of this disclosure, high risk includes any status under which a federal awarding agency provides additional oversight due to the recipient's past performance, or other programmatic or financial concerns with the recipient. The recipient's disclosure must include the following: 1. The federal awarding agency that currently designates the recipient high risk, 2. The date the recipient was designated high risk, 3. The high-risk point of contact at that federal awarding agency (name, phone number, and email address), and 4. The reasons for the high-risk status, as set out by the federal awarding agency.

31. Signing Authority

This award must be signed by an authorized official of the applicant State, local, or tribal government, on behalf of that applicant State, unit of local government, or Tribe, unless the applicant designates an organizational unit to apply on its behalf. For example, if designated by a unit of local government, a Police Department or Sheriff's Office (or similar agency) may apply on behalf of the applicant jurisdiction, as long as the department, office, or agency is listed as the organizational unit on the SF-424. In that case, the head of the designated organizational unit (such as a Police Chief or Sheriff) may sign the award. Documentation of the designation by the appropriate governing body must be retained by the grant recipient.

32. The "Emergency Appropriations for Coronavirus Health Response and Agency Operations" law (Public Law 116-136) includes definitions, reporting requirements, and certain other provisions that apply (whether in whole or in part) to this award. In addition, consistent with the CESF Program's purposes, which involve preparing for, preventing, and responding to the coronavirus national emergency, OJP will provide notice of any additional CESF program-specific grants administrative requirements on an award page, accessible at <https://www.ojp.gov/funding/explore/CESF-program-specific-condition>, that is incorporated by reference here.



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33. The recipient agrees to comply with OJP grant monitoring guidelines, protocols, and procedures, and to cooperate with BJA and OCFO on all grant monitoring requests, including requests related to desk reviews, enhanced programmatic desk reviews, and/or site visits. The recipient agrees to provide to BJA and OCFO all documentation necessary to complete monitoring tasks, including documentation related to any subawards made under this award. Further, the recipient agrees to abide by reasonable deadlines set by BJA and OCFO for providing the requested documents. Failure to cooperate with BJA's/OCFO's grant monitoring activities may result in sanctions affecting the recipient's DOJ awards, including, but not limited to: withholdings and/or other restrictions on the recipient's access to grant funds; referral to the Office of the Inspector General for audit review; designation of the recipient as a DOJ High Risk grantee; or termination of an award(s).
34. FFATA reporting: Subawards and executive compensation
- The recipient must comply with applicable requirements to report first-tier subawards ("subgrants") of \$25,000 or more and, in certain circumstances, to report the names and total compensation of the five most highly compensated executives of the recipient and first-tier subrecipients (first-tier "subgrantees") of award funds. The details of recipient obligations, which derive from the Federal Funding Accountability and Transparency Act of 2006 (FFATA), are posted on the OJP web site at <https://ojp.gov/funding/Explore/FFATA.htm> (Award condition: Reporting Subawards and Executive Compensation), and are incorporated by reference here.
- This condition, including its reporting requirement, does not apply to-- (1) an award of less than \$25,000, or (2) an award made to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).
35. Required monitoring of subawards
- The recipient must monitor subawards under this award in accordance with all applicable statutes, regulations, award conditions, and the DOJ Grants Financial Guide, and must include the applicable conditions of this award in any subaward. Among other things, the recipient is responsible for oversight of subrecipient spending and monitoring of specific outcomes and benefits attributable to use of award funds by subrecipients. The recipient agrees to submit, upon request, documentation of its policies and procedures for monitoring of subawards under this award.
36. Use of program income
- Program income (as defined in the Part 200 Uniform Requirements) must be used in accordance with the provisions of the Part 200 Uniform Requirements. Program income earnings and expenditures both must be reported on the quarterly Federal Financial Report, SF 425.
37. Justice Information Sharing
- Recipients are encouraged to comply any information-sharing projects funded under this award with DOJ's Global Justice Information Sharing Initiative (Global) guidelines. The recipient (and any subrecipient at any tier) is encouraged to conform to the Global Standards Package (GSP) and all constituent elements, where applicable, as described at: https://it.ojp.gov/gsp_grantcondition. The recipient (and any subrecipient at any tier) must document planned approaches to information sharing and describe compliance with the GSP and appropriate privacy policy that protects shared information.
38. Avoidance of duplication of networks
- To avoid duplicating existing networks or IT systems in any initiatives funded by BJA for law enforcement information sharing systems which involve interstate connectivity between jurisdictions, such systems shall employ, to the extent possible, existing networks as the communication backbone to achieve interstate connectivity.



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39. Compliance with National Environmental Policy Act and related statutes

Upon request, the recipient (and any subrecipient at any tier) must assist BJA in complying with the National Environmental Policy Act (NEPA), the National Historic Preservation Act, and other related federal environmental impact analyses requirements in the use of these award funds, either directly by the recipient or by a subrecipient. Accordingly, the recipient agrees to first determine if any of the following activities will be funded by the grant, prior to obligating funds for any of these purposes. If it is determined that any of the following activities will be funded by the award, the recipient agrees to contact BJA. The recipient understands that this condition applies to new activities as set out below, whether or not they are being specifically funded with these award funds. That is, as long as the activity is being conducted by the recipient, a subrecipient, or any third party, and the activity needs to be undertaken in order to use these award funds, this condition must first be met. The activities covered by this condition are: a. New construction; b. Minor renovation or remodeling of a property located in an environmentally or historically sensitive area, including properties located within a 100-year flood plain, a wetland, or habitat for endangered species, or a property listed on or eligible for listing on the National Register of Historic Places; c. A renovation, lease, or any proposed use of a building or facility that will either (a) result in a change in its basic prior use or (b) significantly change its size; d. Implementation of a new program involving the use of chemicals other than chemicals that are (a) purchased as an incidental component of a funded activity and (b) traditionally used, for example, in office, household, recreational, or education environments; and e. Implementation of a program relating to clandestine methamphetamine laboratory operations, including the identification, seizure, or closure of clandestine methamphetamine laboratories. The recipient understands and agrees that complying with NEPA may require the preparation of an Environmental Assessment and/ or an Environmental Impact Statement, as directed by BJA. The recipient further understands and agrees to the requirements for implementation of a Mitigation Plan, as detailed at <https://bjagov/Funding/nepa.html>, for programs relating to methamphetamine laboratory operations. Application of This Condition to Recipient's Existing Programs or Activities: For any of the recipient's or its subrecipients' existing programs or activities that will be funded by these award funds, the recipient, upon specific request from BJA, agrees to cooperate with BJA in any preparation by BJA of a national or program environmental assessment of that funded program or activity.

40. Establishment of interest-bearing account

If award funds are being drawn down in advance, the recipient (or a subrecipient, with respect to a subaward) is required to establish an interest-bearing account dedicated specifically to this award. Recipients (and subrecipients) must maintain advance payments of federal awards in interest-bearing accounts, unless regulatory exclusions apply (2 C.F.R. 200.305(b)(8)). The award funds, including any interest, may not be used to pay debts or expenses incurred by other activities beyond the scope of the Coronavirus Emergency Supplemental Funding (CESF) program. The recipient also agrees to obligate the award funds in the account(including any interest earned) during the period of performance for the award and expend within 90 days thereafter. Any unobligated or unexpended funds, including interest earned, must be returned to OJP at the time of closeout.

41. Expenditures requiring prior approval

No funds under this award may be expended on individual items costing \$500,000 or more, or to purchase Unmanned Aerial Systems (UAS), Unmanned Aircraft (UA), and/or Unmanned Aerial Vehicles (UAV) without prior written approval from BJA. Prior approval must be obtained post-award, through the submission and approval of a Grant Adjustment Notice (GAN) through OJP's Grant Management System (GMS).



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SPECIAL CONDITIONS

42. Authorization to obligate (federal) award funds to reimburse certain project costs incurred on or after January 20, 2020

The recipient may obligate (federal) award funds only after the recipient makes a valid acceptance of the award. As of the first day of the period of performance for the award (January 20, 2020), however, the recipient may choose to incur project costs using non-federal funds, but any such project costs are incurred at the recipient's risk until, at a minimum-- (1) the recipient makes a valid acceptance of the award, and (2) all applicable withholding conditions are removed by OJP (via a Grant Adjustment Notice). (A withholding condition is a condition in the award document that precludes the recipient from obligating, expending, or drawing down all or a portion of the award funds until the condition is removed.)

Nothing in this condition shall be understood to authorize the recipient (or any subrecipient at any tier) to use award funds to "supplant" State or local funds.

43. Use of funds for DNA testing; upload of DNA profiles

If award funds are used for DNA testing of evidentiary materials, any resulting eligible DNA profiles must be uploaded to the Combined DNA Index System ("CODIS," the DNA database operated by the FBI) by a government DNA laboratory with access to CODIS. No profiles generated under this award may be entered or uploaded into any non-governmental DNA database without prior express written approval from BJA. Award funds may not be used for the purchase of DNA equipment and supplies unless the resulting DNA profiles may be accepted for entry into CODIS.

44. Body armor - compliance with NIJ standards and other requirements

Ballistic-resistant and stab-resistant body armor purchased with award funds may be purchased at any threat level, make or model, from any distributor or manufacturer, as long as the body armor has been tested and found to comply with applicable National Institute of Justice ballistic or stab standards and is listed on the NIJ Compliant Body Armor Model List (<https://nij.gov/topics/technology/body-armor/Pages/compliant-ballistic-armor.aspx>). In addition, ballistic-resistant and stab-resistant body armor purchased must be made in the United States and must be uniquely fitted, as set forth in 34 U.S.C. 10202(c)(1)(A). The latest NIJ standard information can be found here: <https://nij.gov/topics/technology/body-armor/pages/safety-initiative.aspx>.

45. Missing Attachment: Disclosure of lobbying

The recipient must complete a Disclosure of Lobbying Activities (SF-LLL) form, and submit it to the grant manager for this award. Award closeout will not be possible until OJP has issued a Grant Adjustment Notice to remove this special condition.



Department of Justice (DOJ)

Office of Justice Programs

Bureau of Justice Assistance

Washington, D.C. 20531

Memorandum To: Official Grant File

From: Orbin Terry, NEPA Coordinator

Subject: Categorical Exclusion for Chesterfield County

The Coronavirus Emergency Supplemental Funding (CESF) Program allows eligible states, local units of government, and tribes to support a broad range of activities including preventing, preparing for, and responding to the coronavirus.

All recipients of CESF funding must assist BJA in complying with NEPA and other related federal environmental impact analyses requirements in the use of grant funds, whether the funds are used directly by the grantee or by a sub-grantee or third party.

BJA's expectation is that none of the following activities will be conducted whether under this federal award or a related third party action:

- (1) New construction
- (2) Any renovation or remodeling of a property located in an environmentally or historically sensitive area, including property (a) listed on or eligible for listing on the National Register of Historic Places, or (b) located within a 100-year flood plain, a wetland, or habitat for an endangered species
- (3) A renovation that will change the basic prior use of a facility or significantly change its size
- (4) Research and technology whose anticipated and future application could be expected to have an effect on the environment
- (5) Implementation of a program involving the use of chemicals (including the identification, seizure, or closure of clandestine methamphetamine laboratories) other than chemicals that are (a) purchased as an incidental component of a funded activity and (b) traditionally used, for example, in office, household, recreational, or education environments.

Consequently, the subject federal action meets the Office of Justice Programs' criteria for a categorical exclusion as contained in paragraph 4(b) of Appendix D to Part 61 of Title 28 of the Code of Federal Regulations.

If, however, award funds are proposed to be used for any of the enumerated projects or activities above, grant recipients must contact their grant manager, and receive written approval prior to commencing that project or activity.

Questions about this determination may be directed to your grant manager or Orbin Terry, Environmental Coordinator for BJA.

 <div>Department of Justice (DOJ) Office of Justice Programs Bureau of Justice Assistance</div>	GRANT MANAGER'S MEMORANDUM, PT. I: PROJECT SUMMARY Grant	
	PROJECT NUMBER 2020-VD-BX-0709	PAGE 1 OF 1
This project is supported under FY20(BJA - CESF) Pub. L. No. 116-136, Div. B; 28 U.S.C. 530C		
1. STAFF CONTACT (Name & telephone number) Kathryn Manning (202) 616-1722		2. PROJECT DIRECTOR (Name, address & telephone number) Amanda Carter Grants Coordinator 10001 Iron Bridge Road PO BOX 40 Chesterfield, VA 23832-0040 (804) 717-6014
3a. TITLE OF THE PROGRAM BJA FY 20 Coronavirus Emergency Supplemental Funding Program		3b. POMS CODE (SEE INSTRUCTIONS ON REVERSE)
4. TITLE OF PROJECT Preparation and Replacement of Pandemic Supplies		
5. NAME & ADDRESS OF GRANTEE Chesterfield County 9901 Lori Road Chesterfield, VA 23832-6626		6. NAME & ADDRESS OF SUBGRANTEE
7. PROGRAM PERIOD FROM: 01/20/2020 TO: 01/31/2022		8. BUDGET PERIOD FROM: 01/20/2020 TO: 01/31/2022
9. AMOUNT OF AWARD \$ 185,482		10. DATE OF AWARD 05/21/2020
11. SECOND YEAR'S BUDGET		12. SECOND YEAR'S BUDGET AMOUNT
13. THIRD YEAR'S BUDGET PERIOD		14. THIRD YEAR'S BUDGET AMOUNT
15. SUMMARY DESCRIPTION OF PROJECT (See instruction on reverse) The Coronavirus Emergency Supplemental Funding (CESF) Program allows States, U.S. Territories, the District of Columbia, units of local government, and federally recognized tribal governments to support a broad range of activities to prevent, prepare for, and respond to the coronavirus. Funded projects or initiatives may include, but are not limited to, overtime, equipment (including law enforcement and medical personal protective equipment), hiring, supplies (such as gloves, masks, sanitizer), training, travel expenses (particularly related to the distribution of resources to the most impacted areas), and addressing the medical needs of inmates in state, local, and tribal prisons, jails, and detention centers. NCA/NCF		





**CHESTERFIELD COUNTY
BOARD OF SUPERVISORS
AGENDA**

Meeting Date: June 24, 2020

Item Number: 12.B.6.

Subject:

Adoption of a Revised Calendar of Holidays and the Inclusion of Religious and Cultural Observances

Board Action Requested:

The Board is requested to adopt the attached revised calendar of holidays which has been combined with nationally recognized religious and cultural observances.

Summary of Information:

In 2000, the Board of Supervisors adopted a revised standard holiday schedule to observe 11 holidays including New Year's Day, Lee-Jackson Day, Martin Luther King Jr. Day, Memorial Day, Independence Day, Labor Day, Veterans Day, Thanksgiving Day, Day after Thanksgiving, Christmas Eve and Christmas Day.

In light of the county observing eight of its 11 holidays within roughly a two-month time-frame, staff recommends that we exchange the locally recognized holiday in January (Lee-Jackson Day) for the federal holiday in February (Presidents Day), beginning with calendar year 2021. This will allow staff to spread out the number of days that county offices are closed, providing customers an additional day of service during an already dense holiday time.

The Commonwealth of Virginia recently exchanged Lee-Jackson Day for Election Day as one of its 13.5 recognized state holidays. Staff recommends that the county remains open on Election Day because of local government's role in supporting the election process. There are a number of county departments and employees that provide logistical support to the County Registrar during each election, making it more advantageous for the county to remain open to support the voter experience for county citizens. As a federal holiday, Presidents Day better aligns with holidays that are recognized regionally and more common in the private sector.

Presidents Day is a recognized holiday in Henrico County and the City of Richmond. Because of the rich diversity of the county's residents, staff also recommends that the county's holiday calendar be expanded to include nationally recognized cultural and religious observances. The proposed 2021 Calendar of Holidays and Religious and Cultural Observances is attached for your review and approval.

Attachments:

1. 2021 Calendar of Holidays and Religious and Cultural Observances

Preparer: Mary Martin Selby, Director

Approved By:





January 2021

December '20							February '21						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4	5	1	2	3	4	5	6
6	7	8	9	10	11	12	7	8	9	10	11	12	13
13	14	15	16	17	18	19	14	15	16	17	18	19	20
20	21	22	23	24	25	26	21	22	23	24	25	26	27
27	28	29	30	31			28						

CHESTERFIELD COUNTY GOVERNMENT HOLIDAY CALENDAR AND CULTURAL AND RELIGIOUS HOLIDAY OBSERVANCES

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
27	28	29	30	31	1 County Holiday: New Year's Day	2
3	4	5 Sikh: Guru Gobind Singh Ji's Birthday	6 Christian: Epiphany Armenian Orthodox Christian: Christmas	7 Eastern Christian: Christmas	8	9
10	11	12	13	14 Hindu: Makar Sankranti	15	16
17 Bahá'í: World Religion Day	18 County Holiday: Dr. Martin Luther King, Jr. Day	19	20	21	22	23
24	25	26	27 UN Holocaust Memorial Day	28 Buddhist: Mahayana New Year Jewish: Tu B'shvat	29	30
31	1	Notes <ul style="list-style-type: none"> Red Denotes Chesterfield County Observed Holiday Blue Denotes Religious Observance / Green Denotes Cultural Observance Anti-Defamation League (ADL) - Source for Religious and Cultural Observances 				



February 2021

January '21							March '21						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
					1	2		1	2	3	4	5	6
3	4	5	6	7	8	9	7	8	9	10	11	12	13
10	11	12	13	14	15	16	14	15	16	17	18	19	20
17	18	19	20	21	22	23	21	22	23	24	25	26	27
24	25	26	27	28	29	30	28	29	30	31			

CHESTERFIELD COUNTY GOVERNMENT HOLIDAY CALENDAR AND CULTURAL AND RELIGIOUS HOLIDAY OBSERVANCES

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
31	1 African American: Black History Month	2	3	4	5	6
7	8	9	10	11	12 Confucian/Daoist/ Buddhist: Lunar New Year	13
14	15 County Holiday: Presidents Day Buddhist: Nirvana Day	16 Western Christian: Shrove Tuesday	17 Western Christian: Ash Wednesday	18	19	20
21	22	23	24	25 Bahá'í: Ayyám-i-ha	26 Bahá'í: Ayyám-i-ha Jewish: Purim	27 Bahá'í: Ayyám-i-ha
28 Bahá'í: Ayyám-i-ha	1	Notes <ul style="list-style-type: none"> Red Denotes Chesterfield County Observed Holiday Blue Denotes Religious Observance / Green Denotes Cultural Observance Anti-Defamation League (ADL) - Source for Religious and Cultural Observances 				



March 2021

February '21							April '21						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
	1	2	3	4	5	6					1	2	3
7	8	9	10	11	12	13	4	5	6	7	8	9	10
14	15	16	17	18	19	20	11	12	13	14	15	16	17
21	22	23	24	25	26	27	18	19	20	21	22	23	24
28							25	26	27	28	29	30	

CHESTERFIELD COUNTY GOVERNMENT HOLIDAY CALENDAR AND CULTURAL AND RELIGIOUS HOLIDAY OBSERVANCES

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28	1 Bahá'í: Nineteen Day Fast	2 Bahá'í: Nineteen Day Fast	3 Bahá'í: Nineteen Day Fast	4 Bahá'í: Nineteen Day Fast	5 Bahá'í: Nineteen Day Fast	6 Bahá'í: Nineteen Day Fast
7 Bahá'í: Nineteen Day Fast	8 Bahá'í: Nineteen Day Fast	9 Bahá'í: Nineteen Day Fast	10 Bahá'í: Nineteen Day Fast	11 Bahá'í: Nineteen Day Fast Hindu: Maha Shivaratri	12 Bahá'í: Nineteen Day Fast	13 Bahá'í: Nineteen Day Fast
14 Bahá'í: Nineteen Day Fast	15 Bahá'í: Nineteen Day Fast Eastern Christian: Clean Monday	16 Bahá'í: Nineteen Day Fast	17 Bahá'í: Nineteen Day Fast Christian: St. Patrick's Day	18 Bahá'í: Nineteen Day Fast	19 Bahá'í: Nineteen Day Fast	20
21	22	23	24	25	26	27
28 Jewish: Passover Begins Christian: Palm Sunday Buddhist: Magha Puja	29 Jewish: Passover Hindu: Holi Sikh: Hola Mohalla	30 Jewish: Passover	31 Jewish: Passover	1	2	3
4	5	Notes <ul style="list-style-type: none"> Red Denotes Chesterfield County Observed Holiday Blue Denotes Religious Observance / Green Denotes Cultural Observance Anti-Defamation League (ADL) - Source for Religious and Cultural Observances 				



April 2021

March '21							May '21						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
	1	2	3	4	5	6							1
7	8	9	10	11	12	13	2	3	4	5	6	7	8
14	15	16	17	18	19	20	9	10	11	12	13	14	15
21	22	23	24	25	26	27	16	17	18	19	20	21	22
28	29	30	31				23	24	25	26	27	28	29
							30	31					

CHESTERFIELD COUNTY GOVERNMENT HOLIDAY CALENDAR AND CULTURAL AND RELIGIOUS HOLIDAY OBSERVANCES

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28	29	30	31	1 Jewish: Passover Christian: Holy Thursday	2 Jewish: Passover Christian: Good Friday	3 Jewish Passover
4 Jewish: Passover Ends Christian: Easter	5	6	7	8	9	10
11	12	13 Islamic: Ramadan Begins	14 Islamic: Ramadan Sikh: Vaisakhi	15 Islamic: Ramadan	16 Islamic: Ramadan	17 Islamic: Ramadan
18 Islamic: Ramadan	19 Islamic: Ramadan	20 Islamic: Ramadan Bahá'í: Festival of Ridvan Jewish: Yom Hashoah	21 Islamic: Ramadan Hindu: Rama Navami	22 Islamic: Ramadan	23 Islamic: Ramadan	24 Islamic: Ramadan
25 Islamic: Ramadan	26 Islamic: Ramadan	27 Islamic: Ramadan Buddhist: Theravada New Year	28 Islamic: Ramadan Bahá'í: Festival of Ridvan	29 Islamic: Ramadan	30 Islamic: Ramadan Jewish: Lag B'Omer	1
2	3	Notes <ul style="list-style-type: none"> Red Denotes Chesterfield County Observed Holiday Blue Denotes Religious Observance / Green Denotes Cultural Observance Anti-Defamation League (ADL) - Source for Religious and Cultural Observances 				



May 2021

April '21							June '21						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
					1	2	3			1	2	3	4
4	5	6	7	8	9	10	6	7	8	9	10	11	12
11	12	13	14	15	16	17	13	14	15	16	17	18	19
18	19	20	21	22	23	24	20	21	22	23	24	25	26
25	26	27	28	29	30		27	28	29	30			

CHESTERFIELD COUNTY GOVERNMENT HOLIDAY CALENDAR AND CULTURAL AND RELIGIOUS HOLIDAY OBSERVANCES

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
25	26	27	28	29	30	1 Islamic: Ramadan Bahá'í: Festival of Ridvan Asian Pacific American: Heritage Month Jewish American: Heritage Month
2 Islamic: Ramadan	3 Islamic: Ramadan	4 Islamic: Ramadan	5 Islamic: Ramadan Mexican: Cinco De Mayo	6 Islamic: Ramadan	7 Islamic: Ramadan	8 Islamic: Ramadan Islamic: Laila Al-Qadr
9 Islamic: Ramadan	10 Islamic: Ramadan	11 Islamic: Ramadan	12 Islamic: Ramadan	13 Islamic: Ramadan Ends Christian: Ascension Day Islamic: Eid al-Fitr	14	15
16	17 Jewish: Shavuot	18 Jewish: Shavuot	19	20	21 World Day for Cultural Diversity	22
23 Bahá'í: Declaration of the Báb Christian: Pentecost	24	25	26 Buddhist: Visakha Puja	27	28 Bahá'í: Ascension of Baha'U'llah	29
30 Eastern Christian: All Saints' Day	31 County Holiday: Memorial Day	Notes <ul style="list-style-type: none"> Red Denotes Chesterfield County Observed Holiday Blue Denotes Religious Observance / Green Denotes Cultural Observance Anti-Defamation League (ADL) - Source for Religious and Cultural Observances 				



June 2021

May '21							July '21						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
						1					1	2	3
2	3	4	5	6	7	8	4	5	6	7	8	9	10
9	10	11	12	13	14	15	11	12	13	14	15	16	17
16	17	18	19	20	21	22	18	19	20	21	22	23	24
23	24	25	26	27	28	29	25	26	27	28	29	30	31
30	31												

CHESTERFIELD COUNTY GOVERNMENT HOLIDAY CALENDAR AND CULTURAL AND RELIGIOUS HOLIDAY OBSERVANCES						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
30	31	1 LGBTQ+ Pride Month	2	3	4	5
6	7	8	9	10	11	12
13 Bahá'í: Race Unity Day	14 Flag Day	15	16	17	18	19 African American: Juneteenth
20	21	22	23	24	25	26
27	28	29	30	1	2	3
4	5	Notes <ul style="list-style-type: none"> Red Denotes Chesterfield County Observed Holiday Blue Denotes Religious Observance / Green Denotes Cultural Observance Anti-Defamation League (ADL) - Source for Religious and Cultural Observances 				



July 2021

June '21							August '21						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
		1	2	3	4	5	1	2	3	4	5	6	7
6	7	8	9	10	11	12	8	9	10	11	12	13	14
13	14	15	16	17	18	19	15	16	17	18	19	20	21
20	21	22	23	24	25	26	22	23	24	25	26	27	28
27	28	29	30				29	30	31				

CHESTERFIELD COUNTY GOVERNMENT HOLIDAY CALENDAR AND CULTURAL AND RELIGIOUS HOLIDAY OBSERVANCES						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
27	28	29	30	1	2	3
4 Independence Day	5 County Holiday: Independence Day Observed	6	7	8	9 Bahá'í: Martyrdom of the Báb	10
11	12	13 Buddhist: Ullambana	14 Buddhist: Ullambana	15 Buddhist: Ullambana	16	17
18 Jewish: Tisha B'Av	19	20 Islamic: Eid al-Adha	21	22	23	24 Buddhist: Dharma Day
25	26	27	28	29	30	31
1	2	Notes <ul style="list-style-type: none"> Red Denotes Chesterfield County Observed Holiday Blue Denotes Religious Observance / Green Denotes Cultural Observance Anti-Defamation League (ADL) - Source for Religious and Cultural Observances 				



August 2021

July '21							September '21						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3				1	2	3	4
4	5	6	7	8	9	10	5	6	7	8	9	10	11
11	12	13	14	15	16	17	12	13	14	15	16	17	18
18	19	20	21	22	23	24	19	20	21	22	23	24	25
25	26	27	28	29	30	31	26	27	28	29	30		

CHESTERFIELD COUNTY GOVERNMENT HOLIDAY CALENDAR AND CULTURAL AND RELIGIOUS HOLIDAY OBSERVANCES

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7
8	9 Islamic: Muharram International Day of the World's Indigenous Peoples	10	11	12	13	14
15	16	17	18 Islamic: Ashura	19	20	21
22 Hindu: Raksha Bandhan	23	24	25	26	27	28
29	30 Hindu: Krishna Janmashtami	31	1	2	3	4
5	6	Notes <ul style="list-style-type: none"> Red Denotes Chesterfield County Observed Holiday Blue Denotes Religious Observance / Green Denotes Cultural Observance Anti-Defamation League (ADL) - Source for Religious and Cultural Observances 				



September 2021

August '21							October '21						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7						1	2
8	9	10	11	12	13	14	3	4	5	6	7	8	9
15	16	17	18	19	20	21	10	11	12	13	14	15	16
22	23	24	25	26	27	28	17	18	19	20	21	22	23
29	30	31					24	25	26	27	28	29	30
							31						

CHESTERFIELD COUNTY GOVERNMENT HOLIDAY CALENDAR AND CULTURAL AND RELIGIOUS HOLIDAY OBSERVANCES						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30	31	1 Sikh: Gur-Gaddi Guru Granth Sahib	2	3	4
5	6 County Holiday: Labor Day	7 Jewish: Rosh Hashanah	8 Jewish: Rosh Hashanah	9	10 Hindu: Ganesh Chaturthi	11
12	13	14	15 Hispanic: National Hispanic Heritage Month Begins	16 Jewish: Yom Kippur	17	18
19	20	21 Jewish: Sukkot	22 Jewish: Sukkot	23 Jewish: Sukkot	24 Jewish: Sukkot	25 Jewish: Sukkot
26 Jewish: Sukkot	27 Jewish: Sukkot	28 Jewish: Shemini Atzeret	29 Jewish: Simchat Torah	30	1	2
3	4	Notes <ul style="list-style-type: none"> Red Denotes Chesterfield County Observed Holiday Blue Denotes Religious Observance / Green Denotes Cultural Observance Anti-Defamation League (ADL) - Source for Religious and Cultural Observances 				



October 2021

September '21							November '21						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4		1	2	3	4	5	6
5	6	7	8	9	10	11	7	8	9	10	11	12	13
12	13	14	15	16	17	18	14	15	16	17	18	19	20
19	20	21	22	23	24	25	21	22	23	24	25	26	27
26	27	28	29	30			28	29	30				

CHESTERFIELD COUNTY GOVERNMENT HOLIDAY CALENDAR AND CULTURAL AND RELIGIOUS HOLIDAY OBSERVANCES

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	29	30	1	2
3	4	5	6 Hindu: Navaratri Begins	7 Hindu: Navaratri	8 Hindu: Navaratri	9 Hindu: Navaratri
10 Hindu: Navaratri	11 Hindu: Navaratri Columbus Day Indigenous People Day	12 Hindu: Navaratri	13 Hindu: Navaratri	14 Hindu: Navaratri Ends	15 Hindu: Dussehra/Dassera National Hispanic Heritage Month Ends	16
17	18 Islamic: Mawlid Al-Nabi (Sunni)	19	20	21	22	23 Islamic: Mawlid Al-Nabi (Shi'a)
24	25	26	27	28	29	30
31 Christian: Reformation Day	1	Notes <ul style="list-style-type: none"> Red Denotes Chesterfield County Observed Holiday Blue Denotes Religious Observance / Green Denotes Cultural Observance Anti-Defamation League (ADL) - Source for Religious and Cultural Observances 				



November 2021

October '21							December '21						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
					1	2				1	2	3	4
3	4	5	6	7	8	9	5	6	7	8	9	10	11
10	11	12	13	14	15	16	12	13	14	15	16	17	18
17	18	19	20	21	22	23	19	20	21	22	23	24	25
24	25	26	27	28	29	30	26	27	28	29	30	31	
31													

CHESTERFIELD COUNTY GOVERNMENT HOLIDAY CALENDAR AND CULTURAL AND RELIGIOUS HOLIDAY OBSERVANCES

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
31	1 National American Indian: Heritage Month Western Christian: All Saints' Day	2 Christian: All Souls' Day Election Day (State Holiday)	3	4 Sikh: Bandi-Chhor Diwas Hindu: Diwali	5	6 Bahá'í: Birth of the Báb
7 Bahá'í: Birth of the Bahá'U'lláh	8	9	10	11 County Holiday: Veterans' Day	12	13
14	15	16	17	18	19 Sikh: Guru Nanak Dev Ji's Birthday	20
21	22	23	24	25 County Holiday: Thanksgiving Day Bahá'í: Day of the Covenant	26 County Holiday: Day After Thanksgiving	27
28 Christian: Advent Begins	29 Christian: Advent Jewish: Chanukah Begins	30 Christian: Advent Jewish: Chanukah	1	2	3	4
5	6	Notes <ul style="list-style-type: none"> Red Denotes Chesterfield County Observed Holiday Blue Denotes Religious Observance / Green Denotes Cultural Observance Anti-Defamation League (ADL) - Source for Religious and Cultural Observances 				



December 2021

November '21							January '22						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
	1	2	3	4	5	6							1
7	8	9	10	11	12	13	2	3	4	5	6	7	8
14	15	16	17	18	19	20	9	10	11	12	13	14	15
21	22	23	24	25	26	27	16	17	18	19	20	21	22
28	29	30					23	24	25	26	27	28	29
							30	31					

CHESTERFIELD COUNTY GOVERNMENT HOLIDAY CALENDAR AND CULTURAL AND RELIGIOUS HOLIDAY OBSERVANCES

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28	29	30	1 Christian: Advent Jewish: Chanukah	2 Christian: Advent Jewish: Chanukah	3 Christian: Advent Jewish: Chanukah	4 Christian: Advent Jewish: Chanukah
5 Christian: Advent Jewish: Chanukah	6 Christian: Advent Jewish: Chanukah Ends	7 Christian: Advent	8 Christian: Advent Buddhist: Bodhi Day	9 Christian: Advent	10 Christian: Advent	11 Christian: Advent
12 Christian: Advent Christian: Our Lady of Guadalupe	13 Christian: Advent	14 Christian: Advent	15 Christian: Advent	16 Christian: Advent	17 Christian: Advent	18 Christian: Advent
19 Christian: Advent	20 Christian: Advent	21 Christian: Advent	22 Christian: Advent	23 County Holiday: Christmas Eve Observed Christian: Advent	24 County Holiday: Christmas Day Observed Christian: Christmas Eve Christian: Advent Ends	25 Western Christian: Christmas Day
26 African American: Kwanzaa Begins	27 African American: Kwanzaa	28 African American: Kwanzaa	29 African American: Kwanzaa	30 African American: Kwanzaa	31 County Holiday: New Year's Day Observed African American: Kwanzaa	1 African American: Kwanzaa Ends New Year's Day
2	3	Notes <ul style="list-style-type: none"> Red Denotes Chesterfield County Observed Holiday Blue Denotes Religious Observance / Green Denotes Cultural Observance Anti-Defamation League (ADL) - Source for Religious and Cultural Observances 				

Calendar of Observances 2021

The increasingly pluralistic population of the United States is made up of many different ethnic, cultural, faith and religious communities. To enhance mutual understanding among groups and promote inclusive communities, the ADL offers this resource as a tool to increase awareness of and respect for religious obligations and ethnic and cultural festivities that may affect students, colleagues and neighbors in your community.

Religious Observations

The calendar includes significant religious observances of the major faiths represented in the United States. It can be used when planning school exam schedules and activities, workplace festivities and community events. **Note that Bahá'í, Jewish and Islamic holidays begin at sundown the previous day and end at sundown on the date listed.**

National and International Holidays

The calendar notes U.S. holidays that are either legal holidays or observed in various states and communities throughout the country. Important national and international observances that may be commemorated in the U.S. are also included.

Calendar System

The dates of secular holidays are based on the Gregorian calendar, which is commonly used for civil dating purposes. Many religions and cultures follow various traditional calendar systems that are often based on the phases of the moon with occasional adjustments for the solar cycle. Therefore, specific Gregorian calendar dates for these observances will differ from year to year. In addition, calculation of specific dates may vary by geographical location and according to different sects within a religion.

[NOTE: Observances highlighted in yellow indicate that the dates are tentative or not yet set by the organizations who coordinate them.]

January 2021

January 1	NEW YEAR'S DAY The first day of the year in the Gregorian calendar, commonly used for civil dating purposes.
January 5	GURU GOBIND SINGH JI'S BIRTHDAY • Sikh Guru Gobind Singh was the 10th Sikh guru of Nanak and founder of the Khalsa.
January 6	CHRISTMAS • Armenian Orthodox Christian Armenian Christians celebrate the birth of Jesus on Epiphany, except for Armenians living in Israel, who celebrate Christmas on January 19th.
January 6	EPIPHANY • Christian Known as <i>Theophany</i> in Eastern Christianity, it celebrates the manifestation of Jesus as Christ. In addition, the Western Church associates Epiphany with the journey of the Magi to the infant Jesus, and the Eastern Church with the baptism of Jesus by John.
January 7	CHRISTMAS • Eastern Christian Most Orthodox churches celebrate Christmas 13 days later than other Christian churches based on their use of the Julian rather than the Gregorian version of the Western calendar.
January 14	MAKAR SANKRANTI • Hindu Seasonal celebration marking turning of the sun toward the north.
January 17	WORLD RELIGION DAY • Bahá'í Observance to proclaim the oneness of religion and the belief that world religion will unify the peoples of the earth.
January 18	DR. MARTIN LUTHER KING JR DAY The birthday of civil rights activist Dr. Martin Luther King Jr. is on January 15 th but it is observed on the third Monday in January.
January 18–22	NO NAME-CALLING WEEK Annual week of educational activities aimed at ending name-calling and bullying of all kinds.
January 27	UN HOLOCAUST MEMORIAL DAY Annual International Day of Commemoration in memory of the victims of the Holocaust coinciding with the anniversary of the liberation of the Auschwitz death camp in 1945.
January 28	MAHAYANA NEW YEAR • Buddhist In Mahayana countries the New Year starts on the first full moon day in January.
January 28	TU B'SHVAT • Jewish New Year's Day for Trees, and traditionally the first of the year for tithing fruit of trees. Now a day for environmental awareness and action, such as tree planting.

February 2021

February	Full Month	BLACK HISTORY MONTH Celebrates Black History and African American culture in the United States.
February 1		NATIONAL FREEDOM DAY Commemorates the signing of the 13th Amendment, which abolished slavery in 1865.
February 12		LUNAR NEW YEAR • Confucian, Daoist and Buddhist Also known as the <i>Spring Festival</i> , an important festival celebrated at the turn of the traditional lunisolar Chinese calendar.
February 14		VALENTINE'S DAY Celebrates the idea of romantic love.
February 15		NIRVANA DAY • Buddhist Celebrates the day when the historical Buddha achieved Parinirvana, or complete Nirvana, upon the death of his physical body. Sometimes celebrated on February 8.
February 15		PRESIDENTS DAY Honors all past presidents of the United States of America.
February 15		SUSAN B. ANTHONY DAY A commemorative holiday to celebrate the birth of Susan B. Anthony (1820–1906) and women's suffrage in the United States.
February 16		SHROVE TUESDAY • Western Christian A day of penitence as well as the last chance to feast before Lent begins. Also known as Mardi Gras, Fat Tuesday and Carnival Day as this day is observed in many ways worldwide.
February 17		ASH WEDNESDAY • Western Christian The first day of Lent for Western Christian churches, a 40-day period of spiritual preparation for Easter, not counting Sundays.
February 20		WORLD DAY OF SOCIAL JUSTICE U.N. day to recognize efforts to achieve fair outcomes for all through employment, social protection, social dialogue, and fundamental principles and rights at work.
February 25–28		AYYÁM-I-HA OR INTERCALARY DAYS • Bahá'í The Ayyám-i-ha, or “Days of Ha” are devoted to spiritual preparation for the fast, celebrating, hospitality, charity and gift giving. They are celebrated the four days, five in leap year, before the last month of the Bahá'í year by inserting days into the calendar in order to maintain their solar calendar.
February 26		PURIM • Jewish The “Feast of Lots” marks the salvation of the Jews of ancient Persia from extermination.

March 2021

March	Full Month	NATIONAL WOMEN'S HISTORY MONTH Honors women as significant agents of historical change.
March 1–19		NINETEEN-DAY FAST • Bahá'í Baha'is between 15 and 70 years of age do not eat or drink from sunrise to sunset and set aside time for prayer and meditation.
March 8		INTERNATIONAL WOMEN'S DAY Celebration of the economic, political and social achievements of women worldwide.
March 11		MAHA SHIVARATRI • Hindu Also called <i>Shiva Ratri</i> , the Great Night of Shiva, is a festival in reverence of the god Shiva. The festival is celebrated at the 13 th night or 14 th day of the waning moon in the Hindu calendar (month of February or March of the English calendar).
March 15		CLEAN MONDAY • Eastern Christian The beginning of <i>Great Lent</i> for Eastern Christian churches, which starts 40 days before Orthodox Easter (Pascha), counting Sundays.
March 17		ST. PATRICK'S DAY • Christian Feast day of the patron saint of Ireland. In the U.S., a secular version is celebrated by people of all faiths through appreciation of all things Irish.
March 20		VERNAL EQUINOX Marks the first day of the season of spring. The sun shines nearly equally on both hemispheres when it's spring in the Northern Hemisphere and simultaneously fall in the Southern Hemisphere.
March 21		INTERNATIONAL DAY FOR THE ELIMINATION OF RACIAL DISCRIMINATION Call to action to eliminate all forms of racial discrimination worldwide.
March 21		NOWRÚZ • Zoroastrian A traditional ancient Iranian festival celebrating the first day of Spring and the Iranian New Year. Also celebrated as New Year's Day in Baha'i tradition (Naw-Ruz). (This date may vary based on region or sect.)
March 28		KHORDAD SAL • Zoroastrian The Zoroastrian celebration of the birth of Zoroaster, the founder of the Zoroastrianism religion. The holiday is specifically celebrated in India and Iran, immediately following the Persian new year, Nowrúz.
March 28		MAGHA PUJA • Buddhist Also known as <i>Sangha Day</i> , it commemorates the spontaneous assembly of 1,250 disciples, completely enlightened monks, in the historical Buddha's presence.
March 28		PALM SUNDAY • Christian Observed the Sunday before Easter/Pascha to commemorate the entry of Jesus into Jerusalem.

**March 28–April
4**

PASSOVER/PESACH • Jewish

The eight-day “Feast of Unleavened Bread” celebrates Israel’s deliverance from Egyptian bondage.

March 29

HOLA MOHALLA • Sikh

An annual event which is a martial arts parade historically coinciding with Holi, the Hindu festival of colors. Celebrations related to Holla Mohalla may be held in various locations over several weekends preceding the actual date of the holiday.

March 29

HOLI • Hindu

A spring festival in India and Nepal dedicated to the god of pleasure, also known as the festival of colours or the festival of sharing love.

March 31

CESAR CHAVEZ DAY

Honors Mexican American farm worker, labor leader and activist Cesar Chavez (1927–1993) who was a nationally respected voice for social justice.

April 2021

April	Full Month	GENOCIDE AWARENESS MONTH A month that marks important anniversaries for past and contemporary genocides. Throughout the month, individuals, communities and organizations join together to remember and honor victims and survivors of mass atrocities.
April	Full Month	NATIONAL POETRY MONTH Introduced in 1996 by the Academy of American Poets as a way to increase awareness and appreciation of poetry in the United States.
April		DAY OF SILENCE Students take a day-long vow of silence to protest the actual silencing of lesbian, gay, bisexual, transgender and queer/questioning (LGBTQ) students and their straight allies due to bias and harassment.
April 1		HOLY THURSDAY • Christian Also known as <i>Maundy Thursday</i> , it is celebrated on the Thursday before Easter commemorating the Last Supper, at which Jesus and the Apostles were together for the last time before the Crucifixion.
April 2		GOOD FRIDAY • Christian Known as <i>Holy Friday</i> in Eastern Christianity, it commemorates the Crucifixion of Jesus on the Friday before Easter/Pascha.
April 4		EASTER • Christian Known as <i>Pascha</i> in Eastern Christianity, it celebrates the resurrection of Jesus.
April 8		YOM HASHOAH • Jewish “Holocaust Remembrance Day” memorializes the heroic martyrdom of six million Jews who perished in the Nazi Holocaust.
April 21		RAMA NAVAMI • Hindu Celebrates the birthday of Rama, king of ancient India, hero of the epic Ramayana, and seventh incarnation of Vishnu.
April 13–May 13		RAMADAN • Islamic Observed by Muslims worldwide as a month of fasting to commemorate the first revelation of the <i>Qur'an</i> to the Prophet Muhammad.
April 14		VAISAKHI (also spelled Baisakhi) • Sikh The festival which celebrates the founding of the Sikh community as the Khalsa (community of the initiated). On this day, Sikhs gather and celebrate Vaisakhi at their local Gurdwaras (Sikh house of worship) by remembering this day as the birth of the Khalsa.
April 20–May 1		FESTIVAL OF RIDVÁN • Bahá'í Annual festival commemorating the 12 days when Bahá'u'lláh, the prophet-founder of the Bahá'í Faith, resided in a garden called Ridván (Paradise) and publicly proclaimed his mission as God's messenger for this age. The first (April 20), ninth (April 28), and twelfth (May 1) days are celebrated as holy days when Baha'is suspend work.

April 24

ARMENIAN MARTYRS' DAY

Memorializes the genocide of approximately 1.5 million Armenians between 1915 and 1923 in Turkey.

April 27

THERAVADA NEW YEAR • Buddhist

In Theravada countries the New Year is celebrated on the first full moon day in April.

April 30

LAG B'OMER • Jewish

Celebrates the end of a divine-sent plague and/or Roman occupation during Rabbi Akiva's lifetime (died c. 135 CE).

May 2021

May	Full Month	ASIAN PACIFIC AMERICAN HERITAGE MONTH Recognizes the contributions and celebrates the culture of Asians and Pacific Islanders in the United States.
May	Full Month	JEWISH AMERICAN HERITAGE MONTH Recognizes the history of Jewish contributions to American culture, acknowledging the diverse achievements of American Jews.
May 1		INTERNATIONAL WORKER'S DAY Also known as <i>May Day</i> , it celebrates the social and economic achievements of workers worldwide. The day commemorates the Haymarket Riot of 1886 in Chicago, in which police and protesters clashed following a workers' strike for an eight-hour work day.
May 3		WORLD PRESS FREEDOM DAY Serves as an occasion to inform the public of violations of the right to freedom of expression and as a reminder that many journalists brave death or jail to bring people their daily news.
May 5		CINCO DE MAYO In 1862 Mexican forces defeated French occupational forces in the Battle of Puebla.
May 8		LAILA AL-QADR • Islamic Commemorates the night that the <i>Qur'an</i> was first revealed to the Prophet Muhammad. It is known as the "Night of Power." Often set on the 27th day of Ramadan, Sunnis may observe it on the 21st, 23rd, 25th or 29th and Shī'ite (Shiite) observe it on the 19th, 21st or 23rd day of Ramadan.
May 9		MOTHER'S DAY Children of all ages show appreciation for their mothers and mother figures.
May 13		ASCENSION DAY • Christian Also known as <i>Holy Thursday</i> , celebrated 40 days after Easter/Pascha, it commemorates the ascension of Jesus into Heaven.
May 13		EID AL-FITR • Islamic The "Feast of the Breaking of the Fast" marks the end of Ramadan, the holy month of fasting from dawn until dusk.
May 17–18		SHAVUOT • Jewish The "Feast of Weeks" celebrates the covenant established at Sinai between God and Israel, and the revelation of the Ten Commandments.
May 21		WORLD DAY FOR CULTURAL DIVERSITY Recognizes cultural diversity as a source of innovation, exchange and creativity, as well as the obligation to create a more peaceful and equitable society based on mutual respect.
May 23		DECLARATION OF THE BÁB • Bahá'í Commemoration of May 23, 1844, when the Báb, the prophet-herald of the Bahá'í Faith, announced in Shíráz, Persia, that he was the herald of a new messenger of God.

May 23	PENTECOST • Christian Also known as <i>Whitsunday</i> , the seventh Sunday after Easter/Pascha commemorates the descent of the Holy Spirit upon the Apostles and women followers of Jesus. Marks the birth of the Christian Church.
May 26	VISAKHA PUJA • Buddhist Also known as <i>Vesak</i> or <i>Buddha Day</i> , it marks the birth, spiritual awakening and death (nirvana) of the historical Buddha. (This date may vary based on region or sect.)
May 28	ASCENSION OF BAHÁ'U'LLÁH • Bahá'í Observance of the anniversary of the death in exile of Bahá'u'lláh, the prophet-founder of the Bahá'í Faith.
May 30	ALL SAINTS' DAY • Eastern Christian In Orthodox churches observed on the first Sunday after Pentecost, it commemorates all known and unknown Christian saints.
May 31	MEMORIAL DAY A federal holiday in the United States for remembering the people who died while serving in the country's armed forces.

June 2021

June	Full Month	LGBTQ+ PRIDE MONTH Commemorates the anniversary of the June 28, 1969 Stonewall riot in New York City, the incident that initiated the modern gay rights movement in the United States.
June 5		WORLD ENVIRONMENT DAY (WED) The United Nations' most important day for encouraging worldwide awareness and action for the protection of our environment.
June 12		ANNE FRANK DAY Birthday of young Jewish girl whose diary describes her family's experiences hiding from the Nazis through assistance of Gentile friends.
June 12		LOVING DAY Observes the anniversary of the 1967 United States Supreme Court decision <i>Loving v. Virginia</i> which struck down the miscegenation laws remaining in 16 states barring interracial marriage.
June 13		RACE UNITY DAY • Bahá'í Observance promoting racial harmony and understanding and the essential unity of humanity.
June 14		FLAG DAY Anniversary of the adoption of the United States flag by Congress in 1777.
June 19		JUNETEENTH Originally commemorating the announcement of the abolition of slavery in Texas in 1865, it is now celebrated throughout the U.S. to honor African-American freedom and achievement.
June 20		FATHER'S DAY Children of all ages show appreciation for their fathers and father figures.
June 20		SUMMER SOLSTICE Marks the first day of the season of summer. The length of time between sunrise and sunset is the longest of the year with the sun shining the farthest from the Southern Hemisphere and the closest to the Northern Hemisphere.
June 20		WORLD REFUGEE DAY Raises awareness about the plight of refugees and displaced persons.
June 26		ANNIVERSARY OF LEGALIZATION OF SAME-SEX MARRIAGE IN THE U.S. On June 26, 2015, in the case of <i>Obergefell v. Hodges</i> , the Supreme Court ruled that the fundamental right to marry is guaranteed to same-sex couples.

July 2021

July 4	INDEPENDENCE DAY Anniversary of the United States Declaration of Independence in 1776.
July 9	MARTYRDOM OF THE BÁB • Bahá'í Observance of the anniversary of the execution by a firing squad in Tabríz, Persia, of the 30-year-old Siyyid 'Alí-Muhammad, the Báb, the prophet-herald of the Bahá'í Faith.
July 13–15	ULLAMBANA (also known as Obon) • Buddhist Ullambana, a Sanskrit term that means “hanging upside down and suffering,” honors the spirits of past ancestors and strives to relieve aching souls from suffering. It lasts about half of the month of August. Obon, the Japanese transliteration of Ullambana, is only three days and varies from region to region—July in the eastern region and August in the western region.
July 18	TISHA B'AV • Jewish Mourning of the destruction of the First and Second Temples in Jerusalem in 586 BCE and 70 CE.
July 20	EID AL-ADHA • Islamic Commemoration of Ibrahim's willingness to sacrifice his son in obedience of a command from God. Marks the end of the annual Hajj (pilgrimage to Mecca).
July 24	DHARMA DAY • Buddhist Also known as <i>Asalha Puja</i> , it commemorates the historical Buddha's first discourse following his spiritual awakening.
July 26	AMERICANS WITH DISABILITIES ACT (ADA) DAY Commemorates the 1990 signing of the Americans with Disabilities Act, which guarantees equal opportunity for people with disabilities.

August 2021

August 9	INTERNATIONAL DAY OF THE WORLD'S INDIGENOUS PEOPLES Celebrates the richness of indigenous cultures and recognizes the challenges indigenous peoples face today, ranging from poverty and disease to dispossession, discrimination and denial of basic human rights.
August 9	MUHARRAM • Islamic The month of Muharram marks the beginning of the Islamic liturgical year. This first day, al-Hijra, remembers the migration of Muhammad and his followers from Mecca to Medina in 622 CE. It also marks the beginning of the ten-day Shī'ite Remembrance of Muharram, a period of intense grief and martyrdom of Hussein, the son of Ali and grandson of Muhammad.
August 12	INTERNATIONAL YOUTH DAY Celebrates young people and the integral role they play in helping to create a world fit for children.
August 18	ASHURA • Islamic A day of fasting observed on the 10th day of the month of Muharram to celebrate Moses' exodus from Egypt. For Shi'a Muslims, it also marks the climax of the ten-day Remembrance of Muharram, which mourns the martyrdom of Hussein at the Battle of Kerbala.
August 21	SENIOR CITIZEN DAY Recognizes the many contributions older adults make in communities across the United States.
August 22	RAKSHA BANDHAN • Hindu Also called <i>Rakhi</i> , this festival celebrates the protective relationship between brothers and their sisters.
August 23	INTERNATIONAL DAY FOR THE REMEMBRANCE OF THE SLAVE TRADE AND ITS ABOLITION Memorializes the tragedy of the transatlantic slave trade, coinciding with the anniversary of the uprising in Santo Domingo (today Haiti and the Dominican Republic) that initiated its abolition.
August 26	WOMEN'S EQUALITY DAY Commemorates the 1920 passage of the 19th Amendment to the Constitution, granting women the right to vote.
August 30	KRISHNA JANMASHTAMI (Also known as JAYANTI) • Hindu Celebrates Krishna's birthday, Vishnu's eighth incarnation on earth.

September 2021

September 1	GUR-GADDI GURU GRANTH SAHIB • Sikh Since 1708, Sikhs have accepted Sri Guru Granth Sahib as their eternal Guru that holds the spirit of all Ten Gurus of the Sikhs. They consider Guru Granth Sahib to be a spiritual guide not only for Sikhs but for all of mankind; it plays a central role in guiding the Sikhs' way of life.
September 5	INTERNATIONAL DAY OF CHARITY Recognizes the role of charity in alleviating human suffering, as well as of the efforts of charitable organizations and individuals, including the work of Mother Teresa.
September 6	LABOR DAY Celebrated the first Monday in September in recognition of U.S. workers.
September 7–8	ROSH HASHANAH • Jewish Beginning of the Jewish New Year and first of the High Holy Days, which marks the beginning of a ten-day period of penitence and spiritual renewal.
September 8	INTERNATIONAL LITERACY DAY Call to action for universal literacy.
September 10	GANESH CHATURTHI • Hindu Celebrates the birthday of Ganesha, the elephant-deity.
September 15– October 15	Full Month NATIONAL HISPANIC HERITAGE MONTH Celebrates the contributions, heritage and culture of Hispanic and Latino Americans.
September 16	YOM KIPPUR • Jewish The “Day of Atonement” marks the end of the Ten Days of Penitence that begin with Rosh Hashanah.
September 17	CONSTITUTION DAY AND CITIZENSHIP DAY Commemorates the ratification of the United States Constitution in 1787. Also honors all who have become U.S. citizens.
September 21– 27	SUKKOT • Jewish The week-long “Feast of Booths” commemorates the 40-year wandering of the Israelites in the desert on the way to the Promised Land.
September 22	AUTUMNAL EQUINOX Marks the first day of the season of fall. The sun shines nearly equally on both hemispheres when it's fall in the Northern Hemisphere and simultaneously spring in the Southern Hemisphere.
September 23	BI VISIBILITY DAY Seeks to draw attention to public policy concerns and foster respect for bi+ individuals and communities.
September 28	SHEMINI ATZERET • Jewish “The Eighth (Day) of Assembly” is observed on the day immediately following Sukkot.

September 29

SIMCHAT TORAH • Jewish

“Rejoicing in the Torah” celebrates the conclusion of the public reading of the Pentateuch and its beginning anew.

October 2021

October	Full month	NATIONAL BULLYING PREVENTION MONTH A campaign to unite communities nationwide to educate and raise awareness of bullying prevention.
October	Full Month	NATIONAL DISABILITY EMPLOYMENT AWARENESS MONTH Recognizes the contributions of workers with disabilities.
October	Full Month	LGBT HISTORY MONTH Marks and celebrates the lives and achievements of lesbian, gay bisexual and transgender people in the United States.
October 2		INTERNATIONAL DAY OF NON-VIOLENCE Marked on the birthday of Mahatma Gandhi, leader of the Indian independence movement and pioneer of the philosophy and strategy of non-violence, a U.N commemoration promoting the principle of non-violence and the desire to secure a culture of peace, tolerance and understanding.
October 5		WORLD TEACHER'S DAY Held annually to commemorate teacher organizations worldwide.
October 6–14		NAVARATRI • Hindu Nine-day festival celebrating the triumph of good over evil. It worships God in the form of the universal mother commonly referred to as Durga, Devi or Shakti, and marks the start of fall.
October 11		COMING OUT DAY Encourages honesty and openness about being lesbian, gay, bisexual or transgender. Commemorates October 11, 1987, when 500,000 people marched on Washington, DC, for gay and lesbian equality.
October 11		INDIGENOUS PEOPLE'S DAY (Native American Day) Celebrates and honors Native American history and culture. [The second Monday of October is also marked as a U.S. federal holiday, Columbus Day. Many people are opposed to the celebration of a man who led and committed atrocities against Indigenous people. Some states and cities in the U.S. have officially changed the day to Indigenous People's Day. Similarly, it is celebrated as <i>Día de la Raza</i> , "Day of the Race", in Spanish-speaking countries and communities.]
October 15		DUSSEHRA/DASSERA • Hindu Anniversary of the day when Rama killed the evil demon Ravana. Also known as <i>Durga Puja</i> , which celebrates the goddess Durga.
October 17		INTERNATIONAL DAY FOR THE ERADICATION OF POVERTY Call to action for the eradication of poverty and destitution worldwide.
October 18		MAWLID AL-NABI (Also known as MILAD AL-NABI) • Islamic (Sunni) The observance of the birthday of Islam founder Prophet Muhammad, which is celebrated in Rabi' al-awwal, the third month in the Islamic calendar. Shi'a Muslims celebrate it five days later than Sunni Muslims.

October 23	MAWLID AL-NABI (Also known as MILAD AL-NABI) • Islamic (Shi'a) The observance of the birthday of Islam founder Prophet Muhammad, which is celebrated in Rabi' al-awwal, the third month in the Islamic calendar. Sunni Muslims celebrate it five days earlier than Shi'a Muslims.
October 24	UNITED NATIONS DAY Commemorates the founding of the world organization in 1945.
October 31	HALLOWEEN The eve of All Saints' Day.
October 31	REFORMATION DAY • Christian Commemorates the beginning of the Protestant Reformation in 1517.

November 2021

November	Full Month	NATIONAL ADOPTION MONTH Adoptees, birth families, adoptive families and adoption professionals reflect on, educate and celebrate adoption practices.
November	Full Month	NATIONAL AMERICAN INDIAN HERITAGE MONTH Celebrates and honors the history and culture of Native Americans and indigenous people in the United States.
November 1		ALL SAINTS' DAY • Western Christian Commemorates all known and unknown Christian saints. Eastern Christianity observes it on the first Sunday after Pentecost.
November 2		ALL SOULS' DAY • Christian Commemoration of all faithful Christians who are now dead. In Mexican tradition it is celebrated as <i>Día de los Muertos</i> between October 31 and November 2, and is an occasion to remember dead ancestors and celebrate the continuity of life.
November 2		ELECTION DAY A day set by U.S. law for the election of public officials.
November 4		BANDI-CHHOR DIWAS • Sikh A commemorative occasion having no fixed date which occurs in October or November and celebrates the release of the Sixth Guru Har Gobind Sahib from imprisonment and coincides with Diwali, the Hindu festival of lights.
November 4		DIWALI • Hindu Also called <i>Deepavali</i> , "Festival of Lights", it celebrates the victory of good over evil, light over darkness, and knowledge over ignorance.
November 6		BIRTH OF THE BÁB • Bahá'í Bahá'í observance of the anniversary of the birth in 1819 of Siyyid, "the Báb," the prophet-herald of the Bahá'í Faith, in Shíráz, Persia.
November 7		BIRTH OF BAHÁ'U'LLÁH • Bahá'í Observance of the anniversary of the birth in 1817 of Bahá'u'lláh, prophet-founder of the Bahá'í Faith, in Núr, Persia.
November 9–10		KRISTALLNACHT Commemorates the 1938 pogrom against Jews throughout Germany and Vienna.
November 11		VETERANS' DAY Honors military veterans and the U.S. Armed Services.
November 15–19		AMERICAN EDUCATION WEEK Celebrates public education and honors individuals who are making a difference in ensuring every child in the U. S. receives a quality education.

November 16	INTERNATIONAL DAY FOR TOLERANCE Emphasizes the dangers of intolerance and is a call to action for the advancement of human welfare, freedom and progress everywhere, as well as a day to encourage tolerance, respect, dialogue and cooperation among different cultures and peoples.
November 19	GURU NANAK DEV JI'S BIRTHDAY • Sikh A very important holiday in the Sikh faith as Guru Nanak Dev's was the First Guru of the Sikhs and the Founder of Sikhism. He was born in mid-November; the holiday is celebrated according to the lunar date.
November 20	TRANSGENDER DAY OF REMEMBRANCE Memorializes those who were killed due to anti-transgender hatred or prejudice.
November 25	DAY OF THE COVENANT • Bahá'í Day of the Covenant is a festival observed to commemorate Bahá'u'lláh's appointment of His son, Abdu'l-Baha, as His successor.
November 25	THANKSGIVING DAY Following a 19th century tradition, it commemorates the Pilgrims' harvest feast in the autumn of 1621. It is considered by some to be a "national day of mourning," in recognition of the conquest of Native Americans by colonists.
November 28– December 24	ADVENT • Christian Advent is a season of spiritual preparation in observance of the birth of Jesus. In Western Christianity, it starts on the fourth Sunday before Christmas. In Eastern Christianity, the season is longer and begins in the middle of November.
November 29– December 6	CHANUKAH • Jewish Eight-day "Festival of Lights", also known as <i>Hanukkah</i> , celebrating the rededication of the Temple to the service of God in 164 BCE. Commemorates the victory of the Maccabees over the Greek King, Antiochus, who sought to suppress freedom of worship.

December 2021

December 1	WORLD AIDS DAY International day of action on HIV and AIDS.
December 3	INTERNATIONAL DAY OF PERSONS WITH DISABILITIES Raises awareness about persons with disabilities in order to improve their lives and provide them with equal opportunity.
December 8	BODHI DAY • Buddhist Also known as <i>Rohatsu</i> , commemorates the day that the Buddha, Siddharta Gautama, experienced enlightenment or spiritual awakening (bodhi). Celebrated on the eighth day either of December or the 12th month of the lunar calendar.
December 10	HUMAN RIGHTS DAY On this day in 1948 the United Nations General Assembly adopted the Universal Declaration of Human Rights.
December 12	OUR LADY OF GUADALUPE • Christian Celebrates the apparition of the Blessed Virgin Mary (by her title, Our Lady of Guadalupe, the Patroness of Mexico and the Americas) before Juan Diego, an indigenous convert to Roman Catholicism, on the Mexican hill of Tepeyac in 1531.
December 15	BILL OF RIGHTS DAY Commemorates the signing into law of the ten original amendments of the United States Constitution in 1791.
December 21	WINTER SOLSTICE Marks the first day of the season of winter. The length of time between sunrise and sunset is the shortest of the year with the sun shining closest to the Southern Hemisphere and the farthest from the Northern Hemisphere.
December 24	CHRISTMAS EVE • Christian Celebration of the arrival of Mary and Joseph in Bethlehem for the birth of Jesus.
December 25	CHRISTMAS • Western Christian Commemorates the birth of Jesus.
December 26 2021–January 1, 2022	KWANZAA A seven-day celebration honoring African American heritage and its continued vitality. “Kwanzaa” means “first fruits (of the harvest)” in Swahili.
December 29	WOUNDED KNEE DAY On December 29, 1890 more than 200 Lakota Sioux were massacred by U.S. troops at Wounded Knee in South Dakota.
December 31	NEW YEAR'S EVE In the Gregorian calendar, New Year's Eve, the last day of the year, is on December 31. In many countries, New Year's Eve is celebrated at evening social gatherings, where many people dance, eat, drink. etc.



**CHESTERFIELD COUNTY
BOARD OF SUPERVISORS
AGENDA**

Meeting Date: June 24, 2020

Item Number: 12.B.7.

Subject:

Appropriation of Additional Funds for the Magnolia Green Community Development Authority Road Widening Project

Board Action Requested:

The Board is requested to appropriate \$400,000 in Cash Proffers (Shed 6) to the Magnolia Green Community Development Authority Road Widening Project.

Summary of Information:

The Lower Magnolia Green Community Development Authority (CDA) was created in 2007 in order to help finance certain transportation infrastructure improvements related to the development of a master planned community known as Magnolia Green. The improvements involved widening Woolridge Road between the Swift Creek Reservoir and Otterdale Road, from two lanes to four lanes, with a budget of \$27M.

By agreement with the CDA as approved by the Board of Supervisors, the county contracted to build the road improvements and is overseeing the project similar to other county projects.

The project was advertised in December 2017, bids were received and a construction contract in the amount of \$18,750,000 was awarded to Curtis Contracting in February 2018. Construction began in May 2018 and is now complete.

Additional expenses have been incurred due to the relocation of Dominion Power facilities in the project corridor. This requires \$400,000 of additional funds be appropriated to the project.

Attachments:

None

Preparer: Brent Epps, Director of Transportation

Approved By:



**CHESTERFIELD COUNTY
BOARD OF SUPERVISORS
AGENDA**

Meeting Date: June 24, 2020

Item Number: 12.B.8.

Subject:

County FY2020 Year-End Adjustments and Reserve Requests and FY2021 technical amendments to other funds

Board Action Requested:

Consider FY2020 year-end revenue and expenditure adjustments and FY2021 technical amendments as follows:

1. Authorize the County Administrator to assign to a revenue stabilization reserve, all unspent, not otherwise unreserved, FY2020 appropriations that are in excess of the items detailed in the attached schedules.
2. Appropriate revenues and expenditures for specific programs as well as authorize reallocations among general fund departments and related funds and make adjustments to revenues and expenditures as outlined on the attached Schedule A.
3. Appropriate revenues and expenditures and authorize other adjustments for specific programs, projects, and non-general fund departments as outlined on the attached Schedule B.
4. Authorize the County Administrator to assign and reappropriate various revenues and unspent expenditures contingent upon positive results of operations as determined by the County's financial audit, as outlined on the attached Schedule C.
5. Approve technical amendments to other funds in the FY2021 budget as shown on the attached Appropriations Resolution.

Summary of Information:

FY2020: Overall Year-End Positive Results of Operations:

Overall, FY2020 projections forecast a tight but positive net position of two percent, with both revenues and expenditures ending in a positive result of operations of one percent.

Revenues: The revenue positive year-end position of one percent generally reflects the County's conservative practice of intentionally not budgeting funds for which use is restricted. Note that the economic disruption caused by the COVID-19 pandemic did affect revenues in FY20; as such, year-end revenue balances would

have been higher without the pandemic-induced declines.

Expenditures: The expenditure side of the budget is also expected to end in a one percent positive position. This position is due both to a hold on the transfer of \$6.0 million to Schools, as authorized by Section 4 of the Appropriations Resolution, as well as prudent actions taken by the County to immediately cut discretionary spending at the onset of the COVID-19 local emergency declaration. These actions, including freezing discretionary spending and non-essential position hiring, were critical to allowing the County to end the year with a positive expenditure variance. Note that the expenditure year-end position includes conservative spending assumptions for necessary personnel and operating cost increases to support the County's reopening efforts.

FY2020 Year End Recommendations:

Finance staff recommends that, except for balances reserved via existing authority, such as legal restrictions or other agreements, the remainder of FY20 results of operations be set-aside in the revenue stabilization fund. As discussed by the Audit and Finance Committee on June 1, 2020, an additional contribution to the fund will further support out-year continuity of core services as the economy continues to recover from the COVID-19-induced economic disruption.

Additionally, finance staff requests adjustments to general fund departments, grant, and capital projects as specified in the attached Schedules A and B. Departments requiring additional appropriation have been balanced within additional appropriations or revenues relocated from other areas of the County.

Finally, the staff recommends consideration of carryover and reserve requests as shown on Schedule C. This includes a technical assignment related to asset forfeiture and \$6.0 million as representative of the transfers to Schools not made in FY20. Based on final FY2020 audited results, finance staff will make a recommendation for Board consideration for the transfer of up to \$6.0 million to Schools. As such, this is only informational at this time as County finance staff will bring this item forward for Board consideration in November 2020.

FY2021 Technical Adjustments Recommendation:

This item also seeks Board approval of several technical amendments to the FY2021 budget to other fund appropriation categories. Adjustments are all net-zero and there are no changes being made to general funds. Attached to this item is a full copy of the Appropriations Resolution showing recommended technical changes.

Finance staff recommend that the Board approves these technical changes as shown on the attached Appropriations Resolution.

Attachments:

1. Schedule A for County Year-End Budget Item June 24 2020
2. Schedule B County Year End Budget Item for BOS June 24 2020
3. Schedule C County Year End Budget Item for BOS June 24 2020
4. FY21 Adopted Appropriations Resolution with June Amendments

Preparer: Andrea Peeks, Director of Budget and Management

Approved By:



FY2020 Schedule A
General Fund Department Revenue/Expenditure Adjustments

Wednesday, June 24, 2020

Department	Revenue	Expenditure
Accounting		\$ (150,000)
Real Estate Assessments		\$ 150,000
Budget & Management		\$ (100,000)
County Attorney		\$ 150,000
Employee Benefits		\$ (1,500,000)
General Services Administration		\$ 150,000
Information Systems Technology		\$ (500,000)
Procurement		\$ 100,000
Registrar		\$ 700,000
Treasurer	\$ 300,000	\$ 300,000
Circuit Court Clerk	\$ 150,000	\$ 150,000
Circuit Court Judges		\$ 60,000
Commonwealth Attorney	\$ 275,000	\$ 325,000
General District Court		\$ 100,000
Juvenile Domestic Relations Court		\$ 60,000
Building Inspections	\$ 900,000	\$ -
Community Corrections		\$ 200,000
Emergency Communications Center		\$ (200,000)
Fire & EMS	\$ 200,000	\$ 100,000
Juvenile Detention Home		\$ 60,000
Juvenile Probation		\$ 60,000
Police	\$ 87,500	\$ 3,097,500
Sheriff	\$ 400,000	\$ (1,000,000)
Buildings and Grounds	\$ 250,000	\$ 490,000
Environmental Engineering	\$ 200,000	\$ 200,000
Streetlight Electrical Costs		\$ 60,000
Waste & Resource	\$ 700,000	\$ 1,030,000
Health		\$ 200,000
Social Services	\$ 700,000	\$ 500,000
Tax Relief for the Elderly and Disabled		\$ 1,000,000
Community Development Authorities		\$ 300,000
Community Enhancement		\$ 180,300
Contributions to Other Entities		\$ (1,670,000)
Economic Development		\$ 720,000
Transportation		\$ (100,000)
Debt Service	\$ 326,855	\$ 1,850,000
Property Taxes and Non Departmental Revenue	\$ 3,087,457	\$ 300,000
Transfer to Airport Fund Operating		\$ 80,000
Property Taxes and Non Departmental Revenue - PEG	\$ 48,382	
Transfer to/from Capital Projects Fund - PEG/Reedymill		\$ 148,382
Transfer to/from Capital Projects Fund - Airport		\$ 54,000
Transfer to/from Special Revenue Funds - Child Advocacy Center		\$ 70,012
Transfer to/from School Operating Fund		\$ (89,400)
Use of Reserves - For Transfer to School Operating Fund	\$ (89,400)	
Use of Reserves - For Transfer to Capital Projects Fund (Reedymill)	\$ 100,000	
Transfer from CSA to General Fund for personnel now in Social Services	\$ 192,814	\$ 192,814
Subtotal	\$ 7,828,608	\$ 7,828,608

FY2020 Schedule B
Other Fund Revenue/Expenditure Adjustments

Wednesday, June 24, 2020

Department	Revenue	Expenditure
Public Meeting Room	\$ 48,382	\$ 48,382
Airport Projects - GF Transfer (\$54k)/Federal (\$111,621)/State (\$3,525)	\$ 169,146	\$ 169,146
Child Advocacy Center	\$ 70,012	\$ 70,012
PC Refresh Program	\$ 1,150,363	\$ 1,150,363
CIP - Magnolia Green CDA Widening	\$ 257,825	\$ 257,825
CIP - Old Bermuda Hundred	\$ 185,610	\$ 185,610
Victim Witness - Appropriate State and Federal Grant Revenue	\$ 81,013	\$ 81,013
Transfer from General Fund - Airport Operating	\$ 80,000	\$ 80,000
Transfer to General Fund - CSA Budget for personnel now in Social Services	\$ (192,814)	\$ (192,814)
Transfer to Stormwater from Capital Projects for Stonehenge and Rosement	\$ 500,000	\$ 500,000
Transfer from Capital Projects to Stormwater for Stonehenge and Rosement	\$ (500,000)	\$ (500,000)
Subtotal	\$ 1,849,536	\$ 1,849,536

FY 2020 Schedule C
Requests to Reserve/Commit Funds

Wednesday, June 24, 2020

These items will be reserved/committed.

Description	Amount
FY2020 General Fund Transfer to CCPS for future needs	\$ 6,000,000
Asset Forfeiture	\$ 65,000
Subtotal	\$ 6,065,000

FY2021 Appropriations Resolution

RESOLUTION TO APPROPRIATE DESIGNATED FUNDS AND ACCOUNTS FROM DESIGNATED ESTIMATED REVENUES FOR FY2021 FOR THE OPERATING BUDGETS AND THE CAPITAL IMPROVEMENT PROGRAM FOR THE COUNTY OF CHESTERFIELD, VIRGINIA

BE IT HEREBY RESOLVED by the Board of Supervisors of the County of Chesterfield:

That for the fiscal year beginning on the first day of July 2020 and ending on the thirtieth day of June 2021, the following sections shall be adopted:

Sec. 1 The following designated funds and accounts shall be appropriated from the designated estimated revenues for operations and to provide a capital improvement program for the County. It is the intent of the Board of Supervisors that general property taxes levied on January 1, 2020, and due December 5, 2020, be appropriated for FY2021. These appropriations will be made with revenues projected with a \$.95 real estate tax rate for calendar year 2020.

<u>General Fund</u>		<u>FY2021 Adopted</u>
<i>Estimated Revenue:</i>	Local Sources	
	General Property Taxes	\$482,639,100
	Other Local Taxes	107,726,900
	Licenses, Permits, & Fees	\$7,310,500
	Fines, Forfeitures & Uses of Money & Property	\$4,450,700
	Service Charges	15,584,200
	Miscellaneous and Recovered Costs	4,195,700
	Other Agencies	
	State and Federal	82,940,200
	Other Financing Sources	
	Use of Restricted, Committed, or Assigned Fund	
	Balance	14,310,900
	Transfer from County Grants Fund	2,351,000
	Transfer from Mental Health, Support Services	334,800
	Total Revenues	\$721,844,000
<i>Appropriations:</i>	General Government	59,763,800
	Administration of Justice	10,369,700
	Public Safety	186,595,300
	Public Works	20,466,900
	Health & Welfare	35,901,700
	Parks, Recreation, Cultural	20,549,900
	Community Development	17,169,800
	Debt Service	28,329,100
	Operating Transfers	342,197,800
	Assignments	500,000
	Total General Fund	\$721,844,000
 <u>Children's Services Act Fund</u>		
<i>Estimated Revenue:</i>	Reimbursement, Colonial Heights	\$555,300
	State Aid, Comprehensive Services	10,507,200

FY2021 Budget**Appropriations Resolution**

Transfer from Schools	4,843,200
Transfer from General Fund	1,816,900
Use of Unrestricted Net Assets	2,500,000
Total Revenues and Funding Sources	\$20,222,600

<i>Appropriations:</i>	Operating Expenses	17,722,600
	Addition to Unrestricted Net Assets	2,500,000
	Total Appropriations	\$20,222,600

School Operating Fund

<i>Estimated Revenue:</i>	Local Sources	\$19,154,800
	State	386,924,500
	Federal	48,156,000
	Transfer from School Operating	789,700
	Transfer from School Food Service	0
	Use of Reserve	0
	Transfer from General Fund:	
	Local Taxes	291,417,600
	Interest Earnings	1,225,000
	Prior Year Revenue	7,061,700
	Total General Fund	299,704,300
	Use of Assigned Fund Balance	2,958,500
	Total Revenues and Funding Sources	\$757,687,800

<i>Appropriations:</i>	Instruction	\$514,130,500
	Administration, Attendance & Health	22,059,300
	Pupil Transportation	40,896,700
	Operations & Maintenance	61,710,200
	Technology	20,744,800
	Debt Service	58,923,200
	Food Service	28,254,000
	Transfer to and/or Assignment for School Capital Projects	9,219,100
	Unassigned Fund Balance, 6/30/2019	1,750,000
	Total Appropriations	\$757,687,800

Schools - Appomattox Regional Governor's School Fund

<i>Estimated Revenue:</i>	Local Sources	\$2,948,100
	State	1,326,900
	Total Revenues and Funding Sources	\$4,275,000

<i>Appropriations</i>	Education	\$4,275,000
	Total Appropriations	\$4,275,000

County Grants Fund

<i>Estimated Revenue:</i>	Other Governments	\$15,002,500
	Transfer from General Fund	1,175,000
	Transfer from Mental Health Special Revenue Funds	383,100
	Total Revenues and Funding Sources	\$16,560,600

<i>Appropriations:</i>	Adult and Juvenile Drug Courts	\$1,019,400
	Child Advocacy Center	295,800
	Community Development Block Grant/HOME	2,067,500
	Domestic Violence Prosecutor	92,200
	Domestic Violence Victim Advocate (V-STOP)	61,900
	Mental Health Support Services Grants	2,883,100
	Fire and EMS Revenue Recovery	7,980,100
	Police Grants	72,300
	Technology Trust Fund	303,000
	USDA Grant - Juvenile Detention Home	67,100
	Victim/Witness Assistance	842,000
	Virginia Juvenile Community Crime Control Act (VJCCCA)	876,200
	Total Appropriations	\$16,560,600

County CIP Fund

<i>Estimated Revenue:</i>	Transfer from General Fund	\$14,141,700
	Debt Financing	0
	Transfer from Cash Proffers	2,360,300
	State Funds	12,400,000
	Total Revenues	\$28,902,000

<i>Appropriations:</i>	County Capital Projects	\$27,721,800
	Transfer to Capital Projects from Cash Proffers	1,180,200
	Transfer to School Capital Projects Funds	
	Total County CIP Funds	\$28,902,000

Note: An additional \$5,031,200 in county project savings is already appropriated in the capital project fund that will be reallocated for new projects.

Schools CIP Fund

<i>Estimated Revenue:</i>	Bond Proceeds/ Other Debt Financing	\$23,950,000
	Transfer from School Food Service	0
	Transfer from School Reserve for Future Capital Projects	9,219,100
	Total Revenue and Transfers	\$33,169,100

<i>Appropriations:</i>	School Capital Projects	\$33,169,100
	Total Appropriations	\$33,169,100

FY2021 Budget
Appropriations Resolution
Fleet Management and Radio Shop

<i>Estimated Revenue:</i>	Fleet Management Charges	\$18,190,700
	Use of Reserves	8,000,000
	Radio Shop Charges	1,931,500
	Total Revenue and Funding Sources	\$28,122,200

<i>Appropriations:</i>	Fleet Management Operations	\$22,190,700
	Transfer to Capital Projects	\$1,931,500 4,000,000
	Radio Shop Operations	\$4,000,000 1,931,500
	Total Appropriations	\$28,122,200

Risk Management Fund

<i>Estimated Revenue:</i>	Operating Revenues	\$8,726,500
	Use of Unrestricted Net Assets	1,130,700
	Total Revenue	\$9,857,200

<i>Appropriations:</i>	Risk Management Operations	\$9,857,200
	Total Appropriations	\$9,857,200

Healthcare Fund

<i>Estimated Revenue:</i>	Employee Contributions	\$33,268,500
	Employer Contributions	105,355,700
	Total Revenue	\$138,624,200

<i>Appropriations:</i>	Operating Expenditures	\$138,624,200
	Total Appropriations	\$138,624,200

Airport Fund

<i>Estimated Revenue:</i>	Operating Revenue	\$883,700
	Transfer From General Fund	462,900
	State/Federal	0
	Total Revenue	\$1,346,600

<i>Appropriations:</i>	Airport Operations and Capital Projects	\$1,346,600
	Total Appropriations	\$1,346,600

Utilities Funds

<i>Estimated Revenue:</i>	Service Charges	\$104,468,900
	Capital Cost Recovery Charges	20,604,000
	Other	10,872,900
	Total Revenue	\$135,945,800

<i>Appropriations:</i>	Operations	\$68,781,100
	Debt Service	6,994,700
	Transfer to Capital Projects Fund	38,790,000
	Addition to Unrestricted Net Assets	21,380,000

Total Appropriations	\$135,945,800
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Utilities Capital Project Funds

<i>Estimated Revenue:</i>	Transfer from Improvement/Replacement Fund	\$38,790,000
	Total Revenue	\$38,790,000

<i>Appropriations:</i>	Capital Projects	\$38,790,000
	Total Appropriations	\$38,790,000

Stormwater Utility Fund

<i>Estimated Revenue:</i>	Operating Revenue	\$250,000
	Total Revenue	\$250,000

<i>Appropriations:</i>	Operating Expenses	\$250,000
	Total Appropriations	\$250,000

Mental Health Support Services

<i>Estimated Revenue:</i>	State	\$4,882,300
	Federal	889,500
	Other Revenue	25,821,200
	Transfer from GF	12,976,200
	Reserves	1,064,000 1,000,000
	Total Revenue	\$45,633,200 \$45,569,200

<i>Appropriations:</i>	Operating Expenses	\$43,851,300
	Transfer to County Capital Projects	\$1,064,000 1,000,000
	Transfer to General Fund	334,800
	Transfer to Grants	383,100
	Total Appropriations	\$45,633,200 \$45,569,200

Sec. 2 Subsequent to the appropriations outlined in section 1, the Board of Supervisors may make additional appropriations if there is an unencumbered and unappropriated sum sufficient to appropriate.

Sec. 3 The County Administrator may increase appropriations for non-budgeted revenue that may occur during the fiscal year as follows: insurance recoveries of any amount received for damage to any County property, including vehicles, for which County funds have been expended; refunds or reimbursements, in any amount, made to the County for which the County has expended funds directly related to that refund or reimbursement; and other revenue not to exceed \$50,000.

Budget Change Requests are required when transferring funds between appropriation categories and capital projects, when appropriating revenue and expenditures, or when using a reserve. Approval levels below the County Administrator's \$50,000 threshold are delegated at the following increments: \$0-10,000 Budget and Management Analyst, \$10,001-20,000 Budget and Management Director, \$20,001-50,000 County Administrator. Any budget change request above \$50,000 will be taken to the Board of Supervisors for approval.

Sec. 4 The County Administrator – in concert with the Board of Supervisors – may make available the general fund transfer to schools and make appropriations in the school operating fund, contingent upon availability of funds and other circumstances, based on the following schedule: \$4 million on December 15, \$4 million on February 15, and \$4 million on May 15.

Sec. 5 The County Administrator may, as provided herein, authorize the transfer of any unencumbered balance or portion thereof from one classification of expenditure to another within the same department or appropriation category. Unless otherwise provided below, the County Administrator may transfer up to \$50,000 from the unencumbered appropriated balance and prior year end carry forward assignments from one appropriation category (including assigned fund balance) to another appropriation category or between capital projects. No more than one transfer may be made for the same item unless the total amount to be transferred for the item does not exceed \$50,000.

The School Board or School Superintendent may make revenue and expenditure transfers among school appropriations categories or between capital projects during the fiscal year with approval delegated, in aggregate, in the following increments: \$0-50,000 Superintendent, \$50,001-499,999 School Board, \$500,000+ Board of Supervisors.

Sec. 6 The County Administrator may approve transfers among County and Utility funds to enable the capital projects or grants to be accounted for correctly as long as funding sources are consistent and total appropriation is not increased. The County Administrator is authorized to reallocate funding sources for capital projects, cash proffers, and debt service payments. Upon completion of a capital project or grant program, staff is authorized to close out the project and transfer any remaining balances to the original funding source and appropriate outside revenue up to the amount received. Savings in projects initiated as part of a major maintenance program are authorized to be transferred by staff to the corresponding major maintenance account for future improvements and staff is authorized to transfer remaining balances from completed projects within the same CIP category to enable future reallocation. Staff is authorized to reprogram Community Development Block Grant funds by closing program cost centers and transferring funding to newly approved programs based on adoption by the Board of Supervisors. If outside contributions or external revenues do not materialize at the level budgeted, staff may reduce revenue and expenditure appropriations to the level received.

The School Superintendent is authorized to reallocate funding sources for capital projects as long as funding sources are consistent and total appropriation is not increased. Upon completion of a capital project or grant program, staff is authorized to close out the project and transfer any remaining balances to the original funding source or the Reserve for Future Projects. Savings in projects initiated as part of a major maintenance or food services program are authorized to be transferred to the corresponding major maintenance or food services account for future improvements. If outside contributions or external revenues do not materialize at the level budgeted, staff may reduce revenue and expenditure appropriations to the level received.

Sec. 7 The County Administrator is authorized to transfer among appropriation categories and/or appropriate funds and assignments of fund balance in any amount for supplemental retirement, or other retirement expenses, Workers' Compensation, healthcare, career development plans, part-time salaries, and other compensation-related costs, as well as for transfers to departments to cover expenses as needed due to impacts of the COVID-19 public health emergency, energy/fuel costs, and funds received from asset forfeitures for allowable expenditures. Within the healthcare fund, the County Administrator is authorized to appropriate use of reserves, interest earnings, and additional employee or employer contributions in any amount to pay claims, deductibles, settlements, and any costs associated with healthcare.

Sec. 8 All outstanding encumbrances, both operating and capital, in all County funds up to \$150 million, at June 30, 2020 shall be an amendment to the adopted budget and shall be reappropriated to the next fiscal year to the same department for which they were assigned in the previous year. At the close of the fiscal year, all unassigned appropriations lapse for budget items other than: those contained in life-to-date funds, budgeted transfers to life-to-date funds; other use of restricted, committed, or assigned fund balances; District Improvement Funds; asset forfeiture funds; grant funds; construction assignments; assignments for County and School reserves for future capital improvements; donations received for specific purposes; tax revenues received for special assessment districts and interest earnings thereon; Fire and Emergency Medical Services apparatus and equipment funding; Police Department funding for replacement vehicles; Sheriff Department funding for replacement vehicles and

equipment; General Services vehicle and equipment funding; Parks and Recreation vehicle and equipment funding; Economic Development incentive funds; and refunds for off-site and oversized water and wastewater facilities.

- Sec. 9 Any funds specifically budgeted to add to an assignment of fund balance shall be automatically assigned during the year end audit process. All excess revenues and unspent appropriations in the telecommunications program are authorized to be automatically assigned for future telecommunications upgrades. All excess revenues in the BPOL program are authorized to be reserved for future transportation or economic development initiatives.. Any revenues received from the sale of real property to satisfy delinquent taxes are authorized to be reserved at year end. All excess transient occupancy taxes and VDOT reimbursements received in the General Fund are authorized to be reserved at the end of each fiscal year. All Utilities Department Rate Stabilization Reserve funds are authorized to be reserved at the end of each fiscal year. All funds generated from real estate taxes as a result of the Summit development shall be authorized to be reserved for transportation improvements within the traffic shed in which the development is located, or any traffic shed which would provide relief to that shed. All funds generated from real estate taxes as a result of the Carvana development shall be authorized to be reserved for transportation improvements within the traffic shed in which the development is located, or any traffic shed which would provide relief to that shed.
- Sec. 10 The County Administrator is authorized to make expenditures from Trust & Agency Funds for the specified reasons for which the funds were established. In no case shall the expenditure exceed the available balance in the fund.
- Sec. 11 In accordance with the requirements set forth in Section 58.1-3524(C)(2) and Section 58.1-3912(E) of the Code of Virginia, as amended by Chapter 1 of the Acts of Assembly (2004 Special Session 1) and as set forth in Item 503.E (Personal Property Tax Relief Program) of Chapter 951 of the 2005 Acts of Assembly, any qualifying vehicle situated within the County, shall receive personal property tax relief in the following manner:
- a) Personal use vehicles valued at \$1,000 or less will be eligible for 100% tax relief;
 - b) Personal use vehicles valued at \$1,001 to \$20,000 will be eligible for 49% tax relief;
 - c) Personal use vehicles valued at \$20,001 or more shall receive 49% tax relief on the first \$20,000 of value;
 - d) All other vehicles which do not meet the definition of "qualifying" (business use vehicles, farm use vehicles, motor homes, etc.) will not be eligible for any form of tax relief under this program. Pursuant to authority conferred in Item 503.D of the 2005 State Appropriations Act, the County Treasurer shall issue a supplemental personal property tax bill in the amount of 100 percent of tax due without regard to any former entitlement to state PPTRA relief, plus applicable penalties and interest, to any taxpayer whose taxes with respect to a qualifying vehicle for tax year 2005 or any prior tax year remain unpaid on September 1, 2006, or such date as state funds for reimbursement of the state share of such bill have become unavailable, whichever occurs first.
 - e) Penalty and interest with respect to bills issued pursuant to this section shall be computed on the entire amount of tax owed. Interest shall be computed at the rate provided in Section 9-51 of the County code from the original due date of the tax.
- Sec. 12 The County Administrator is authorized to assign position numbers from the Board approved unallocated pool to a specific department as long as there is sufficient funding appropriated to cover the personnel costs. No new full-time position numbers can be created without Board of Supervisor approval.
- Sec. 13 The County Administrator, on behalf of the Board of Supervisors, will ensure that the payment amounts for defined benefit pension plans for each liability is funded and paid annually. The County Administrator is authorized to withhold and adjust general fund contributions to other funds to make pension plan payments for the respective funds if not paid on the policy established timeline as applicable.



**CHESTERFIELD COUNTY
BOARD OF SUPERVISORS
AGENDA**

Meeting Date: June 24, 2020

Item Number: 12.B.9.

Subject:

Approval of Schools' FY2020 Year-End Adjustments and Reserve Requests

Board Action Requested:

Consider FY2020 year-end revenue and expenditure adjustments as follows:

1. Appropriate revenues and expenditures and authorize other adjustments for the school division as outlined in Schedule A (embedded in this item), along with any other associated transfers required as a result of the requested actions.
2. Authorize the County Administrator to assign and re-appropriate the reserve requests listed in Schedule B (embedded in this item).

Summary of Information:

Overall Year-End Positive Results of Operations:

As referenced in the attached School Board item from June 9, 2020, Schools' is projecting positive results of operations for FY2020; ongoing conversations between County and Schools finance staff validate this projected year-end position.

The Board is asked to consider technical changes to the expenditures and revenues in the Schools' Grant Fund for purposes as set-out in Schedule A, below:

Schedule A Revenue/Expenditure Adjustments	
Description	Amount
Grant Fund	
Grant Administration- technical adjustment to reduce to allowable indirect cost	(\$900,000)
Grant Administration- increase for new grant award (e-Learning Backpack Initiative; funds will be used to purchase laptops for students at Bird High School)	\$583,800
Total Grant Fund	(\$316,200)

The Board is also asked to consider carryforward/reserve of \$2.2 million in Operating Reserves for the purposes set-out in Schedule B, below:

Schedule B	
Requests to Reserve/Commit Funds	
Description	Amount
Operating Reserves	
Textbooks/Digital content	\$605,756
Wellness	\$60,000
Local match to grants	\$925,250
Adult Education- teacher	\$34,000
Algebra readiness state funding	\$250,690
Thomas Dale HS Project	\$60,000
Private Donation	\$23,096
Electric bus purchase (2) in concert with Dominion Energy program	\$243,090
Total Operating Reserves	\$2,201,882

Finally, the School Board has requested Board of Supervisors' consideration of year-end reserves totaling \$7.65 million; detail as provided in the following table:

School Board Carry Forward Reserve Requests	
Description	Amount
Fund balance requirement included in the FY2021 operating budget	\$1,750,000
Debt Reserve	\$1,900,000
SRP payment based on Plan document (reappropriate to FY2021)	\$2,000,000
Bus replacements (reappropriate to FY2021)	\$1,000,000
Contribution to the Healthcare Fund (re-appropriated and transferred to healthcare fund in FY2021)	\$1,000,000
	\$7,650,000

This is being presented now for informational purposes only as final year-end position is not yet known. County finance staff will instead bring this item forward for Board consideration in November 2020 once final FY2020 audited results are known. Note that Schools' does anticipate a positive year-end position with sufficient balances to accommodate these carry forward requests. Also, even if the final year-end Schools' position is insufficient to cover the full amount requested, County finance staff is recommending reservation of \$6.0 million for Schools as part of the County year-end budget item that could address any funding gaps with these Schools reserve requests, or address other division needs.

Attachments:

None

Preparer: Andrea Peeks, Director of Budget and Management

Approved By:





CHESTERFIELD COUNTY BOARD OF SUPERVISORS AGENDA

Meeting Date: June 24, 2020

Item Number: 12.B.10.

Subject:

Appropriation of up to \$10.0 Million in CARES Act Funding; up to \$5.0M in FY2020 to Reimburse for Eligible Expenses and \$5.0M in FY2021 to Transfer to the Economic Development Authority for the Back in Business Program

Board Action Requested:

Appropriate up to \$10.0 Million in CARES Act Funding; up to \$5.0M in FY2020 to reimburse for eligible expenses and \$5.0M in FY2021 to transfer to the Economic Development Authority for the Back in Business program

Summary of Information:

On June 1, 2020, the County received \$30.8 million in federal stimulus funding in accordance with the Coronavirus Aid, Relief and Economic Security (CARES) Act. Of this total, the Board is being asked to appropriate \$10.0 million for the following purposes:

1. Appropriate up to \$5.0 million in FY2020 to reimburse for eligible expenses incurred during FY2020. The County has identified \$5.0 million in eligible expenses that were made since March 27, 2020; the first day for eligible expenses as set-out in Treasury Department guidance. Examples of eligible expenses include the purchase of personal protection equipment (PPE), payment of overtime and other eligible personnel charges, necessary costs to adapt the County workforce for telework and enable the continuation of services, and alterations to County property to ensure that appropriate protections are in-place to safeguard County employees and visiting residents.
2. Appropriate \$5.0 million in FY2021 for a grant program to support small businesses negatively affected by COVID-19 (note: the request is to both appropriate these funds and authorize transfer of these funds to EDA). At the March 27, 2020 meeting, the Board of Supervisors approved this grant program, "Back in Business," a partnership with Chesterfield County and the Chesterfield Chamber of Commerce. The \$10,000 grants are designed to provide immediate relief to businesses to help them remain in business through the COVID-19 pandemic and prepare for reopening under the guidelines of Forward Virginia.

Criteria for eligibility has been finalized and the first round of applications were received June 15th- June 18th. To be eligible for the grants a business:

- Must be a for-profit business entity with a place of business located in Chesterfield County;
- Must have been in business for a minimum of 2 years;
- Must have at least \$200,000 but no more than \$2 million in annual gross revenues;
- Must be able to demonstrate at least a 25% loss in revenue that can be attributed to COVID-19;
- Franchises must be headquartered in Chesterfield County and are eligible for only one \$10,000 grant

regardless of the number of locations in the County.

Funds are meant to reimburse businesses for the costs of business interruption caused by required closures due to COVID-19. The grant can be used for:

- Employee compensation (including wages and benefits)
- Working capital
- Equipment Inventory
- Rent
- Other business critical operating expenses

If funding for the Back in Business grant program is not exhausted by the first round of grant recipients, the County may expand threshold considerations.

Finally, note the County staff is actively developing recommendations for the use of the remaining \$20.8 million in CARES Act funding. This funding must be utilized by December 30, 2020 and so staff will return to the Board in FY2021 with considerations for best utilization of these funds.

Attachments:

None

Preparer: Andrea Peeks, Director of Budget and Management

Approved By:





**CHESTERFIELD COUNTY
BOARD OF SUPERVISORS
AGENDA**

Meeting Date: June 24, 2020

Item Number: 12.B.11.

Subject:

Accept Grant from the Virginia Department of Environmental Quality, and Award Construction Contract for the Pocoshock Stream Restoration Project

Board Action Requested:

The Board of Supervisors is requested to 1) accept and appropriate a grant of up to \$1,104,150.00, as anticipated grant funding reimbursements, from the Virginia Department of Environmental Quality (DEQ) and authorize the County Administrator to execute any necessary documents; and 2) award the construction contract to Finish Line Construction, Inc., in the amount of \$2,307,687.42 and authorize the Director of Procurement to execute the necessary documents.

Summary of Information:

Funding for the Pocoshock Creek Stream Restoration Project was allocated in the Capital Improvement Program of FY2016 as a means for county compliance towards the Chesapeake Bay Total Maximum Daily Load (TMDL). The project includes the restoration and enhancement of approximately 4,500 linear feet of Pocoshock Creek. Restoration activities include installation of various grade and bank control structures for channel stability and flow enhancement. The stormwater pollution reduction will be credited towards the county's Chesapeake Bay TMDL compliance plan. The total project cost is estimated at \$3,000,419.42; \$1,104,150 of which will be funded with DEQ's Stormwater Local Assistance grant funds.

Attachments:

None

Preparer: Scott Smedley, Director of Environmental Engineering
Andrea Peeks, Director of Budget and Management

Approved By:



**CHESTERFIELD COUNTY
BOARD OF SUPERVISORS
AGENDA**

Meeting Date: June 24, 2020

Item Number: 12.B.12.

Subject:

Acceptance and Appropriation of CARES Funding for Chesterfield County Airport

Board Action Requested:

Accept and appropriate CARES act funding for the Chesterfield County Airport.

Summary of Information:

Staff requests the Board accept and authorize appropriation of \$69,000 in federal CARES Act funding for the Chesterfield County Airport to support continuing operations and maintenance expenses and replace lost revenue resulting in the anticipated decline in airport activity due to the COVID-19 public health emergency.

Attachments:

None

Preparer: Clay Bowles, Director

Approved By:



**CHESTERFIELD COUNTY
BOARD OF SUPERVISORS
AGENDA**

Meeting Date: June 24, 2020

Item Number: 12.B.13.

Subject:

Acceptance of State Roads

Board Action Requested:

Adoption of resolutions for the referenced state roads acceptances.

Summary of Information:

Matoaca District:

Harper's Mill South Section 2

Rivers Trace Section G Remainder

Rivers Trace Section H and Section F Remainder

Rivers Trace Section K

Westerleigh Section 11

Attachments:

1. 2020-06-24 Matoaca - Harper's Mill South Section 2
2. 2020-06-24 Matoaca - Rivers Trace Section G Remainder
3. 2020-06-24 Matoaca - Rivers Trace Section H and Section F Remainder
4. 2020-06-24 Matoaca - Rivers Trace Section K
5. 2020-06-24 Matoaca - Westerleigh Section 11

Preparer: Scott Smedley, Director of Environmental Engineering

Approved By:

TO: Board of Supervisors

FROM: Department of Environmental Engineering

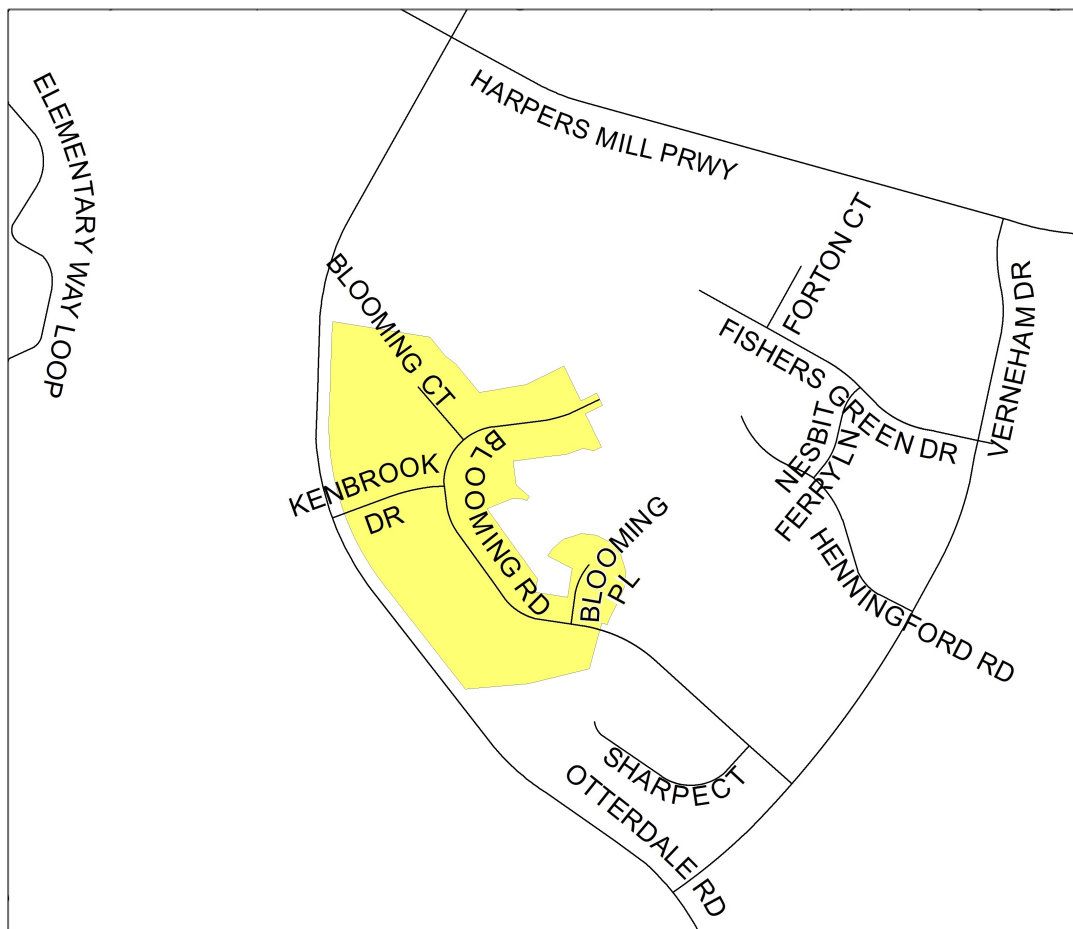
SUBJECT: State Road Acceptance - Harper's Mill South Section 2

DISTRICT: Matoaca

MEETING DATE: June 24, 2020

ROADS FOR CONSIDERATION: Blooming Ct
Blooming Pl
Blooming Rd
Kenbrook Dr

Vicinity Map: Harper's Mill South Section 2



Produced By Chesterfield County GIS

TO: Board of Supervisors

FROM: Department of Environmental Engineering

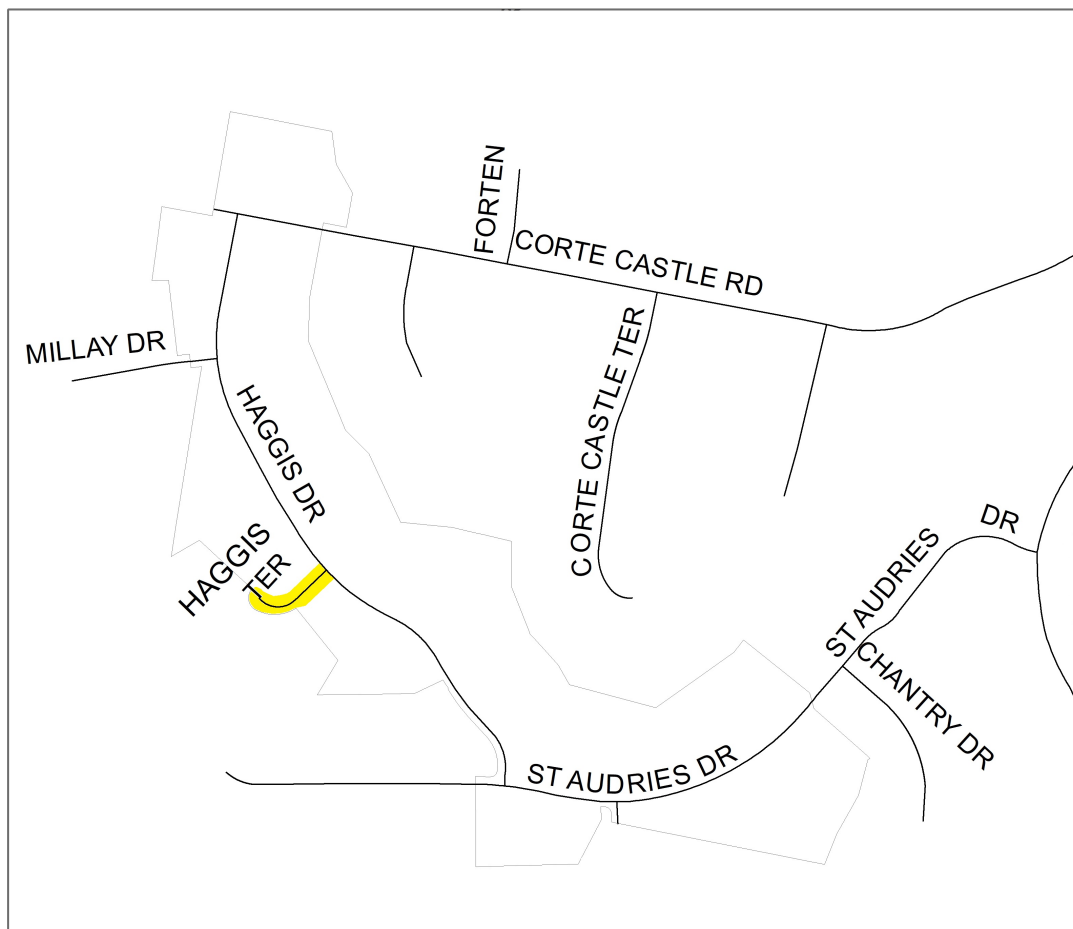
SUBJECT: State Road Acceptance - Rivers Trace Section G Remainder

DISTRICT: Matoaca

MEETING DATE: June 24, 2020

ROADS FOR CONSIDERATION: Haggis Ter

Vicinity Map: Rivers Trace Section G Remainder



Produced By Chesterfield County GIS

TO: Board of Supervisors

FROM: Department of Environmental Engineering

SUBJECT: State Road Acceptance - Rivers Trace Section H and Section F Remainder

DISTRICT: Matoaca

MEETING DATE: June 24, 2020

ROADS FOR CONSIDERATION: Chantry Dr

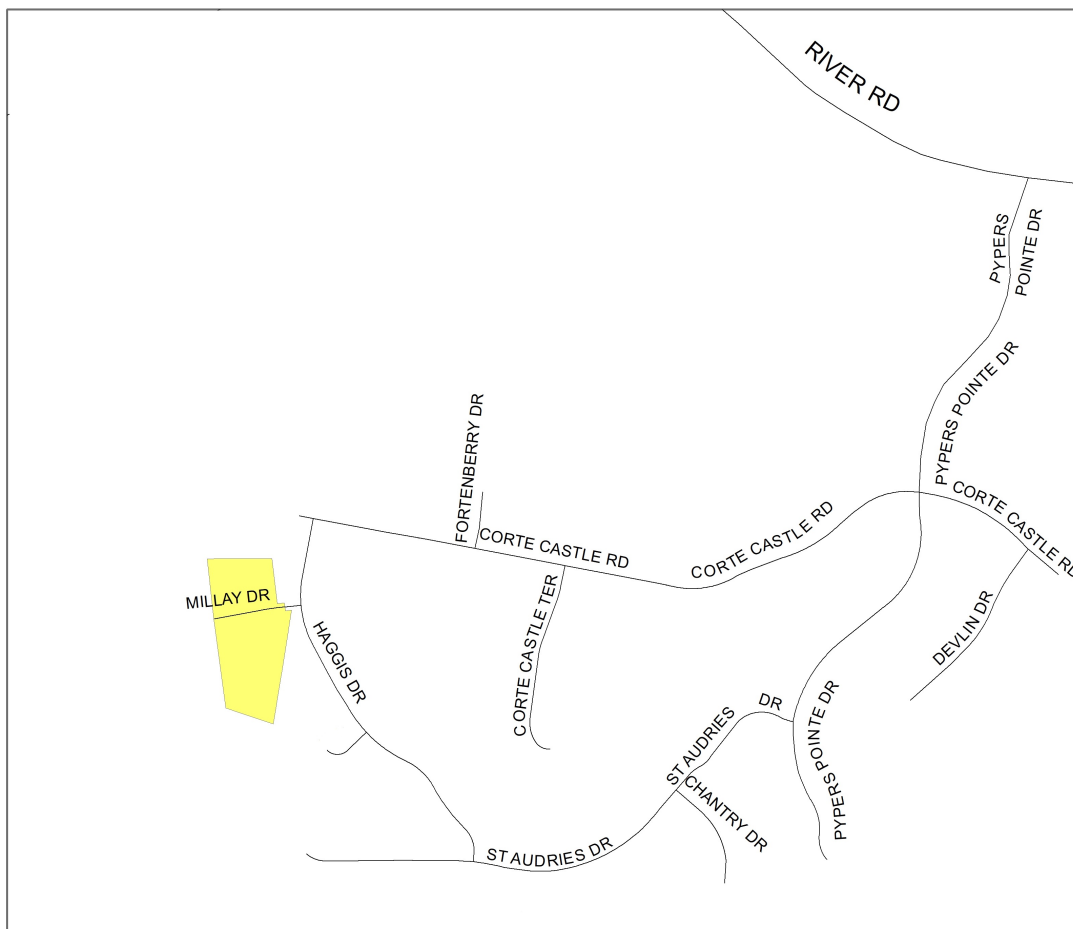
Vicinity Map: Rivers Trace Section H and Section F Remainder



Produced By Chesterfield County GIS

TO: Board of Supervisors
FROM: Department of Environmental Engineering
SUBJECT: State Road Acceptance - Rivers Trace Section K
DISTRICT: Matoaca
MEETING DATE: June 24, 2020
ROADS FOR CONSIDERATION: Millay Dr

Vicinity Map: Rivers Trace Section K



Produced By Chesterfield County GIS

TO: Board of Supervisors

FROM: Department of Environmental Engineering

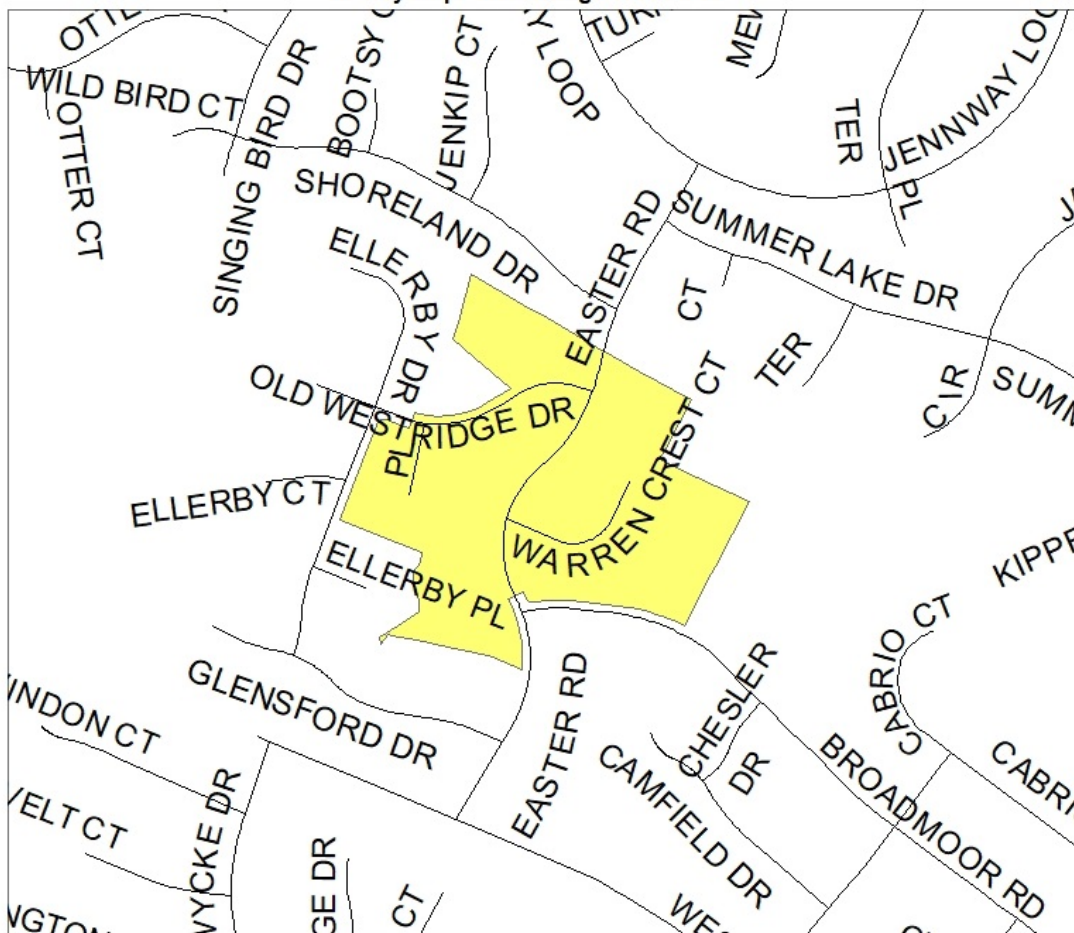
SUBJECT: State Road Acceptance - Westerleigh Section 11

DISTRICT: Matoaca

MEETING DATE: June 24, 2020

ROADS FOR CONSIDERATION: Easter Rd
Old Westridge Dr
Old Westridge Pl
Warren Crest Ct

Vicinity Map: Westerleigh Section 11



Produced By Chesterfield County GIS



**CHESTERFIELD COUNTY
BOARD OF SUPERVISORS
AGENDA**

Meeting Date: June 24, 2020

Item Number: 12.B.14.

Subject:

Appropriate Additional Funding Awarded for FY2021 Infant Part C Early Intervention Contract

Board Action Requested:

Appropriate additional \$155,141 in state and federal funding for the FY2021 Infant Part C Early Intervention contract between the Chesterfield Community Services Board and the Virginia Department of Behavioral Health and Developmental Services.

Summary of Information:

Congress enacted early intervention legislation in 1986 as an amendment to the Education of Handicapped Children's Act (1975) to ensure that all children with disabilities, from birth through the age of three, would receive appropriate early intervention services. This amendment was re-authorized in 1991 and renamed the Individuals with Disabilities Education Act (IDEA). When the IDEA was re-authorized in 1998, it became Part C of the Act. Virginia's statewide early intervention system is called the Infant & Toddler Connection of Virginia.

All families referred to the Part C system are eligible to receive a multidisciplinary evaluation and assessment, the development of an Individualized Family Services Plan (IFSP), and service coordination at no cost to the family. Early intervention services, as defined by federal regulations, may include: assistive technology, audiology, family training, counseling and home visits, health services, medical services (for diagnostic and evaluation purposes only), nursing services, nutrition services, occupational therapy, physical therapy, psychological services, social work services, special instruction, speech-language pathology, transportation, and vision services.

The Chesterfield CSB contracts with the Commonwealth of Virginia's Department of Behavioral Health and Developmental Services to administer Part C funds and fulfills contract management of Part C. This action will appropriate an additional \$155,141 for the FY2021 Part C program to complete the record keeping and balance revenues and expenditures; no additional local match is required. This appropriation is in addition to the \$1,254,824 FY2021 adopted budget including a local match of \$198,951.

The CSB Board approved the additional FY2021 funding of \$151,141 at its regular meeting held on June 18, 2020. Staff recommends that the Board of Supervisors also approve the additional funding awarded. A copy of the Infant Part C contract is filed with the Deputy County Administrator, Human Services.

Attachments:

None

Preparer:

Kelly Fried, Executive Director

Andrea Peeks, Director of Budget and Management

Approved By:

A handwritten signature in black ink, consisting of a large, stylized 'A' followed by a horizontal line and a vertical stroke.



**CHESTERFIELD COUNTY
BOARD OF SUPERVISORS
AGENDA**

Meeting Date: June 24, 2020

Item Number: 12.B.15.

Subject:

2020 General Assembly Legislation

Board Action Requested:

The Board of Supervisors is requested to take the action indicated on Attachment A, Staff Recommendation Summary Sheet.

Summary of Information:

After each General Assembly session, staff identifies changes in state law: (1) which legally require the Board to adopt a change to the County Code; (2) on which the Board can choose to take, or not take, action, and 3) on which no action is required but which may be of interest to the Board. Staff Recommendations Summary Sheet (Attachment A) summarizes the first two categories of bills and the staff recommendation for each bill. Attachment B describes the bills in all categories in greater detail.

Attachments:

1. 2020 General Assembly Legislation Affecting the County - Chart
2. 2020 Legislation Affecting the County - Summary Sheet

Preparer: Jeff Mincks, County Attorney

Approved By:

**2020 Virginia General Assembly
Legislation Affecting the County
June 24, 2020
Staff Recommendations Summary Sheet**

I. MANDATORY CHANGES REQUIRING BOARD ACTION

<u>Item No.</u>	<u>Bill No.</u>	<u>Bill Description</u>	<u>Staff Recommendation</u>	<u>Recommended Board Decision</u>	
				<u>Action</u>	<u>No Action</u>
1.	HB 1071	Amend the <u>County Code</u> provisions relating to cursing and swearing in public.	Staff recommends that the Board set a public hearing for July 22, 2020, to amend County Code Section 14-21.	1. <u>√</u>	<u> </u>
2.	SB 589	Amend the zoning ordinance relating to notice of zoning determinations.	Staff recommends that this item be referred to the Planning Department to draft the necessary code amendments and to present them to the Planning Commission for recommendation.	2. <u>√</u>	<u> </u>

II. OPTIONAL CHANGES PERMITTING BOARD ACTION

3.	HB 656; SB 875	Amend the zoning ordinance to include national standards for solar panels and batteries.	Staff recommends referral to the Planning Department for further analysis and possible preparation of zoning ordinance amendments.	3. <u>√</u>	<u> </u>
4.	HB 284; SB 225	Amend the <u>County Code</u> to adopt an ordinance requiring property owners to remove vegetation which is alongside roadways and public rights-of-way that "might dangerously obstruct" the line of sight of drivers or otherwise interfere with driving.	Staff recommends that the Board direct staff to study the need for such an ordinance and report back to the Board at its September 23, 2020 meeting.	4. <u>√</u>	<u> </u>
5.	HB 150	Amend the <u>County Code</u> to establish a monthly fund of \$500 on property owners who do not submit plans to rehab their derelict properties.	Staff recommends that the Board set August 26, 2020 for a public hearing on an ordinance amendment to establish the \$500 civil penalty.	5. <u>√</u>	<u> </u>

<u>Item No.</u>	<u>Bill No.</u>	<u>Bill Description</u>	<u>Staff Recommendation</u>	<u>Recommended Board Decision</u>	
				<u>Action</u>	<u>No Action</u>
6.	HB 106	Amend the <u>County Code</u> to add a civil penalty not to exceed \$100 for failure of the owner of a building that fronts on a right-of-way to display a number on the building that is easily readable from the right-of-way.	Staff recommends that the Board take no action.	6. _____	_____ <u>√</u> _____
7.	HB 452; SB 650	Amend the <u>County Code</u> to provide for the small purchase exemption for single or term contracts for goods and services to be increased from \$100,000 to \$200,000.	Staff recommends that the Board take no action.	7. _____	_____ <u>√</u> _____
8.	HB 358; SB 182	Amend the <u>County Code</u> to enact an ordinance to authorize the County to require bidders, offerors, contractors or subcontractors to enter into project labor agreements for County construction and public works projects.	Staff recommends that the Board take no action.	8. _____	_____ <u>√</u> _____
9.	HB 833; SB 8	Amend the <u>County Code</u> to enact an ordinance requiring contractors for public works contracts to pay employees the prevailing wage.	Staff recommends that the Board take no action.	9. _____	_____ <u>√</u> _____
10.	HB 466	Amend the <u>County Code</u> to exempt businesses with gross receipts below \$200,000 from the BPOL ordinance.	Staff recommends that the Board take no action.	10. _____	_____ <u>√</u> _____
11.	HB 1434; SB 762; SB 763	Amend the <u>County Code</u> to impose a \$1400 per megawatt revenue sharing fee on solar energy projects.	Staff recommends that this matter be considered as part of the FY22 budget process.	11. <u>√</u> _____	_____

**2020 VIRGINIA GENERAL ASSEMBLY
LEGISLATION AFFECTING THE COUNTY
June 24, 2020**

I. MANDATORY CHANGES REQUIRING BOARD ACTION

1. Amend County Code provisions relating to cursing and swearing in public. [HB 1071]

Staff Recommendation

County Code Section 14-21 currently prohibits profanely cursing and swearing in public, as well as public intoxication. Violation of the ordinance is punishable as a Class 4 misdemeanor, which carries a maximum fine of \$250. The County Code provisions mirror Virginia Code Section 18.2-388. The 2020 General Assembly decriminalized profanely cursing and swearing in public by removing those provisions from Section 18.2-388. As a result, the County Code must be amended to remain consistent with state law. Public intoxication would remain a Class 4 misdemeanor under the amended ordinance. Likewise, the County ordinance prohibiting disorderly conduct and disturbances of the peace would remain in full force and effect. Staff recommends that the Board hold a public hearing at the July 22 meeting to amend County Code Section 14-21.

2. Amend the zoning ordinance relating to notice of zoning determinations. [SB 589]

Staff Recommendation:

SB 589 requires the Director of Planning to provide a copy of his zoning determination to adjacent property owners if his determination could impair the ability of an adjacent owner to satisfy the minimum storage capacity and yield requirements for a residential drinking well. This will require amendment of Section 19.1-5A. of the zoning ordinance. It may also require amendment of County Code Chapter 12 (Health and Sanitation). Staff recommends that this item be referred to the Planning Department to draft the necessary code amendments and to present them to the Planning Commission for its recommendation.

II. OPTIONAL CHANGES PERMITTING BOARD ACTION

3. Amend the zoning ordinance to include national standards for solar panels and batteries. [HB 656; SB 875]

Staff Recommendation:

HB 656 authorizes the County to include within its zoning ordinance certain generally accepted national standards for the use of solar panels and battery technologies for solar electric energy projects. Staff recommends that this item be referred to the Planning Department for further analysis and possible preparation of zoning ordinance amendments.

4. Amend the County Code to adopt an ordinance to require property owners to remove vegetation alongside roadways and public rights-of-way that “might dangerously obstruct” the line of sight of drivers or otherwise interfere with driving. [HB 284; SB 225]

Staff Recommendation:

The 2020 General Assembly enacted legislation that allows localities to require property owners to remove vegetation alongside roadways and public rights-of-way that “might dangerously obstruct” the line of sight of drivers or otherwise interfere with driving. Staff recommends that the Board direct staff to study the need for such an ordinance and report back to the Board at its September 23, 2020 meeting.

5. Amend the County Code to establish a monthly fine of \$500 on property owners who do not submit plans to rehab their derelict properties. [HB 150]

Staff Recommendation:

The County has enacted a derelict property ordinance. A derelict property is defined as: “a residential or nonresidential building or structure, whether or not construction has been completed, that might endanger the public's health, safety, or welfare and for a continuous period in excess of six months, it has been (i) vacant, (ii) boarded up in accordance with the building code, and (iii) not lawfully connected to electric service from a utility service provider or not lawfully connected to any required water or sewer service from a utility service provider.” The 2020 General Assembly passed legislation which permits localities to impose a fine of \$500 per month on owners of derelict property who fail to submit plans to rehab their derelict property after being notified that they must do so. The County has not used the derelict ordinance in the past, and typically corrects derelict properties by utilizing the County’s spot blight abatement ordinance or the County’s ordinance requiring repair, removal, or demolition of property that violates the Building Code. However, in the right circumstances the derelict property ordinance might be the most effective way to deal with derelict property. Accordingly, staff recommends that the Board set August 26, 2020 for a public hearing on an ordinance amendment to establish the \$500 civil penalty.

6. Amend the County Code to add a civil penalty not to exceed \$100 for failure of the owner of building that fronts on a right-of-way to display a number on the building that is easily readable from the right-of-way. [HB 106]

Staff Recommendation:

The 2020 General Assembly enacted legislation that allows localities to include provisions for a civil penalty not to exceed \$100 for a violation of a building numbering ordinance if the violation has not been corrected within 15 days of notice of such violation. Any civil penalties collected under this section shall be paid into the general fund of the locality where the violation occurred.

Staff advises that there has never been an issue in the County with building owners numbering their buildings, and therefore recommends that the Board take no action.

7. Amend the County Code to provide for the small purchase exemption for single or term contracts for goods and services that are not professional services and non-transportation related construction to be increased from \$100,000 to \$200,000. [HB 452; SB 650]

Staff Recommendation:

State law currently allows “small purchase” contracts to be exempted from the bidding and RFP requirements of the Virginia Public Procurement Act so long as they do not exceed \$100,000. HB 452 allows the County to provide by ordinance that this limit be increased to \$200,000. Amending the County’s purchasing ordinance to provide for the small purchase exemption to be increased to \$200,000 would provide additional flexibility to the Director of Purchasing in such circumstances. However, the Board increased the small purchase exemption threshold from \$50,000 to \$100,000 less than a year ago and staff believes the County should analyze the effectiveness of this increase before we double the threshold amount once again. Accordingly, staff recommends that no action be taken at this time.

8. Amend the County Code to establish a new ordinance to authorize the County to require bidders, offerors, contractors or subcontractors to enter into project labor agreements for County construction and public works projects. [HB 358; SB 182]

Staff Recommendation:

HB 358 authorizes any locality to require bidders, offerors, contractors or subcontractors to enter into project labor agreements for construction and public works projects. The provisions of this legislation will not become effective until May 1, 2021. Such project labor agreements tend to significantly increase the cost of public projects and staff recommends that the Board take no action.

9. Amend the County Code to establish a new ordinance requiring contractors for public works contracts to pay employees the prevailing wage. [HB 833; SB 8]

Staff Recommendation:

The 2020 General Assembly enacted HB 833 which allows, but does not require, localities to adopt an ordinance requiring the contractors and subcontractors for public works contracts over \$250,000 to pay a “prevailing wage rate” that is determined by the Commissioner of Labor and Industry on the basis of the applicable prevailing wage rate determinations made by the U.S. Secretary of Labor under the provisions of the Davis-Bacon Act, 40 United States Code Section 276, et. seq. A contractor or subcontractor that pays at a rate less than the prevailing wage rate shall be subject to punitive measures such as repaying the difference plus 8% interest, or being disqualified from bidding on public contracts with any public body until the contractor or subcontractor has made full restitution. If the contractor or subcontractor willfully violates this ordinance, it could be found guilty of a Class 1 misdemeanor. Such an ordinance would make the cost of County contracts subject to state and federal control of wage rates and could substantially increase the cost of County contracts. Staff does not recommend any action at this time.

10. Amend the County Code to exempt businesses with gross receipts below \$200,000 from the BPOL ordinance [HB 466]

Staff Recommendation:

This legislation would allow the County to exempt businesses with gross receipts up to \$200,000 from business licensure in the County. Currently, the County’s BPOL ordinance exempts businesses that have less than \$10,000 in gross receipts. Businesses with gross receipts up to \$300,000 are not exempt from licensure but pay only a \$10 licensing fee. The County receives approximately \$100,000/year in licensing fees, but more importantly, the licensure requirement is the one sure way that the County knows that a business has located in the County and helps to ensure that businesses have satisfied other regulatory requirements like securing proper zoning and filing personal property tax returns. Staff does not recommend adopting an ordinance to expand the exemption from BPOL licensure.

11. Amend the County Code to impose a \$1,400 per megawatt revenue sharing fee on solar energy projects. [SB 762; SB 763; HB 1434]

Staff Recommendation

This legislation authorizes the County to adopt a revenue sharing fee of up to \$1,400 per megawatt on solar generating projects which are interconnected to a utility’s system. If the County adopts such an ordinance, solar facilities that generate between 20-150 megawatts of solar energy would be 100% exempt from property tax. If the County does not adopt a revenue share ordinance, those solar facilities would be subject to a new step-down property tax exemption from the current exemption of 80% for the life of the project, to 80% in the first five years, 70% in the second five years, and 60% for all remaining years.

Staff has attempted to perform an analysis of the fiscal impact of adopting a revenue share ordinance. It is difficult to assess the financial impact because it is unclear how many solar

facilities will locate in the County in the future and also due to the numerous conditions and exceptions in the law, including a sunset date for the tax exemption of July 1, 2030. While it appears that the County might generate more revenue by adopting a revenue share ordinance, staff needs to analyze the financial impact in greater detail. Staff recommends that this matter be considered as part of the FY22 budget process.

III. LEGISLATION OF INTEREST TO THE COUNTY

12. Collective bargaining with public employees. [HB 582]

HB 582 Provides that no locality or school board shall bargain with a collective bargaining unit of public employees unless it adopts an ordinance or resolution permitting such bargaining. If a bargaining unit of government employees is certified by a majority of their employees in the unit, the governing body shall vote whether or not to adopt an ordinance or resolution permitting collective bargaining. Public employee strikes continue to be prohibited. The effective date of this legislation was delayed to May 1, 2021. There is no action that the Board needs to take.

13. Authorization to impose certain taxes. [HB 785]

HB 785 Authorizes counties to impose certain taxes in the same manner as cities have done for years. The taxes covered by this legislation include an admissions tax and cigarette tax. It also permits counties to establish a food and beverage (so-called “meals”) tax of up to 6% without a referendum.

14. Firearms, ammunition, etc.; control by localities by governing possession, etc., within locality. [HB 421]

HB 421 Authorizes localities to adopt ordinances to prohibit possession of firearms in any building owned or used by the locality; in any park; or on public roads, sidewalks or rights of way adjacent to events requiring the issuance of a permit.

15. Local disposable bag tax. [HB 534]

HB 534 Authorizes localities to impose a tax in the amount of five cents for each disposable plastic bag provided to customers of retail, grocery, convenience and drug stores. This legislation is not effective until 2021.

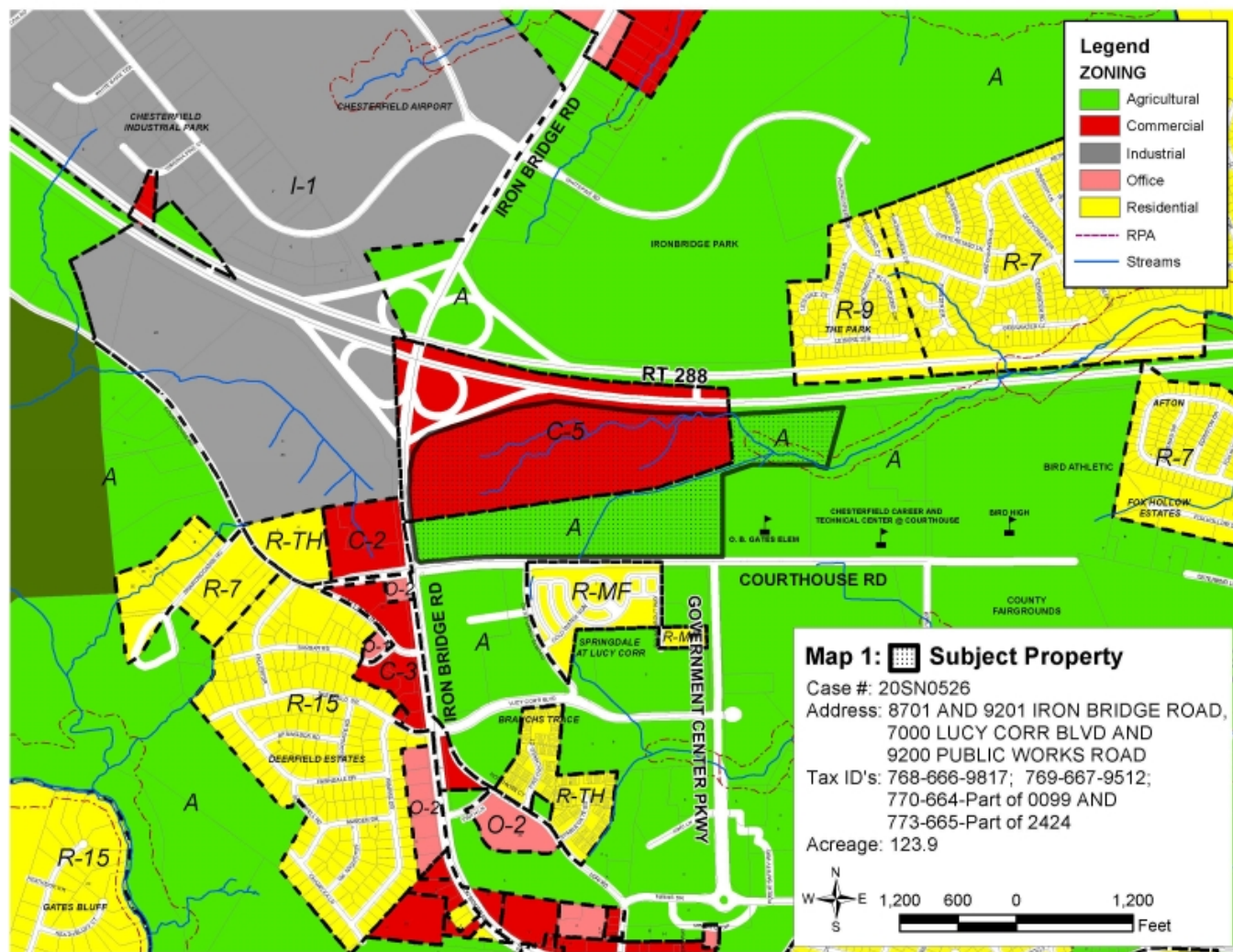
16. Summonses; authority of local government employees to issue for violations of local ordinances. [HB 1213]

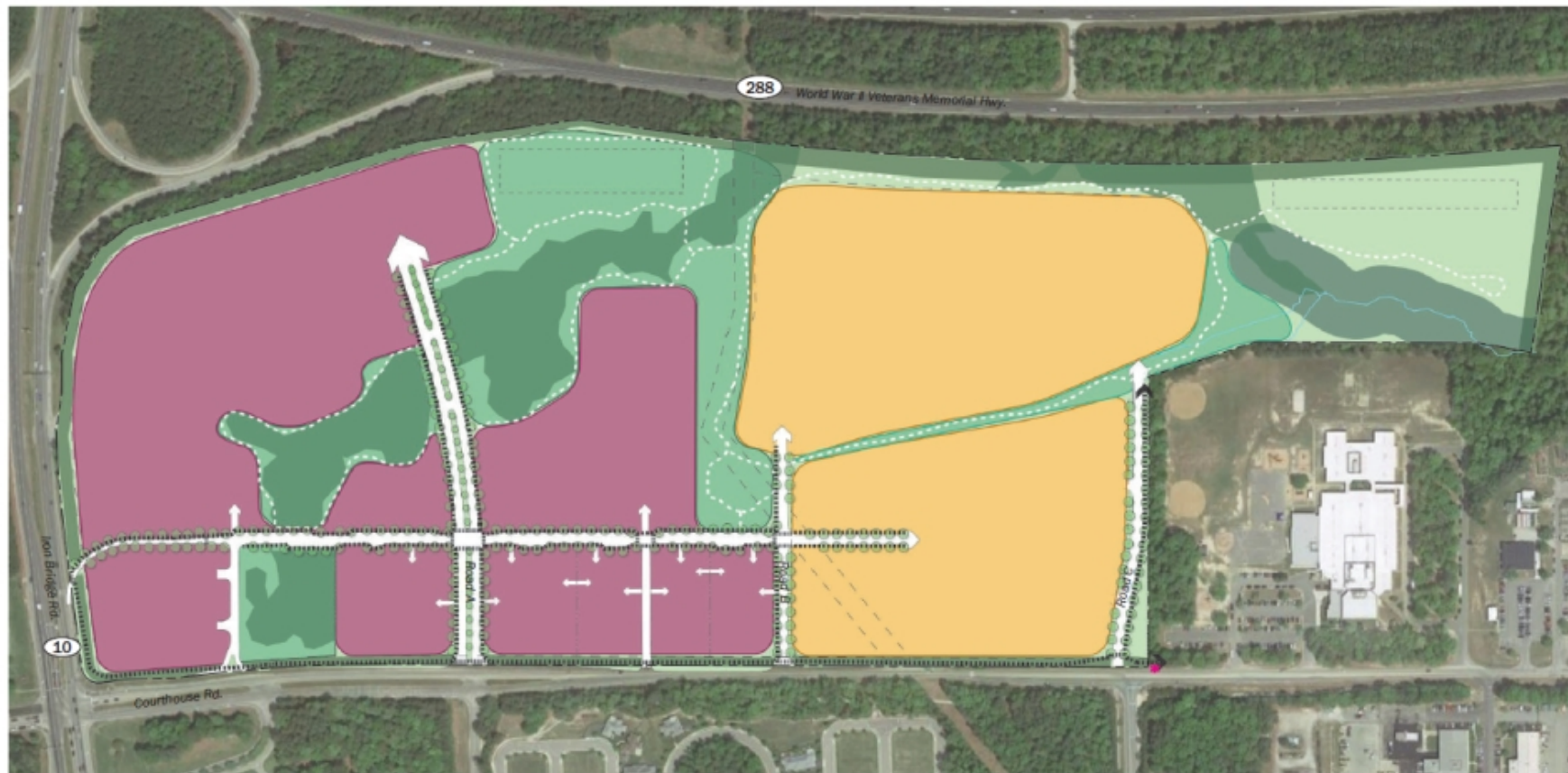
HB 1213 Authorizes local government employees to issue summonses for certain misdemeanor violations of local codes such as zoning or weed ordinance violations.

0425:117325.1

20SN0526
DALE
29:11 Chesterfield, LLC
Courthouse Landing

Rezoning from Agricultural (A) and General Business (C-5) to Community Business (C-3) with conditional use and conditional use planned development to permit multi-family and townhome uses plus exceptions to ordinance requirements.





- sidewalks
- underground detention
- wetlands to remain
- Office/retail
- Residential
- Park/open space
- trail connections to adjacent pedestrian systems
- trails
- (for trail hierarchy and more detail, see Pedestrian Plan in Landscape section)

Case History

- Dec 17, 2019 – CPC unanimously recommended denial to the BOS
 - Concerns relating to traffic, lack of phasing, airport safety, and noise impact from airport to future residents
- Jan 22, 2020 – BOS unanimously remanded case back to CPC for further review
 - Remand letter requested additional information from applicant on projects impact on traffic, airport, and schools
- Mar 21, 2020 – case was scheduled for CPC, however meeting cancelled due to COVID19
- April 21, 2020 – case was deferred by CPC to May 19, 2020
 - Provided Commissioners and members of the public additional time to review an addendum to the staff report which contained additional traffic information.
- May 19, 2020 – CPC unanimously recommended approval to the BOS



Chesterfield County, Virginia

Board of Supervisors

9901 Lori Road - P.O. Box 40 - Chesterfield, VA 23832

Phone: (804) 748-1211 - Fax: (804) 717-6297 - Email: hollandj@chesterfield.gov

James M. Holland
Dale District

January 17, 2020

Dear Concerned Citizen:

I have reviewed the video of the Planning Commission's public hearing regarding the proposed Courthouse Landing development (Zoning Case 20SN0526) and talked to many citizens about their concerns with this project. While I believe investment in the Dale District is sorely needed, it will not be at the detriment of its current residents. As such, I will not support this case until the following issues are resolved:

1. **Traffic** Citizens rightly expressed concerns about the additional traffic that this development will bring to an already congested area. I am directing staff to work with the applicant and VDOT to develop a plan that will improve traffic in both the short and long term. This plan must become part of the case and the applicant will be expected to contribute their fair share to its implementation.
2. **Impact on the airport** The applicant must show that the FAA has conceptually approved the impact on the flightpath from this development. In addition, the developer must agree to take the necessary steps to prevent waterfowl from congregating around the property's stormwater management facilities.
3. **Impact on schools** Staff from the county and schools must verify that the existing schools in the area can accommodate the new students anticipated from the proposed residential development. I am further directing staff to immediately begin working on a plan to improve the traffic circulation at all the schools located on Courthouse Road.

At the January 22nd Board of Supervisors meeting, I will request that the Board of Supervisors remand this request back to the Planning Commission so that these issues can be properly addressed. In addition, I am directing staff to hold another community meeting on the project to explain the proposed solutions to these three issues. If the applicant can address these concerns, I will be prepared to recommend approval of the case when it returns to the Board. Finally, I am asking that all of this be done in a timely manner so that the amended case can be heard by the Board of Supervisors at the April 22nd meeting.

Sincerely,

James "Jim" Holland
Supervisor, Dale District

Remand Letter Changes

Traffic – staff to work with applicant and VDOT to develop a plan to improve traffic in long and short term

- Developer revised traffic study and proffered additional road improvements to better mitigate developer traffic impacts at the Route 10/Courthouse Road intersection.
- Staff completed an operational analysis of the weave along Route 10 and impacts to the Route 288 off-ramp for various scenarios.
- Staff identified potential mitigation strategies with planning level cost estimates to address the future weave condition from the Route 288 off-ramp to Route 10.

Traffic – Committed Improvements

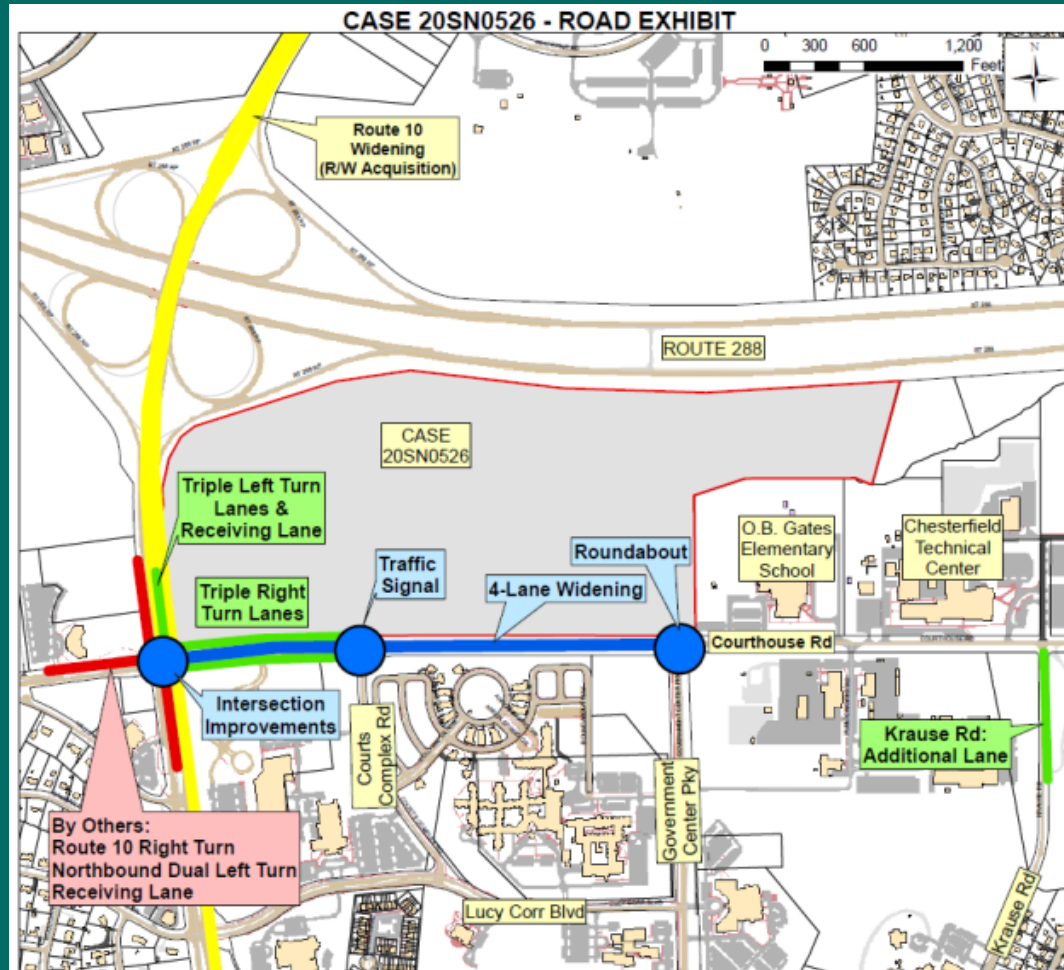
- Courthouse Landing Proffered Road Improvements:
 - \$10.4 Million in developer funds (total improvements prior to January 2020 totaled approx. \$6.6 mil)
 - Improvements along Route 10, Courthouse Rd, and Krause Rd
 - All road improvements to be completed prior to issuance of any final certificate of occupancy.

Traffic – Committed Improvements

- Additional Proffered Road Improvements Since January BOS:
 - LEFT TURN LANE from Southbound Rt 10 to Eastbound Courthouse Rd (Triple Lefts).
 - RECEIVING LANE along Eastbound Courthouse Rd to accept third left turn lane.
 - RIGHT TURN LANE from Westbound Courthouse Rd to Northbound Rt 10 (Triple Rights).
 - RIGHT TURN LANE along Northbound Krause Rd at Courthouse Rd intersection.

Per CDOT staff, Courthouse Landing has adequately addressed traffic impacts through road improvements.

Courthouse Landing Road Improvements



Traffic – Potential/Future Improvements

- Operational (Weave) Analysis (CDOT Completed 4/17/20)
 - 2019 Existing, 2024 No-build, and 2024 Build: Acceptable operations, no queuing on Route 288 off-ramp. Courthouse Landing improvements improve weave operations (reducing queues in the “weave area” along Route 10).
 - Failure of Route 10 weave area by **Year 2028** for **NO-BUILD** Condition.
 - Failure of Route 10 weave area by **Year 2031** for **BUILD** Condition.
- Weave Mitigation Strategies (CDOT Completed 4/17/20)
 - Ten (10) strategies have been identified with cost as future projects.
 - Construction costs vary from \$3.5 to \$45 million.
 - Additional traffic data & analysis would be required to provide staff recommendation(s).
 - Due to COVID-19, traffic data collection would not be feasible at this time.
 - No funding

Concept	Description	Planning Level Construction Cost
1A	Signalized Off-Ramp (T)	\$ 7.5 to 9.2 million
1B	Signalized Off-Ramp (Parallel)	\$ 4.7 to 5.7 million
2A	Bowtie Intersection	\$18.4 to 22.7 million
2B	Partial Bow Tie Intersection	\$11.7 to 14.4 million
3A	J-Ramp Before Gore	\$11.3 to 13.9 million
3B	J-Ramp After Gore	\$11.3 to 13.9 million
4	Quadrant (SW)	\$ 3.5 to 6.7 million
5	Median U-Turn (MUT)	\$ 5.4 to 6.6 million
6	Lucy Corr Improvements	\$ 4.3 to 10.5 million
7	New Interchange on Route 288	\$28 to 45 million

Remand Letter Changes

- Impact on airport – applicant must show the FAA has conceptually approved development's impact on flight path, and developer must agree to take steps to prevent waterfowl from congregating around stormwater management ponds
 - Staff has received FAA approval letters pertaining to impact on flight path
 - No retention (wet) ponds will be constructed on the property and any detention facility will be designed for a maximum 48-hours detention time to prevent the congregation of waterfowl in proximity to the airport.
 - Existing avigation easement extended over entire site

Remand Letter Changes

- Impact on schools – staff to verify existing schools can accommodate new students anticipated from development, and work to improve traffic circulation for all schools along Courthouse
 - Current design and enrollment capacity allow for anticipated student yield from the development.

Remand Letter Changes

- Internal traffic circulation patterns on school sites along Courthouse Road are being reviewed by Schools and County staff to determine alternative options to address traffic congestion issues. Schools will review and approve the most efficient, cost-effective alternative, and determine timing, in coordination with staff.

Additional Textual Statement Modifications

- Design:
 - The maximum building height will be 60’.
 - The self-storage facility has been increased from a maximum of 100,000 sq ft to 115,000 sq ft.
 - A condition pertaining to the color of the proposed gas station canopy has been added
 - A sound suppression condition applicable to all residential properties has been added.

Additional Textual Statement Modifications

- Land Use
 - Use Requirements in Tier 2 have been amended to add grocery store to permitted uses (day care and hotel) which are allowed to be constructed prior to requisite office space

Additional Textual Statement Modifications

- Phasing:
 - Two phasing conditions pertaining to commercial/residential, and office development have been added. Specifically, the following conditions have been added:
 - *Until such time as certificates of occupancy are issued by the County for a minimum of 40,000 square feet of commercial space (not including the self-storage facility) in Tier 1 and Tier 2, no more than 300 residential units may receive a final certificate of occupancy from the County.*
 - *Use Requirements. Other than a grocery store, day care and a hotel, no other use shall be permitted in Tier 2 until such time as a minimum of 100,000 square feet of office space is constructed in Tier 2 or Tier 1.*

Planning Commission Recommendation

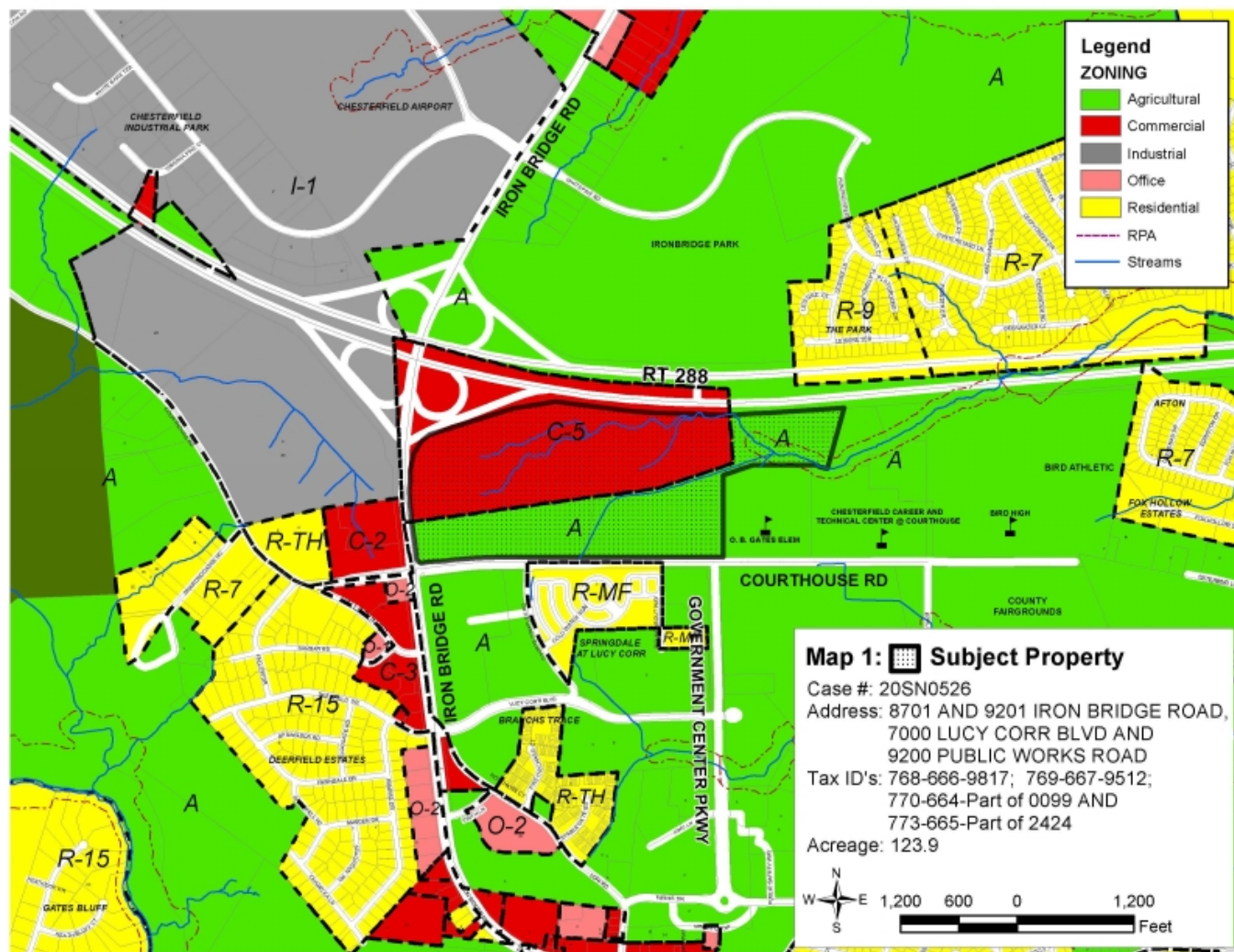
- The Commission unanimously recommended approval of the case to the Board of Supervisors
- Initial concerns discussed were addressed with the applicant's revised submission and pertained to transportation impacts, airport proximity, location and visibility of uses, and assurances relative to phasing

Planning Recommends Approval

- Proposal offers integrated mixed use project as suggested by Plan
- Quality design and architecture should complement the surrounding development.

Transportation Recommends Approval

- The development's traffic impact will be addressed by providing road improvements.



CASE NUMBER: 20SN0526
APPLICANT: 29:11 Chesterfield, LLC

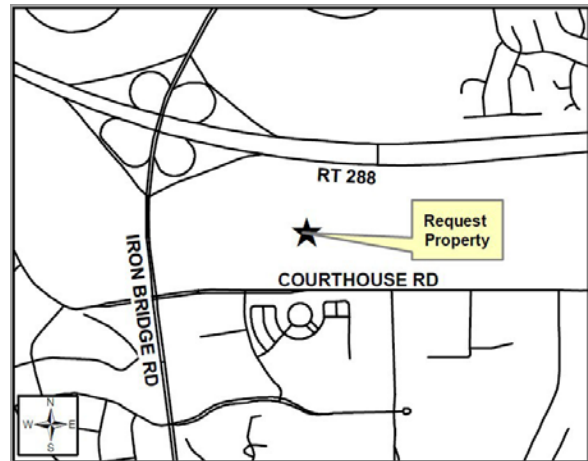


CHESTERFIELD COUNTY, VIRGINIA
DALE DISTRICT

**STAFF'S ANALYSIS
AND RECOMMENDATION**

Board of Supervisors (BOS) Public Hearing:
JUNE 24, 2020
BOS Time Remaining:
365 DAYS

Applicant's Agent:
ANDREW CONDLIN (804-977-3373)
Planning Department Case Manager:
HAROLD ELLIS (804-768-7592)



123.9 Acres – 9201 Iron Bridge Road
COURTHOUSE LANDING

REQUEST

Rezoning from Agricultural (A) and General Business (C-5) to Community Business (C-3) with conditional use and conditional use planned development to permit multi-family and townhome uses plus exceptions to ordinance requirements.

Notes: A. Conditions may be imposed or the property owner may proffer conditions.
B. Proffered conditions, Textual Statement, and exhibits are located in Attachments 1-7

SUMMARY

A mixed-use project is planned, incorporating commercial and office uses, and a maximum of 600 dwelling units (multi-family and townhouse). Exceptions to ordinance requirements are requested to provide for residential uses and flexibility in overall design. The request has been acted upon by the Planning Commission and Board of Supervisor's as discussed below.

On December 17, 2019, Chesterfield Planning Commission (CPC) unanimously recommended that the Board of Supervisor's deny the request. The Commission expressed concerns relating to traffic (both current and future levels of service), lack of phasing, airport safety, noise from the airport and impact on future residents, as well as insufficient screening for the proposed gas station.

On January 22, 2020, the Board of Supervisors (BOS) unanimously voted to remand the case back to the Planning Commission for further review requesting additional information from the applicant and review by staff. Specifically, in a letter dated January 17, 2020, which is included as Attachment 4, the applicant was asked to address traffic, impact on airport, and impact on schools.

This case was scheduled for the March 21, 2020 CPC meeting. Out of the abundance of caution due to the potential spread of the coronavirus, or COVID-19, the meeting was cancelled. Therefore, this case was deferred to the Commission's April 21, 2020 meeting.

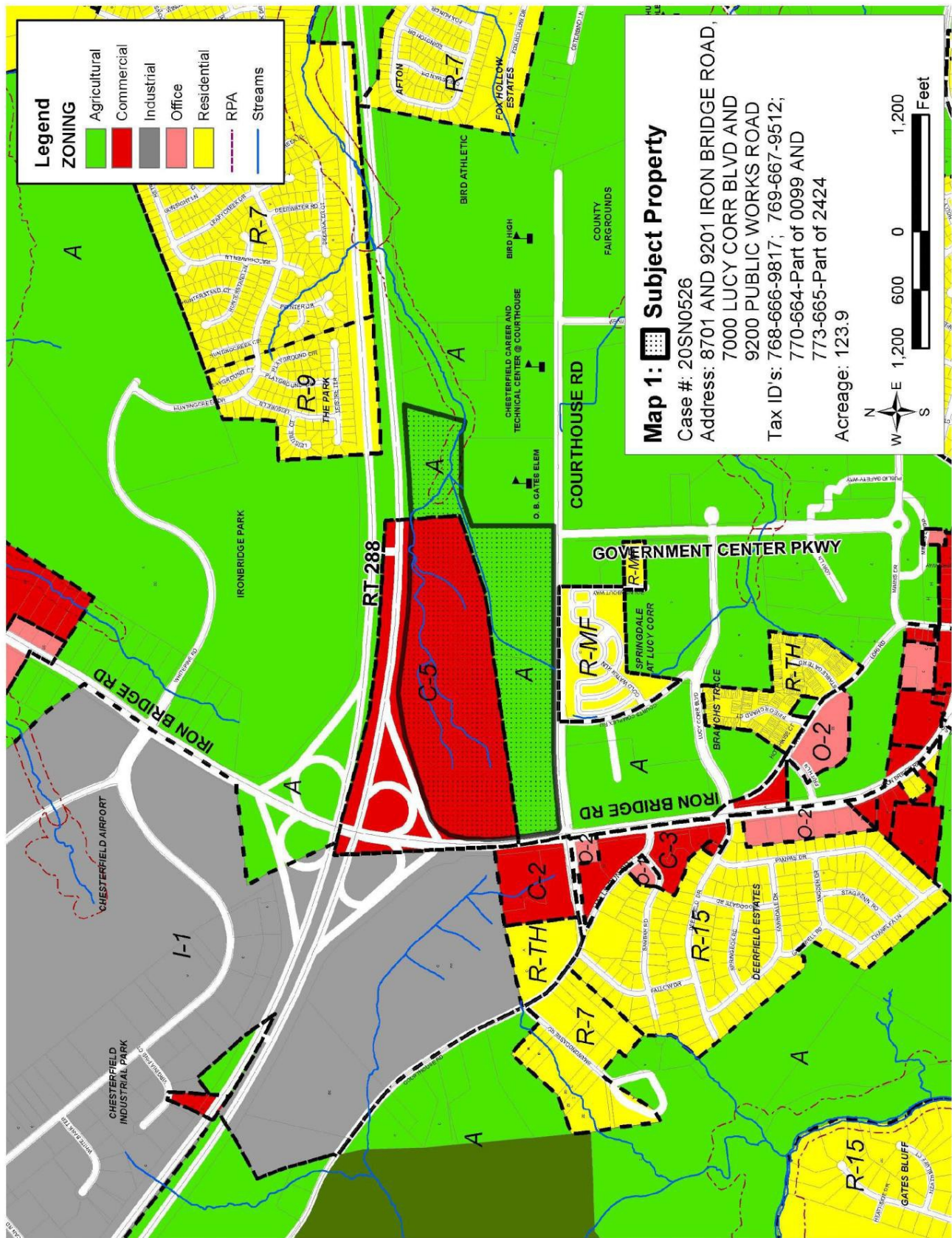
On April 21, 2020, the CPC deferred the case to the May 19, 2020 meeting. The Commission expressed concern that there be adequate time for the public and the Commission to review an addendum published subsequent to the staff report. This addendum contained additional traffic information pertaining to the development of the site.

The purpose of this report is to provide details on how the applicant, in conjunction with staff, has addressed the concerns detailed in the letter referenced above. The full, original staff report and associated attachments for the December 2019 CPC and January BOS, are included as Attachment 5.

On May 19, 2020, the CPC unanimously recommended approval of the request to the BOS. Details of the Commission's action, as well as public comment for the public hearing, are contained on page 17 and 18 of this report.

Please refer to Page 19 of this report for a detailed list of attachments contained in this document.

RECOMMENDATION	
STAFF	<p>PLANNING - APPROVAL</p> <ul style="list-style-type: none"> Proposed office uses comply with the recommendations of the Comprehensive Plan. Further, the Plan supports mixed use projects at key intersections when providing land aggregation, use integration, and land use transition. The Plan identifies this site as being within the airport operational and runway approach areas. Appropriate agencies provided review and input pertaining to this request. In accordance with development regulations, detailed FAA review will occur at time of plans review. Quality design and architecture offered by the applicant provide for a convenient, attractive and harmonious community that should complement the surrounding development. <p>TRANSPORTATION – APPROVAL</p> <ul style="list-style-type: none"> The development’s traffic impact will be addressed by providing road improvements.



PLANNING

Staff Contact: Harold Ellis (804-768-7592)
ellish@chesterfield.gov

Proposal

The applicant has modified their request to address concerns raised at Community Meetings, the Board of Supervisor's meeting, as well as Planning Commission meeting. These modifications are detailed below and where applicable, further expanded upon in subsequent sections of this report.

- 1) No retention (wet) ponds will be constructed on the property and any detention facility will be designed for a maximum 48-hours detention time to prevent the congregation of waterfowl in proximity to the airport. This results in additional amenity areas, including the addition of a dog park.
- 2) The maximum building height throughout the development will be 60'.
- 3) The self-storage facility has been increased in size from a maximum of 100,000 sq ft to 115,000 sq ft.
- 4) Use Requirements in Tier 2 have been amended to add grocery store to permitted uses (day care and hotel) which are allowed to be constructed prior to requisite office space, as detailed below:
 - a. *Other than a grocery store, a day care and a hotel, no other use shall be permitted in Tier 2 until such time as a minimum of 100,000 square feet of office space is constructed in Tier 1, Tier 2 or a combination of both.*
- 5) Two phasing conditions pertaining to commercial/residential, and office development have been added. Specifically, the following conditions has been added:
 - a. *Until such time as certificates of occupancy are issued by the County for a minimum of 40,000 square feet of commercial space (not including the self-storage facility) in Tier 1 and Tier 2, no more than 300 residential units may receive a final certificate of occupancy from the County.*
 - b. *Use Requirements. Other than a grocery store, day care, and a hotel, no other use shall be permitted in Tier 2 until such time as a minimum of 100,000 square feet of office space is constructed in Tier 2 or Tier 1.*
- 6) A condition pertaining to the color of the proposed gas station canopy has been added to an existing condition pertaining to the design of the convenience store and fueling station pumps:
 - a. *The canopy and gas pumps for any such use shall be located such that the convenience store is located between such canopy and gas pumps and Courthouse Road. Any portion of such building facing Courthouse Road shall include windows or the appearance of windows and awnings as part of its architectural design. Notwithstanding the Design Guidelines, the canopy will be of such a color that is consistent with the other uses in Tier 1 and Tier 2 and shall be of a natural, earth tone color unless otherwise approved at the time of site plan review.*
- 7) A sound suppression condition applicable to all residential properties on-site has been added.
 - a. *Sound Suppression. All units will be designed to have an average interior decibel level that does not exceed 45 DBA. A sound engineer shall certify that all such units are appropriately designed so that the average interior*

decibel level shall not exceed 45 DBA.

- 8) Additional off-site transportation improvements have been proffered:
 - a. *Construction of an additional left turn lane to provide for triple left turn lanes from southbound Route 10 to eastbound Courthouse Road;*
 - b. *Construction of additional receiving lane along eastbound Courthouse Road to accommodate the third (3rd) left turn lane from southbound Route 10;*
 - c. *Construction of an additional right turn lane to provide for triple right turn lanes from westbound Courthouse Road to northbound Route 10; and*
 - d. *Construction of a separate right turn lane from northbound Krause Road to eastbound Courthouse Road. This improvement will provide a separate lane for left and right turn movements.*
- 9) A proffer has been added to extend an existing avigation easement currently over a small portion of the site, to cover the entire site.
- 10) A Route 288 off-ramp to Courthouse Road weave analysis has been completed by staff and is detailed in Attachments 6 and 7 of this report.

COUNTY TRANSPORTATION

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

EXECUTIVE SUMMARY

On January 22, 2020, the Board of Supervisors remanded this case back to the Planning Commission for further resolution on several outstanding items, including traffic concerns. In Mr. Holland's remand letter dated January 17, 2020, he directed county staff, the applicant, in coordination with the Virginia Department of Transportation (VDOT) to develop a transportation plan that would improve traffic in both the short and long term. The expectation was for that plan to become part of the case and the applicant would be expected to mitigate their traffic impacts in accordance with plan.

As a result of the direction from the Board and in accordance with Section 19.1-231 of the County Code, the applicant submitted a revised traffic study for a further examination of the development's impact on the transportation network. Staff requested the applicant to analyze the Ironbridge Road (Route 10)/Courthouse Road intersection and the Courthouse Road site intersections. The following is a summary of the results of the revised traffic study:

- Existing (2019) overall intersection level of service (LOS) at the Route 10/Courthouse Road intersection is an "E" during the morning peak hour and a "D" during the afternoon peak hour.
- In August 2017, the Board appropriated \$15,200,000 in anticipated VDOT reimbursements to proceed with the Route 10 Widening to six (6) lanes between Frith Lane and Whitepine Road ("Route 10 Widening Project"). Construction is anticipated to begin in early 2021 with completion in 2022. This project will not modify the Route 288 interchange or modify existing intersection movements.
- At development build-out (2024), acceptable overall level of service ("D" or better) are anticipated at the Route 10/Courthouse Road intersection and the Courthouse Road site intersections. This analysis includes the Route 10 Widening Project and all proffered road improvements. Subsequent to the Board's remanding of the case and based on the revised traffic study, the applicant has provided the following additional road improvements:
 - **Construction of an additional left turn lane to provide for triple left turn lanes from southbound Route 10 to eastbound Courthouse Road;**
 - **Construction of additional receiving lane along eastbound Courthouse Road to accommodate the third (3rd) left turn lane from southbound Route 10;**
 - **Construction of an additional right turn lane to provide for triple right turn lanes from westbound Courthouse Road to northbound Route 10; and**
 - **Construction of a separate right turn lane from northbound Krause Road to eastbound Courthouse Road. This improvement will provide a separate lane for left and right turn movements.**

(Note: Staff has reviewed collision data at existing intersections with triple left turn and triple right turn movements. Based on this limited sample size, there is no increase in collisions or pattern of collisions while making the triple left turn or right turn movements in comparison to intersections with a single or dual turning movement.)

- In 2039, without the development and including the Route 10 Widening Project, unacceptable overall LOS (“F” during morning and afternoon peak hours) is anticipated at the Route 10/Courthouse Road intersection.
- In 2039, with the development’s proffered road improvements, Route 10 Widening Project, and “By Other” road improvements, acceptable overall LOS (“D” during morning and “E” during peak hours) is anticipated at the Route 10/Courthouse Road intersection.

The following chart summarizes the overall intersection levels-of-service:

	2019 EXISTING		2024 DEVELOPMENT BUILD-OUT (Rt 10 Widening & Proffered Imprvts)		2039 BACKGROUND WITHOUT DEVELOPMENT (Rt 10 Widening)		2039 BACKGROUND WITH DEVELOPMENT (Rt 10 Widening, Proffered Imprvts, “By Other” Imprvts)	
INTERSECITON	AM	PM	AM	PM	AM	PM	AM	PM
Route 10 & Courthouse	E(59)	D(53)	D (39)	D (38)	F (127)	F (115)	D (48)	E (56)
Courts Complex & Courthouse	Not applicable		C	C	Not applicable		C	C
Govt Center & Courthouse	Not applicable		A	A	Not applicable		B	B
((##): Value represent delay in seconds per vehicle at signal or roundabout controlled intersection.								

- “By Other” road improvements include the following road improvements, which are shown on the attached road exhibits as part of this report:
 - Construction of a right turn lane along southbound Route 10 to westbound Courthouse Road;
 - Construction of an additional left turn lane to provide dual left turn lanes from northbound Route 10 to westbound Courthouse Road; and
 - Construction of additional receiving lane along westbound Courthouse Road to accommodate the additional left turn lane from northbound Route 10.

These improvements could be constructed with future development/redevelopment of properties along Route 10 and/or Courthouse Road or be constructed as future public project(s).

- The weaving maneuver on Route 10 from Route 288 southbound to Courthouse Road will continue to present a challenge for drivers, particularly during the morning peak hour when traffic is entering the county-owned facilities in the area. In response to concerns about the weave maneuver, staff performed an operational (weave) analysis along this section of Route 10, which determined that the existing, 2024 no-build, and 2024 build scenarios would be acceptable. It is anticipated weave failure would occur by 2028 in the no-build scenario (without development and no proffered road improvements) and by 2031 in the build scenario (with development and proffered road improvements). A memorandum along with the operational (weave) analysis are attached as Attachment 6 of this report.

- The operational (weave) analysis did not analyze strategies for mitigating the weave failure; therefore, staff identified potential mitigation strategies with planning level construction cost estimates. The results of the report are summarized in Attachment 7 of this report.

Staff anticipates an additional public project would be needed to further evaluate and provide alternative/innovative interchange and/or intersection improvements along Route 10 to better accommodate future traffic volumes with or without the development. To date, there is no funding identified or appropriated for interchange and/or intersection improvements. The county should begin due diligence on these improvements so they can be implemented when necessary, based on available funding.

The applicant has proffered road improvements to meet the need generated by the development and has identified additional “By Other” road improvements that could ensure a level of service no lower than the existing level of service at the Route 10 and Courthouse Road intersection. Staff supports this request.

TRIP GENERATION

As part of the revised traffic study, the applicant has reduced the medical/dental office square footage from 150,000 square feet s.f. to 100,000 s.f. This results in approximately a 1,000 average daily trip reduction (approximately 97 less trips during the morning peak hour and 170 less trips during the evening peak hour).

The applicant has proffered a maximum density (or equivalent) of 265,000 s.f. of shopping center/retail, 100,000 s.f. of medical/dental office, 100,000 s.f. of mini-warehouse, 120 room hotel, and 600 residential multi-family units (Proffered Condition 3). The proposed development is anticipated to generate approximately 21,000 average daily trips (approximately 832 trips during the morning peak hour and 1,834 trips during the evening peak hour).

(NOTE: It is important to note that the mini-warehouse facility is permitted to be up to 115,000 s.f. ft as detailed in the Textual Statement. For purposes of the maximum density as it relates to traffic, the Transportation Department would deduct the additional 15,000 s.f. permitted under the Textual Statement from another use as noted above to ensure equivalent traffic impact of the development.)

PROFFERED ROAD IMPROVEMENTS

Section 19.1-231 of the County Code outlines the general requirements to meet the needs of the traffic generated by a proposed development, including acceptable levels of service. This proposed mixed-use development would contribute to an identifiable need for transportation and access improvements. The applicant has offered the following:

Vehicular Access (Proffered Condition 4):

- One direct access to Route 10 limited to right-in only, if approved by VDOT.
- Courthouse Road access based on an approved access plan at time of plan of development.

Dedication (Proffered Condition 5):

- Dedication of all right-of-way and easements as shown on the construction plans for

the Route 10 Widening Project.

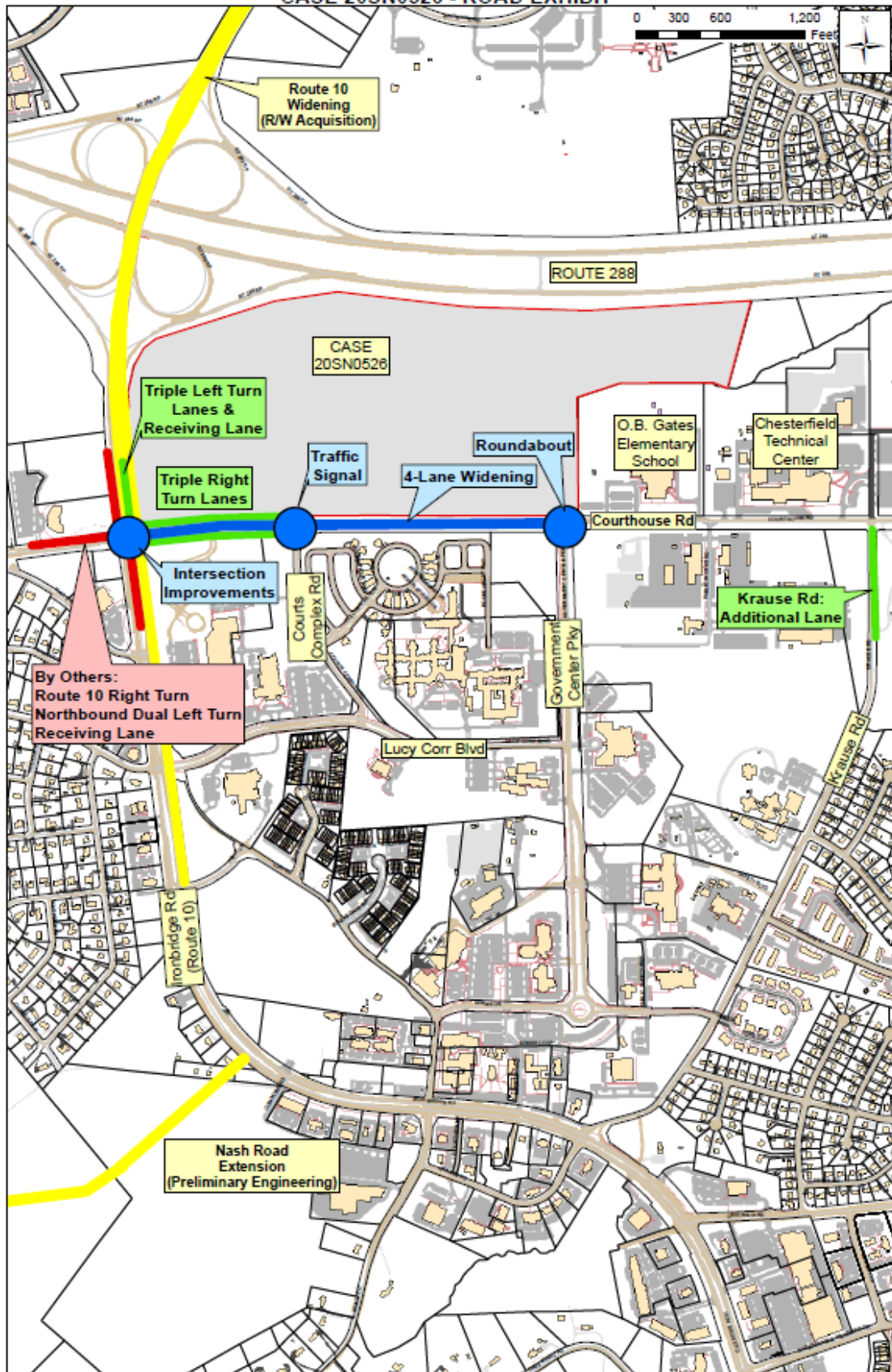
Road Improvements (Proffered Condition 6): ***[Items in bold/italics are additional road improvements as a result of revised traffic study.]***

- Off-site Improvement: Route 10/Courthouse Road Intersection (6.a., total cost \$4,358,330):
 - Construction of an additional westbound left turn lane (\$500,000)
 - ***Construction of two (2) additional right turn lanes to provide for triple right turn lanes from westbound Courthouse Road to northbound Route 10 (\$500,000)***
 - Construction of replacement eastbound right turn lane (\$400,000)
 - Construction of northbound Route 10 right turn lane to Courthouse Rd (\$500,000)
 - ***Construction of additional southbound Route 10 left turn lane (\$500,000)***
 - ***Construction of 3rd receiving lane along eastbound Courthouse Road for triple lefts (\$1,958,330)***
- Off-site Improvement: Widen Courthouse Road to four (4) lane divided road from Route 10 to Government Center Parkway (6.b., estimated cost \$5,286,180)
- ***Off-site Improvement: Construction of a separate right turn lane from northbound Krause Road to eastbound Courthouse Road (6.g., estimate cost \$750,000)***
- Route 10/Courthouse Road intersection improvements as follows:
 - Nine (9) lane section at westbound approach (6 westbound lanes, 3 eastbound lanes). This encompasses some of the off-site road improvements.
 - Five (5) lane section at eastbound approach (4 eastbound lanes, 1 westbound lane). This encompasses some of the off-site road improvements.
 - Traffic signal modifications
- Construction of left and right turn lanes along Courthouse Road at each approved access.
- Construction of dual left turn lanes along eastbound Courthouse Road at the Road A/Courts Complex Road intersection
- Construction of traffic signal or other intersection control at the Courthouse Road/Courts Complex Road/Road A and Courthouse Road/Government Center Parkway/Road B intersections.
- Construction of additional pavement along the eastbound lanes of Courthouse Road to provide a separate right turn lane at the Government Center Parkway intersection.
- Construction of a ten (10) foot VDOT standard shared use path along Courthouse Road for the entire property frontage.
- Relocation of the stormwater management facility for the Route 10 Widening Project and restoration of the area.
- All proffered road improvements will be completed prior to issuance of any final certificate of occupancy, as determined by the Transportation Department. In the event the Route 10 Widening Project impacts the completion of the proffered road improvements, staff may permit issuance of occupancy permit(s) if the developer provides assurance that the improvements are completed in a timely manner (i.e. phasing plan with appropriate surety/bonding).

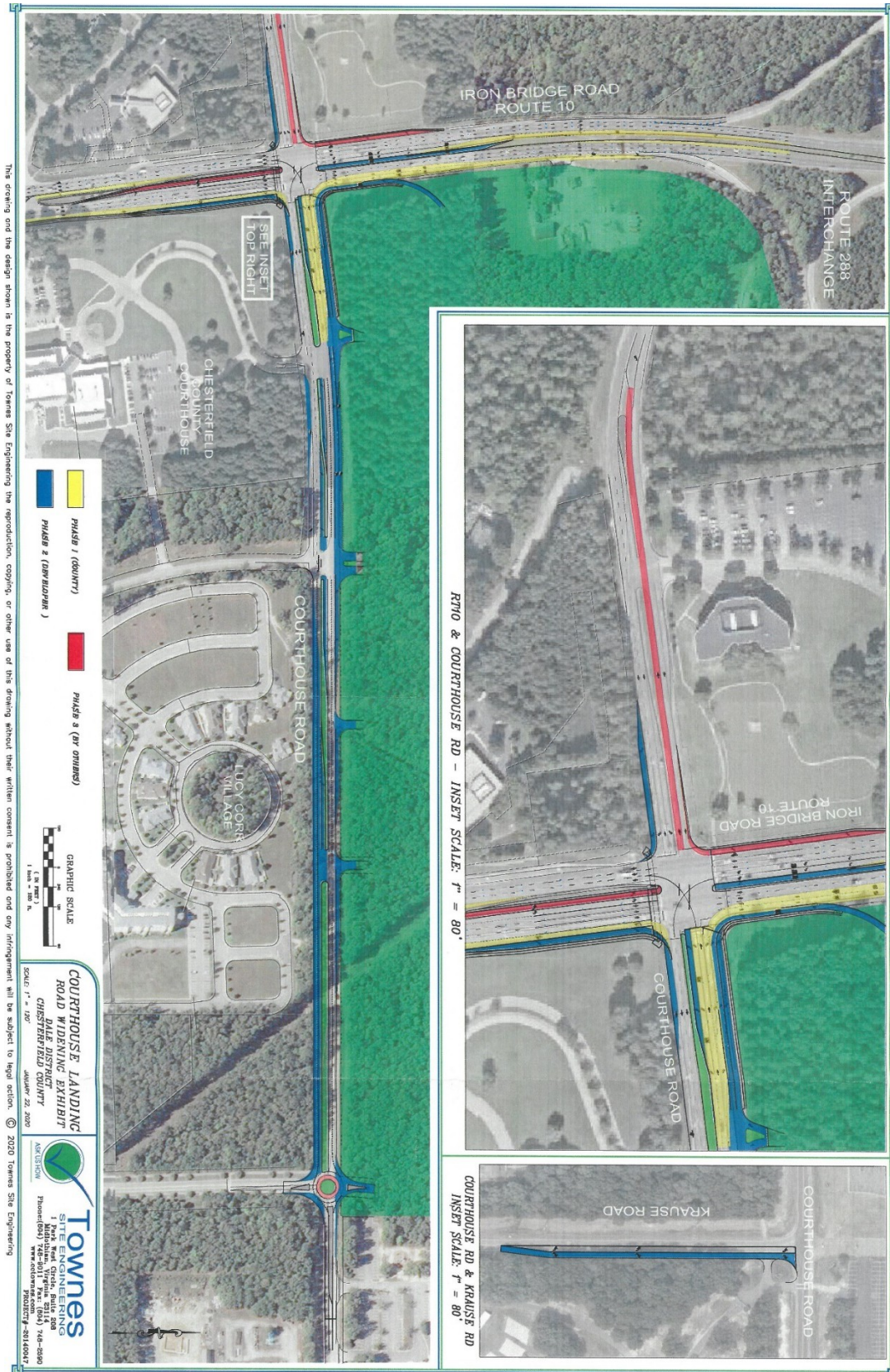
ROAD CASH PROFFERS

The applicant has proffered additional off-site road improvements, as identified in the **Executive Summary** and **Proffered Road Improvements** sections, to better mitigate traffic impacts. The applicant has proffered to construct specific off-site road improvements along Route 10 and Courthouse Road [Proffered Conditions 6.a.i., 6.a.ii., 6.a.iii., ***6.a.iv. (additional left turn lane from Route 10 to Courthouse Road), 6.a.v. (additional receiving lane along Courthouse Road)***, 6.b., and 6.g. ***(right turn lane along Krause Road)***]. The condition requires the applicant to complete all road improvements prior to issuance of any final occupancy permit. The applicant has provided information that the estimated cost of the off-site road improvements is \$10,394,510 (previous amount was \$6,686,180). The applicant has proffered an estimated \$3,708,330 in additional off-site road improvements. Staff agrees with the developer's evaluation. It should be noted, however, that the actual cost to provide these improvements could be more or less than this amount.

CASE 20SN0526 - ROAD EXHIBIT



CASE 20SN0526 – DEVELOPER’S COURTHOUSE LANDING ROAD WIDENING EXHIBIT



VIRGINIA DEPARTMENT OF TRANSPORTATION

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

The applicant is requesting to rezone property from A-1 and C-5 to C-3 with a Conditional Use Planned Development. The proposed mixed-use development, located at the intersection of Route 10 and Courthouse Road, is anticipated to generate approximately 20,994 vehicle trips per day. Due to the amount of traffic project to be generated by the site, a Chapter 527 Traffic Impact Analysis (TIA) was required. VDOT reviewed the TIA report and issued an acceptance letter dated February 21, 2020. Refer to the acceptance letter for VDOT comments regarding the TIA report.

The conceptual plan provided for this mixed-use development included a proposed right-in only access on northbound Route 10, between the signalized intersection with Courthouse Road and the ramp to eastbound Route 288. VDOT has notified the applicant that this proposed access point does not meet the minimum spacing criterion for VDOT's Access Management policy, and an Exception to the policy must be approved by VDOT in order to construct the access. The applicant's engineer has initiated the Access Management Exception process with VDOT, and review of the proposed access by VDOT is ongoing.

Additional comments regarding the specific design features of the site will be provided during the site plan review process. Note that any proposed traffic signals will need to follow the VDOT Signal Justification Report (SJR) process prior to being approved for installation.

SCHOOLS

Staff Contact: Atonja Allen (804-318-8740) atonja_allen@ccpsnet.net

The proposed development is adjacent to O.B. Gates Elementary School. For safety and security of schools, access (such as pedestrian paths and connections) should be from the front or main entrance of the school. Any proposed road improvements or pedestrian access/connectivity in front of the school property should be in accordance with VDOT and CDOT regulations within school zones. In addition, the portion of the school property closest to this proposal may be redeveloped to a more intense school use over time.

The proposed development is accessed through Courthouse Road, which is also the main thoroughfare for access to O.B. Gates Elementary School, L.C. Bird High School, Chesterfield Career and Technical Center (CTC) at Courthouse and CCPS offices for Pupil Transportation (Main Office, Area 1 and Area 5), Fleet Garage, Training Office and ESOL-Prekindergarten Welcome Center.

This development could impact traffic and school bus operations, especially during student drop-off and pick-up times. As discussed in Mr. Hollands' remand letter, internal traffic circulation patterns on school sites along Courthouse Road are being reviewed by Schools and County staff to determine alternative options to address traffic congestion issues. School division leadership will review and approve the most efficient, cost-effective alternative, and determine timing for implementation.

Anticipated School Impacts

	Elementary (PK to 5)	Middle (6 to 8)	High (9 to 12)	Total ⁽¹⁾
Anticipated Student Yield by School Type	53	25	44	122
Schools Currently Serving Area	O.B. Gates	Salem Church	L.C. Bird	2019-20 School Year
Current Enrollment	682	919	1,795	
Design Capacity ⁽²⁾	1,020	1,216	2,454	
Enrollment Percent of Design Capacity	67%	76%	73%	
Program Capacity ⁽³⁾	874	993	2,311	
Enrollment Percent of Program Capacity	78%	93%	78%	
Total Number of Trailers	0	5	5	
Number of Classroom Trailers	0	2	2	
Note: ⁽¹⁾ Based upon the average number of students per multi-family and townhouse dwelling unit for each of the school attendance zones where the proposal is located. Student Generation Factor (2019) is the actual total number of students by grade level divided by the actual total number of housing units by housing type. Updated 2019 SGFs provided by County IST. ⁽²⁾ Design capacity is the maximum number of students the building can accommodate based on the Virginia Department of Education Standards of Quality and the architectural program design of the existing building including all interior and exterior renovations to date and an inventory of all available space. Design capacity does not include site-based initiatives and is thus not subject to frequent change and represents prototypical design capacity using VDOE standards. ⁽³⁾ Program capacity is the maximum number of students the building can accommodate based on the Virginia Department of Education Standards of Quality and the current school programming that may adjust the number of rooms used for core or grade-level classrooms in the overall building design capacity.				

Per School Board Policy 7240 Long-Range Educational Facilities Planning, Section E., School Board Input to the Planning Commission and the Board of Supervisors, 2., "Development should be viewed

from a division perspective as well as from the perspective of an individual school or feeder pattern. While certain schools may have capacity, that capacity may be needed to provide relief for other schools in the division.”

While the three schools directly impacted by the proposed rezoning case currently have available capacity based on 2019-20 school year program capacity, those seats are likely needed to address capacity issues at surrounding schools that are currently operating at or over program capacity with projected enrollment increases. Available capacity is also being considered for expansion of program sites to deliver services for students closer to their home schools. Specifically, CCPS staff is considering options to deliver services for gifted students at O. B. Gates Elementary School, the timing of which is to be determined.

Over time, this case combined with other tentative residential developments, infill developments, and approved residential zoning cases in the area may cause these schools to reach or exceed their capacity.

ENVIRONMENTAL ENGINEERING

Staff Contact: Rebecca Rochet (804-748-1028) rochetr@chesterfield.gov

In response to concerns raised by the Board of Supervisors, the applicant has offered Proffered Condition 9 to prevent waterfowl from congregating around any proposed stormwater management facilities. No retention (wet) ponds will be constructed on the property and any detention facility will be designed for a maximum 48-hours detention time, per the requirements outlined in the Federal Aviation Administrations Advisory Circular No. 150/5200-33B.

AIRPORT

Staff Contact: Clay Bowles (804-748-1373) bowlesc@chesterfield.gov

We have completed additional review of this case with our consulting engineer, Delta Airport Consultants, to evaluate the areas of concern expressed by Mr. Jim Holland, Dale District Supervisor, in his letter dated January 17, 2020. In summary, the FAA has reviewed conceptual impacts on the Airport flightpath and reported no concerns and the applicant has taken necessary steps to improve their approach to stormwater management to help prevent waterfowl from congregating around the property's stormwater management facilities. Further, the applicant is extending an existing aviation on a portion of the site, to encompass the entire site. This will give the airport additional protection against any possible future impediments into protected airspace above the site.

At this stage of the project, General Services and Airport staff believe the applicant has addressed the stated concerns.

Planning Commission

05/24/20

Citizen Comments: Citizens spoke in favor and opposition to the request.

Those in favor noted:

- They believed the proposal would be a positive, high quality project for the Dale district, as well as the rest of the county
- The project is a quality development that would enhance the quality of life for citizens and result in additional positive growth
- The development would result in substantial revenue to the county, as well as bring needed jobs to the area
- The developer has addressed county concerns regarding traffic, schools, airport, and retention
- The proposed stores, restaurants, medical offices, and hotel would be beneficial to the county, and provide more opportunities to “shop Chesterfield”
- The proposal is a planned, mixed-use development that will benefit all age groups.
- Proposed businesses would help support other existing surrounding businesses, such as the airport, Daniel Park, as well as the industrial park.

Citizens who spoke in opposition to the request noted concerns relative to:

- Increase in traffic and density, and impact on challenged roadway networks and adjacent school traffic
- Lack of funding for additional roadway projects in the area
- The development will create additional noise and light pollution, and negatively impact Deerfield Estates
- There is no need for additional housing, including apartments, additional restaurants, gas stations, or retail, medical, or office space
- There is no need for a storage facility, and they are unsightly
- Proposed development’s proximity to the airport and residential units located in runway approach path; posing noise and safety concerns
- Concern that the development may impact operations and/or future growth of the airport
- Residential impact on nearby schools
- Proximity of the proposed hotel to the existing schools
- The site being better suited for additional open space and area parks
- Reservation of space for future government use
- There area existing unoccupied storefronts that need to be occupied prior to building new commercial space
- Concerns about whether the project is in compliance with the Comprehensive Plan
- The developments possible impact on emergency response in the area

Commission Discussion:

The Commission noted the following:

- Additional transportation proffers have enabled CDOT to be able to support the current project whereas they were unable to with the original application
- Transportation proffers provided are above and beyond what the development requires, which will allow the county to use existing funds for other transportation improvements outside this immediate area
- Airport proximity concerns have been further addressed by proffering residential building design standards to assist in mitigating noise, extending aviation easement across entire site to allow additional protections for the airport, and prohibiting by proffer, aboveground detention areas in order to prevent congregation of waterfowl in the area
- Phasing conditions have been added to offer assurances of a true mix of uses, which also helps to assure that commercial development will help off-set the county-costs of residential development services
- The airport master plan indicates regional mixed-use for this site, which is what is being proposed by the applicant
- Requested C-3 zoning will reduce current C-5 land uses which may not be compatible with the area
- All areas of remand letter, school impacts, airport impacts, and traffic have all been addressed with revised submission

Recommendation – APPROVAL SUBJECT TO THE CONDITIONS IN ATTACHMENT 1.

Motion: Hylton **Second:** Freye

AYES: Hylton, Freye, Owens, Petroski, and Sloan

The Board of Supervisors on Wednesday, June 24, 2020, beginning at 6:00 p.m., will consider this request.

ATTACHMENTS:

- 1) Proffered Conditions dated April 28, 2020 (PG 20-24)
- 2) Textual Statement dated April 28, 2020 (PG 25-38)
- 3) Design Guidelines dated March 3, 2020 (PG 39-84)
- 4) Board of Supervisors' Remand Letter (PG 85)
- 5) Board of Supervisors' Staff Report from January 22, 2020 (and associated attachments as detailed below) (PG 86 – 174)

1/22/19 Report Attachment 1 – Proffered Conditions dated December 4, 2019

1/22/19 Report Attachment 2 – Textual Statement dated December 4, 2019

1/22/19 Report Attachment 3 – Design Guidelines dated November 5, 2019

1/22/19 Report Attachment 4 – Airport Flight Approach Map

- 6) Planning Commission Addendum to April 21, 2020 Staff Report (and associated attachments as detailed below) (PG 175-231)

4/21/20 Addendum Attachment 1 – County Transportation Memo on Weave Analysis dated 4/17/20

4/21/20 Addendum Attachment 2 – VDOT Letter on Weave Analysis dated 4/17/20

4/21/20 Addendum Attachment 3 – Route 288 to Courthouse Rd Analysis dated 4/16/20

- 7) Weave Mitigation Strategies Memo to Planning Commission dated 4/17/20 (PG 231-254)

PROFFERED CONDITIONS

April 28, 2020

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

The Owner-Applicant in this rezoning Case 20SN0526, pursuant to Section 15.2-2298 of the Code of Virginia (1950 as amended) and the Zoning Ordinance of Chesterfield County, Virginia, for itself and its successor or assigns, proffers that the development of the property will be developed as set forth below; however, in the event the request is denied or approved with conditions not agreed to by the Owner-Applicant, these proffers shall be immediately null and void and of no further force or effect.

The Applicant hereby proffers the following conditions:

1. Master Plan. The Textual Statement last revised April 28, 2020, shall be considered the Master Plan. (P)
2. Burning ban. The Developer shall not use burning to clear or timber the Property. (F)
3. Density. The maximum density of this development shall be 265,000 square feet of shopping center/retail, 100,000 square feet of medical/dental office, 100,000 square feet of mini-warehouse, 120 room hotel, and 600 multi-family units; or equivalent density as approved by the Transportation Department. At the request of the Developer, higher densities may be approved by the Planning Commission if the other requirements of zoning are met. (T)
4. Access.
 - a. Direct vehicular access from the Property to Ironbridge Road (Route 10) shall be limited to one (1) entrance/exit, if approved by the Virginia Department of Transportation (VDOT).
 - b. Prior to any tentative subdivision plan, site plan, or construction plan approval, whichever occurs first, an access plan for Courthouse Road shall be submitted to and approved by the Transportation Department. Vehicular access from the Property to Courthouse Road shall conform to the approved access plan. (T)
5. Dedication. Prior to any site plan approval, in conjunction with recordation of the initial subdivision plat, or within thirty (30) days from a written request by the Transportation Department, whichever occurs first, all rights of way and easements as shown on the construction plans for the widening of Ironbridge Road (Route 10 Widening from Frith Lane to Whitepine Widening Project) from the Property, as

determined by the Transportation Department, shall be dedicated, free and unrestricted, to Chesterfield County. (T)

6. Road Improvements. To provide an adequate roadway system, prior to the issuance of any final certificate of occupancy, the following road improvements shall be completed as determined by the Transportation Department. The exact alignment, design, and length of these road improvements shall be approved by the Transportation Department.

a. Ironbridge Road (Route 10) and Courthouse Road intersection:

- i. Construction of additional pavement along the western approach of Courthouse Road to provide a nine (9) lane typical section [i.e., six (6) westbound lanes (dual lefts, one thru, and triple rights) and three (3) eastbound lanes].
- ii. Construction of additional pavement along the eastern approach of Courthouse Road to provide a five (5) lane typical section [i.e., four (4) eastbound lanes (left, two (2) thrus, and right) and one (1) westbound lane].
- iii. Construction of additional pavement along northbound lanes of Route 10 to provide a separate right turn lane.
- iv. Construction of additional pavement along the southbound lanes of Route 10 to provide an additional southbound left turn lane (i.e. third left turn lane).
- v. Construction of additional pavement along eastbound lanes of Courthouse Road to provide an additional thru lane (i.e. third thru lane) to accommodate triple left turn lanes from Route 10 to Courts Complex Road.
- vi. Full cost of traffic signal modifications at the Route 10/ Courthouse Road intersection to accommodate road improvements identified above.

b. Construction of Courthouse Road to a four (4) lane divided road section from Route 10 to the Government Center Parkway intersection, with modifications approved by the Transportation Department.

c. Construction of additional pavement along Courthouse Road to provide separate right turn lanes and adequate left turn lanes (where left turn

movements are permitted) at each approved access. These improvements may be modified based on intersection control at the Courts Complex/Road A and Government Center Parkway/Road B intersections, as determined by the Transportation Department and approved by VDOT.

- d. Construction of additional pavement along the eastbound lanes of Courthouse Road to provide dual left turn lanes at the Courts Complex Road/Road A intersection, unless otherwise approved by the Transportation Department. This improvement may be modified based on approved intersection control, as determined by the Transportation Department and approved by VDOT.
 - e. Construction of traffic signal or other intersection control at the Courthouse Road/Courts Complex Road/Road A and Courthouse Road/Government Center Parkway/Road B intersections, if warranted by the Transportation Department and approved by VDOT.
 - f. Construction of additional pavement along the eastbound lanes of Courthouse Road to provide a separate right turn lane (slip lane) at the Government Center Parkway intersection, with modifications approved by the Transportation Department.
 - g. Construction of additional pavement along the northbound lanes of Krause Road at the Courthouse Road intersection to provide for a separate right turn lane. This improvement will result in two (2) northbound lanes (left and right turn lanes).
 - h. Construction of a 10-foot VDOT standard shared use path along the north side of Courthouse Road ("Courthouse Shared Use Path") for the entire Property frontage, unless otherwise approved by the Transportation Department. This path may be located within the Courthouse Road buffer.
 - i. Relocation of the stormwater management facility as shown on the construction plans for the Route 10 Widening (Frith Lane to Whitepine Road) Project (labeled as "SWM 17" on the construction plans) and restoration of the area as determined by the Planning Department. On-site stormwater system shall be designed and constructed to accommodate the relocated stormwater management facility drainage, including dedication of any required drainage easements.
 - j. Dedication to Chesterfield County, free and unrestricted, of any additional right-of-way (or easements) required for the improvements identified above.
- (T)

7. Open Space/Pedestrian Areas.

- a. Common and open space areas designated in the Design Guidelines shall include common spaces for use by all owners, residents, tenants, guests, and invitees of all or any specific portions of the Property, designed to include amenities that add high visual interest, such as some or all of the following, but not limited to: decorative pedestrian-style lighting; benches; landscaped areas; plantings; bike racks; plazas; water features; gathering areas; multi-purpose open lawn (for use for such activities as bocce ball and Frisbee golf); pond overlook; native plant meadow; grilling areas; fire pit areas; outdoor dining areas; dog park; fitness stations; community gardens; picnic shelters; bird-watching areas; and other pedestrian elements.
 - b. Pedestrian areas such as trails, walks and paths, and the above amenities along such areas, shall be provided throughout the Property as generally shown in the Design Guidelines to provide pedestrian connectivity throughout the entire development and in particular between buildings and different uses on the Property and to and from the Courthouse Shared Use Path, all as generally shown in the Design Guidelines. The exact design, material and location of such pedestrian elements shall be approved by the Planning Director as part of plan approval.
 - c. There shall be an internal system of sidewalks, paths and crosswalks along and between roads and drives providing overall pedestrian connectivity within the Property and to and from the Courthouse Shared Use Path. Such hardscaped walks shall be constructed of various hard and decorative materials, such as, but not limited to pavement, concrete, stone pavers, asphalt, or stamped concrete, in locations as generally shown in the Design Guidelines.
 - d. The Landing, as shown in the Design Guidelines, shall be a minimum of 3 acres, serve as a focal point upon entry into the Property and provide a common area transition between the residential and commercial portions of the Property. The Landing shall be connected to all portions of the Property by the various pedestrian elements described above. (P)
8. Street Lights. Decorative street lights will be provided along the Property boundary as it adjoins Iron Bridge Road and Courthouse Road and such lights shall be limited to 15 feet in height. Decorative street lights will also be provided along those internal roads designated in the Design Guidelines as “Road A”, “Road B” and “Road C”. The specific light fixture and spacing shall be approved by the Planning Director in conjunction with plan approval. The installation of the street lights may be phased as approved by the Planning Director based on the extent of the plan approval. (P)

9. Stormwater Facilities. No retention (wet) ponds shall be constructed on the Property and such other stormwater measures shall be designed and constructed for stormwater management, such as underground stormwater facilities, detention facilities designed to drain water within a set period of time not to exceed 48 hours, or as otherwise approved by the County of Chesterfield. (EE)
10. Stormwater. The maximum post-development discharge rate for the 100-year storm shall be based on the maximum capacity of the existing facilities downstream, and shall not increase the recorded and/or established 100-year backwater and/or floodplain. On-site detention of the post-development 100-year discharge rate to below the pre-development 100-year discharge rate may be provided to satisfy this requirement. Further, the Developer shall dedicate a permanent drainage easement for the benefit of the County for the upstream off-site drainage through the Property as determined at the time of plan review and approval. (EE)
11. Public Water and Wastewater. Public water and wastewater system shall be used. (U)
12. Utilities. The Developer shall submit and receive approval from the Utilities Department for an overall utilities master plan indicating the on-site and off-site utilities improvements necessary to support the development prior to the submission of any schematic, tentative subdivision, construction, or site plan on the Property. The Developer shall perform a hydraulic analysis of the county's water and wastewater systems to verify adequate capacity exists as part of the overall utilities master plan. Any capacity related improvements required to support the demands of this development will be reflected on the overall utilities master plan and shall be the responsibility of the Developer. (U)
13. Avigation Easement. Prior to the first certificate of occupancy on the Property, the Developer shall record an easement on the Property, as agreed to and for the benefit of the County, extending across the entirety of the Property the easement rights provided to the County pursuant to the Order recorded in the Clerk's Office of the Circuit Court of the County in Deed Book 3385, page 94, and which easement shall include, without limitation, limiting the height of any building to no greater than sixty (60) feet as measured pursuant to the Chesterfield County Zoning Ordinance. (A,P)

TEXTUAL STATEMENT

Last Revised April 28, 2020

Design Guidelines. This Textual Statement shall include the following exhibits which by this reference are made a part hereof:

- A. Exhibit A – Design Guidelines attached hereto as Exhibit A, entitled “COURTHOUSE LANDING, DESIGN GUIDELINES, CHESTERFIELD, VA”, dated March 3, 2020, and prepared by CiteDesign (the “Design Guidelines”).

Design Intent. Courthouse Landing is a mixed use community to live, work, shop and recreate with a focus on common gathering spaces, public spaces and pedestrian connections. The development is intended to provide seamless transitions to integrate the commercial areas and residential sections by use of connecting streets, common spaces, open areas, public spaces, and walkways as generally shown within the Design Guidelines. While the particular uses are located in various specific areas of the Property, the overall design of the Property will include common spaces for use by all owners, residents, tenants, guests, and invitees of the Property, designed to include amenities that add high visual interest and pedestrian connections to such common spaces and all uses on the Property by use of various pedestrian elements. The feel of the project will also be achieved with quality materials, finishes, design elements and architectural features on buildings to reflect a variety of architectural styles, buildings types, textures, and colors, but providing a commonality of quality material, finishes and styles as generally reflected in the Design Guidelines.

CUPD. Development of the Property shall comply with the Zoning Ordinance requirements except as outlined herein.

- I. **General Requirements:**

- A. **Design Guidelines Requirements.** The Property shall be designed as generally depicted within the Design Guidelines, provided the exact number, number, location and style of buildings, drive areas, parking areas, common areas, open spaces, pedestrian elements, and features shall be designed to achieve the goals of the Design Intent.

- B. **Setbacks.**

- i. All structures, parking areas, drive aisles and public and private access roads shall (i) not have any setback requirements from interior streets or the exterior property lines, other than as needed to provide sufficient room for a pedestrian street environment (that

may include on-street parking, street trees, sidewalks, and a landscaping strip between internal parking and any sidewalk) and necessary utility areas, (ii) be setback a minimum of 30 feet from Iron Bridge Road, (iii) be setback a minimum 30 feet from Courthouse Road, and (iv) for Tier 4, be a setback a minimum of 100 feet from Route 288.

- ii. Route 288. The setback required by Section 17-70(a) for residential dwellings along Route 288 shall be at least 100 feet.

C. Landscaping.

- i. Iron Bridge Road. A landscape strip shall be provided along Iron Bridge Road planted in accordance with Zoning Ordinance requirements for Tree Preservation and Perimeter Landscaping C.
- ii. Courthouse Road. A tree preservation and landscape strip shall be provided along Courthouse Road in accordance with Zoning Ordinance requirements for Tree Preservation and Perimeter Landscaping C.

D. Architecture. Architectural styles within the project shall provide a variety of architectural features, buildings types, textures, design elements, and colors, as well as a commonality of quality material, finishes and styles as generally reflected by the Design Guidelines.

EIFS shall consist of no more than 15% of the exposed portion of any wall of any building on the Property, shall not be located less than six feet from the ground adjoining the building, and EIFS is to be used primarily as an accent material.

E. Building Height. No building shall exceed 60 feet in height.

F. Recreation Areas. Common open spaces and recreation areas on the Property shall total at a minimum, at full build out, at least 10 acres, which areas shall include common open spaces, such as the Landing, as generally shown in the Design Guidelines, various pedestrian elements within and around such areas, walkways and sidewalks connecting the various uses, outdoor areas (hardscaped and natural), playgrounds, outdoor dining areas, fitness stations, seating areas (benches), bike racks, educational plaques, bird-watching areas and the various Recreation Areas within each Tier that are referenced below.

G. Route 288 Signage. A sign shall be permitted along Route 288 provided such sign shall be limited to a height of 20 feet and with no more than 150 square feet of sign area per side.

H. Phasing. Until such time as certificates of occupancy are issued by the County for a minimum of 40,000 square feet of commercial space (not including the self-storage facility) in Tier 1 and Tier 2, no more than 300 residential units may receive a final certificate of occupancy from the County.

II. Tier 1 – Commercial Tier:

A. Uses.

- i. All uses within the Community Business (C3) District shall be permitted, except for the following uses which shall be prohibited:
 - a. Automobile sales and rental, including consignment lots
 - b. Commercial kennels
 - c. Funeral homes
 - d. Feed sales
 - e. Flea markets
 - f. Laundromat
 - g. Mortuary
 - h. Motorcycle, Go Cart, All-Terrain Vehicle, or similar type vehicle track or operation
 - i. Greenhouse
 - j. Veterinary clinic or hospital with accessory kennel for overnight stays
- ii. Other than an office user and the self-storage use, no more than one tenant or user for any such permitted C-3 use may exceed 56,000 square feet.
- iii. An automobile self service station with convenience store shall be permitted subject to the following:
 - a. No more than 1 automobile self service station shall be permitted on the Property and such use shall be located in Tier 1.
 - b. No more than 8 double sided fueling stations (such that no more than 16 vehicles may be fueled at one time) shall be permitted.
 - c. Any such building for such use shall be generally compatible with respect to building materials and architectural style with the elevations shown in the Design Guidelines.
 - d. The exterior portions of the wall surfaces of any such building, excluding windows, doors, breezeways, gables and

architectural design features, shall consist of 70% of masonry material (brick, stone, or brick veneer). All columns for gas canopies shall be wrapped with brick or stone a minimum of 6' in height.

- e. The canopy and gas pumps for any such use shall be located such that the convenience store is located between such canopy and gas pumps and Courthouse Road. Any portion of such building facing Courthouse Road shall include windows or the appearance of windows and awnings as part of its architectural design. Notwithstanding the Design Guidelines, the canopy will be of such a color that is consistent with the other uses in Tier 1 and Tier 2 and shall be of a natural, earth tone color unless otherwise approved at the time of site plan review.

iv. Hotels shall be permitted subject to the following:

- a. No more than one hotel shall be permitted on the Property and such use shall be located in Tier 1 or Tier 2.
- b. Any such hotel shall include a fitness center and at least one such hotel shall incorporate an outdoor seating area or with an amenity connected to the common Recreation Areas, and at least 3 of the following amenities: a pool, business center, café, indoor common seating area, conference room, fire pit, and such other amenity features approved by the Planning Department.
- c. The exterior portions of the wall surfaces of any such building, excluding windows, doors, breezeways, gables and architectural design features, shall consist of 70% of masonry material (brick, stone, or brick veneer).
- d. The hotel shall not be greater than 4 stories in height.

v. A self-storage facility shall be permitted subject to the following:

- a. No more than one self-storage facility shall be permitted on the Property and such use shall be generally located in Tier 1 as shown in the Design Guidelines.
- b. The self-storage facility shall be generally compatible with respect to building materials and architectural style with the elevations shown in the Design Guidelines, with the appearance of fenestration and architectural articulation as shown on such elevations. All buildings shall incorporate such architectural standards with respect to all portions of the exterior building walls that can be seen from any public rights-of-way, drives, pedestrian ways, or Recreational

Areas.

- c. No sign attached to the self-storage facility may be seen from Route 288.
- d. The exterior portions of the wall surfaces of any such building, excluding windows, doors, breezeways, gables and architectural design features, shall consist of 70% of masonry material (brick, stone, or brick veneer).
- e. Any such self-storage facility shall be climate controlled and any units shall be access by interior hallways.
- f. Any such building shall be limited to 3 stories in height and a maximum of 115,000 square feet of space.
- g. No recreational vehicle or boat storage shall be permitted.

B. Exterior Materials. Unless otherwise specified herein, the exterior portions of the wall surfaces of any building within Tier 1 excluding windows, doors, breezeways, gables and architectural design features, shall consist of 50% of masonry material (brick, stone, or brick veneer).

C. Recreational Areas. Recreational Areas shall be provided within and around Tier 1, which shall include 4 or more of the following: walking trails, plazas, outdoor dining areas, picnic shelters, multi-purpose lawns, hardscaped areas, seating areas (benches), and other outdoor amenity features approved by the Planning Department.

III. Tier 2 – Office Tier

- A. Uses. Uses shall be limited to those uses permitted by right or with restrictions in the Corporate Office (O-2) , the Neighborhood Business (C-2) Districts and a hotel as described in Section II(A)(iv) above . A minimum of 100,000 square feet of office space in total shall be provided within Tier 1 and Tier 2. Development of permitted uses may occur within Tier 2, so long as enough area is reserved to accommodate a minimum of 100,000 square feet of office space and accessory parking within Tier 1 or Tier 2 or a combination of both Tier 1 and Tier 2. Any plan approval request for any use within Tier 2, shall incorporate a master plan showing the possible location of such office space and accessory parking and potential access thereto.
- B. Use Requirements. Other than a grocery store, a day care and a hotel, no other use shall be permitted in Tier 2 until such time as a minimum of 100,000 square feet of office space is constructed in Tier 1, Tier 2 or a combination of both.

- C. Exterior Materials. Unless otherwise specified herein, the exterior portions of the wall surfaces of any building within Tier 2 excluding windows, doors, breezeways, gables and architectural design features, shall consist of 70% of masonry material (brick, stone, or brick veneer).
- D. Recreational Areas. Recreational Areas shall be provided within and around Tier 2, which shall include the Landing and 6 or more of the following: walking trails, fitness stations, plazas, outdoor dining areas, picnic areas, picnic shelters, multi-purpose lawns, lawn games, hardscaped areas, seating areas (benches), fire pits, and other outdoor amenity features approved by the Planning Department.

IV. Tier 3 – Multi-Family Residential Tier: Development shall comply with the RMF Standards except as outlined herein.

- A. Uses. Permitted uses shall be limited to uses permitted by right or with restriction in the Residential Multi-family (R-MF) District. No more than 300 dwelling units shall be permitted in Tier 3 and no more than 15% of such units shall contain 3 bedrooms.
- B. Development Standards. Development of multiple family dwelling units within the Tier 3 portion of the Property shall comply with the R-MF Zoning Ordinance with the exception of Tables set forth in 19.1-121 of the County Zoning Ordinance, which shall be replaced with the attached Schedule 1, dated February 29, 2020.
- C. Parking. Parking within Tier 3 shall be provided at a minimum of 1.65 spaces for each dwelling unit. On street marked parking along streets or drive aisles within the project shall be counted towards the required parking. Garage parking spaces and tandem parking spaces in front of residential garages shall be counted towards the required parking.
- D. Exterior Materials. Unless otherwise specified herein, the exterior portions of the wall surfaces of any building within Tier 3, excluding windows, doors, breezeways, gables and architectural design features, shall consist of 50% of masonry material (brick, stone, or brick veneer) for all facades facing a public or private road or street.
- E. Recreational Areas (Clubhouse and Amenities). Prior to the issuance of certificates of occupancy for more than one hundred (100) dwelling units within Tier 3, amenities shall be provided for the benefit of the residents of such dwelling units, including, but not limited to, a clubhouse of a minimum of 5,000 square feet in size with a fitness center. The clubhouse

and fitness center shall be permitted to be contained within one of the residential buildings or within a separate building. Prior to the issuance of certificates of occupancy for more than two hundred (200) dwelling units, interior and external amenities shall be provided on the multi-family residential tract within and surrounding the residential buildings, which shall include at least 4 or more of the following: exterior common gathering spaces, pool, sundeck, dog park, outdoor grills, fire pit, bike racks and storage, multi-purpose lawn, and other community amenity features approved by the Planning Department. All such amenities to be provided as set forth herein shall total a minimum of ½ acre in area and satisfy the Recreational Area requirement.

- F. Notice. All tenants of any dwelling units within Tier 3 shall be provided written notification prior to the execution of a lease that there is an airport in the proximity of the Property and that arrivals and departures of aircraft may, from time to time, potentially result in higher than average levels of noise.
- G. Sound Suppression. All units shall be designed to have an average interior decibel level that does not exceed 45 dBA DNL. A sound engineer shall certify that all such units are appropriately designed so that the average interior decibel level shall not exceed 45 dBA DNL.
- H. East West Road. The road running east and west shall be generally designed within Tier 3 as provided for in the Design Guidelines, including, without limitation, terminating at a visual focal point, such as one or more of a building, pedestrian plaza, traffic circle or roundabout, or water feature.

V. Tier 4 – Townhouse and Condominium Tier:

- A. Overall Standards. No more than 300 dwelling units may be developed within Tier 4. Such dwelling units shall be either townhouse dwelling units on individual lots or multiple-family dwelling (condominium) units.
- B. Single-Family Townhouse Standards. Development of townhouse units within Tier 4 shall comply with the R-TH Zoning Ordinance with the exception of Table 19.1-111 of the County Zoning Ordinance, which shall be replaced with the attached Schedule 2, dated February 29, 2020.
- C. Condominium Standards. Development of condominium dwelling units within Tier 4 shall comply with the Residential Multi-family (R-MF) District, other than as follows:

- i. There shall be no minimum project size.
 - ii. There shall be no more than 250 condominium dwelling units located within Tier 4.
 - iii. No building setback shall be greater than 20 feet.
 - iv. No building shall be greater than 4 stories, with a rooftop terrace.
- D. Sound Suppression. All units shall be designed to have an average interior decibel level that does not exceed 45 dBA DNL. A sound engineer shall certify that all such units are appropriately designed so that the average interior decibel level shall not exceed 45 dBA DNL.
- E. Parking. Parking shall be provided as required by the County Ordinance, but marked parking along streets or drive aisles within the project shall be counted towards the required parking. Garage parking spaces and tandem parking spaces in front of residential garages shall be counted towards the required parking.
- F. Architectural Standards and Exterior Materials.
 - i. To minimize visual repetition of buildings, no two adjacent townhouse units or condominium units shall have the same identical individual elevation sequence pattern across the front of the building. All townhouse units shall have a front porch or stoop. Architectural materials will vary every 40 linear feet to provide diversity in material. All townhouse units and condominium units shall have a minimum of a 1 car garage.
 - ii. All buildings shall have exposed exterior walls (above grade and exclusive of trim) of stone, stone veneer, brick, hardi-plank, vinyl or a combination of the foregoing. Any vinyl siding shall be a minimum of .44" thickness. The exterior portions of the building wall surfaces of each building, excluding windows, doors, breezeways, gables and architectural design features, shall be of masonry material (brick, stone, or brick veneer), as follows:
 - 1. A minimum of 30% on the front elevation measured in the aggregate of the building.
 - 2. A minimum of 20% total on the side elevation measured in the aggregate of the building.
 - iii. Any buildings identified on the Concept Plan as "Landing Units" shall include the following:
 - 1. Various architectural features to provide articulation, such as enhanced window features and doors, patios, and decks.

2. A minimum of 40% on any rear elevation measured in the aggregate of such building.

- G. Recreational Areas. Recreational Areas shall be provided within and around Tier 4, which shall include 4 or more of the following: walking trails, plazas, playgrounds, picnic shelters, gazebo, fitness stations, seating areas (benches), nature trails, pond overlook, community gardens, and other outdoor amenity features approved by the Planning Department.
- H. Notice. All purchasers of any dwelling units within Tier 4 shall be provided written notification that there is an airport in the proximity of the Property and that arrivals and departures of aircraft may, from time to time, potentially result in higher than average levels of noise.

A. Project Standards.

A. Project Size	None ^[1]
B. Density (maximum)	300 units
C. Number of Accesses to Road ^[2]	
1. 50 units or fewer	1
2. 51 to 200 units	2
3. More than 200 units	^[3]
D. Recreational Area ^[4]	0.5 acre
E. Pavement Width of Access Drives	30 feet
F. Pavement Width of Other Drives	24 feet
G. Parcel Coverage for Project (maximum) ^[7]	40 % of acreage
H. Private Pavement Setbacks ^[5]	
1. Major Arterials ^[6]	25 feet
2. Other Roads	15 feet

Notes for Table 19.1-121.A.

- [1] Minimum acreage requirements do not apply to the ~~Enon~~ and Chester Special Design Districts.
- [2] Access drives shall be those that connect residential clusters to roads. The number of required access points shall be provided prior to occupancy of the specified number of units.
- [3] At time of plan review, additional access points may be required.
- [4] Recreational facilities shall include active recreation, passive recreation and community buildings, as deemed appropriate during plan review. If facilities are required, a phasing plan for their construction and completion shall be submitted for approval prior to final site plan approval. Construction of facilities shall occur in accordance with the approved phasing plan which may include limitation on the issuance of occupancy permits for multifamily dwelling units.
- [5] Perimeter Landscaping C shall be installed within the setback.
- [6] This setback may be reduced as provided in 19.1-316.A.2.

- [7] Parcel Coverage is the area of the parcel occupied by any principal and accessory buildings.

C. Building Standards.

A. Individual Building Setbacks (feet) ^[1]	
1. Project property lines ^[2]	
a. Adjacent to R-MF	30
b. Adjacent to other than R-MF	50
2.a Courthouse Road ^{[2] [3]}	25
2.b. Other Roads	5
3. Interior private pavement excluding parking spaces ^[4]	10
4. Parking spaces	0
5. Distance between buildings	20 feet
B. Dwelling Units per Floor (maximum)	30
C. Principal Building Heights (maximum) ^[5]	
1. Midlothian Core and Chester Corridor East Special Design Districts	Lesser of 2.5 stories or 30 feet
2. Other Special Design Districts excluding Ettrick	Lesser of 3 stories or 40 feet
3. Other Areas	4 stories
D. Accessory Building Requirements	Subject to Section 19.1-304

Notes for Table 19.1-121.C.

- [1] Setbacks may be impacted by Buffer, Setbacks -- Generally, Permitted Yard Encroachments for Principal Buildings, Floodplain, Chesapeake Bay or Upper Swift Creek Watershed regulations.
- [2] Within these setbacks, Landscaping C shall be installed.
- [3] A multifamily building constructed along a public road shall front the road.
- [4] Setbacks for a building with a height of 48 feet or greater which is adjacent to a fire lane may be reduced to 20 feet.
- [5] Height limits are subject to Article IV, Division 2.

DIVISION 11. R-TH RESIDENTIAL TOWNHOUSE DISTRICT

Sec. 19.1-110. Purpose and Intent of R-TH District. Reserved.

A. Subdivision Standards.

Table 19.1-111. A. Required Conditions R-TH District-Subdivision Standards	
A. Subdivision Size	None
B. Density	300 dwelling units
C. Private Pavement Setbacks	
1. Major arterial	20 feet
2. Other road	5 feet
D. Common Area ^{[2][3]}	40% of subdivision acreage
E. Maximum Number of Attached Homes in Each Group	8

Notes for Table 19.1-111. A.

- [1] Not applicable
- [2] Within required common area, except where lots abut a public street, a 5 foot wide common area shall be provided around the perimeter of each group of attached lots.
- [3] Within the common area of the project, a minimum of .5 acres shall be provided for passive and active recreational use and community space, including pedestrian areas, the central common area shown on the Concept Plan and other uses deemed appropriate during plan review. Unless a phasing plan is approved through preliminary plat review, construction shall be completed prior to issuance of building permits for individual townhouse units. An approved phasing plan may include limitations on the issuance of building permits for individual townhouse units.

FIG. 11-1

B. Other Required Subdivision Standards.

1. Common Areas Ownership. Areas which are not contained in roads or in lots that are conveyed to individual owners shall be maintained by, and be the sole responsibility of, the developer and/or owner of the townhouse development, unless and until the developer and/or owner conveys such areas to a nonprofit corporate owner, whose members shall be all of the individual owners of townhouses in the development, or to a nonprofit council of co-owners as provided under the Code of Virginia. The land shall be conveyed to, and be held by, the nonprofit corporate owner or the nonprofit council of co-owners and used for the recreational and parking purposes of the individual townhouse lot owners. If the developer and/or owner makes the conveyance to a nonprofit corporate owner, deed restrictions and covenants, in a form and substance satisfactory to the county attorney, shall provide, among other things, that any assessments, charges and costs of the maintenance of such areas shall constitute a pro rata lien against the individual townhouse lots, inferior in dignity only to taxes and bona fide duly recorded deeds of trust on each townhouse lot. An applicant seeking to subject property to townhouse development under this section whose ownership or interest in the property is held by a valid lease, shall provide for an initial term of not less than 99 years in such lease.
2. Roads and Private Pavement. All roads and private pavement shall have concrete curb and gutter, except for alley access roads that access the rear of the dwelling unit.
3. Architecture. Buildings shall be designed to impart harmonious proportions and avoid monotonous facades or large bulky masses. Townhouse buildings shall possess architectural variety while at the same time have an overall cohesive residential character. Residential character may be achieved through the creative use of design elements such as, but not limited to, balconies, terraces, articulation of doors and windows, sculptural or textural relief of facades, architectural ornamentation, varied rooflines, or other appurtenances such as lighting fixtures and planting.
4. Architectural and Landscaping Plans. In conjunction with construction plan submission, landscape and architectural renderings or elevations shall be submitted for approval.

C. Lot and Building Standards.

Table 19.1-111.C. Required Conditions R-TH District- Lot and Building Standards	
A. Lot Standards	
1. Lot area (square feet)	
a. Internal lot	1040
b. End lot in row of less than 5 attached lots	1040
c. End lot in row of 5 or more attached lots	1040
2. Lot width (feet) minimum	
a. Internal lot	20
b. End lot in row of less than 5 attached lots	20
c. End lot in row of 5 or more attached lots	20
3. Lot coverage (maximum %)	60
B. Road Frontage for Townhouse Units ^[1]	
C. Principal Building Setbacks (feet) ^[2]	
1. Major arterial all yards	20
2. Front yard ^{[3][4]}	
a. Non cul-de-sac	10
b. Permanent cul-de-sac	10
3. Side yard	
a. End unit in a row of less than 5 attached lots	5
b. End unit in a row of 5 or more attached lots	5
4. Corner side yard	5
5. Rear yard	
a. Non through lot	5
b. Through lot	5
D. Principal Building Height (maximum)	
1.	Lesser of 4 stories or 48 feet
E. Accessory Building Requirements	
Subject to Section 19.1-304	

Notes for Table 19.1-111.C.

- [1] All lots shall have frontage on a road. If approved by the director of transportation, lots may front on private pavement which has direct access to a public road when the private pavement is designed and constructed in accordance with the provisions of Chapter 17 for alleys and private pavement.
- [2] Setbacks may be impacted by Buffer, Setbacks --Generally, Permitted Yard Encroachments for Principal Buildings, Floodplain, Chesapeake Bay or Upper Swift Creek Watershed regulations.
- [3] Minimum setbacks shall be increased where necessary to obtain the required lot width at the front building line.
- [4] The front yard setback of each unit shall be varied at least 2 feet from the adjacent unit and every third unit shall be varied at least 4 feet from the adjacent unit.
- [5] Height limits are subject to Article IV, Division 2.

EXHIBIT A
COURTHOUSE LANDING, DESIGN GUIDELINES
March 3, 2020



0 3 . 0 3 . 2 0

Developer:

29:11 Chesterfield, LLC

Landscape Architects/Conceptual Planners:



Attorneys:



Civil/Environmental Engineers



Traffic Engineers:



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<u>Revision Date:</u>	<u>Revision:</u>
09.12.19	Original
09.27.19	Revised per County comments
09.30.19	Revised corner sign wall height
10.14.19	Revised per County comments
11.04.19	Revised per County comments
11.05.19	Revised per County comments
12.10.19	Revised per County comments
02.10.20	Revised wetland limits, road placement, and BMP's
03.03.20	Revised amenities text



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Existing Conditions	9	Tier 1 - Commercial	21	Pedestrian Plan	36
		Tier 2 - Office	25	Perimeter Landscape	38
Conceptual Plan	11	Tier 3 - Multi-Family Residential	26	Setbacks & Street Trees	
Conceptual Plan	12	Tier 4 - Townhouses and Condominiums	27	Entrance Landscape	40
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Introduction

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Introduction
Location & Context

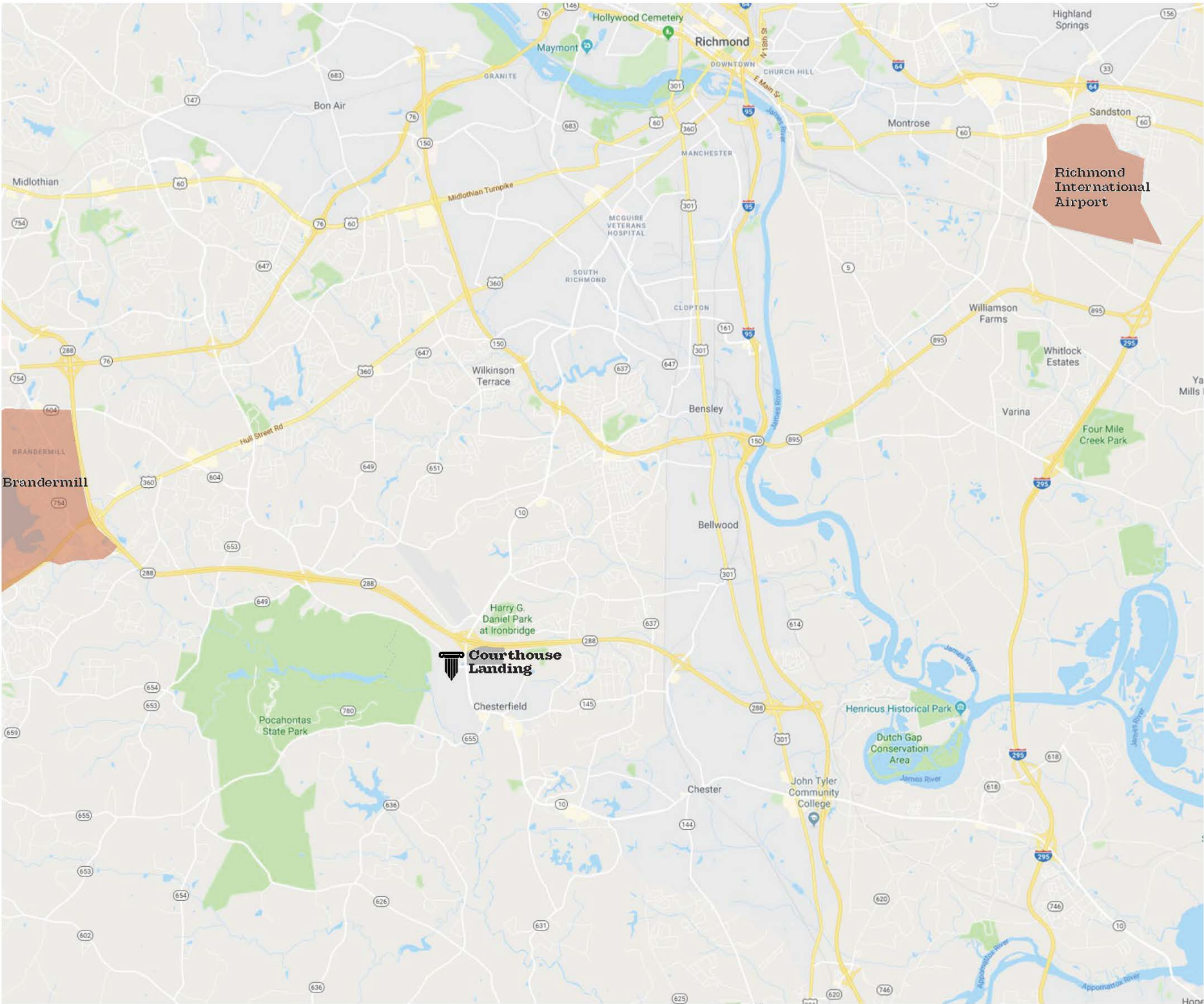
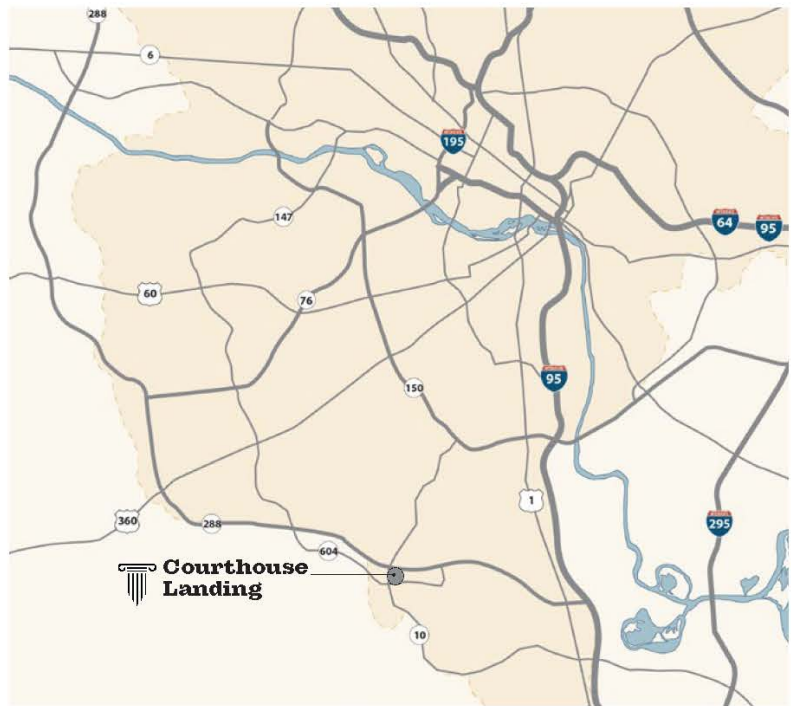
Courthouse Landing will be a landmark development at the gateway to Chesterfield County. The 122-acre site is located at the doorstep to Chesterfield County's Courthouse Business District. Offering great access and visibility, the project is positioned at the intersection of Iron Bridge Road (Rt 10) and Courthouse Road at the Route 288 interchange. The upscale mixed use development will integrate retail, hotel, office, medical office, residential (apartments and townhomes), and outdoor recreational areas, providing residents and customers a sense of Urban Living in a Suburban setting!

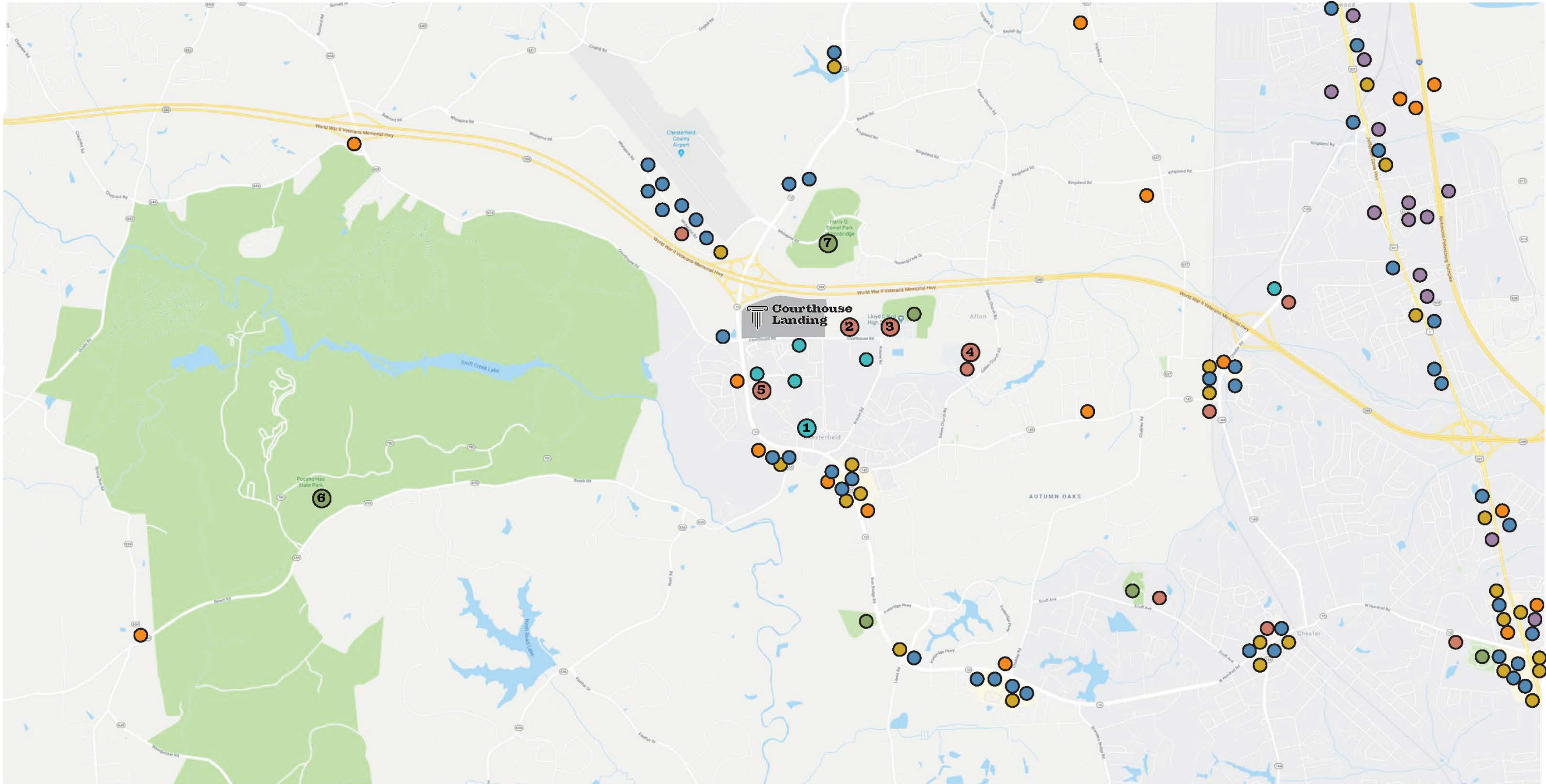
-  From the Courthouse Landing to:
- Brandermill - 12.9 miles (16 minutes)

City of Richmond - 16.5 miles (22 minutes)

Short Pump - 29 miles (32 minutes)

Richmond International Airport - 17.6 miles (24 minutes)





- | | | | |
|-----------------------------------------|------------------------------------------|---------------------------------------|-------------------------------|
| Civic | Community (schools, churches, libraries) | Parks/open space | Lodging (hotel/motel) |
| 1 Chesterfield County Government Center | 2 OB Gates Elementary School | 6 Pocahontas State Park | Restaurant |
| | 3 Lloyd C Bird High School | 7 Harry G. Daniel Park at Iron Bridge | Business/Industrial |
| | 4 Salem Church Elementary School | | Gas station/convenience store |
| | 5 Central Library (Chesterfield County) | | |



Trails:

- ① adjacent trails at Springdale at Lucy Corr village
- ② adjacent trails around part of Chesterfield County Government complex
- ③ miscellaneous nearby trail

Nearby sites:

- | | | |
|-----------------------------------|-----------------------------------|---------------------------------------|
| Ⓐ Springdale at Lucy Corr Village | Ⓓ Lloyd C Bird High School | Ⓔ Chesterfield County Central Library |
| Ⓑ OB Gates Elementary School | Ⓔ Chesterfield County Fairgrounds | |
| Ⓒ Chesterfield Technical Center | Ⓕ YMCA Camp Thunderbird | |



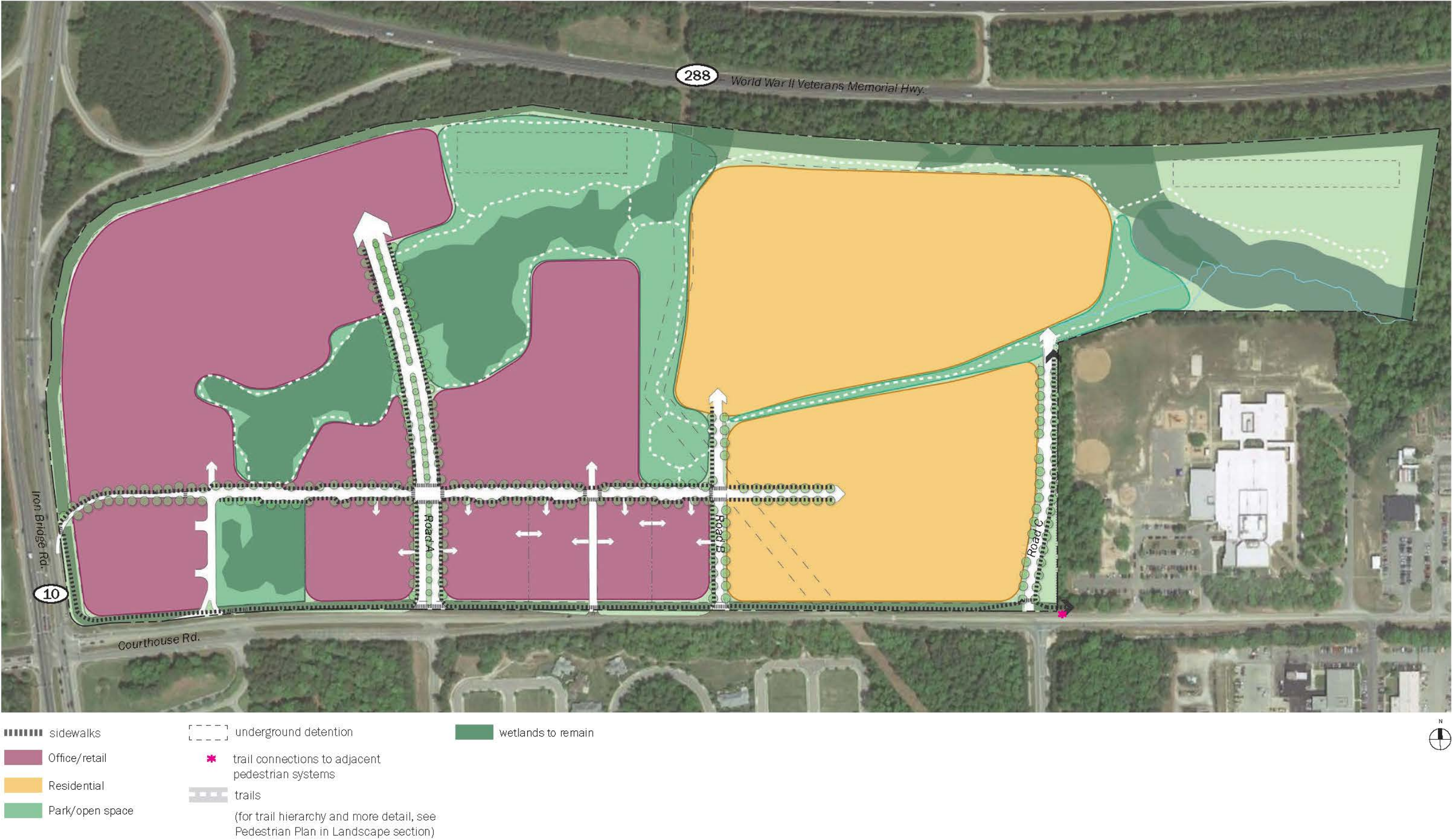
- Environmental:
- wetlands
- RPA
- creek
- Existing uses:
- A

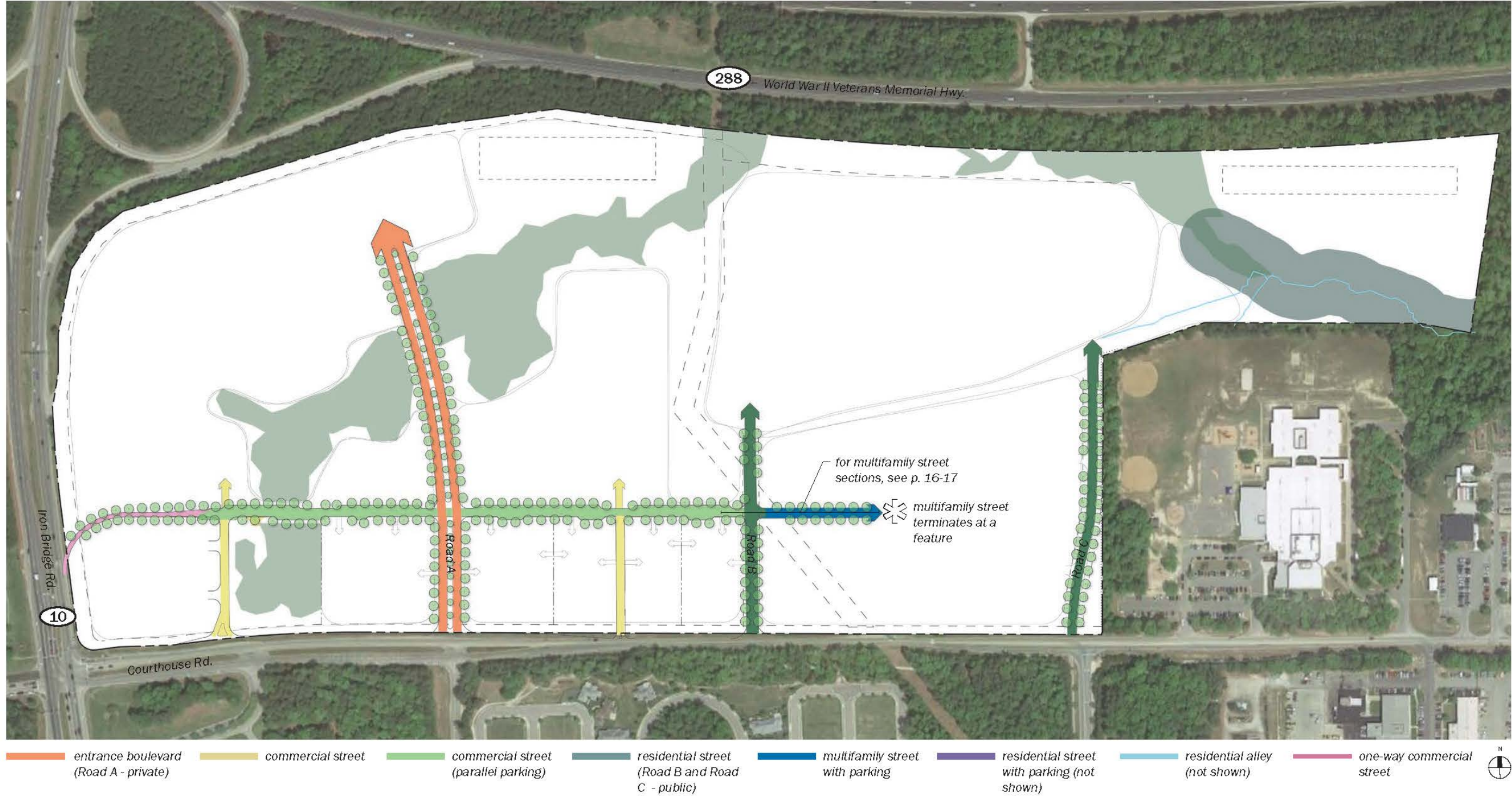
 gas station



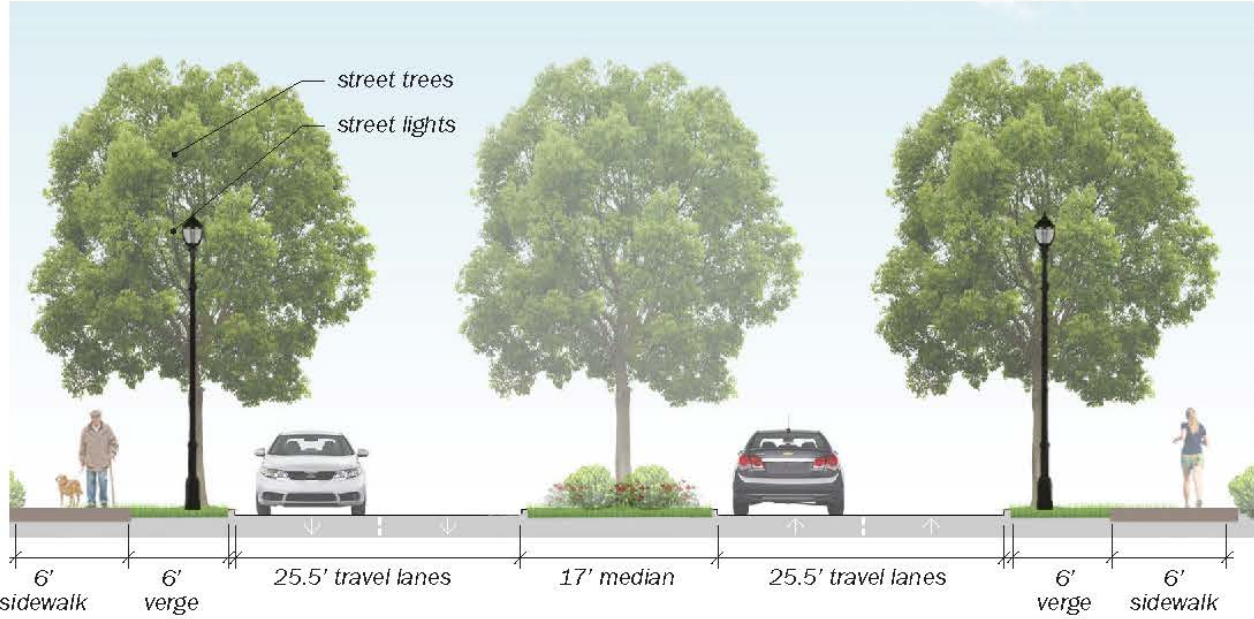
Conceptual Plan

Conceptual Plan	12
Street Types	13

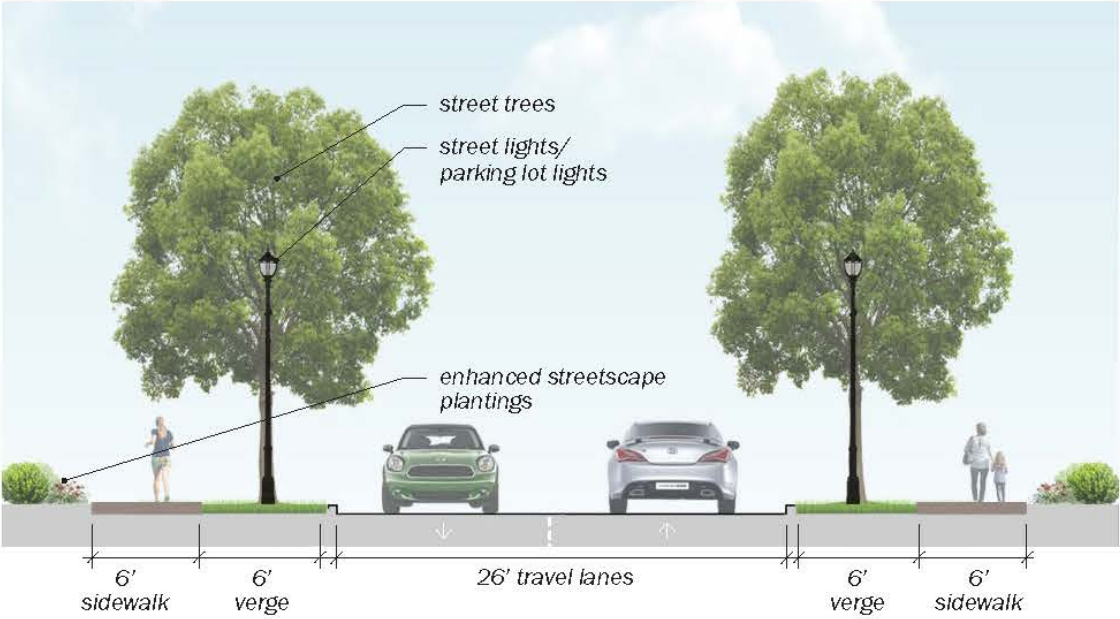




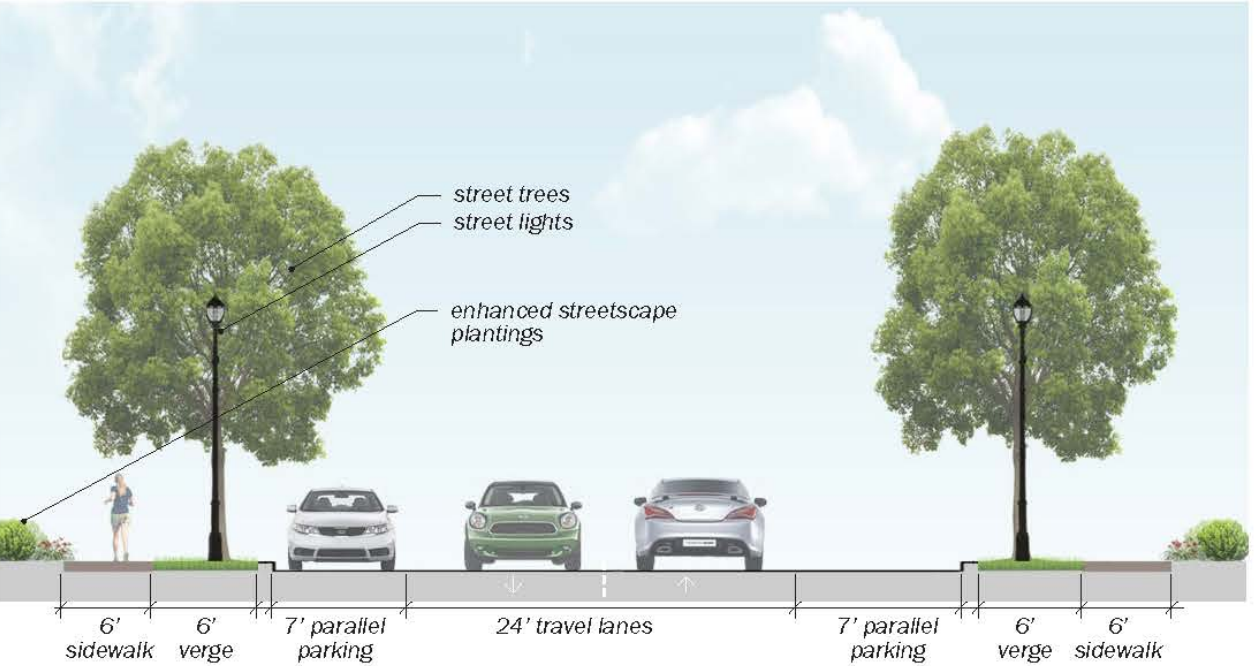
Street network and road layout is illustrative in nature; final circulation details will be finalized during site plan review. The commercial outparcels along Iron Bridge Rd. and Courthouse Rd. are intended to have internal circulation (arrows for reference).



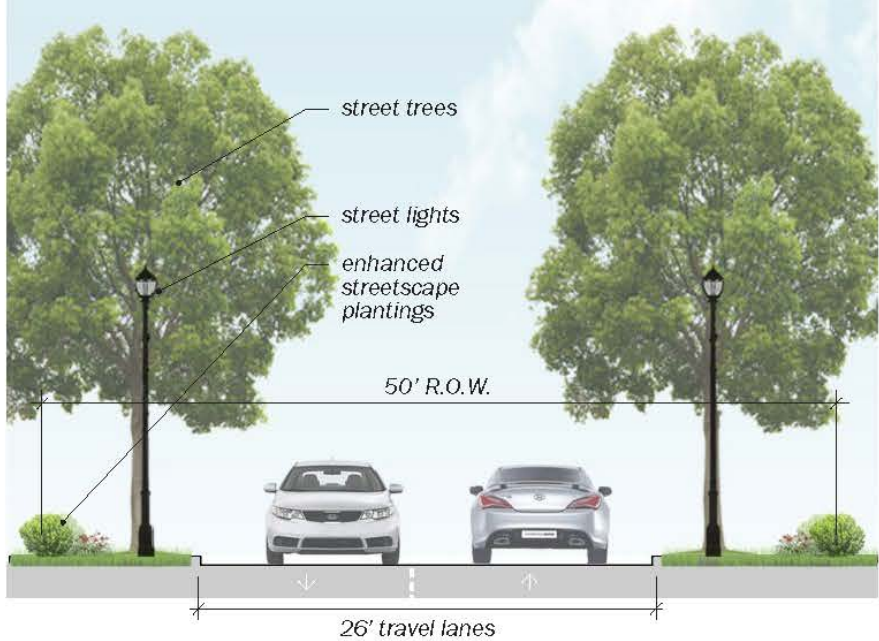
**Entrance Boulevard
(Road A – private)**



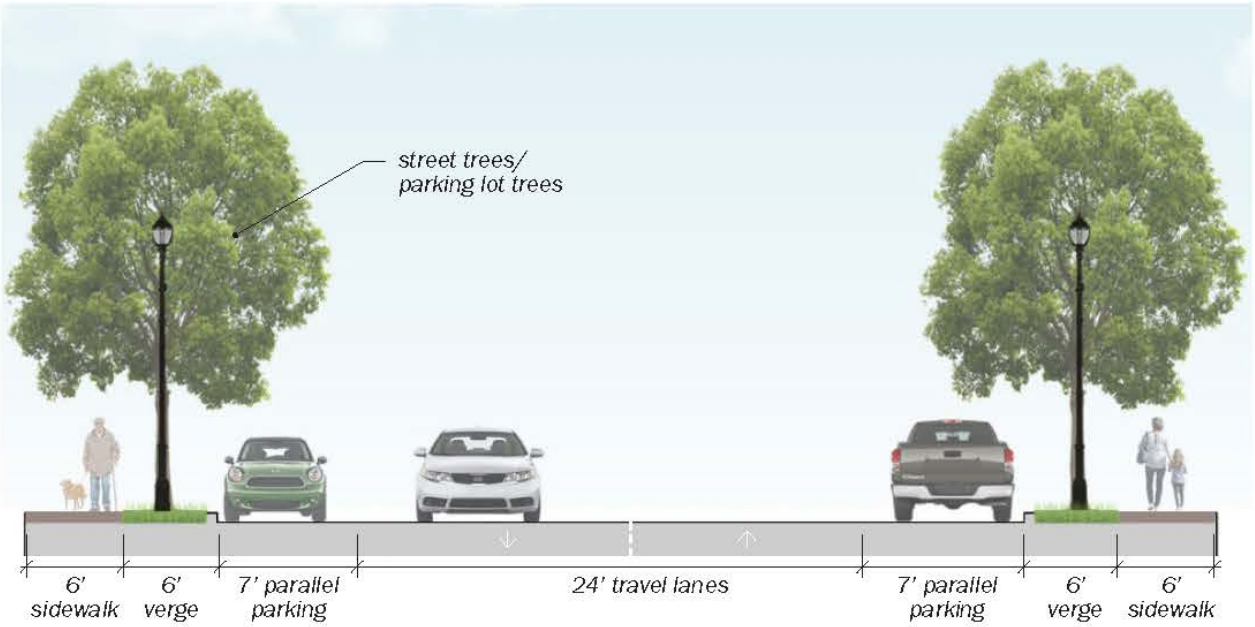
Commercial Street



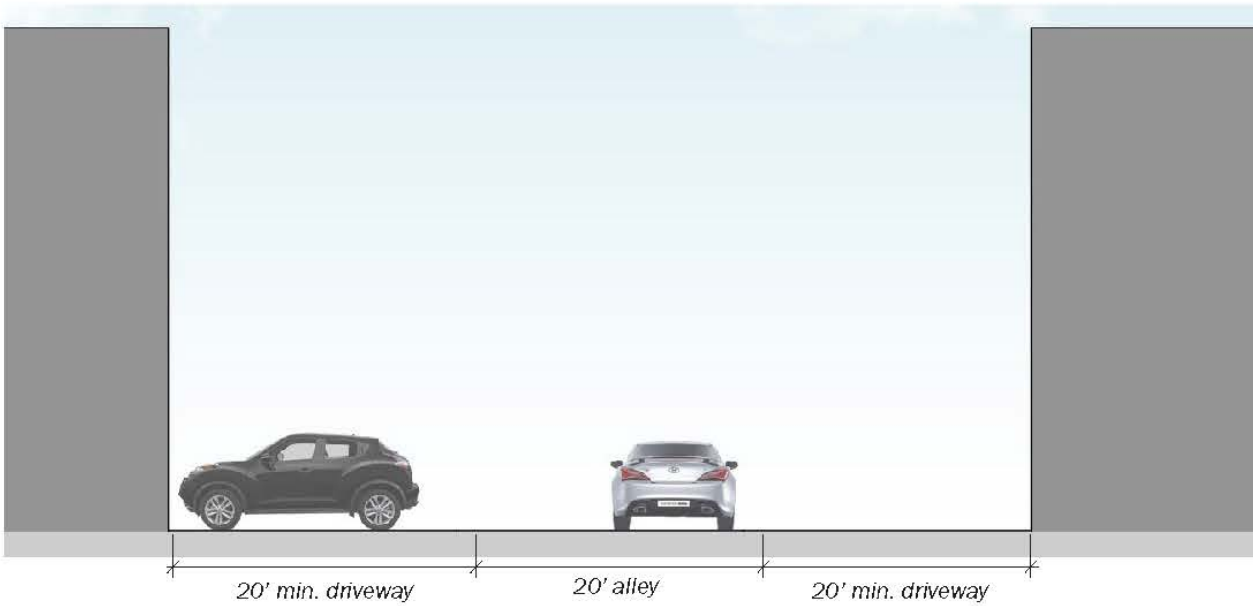
Commercial Street (Parallel Parking)



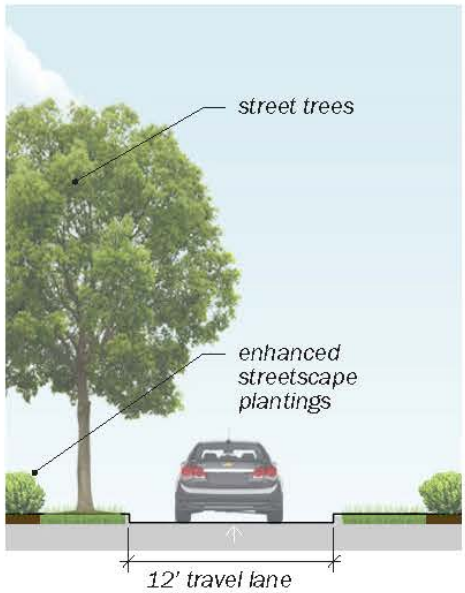
Residential Street (public)*
(may include parallel parking on Roads B & C)
*may change based on VDOT standards



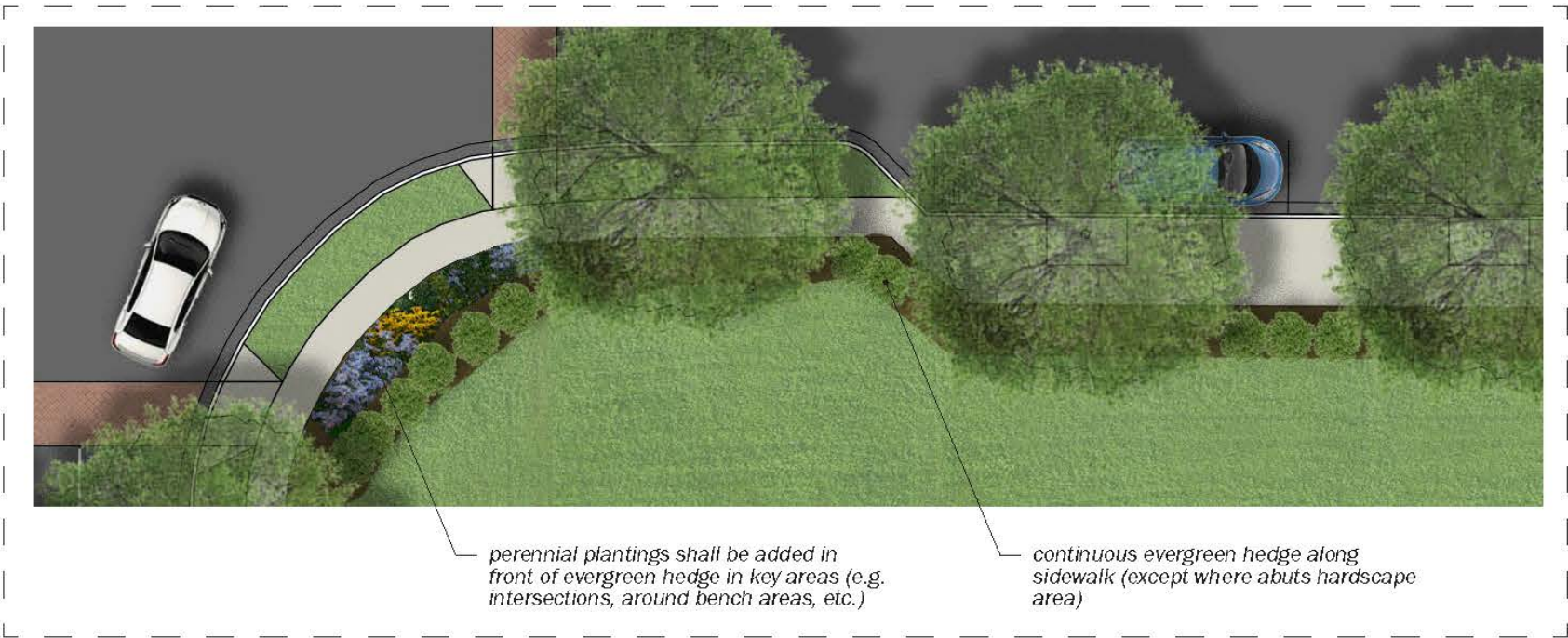
Residential street with parking
(not shown)



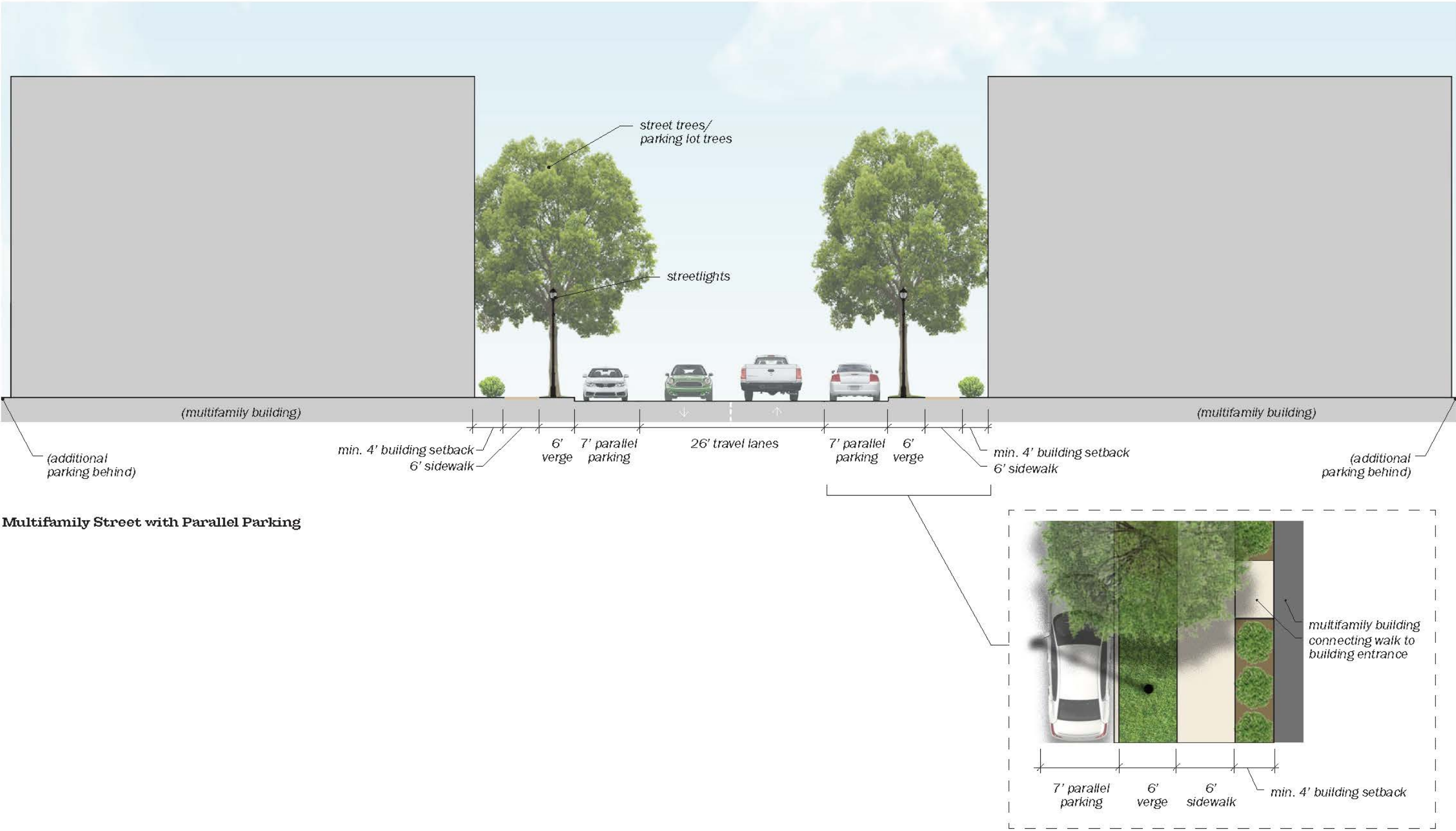
Residential alley
(not shown)

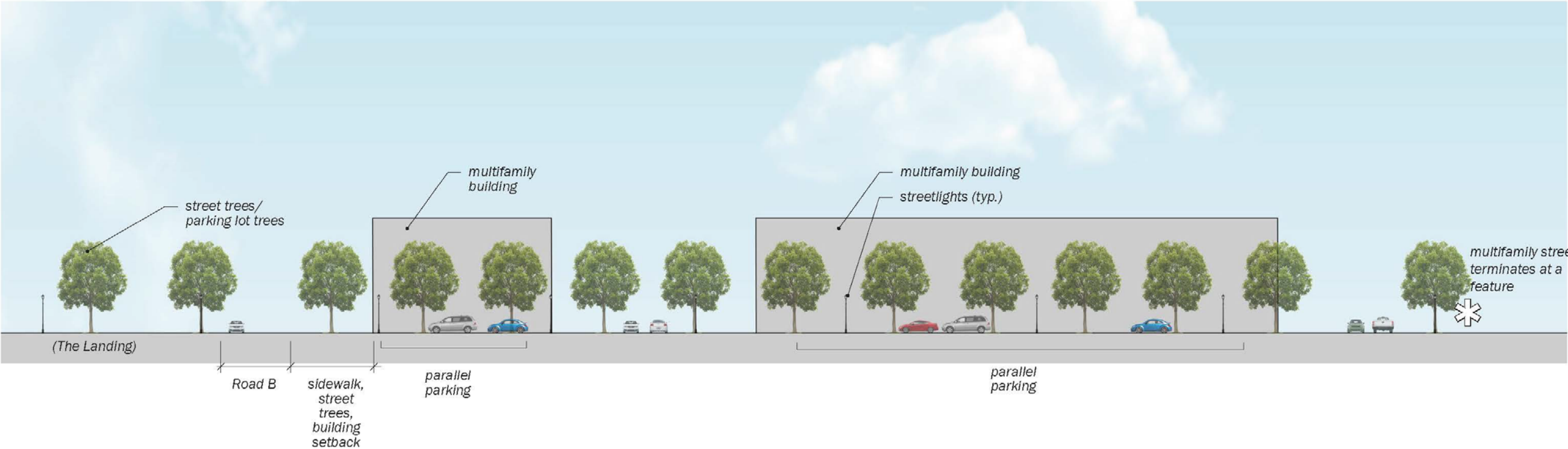


One-way Commercial Street



Enhanced streetscape plantings
(to be added on Commercial Street, Commercial Street (Parallel Parking), Residential Street (public) and elsewhere as determined by Developer.)



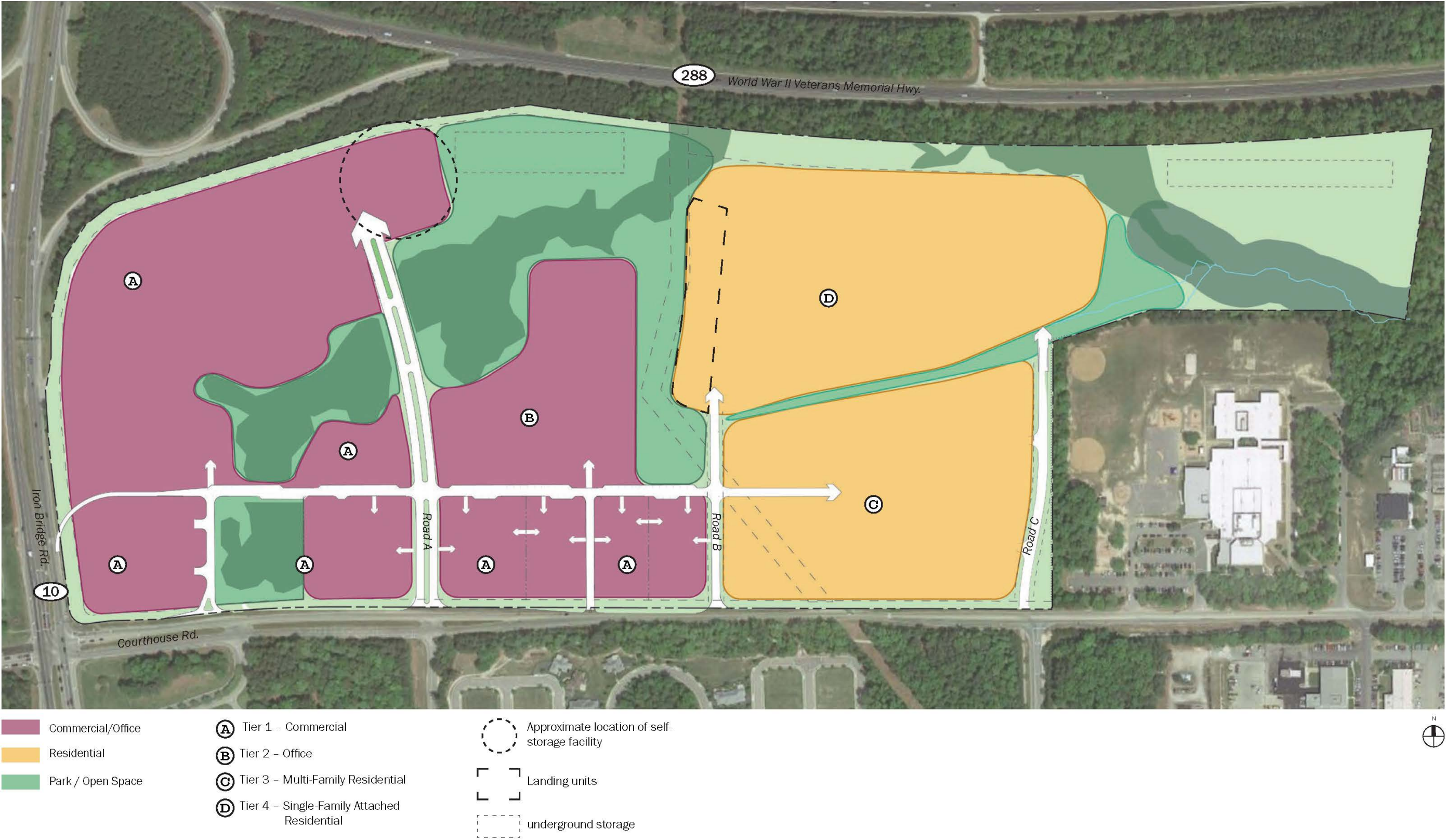


Multifamily Street section (looking north)



Architecture

Building Types	20
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<i>Tier 2 - Office</i>	25
<i>Tier 3 - Multi-Family Residential</i>	26
<i>Tier 4 - Townhouses and Condominiums</i>	27





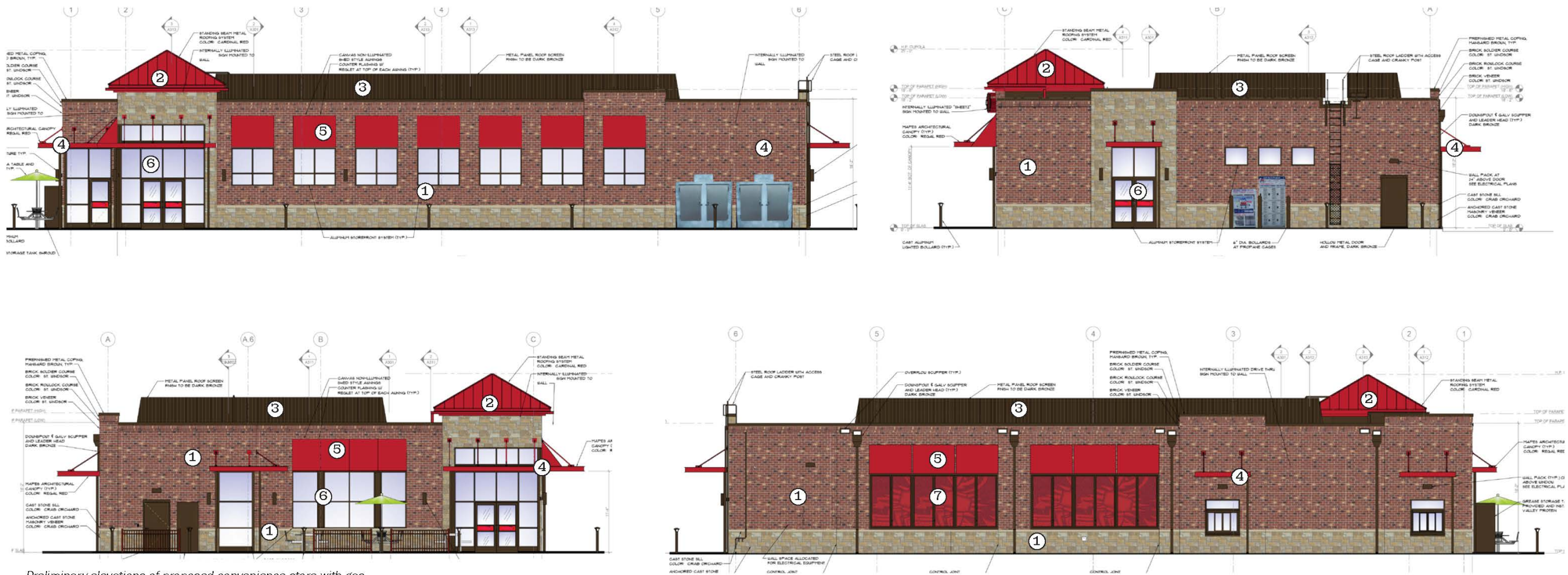
Conceptual architectural elements for commercial buildings (not to scale)

- Example of typical materials
- ① Brick, stone, or cultured stone
 - ② Wood siding (painted)
 - ③ E.I.F.S. (painted)
 - ④ Aluminum (awning)



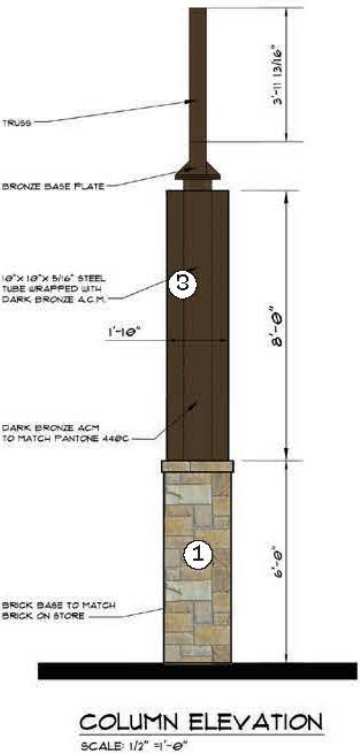
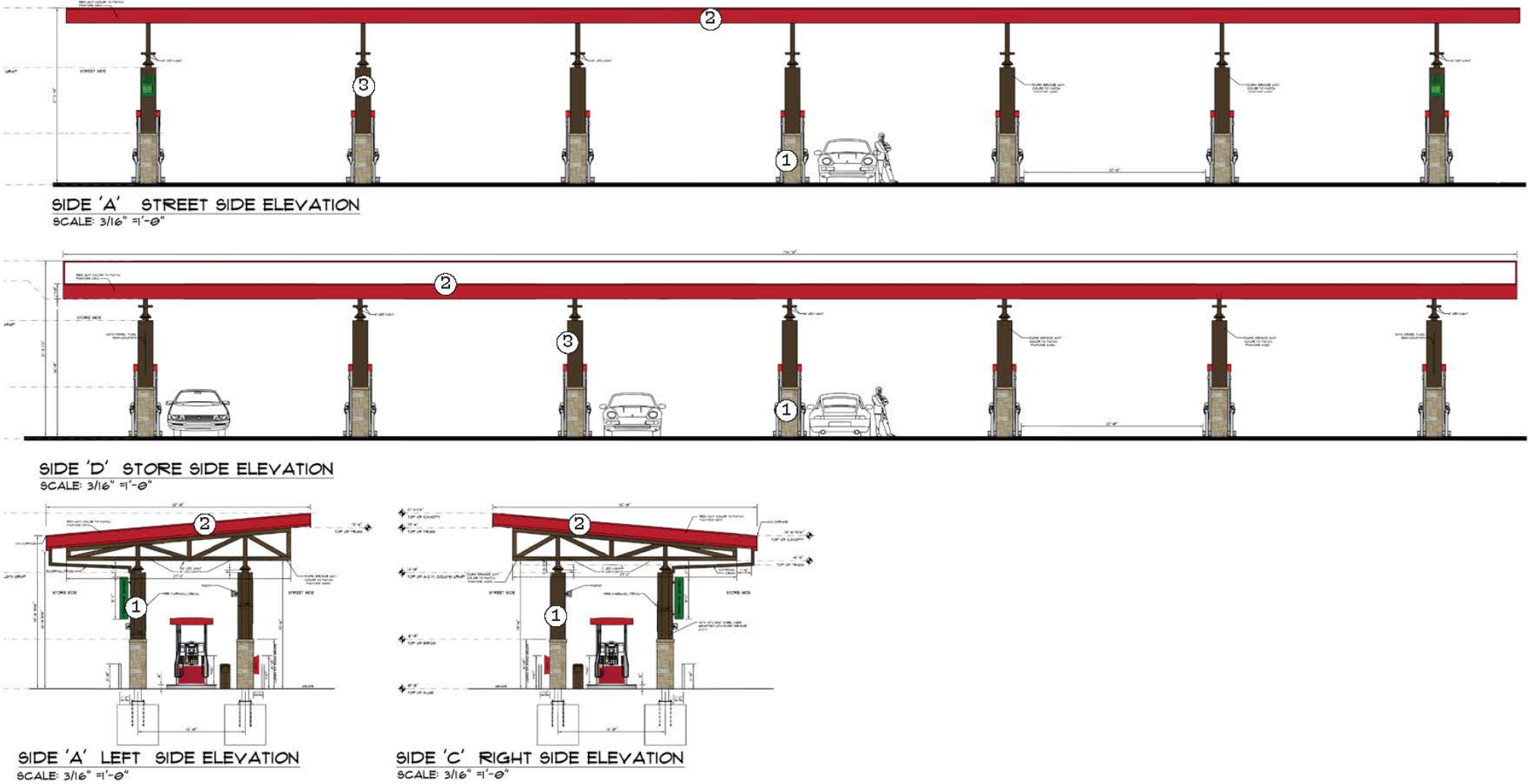
Examples of proposed storage building

- Example of typical materials
- ① Brick, stone, cultured stone, or masonry
 - ② Metal paneling
 - ③ E.I.F.S. (painted)
 - ④ Aluminum elements



Preliminary elevations of proposed convenience store with gas

Example of typical materials	
① Brick, stone, or cultured stone	⑤ Canvas awnings
② Standing seam metal roof	⑥ Storefront windows
③ Metal roof screen panels	⑦ Faux windows
④ Aluminum (canopy)	



Preliminary elevations of proposed gas station. The maximum height of the bottom truss of the gas canopy will not exceed 16'.

- Example of typical materials
- ① Brick, stone, or cultured stone
 - ② Painted metal canopy
 - ③ Steel columns wrapped with ACM



Example of office building



Example of office building



Example of office building



Example of office building

- Example of typical materials
- ① Brick, stone, cultured stone, or cast stone
 - ② Wood or HardiPlank siding (painted)
 - ③ E.I.F.S. (painted)
 - ④ Aluminum
 - ⑤ Architectural/dimensional asphalt shingle



Conceptual perspective of proposed multi-family buildings (not to scale)

Example of typical exterior materials

1

Masonry, including brick

2

Fiber cement siding

3

Asphalt shingle

A. Project Standards.

A. Project Size	None ^[1]
B. Density (maximum)	305 units
C. Number of Accesses to Road ^[2]	
1. 50 units or fewer	1
2. 51 to 200 units	2
3. More than 200 units	^[3]
D. Recreational Area ^[4]	0.5 acre
E. Pavement Width of Access Drives	30 feet
F. Pavement Width of Other Drives	24 feet
G. Parcel Coverage for Project (maximum) ^[7]	40 % of acreage
H. Private Pavement Setbacks ^[5]	
1. Major Arterials ^[6]	25 feet
2. Other Roads	15 feet

Notes for Table 19.1-121.A.

- [1] Minimum acreage requirements do not apply to the Enon and Chester Special Design Districts.
- [2] Access drives shall be those that connect residential clusters to roads. The number of required access points shall be provided prior to occupancy of the specified number of units.
- [3] At time of plan review, additional access points may be required.
- [4] Recreational facilities shall include active recreation, passive recreation and community buildings, as deemed appropriate during plan review. If facilities are required, a phasing plan for their construction and completion shall be submitted for approval prior to final site plan approval. Construction of facilities shall occur in accordance with the approved phasing plan which may include limitation on the issuance of occupancy permits for multifamily dwelling units.
- [5] Perimeter Landscaping C shall be installed within the setback.
- [6] This setback may be reduced as provided in 19.1-316.A.2.
- [7] Parcel Coverage is the area of the parcel occupied by any principal and accessory buildings.

C. Building Standards.

A. Individual Building Setbacks (feet) ^[1]	
1. Project property lines ^[2]	
a. Adjacent to R-MF	30
b. Adjacent to other than R-MF	50
2.a Courthouse Road ^[3] ^[4]	25
2.b. Other Roads	5
3. Interior private pavement excluding parking spaces ^[4]	10
4. Parking spaces	0
5. Distance between buildings	20 feet
B. Dwelling Units per Floor (maximum)	30
C. Principal Building Heights (maximum) ^[5]	
1. Midlothian Core and Chester Corridor East Special Design Districts	Lesser of 2.5 stories or 30 feet
2. Other Special Design Districts excluding Ettrick	Lesser of 3 stories or 40 feet
3. Other Areas	4 stories
D. Accessory Building Requirements	Subject to Section 19.1-304

Notes for Table 19.1-121.C.

- [1] Setbacks may be impacted by Buffer, Setbacks -- Generally, Permitted Yard Encroachments for Principal Buildings, Floodplain, Chesapeake Bay or Upper Swift Creek Watershed regulations.
- [2] Within these setbacks, Landscaping C shall be installed.
- [3] A multifamily building constructed along a public road shall front the road.
- [4] Setbacks for a building with a height of 48 feet or greater which is adjacent to a fire lane may be reduced to 20 feet.
- [5] Height limits are subject to Article IV, Division 2.

From Chesterfield County Zoning Ordinance



Conceptual elevation of proposed townhouses (front-loaded)

Example of typical exterior materials

- ① Brick, cultured stone, or stone veneer
- ② Vinyl siding
- ③ Asphalt shingle
- ④ Metal roof (option)

DIVISION 11. R-TH RESIDENTIAL TOWNHOUSE DISTRICT

Sec. 19.1-110. Purpose and Intent of R-TH District. Reserved.

A. Subdivision Standards

Table 19.1-111. A Required Conditions R-TH District-Subdivision Standards	
A. Subdivision Size	None
B. Density	305 dwelling units
C. Private Pavement Setbacks	
1. Major arterial	20 feet
2. Other road	5 feet
D. Common Area PPP	40% of subdivision acreage
E. Maximum Number of Attached Homes in Each Group	8

Notes for Table 19.1-111. A.

- [1] Not applicable
- [2] Within required common area, except where lots abut a public street, a 5 foot wide common area shall be provided around the perimeter of each group of attached lots.
- [3] Within the common area of the project, a minimum of .5 acres shall be provided for passive and active recreation use and community space, including pedestrian areas, the central common area shown on the Concept Plan and other uses deemed appropriate during plan review. Unless a phasing plan is required through preliminary plat review, construction shall be completed prior to issuance of building permits for individual townhouse units. An approved phasing plan may include limitations on the issuance of building permits for individual townhouse units.

B. Other Required Subdivision Standards.

1. **Common Areas Ownership.** Areas which are not contained in roads or in lots that are conveyed to individual owners shall be maintained by, and be the sole responsibility of, the developer and/or owner of the townhouse development, unless and until the developer and/or owner conveys such areas to a nonprofit corporate owner, whose members shall be all of the individual owners of townhouses in the development, or to a nonprofit council of co-owners as provided under the Code of Virginia. The land shall be conveyed to, and be held by, the nonprofit corporate owner or the nonprofit council of co-owners and used for the recreational and parking purposes of the individual townhouse lot owners. If the developer and/or owner makes the conveyance to a nonprofit corporate owner, deed restrictions and covenants, in a form and substance satisfactory to the county attorney, shall provide, among other things, that any assessments, charges and costs of the maintenance of such areas shall constitute a pro rata lien against the individual townhouse lots, inferior in dignity only to taxes and bona fide duly recorded deeds of trust on each townhouse lot. An applicant seeking to subject property to townhouse development under this section whose ownership or interest in the property is held by a valid lease, shall provide for an initial term of not less than 99 years in such lease.
2. **Roads and Private Pavement.** All roads and private pavement shall have concrete curb and gutter, except for alley access roads that access the rear of the dwelling unit.
3. **Architecture.** Buildings shall be designed to impart harmonious proportions and avoid monotonous facades or large bulky masses. Townhouse buildings shall possess architectural variety while at the same time have an overall cohesive residential character. Residential character may be achieved through the creative use of design elements such as, but not limited to, balconies, terraces, articulation of doors and windows, sculptural or textural relief of facades, architectural ornamentation, varied rooflines, or other appurtenances such as lighting fixtures and planting.
4. **Architectural and Landscaping Plans.** In conjunction with construction plan submission, landscape and architectural renderings or elevations shall be submitted for approval.

C. Lot and Building Standards.

Table 19.1-111. C. Required Conditions R-TH District-Lot and Building Standards	
A. Lot Standards	
1. Lot area (square feet)	
a. Internal lot	1040
b. End lot in row of less than 5 attached lots	1040
c. End lot in row of 5 or more attached lots	1040
2. Lot width (feet) minimum	
a. Internal lot	20
b. End lot in row of less than 5 attached lots	20
c. End lot in row of 5 or more attached lots	20
3. Lot coverage (maximum %)	60
B. Road Frontage for Townhouse Units ¹¹	
C. Principal Building Setbacks (feet) ¹¹	
1. Major arterial all yards	20
2. Front yard ¹¹¹⁰	
a. Non cul-de-sac	10
b. Permanent cul-de-sac	10
3. Side yard	
a. End unit in a row of less than 5 attached lots	5
b. End unit in a row of 5 or more attached lots	5
4. Corner side yard	5
5. Rear yard	5
a. Non through lot	5
b. Through lot	5
D. Principal Building Height (maximum)	
1.	Lesser of 4 stories or 48 feet
E. Accessory Building Requirements	
Subject to Section 19.1-304	

Notes for Table 19.1-111.C.

- (1) All lots shall have frontage on a road. If approved by the director of transportation, lots may front on private pavement which has direct access to a public road when the private pavement is designed and constructed in accordance with the provisions of Chapter 17 for private and private pavement.
- (2) Setbacks may be impacted by Buffer, Setbacks --Generally, Permitted Yard Encroachments for Principal Buildings, Floodplain, Chesapeake Bay or Upper Swift Creek Watershed regulations.
- (3) Minimum setbacks shall be increased where necessary to obtain the required lot width at the front building line.
- (4) First yard setback of each unit shall be varied at least 2 feet from the adjacent unit and every third unit shall be varied at least 4 feet from the adjacent unit.
- (5) Height limits are subject to Article IV, Division 2.

From Chesterfield County Zoning Ordinance



Conceptual elevations of proposed condominium buildings (rear-loaded)

Example of typical exterior materials

1

Brick veneer

2

Vinyl siding

3

Asphalt shingle

4

Metal roof (option)



Landscape

Open Space Plan	30
Pedestrian Plan	36
Perimeter Landscape Setbacks & Street Trees	38
Entrance Landscape	40
Typical Landscape Plans	43



- open space (gross)
- active open space
- trails
- sidewalks
- wetlands (remain)
- perimeter landscape setback
- underground detention
- trail connections to adjacent pedestrian systems

- ① Community amenities at The Landing**
Amenities shall include at least 5 of the following:*
- | | |
|---------------------|-----------------------|
| walking trails | wetlands footbridge |
| benches | bird-watching areas |
| multi-purpose lawn | gathering/picnic area |
| native plant meadow | dog stations |
| fitness stations | |
- ② Main boulevard amenities**
Amenities shall include at least 2 of the following:*
- | | |
|-----------|------------------|
| sidewalks | pedestrian areas |
| benches | |

- ③ Multi-family amenities**
Amenities shall include:*
- | | |
|--------------------------------------|----------------|
| a clubhouse (min. 5,000 square feet) | fitness center |
|--------------------------------------|----------------|
- At least 4 of the following:*
- | | |
|------------------------|----------------------------|
| pool | outdoor grills |
| dog park | fire pits |
| sundeck | exterior gatherings spaces |
| bike racks and storage | multi-purpose lawns |

- ④ Commercial amenities**
Amenities shall include at least 4 of the following:*
- | | |
|------------------|---------------------------|
| walking trails | benches |
| plazas | outdoor dining areas |
| picnic shelters | multi-purpose lawns |
| hardscaped areas | exterior gathering spaces |
- ⑤ Townhouse and Condominium amenities**
Amenities shall include at least 4 of the following:*
- | | | |
|--------------------|-------------------|--------------|
| playground | walking trails | dog stations |
| dog park | fitness stations | |
| picnic shelter | community gardens | |
| multi-purpose lawn | fire pit areas | |

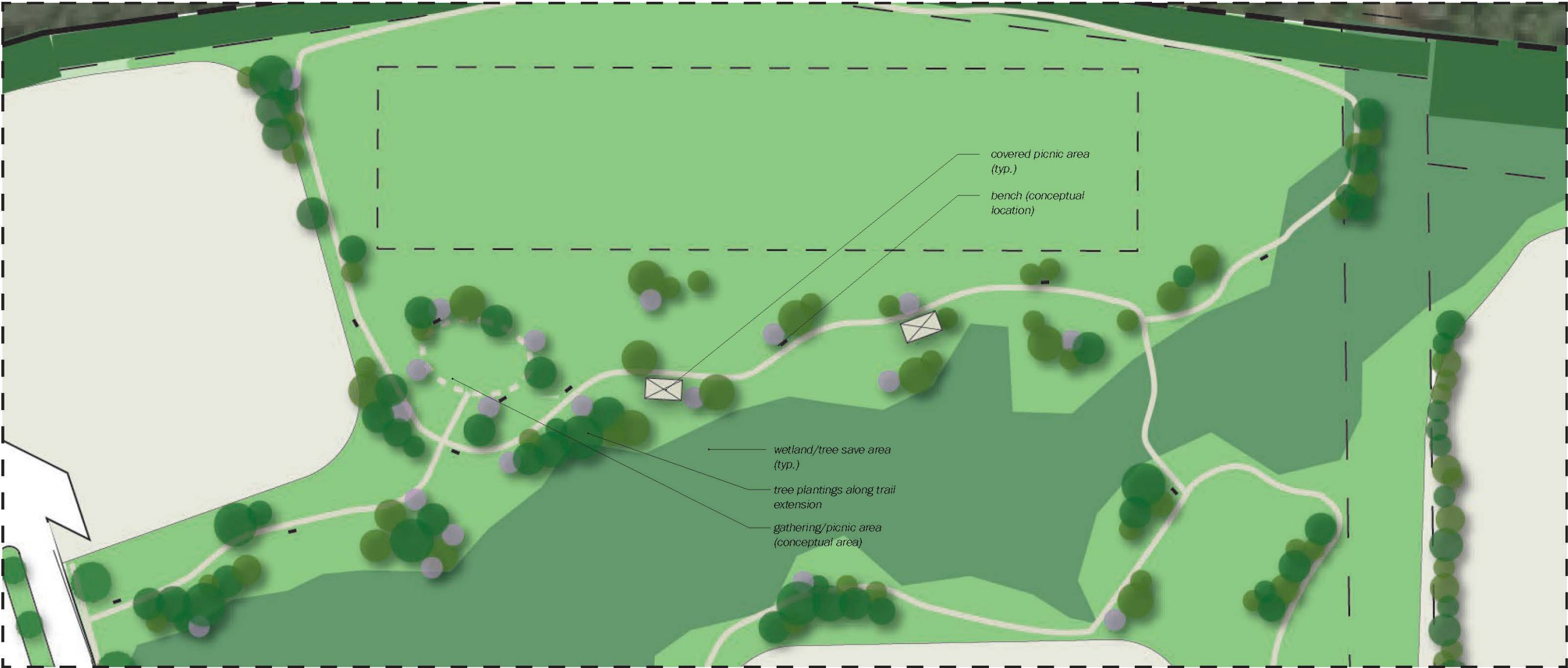
* and such other amenity features approved by the Planning Department



The Landing (conceptual layout)

Benches, trash receptacles, and other amenities to be located in The Landing and along nature trails throughout Courthouse Landing. Details and final amenities list to be shown on site plan.





Underground detention areas are intended to be amenities for the development and shall be enhanced with at least 2 of the following items:

- walking trails
- benches and bench areas
- fitness stations
- picnic areas
- educational signs



wetland/tree save area
(typ.)

tree plantings along trail
extension

gathering/picnic area
(conceptual area)

bench (conceptual
location)

walking trails continue
to The Landing, connect
to Tier 2 - Office, Tier 3 -
Multifamily Residential,
and Tier 4 - Townhome
and Condominium
areas.

The green space adjacent to Tier 2 along Road A will be developed as a community park and shall be enhanced with at least 2 of the following items:

- walking trails
- benches and bench areas
- fitness stations

- picnic shelter
- gathering area
- educational signs



The Tier 1 commercial area will also have access to quality open space. The trail system will extend into the wetland area, and amenities and pedestrian connections to the commercial area will be provided. The amenities will include at least 2 of the following:

- | | |
|-------------------------|-------------------------|
| walking trails | multi-purpose lawns |
| benches and bench areas | outdoor gathering areas |
| picnic shelter | plazas |
| outdoor dining | hardscaped areas |



Additional Amenity Program List may include:

- | | | |
|---------------------|----------------------|---------------------|
| bird-watching areas | outdoor concert area | outdoor chess |
| nature trails | amphitheater | fishing |
| bocce ball | bike racks | educational plaques |
| frisbee golf | hammocks | |
| grilling areas | croquet | |

Site plans or subdivision plans may identify the location of the amenities and the types of amenities selected.







Example images of pedestrian amenities off sidewalks



Plan view of entrance boulevard. Streets shall have street lights, sidewalks, street trees, and benches and other pedestrians amenities

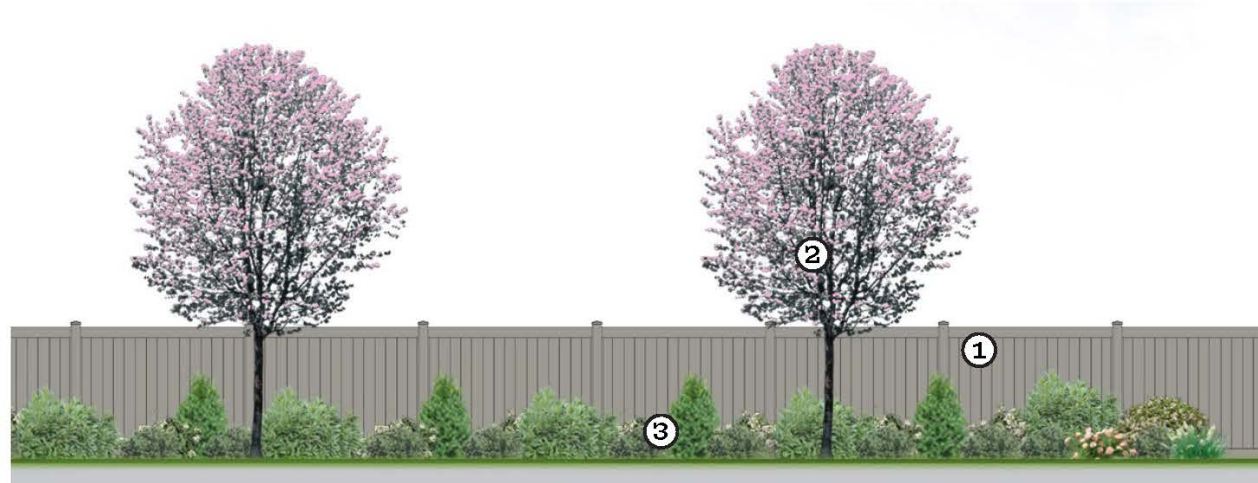
- (A) Median planting
- (B) Bench area (typ.)
- (C) Street light (typ.)
- (D) Sidewalk (typ.)

Landscape

Perimeter Landscape Setbacks & Street Trees



- (A)** Landscape strip along Courthouse Rd. and Iron Bridge Rd. (Perimeter Landscape Type C, proposed 30' width)
- (B)** Perimeter landscape setback along Route 288 (Perimeter Landscape Type C, 50' width, Sec. 19.1-251 of Zoning Ordinance)
- (C)** Perimeter landscape setback along Route 288 (100' width per sound study)
- (D)** Street trees shall be maximum 40 feet on center, per standards outlined in Sec. 19.1-252 of the Zoning Ordinance
- (E)** Perimeter privacy fence along the eastern property line along the school property



E Perimeter privacy fence along eastern property line along school property (not to scale)

- | | | |
|------------------------------------|-------------------------------|------------------------------|
| ① 6' wooden or vinyl privacy fence | ② Small deciduous tree (typ.) | ③ Medium/small shrubs (typ.) |
|------------------------------------|-------------------------------|------------------------------|



Conceptual perspective view of the improvements at the corner of Iron Bridge Rd. and Courthouse Rd.

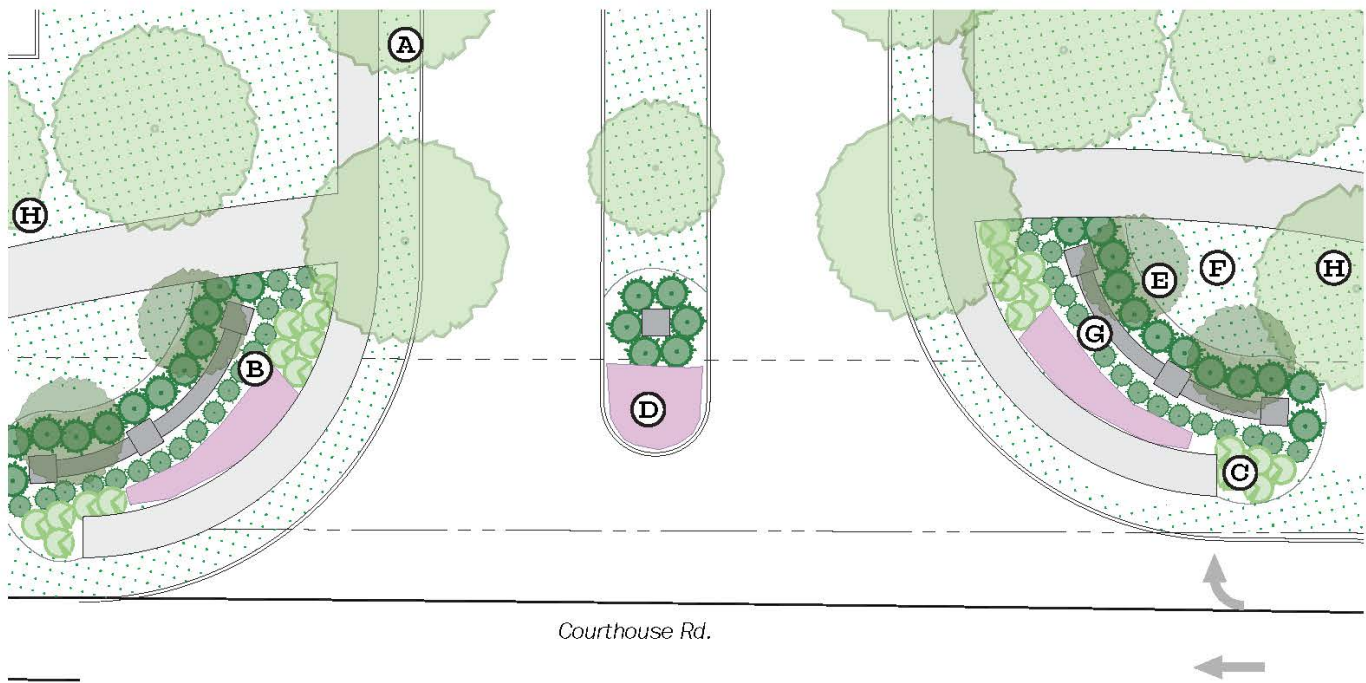
- A** Conceptual corner signage (5' height at max.)
- B** Low landscaping around perimeter
- C** Brick columns and split rail fence
- D** Perimeter landscape setback



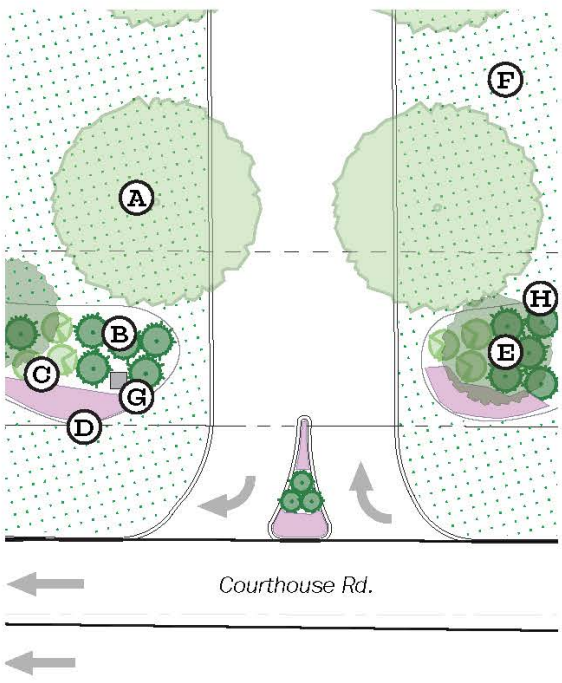
Conceptual plan view of the improvements at the corner of Iron Bridge Rd. and Courthouse Rd.

- (A) Conceptual corner signage (5' height at max.)
- (B) Low landscaping around perimeter
- (C) Brick columns and split rail fence
- (D) Perimeter landscape setback
- (E) Corner parcel line moved over 58' for additional amenity area along Iron Bridge Rd.
- (F) Pedestrian seating areas in landscaped area





Primary entrance (Road A - entrance boulevard)



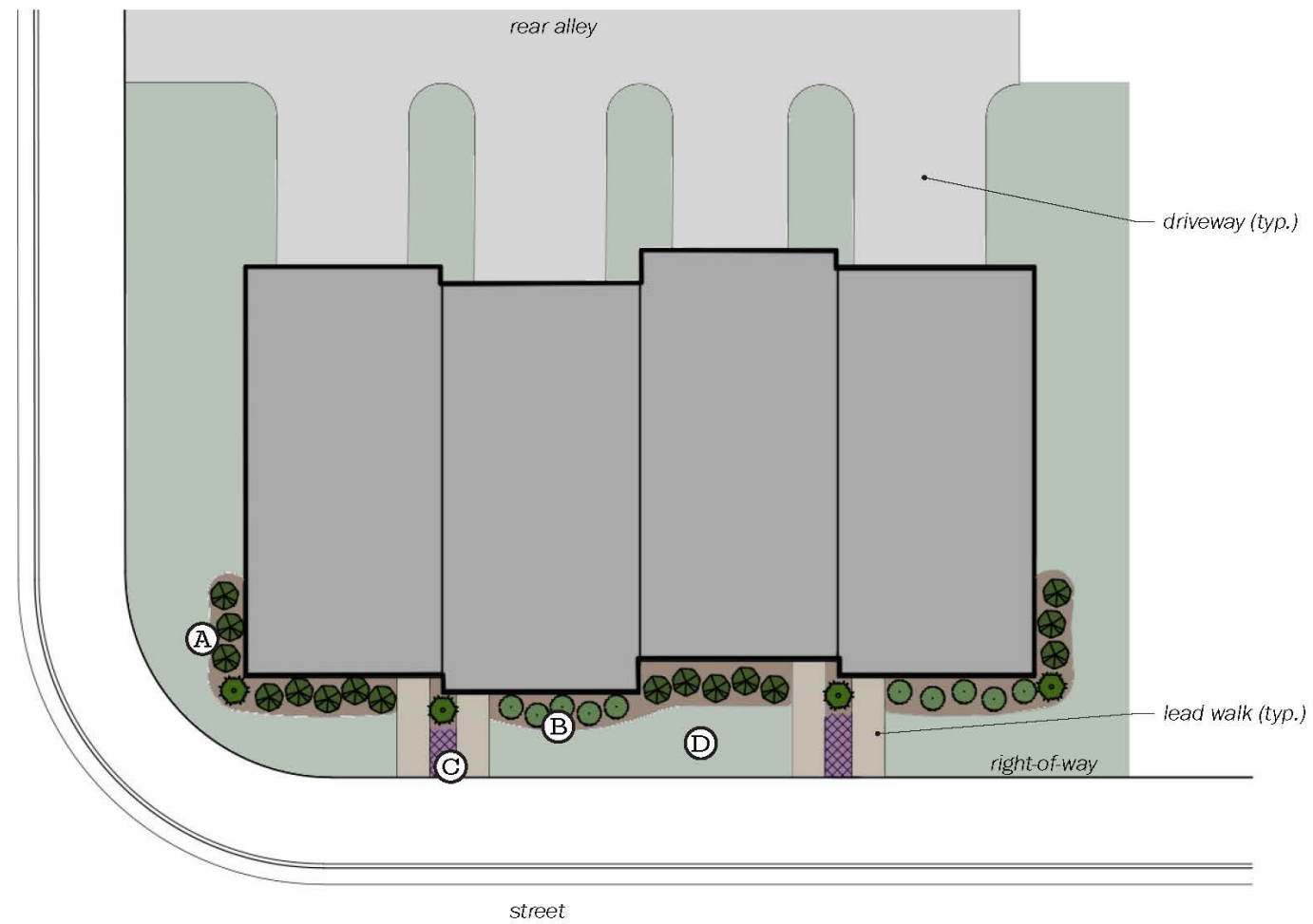
Right-in-right-out entrance (commercial street)



Secondary entrance (Road B, Road C - residential streets)

Entrance designs are intended as conceptual design only to illustrate the additional landscape, presence of monument signage, and connection to street trees. Additional plans shall be submitted during site plan review.

A Street trees (shown for reference, location subject to change) (typ.)	E Ornamental tree (typ.)
B Medium/low evergreen shrub (typ.)	F Turf grass (typ.)
C Medium/low deciduous shrub (typ.)	G Monument sign (conceptual size and location)
D Groundcover/perennials/seasonal color (typ.)	H Perimeter landscape setback will continue along Courthouse Rd.

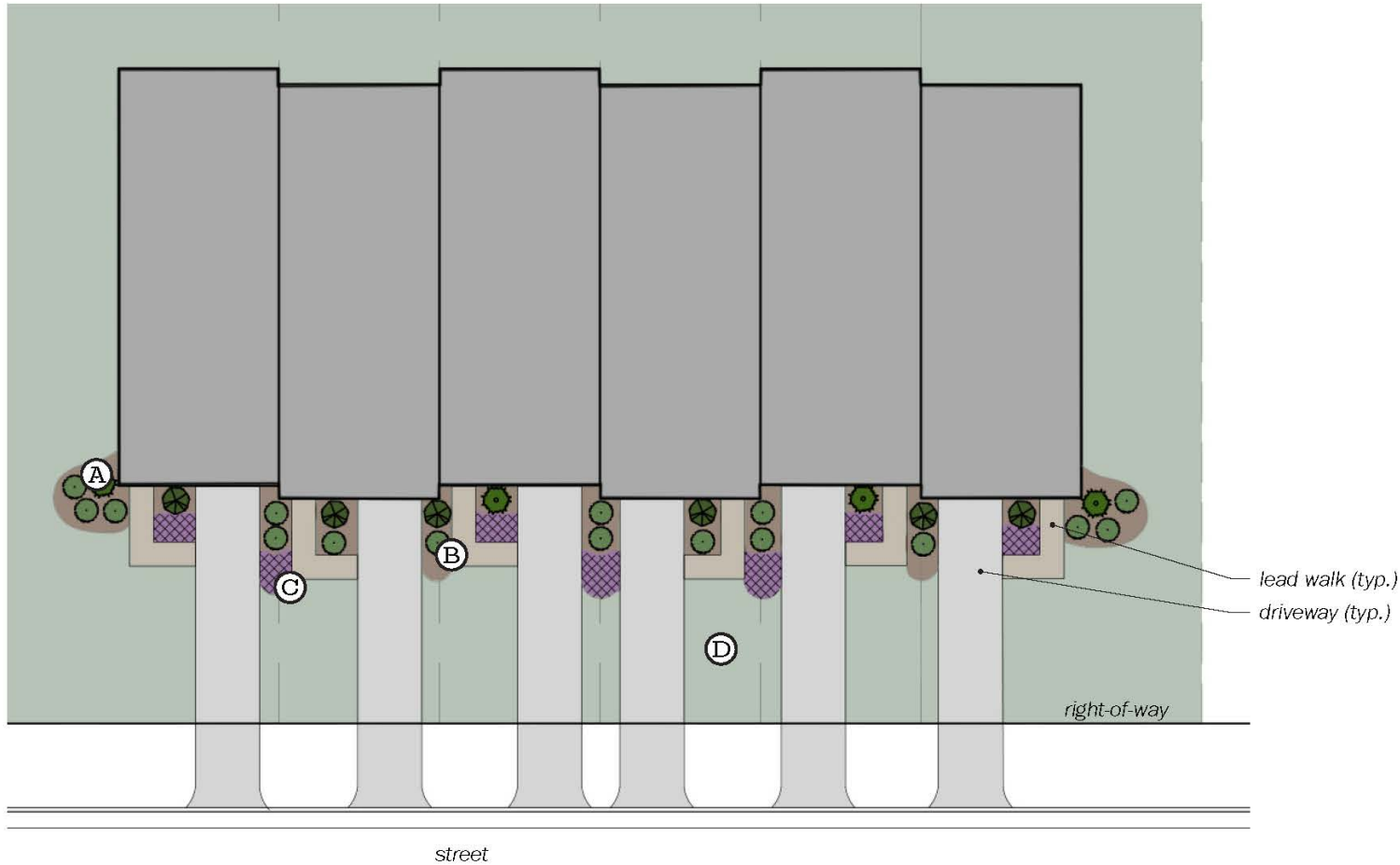


Typical Landscape Plan for 2-over-2's

- | | |
|--------------------------------|---------------------------------|
| Ⓐ Small/medium evergreen shrub | Ⓒ Perennials/ornamental grasses |
| Ⓑ Small/medium deciduous shrub | Ⓓ Turf grass |

Plant locations and quantities are conceptual and subject to change (based on utility locations, etc.). These landscape requirements represent the minimum landscape requirements. Additional landscaping and landscape features, such as fences, walls, and hardscapes, may be used. The plants on each face of the building to be chosen appropriately for sun exposure; may vary by building depending on the building orientation.

Street trees are not shown on this plan.

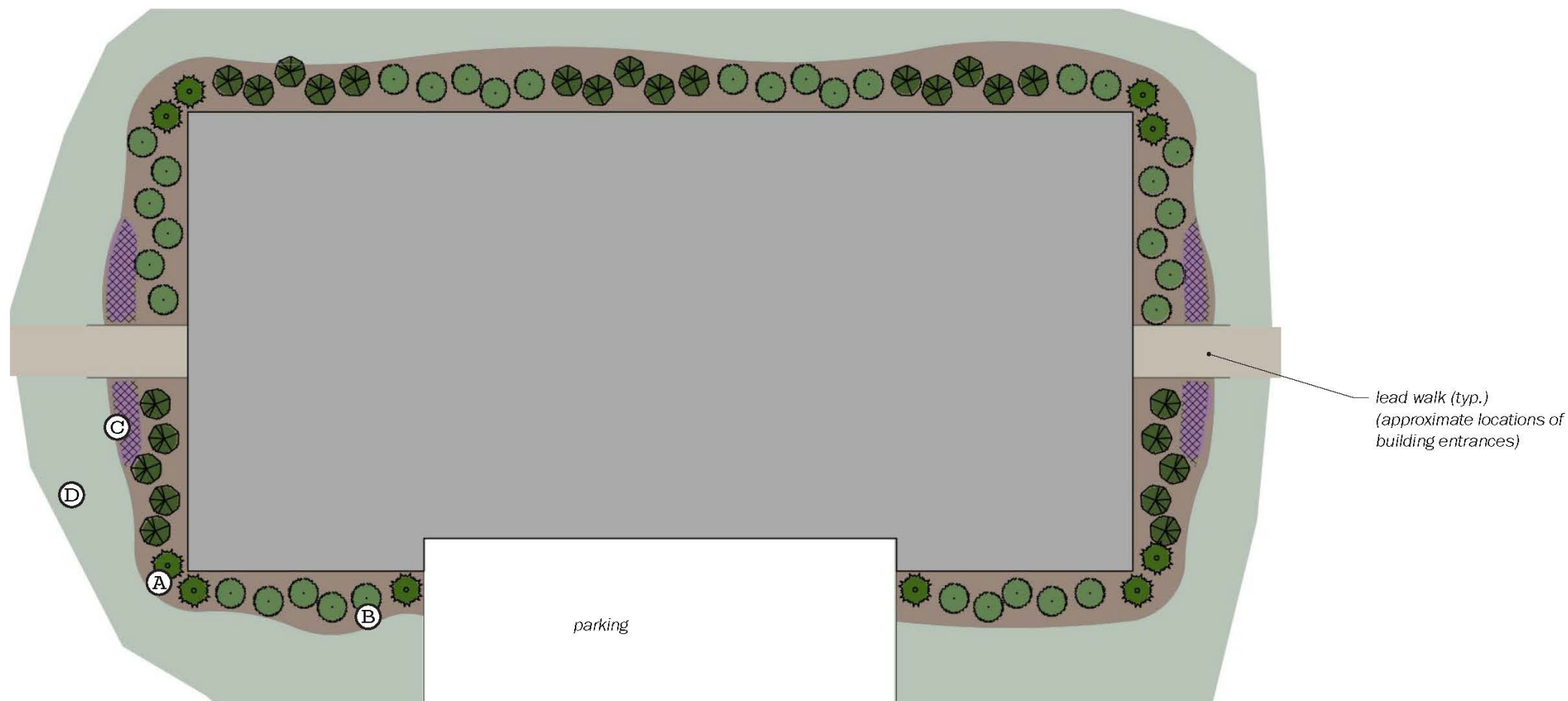


Typical Landscape Plan for townhomes

- A** Small/medium evergreen shrub
- B** Small/medium deciduous shrub
- C** Perennials/ornamental grasses
- D** Turf grass

Plant locations and quantities are conceptual and subject to change (based on utility locations, etc.). These landscape requirements represent the minimum landscape requirements. Additional landscaping and landscape features, such as fences, walls, and hardscapes, may be used. The plants on each face of the building to be chosen appropriately for sun exposure; may vary by building depending on the building orientation.

Street trees are not shown on this plan.

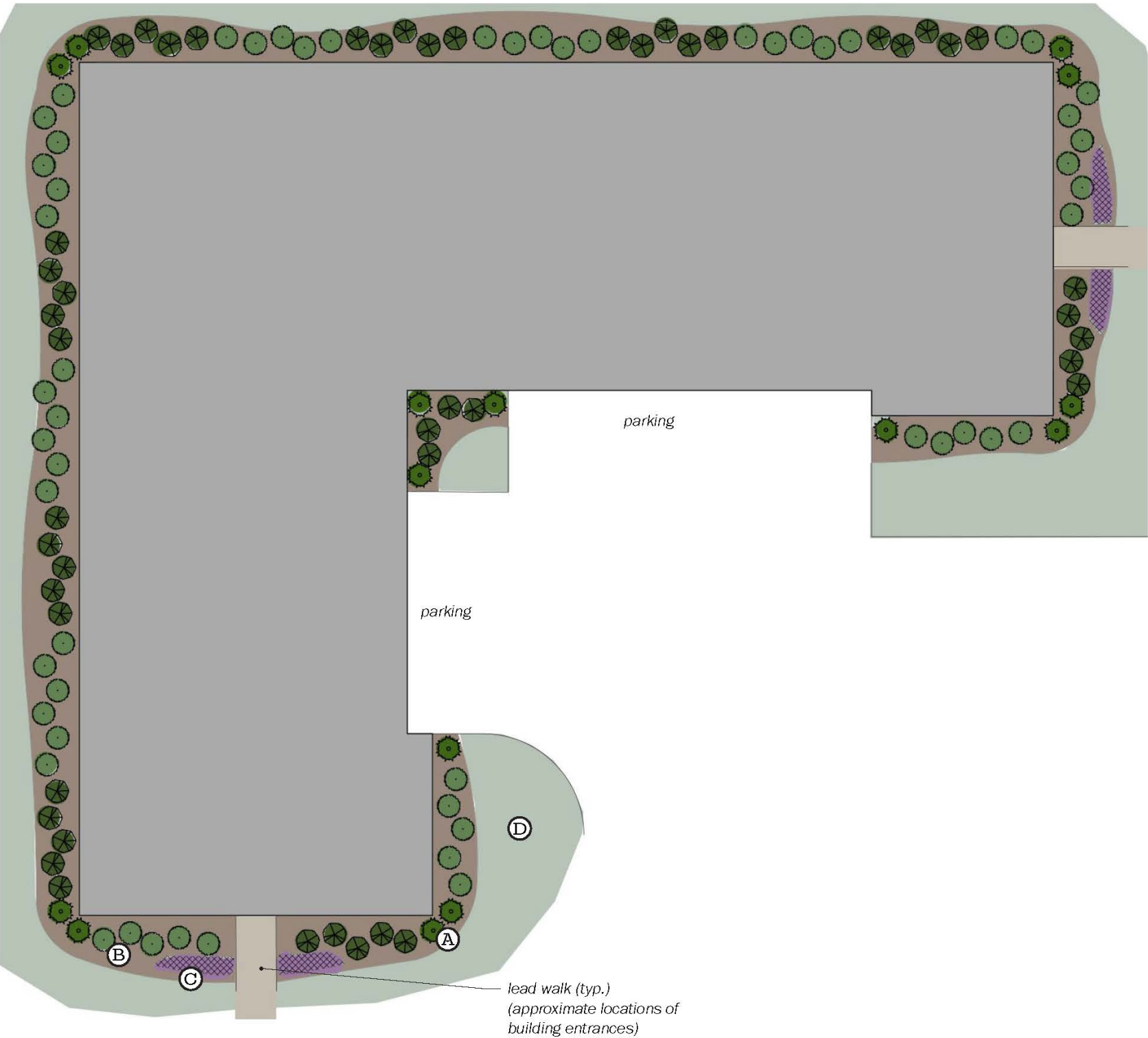


Typical Landscape Plan for multi-family buildings

- (A) Small/medium evergreen shrub
- (B) Small/medium deciduous shrub
- (C) Perennials/ornamental grasses
- (D) Turf grass

Plant locations and quantities are conceptual and subject to change (based on utility locations, etc.). These landscape requirements represent the minimum landscape requirements. Additional landscaping and landscape features, such as fences, walls, and hardscapes, may be used. The plants on each face of the building to be chosen appropriately for sun exposure; may vary by building depending on the building orientation.

Street trees are not shown on this plan.



Typical Landscape Plan for multi-family buildings

- (A) Small/medium evergreen shrub
- (B) Small/medium deciduous shrub
- (C) Perennials/ornamental grasses
- (D) Turf grass

Plant locations and quantities are conceptual and subject to change (based on utility locations, etc.). These landscape requirements represent the minimum landscape requirements. Additional landscaping and landscape features, such as fences, walls, and hardscapes, may be used. The plants on each face of the building to be chosen appropriately for sun exposure; may vary by building depending on the building orientation.

Street trees are not shown on this plan.

Board of Supervisor's Remand Letter

January 17, 2020



Chesterfield County, Virginia
Board of Supervisors

9901 Lori Road – P.O. Box 40 – Chesterfield, VA 23832

Phone: (804) 748-1211 – Fax: (804) 717-6297 – Email: hollandj@chesterfield.gov

James M. Holland
 Dale District

January 17, 2020

Dear Concerned Citizen:

I have reviewed the video of the Planning Commission's public hearing regarding the proposed Courthouse Landing development (Zoning Case 20SN0526) and talked to many citizens about their concerns with this project. While I believe investment in the Dale District is sorely needed, it will not be at the detriment of its current residents. As such, I will not support this case until the following issues are resolved:

1. Traffic. Citizens rightly expressed concerns about the additional traffic that this development will bring to an already congested area. I am directing staff to work with the applicant and VDOT to develop a plan that will improve traffic in both the short and long term. This plan must become part of the case and the applicant will be expected to contribute their fair share to its implementation.
2. Impact on the airport. The applicant must show that the FAA has conceptually approved the impact on the flightpath from this development. In addition, the developer must agree to take the necessary steps to prevent waterfowl from congregating around the property's stormwater management facilities.
3. Impact on schools. Staff from the county and schools must verify that the existing schools in the area can accommodate the new students anticipated from the proposed residential development. I am further directing staff to immediately begin working on a plan to improve the traffic circulation at all the schools located on Courthouse Road.

At the January 22nd Board of Supervisors meeting, I will request that the Board of Supervisors remand this request back to the Planning Commission so that these issues can be properly addressed. In addition, I am directing staff to hold another community meeting on the project to explain the proposed solutions to these three issues. If the applicant can address these concerns, I will be prepared to recommend approval of the case when it returns to the Board. Finally, I am asking that all of this be done in a timely manner so that the amended case can be heard by the Board of Supervisors at the April 22nd meeting.

Sincerely,

James "Jim" Holland
 Supervisor, Dale District

Board of Supervisor's Staff Report

January 22, 2020

CASE NUMBER: 20SN0526

APPLICANT: 29:11 Chesterfield, LLC

CHESTERFIELD COUNTY, VIRGINIA
DALE DISTRICTSTAFF'S ANALYSIS
AND RECOMMENDATION

Board of Supervisors (BOS) Public Hearing:

JANUARY 22, 2020

BOS Time Remaining:

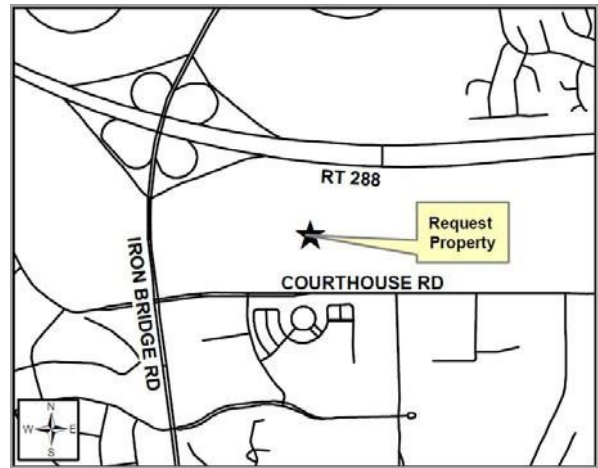
365 DAYS

Applicant's Agent:

ANDREW CONDLIN (804-977-3373)

Planning Department Case Manager:

HAROLD ELLIS (804-768-7592)

123.9 Acres – 9201 Iron Bridge Road
COURTHOUSE LANDING

REQUEST

Rezoning from Agricultural (A) and General Business (C-5) to Community Business (C-3) with conditional use and conditional use planned development to permit multi-family and townhome uses plus exceptions to ordinance requirements.

Notes: A. Conditions may be imposed or the property owner may proffer conditions.

B. Proffered conditions, Textual Statement, and exhibits are located in Attachments 1-4

SUMMARY

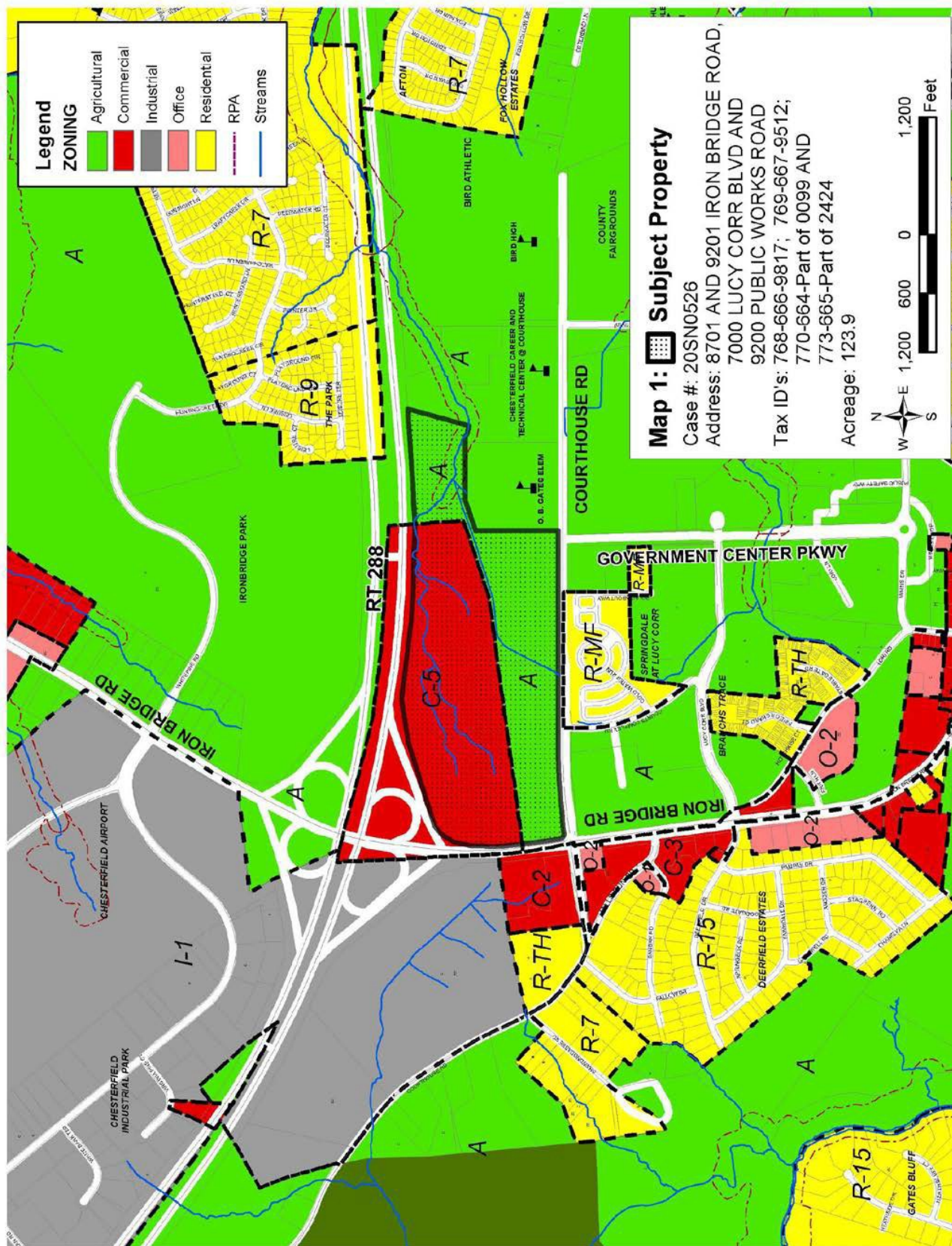
A mixed-use project is planned, incorporating commercial and office uses, and a maximum of 600 dwelling units (multi-family and townhouse). Exceptions to ordinance requirements are requested to provide for residential uses and flexibility in overall development design.

The traffic impact of this development could be valued at \$3,468,600 (a road cash proffer of \$5,922 for each of the townhome units and \$5,640 for each of the multifamily units). The applicant has proffered to construct specific off-site road improvements along Route 10 and Courthouse Road, identified in Proffered Conditions 6.a.i - 6.a.i.i.i and 6.b, prior to issuance of any final occupancy permit. These improvements are estimated at \$6,686,180 in value.

The proposal offers quality design and architectural standards (pages 5-7) which should complement the surrounding area.

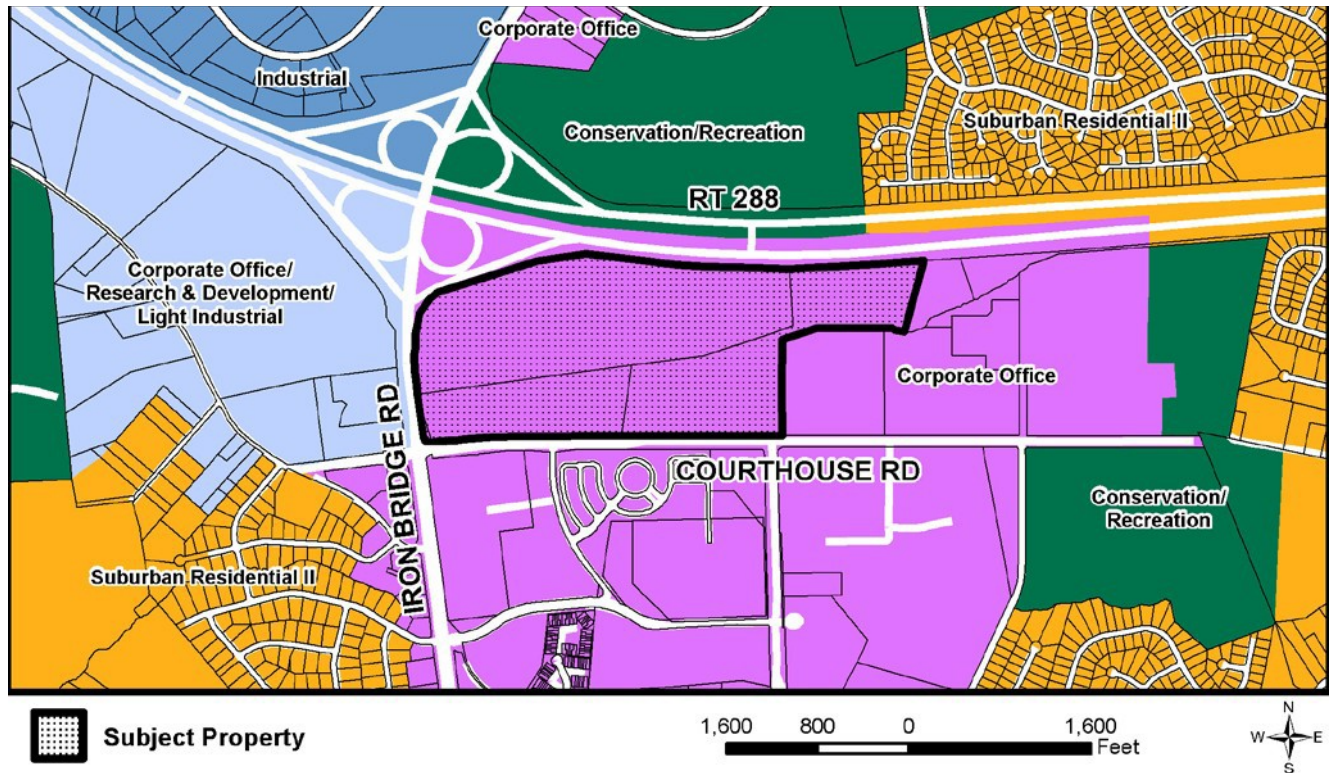
RECOMMENDATION	
PLANNING COMMISSION	<p>DENIAL</p> <p>Concerns pertaining to transportation impacts, airport proximity (safety and noise), location and visibility of uses, and assurances relative to a guaranteed mix of uses and development phasing not resolved.</p>
STAFF	<p>PLANNING - APPROVAL</p> <ul style="list-style-type: none"> Proposed office uses comply with the recommendations of the Comprehensive Plan. Further, the Plan supports mixed use projects at key intersections when providing land aggregation, use integration, and land use transition. The Plan identifies this site as being within the airport operational and runway approach areas. Appropriate agencies provided review and input pertaining to this request. In accordance with development regulations, detailed FAA review will occur at time of plans review. Quality design and architecture offered by the applicant provide for a convenient, attractive and harmonious community that should complement the surrounding development. <p>TRANSPORTATION – CANNOT SUPPORT</p> <ul style="list-style-type: none"> Proposal fails to address its impact on the increased volume of traffic on the road network based upon a 20-year traffic projection. Proposal fails to address its impact on the safety of the roads on which the increased volume of traffic will be traveling based upon a 20-year traffic projection.

SUMMARY OF IDENTIFIED ISSUES	
Department	Issue
SCHOOLS	<p>Post 2020, the <i>Public Facilities Plan</i> recommends a new middle school in the vicinity of Chester and West Hundred Roads and a new high school in the vicinity of Chester Road and Route 288, north of Route 10. However, at this time, a budget has not been developed for the acquisition of land or construction of these school facilities as recommended in the <i>Plan</i>.</p> <p>The proposed project is accessed through Courthouse Road, which is also the main thoroughfare for O.B. Gates ES, L.C. Bird HS, Chesterfield Career and Technical Center (CTC) at Courthouse and CCPS offices for Pupil Transportation (Main Office, Area 1 and Area 5), Fleet Garage, Training Office and ESOL-Prekindergarten Welcome Center. This could impact traffic and school bus operations, especially during drop-off and pick-up of students.</p>
CDOT	<p>Proposal fails to address its impact on the increased volume of traffic on the road network based upon a 20-year traffic projection.</p> <p>Proposal fails to address its impact on the safety of the roads on which the increased volume of traffic will be traveling based upon a 20-year traffic projection.</p>
AIRPORT	<p>Stormwater management facilities should be designed as a detention pond(s) rather than retention ponds. Water features may attract birds, which can be significantly hazardous to safe operation of aircraft.</p>

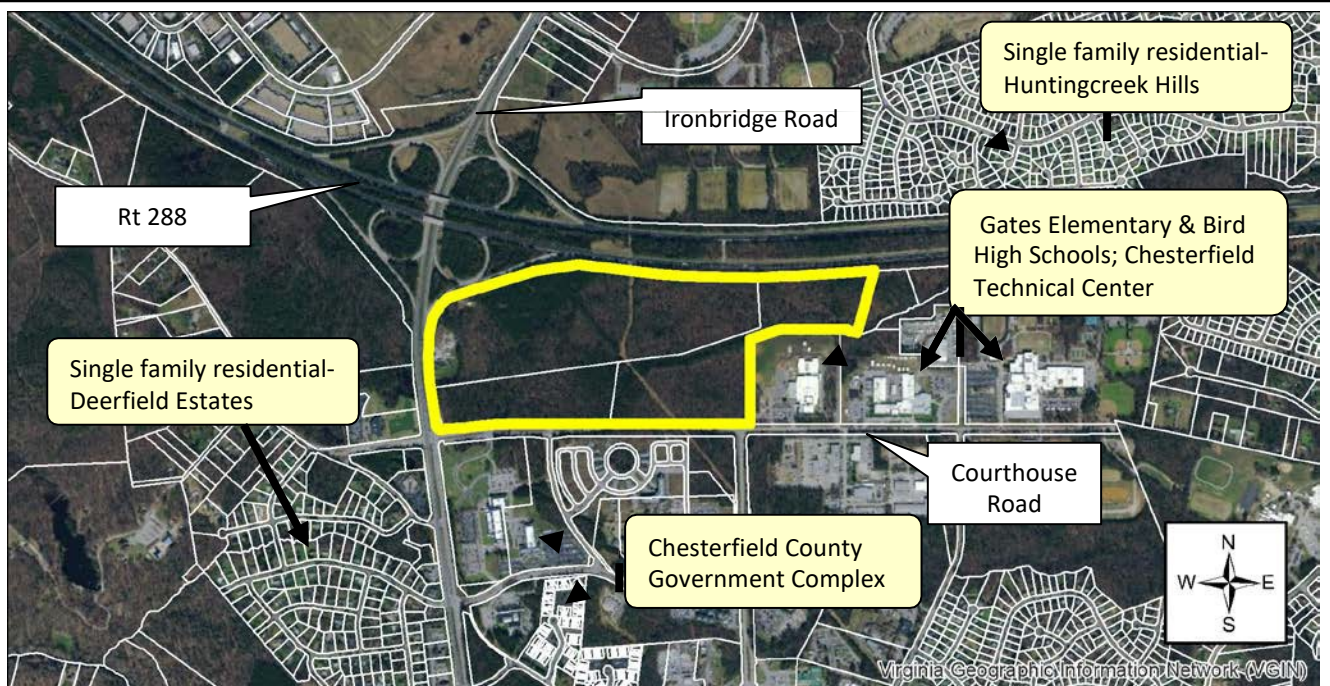


Comprehensive Plan Classification: CORPORATE OFFICE

This designation suggests appropriate uses as professional and administrative offices, or similar uses. Under certain circumstances, within larger tracts developed for office use, integrated supporting retail and services uses may be appropriate. The subject property is also within the Chesterfield County Airport Operational and Runway Approach areas.



Surrounding Land Uses and Development



PLANNING

Staff Contact: Harold Ellis (804-768-7592) ellish@chesterfield.gov

Zoning History

Case Number	Request
6600097C Approved 7/13/66	<ul style="list-style-type: none">• Rezoning to General Business (C-2) (now C-5)• Uses limited to oil or allied oil business, excluding asphalt plants.
7200097C Approved 12/13/72	Rezoning to General Business (C-2) (now C-5)

Proposal

A mixed-use development, known as Courthouse Landing, is planned, incorporating commercial and office uses, and residential dwelling units. The residential units will consist of 300 multi-family and 300 townhouse and condominium units. The development is planned with tree lined streets, cohesive and architecturally-attractive buildings, recreational amenities and open space, and pedestrian connectivity throughout.

The Conceptual Plan divides the property into four development areas “Tiers” with permitted uses identified for each Tier, as depicted on Page 20 of Attachment 3, and as follows:

Tier 1 – Commercial

- Community Business (C-3)
 - Excluding land uses listed in II A i of Textual Statement
- Automobile self service station with convenience store
 - Limitations in II A iii of Textual Statement, including a limit of one station
- Hotel (a hotel may be placed in Tier 1 or Tier 2)
 - Limitations in II A iv of Textual Statement
- Self-storage facility
 - Limitations in II A v of Textual Statement, including a limit of one facility

Tier 2 – Office

- Corporate Office (O-2)
- Neighborhood Business (C-2)

Tier 3 – Multi-Family Residential

- Maximum of 300 units

Tier 4 – Townhouse and Condominium Residential

- Maximum of 300 units (may include a mixture of townhouse and condominium uses)

Ordinance Exceptions

Conditional Use Planned Development is requested to permit exceptions to ordinance requirements. Exceptions are requested to development standards, including a reduction in setbacks from interior streets and exterior property boundaries, reduction in required recreation area for multi-family units, and reduction in parking requirements in order to allow flexibility in design.

Design

High quality residential development addresses the Comprehensive Plan goals for strong and sustainable neighborhoods that are visually attractive, well-planned and well-maintained. Further, the purpose and intent of the zoning ordinance is to promote the health, safety, convenience and general welfare of the public. This includes the creation of convenient, attractive, and harmonious communities, protection against overcrowding of land, and protection of the natural environment. Developments that promote unique, viable and long-lasting places and enhance the community are encouraged.

The following provides a general overview of design requirements offered as part of this request, as described in Attachments 1 – 3, Proffered Conditions, Textual Statement and Design Guidelines:

- Development Design
 - Integrated development with architectural styles, building types, colors, features, and materials, with commonality throughout the development
 - Minimum of 10 acres of common and open space, including “The Landing” area as detailed in the Design Guidelines with a minimum of 3 acres
 - Internal system of sidewalks, paths, trails and walks to provide overall pedestrian connectivity within the development, with pedestrian scale lighting
 - Decorative street lights along Courthouse and Iron Bridge Roads, and along internal Roadways A, B, and C
- Commercial and Office Design
 - ☐ Tier 1 (Commercial):
 - Minimum of 50% masonry (brick, stone, or brick veneer)
 - No single tenant shall exceed 56,000 square feet (excluding office and self-storage)
 - Enhanced architectural standards for convenience store with gasoline sales (Design Guidelines)
 - Required hotel amenities, and maximum height of 4 stories
 - Enhanced architectural standards and restricted sign standards for self-storage facility (Design Guidelines)
 - ☐ Tier 2 (Office, to include commercial uses):
 - Limited to uses permitted in O-2 and C-2 Districts
 - Provides for a minimum of 100,000 square feet of office space (may also be provided in Tier 1)
 - Building height limited to 5 stories and 75 feet

- Minimum of 50% masonry (brick, stone, or brick veneer)
- Residential Design
 - Tier 3 (Multi-family):
 - Maximum of 300 multi-family units permitted; maximum 15% containing up to 3 bedrooms
 - On-street and garage parking to satisfy minimum parking requirements
 - Minimum of 50% masonry (brick, stone, or brick veneer), for all facades facing a public or private roadway
 - Enhanced entry roadway featuring design element such as pedestrian plaza, traffic circle/roundabout, or water feature
 - Written airport proximity notification provided to all tenants at time of lease
 - Recreational amenities including a minimum of 5,000 square feet of clubhouse with fitness center, as well a minimum of .5 acre of amenity space
 - Tier 4 (Townhome/Condominium):
 - Maximum of 300 dwelling units permitted
 - Sound suppression for units backing to Route 288 requiring units be designed so that average interior decibel level shall not exceed 45DBA
 - On-street or drive aisle and garage parking spaces permitted to satisfy minimum parking requirements
 - Minimum of a 1 car garage
 - Varied elevations for adjacent townhouse units, with a porch or stoop
 - Minimum of 30% masonry (brick, stone, or brick veneer), for all front facades, measured in the aggregate of the building, and 20% for sides, measured in the aggregate of the building, and 40% for rear elevations which are identified as “Landing Units”, measured in the aggregate
 - Written airport proximity notification provided to all purchasers

As suggested by the Comprehensive Plan goals and the Zoning Ordinance, the proffered conditions offered with this request include high quality design and architectural elements that will serve to complement the surrounding community.

COMMUNITY ENHANCEMENT

Staff Contact: Matt Becker (804-751-2368) beckerm@chesterfield.gov

The proposed project presents an opportunity for re-investment in an area in which investment activity and home values are below the County average. Although many of the neighborhoods surrounding the project have median assessment values below the County average, these neighborhoods also feature direct access to major transportation corridors, a major employment center at the Chesterfield County government complex, and multiple public facilities. Additionally, these neighborhoods are also within close proximity to a regional amenity and Pocahontas State Park. The area has many of the assets that are critical to attracting the re-investment this area would benefit from.

The Department of Community Enhancement supports this proposed project as it provides re-investment in the area’s housing market by increasing the supply of a various housing types.

BUDGET & MANAGEMENT

Staff Contact: Karen Bailey (804-751-4327) baileykl@chesterfield.gov

County finance staff is responsible for managing the finances of the County and making recommendations to the County Administrator regarding the allocation of available resources for the provision of services and capital facilities to serve the citizens of the County. Finance staff will advise the County Administrator if changed economic circumstances require adjustments to the County's budget or capital improvement program.

COUNTY TRANSPORTATION

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

EXECUTIVE SUMMARY

In accordance with Section 19.1-231 of the County Code, the applicant submitted a traffic study for an examination of the development's impact on the transportation network for various scenarios as noted below. Staff requested the applicant analyze the Ironbridge Road (Route 10)/Courthouse Road intersection and the site intersections along Courthouse Road. Staff did not request the applicant address the Route 288 off-ramp to Courthouse Road weave as part of this analysis. The following is a summary of the results:

- Existing (2019) overall intersection level of service (LOS) at the Route 10/Courthouse Road intersection is an "E" during the morning peak hour and a "D" during the afternoon peak hour.
- At development build-out (2024), acceptable overall level of service ("D" or better) is anticipated at the Route 10/Courthouse Road intersection and the Courthouse Road site intersections. This analysis includes Route 10 (Frith Lane to Whitepine Road) Widening Project ("Route 10 Widening Project") and all proffered road improvements.
- In 2039, without the development, unacceptable overall LOS ("F" during morning and afternoon peak hours) is anticipated at the Route 10/Courthouse Road intersection.
- In 2039, with the development, unacceptable overall LOS ("F" during peak hours) is anticipated at the Route 10/Courthouse Road; however, with the proffered road improvements, the LOS is slightly improved over the 2039 scenario without the development.
- In August 2017, the Board appropriated \$15,200,000 in anticipated VDOT reimbursements to proceed with the Route 10 Widening to six (6) lanes between Frith Lane and Whitepine Road. Construction is anticipated to begin in late 2020 with completion in early 2022. This project will not modify the Route 288 interchange or modify existing intersection movements. Staff anticipates an additional public project would be needed to analyze and provide alternative intersection modifications along Route 10 to better accommodate 2039 traffic volumes with or without the development. To date, there is no funding identified or appropriated for these interchange/intersection modifications.

The following chart summarizes the overall intersection levels-of-service:

INTERSECTION	2019 EXISTING		2024 DEVELOPMENT BUILD-OUT (includes Rt 10 Widening & Proffered Improvements)		2039 BACKGROUND WITHOUT DEVELOPMENT (includes Rt 10 Widening)		2039 BACKGROUND WITH DEVELOPMENT (includes Rt 10 Widening & Proffered Improvements)	
	AM	PM	AM	PM	AM	PM	AM	PM
Route 10 & Courthouse Rd	E (59)	D (53)	D (47)	D (45)	F (127)	F (115)	F (93)	F (98)
Courts Complex & Courthouse	Not applicable		C	D	Not applicable		C	D
Govt Center & Courthouse	Not applicable		A	A	Not applicable		B	B
(##): Value represent delay in seconds per vehicle at signal or roundabout controlled intersection.								

Per the County Code, the development does not maintain a minimum “D” level of service based upon a 20 year traffic projection and the resulting level of service with the development and proffered road improvements is lower (“F” during the morning peak hour and “F” during the afternoon peak hour) than that which currently exists (“E” during the morning peak hour and “D” during the afternoon peak hour). Staff cannot support this request; however, the development would adequately address its traffic impact at build-out in 2024 (“D” during the morning peak hour and “D” during the afternoon peak).

TRIP GENERATION

As evaluated in the traffic study, the applicant has proffered a maximum density (or equivalent) of 265,000 square feet (sf) of shopping center/retail, 150,000 sf of medical/dental office, 100,000 sf of mini-warehouse, 120 room hotel, and 600 residential multi-family units (Proffered Condition 3). The proposed development is anticipated to generate approximately 22,916 average daily trips (approximately 930 of these trips will occur in the morning peak hour and approximately 2,000 trips will occur in the evening peak hour). Traffic generated by development of the property would initially be distributed along Courthouse Road and Ironbridge Road (Route 10).

THOROUGHFARE PLAN & PUBLIC PROJECTS

Courthouse Road is a major arterial with a recommended right of way width of 90 feet, as identified on the County’s *Thoroughfare Plan*. Courthouse Road is a four-lane road from Route 10 to Courts Complex Road and a two-lane road from Courts Complex Road to the eastern terminus. In 2018, the VDOT traffic count on this section of Courthouse Road was 8,200 vehicles per day.

Route 10 is a major arterial with a recommended right of way width of 120 to 200 feet, as identified on the County’s *Thoroughfare Plan*. Route 10 is a four-lane divided road. In 2018, the VDOT traffic count on Route 10 between Route 288 and Beach Road was 45,320 vehicles per day (Level of Service “D”). As previously noted, staff is managing the Route 10 Widening Project from Frith Lane to Whitepine Road.

South of this proposed development, staff is managing the Nash Road Extension Project. The project will extend Nash Road as a two-lane facility from Beach Road to Route 10. An alignment has been determined and the design of the project is underway. Construction is anticipated in 2022.

PROFFERED ROAD IMPROVEMENTS

Section 19.1-231 of the County Code outlines the general requirements to meet the needs of the traffic generated by a proposed development, including acceptable levels of service. This proposed mixed-use development would contribute to an identifiable need for transportation and access improvements. The applicant has offered the following:

Vehicular Access (Proffered Condition 4):

- One direct access to Route 10 limited to right-in only, if approved byVDOT.
- Courthouse Road access based on an approved access plan at time of plan of development.

Dedication (Proffered Condition 5):

- Dedication of all right-of-way and easements as shown on the construction plans for the Route 10 Widening Project.

Road Improvements (Proffered Condition 6):

- Off-site Road Improvement at the Route 10/Courthouse Road Intersection:
 - Construction of an additional westbound left turn lane (6.a.i., estimated cost \$500,000)
 - Construction of replacement eastbound right turn lane (6.a.ii., estimated cost \$400,000)
 - Construction of northbound Route 10 right turn lane to Courthouse Rd (6.a.iii., estimated cost \$500,000)
- Off-site Road Improvement: Widen Courthouse Road to four (4) lane divided road from Route 10 to Government Center Pky. (6.b., estimated cost \$5,286,180)
- Route 10/Courthouse Road intersection improvements as follows:
 - Seven (7) lane section at westbound approach (5 westbound lanes, 2 eastbound lanes).
 - Five (5) lane section at eastbound approach (4 eastbound lanes, 1 west bound lane).
 - Traffic signal modifications
- Construction of left and right turn lanes along Courthouse Road at each approved access
- Construction of dual left turn lanes along eastbound Courthouse Road at the Road A/Courts Complex Road intersection
- Construction of traffic signal or other intersection control at the Courthouse Road/Courts Complex Road/Road A and Courthouse Road/Government Center Parkway/Road B intersections.
- Construction of additional pavement along the eastbound lanes of Courthouse Road to provide a separate right turn lane at the Government Center Parkway intersection.
- Construction of a ten (10) foot VDOT standard shared use path along Courthouse Road for the entire property frontage.
- Relocation of the stormwater management facility for the Route 10 Widening Project and restoration of the area.
- All proffered road improvements will be completed prior to issuance of any final certificate of occupancy, as determined by the Transportation Department. In the event the Route 10 Widening Project impacts the completion of the proffered road improvements, staff may permit issuance of occupancy permit(s) if the developer provides assurance that the improvements are completed in a timely manner (i.e. phasing plan with appropriate surety/bonding).

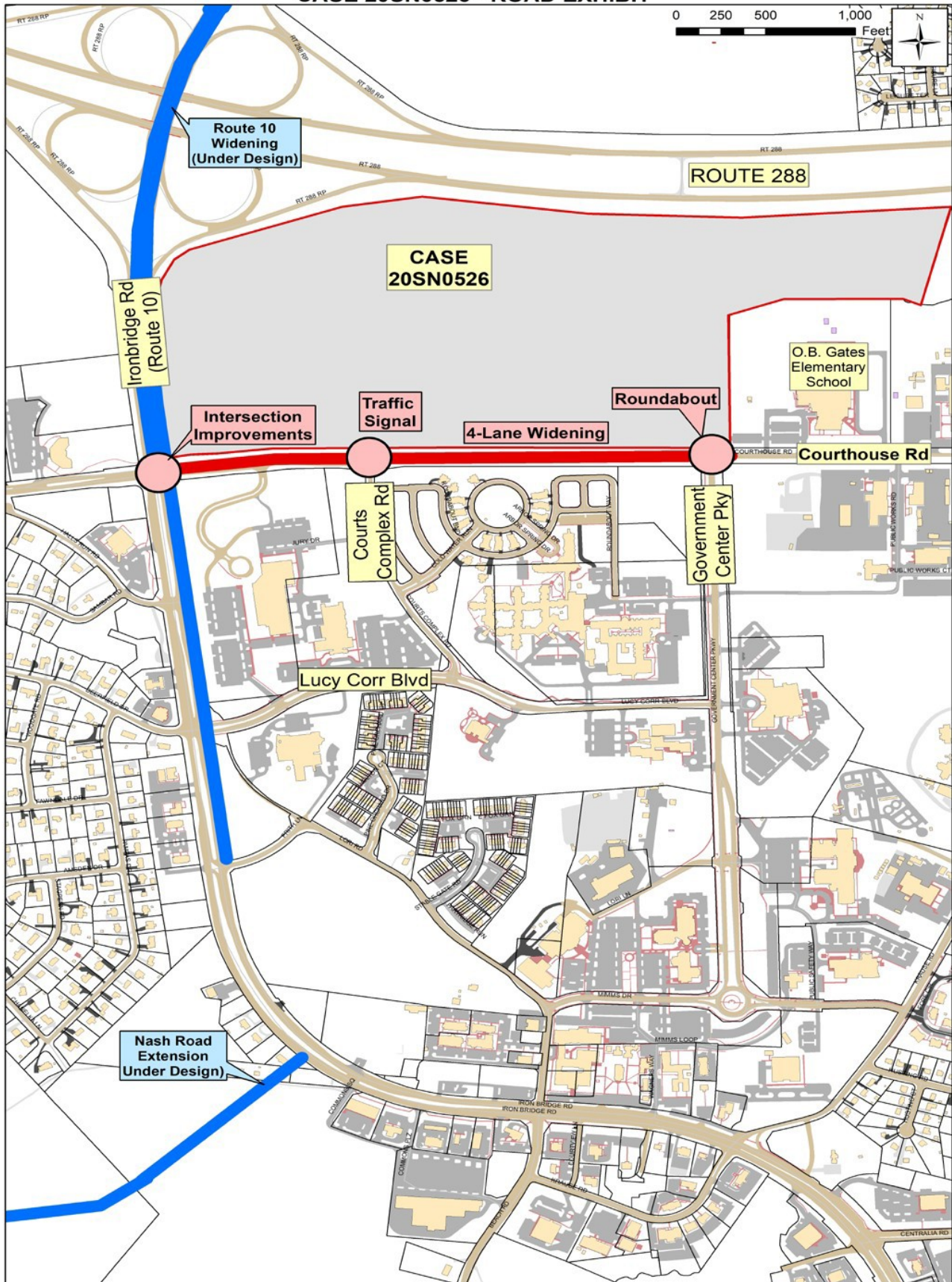
ROAD CASH PROFFERS

The property is within Traffic Shed 13, which encompasses the area south of Route 288, north and east of Route 10, and west of Chester Road. Many roads in this part of the county have little or no shoulders, fixed objects (trees) adjacent to the edge of the pavement and poor vertical and horizontal alignments. The traffic volume generated from this proposed residential development will contribute to an identifiable need for transportation facility improvements to these roads in excess of existing transportation facility capacity. Roads in this shed or which serve this shed need to be improved or widened to address safety and accommodate increased traffic, including the increased traffic from the proposed development.

An applicant may choose to address the development's impact on the county's road transportation network through dedication of property, construction of road improvements, or a cash proffer. If an applicant elects to offer cash to address the impact on the county's road transportation network, Transportation staff has calculated the average impact of a single-family dwelling unit on the road network to be \$12,652; however, the Board of Supervisors has adopted a policy establishing that it would accept a maximum cash proffer of \$9,400 per dwelling unit as addressing the traffic impacts of residential development, with all of the funds to be dedicated towards improvements to the transportation network. The Policy allows the county to consider mitigating circumstances about a proposed development. In this case, the residential development is limited to townhome and multi-family (apartment/condominium) uses, which generate approximately 63% and 60% of the traffic of single-family dwelling units, respectively. Because of this, the traffic impact could be addressed with \$5,922 (63% of \$9,400) per townhome dwelling unit and \$5,640 (60% of \$9,400) per multi-family dwelling unit. The traffic impact of the proposed development could be valued at \$3,468,600 ($300 \times \$5,922 + 300 \times \$5,640$).

As previously noted, the applicant has proffered to construct specific off-site road improvements along Route 10 and Courthouse Road (Proffered Conditions 6.a.i., 6.a.ii., 6.a.iii., and 6.b). The condition requires the applicant to complete all road improvements prior to issuance of any final occupancy permit. The applicant has provided information that the estimated cost of the off-site road improvements is \$6,686,180. Staff agrees with the developer's evaluation. It should be noted, however, that the actual cost to provide these improvements could be more or less than this amount.

CASE 20SN0526 - ROAD EXHIBIT



VIRGINIA DEPARTMENT OF TRANSPORTATION

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

As the proposed site will generate over 5,000 vehicle trips per day, and Chapter 527 Traffic Impact Analysis (TIA) is required. The original TIA was submitted to VDOT for review, with VDOT comments provided to the County dated September 13, 2019. The applicant revised the TIA and provided an updated report for review on November 14, 2019. VDOT is currently reviewing the updated report for compliance with the Chapter 527 TIA regulations. In the event a signal is warranted by the proposed site traffic, VDOT will require the applicant to submit a Signal Justification Report (SJR) to the department to analyze appropriate alternative intersection treatments in order to determine the appropriate traffic control measures necessary at the intersection. The applicant has requested a right-in only access off of Route 10 that will require a VDOT Access Management Exception for not meeting the minimum spacing requirements from the on-ramp to eastbound Route 288 and the signalized intersection of Route 10 and Courthouse Road. Specific features of the proposed site will be addressed during the County Site Plan Review Process.

FIRE AND EMERGENCY MEDICAL SERVICES

Staff Contact: Anthony Batten (804-717-6167) battena@chesterfield.gov

Mission

The mission of Fire and Emergency Medical Services (EMS) is to protect life, property and the environment through a comprehensive fire and life safety program that ensures an adequate and timely response to emergencies.

Response Times

The proposed development is located in the urban response zone for which Fire & EMS has a goal of responding to at least 90% of the calls for service in under seven (7) minutes. Fire and EMS is currently unable to meet that goal.

Nearby Fire/EMS Facilities

The Airport Fire Station, Company Number 15

Anticipated Fire & EMS Impacts/Needs

Based on an average of .374 calls per dwelling, it is estimated that this development will generate 281 annual calls for Fire/EMS services.

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.

Buildings greater than 3 stories in height will require a second access when developed.

To satisfy the requirements of Section 17-76 of the Subdivision Ordinance, when the cumulative total of homes in a proposed development exceeds fifty (50), a second public road access to all dwellings should be provided. This requirement is necessary to provide emergency vehicle a second access to the homes should the other entrance become blocked.

SCHOOLS

Staff Contact: Atonja Allen (804-318-8740) atonja_allen@ccpsnet.net

Mission

High performing, high quality public schools contribute to the quality of life and economic vitality of the County. The comprehensive plan suggests a greater focus should be placed on linking schools with communities by providing greater access, flexible designs and locations that better meet the needs of the communities in which they are located.

Capital Improvements

The School Board FY2020 adopted Capital Improvement Plan (CIP) continues to support the 2013 voter approved school revitalization program that will replace or renovate ten schools and construct one new elementary school to add capacity in the Midlothian area of the county. The ten existing facilities that are part of the revitalization program are Beulah Elementary School, Crestwood Elementary School, Enon Elementary School, Ettrick Elementary School, Harrowgate Elementary School, Matoaca Elementary School, Reams Elementary School, Manchester Middle School, Providence Middle School, and Monacan High School. A replacement Manchester Middle School is planned for construction on the existing school site, and the Beulah Elementary School, Enon Elementary School, Providence Middle School, and Monacan High School projects are complete. Additional school construction projects include a Matoaca Middle School addition on the east campus site, and the new Matoaca Elementary School will be constructed on the existing west campus site. Upon completion of the east campus addition, the current west campus building will be demolished and Matoaca Middle School will operate as a single, unified campus. Information on the CIP and School Board approved construction projects can be found in the financial section of the CCPS Adopted Budget for FY2020.

Anticipated School Impacts

	Elementary (PK to 5)	Middle (6 to 8)	High (9 to 12)	Total ⁽¹⁾
Anticipated Student Yield by School Type	51	26	41	118
Schools Currently Serving Area	O.B. Gates	Salem Church	L.C. Bird	2019-20 School Year
Current Enrollment	682	919	1,795	
Design Capacity ⁽²⁾	1,020	1,216	2,454	
Enrollment Percent of Design Capacity	67%	76%	73%	
Program Capacity ⁽³⁾	874	993	2,311	
Enrollment Percent of Program Capacity	78%	93%	78%	
Total Number of Trailers	0	5	5	
Number of Classroom Trailers	0	2	2	
Note:				
⁽¹⁾ Based upon the average number of students per dwelling unit for each of the school attendance zones where the proposal is located. Student Generation Factor (2017) is the actual total number of students by grade level divided by the actual total number of housing units by housing type.				
⁽²⁾ Design capacity is the maximum number of students the building can accommodate based on the Virginia Department of Education Standards of Quality and the architectural program design of the existing building including all interior and exterior renovations to date and an inventory of all available space. Design capacity does not include site-based initiatives and is thus not subject to frequent change and represents prototypical design capacity using VDOE standards.				
⁽³⁾ Program capacity is the maximum number of students the building can accommodate based on the Virginia Department of Education Standards of Quality and the current school programming that may adjust the number of rooms used for core or grade-level classrooms in the overall building design capacity.				

Public Facilities Plan

Post 2020, the *Public Facilities Plan* recommends a new middle school in the vicinity of Chester and West Hundred Roads and a new high school in the vicinity of Chester Road and Route 288, north of Route 10. However, at this time, a budget has not been developed for the acquisition of land or construction of these school facilities as recommended in the *Plan*.

Additional School Comments

The proposal is adjacent to O.B. Gates Elementary School. For safety and security of schools, access (such as pedestrian paths and connections) should be from the front or main entrance of the school. The developer indicated that the initially proposed northernmost trail connector along "Road B" would not be made. Any proposed road improvements or pedestrian access/connectivity in front of the school property should be in accordance with VDOT's and CDOT's regulations within school zones.

The portion of the school property closest to this proposal may be redeveloped to a more intense school use over time.

The proposed project is accessed through Courthouse Road, which is also the main thoroughfare for O.B. Gates ES, L.C. Bird HS, Chesterfield Career and Technical Center (CTC) at Courthouse and CCPS offices for Pupil Transportation (Main Office, Area 1 and Area 5), Fleet Garage, Training Office and ESOL-Prekindergarten Welcome Center. This could impact traffic and school bus operations, especially during drop-off and pick-up of students.

LIBRARIES

Staff Contact: Jennifer Stevens (804-751-4998) stevensj@chesterfield.gov

Countywide Library Needs

The public library system's role in the county has expanded beyond its traditional function as a resource for information and materials, and now serves as a community gathering place for educational, cultural and informational services; community support during emergencies; economic development; and revitalization activities.

Anticipated Libraries Impacts

While all county libraries could be potentially impacted by the proposed development, the following library is nearby:

Central Library

PARKS AND RECREATION

Staff Contact: Janit Llewellyn (804-751-4482) llewellynja@chesterfield.gov

Mission

The County supports a high-quality park system to provide residents and visitors with balanced access to active and passive recreation opportunities. The 2018 level of service is 7.5 acres of regional, community and neighborhood parkland per 1,000 persons whereas the target level of service is 9 acres per 1,000 persons.

Nearby Parks Facilities

- Cogbill Park & Harry G. Daniel Park at Ironbridge
- Fairgrounds Event Park
- Bird Athletic Complex & Chesterfield Technical Center –Courthouse
- L. C. Bird High School & O. B. Gates Elementary School

Public Facilities Plan

The *Public Facilities Plan* identifies the need for a neighborhood park. Cogbill Park meets this need in the area and is planned for development.

The Bikeways and Trails Chapter of the Comprehensive Plan recommends 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* shows a route on or along the Courthouse Road.

RECOMMENDATION

Proposed development sidewalks and trails should connect to the Bikeways and Trails located on Courthouse Road and the existing and proposed trails near the Government Center.

SUMMARY OF IDENTIFIED ISSUES

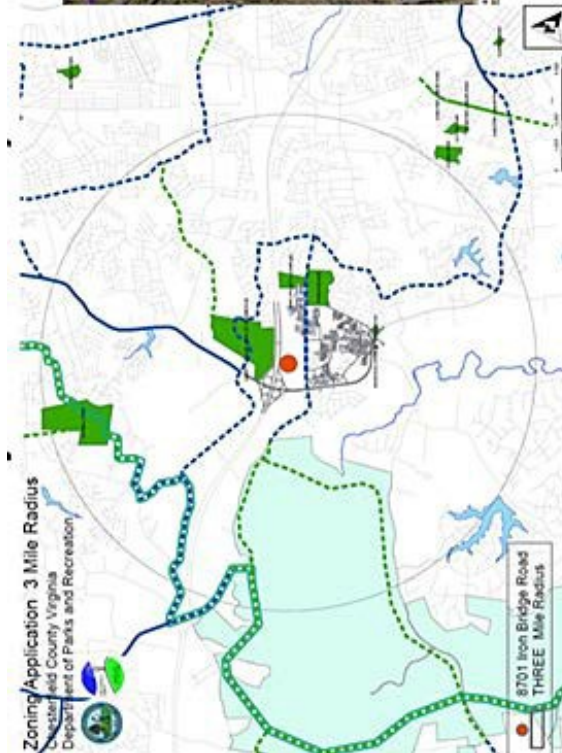
None

Additional Parks Comments

The *Plan* addresses connection of the development to the Bikeways and Trails both existing and planned on Courthouse Road. The Bikeways and Trails routes throughout the Chesterfield County Government Complex and along Ironbridge Road will also provide pedestrian and bicycle connectivity to this community.

See attached Bikeways and Trails Plan (Pages BT1-BT21 - https://www.chesterfield.gov/mwg-internal/de5fs23hu73ds/progress?id=SwnDyiT70vfqILT1k7TZEy5Md3xR8_cGf2hYwI2u9EQ,&dl) & Fairgrounds Park Master Plan (see attached concept plan).

Internal recreation amenities and open space should be planned to incorporate areas not restricted to development (e.g. Resource Protection Areas, Wetlands and steep slopes).



Nearby Parks & Schools

- Cogbill Park
- Harry G. Daniel Park at Ironbridge
- Fairgrounds Event Park
- Bird Athletic Complex
- Chesterfield Technical Center – Courthouse
- L. C. Bird High School
- O. B. Gates Elementary School

Nearby Proposed Trails

The Bikelways and Trails Plan indicates an on or along Courthouse Road.

Recommendation

Proposed development could connect to the Bikelways and Trails located on Courthouse Road and within the Government Center Complex.

UTILITIES

Staff Contact: Matthew Rembold (706-7616) remboldm@chesterfield.gov

Existing Water and Wastewater Systems

Utility Type	Currently Serviced	Size of Closest Existing Lines	Connection Required by County Code
Water	Yes & No	16"	Yes
Wastewater	Yes & No	18"	Yes

Additional Utility Comments:

The applicant is proposing a development that includes up to 265,000 square feet (sf) of shopping center/retail, 150,000 sf of medical/dental office, 100,000 sf of mini-warehouse, 120 room hotel, and 600 residential multi-family units (Proffered Condition 3).

The subject properties are located within the mandatory water and wastewater connection areas for new residential and non-residential structures. The existing gas station along Iron Bridge Road is currently served by County water and wastewater. The applicant has proffered use of County water and wastewater to support this development. (Proffered Condition 10)

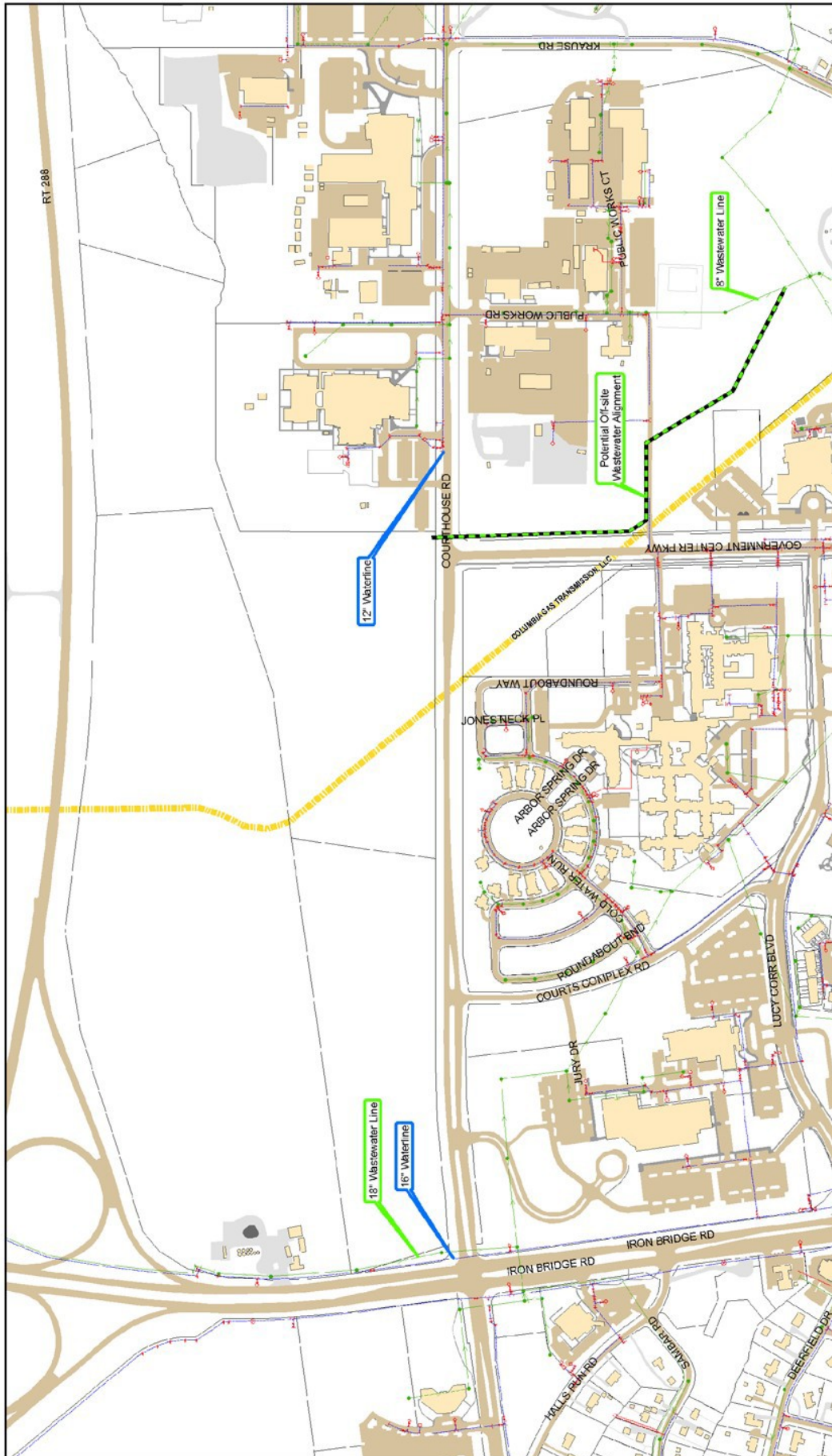
Due to the size and scope of the project the applicant has proffered to submit an overall utilities master plan for review and approval by the Utilities Department (Proffered Condition 11). Further, the applicant has proffered to analyze the hydraulic capacity of the county's water and wastewater systems as part of that plan and make any related capacity improvements to the systems necessary to support the development of the project.

County wastewater is available at the intersection of Iron Bridge Road and Courthouse Road to serve this development. Due to grade and the gas transmission main that bisects the property, staff anticipates an offsite wastewater extension will be necessary to serve the development from south of Courthouse Road from the area behind the Smith-Wagner building and Public Works Road. This extension will cross property owned by the County, and coordination with various County departments will be required prior to approval of the wastewater alignments to verify the County's future use of these lands will not be adversely impacted by this extension.

County water is available at the intersection of Iron Bridge Road and Courthouse Road to serve this development. Due to the number of units proposed, a looped water system will be required. This will involve construction of a waterline through the development along Courthouse Road and interconnecting with a waterline stub along Courthouse Road in front of Gates Elementary School.

All extensions of the County water and wastewater systems will be subject to formal review and approval of the Utilities Department. The Utilities Department supports this case.

CHESTERFIELD COUNTY DEPARTMENT OF UTILITIES



Chesterfield County
Department of Utilities
20SN0526
29:11 Chesterfield, LLC
MJR, 9/12/2019
1 inch = 600 feet

ACCURACY OF INFORMATION NOT GUARANTEED
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WE DO NOT GUARANTEE ITS ACCURACY.
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ENVIRONMENTAL ENGINEERING

Staff Contact: Rebecca Rochet (804-748-1028) rochetr@chesterfield.gov

Geography

The subject properties are generally very flat and contain a large area of wetlands in the center of the proposed development. The properties drain from southwest to northeast to an existing natural stream which crosses under Route 288 and into Proctors Creek. All of the properties are located within the Proctors Creek Watershed.

Environmental Features

A Resource Protection Area (RPA) Designation must be submitted to the Department of Environmental Engineering – Water Quality Section prior to the submittal of any site plans and/or preliminary plats. A Water Quality Impact Assessment must be submitted to and approved by the Department of Environmental Engineering and/or the Board of Supervisors for any improvements which may encroach into the RPA.

Additionally, there are areas of wetlands within the drainageways located on the properties. Wetlands and/or streams shall not be impacted without approval from the U.S. Army Corps of Engineers and/or the Virginia Department of Environmental Quality.

Drainage

The subject properties currently drain to an existing natural stream which crosses under Route 288 and into Proctors Creek. Proctors Creek drains through several existing subdivisions which contain homes currently located within the FEMA 100-year floodplain; therefore, any increase in the 100-year discharge rate from the development of the subject properties may result in increased flooding of these homes. As a result, the maximum post-development discharge rate for the 100-year storm shall be based on the maximum capacity of the existing facilities downstream, and shall not increase the recorded 100-year backwater and/or floodplain. On-site detention of the post-development discharge rate for the 100-year storm to below the pre-development discharge rate may be provided to satisfy this requirement. The applicant has offered Proffered Condition 9 to address this impact.

A portion of the County Complex currently drains through an existing ditch which will be impacted with the proposed development. A new alignment of the stormwater conveyance system, within a permanent drainage easement, shall be provided through the subject properties to an adequate receiving channel, as determined by the Department of Environmental Engineering at the time of site plan review. The applicant has offered Proffered Condition 9 to address this impact.

Stormwater Management

The development of the subject properties will be subject to the Part IIB technical criteria of the Virginia Stormwater Management Program Regulations for water quality and quantity. Any areas of forest/open space used for stormwater quality compliance must be outside the limits of the residential lots, unless otherwise approved by the Department of Environmental Engineering.

AIRPORT

Staff Contact: Clay Bowles (804-748-1373) bowlesc@chesterfield.gov

The property is within the Chesterfield County Airport Operational and Runway Approach areas per the Comprehensive Plan. The property, however, is outside the boundary of the Runway Protection Zone (RPZ), an established area off the end of the runway with limitations on obstructions. The property also falls within a 50:1 Surface Approach Zone (Glide Slope Ratio) which establishes the maximum building height across the property (reference Attachment 4).

The county airport consulting engineer, Delta Airport Consultants, reviewed the proposed project and offered the following comments. Based on these comments, General Services defers to Community Development to determine the appropriate time in the site plan review process to address the following items. General Services views these following items as requirements and not merely options.

Compliance with all applicable FAA Requirements 7460 Review

Once final building plans are determined, the developer should be required to demonstrate compliance with all applicable FAA restrictions (e.g., Runway Protection Zone, building height requirements, etc.). We believe this is best accomplished by completing a FAA 7460 review, whereby the specifics of planned construction are evaluated for hazards to air navigation. This is a pass/fail type of review and documentation of compliance should be required before site plan approval. Further, if changes are made, a new review should be required.

Aesthetic Water Features & Proposed Stormwater Management

The concern is the likelihood of these items to attract birds, which can be significantly hazardous to safe operation of aircraft. Any water feature proposed purely for aesthetics should not be allowed. Stormwater management should be designed as a detention pond(s) (i.e., not a retention pond) that will drain quickly.

Noise

The development must comply with the FAA-mandated 65 DNL sound requirement as detailed in the Airport Master Plan. In addition to utilization of noise-mitigating construction materials, a buyer-signed disclosure statement should be required to notify buyers that they are purchasing property in an airport landing approach pattern where jet aircraft regularly operate.

CASE HISTORY

Applicant Submittals

8/20/19	Application submitted
9/10, 9/11, 9/12, 9/17, 9/27, 9/30, 10/16, 11/7, 11/27 & 12/4/19	Proffered conditions, Textual Statement and exhibits submitted

Community Meetings

9/23/19	<p>Issues Discussed:</p> <ul style="list-style-type: none"> • Timing of public hearings for case • Potential site impediments such as gas easement and wetlands • Proximity to airport and potential structure height limitations • Quantity and long-term quality of proposed apartments and potential impact to schools • Multiple variations in proposed architectural treatment • Need for a hotel • Widening of Courthouse Road and its impact on nearby pedestrian facilities • Timeline of Route 10 widening project • Impact on existing traffic conditions on Iron Bridge and Courthouse Roads and proposed site access • Development impact on first responders • Development density • Project completion/timeline • Public outreach
11/21/19	<p>Issues Discussed:</p> <ul style="list-style-type: none"> • Widening of Courthouse Road and its impact on nearby pedestrian facilities • Timeline and details of Ironbridge Rd widening project and aesthetic impact widening project may have on surrounding area • Impact of roadway projects and traffic from development on nearby schools • Impact on existing traffic conditions on Iron Bridge and Courthouse Roads and proposed site access • Vehicular cut-thru traffic impact on Deerfield Estates • Architectural details • Proximity to airport and potential structure height limitations • Impact of Chesterfield County Public Schools

Planning Commission	
10/15/19	Action – DEFERRED TO DECEMBER 17, 2019 ON THE COMMISSION’S OWN MOTION, WITH THE APPLICANTS CONSENTING TO THE FIRST 34 DAYS (NOVEMBER 19) AND THE REMAINING 28 DAYS COUNTED AGAINST THE CPC’S 100 DAYS.
12/18/19	<p>Citizen Comments: Citizens spoke in favor and opposition to the request. Those in favor noted:</p> <ul style="list-style-type: none"> • Need for mixed-use development in area, including medical office and hotel • Future residents would become accustomed to aircraft noise • Satisfaction with proposed higher development standards • Resulting traffic would be mitigated with proposed roadway improvements <p>Citizens who spoke in opposition to the request noted concerns relative to:</p> <ul style="list-style-type: none"> • Proposed development too large and out of scale with the area • Resolution of outstanding traffic details with VDOT prior to approval • Increase in traffic and impact on challenged roadway networks and adjacent school traffic. Anticipated problems with proposed roundabout. Traffic impacts on Deerfield Estates. • Wet ponds attractive to water fowl and hazardous for aircraft • Residential units located in runway approach path; posing noise and safety concerns • Residential impact on nearby schools • Compliance with the Comprehensive Plan • Need for additional open space and area parks • Lack of development phasing may result in more desirable uses, such as medical office and hotel, never being constructed • Reservation of space for future government use <p>Applicant’s comments: The applicant indicated the following:</p> <ul style="list-style-type: none"> • Fencing between the site and O.B. Gates proposed • Preference for traffic signal at access; roundabout supported by CDOT • Off-site roadway improvements completed prior to certificates of occupancy • Proposed development would not address regional site traffic but would provide significant tax revenue for the County • Compliance with all FAA regulations. • Development details evaluated through site plan review process • No anticipated changes to proposal to warrant deferral of case

	<p>Commission Discussion:</p> <p>The Commission noted the following:</p> <ul style="list-style-type: none"> • Consideration for deferral to provide applicant time to work with VDOT on remaining traffic issues, to include traffic weave from Route 288/Route 10 to Courthouse Road (east), and access (right-in) from northbound Iron Bridge Road • Concerns pertaining to current and future levels of service for area roads; need for Route 10 Corridor study and phasing of associated road improvements • Lack of development phasing plan (commercial with residential) and guarantees for medical/office and hotel uses • Airport safety concerns, including use of wet detention ponds (waterfowl) • Completion of FAA application process and approvals • Limiting noise levels for residential based on airport proximity and the flight approach path • Insufficient screening for proposed gas station at highly-visible corner of Iron Bridge and Courthouse Roads <p>Recommendation – DENIAL</p> <p>Motion: Jackson Second: Sloan</p> <p>AYES: Jackson, Freye, Jones, Sloan and Stariha</p>
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PROFFERED CONDITIONS

December 4, 2019

1. Master Plan. The Textual Statement last revised December 4, 2019, shall be considered the Master Plan. (P)
2. Burning ban. The Developer shall not use burning to clear or timber the Property.(F)
3. Density. The maximum density of this development shall be 265,000 square feet of shopping center/retail, 150,000 square feet of medical/dental office, 100,000 square feet of mini-warehouse, 120 room hotel, and 600 multi-family units; or equivalent density as approved by the Transportation Department. At the request of the Developer, higher densities may be approved by the Planning Commission if the other requirements of zoning are met. (T)
4. Access.
 - a. Direct vehicular access from the Property to Ironbridge Road (Route 10) shall be limited to one (1) entrance/exit, if approved by the Virginia Department of Transportation (VDOT).
 - b. Prior to any tentative subdivision plan, site plan, or construction plan approval, whichever occurs first, an access plan for Courthouse Road shall be submitted to and approved by the Transportation Department. Vehicular access from the Property to Courthouse Road shall conform to the approved access plan.(T)
5. Dedication. Prior to any site plan approval, in conjunction with recordation of the initial subdivision plat, or within thirty (30) days from a written request by the Transportation Department, whichever occurs first, all rights of way and easements as shown on the construction plans for the widening of Ironbridge Road (Route 10 Widening from Frith Lane to Whitepine Widening Project) from the Property, as determined by the Transportation Department, shall be dedicated, free and unrestricted, to Chesterfield County. (T)
6. Road Improvements. To provide an adequate roadway system, prior to the issuance of any final certificate of occupancy, the following road improvements shall be completed as determined by the Transportation Department. The exact alignment, design, and length of these road improvements shall be approved by the Transportation Department.
 - a. Ironbridge Road (Route 10) and Courthouse Road intersection:
 - i. Construction of additional pavement along the western approach of Courthouse Road to provide a seven (7) lane typical section [i.e., five (5) westbound lanes (dual lefts, one thru, and dual rights) and two (2) eastbound lanes].

- ii. Construction of additional pavement along the eastern approach of Courthouse Road to provide a five (5) lane typical section [i.e., four (4) eastbound lanes (left, two (2) thru, and right) and one (1) westbound lane].
 - iii. Construction of additional pavement along northbound lanes of Route 10 at the Courthouse Road intersection to provide a separate right turn lane.
 - iv. Full cost of traffic signal modifications at the Route 10/ Courthouse Road intersection to accommodate road improvements identified above.
- b. Construction of Courthouse Road to a four (4) lane divided road section from Route 10 to the Government Center Parkway intersection, with modifications approved by the Transportation Department.
- c. Construction of additional pavement along Courthouse Road to provide separate right turn lanes and adequate left turn lanes (where left turn movements are permitted) at each approved access. These improvements may be modified based on intersection control at the Courts Complex/Road A and Government Center Parkway/Road B intersections, as determined by the Transportation Department and approved by VDOT.
- d. Construction of additional pavement along the eastbound lanes of Courthouse Road to provide dual left turn lanes at the Courts Complex Road/Road A intersection, unless otherwise approved by the Transportation Department. This improvement may be modified based on approved intersection control, as determined by the Transportation Department and approved by VDOT.
- e. Construction of traffic signal or other intersection control at the Courthouse Road/Courts Complex Road/Road A and Courthouse Road/Government Center Parkway/Road B intersections, if warranted by the Transportation Department and approved by VDOT.
- f. Construction of additional pavement along the eastbound lanes of Courthouse Road to provide a separate right turn lane (slip lane) at the Government Center Parkway intersection, with modifications approved by the Transportation Department.
- g. Construction of a 10 foot VDOT standard shared use path along the north side of Courthouse Road ("Courthouse Shared Use Path") for the entire Property frontage, unless otherwise approved by the Transportation Department. This path may be located within the Courthouse Road buffer.
- h. Relocation of the stormwater management facility as shown on the construction plans for the Route 10 Widening (Frith Lane to Whitepine Road) Project (labeled as "SWM 17" on the construction plans) and restoration of the area as determined by the Planning Department. On-site stormwater system shall be designed and constructed to accommodate the relocated stormwater management facility drainage, including dedication of any required drainage easements.

- i. Dedication to Chesterfield County, free and unrestricted, of any additional right-of-way (or easements) required for the improvements identified above. (T)
7. Open Space/Pedestrian Areas.
 - a. Common and open space areas designated in the Design Guidelines shall include common spaces for use by all owners, residents, tenants, guests, and invitees of all or any specific portions of the Property, designed to include amenities that add high visual interest, such as some or all of the following, but not limited to: decorative pedestrian-style lighting; benches; landscaped areas; plantings; bike racks; plazas; water features; gathering areas; multi-purpose open lawn (for use for such activities as bocce ball and Frisbee golf); pond overlook; native plant meadow; grilling areas; fire pit areas; outdoor dining areas; dog park; fitness stations; community gardens; picnic shelters; bird-watching areas; and other pedestrian elements.
 - b. Pedestrian areas such as trails, walks and paths, and the above amenities along such areas, shall be provided throughout the Property as generally shown in the Design Guidelines to provide pedestrian connectivity throughout the entire development and in particular between buildings and different uses on the Property and to and from the Courthouse Shared Use Path, all as generally shown in the Design Guidelines. The exact design, material and location of such pedestrian elements shall be approved by the Planning Director as part of plan approval.
 - c. There shall be an internal system of sidewalks, paths and crosswalks along and between roads and drives providing overall pedestrian connectivity within the Property and to and from the Courthouse Shared Use Path. Such hardscaped walks shall be constructed of various hard and decorative materials, such as, but not limited to pavement, concrete, stone pavers, asphalt, or stamped concrete, in locations as generally shown in the Design Guidelines.
 - d. The Landing, as shown in the Design Guidelines, shall be a minimum of 3 acres, serve as a focal point upon entry into the Property and provide a common area transition between the residential and commercial portions of the Property. The Landing shall be connected to all portions of the Property by the various pedestrian elements described above. (P)
8. Street Lights. Decorative street lights will be provided along the Property boundary as it adjoins Iron Bridge Road and Courthouse Road and such lights shall be limited to 15 feet in height. Decorative street lights will also be provided along those internal roads designated in the Design Guidelines as "Road A", "Road B" and "Road C". The specific light fixture and spacing shall be approved by the Planning Director in conjunction with plan approval. The installation of the street lights may be phased as approved by the Planning Director based on the extent of the plan approval. (P)
9. Stormwater. The maximum post-development discharge rate for the 100-year storm shall be

based on the maximum capacity of the existing facilities downstream, and shall not increase the recorded and/or established 100-year backwater and/or floodplain. On-site detention of the post-development 100-year discharge rate to below the pre-development 100-year discharge rate may be provided to satisfy this requirement. Further, the Developer shall dedicate a permanent drainage easement for the benefit of the County for the upstream off-site drainage through the Property as determined at the time of plan review and approval. Any wet stormwater management facility shall be designed as a visual amenity to create water features, which shall include pedestrian areas and fountain type aerators, unless specifically prohibited or restricted by law or government regulation, and as determined by Environmental Engineering. Further, any such wet stormwater management facility shall include features to discourage use of such facilities by wildlife, such as sound measures or otherwise. (EE)

10. Public Water and Wastewater. Public water and wastewater system shall be used.(U)
11. Utilities. The Developer shall submit and receive approval from the Utilities Department for an overall utilities master plan indicating the on-site and off-site utilities improvements necessary to support the development prior to the submission of any schematic, tentative subdivision, construction, or site plan on the Property. The Developer shall perform a hydraulic analysis of the county's water and wastewater systems to verify adequate capacity exists as part of the overall utilities master plan. Any capacity related improvements required to support the demands of this development will be reflected on the overall utilities master plan and shall be the responsibility of the Developer. (U)

TEXTUAL STATEMENT

Last Revised December 4, 2019

Design Guidelines. This Textual Statement shall include the following exhibits which by this reference are made a part hereof:

- A. Exhibit A – Design Guidelines attached hereto as Exhibit A, entitled “COURTHOUSE LANDING, DESIGN GUIDELINES, CHESTERFIELD, VA”, dated November 5, 2019, and prepared by CiteDesign (the “Design Guidelines”).

Design Intent. Courthouse Landing is a mixed use community to live, work, shop and recreate with a focus on common gathering spaces, public spaces and pedestrian connections. The development is intended to provide seamless transitions to integrate the commercial areas and residential sections by use of connecting streets, common spaces, open areas, public spaces, and walkways as generally shown within the Design Guidelines. While the particular uses are located in various specific areas of the Property, the overall design of the Property will include common spaces for use by all owners, residents, tenants, guests, and invitees of the Property, designed to include amenities that add high visual interest and pedestrian connections to such common spaces and all uses on the Property by use of various pedestrian elements. The feel of the project will also be achieved with quality materials, finishes, design elements and architectural features on buildings to reflect a variety of architectural styles, buildings types, textures, and colors, but providing a commonality of quality material, finishes and styles as generally reflected in the Design Guidelines.

CUPD. Development of the Property shall comply with the Zoning Ordinance requirements except as outlined herein.

I. **General Requirements:**

- A. **Design Guidelines Requirements.** The Property shall be designed as generally depicted within the Design Guidelines, provided the exact number, number, location and style of buildings, drive areas, parking areas, common areas, open spaces, pedestrian elements, and features shall be designed to achieve the goals of the Design Intent.

B. **Setbacks.**

- i. All structures, parking areas, drive aisles and public and private access roads shall (i) not have any setback requirements from interior streets or the exterior property lines, other than as needed to provide sufficient room for a pedestrian street environment (that may include on-street parking, street trees, sidewalks, and a landscaping strip between internal parking and any sidewalk) and necessary utility areas, (ii) be setback a minimum of 30 feet from Iron Bridge Road, (iii) be setback a minimum 30 feet from Courthouse Road, and (iv) for Tier 4, be a setback a minimum of 100 feet from I-288.

- ii. I-288. The setback required by Section 17-70(a) for residential dwellings along I-288 shall be at least 100 feet.

C. Landscaping.

- i. Iron Bridge Road. A landscape strip shall be provided along Iron Bridge Road planted in accordance with Zoning Ordinance requirements for Tree Preservation and Perimeter LandscapingC.
- ii. Courthouse Road. A tree preservation and landscape strip shall be provided along Courthouse Road in accordance with Zoning Ordinance requirements for Tree Preservation and Perimeter LandscapingC.

- D. Architecture. Architectural styles within the project shall provide a variety of architectural features, buildings types, textures, design elements, and colors, as well as a commonality of quality material, finishes and styles as generally reflected by the Design Guidelines.

EIFS shall consist of no more than 15% of the exposed portion of any wall of any building on the Property, shall not be located less than six feet from the ground adjoining the building, and EIFS is to be used primarily as an accent material.

- E. Recreation Areas. Common open spaces and recreation areas on the Property shall total at a minimum, at full build out, at least 10 acres, which areas shall include common open spaces, such as the Landing, as generally shown in the Design Guidelines, various pedestrian elements within and around such areas, walkways and sidewalks connecting the various uses, outdoor areas (hardscaped and natural), playgrounds, outdoor dining areas, fitness stations, seating areas (benches), bike racks, educational plaques, bird-watching areas and the various Recreation Areas within each Tier that are referenced below.

- F. I-288 Signage. A sign shall be permitted along I-288 provided such sign shall be limited to a height of 20 feet and with no more than 150 square feet of sign areaper side.

II. Tier 1 – Commercial Tier:

A. Uses.

- i. All uses within the Community Business (C3) District shall be permitted, except for the following uses which shall beprohibited:
 - a. Automobile sales and rental, including consignmentlots
 - b. Commercial kennels
 - c. Funeral homes
 - d. Feed sales
 - e. Flea markets
 - f. Laundromat
 - g. Mortuary

- h. Motorcycle, Go Cart, All-Terrain Vehicle, or similar type vehicle track or operation
 - i. Greenhouse
 - j. Veterinary clinic or hospital with accessory kennel for overnight stays
- ii. Other than an office user and the self-storage use, no more than one tenant or user for any such permitted C-3 use may exceed 56,000 square feet.
- iii. An automobile self service station with convenience store shall be permitted subject to the following:
 - a. No more than 1 automobile self service station shall be permitted on the Property and such use shall be located in Tier 1.
 - b. No more than 8 fueling stations shall be permitted.
 - c. Any such building for such use shall be generally compatible with respect to building materials and architectural style with the elevations shown in the Design Guidelines.
 - d. The exterior portions of the wall surfaces of any such building, excluding windows, doors, breezeways, gables and architectural design features, shall consist of 70% of masonry material (brick, stone, or brick veneer). All columns for gas canopies shall be wrapped with brick or stone a minimum of 6' in height.
 - e. The canopy and gas pumps for any such use shall be located such that the convenience store is located between such canopy and gas pumps and Courthouse Road. Any portion of such building facing Courthouse Road shall include windows or the appearance of windows and awnings as part of its architectural design.
- iv. Hotels shall be permitted subject to the following:
 - a. No more than one hotel shall be permitted on the Property and such use shall be located in Tier 1 or Tier 2.
 - b. Any such hotel shall include a fitness center and at least one such hotel shall incorporate an outdoor seating area or with an amenity connected to the common Recreation Areas, and at least 3 of the following amenities: a pool, business center, café, indoor common seating area, conference room, fire pit, and such other amenity features approved by the Planning Department.
 - c. The exterior portions of the wall surfaces of any such building, excluding windows, doors, breezeways, gables and architectural design features, shall consist of 70% of masonry material (brick, stone, or brick veneer).
 - d. The hotel shall not be greater than 4 stories in height.
- v. A self-storage facility shall be permitted subject to the following:
 - a. No more than one self-storage facility shall be permitted on the Property and such use shall be generally located in Tier 1 as shown

in the Design Guidelines.

- b. The self-storage facility shall be generally compatible with respect to building materials and architectural style with the elevations shown in the Design Guidelines, with the appearance of fenestration and architectural articulation as shown on such elevations. All buildings shall incorporate such architectural standards with respect to all portions of the exterior building walls that can be seen from any public rights-of-way, drives, pedestrian ways, or Recreational Areas.
- c. No sign attached to the self-storage facility may be seen from I-288.
- d. The exterior portions of the wall surfaces of any such building, excluding windows, doors, breezeways, gables and architectural design features, shall consist of 70% of masonry material (brick, stone, or brick veneer).
- e. Any such self-storage facility shall be climate controlled and any units shall be access by interior hallways.
- f. Any such building shall be limited to 3 stories in height and a maximum of 100,000 square feet of space.
- g. No recreational vehicle or boat storage shall be permitted.

B. Exterior Materials. Unless otherwise specified herein, the exterior portions of the wall surfaces of any building within Tier 1 excluding windows, doors, breezeways, gables and architectural design features, shall consist of 50% of masonry material (brick, stone, or brick veneer).

C. Recreational Areas. Recreational Areas shall be provided within and around Tier 1, which shall include 4 or more of the following: walking trails, plazas, outdoor dining areas, picnic shelters, multi-purpose lawns, hardscaped areas, seating areas (benches), and other outdoor amenity features approved by the Planning Department.

III. Tier 2 – Office Tier

A. Uses. Uses shall be limited to those uses permitted by right or with restrictions in the Corporate Office (O-2) and the Neighborhood Business (C-2) Districts. A minimum of 100,000 square feet of office space in total shall be provided within Tier 1 and Tier 2. Such office space shall not be required prior to any other use within Tier 2, so long as enough area is reserved to accommodate a minimum of 100,000 square feet of office space and accessory parking within Tier 1 or Tier 2 or a combination of both Tier 1 and Tier 2. Any plan approval request for any use within Tier 2, shall incorporate a master plan showing the possible location of such office space and accessory parking and potential access thereto.

B. Building Height. Buildings shall be limited to 5 stories in height, not to exceed 75 feet in height.

C. Exterior Materials. Unless otherwise specified herein, the exterior portions of the wall surfaces of any building within Tier 2 excluding windows, doors, breezeways,

gables and architectural design features, shall consist of 70% of masonry material (brick, stone, or brick veneer).

- D. Recreational Areas. Recreational Areas shall be provided within and around Tier 2, which shall include the Landing and 6 or more of the following: walking trails, fitness stations, plazas, outdoor dining areas, picnic areas, picnic shelters, multi-purpose lawns, lawn games, hardscaped areas, seating areas (benches), fire pits, and other outdoor amenity features approved by the Planning Department.

IV. Tier 3 – Multi-Family Residential Tier: Development shall comply with the RMF Standards except as outlined herein.

- A. Uses. Permitted uses shall be limited to uses permitted by right or with restriction in the Residential Multi-family (R-MF) District. No more than 300 dwelling units shall be permitted in Tier 3 and no more than 15% of such units shall contain 3 bedrooms.
- B. Development Standards. Development of multiple family dwelling units within the Tier 3 portion of the Property shall comply with the R-MF Zoning Ordinance with the exception of Tables set forth in 19.1-121 of the County Zoning Ordinance, which shall be replaced with the attached Schedule 1, dated October 15, 2019.
- C. Parking. Parking within Tier 3 shall be provided at a minimum of 1.65 spaces for each dwelling unit. On street marked parking along streets or drive aisles within the project shall be counted towards the required parking. Garage parking spaces and tandem parking spaces in front of residential garages shall be counted towards the required parking.
- D. Exterior Materials. Unless otherwise specified herein, the exterior portions of the wall surfaces of any building within Tier 3, excluding windows, doors, breezeways, gables and architectural design features, shall consist of 50% of masonry material (brick, stone, or brick veneer) for all facades facing a public or private road or street.
- E. Recreational Areas (Clubhouse and Amenities). Prior to the issuance of certificates of occupancy for more than one hundred (100) dwelling units within Tier 3, amenities shall be provided for the benefit of the residents of such dwelling units, including, but not limited to, a clubhouse of a minimum of 5,000 square feet in size with a fitness center. The clubhouse and fitness center shall be permitted to be contained within one of the residential buildings or within a separate building. Prior to the issuance of certificates of occupancy for more than two hundred (200) dwelling units, interior and external amenities shall be provided on the multi-family residential tract within and surrounding the residential buildings, which shall include at least 4 or more of the following: exterior common gathering spaces, pool, sundeck, dog park, outdoor grills, fire pit, bike racks and storage, multi-purpose lawn, and other community amenity features approved by the Planning Department. All such amenities to be provided as set forth herein shall total a

minimum of ½ acre in area and satisfy the Recreational Area requirement.

- F. Notice. All tenants of any dwelling units within Tier 3 shall be provided written notification prior to the execution of a lease that there is an airport in the proximity of the Property and that arrivals and departures of aircraft may, from time to time, potentially result in higher than average levels of noise.
- G. East West Road. The road running east and west shall be generally designed within Tier 3 as provided for in the Design Guidelines, including, without limitation, terminating at a visual focal point, such as one or more of a building, pedestrian plaza, traffic circle or roundabout, or water feature.

V. Tier 4 – Townhouse and Condominium Tier:

- A. Overall Standards. No more than 300 dwelling units may be developed within Tier 4. Such dwelling units shall be either townhouse dwelling units on individual lots or multiple-family dwelling (condominium) units.
- B. Single-Family Townhouse Standards. Development of townhouse units within Tier 4 shall comply with the R-TH Zoning Ordinance with the exception of Table 19.1-111 of the County Zoning Ordinance, which shall be replaced with the attached Schedule 2, dated October 14, 2019.
- C. Condominium Standards. Development of condominium dwelling units within Tier 4 shall comply with the Residential Multi-family (R-MF) District, other than as follows:
 - i. There shall be no minimum project size.
 - ii. There shall be no more than 250 condominium dwelling units located within Tier 4.
 - iii. No building setback shall be greater than 20 feet.
 - iv. No building shall be greater than 4 stories, with a rooftop terrace.
- D. Sound Suppression. Any unit backing up to I-288 will be designed to have an average interior decibel level that does not exceed 45 DBA. A sound engineer shall certify that all such units are appropriately designed so that the average interior decibel level shall not exceed 45 DBA. A cross section detail, reviewed and approved by a certified architect or engineer as to the methodology accomplishing the sound transmission coefficient rating shall be provided to the Department of Planning during plan review for such building(s).
- E. Parking. Parking shall be provided as required by the County Ordinance, but marked parking along streets or drive aisles within the project shall be counted towards the required parking. Garage parking spaces and tandem parking spaces in front of residential garages shall be counted towards the required parking.
- F. Architectural Standards and Exterior Materials.

- i. To minimize visual repetition of buildings, no two adjacent townhouse units or condominium units shall have the same identical individual elevation sequence pattern across the front of the building. All townhouse units shall have a front porch or stoop. Architectural materials will vary every 40 linear feet to provide diversity in material. All townhouse units and condominium units shall have a minimum of a 1 car garage.
 - ii. All buildings shall have exposed exterior walls (above grade and exclusive of trim) of stone, stone veneer, brick, hardi-plank, vinyl or a combination of the foregoing. Any vinyl siding shall be a minimum of .44" thickness. The exterior portions of the building wall surfaces of each building, excluding windows, doors, breezeways, gables and architectural design features, shall be of masonry material (brick, stone, or brick veneer), as follows:
 - 1. A minimum of 30% on the front elevation measured in the aggregate of the building.
 - 2. A minimum of 20% total on the side elevation measured in the aggregate of the building.
 - iii. Any buildings identified on the Concept Plan as "Landing Units" shall include the following:
 - 1. Various architectural features to provide articulation, such as enhanced window features and doors, patios, and decks.
 - 2. A minimum of 40% on any rear elevation measured in the aggregate of such building.
- G. Recreational Areas. Recreational Areas shall be provided within and around Tier 4, which shall include 4 or more of the following: walking trails, plazas, playgrounds, picnic shelters, gazebo, fitness stations, seating areas (benches), nature trails, pond overlook, community gardens, and other outdoor amenity features approved by the Planning Department.
- H. Notice. All purchasers of any dwelling units within Tier 4 shall be provided written notification that there is an airport in the proximity of the Property and that arrivals and departures of aircraft may, from time to time, potentially result in higher than average levels of noise.

A. Project Standards.

A. Project Size	None ^[1]
B. Density (maximum)	300 units
C. Number of Accesses to Road ^[2]	
1. 50 units or fewer	1
2. 51 to 200 units	2
3. More than 200 units	^[3]
D. Recreational Area ^[4]	0.5 acre
E. Pavement Width of Access Drives	30 feet
F. Pavement Width of Other Drives	24 feet
G. Parcel Coverage for Project (maximum) ^[7]	40 % of acreage
H. Private Pavement Setbacks ^[5]	
1. Major Arterials ^[6]	25 feet
2. Other Roads	15 feet

Notes for Table 19.1-121.A.

- [1] Minimum acreage requirements do not apply to the ~~Enon~~ and Chester Special Design Districts.
- [2] Access drives shall be those that connect residential clusters to roads. The number of required access points shall be provided prior to occupancy of the specified number of units.
- [3] At time of plan review, additional access points may be required.
- [4] Recreational facilities shall include active recreation, passive recreation and community buildings, as deemed appropriate during plan review. If facilities are required, a phasing plan for their construction and completion shall be submitted for approval prior to final site plan approval. Construction of facilities shall occur in accordance with the approved phasing plan which may include limitation on the issuance of occupancy permits for multifamily dwelling units.
- [5] Perimeter Landscaping C shall be installed within the setback.
- [6] This setback may be reduced as provided in 19.1-316.A.2.

- [7] Parcel Coverage is the area of the parcel occupied by any principal and accessory buildings.

C. Building Standards.

A. Individual Building Setbacks (feet) ^[1]	
1. Project property lines ^[2]	
a. Adjacent to R-MF	30
b. Adjacent to other than R-MF	50
2.a Courthouse Road ^{[2] [3]}	25
2.b. Other Roads	5
3. Interior private pavement excluding parking spaces ^[4]	10
4. Parking spaces	0
5. Distance between buildings	20 feet
B. Dwelling Units per Floor (maximum)	30
C. Principal Building Heights (maximum) ^[5]	
1. Midlothian Core and Chester Corridor East Special Design Districts	Lesser of 2.5 stories or 30 feet
2. Other Special Design Districts excluding Ettrick	Lesser of 3 stories or 40 feet
3. Other Areas	4 stories
D. Accessory Building Requirements	Subject to Section 19.1-304

Notes for Table 19.1-121.C.

[1] Setbacks may be impacted by Buffer, Setbacks -- Generally, Permitted Yard Encroachments for Principal Buildings, Floodplain, Chesapeake Bay or Upper Swift Creek Watershed regulations.

[2] Within these setbacks, Landscaping C shall be installed.

[3] A multifamily building constructed along a public road shall front the road.

[4] Setbacks for a building with a height of 48 feet or greater which is adjacent to a fire lane may be reduced to 20 feet.

[5] Height limits are subject to Article IV, Division 2.

DIVISION 11. R-TH RESIDENTIAL TOWNHOUSE DISTRICT

Sec. 19.1-110. Purpose and Intent of R-TH District. Reserved.

A. Subdivision Standards.

Table 19.1-111. A. Required Conditions R-TH District-Subdivision Standards	
A. Subdivision Size	None
B. Density	300 dwelling units
C. Private Pavement Setbacks	
1. Major arterial	20 feet
2. Other road	5 feet
D. Common Area ^{[2][3]}	40% of subdivision acreage
E. Maximum Number of Attached Homes in Each Group	8

Notes for Table 19.1-111. A.

- [1] Not applicable
- [2] Within required common area, except where lots abut a public street, a 5 foot wide common area shall be provided around the perimeter of each group of attached lots.
- [3] Within the common area of the project, a minimum of .5 acres shall be provided for passive and active recreational use and community space, including pedestrian areas, the central common area shown on the Concept Plan and other uses deemed appropriate during plan review. Unless a phasing plan is approved through preliminary plat review, construction shall be completed prior to issuance of building permits for individual townhouse units. An approved phasing plan may include limitations on the issuance of building permits for individual townhouse units.

FIG. 11-1

B. Other Required Subdivision Standards.

1. Common Areas Ownership. Areas which are not contained in roads or in lots that are conveyed to individual owners shall be maintained by, and be the sole responsibility of, the developer and/or owner of the townhouse development, unless and until the developer and/or owner conveys such areas to a nonprofit corporate owner, whose members shall be all of the individual owners of townhouses in the development, or to a nonprofit council of co-owners as provided under the Code of Virginia. The land shall be conveyed to, and be held by, the nonprofit corporate owner or the nonprofit council of co-owners and used for the recreational and parking purposes of the individual townhouse lot owners. If the developer and/or owner makes the conveyance to a nonprofit corporate owner, deed restrictions and covenants, in a form and substance satisfactory to the county attorney, shall provide, among other things, that any assessments, charges and costs of the maintenance of such areas shall constitute a pro rata lien against the individual townhouse lots, inferior in dignity only to taxes and bona fide duly recorded deeds of trust on each townhouse lot. An applicant seeking to subject property to townhouse development under this section whose ownership or interest in the property is held by a valid lease, shall provide for an initial term of not less than 99 years in such lease.
2. Roads and Private Pavement. All roads and private pavement shall have concrete curb and gutter, except for alley access roads that access the rear of the dwelling unit.
3. Architecture. Buildings shall be designed to impart harmonious proportions and avoid monotonous facades or large bulky masses. Townhouse buildings shall possess architectural variety while at the same time have an overall cohesive residential character. Residential character may be achieved through the creative use of design elements such as, but not limited to, balconies, terraces, articulation of doors and windows, sculptural or textural relief of facades, architectural ornamentation, varied rooflines, or other appurtenances such as lighting fixtures and planting.
4. Architectural and Landscaping Plans. In conjunction with construction plan submission, landscape and architectural renderings or elevations shall be submitted for approval.

r

C. Lot and Building Standards.

Table 19.1-111.C. Required Conditions R-TH District-Lot and Building Standards	
A. Lot Standards	
1. Lot area (square feet)	
a. Internal lot	1040
b. End lot in row of less than 5 attached lots	1040
c. End lot in row of 5 or more attached lots	1040
2. Lot width (feet) minimum	
a. Internal lot	20
b. End lot in row of less than 5 attached lots	20
c. End lot in row of 5 or more attached lots	20
3. Lot coverage (maximum %)	60
B. Road Frontage for Townhouse Units ^[1]	
C. Principal Building Setbacks (feet) ^[2]	
1. Major arterial all yards	20
2. Front yard ^{[3][4]}	
a. Non cul-de-sac	10
b. Permanent cul-de-sac	10
3. Side yard	
a. End unit in a row of less than 5 attached lots	5
b. End unit in a row of 5 or more attached lots	5
4. Corner side yard	5
5. Rear yard	
a. Non through lot	5
b. Through lot	5
D. Principal Building Height (maximum)	
1.	Lesser of 4 stories or 48 feet
E. Accessory Building Requirements	
Subject to Section 19.1-304	

Notes for Table 19.1-111.C.

- [1] All lots shall have frontage on a road. If approved by the director of transportation, lots may front on private pavement which has direct access to a public road when the private pavement is designed and constructed in accordance with the provisions of Chapter 17 for alleys and private pavement.
- [2] Setbacks may be impacted by Buffer, Setbacks --Generally, Permitted Yard Encroachments for Principal Buildings, Floodplain, Chesapeake Bay or Upper Swift Creek Watershed regulations.
- [3] Minimum setbacks shall be increased where necessary to obtain the required lot width at the front building line.
- [4] The front yard setback of each unit shall be varied at least 2 feet from the adjacent unit and every third unit shall be varied at least 4 feet from the adjacent unit.
- [5] Height limits are subject to Article IV, Division 2.

EXHIBIT A

COURTHOUSE LANDING, DESIGN GUIDELINES
November 5, 2019



DESIGN GUIDELINES
CHESTERFIELD, VA

11.05.19

Developer:

29:11 Chesterfield, LLC

Landscape Architects/Conceptual Planners:



Attorneys:



Civil/Environmental Engineers



Traffic Engineers:



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Revision Date:

Revision:

09.12.19	Original
09.27.19	Revised per County comments
09.30.19	Revised corner sign wall height
10.14.19	Revised per County comments
11.04.19	Revised per County comments
11.05.19	Revised per County comments



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Introduction

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Introduction

Location & Context

Courthouse Landing will be a landmark development at the gateway to Chesterfield County. The 122-acre site is located at the doorstep to Chesterfield County's Courthouse Business District. Offering great access and visibility, the project is positioned at the intersection of Iron Bridge Road (Rt 10) and Courthouse Road at the Route 288 interchange. The upscale mixed use development will integrate retail, hotel, office, medical office, residential (apartments and townhomes), and outdoor recreational areas, providing residents and customers a sense of Urban Living in a Suburban setting!



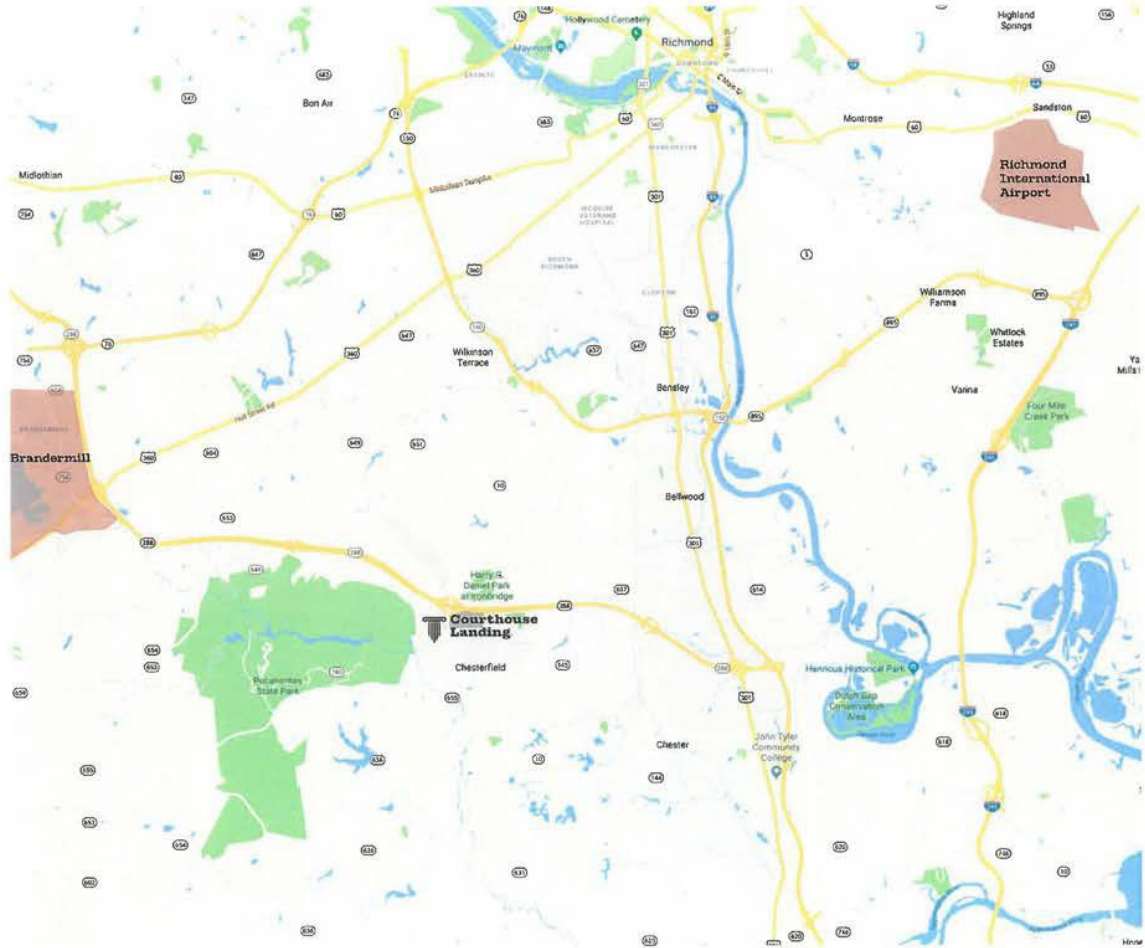
From the Courthouse Landing to:

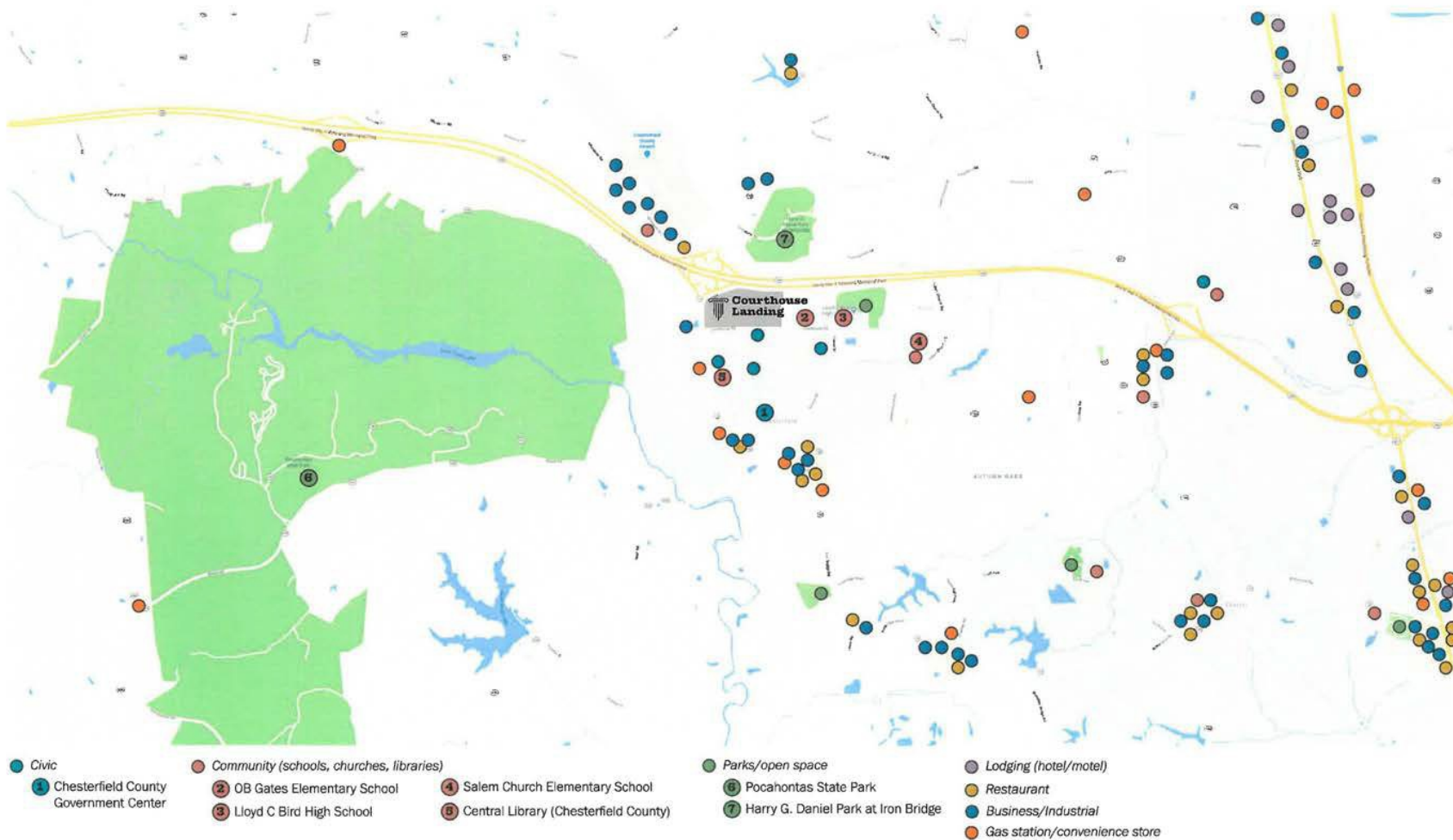
Brandermill - 12.9 miles (16 minutes)

City of Richmond - 16.5 miles (22 minutes)

Short Pump - 29 miles (32 minutes)

Richmond International Airport - 17.6 miles (24 minutes)







Trails:

- ① adjacent trails at Springdale at Lucy Corr village
- ② adjacent trails around part of Chesterfield County Government complex
- ③ miscellaneous nearby trail

Nearby sites:

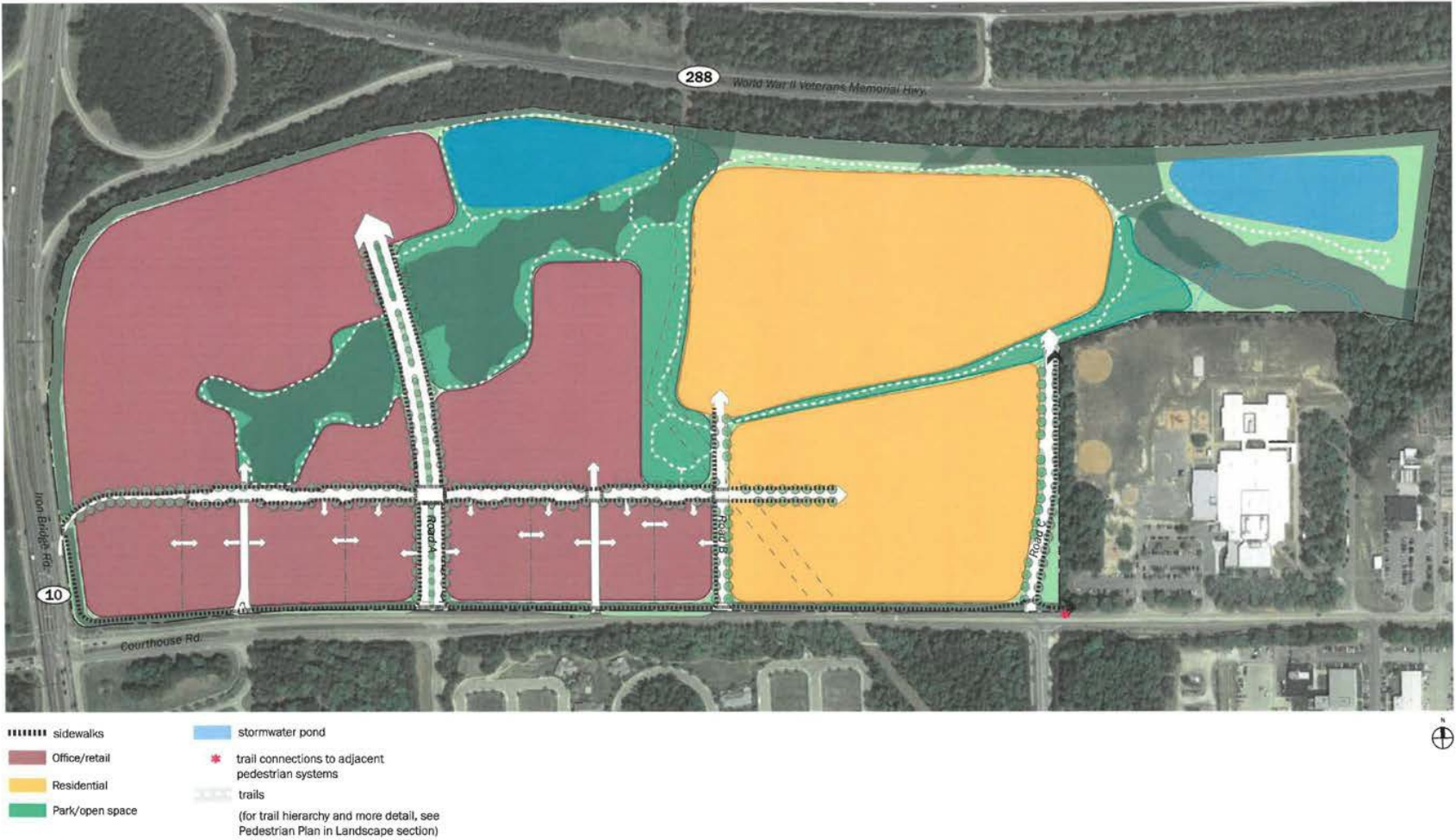
- Ⓐ Springdale at Lucy Corr Village
- Ⓑ OB Gates Elementary School
- Ⓒ Chesterfield Technical Center
- Ⓓ Lloyd C Bird High School
- Ⓔ Chesterfield County Fairgrounds
- Ⓕ YMCA Camp Thunderbird
- Ⓖ Chesterfield County Central Library

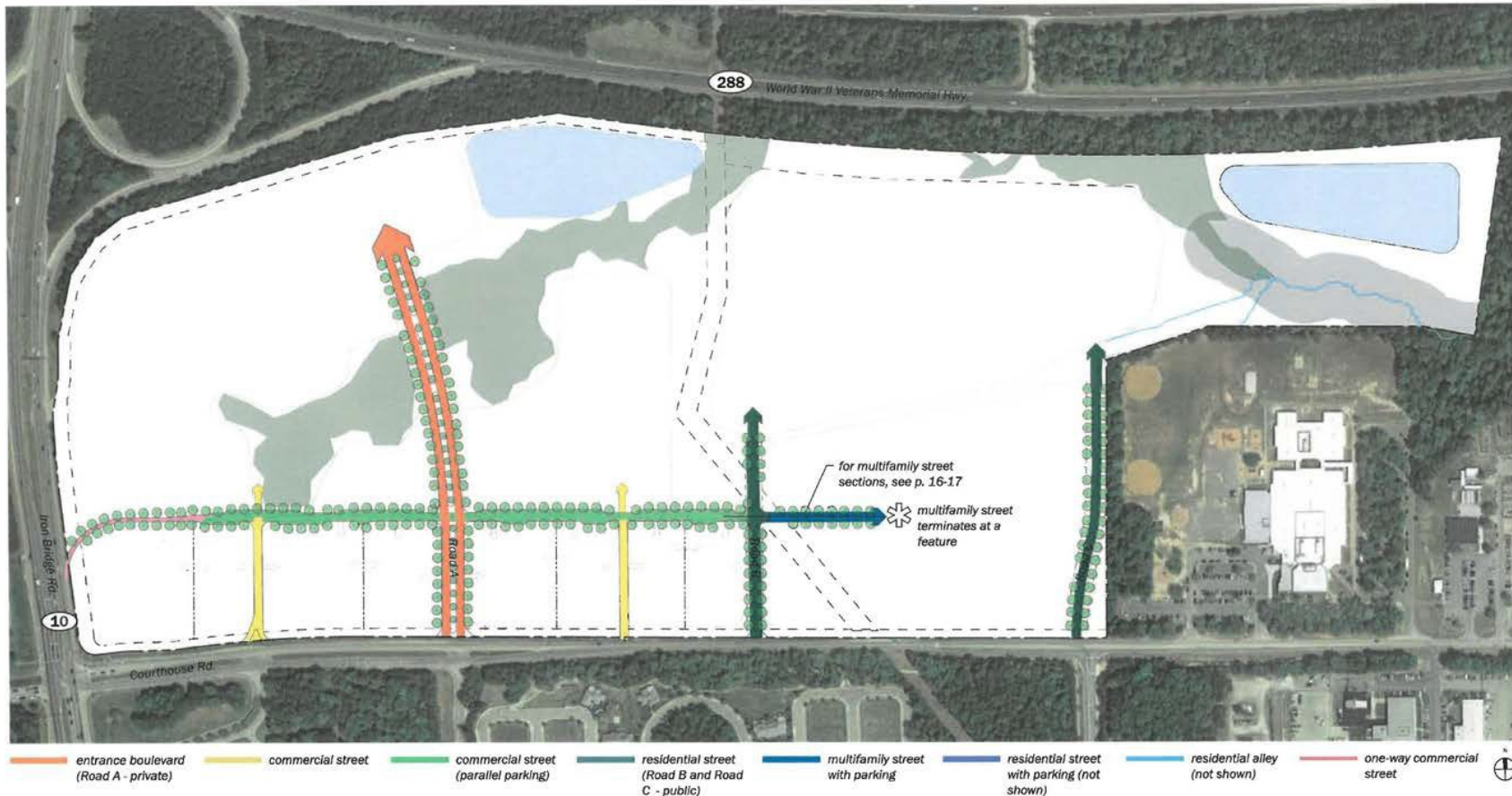




Conceptual Plan

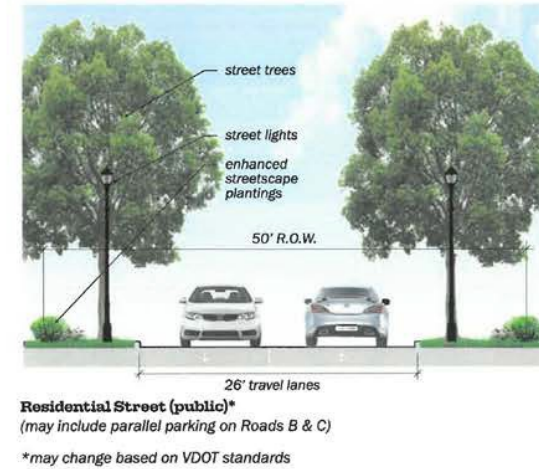
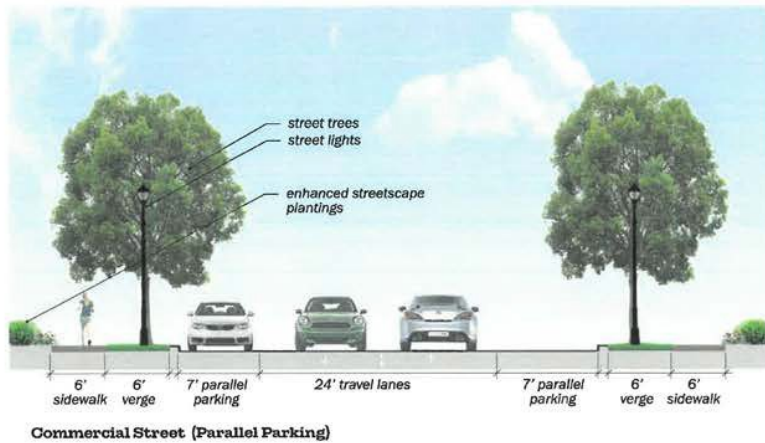
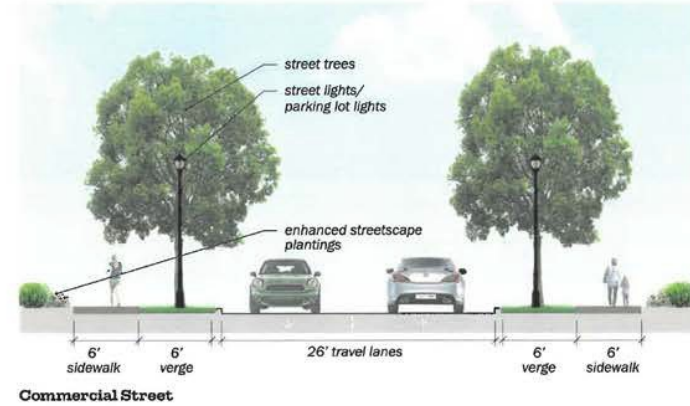
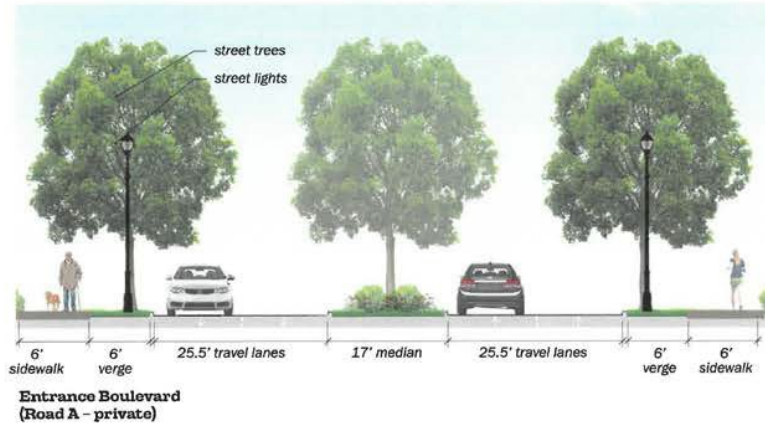
Conceptual Plan	12
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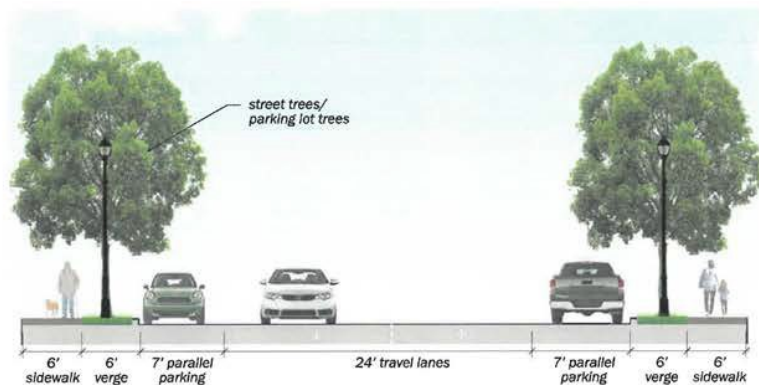




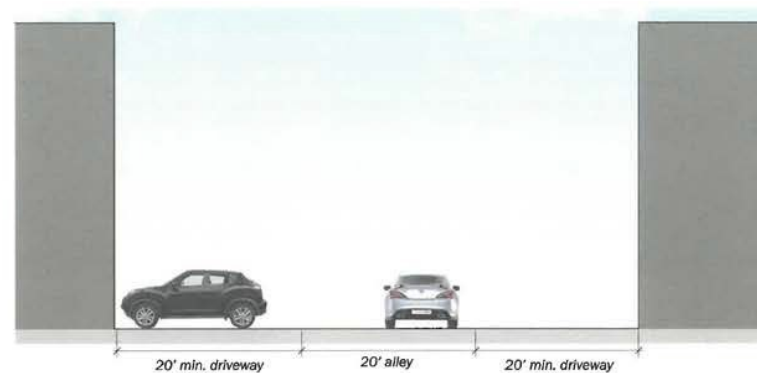
Street network and road layout is illustrative in nature; final circulation details will be finalized during site plan review. The commercial outparcels along Iron Bridge Rd. and Courthouse Rd. are intended to have internal circulation (arrows for reference).

Conceptual Plan
Street Types





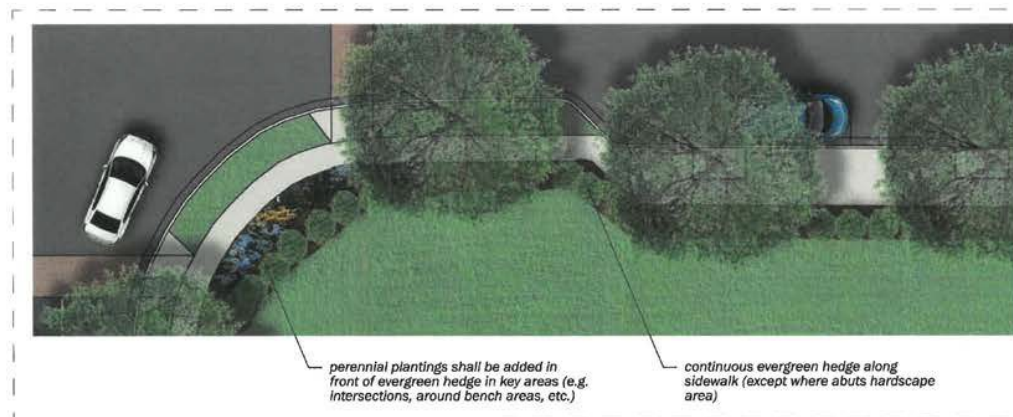
Residential street with parking
(not shown)



Residential alley
(not shown)

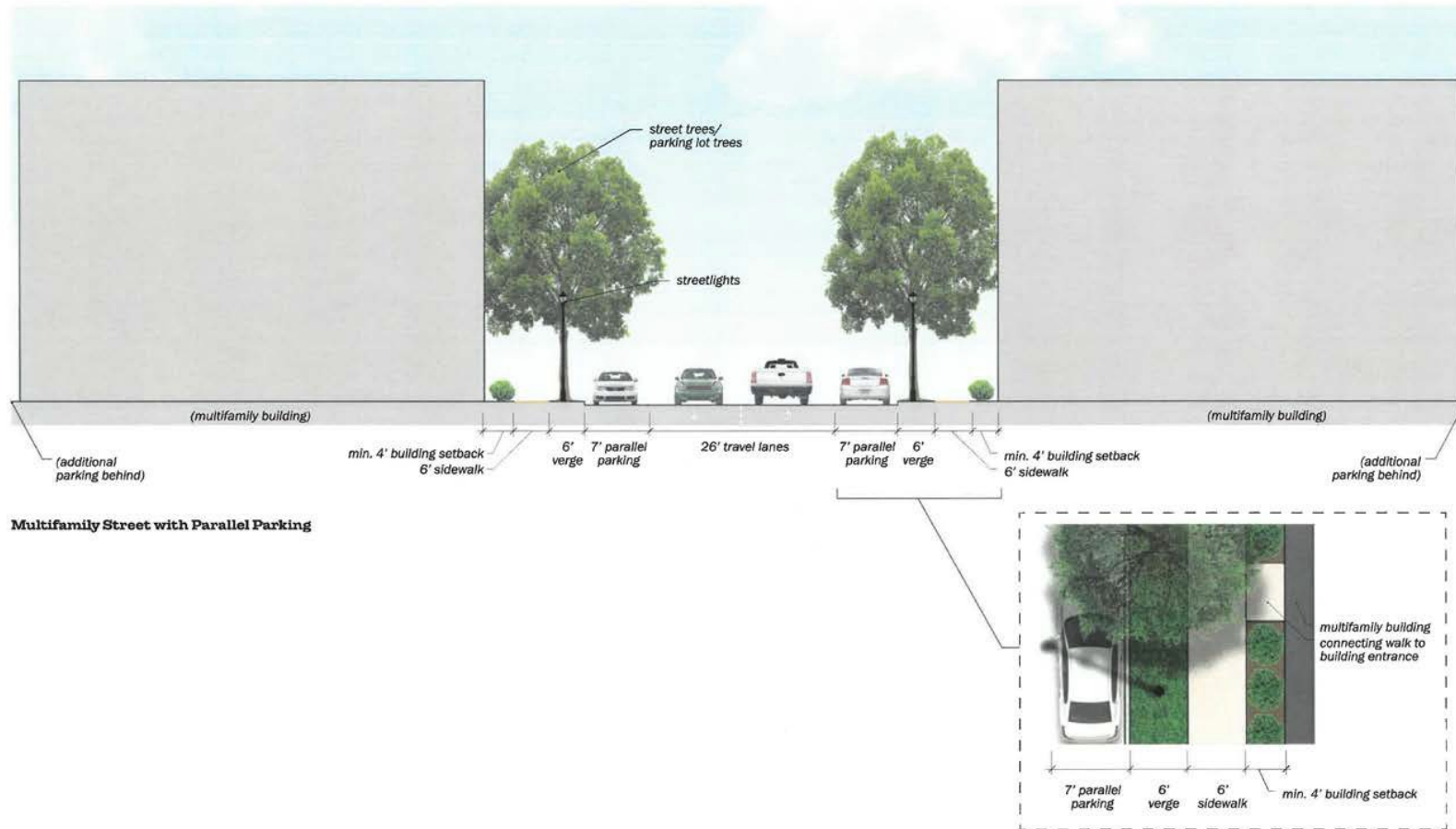


One-way Commercial Street



Enhanced streetscape plantings

(to be added on Commercial Street, Commercial Street (Parallel Parking), Residential Street (public) and elsewhere as determined by Developer.



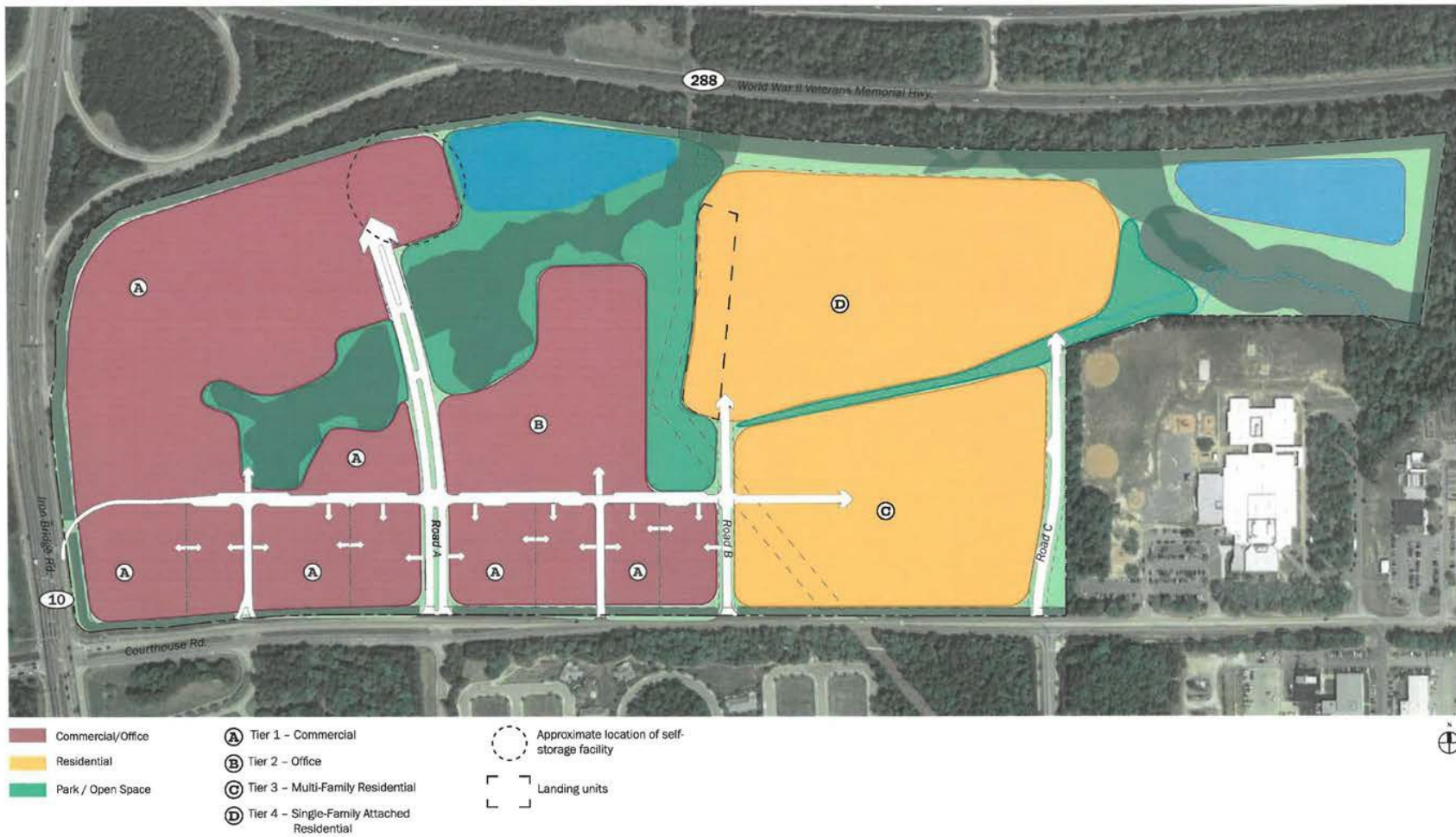


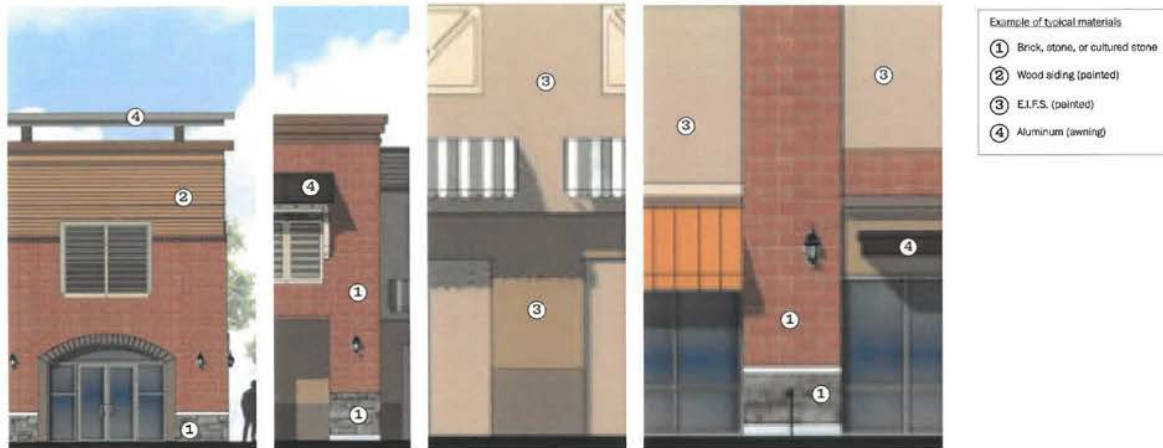
Multifamily Street section (looking north)



Architecture

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<i>Tier 3 - Multi-Family Residential</i>	26
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Conceptual architectural elements for commercial buildings (not to scale)



Examples of proposed storage building

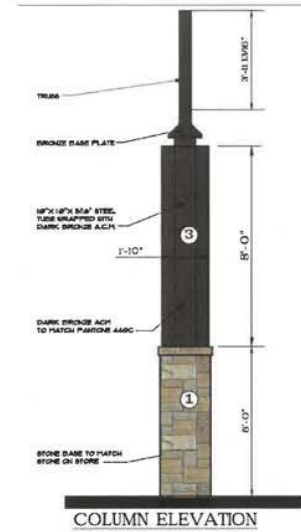
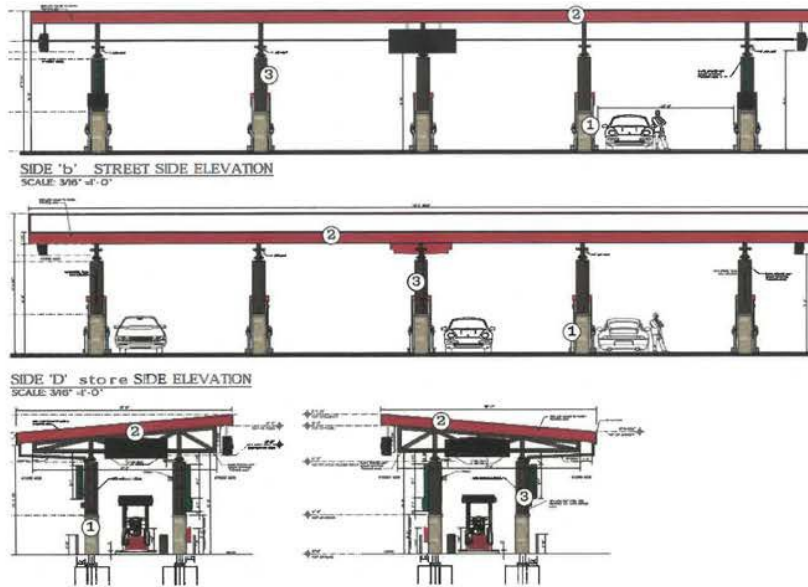
Example of typical materials

- ① Brick, stone, cultured stone, or masonry
- ② Metal paneling
- ③ E.J.F.S. (painted)
- ④ Aluminum elements



Example of typical materials

- | | |
|-----------------------------------|----------------------|
| ① Brick, stone, or cultured stone | ⑧ Canvas awnings |
| ② Standing seam metal roof | ⑨ Storefront windows |
| ③ Metal roof screen panels | ⑦ Faux windows |
| ④ Aluminum (canopy) | |



Preliminary elevations of proposed gas station (canopy height will be maximum 16 feet).

- Example of typical materials
- ① Brick, stone, or cultured stone
 - ② Painted metal canopy
 - ③ Steel columns wrapped with ACM



Example of office building



Example of office building



Example of office building



Example of office building

- Example of typical materials
- ① Brick, stone, cultured stone, or cast stone
 - ② Wood or HardiPlank siding (painted)
 - ③ E.I.F.S. (painted)
 - ④ Aluminum
 - ⑤ Architectural/dimensional asphalt shingle



Conceptual perspective of proposed multi-family buildings (not to scale)

Example of typical exterior materials

- ① Masonry, including brick
- ② Fiber cement siding
- ③ Asphalt shingle

A. Project Standards

A. Project Size	None [1]
B. Density (maximum)	305 units
C. Number of Accesses to Road [1]	
1. 50 units or fewer	1
2. 51 to 200 units	2
3. More than 200 units	14
D. Recreational Area [4]	0.5 acre
E. Pavement Width of Access Drives	30 feet
F. Pavement Width of Other Drives	24 feet
G. Parcel Coverage for Project (maximum) [7]	40 % of acreage
H. Private Pavement Setbacks [6]	
1. Major Arterials [6]	25 feet
2. Other Roads	15 feet

Notes for Table 19.1-321.A.

- [1] Minimum acreage requirements do not apply to the Enoch and Chester Special Design Districts.
- [2] Access drives shall be those that connect residential clusters to roads. The number of required access points shall be provided prior to occupancy of the specified number of units.
- [3] At time of plan review, additional access points may be required.
- [4] Recreational facilities shall include active recreation, passive recreation and community buildings, as deemed appropriate during plan review. If facilities are required, a phasing plan for their construction and completion shall be submitted for approval prior to final site plan approval. Construction of facilities shall occur in accordance with the approved phasing plan which may include limitation on the issuance of occupancy permits for multifamily dwelling units.
- [5] Perimeter Landscaping C shall be installed within the setback.
- [6] This setback may be reduced as provided in 19.1-316.A.2.

- [7] Parcel Coverage is the area of the parcel occupied by any principal and accessory buildings.

C. Building Standards

A. Individual Building Setbacks (feet) [1]	
1. Project property lines [4]	
a. Adjacent to R-MF	30
b. Adjacent to other than R-MF	50
2. a. Courthouse Road [4] [5]	25
2.b. Other Roads	5
3. Interior private pavement excluding parking spaces [4]	10
4. Parking spaces	6
5. Distance between buildings	30 feet
B. Dwelling Units per Floor (maximum)	30
C. Principal Building Heights (maximum) [4]	
1. Midtown Core and Chester Corridor East Special Design Districts	Lower of 2.5 stories or 30 feet
2. Other Special Design Districts excluding Erick	Lower of 3 stories or 40 feet
3. Other Areas	4 stories
D. Accessory Building Requirements	Subject to Section 19.1-304

Notes for Table 19.1-321.C.

- [1] Setbacks may be impacted by Buffer, Setbacks -- Generally, Permitted Yard Encroachments for Principal Buildings, Floodplains, Chesapeake Bay or Upper Swift Creek Watershed regulations.
- [2] Within these setbacks, Landscaping C shall be installed.
- [3] A multifamily building constructed along a public road shall front the road.
- [4] Setbacks for a building with a height of 48 feet or greater which is adjacent to a fire lane may be reduced to 20 feet.
- [5] Height limits are subject to Article IV, Division 2.

From Chesterfield County Zoning Ordinance



Conceptual elevation of proposed townhouses (front-loaded)

Example of typical exterior materials

- 1 Brick, cultured stone, or stone veneer
- 2 Vinyl siding
- 3 Asphalt shingle
- 4 Metal roof (option)

DIVISION II. R-TH RESIDENTIAL TOWNHOUSE DISTRICT																																																	
Sec. 19-111B. Purpose and Intent of R-TH District Reserved																																																	
<p>A. Subdivision Standards</p> <p>Table 19-111C. A. Required Conditions R-TH District Subdivision Standards</p> <table> <tr> <td>A. Subdivision Size</td><td>None</td></tr> <tr> <td>B. Density</td><td>200 dwelling units</td></tr> <tr> <td>C. Private Property Setback</td><td></td></tr> <tr> <td>1. Major arterial</td><td>20 feet</td></tr> <tr> <td>2. Other road</td><td>5 feet</td></tr> <tr> <td>D. Common Area¹⁰⁰</td><td>40% of subdivision acreage</td></tr> <tr> <td>E. Maximum Number of Attached Homes in Each Group</td><td>8</td></tr> </table> <p>Notes for Table 19-111C. A.</p> <p>[1] Not applicable</p> <p>[2] Within required common area, except where lots are a public street, a 5-foot wide common area shall be provided around the perimeter of each group of attached lots.</p> <p>[3] Within the common area of the project, a minimum of 3 acres shall be provided for passive and active recreational use and community space, including pedestrian access, the common common area shall be the Common Area and other uses deemed appropriate during plan review. Unless a plan is approved through preliminary plan review, common area shall be completed prior to issuance of building permits for individual townhouse units. An approved plan shall be submitted to the Planning Commission on the issuance of building permits for individual townhouse units.</p>		A. Subdivision Size	None	B. Density	200 dwelling units	C. Private Property Setback		1. Major arterial	20 feet	2. Other road	5 feet	D. Common Area ¹⁰⁰	40% of subdivision acreage	E. Maximum Number of Attached Homes in Each Group	8																																		
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<p>3. Other Required Subdivision Standards</p> <p>1. Common Area Ownership. Areas which are not contained in roads or in lots that are conveyed to individual owners shall be maintained by, and be the sole responsibility of, the developer and/or owner of the townhouse development, unless and until the developer and/or owner conveys such area to a nonprofit corporate owner, whose members shall be all of the individual owners of townhouses in the development, or to a nonprofit council of co-owners as provided under the Code of Virginia. The land shall be conveyed to, and be held by, the nonprofit corporate owner or the nonprofit council of co-owners and used for the recreational and parking purposes of the individual townhouse lot owners. If the developer and/or owner makes the conveyance to a nonprofit corporate owner, deed restrictions and covenants, in a form and substance satisfactory to the county attorney, shall provide, among other things, that any assessments, charges and costs of the maintenance of such areas shall constitute a pro rata lien against the individual townhouse lots, inferior in dignity only to taxes and home file duly recorded deeds of trust on each townhouse lot. An applicant seeking to subject property to townhouse development under this section whose ownership or interest in the property is held by a valid lease, shall provide for an initial term of not less than 99 years in each lease.</p> <p>2. Roads and Private Driveways. All roads and private driveways shall have concrete curb and gutter, except for alley access roads that access the rear of the dwelling unit.</p> <p>3. Architecture. Buildings shall be designed to impart harmonious proportions and avoid monotonous facades or large bulky masses. Townhouse buildings shall possess architectural variety while at the same time have an overall cohesive residential character. Residential character may be achieved through the creative use of design elements such as, but not limited to, balconies, terraces, articulation of doors and windows, sculptural or textured relief of facades, architectural ornamentation, varied rooflines, or other appearances such as lighting fixtures and planting.</p> <p>4. Architectural and Landscaping Plans. In conjunction with construction plan submission, landscape and architectural renderings or elevations shall be submitted for approval.</p>																																																	
<p>C. Lot and Building Standards</p> <p>Table 19-111C. C. Required Conditions R-TH District Lot and Building Standards</p> <p>A. Lot Standards</p> <table> <tr> <td>1. Lot area (square feet)</td><td></td></tr> <tr> <td>a. Minimum lot</td><td>1,600</td></tr> <tr> <td>b. End lot in row of two or less than 5 attached lots</td><td>1,600</td></tr> <tr> <td>c. End lot in row of 5 or more attached lots</td><td>1,600</td></tr> <tr> <td>2. Lot width (feet) minimum</td><td>20</td></tr> <tr> <td>3. Lot depth (feet) minimum</td><td>20</td></tr> <tr> <td>4. End lot in row of two or less than 5 attached lots</td><td>20</td></tr> <tr> <td>5. End lot in row of 5 or more attached lots</td><td>20</td></tr> <tr> <td>6. Lot coverage (maximum %)</td><td>60</td></tr> <tr> <td>B. Front Yards for Townhouse Units¹⁰¹</td><td></td></tr> <tr> <td>1. Minimum front yard setback (feet)</td><td>20</td></tr> <tr> <td>2. Front yard</td><td></td></tr> <tr> <td>a. Minimum setback</td><td>10</td></tr> <tr> <td>b. Permanent cut of the ear</td><td>10</td></tr> <tr> <td>3. Side yard</td><td></td></tr> <tr> <td>a. End unit in a row of two or less than 5 attached lots</td><td>5</td></tr> <tr> <td>b. End unit in a row of 5 or more attached lots</td><td>5</td></tr> <tr> <td>4. Corner side yard</td><td>5</td></tr> <tr> <td>5. Rear yard</td><td></td></tr> <tr> <td>a. Minimum setback</td><td>5</td></tr> <tr> <td>b. Through lot</td><td>5</td></tr> <tr> <td>C. Front Yard Setback (feet) maximum</td><td></td></tr> <tr> <td>1. Lesser of 4 meters or 65 feet</td><td></td></tr> <tr> <td>D. Accessory Building Requirements</td><td>Subject to Section 19-1-104</td></tr> </table> <p>Notes for Table 19-111C.</p> <p>[1] All lots shall have frontage on a road. If approved by the director of transportation, lots may front on private pavement which has direct access to a public road where the private pavement is designed and constructed in accordance with the provisions of Chapter 17 for city and private pavement.</p> <p>[2] Setbacks may be impacted by Butler, Setbacks - Generally, Permitted Yard Encroachments for Principal Buildings, Floodplain, Chesapeake Bay or Upper Swift Creek Watershed regulations.</p> <p>[3] Minimum setbacks shall be increased where necessary to obtain the required lot width at the front building line.</p> <p>[4] The front yard setback of each unit shall be varied at least 2 feet from the adjacent unit and every third unit shall be varied at least 4 feet from the adjacent unit.</p> <p>[5] Height limits are subject to Article IV, Division 2.</p>		1. Lot area (square feet)		a. Minimum lot	1,600	b. End lot in row of two or less than 5 attached lots	1,600	c. End lot in row of 5 or more attached lots	1,600	2. Lot width (feet) minimum	20	3. Lot depth (feet) minimum	20	4. End lot in row of two or less than 5 attached lots	20	5. End lot in row of 5 or more attached lots	20	6. Lot coverage (maximum %)	60	B. Front Yards for Townhouse Units¹⁰¹		1. Minimum front yard setback (feet)	20	2. Front yard		a. Minimum setback	10	b. Permanent cut of the ear	10	3. Side yard		a. End unit in a row of two or less than 5 attached lots	5	b. End unit in a row of 5 or more attached lots	5	4. Corner side yard	5	5. Rear yard		a. Minimum setback	5	b. Through lot	5	C. Front Yard Setback (feet) maximum		1. Lesser of 4 meters or 65 feet		D. Accessory Building Requirements	Subject to Section 19-1-104
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From Chesterfield County Zoning Ordinance



Conceptual elevations of proposed condominium buildings (rear-loaded)



Example of typical exterior materials

- ① Brick veneer
- ② Vinyl siding
- ③ Asphalt shingle
- ④ Metal roof (option)



Landscape

Open Space Plan	30
Pedestrian Plan	36
Buffers & Street Trees	38
Entrance Landscape	40
Typical Landscape Plans	43



- open space (gross)
active open space
trails
sidewalks
wetlands (remain)
buffer
stormwater pond
* trail connections to adjacent pedestrian systems
- ① Community amenities at The Landing**
Amenities shall include at least 5 of the following:
walking trails wetlands footbridge
benches bird-watching areas
multi-purpose lawn gathering/picnic area
native plant meadow dog stations
fitness stations
- ② Main boulevard amenities**
Amenities shall include at least 2 of the following:
sidewalks pedestrian areas
benches
- ③ Multi-family amenities**
Amenities shall include:
a clubhouse (min. 5,000 square feet) fitness center
At least 4 of the following:
pool outdoor grills
dog park fire pits
sundeck exterior gatherings spaces
bike racks and storage multi-purpose lawns
- ④ Commercial amenities**
Amenities shall include at least 4 of the following:
walking trails benches
plazas outdoor dining areas
picnic shelters multi-purpose lawns
hardscaped areas exterior gathering spaces
- ⑤ Townhouse and Condominium amenities**
Amenities shall include at least 4 of the following:
playground pond overlook fire pit areas
dog park walking trails dog stations
picnic shelter fitness stations
multi-purpose lawn community gardens
- * and such other amenity features approved by the Planning Department
- 30 // Courthouse Landing - Design Guidelines



The Landing (conceptual layout)

Benches, trash receptacles, and other amenities to be located in The Landing and along nature trails throughout Courthouse Landing. Details and final amenities list to be shown on site plan.



Landscape
Open Space Plan



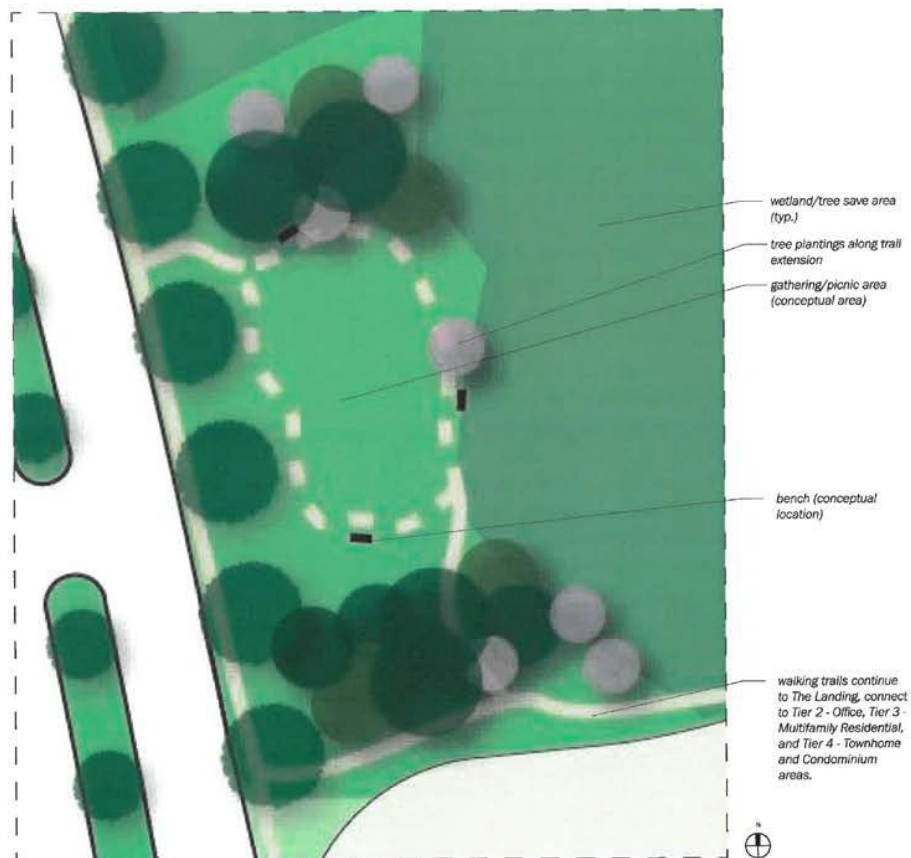
Stormwater ponds are intended to be amenities for the development and shall be enhanced with at least 2 of the following items:

- walking trails
- benches and bench areas
- fitness stations
- bird-watching areas
- educational signs

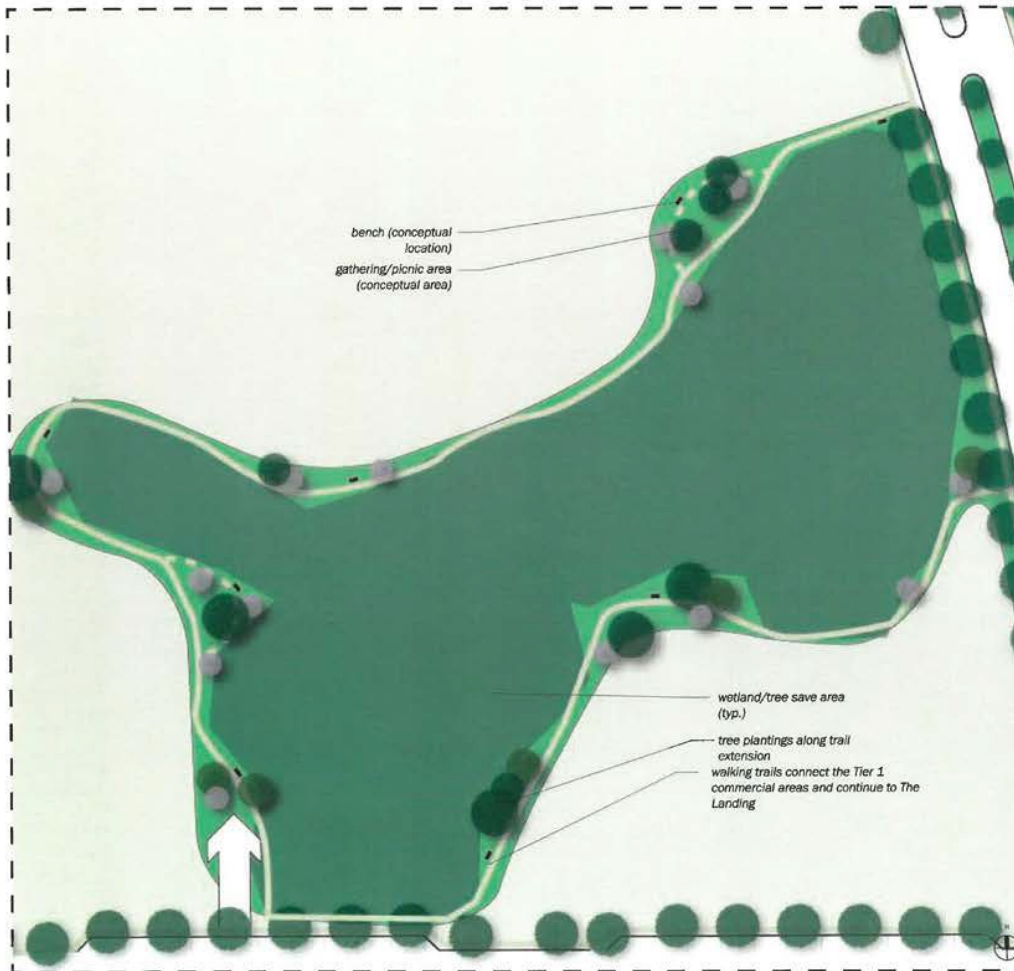


The green space adjacent to Tier 2 along Road A will be developed as a community park and shall be enhanced with at least 2 of the following items:

- | | |
|-------------------------|-------------------|
| walking trails | picnic shelter |
| benches and bench areas | gathering area |
| fitness stations | educational signs |



Landscape
Open Space Plan



34 // Courthouse Landing - Design Guidelines



The Tier 1 commercial area will also have access to quality open space. The trail system will extend into the wetland area, and amenities and pedestrian connections to the commercial area will be provided. The amenities will include at least 2 of the following:

walking trails
benches and bench areas
picnic shelter
outdoor dining

multi-purpose lawns
outdoor gathering areas
plazas
hardscaped areas



Additional Amenity Program List may include:

bird-watching areas	outdoor concert area	outdoor chess
nature trails	amphitheater	fishing
bocce ball	bike racks	educational plaques
frisbee golf	hammocks	
grilling areas	croquet	

Amenities used throughout the Community may include one or more of the amenities listed on these pages. Other amenities not listed may also be incorporated. Site plans or subdivision plans may identify the location of the amenities and the types of amenities selected.







Example images of pedestrian amenities off sidewalks



Plan view of entrance boulevard. Streets shall have street lights, sidewalks, street trees, and benches and other pedestrians amenities

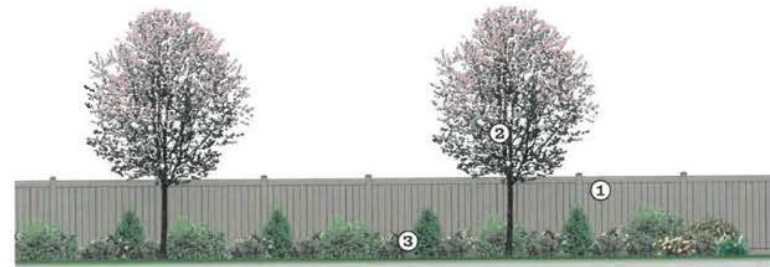
- (A) Median planting
- (B) Bench area (typ.)
- (C) Street light (typ.)
- (D) Sidewalk (typ.)



- (A) Tree save area along Courthouse Rd. and Iron Bridge Rd. (proposed 30' width)
- (B) Buffer along Route 288 (Perimeter Landscape Type C, 50' width, Sec. 19.1-251 of Zoning Ordinance)
- (C) Buffer along Route 288 (100' width per sound study)
- (D) Street trees shall be maximum 40 feet on center, per standards outlined in Sec. 19.1-252 of the Zoning Ordinance
- (E) Perimeter privacy fence along the eastern property line along the school property



A Tree save area along Courthouse Road and Iron Bridge Road (30' width)
(example from tree save area on Hull Street Road, US-360)



E Perimeter privacy fence along eastern property line along school property (not to scale)

- | | | |
|-------------------------------------------|--------------------------------------|-------------------------------------|
| 1 6' wooden or vinyl privacy fence | 2 Small deciduous tree (typ.) | 3 Medium/small shrubs (typ.) |
|-------------------------------------------|--------------------------------------|-------------------------------------|

Landscape
Entrance Landscape

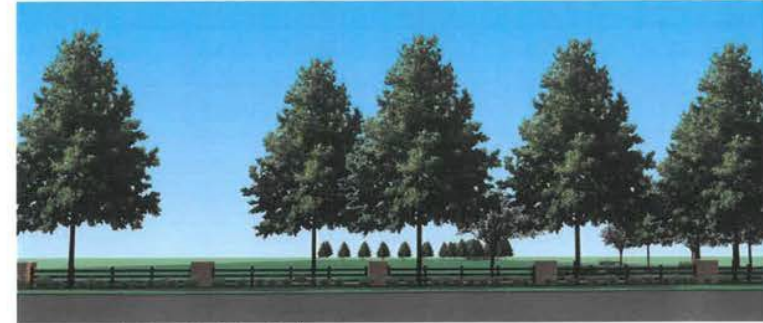


Conceptual perspective view of the improvements at the corner of Iron Bridge Rd. and Courthouse Rd.

- (A) Conceptual corner signage (5' height at max.)
- (B) Low landscaping around perimeter
- (C) Brick columns and split rail fence
- (D) Tree save area (limbed up for better visibility into site)



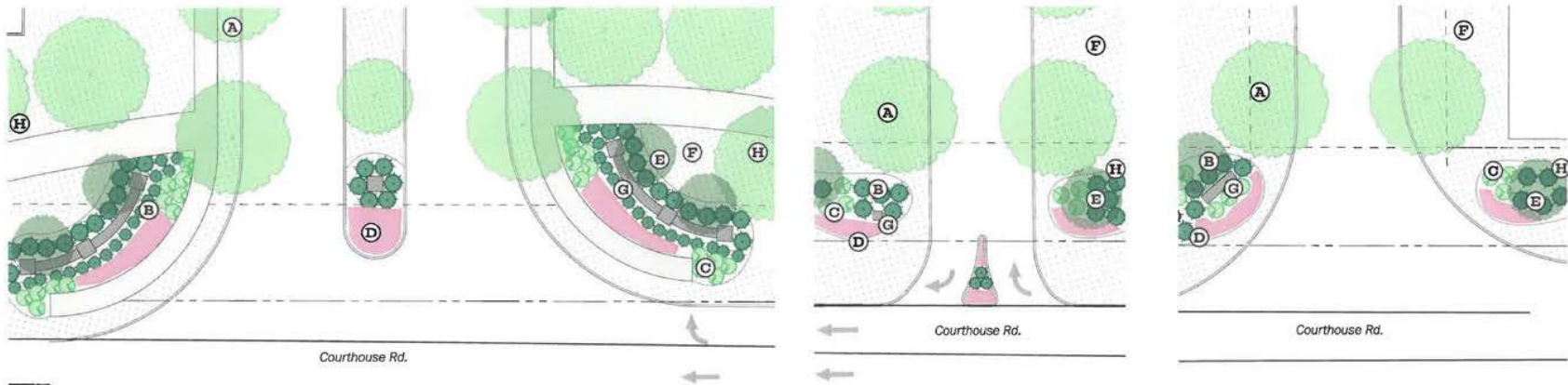
Conceptual plan view of the improvements at the corner of Iron Bridge Rd. and Courthouse Rd.



Conceptual view from Iron Bridge Rd. into the site

- (A) Conceptual corner signage (5' height at max.)
- (B) Low landscaping around perimeter
- (C) Brick columns and split rail fence
- (D) Tree save area (limbed up for better visibility into site)
- (E) Corner parcel line moved over 58' for additional amenity area along Iron Bridge Rd.
- (F) Pedestrian seating areas in landscaped area

Landscape
Entrance Landscape



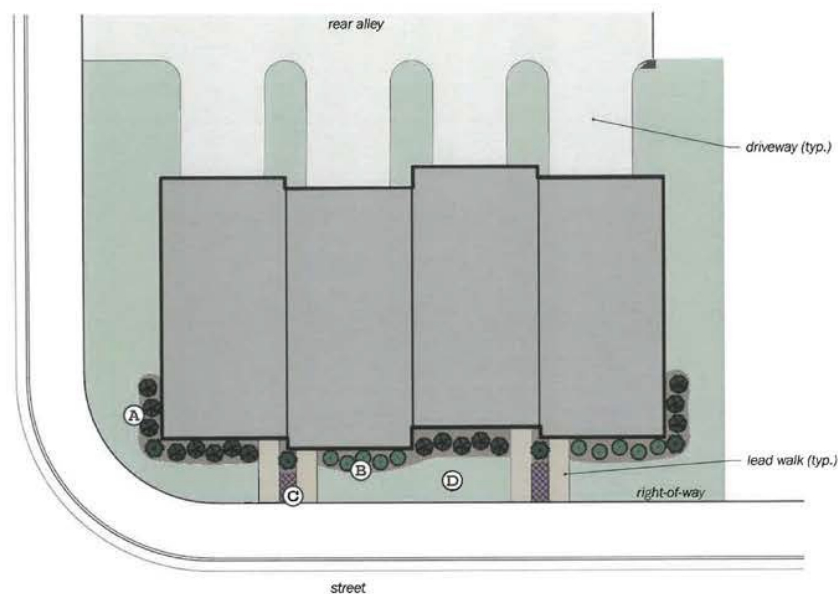
Primary entrance (Road A - entrance boulevard)

Right-in-right-out entrance (commercial street)

Secondary entrance (Road B, Road C - residential streets)

Entrance designs are intended as conceptual design only to illustrate the additional landscape, presence of monument signage, and connection to street trees. Additional plans shall be submitted during site plan review.

A Street trees (shown for reference, location subject to change) (typ.)	B Ornamental tree (typ.)
B Medium/low evergreen shrub (typ.)	F Turf grass (typ.)
C Medium/low deciduous shrub (typ.)	G Monument sign (conceptual size and location)
D Groundcover/perennials/seasonal color (typ.)	H Buffer will continue along Courthouse Rd.

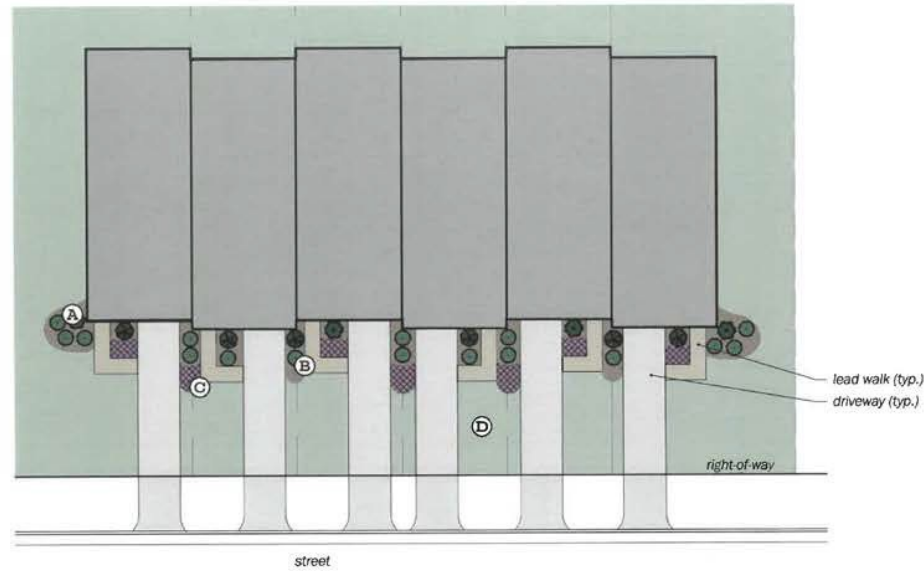


Typical Landscape Plan for 2-over-2's

- | | |
|--------------------------------|---------------------------------|
| Ⓐ Small/medium evergreen shrub | Ⓒ Perennials/ornamental grasses |
| Ⓑ Small/medium deciduous shrub | Ⓓ Turf grass |

Plant locations and quantities are conceptual and subject to change (based on utility locations, etc.). These landscape requirements represent the minimum landscape requirements. Additional landscaping and landscape features, such as fences, walls, and hardscapes, may be used. The plants on each face of the building to be chosen appropriately for sun exposure; may vary by building depending on the building orientation.

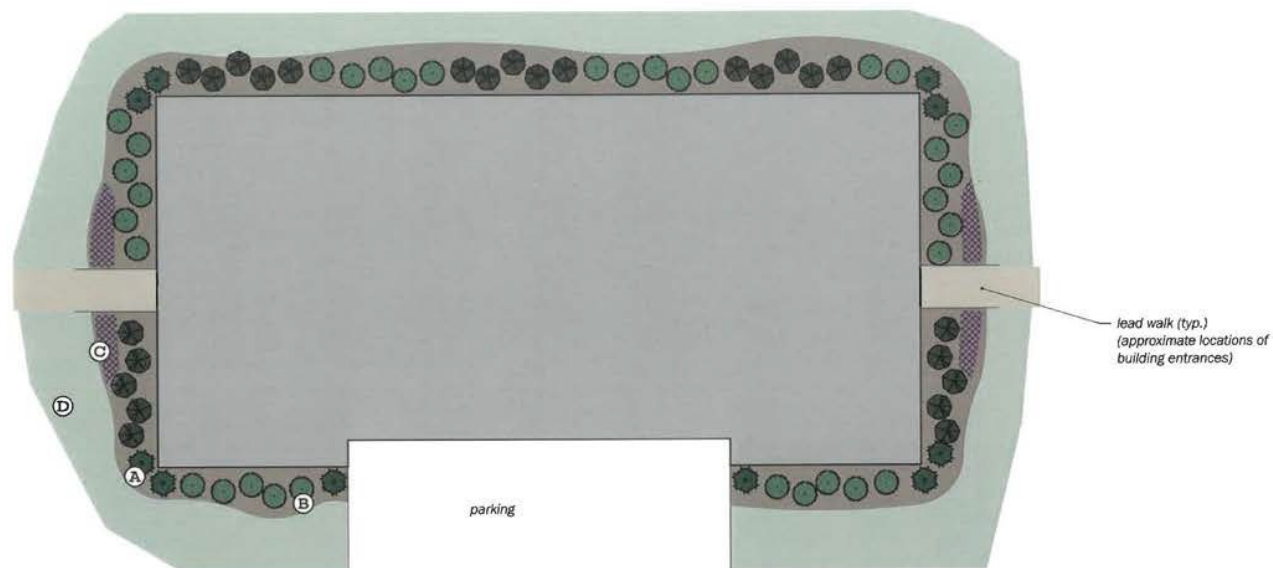
Street trees are not shown on this plan.



Typical Landscape Plan for townhomes

- Ⓐ Small/medium evergreen shrub
- Ⓑ Small/medium deciduous shrub
- Ⓒ Perennials/ornamental grasses
- Ⓓ Turf grass

Plant locations and quantities are conceptual and subject to change (based on utility locations, etc.). These landscape requirements represent the minimum landscape requirements. Additional landscaping and landscape features, such as fences, walls, and hardscapes, may be used. The plants on each face of the building to be chosen appropriately for sun exposure; may vary by building depending on the building orientation. Street trees are not shown on this plan.



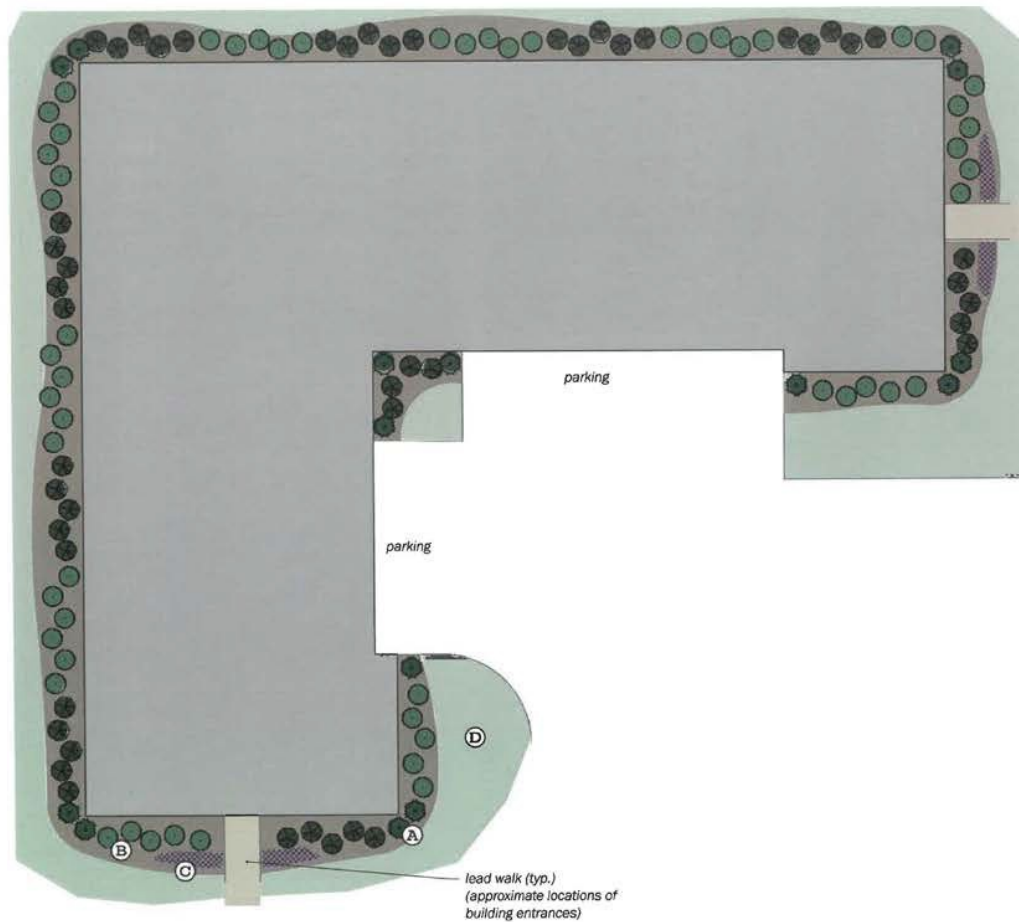
Typical Landscape Plan for multi-family buildings

- Ⓐ Small/medium evergreen shrub
- Ⓑ Small/medium deciduous shrub
- Ⓒ Perennials/ornamental grasses
- Ⓓ Turf grass

Plant locations and quantities are conceptual and subject to change (based on utility locations, etc.). These landscape requirements represent the minimum landscape requirements. Additional landscaping and landscape features, such as fences, walls, and hardscapes, may be used. The plants on each face of the building to be chosen appropriately for sun exposure; may vary by building depending on the building orientation. Street trees are not shown on this plan.

Landscape

Typical Landscape Plan



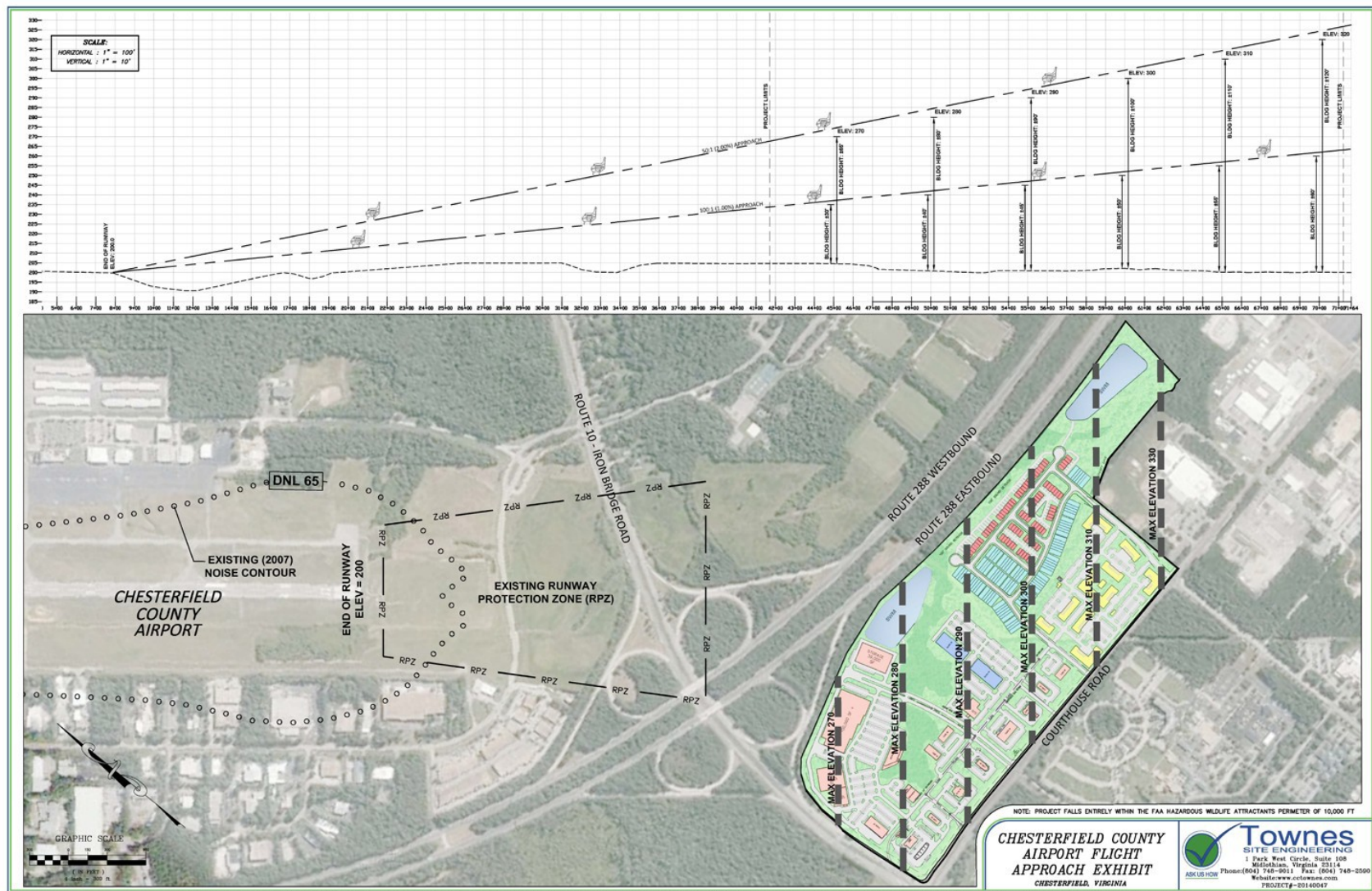
Typical Landscape Plan for multi-family buildings

- A Small/medium evergreen shrub
- B Small/medium deciduous shrub
- C Perennials/ornamental grasses
- D Turf grass


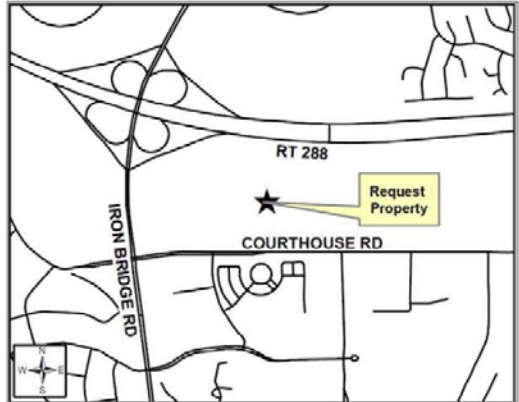
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Street trees are not shown on this plan.

AIRPORT FLIGHT APPROACH MAP



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CASE NUMBER: 20SN0526 APPLICANT: 29:11 Chesterfield, LLC	
 <p>CHESTERFIELD COUNTY, VIRGINIA DALE DISTRICT</p> <p>ADDENDUM</p> <p>Planning Commission (CPC) Public Hearing: APRIL 21, 2020</p> <p>CPC Time Remaining: 100 DAYS</p> <p>Applicant's Agent: ANDREW CONDLIN (804-977-3373)</p> <p>Planning Department Case Manager: HAROLD ELLIS (804-768-7592)</p>	 <p>123.9 Acres – 9201 Iron Bridge Road COURTHOUSE LANDING</p>

REQUEST

Rezoning from Agricultural (A) and General Business (C-5) to Community Business (C-3) with conditional use and conditional use planned development to permit multi-family and townhome uses plus exceptions to ordinance requirements.

Notes: A. Conditions may be imposed or the property owner may proffer conditions.

B. Proffered conditions, Textual Statement, and exhibits are located in Attachments 1-5

SUMMARY

A mixed-use project is planned, incorporating commercial and office uses, and a maximum of 600 dwelling units (multi-family and townhouse). Exceptions to ordinance requirements are requested to provide for residential uses and flexibility in overall development design. The request has been acted upon by the Planning Commission and Board of Supervisor's as discussed below.

On December 17, 2019, Chesterfield Planning Commission unanimously recommended that the Board of Supervisor's deny the request. The Commission expressed concerns relating to traffic (both current and future levels of service), lack of development phasing, airport safety, noise from the airport and impact on future residents, as well as insufficient screening for the proposed gas station.

On January 22, 2020, the Board of Supervisors (BOS) unanimously voted to remand the case back to the Planning Commission for further review requesting additional information from the applicant and review by staff. Specifically, in a letter dated January 17, 2020, which is included as Attachment 4, the applicant was asked to address traffic, impact on airport, and impact on schools.

This case was scheduled for the March 21, 2020 Planning Commission meeting. Out of the abundance of caution due to the potential spread of the coronavirus, or COVID-19, the meeting was cancelled. Therefore, this case was deferred to the Commission's April 21, 2020 meeting.

The purpose of this report is to provide details on how the applicant, in conjunction with staff, has addressed the concerns detailed in the letter referenced above. The full, original staff report and associated attachments for the December 2019 CPC and January BOS, are included as Attachment 5.

ADDENDUM	
<p>The purpose of this Addendum is to provide the Planning Commission further traffic information pertaining to this case. Specifically, additional information is provided on the following topics, in the form of three (3) attachments to this report.</p> <ol style="list-style-type: none"> 1) County Transportation Memo Weave Analysis 04-17-2020 2) VDOT Letter Weave Analysis 04-17-2020 3) Rt. 288 to Courthouse Rd Weave Analysis 04-16-2020 <p>Staff continues to recommend approval as outlined below and in the original staff report published April 14, 2020.</p>	

RECOMMENDATION	
STAFF	<p>PLANNING - APPROVAL</p> <ul style="list-style-type: none"> • Proposed office uses comply with the recommendations of the Comprehensive Plan. Further, the Plan supports mixed use projects at key intersections when providing land aggregation, use integration, and land use transition. • The Plan identifies this site as being within the airport operational and runway approach areas. Appropriate agencies provided review and input pertaining to this request. In accordance with development regulations, detailed FAA review will occur at time of plans review. • Quality design and architecture offered by the applicant provide for a convenient, attractive and harmonious community that should complement the surrounding development. <p>TRANSPORTATION – APPROVAL</p> <ul style="list-style-type: none"> • The development’s traffic impact will be addressed by providing road improvements.

ADDENDUM ATTACHMENT 1



Chesterfield County, Virginia Transportation Department


9800 Government Center Parkway – P.O. Box 40 – Chesterfield, VA 23832

Phone: (804) 748-1037 – Fax: (804) 748-8516 – Internet: chesterfield.gov

Brent Epps, P.E.
Director

DATE: April 17, 2020

TO: Honorable Members of the Planning Commission

FROM: Steven Adams, P.E., Senior Engineer, Transportation Department 

SUBJECT: Zoning Case 20SN0526 29:11 Chesterfield, LLC (Courthouse Landing)
Route 288/Route 10/Courthouse Road Operational Analysis

On February 21, 2020, the Virginia Department of Transportation (VDOT) determined the microsimulation weave analysis, which would provide a better model of the performance of the weave, for the section of Route 10 between the southbound Route 288 off-ramp to Courthouse Road was outside the scope of the VDOT Traffic Impact Analysis (TIA); therefore, the analysis was not required by VDOT. County staff requested VDOT perform the analysis; however, VDOT declined. As a result, county staff had the attached operational analysis completed using the microsimulation software (VISSIM) to analyze various scenarios on this section of Route 10 to determine the operational impacts. VDOT has reviewed and determined the analysis accurately depicts the operation of the weave section per their standards (attached). The results of the analysis are summarized as follows:

- The queuing and speeds on the Route 288 off-ramp were used to indicate failure since it was already determined that the Route 10/Courthouse Road intersection had sufficient capacity to process volumes and would not produce a change in results to indicate failure of the segment.
- 2024 No Build: Acceptable operations, increase in safety risk over existing conditions.
- 2024 Build: Acceptable operations, slightly improved over 2024 No Build due to proffered road improvements of Case 20SN0526, increase in safety risk over existing conditions.
- 2039 No Build and 2039 Build: Unacceptable operations and queue impacts to Route 288, significant safety risk over existing conditions.
- Failure of the weave area to occur by 2028 for No Build conditions.
- Failure of the weave area to occur by 2031 for Build conditions.

Notes:

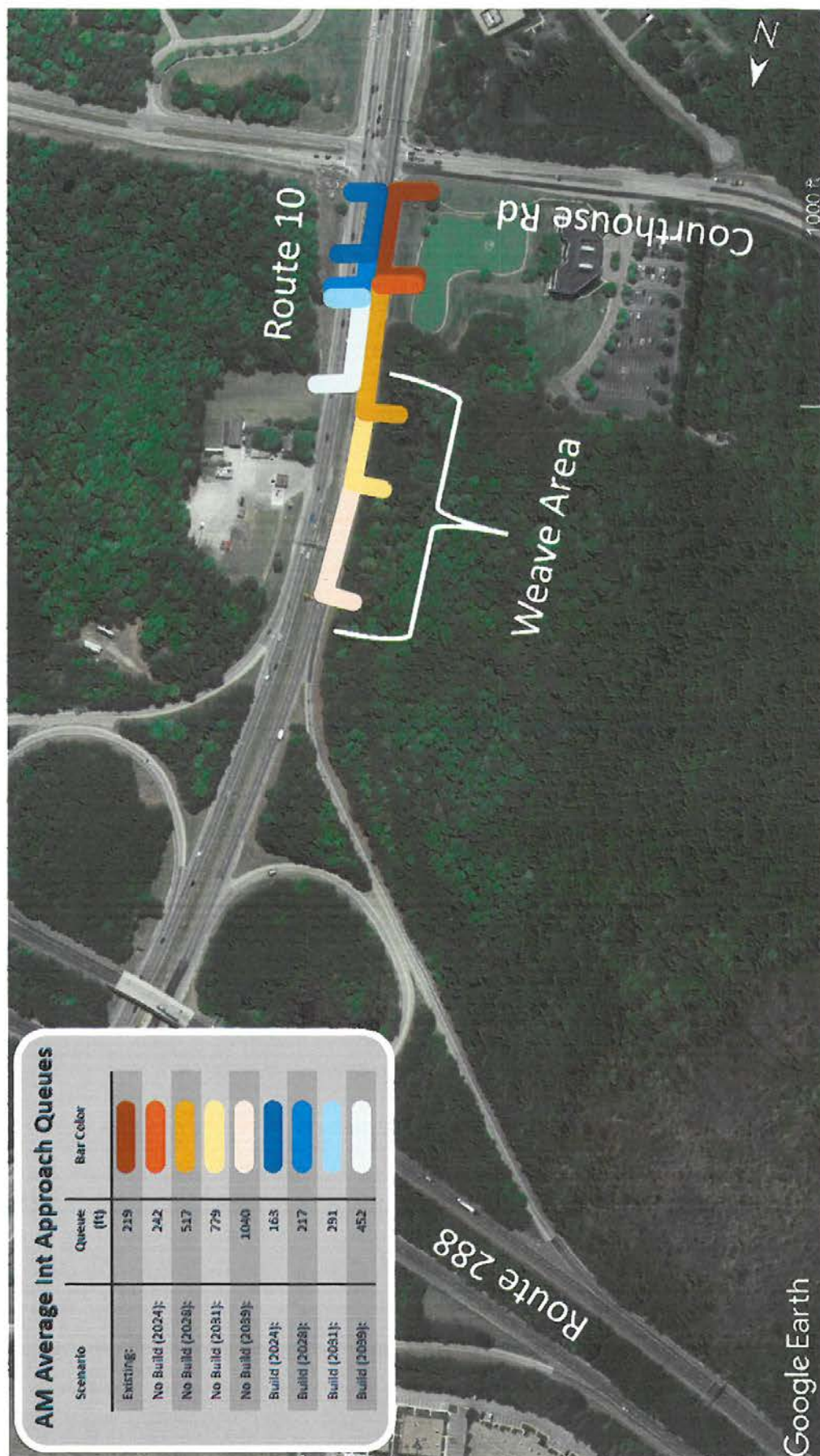
1. "No Build" defined as no proffered road improvements included.
2. "Build" defined as including proffered road improvements.
3. No scenario above included "By Other" improvements. This scenario was analyzed as "Build (Alternative 3)"; however, it did not have a significant impact on the analysis.

The attached exhibits provide a graphic representation of the morning (AM) and afternoon (PM) peak hour average queue lengths for existing and future conditions along Route 10 weave section and the southbound Route 288 off-ramp.

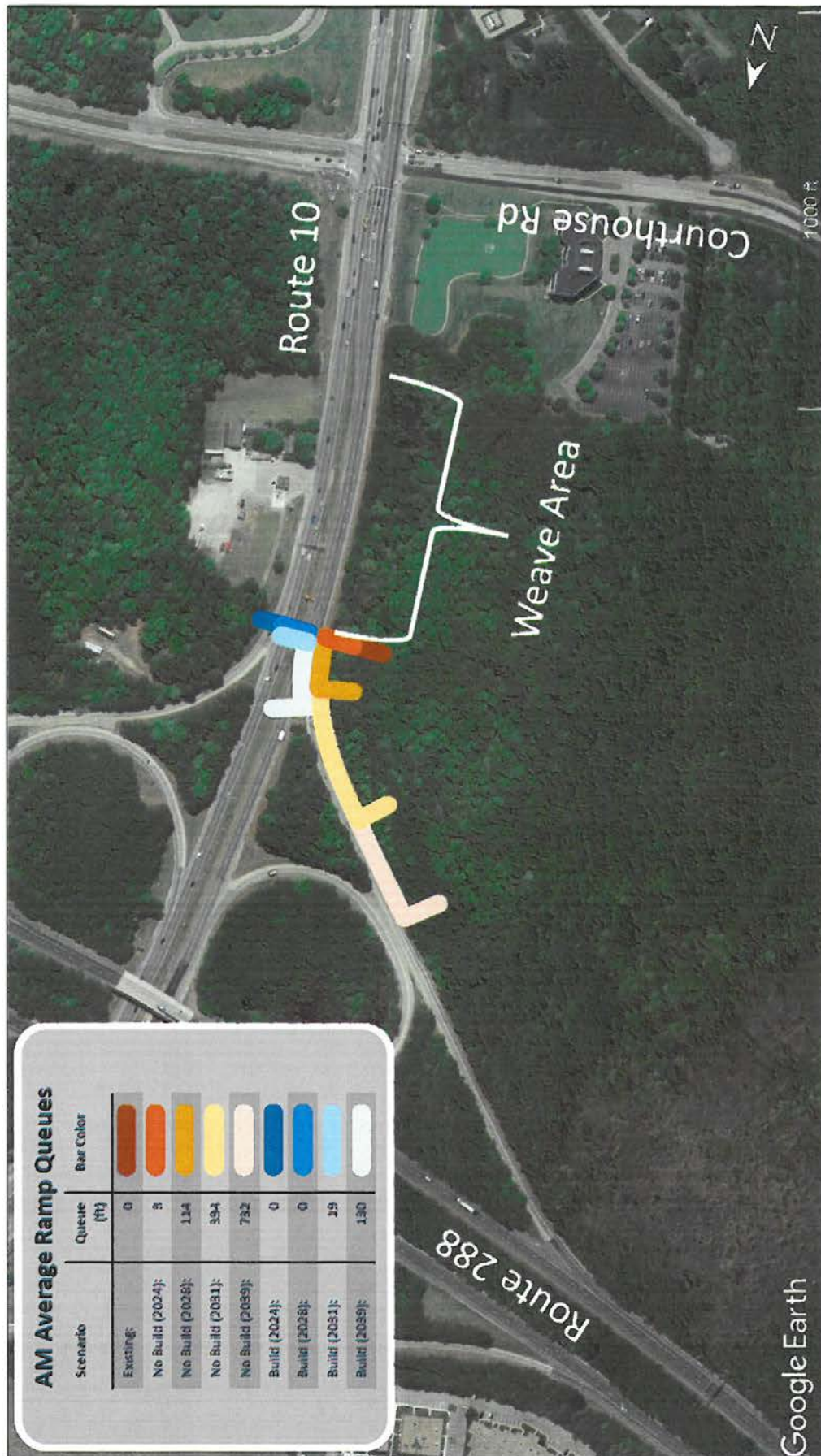
Potential strategies for mitigating the weave failure (alternative improvements), both operational and safety related, along with planning level cost estimates will be summarized and made available to the Planning Commission in a separate memorandum and analysis.

Attachments

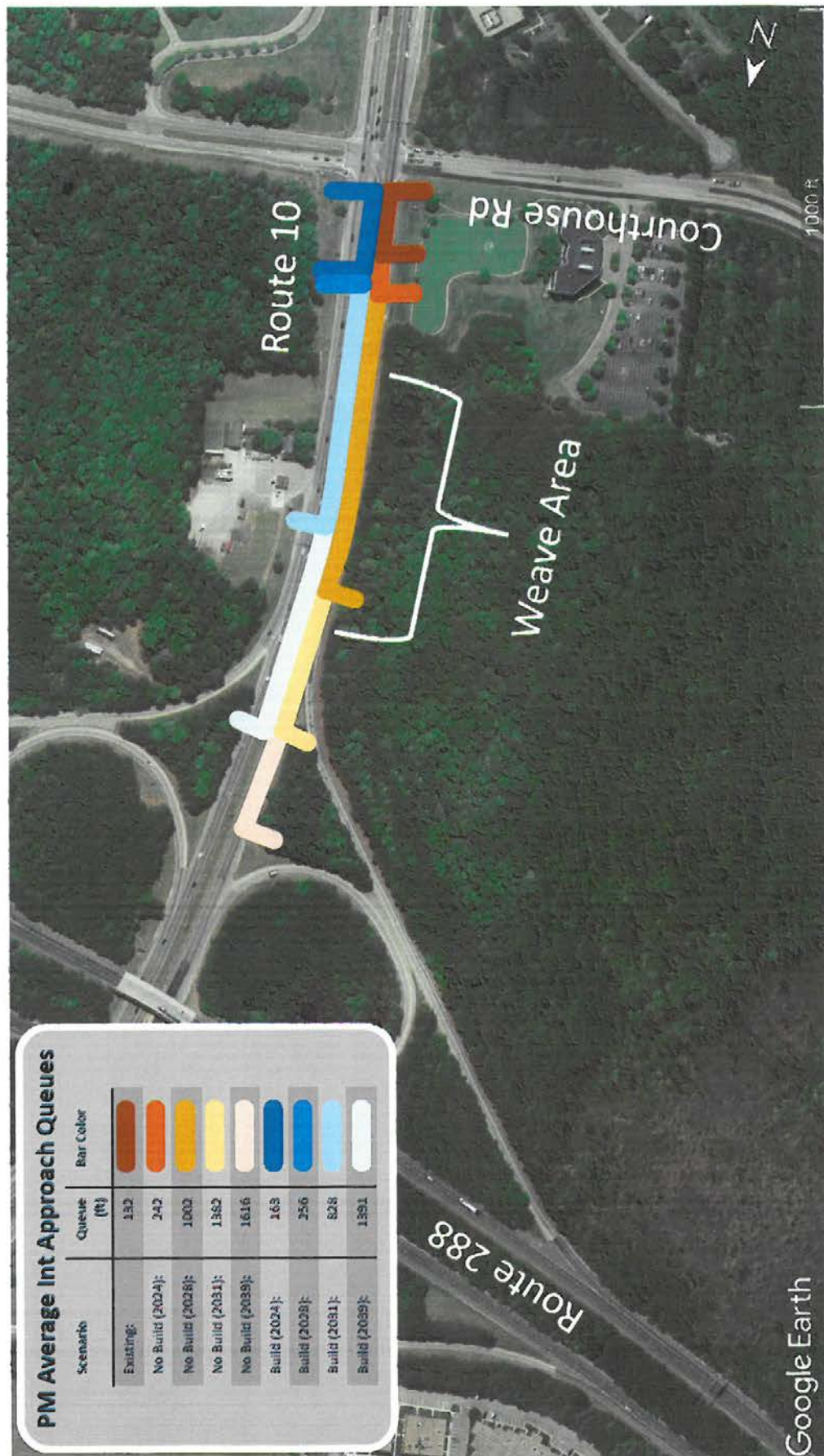
Route 288/Route 10/Courthouse Road Operational Analysis
Morning (AM) Peak Average Queues along Route 10



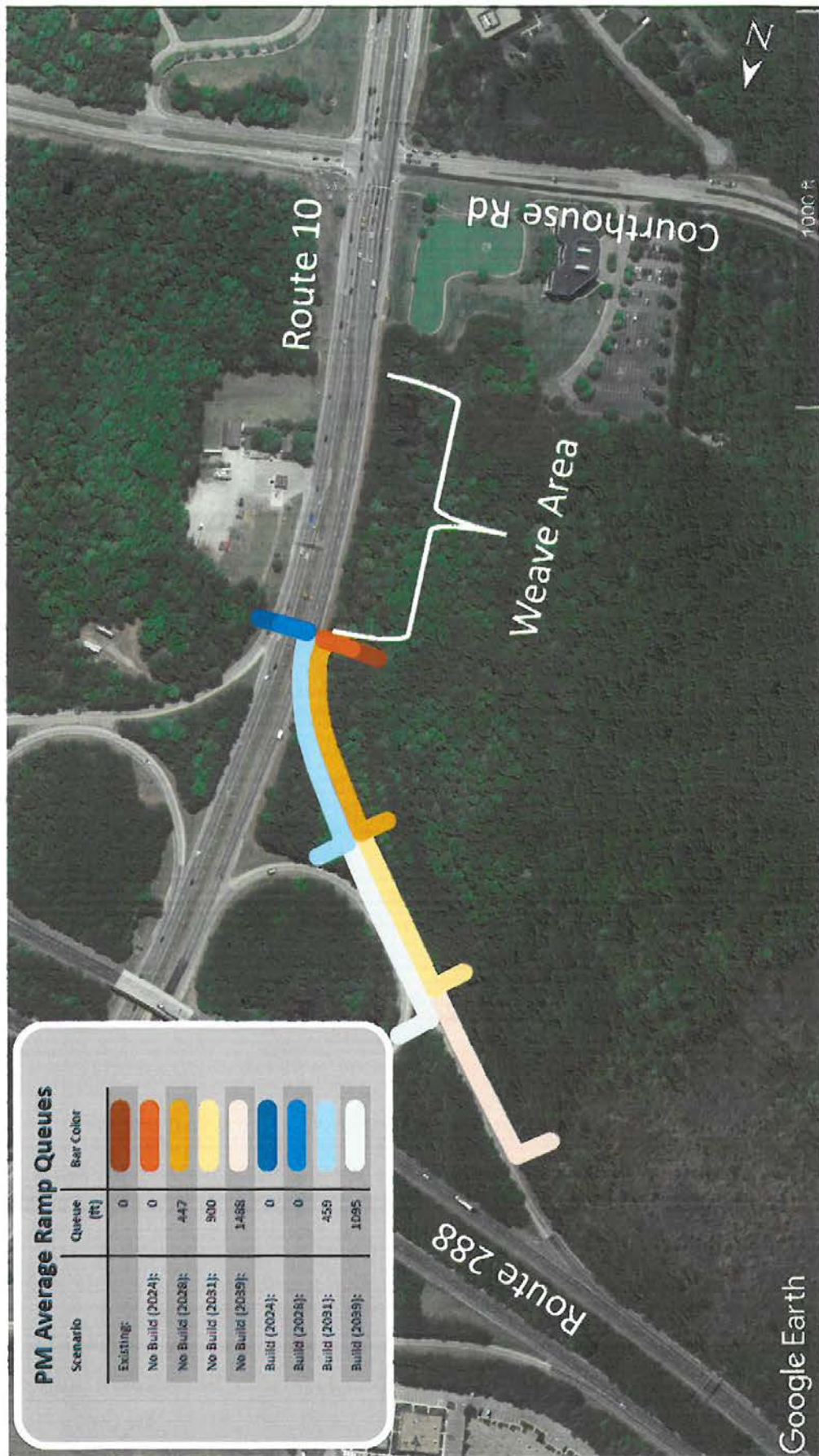
Route 288/Route 10/Courthouse Road Operational Analysis
Morning (AM) Peak Average Queues along Southbound Route 288 Off-Ramp



Route 288/Route 10/Courthouse Road Operational Analysis
 Afternoon (PM) Peak Average Queues along Route 10



Route 288/Route 10/Courthouse Road Operational Analysis
 Afternoon (PM) Peak Average Queues along Southbound Route 288 Off-Ramp





COMMONWEALTH of VIRGINIA

DEPARTMENT OF TRANSPORTATION

Stephen C. Brich, P.E.
Commissioner

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Richmond, Virginia 23219

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April 17, 2020

Brent Epps
Chesterfield Department of Transportation
P.O. Box 40
Chesterfield, Virginia 23832-0040

(Sent via E-mail)

Subject: Route 288 – Route 10 – Courthouse Road Operational Analysis
Supplemental Traffic Analysis

Dear Mr. Epps:

At the request of the Chesterfield County Department of Transportation, Kimley-Horn prepared an operational analysis utilizing the VISSIM microsimulation software to analyze the traffic impact of the proposed Courthouse Landing development on Iron Bridge Road (Route 10) between the eastbound Route 288 ramp to southbound Route 10, and the signalized intersection on southbound Route 10 at Courthouse Road (Route 2099).

The operational analysis utilized the traffic data provided in the Chapter 527 Traffic Impact Analysis (TIA) Report prepared by Green Light Solutions in support of the active zoning case for the Courthouse Landing development. Please refer to the VDOT TIA acceptance letter, dated February 21, 2020, for a summary of the key findings of the report.

The Route 288 – Route 10 – Courthouse Road Operational Analysis studied the following five scenarios, originally defined in the Chapter 527 Report:

- 2019 Existing Conditions
- 2024 No-Build Conditions
- 2024 Build Conditions
- 2039 No-Build Conditions
- 2039 Build Conditions

The build scenarios include the projected traffic volumes for the given year and the proposed site traffic for the Courthouse Landing development quantified in the Chapter 527 TIA Report. In addition, the road network utilized for the build scenarios include the proposed roadway improvements to Courthouse Road and the intersection of Route 10 at Courthouse Road defined in the Chapter 527 Report.

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Route 288 – Route 10 – Courthouse Road Operational Analysis

April 17, 2020

Page 2 of 2

The no-build scenarios have been developed to study the projected traffic volumes in the given year without any of the proposed site traffic. The roadway network used in the no-build analysis does not include the proposed road improvements included in the Chapter 527 Report.

The Virginia Department of Transportation (Department) has reviewed the operational analysis performed by Kimley-Horn and finds that the analysis has been performed in accordance with the Department's Traffic Operations and Safety Analysis Manual (TOSAM) in regards to the accuracy of the methodologies and assumptions utilized for the analysis. The report accurately depicts the operation of the weave segment between the eastbound Route 288 ramp traffic with southbound Route 10 traffic under the influence of the signalized intersection of Route 10 at Courthouse Road in all five analysis scenarios.

Summarized below are the key findings of the operational analysis report:

Existing Condition:

The report indicates that the weave segment along Route 10 functions adequately in the existing condition, with no queues spilling back to the Route 288 ramp.

2024 Build and No-Build Scenarios:

The report indicates that the weave segment along Route 10 will be impacted by the 2024 traffic in both the Build and No-Build scenarios. In the No-Build scenario, minor queues develop on the Route 288 ramp. The proposed roadway improvements for the Build scenario appear to mitigate the impacts to the weave segment and queuing on the ramp.

2039 Build and No-Build Scenarios:

The report indicates that the weave segment along Route 10 will be greatly impacted by the 2039 traffic in both scenarios. This will result in significant queues spilling back onto the Route 288 Ramp in both the Build and No-Build scenarios. The calculated average queue length along the ramp is greater for the No-Build condition in both conditions.

I am available at your convenience to meet and discuss the operational analysis report and the findings.

Sincerely,



Adam Wilkerson, PE
Area Land Use Engineer, Central

CC (Via E-mail):

K. Bates (VDOT – Chesterfield Residency)
R. Vilak (VDOT – Richmond District)
S. Adams (Chesterfield Transportation Department)
H. Ellis (Chesterfield Planning Department)

ROUTE 288 – ROUTE 10 – COURTHOUSE ROAD

Operational Analysis



APRIL 2020 | VISSIM RESULTS

Prepared By:

Kimley»Horn

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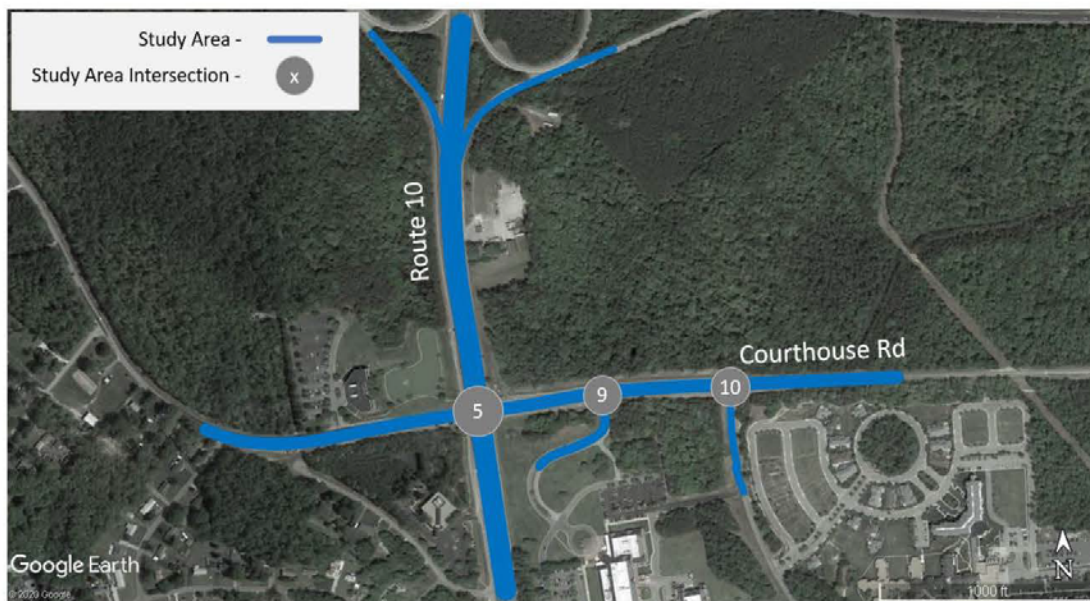
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EXECUTIVE SUMMARY

The traffic analysis conducted as part of the Courthouse Landing TIA was completed in Synchro and SimTraffic software. To meet current analysis tool requirements an additional microsimulation traffic analysis was conducted using VISSIM software for the study area shown in Figure 1.

The purpose of the additional microsimulation analysis was to specifically analyze the segment on Route 10 (Iron Bridge Road) between the southbound Route 288 off-ramp and Courthouse Road intersection, which is the segment in which vehicles make a weaving movement from the off-ramp to position into the eastbound left-turn lane at Courthouse Road. The VISSIM analysis provided queueing and vehicle speed results that provided additional clarity of the performance of this segment on Iron Bridge Road.

Figure 1: Study Area



The data and assumptions used in the Courthouse Landing TIA were used as the basis for this analysis. While the data and assumptions were the same for both analyses, it is important to note that the analysis software used to model the traffic does not use the same calculations and therefore the results are not directly comparable, instead should both be used as indications of expected traffic conditions.

The results of the VISSIM traffic analysis, specifically as it relates to the Iron Bridge Road at Courthouse Road intersection are as follows:

- Build improvements at the intersection provide additional capacity at the intersection to process the growth in traffic volumes, both in background traffic and new development traffic. This is true for both 2024 and 2039 analysis years.
- The Build improvements appear to minimize the eastbound Iron Bridge Road approach queues, which helps to keep the back of queues further away from the southbound Route 288 off-ramp gore area. This however, does not mitigate the weave area of this segment.

The results of the VISSIM traffic analysis, specifically as it relates to the weave segment are as follows:

- 2024 No Build – acceptable traffic operations, increase in safety risk over existing conditions
- 2024 Build – acceptable traffic operations, slightly improved over 2024 No Build operations due to improvements at the Courthouse Road intersection, increase in safety risk over existing conditions
- 2039 No Build – unacceptable traffic operations and queue impacts to Route 288, significant safety risk over existing conditions
- 2039 Build – unacceptable traffic operations and queue impacts to Route 288, slightly improved over 2039 No Build operations due to improvements at Courthouse Road intersection, significant safety risk over existing conditions.

Understanding that the weaving segment is expected to be in failure by 2039, some additional analysis was conducted to narrow down the time for the segment failure. The queuing and speeds on the southbound Route 288 off-ramp were used to indicate failure since it was already determined that Iron Bridge Road at Courthouse Road intersection had sufficient capacity to process volumes and therefore would not produce a change in results to indicate a failure on the segment. The criteria for defining failure on the ramp was length of queues and vehicle travel speeds. The results of the analysis indicated:

- Failure of the weave area to occur by year 2028 for No Build conditions
- Failure of the weave area to occur by year 2031 for Build conditions

This study did not analyze strategies for mitigating the failures, both operational and safety related, anticipated to occur on the weave segment. It is recommended that additional steps be taken to identify potential solutions.

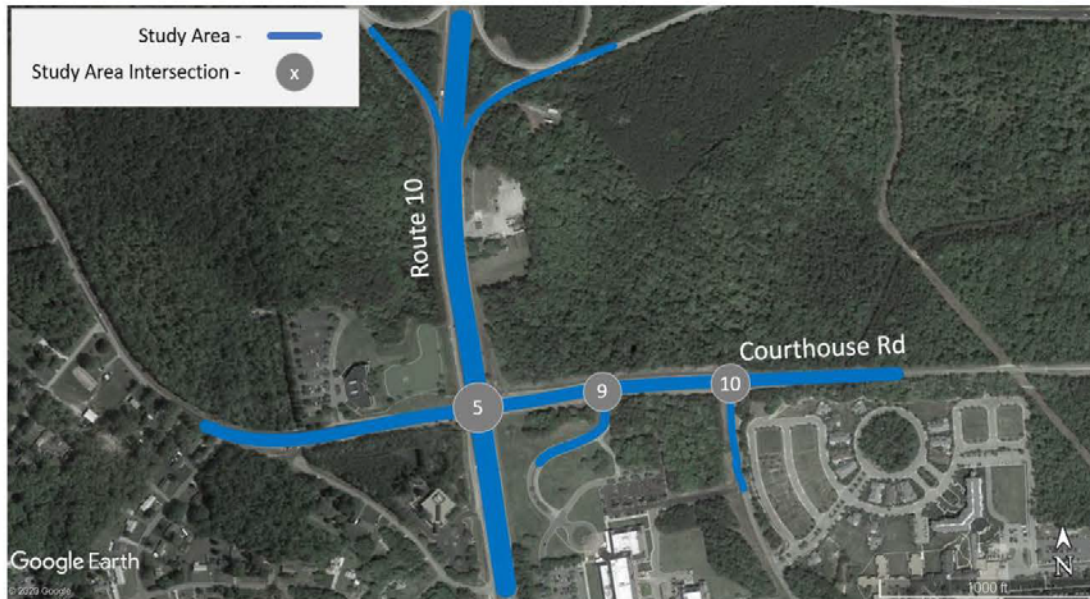
METHODOLOGY

The traffic analysis conducted as part of the Courthouse Landing TIA was completed in Synchro and SimTraffic software. To meet current analysis tool requirements an additional microsimulation traffic analysis was conducted using VISSIM software for the study area shown in Figure 2.

The study area includes ramps to and from southbound Route 288 as well as the following three intersections:

- Route 10 (Iron Bridge Road) and Courthouse Road
- Courthouse Road and Circuit and General District Access Road
- Courthouse Road and Courts Complex Road

Figure 2: Study Area



Traffic analysis was performed using VISSIM microsimulation software version 11-13. Each model includes a half hour seeding period followed by a one-hour analysis period. AM and PM Peak Hours were kept consistent with AM and PM Peak Hours identified in the Courthouse Landing TIA for the Route 10 and Courthouse Road intersection. Peak hours identified for the study are as follows:

- AM Peak Hour: 7:30 AM
- PM Peak Hour: 4:30 PM

VISSIM models were developed consistent with assumptions used in the Courthouse Landing TIA including:

- Lane geometry
- Vehicle demand
- Heavy vehicle percentages
- Signal timings

Lane configurations for Existing, No-Build, and Build Scenarios are shown in Figure 3-Figure 5 below.

VISSIM models were also developed to incorporate weaving volumes provided for the area on eastbound Route 10 between the southbound Route 288 off-ramp and the intersection with Courthouse Road.

Inputs were developed every 15 minutes based on count data provided in the Courthouse Landing TIA. Existing Conditions models were developed based on guidelines provided in TOSAM 2.0. A VISSIM calibration memo is included in Appendix A.

Figure 3. Existing Conditions Lane Schematic



Figure 4. No-Build Lane Schematic

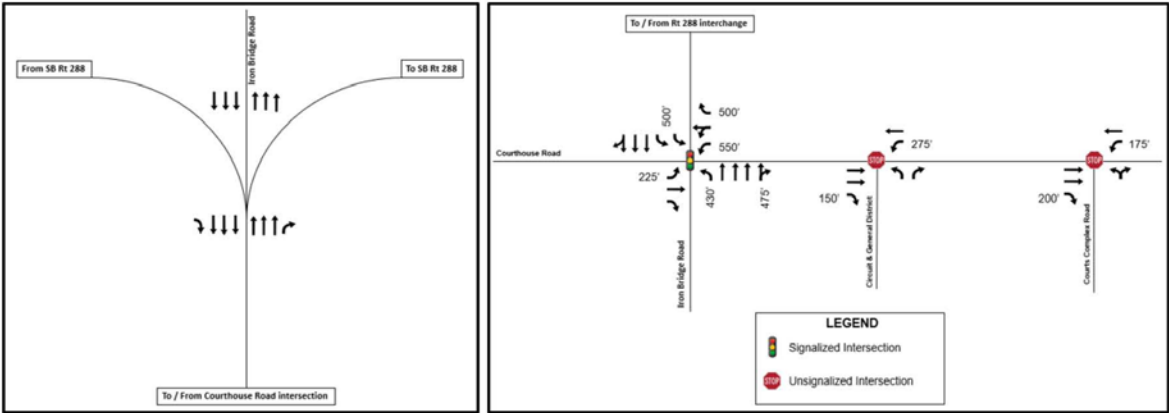
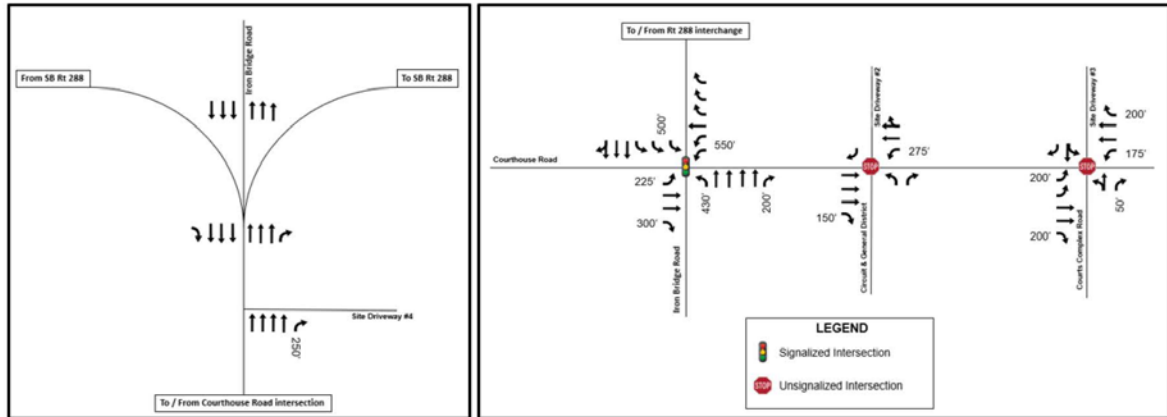


Figure 5. Build Lane Schematic



ANALYSIS RESULTS

Results for each of the analysis year scenarios are include below. A summary of additional VISSIM output MOEs are included in **Appendix B**.

EXISTING CONDITIONS

Table 1 displays results of the AM and PM Existing conditions. Results are summarized by approach and by movement and provide a comparison of volume counts versus throughput, average delay, Level of Service (LOS), average queues, and max queues.

During the AM peak hour, the Courthouse Road and Iron Bridge Road intersection operates at a LOS C with an average delay of 34.7 seconds per vehicle. During the PM peak hour, the Courthouse Road and Iron Bridge Road intersection also operates at a LOS C with an average delay of 29.4 seconds per vehicle. Both unsignalized intersections operate at a LOS A in both the AM and PM peak hours with an average delay below 5 seconds per vehicle.

Results indicate that the queues from the downstream intersection approach do not spill back to the ramp from southbound Route 288 to eastbound Iron Bridge Road in either the AM or PM peak hour. Any significant queuing which would occur on this ramp would be largely a result of spill back from the downstream intersection approach at Courthouse Road.

2024 CONDITIONS

AM PEAK

Table 4 provides a comparison of intersection results for the AM peak hour 2024 No Build and Build scenarios. Under the No Build scenario, the Courthouse Road and Iron Bridge Road intersection operates at a LOS D with an average Delay of 39.3 seconds per vehicle, while under the build condition the same intersection also operates at a LOS C with an average delay of 33.4 seconds per vehicle. The Build scenario also processes approximately 600 more vehicle per hour (vph) at the intersection compared to the No Build scenario during the AM peak hour.

The intersection of Courthouse Road and the Circuit and General District Access Road operates at a LOS A in both scenarios during the AM peak hour with average delays of about 1 second per vehicle

The intersection of Courthouse Road and Courts Complex Road operates at a LOS C in the Build Scenario during the AM peak hour, compared to a LOS A in the No Build scenario. This difference is due to the proposed signal and additional southbound intersection approach in the Build Scenario. Despite the difference in LOS between Build and No Build scenarios, the Build scenario processes all but 2% of its approximately 1800 vph demand.

Minor queues develop on the Route 288 off-ramp to eastbound Iron Bridge Road in the No Build model due to spill back from the downstream approach at the Courthouse Road intersection. No queues develop on the Route 288 off-ramp to eastbound Iron Bridge Road in the Build scenario.

PM PEAK

Table 5 provides a comparison of intersection results for the PM peak hour 2024 No Build and Build scenarios. Under the No Build scenario, the Courthouse Road and Iron Bridge Road intersection operates at a LOS C with an average delay of 32.4 seconds per vehicle, while under the build condition the same intersection also operates at a LOS C with an average delay of 31.0 seconds per vehicle. The Build scenario also processes approximately 1400 vph more vehicles at the intersection compared to the No Build scenario during the PM peak hour.

The intersection of Courthouse Road and the Circuit and General District Access Road operates at a LOS A in both scenarios during the PM peak hour with average delays of about 1 second per vehicle in the No Build scenario and about 4 seconds per vehicle in the Build scenario.

The intersection of Courthouse Road and Courts Complex Road operates at a LOS C in the Build Scenario during the PM peak hour, compared to a LOS A in the No Build scenario. This difference is due to the proposed signal and additional southbound intersection approach in the Build scenario. Despite the difference in LOS between Build and No Build scenarios, the Build scenario still processes virtually all of its approximately 2100 vph demand.

No queues develop in either scenario on the ramp from southbound Route 288 to eastbound Iron Bridge Road during the PM peak hour.

Table 1 :Existing Conditions Results

		Movement	Existing AM								Existing PM								
			Balanced Count (vph)	Simulated Throughput (vph)	% Delta	Delay (veh/s)	LOS	Avg Queue (ft)	Max Queue (ft)	Storage (ft)	Balanced Count (vph)	Simulated Throughput (vph)	% Delta	Delay (veh/s)	LOS	Avg Queue (ft)	Max Queue (ft)	Storage (ft)	
Intersection	Approach		LT 154	157	2%	55.4	E	57	384	275	189	193	2%	56.3	E	99	883	275	
Courthouse Road and Iron Bridge Road	WB Iron Bridge Rd	TH	1626	1618	0%	23.4	C	217	1011	-	1639	1634	0%	21.9	C	211	1031	-	
		RT	74	75	1%	6.1	A	2	77	250	16	16	0%	3.7	A	0	38	250	
	EB Iron Bridge Rd	LT	540	506	-6%	87.6	F	219	813	250	188	192	2%	57.2	E	46	331	250	
		TH	1505	1491	-1%	19.4	B	142	812	-	1905	1902	0%	23.8	C	132	648	-	
	EB Courthouse Rd	RT	52	53	2%	17.5	B	133	854	-	34	35	3%	22.1	C	125	690	-	
		LT	27	27	0%	74.6	E	11	106	225	55	58	5%	60.9	E	21	140	225	
	WB Courthouse Rd	TH	302	280	-7%	93.0	F	215	655	-	113	112	-1%	45.9	D	29	177	-	
		RT	186	185	-1%	17.7	B	28	425	-	199	195	-2%	11.4	B	13	156	-	
		TH	23	20	-13%	63.9	E	8	92	550	29	29	0%	64.9	E	11	100	550	
		RT	89	88	-1%	53.4	D	34	326	-	81	79	-2%	72.6	E	73	587	-	
		LT	233	227	-3%	25.1	C	39	338	150	436	443	2%	47.9	D	181	657	150	
		Intersection		4811	4727	-2%	34.7	C	-	-	-	4884	4888	0%	29.4	C	-	-	-
Courthouse Road and District Access Road	NB Circuit & General District Access Rd	LT	16	14	-13%	9.6	A	1	46	-	30	30	0%	7.4	A	1	60	-	
		RT*	1	1	0%	6.3	A	0	19	-	3	4	33%	5.2	A	0	36	-	
	EB Courthouse Rd	RT*	0	0	-	-	-	-	-	-	0	0	-	-	-	-	-	-	
		TH	760	720	-5%	0.5	A	0	0	-	315	319	1%	0.2	A	0	0	-	
	WB Courthouse Rd	RT	156	145	-7%	3.2	A	0	0	150	2	2	0%	2.1	A	0	0	150	
		LT	7	7	0%	4.0	A	0	31	275	0	0	-	-	-	-	-	275	
		TH	329	325	-1%	0.3	A	0	0	-	516	517	0%	6.8	A	12	298	-	
		RT*	0	0	-	-	-	-	-	-	0	0	-	-	-	-	-	-	
		Intersection		1269	1212	-4%	0.9	A	-	-	-	866	872	1%	4.4	A	-	-	-
		NB Courts Complex Rd	LT	10	10	0%	10.9	B	1	43	-	24	25	4%	11.5	B	1	61	-
	TH*		0	0	-	-	-	-	-	-	0	0	-	-	-	-	-	-	
	Courthouse Road and Courts Complex Road	SB Site Drive #3*	RT	10	9	-10%	6.9	A	1	41	-	3	3	0%	7.4	A	1	60	-
LT*			0	0	-	-	-	-	-	-	0	0	-	-	-	-	-	-	
EB Courthouse Rd		TH*	0	0	-	-	-	-	-	-	0	0	-	-	-	-	-	-	
		RT*	0	0	-	-	-	-	-	-	0	0	-	-	-	-	-	-	
		LT*	0	0	-	-	-	-	-	-	0	0	-	-	-	-	-	-	
		TH	706	675	-4%	0.2	A	0	0	-	302	309	2%	0.1	A	0	0	-	
WB Courthouse Rd		RT	55	49	-11%	2.0	A	0	0	200	16	15	-6%	1.6	A	0	0	200	
		LT	8	8	0%	6.2	A	0	38	175	3	2	-33%	2.4	A	0	4	175	
		TH	326	323	-1%	0.1	A	0	0	-	492	490	0%	0.4	A	0	9	-	
		RT*	0	0	-	-	-	-	-	-	0	0	-	-	-	-	-	-	
		Intersection		1115	1074	-4%	0.5	A	-	-	-	840	844	0%	0.7	A	-	-	-

*Approach/movement only provided in Build scenario

2039 CONDITIONS

AM PEAK

Table 6 provides a comparison of intersection results for the AM peak hour 2039 No Build and Build scenarios. Under the No Build scenario, the Courthouse Road and Iron Bridge Road intersection operates at a LOS E with an average delay of 57.3 seconds per vehicle, while under the build condition the same intersection operates at a LOS D with an average delay of 35.7 seconds per vehicle. The Build scenario also processes approximately 1,400 more vph at the intersection compared to the No Build scenario during the AM peak hour.

The intersection of Courthouse Road and the Circuit and General District Access Road operates at a LOS A in both scenarios during the AM peak hour with average delays of about 8 second per vehicle in the No Build scenario and about 2 second per vehicle in the Build scenario.

The intersection of Courthouse Road and Courts Complex Road operates at a LOS C in the Build scenario during the AM peak hour, compared to a LOS A in the No Build scenario. This difference is due to the proposed signal and additional southbound intersection approach in the Build Scenario. Despite the difference in LOS between Build and No Build scenarios, the Build scenario processes all but 3% of its approximately 2,200 vph demand.

Queues develop on the Route 288 off-ramp to eastbound Iron Bridge Road in both the Build and No Build scenarios during the AM peak hour due to spill back from the downstream intersection at Courthouse Road, however average and max queues on the ramp are longer in the No Build scenario with max queues approaching the southbound Route 288 mainline. Table 2 and Figure 6 depict the queue results during the AM peak hour.

Table 2: 2039 AM Queue Results for Ramp from SB Rt 288 to EB Rt 10

Storage Length (feet)	2039 No Build AM		2039 Build AM	
	Avg Queue (feet)	Max Queue (feet)	Avg Queue (feet)	Max Queue (feet)
1780	732	1685	130	1308

Figure 6: 2039 AM Ramp Queue Results



PM PEAK

Table 7 provides a comparison of intersection results for the PM peak hour 2039 No Build and Build scenarios. Under the No Build scenario, the Courthouse Road and Iron Bridge Road intersection operates at a LOS E with an average delay of 58.6 seconds per vehicle, while under the build condition the same intersection also operates at a LOS D with an average delay of 47.3 seconds per vehicle. However, the Build scenario processes approximately 1,400 vph more vehicles at the intersection compared to the No Build scenario during the PM peak hour.

The intersection of Courthouse Road and the Circuit and General District Access Road operates at a LOS C in the No Build scenario and LOS B in the Build scenario. Delays at this intersection in the No Build scenario primarily stem from delays on the westbound approach due to queues spilling back from the Courthouse Road and Iron Bridge Road intersection. Delays at this intersection in the Build scenario are primarily due to delays at the stop controlled southbound approach from the proposed site at Courthouse Landing.

The intersection of Courthouse Road and Courts Complex Road operates at a LOS C in the Build scenario during the PM peak hour, compared to a LOS D in the No Build scenario. The Build scenario is also able to process about 1000 vph more than the No Build scenario.

Queues develop in both scenarios with average queues being longer in the No Build scenario than the Build scenario. However, Max queues in both scenarios spill back nearly the full length of the ramp, indicating that queues could spill onto mainline southbound Route 288, causing potential operational and safety issues on that facility. Table 3 and Figure 7 depicts the queue results during the AM peak hour.

Table 3: 2039 PM Queue Results for Ramp from SB Rt 288 to EB Rt 10

Storage Length (feet)	2039 No Build PM		2039 Build PM	
	Avg Queue (feet)	Max Queue (feet)	Avg Queue (feet)	Max Queue (feet)
1780	1488	1683	1095	1682

Figure 7: 2039 PM Ramp Queue Results



Table 4: 2024 AM Results

			2024 AM No Build							2024 AM Build									
			Simulated			Delay (veh/s)	LOS	Avg Queue (ft)	Max Queue (ft)	Storage (ft)	Simulated			Delay (veh/s)	LOS	Avg Queue (ft)	Max Queue (ft)	Storage (ft)	
Intersection	Approach	Movement	Demand (vph)	Throughput (vph)	% Delta			Demand (vph)	Throughput (vph)	% Delta	Demand (vph)	Throughput (vph)	% Delta			Demand (vph)	Throughput (vph)	% Delta	Demand (vph)
Courthouse Road and Iron Bridge Road	WB Iron Bridge Rd	LT	170	171	1%	70.9	E	84	381	430	170	169	-1%	61.2	E	68	303	430	
		TH	1795	1776	-1%	38.3	D	153	579	-	1853	1839	0%	31.8	C	129	511	-	
		RT	82	79	-4%	27.0	C	165	599	475	114	112	-2%	12.2	B	41	478	200	
	EB Iron Bridge Rd	LT	596	574	-4%	67.4	E	260	874	500	830	822	-1%	51.8	D	178	649	500	
		TH	1662	1618	-3%	31.7	C	219	874	-	1653	1634	-1%	24.9	C	136	649	-	
		RT	57	57	0%	29.4	C	209	911	-	57	58	2%	22.8	C	127	688	-	
	EB Courthouse Rd	LT	30	31	3%	41.3	D	8	85	225	30	30	0%	50.8	D	8	85	225	
		TH	333	323	-3%	49.7	D	107	481	-	348	338	-3%	55.2	E	67	255	-	
		RT	205	204	0%	10.7	B	14	246	-	205	205	0%	12.4	B	14	196	300	
	WB Courthouse Rd	LT	25	22	-12%	55.7	E	51	372	550	101	97	-4%	44.2	D	21	191	550	
		TH	98	97	-1%	66.5	E	51	372	-	103	100	-3%	45.6	D	30	237	-	
		RT	257	249	-3%	13.7	B	21	280	500	477	466	-2%	21.5	C	33	263	-	
	Intersection			5310	5201	-2%	39.3	D	-	-	-	5941	5890	-1%	33.4	C	-	-	-
Courthouse Road and Circuit and General District Access Road	NB Circuit & General District Access Rd	LT	18	16	-11%	11.0	B	1	51	-	18	16	-11%	10.8	B	1	49	-	
		RT	1	1	0%	9.2	A	0	20	-	1	1	0%	11.8	B	0	19	-	
		SB Site Drive #2*	RT*	0	0	-	-	-	-	-	-	72	70	-3%	5.8	A	1	66	-
	EB Courthouse Rd	TH	839	810	-3%	0.5	A	0	0	-	1119	1101	-2%	1.3	A	1	181	-	
		RT	172	166	-3%	3.2	A	0	0	150	172	173	1%	3.8	A	1	181	150	
		LT	8	9	13%	6.6	A	0	30	275	8	8	0%	3.7	A	0	25	275	
	WB Courthouse Rd	TH	363	358	-1%	0.5	A	0	29	-	593	582	-2%	0.6	A	0	0	-	
		RT*	0	0	-	-	-	-	-	-	15	14	-7%	1.1	A	0	0	-	
		Intersection			1401	1360	-3%	1.0	A	-	-	-	1998	1965	-2%	1.6	A	-	-
	Courthouse Road and Courts Complex Road	NB Courts Complex Rd	LT	11	10	-9%	10.8	B	1	44	-	11	9	-18%	54.7	D	3	43	-
TH*			0	0	-	-	-	-	-	-	0	0	-	-	-	-	-	-	
RT			11	9	-18%	7.2	A	1	43	-	11	9	-18%	7.8	A	0	28	50	
SB Site Drive #3*		LT*	0	0	-	-	-	-	-	-	16	17	6%	59.2	E	7	66	-	
		TH*	0	0	-	-	-	-	-	-	5	4	-20%	47.7	D	7	66	-	
		RT*	0	0	-	-	-	-	-	-	46	45	-2%	6.0	A	2	56	-	
EB Courthouse Rd		LT*	0	0	-	-	-	-	-	-	209	206	-1%	57.1	E	78	437	200	
		TH	779	754	-3%	0.2	A	0	0	-	850	842	-1%	20.7	C	69	446	-	
		RT	61	56	-8%	2.0	A	0	0	200	61	55	-10%	10.1	B	1	119	200	
WB Courthouse Rd		LT	9	8	-11%	4.1	A	0	27	175	9	9	0%	61.6	E	6	235	175	
		TH	360	357	-1%	0.1	A	0	0	-	559	551	-1%	15.8	B	32	279	-	
		RT*	0	0	-	-	-	-	-	-	29	29	0%	4.8	A	1	128	200	
Intersection			1231	1194	-3%	0.4	A	-	-	-	1806	1777	-2%	23.2	C	-	-	-	

*Approach/movement only provided in Build scenario

Table 5: 2024 PM Results

Movement			2024 PM No Build								2024 PM Build								
			Simulated			Delay (veh/s)	LOS	Avg Queue (ft)	Max Queue (ft)	Storage (ft)	Simulated			Delay (veh/s)	LOS	Avg Queue (ft)	Max Queue (ft)	Storage (ft)	
			Demand (vph)	Throughput (vph)	% Delta						Demand (vph)	Throughput (vph)	% Delta						
Intersection	Approach		(vph)	(vph)	% Delta	(veh/s)	LOS	(ft)	(ft)	(ft)	(vph)	(vph)	% Delta	(veh/s)	LOS	(ft)	(ft)	(ft)	
Courthouse Road and Iron Bridge Road	WB Iron Bridge Rd	LT	209	209	0%	90.5	F	135	486	430	209	208	0%	60.1	E	84	432	430	
		TH	1810	1826	1%	24.7	C	111	515	-	1898	1898	0%	22.6	C	95	513	-	
		RT	18	17	-6%	18.6	B	120	535	475	79	77	-3%	9.3	A	20	445	200	
	EB Iron Bridge Rd	LT	208	208	0%	60.7	E	71	628	500	703	709	1%	53.1	D	135	699	500	
		TH	2103	2103	0%	31.8	C	242	774	-	2057	2065	0%	22.9	C	162	713	-	
		RT	38	39	3%	28.8	C	240	816	-	38	42	11%	19.9	B	163	755	-	
	EB Courthouse Rd	LT	61	64	5%	50.7	D	19	144	225	61	62	2%	45.6	D	17	130	225	
		TH	125	121	-3%	55.0	D	39	201	-	147	139	-5%	45.9	D	25	123	-	
		RT	220	218	-1%	14.3	B	18	208	-	220	218	-1%	13.9	B	18	208	300	
	WB Courthouse Rd	LT	32	31	-3%	47.1	D	43	442	550	261	258	-1%	52.2	D	67	551	550	
		TH	89	84	-6%	57.3	E	43	442	-	120	111	-8%	55.0	E	68	550	-	
		RT	481	480	0%	22.7	C	77	592	500	1018	1018	0%	36.5	D	129	575	-	
Intersection			5394	5400	0%	32.4	C	-	-	-	6811	6805	0%	31.0	C	-	-	-	
Courthouse Road and Circuit and General District Access Road	NB Circuit & General District Access Rd	LT	33	31	-6%	7.1	A	1	58	-	33	32	-3%	9.3	A	2	67	-	
		RT	3	4	33%	5.6	A	0	44	-	3	4	33%	6.8	A	0	37	-	
		RT*	0	0	-	-	-	-	-	-	372	372	0%	23.1	C	63	400	-	
	EB Courthouse Rd	TH	348	342	-2%	0.2	A	0	0	-	925	917	-1%	0.6	A	0	8	-	
		RT	2	1	-50%	2.1	A	0	0	150	2	3	50%	1.8	A	0	8	150	
		LT	0	0	-	-	-	-	-	275	0	0	-	-	-	-	-	275	
	WB Courthouse Rd	TH	570	567	-1%	0.8	A	0	27	-	994	988	-1%	1.3	A	0	17	-	
		RT*	0	0	-	-	-	-	-	-	22	23	5%	1.2	A	0	10	-	
		Intersection			956	945	-1%	0.8	A	-	-	-	2351	2339	-1%	4.6	A	-	-
	Courthouse Road and Courts Complex Road	NB Courts Complex Rd	LT	26	26	0%	11.2	B	1	62	-	26	25	-4%	73.1	E	11	123	-
			TH*	0	0	-	-	-	-	-	-	0	0	-	-	-	-	-	-
			RT	3	3	0%	6.3	A	1	60	-	3	3	0%	13.0	B	0	23	50
SB Site Drive #3*		LT*	0	0	-	-	-	-	-	-	94	92	-2%	48.4	D	39	236	-	
		TH*	0	0	-	-	-	-	-	-	31	33	6%	46.5	D	39	236	-	
		RT*	0	0	-	-	-	-	-	-	245	244	0%	12.3	B	29	263	-	
EB Courthouse Rd		LT*	0	0	-	-	-	-	-	-	411	409	0%	48.3	D	93	455	200	
		TH	333	330	-1%	0.1	A	0	0	-	499	509	2%	25.4	C	47	438	-	
		RT	18	16	-11%	1.7	A	0	0	200	18	18	0%	8.3	A	0	51	200	
WB Courthouse Rd		LT	3	3	0%	1.8	A	0	3	175	3	3	0%	55.4	E	4	245	175	
		TH	543	541	0%	0.1	A	0	0	-	744	742	0%	27.3	C	73	441	-	
		RT*	0	0	-	-	-	-	-	-	45	45	0%	9.1	A	5	293	200	
Intersection			926	919	-1%	0.5	A	-	-	-	2119	2125	0%	30.4	C	-	-	-	

*Approach/movement only provided in Build scenario

Table 6: 2039 AM Results

		2039 AM No Build							2039 AM Build										
Intersection	Approach	Movement	Simulated			LOS	Avg Queue (ft)	Max Queue (ft)	Storage (ft)	Simulated			LOS	Avg Queue (ft)	Max Queue (ft)	Storage (ft)			
			Demand (vph)	Throughput (vph)	% Delta					Demand (vph)	Throughput (vph)	% Delta							
Courthouse Road and Iron Bridge Road	WB Iron Bridge Rd	LT	229	194	-15%	118.2	F	1299	1694	430	229	195	-15%	192.6	F	511	1539	430	
		TH	2416	2189	-9%	60.4	E	1343	1694	-	2474	2416	-2%	33.4	C	504	1539	-	
		RT	110	95	-14%	60.8	E	1347	1696	475	142	138	-3%	17.2	B	397	1496	200	
	EB Iron Bridge Rd	LT	802	598	-25%	84.1	F	1040	1699	500	1036	980	-5%	56.4	E	452	1578	500	
		TH	2236	1709	-24%	45.0	D	1027	1699	-	2227	2095	-6%	22.5	C	394	1576	-	
		RT	77	59	-23%	37.4	D	1031	1707	-	77	74	-4%	20.9	C	393	1589	-	
	EB Courthouse Rd	LT	40	40	0%	44.8	D	10	148	225	40	42	5%	45.5	D	11	97	225	
		TH	449	436	-3%	50.3	D	174	675	-	464	454	-2%	46.9	D	76	360	-	
		RT	276	273	-1%	15.3	B	42	568	-	276	272	-1%	17.3	B	31	308	300	
	WB Courthouse Rd	LT	34	31	-9%	66.4	E	224	632	550	110	105	-5%	33.4	C	17	192	550	
		TH	132	117	-11%	126.9	F	224	632	-	137	131	-4%	32.0	C	26	249	-	
		RT	346	310	-10%	37.9	D	167	663	500	566	552	-2%	11.2	B	22	273	-	
Intersection			7147	6051	-15%	57.3	E	-	-	-	7778	7454	-4%	35.7	D	-	-	-	
Courthouse Road and Circuit and General District Access Road	NB Circuit & General District Access Rd	LT	24	21	-13%	11.1	B	1	63	-	24	21	-13%	13.2	B	2	62	-	
		RT	1	1	0%	7.0	A	0	29	-	1	1	0%	15.0	B	0	29	-	
		RT*	0	0	-	-	-	-	-	-	72	69	-4%	5.4	A	1	63	-	
	EB Courthouse Rd	TH	1129	942	-17%	0.5	A	0	0	-	1409	1354	-4%	1.7	A	1	243	-	
		RT	232	190	-18%	3.1	A	0	0	150	232	222	-4%	4.0	A	1	239	150	
		LT	10	11	10%	9.0	A	1	47	275	10	9	-10%	6.6	A	0	25	275	
	WB Courthouse Rd	TH	489	454	-7%	27.3	C	97	521	-	719	702	-2%	0.6	A	0	0	-	
		RT*	0	0	-	-	-	-	-	-	15	15	0%	1.1	A	0	0	-	
		Intersection			1885	1619	-14%	8.5	A	-	-	-	2482	2393	-4%	1.8	A	-	-
	Courthouse Road and Courts Complex Road	NB Courts Complex Rd	LT	15	12	-20%	15.0	B	5	77	-	15	13	-13%	59.7	E	4	51	-
TH*			0	0	-	-	-	-	-	-	0	0	-	-	-	-	-	-	
RT			15	14	-7%	6.1	A	4	75	-	15	15	0%	8.0	A	1	39	50	
SB Site Drive #3*		LT*	0	0	-	-	-	-	-	-	16	17	6%	59.3	E	7	68	-	
		TH*	0	0	-	-	-	-	-	-	5	4	-20%	40.6	D	7	68	-	
		RT*	0	0	-	-	-	-	-	-	46	44	-4%	5.8	A	2	61	-	
EB Courthouse Rd		LT*	0	0	-	-	-	-	-	-	209	208	0%	51.2	D	104	576	200	
		TH	1049	882	-16%	0.2	A	0	0	-	1120	1073	-4%	22.3	C	109	594	-	
		RT	82	65	-21%	1.9	A	0	0	200	82	75	-9%	12.8	B	2	120	200	
WB Courthouse Rd		LT	12	11	-8%	8.3	A	0	36	175	12	13	8%	65.2	E	9	258	175	
	TH	484	460	-5%	11.4	B	56	652	-	683	669	-2%	15.3	B	38	317	-		
	RT*	0	0	-	-	-	-	-	-	29	28	-3%	5.0	A	1	162	200		
Intersection			1657	1444	-13%	4.1	A	-	-	-	2232	2160	-3%	22.7	C	-	-	-	

*Approach/movement only provided in Build scenario

Table 7: 2039 PM Results

Intersection Approach		Movement	2039 PM No Build							2039 PM Build								
			Simulated			Avg Queue (ft)	Max Queue (ft)	Storage (ft)	Simulated			Avg Queue (ft)	Max Queue (ft)	Storage (ft)				
			Demand (vph)	Throughput (vph)	% Delta				Delay (veh/s)	LOS	Demand (vph)				Throughput (vph)	% Delta	Delay (veh/s)	LOS
Courthouse Road and Iron Bridge Road	WB Iron Bridge Rd	LT	281	195	-31%	283.3	F	1503	1704	430	281	207	-26%	275.1	F	1424	1707	430
		TH	2435	2083	-14%	40.8	D	1503	1704	-	2523	2220	-12%	29.8	C	1422	1707	-
		RT	24	20	-17%	35.8	D	1506	1706	475	85	74	-13%	15.0	B	1378	1709	200
	EB Iron Bridge Rd	LT	279	176	-37%	84.4	F	1539	1697	500	774	557	-28%	73.0	E	1374	1703	500
		TH	2831	1754	-38%	61.9	E	1616	1698	-	2785	1979	-29%	39.1	D	1386	1703	-
		RT	51	33	-35%	47.9	D	1616	1698	-	51	38	-25%	33.4	C	1391	1696	-
	EB Courthouse Rd	LT	82	85	4%	50.9	D	26	180	225	82	86	5%	41.4	D	21	167	225
		TH	168	166	-1%	50.9	D	51	276	-	190	183	-4%	42.1	D	29	151	-
		RT	296	292	-1%	14.1	B	25	272	-	296	287	-3%	16.3	B	29	255	300
	WB Courthouse Rd	LT	43	45	5%	58.7	E	261	635	550	272	269	-1%	57.7	E	132	607	550
		TH	120	119	-1%	78.3	E	261	635	-	151	136	-10%	62.9	E	149	614	-
		RT	648	667	3%	53.4	D	431	669	500	1185	1182	0%	48.7	D	228	632	-
Intersection			7258	5635	-22%	58.6	E	-	-	-	8675	7218	-17%	47.3	D	-	-	-
Courthouse Road and Circuit General District Access Road	NB Circuit & General District Access Rd	LT	45	42	-7%	7.5	A	2	72	-	45	42	-7%	9.8	A	2	83	-
		TH	4	5	25%	5.5	A	0	43	-	4	5	25%	6.3	A	0	43	-
		RT*	0	0	-	-	-	-	-	-	372	372	0%	35.2	D	130	698	-
	EB Courthouse Rd	TH	468	360	-23%	0.2	A	0	0	-	1045	801	-23%	0.5	A	0	0	-
		RT	3	2	-33%	2.2	A	0	0	150	3	2	-33%	1.8	A	0	0	150
		LT	0	0	-	-	-	-	-	275	0	0	-	-	-	-	-	275
	WB Courthouse Rd	LT	767	790	3%	45.9	D	346	649	-	1191	1188	0%	9.5	A	27	407	-
		TH	0	0	-	-	-	-	-	-	22	24	9%	3.6	A	23	387	-
		RT*	0	0	-	-	-	-	-	-	2682	2434	-9%	10.4	B	-	-	-
	Intersection			1287	1199	-7%	30.6	C	-	-	-	2682	2434	-9%	10.4	B	-	-
Courthouse Road and Courts Complex Road	NB Courts Complex Rd	LT	36	49	36%	626.5	F	305	810	-	36	36	0%	84.4	F	19	168	-
		TH*	0	0	-	-	-	-	-	-	0	0	-	-	-	-	-	-
		RT	4	5	25%	503.1	F	302	808	-	4	4	0%	27.3	C	0	25	50
	SB Site Drive #3*	LT*	0	0	-	-	-	-	-	-	94	92	-2%	51.2	D	43	250	-
		TH*	0	0	-	-	-	-	-	-	31	33	6%	48.3	D	43	250	-
		RT*	0	0	-	-	-	-	-	-	245	244	0%	16.4	B	37	277	-
	EB Courthouse Rd	LT*	0	0	-	-	-	-	-	-	411	362	-12%	63.7	E	97	393	200
		TH	449	348	-22%	10.0	A	9	92	-	615	450	-27%	16.4	B	26	396	-
		RT	24	17	-29%	1.6	A	0	0	200	24	17	-29%	6.3	A	0	52	200
	WB Courthouse Rd	LT	4	4	0%	13.3	B	0	5	175	4	4	0%	78.4	E	9	432	175
		TH	731	740	1%	33.5	C	402	1651	-	932	929	0%	28.1	C	104	644	-
		RT*	0	0	-	-	-	-	-	-	45	45	0%	10.5	B	6	302	200
Intersection			1248	1163	-7%	53.0	D	-	-	-	2441	2217	-9%	32.0	C	-	-	-

*Approach/movement only provided in Build scenario

BUILD (ALTERNATIVE 3) CONDITIONS

The Courthouse Landing TIA considered an additional Build configuration to be completed by others. This enhanced Build configuration, referred to herein as Alternative 3, is illustrated in Figure 8 below. In addition to the improvements included in the Build alternative, Alternative 3 would include a right turn pocket for the right turn from eastbound Iron Bridge Road as well as an additional left turn lane on westbound Iron Bridge Road. This section conveys the results of the VISSIM analysis for Alternative 3 in analysis year 2039.

Overall, findings show that although Alternative 3 provides some additional benefit in terms of capacity relative to the Build scenario at the Iron Bridge Road and Courthouse Road intersection, Alternative 3 is still has congestion that causes the potential for congestion from the Route 288 off-ramp to eastbound Iron Bridge Road to spill back onto southbound Route 288.

AM PEAK

Table 10 provides a comparison of intersection results for the AM peak hour 2039 Build and Alternative 3 scenarios. Under the Build scenario, the Courthouse Road and Iron Bridge Road intersection operates at a LOS D with an average delay of 35.7 seconds per vehicle, while under the Alternative 3 scenario the same intersection operates at a LOS C with an average delay of 31.4 seconds per vehicle. The Alternative 3 scenario also processes approximately 130 more vph at the intersection compared to the Build scenario during the AM peak hour.

Operations at the intersections of Courthouse Road and Circuit and General District Access Road, as well as Courthouse and Courts Complex Road, are nearly identical between Build and Alternative 3 scenarios since those two intersections are geometrically consistent across both scenarios.

Queues develop on the Route 288 off-ramp to eastbound Iron Bridge Road in both the Build and Alternative 3 scenarios during the AM peak hour due to spill back from the downstream intersection at Courthouse Road, however average and max queues on the ramp are slightly longer in the No Build scenario. Table 8 and Figure 9 depict the queue results during the AM peak hour.

Table 8. 2039 Alternative 3 AM Queue Results for Ramp from SB Rt 288 to EB Rt 10

Storage Length (feet)	2039 Build AM		2039 Alt3 AM	
	Avg Queue (feet)	Max Queue (feet)	Avg Queue (feet)	Max Queue (feet)
1780	130	1308	83	1078

Figure 8. Alternative 3 Lane Schematic

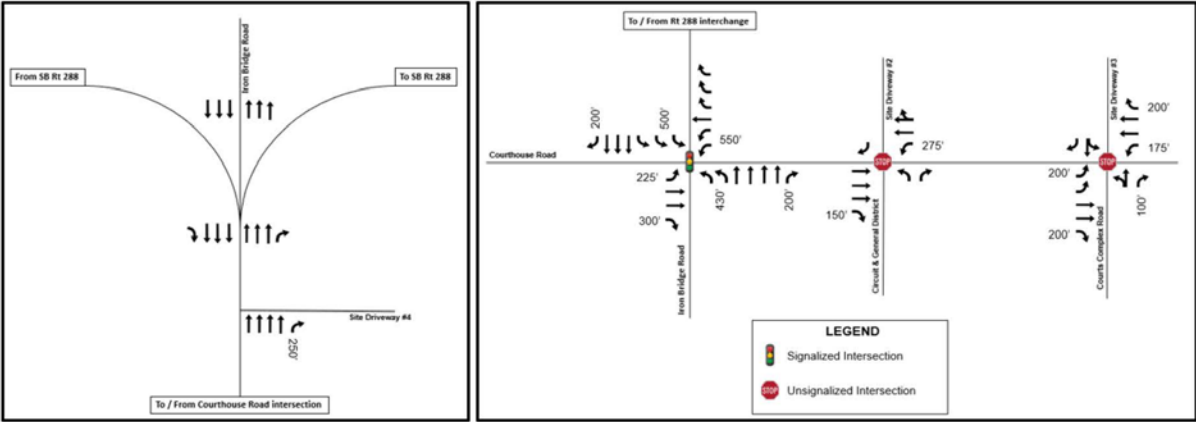
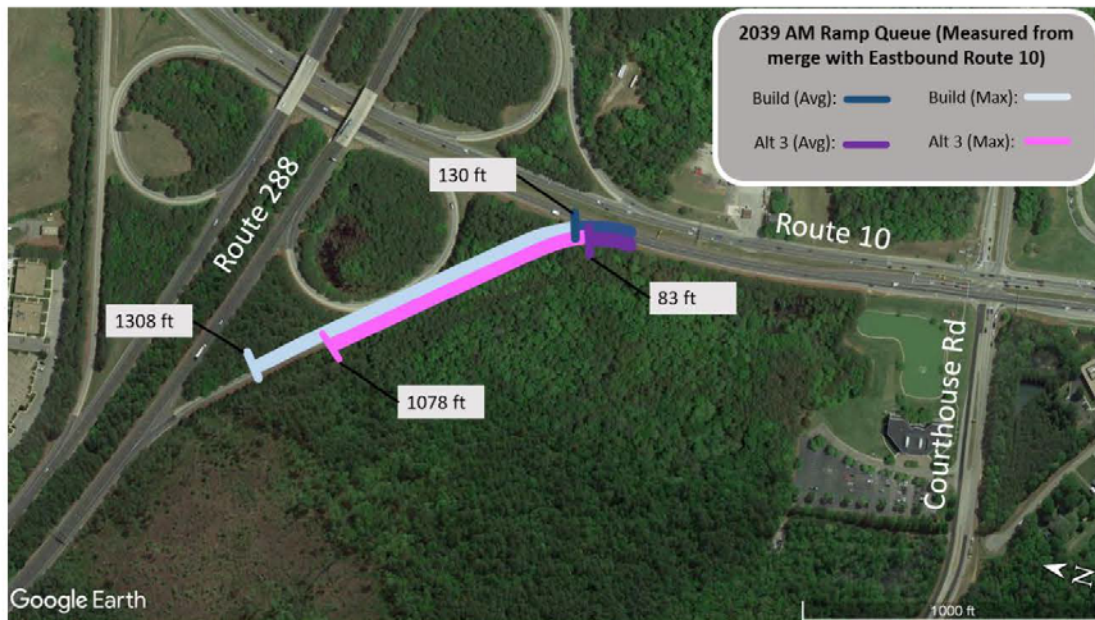


Figure 9. Alternative 3 AM Ramp Queue Results



PM PEAK

Table 11 provides a comparison of intersection results for the PM peak hour 2039 Build and Alternative 3 scenarios. Under the Build scenario, the Courthouse Road and Iron Bridge Road intersection operates at a LOS D with an average delay of 47.3 seconds per vehicle, while under the Alternative 3 scenario the same intersection operates at a LOS D with an average delay of 38.7 seconds per vehicle. The Alternative 3 scenario also processes approximately 600 more vph at the intersection compared to the Build scenario during the PM peak hour.

Operations at the intersection of Courthouse Road and Circuit and General District Access Road, as well as Courthouse and Courts Complex Road, are nearly identical between Build and Alternative 3 scenarios since those two intersections are geometrically identical across both scenarios.

Queues develop on the Route 288 off-ramp to eastbound Iron Bridge Road in both the Build and Alternative 3 scenarios during the PM peak hour due to spill back from the downstream intersection at Courthouse Road, with both queues extending the entire length of the ramp. Table 9 and Figure 10 depict the queue results during the PM peak hour.

Table 9. 2039 Alternative 3 PM Queue Results for Ramp from SB Rt 288 to EB Rt 10

Storage Length (feet)	2039 Build PM		2039 Alt3 PM	
	Avg Queue (feet)	Max Queue (feet)	Avg Queue (feet)	Max Queue (feet)
1780	1095	1682	891	1675

Figure 10. 2039 Alternative 3 PM Ramp Queue Results

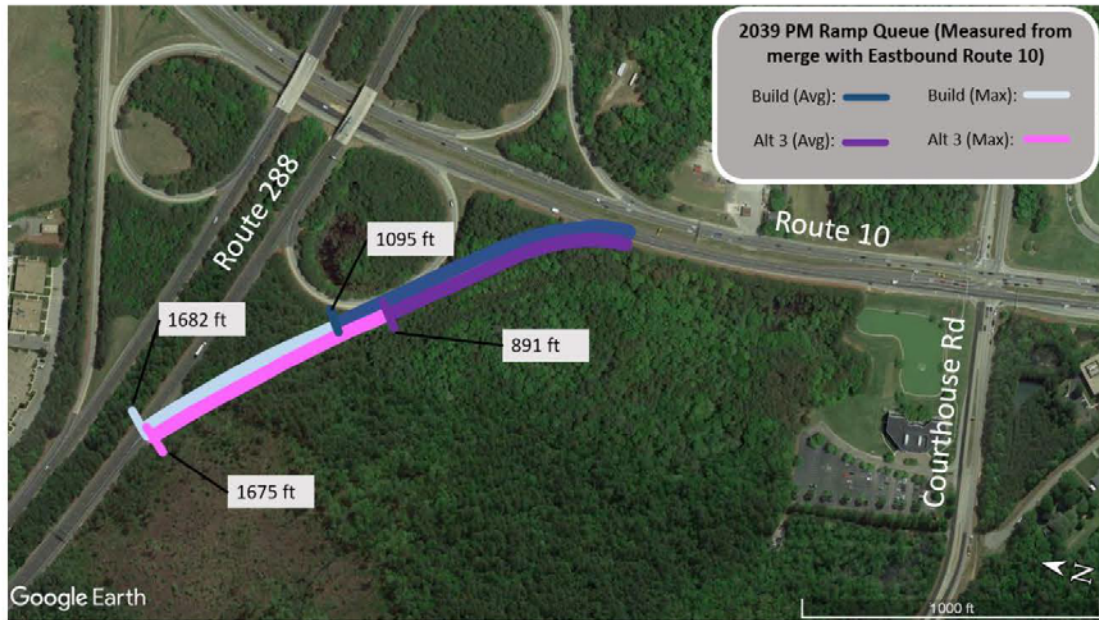


Table 10. 2039 Alternative 3 AM Results

		Movement	2039 AM Build							2039 AM Alt3								
			Demand (vph)	Simulated Throughput (vph)	% Delta	Delay (veh/s)	LOS	Avg Queue (ft)	Max Queue (ft)	Storage (ft)	Demand (vph)	Simulated Throughput (vph)	% Delta	Delay (veh/s)	LOS	Avg Queue (ft)	Max Queue (ft)	Storage (ft)
Courthouse Road and Iron Bridge Road	WB Iron Bridge Rd	LT	229	195	-15%	192.6	F	511	1539	430	229	231	1%	57.5	E	54	279	430
		TH	2474	2416	-2%	33.4	C	504	1539	-	2474	2464	0%	31.3	C	209	900	-
		RT	142	138	-3%	17.2	B	397	1496	200	142	140	-1%	16.9	B	81	837	200
	EB Iron Bridge Rd	LT	1036	980	-5%	56.4	E	452	1578	500	1036	992	-4%	57.5	E	402	1544	500
		TH	2227	2095	-6%	22.5	C	394	1576	-	2227	2120	-5%	21.1	C	346	1544	-
		RT	77	74	-4%	20.9	C	393	1589	-	77	75	-3%	11.4	B	3	150	200
	EB Courthouse Rd	LT	40	42	5%	45.5	D	11	97	225	40	42	5%	45.5	D	11	97	225
		TH	464	454	-2%	46.9	D	76	360	-	464	454	-2%	47.0	D	76	360	-
		RT	276	272	-1%	17.3	B	31	308	300	276	271	-2%	18.9	B	34	313	300
	WB Courthouse Rd	LT	110	105	-5%	33.4	C	17	192	550	110	105	-5%	33.2	C	17	192	550
		TH	137	131	-4%	32.0	C	26	249	-	137	131	-4%	32.1	C	26	277	-
		RT	566	552	-2%	11.2	B	22	273	-	566	553	-2%	11.4	B	22	290	-
Intersection			7778	7454	-4%	35.7	D	-	-	-	7778	7578	-3%	31.4	C	-	-	-
Courthouse Road and General District Access Road	NB Circuit & General District Access Rd	LT	24	21	-13%	13.2	B	2	62	-	24	21	-13%	13.9	B	2	64	-
		TH	1	1	0%	15.0	B	0	29	-	1	1	0%	14.6	B	0	29	-
		RT*	72	69	-4%	5.4	A	1	63	-	72	69	-4%	5.4	A	1	63	-
	EB Courthouse Rd	LT	1409	1354	-4%	1.7	A	1	243	-	1409	1367	-3%	1.7	A	1	202	-
		TH	232	222	-4%	4.0	A	1	239	150	232	224	-3%	4.0	A	1	205	150
		RT	10	9	-10%	6.6	A	0	25	275	10	9	-10%	6.0	A	0	25	275
	WB Courthouse Rd	LT	719	702	-2%	0.6	A	0	0	-	719	702	-2%	0.6	A	0	0	-
		TH	15	15	0%	1.1	A	0	0	-	15	15	0%	1.1	A	0	0	-
		RT*	15	15	0%	1.1	A	0	0	-	15	15	0%	1.1	A	0	0	-
Intersection			2482	2393	-4%	1.8	A	-	-	-	2482	2408	-3%	1.8	A	-	-	-
Courthouse Road and Courts Complex Road	NB Courts Complex Rd	LT	15	13	-13%	59.7	E	4	51	-	15	13	-13%	59.7	E	4	51	-
		TH*	0	0	-	-	-	-	-	-	0	0	-	-	-	-	-	-
		RT	15	15	0%	8.0	A	1	39	50	15	15	0%	8.3	A	1	39	50
	SB Site Drive #3*	LT*	16	17	6%	59.3	E	7	68	-	16	17	6%	59.3	E	7	68	-
		TH*	5	4	-20%	40.6	D	7	68	-	5	4	-20%	40.6	D	7	68	-
		RT*	46	44	-4%	5.8	A	2	61	-	46	44	-4%	6.0	A	2	61	-
	EB Courthouse Rd	LT*	209	208	0%	51.2	D	104	576	200	209	208	0%	52.2	D	106	587	200
		TH	1120	1073	-4%	22.3	C	109	594	-	1120	1082	-3%	22.1	C	109	588	-
		RT	82	75	-9%	12.8	B	2	120	200	82	76	-7%	12.7	B	2	132	200
	WB Courthouse Rd	LT	12	13	8%	65.2	E	9	258	175	12	13	8%	65.2	E	10	261	175
		TH	683	669	-2%	15.3	B	38	317	-	683	669	-2%	15.3	B	38	326	-
		RT*	29	28	-3%	5.0	A	1	162	200	29	28	-3%	5.2	A	1	165	200
Intersection			2232	2160	-3%	22.7	C	-	-	-	2232	2170	-3%	22.7	C	-	-	-

*Approach/movement only provided in Build scenario

Table 11. 2039 Alternative 3 PM results

		Movement	2039 PM Build							2039 PM Alt3									
			Demand (vph)	Simulated Throughput (vph)	% Delta	Delay (veh/s)	LOS	Avg Queue (ft)	Max Queue (ft)	Storage (ft)	Demand (vph)	Simulated Throughput (vph)	% Delta	Delay (veh/s)	LOS	Avg Queue (ft)	Max Queue (ft)	Storage (ft)	
Courthouse Road and Iron Bridge Road	WB Iron Bridge Rd	LT	281	207	-26%	27.5	F	1424	1707	430	281	285	1%	73.0	E	89	653	430	
		TH	2523	2220	-12%	29.8	C	1422	1707	-	2523	2544	1%	26.6	C	172	856	-	
		RT	85	74	-13%	15.0	B	1378	1709	200	85	84	-1%	12.6	B	48	741	200	
	EB Iron Bridge Rd	LT	774	557	-28%	73.0	E	1374	1703	500	774	602	-22%	69.0	E	1170	1695	500	
		TH	2785	1979	-29%	39.1	D	1386	1703	-	2785	2148	-23%	34.6	C	1198	1695	-	
		RT	51	38	-25%	33.4	C	1391	1696	-	51	42	-18%	15.3	B	0	46	200	
	EB Courthouse Rd	LT	82	86	5%	41.4	D	21	167	225	82	86	5%	41.5	D	21	167	225	
		TH	190	183	-4%	42.1	D	29	151	-	190	183	-4%	42.4	D	29	144	-	
		RT	296	287	-3%	16.3	B	29	255	300	296	286	-3%	18.8	B	34	266	300	
	WB Courthouse Rd	LT	272	269	-1%	57.7	E	132	607	550	272	268	-1%	57.7	E	124	610	550	
		TH	151	136	-10%	62.9	E	149	614	-	151	136	-10%	62.1	E	148	619	-	
		RT	1185	1182	0%	48.7	D	228	632	-	1185	1180	0%	48.1	D	227	636	-	
Intersection			8675	7218	-17%	47.3	D	-	-	-	8675	7844	-10%	38.7	D	-	-	-	
Courthouse Road and Circuit General District Access Road	NB Circuit & General District Access Rd	LT	45	42	-7%	9.8	A	2	83	-	45	42	-7%	10.0	A	2	86	-	
		TH	4	5	25%	6.3	A	0	43	-	4	5	25%	6.9	A	0	43	-	
		RT*	372	372	0%	35.2	D	130	698	-	372	372	0%	36.0	D	133	710	-	
	EB Courthouse Rd	TH	1045	801	-23%	0.5	A	0	0	-	1045	855	-18%	0.5	A	0	0	-	
		RT	3	2	-33%	1.8	A	0	0	150	3	3	0%	1.5	A	0	0	150	
		LT	0	0	-	-	-	-	-	275	0	0	-	-	-	-	-	275	
	WB Courthouse Rd	TH	1191	1188	0%	9.5	A	27	407	-	1191	1188	0%	8.6	A	21	354	-	
		RT*	22	24	9%	3.6	A	23	387	-	22	24	9%	3.1	A	17	352	-	
		LT	2682	2434	-9%	10.4	B	-	-	-	2682	2489	-7%	9.9	A	-	-	-	
	Courthouse Road and Courts Complex Road	NB Courts Complex Rd	LT	36	36	0%	84.4	F	19	168	-	36	36	0%	85.7	F	19	168	-
			TH*	0	0	-	-	-	-	-	-	0	0	-	-	-	-	-	-
			RT	4	4	0%	27.3	C	0	25	50	4	4	0%	27.4	C	0	25	50
SB Site Drive #3*		LT*	94	92	-2%	51.2	D	43	250	-	94	92	-2%	51.2	D	42	247	-	
		TH*	31	33	6%	48.3	D	43	250	-	31	33	6%	48.3	D	42	247	-	
		RT*	245	244	0%	16.4	B	37	277	-	245	244	0%	15.7	B	36	274	-	
EB Courthouse Rd		LT*	411	362	-12%	63.7	E	97	393	200	411	380	-8%	63.3	E	103	418	200	
		TH	615	450	-27%	16.4	B	26	396	-	615	486	-21%	16.6	B	30	410	-	
		RT	24	17	-29%	6.3	A	0	52	200	24	19	-21%	8.3	A	0	54	200	
WB Courthouse Rd		LT	4	4	0%	78.4	E	9	432	175	4	4	0%	79.3	E	9	405	175	
		TH	932	929	0%	28.1	C	104	644	-	932	929	0%	27.7	C	101	631	-	
		RT*	45	45	0%	10.5	B	6	302	200	45	45	0%	10.3	B	8	375	200	
Intersection			2441	2217	-9%	32.0	C	-	-	-	2441	2273	-7%	31.8	C	-	-	-	

*Approach/movement only provided in Build scenario

YEAR OF FAILURE ANALYSIS

The operational analysis results of the No Build and Build scenarios indicated that the weave area on Iron Bridge Road between the southbound Route 288 off-ramp and Courthouse Road would sufficiently process volumes in the AM and PM peak hours in the year 2024; however, the weave area is expected to be in failure by the year 2039. Failure for the weave segment means that the speeds in this segment would be significantly reduced and the lane changes from the southbound Route 288 off-ramp to the Courthouse Road left turn bay would be very difficult to make and become much higher safety risk. It also means that additional queueing would be present along eastbound Iron Bridge Road and would propagate up the southbound Route 288 off-ramp until, and likely, onto the Route 288 mainline.

In order to identify a more specific year of failure window, several intermediate years were analyzed for each scenario. Intermediate year volumes were developed through a straight line interpolation of 2024 and 2039 volumes. These intermediate year volumes were then coded into the Build and No Build Vissim networks and analyzed to determine a more narrow time frame for estimated failure.

Because the Iron Bridge Road at Courthouse Road intersection had reasonably sufficient capacity to minimize to the extent possible queues resulting from the signal, the queues and speeds on the southbound Route 288 off-ramp to Iron Bridge Road was used as the indicator of operational and safety failure. Failure in terms of Vissim analysis results was determined to be how well the volumes were processed on the ramp from southbound Route 288 to eastbound Iron Bridge Road.

2031 was the first intermediate year tested and showed that max queues in both No Build and Build scenarios extended nearly the full length of the ramp from southbound Route 288 to eastbound Iron Bridge Road during the PM peak hour. Subsequently, 2028 was tested and showed that max queues under the No Build Scenarios still extended nearly the full length of the ramp during the PM peak hour, however max queues under the Build scenario were less than 50 ft in both the AM and PM peak hours. Based on this information, the No Build scenario was determined to fail by year 2028, while the Build scenario was determined to fail slightly later by year 2031.

Table 12 below show AM and PM peak hour results from each scenario for the ramp from southbound Route 288 to eastbound Iron Bridge Road. Figure 11 and Figure 12 show how average and max queue lengths develop over time for each scenario during the AM and PM peak hour, respectively. Note that as queues approach the full length of the ramp, it is likely that operations and safety will be significantly impacted on Route 288 mainline.

Table 12. Year of Failure Analysis Ramp Operational Results

Scenario	Posted Speed (mph)	Storage (ft)	AM Peak Hour				PM Peak Hour			
			Speed (mph)	Density (vpm)	Avg Queue (ft)	Max Queue (ft)	Speed (mph)	Density (vpm)	Avg Queue (ft)	Max Queue (ft)
2024 No Build	35	1780	36	24	3	80	37	19	0	0
2024 Build	35	1780	36	26	0	0	36	24	0	0
2028 No Build	35	1780	28	34	114	1426	14	58	447	1665
2028 Build	35	1780	36	28	0	0	36	26	0	15
2031 No Build	35	1780	16	56	394	1676	8	98	900	1665
2031 Build	35	1780	34	31	19	293	17	63	459	1504
2039 No Build	35	1780	11	84	732	1684	4	151	1488	1683
2039 Build	35	1780	29	43	130	1308	8	113	1095	1681

Figure 11. Year of Failure AM Peak Hour Ramp Queues

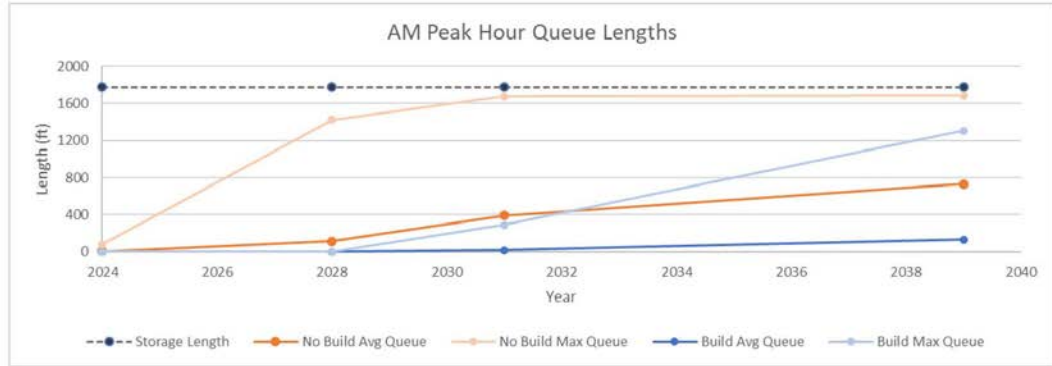
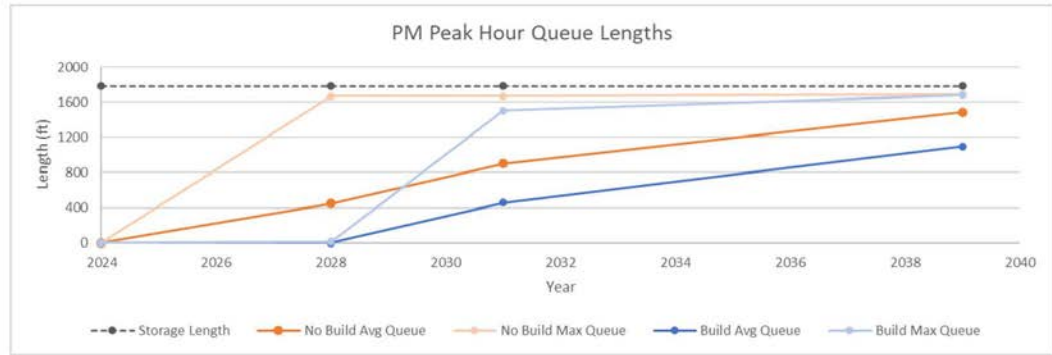


Figure 12. Year of Failure PM Peak Hour Ramp Queues



APPENDIX

APPENDIX A: VISSIM CALIBRATION MEMORANDUM

This memo documents the Existing Conditions (2019) VISSIM calibration and calibration results for the Route 288 / Route 10 / Courthouse Road Operational Analysis. The traffic microsimulation calibration methodology was based on guidance set forth in the VDOT *Traffic Operations and Safety Analysis Manual* (TOSAM), Version 2.0, with modifications to account for limitations in available data.

VISSIM NETWORK OVERVIEW

VISSIM Version 11-13 was used for a comprehensive network traffic analysis performed within the study area limits.

Calibration, based on simulated volume processed and queues, was performed against 2019 measured field conditions and available traffic data. Due to the unavailability of travel time data for the study area, VISSIM models were not calibrated to travel time thresholds. To supplement the lack of travel time data, intersection approach delays were compared against existing conditions Synchro models from the Courthouse Landing TIA.

CALIBRATION METHODOLOGY

CALIBRATION PURPOSE

The purpose of a simulation model is to investigate the impacts for the proposed improvement alternatives. Calibration is the adjustment of the model parameters to improve the model's ability to reproduce observed traffic conditions. It is the required step during any traffic analysis to ensure the model can reproduce local driver behavior and traffic performance characteristics. As such, calibration should be done prior to evaluating different alternatives. VISSIM, like most simulation models, is designed to be flexible enough that an analyst can correctly calibrate the network to match location specific conditions at a reasonably accurate level. However, the default values will rarely give accurate results for a specific area. Therefore, calibration is required to adjust the VISSIM model parameters to replicate the traffic characteristics of the study area.

CALIBRATION THRESHOLDS

The VISSIM models were calibrated using guidance and direction provided in TOSAM 2.0. A discussion is provided Table 13 for each metric and any deviations from TOSAM requirements.

Table 13: TOSAM Calibration Criteria

Simulated Measure	Calibration Threshold
Simulated Traffic Volume	Within $\pm 20\%$ for <100 vph
85% of the networks turning movements and a select number of critical links	Within $\pm 15\%$ for ≥ 100 vph to $<1,000$ vph Within $\pm 10\%$ for $\geq 1,000$ vph to $<5,000$ vph Within ± 500 vph for $\geq 5,000$ vph
Simulated Travel Time (seconds)	Within $\pm 30\%$ for observed travel times on arterials
85% of the travel time routes and segments	
Simulated Queue Length (feet)	Visually acceptable Maximum queue lengths are represented at critical locations
A select number of critical locations	

Traffic Volume: Simulated throughputs were calibrated using data collected during the AM and PM peak period. Traffic volumes were calibrated for intersection turning movement and ramp segment within the study area. Volumes were collected for typical weekdays in May, 2019.

Travel Time: The criteria used here deviates from TOSAM 2.0 requirements for simulated travel times. Field travel time data was not available at the time this study was conducted. Field travel data which represents typical traffic conditions also could not be collected due to the statewide restriction on travel as of the date of this report. Alternatively, Simulated vehicle delays for each intersection approach at the Iron Bridge Road and Courthouse Road intersection were compared with reported delays from Existing Conditions Synchro models which utilize the same turning movement volumes and signal timings. A target of at least half of the intersection movements at the Courthouse Road and Iron Bridge Road VISSIM simulated Delays would be within $\pm 30\%$ of reported SimTraffic Delays was used for this analysis.

Queue Length: Maximum queue lengths on key ramps and intersection approaches within the study area were captured using Google Maps data to analyze typical traffic on Tuesdays, Wednesdays, and Thursdays. Maximum queues at these same key locations were simulated in the VISSIM models and similar speed heat map plot to those used in Google maps were developed to compare queue lengths.

PEAK HOUR (ANALYSIS PERIOD) DETERMINATION

AM and PM peak hours were determined based on analysis conducted previously for the Courthouse Landing TIA (included in Appendix C). In order to remain consistent with analyses conducted for the Courthouse Landing TIA, the same peak hours were used as a basis for this analysis. Peak hours used in this study are:

- AM Peak Hour: 7:30 AM
- PM Peak Hour: 4:30 PM

SEEDING PERIOD

The seeding period is the period of simulation time required for the network-wide volumes to become stable. The length of the seeding period depends of numerous network factors like the size of the network and level of congestion. Guidance from VDOT suggests that seeding time should be determined based on either the existing peak hour travel time to traverse between the farthest points of the study network in the peak direction of travel, or twice the off-peak travel time between the network study limits. Based on

estimated travel times under off-peak conditions, a seeding period of 30 minutes (1800 seconds) was found to be sufficient.

VOLUME DEVELOPMENT

Peak hour volumes used in this analysis are based on balanced hourly volumes developed as part of the Courthouse Landing TIA. To develop inputs for 15 minutes intervals, raw count data for the identified Peak Hours was analyzed and the 15-minute counts within each peak hour were applied proportionally to each peak hour volume.

NUMBER OF MODEL RUNS

Given the stochastic nature of microsimulation, VISSIM models need to be run with multiple random seeds. The average of these results serves as a representative state of traffic operations in the study network. To obtain a statistically valid result, the number of runs necessary for the analysis were determined based on VDOT's sample Size Determination Tool as shown in Figure 13 and Figure 14 below. Average link speed was identified as the MOE for the Sample Size Determination Tool using the weave on eastbound Iron Bridge Road between the off-ramp from southbound Route 288 and the Courthouse Road intersection, based on that locations critical impact on traffic operations within the study area.

Following the steps of the VDOT Sample Size Determination Tool, it was determined that 10 runs were sufficient for the analysis study area for both AM and PM peak hours. Therefore, the results from the calibration models and future scenario models were reported using the average of 10 simulation runs.

Figure 13: VDOT Sample Size Determination AM Model

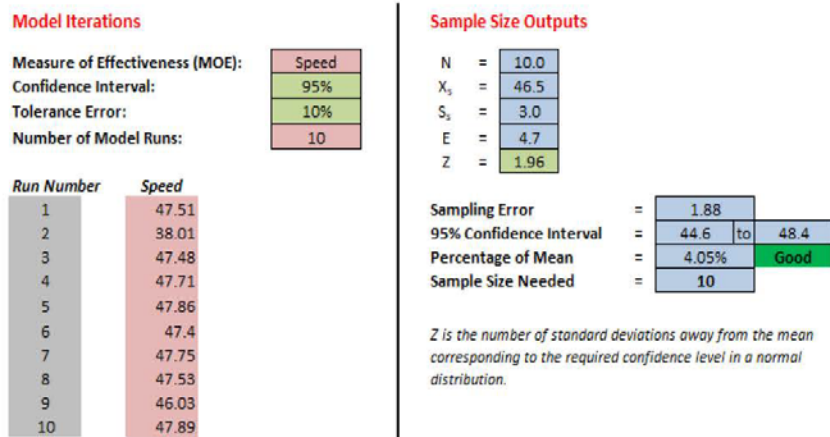
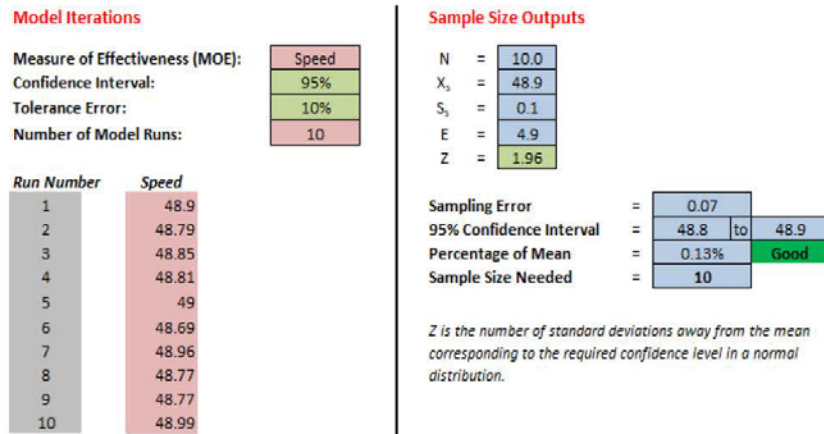


Figure 14: VDOT Sample Size Determination PM Model



CALIBRATION PARAMETERS AND ADJUSTMENTS

Calibrating the AM and PM peak hour existing conditions VISSIM models involved adjusting specific parameters to achieve the target volume, vehicle delay, and queuing thresholds. The primary parameters that were adjusted included the following:

LANE CHANGE DISTANCES

Lane-change look-back distances is the distance in the VISSIM model where a vehicle will start attempting to make a lane change to a target lane prior to an off-ramp, a lane-drop, or change in direction in travel. This lane-change distance is a parameter on every connector in the VISSIM network, and its default change distance value is 656 feet. This distance is typically acceptable for low speed, intersection turning movements; however, it can provide extremely challenging lane changing for high volume weaving areas. As such, the parameter was adjusted on a case-by-case basis at different locations with the goal of calibrating existing throughput and queues.

DRIVER BEHAVIOR – CAR-FOLLOWING ADJUSTMENTS

VISSIM incorporates two different car-following models – one for freeways and one for arterials. In combination with other operational parameters, analysts have the ability to adjust these parameters as needed to achieve desired flow conditions. In addition to other parameters, such as vehicle speed, heavy vehicle percentage, and number of lanes, the car-following parameters effectively change roadway capacity, vehicle spacing and headways.

No changes were made to default car following parameters used in this VISSIM analysis for either AM or PM models.

DRIVER BEHAVIOR – LANE-CHANGE ADJUSTMENTS

Another important parametric change focused on the lane-changing parameters. VISSIM includes parameters for necessary (in order to make a specific movement) and discretionary lane changes (for more room/higher speed).

No Changes were made to default lane change parameters used in the VISSIM analysis for either AM or PM models.

VISSIM CALIBRATION RESULTS

VOLUME CALIBRATION RESULTS

Throughput volumes produced by the VISSIM model were compared to balanced traffic counts based on the criteria described in the previous section. Table 15 provides a comparison of balanced counts to throughput volumes for intersection movements within the study area for the AM and PM peak hours. Table 14 provides a comparison of balanced counts to throughput volumes for the ramps to and from southbound Route 288 within the study area. nearly all intersection movements and all ramp segments within the network meet the volume difference thresholds established in TOSAM 2.0, indicating that the AM and PM models are meeting simulated volume calibration targets.

Table 14: Ramp Throughput Comparison

Segment	Type	AM Existing					PM Existing				
		Balanced Count (vph)	VISSIM Throughput (vph)	Difference (vph)	% Delta	Meets TOSAM Criteria	Balanced Count (vph)	VISSIM Throughput (vph)	Difference (vph)	% Delta	Meets TOSAM Criteria
SB Rt 288 Off-ramp to EB Rt 10	Ramp	642	638	-4	-1%	Yes	642	638	-4	-1%	Yes
WB Rt 10 On-ramp to SB Rt 288	Ramp	320	326	6	2%	Yes	320	326	6	2%	Yes

Table 15: Intersection Throughput Comparison

Intersection	Approach	Movement	Existing AM					Existing PM				
			Balanced Count (vph)	Simulated Throughput (vph)	Difference (vph)	% Delta	Meets TOSAM Criteria	Balanced Count (vph)	Simulated Throughput (vph)	Difference (vph)	% Delta	Meets TOSAM Criteria
Courthouse Road and Iron Bridge Road	WB Iron Bridge Rd	LT	154	157	3	2%	Yes	189	193	4	2%	Yes
		TH	1626	1618	-8	0%	Yes	1639	1634	-5	0%	Yes
		RT	74	75	1	1%	Yes	16	16	0	0%	Yes
	EB Iron Bridge Rd	LT	540	506	-34	-6%	Yes	188	192	4	2%	Yes
		TH	1505	1491	-14	-1%	Yes	1905	1902	-3	0%	Yes
		RT	52	53	1	2%	Yes	34	35	1	3%	Yes
	EB Courthouse Rd	LT	27	27	0	0%	Yes	55	58	3	5%	Yes
		TH	302	280	-22	-7%	Yes	113	112	-1	-1%	Yes
		RT	186	185	-1	-1%	Yes	199	195	-4	-2%	Yes
	WB Courthouse Rd	LT	23	20	-3	-13%	Yes	29	29	0	0%	Yes
		TH	89	88	-1	-1%	Yes	81	79	-2	-2%	Yes
		RT	233	227	-6	-3%	Yes	436	443	7	2%	Yes
Intersection			4811	4727	-84	-2%	-	4884	4888	4	0%	-
Courthouse Road and Circuit District Access Road	NB Circuit & General District Access Rd	LT	16	14	-2	-13%	Yes	30	30	0	0%	Yes
		RT	1	1	0	0%	Yes	3	4	1	33%	No
	SB Site Drive #2*	RT*	-	-	-	-	-	-	-	-	-	-
		TH	760	720	-40	-5%	Yes	315	319	4	1%	Yes
	EB Courthouse Rd	RT	156	145	-11	-7%	Yes	2	2	0	0%	Yes
		LT	7	7	0	0%	Yes	0	0	0	-	No
	WB Courthouse Rd	TH	329	325	-4	-1%	Yes	516	517	1	0%	Yes
		RT*	-	-	-	-	-	-	-	-	-	-
Intersection			1269	1212	-57	-4%	-	866	872	6	1%	-
Courthouse Road and Courts Complex Road	NB Courts Complex Rd	LT	10	10	0	0%	Yes	24	25	1	4%	Yes
		TH*	-	-	-	-	-	-	-	-	-	-
		RT	10	9	-1	-10%	Yes	3	3	0	0%	Yes
	SB Site Drive #3*	LT*	-	-	-	-	-	-	-	-	-	-
		TH*	-	-	-	-	-	-	-	-	-	-
		RT*	-	-	-	-	-	-	-	-	-	-
	EB Courthouse Rd	LT*	-	-	-	-	-	-	-	-	-	-
		TH	706	675	-31	-4%	Yes	302	309	7	2%	Yes
		RT	55	49	-6	-11%	Yes	16	15	-1	-6%	Yes
	WB Courthouse Rd	LT	8	8	0	0%	Yes	3	2	-1	-33%	No
		TH	326	323	-3	-1%	Yes	492	490	-2	0%	Yes
		RT*	-	-	-	-	-	-	-	-	-	-
Intersection			1115	1074	-41	-4%	-	840	844	4	0%	-

VEHICLE DELAY CALIBRATION RESULTS

Due to the absence of field collected travel times, and the inability to collect field travel times under typical traffic conditions at the time this analysis is being conducted, vehicle delays for each movement are the Courthouse Road and Iron Bridge Road were compared to simulated vehicle delays in. Table 16 provides a comparison of vehicle delays for this intersection for the AM and PM peak hours. Intersection volumes and signal timings area identical between Synchro and VISSIM models for a given peak hour scenario. Given the differences in how traffic is simulated between the two software's, results are not expected to meet TOSAM 2.0 calibration thresholds for travel times, however, Table 16 below indicates that delays for at least half the movements meet the TOSAM 2.0 criteria for travel times of +/- 30% for arterials.

Table 16: Intersection Delay Comparison

			AM Existing			PM Existing		
Intersection	Approach	Movement	Sim Traffic	Average	% Delta	Sim Traffic	Average VISSIM	% Delta
			Delay (seconds/veh)	VISSIM Delay (seconds/veh)		Delay (seconds/veh)	Delay (seconds/veh)	
Courthouse Road and Iron Bridge Road	WB Iron Bridge Rd	LT	79.2	55.4	30%	62.7	56.3	10%
		TH	36.3	23.4	36%	77	21.9	72%
		RT	5.6	6.1	-9%	18.4	3.7	80%
	EB Iron Bridge Rd	LT	162.9	87.6	46%	50.8	57.2	-13%
		TH	26.1	19.4	26%	34.4	23.8	31%
		RT	-	17.5	-	-	22.1	-
	EB Courthouse Rd	LT	64	74.6	-17%	63.1	60.9	4%
		TH	194.3	93.0	52%	47.6	45.9	4%
		RT	32.8	17.7	46%	29.8	11.4	62%
	WB Courthouse Rd	LT	64.6	63.9	1%	66.4	64.9	2%
		TH	50.4	53.4	-6%	49.7	72.6	-46%
		RT	33.1	25.1	24%	49.5	47.9	3%
Intersection			58.9	34.7	41%	52.6	29.4	44%

SIMULATED QUEUE LENGTH

Simulated queue lengths during the AM and peak hours at the Courthouse Road and Iron Bridge Road intersection are compared visually against the maximum queues observed in google maps for typical days. Figure 15 and Figure 16 below compare AM and PM maximum observed queue in google maps against similar maps generated from VISSIM link segment results. The figures illustrate that queuing at the Courthouse Road and Iron Bridge Road intersection is being replicated reasonably.

Figure 15: AM Peak Queue Comparison

Google Maps Typical Traffic Wed 8:00 AM

VISSIM Existing Conditions AM Peak Hour

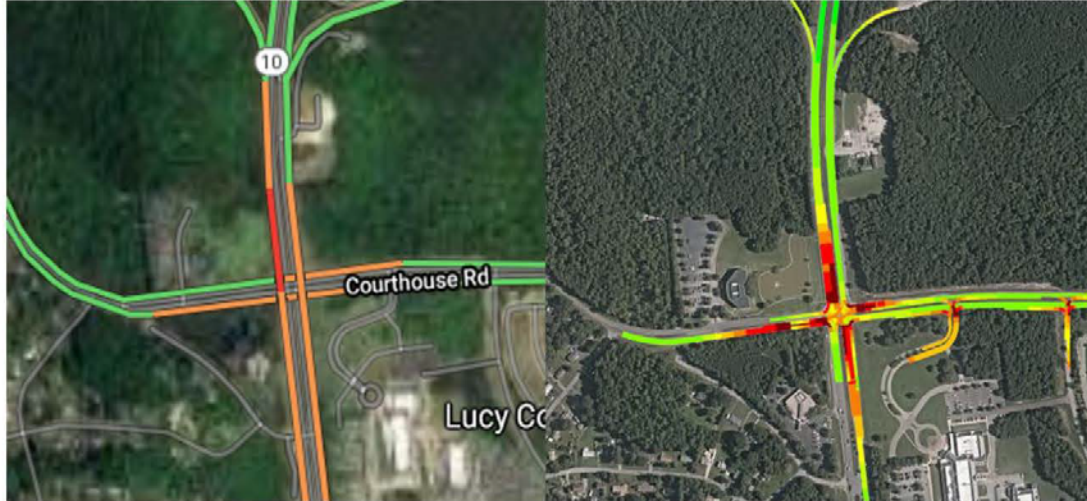
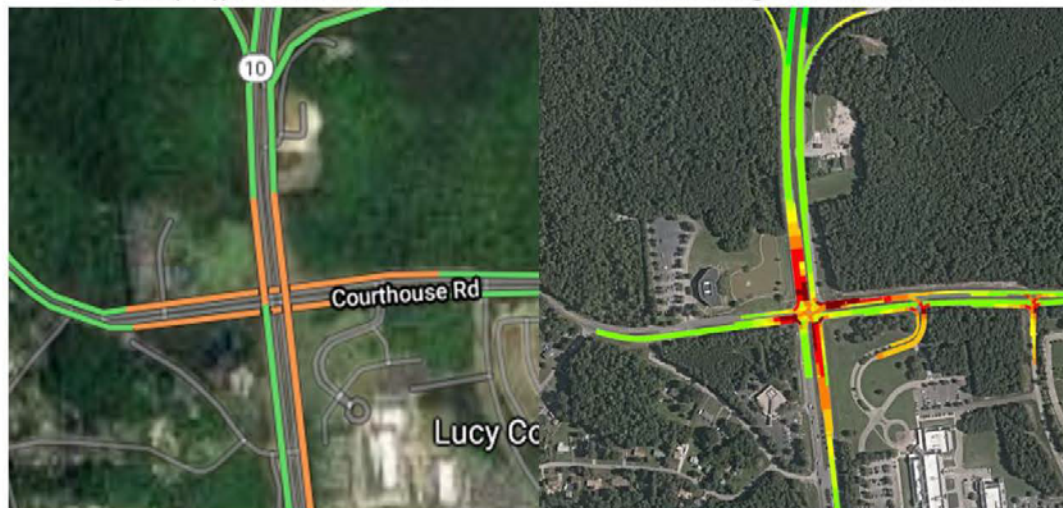


Figure 16: PM Peak Queue Comparison

Google Maps Typical Traffic Wed 5:00 PM

VISSIM Existing Conditions PM Peak Hour



CALIBRATION SUMMARY

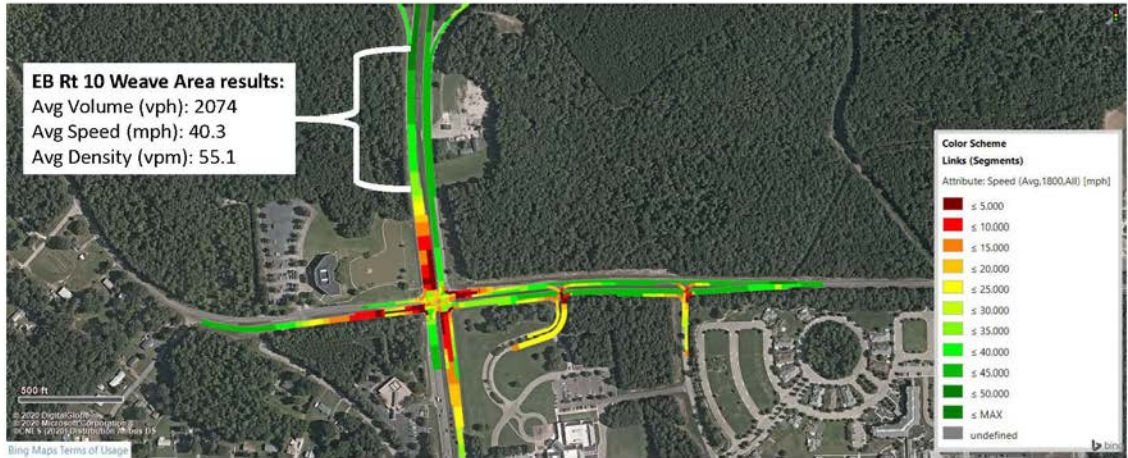
Table 17 provides an overall summary of calibration criteria for the AM and PM peak hour VISSIM models. Based on these results, the existing conditions models are considered reasonably calibrated.

Table 17: Calibration Summary

	Criteria	AM Peak Hour Model					PM Peak Hour Model				
		Total Segments / Approaches Analyzed	Total Met	Percent Met	Target	Target Met	Total Segments / Approaches Analyzed	Total Met	Percent Met	Target	Target Met
Simulated Volume	Within ± 20% for < 100 vph	26	26	100%	85%	Yes	25	24	92%	85%	Yes
	Within ± 15% for ≥ 100 vph to < 300 vph										
	Within ± 10% for ≥ 300 vph to < 1,000 vph										
	Within ± 5% for ≥ 1,000 vph										
Simulated Vehicle Delay	Within ±30% of Reported Delays from SimTraffic	12	7	58%	50%	Yes	12	6	50%	50%	Yes
Simulated Queues	Visually acceptable Max Queues	-	-	-	-	Yes	-	-	-	-	Yes

APPENDIX B: VISSIM OUTPUT SUMMARY

Existing (2019) AM

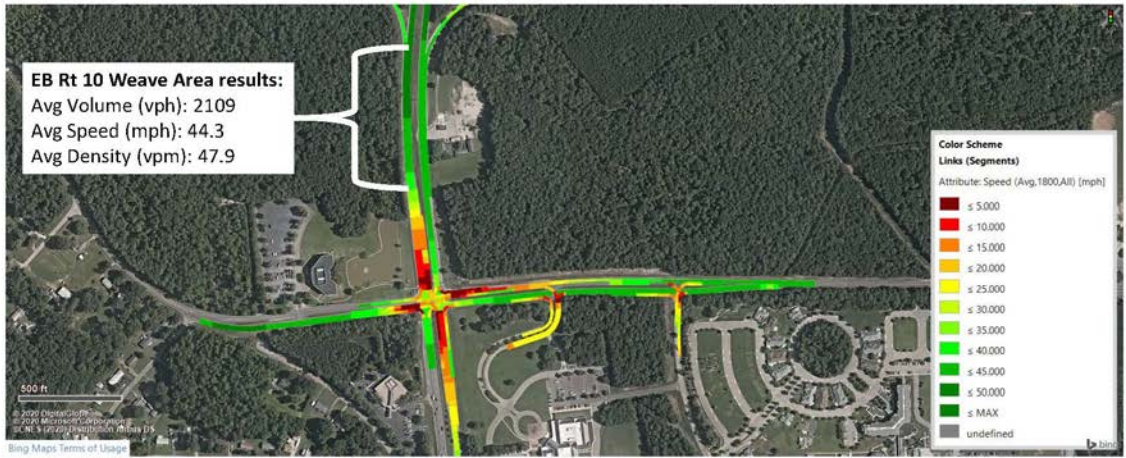


4/15/2020 - VISSIM RESULTS

Route 288 - Route 10 - Courthouse Road Operational Analysis

1

Existing (2019) PM

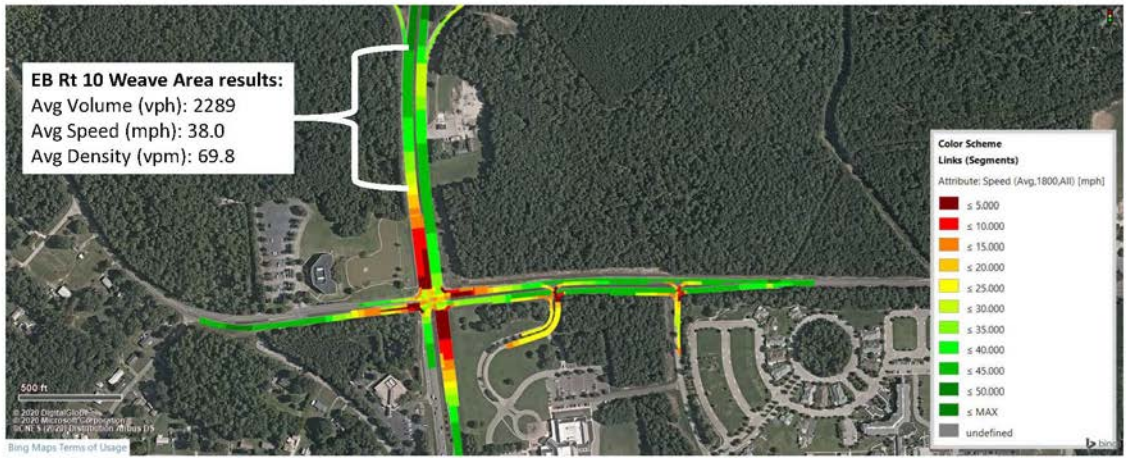


4/15/2020 - VISSIM RESULTS

Route 288 - Route 10 - Courthouse Road Operational Analysis

1

No-Build (2024) AM



4/15/2020 - VISSIM RESULTS

Route 288 - Route 10 - Courthouse Road Operational Analysis

2

39

Route 288 – Route 10 – Courthouse Road | Operational Analysis
April 2020 | VISSIM Results

No-Build (2024) PM



4/15/2020 - VISSIM RESULTS

Route 288 - Route 10 - Courthouse Road Operational Analysis

1

Build (2024) AM



4/15/2020 - VISSIM RESULTS

Route 288 - Route 10 - Courthouse Road Operational Analysis

3

41

Route 288 – Route 10 – Courthouse Road | Operational Analysis
April 2020 | VISSIM Results

Build (2024) PM

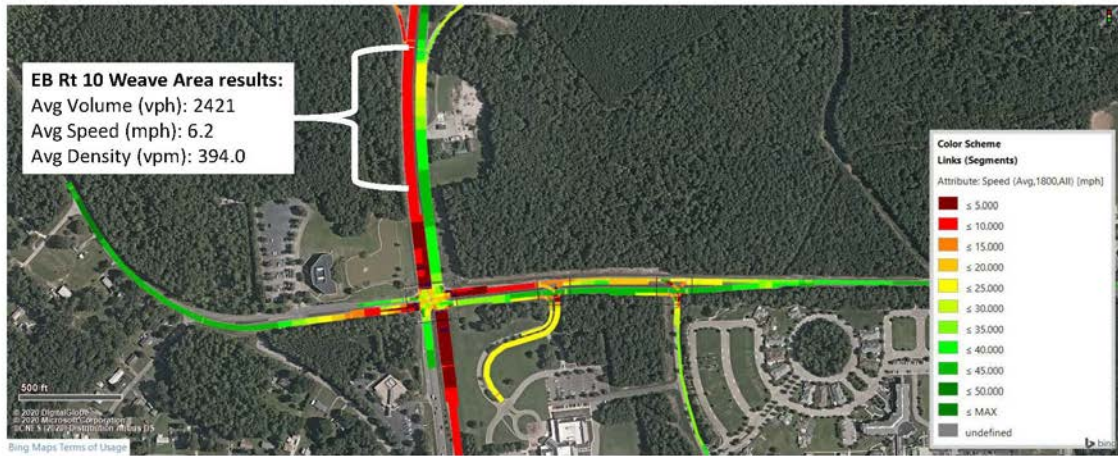


4/15/2020 - VISSIM RESULTS

Route 288 - Route 10 - Courthouse Road Operational Analysis

1

No-Build (2039) AM



4/15/2020 - VISSIM RESULTS

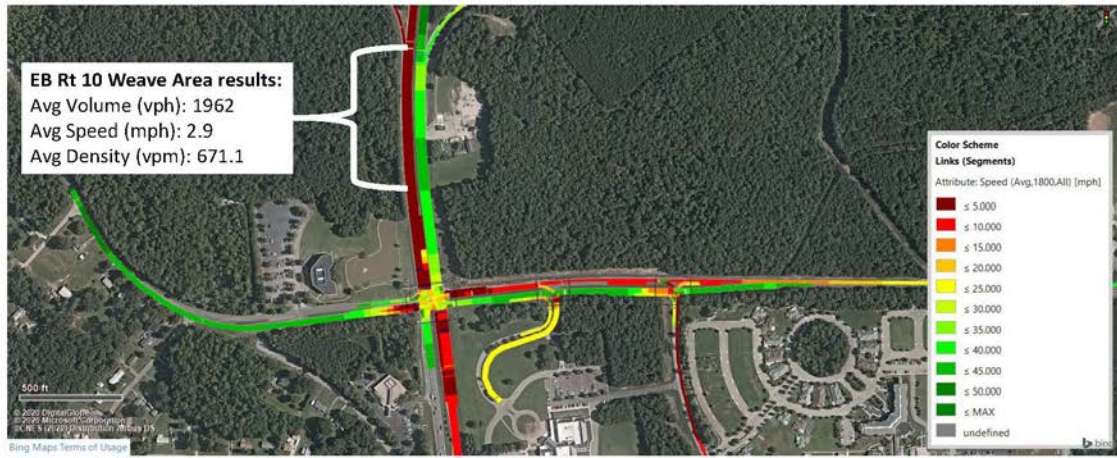
Route 288 - Route 10 - Courthouse Road Operational Analysis

4

43

Route 288 – Route 10 – Courthouse Road | Operational Analysis
 April 2020 | VISSIM Results

No-Build (2039) PM



4/15/2020 - VISSIM RESULTS

Route 288 - Route 10 - Courthouse Road Operational Analysis

1

Build (2039) AM



4/15/2020 - VISSIM RESULTS

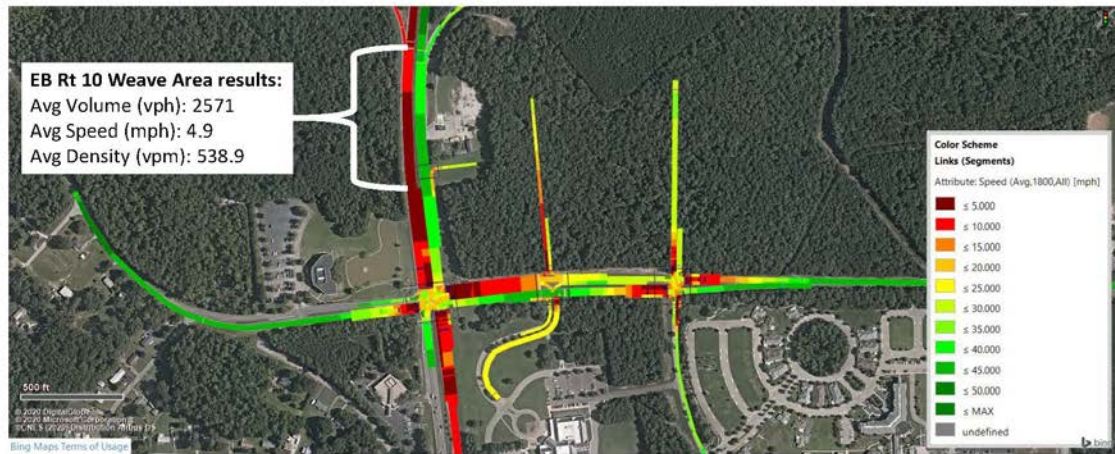
Route 288 - Route 10 - Courthouse Road Operational Analysis

5

45

Route 288 – Route 10 – Courthouse Road | Operational Analysis
 April 2020 | VISSIM Results

Build (2039) PM



4/15/2020 - VISSIM RESULTS

Route 288 - Route 10 - Courthouse Road Operational Analysis

1

Alt 3 (2039) AM



Alt 3 (2039) PM





**Chesterfield County, Virginia
Transportation Department**

9800 Government Center Parkway – P.O. Box 40 – Chesterfield, VA 23832
Phone: (804) 748-1037 – Fax: (804) 748-8516 – Internet: chesterfield.gov

Brent Epps, P.E.
Director

DATE: April 17, 2020

TO: Honorable Members of the Planning Commission

FROM: Steven Adams, P.E., Senior Engineer, Transportation Department *SA*

SUBJECT: Zoning Case 20SN0526 29:11 Chesterfield, LLC (Courthouse Landing)
Weave Mitigation Strategies and Construction Cost

The Route 288/Route 10/Courthouse Road operational analysis concluded that the weave section along Route 10 between the southbound Route 288 off-ramp to Courthouse Road in year 2039 would result in unacceptable traffic operations and queue impacts to Route 288 with significant safety risk over existing conditions. With that analysis, it was determined that failure of the weave section is anticipated to occur by year 2028 for the No Build (does not include proffered road improvements) conditions and year 2031 for the Build (includes proffered road improvements) conditions. The operational analysis did not analyze strategies for mitigating the failures; therefore, county staff had the attached report completed to identify potential mitigation strategies with planning level construction cost estimates. The results of the report are summarized as follows:

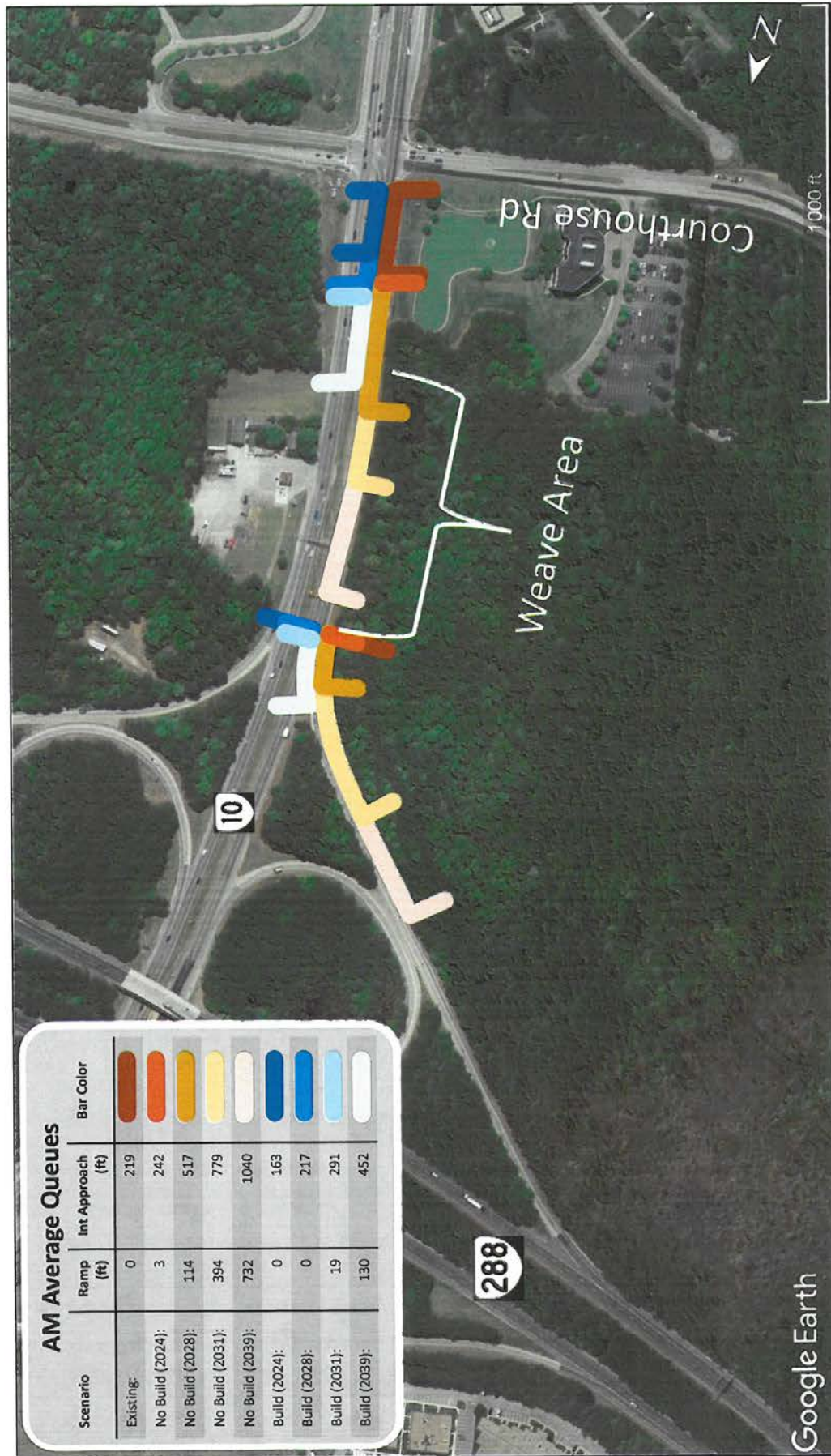
Concept	Description	Planning Construction Cost
1A	Signalized Off-Ramp (T)	\$ 7.5 to 9.2 million
1B	Signalized Off-Ramp (Parallel)	\$ 4.7 to 5.7 million
2A	Bowtie Intersection	\$18.4 to 22.7 million
2B	Partial Bow Tie Intersection	\$11.7 to 14.4 million
3A	J-Ramp Before Gore	\$11.3 to 13.9 million
3B	J-Ramp After Gore	\$11.3 to 13.9 million
4	Quadrant (SW)	\$ 3.5 to 6.7 million
5	Median U-Turn (MUT)	\$ 5.4 to 6.6 million
6	Lucy Corr Improvements	\$ 4.3 to 10.5 million
7	New Interchange on Route 288	\$28 to 45 million

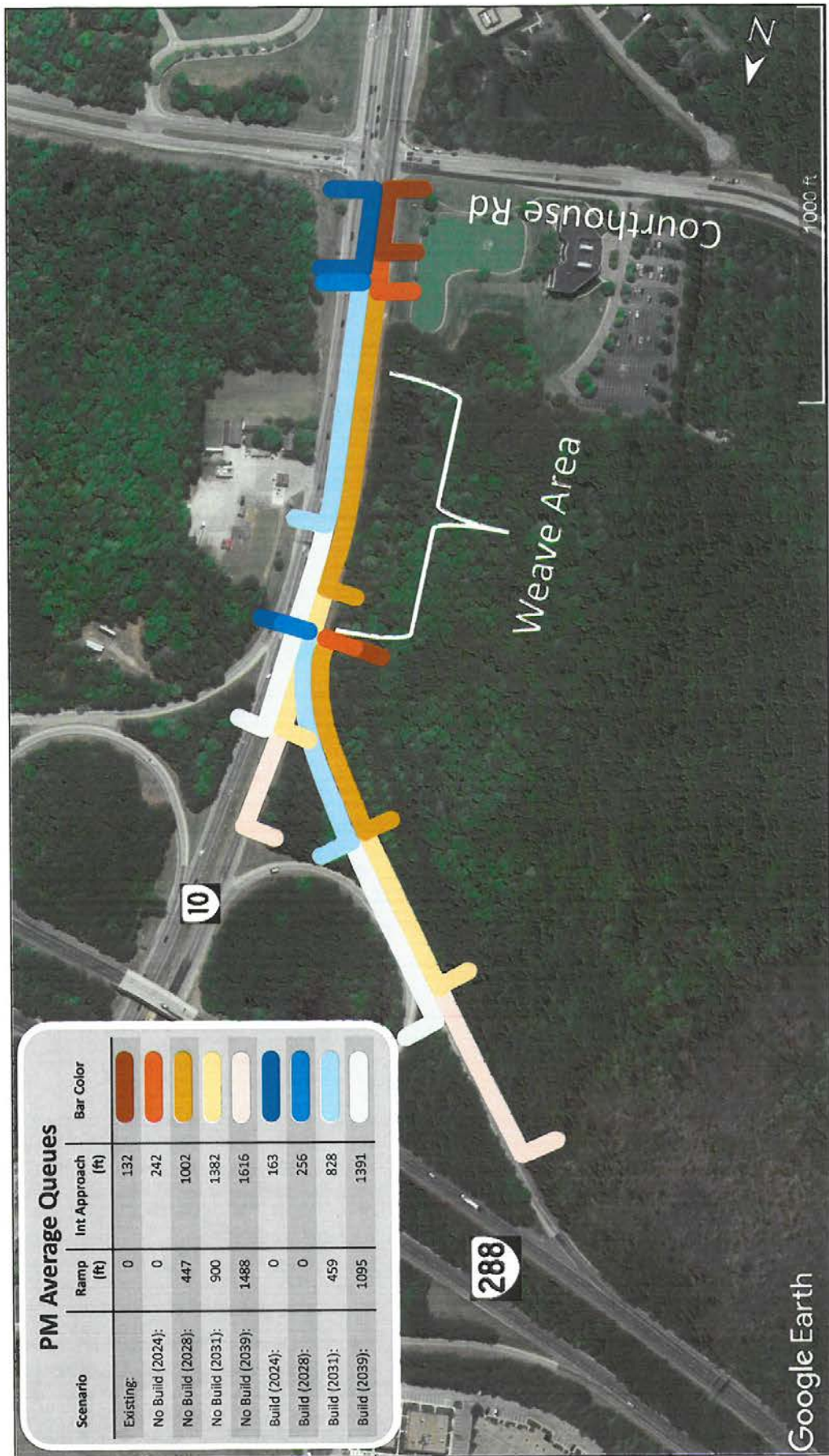
Weave Mitigation Strategies

Route 288 / Route 10 / Courthouse Road
April 2020

Project Background

- The segment of eastbound Iron Bridge Road between Courthouse Road intersection and the southbound Route 288 off-ramp is expected to approach failing levels (operational and safety) as a result of weaving movements within the segment **by 2028 for No Build conditions and by 2031 for Build conditions**. Reference *Route 288 – Route 10 – Courthouse Road Operations Analysis Report, April 2020*.
- Planning level conceptual analysis was conducted to identify potential mitigation strategies for the impending failure and results are documented here within.





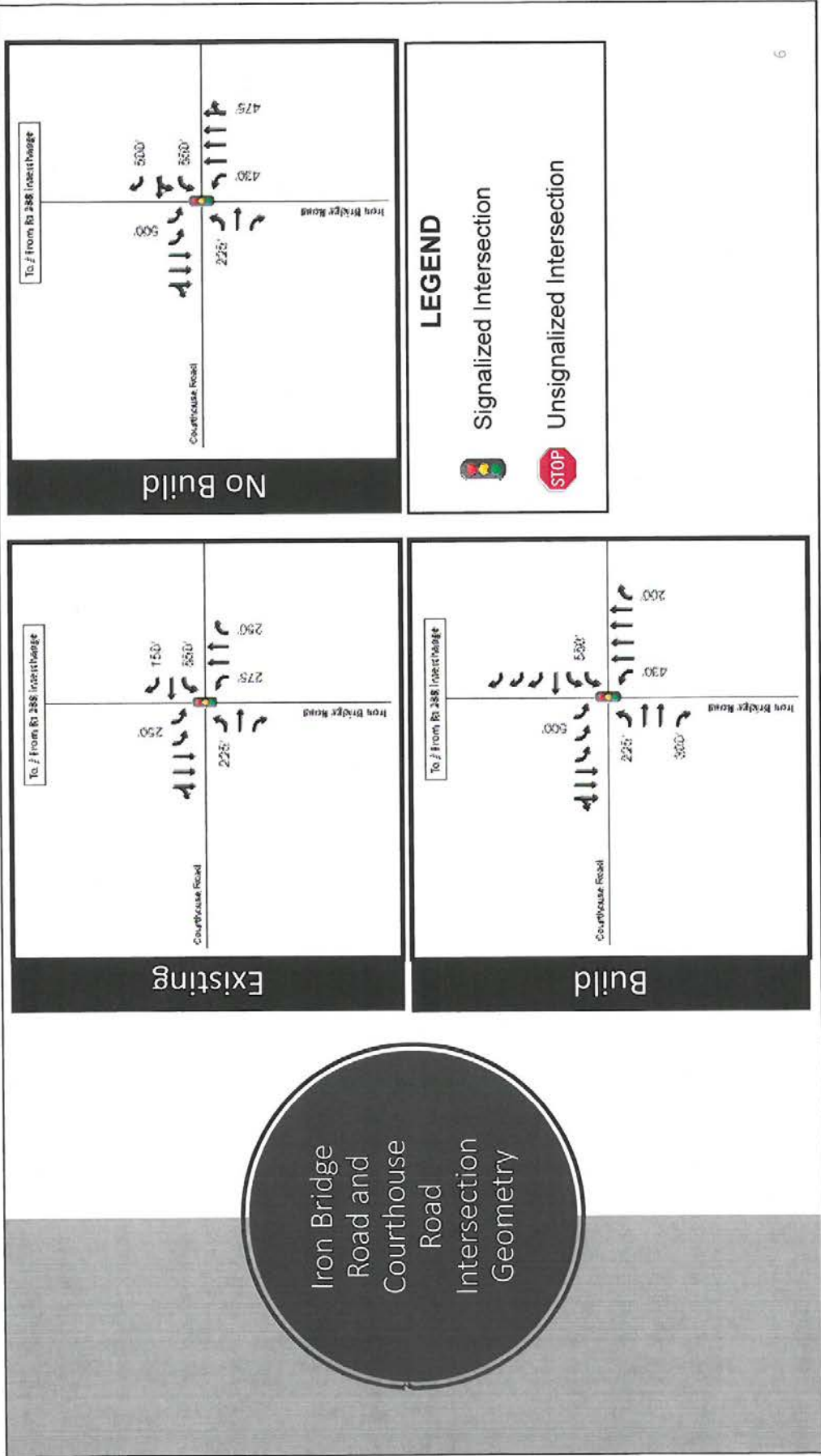


Methodology

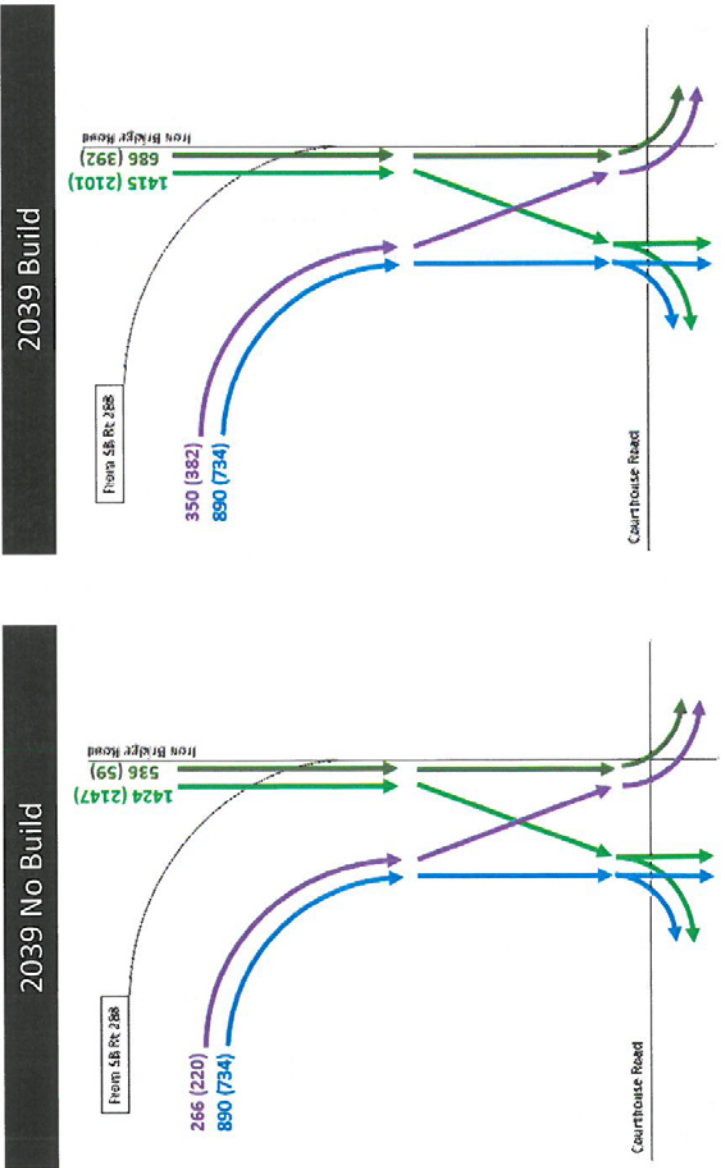
1. Utilized VJuST to identify innovative intersection concepts that could be used in addition to other concepts that would mitigate the weaving area failures
2. Utilized traffic volumes and assumptions from the *Route 288 – Route 10 – Courthouse Road Operational Analysis Report, April 2020* to analyze operations of each identified alternative using traffic analysis tools, Synchro and/or Sidra, as appropriate.
3. Developed concept level sketches and planning construction cost estimates for identified concepts
4. Documented pro's and con's for identified concepts

Note: 2039 Build condition traffic volumes were used for all planning level analysis

Iron Bridge Road and Courthouse Road Intersection Geometry



Eastbound Iron Bridge Road Weave Volumes



VJuST Results

Iron Bridge Road at Courthouse Road Intersection

Intersection Results					
Type	Dir	Maximum V/C	Accommodation Compared to Conventional	Weighted Total Conflict Points	Notes
Conventional	-	0.97		48	
Bowtie	-	1.48	+	24	
Full Displaced Left Turn	-	0.86	-	40	
Median U-Turn	-	0.93	+	20	
Partial Displaced Left Turn	-	0.87	-	44	
Partial Median U-Turn	-	1.00	+	28	
Quadrant Roadway	S-W	1.05		40	
Restricted Crossing U-Turn	-	0.86		20	
					Volumes (veh/hr)
					Eastbound Courthouse
					Westbound Courthouse
					Westbound Route 10
					Eastbound Route 10
					U-Turn / Left
					Through
					Right

Information	
Congestion	The maximum v/c ratio represents the worst v/c of all zones that make up an intersection.
Pedestrian	Compares the potential of each design to accommodate pedestrians based on safety, wayfinding, and delay.
Safety	Potential is qualitatively defined as better (+), similar (blank cell), or worse (-) than a conventional intersection or traditional diamond interchange.
Weighted Total = (2 x Crossing Conflicts) + Merging Conflicts + Diverging Conflicts	

<http://www.virginiadot.org/innovativeintersections/>

Mitigation Strategies Considered

Concepts Retained

- Concept 1A: Signalized Off-Ramp (T)
- Concept 1B: Signalized Off-Ramp (Parallel)
- Concept 2A: Bowtie Intersection
- Concept 2B: Partial Bow Tie Intersection
- Concept 3A: J-Ramp Before Gore
- Concept 3B: J-Ramp After Gore
- Concept 4: Quadrant (SW)
- Concept 5: Median U-Turn (MUT)
- Concept 6: Lucy Corr Improvements
- Concept 7: New Interchange on Route 288

Concepts Removed

- Full/Partial Displaced Left Turn – not feasible due to close proximity of Route 288 ramps
- Restricted Crossing U-Turn (RCUT) – not feasible due to close proximity of Route 288 ramps

Concept 1A: Signalized Off-Ramp (T)

Description: Construct T-intersection and signalize the weaving volume (eastbound approach left-turns at Courthouse Road) from southbound Route 288 off-ramp. Iron Bridge Road through traffic would remain unsignalized.

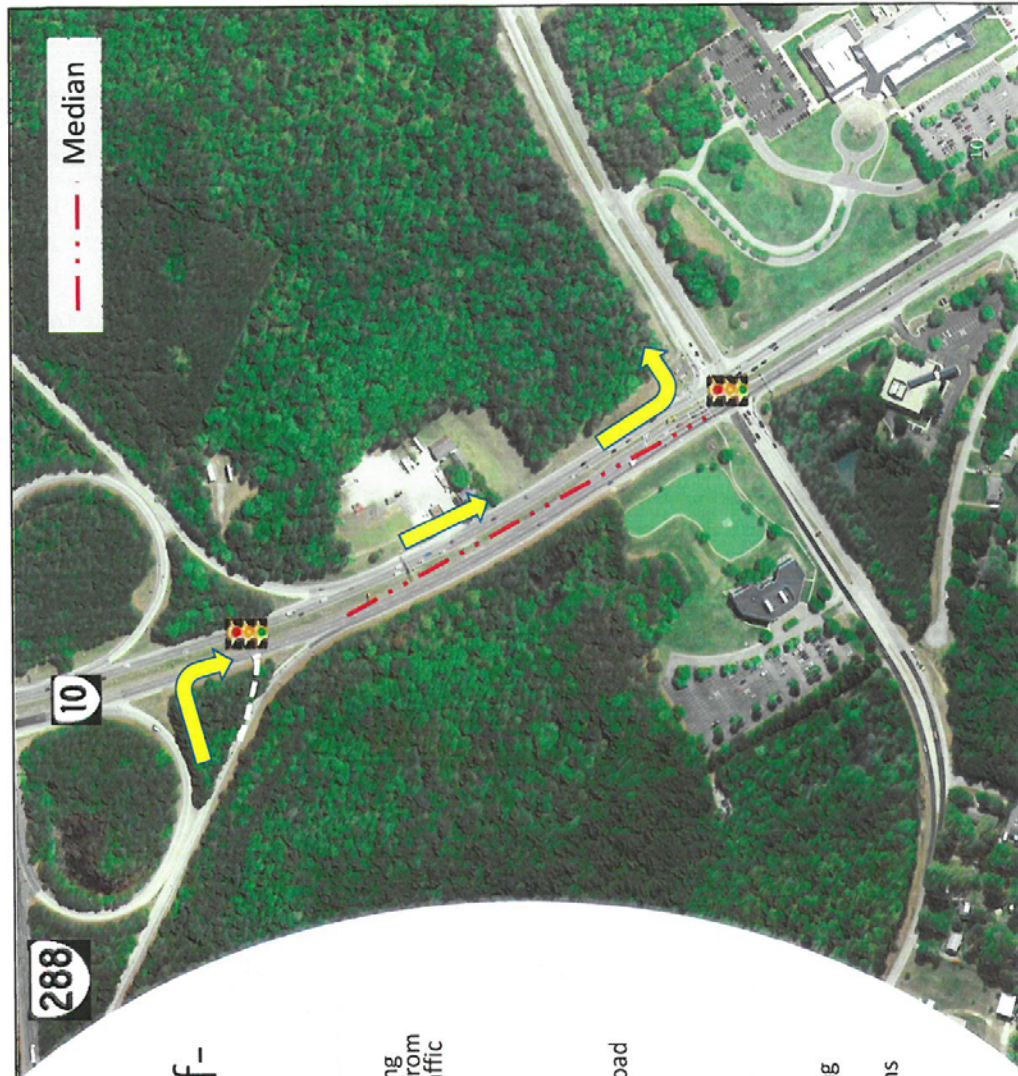
Planning Construction Cost: \$7.5 to 9.2 million

Pros:

- Eliminates weave
- Retains free flow southbound Route 288 to Iron Bridge Road through traffic

Cons:

- Requires physical separation between throughs and lefts
- Compresses Route 288 and Route 10 interchange weave movements beneath overpass
- Not consistent with driver expectations, additional signing needed
- No change to 2039 Build condition intersection operations



Concept 1B: Signalized Off-Ramp (Parallel)

Description: Widen southbound Route 288 off-ramp to 2 lanes, signalize ramp terminal and eastbound Iron Bridge Road approaches to control traffic approaching Courthouse Road intersection.

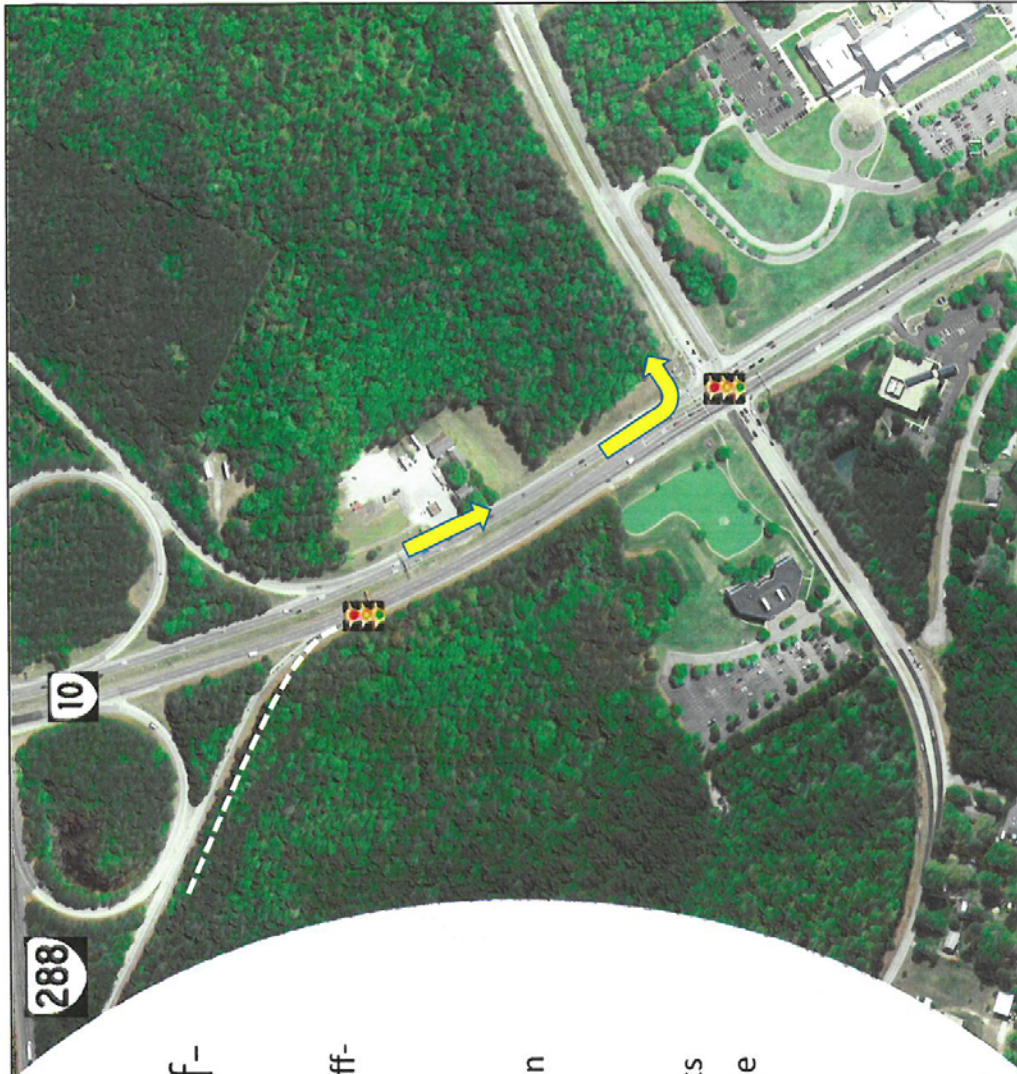
Planning Construction Cost: \$4.7 to 5.7 million

Pros:

- Eliminates weave
- Fits with Developer planned improvements
- Maintains all movements at the Iron Bridge Road at Courthouse Road intersection

Cons:

- No change to 2039 Build condition intersection operations



Concept 2A: Bowtie Intersection

Description: Remove left turn movements for eastbound and westbound Iron Bridge Road approaches and reroute left turn movements to roundabout intersections on Courthouse Road.

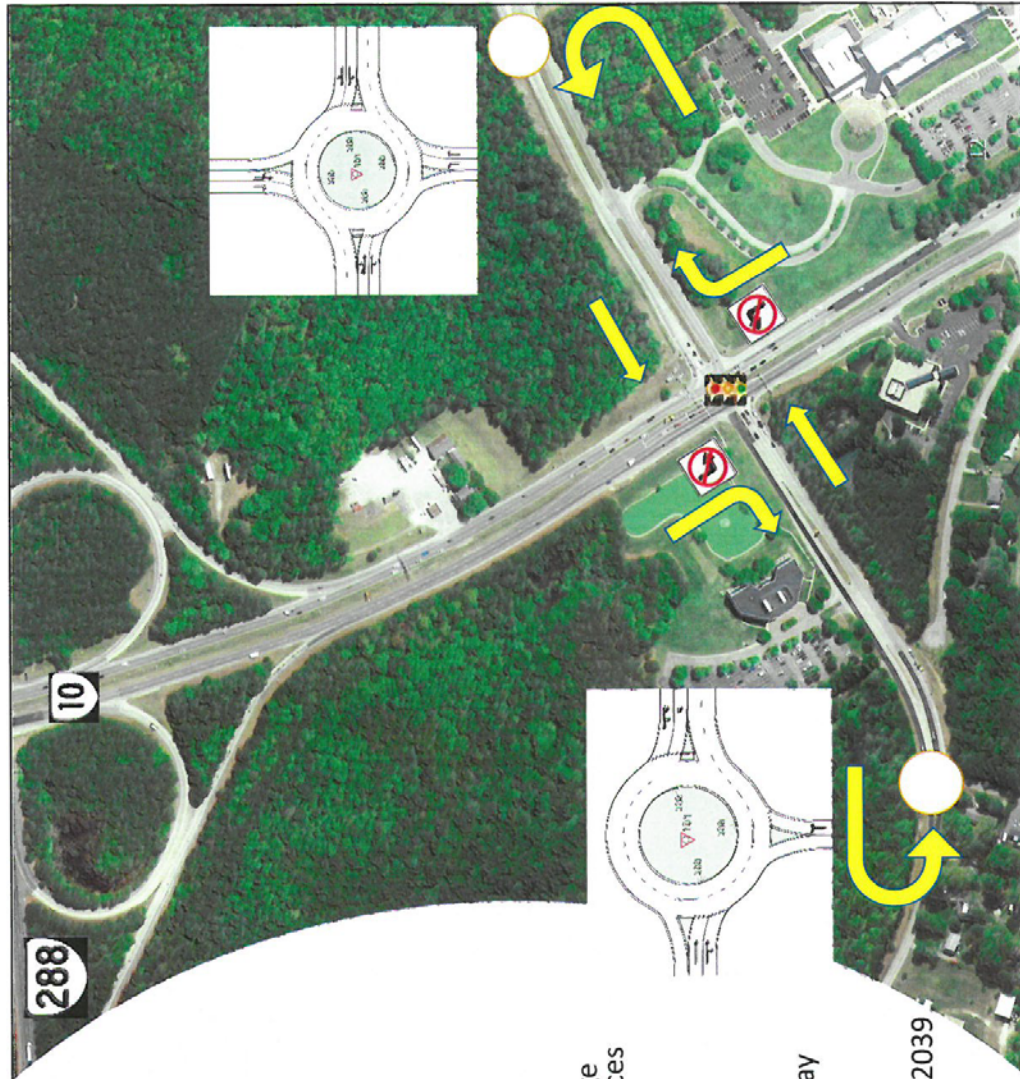
Planning Construction Cost: \$18.4 to 22.7 million

Pros:

- Eliminates weave
- Removes eastbound and westbound Iron Bridge Road left turns, safety improvement that reduces intersection conflict points

Cons:

- Potential total property acquisition at western roundabout on Courthouse Road
- Requires dual U-turns at each roundabout – may not be feasible, further analysis needed
- Low potential for VDOT support
- Overall intersection LOS remains consistent to 2039 Build conditions



Concept 2B: Partial Bow Tie Intersection

Description: Eliminate EB left turns at 10 & Courthouse and construct roundabout at west end

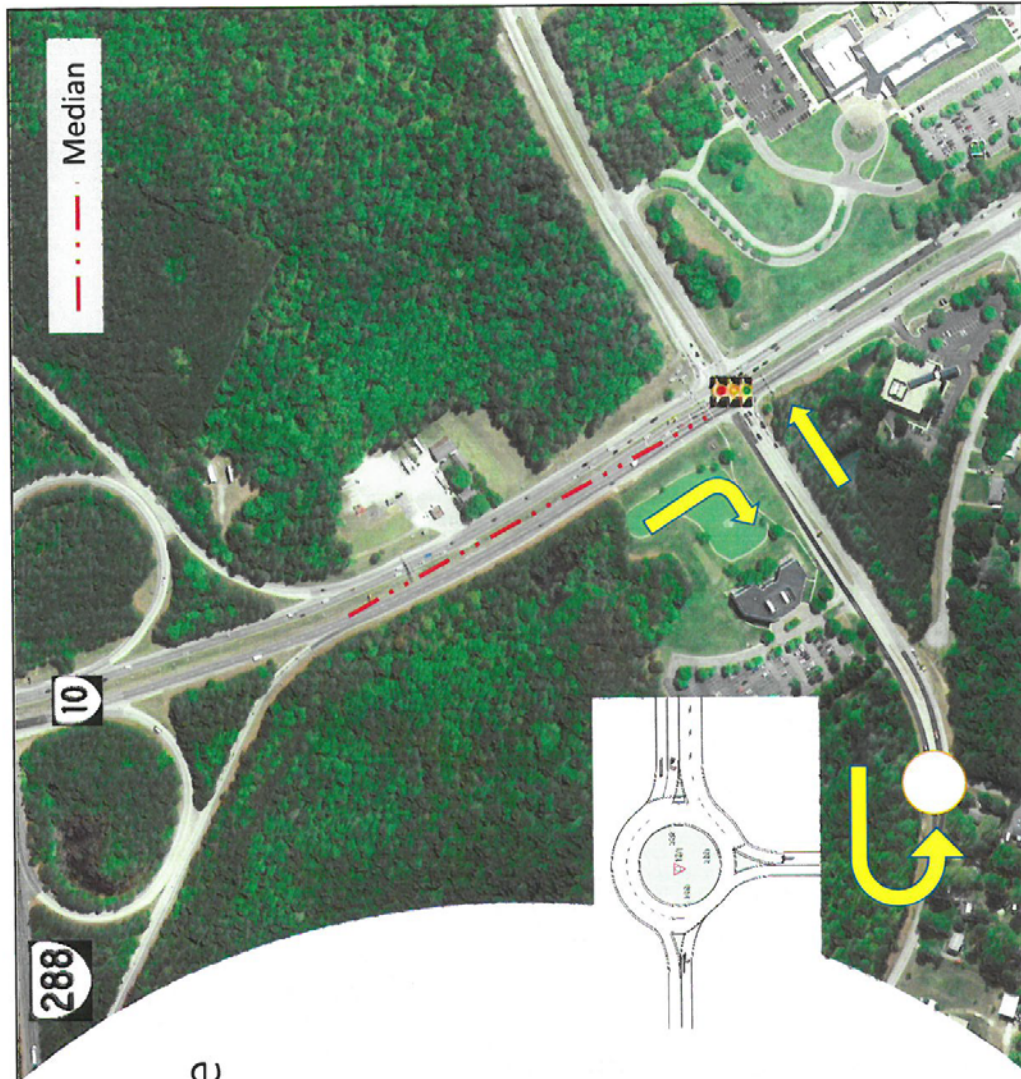
Planning Construction Cost: \$11.7 to 14.4 million

Pros:

- Eliminates weave
- Reduces eastbound Iron Bridge Road left turn lanes to 2

Cons:

- Overall intersection LOS remains consistent to 2039 Build conditions



Concept 3A: J-Ramp Before Gore

Description: Construct a direct ramp to Courthouse Road to accommodate weave volume

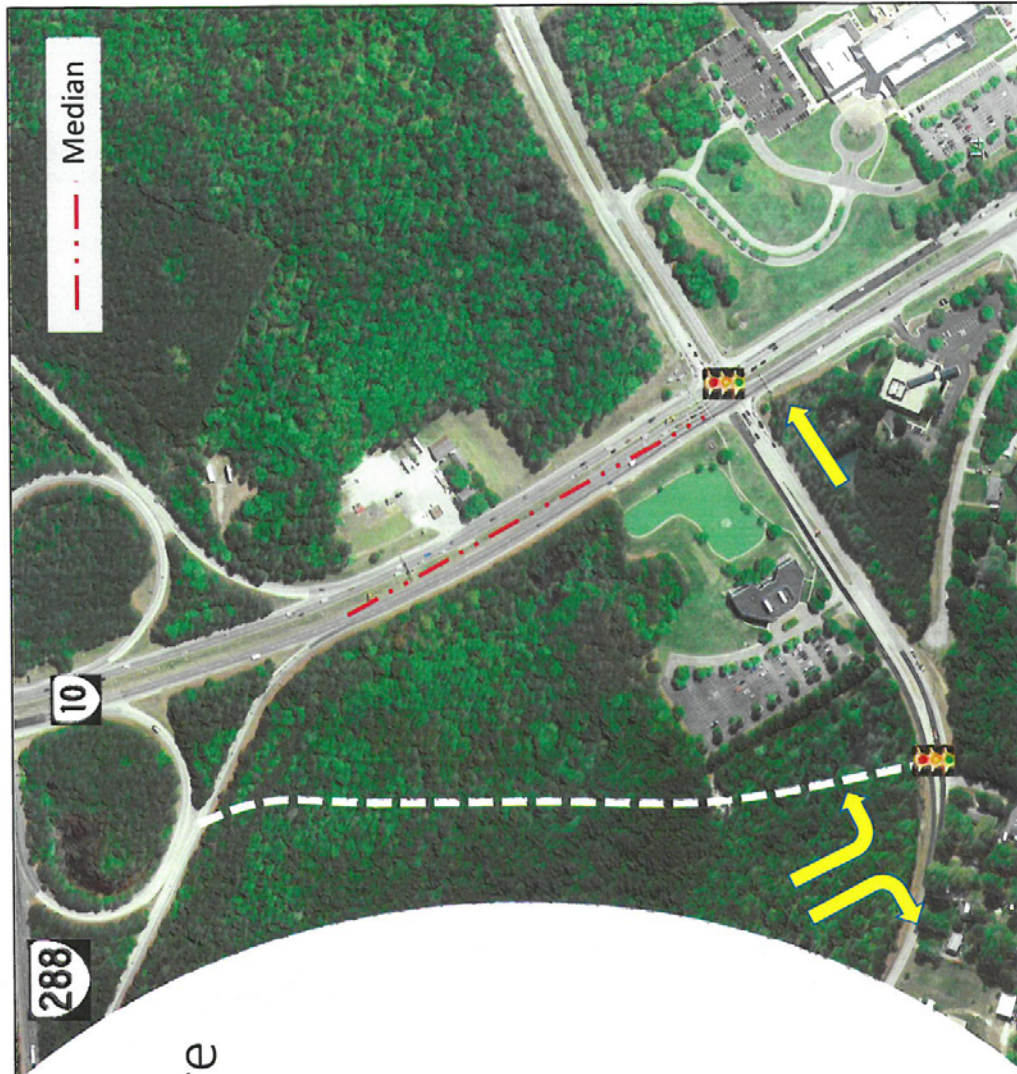
Planning Construction Cost: \$11.3 to 13.9 million

Pros:

- Eliminates weave
- Reduces eastbound Iron Bridge Road left turn lanes to 2

Cons:

- Overall intersection LOS remains consistent to 2039 Build conditions
- Substantial right-of-way impacts and costs
- Unlikely to be supported by VDOT/FHWA
- Not consistent with driver expectations, additional signing needed



Concept 3B: J-Ramp After Gore

Description: Construct proposed ramp for traffic from 288 turning left on Courthouse

Planning Construction Cost: \$11.3 to 13.9 million

Pros:

- Eliminates weave
- Reduces eastbound Iron Bridge Road left turn lanes to 2
- Minimizes right-of-way impacts

Cons:

- Overall intersection LOS remains consistent to 2039 Build conditions



Concept 4: Quadrant (SW)

Description: Route weaving volume traffic through the Courthouse Road intersection to subsequent right turns on Halls Road and then to eastbound Courthouse Road.

Planning Construction Cost: \$3.5 to \$6.7 million

Pros:

- Eliminates weave
- Reduces eastbound Iron Bridge Road left turn lanes to 2

Cons:

- Overall intersection LOS remains consistent to 2039 Build conditions
- Reroutes 400 in peak hour down a 'residential street'
- Unknown if upgrades would be needed to Halls Run Road to accommodate rerouting traffic



Concept 5: Median U-Turn (MUT)

Description: Construct a signalized dual left median U-turn at Halls Road to accommodate weave volume.

Planning Construction Cost: \$5.4 million to \$6.6 million

Pros:

- Eliminates weave
- Reduces eastbound Iron Bridge Road left turn lanes to 2

Cons:

- Overall intersection LOS remains consistent to 2039 Build conditions



Concept 6: Lucy Corr Improvements

Description: Construct a combination of network level improvements for rerouted traffic volumes

Planning Construction Cost:

Widen 2 to 4 Lanes of Lucy Corr Boulevard = \$1 to 3 million

Intersection Improvements at Route 10 and Lucy Corr Blvd. = \$250k to \$500k

Intersection Improvements on Lucy Corr Blvd and Courts Complex Road. = \$2 to \$5 million

Intersection Improvements at Courts Complex Road and Courthouse Road = \$1 to \$2 million

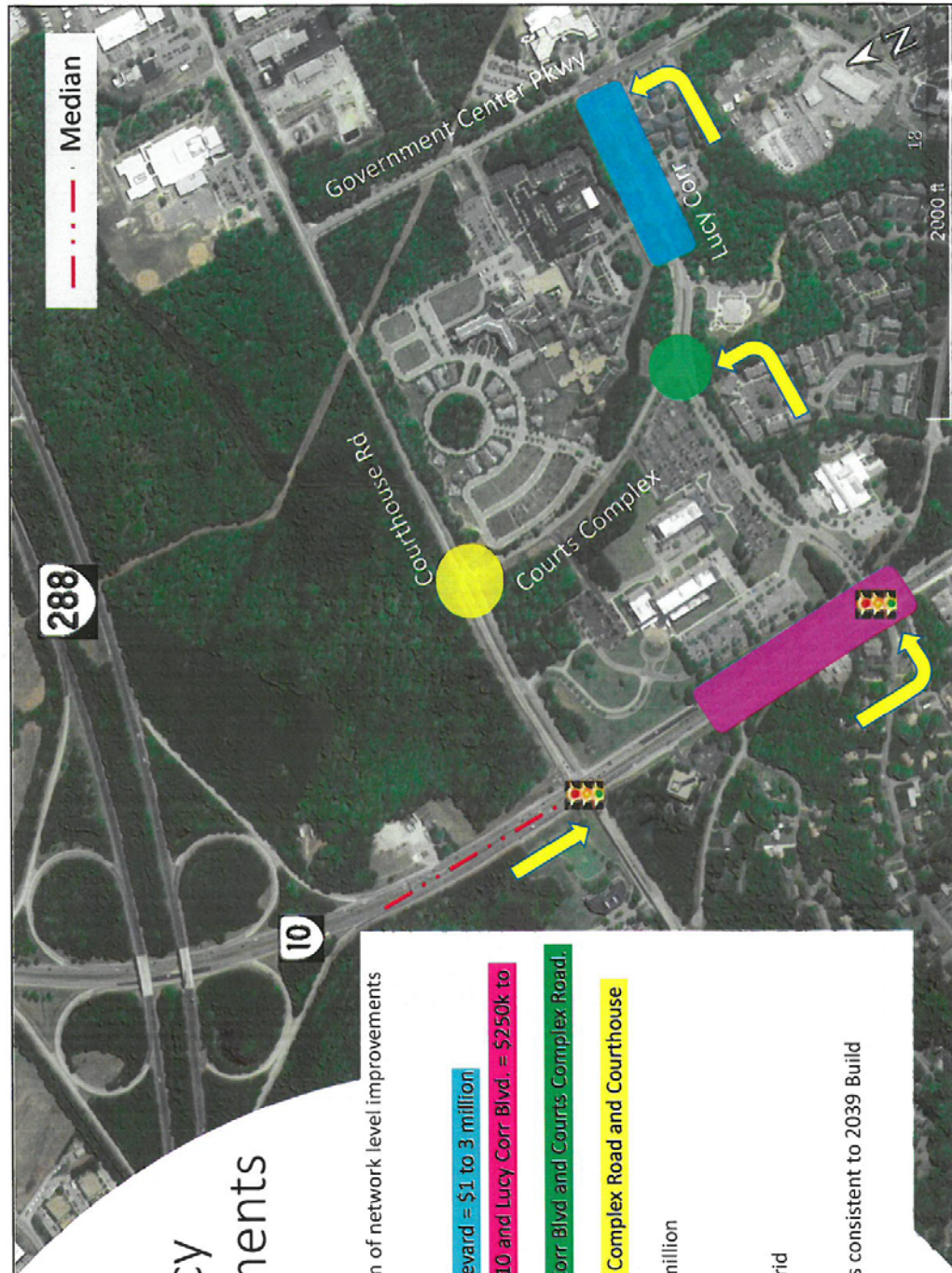
Total Improvements = \$4.3 to \$10.5 million

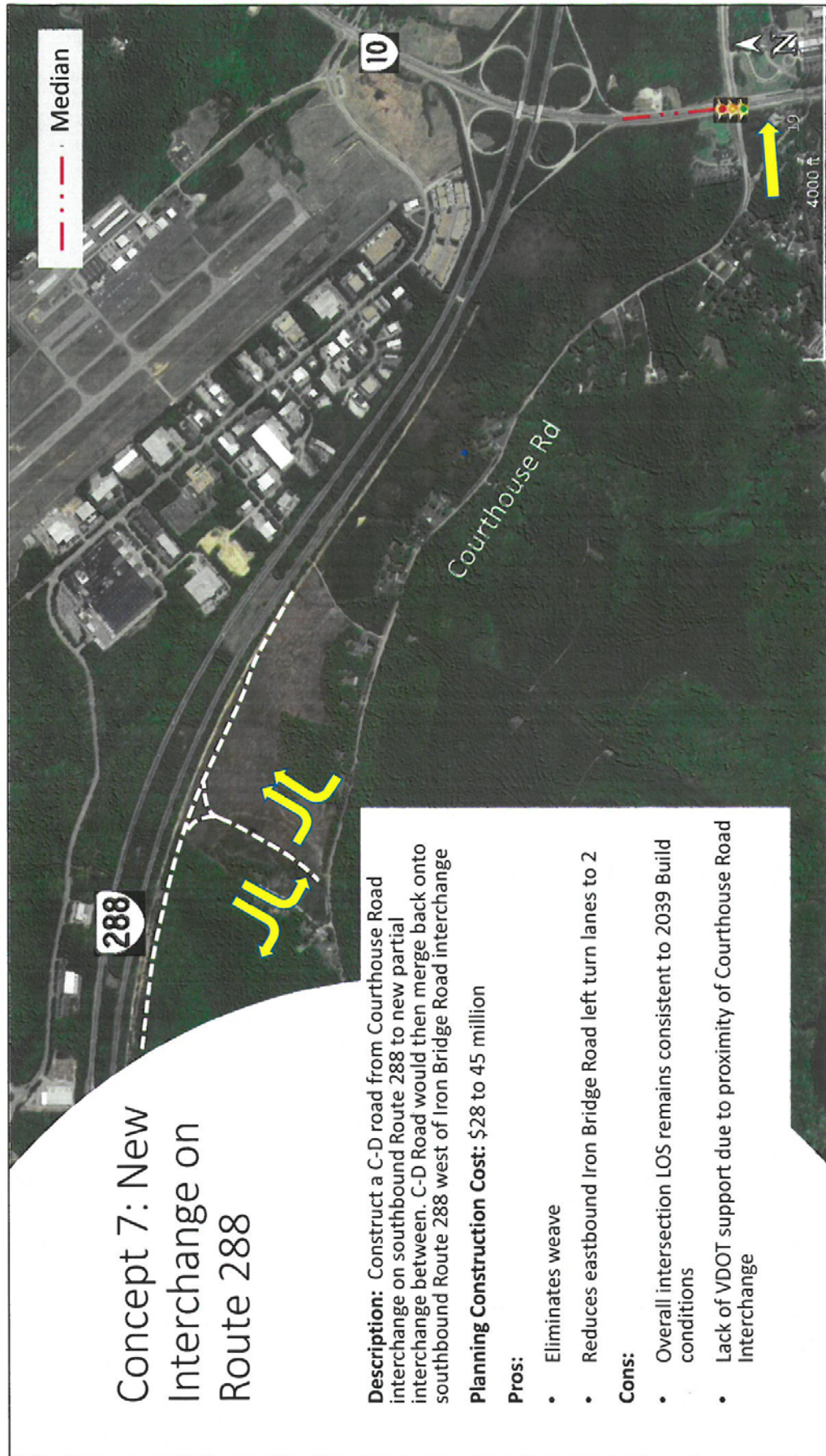
Pros:

- Eliminates weave
- Utilizes existing road network/grid

Cons:

- Overall intersection LOS remains consistent to 2039 Build conditions


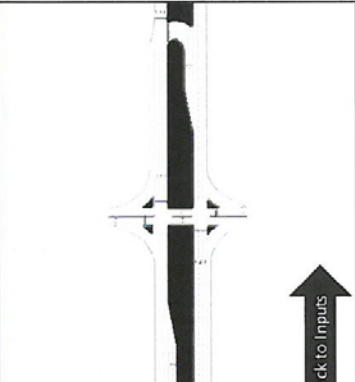
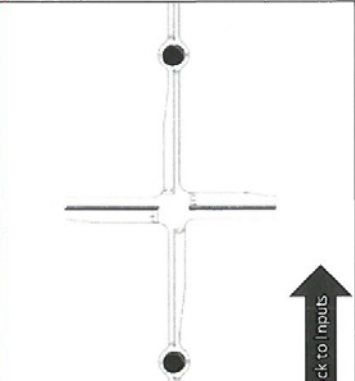




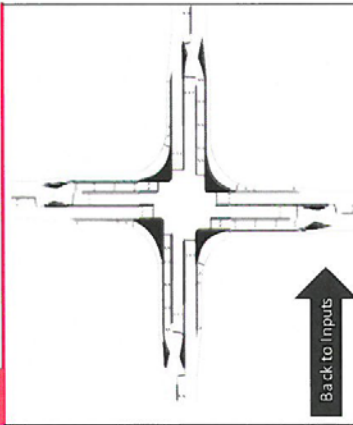
VJuST Design Considerations

[VDOT Innovative Intersections](#)

21

<div> <div>Roundabout</div>  <div>Back to Inputs</div> </div>	<div> <div>Description</div> <p>A roundabout is a circular unsignalized intersection in which traffic flows in one direction around a central island. Traffic entering the roundabout must yield to traffic already inside the roundabout. This tool can accommodate roundabouts with up to two lanes in each quadrant.</p> </div> <div> <div>When Should This Design Be Considered?</div> <p>The roundabout should be considered on roadways with a high percentage of turning traffic. Additional information about when roundabouts should be considered may be found on VDOT's website.</p> </div>
<div> <div>Full/Partial Median U-Turn (MUT)</div>  <div>Back to Inputs</div> </div>	<div> <div>Description</div> <p>Left-turn movements from the major roadway (partial) or both roadways (full) are removed from the main intersection. These vehicles instead execute a U-turn at a median opening on the major roadway downstream of the main intersection. Removing the left-turn movements allows for two- (full) or three-phase (partial) signal control. This tool assumes all intersections are signalized. However, this intersection can be designed as partially unsignalized.</p> </div> <div> <div>When Should This Design Be Considered?</div> <p>The median U-turn intersection should be considered on high-speed, median-divided highways with moderate left-turn volumes on the major roadway and minor left-turn volumes on the minor roadway.</p> </div>
<div> <div>Bowtie</div>  <div>Back to Inputs</div> </div>	<div> <div>Description</div> <p>The bowtie intersection is an alternative to the MUT intersection. Left-turn movements from both roadways are removed from the main intersection and are executed via a U-turn at a roundabout on the minor roadway downstream of the main intersection. Removing the left-turn movements allows for two-phase signal control.</p> </div> <div> <div>When Should This Design Be Considered?</div> <p>The bowtie intersection should be considered on roadways with high through volumes on the major roadway and low through and left-turn volumes on the minor roadway. Arterials with narrow medians and limited ROW should be considered.</p> </div>

Full/Partial Displaced Left Turn (DLT)



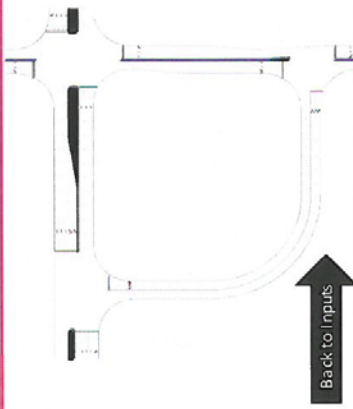
Description

Left-turning vehicles cross over to the other side of the roadway at a signalized intersection several hundred feet in advance of the main intersection. The protected left turns occur simultaneously with the opposing through movements at the main intersection, allowing for two- (full) or three-phase (partial) signal control. This design is also referred to as a Continuous Flow Intersection or Crossover Displaced Left Intersection.

When Should This Design Be Considered?

The displaced left turn intersection should be considered if opposing approaches have high and balanced through and left-turn volumes.

Quadrant Roadway (QR)



Description

All four left-turn movements are rerouted onto a connector road in one quadrant, allowing for two-phase signal control at the main intersection and three-phase signal control at the intersections with the connector road. This tool assumes all intersections are signalized. However, this intersection can be designed as partially unsignalized.

When Should This Design Be Considered?

The quadrant roadway intersection should be considered if an existing roadway can be used as a connection roadway or there are heavy left-turn and through volumes on the major and minor roadways. The ratio of minor road volume to total intersection volume is typically less than or equal to 0.35.



DISCLOSURE AFFIDAVIT
LAND USE APPLICATION

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

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

769-667-9512

and am requesting Rezoning, Conditional Use Planned Development

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>
WSWL PROPERTIES LLC	10311 Nestor Road, Chesterfield, VA 23838	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>
Donna Spencer	10311 Nestor Road, Chesterfield, VA 23838	WSWL 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: Donna C. Spencer
Donna Spencer

STATE OF Virginia

COUNTY/CITY OF Clesterfield to-wit:

This day Donna C. Spencer personally appeared before

me, Emmett Phipps, 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.~~

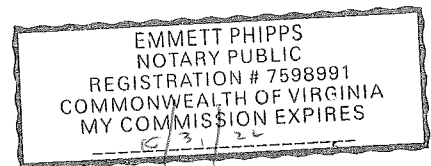
Given under my hand this 4th day of June, 2020.

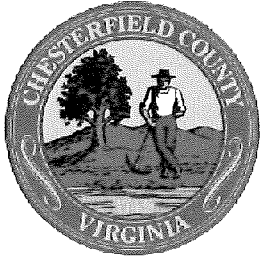


Notary Public

Registration No. 7598991

My Commision expires: 10/31/22





SPECIAL LIMITED POWER OF ATTORNEY
LAND USE APPLICATION

I/WE HEREBY ACKNOWLEDGE:

1. That I/We, as named in Paragraph 2 below, am/are all of the owners of the property described as Parcel ID number(s):

769-667-9512

2. I/We am/are authorized to take the action indicated herein and sign this Special Limited Power of Attorney:

Donna Spencer

(NOTES: (A) IN CASES WHERE THE APPLICANT IS NOT THE SOLE PROPERTY OWNER, THE APPLICANT MUST OBTAIN POWER OF ATTORNEY FROM THE OTHER PROPERTY OWNER(S) EVEN IF AN AGENT IS TO REPRESENT THE APPLICATION.

(B) IF AN AGENT IS TO REPRESENT THE CASE AND SIGN ALL DOCUMENTS, THE AGENT MUST ALSO OBTAIN POWER OF ATTORNEY FROM THE PROPERTY OWNER(S).

3. I/We do hereby make, constitute and appoint:

Andrew M. Condlin

to act as my/our true and lawful attorney-in-fact for and in my/our name, place and stead with full power and authority I/we would have if acting personally to seek rezoning, conditional use, special exception, variance, mobile home permit, modification to development standards or requirements and/or substantial accord determination and to complete a zoning disclosure affidavit and to set forth and offer such legally acceptable voluntarily proffered conditions including any additions, amendments, modifications or deletions thereto that in his/her discretion are deemed reasonable, appropriate and necessary except as follows:

4. This special limited power of attorney shall expire upon final action or withdrawal of the application to which this form applies.

(NOTE: EACH PROPERTY OWNER MUST SIGN AND HAVE THEIR SIGNATURE NOTARIZED.)

Zoning Opinion Case Number :19ZO0529

WITNESS the following signature

Print: DONNA C. SPENCER

Donna C. Spencer

Property Owner Name

Signature

STATE OF Virginia

COUNTY/CITY OF Chesterfield to-wit:

This day Donna C. Spencer personally appeared before

me, Emmett Phipps, a Notary Public in and for the County and State

said, and swore or affirmed that the matters stated in the foregoing Special Limited Power of Attorney are true to the best of his/her knowledge and belief.

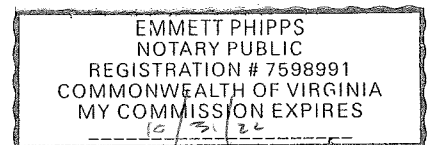
Given under my hand this 4th day of June, 2020.

[Signature]

Notary Public

Registration No. 7598991

My Commision expires: 10/31/2022



Signature page 1 of 1

20SN0535
Bermuda
Carthan F. Currin

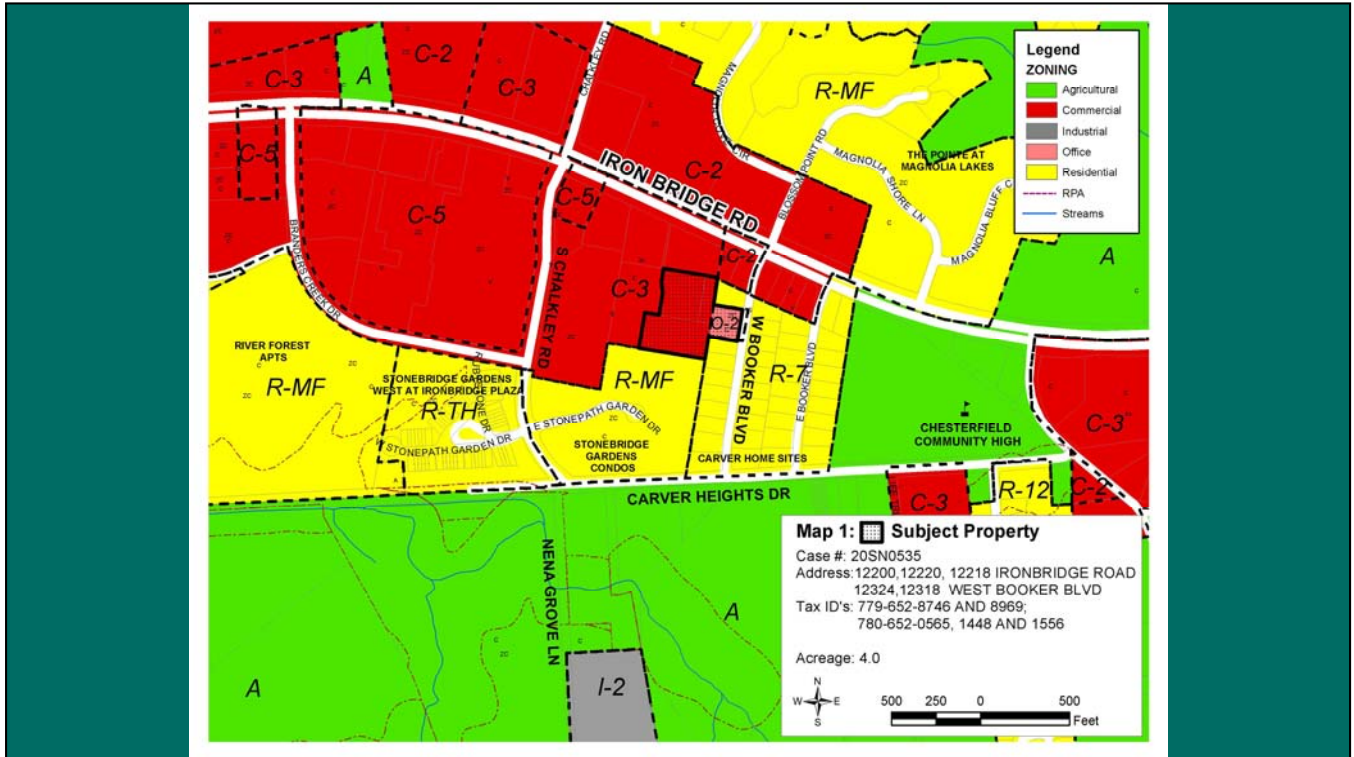
Rezoning from Corporate Office (O-2) and
Community Business (C-3) to Community
Business (C-3) with Conditional Use to permit
multi-family residential use and Conditional
Use Planned Development to permit
exceptions to Ordinance requirements.

This is an application to rezone 4.0 acres to Community Business (C-3) with
Conditional Use to permit multi-family use and Conditional Use Planned
Development to permit zoning ordinance exceptions.

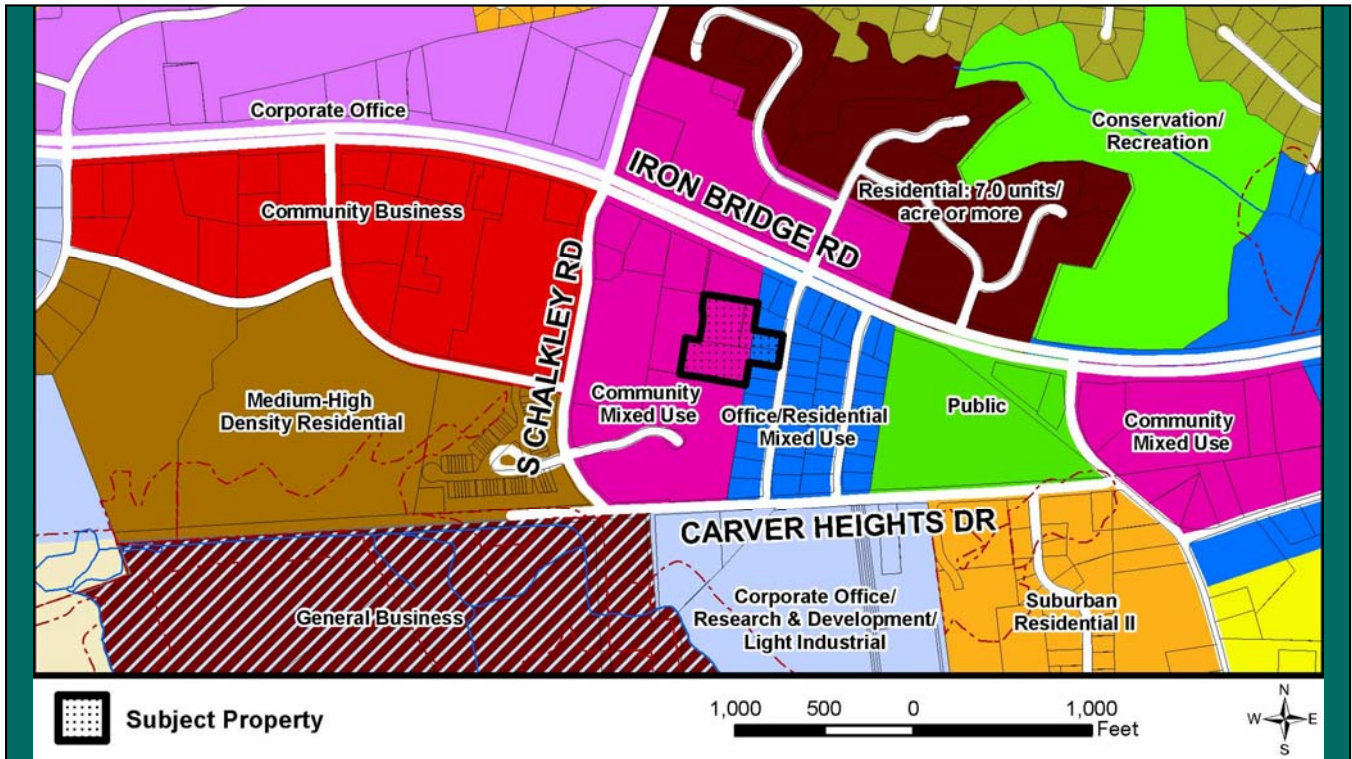
20SN0535 - Overview

- Development of 50 multi-family dwelling units limited to occupancy by seniors is planned
- Exceptions to buffers and setbacks are requested to accommodate the proposed design

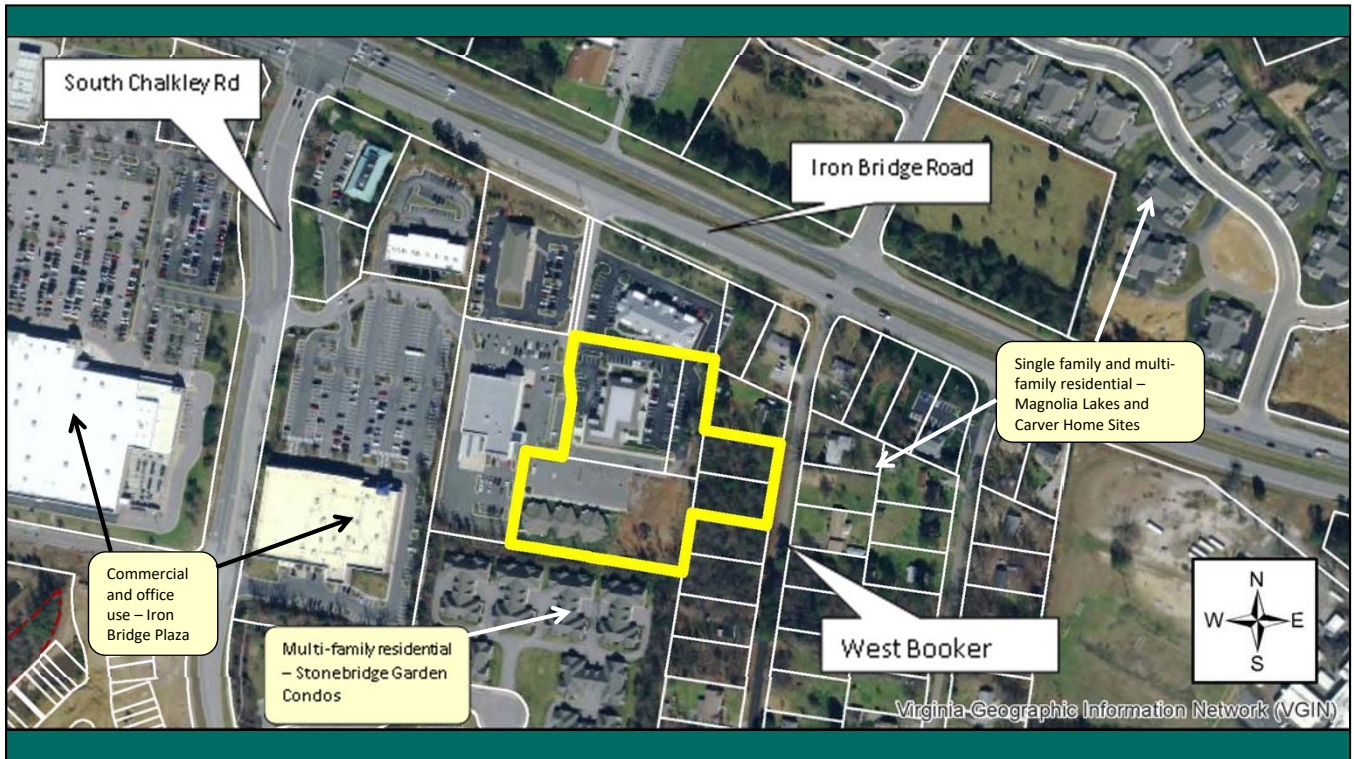
The applicant proposes to construct a 50 unit apartment building limited to senior living on the site. Along with this development the applicant is seeking exceptions to ordinance requirements relating to reduced setbacks and design.



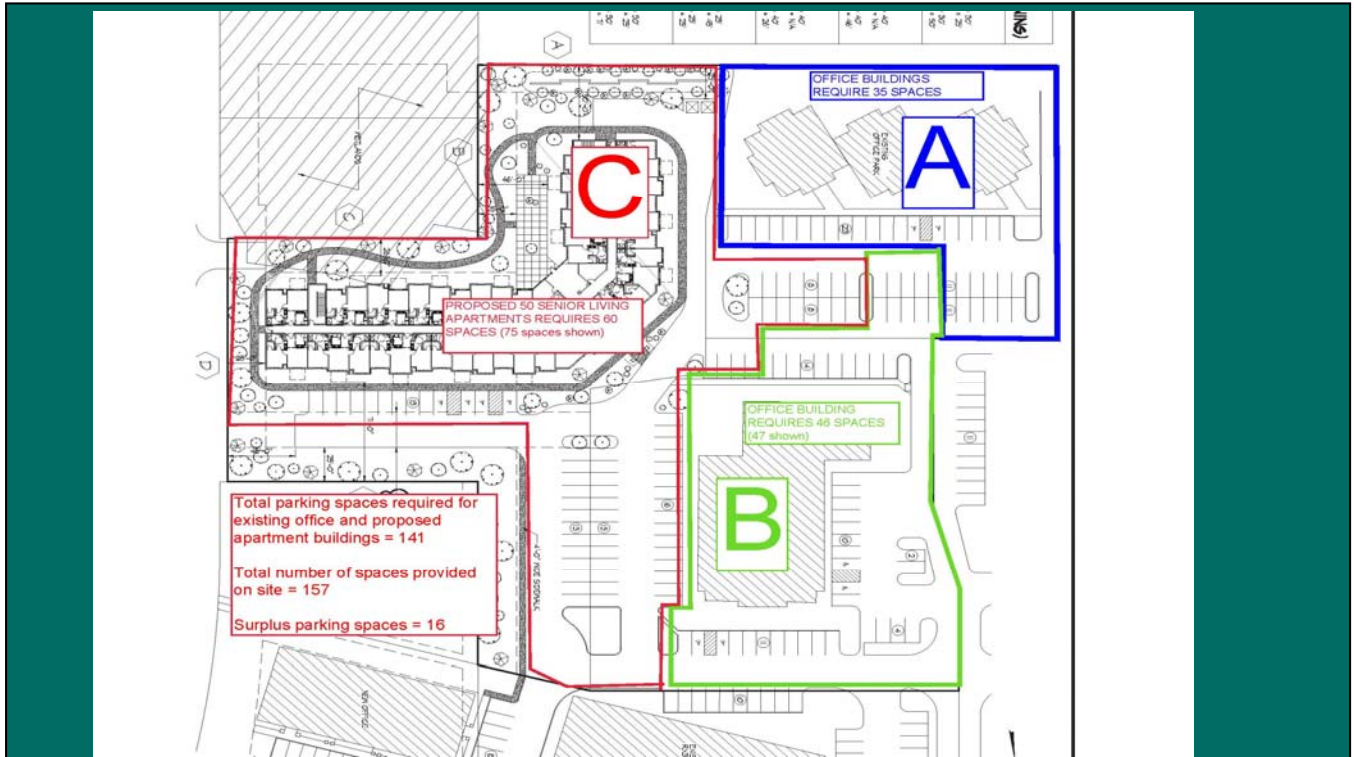
The properties lie south of Ironbridge Rd with access to an established commercial project. The surrounding zoning is commercial (C-3) and (RMF) and single family residential. Applicant proposes to develop the multi-family units with access to Iron Bridge Rd. There will be one emergency access to West Booker Boulevard. This will be gated with access for the fire department and emergency services only.



The comprehensive Plan suggests this area is appropriate Community and Office Residential Mixed Use, which supports this request.



Subject parcel (high lighted in yellow) will have direct access to the existing commercial which is directly to Iron Bridge Road. The building will be located adjacent to existing office development already on site in the lower right corner of the yellow outline.



Above is a Parking Plan showing the location of the proposed building and the existing buildings on this site. To orient you, West Booker Blvd is adjacent to the left of the picture and Iron Bridge Rd runs along the bottom of the screen. Outlined in blue (Area A) are three (3) office buildings consisting of 18,815 square feet. The blue outline shows the required *thirty-five (35) spaces required for this office use*. Outlined in green (Area B) is an existing office/medical clinic consisting of 11,280 square feet. The green outline shows the required forty-six (46) spaces, plus one additional parking space. Finally, the red outline (Area C) shows the proposed apartment building which would require sixty (60) parking spaces. Currently shown within Area C are seventy-five (75) parking spaces. At buildout the site will contain a total of sixteen (16) surplus parking spaces.

Recommend Approval

- Senior multi-family residential units proposed provide a unique housing opportunity integrated with area commercial uses that should enhance the surrounding area
- Quality design and architecture offered by the applicant provide for a convenient, attractive community comparable in quality to that of the surrounding area

Staff recommends approval. The apartments provide a unique housing opportunity integrated with existing commercial/office uses. And the applicant has offered quality design and architecture comparable to the surrounding area.

CASE NUMBER: 20SN0535

APPLICANT: Carthan Currin



**CHESTERFIELD COUNTY, VIRGINIA
BERMUDA DISTRICT**

**STAFF'S ANALYSIS
AND RECOMMENDATION**

Board of Supervisors (BOS) Public Hearing:

June 24, 2020

BOS Time Remaining:

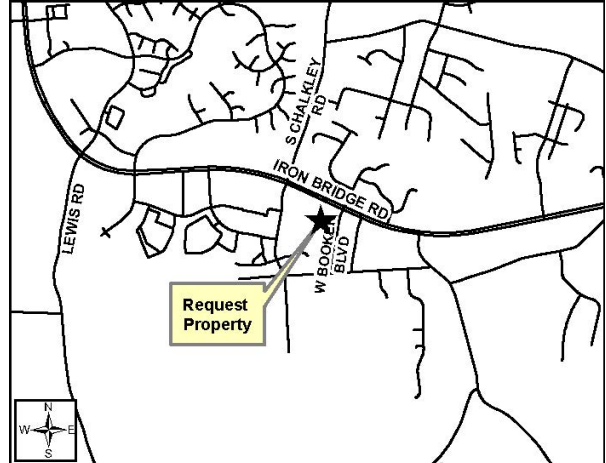
365 DAYS

Applicant's Agent:

JACK WILSON (804-425-9474)

Planning Department Case Manager:

JOE FEEST (804-748-1967)



4.0 Acres – 12208 Ironbridge Road

REQUEST

Rezoning from Corporate Office (O-2) and Community Business (C-3) to Community Business (C-3) with Conditional Use to permit multi-family residential use and Conditional Use Planned Development to permit exceptions to Ordinance requirements.

Notes: A. Conditions may be imposed or the property owner may proffer conditions.

B. Proffered conditions, Textual Statement and exhibits are located in Attachments 1 - 4.

SUMMARY

Development of 50 multi-family dwelling units limited to occupancy by seniors is planned, yielding a density of approximately 12.5 units per acre. The development is proposed, as outlined on the Conceptual Plan (Attachment 3). Exceptions to ordinance standards, relative to buffers and setbacks are identified on the conceptual plan and discussed in detail on page 5. These exceptions are requested to accommodate the proposed design.

Buildings will be constructed in substantial conformance with the building elevations (Attachment 4). The development should be comparable in quality to that of the surrounding community.

The development's traffic impact will be addressed by providing a cash payment in accordance with the Board of Supervisor's Road Cash Proffer Policy.

RECOMMENDATION

**PLANNING
COMMISSION**

APPROVAL

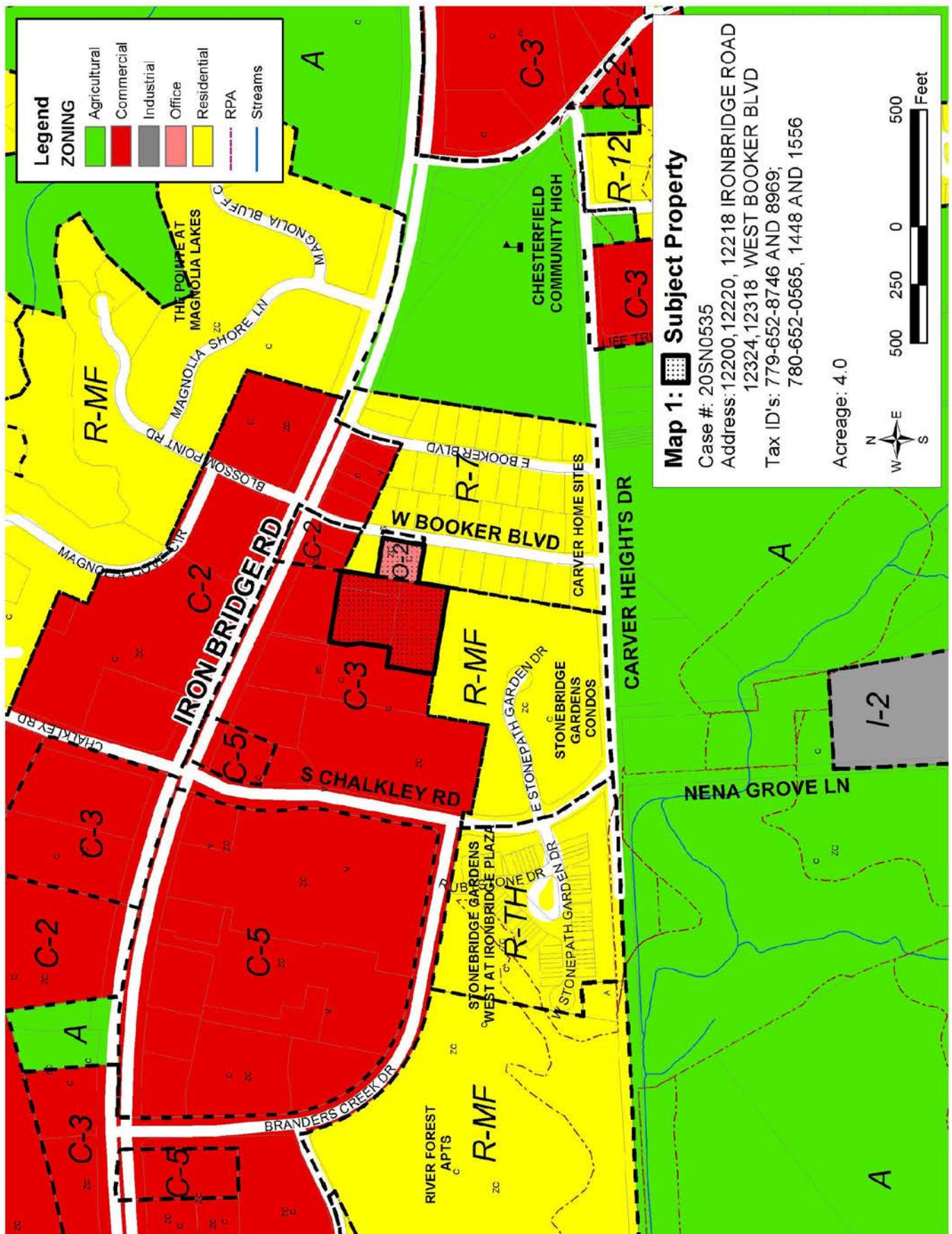
STAFF

PLANNING – APPROVAL

- While new multi-family residential uses are not suggested by the Chester Plan, the senior multi-family residential units proposed provide a unique housing opportunity integrated with area commercial uses that should enhance the surrounding area
- Quality design and architecture offered by the applicant provide for a convenient, attractive community comparable in quality to that of the surrounding area

TRANSPORTATION – APPROVAL

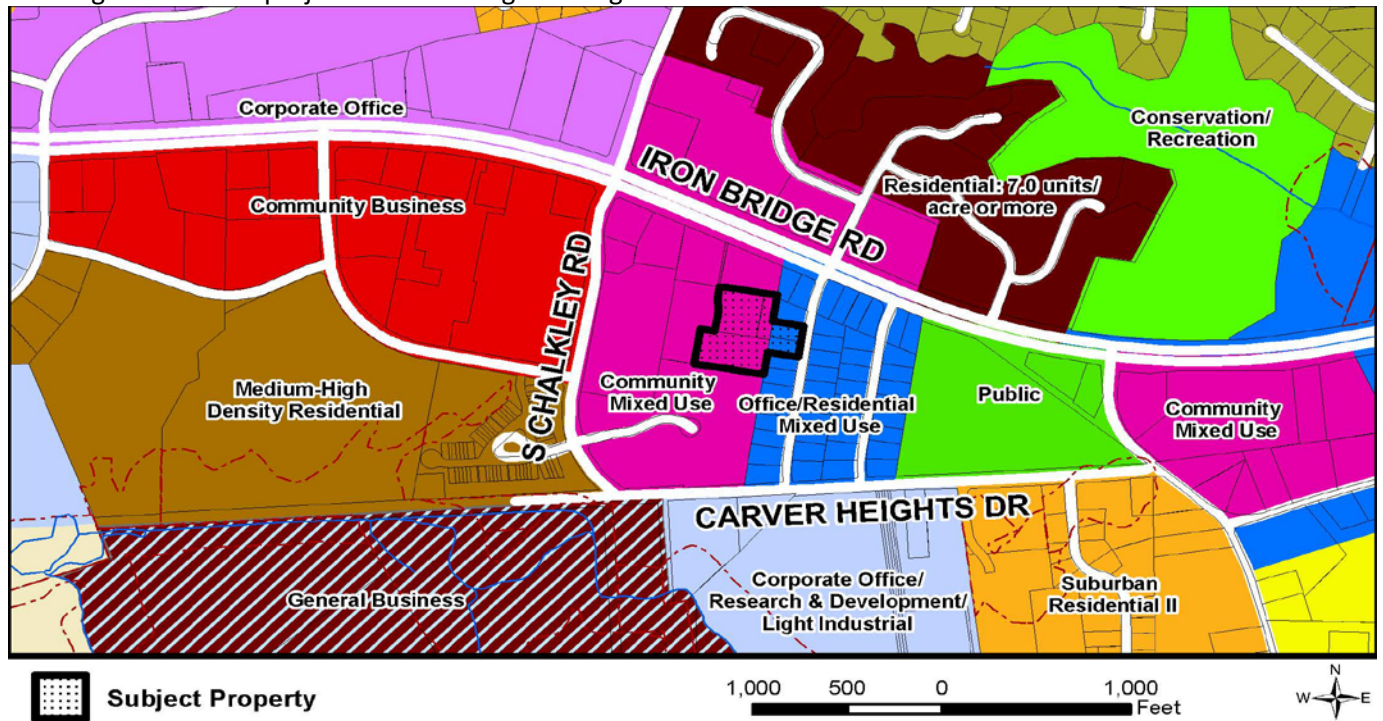
The development's traffic impact will be addressed by providing cash payments.



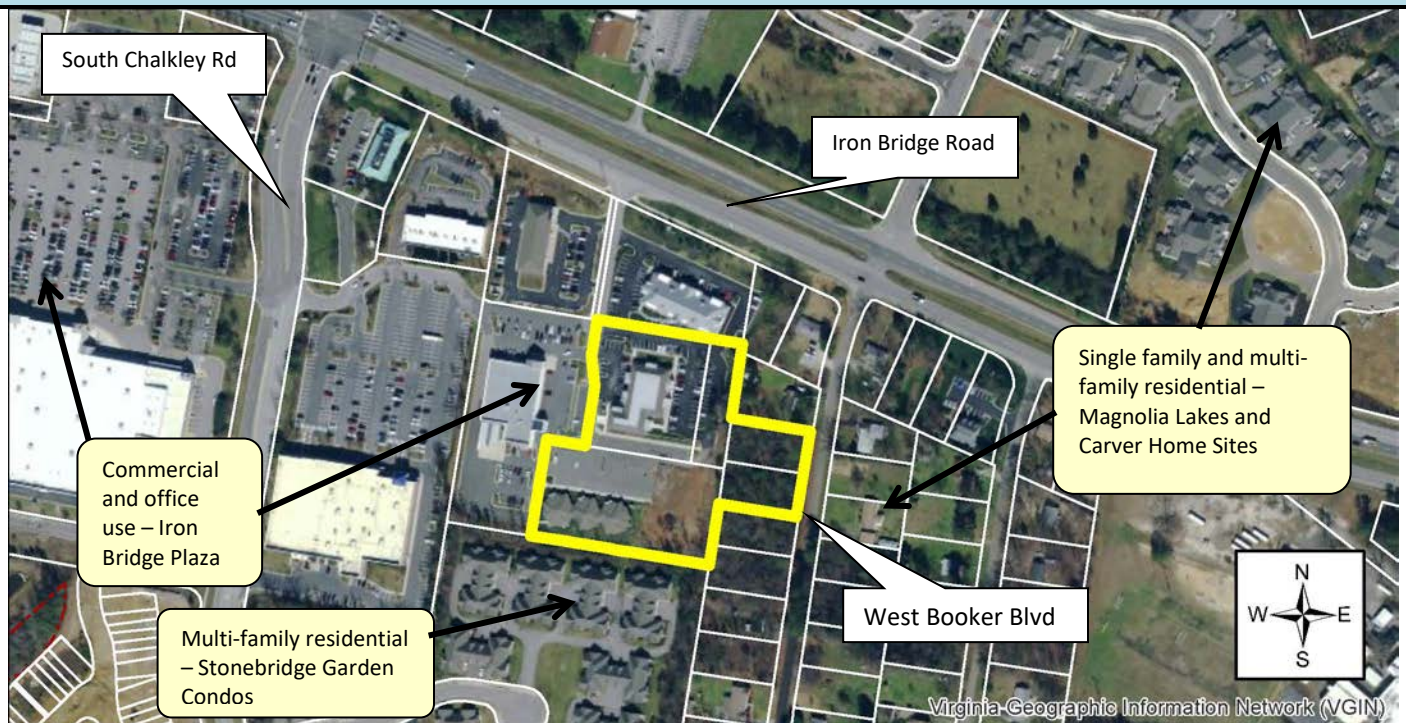
Comprehensive Plan – The Chester Plan

Classification: Community Mixed Use and Office/Residential Mixed Use

These designations suggest community scale commercial uses, including shopping centers, service and office uses that serve community wide trade areas are appropriate. Residential uses of various types and densities, including single and two-family dwellings and age-restricted townhomes or zero lot line dwellings may be appropriate if part of a larger mixed use project and the design is integrated with other uses.



Surrounding Land Uses and Development



PLANNING

Staff Contact: Joe Feest (804-748-1967) Feestj@chesterfield.gov

Zoning History

Case Number	Request
05SN0276 Approved (8/2005)	Rezoning from Residential (R-7) to Corporate Office (O-2) of 0.8 acres (two lots fronting West Booker Boulevard and from Community Business (C-3 to Community Business (C-3) of 9.1 acres (of which 1 acre of the request property is a part) plus Conditional Use Planned Development to permit exceptions to ordinance requirements. Permitted uses on the O-2 portion include office uses and residential development of varying densities. Permitted uses on the C-3 portion of the property include community scale commercial uses.

Proposal

The applicant requests to rezone the property to Community Business (C-3) with Conditional Use to permit 50 age-restricted multi-family residential units yielding a density of 12.5 units per acre. Approval of Conditional Use Planned Development is proposed to permit exceptions to buffers and setback standards to accommodate the proposed development (Textual Statement, Attachment 2). The development is planned to conform to the Conceptual Plan. (Exhibit A, Attachment 3)

Parking

The zoning ordinance requires 1.2 parking spaces per unit for senior living apartments. Since the apartment building is proposed within an existing office complex, some of the required parking will be provided by the excess parking already on site. There are currently four (4) existing office buildings on this site totaling 30,095 square feet. The number of required parking spaces needed to satisfy these existing buildings is eighty-one (81) parking spaces. A total of sixty (60) spaces is required to satisfy the development of the senior apartment complex. The applicant is providing thirteen (13) new parking spaces with the proposed apartment building. Consequently, the total number of parking spaces needed to achieve the parking requirements for this site with the addition of the apartment building is 141 spaces. With the additional parking provided with the development of the apartments this site will contain 157 parking spaces.

Attachment 5 illustrates how the required parking is located per use. Outlined in blue (Area A) are three (3) office buildings consisting of 18,815 square feet. The blue outline shows the required *thirty-five (35) spaces*. Outlined in green (Area B) is an existing office/medical clinic consisting of 11,280 square feet. The green outline shows the required forty-six (46) spaces, plus one additional parking space. Finally, the red outline (Area C) shows the proposed apartment building which would require sixty (60) parking spaces. Currently shown within Area C are seventy-five (75) parking spaces. At buildout the site will contain a total of sixteen (16) surplus parking spaces.

Design

High quality residential development addresses the Comprehensive Plan goals for strong and sustainable neighborhoods that are visually attractive, well-planned and well-maintained. Further, the purpose and intent of the zoning ordinance to promote the health, safety,

convenience and general welfare of the public includes the creation of convenient, attractive and harmonious communities, protection against overcrowding of land, and protection of the natural environment.

The following provides an overview of design requirements offered as part of this request Proffered Conditions, Attachment 1):

- Community
 - Overall design as shown on Conceptual Plan including landscaping within setbacks and landscaping around buildings to minimize building mass and paved areas (Exhibit A, Attachment 3)
 - Exterior gathering spaces and other pedestrian amenities (such as walking paths) to be developed (as identified on Conceptual Plan, Attachment 3)
- Buildings
 - Architectural design and materials substantially in compliance with Exhibit B (Attachment 4)
 - Façade treatment – Hardiplank; vinyl as trim only
 - Roof treatment

As suggested by the Comprehensive Plan goals and the Zoning Ordinance, the proffered conditions of this request include quality design and architectural elements that are comparable in quality to that of the surrounding community.

BUDGET & MANAGEMENT

Staff Contact: Natalie Spillman (804-318-8767) spillmann@chesterfield.gov

County finance staff is responsible for managing the finances of the County and making recommendations to the County Administrator regarding the allocation of available resources for the provision of services and capital facilities to serve the citizens of the County. Finance staff will advise the County Administrator if changed economic circumstances require adjustments to the County's budget or capital improvement program.

COUNTY TRANSPORTATION

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

The applicant has proffered a maximum of 50 senior housing attached dwelling units (Proffered Condition 2). Based on those number of units and applying trip generation rates for a senior adult housing (attached) dwelling unit, development could generate approximately 310 average daily trips. Traffic generated by development of the property is anticipated to be initially distributed along Iron Bridge Road (Route 10).

Route 10 is a major arterial with a recommended right of way width of 120 to 200 feet, as identified on the County's Thoroughfare Plan. Route 10 is a four-lane divided road. In 2015, the traffic count on Route 10 east of the site was 22,440 vehicles per day (Level of Service "B").

Section 19.1-231 of the County Code outlines the general requirements to meet the needs of the traffic generated by a proposed development, including acceptable levels of service. This proposed residential development would contribute to an identifiable need for transportation

improvements. The applicant has not offered to provide any mitigating road improvements. The applicant has proffered one (1) direct emergency access to West Booker Boulevard (Proffered Condition 5).

The property is located within Traffic Shed 18, which encompasses the area of the county south of Route 10, east of Lewis Road, Bradley Bridge Road, and Sandy Ford Road, west of Harrowgate Road, and north of Hickory Road, Woodpecker Road, and Lakeview Avenue. Several roads in this traffic shed or which serve this traffic shed are substandard, with little or no shoulders, fixed objects (trees) adjacent to the edge of the pavement, and poor vertical and horizontal alignments. The traffic volume generated from this proposed residential development will contribute to an identifiable need for transportation facility improvements to these roads in excess of existing transportation facility capacity. Roads in this shed or which serve this shed need to be improved or widened to address safety and accommodate increased traffic, including the increased traffic from the proposed development.

An applicant may choose to address the development's impact on the county's road transportation network through dedication of property, construction of road improvements, or a cash proffer. If an applicant elects to offer cash to address the impact on the county's road transportation network, Transportation staff has calculated the average impact of a single-family dwelling unit on the transportation network to be \$12,652; however, the Board of Supervisors has adopted a policy establishing that it would accept a maximum cash proffer of \$9,400 per dwelling unit as addressing the traffic impacts of residential development, with all of the funds to be dedicated towards improvements to the road network. The Policy allows the county to consider mitigating circumstances about a proposed development. In this case, the residential development is limited to senior housing units. Based on the volume of traffic it generates a senior housing (attached) unit, which generates 31% of the traffic of single-family dwelling unit, traffic impact could be addressed by \$2,914 ($\$9,400 \times 31\%$) per unit. The traffic impact could be valued at \$145,700 ($\$2,914 \times 50$).

The applicant has proffered to make payments of \$2,914 for each dwelling unit (Proffered Condition 4). Staff supports the request.

FIRE AND EMERGENCY MEDICAL SERVICES

Staff Contact: Anthony Batten (804-717-6167) battena@chesterfield.gov

Mission

The mission of Fire and Emergency Medical Services (EMS) is to protect life, property and the environment through a comprehensive fire and life safety program that ensures an adequate and timely response to emergencies.

Response Times

The proposed development is in the urban response zone for which Fire & EMS has a goal of responding to at least 90% of the calls for service in under seven (7) minutes. Fire and EMS is currently unable to meet that goal.

Nearby Fire/EMS Facilities

The Chester Fire Station, Company Number 1

Anticipated Fire & EMS Impacts/Needs

Based on an average of .45 calls per dwelling, it is estimated that this development will generate 22.5 annual calls for Fire/EMS services.

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.

SCHOOLS

Staff Contact: Atonja Allen (804-318-8740) atonja_allen@ccpsnet.net

This proposal is located in the Ecoff Elementary School, Carver Middle School and Bird High School attendance zones.

After review of this request for age-restricted dwelling units, the proposed rezoning would have a minimal impact on school facilities. It is possible however that over time, this case combined with other tentative residential developments, infill developments, and approved residential zoning cases in the area may cause these schools to reach or exceed their capacity.

UTILITIES

Staff Contact: Randy Phelps (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	6"	Yes
Wastewater	No	8"	Yes

Additional Utility Comments:

The subject property is located within the mandatory water and wastewater connection areas for new non-residential structures. The applicant has proffered use of County water and wastewater to support this development. (Proffered Condition 7)

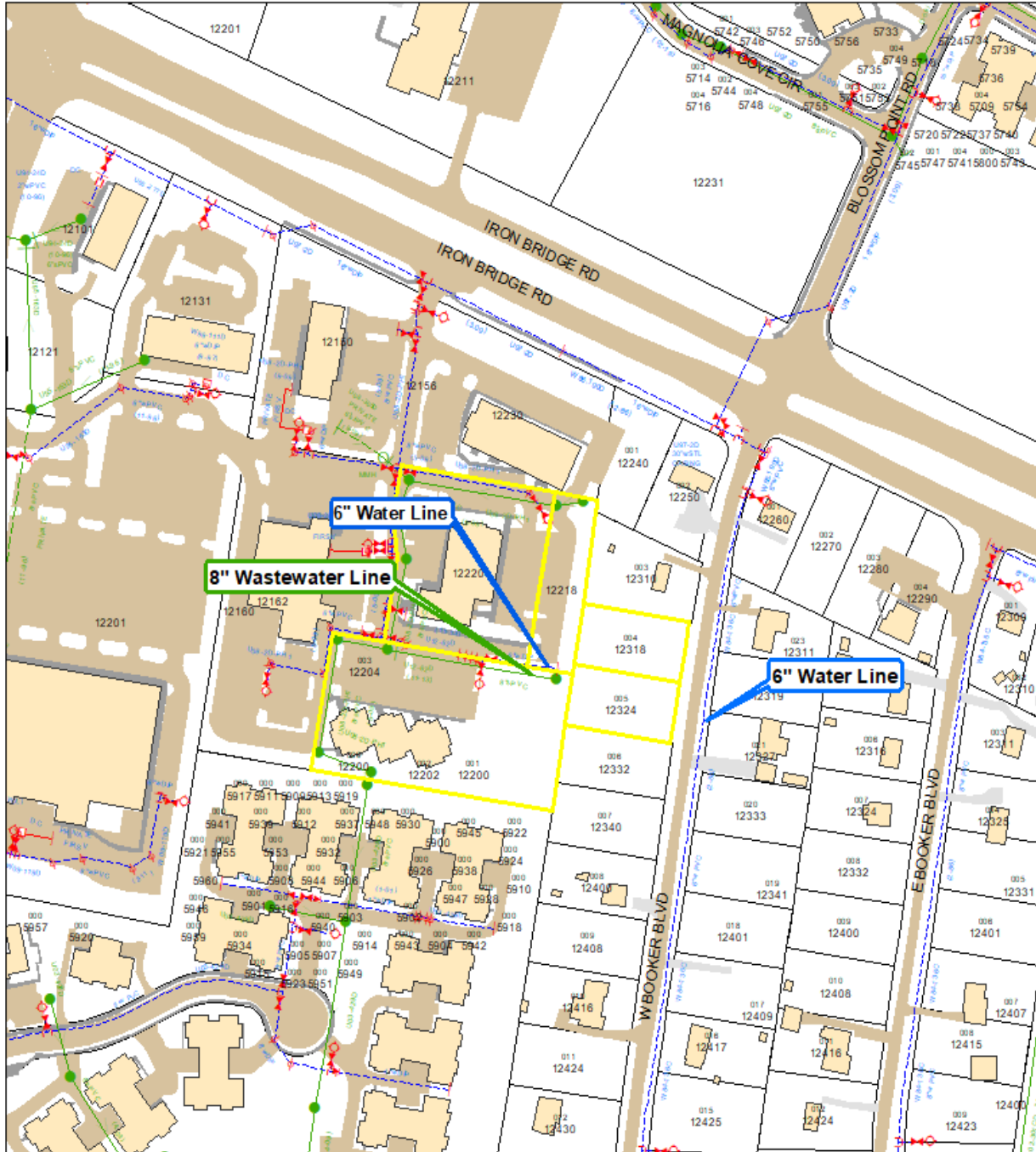
A 6" County water line is available on-site and along West Booker Boulevard. Due to the number of residential units proposed, the on-site water distribution system may require a looped connection between these two water lines.

An 8" County wastewater line is available on-site.

The application for this case includes a Conceptual Site Plan exhibit which shows a 26-foot wide easement extending across the subject properties to West Booker Boulevard. This easement will be used to accomplish the water line loop noted above and will also provide future access to public wastewater service to a few properties on West Booker Boulevard.

The Utilities Department supports this case.

CHESTERFIELD COUNTY DEPARTMENT OF UTILITIES



ACCURACY OF INFORMATION NOT GUARANTEED

This information is being provided to you as a public service.
WE DO NOT GUARANTEE ITS ACCURACY.
By using it in any way, you are agreeing to
Release the County, its employees and
officials from responsibility for
any consequence(s) if it proves
to be inaccurate.

Chesterfield County
Department of Utilities
20SN0535
Carthan Currin
CRP 2/19/2020

1 inch = 200 feet



ENVIRONMENTAL ENGINEERING

Staff Contact: Rebecca Rochet (804-748-1028) RochetR@chesterfield.gov

Geography

The properties located at 12318 and 12324 West Booker Boulevard are currently wooded and drain to the southeast through the Carver Home Sites subdivision, then under Carver Heights Drive through tributaries to Piney Branch. The properties located at 12208 and 12218 Iron Bridge Road have previously been developed and are collected in a storm sewer system which discharges into an area of existing wetlands within the Stonebridge Gardens Apartments. The wetlands drain through a storm sewer system under South Chalkley Road and into Piney Branch. Piney Branch is a tributary of Swift Creek. The properties are all located within the Lower Swift Creek Watershed.

Natural Resources

A Resource Protection Area (RPA) Designation must be submitted to and confirmed by the Department of Environmental Engineering – Water Quality Section for the properties located at 12318 and 12324 West Booker Boulevard prior to the approval of any site plans. There may be areas of wetlands on or adjacent to these properties. Areas of wetlands shall not be impacted without prior approval from the U.S. Army Corps of Engineers and/or the Virginia Department of Environmental Quality.

Drainage

The properties located at 12318 and 12324 West Booker Boulevard currently drain east and southeast through the Carver Home Sites subdivision then under Carver Heights Drive through tributaries to Piney Branch. The existing roadside ditches within the Carver Home Sites subdivision to Carver Heights Drive are inadequate with little to no grade; therefore, runoff from the development of the subject properties will increase the potential for flooding in the existing subdivision. As a result, drainage in this direction shall be retained and released at a rate that can be handled by the existing storm sewer system within the subdivision, or drainage improvements shall be made to the existing system that will provide adequate drainage capacity. The applicant has offered Proffered Condition 6 to address this impact.

Stormwater Management

The development of the subject property will be subject to the Part IIB technical criteria of the Virginia Stormwater Management Program Regulations (VSMP) Regulations for water quality and quantity.

PARKS AND RECREATION

Staff Contact: Janit Llewellyn (804-751-4482) Llewellynja@chesterfield.gov

LIBRARIES

Staff Contact: Jennifer Stevens (804-751-4998) stevensj@chesterfield.gov

To date, no comments have been received.

CASE HISTORY

Applicant Submittals

9/19/19	Application submitted
11/27/19 and 2/14 and 3/10/20	Revised proffered conditions, Textual Statement and exhibits submitted

Community Meeting

2/10/20	<p>Items Discussed:</p> <ul style="list-style-type: none"> • Only an emergency access to West Booker Boulevard will be provided; access to the units will be through the commercial development fronting Ironbridge and South Chalkley Roads • Building will be a maximum of 2-stories adjacent to West Booker Boulevard and developed in substantial conformance with building elevations proffered with case • Issues with water standing on properties and mosquitos; no additional stormwater run-off from property after development • Public water and sewer will be utilized; Is there a possibility to extend public sewer to serve homes along West Booker Boulevard; applicant will be provided a sewer easement across property
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Planning Commission

3/17/20	Out of the abundance of caution due to the potential spread of the coronavirus, or COVID-19, the meeting was cancelled. Therefore, this case was deferred to the Commission's April 21, 2020 meeting. The applicant has consented to this deferral.
4/21/20	Action - DEFERRED TO MAY 19, 2020 CPC ON THE COMMISSION'S OWN MOTION WITH THE APPLICANT'S CONSENT.
5/19/20	<p>Citizen Comments: One citizen spoke in opposition to this request.</p> <p>Recommendation -APPROVAL AND ACCEPTANCE OF CONDITIONS IN ATTACHMENT 1</p> <p>Motion: Sloan Second: ????</p> <p>AYES: Freye, Hylton, Owens, Petroski and Sloan</p>

PROFFERED CONDITIONS

March 10, 2020

The property owner and applicant in this case, pursuant to Section 15.2-2298 of the Code of Virginia (1950 as amended) and the Zoning Ordinance of Chesterfield County, for themselves and their successors and assigns, proffer that the property under consideration (“the Property”) will be developed according to the following proffers if, and only if, the request submitted herewith is granted with only those conditions agreed to by the owner and applicant. In the event this request is denied or approved with conditions not agreed to by the owner and applicant, the proffers shall immediately be null and void and of no further force or effect.

1. Master Plan. The Textual Statement dated March 10, 2020, and the Conceptual Site Plan dated February 13, 2020 and attached as Exhibit A (Attachment 3), shall be considered the Master Plan. (P)
2. Density. The maximum number of dwelling units on the Property shall be 50. (P)
3. Age Restriction. Except as otherwise prohibited by the Virginia Fair Housing Law, the Federal Fair Housing Act, and such other applicable federal, state or local legal requirements, all dwelling units shall be restricted to “housing for older persons” as defined in the Virginia Fair Housing Law and no persons under 19 years of age shall reside therein. All site plans shall note this restriction. (P)
4. Road Cash Proffers. The applicant, sub-divider, or assignee(s) shall pay \$2,914 for each senior housing unit to Chesterfield County for road improvements within the service district for the property. Each payment shall be made prior to the issuance of a building permit for a dwelling unit unless state law modifies the timing of the payment. (B&M)
5. Access. Direct vehicular access from the Property to West Booker Boulevard shall be limited to one (1) emergency access. The exact location and design of this access shall be approved by the Transportation Department and Fire Department. (T and F)
6. Drainage. For any storm water drainage that will discharge to the eastern boundary into Carver Homes Sites Subdivision either the drainage shall be retained and released at a rate that can be handled by the existing storm sewer system, or improvements to the downstream storm system needed to handle this development shall be made. (EE)

7. Water and Wastewater. The property shall utilize county water and county wastewater for all structures requiring domestic service. (U)
8. Building Elevations. Buildings shall be constructed in substantial conformity with the elevations dated October 30, 2019 and attached as Exhibit B. (P and BI)
9. Roof Treatment. Roofing material shall be standing seam metal, dimensional architectural shingles, or better with a minimum of 30-year warranty. (P and BI)

TEXTUAL STATEMENT

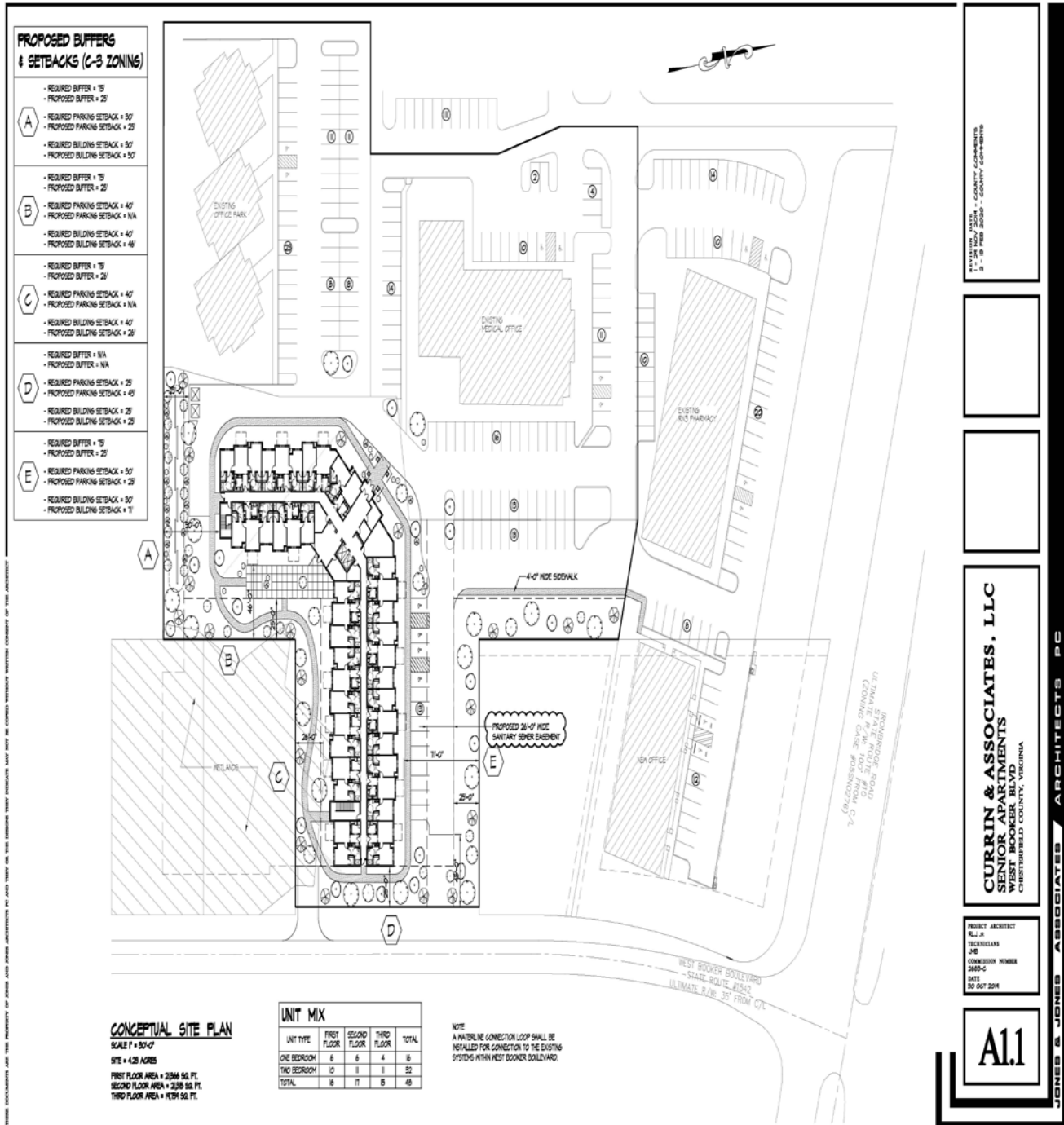
March 10, 2020

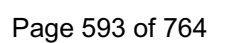
This is a request to rezone 1.8 acres to Community Business (C-3) with a Conditional Use to permit multi-family residential use and Conditional Use Planning Development (CUPD) to permit ordinance exceptions, as described herein, and as provided in the accompanying proffers. Specifically, the development shall conform to the following:

Buffer and Setback Standards.

Buffers and setbacks shall meet the minimum standards identified on the Conceptual Site Plan last revised February 13, 2020.

EXHIBIT A – Conceptual Plan
Last Revised February 13, 2020







DISCLOSURE AFFIDAVIT
LAND USE APPLICATION

I, Jack R. Wilson, III, PLC, 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):

779-652-8746-00003

779-652-8969

779-652-9791

780-652-0565

780-652-1448

780-652-1556

and am requesting Rezoning, Conditional Use Planned Development

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>
CURRIMORE MEDICAL VENTURES LLC	12220 IRON BRIDGE RD	Title Owner
CURRIN & ASSOCIATES LLC	12230 IRON BRIDGE RD	Title Owner
CURRIN & ASSOCIATES LLC	12218 IRON BRIDGE RD	Title Owner
IRONBRIDGE ROAD PROPERTIES LLC	12318 WEST BOOKER BLVD	Title Owner
IRONBRIDGE ROAD PROPERTIES LLC	12324 WEST BOOKER BLVD	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>
Carthan F Currin	12230 Iron Bridge Road, Suite C, Chester, VA, 23831	CURRIN & ASSOCIATES LLC
Carthan F Currin	12230 Iron Bridge Road, Suite C, Chester, VA, 23831	CURRIMORE MEDICAL VENTURES LLC
Carthan F Currin	12230 Iron Bridge Road, Suite C, Chester, VA, 23831	IRONBRIDGE ROAD PROPERTIES LLC

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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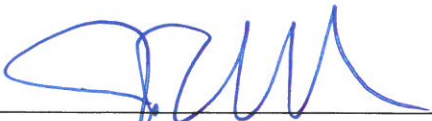
7. If any of the persons disclosed in Paragraphs 5 or 6 above is a corporation, partnership, joint venture, trust or other artificial person, the following is a list of all members of the Board of Supervisors of Chesterfield County, the Chesterfield County Planning Commission or their immediate households 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: 
Jack R. Wilson, III, PLC

STATE OF Virginia


COUNTY/CITY OF Chesterfield to-wit:

This day Jack R. Wilson, III personally appeared before

me, Kathleen McElroy, a Notary Public in and for the County and State

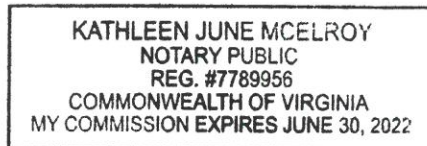
aforesaid, and swore or affirmed that the matters stated in the foregoing Zoning Opinion Disclosure Affidavit are true to the best of his/her knowledge and belief.

Given under my hand this 16th day of September, 2019.


Notary Public

Registration No. 7789956

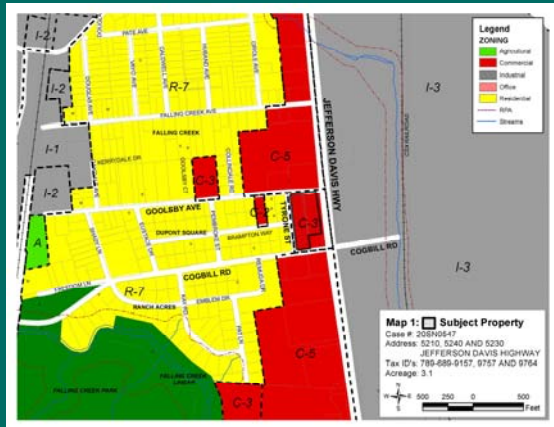
My Commission expires: June 30, 2022



20SN0547
Bermuda
AREC 10, LLC

Rezoning from Community Business (C-3)
to General Business (C-5) plus conditional
use planned development to permit
exceptions to ordinance requirements.

This is Case 20SN0547 in the Bermuda magisterial district. The applicants, AREC 10, LLC are requesting rezoning from Community Business C-3 to General Business C-5 plus conditional use planned development to permit exceptions to Ordinance requirements.



- Rezoning from C-3 to C-5
- CUPD for exceptions to Ordinance requirements
- Staff supportive of proposal
- Allows flexibility for continuation of long-standing use
- Limits permitted uses on the property
- Substantial improvements to the site provided
- As conditioned, mitigates impacts on surrounding properties

In 1984, a business that rents vans, trucks and utility trailers began operating on the site.

In February 2019,

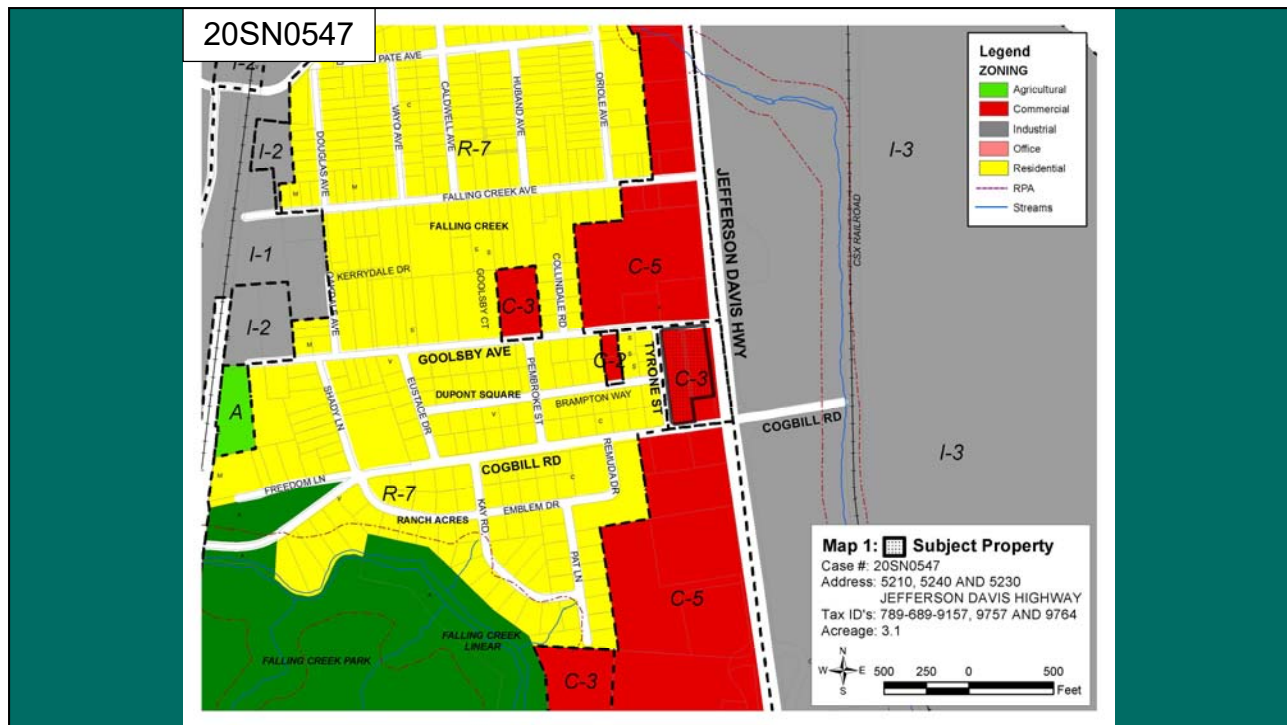
- 14 storage units were placed on the property in order to operate a mini-storage use as accessory to the vehicle rental use.
- New pavement was also added to the site to accommodate the storage PODs without site plan approval.
- A notice of violation was then issued in February of 2019.

In October 2019, the applicants submitted a zoning request to rezone from C-3 to C-5 in order to maintain operation of the existing uses on site including the storage use and outdoor storage of rental vehicles and trailers. CUPD is also requested for exceptions to Ordinance requirements regarding setbacks, landscaping, screening and site and building design standards.

Staff recommends approval as the proposal:

- **Allows flexibility for a business that has operated on the site since 1984,**
- **Limits uses to those permitted in the C-3 District, with the only C-5 uses permitted being those currently operating on the property,**
- **Substantial site improvements would be made including removal of some existing parking areas in order to provide additional setbacks and landscaping, also the provision of screening walls, and architectural treatments on the ends of storage units,**
- **As conditions, impacts on surrounding properties would be mitigated.**

The Planning Commission with a unanimous vote recommended approval for the case at the May 19 public hearing. There was no opposition provided at the hearing.



The subject property is located on the west side of Jefferson Davis Highway. The property is bounded by Goolsby Avenue to the north, Cogbill Road to the south, and Tyrone Street to the west.

Properties to the north and south are zoned and occupied by commercial uses, properties to the east are zoned and occupied by industrial uses, specifically the Dupont plant, and properties to the west are zoned and occupied by single-family residential uses as part of the Dupont Square subdivision.



Here is an aerial image of the site.



In 1984, a business that rents vans, trucks and utility trailers began operating on the site. The use was granted a Special Exception at that time, however the site was never developed in accordance with Ordinance requirements for setbacks or screening.

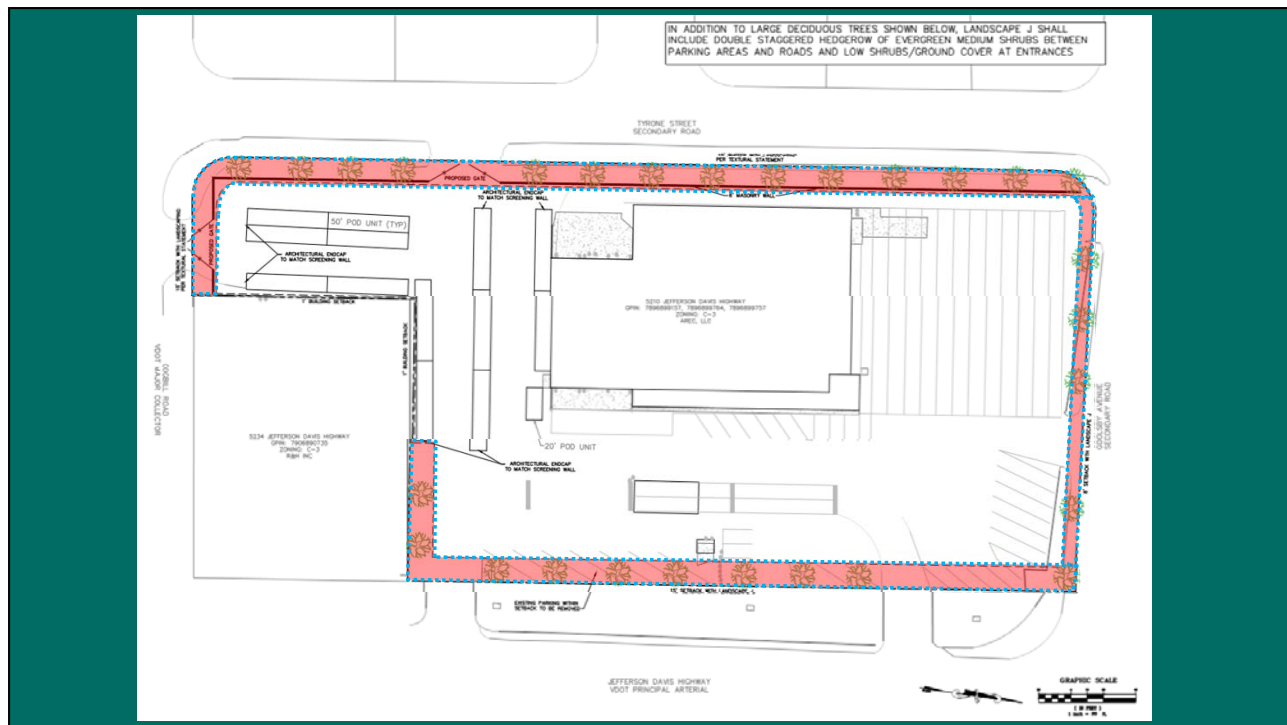
The photos above show the existing building along with vehicle storage areas.



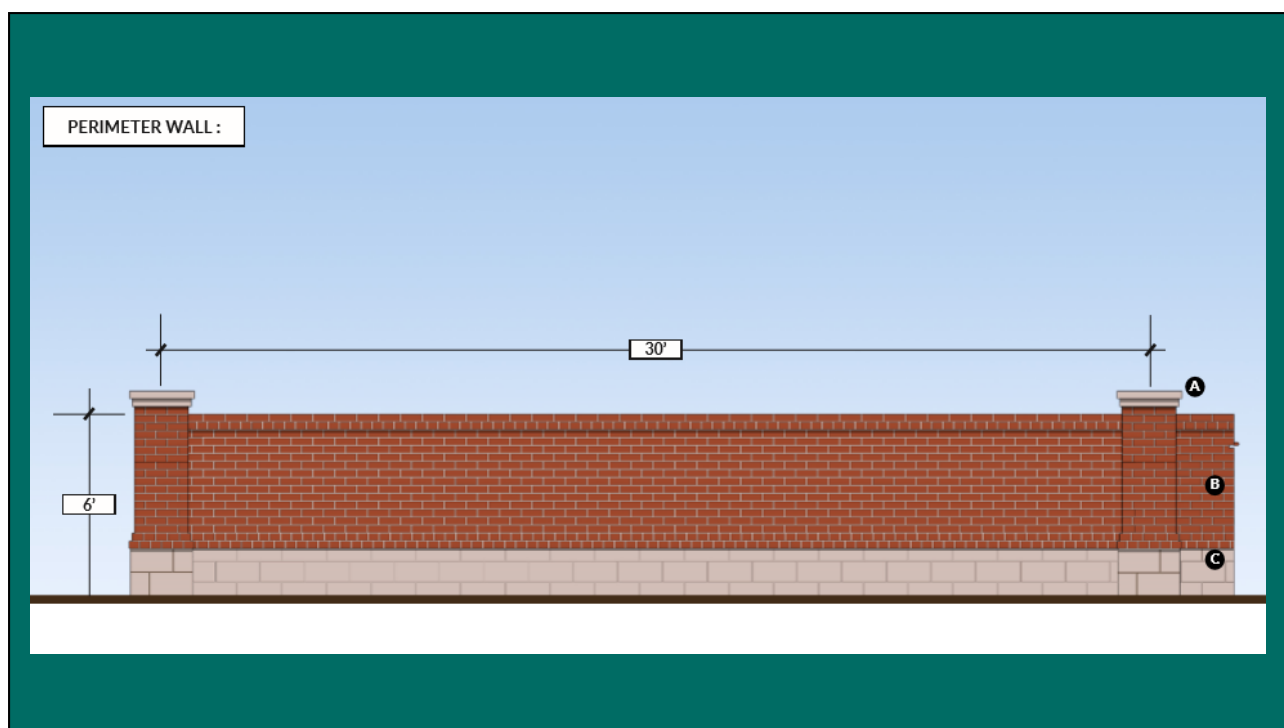
In February 2019

The applicants moved 14 storage units onto the property in order to operate a mini-storage use as accessory to the vehicle rental use. Each storage unit is approximately 10' tall and 11 feet deep. The units vary in length from 20 feet to 50 feet, with many of the units being stacked side-by-side or back-to-back. New pavement was also added to the site to accommodate the storage PODs without site plan approval. A notice of violation was issued in February of 2019.

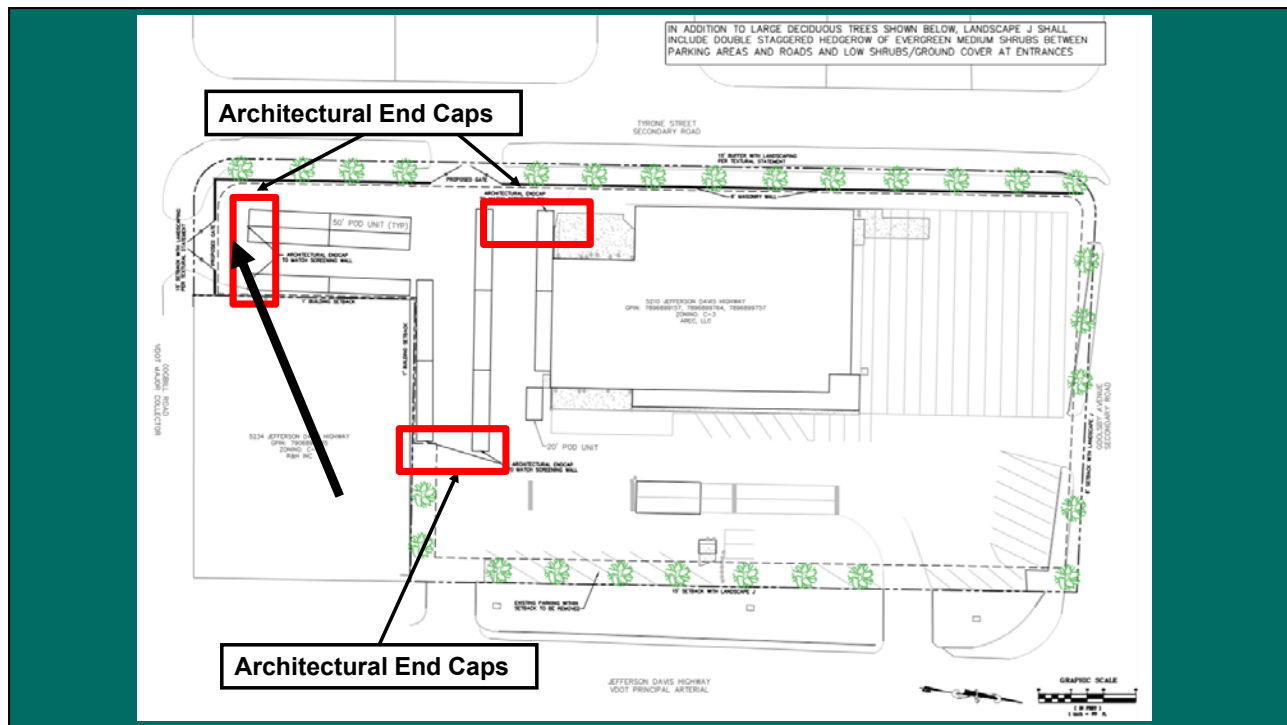
In October 2019, the applicants submitted a zoning request to maintain operation of the existing uses on site including the storage use and outdoor storage of rental vehicles and trailers.

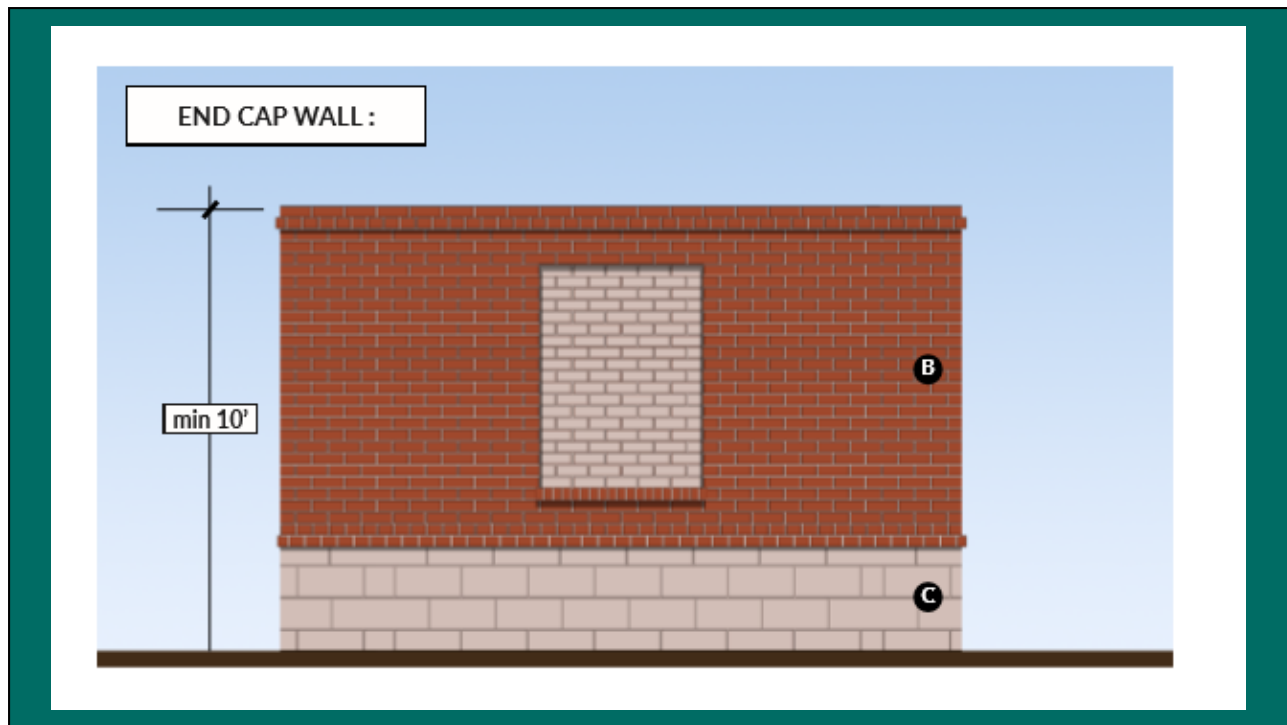


With this application the applicant is removing existing pavement that encroaches into street setbacks in order to provide 15-foot setbacks along Jefferson Davis Hwy., Cogbill Road, and Tyrone Street along with landscaping to include trees and low and medium shrubs. Along Goolsby Ave., an 8' setback with trees and medium and low-level shrubs is proposed. These setback widths comply with the Northern Jeff Davis Design District standards.

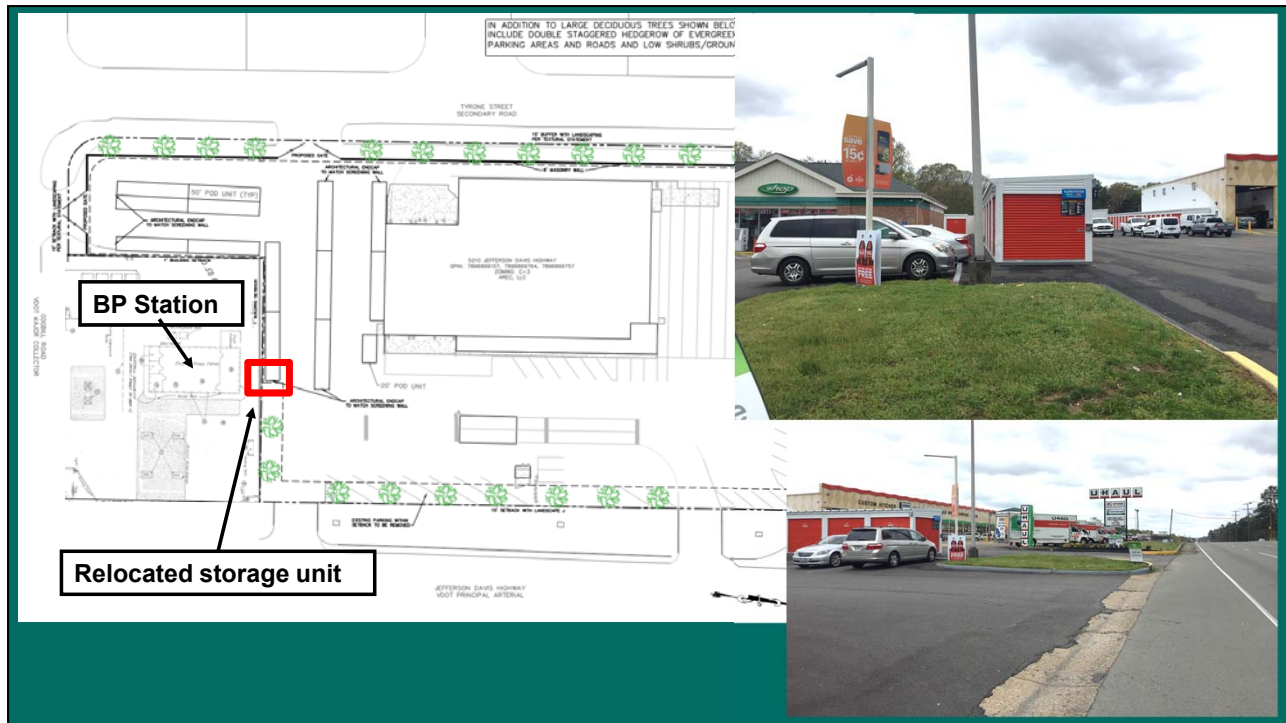


Here is a rendering of the proposed screening walls.

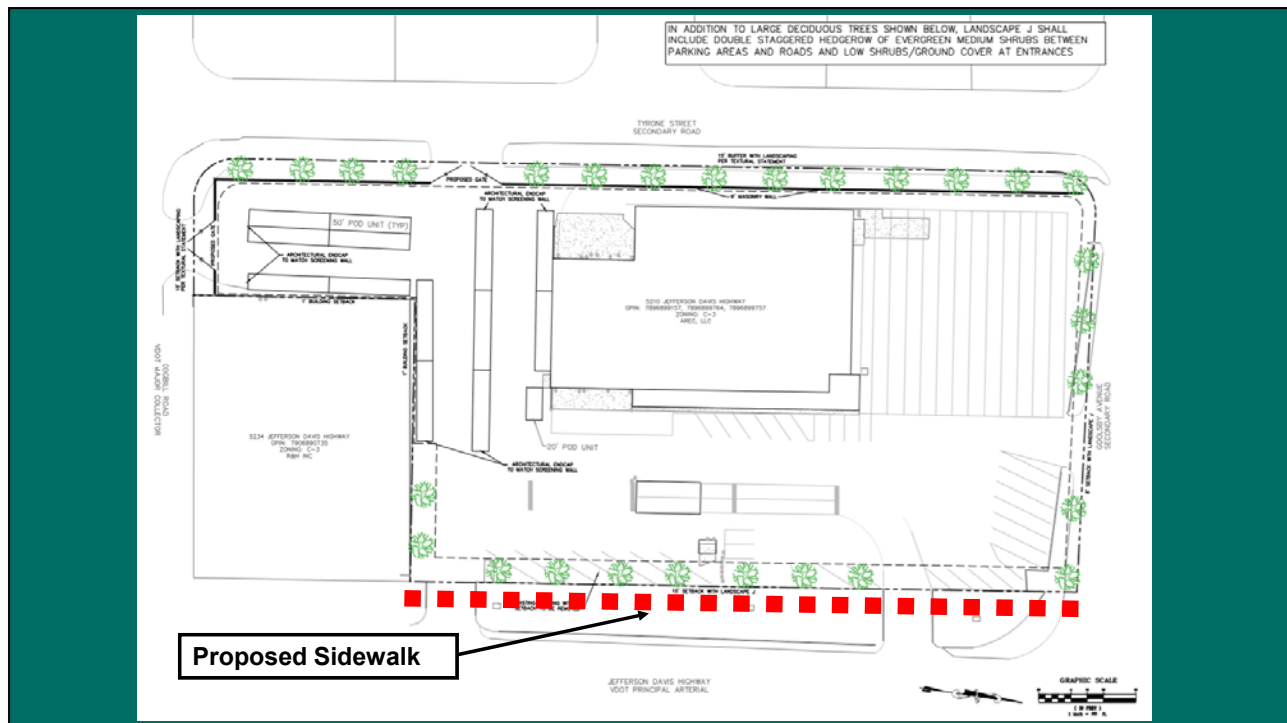




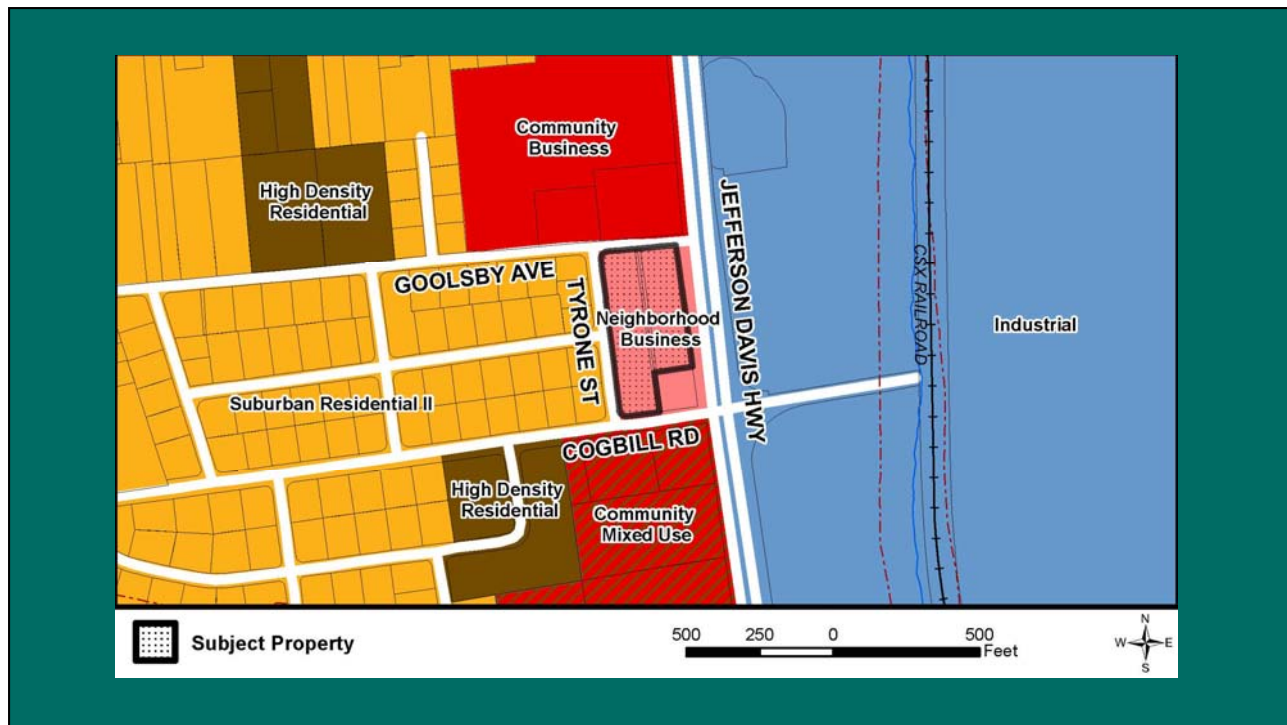
- These features will make the storage PODs appear like true buildings, and
- Will be compatible with the screening walls.



- Multiple storage units will be relocated to be further from Jeff Davis Hwy. including the unit closest to the BP station located at 5234 Jeff Davis Hwy. – that unit will be moved to be no closer to Jeff Davis than the front façade of the convenience store building.



The applicants also propose to construct a wide sidewalk along Jeff Davis Hwy. (6 – 8' per VDOT's requirements)



The Comprehensive Plan suggests the property should be used for Neighborhood Business uses. While the Land Use Plan would not support this use, the existing business has been operating on the site for 35 plus years. Also, the applicant is committing to making numerous improvements to the site to get closer to compliance with the zoning Ordinance and the Plan.

Recommend Approval

- Allows flexibility for continuation of long-standing use
- Limits permitted uses on the property
- Substantial improvements to the site provided
- As conditioned, mitigates impacts on surrounding properties

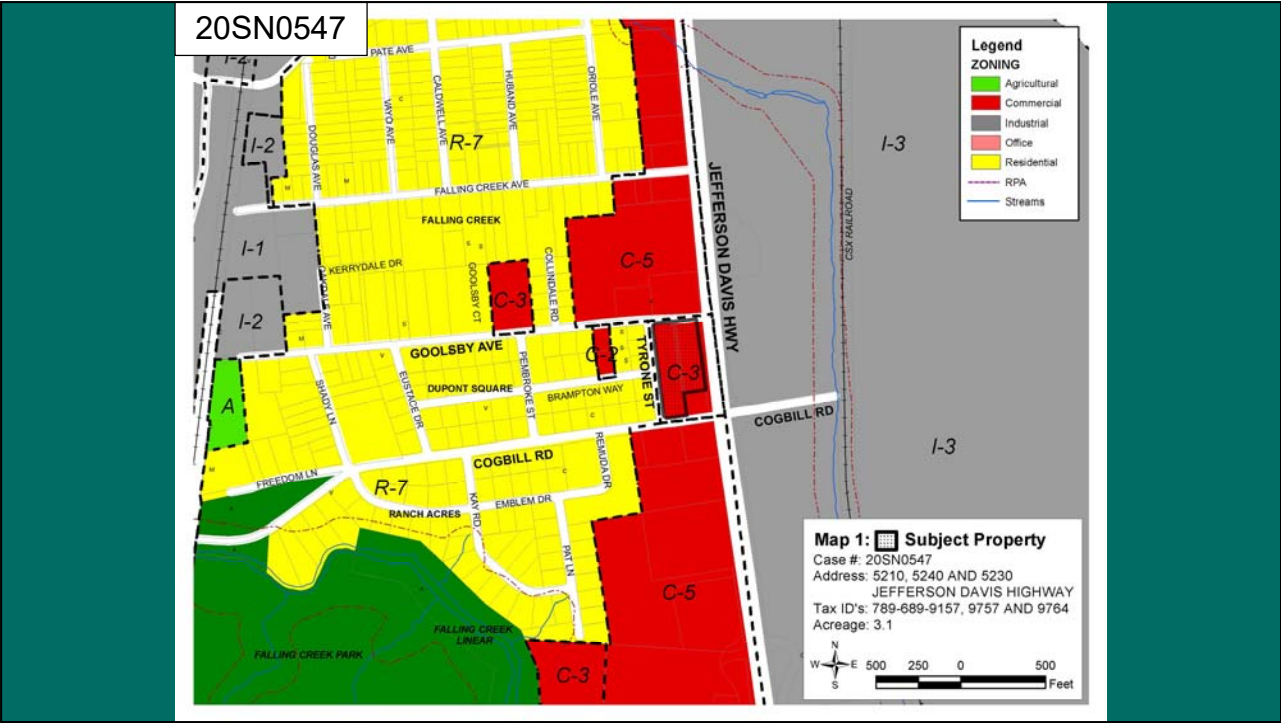
The proposal:

- **Allows flexibility for a business that has operated on the site since 1984,**
- **Limits uses to those permitted in the C-3 District, with the only C-5 uses permitted being those currently operating on the property,**
- **Substantial site improvements would be made including removal of some existing parking areas in order to provide additional setbacks and landscaping, also the provision of screening walls, and architectural treatments on storage units, therefore**
- **Staff recommends acceptance of the proffered conditions in the staff report, and recommends two conditions be imposed which address a Planning Department review of any change in owner or franchisee, as well as a 3 year renewal period**

specifically for the outdoor storage units. With these conditions, impacts on surrounding properties would be mitigated.

The commission with a unanimous vote and staff recommend approval of the requests.

There was no opposition at the Commission's May 19 public hearing.



CASE NUMBER: 20SN0547

APPLICANT: AREC 10, LLC



**CHESTERFIELD COUNTY, VIRGINIA
BERMUDA DISTRICT**

**STAFF'S ANALYSIS
AND RECOMMENDATION**

Board of Supervisors (BOS) Hearing:

JUNE 24, 2020

BOS Time Remaining:

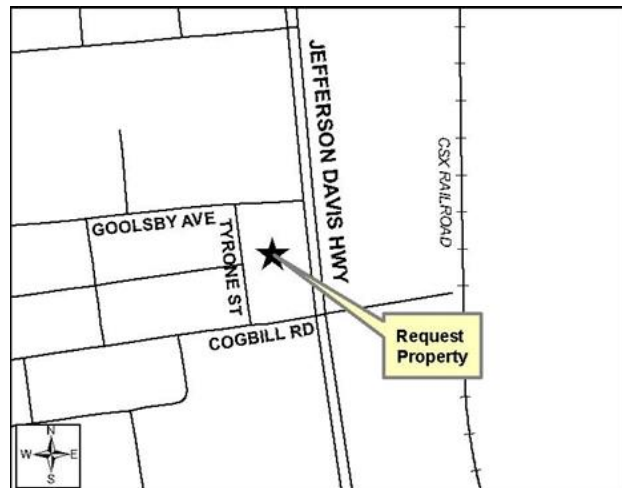
365 DAYS

Applicant's Agent:

JACK R. WILSON, III. PLC (804-425-9474)

Planning Department Case Manager:

DREW NOXON (804-748-1086)



3.1 Acres – 5210, 5230 & 5240 Jefferson
Davis Hwy.

REQUEST

Rezoning from Community Business (C-3) to General Business (C-5) plus conditional use planned development to permit exceptions to ordinance requirements.

Notes:

- A. Conditions may be imposed, or the property owner may proffer conditions.
- B. Proffered Conditions, Conditions, Textual Statement and Exhibits are located in Attachments 1 - 6.

SUMMARY

A van, truck and utility trailer rental business (U-Haul) that includes mini-storage and outdoor storage of vehicles as accessory to the vehicle rental use has been operating on the site without the requisite zoning approval. Rezoning to general Business (C-5) is requested in order to permit the continued operation of these uses on the property. As conditioned, the proposal would limit uses to all of those permitted in the Community Business (C-3) District, with the existing van, truck and utility trailer rentals, mini-storage and outdoor storage of vehicles/trailers included as the only C-5 uses permitted.

Exceptions to ordinance requirements are requested related to building and parking setbacks, landscaping, screening and building and site development standards to allow maintenance of existing improvements on the property.

RECOMMENDATIONS

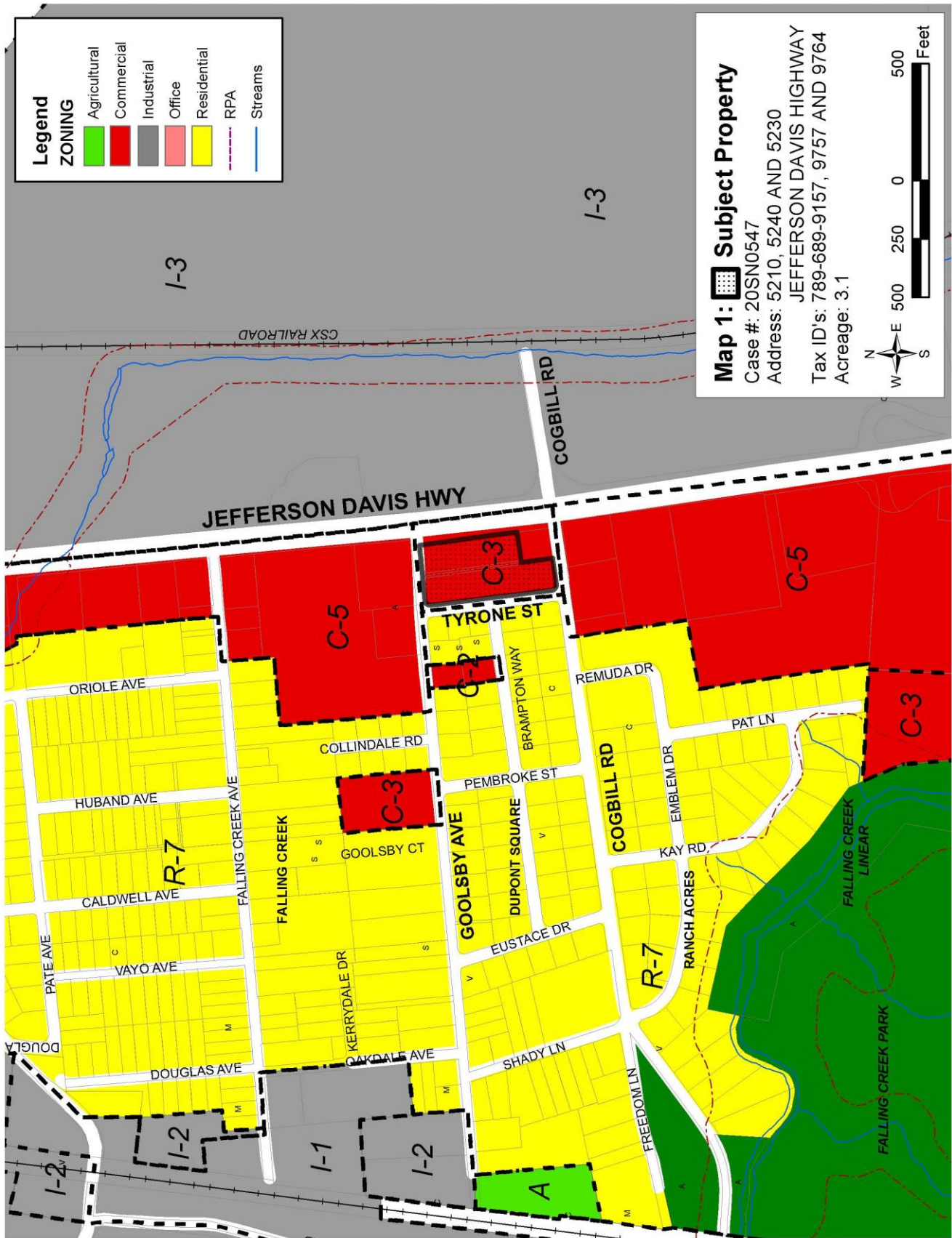
PLANNING
COMMISSION

APPROVAL

STAFF

APPROVAL

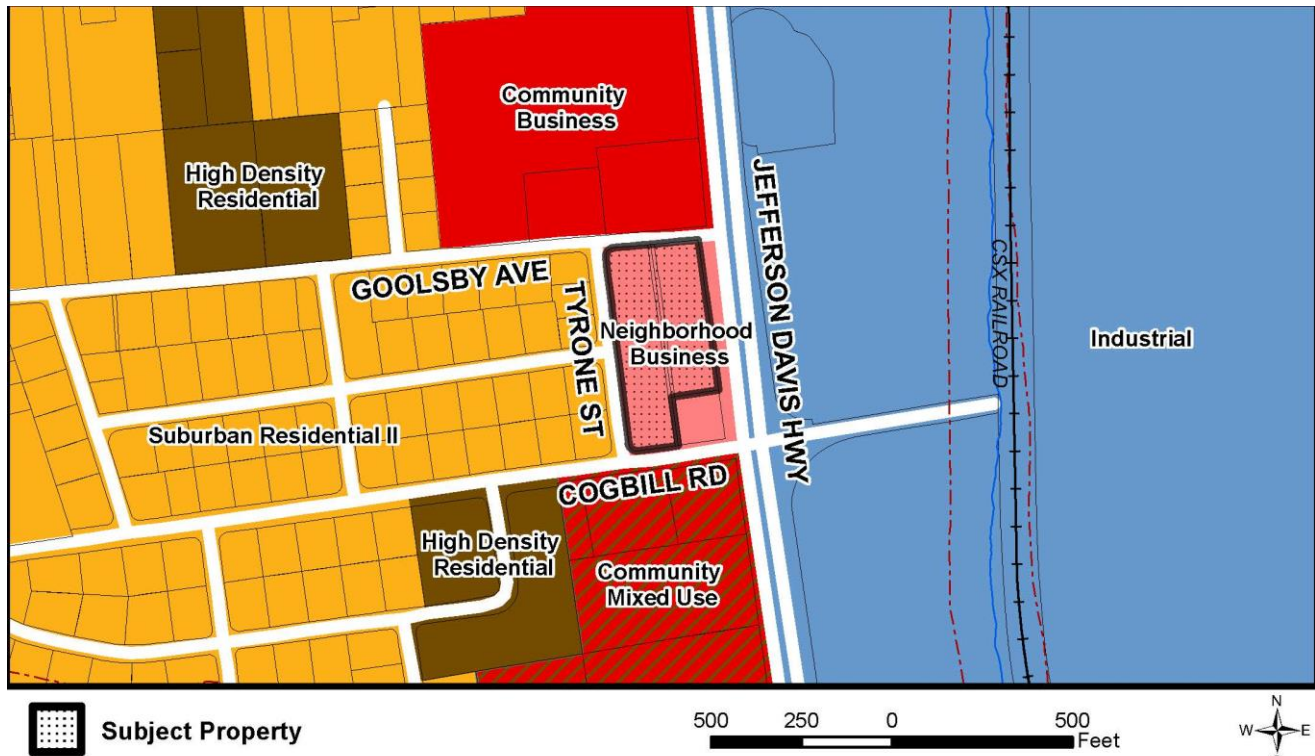
- Provides flexibility for the maintenance of existing uses on property
- Substantial site improvements, as offered by the applicant, would enhance the overall appearance of the property
- As conditioned, impacts on surrounding development would be minimized



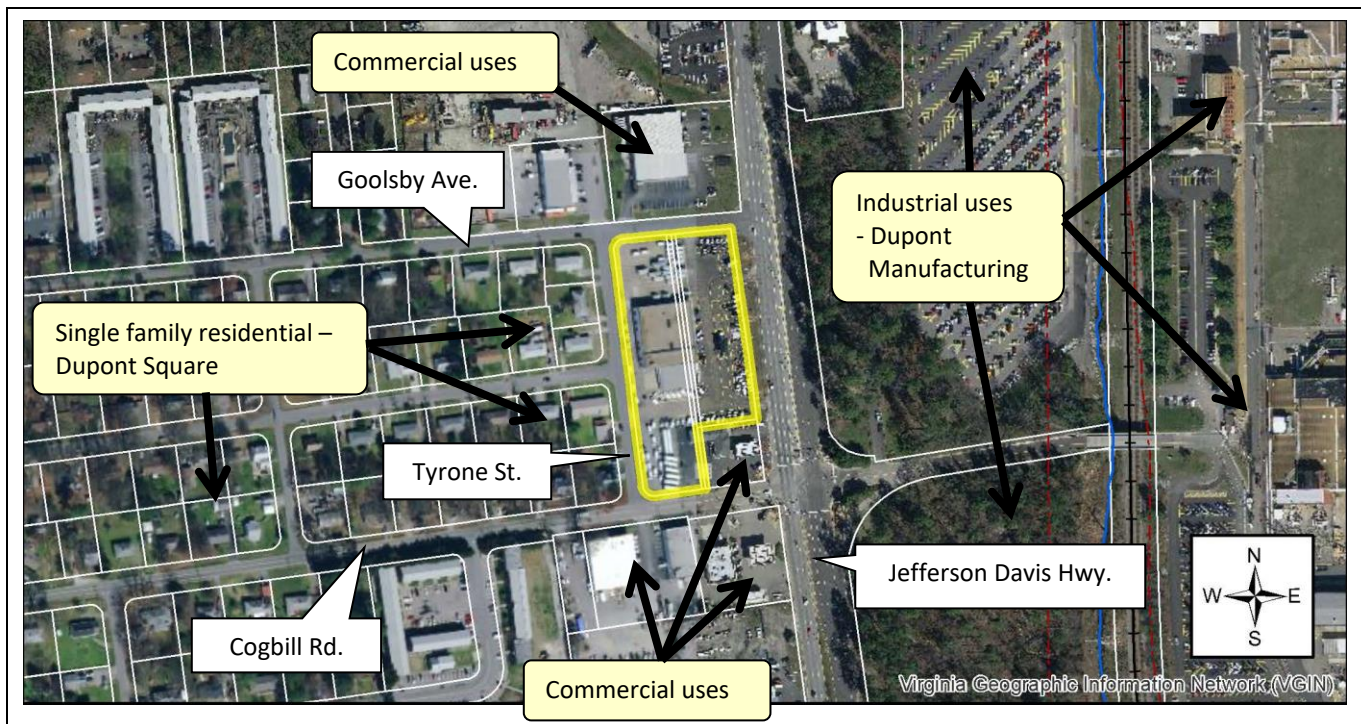
Comprehensive Plan

Classification: COMMUNITY MIXED USE

The Neighborhood Business designation suggests the property is appropriate for commercial uses that serve neighborhood-wide trade areas such as grocery stores, medical clinics and restaurants.



Surrounding Land Uses and Development



PLANNING

Staff Contact: Drew Noxon (804-748-1086) noxona@chesterfield.gov

Zoning History

Case Number	Request
84AN0151 Approved (7/1984)	Special Exception to permit utility and truck rental in a Community Business (C-3) District. The staff report for the approval noted the following standards: <ul style="list-style-type: none">• Ordinance requirement for submission of a landscape plan• Ordinance requirement for a minimum 5-foot tall screen along Tyrone Street (rear property line)

Proposal

A van, truck, and utility trailer rental business (Uhaul) has operated on the premises since 1984 as permitted by Special Exception Case 84AN0151. In February 2019, multiple zoning violations were discovered on the subject property by the Department of Community Enhancement through a proactive enforcement campaign. The violations related to the screening of outdoor storage and vehicle parking areas as required by Special Exception Case 84AN0151, uses not permitted (mini-storage with detached outdoor storage units) and improvements requiring site plan approval (asphalt paving to accommodate the storage units). In October, 2019, an application was filed seeking rezoning and relief to zoning ordinance standards to allow the existing uses and improvements on the property to be maintained.

Upon visiting the site in April 2020, Planning staff observed 14 detached storage (POD) units measuring approximately 50 feet long (includes one 20-foot long unit), 12 feet deep and 10 feet tall, with some of the units being placed side-to-side or back-to-back. While the units are considered structures, the Building Inspections Department has determined that building permits were not required.

The applicants are proposing to rezone the property to General Business (C-5), which would permit the van, truck and utility trailer rentals, mini-storage and outdoor storage uses currently operating on site. Proffered Condition 1, as offered by the applicants, would limit all other uses on the property to those permitted within the Community Business (C-3) District. Staff supports the proposed zoning as limited by proffered conditions. In addition, staff recommends imposition of two additional conditions (Attachment 2) which would require review of any change in ownership by the Director of Planning, and a 3-year review period by the Board of Supervisors regarding the use of outside storage units.

Exceptions to Ordinance Requirements

Current Ordinance requirements for development in Commercial Districts within the Northern Jefferson Davis Design District address building and parking setbacks, perimeter landscaping, screening of outside storage areas as well as building and site design standards. The applicants

propose the following development standards and improvements which would be implemented through the site plan process:

Setbacks, Landscaping and Screening:

Adjacent to Tyrone Street and Cogbill Road

- Removal of existing pavement to provide 15-foot building and parking setbacks
- 6-foot tall screening walls consisting of masonry to include decorative columns
- Street trees placed every 30 feet with low-level landscaping placed between

Adjacent to 5324 Jefferson Davis Highway (GPIN 790-689-0735)

- 1-foot building setback for storage units, no perimeter landscaping
- Storage units relocated to be no closer to Jefferson Davis Highway than main building located at 5324 Jefferson Davis Highway

Adjacent to Goolsby Avenue

- Removal of existing pavement to provide 8-foot setback with Perimeter Landscaping J
- Parking permitted between building and street

Adjacent to Jefferson Davis Highway

- Removal of existing pavement to provide 15-foot setback with Perimeter Landscaping J
- Parking permitted between building and street
- Wide sidewalk (6–8 feet wide) proposed along street

Other Conditions:

As provided for in the Textual Statement, exceptions are requested to the requirements of Section 19.1-379.C. of the Ordinance related to site and building design in order to allow many of the existing improvements, including the principal building constructed in 1965, to be maintained on the property. While the main building on the site will be maintained in its current state, architectural end caps (Exhibit C) are proposed for storage units (PODs) that face streets in order to enhance the views of those structures which would exceed the height of the proposed screening walls.

Staff is supportive of the proposed exceptions as they provide flexibility in order to maintain the existing uses on site while significantly improving the street frontages and minimizing views of the storage units and parking areas.

COUNTY TRANSPORTATION

Staff Contact: Steve Adams (804-748-1037) 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 applicant is requesting rezoning from Community Business (C-3) to General Business (C-5) for 3.1 acres. The uses on the property shall be limited to C-3 uses plus automobile and motor vehicle rental and mini-storage (Proffered Condition 1). This request would permit continued operations of the existing rental and storage facility on the property. The anticipated traffic impact of the proposal has been evaluated and it is anticipated to have a similar traffic impact as the existing uses on the property.

Section 19.1-231 of the County Code outlines the general requirements to meet the needs of the traffic generated by a proposed development, including acceptable levels of service. The applicant has offered:

Dedication (Condition 5):

- 35 feet of right-of-way dedication along the north side of Cogbill Road.

Access and Road Improvements (Condition 6): With redevelopment of the property:

- Direct vehicular access from the property to Route 1 limited to one (1) access.
- No direct vehicular access from the property to Cogbill Road.
- Construction of a separate right turn lane at the approved Route 1 access.
- *Construction of a VDOT standard sidewalk along the Route 1 property frontage. This improvement would be required in conjunction with initial site plan.*

Phasing Plan (Condition 7):

- Phasing plan to address access and road improvements to be addressed with each phase of development.

Staff supports the request.

VIRGINIA DEPARTMENT OF TRANSPORTATION

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

To date no comments have been received.

FIRE AND EMERGENCY MEDICAL SERVICES

Staff Contact: Anthony Batten (804-717-6167) battena@chesterfield.gov

Nearby Fire/EMS Facilities

- The Bensley Fire Station, Company Number 3

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.

To satisfy the requirements of Article III, Division 12, Section 19.1-121 of the Code of Chesterfield County, a second public road access to all dwellings should be provided.

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	Yes	8"	Yes
Wastewater	Yes	8"	Yes

The subject property is located within the mandatory water and wastewater connection areas for new non-residential structures. The existing commercial structure on the property is connected to the public water and wastewater systems. The proposed zoning action will not impact the public water and wastewater systems.

The application for this case includes an exhibit entitled "U-Haul Moving and Storage at DuPont", which shows a proposed masonry wall and landscaping adjacent to the western property line, along Tyrone Street. There is an 8" water line located the east side of Tyrone Street, which was installed in 1954. Through the site plan review process, the Utilities Department will note that extra care should be taken during excavation in that area so as not to disturb that water line.

The Utilities Department supports this case.

ENVIRONMENTAL ENGINEERING

Staff Contact: Rebecca Rochet (804-748-1028) RochetR@chesterfield.gov

Geography

The subject properties generally drain to the east and south and into existing storm sewer systems along Cogbill Road and Jefferson Davis Highway. The existing storm sewer systems discharge into Grindall Creek, which is a tributary of the James River. All of the properties are located within the James River 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, including any previously unapproved 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.

SCHOOLS

Staff Contact: Atonja Allen (804-318-8740) atonja_allen@ccpsnet.net

LIBRARIES

Staff Contact: Jennifer Stevens (804-751-4998) stevensj@chesterfield.gov

PARKS AND RECREATION

Staff Contact: Stuart Connock (804-751-4484) ConnockS@chesterfield.gov

This request will not impact these facilities.

CASE HISTORY

Applicant Submittals

10/16/19	Application submitted
10/2/19	Proffered conditions, Textual Statement and Exhibits submitted
1/9, 2/14, 3/26, 4/8 & 5/7/2020	Revised proffered conditions, Textual Statement and Exhibits submitted
4/8 & 5/7/2020	Application revised

Planning Commission

4/21/20	Action – DEFERRED TO MAY 19, 2020 ON THE COMMISSION’S OWN MOTION WITH THE APPLICANT’S CONSENT.
5/19/20	<p>Citizen Comments: No citizens spoke to this request.</p> <p>Recommendation – APPROVAL AND ACCEPTANCE OF THE PROFFERED CONDITIONS IN ATTACHMENT 1 AND SUBJECT TO THE TWO IMPOSED CONDITIONS IN ATTACHMENT 2.</p> <p>Motion: Sloan Second: Petroski AYES: Freye, Sloan, Hylton, Owens and Petroski</p>

PROFFERED CONDITIONS

(May 7, 2020)

Note: Both the Planning Commission and Staff recommend acceptance of the following proffered conditions offered by the applicant.

The property owners and applicant in this rezoning case, pursuant to Section 15.2-2298 of the Code of Virginia (1950 as amended) and the Zoning Ordinance of Chesterfield County, for themselves and their successors and assigns, proffer that the property under consideration will be developed according to the following proffers if, and only if, the rezoning request submitted herewith is granted with only those conditions agreed to by owners and applicant. In the event this request is denied or approved with conditions not agreed to by the owners and applicant, the proffers shall immediately be null and void and of no further force or effect.

1. Uses: Uses on the property shall be limited to all uses permitted in the Community Business (C-3) District, plus van, truck and utility trailer rentals, mini-storage, and outdoor storage accessory to the van, truck and utility trailer rental use and mini-storage use.
2. Master Plan: The Textual Statement dated April 8, 2020 shall be the Master Plan for the Property.
3. Development Plan: Improvements on the Property shall be maintained in substantial conformance with the Conceptual Exhibit attached as Exhibit A dated April 7, 2020 and as shown on Exhibit B.
4. Architectural End Caps: Architectural end caps shall be located on the ends of storage units as shown on Exhibit A and the design shall be substantially similar to Exhibit C.
5. Dedication. Prior to any site plan approval or within sixty (60) days from a written request by the Transportation Department, whichever occurs first, thirty-five (35) feet of right-of-way along the north side of Cogbill Road, measured from the centerline of that part of Cogbill Road immediately adjacent to the property, shall be dedicated, free and unrestricted, to and for the benefit of Chesterfield County.

6. Access and Road Improvements. With redevelopment of the property, as determined by the Transportation Department, the following access modifications and road improvements shall be completed. The Transportation Department shall approve the exact design, location, and length of the access and road improvements:
 - a. Direct vehicular access from the property to Jefferson Davis Highway (Route 1) shall be limited to one (1) entrance/exit.
 - b. There shall be no direct vehicular access from the property to Cogbill Road.
 - c. Construction of additional pavement along southbound Route 1 to provide a separate right turn lane at the approved access.
 - d. Construction of a VDOT standard wide sidewalk along the entire property frontage to Route 1, with modifications approved by the Transportation Department.
 - e. Dedication, free and unrestricted, to and for the benefit of Chesterfield County, of any additional right-of-way (or easements) required for these improvements.
7. Phasing Plan. Prior to any site plan approval, a phasing plan for the access and road improvements identified in Proffered Condition 6 shall be submitted to and approved by the Transportation Department. The approved phasing plan shall require, among other things, that the road improvement identified in Proffered Condition 6.d. (VDOT standard wide sidewalk) shall be designed and completed in conjunction with the initial site plan, as determined by the Transportation Department.

CONDITIONS

(May 7, 2020)

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

Staff recommends imposition of the following conditions.

1. Non-Transferable. Approval for any outdoor storage units and outdoor storage of vans, trucks and utility trailers on the premises shall be granted to AREC 10, LLC, exclusively, and shall not run with the land. The landowners may substitute a new qualified operator experienced with such use, subject to the approval by the Director of Planning. Such request shall be submitted thirty (30) days prior to any change of the operator.
2. Time Limitation. Approval for any outdoor storage units on the premises shall be granted for a period not to exceed three (3) years from the date of approval.

TEXTUAL STATEMENT

(April 8, 2020)

The property shall be developed and maintained in accordance with the standards provided herein. All other provisions of Section 19.1-379.C. of the Zoning Ordinance shall not apply.

8. Building Setbacks:

a. **Western boundary of GPIN 790-689-0735:**

A 1-foot setback shall be provided along this property boundary to the existing storage units. There shall be no perimeter landscaping required within this setback.

b. **Northern boundary of GPIN 790-689-0735:**

A 1-foot setback shall be provided along this property boundary to the existing storage units. There shall be no perimeter landscaping required within this setback.

c. **Jefferson Davis Highway:** The southeasternmost storage unit as depicted on Exhibit A shall be located no closer to Jefferson Davis Highway than the front façade of the principal building located on the property known as GPIN 790-689-0735.

2. Parking Setbacks:

a. **Jefferson Davis Highway:** 2 rows of parking for truck and trailer rental parking and customer parking shall be permitted between the main building and Jefferson Davis Highway. The setback shall be 15 feet between the parking area and Jefferson Davis Highway. Perimeter Landscaping J shall be provided within this setback.

b. **Goolsby Avenue:** 13 rows of parking for truck and trailer rental storage shall be permitted between the main building and Goolsby Avenue. The setback shall be 8 feet between the parking area and Goolsby Avenue. Perimeter Landscaping J shall be provided within this setback.

c. **Tyrone Street:** Within the required 15-foot setback, large deciduous trees located every 30 linear feet on center, plus low and medium shrubs as determined at Site Plan review shall be provided and maintained. The Director of Planning shall allow alternative plantings where heights of trees will conflict with overhead utility lines.

- d. **Cogbill Road:** Within the required 15-foot setback, large deciduous trees located every 30 linear feet on center, plus low and medium shrubs as determined at Site Plan review shall be provided and maintained. The Director of Planning shall allow alternative plantings where heights of trees will conflict with overhead utility lines.
 - e. **Western boundary of GPIN 790-689-0735:** A 1-foot setback shall be provided along this property boundary to the existing parking and drive area. There shall be no perimeter landscaping required within this setback.
 - f. **Northern boundary of GPIN 790-689-0735:**
 - i. A 1-foot setback shall be provided along this property boundary to the existing parking and drive area. There shall be no perimeter landscaping required within this setback, except as provided below.
 - ii. In the area between the southeasternmost storage unit and Jefferson Davis Highway as depicted on Exhibit A, a 15-foot setback shall be provided to include Landscaping J.
3. Screening:
- a. Along Tyrone Street and Cogbill Road: A minimum 6-foot tall masonry wall shall be provided along Cogbill Road and Tyrone Street. The wall shall consist of decorative brick columns, located a minimum of 30 linear feet on center, with capstones. Materials between the brick columns shall consist of split faced block along the bottom half with the remainder of the wall area between the brick columns consisting of brick veneer.
 - b. Landscaping J. shall be provided along Goolsby Avenue—and Jefferson Davis Highway.
4. Building Materials and Site Design: An exception from all requirements of Section 19.1-379.C. of the Zoning Ordinance so that the existing buildings on the Property are permitted as shown generally on Exhibit 1 (as to the primary building on the Property) and Exhibit 2 (as to the typical accessory storage units on the property).

EXHIBIT A

Conceptual Exhibit – last revised April 7, 2020

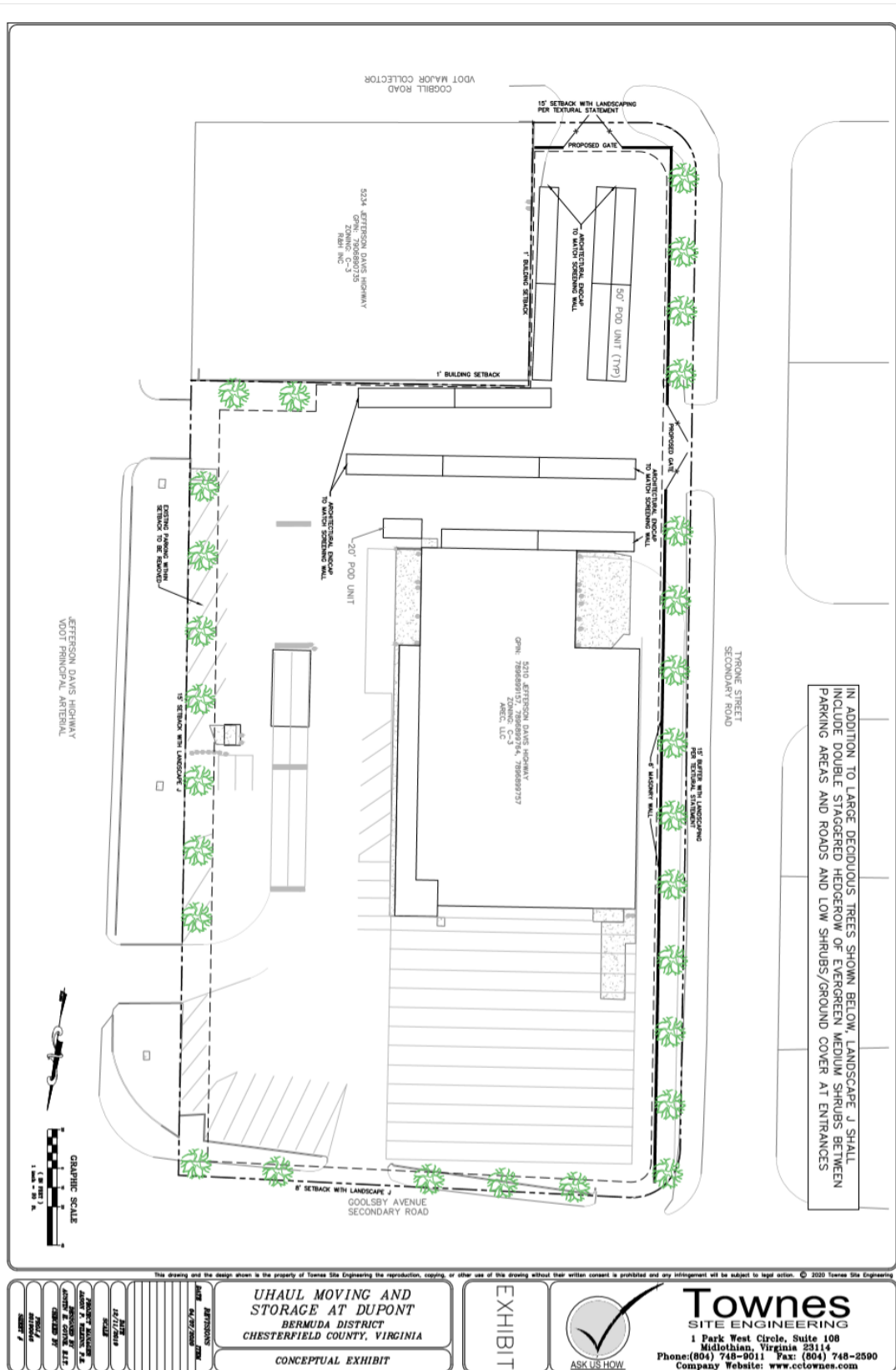
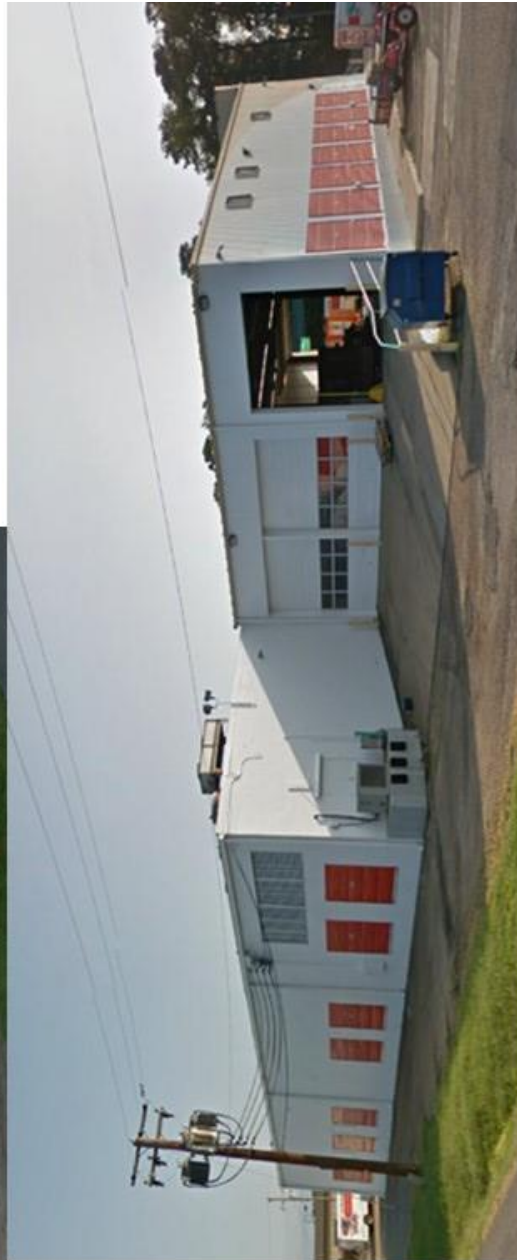


EXHIBIT B

Existing Site Improvements – April 1, 2020

View from Northwest



View from Southwest



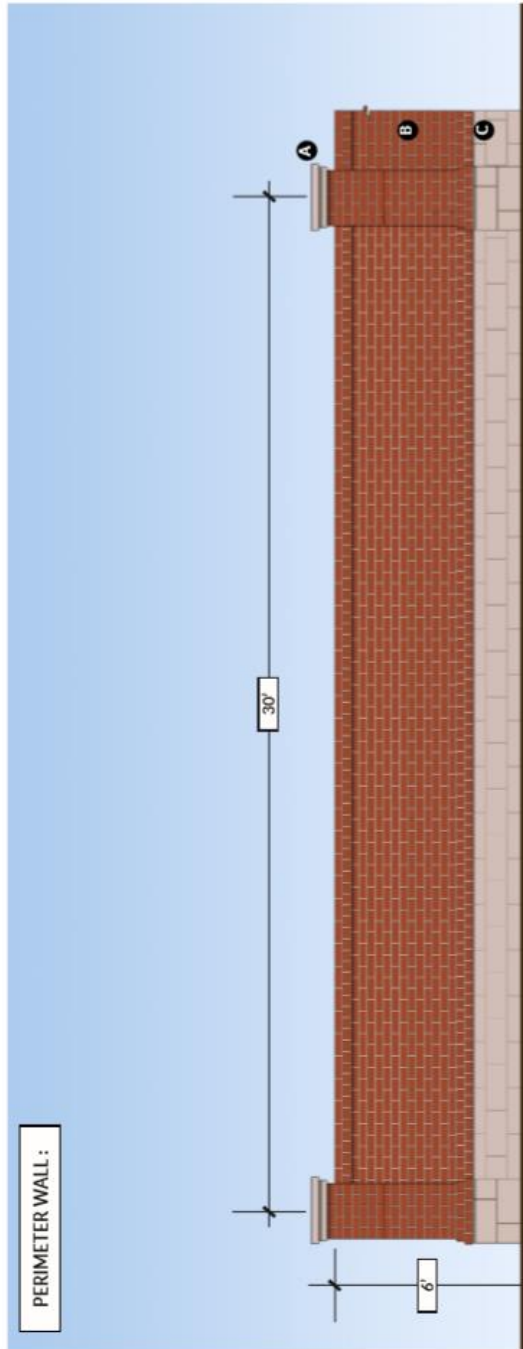
View from East



Detached storage (POD) unit as viewed from Tyrone Street

EXHIBIT C

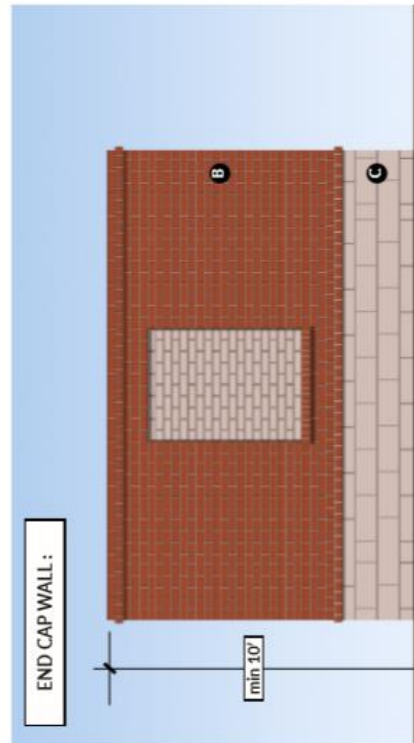
Screening Wall and Architectural End Caps for Storage Units – May 5, 2020



LEGEND :

- A** Cast Stone Cap
- B** Brick Veneer
- C** 8" x 16" Split Faced Block

A minimum 6-foot tall masonry wall shall be provided along Cagall Road and Tyrone Street. The wall shall consist of decorative brick columns, located a minimum of 30 linear feet on center, with capstones. Materials between the brick columns shall consist of split faced block along the bottom half with the remainder of the wall area between the brick columns consisting of brick veneer.



UHAUL MOVING AND STORAGE AT CHESTERFIELD

6' PERIMETER WALL AND 10' END CAP WALL EXHIBIT

05/05/2020

JEFFERSON DAVIS HWY
CHESTERFIELD, VA

citedesign



DISCLOSURE AFFIDAVIT
LAND USE APPLICATION

I, Jack R. Wilson, III, PLC, 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):

789-689-9157

789-689-9757

789-689-9764

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>
AREC 10 LLC	P.O. Box 29046, Phoenix, AZ, 85038	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>
-------------	----------------	----------------------------

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: 

Jack R. Wilson, III, PLC

STATE OF Virginia

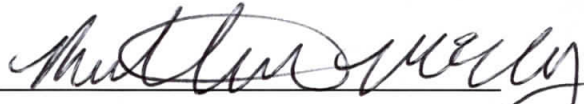
COUNTY/CITY OF Chesterfield to-wit:

This day Jack R. Wilson, III personally appeared before

me, Kathleen McElroy, 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 4th day of June, 2020.



Notary Public

Registration No. 7789956

My Commission expires: 6/30/22

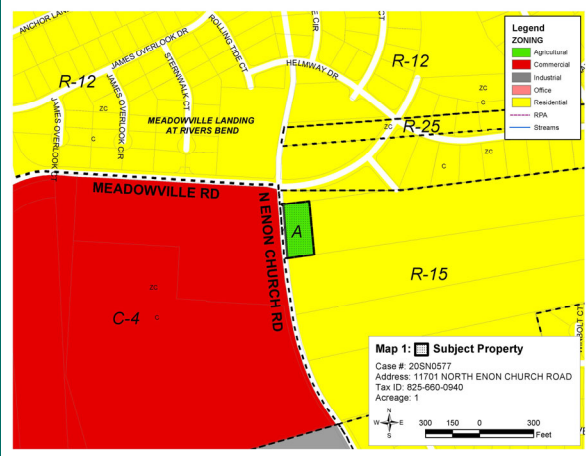
KATHLEEN JUNE MCELROY
NOTARY PUBLIC
REG. #7789956
COMMONWEALTH OF VIRGINIA
MY COMMISSION EXPIRES JUNE 30, 2022

20SN0577
Bermuda
The Landings at Meadowville, LLC

Request: Rezoning from Agricultural (A) to Residential (R-15) plus conditional use planned development to permit an exception to buffer requirements.

Case 20SN0577, in the Bermuda Magisterial District, The Landings at Meadowville, LLC, has requested Rezoning from Agricultural (A) to Residential (R-15) plus conditional use planned development to permit an exception to buffer requirements. The applicant proposes to develop the request property with the pending development adjoining the property to the east, known as The Landing at Meadowville.

20SN0577 - Overview

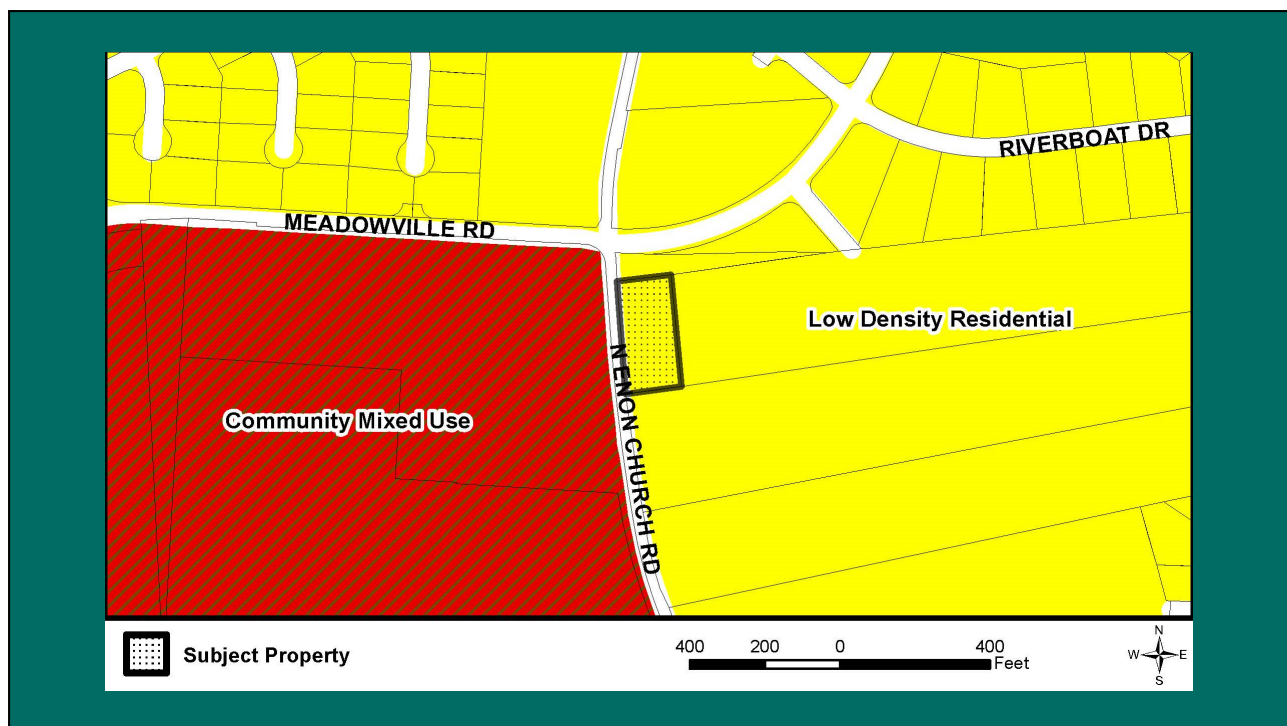


- Rezone to R-15
- Density limited to 3 units
- Acreage will be incorporated into the neighboring development - The Landings at Meadowville
- Proffered conditions would limit impacts on adjoining properties
- Proffered road improvements valued at \$259,924

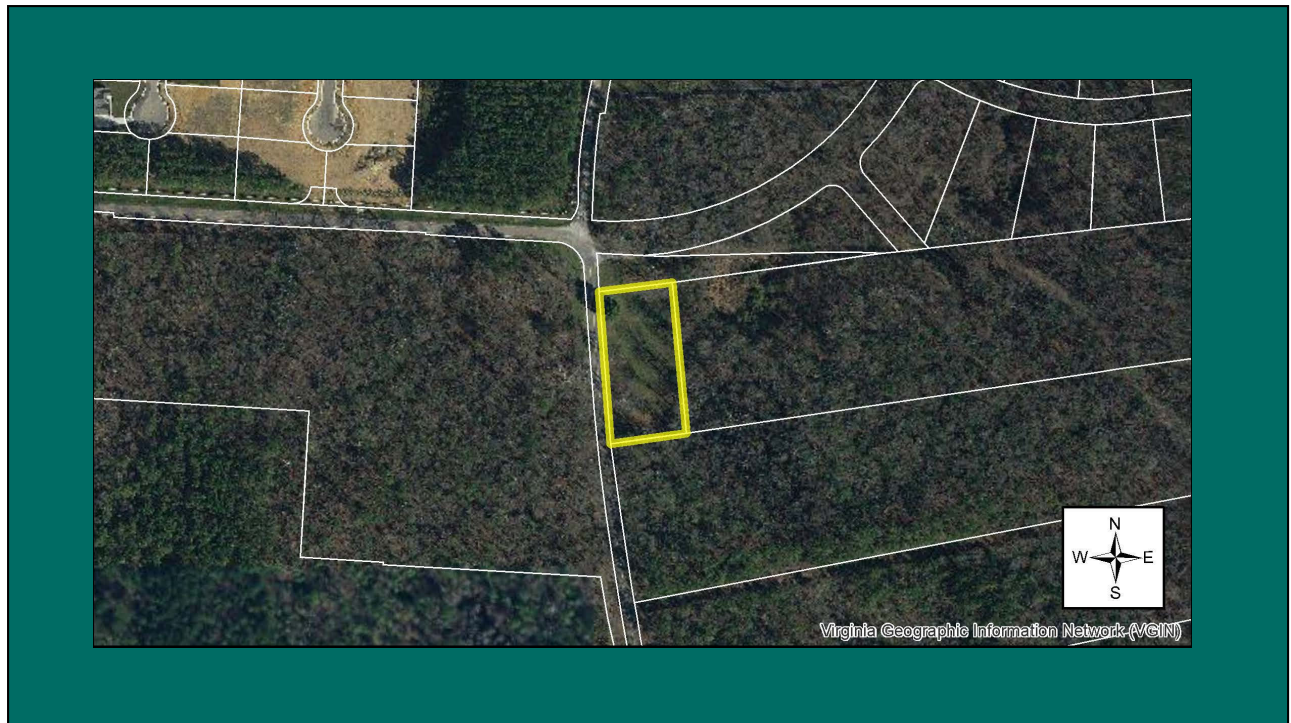
The subject property is located along the east line of North Enon Church Road, 100' south of Meadowville Road. A single-family residential development is planned. Applicant has proffered a maximum of three units. Development is proposed with sole public road access through adjacent subdivisions and will be comparable in quality, lot areas and density to Mount Blanco on the James subdivision, adjacent to the south.

To accommodate lots fronting North Enon Church Road, Applicant is seeking to delete the 50-foot buffer and is offering a 15-foot landscaping easement with street trees along the road.

Applicant has proffered to widen and improve the east side of North Enon Church Road to address the traffic impact of this development, at an estimated cost of \$259,924.



The Land Use Plan designates the request property for Low Density Residential. This designation suggests the property is appropriate for single-family dwellings on lots of approximately 1 acre and single-family dwellings on lots smaller than 1 acre if usable open space is provided to maintain the overall density recommendations within the Low Density Residential area.



This slide shows an aerial of the property. The property is currently vacant.

Comparison to Adjacent Development		
	The Landings at Meadowville (17SN0501)	Proposed Development
Density	99 Lots (1.5 dwelling units per acre)	3 Lots <i>Proffered Condition 8.A.</i>
Minimum Lot Size	15,000 square feet*	15,000 square feet*
Average Lot Size	18,500 square feet	18,500 square feet <i>Proffered Condition 8.B.</i>
House Size**	Minimum of 2,500 square feet	Minimum of 2,500 square feet <i>Proffered Condition 4.G.</i>
*Required by existing zoning conditions and ordinance requirements		
**Square feet of gross floor area		

The proposed subdivision would be developed in conjunction with the neighboring subdivision development known as The Landings at Meadowville. Conditions of zoning for The Landings at Meadowville (17SN0501) permit up to ninety-nine (99) lots, which equates to 1.5 dwelling units per acre. The Landings at Meadowville has obtained preliminary plat and construction plan approval for ninety-four (94) lots. When the proposed subdivision and The Landings at Meadowville are considered together, the overall density would be ninety-seven (97) lots on 67.7 acres (1.4 dwelling units per acre). The minimum and average lot sizes for The Landings at Meadowville is also provided in the chart ("Comparison to Adjacent Development"). The minimum and average lot size of the proposed development and density is comparable. Similarly, house sizes are also comparable.

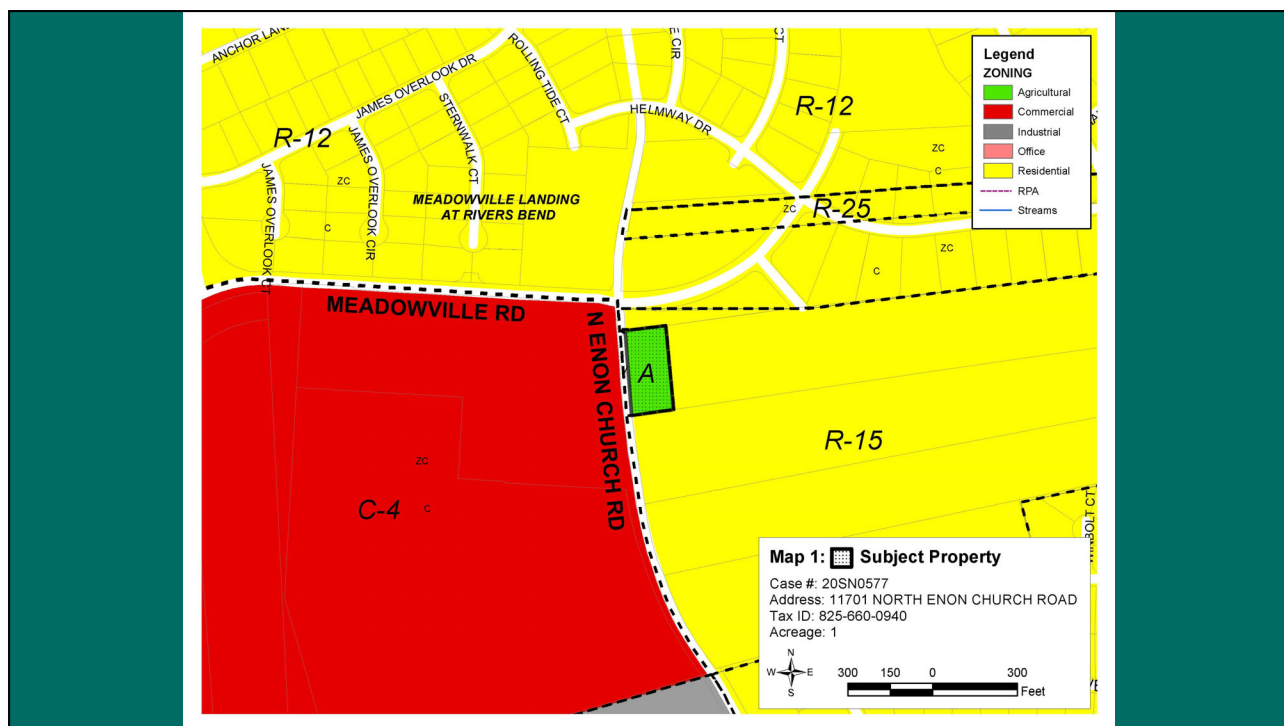
To accommodate lots fronting North Enon Church Road, the Applicant is seeking to delete the 50-foot buffer and is offering a 15-foot landscaping easement with street trees along the road. This treatment would be consistent with the approved landscape treatment for lots in the adjoining The Landings at Meadowville development.

Recommend Approval

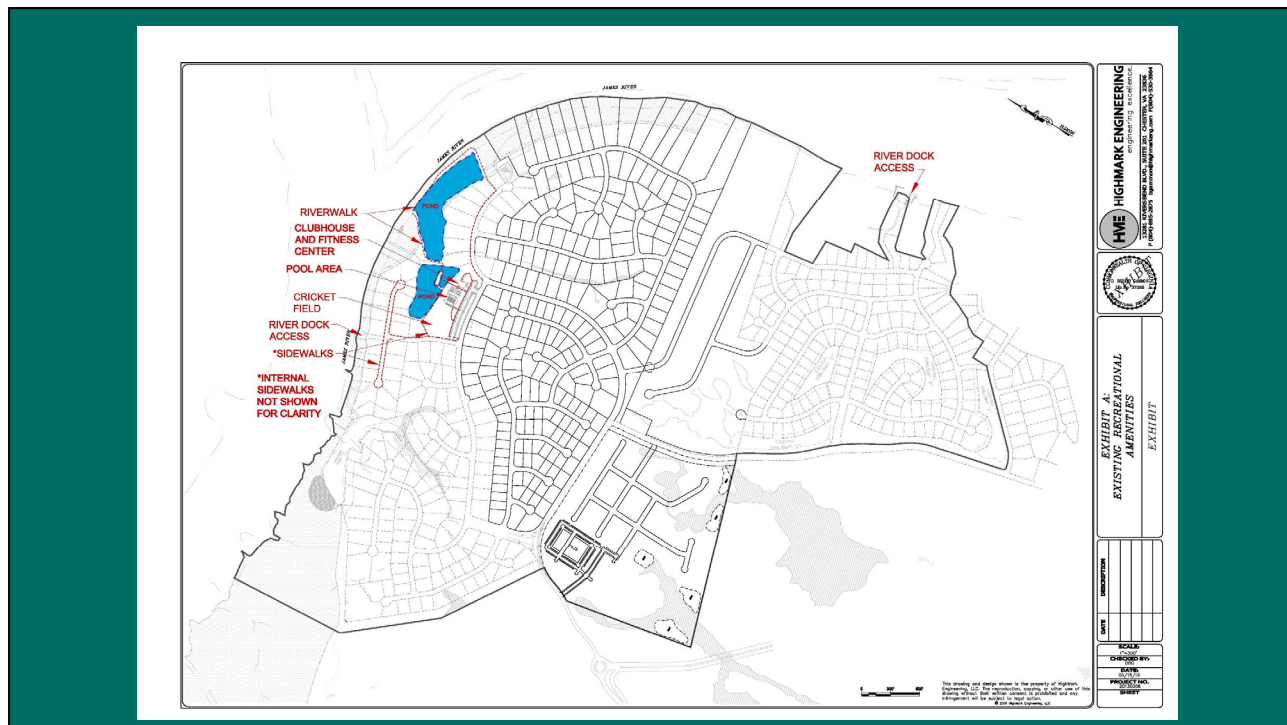
- Proposal complies with Plan & Zoning Ordinance
- Development's traffic impact addressed by providing road improvements

The Planning Commission unanimously recommended approval of the applicant's request. No citizen comments were submitted for the request.

Staff recommends approval of the applicants request. The proposal complies with the Comprehensive Plan goals and zoning ordinance with respect to creating a convenient, attractive, and harmonious community through quality development and consideration of existing neighborhoods. In addition, the development's traffic impact will be addressed by providing road improvements



The subject property for the request is highlighted on the map, shown in the slide.



Supplemental Slide. The applicant has proffered Exhibit A, shown on the current slide. This graphic highlights recreational amenities that will be made available to future residents in the Landings at Meadowville, including lots developed on the request property.

CASE NUMBER: 20SN0577

APPLICANT: The Landings at Meadowville, LLC



**CHESTERFIELD COUNTY,
VIRGINIA
BERMUDA DISTRICT
STAFF'S ANALYSIS
AND
RECOMMENDATION**

Board of Supervisors (BOS) Hearing:

JUNE 24, 2020

BOS Time Remaining:

365 DAYS

Applicant's Agent:

KERRY HUTCHERSON (804-748-3600)

Applicant's Contact:

THE LANDINGS AT MEADOWVILLE, LLC
(804-536-5868)

Planning Department Case Manager:

RYAN RAMSEY (804-751-4474)



1.0 Acre – 11701 North Enon Church Road

REQUEST

Rezoning from Agricultural (A) to Residential (R-15) plus conditional use planned development to permit an exception to buffer requirements. Specifically, an exception is requested to delete the buffer requirement along North Enon Church Road.

Notes:

- A. Conditions may be imposed or the property owner may proffer conditions.
- B. Proffered Conditions, Textual Statement, and Exhibit A are located in Attachments 1 - 3.

SUMMARY

A single-family residential development is planned. Applicant has proffered a maximum of three (3) lots, which will be developed in conjunction with the adjoining subdivision known as The Landings at Meadowville. Development will be comparable in quality, lot areas, and density to The Landings at Meadowville subdivision (Summarized on Pages 5-7).

To accommodate lots fronting North Enon Church Road, Applicant is seeking to delete the 50-foot buffer and is offering a 15-foot landscaping easement with street trees along the road.

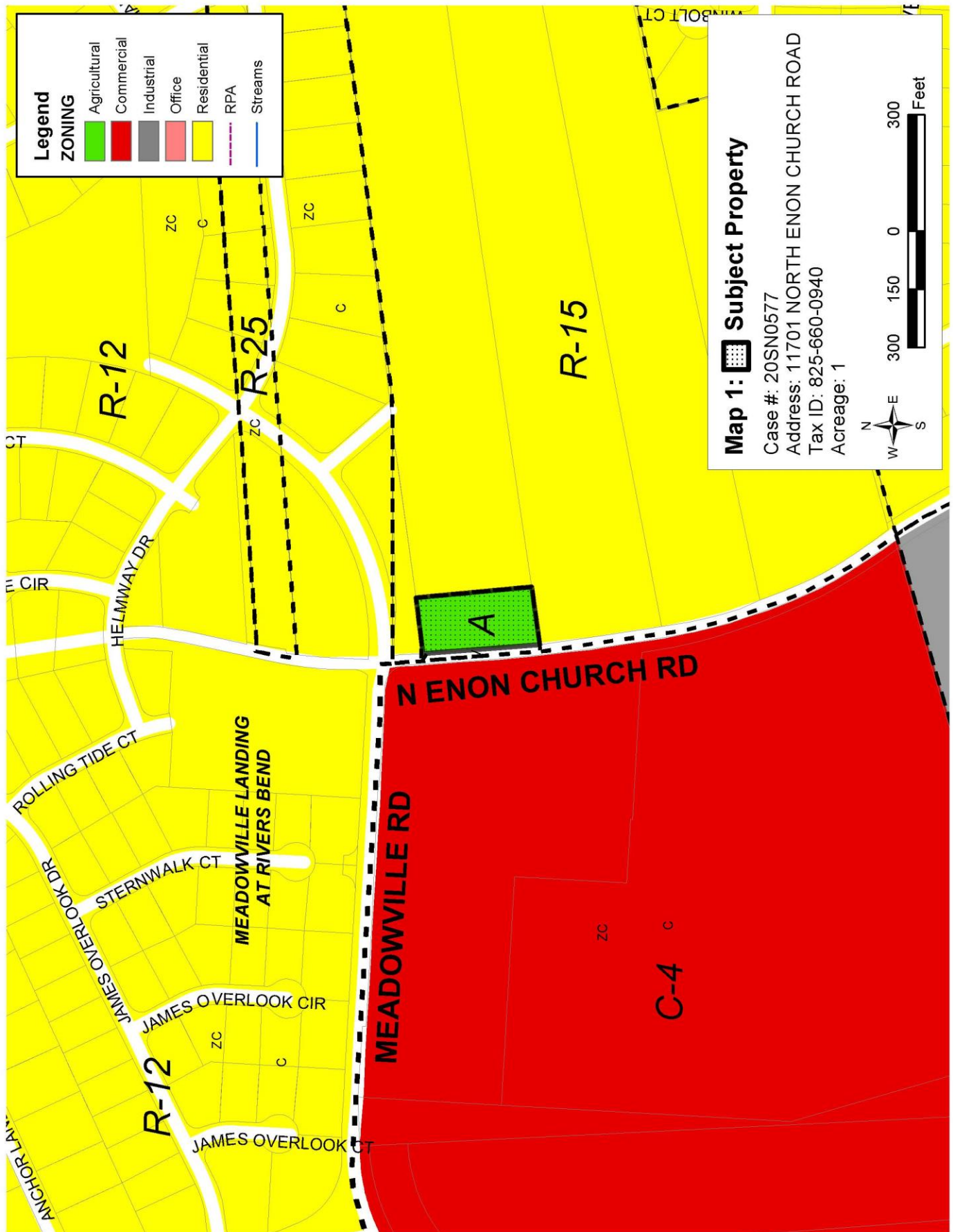
Applicant has proffered to widen and improve the east side of North Enon Church Road to address the traffic impact of this development, at an estimated cost of \$259,924.

RECOMMENDATIONS

PLANNING COMMISSION	APPROVAL
STAFF	PLANNING AND TRANSPORTATION – APPROVAL <ul style="list-style-type: none">• Proposal complies with the Comprehensive Plan goals and zoning ordinance with respect to creating a convenient, attractive, and harmonious community through quality development and consideration of existing neighborhoods

RECOMMENDATION (CONTINUED)	
STAFF	<ul style="list-style-type: none"> Development's traffic impact will be addressed by providing road improvements

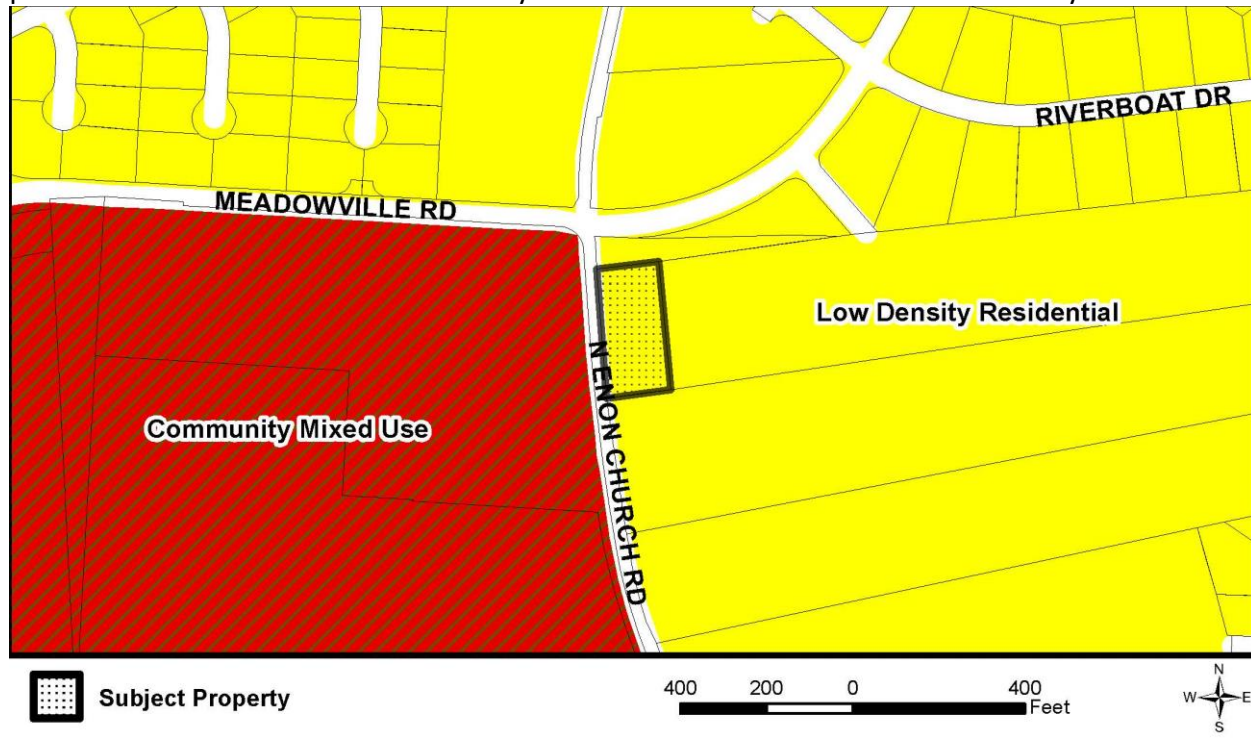
SUMMARY OF IDENTIFIED ISSUES	
Department	Issue
LIBRARIES	The <i>Public Facilities Plan</i> identifies the need for an expansion or replacement of the Enon Library in vicinity of this location. Land for expansion or replacement of this facility has not been acquired.



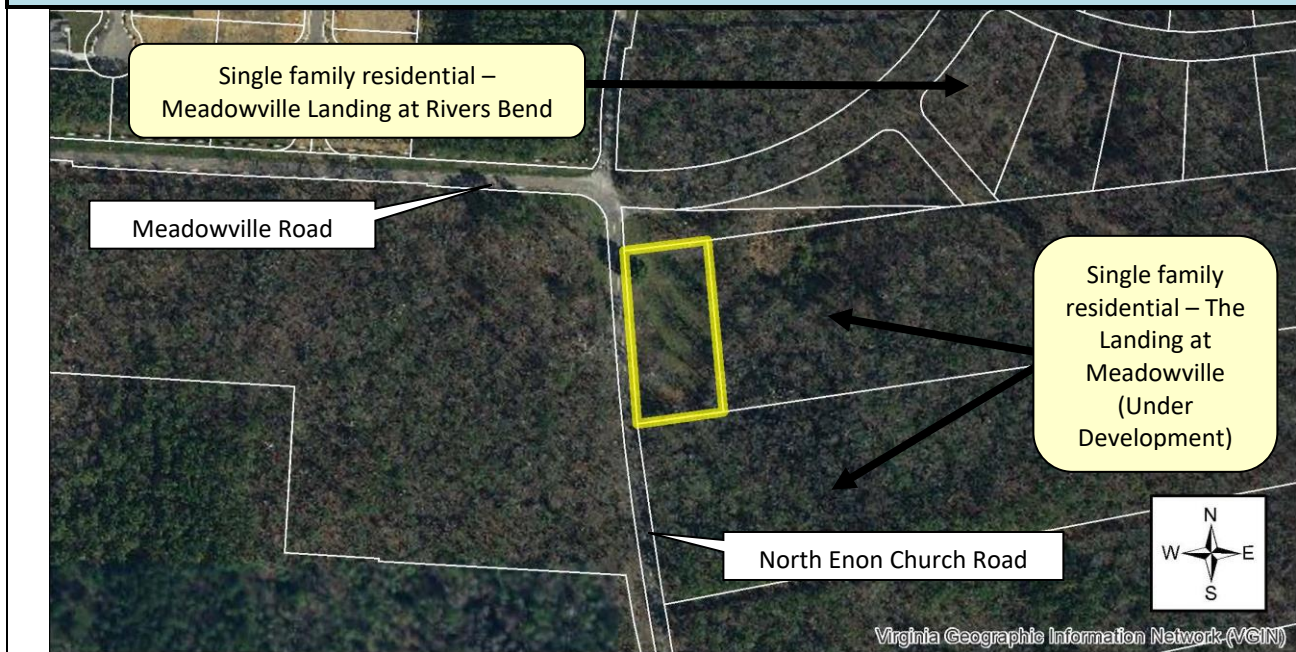
Comprehensive Plan

Classification: LOW DENSITY RESIDENTIAL

This designation suggests the property is appropriate for single-family dwellings on lots of approximately 1 acre and single-family dwellings on lots smaller than 1 acre if usable open space is provided to maintain the overall density recommendations within the Low Density Residential area.



Surrounding Land Uses and Development



PLANNING

Staff Contact: Ryan Ramsey (804-751-4474) ramseyrp@chesterfield.gov

Proposal

The applicant proposes rezoning of one (1) acre abutting the east line of North Enon Church Road to Residential (R-15). A development consisting of up to three (3) dwelling units is planned (Proffered Condition 9). The property will be developed in conjunction with the neighboring property to the south and east, under development as The Landings at Meadowville subdivision (Case 17SN0501). Proffered conditions by the applicant would provide consistent design and quality standards established in The Landings at Meadowville development.

Buffer Exception

The development would be required to comply with zoning ordinance standards for the proposed R-15 District which address, although not exclusively, permitted uses, lots sizes and widths, setbacks, and buffer requirements. Relative to buffers, the ordinance would require a 50-foot buffer along N. Enon Church Road. The applicant proposes to front lots on North Enon Church and is requesting approval of a conditional use planned development to eliminate the buffer along the road. In lieu of the buffer, the applicant has proffered to provide a landscaping easement to accommodate street trees along this portion of North Enon Church Road. Access is planned to these lots by private driveways serving each individual lot from North Enon Church Road and the front façades of dwellings on these lots will face the road. (Textual Statement and Proffered Condition 11)

Sole Access Planned Through Adjacent Subdivisions

Development of the property is planned with no direct public road access to North Enon Church Road (Proffered Condition 10). Except for lots planned to front North Enon Church Road, the subdivision will be accessed through The Landings at Meadowville to the south and east.

The Comprehensive Plan suggests as new development proposals come forward, densities, average lot sizes, house sizes and quality of existing residential neighborhoods should be closely considered when new development borders, and primary access is through these existing residential neighborhoods by way of adjacent public subdivision roads. This development would have sole access through the existing adjacent neighborhoods; therefore, consideration should be given to densities, average lot sizes, house sizes and quality of existing residential neighborhoods

Density, Average Lot Size, and Minimum House Size:

The proposed subdivision would be developed in conjunction with the neighboring subdivision development known as The Landings at Meadowville. Conditions of zoning for The Landings at Meadowville (17SN0501) permit up to ninety-nine (99) lots, which equates to 1.5 dwelling units per acre. The Landings at Meadowville has obtained preliminary plat and construction plan approval for ninety-four (94) lots. When the proposed subdivision and The Landings at Meadowville are considered together, the overall density would be ninety-seven (97) lots on 67.7 acres (1.4 dwelling units per acre). The minimum and average lot sizes for The Landings at Meadowville is also provided in the chart ("Comparison to Adjacent Development"). The minimum and average lot size of the proposed development and density is comparable. Similarly, house sizes are also comparable.

Comparison to Adjacent Development		
	The Landings at Meadowville (17SN0501)	Proposed Development
Density	99 Lots (1.5 dwelling units per acre)	3 Lots <i>Proffered Condition 8.A.</i>
Minimum Lot Size	15,000 square feet*	15,000 square feet*
Average Lot Size	18,500 square feet	18,500 square feet <i>Proffered Condition 8.B.</i>
House Size**	Minimum of 2,500 square feet	Minimum of 2,500 square feet <i>Proffered Condition 4.G.</i>

*Required by existing zoning conditions and ordinance requirements

**Square feet of gross floor area

Design

High quality residential development addresses the Comprehensive Plan goals for strong and sustainable neighborhoods that are visually attractive, well-planned and well-maintained. Further, the purpose and intent of the zoning ordinance to promote the health, safety, convenience, and general welfare of the public includes the creation of convenient, attractive and harmonious communities, protection against overcrowding of land, and protection of the natural environment. As such, developments that promote unique, viable and long lasting places and enhance the community are encouraged.

The following offers an overview of the design standards the applicant has offered in conjunction with this case:

- Community Design
 - Access to recreational amenities in adjoining subdivisions (Exhibit A)
 - Sidewalks provided on one-side of internal streets
- Yard Design
 - Sodded and irrigated front yards
 - Foundation planting beds along facades facing street
 - Hardscaped driveways and front walks
- Dwelling Design
 - Use architectural forms and elements compatible with those in the Mount Blanco on the James subdivision
 - Variation for front elevations
 - Minimum dwelling size – 2,500 square feet of gross floor area
 - No front-loaded garages except for one garage bay for dwellings with three or more attached garages
 - 30 year architectural/dimensional shingle and varied roof lines
 - Materials for front facades -Minimum 20% brick or stone
 - Siding materials – variety; vinyl permitted with minimum 0.44 thickness
 - Foundations – brick, stone, and/or synthetic or natural stucco

As suggested by the Comprehensive Plan goals and Zoning Ordinance, the proffered conditions of this request include design and architectural elements that are comparable in quality to that of the surrounding community.

BUDGET & MANAGEMENT

Staff Contact: Natalie Spillman (804-318-8767) spillmann@chesterfield.gov

County finance staff is responsible for managing the finances of the County and making recommendations to the County Administrator regarding the allocation of available resources for the provision of services and capital facilities to serve the citizens of the County. Finance staff will advise the County Administrator if changed economic circumstances require adjustments to the County's budget or capital improvement program.

COUNTY TRANSPORTATION

Staff Contact: Steve Adams (804-751-4461) adamsst@chesterfield.gov

The applicant has proffered that no more than 3 single-family dwellings will be constructed (Proffered Condition 9). Based on the proffered density and applying trip generation rates for a single-family dwelling, the proposed development could generate approximately 40 average daily trips. Traffic generated by development of the property is anticipated to be initially distributed along two existing roads: Meadowville Road and North Enon Church Road. Vehicles entering the proposed development would access it from one or both of these roads.

The eastern section of Meadowville Road is a collector, with a recommended right of way width of 70 feet, as identified on the County *Thoroughfare Plan*. North Enon Church Road is also a collector, with a recommended right of way width of 70 feet, as identified on the *Thoroughfare Plan*. The section of North Enon Church Road adjacent to the property is substandard, with approximately 18 feet of pavement, no usable shoulders, and deep ditches on both sides. A section of the road south of the property has been improved in conjunction with area development.

Section 19.1-231 of the County Code outlines the general requirements to meet the need of the traffic generated by a proposed development, including acceptable levels of service. The proposed residential development would contribute to an identifiable need for transportation improvements. The applicant has offered:

Vehicular Access (Proffered Condition 10):

No public road access to North Enon Church Road.

Road Improvements and Dedication (Proffered Conditions 12):

- Widening/improving the east side of North Enon Church Road for the property frontage.
- 35 feet along North Enon Church Road.

The property is within Traffic Shed 15, which encompasses a large area in the eastern part of the County, east of I-95. Many of the roads in Traffic Shed 15 or which serve Traffic Shed 15 have little or no shoulders, fixed objects (trees) adjacent to the edge of the pavement and poor vertical and horizontal alignments. The traffic volume generated from the proposed residential

development will contribute to an identifiable need for transportation facility improvements to these roads in excess of existing transportation facility capacity. These roads need to be improved to address safety and accommodate increased traffic, including the increased traffic from the proposed development.

An applicant may choose to address the development's impacts on the county's road transportation network through dedication of property, construction of road improvements, or a cash proffer. If an applicant elects to offer cash to address the impact on the county's road transportation network, Transportation staff has calculated the average impact of a single-family dwelling unit on the transportation network to be \$12,652; however, the Board of Supervisors has adopted a policy establishing that it would accept a maximum cash proffer of \$9,400 per dwelling unit as addressing the traffic impacts of residential development, with all of the funds to be dedicated towards improvements to the road network. As such, if the applicant chooses to address the development's impacts on the county's road network through payment of a cash proffer, \$9,400 per dwelling unit for improvements to the road network would be appropriate. The traffic impact of the proposed development could be valued at \$28,200 (3 x \$9,400).

As previously stated, the applicant has proffered the widening/improving of North Enon Church Road for the property frontage (Proffered Condition 12). The condition requires the applicant to complete the road improvement in conjunction with initial development. The applicant has provided information that the property has approximately 292 feet of frontage along North Enon Church Road and the proffered improvements are estimated to cost approximately \$259,924. Staff agrees with the applicant's evaluation. It should be noted, however, that the actual cost to provide these improvements could be more or less than this amount. Staff supports this request.

VIRGINIA DEPARTMENT OF TRANSPORTATION

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

The applicant is requesting to rezone 1.0-acre parcel of land located at 11701 North Enon Church Road (the "Property") from A to R-15 with a CUPD with exceptions to zoning case 17SN0501 ordinance standards and proffers. The proposed development will be subject to the 2011 Secondary Street Acceptance Requirements (SSAR) for all roads that are intended to be state maintained. Any improvements to North Enon Church Road or any roadways that is intended to be state maintained shall be in accordance with the Department design standards and specifications. All proposed sidewalks proposed in VDOT right-of-way shall be designed in accordance with VDOT standards.

FIRE AND EMERGENCY MEDICAL SERVICES

Staff Contact: Anthony Batten (804-717-6167) battena@chesterfield.gov

Mission

The mission of Fire and Emergency Medical Services (EMS) is to protect life, property and the environment through a comprehensive fire and life safety program that ensures an adequate and timely response to emergencies.

Response Times

The proposed development is located in the rural response zone for which Fire & EMS has a goal of responding to at least 90% of the calls for service in under twelve (12) minutes. Fire and EMS is currently unable to meet that goal.

Nearby Fire/EMS Facilities

- The Enon Station, Company Number 6
- The Rivers Bend Fire Station, Company Number 18

Anticipated Fire & EMS Impacts/Needs

Based on an average of .329 calls per dwelling, it is estimated that this development will generate 1 annual calls for Fire/EMS services.

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.

SCHOOLS

Staff Contact: Atonja Allen (804-318-8740) atonja_allen@ccpsnet.net

Mission

High performing, high quality public schools contribute to the quality of life and economic vitality of the County. The comprehensive plan suggests a greater focus should be placed on linking schools with communities by providing greater access, flexible designs and locations that better meet the needs of the communities in which they are located.

Capital Improvements

The School Board FY2020 adopted Capital Improvement Plan (CIP) continues to support the 2013 voter approved school revitalization program that will replace or renovate ten schools and construct one new elementary school to add capacity in the Midlothian area of the county. The ten existing facilities that are part of the revitalization program are Beulah Elementary School, Crestwood Elementary School, Enon Elementary School, Ettrick Elementary School, Harrowgate Elementary School, Matoaca Elementary School, Reams Elementary School, Manchester Middle School, Providence Middle School, and Monacan High School. A replacement Manchester Middle School is under construction on the existing school site, a replacement Harrowgate Elementary School is under construction on a new site, and a replacement Matoaca Elementary School is under construction on the site of the former Matoaca Middle School west campus building. The Beulah Elementary School, Enon Elementary School, Old Hundred Elementary School (the new elementary school in the Midlothian district), Providence Middle School, and Monacan High

School projects are complete. The Matoaca Middle School wing addition at the east campus site, an additional school construction project, is complete and the school now operates as a single, unified campus. Information on the CIP and School Board approved construction projects can be found in the financial section of the CCPS Adopted Budget for FY2020.

Anticipated School Impacts

	Elementary (PK – 5)	Middle (6 – 8)	High (9 – 12)	Total ⁽¹⁾
Anticipated Student Yield by School Type				
Schools Currently Serving Area	Enon	Elizabeth Davis	Thomas Dale	2019-20 School Year
Current Enrollment	810	1,219	2,457	
Design Capacity ⁽²⁾	794	1,358	3,037	
Enrollment Percent of Design Capacity	102%	90%	81%	
Program Capacity ⁽³⁾	819	1,219	2,948	
Enrollment Percent of Program Capacity	99%	100%	83%	
Total Number of Trailers	0	4	1	
Number of Classroom Trailers	0	0	0	
Note: ⁽¹⁾ Based upon the average number of students per single family dwelling unit for each of the school attendance zones where the proposal is located. Student Generation Factor (2019) is the actual total number of students by grade level divided by the actual total number of housing units by housing type. Updated 2019 SGFs provided by County IST. ⁽²⁾ Design capacity is the maximum number of students the building can accommodate based on the Virginia Department of Education Standards of Quality and the architectural program design of the existing building including all interior and exterior renovations to date and an inventory of all available space. Design capacity does not include site-based initiatives and is thus not subject to frequent change and represents prototypical design capacity using VDOE standards. ⁽³⁾ Program capacity is the maximum number of students the building can accommodate based on the Virginia Department of Education Standards of Quality and the current school programming that may adjust the number of rooms used for core or grade-level classrooms in the overall building design capacity.				

Public Facilities Plan

Post 2020, the *Public Facilities Plan* recommends a new middle school in the vicinity of Chester and West Hundred Roads, and a new high school in the vicinity of Chester Road and Route 288, north of Route 10. However, at this time, a budget has not been developed for the acquisition of land or construction of these school facilities as recommended in the *Plan*.

Additional School Comments

As this application proposes three (3) single-family dwelling units, this request will have minimal impact on school facilities.

Over time, this case combined with other tentative residential developments, infill developments, and approved residential zoning cases in the area may cause these schools to reach or exceed their capacity.

LIBRARIES

Staff Contact: Jennifer Stevens (804-751-4998) stevensj@chesterfield.gov

Mission

The public library system's role in the county has expanded beyond its traditional function as a resource for information and materials, and now serves as a community gathering place for educational, cultural and informational services; community support during emergencies; economic development; and revitalization activities.

Nearby Libraries

Enon Library

Public Facilities Plan

The Public Facilities Plan suggests the Enon Library should be expanded/replaced or a new facility at or near current site. Land for expansion or replacement of this facility or new facility has not been acquired.

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	No	16", 8"	Yes
Wastewater	No	8"	Yes

The subject property is located within the mandatory water and wastewater connection areas for new residential structures. The applicant has proffered connection to the public water and wastewater systems.

A 16" public water line is located on Meadowville Road and at the end of Rotunda Lane, and 8" public water lines are located at the end of Winbolt Drive and Almer Lane. An 8" public wastewater line is located at the end of Rotunda Lane, Winbolt Drive and Almer Lane.

The Utilities Department supports this case.

ENVIRONMENTAL ENGINEERING

Staff Contact: Rebecca Rochet (804-748-1028) RochetR@chesterfield.gov

Geography

The subject property drains south into an existing basin located in Mount Blanco Section 2 and is located within the Johnson Creek Watershed. In the lower portion of this watershed, there are existing culverts under Enon Church Road which are inadequate and currently cause upstream flooding. Any increased runoff from the development in this watershed upstream of the existing culverts will result in increased flooding along Johnson Creek and its tributaries.

Environmental Features

Wetlands may exist in the southeastern portion of the property. Wetlands shall not be impacted without prior approval from the U.S. Army Corps of Engineers and/or the Virginia Department of Environmental Quality.

Drainage

Due to existing inadequate culverts under Enon Church Road, any increased runoff from the development in this watershed upstream of the existing culverts will result in increased flooding, which will impact private properties and public safety. Therefore, the post-development 2, 10, and 100-year stormwater discharge rates shall not exceed the predeveloped 2, 10, and 100 year-stormwater discharge rates, respectively. The applicant has offered Proffered Condition 8 to address this impact.

Stormwater Management

The development of the subject property is subject to the Part IIB technical criteria of the Virginia Stormwater Management Program Regulations for both water quality and water quantity. Any areas of forest/open space used for stormwater quality compliance should be outside the limits of the residential lots, unless otherwise approved by the Department of Environmental Engineering.

PARKS AND RECREATION

Staff Contact: Stuart Connock (804-751-4484) ConnockS@chesterfield.gov

This request will not impact these facilities.

CASE HISTORY

Applicant Submittals

2/21/20	Application submitted
2/26/20	Proffered conditions submitted
4/9, 4/22 & 5/1/20	Revised proffered conditions submitted

Planning Commission

5/19/2020	<p>Citizen Comments: No citizens spoke to this request.</p> <p>Action – APPROVAL AND ACCEPTANCE OF THE PROFFERED CONDITIONS IN ATTACHMENT 1</p> <p>Motion: Sloan Second: Petroski AYES: Freye, Sloan, Hylton, Owens, Petroski</p>
The Board of Supervisors on Wednesday, June 24, 2020, beginning at 6:00 p.m., will consider this request.	

PROFFERED CONDITIONS

(May 1, 2020)

Note: Both the Planning Commission and staff recommend acceptance of the following proffered conditions, as offered by the applicant.

The Applicant in this case, pursuant to Section 15.2-2298 of the Code of Virginia (1950 as amended) and the Zoning Ordinance of Chesterfield County, for itself and its successors or assigns, proffer that the property known as Chesterfield County Tax Identification Number 825-660-0940 ("the Property") will be used according to the following proffers if, and only if, the request submitted herewith is granted with only those conditions agreed to by the Applicants. In the event this request is denied or approved with conditions not agreed to by the owners and Applicants, the proffers shall immediately be null and void and of no further force or effect.

1. Master Plan. The Textual Statement last revised May 1, 2020, shall be considered the Master Plan. (P)
2. Pedestrian and Vehicular Connectivity. In order to enhance pedestrian and vehicular connectivity and access to recreational amenities within the adjacent subdivisions, at least one side of each street within the Property shall be constructed with a sidewalk, and the streets and sidewalks constructed within the Property shall be connected to one or more streets within the subdivisions or adjacent parcels that adjoin the Property to the north and the south. Sidewalks shall be constructed in accordance with the County's Residential Sidewalk Policy. The sidewalks and sidewalk connections described herein shall be completed in conjunction with the construction of streets within the Property. (P & T)
3. Recreational Amenities. In order to provide residents of the Property with opportunities to engage in an active lifestyle, the following existing recreational amenities shall be made available, subject to and in accordance with membership rules of the Homeowner's Association, to residents of the Property: clubhouse, trails, fitness center, pool, riverwalk trails, cricket field, and two (2) community docks for river access. Such recreational amenities shall be maintained by the Homeowner's Association. The locations of the existing recreational amenities are shown generally on the exhibit map incorporated herein and attached hereto as Exhibit A. (P)
4. Architectural Design Standards. All dwelling units developed on the Property shall be subject to the following architectural design standards:
 - a. Style and Form. The architectural styles of all dwellings shall use forms and elements compatible with those in the Mount Blanco on the James subdivision.
 - b. Exterior Facades. All dwelling units shall have brick, stone or masonry fronts that cover a minimum of 20% of the façade (which façade shall exclude gables, windows, trim, and doors). Other acceptable siding materials shall include stucco, synthetic stucco (E.I.F.S.), or horizontal lap siding. Horizontal lap siding may be manufactured from natural wood or cement fiber board or may be premium quality vinyl siding with a minimum wall thickness of .042 inches. Synthetic Stucco (E.I.F.S.) siding shall be finished in a smooth, sand or level texture, no rough textures are permitted.

- c. Foundations. All foundations shall be constructed entirely of brick, stone, or a mixed combination of both. Synthetic or natural stucco foundations may be permitted for facades constructed entirely of stucco.
- d. Roofs.
 - i. Varied Roof Line. Varied roof designs and materials shall be used on facades of dwellings that face a street. Minimum roof pitch shall be 8/12.
 - ii. Roof Materials. Roofing material shall be dimensional architectural shingles with a minimum 30 year warranty. All flashing shall be copper or pre-finished aluminum (bronze or black).
- e. Porches and Stoops.
 - i. Porches and Stoops. All front entry stoops and front porches shall be constructed with a continuous masonry foundation wall. Individual front porches and stoops shall be one-story in height, or taller if the porch/stoop design is architecturally compatible with the dwelling it serves. Extended front porches shall be a minimum of 5' deep. Handrails and railings shall be finished painted wood or metal railing with vertical pickets or swan balusters. Pickets shall be supported on top and bottom rails that span between columns. Columns supporting roofs of porches and stoops shall be masonry piers, tapered round (Tuscan or Doric) column, or square box columns a minimum of 8" square as appropriate to the character of the unit. All front steps shall be masonry to match the foundation.
 - ii. Rear Porches. All rear porches shall be constructed on masonry or stone piers with lattice screening spanning between columns. Handrails and railings shall be finished painted wood or metal railing with vertical pickets or swan balusters.
- f. Fireplaces, Chimneys and Flues.
 - i. Chimneys. Sided chimneys are permitted on roof planes or facades and must have masonry foundations. Cantilevered chimneys are not permitted. The width and depth of chimneys shall be appropriately sized in proportion to the size and height of the unit. For gas fireplaces, metal flues may be used on the roof.
 - ii. Direct Vent Fireplaces: Direct vent gas fireplace boxes which protrude beyond the exterior plane of the unit, are not permitted on facades facing a street. All the exterior materials and finishes used to enclose the fireplace box must match the adjacent facade.
- g. Minimum dwelling sizes. The minimum gross floor area for each single-family dwelling shall be 2,500 square feet.
- h. Variation in Front Elevations. Unless otherwise approved by the Director of Planning, the following restrictions are designed to maximize architectural variety of the houses.
 - i. The same front elevation may not be located adjacent to, directly across from, or diagonally across the street from each other on the same street.
 - ii. Variation in the front elevation to address the paragraph above may not be achieved by simply mirroring the façade but may be accomplished by providing at least three (3) of the following architectural changes:
 - 1. adding or removing a porch or covered entry or increasing or decreasing the length of the porch or entry
 - 2. varying the location and/or style of a front facing gable(s)

3. alternating the location of the garage
 4. providing different materials and/or siding types on at least 50% of the elevation, or
 5. providing a different roof type/roof line. (P)
5. Front Walks/Driveways.
 - a. All private driveways serving residential uses shall be hardscaped (which hardscaping may be constructed of brushed concrete or asphalt). Private driveways shall not require curb and gutter.
 - b. Front walks shall be provided to each dwelling unit. Front walks shall be hardscaped (which hardscaping may be constructed of brushed concrete or asphalt). Front walks shall be a minimum of 3' wide. (P)
6. Front Loaded Attached Garages. No front-loaded garages shall be permitted except in the case where a dwelling includes three garages. In the case where a dwelling has three garages, no more than one garage shall be front-loaded. (BI & P)
7. Landscaping and Yards.
 - a. Sod and Irrigation. All front yards shall be sodded and irrigated.
 - b. Front Foundation Planting Bed: Foundation planting is required along all dwelling facades facing a street. Foundation Planting Beds shall be a minimum of 4' wide from the unit foundation. Planting beds shall be defined with a trenched edge or suitable landscape edging material. Planting beds shall include medium shrubs spaced a maximum of four (4) feet apart. Unit corners shall be visually softened with vertical accent shrubs (4'- 5') or small evergreen trees (6'-8') at the time of planting. (P)
8. Post-Development Runoff. For portions of the Property that are designated to drain to Johnson Creek, the post-development runoff rate for the 2, 10, and 100 year storms shall not exceed the corresponding pre-development runoff rate. Off-site stormwater management facilities may be used to satisfy the requirements of this Proffered Condition 7. (EE)
9. Density and Lots.
 - a. Numbers of Lots. No more than 3 single-family dwellings shall be constructed on the Property.
 - b. The average lot size shall be no less than 18,500 square feet. (P)
10. Access. There shall be no direct public road access provided from the Property from/to N. Enon Church Road. (T)
11. Dwellings fronting N. Enon Church Road. For any dwellings located on lots fronting on N. Enon Church Road, the front facade of such dwellings shall face N. Enon Church Road. (BI & P)
12. Road Improvements and Dedication. The owner/developer shall be responsible for the following road improvements and right-of-way dedication:

- a. Widening/improving the east side of N. Enon Church Road to a twelve (12) foot-wide travel lane measured from the centerline of the road with an additional four (4) foot-wide paved shoulder plus a four (4) foot-wide unpaved shoulder and overlaying the full width of the road with one and a half (1.5) inch of compacted bituminous asphalt concrete with any modifications approved by the Transportation Department for the entire property frontage. Said widening/improvement shall be completed, as determined by the Transportation Department, in conjunction with the initial development. The owner/developer shall dedicate to Chesterfield County, free and unrestricted, any additional right-of-way (or easements) required for the road improvements identified above.
 - b. In conjunction with recordation of the initial subdivision plat or within sixty (60) days from a written request by the Transportation Department, whichever occurs first, dedication to Chesterfield County, free and unrestricted, of thirty-five (35) feet of right-of-way along the east side of N. Enon Church Road, measured from the centerline of that part of N. Enon Church Road immediately adjacent to the Property. (T)
13. Connection to County Water/Sewer. The Developer shall connect the Property to County water and sewer at time of initial site construction. (U)

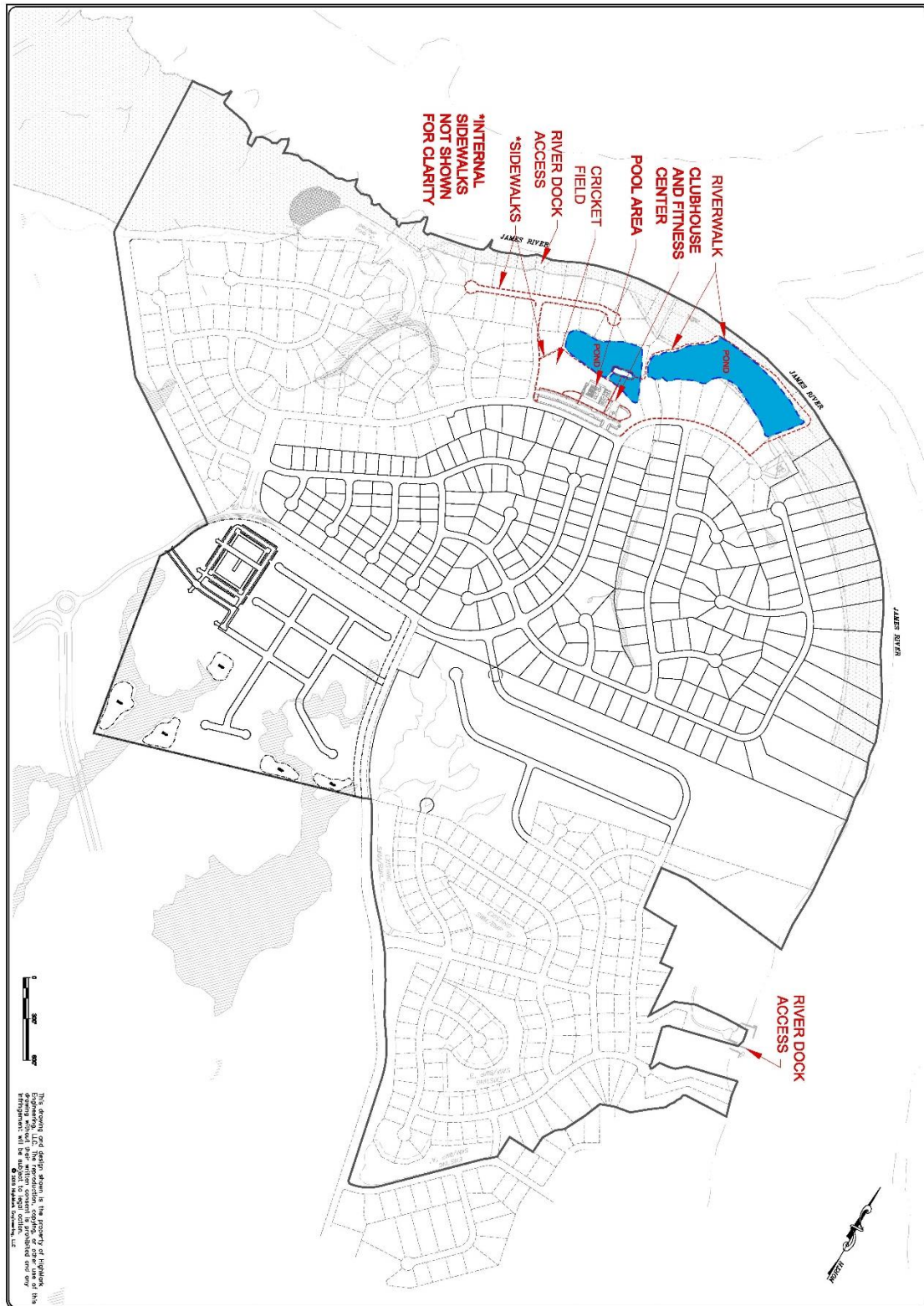
TEXTUAL STATEMENT

(May 1, 2020)

Re: Zoning Application of Emerson Companies, LLC to propose rezoning of Chesterfield County Tax Identification Number 825-660-0940 ("the Property") from A to R-15 with a CUPD for an exception to ordinance standards, as provided hereinbelow, and as provided in the Proffers last revised on May 1, 2020.

1. Buffer. There shall be no buffer requirement for any portion of the Property that adjoins N. Enon Church Road. A minimum fifteen (15) foot landscaping easement shall be provided along N. Enon Church Road, as provided below:
 - a. Such easement shall be granted to the Homeowner's Association for maintenance of required landscaping.
 - b. Private driveways serving individual lots shall be permitted within the easement.
 - c. Clearing within the easement is permitted, except that at least (1) large deciduous street tree shall be planted or retained by the Developer every forty (40) feet on center.
 - d. Any utilities installed within the easement shall not preclude planting and maintenance of the landscaping.

EXHIBIT A



This drawing and design shall be the property of Highmark Engineering, LLC. The reproduction, copying, or use of this drawing without the written consent of Highmark Engineering, LLC is strictly prohibited. Highmark Engineering, LLC will be subject to legal action.

SCALE 1"=500' CHECKED BY DATE PROJECT NO. SHEET	DATE DESCRIPTION	EXHIBIT A: EXISTING RECREATIONAL AMENITIES EXHIBIT		 HME HIGHMARK ENGINEERING engineering excellence. 13281 RIVERS BEND BLVD., SUITE 201 CHESTER, VA 23836 P (804)-695-2675 bhammon@highmarkeng.com F(804)-530-3964
	DATE DESCRIPTION			



DISCLOSURE AFFIDAVIT
LAND USE APPLICATION

I, Kerry Brian Hutcherson, 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):

825-660-0940

and am requesting Rezoning, Conditional Use Planned Development

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>
The Landings at Meadowville, LLC	13281 Rivers Bend Boulevard, Suite 201, Chester, VA, 23836	Title Owner
James H. Hudson, III, Trustee under DOT in favor of Citizens and Farmers Bank	826 Main Street, West Point, VA 23181	Trustee
David C. Branch and Brett Hedrick, Trustees under DOT in favor of NVR, Inc.	7501 Boulders View Drive, Suite 450, Richmond, Virginia 23225	Trustee

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>
George P. Emerson, Jr.	13281 Rivers Bend Boulevard, Suite 201, Chester, VA, 23836	The Landings at Meadowville, LLC

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>
George P. Emerson, Jr.	13281 Rivers Bend Boulevard, Suite 201, Chester, VA, 23836	The Landings at Meadowville, 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: _____

Kerry Brian Hutcherson

STATE OF _____

Virginia

COUNTY/CITY OF _____

Chesterfield

to-wit:

This day _____

Kerry Brian Hutcherson

personally appeared before

me, _____

Jennifer Brame

, 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 _____

26th

day of _____

May

, 2020.

Jennifer Brame

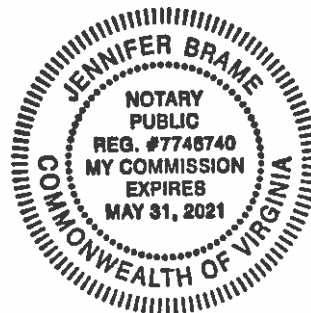
Notary Public

Registration No. _____

7746740

My Commision expires: _____

05/31/2021

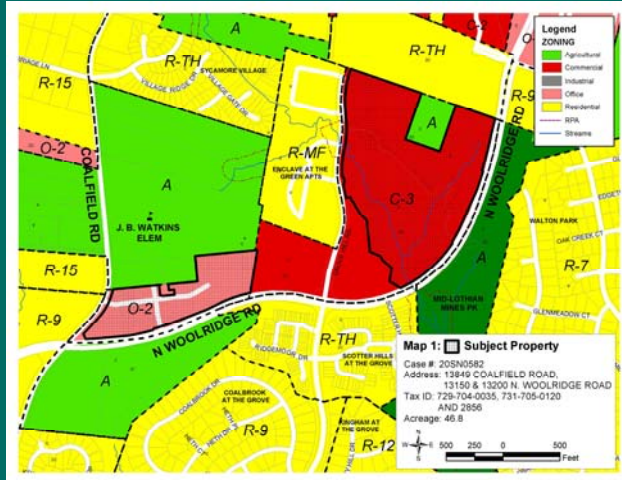


20SN0582
Midlothian
GRCRE, LLC, LATC, LLC, Tak Tent
LP, and Midlogreen, LLC

Request: Amendment to zoning approval
(Case 91SN0172) to permit a temporary
farmers' market and outdoor vendors

Case 20SN0582, in the Midlothian Magisterial District, GRCRE, LLC, LATC, LLC, Tak Tent LP, and Midlogreen, LLC, have requested amendment to zoning approval (Case 91SN0172) to permit a temporary farmers' market and outdoor vendors. Continuation of a farmers' market that was previously approved from 2013 to 2018 is planned.

20SN0582 - Overview



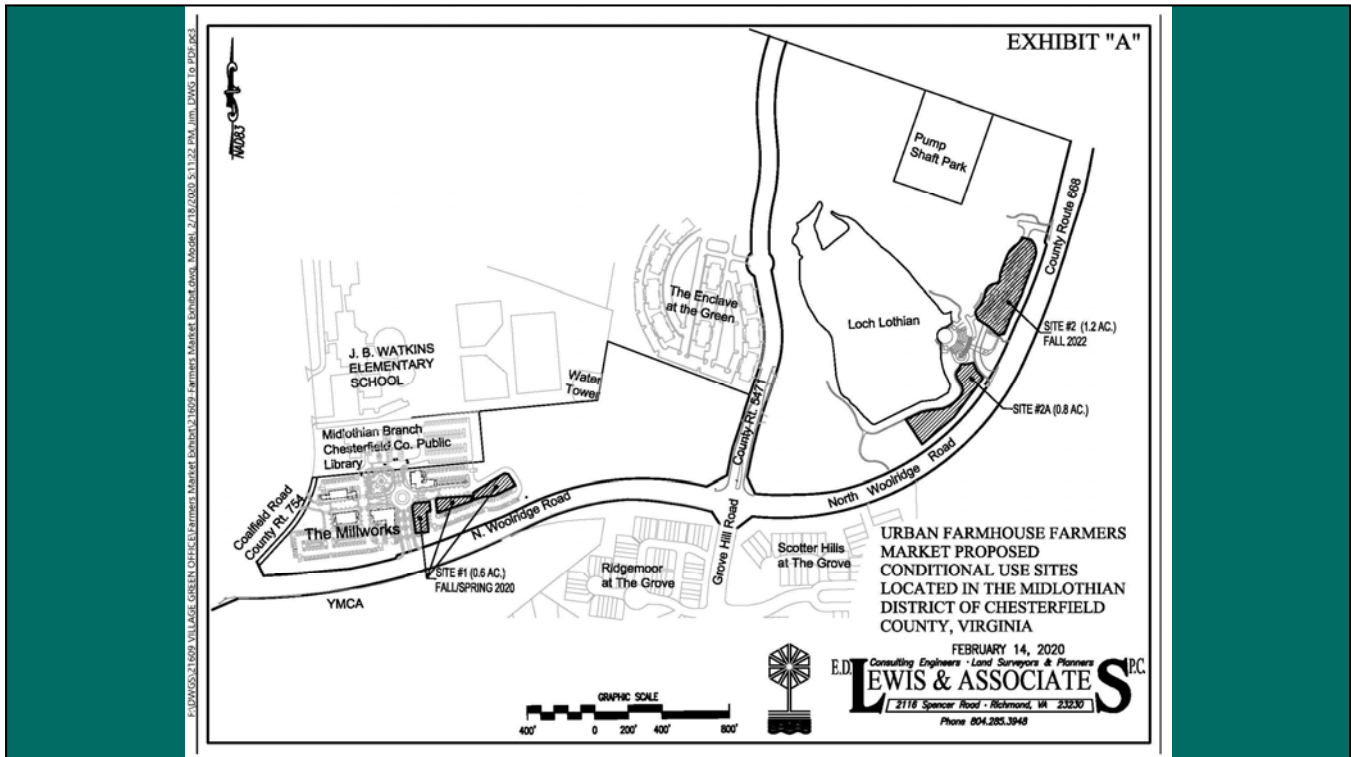
- Permit temporary farmers' market with outdoor vendors
- Use was previously permitted on request properties - expired in 2018
- Proffered conditions would limit impacts on adjoining properties

The subject properties are located in two locations along the north line of North Woolridge Road, highlighted in the slide's map. A temporary farmers' market with outdoor vendors is planned. Case 13SN0162 previously permitted this use with a time limitation, which expired in January of 2018. The applicants are requesting renewal of this zoning approval for ten years with modifications to the conditions that regulate the location, frequency and operation of the use. Proffered conditions would permit three sites where the use would be permitted on the request properties; the use would be permitted weekly from April to October and monthly in March, November and December; specify weekday and weekend hours of operation; allow a new operator for the farmers' market; and allow the property owner to change the farmers' market operator with approval by the Director of Planning. Only one of the three proposed sites may be used at a time and no permanent structures or signage would be permitted.



The western request property is partially developed with the Millworks office and retail development. The remainder of this property is occupied by gravel parking areas or remains undeveloped.

The properties to the east are undeveloped, as well as partially occupied by a county park, the Mid-Lothian Mines park and amphitheater.



The applicants request would maintain most of the previously proffered conditions of Case 13SN0162 (Attachment 4), with the following modifications: allow an additional site for the use ("Site 2A", Exhibit A shown in this slide), provide a new operator for the use, outline a process for approval of a new operator by the Director of Planning, increase the zoning approval term from five (5) to (10) years, and expand the permitted days and hours of operation.

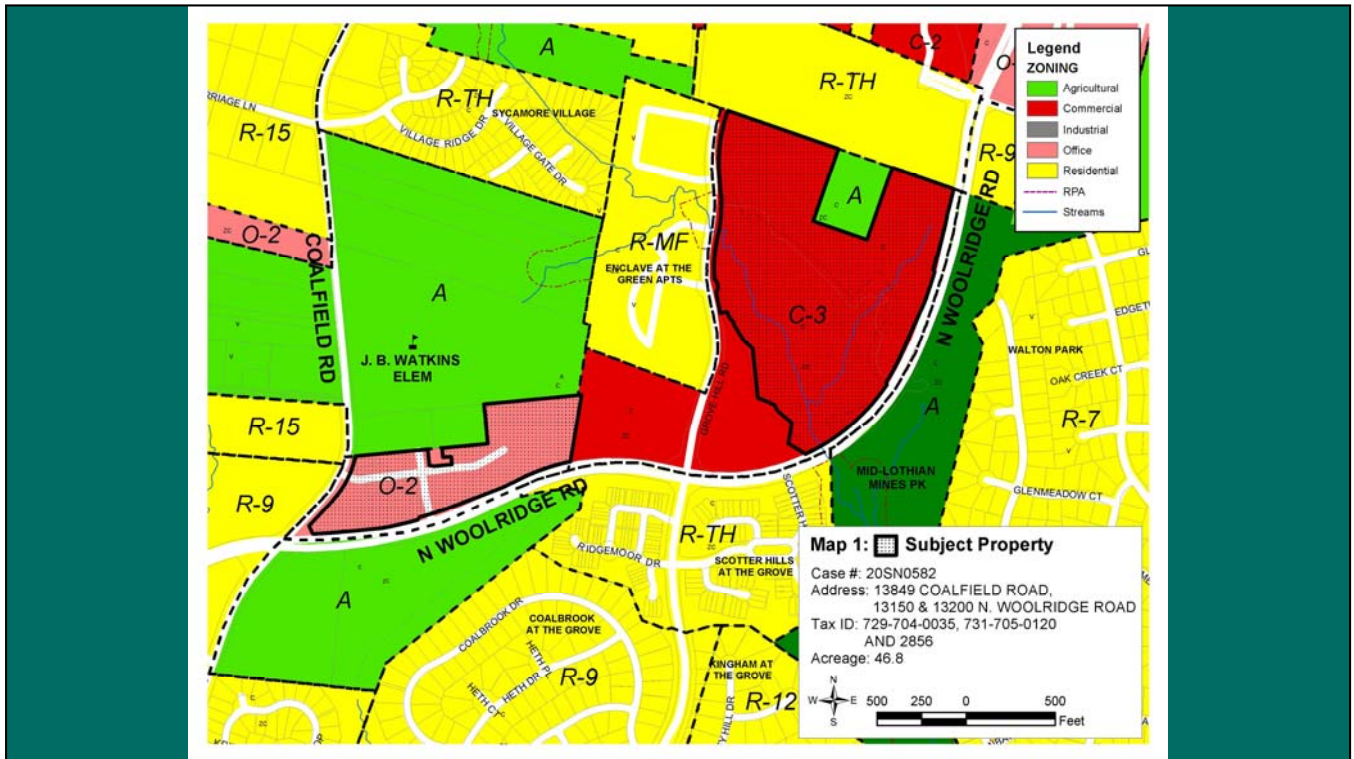
Proffered conditions would permit three sites where the use would be permitted on the request properties; the use would be permitted weekly from April to October and monthly in March, November and December; specify weekday and weekend hours of operation; allow a new operator for the farmers' market; and allow the property owner to change the farmers' market operator with approval by the Director of Planning. Only one of the three proposed sites may be used at a time and no permanent structures or signage would be permitted.

Recommend Approval

- Commission – Imposed Condition
- Farmers' market provides a unique pedestrian friendly opportunity within the village
- Proffered conditions would limit impacts and maintain compatibility

The Planning Commission unanimously recommended approval of the applicant's request. Two opposition letters were submitted with the request. To help address concerns expressed in these letters, the Commission recommend an imposed condition be added to the request. The condition addresses operation of the farmers' market use on Sites 2 and 2A: preserve onsite parking; limit the number of vendors onsite; install temporary wayfinding signage for parking areas and to direct patrons who walk to the Woolridge Road pedestrian tunnel; and a start date of 2021 for these sites.

Staff recommends approval of the applicants request. The proposed farmers' market provides a unique pedestrian friendly opportunity within the village, complimenting existing and planned historical, cultural, recreational and retail venues. As conditioned, the interim use of the properties will maintain compatibility with existing and anticipated area development.



The subject properties for the request are highlighted on the map, shown in the slide.

CASE NUMBER: 20SN0582**APPLICANTS: GRCRE, LLC, LATC, LLC, Tak Tent LP, and Midlogreen, LLC**

**CHESTERFIELD COUNTY,
VIRGINIA
MIDLOTHIAN DISTRICT**

**STAFF'S ANALYSIS
AND RECOMMENDATION**

Board of Supervisors (BOS) Hearing:

JUNE 24, 2020

BOS Time Remaining:

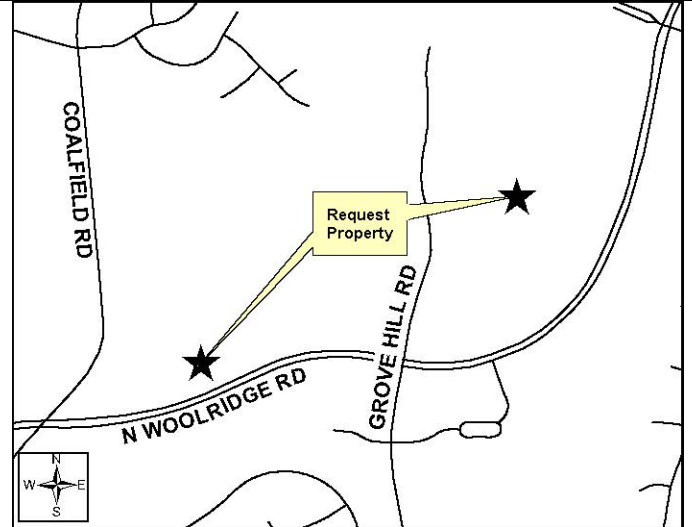
365 DAYS

Applicant's Contact:

WILLIAM GARNER (804-740-6060)

Planning Department Case Manager:

RYAN RAMSEY (804-751-4474)



46.8 Acres – 13849 Coalfield Road, 13150 & 13200
North Woolridge Road

REQUEST

Amendment to zoning approval (Case 91SN0172) to permit a farmers' market and outdoor vendors. Specifically, a temporary farmers' market with outdoor vendors would operate at specified locations on the request properties.

Notes:

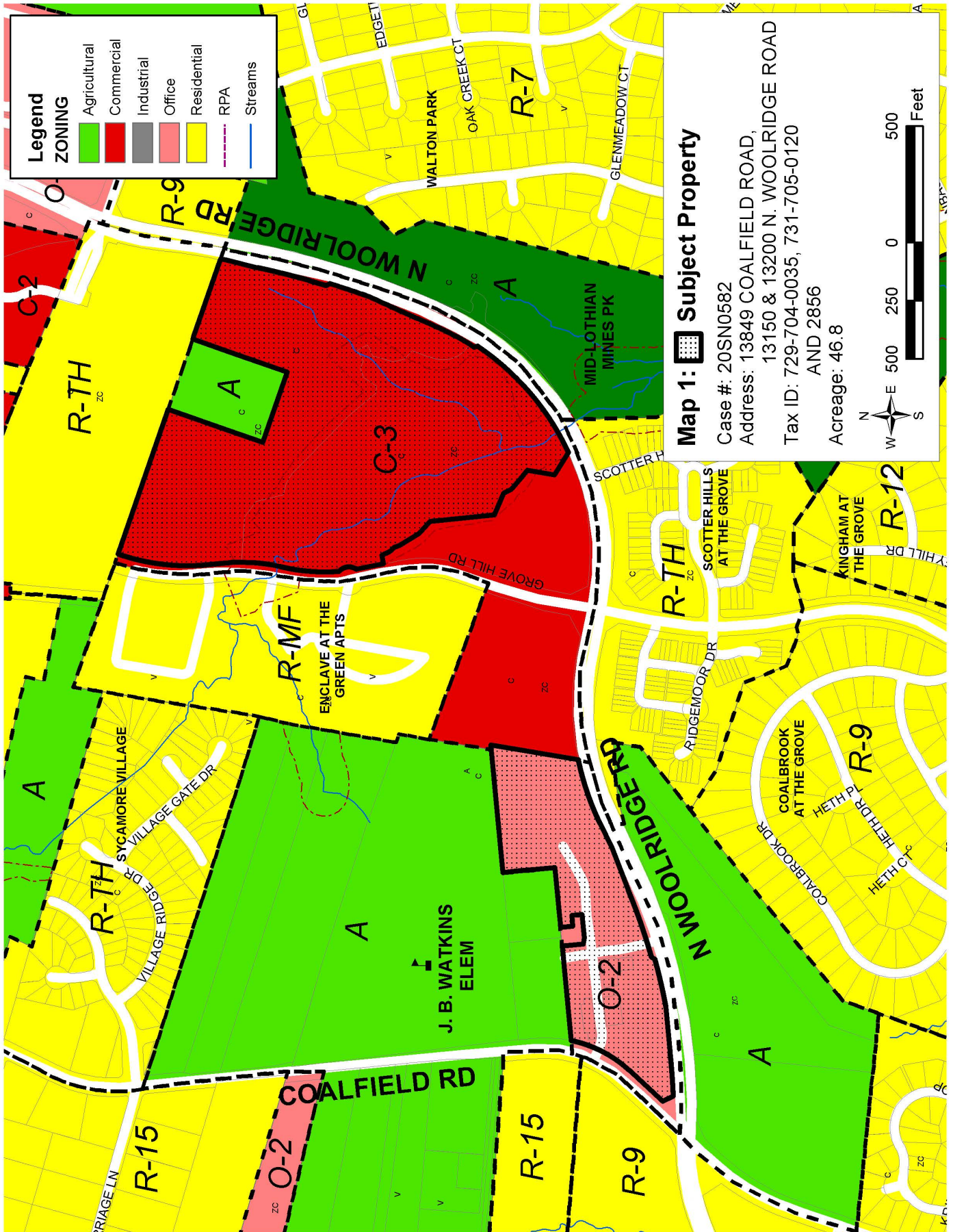
- A. Conditions may be imposed or the property owner may proffer conditions.
- B. Proffered Conditions, a Condition, an exhibit, and approved conditions are located in Attachments 1 - 5.

SUMMARY

A temporary farmers' market with outdoor vendors is planned. Case 13SN0162 previously permitted this use with a time limitation, which expired in January of 2018. The applicants are requesting renewal of this zoning approval for ten (10) years with modifications to the conditions that regulate the location, frequency and operator of the use.

RECOMMENDATIONS

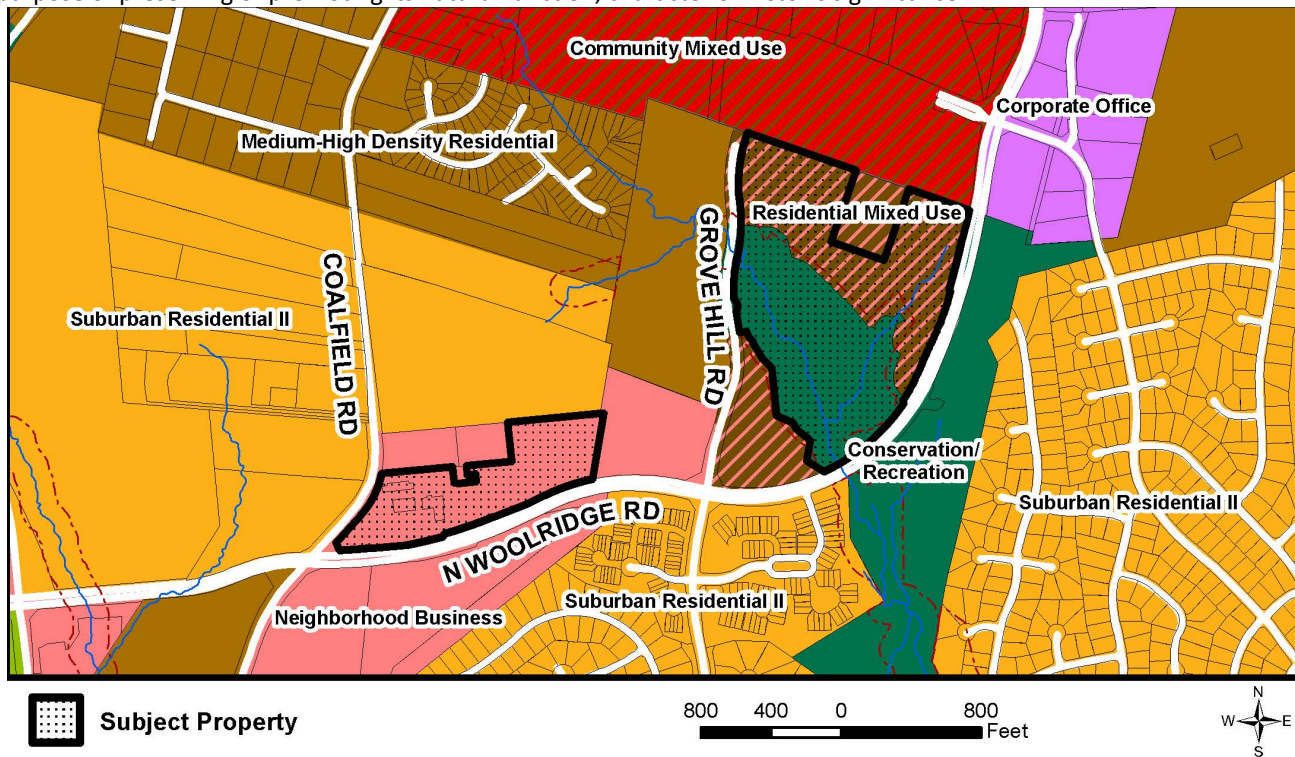
PLANNING COMMISSION	APPROVAL
STAFF	APPROVAL <ul style="list-style-type: none"> The proposed farmers' market provides a unique pedestrian friendly opportunity within the village, complimenting existing and planned historical, cultural, recreational and retail venues. As conditioned, the interim use of the properties will maintain compatibility with existing and anticipated area development.



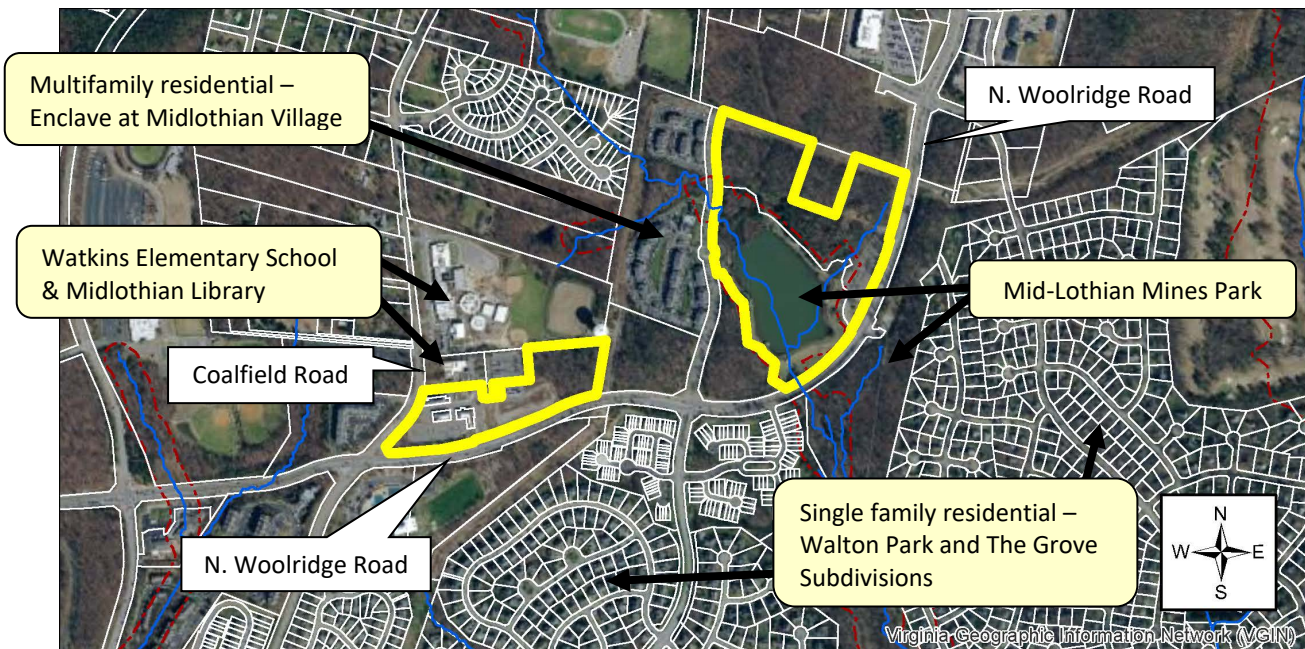
Comprehensive Plan

Classification: NEIGHBORHOOD BUSINESS, RESIDENTIAL MIXED USE, & CONSERVATION/RECREATION

The Neighborhood Business designation suggests the property is appropriate for commercial uses that serve neighborhood-wide trade areas. The Residential Mixed Use designation suggests an integrated mix of higher-density residential development with some smaller scale neighborhood-served uses serving commercial uses is desired in a village-like setting. Conservation/Recreation designation provides for federal, state and county parklands, and privately-owned land held in voluntary public or private trust for the purpose of preserving or promoting its natural function, character or historic significance.



Surrounding Land Uses and Development



PLANNING

Staff Contact: Ryan Ramsey (804-751-4474) ramseyrp@chesterfield.gov

Zoning History

Case Number	Request
91SN0172 Approved (3/1997)	Rezoning to Residential (R-9 and R-12), Residential Townhouse (R-TH), Residential Multi-family (R-MF), Corporate Office (O-2) and Community Business (C-3) with conditional use planned development on a 440 acre tract to permit a mixed use project known as "The Grove". This case incorporated the subject properties, known as Parcels 1 and 8, on the zoning plat submitted with that case. Parcel 1, which includes "Site 1" on Exhibit A, permits office uses, banks and savings and loans. Parcel 8, which includes "Site 2" and "Site 2A", permits C-3 uses along with exceptions for office, residential, outdoor recreational and public/semi-public uses. (Attachment 4)
07SN0140 Approved (12/2206)	Amendment of conditional use planned development (91SN0172) relative to setbacks and building height requirements. The subject properties were included in this amendment.
13SN0162 Approved (1/2013)	Amendment of conditional use planned development (91SN0172) to permit a farmers' market and outdoor vendors in Corporate Office (O-2) and Community Business (C-3) Districts. This use expired in January 2018. (Attachment 5)

Proposal

The applicants request an amendment to zoning approval to permit a temporary farmers' market with outdoor vendors. The request would maintain most of the previously proffered conditions of Case 13SN0162 (Attachment 5), with the following modifications: allow an additional site for the use ("Site 2A", Exhibit A), provide a new operator for the use, outline a process for approval of a new operator by the Director of Planning, increase the zoning approval term from five (5) to (10) years, and expand the permitted days and hours of operation.

The following provides an overview of the conditions offered by the applicant to mitigate the impact of the use on area properties:

General Overview	
Requirements	Details
Use	Temporary farmers market with outdoor vendors. <i>Proffered Condition 1</i>
Ownership & Operation of Use	<ul style="list-style-type: none"> Non-transferrable ownership of use to the applicants Initial operator of use is RVAg, Inc. Operator may be substituted by the property owners, subject to approval by the Director of Planning <i>Proffered Condition 2</i>

General Overview (Continued)	
Requirements	Details
Location of Use	<ul style="list-style-type: none"> Three (3) sites where the use is permitted, depicted on Exhibit A No more than one (1) site may be occupied at a time <i>Proffered Condition 3 & Exhibit A (Attachment 3)</i>
Frequency and Hours of Operation	<ul style="list-style-type: none"> One (1) day per week from April through October Once per month in March, November, and December (coincide with a holiday or special event) Weekday hours: 12 PM to 8 PM Weekend hours: 9 AM to 8 PM <i>Proffered Condition 4</i>
Storage & Trash Removal	<ul style="list-style-type: none"> Prohibits continuous or outside storage, as well as display of merchandise All trash and litter to be removed from the site and parking areas at the end of business, each operating day <i>Proffered Conditions 5 & 6</i>
Time Limitation	Ten (10) year time limitation for the use. <i>Proffered Condition 8</i>
Structures & Signage	No permanent structures or signage permitted. <i>Proffered Condition 9</i>
Sites 2 and 2A Limitations	<ul style="list-style-type: none"> No more than 40 parking spaces may be used on Site 2 for the use of vendors (display, loading/unloading of merchandise) Limitation of 20 vendors on either site Temporary wayfinding signage for pedestrians and vehicle parking area Use may not occupy site until 2021 <i>Condition 1</i>

As conditioned, the use would continue to be compatible with surrounding development, provide a unique pedestrian friendly opportunity within the village, and maintain the village character of the surrounding area.

COUNTY DEPARTMENT OF TRANSPORTATION

Staff Contact: Steve Adams (804-751-4461) 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

The applicant is requesting to amend zoning case 91SN0172 for the Conditional Use Planned Development to permit a farmers' market and outdoor vendors. The zoning case is a local matter and has no direct impact to state right of way, but VDOT offers the following comments. During the site plan review process, VDOT will require trip generations and turn lane warrants for the proposed commercial uses of the existing entrances along Woolridge Road.

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 Midlothian Fire Station, Company Number 5
EMS Facility	The Forest View Volunteer Rescue Squad

Additional Fire and EMS Comments

This request will have minimal impact on Fire and EMS.

UTILITIES

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

The proposal's impacts on the County's utility system are detailed in the chart below:

Water and Wastewater Systems			
	Currently Serviced?	Size of Existing Line	Connection Required by County Code?
Water	No	8"	Yes
Wastewater	No	8"	Yes

Additional Information:

The subject property is located within the mandatory water and wastewater connection area for new non-residential development. The farmers' market use will not require a structure needing public water and wastewater service. This request will have no impact on the public water and wastewater systems.

The Utilities Department supports this case.

PARKS AND RECREATION

Staff Contact: Stuart Connock (804-751-4484) ConnockS@chesterfield.gov

ENVIRONMENTAL ENGINEERING

Staff Contact: Rebecca Rochet (804-748-1028) RochetR@chesterfield.gov

This request will not impact these facilities.

CASE HISTORY

Applicant Submittals

3/2/20	Application submitted
3/27/20	Revised proffered conditions submitted

Community Meeting

4/28/20	Adjacent owner letter mailed to adjoining property owners by the applicants. Due to the COVID-19 health emergency, a traditional community meeting was not conducted for this zoning request. In lieu of a community meeting, citizens or interested persons were asked to submit feedback or comments via e-mail to each of the following individuals: The District Commissioner, the Applicants' contact, and the Planning Department Case Manager.
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Planning Commission

Citizen Comments:

No citizens spoke to this request.

Based on citizen feedback received for the case, Mr. Petroski explained that he would recommend an imposed condition be added to the request. The condition addresses operation of the farmers' market use on Sites 2 and 2A: preserve onsite parking; limit the number of vendors onsite; install temporary wayfinding signage for parking areas and to direct patrons who walk to the Woolridge Road pedestrian tunnel; and a start date of 2021 for these sites.

Action – APPROVAL AND ACCEPTANCE OF THE PROFFERED CONDITIONS IN ATTACHMENT 1 AND SUBJECT TO THE IMPOSED CONDITION IN ATTACHMENT 2

Motion: Petroski **Second:** Hylton

AYES: Freye, Sloan, Hylton, Owens, Petroski

The Board of Supervisors on Wednesday, June 24, 2020, beginning at 6:00 p.m., will consider this request.

PROFFERED CONDITIONS

March 27, 2020

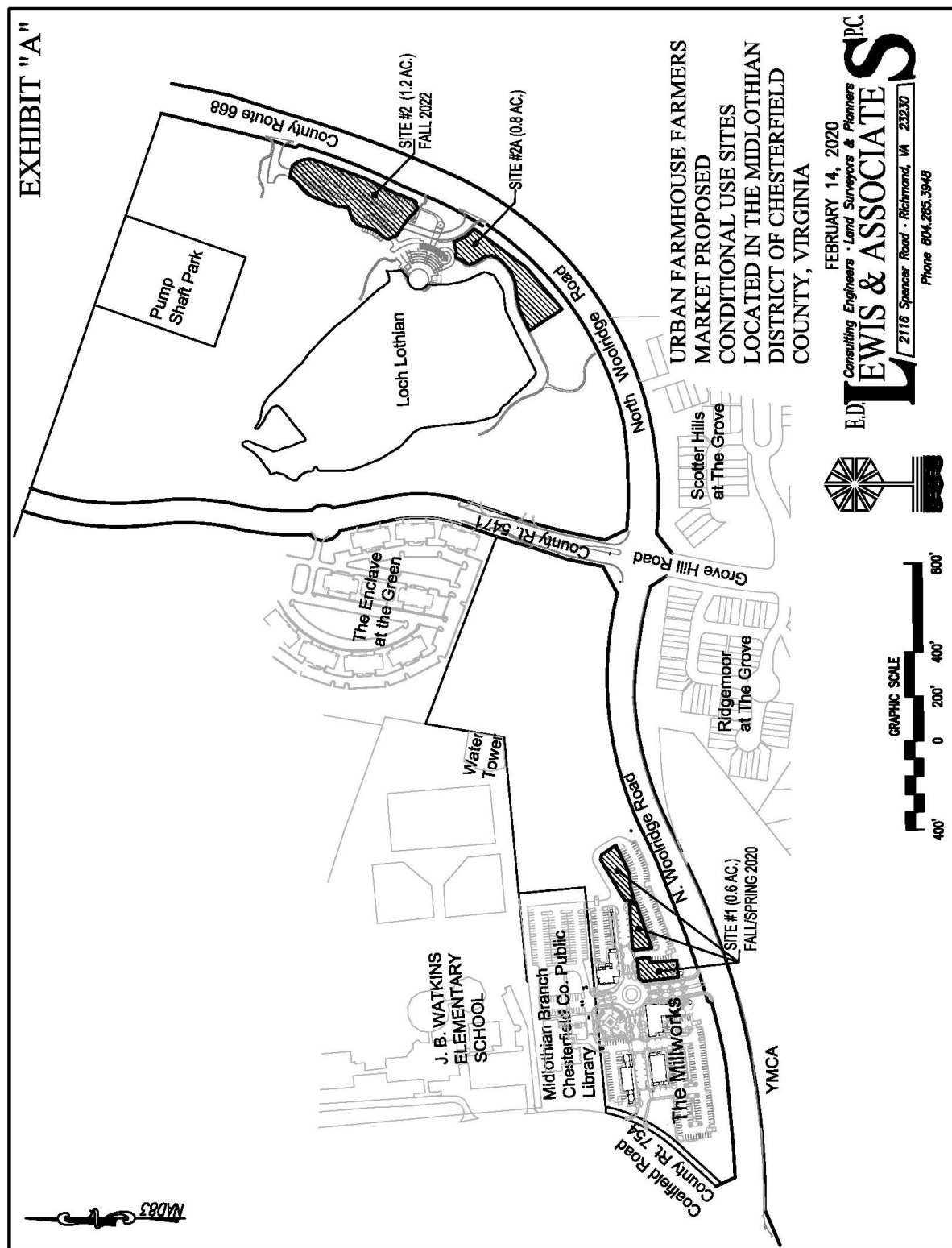
Note: Both the Planning Commission and staff recommend acceptance of the following proffered conditions, as offered by the applicant.

1. Use Permitted. This use exception shall be for the operation of a temporary farmers market with outdoor vendors. (P)
2. Transferable Ownership. The use shall be exclusively granted to the landowners, GRCRE LLC, LATC LP, and MidloGreen LLC, and shall not run with the land. The temporary farmers' market and outdoor vendor shall initially be operated by RVAg, Inc. The landowners may substitute a new qualified operator experienced with such markets, subject to the approval by the Director of Planning. Such request shall be submitted thirty (30) days prior to any change of the operator. (P)
3. Location of Use. All activities associated with the farmers' market and outdoor vendors (including booths and merchandise displays) shall be located within the areas (i.e. sites) identified on Exhibit A, titled "URBAN FARMHOUSE FARMERS MARKET PROPOSED CONDITIONAL USE SITES LOCATED IN THE MIDLOTHIAN DISTRICT OF CHESTERFIELD COUNTY, VIRGINIA", and dated February 14, 2020. No more than one (1) of the three (3) identified sites shall be used at a time. (P)
4. Hours of Operation. The use shall be permitted to operate one (1) day per week from April through October. In the months of March, November, and December, one (1) farmers' market and outdoor vendors event shall be permitted once a month in conjunction with a holiday or special event (e.g. Easter, Thanksgiving, Christmas, foot race).
 - a. Weekday Hours. Use shall operate between 12 PM to 8 PM.
 - b. Weekend Hours. Use shall operate between 9 AM to 8 PM. (P)
5. Continuous & Overnight Storage. No continuous or overnight storage, as well as display of merchandise, shall be permitted. (P)
6. Litter & Trash Removal. The property owner shall be responsible for the removal of litter from the sites and parking areas at the close of business, each operating day. (P)
7. Time Limitation. This use exception approval shall be granted for a period not to exceed ten (10) years from the date of approval. (P)
8. Permanent Structures & Signage. There shall be no permanent structures or signage erected to accommodate or identify this use. (P)

CONDITION
Note: Both the Planning Commission and staff recommend acceptance of the following condition, as imposed by the Planning Commission.

1. Operation of Use on Sites 2 & 2A. When either Site 2 or 2A (as shown on Exhibit A) is used for a temporary farmers market with outdoor vendors (“the use”), the following restrictions shall apply:
 - a. Parking. No more than forty (40) of the existing ninety-three (93) parking spaces shall be occupied by the vendors of the use on Site 2. The remaining parking spaces shall be maintained for visitors and patrons of the use.
 - b. Vendors. No more than twenty (20) vendors shall be permitted to participate for this use during each operating day.
 - c. Temporary Wayfinding Signage for Parking Area. During the operation of the use, the operator shall post temporary signs on the request property frontage (adjacent to Sites 2 and 2A) to direct vehicular traffic to the parking area on Site 2. This signage shall be removed at the close of business, each operating day.
 - d. Temporary Wayfinding Signage for Pedestrians. During the operation of the use, the operator shall post temporary signs on the request property to direct pedestrian traffic to and from the Woolridge Road pedestrian tunnel from the use on Site 2 or 2A. This signage shall be removed at the close of business, each operating day.
 - e. Site Usage Prior to 2021. Sites 2 and 2A may not host the use before 2021. (P)

EXHIBIT A - CONCEPTUAL SITE LAYOUT



F:\DWG5\21609 VILLAGE GREEN OFFICE\Farmers Market Exhibit\21609-Farmers Market Exhibit.dwg, Model, 2/18/2020 5:11:22 PM, Jim, DWG To PDF.pc3

**APPROVED CONDITION – CASE 91SN0172
(TEXTUAL STATEMENT FOR PARCELS 1 & 8)**

TEXTUAL STATEMENT

This request is to rezone from A to the following districts with conditional use planned development (CUPD), as delineated on the Zoning Plat prepared by E. D. Lewis & Associates dated October 26, 1994, and revised December 27, 1996 ("the Plan").

II. The following parcels will be rezoned from Agricultural (A) to the indicated classifications with CUPD and proffered conditions:

Parcel 1

Corporate Office (O-2) with CUPD to permit banks and savings and loan associations with or without an outside public address system and with or without drive-in windows.

Parcel 8

Community Business (C-3) with CUPD to permit retail, office, residential, outdoor recreational, and public/semi-public uses, and with bulk and use exceptions to C-3 requirements to permit application of the Midlothian Village Core Development Standards.

APPROVED CONDITIONS – CASE 13SN016213SN0162

In Midlothian Magisterial District, Midlogreen, LLC and TAK TENT L.P. (GRCRE, LLC) request amendment of conditional use planned development (Case 91SN0172) and amendment of zoning district map to permit a farmers market and outdoor vendors in Corporate Office (O-2) and Community Business (C-3) Districts on 30.2 acres located on the northeast corner of North Woolridge and Coalfields Roads and fronting 1160 feet on the west line of North Woolridge Road, 490 feet south of Walton Park Road. Density will be controlled by zoning conditions or ordinance standards. The Comprehensive Plan suggests the property is appropriate for planned transition area, village square and village fringe uses. Tax IDs 728-704-9939 and 731-705-2856.

Mr. Tompkins presented a summary of Case 13SN0162 and stated both the Planning Commission and staff recommended approval subject to the conditions.

Mr. William Gardner, representing the applicant, accepted the conditions.

Ms. Jaeckle called for public comment.

There being no one to speak to the request, the public hearing was closed.

Mr. Gecker expressed his appreciation to the applicant and stated the farmers' market will be a great addition to the quality of life in the village.

Mr. Gecker then made a motion, seconded by Mr. Warren, the Board approved Case 13SN0162, subject to the following conditions:

1. The conditional use shall be granted to MidloGreen, LLC and Tak Tent L.P. (GRCRE, LLC) exclusively and shall not be transferrable or run with the land. The farmers' market shall only be operated by Grow RVA. (P)
2. All activities associated with the market and vendors, including booths and merchandise displays shall be located within the areas identified as Sites 1 or 2 on Exhibit A. (P)
3. The market and vendors shall be permitted to operate from April through December on Saturdays from 1:00 p.m. until 5:00 p.m. (P)
4. No continuous or overnight storage or display of merchandise shall be permitted. (P)

13-43

01/23/13

5. The property owner shall be responsible for the removal of litter from the market and parking areas at the close of business each operating day. (P)
6. The farmers' market shall not operate simultaneously on Sites 1 and 2, as identified on Exhibit A. (P)
7. This conditional use approval shall be granted for a period of five (5) years from the date of approval. (P)
8. There shall be no permanent structures or permanent signage erected to accommodate or identify this use. (P)

Ayes: Jaeckle, Elswick, Warren, Holland and Gecker.

Nays: None.

13-44

01/23/13

ZONING OPINION NUMBER: 20ZO0312



RECEIVED

MAR 02 2020

DIRECTOR PLANNING DEPT

DISCLOSURE AFFIDAVIT
LAND USE APPLICATION

I, William V Garner, 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):

731-705-0120

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>
LATC LLC	44 Cobblestone Circle, Richmond, VA, 23238	Title Owner
Tak Tent LP	44 Cobblestone Circle, Richmond, VA, 23238	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>
Tak Tent LP	44 Cobblestone Circle, Richmond, VA, 23238	LATC LLC
Thomas F. Garner, Jr	44 Cobblestone Circle, Richmond, VA, 23238	Tak Tent LP
William V Garner	44 Cobblestone Circle, Richmond, VA, 23238	Tak Tent LP

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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Tak Tent LP	44 Cobblestone Circle, Richmond, VA, 23238	LATC LLC
Thomas F. Garner, Jr	44 Cobblestone Circle, Richmond, VA, 23238	Tak Tent LP
William V Garner	44 Cobblestone Circle, Richmond, VA, 23238	Tak Tent LP

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
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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 V. Garner
William V Garner

STATE OF Virginia

COUNTY/CITY OF Henric to-wit:

This day William V Garner personally appeared before

me, Kafui AYASSOU, a Notary Public in and for the County and State

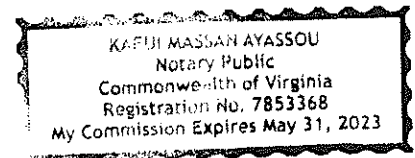
aforesaid, and swore or affirmed that the matters stated in the foregoing Zoning Opinion Disclosure Affidavit are true to the best of his/her knowledge and belief.

Given under my hand this 27 day of February, 2020.

Kafui
Notary Public

Registration No. 7853368

My Commision expires: 05/31/2023



ZONING OPINION NUMBER: 20ZO0312



DISCLOSURE AFFIDAVIT
LAND USE APPLICATION

RECEIVED

MAR 02 2020

DIRECTOR PLANNING DEPT

I, William V Garner, 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):

729-704-0035

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>
Thomas F. Garner, Jr	44 Cobblestone Circle, Richmond, VA, 23238	Title Owner
William V Garner	44 Cobblestone Circle, Richmond, VA, 23238	Title Owner
Kyle Woolfolk	435 Southlake Boulevard, Richmond VA 23236	Title Owner
Alec Woolfolk	435 Southlake Boulevard, Richmond VA 23236	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>
Tak Tent LP	44 Cobblestone Circle, Richmond, VA, 23238	MIDLOGREEN LLC
Thomas F. Garner, Jr	44 Cobblestone Circle, Richmond, VA, 23238	MIDLOGREEN LLC
William V Garner	44 Cobblestone Circle, Richmond, VA, 23238	MIDLOGREEN LLC
Kyle Woolfolk	435 Southlake Boulevard, Richmond VA 23236	MIDLOGREEN LLC
Alec Woolfolk	435 Southlake Boulevard, Richmond VA 23236	MIDLOGREEN LLC
Intercapital LLC	435 Southlake Boulevard, Richmond VA 23236	MIDLOGREEN LLC

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>
Thomas F. Garner, Jr	44 Cobblestone Circle, Richmond, VA, 23238	Tak Tent LP
William V Garner	44 Cobblestone Circle, Richmond, VA, 23238	Tak Tent LP
Kyle Woolfolk	435 Southlake Boulevard, Richmond VA 23236	Intercapital LLC
Alec Woolfolk	435 Southlake Boulevard, Richmond VA 23236	Intercapital 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>
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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 V Garner
William V Garner

STATE OF Virginia

COUNTY/CITY OF Henrico to-wit:

This day William V Garner personally appeared before

me, Kafui AYASSOU, 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.

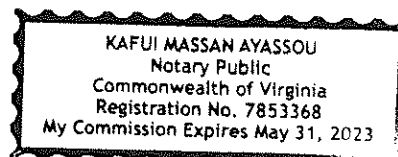
Given under my hand this 27 day of February, 20 20.

Mteeeey

Notary Public

Registration No. 7853368

My Commission expires: 05/31/2023



ZONING OPINION NUMBER: 20ZO0312



DISCLOSURE AFFIDAVIT
LAND USE APPLICATION

RECEIVED

MAR 02 2020

DIRECTOR PLANNING DEPT

I, William V Garner, 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):

731-705-2856

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>
GRCRE LLC ET AL	44 Cobblestone Circle, Richmond, VA, 23238	Title Owner
Tak Tent LP	44 Cobblestone Circle, Richmond, VA, 23238	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>
Tak Tent LP	44 Cobblestone Circle, Richmond, VA, 23238	GRCRE LLC ET AL
Thomas F. Garner, Jr	44 Cobblestone Circle, Richmond, VA, 23238	Tak Tent LP
William V Garner	44 Cobblestone Circle, Richmond, VA, 23238	Tak Tent LP

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>
-------------	----------------	----------------------------

Tak Tent LP	44 Cobblestone Circle, Richmond, VA, 23238	GRCRE, LLC
Thomas F. Garner, Jr	44 Cobblestone Circle, Richmond, VA, 23238	Tak Tent LP
William V Garner	44 Cobblestone Circle, Richmond, VA, 23238	Tak Tent LP

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: William V. Garner
William V Garner

STATE OF Virginia

COUNTY/CITY OF Henrico to-wit:

This day William V Garner personally appeared before

me, Kafui AYASSOU, 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.

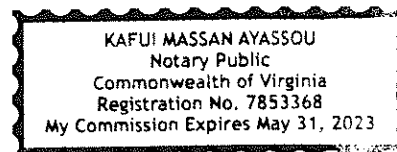
Given under my hand this 27 day of February, 20 20

Kafui

Notary Public

Registration No. 7853368

My Commision expires: 05/31/2023





**CHESTERFIELD COUNTY
BOARD OF SUPERVISORS
AGENDA**

Meeting Date: June 24, 2020

Item Number: 16.A.

Subject:

To Consider Amending Lease of County Property at 3701 James River Road

Board Action Requested:

Approve an Amendment to the Lease of County Property at 3701 James River Road with New Cingular Wireless PCS, LLC.

Summary of Information:

In 2008 the county leased space at 3701 James River Road for the installation of a communications tower and associated communications equipment. The current term of the lease will expire on March 14, 2023. New Cingular Wireless PCS has requested that the lease be amended to include up to five additional 60 month renewal terms. Rent will be \$13,250 annually with 2% annual increases.

Approval is recommended.

Attachments:

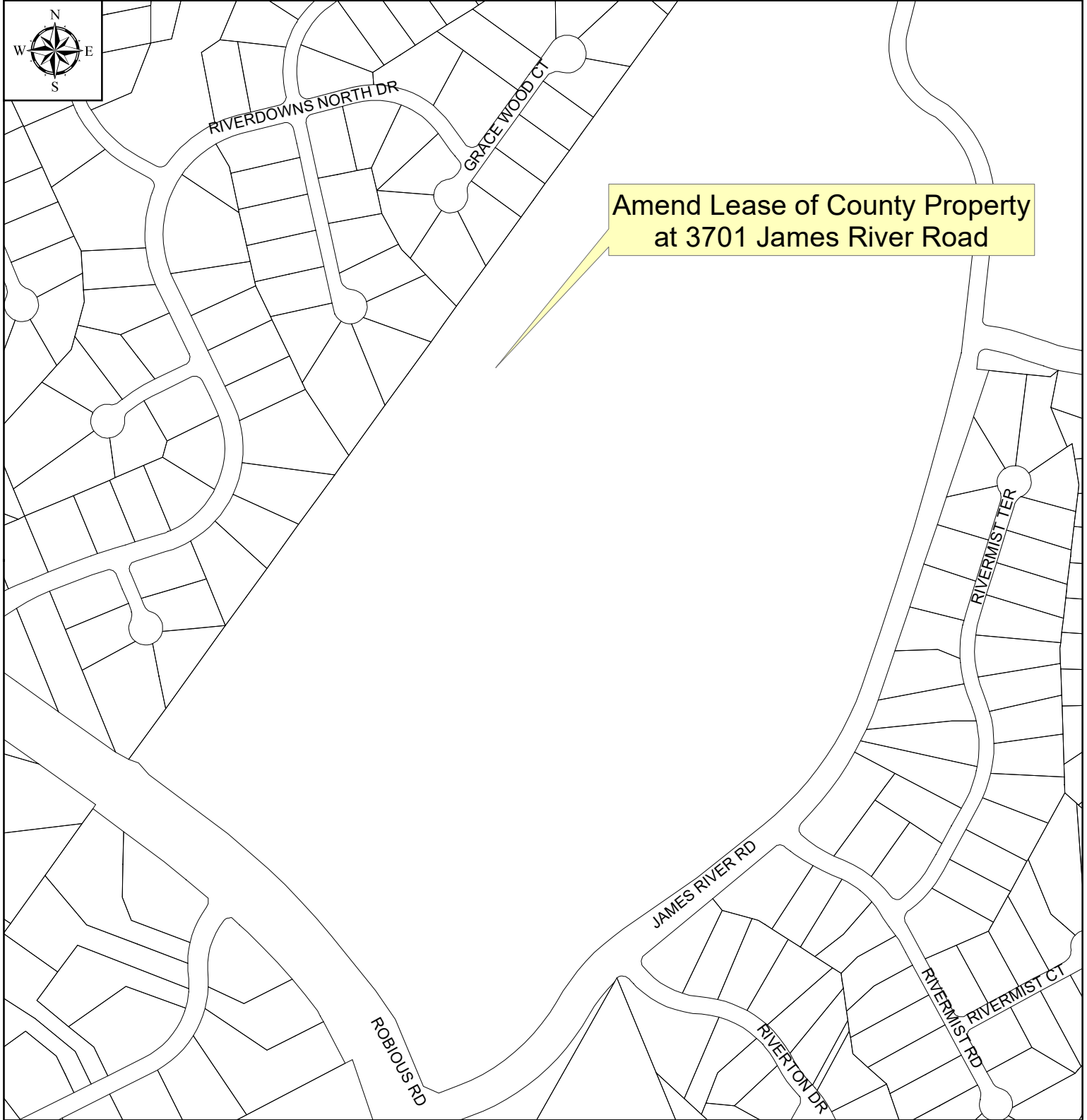
1. 3701 James River Road Vicinity Sketch

Preparer: Dean Sasek, Real Property Manager

Approved By:



Board of Supervisors Meeting - June 24, 2020
PUBLIC HEARING: Amend Lease of County Property at 3701 James River Road



Chesterfield County
Real Property Office

SasekD 06-04-2020



1 inch = 400 feet





**CHESTERFIELD COUNTY
BOARD OF SUPERVISORS
AGENDA**

Meeting Date: June 24, 2020

Item Number: 16.B.

Subject:

To Consider Amending Lease of County Property at 2750 Drewrys Bluff Road

Board Action Requested:

Approve an amendment to the lease of county property at 2750 Drewrys Bluff Road with American Tower Corporation.

Summary of Information:

In 2013 the county leased space at 2750 Drewrys Bluff Road for the installation of a communications tower and associated communications equipment. The current term of the lease will expire on January 14, 2023. American Tower Corporation has requested that the lease be amended to include up to five 5-year renewal terms. Rent will be \$17,280 annually with a 10% increase each renewal term.

Approval is recommended.

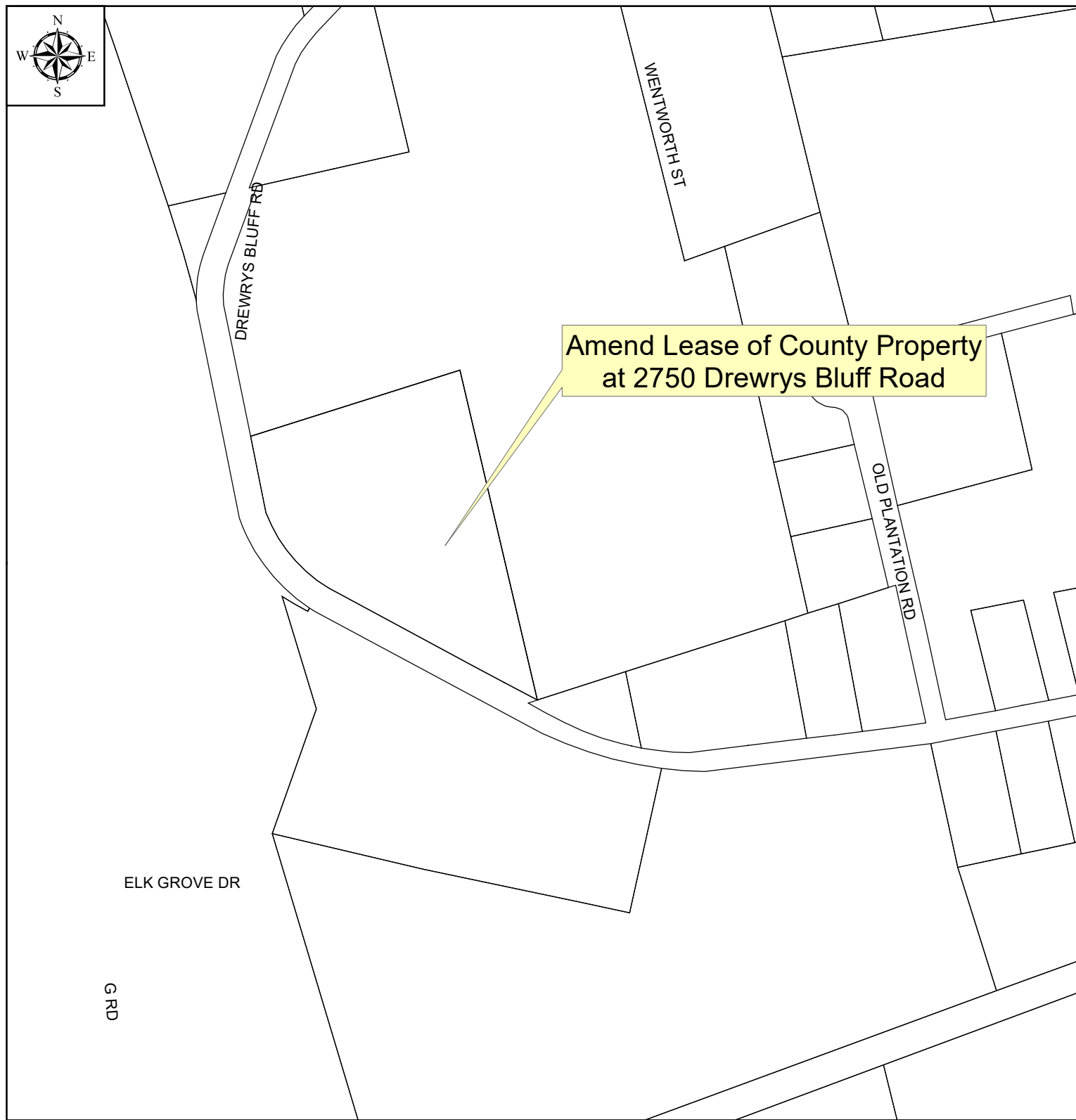
Attachments:

1. 2750 Drewrys Bluff Road Vicinity Sketch

Preparer: Dean Sasek, Real Property Manager

Approved By:

Board of Supervisors Meeting - June 24, 2020
Amend Lease of County Property at 2750 Drewrys Bluff Road



Chesterfield County
Real Property Office

SasekD 06-04-2020



1 inch = 200 feet





**CHESTERFIELD COUNTY
BOARD OF SUPERVISORS
AGENDA**

Meeting Date: June 24, 2020

Item Number: 16.C.

Subject:

To Consider Amending County Code Section 9-132 to Increase the \$10 Courthouse Security Fee to \$20

Board Action Requested:

Adopt proposed amendments to Section 9-132 after a public hearing.

Summary of Information:

Pursuant to State law, the County imposes a fee of \$10 as part of the costs in each criminal or traffic case in district or circuit court in which the defendant is convicted of a violation of any statute or ordinance. The assessment is collected by the Clerk of the Court in which the case is heard, remitted to the Treasurer, and appropriated to the Sheriff's department. According to § 53.1-120, Code of Virginia, this assessment must be used solely for the funding of courthouse security personnel, and, if requested by the Sheriff, equipment and other personal property used in connection with courthouse security.

As a result of the 2020 General Assembly Session, an amendment to state law authorizes the County to increase the fee from \$10 to \$20 effective July 1, 2020. As the existing \$10 fee generates approximately \$400,000 annually, it is estimated that the increase of the fee to \$20 will double the annual fee revenue to approximately \$800,000. New revenues would be used for courthouse security or other purposes in accordance with applicable state law.

The recently adopted FY21 Budget reflected this increase in fee revenue in anticipation of final Board approval after a public hearing. Staff recommends approval of this ordinance amendment.

Attachments:

1. Ordinance amendment 9-132

Preparer: Andrea Peek, Director of Budget and Management

Approved By:

AN ORDINANCE TO AMEND THE CODE OF THE COUNTY
OF CHESTERFIELD, 1997, AS AMENDED, BY AMENDING
AND RE-ENACTING SECTION 9-132 RELATING TO THE COLLECTION
OF FEES FOR COURTHOUSE SECURITY

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

(1) *That Section 9-132 of the Code of the County of Chesterfield, 1997, as amended, is amended and re-enacted to read as follows:*

Sec. 9-132. – Collection of processing fees for persons admitted to jail following conviction and fees for courthouse security.

(a) (1) In addition to any other fees prescribed by law, a \$25.00 processing fee is hereby imposed on every individual admitted to the county or regional jail following conviction in a district or circuit court.

(2) This processing fee shall be ordered as a part of court costs collected by the clerk, deposited into the account of the county treasurer, and shall be appropriated to the sheriff to defray the costs of processing arrested persons into the jail.

(b) (1) In addition to any other fees prescribed by law, a fee of ~~\$10.00~~ \$20.00 is hereby imposed in each criminal and traffic case in which the defendant is convicted of a violation of any statute or ordinance. The clerks of the district and circuit courts shall charge and collect this fee as a part of the fees taxed as costs.

(2) After collection by the clerk of the court in which the case is heard, the fee shall be remitted to the county treasurer and held by the county treasurer to be appropriated by the board of supervisors to the sheriff's office for funding courthouse security personnel, and, if requested by the sheriff, equipment and other personal property used in connection with courthouse security.

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

0637:117280.1



**CHESTERFIELD COUNTY
BOARD OF SUPERVISORS
AGENDA**

Meeting Date: June 24, 2020

Item Number: 16.D.

Subject:

To Consider Code Amendment Relative to Computer Controlled Variable Message Electronic (EMC) Sign and Communication Tower Zoning Fees (20PJ0116)

Board Action Requested:

Following a public hearing adopt 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. The recent change to allow Computer Controlled Variable Message Electronic (EMC) signs as a restricted use has addressed the primary uses of such signs. The amendment would make zoning fees related to the use the same as other similar zoning applications where exceptions are requested to ordinance restrictions. In addition, recent changes in state code has resulted in a need to amend fees related to Communication Tower fees.

The revised Conditional Use or Conditional Use Planned Development fee for EMC application would change from \$ 2,100.00 plus \$ 100.00 per acre in excess of one acre to \$ 1,400.00 plus \$ 70.00 per acre in excess of one acre. For Communication Tower Conditional Use, Conditional Use Planned Development or Substantial Accord the application fee would change from \$7,500.00 plus \$ 100.00 per acre in excess of one acre to \$ 4,000.00, with no acreage fee.

Attachments:

1. Ordinance Amendment 19.1-41 re Controlled Variable Message Electronic Sign and Communication Tower Zoning Fees (002)
2. 20PJ 0116 EMC and Tower Fee BOS June PPT

Preparer: Andrew Gillies, Director of Planning

Approved By:

AN ORDINANCE TO AMEND THE CODE OF THE COUNTY OF CHESTERFIELD,
1997, AS AMENDED, BY AMENDING AND REENACTING SECTION 19.1-41 OF THE
ZONING ORDINANCE RELATIVE TO CONTROLLED VARIABLE MESSAGE
ELECTRONIC (EMC) SIGN AND COMMUNICATION TOWER ZONING FEES

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

(1) That Section 19.1-41 of the Code of the County of Chesterfield, 1997, as amended, is amended and re-enacted, to read as follows:

Chapter 19.1

ZONING
OOO

Sec. 19.1-41. Fees.

The fees shown in Tables 19.1-41.A., B. and C. shall be submitted in conjunction with the specified application or request, provided, however, fees for a single application shall not exceed \$75,000. Fees shall be waived for any County department or agency excluding the Chesterfield County Airport, Utilities Department and Public Schools.

Except where otherwise stated, each application shall be limited to either a single lot, a combination of lots provided the lots are contiguous to each other, or any combination of lots which were the subject of the same condition of a zoning approval.

Acreage fees shall be prorated on any portion in excess of each whole acre.

Table 19.1-41. A. Planning Commission and Board of Supervisors Application Fees

Application Type		Fee (in dollars)
Rezoning		1400 plus 70 per acre in excess of 1 acre ^{[1][2]}
Conditional Use or Conditional Use Planned Development^[3]	Communication Tower	4000 7500 plus 100 per acre in excess of 1 acre ^[2]
	Computer Controlled Variable Message Electronic (EMC) Sign	2100 plus 100 per acre in excess of 1 acre
	Landfill, Quarry, Mine or Borrow Pit	7500 plus 100 per acre in excess of 1 acre ^[2]
	Adult Business	7500 plus 100 per acre in excess of 1 acre ^[2]
	Use Incidental to Principal Dwelling to include Family Day Care Home	300 ^[2]
	Recreational Facility and Grounds Primarily Serving Surrounding Residential Community	300 ^[2]
	All Others	1400 plus 70 per acre in excess of 1 acre ^{[1][2]}
Substantial Accord	Communication Tower	4000 7500 plus 100 per acre in excess of 1 acre ^[2]
	All Others	1400 plus 70 per acre in excess of 1 acre ^[2]
Manufactured Home Permit		200
Resource Protection Area Exception	Single Family Dwelling or Accessory Use to Single Family Dwelling	300
	All Others	2300
Amend Conditions of Previously Approved Application^[3]	Use Incidental to Principal Dwelling to include Family Day Care Home or Resource Protection Area Single Family Dwelling	300 ^[2]
	Recreational Facility and Grounds Primarily Serving Surrounding Residential Community	300 ^[2]
	Manufactured Home Permit	200
	All Others	2000 for first 2 conditions plus 1000 for each condition thereafter (includes condition of textual statement) ^{[1][2]}
Deferral Request by Applicant of Planning Commission or Board of Supervisors' Public Hearing/Meeting^[3]		1000 for first deferral plus 2000 for each deferral thereafter ^[1]

Notes for Table 19.1-41.A.

- [1] For any office, commercial or industrial use within an enterprise zone, enterprise subzone or technology zone as designated by the county code, an application fee shall not be required provided the director of planning determines that the request is in compliance with the comprehensive plan.
- [2] One application may be made for any combination of the requests footnoted as [2]. The fee for any combination of these requests shall not be cumulative; rather the fee shall be based upon the category having the highest fee.
- [3] If a use does not conform to the zoning district in which located, a business license was issued for the use, and the holder of the license has operated continuously in the same location for at least 15 years and paid all local taxes for the use, the holder of the business license shall be exempt from the fee when applying for approval to permit the use.

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

1928:116650.1

20PJ0016

Code Amendment

Computer Controlled Variable Message Electronic
(EMC) Sign and Communication Tower
Rezoning Fees

EMC Fee

- Adjust fees for Conditional Use or Conditional Use Planned Development
- Current fee: \$ 2,100 plus 100 per acre in excess of 1 acre
- Proposed fee: \$ 1,400 plus 70 per acre in excess of 1 acre

Telecommunication Tower Fees

- State Code § 15.2-2316.4:1. addresses permitted fees for wireless facilities and wireless support structures.
 - Limits fee charged for standard(zoning) for such use to that of application processing
- Current fee: \$7500 plus \$100 per acre in excess of 1 acre
 - Costs vary per application.
 - Recent examples show fees greater than the standard CU fee
- Proposed fee: \$4000 with no acreage fee

Request

CPC and Staff
Recommend Board Adopt the
Proposed Code Amendment



**CHESTERFIELD COUNTY
BOARD OF SUPERVISORS
AGENDA**

Meeting Date: June 24, 2020

Item Number: 16.E.

Subject:

To Consider Code Amendment Relative to Computer Controlled Variable Message Electronic (EMC) Sign Resolution Standards (20PJ0113)

Board Action Requested:

Following a public hearing adopt 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. The amendment, among other things, establishes a resolution (pixel pitch) standard for Computer Controlled Variable Message Electronic (EMC) signs. Staff, through evaluation of other local ordinances and industry standards, has recommended standards to require that high resolution EMC signs be utilized. In addition, the term fixed message electronic signs has been redefined to apply to designate as signs having numeric character display only and includes revised standards regarding use and display of such signs.

Attachments:

1. Ordinance Amendment to 19.1-53 19.1-277 and 19.1-570 re Electronic Signs
2. 20PJ 0113 EMC Resolution BOS June PPT

Preparer: Andrew Gillies, Director of Planning

Approved By:

AN ORDINANCE TO AMEND THE CODE OF THE COUNTY OF CHESTERFIELD,
1997, AS AMENDED, BY AMENDING AND REENACTING SECTIONS 19.1-53, 19.1-277
& 19.1-570 OF THE ZONING ORDINANCE RELATIVE TO STANDARDS FOR
COMPUTER CONTROLLED VARIABLE MESSAGE ELECTRONIC (EMC) SIGN
RESOLUTION, CHANGEABLE COPY SIGNS AND ENTERTAINMENT, RECREATIONAL
AND ATHLETIC FACILITY SIGNS

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

(1) That Sections 19.1-53, 19.1-277 & 19.1-570 of the Code of the County of Chesterfield, 1997, as amended, are amended and re-enacted, to read as follows:

Chapter 19.1

ZONING

OOO

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.

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Sign, changeable copy

R-88, R-40, R-25, R-15, R-12, R-9, R-7, R-C Districts

R-TH, R-MF Districts

MH District

A District

O-1, O-2 Districts

C-1, C-2, C-3, C-4, C-5 Districts

I-1, I-2, I-3 Districts:

- a. Except as stated herein, sign complies with Article IV. Division 6.;
- b. Sign is not located on A, MH, R, R-TH or R-MF property unless the property is occupied by a church, place of worship, public park or school or the sign serves as the residential community entrance sign at the primary entrance into a development having community open space and recreational facilities;
- c. Sign is not incorporated into a nonconforming sign;
- d. In projects with outparcels, signs are spaced 30 feet apart;
- e. Changeable copy is integrated into a permitted freestanding sign per 19.1-276.B.;
- f. Except for an outdoor advertising sign which is governed by Sec. 19.1-279, changeable copy ~~is incorporated~~ shall be designed as an integral component of ~~into~~ a monument sign compatible with the architectural style of the principal building which it serves provided that if the principal building does not conform to the architectural standards

- of the Design District in which located, the director of planning may approve a monument sign that has an alternative architectural style. For a permitted outdoor advertising sign, changeable copy is incorporated into sign structure meeting sign design requirements of Sec. 19.1-279;
- g. Changeable copy for outdoor advertising sign which is governed by Sec. 19.1-279 shall be limited to computer controlled variable message electronic sign (EMC);
 - h. ~~Except for an outdoor advertising sign which is governed by Sec. 19.1-279, or where the only changeable copy is computer controlled variable message electronic sign (EMC),~~ a permitted freestanding sign area may be increased by 25 percent for the purpose of including manual ~~or fixed message electronic~~ changeable copy, provided the area by which the sign is increased is used solely for such changeable copy. The area of manual changeable ~~copy or fixed message electronic copy~~ is limited to one-half or less of the total area of the sign face;
 - ~~h.i. Fixed message electronic display shall be limited to one-third of permitted sign face and shall default to blank copy if there is a malfunction in the device; and~~
 - i.j. For an outdoor advertising sign which is governed by Sec. 19.1-279, or where the only changeable copy is computer controlled variable message electronic sign (EMC) copy, the area of changeable copy may include entire sign face.

Sign, computer controlled variable message electronic sign (EMC):

R-88, R-40, R-25, R-15, R-12, R-9, R-7, R-C Districts

R-TH, R-MF Districts

MH-2, MH-3 Districts

A District

O-1, O-2 Districts

C-1, C-2, C-3, C-4, C-5 Districts

I-1, I-2, I-3 Districts:

- a. Sign complies with restrictions of changeable copy sign and outdoor advertising sign as applicable;
- b. Sign is not incorporated into a nonconforming sign or a sign containing manual copy;
- c. Except for a permitted outdoor advertising sign, sign is not located in Belmont Turner Area Central, Bon Air Special Design District, Chester Area Central, Midlothian Area West or Route 10 Area North as shown on the zoning map;
- d. Excluding copy that includes only current time of day or outdoor temperature, ~~Interval~~ of copy change for a permitted EMC sign is limited as follows:
 - 5 minutes for property located in A, MH, R, R-TH, R-MF districts, if such sign is the freestanding sign for property occupied by a church, place of worship, public park or school. Any other EMC located in A, MH, R, R-TH, R-MF districts shall only be permitted by conditional use and may be subject to more restrictive standards than this section;
 - 1 minute for property located outside of a mixed-use or nonresidential community in O, C and I districts or an outparcel within such a community;

- 10 seconds for mixed-use or nonresidential community sign; or
- 10 seconds for outdoor advertising sign;
- e. Excluding copy that includes only current time of day, date or outdoor temperature, cCopy changes simultaneously;
- f. Copy does not move, or give the illusion of movement, such as, blink, scroll, flash, spin, fly in/out, scintillate or similar effects; however, copy may fade as transition to next copy;
- g. Copy is limited to a still image or lines of text;
- h. Excluding outdoor advertising signs greater than 200 square feet (s/f) in area, displays shall be high resolution having no larger than 12 mm pixel pitch. Outdoor advertising signs greater than 200 s/f and less than 400 s/f shall have a maximum pixel pitch of 16 mm. Outdoor advertising signs greater than 400 s/f shall have a maximum pixel pitch of 20 mm;
- ~~g.~~
- ~~h.~~i. Sign defaults to blank copy if there is a malfunction in device;
- ~~i.~~j. Sign does not display coordinated messages which are intended to be continued on opposite sign face, other signs on-site or signs off-site;
- ~~j.~~k. A photocell or other device is used that automatically adjusts brightness according to ambient conditions; and
- ~~k.~~l. Brightness does not exceed 0.3 foot candles above ambient light as measured at a distance in feet that is the square root of the sign area in square feet multiplied by 100
(Distance from Sign= $\sqrt{\text{Sign Area (Sq. ft)} \times 100}$).

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Sec. 19.1-277. Additional Signs.

The signs in this section shall be in addition to other signs permitted by this division.

1. **Freestanding Sign at Entrances to Projects in O, C and I Districts.** 2 on-site signs, each not to exceed 4 square feet and a height of 5 feet, shall be permitted at each road entrance to a project. Signs shall be limited to 2 colors, one for lettering and one for background. Lighting shall be limited to internal means.
2. **Freestanding Signs at Entrances to Establishments O, C and I Districts Located Outside a Nonresidential Community that Share Access to a Road.** Where 2 establishments are required by the transportation department to share access to a road, each establishment shall be allowed 1 sign, either on- or off-site, along the shared access. Each sign shall not exceed 4 square feet and a height of 5 feet.
3. **Freestanding Off-site Signs for Specific Public and Semi-Public Places.** Assembly uses exceeding 10,000 gross floor area, hospitals on greater than 25 acres, transit uses, or other public uses without a direct entrance to a major arterial road shall be permitted

1 off-site sign. If the signs are located on a major arterial road, 2 signs shall be permitted on opposite sides of such road. Signs shall not exceed 7 square feet and a height of 7 feet.

4. **Drive-through Facility Stacking Lane Signs.** Adjacent to each stacking lane, 2 signs shall be permitted provided they are not legible from off site. Signs shall be limited to 6 feet in height. In Special Design Districts, the cumulative area of all such signs shall not exceed 24 square feet, and in all other areas 45 square feet. Computer controlled variable message electronic (EMC) copy may be incorporated where, in addition to the standards of this subsection, such copy is not be visible from roads.
5. **Establishments Accommodating Orders from Parking Spaces or Fueling Stations.** 1 sign, not to exceed 4 square feet, shall be permitted adjacent to each space or station. The sign shall be attached to columns supporting a canopy. The color of the sign box shall match the color of the column on which the sign is mounted.
6. **Fuel Dispenser Mounted Signs.** 8 square feet of signage, attached to, or immediately above, each fuel dispenser shall be permitted. Signs shall not be internally illuminated.
- ~~6.7.~~ **Entertainment, Recreational or Athletic Facility Signs.** Signs interior to an entertainment, recreational or athletic facility that have copy visible only within such facility shall not count towards the number or area of signage permitted for such facility elsewhere in this division. Where a sign has copy visible from off-site it shall count towards the facility permitted signage and be subject to all applicable regulations of this division.

Sec. 19.1-570. Definitions.

For the purposes of this chapter, the following words and phrases shall have the following meanings:

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Pixel pitch. The distance between individual pixels for computer controlled variable message electronic (EMC) signs. The smaller the pixel pitch the higher the resolution of such sign.

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Sign, changeable copy: Sign upon which copy can be changed or altered, ~~except for scoreboards.~~
Changeable copy signs include the following:

- Manual: Sign with copy that can be changed or altered by manual means.
- Electrical: Sign with copy that can be changed or altered on a fixed display surface composed of electrically illuminated or mechanically driven changeable segments. Electrical signs include the following:

Fixed message electronic. Sign with copy ~~that has been~~designed or preprogrammed to solely provide static monochromatic numeric display. ~~preprogrammed to include only time, temperature, and date, and does not operate in a flashing, traveling or rolling fashion.~~ For the purposes of this definition the following symbols that indicate the unit of the numbers displayed are permitted: \$ for dollar, % for percent, ¢ for cent and ° for degree.

Computer controlled variable message electronic (EMC). Sign with copy that can be changed or altered by means of computer-driven electronic impulses, excluding fixed message electronic signs.

OOO

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

1928:116648.1

20PJ0113

Code Amendment
Computer Controlled Variable Message
Electronic (EMC) Sign
Resolution Standards

Proposal

- Adjust resolution standards for EMC signs and require minimum pixel pitch
- Adjust definition of fixed message electronic signs and adjust standards
- Codify allowed use of EMC on drive-through facility signs

EMC Resolution and Fixed Message Proposal

- Define term *pixel pitch* to mean distance between individual pixels for EMC signs.
 - The smaller the pixel pitch the higher the resolution of such sign.
- Standard EMC sign displays shall be high resolution having no larger than 12 mm pixel pitch
- Outdoor advertising signs:
 - Signs greater than 200 s/f but less than 400 s/f shall be limited to 16 mm
 - 400 square feet or greater shall be permitted a pixel pitch no larger than 20 mm
- Fixed message electronic display:
 - Signs shall be limited to 1/3 of permitted sign copy and numeric copy only
 - No longer intended only for time, date and temperature

Facility Drive- through Stacking Lane Sign

- Code regulates use of such signs but does not address use of EMC
- Existing Planning interpretation permits EMC provided that:
 - Sign meets other regulations for sign type
 - Sign copy is not visible from roads
- Proposal would codify the interpretation

Request

CPC and Staff Recommend
Board Adopt the Proposed Code Amendment



**CHESTERFIELD COUNTY
BOARD OF SUPERVISORS
AGENDA**

Meeting Date: June 24, 2020

Item Number: 16.F.

Subject:

To Consider Amendment to Lease Agreement with 5G Air, LLC for Construction of Aircraft Hangars at the Chesterfield County Airport

Board Action Requested:

Staff requests the Board hold a public hearing to consider approval of an amendment to existing lease agreement with 5G Air, LLC for the construction of aircraft hangars at the Chesterfield County Airport.

Summary of Information:

Staff requests the Board hold a public hearing to consider approval of an amendment to the lease agreement with 5G Air, LLC for construction of aircraft hangars at the Chesterfield County Airport.

The existing lease agreement with 5G Air, LLC for the construction of two aircraft hangars at the Chesterfield County Airport requires the lessee to complete construction of the hangars by July 1, 2020. Construction of the hangars is underway and progress has been made but the lessee has encountered over 70 days of weather related delays since initiation of construction.

In that the lease has no provision to address weather related construction delays, staff requests that the Board approve a lease amendment authorizing an additional 120 days to complete construction of the hangars.

Attachments:

None

Preparer: Clay Bowles, Director

Approved By:



**CHESTERFIELD COUNTY
BOARD OF SUPERVISORS
AGENDA**

Meeting Date: June 24, 2020

Item Number: 16.G.

Subject:

To Consider Amendment to the Lease Agreement Between the County of Chesterfield "County" and David Tiller & Associates, LLC, "Lessee" also known as Softball Nation

Board Action Requested:

The Board of Supervisors is requested to approve an amendment to the Lease Agreement between Chesterfield County and David Tiller & Associates, LLC, also known as Softball Nation to account for lessee's loss of income due to the COVID-19 pandemic.

Summary of Information:

Chesterfield County "County" and David Tiller & Associates, LLC, "Lessee", entered into a Lease Agreement dated December 16, 2013 which was renewed on February 21, 2018 for a term of three additional years, expiring on December 31, 2021. The Lease Agreement sets forth the terms and conditions under which the County leases to the Lessee the following real property, herein referred to as "Premises" to-wit: the softball facilities located at Harry G. Daniel Park at Iron Bridge ("Daniel Park") located at 6600 Whitepine Road, Richmond, Virginia 23237, (6-lighted fields and a concession/restroom stand) and at the Warbro Athletic Complex located at 3204 Warbro Road, Midlothian, Virginia 23112, (3-lighted fields and concession/restroom stand) to operate each facility and offer softball program services at the Premises. Section 3.A of the Lease Agreement states that the "Rent for the initial term shall be \$30,000 per year payable in two (2) installments of \$15,000 due June 30 and December 31 of each year." Staff is requesting that the rent due June 2020 in the amount of \$15,000 be waived due to the closure of the leased facilities and loss of income by the Lessee during March, April and May, and the amendment to the lease be approved.

The Board of Supervisors is asked to approve this request.

Attachments:

1. Tiller Lease First Amendment BOS Agenda Attachment

Preparer: James Worsley, Director

Approved By:

**FIRST AMENDMENT TO THE LEASE BETWEEN THE COUNTY OF CHESTERFIELD,
VIRGINIA AND DAVID TILLER & ASSOCIATES, LLC**

This **FIRST AMENDMENT** is made between the **COUNTY OF CHESTERFIELD, VIRGINIA**, (“County”) a political subdivision of the Commonwealth of Virginia, and **DAVID TILLER & ASSOCIATES, LLC**, a **Virginia limited liability company** (t/a SportsNation/ SoftballNation/ BaseballNation) (“Lessee”).

PREAMBLE

The County and the Lessee entered into a Lease Agreement dated December 16, 2013 which was renewed on February 21, 2018 for a term of three additional years, expiring on December 31, 2021. The Lease Agreement sets forth the terms and conditions under which the County leases to the Lessee the following real property, herein referred to as “Premises” to-wit: the softball facilities located at Harry G. Daniel Park at Iron Bridge (“Daniel Park”) located at 6600 Whitepine Road, Richmond, Virginia 23237 (six (6) lighted fields and a concession/restroom stand) and at the Warbro Athletic Complex located at 3204 Warbro Road, Midlothian, Virginia 23112 (three (3) lighted fields and concession/restroom stand) to operate each facility and offer softball program services at the Premises. Section three 3.A of the Lease Agreement states that the “Rent for the initial term shall be Thirty Thousand Dollars (\$30,000.00) per year payable in two (2) installments of Fifteen Thousand Dollars (\$15,000.00) due June 30 and December 31 of each year.”

The capitalized terms herein shall have the same meaning as in the Lease Agreement unless otherwise specified herein.

The purpose of this Amendment is to adjust section three (3) of the Lease Agreement to account for Lessee’s loss of income due to the COVID-19 pandemic.

In consideration of the mutual covenants, promises, and undertakings contained herein, the parties hereto agree and covenant as follows:

1. Section three (3) of the Lease Agreement is hereby deleted and replaced by the following:

“3. RENT.

- A. Rent for the initial term shall be Thirty Thousand Dollars (\$30,000.00) per year payable in two (2) installments of Fifteen Thousand Dollars (\$15,000.00) due June 30 and December 31 of each year with the exception of calendar year 2020.
 - B. During calendar year 2020, the County agrees to waive the June rental payment of Fifteen Thousand Dollars (\$15,000.00).
 - C. Notwithstanding the provisions of 3.A above and excepting the provisions of 3.B above, the rent shall be increased by Two Thousand Five Hundred Dollars (\$2,500.00) in any year Lessee has not complied with at least an average of eighty percent (80%) of all maintenance standard checklist items specified in **Attachment B** during the course of the year. Lessee shall be subject to weekly audits by the County during the softball season to measure compliance with the checklist. Any rent increase shall be applied on December 31 of the applicable year.”
2. Except as amended hereby, the Lease Agreement shall remain in full force and effect.

Whereby, the parties execute and enter into this First Amendment as of the ____ day of June, 2020.

BASEBALL/SOFTBALL MAINTENANCE STANDARDS AND PROCEDURES ATTACHMENT B

Dragging:

Skinned in-fields should be dragged prior to each game day and weekly during the off season, weather permitting to maintain a level surface. Infields can be dragged by pulling a mat or chain link drag with a utility vehicle or infield groomer. The field should be first dragged in a circular motion starting from the outside and working in. Only two (2) passes are needed. Start this pattern two feet away from the outfield grass to avoid building a ridge where the infield and the outfield meet. Next, starting from home plate, drag towards 2nd base in an oval fashion. The pitching mound, if one exists, should not be dragged over but raked by hand. Continue dragging in this fashion until the drag pattern overlaps the first drag pattern. Complete the dragging with a circular pattern to cover any missed areas. Alternate the drag pattern each time, home to 2nd then 1st to 3rd. Before dragging make sure base pegs and anchors are even with or below ground level. The chain link drag is best used when the infield is very dry or wet; this reduces the amount of dust when dry and builds up on the drag when wet. **It is important to drag the field slowly regardless of the dragging pattern used.** When the dragging is completed, stop the drag on the infield preferably in front of either dugout or on a low area of the field. Do not pull drag off the field through the gate or onto the outfield grass.

Specialized Dragging:

A nail drag should be used as often as possible to help prevent infield compaction. When the infields become compacted a nail drag is to be used when sufficient moisture is available. This process helps maintain the top ¼ to ½ inch loose and friable, which is the desired playing conditioner of an infield. **An infield groomer should be used no less than monthly** to remove a high spot and fill in low areas in maintaining a uniform playing surface. On high use fields this process should be done weekly. Utilization of this process will reduce the need for frequent restoration and improve the drainage of the infield.

1. Lining:

Infields should be lined prior to each game day and outfields lined by painting weekly. A non-caustic dry line should be used; marble dust will work, but is not as visible as the lime. Line is the recommended substance to be used on a dirt surface. The outfield can be lined by using a non-caustic lime or a field marking paint. When applying lime to the grass outfield it's best to cut the grass low for better visibility of the lime. Using lime in the outfield will require re-lining every two or three days. A ridge or hump will appear after constant use of lime for outfield lines. The use of paint will not produce a ridge or build up.

BASEBALL/SOFTBALL MAINTENANCE STANDARDS AND PROCEDURES ATTACHMENT B

Lines are put down by the use of a dry line marker for lime and a sprayer or paint machine for paint. A string line is run from the back corner of home plate down the foul line to the foul pole. String should be used each time the infield is lined. Make sure string is straight and taut. The string should pass on the outside of the base and foul pole with the marking on the inside of the string. Infield lines should be put down light because they are dragged out daily. Outfield lines should be put down heavier to last longer and increase visibility. Outfield lines can be touched up without running string as long as it's still visible. In some cases a growth retardant can be used on the foul line to help maintain a painted line longer.

Bases, Home Plates, Pitching Rubbers:

Bases, home plates and pitching rubbers should be in good condition and installed properly and level with the ground. Replace any item showing signs of cracking, tears or warping.

2. Hollywood-Type Base:

The underside of the base has a square male stanchion, which fits into a square female ground stake. The ground stake is permanently installed into the ground with the top on the stake 1 inch below the surface grade. When the base is not installed a stake plug should be installed into the ground stake for safety.

3. Home and Pitching Plates:

When installing a home plate or pitching rubber, make sure it is level with the ground and properly aligned. The use of strings will help in making sure that the plate or rubber is positioned properly. Use the solid home plates on all fields and pitching plates for high quality facilities. They will last longer than the flat type. If supply allows, use the solid types whenever possible. Flat pitching plates can be used on fields for short term uses, such as tournaments.

4. Filling Holes:

All holes and low areas in the infield including ones developed away from bases, home and pitching plates are to be filled and leveled prior to each game day. Bases are to be removed when filling holes. Soil for high spots are raked or shoveled into the low area and tamped to create firm footing. Add water to this process if soil is too dry to pack. Monthly, homes and low spots around home and pitching areas are to be dug out to a depth of two inches and re-packed with new packing clay.

BASEBALL/SOFTBALL MAINTENANCE STANDARDS AND PROCEDURES ATTACHMENT B

5. Removing Excess Water:

The e=best and easiest way to remove standing water from a field is to let Mother Nature's sunshine do the work for you. But, this process often takes too much time and the games must be played. The one thing to remember about removing water is – applying sand is not always the best way. Over a period of time sand accumulation will make those areas too soft and loose, causing the ball to take bad bounces and possibly causing injury. It is best to let the field dry as much as possible naturally. When the soil turns from a darker to a lighter shade, indicated that the field is drying. When removing water, use a sweep broom or squeegee to push the water to dry areas. Try to push mostly water (not soil) and spread the water over a large area. When the field is completely dry, replace the soil removed from the wet areas. A preventive measure for reducing standing water is to keep holes and low areas filled and level. If a field is too wet, it should be closed to play. When closing a field, these are the points to consider:

- **Do not push water onto the outfield areas**
- **How fast is the field drying?**
- **Will there be enough time to prepare the field by game time?**
- **Will playing on the field cause damage to the field or injury to the players?**

Base Distances:

Between Bases:

55'
60'
65'
70'
80'
90'

Home to Second:

77'09"
84'10"
91'11"
99'00"
113'02"
127'03"

NOTE: Distance from 1st to 3rd is the same as form home to 2nd.

Recommended Equipment and Materials:

- Square point shovel
- Tamper
- Iron tooth and/or landscape rake
- Drag
- Line Machine
- Paint Machine

BASEBALL/SOFTBALL MAINTENANCE STANDARDS AND PROCEDURES ATTACHMENT B

- Dig-out tool
- Hammer
- Tape measure (100-300 foot)
- String line
- Push Broom
- Anchor Plugs
- Gloves
- Lime
- Packing Clay

6. Mowing:

The turf on the ball fields is to be maintained to maximum vigor and health and provide a playable surface. The grass should be mowed at least weekly or more often as needed. The industry recommendation is to not remove more than 1/3 of the grass blade per cut. Mower blades should be kept sharp to maintain a high quality cut. Turf should be cut 1" to 2" for warm season grass and 2" to 3" for cool season grass.

7. Fertilization:

Turf should be fertilized at a minimum of two times per year for warm season grass and once a year for cool season grass. Nitrogen application should not exceed 4 pounds per 1000 square feet for warm season grass and 3.5 pounds per 1000 square feet for cool season grass. Applications to be a minimum of 30 days apart.

8. Seeding:

All bare spots on field turf should be seeded, sodded or sprigged to maintain 95% coverage. All other turf areas should be maintained at 75% coverage.

9. Weed Control:

Control weeds to allow no more than 10% infestation in athletic field turf. All pesticide applications shall be performed by a Certified Pesticide Applicator in categories 3-A and 3-B. All pesticides shall be stored, used and disposed per manufacturer's label, including use of proper Personal Protection Equipment (PPE's).

10. Aerating:

Field turf should be core aerated one to two times during the growing season to reduce compaction and encourage soil drainage.

MAINTENANCE STANDARDS AND CALENDAR

ATTACHMENT B

TURF/HORTICULTURE:	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
Mowing				W	W	W	W	W	W	W		
Fertilizing Game Turf						X	X					
Fertilizing Non-Game Turf										X		
Seeding					X	X		X	X			
Weed Control			X	X		X	X					
Aeration						M	M	M				
Mulch				X					X			
Prune		M	M	M	M					M	M	
Planting				X						X	X	
Leaf Removal											M	M
Field Maintenance												
Dragging		W	G	G	G	G	G	G	G	G	W	
Lining Infield Lines			G	G	G	G	G	G	G	G		
Lining Outfield Lines			TW	TW	TW	TW	TW	TW	TW	TW		
Filling Holes Infield			G	G	G	G	G	G	G	G		
Filling Holes Outfield			W	W	W	W	W	W	W	W		
Fill/Re-Pack Home & Pitching Area			M	M	M	M	M	M	M	M		
Reconditioning		X	X							X	X	
Check Lighting		X		X		X		X		X		
Litter	W	W	W	D	D	D	D	D	D	D	W	W
Building Maintenance												
RESTROOMS:												
Sweep-Mop Floors	W	W	W	G	G	G	G	G	G	G	W	W
Clean Fixtures	W	W	W	G	G	G	G	G	G	W	W	W
Check-Re-fill Toilet Paper	W	W	W	D	D	D	D	D	D	W	W	W
Wash/Clean Walls			M	M	M	M	M	M	M	M		
Check Lights		M	M	M	M	M	M	M	M	M	M	
Empty Trash Cans	W	W	W	D	D	D	D	D	D	D	W	W
Power Wash Exterior			X	X								

MAINTENANCE STANDARDS AND CALENDAR ATTACHMENT B

BUILDING MAINTENANCE	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
CONCESSION:												
Check Ventilation System			X			X			X			
Check HVAC			X									
Dispose Used Cooking Oil	M	M	M	W	W	W	W	W	W	W	M	M
Check Fountains				M	M	M	M	M	M	M	M	
Clean Appliances	W	W	W	D	D	D	D	D	D	D	M	M
Sweep/Mop Floors	W	W	W	D	D	D	D	D	D	D	M	M
Power Wash Exterior												
Roads and Parking Areas												
Litter	M	M	M	G	G	G	G	G	G	G	M	M

KEY:

D: Daily
G: Game Day
M: Monthly
Q: Quarterly: Yearly
TW: Twice Weekly
W: Weekly
X: Seasonally

PARKS AND RECREATION CHECKLIST FOR SOFTBALL FIELDS ATTACHMENT B

Location:

Inspection Date:

Inspection Day of the Week:

Inspection Time:

Inspector:

	Check Appropriate Box			COMMENTS
	YES	NO	N/A	
Turf				
Mowing-The fields cut at a playable height				
Mowing-Non-field areas have been cut				
Worn areas-Bare areas are filled and level				

	Check Appropriate Box			COMMENTS
	YES	NO	N/A	
Infield				
Dragging-The infield dragged and lined				
Dragging-The infield is level and void of low spots				
Bases, Home & Pitching plate in good repair				
Wet areas-Field is free of standing water				

	Check Appropriate Box			COMMENTS
	YES	NO	N/A	
Restrooms				
Floors-Free of litter and dirt				
Clean fixtures-All operational and clean				
Check-Refill toilet paper-Dispensers filled				
Check lights-All operational and clean				

	Check Appropriate Box			COMMENTS
	YES	NO	N/A	
Concession				
Used Cooking Oil - Area Clean				

	Check Appropriate Box			COMMENTS
	YES	NO	N/A	
Roads, Parking and Non Field Areas				
Litter, free of trash and debris, trash cans available				

David Tiller & Associates, LLC

By: _____

Commonwealth of Virginia,

City/County of _____, to wit:

I, _____, a Notary Public in and for the City/County and State
aforesaid, do hereby certify that this day personally appeared before me in my jurisdiction aforesaid
_____, whose name is signed to the foregoing writing
and acknowledged the same before me.

Given under my hand _____ 20_____

My commission expires _____

Registration Number _____

_____, Notary Public

ATTEST:

COUNTY OF CHESTERFIELD,
VIRGINIA

Joseph P. Casey, Ph.D.
County Administrator

BY: _____
Leslie D. Haley, Chairman
Board of Supervisors

Michael C. Chernau
Senior Deputy County Attorney

By: _____
Commonwealth of Virginia,
County of Chesterfield, to wit:

I, _____, a Notary Public in and for the County and State
aforesaid, do hereby certify that this day personally appeared before me in my jurisdiction aforesaid
_____, CHAIRMAN OF THE BOARD OF SUPERVISORS, AND
_____, FOR COUNTY ADMINISTRATOR whose name is signed to
the foregoing writing
and acknowledged the same before me.

Given under my hand _____ 20 _____

My commission expires _____

Registration Number _____

_____, Notary Public

LEASE AGREEMENT

THIS LEASE AGREEMENT, dated December 16, 2013, by and between the **COUNTY OF CHESTERFIELD**, VIRGINIA, a political subdivision of the Commonwealth of Virginia, Lessor, herein referred to as "County", and **DAVID TILLER & ASSOCIATES, LLC**, a Virginia limited liability company (t/a SportsNation/Softball Nation/Baseball Nation), located at 210 Huddersfield Drive, Richmond, Virginia 23236, Lessee, herein referred to as "Lessee".

WITNESSETH:

THAT in consideration of the mutual covenants contained herein, the County and Lessee hereby agree as follow:

1. **PREMISES.** County hereby rents and leases to Lessee, upon the conditions hereinafter set forth, the following real property, herein referred to as "Premises," to-wit: the softball facilities located at Harry G. Daniel Park at Iron Bridge ("Daniel Park") located at 6600 Whitepine Road, Richmond, Virginia 23237 (six (6) lighted fields and a concession/restroom stand) and at the Warbro Athletic Complex located at 3204 Warbro Road, Midlothian, Virginia 23112 (three (3) lighted fields and a concession/restroom stand) all as depicted in **Attachment A**.
2. **TERM OF LEASE.** The initial term of the lease shall be five (5) years from January 1, 2014 until December 31, 2018. The lease may be renewed for an additional term of three (3) years upon such terms as the parties agree, which agreement may occur at any time during the initial term. If Lessee decides to terminate the lease upon expiration of the initial term, written notice shall be provided to the County at least one hundred eighty (180) days prior to the end of the term.
3. **RENT.**
 - A. Rent for the initial term shall be Thirty Thousand Dollars (\$30,000.00) per year payable in two (2) installments of Fifteen Thousand Dollars (\$15,000.00) due June 30 and December 31 of each year.
 - B. Notwithstanding the provisions of 3.A. above, the rent shall be increased by Two Thousand Five Hundred Dollars (\$2,500.00) in any year Lessee has not complied with at least an average of eighty percent (80%) of all maintenance standard checklist items specified in **Attachment B** during the course of the year. Lessee shall be subject to weekly audits by the County during the softball season to measure compliance with the checklist. Any rent increase shall be applied on December 31 of the applicable year.
4. **PROGRAM SERVICES.** Pursuant to this agreement, Lessee shall have the right and the obligation to provide softball program services on the Premises subject to the following terms and conditions:

- A. The program services shall provide a mix of softball programs and tournaments utilizing various softball governing bodies. The programs shall be primarily for adults.
- B. The hours of operation of the Premises shall be within the operating hours of the parks which are 7:00 a.m. to 11:00 p.m. Monday through Sunday. Any other use of the Premises outside of operating hours shall require prior approval from the Parks and Recreation Department.
- C. Opening and closing dates for season and tournament play shall be at Lessee's discretion in consultation with the Parks and Recreation Department.
- D. Leagues and tournament play shall utilize certified umpires.
- E. The Lessee shall follow and enforce all Chesterfield County regulations as they relate to the athletic complexes. The regulations are attached as **Attachment C** and are incorporated by reference.
- F. Lessee shall provide adequate personnel during hours of operation and provide participants, County staff and police with a point of contact.
- G. Lessee shall have a minimum participation level of 65% Chesterfield County residents in the softball league program for leagues operated by Lessee.
- H. Lessee shall submit league rosters within four weeks after the first game of each season. Rosters shall contain the name, address, and phone number of each player. Lessee shall collect and remit to the County along with the rosters a \$15 fee for each non-resident participant per season. Lessee shall provide the County with an accounting of total County residents versus non-residents per season.
- I. Lessee shall provide to the County and the public a system of providing information concerning meetings, deadlines, fees, and registration and field closure for adverse weather. Lessee shall also provide County with a schedule of league games and tournaments including any changes as they occur.
- J. When requested by the County, Lessee shall attend meetings of the Parks and Recreations Advisory Committee ("PRAC") and provide reports as may be requested by the County regarding operations of the Premises.
- K. Lessee shall make reasonable efforts to increase adult softball participation for each year of the term. The rent owed by Lessee shall be reduced by Two Thousand Five Hundred Dollars (\$2,500.00) in any year Lessee increases adult participation by at least five percent (5%) from the prior year.

5. TOURISM.

- A. The Lessee shall provide comprehensive weekend programming which includes softball or baseball tournaments that are reasonably designed to draw participants from fifty (50) miles or more away. The Lessee shall encourage participants to utilize Chesterfield County hoteliers and restaurants. Assistance with travel information and economic development opportunities are available to Lessee through the County's Department of Economic Development, the Metropolitan Richmond Sports Backers and Richmond Region Tourism.
- B. The Lessee shall report data to the Parks and Recreation Department from all events that draw participants from fifty (50) miles or more away. The data shall be reported within ninety (90) days and shall include the following and such other information the County may reasonably request:
 - 1. The number of teams in attendance;
 - 2. Total number of participants;
 - 3. Estimated number of spectators;
 - 4. Number of participants and estimated spectators from 50 miles or more away;
 - 5. Total number of hotel room nights associated with each event; and
 - 6. The percentage of the event that was played in Chesterfield County.

6. CONCESSION SERVICES.

- A. The Lessee shall provide all necessary labor, services, and supplies to keep for sale to the public during scheduled games: cold soft drinks (no glass bottles are permitted), food and snacks such as hamburgers, barbecue, hot dogs, popcorn, nachos, ice cream, chips and candy. A variety of selection with competitive pricing is encouraged. Prices for all items offered for sale should be posted in a conspicuous place. The Lessee shall not be permitted to sell any product or service which the County determines is not compatible with the authorized activities or creates unreasonable problems in cleanup of the facilities. Lessee shall not be permitted to sell alcoholic beverages or tobacco products.
- B. The concessions operations shall be conducted in a clean and orderly manner and in strict conformity with all applicable rules, laws, codes, and regulations. The operations must pass all Health Department inspections. Lessee shall be responsible for obtaining all necessary licenses, permits and inspections related to the facilities and Lessee's employees. Lessee shall provide a copy of all licenses, permits and inspections to the County. The serving area should be professional in

appearance and proper working attire should be worn by Lessee's employees and volunteers, if any, at all times. The Lessee shall provide all pest control as needed. The Lessee shall provide adequate trash receptacles for the public and be responsible for trash disposal.

- C. The Lessee shall be responsible for collecting, reporting and paying all applicable federal, state and local taxes and shall secure and pay for all permits, licenses and fees required for operations.
- D. All advertisement posters, banners or other promotional materials are restricted to the immediate area occupied by the Lessee and must be approved by the County prior to display. Items deemed objectionable, undesirable, or offensive will be prohibited. No noisy canvassing for sale shall be permitted on the Premises.
- E. Lessee shall comply with the information on the use and disposal of cooking oil, operation of the athletic lighting, and proper thunderstorm procedures provided in **Attachment D**.

7. **MAINTENANCE SERVICES.**

- A. The Lessee shall be responsible for providing all labor, equipment, materials and supplies necessary for the daily and routine maintenance and upkeep of the Premises as specified in **Attachment E**.
- B. All pesticide applications shall be made by a Certified Pesticide Applicator, VA Category 3B. All pesticide applications shall be in accordance to manufacturers' label, documented, and copied to Parks and Recreation.
- C. The County will be responsible for major structural repair to the infrastructure of the Premises including repairs to and replacement of athletic field lighting, parking lot lighting and pavement, fencing, major tree removal, painting of exterior and restroom interior, regulatory signs, and Warbro Entrance sign.
- D. Except for repair or maintenance responsibilities of the County provided in Section 7.C., the Lessee shall be responsible for prompt repair to any damages to the Premises caused by the Lessee's use of the Premises including the cost of system repairs and maintenance for plumbing, electrical (excluding athletic field and parking lot lighting), HVAC, and irrigation. Such repairs shall be approved by the County prior to repair. Alterations to the building or grounds shall not be permitted without the prior approval of the County. Any such alterations permitted shall be at the Lessee's expense and shall comply with all Chesterfield County building codes.
- E. Lessee shall limit fuel storage on the Premises to no more than 5 gallons per site; and will not maintain bulk storage of fertilizer greater than 20lbs per site.

8. FACILITY IMPROVEMENTS.

- A. Lessee shall be permitted to make improvements to the Premises subject to prior approval from the County. In addition, for each year of the term or renewal term, Lessee shall match dollar for dollar up to Fifteen Thousand Dollars (\$15,000) any County funding for capital improvements to lighting, fencing, or infield improvements or other renovations on the Premises. If Lessee expends more than Fifteen Thousand Dollars (\$15,000) for capital improvements to the Premises in any year of the term, any amount over Fifteen Thousand Dollars (\$15,000) shall be credited toward Lessee's obligation to match County funding in the following lease year, if any.
- B. In lieu of playground and irrigation improvements Lessee agreed to complete on the Premises under the previous lease agreement between the parties, Lessee shall make infield improvements to fields #5 and #6 at Harry G. Daniel Park at Ironbridge and to fields #1, #2, and #3 at the Warbro Complex, including adding infield mix and grading improvements all to the County's reasonable satisfaction and by April 1, 2014.

9. **TERMINATION.** Either party may terminate this agreement in the event of the other party's default of any provision of this Lease which is not cured within 10 days after receiving written notice of such default; provided, however, that if such default cannot be cured in such 10 day period, this Lease shall not be terminated if the defaulting party commences cure of such default and proceeds with diligence to cure such default within 30 days after the initial 10 day cure period. In the event of cancellation or upon termination of this Lease, Lessee agrees to vacate the Premises immediately. If the Lessee fails to vacate the Premises upon such notice, the County may remove any of Lessee's property remaining on the Premises and shall not be responsible for any damage that may occur due to removing Lessee's property from the Premises.

10. UTILITIES.

- A. Lessee shall be responsible for all electric use at both facilities. The Lessee shall contact Dominion Virginia Power to have the electric account established in the name of the Lessee.
- B. The Parks and Recreation Department will bill the Lessee for Lessee's actual use of water and sewer at both facilities every two (2) months at then-current rates.

11. **SIGNAGE.** All signage and scoreboards must be approved by the Parks and Recreation Director or designee.

12. GENERAL TERMS AND CONDITIONS.

- A. **Insurance:** The Lessee shall purchase and maintain in force, at his own expense, such insurance as will protect itself and the County from claims which may arise out of or result from the Lessee's execution of the lease, whether such execution be by Lessee, its employees, agents or sublessees. Should any of the policies be cancelled before the expiration date, the issuing company will mail 30 days written notice to the certificate holder. The Lessee shall furnish insurance in satisfactory limits, and on forms and of companies which are acceptable to the County's Risk Manager.

The following insurance requirements are the minimum that will be acceptable:

1. Worker's Compensation Insurance with statutory limits and Employers' Liability Insurance of \$100,000 each accident or aggregate disease; \$100,000 each employee; and \$500,000 policy limit.
2. Commercial General Liability - \$2,000,000 each occurrence, combined single limit; \$5,000,000 aggregate; and naming the County as an additional insured.
3. Hired and Non-Owned Automobile Liability - \$1,000,000 each occurrence combined single limit.
4. Environmental Impairment Liability – Lessee shall require any pesticide contractor or subcontractor to obtain \$1,000,000 commercial general liability coverage combined single limit to include environmental impairment liability of not less than \$100,000, to include sudden and accidental losses. Lessee's contractors' policy shall be endorsed to add County and Lessee as additional insureds.

The Lessee shall be responsible for maintaining current certificates of insurance on file with the County for itself and any contractors working on the Premises; and all insurance companies shall be responsible for notifying the County thirty (30) days prior to the cancellation, non-renewal, or material change in any coverage.

- B. **Drug Free Workplace:** During the performance of this lease, the Lessee agrees to:

(i) provide a drug-free workplace for the Lessee's employees; (ii) post in conspicuous places, available to employees and applicants for employment, a statement notifying employees that the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana is prohibited in the Lessee's workplace and specifying the actions that will be taken against employees for violations of such prohibition; (iii) state in all solicitations or advertisements for employees placed by or on behalf of the Lessee that the

Lessee maintains a drug-free workplace; and (iv) include the provisions of the foregoing clauses in every subcontract or purchase order of over \$10,000, so that the provisions will be binding upon each contractor or vendor.

For the purposes of this section, "drug-free workplace" means a site for the performance of work done in connection with a specific contract awarded to a Lessee in accordance with this chapter, the employees of whom are prohibited from engaging in the unlawful manufacture, sale, distribution, dispensation, possession or use of any controlled substance or marijuana during the performance of the Lease.

- C. **Environmental Management:** Lessee shall be responsible for complying with all applicable federal, state, and local environmental regulations, if any. Additionally, the Lessee must meet all Chesterfield County Environmental Management System (EMS) requirements. For questions or additional information, contact the Office of Environmental Management at (804) 717-6531. Notwithstanding the foregoing, Lessee shall not be liable for any violation of environmental regulations solely caused by or resulting from the County's use, improvement or operation of the Premises.
- D. **Illegal Aliens:** In accordance with the *Code of Virginia*, Section 2.2-4311.1, the Lessee hereby agrees that he does not and shall not, during the performance of this contract, knowingly employ unauthorized aliens as defined in the federal Immigration Reform and Control Act of 1986.
- E. **Employment Discrimination:** During the performance of this contract, the Lessee agrees as follows:
 - 1. The Lessee will not discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin, age, disability, or other basis prohibited by state law relating to discrimination in employment, except where there is a bona fide occupational qualification reasonably necessary to the normal operation of the Lessee. The Lessee agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.
 - 2. The Lessee, in all solicitations or advertisements for employees placed by or on behalf of the Lessee, will state that such Lessee is an equal opportunity employer.
 - 3. Notices, advertisements and solicitations placed in accordance with federal law, rule or regulation shall be deemed sufficient for the purpose of meeting the requirements of this section.

4. The Lessee will include the provisions of the foregoing paragraphs a, b and c in every subcontract or purchase order of over \$10,000, so that the provisions will be binding upon each contractor or vendor.
- F. The Lessee shall perform services under this lease as an independent contractor and not as an employee of Chesterfield County. Nothing herein shall be construed as placing the Lessee in the category of either a classified or other type of employee of Chesterfield County.
- G. The Lessee should initiate prompt repairs to the Premises due to damage caused by the Lessee's operations. Such repairs shall be approved by the County prior to repair. Alterations to the Premises shall not be permitted without the prior approval of the County. Except as otherwise provided herein, any such alterations permitted shall be at the Lessee's expense and shall comply with all Chesterfield County building codes.
- H. Lessee should directly supervise use of the Premises at all times during program operations. The County and/or its representatives shall have the right to inspect the Premises and to supervise the manner Lessee is exercising the privilege hereby granted, and the conduct of the Lessee and the Lessee's employees. In the event the Lessee, its agents, representatives, employees or volunteers are found violating any law, ordinance or provision of this Lease, or become objectionable and offensive to the good order and use of the Premises, the Lessee shall remove any such person from the Premises at once. The County may, in addition thereto, terminate this Lease at its option and have all Lessee's property removed from the Premises.
- I. Lessee represents that it is and shall remain for the term of this Lease a limited liability company validly existing under the laws of, and authorized to conduct business in the Commonwealth of Virginia.
- J. Lessee's operation of the Premises shall be consistent with the County's organizational values of customer service, ethical behavior, teamwork, and continuous improvement. Lessee agrees to strive for excellence in customer service.

13. **INDEMNIFICATION.** Lessee shall indemnify and hold harmless the County, its officials, officers, agents, servants and employees from any claims, costs, expenses, damages, liabilities, losses, or judgments arising out of, or in connection with, any claim, demand or action made by a third party, if such are sustained as a direct or indirect consequence of Lessee's use of the Premises and are a direct or indirect result of the acts or omissions of the Lessee or its agents, Lessees, employees, members, or guests.

14. **NOTICES.** Notices may be served upon the Lessee in person or by certified mail addressed to the address listed above. Written notice to the County must be presented in person or mailed to the Department of Parks and Recreation, 6801 Mimms Loop, P.O. Box 40,

Chesterfield, Virginia, 23832, or at such other place as the County may from time to time designate in writing to the Lessee.

15. **ENFORCEMENT.** Any action brought to enforce any provision of this agreement shall be brought in the Circuit Court for Chesterfield County to the express exclusion of any otherwise permissible forum. This agreement shall be construed in accordance with the laws of the Commonwealth of Virginia excepting the law governing conflicts of laws.

16. **AUDIT.** Upon the written request of the County, Lessee shall provide County within five (5) business days of such request documentation, including, but not limited to, invoices, receipts contracts, policies, procedures or other supporting evidence satisfactory to the County in its sole reasonable discretion which substantiates compliance with Lessee's performance obligations under this lease.

17. **BACKGROUND CHECK.** Consistent with the County's policy of conducting criminal background checks on individuals who work with juveniles, this lease shall be contingent upon Lessee's officers and employees submitting to and passing a criminal background check to be administrated by the County's Human Resources Department prior to the commencement of the lease term. Lessee shall insure that all of Lessee's employees who have contact with juveniles during the term of the lease shall submit to a criminal background check.

18. **ASSIGNMENT/SUBLEASE.** Lessee may not assign or sublease its rights or responsibilities hereunder without the prior written consent of the County.

19. **ENTIRE AGREEMENT.** This lease and any exhibits and documents incorporated by reference herein represent the entire understanding between the parties and no other documents, agreements, oral or written, between the parties shall be binding. This lease shall not be modified, altered, changed or amended unless done so in writing and signed by both parties.

20. **COMPLIANCE WITH LAWS.** Lessee shall insure that use of the Premises shall comply with all applicable federal, state, and local laws, rules, and regulations.

21. **APPROVALS.** Whenever any action taken under this Lease by Lessee requires the County's prior or subsequent approval, such approval shall be documented in writing.

Witness the following signatures and seals:

DAVID TILLER & ASSOCIATES, LLC

By: David A. Tiller

Its: Manager

Commonwealth of Virginia,
City/County of Chesterfield, to-wit:



I, Michelle M. Heilman, a Notary Public in and for the City/County and State aforesaid, do hereby certify that this day personally appeared before me in my jurisdiction aforesaid David A. Tiller, whose name is signed to the foregoing writing and acknowledged the same before me.

Given Under My Hand December 16 2013.

My commission expires: March 31, 2014.

Registration Number: 7060107.

Michelle M. Heilman, Notary Public

ATTEST:

COUNTY OF CHESTERFIELD,
VIRGINIA

Sarah C. Sneed
for COUNTY ADMINISTRATOR

BY: Dorothy A. Jaedele
CHAIRMAN
BOARD OF SUPERVISORS

APPROVED AS TO FORM:

[Signature]
ASSISTANT COUNTY ATTORNEY

Commonwealth of Virginia,
County of Chesterfield, to-wit:

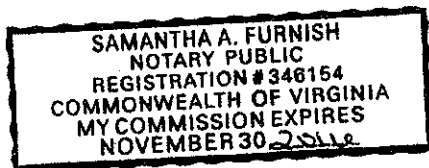
I, Samantha A. Furnish, a Notary Public in and for the County and State
aforesaid, do hereby certify that this day personally appeared before me in my jurisdiction
aforesaid Dorothy A. Jaedele, CHAIRMAN OF THE BOARD OF SUPERVISORS,
and Sarah C. Sneed, for COUNTY ADMINISTRATOR, whose names are
signed to the foregoing writing and acknowledged the same before me.

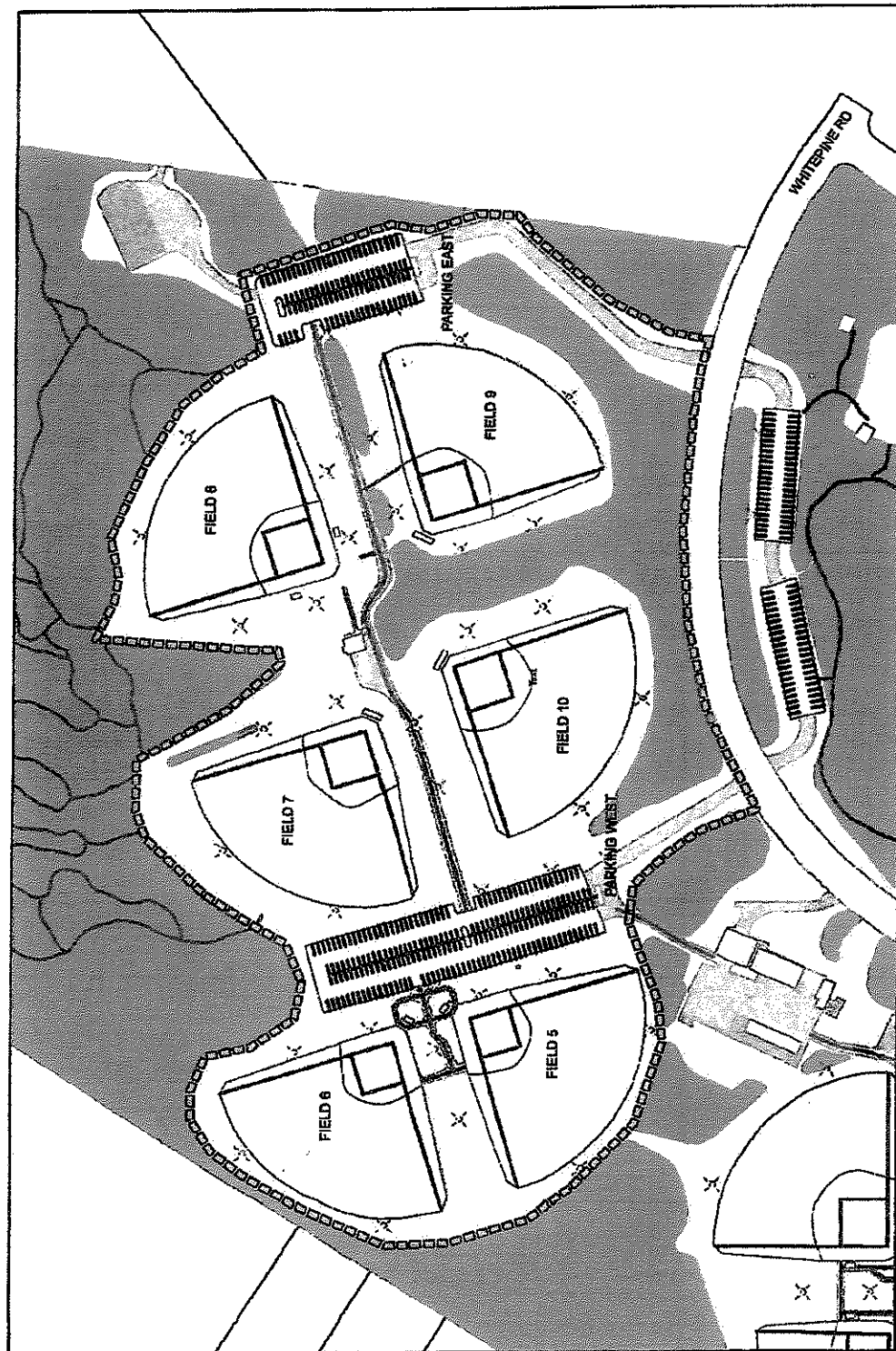
Given under my hand 1-16 2014.

My commission expires: 11-30-2016.

Registration Number: 348154.

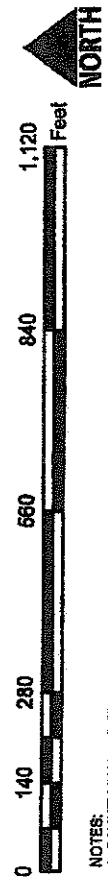
Samantha A. Furnish, Notary Public



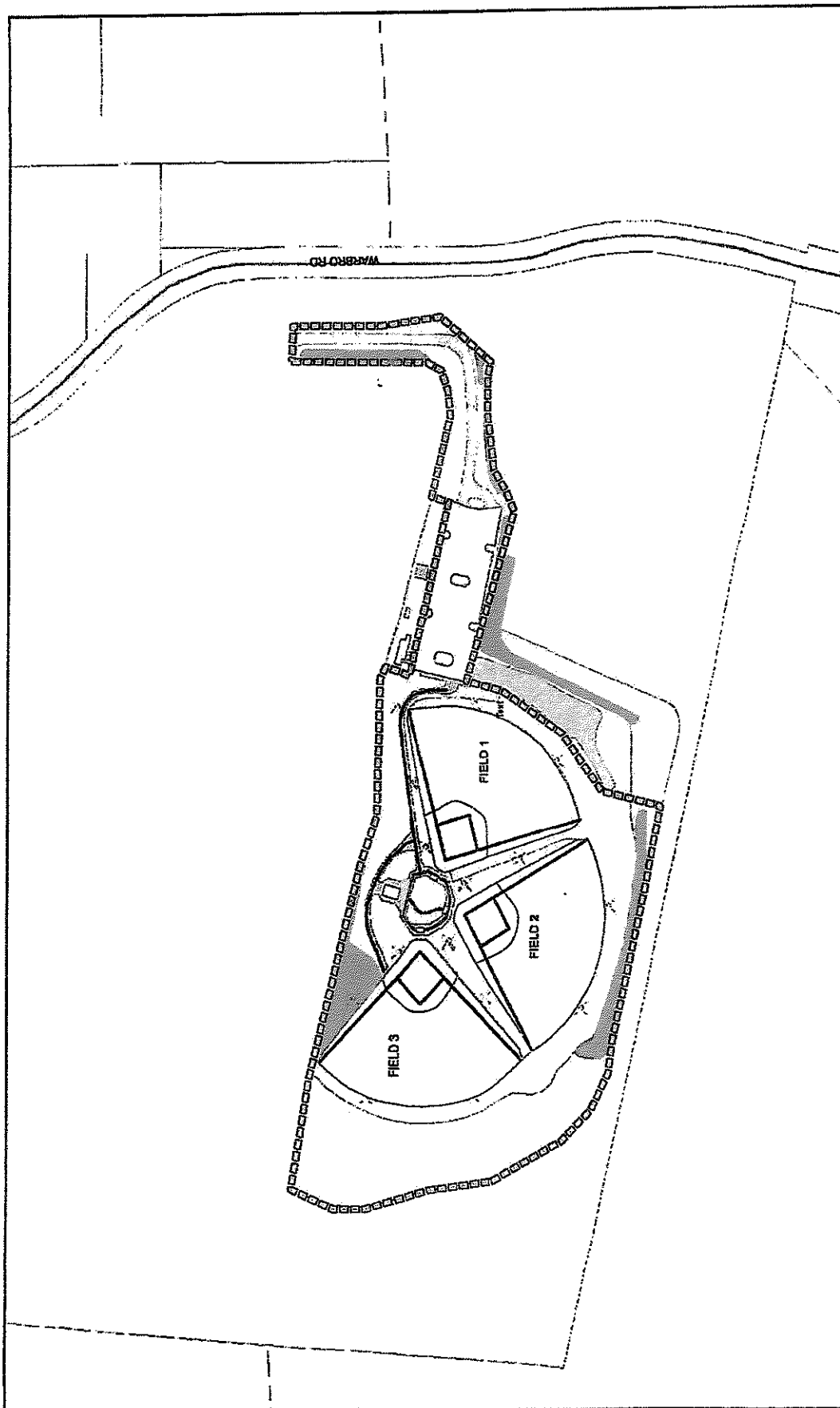


LIMITS OF LEASED PROPERTY

SITE: DANIEL PARK @ IRONBRIDGE
 Chesterfield County Parks and Recreation
 5-5-2010

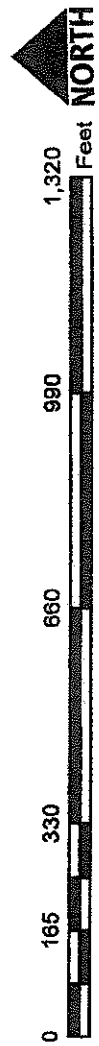


- NOTES:
1. COUNTY SHALL RETAIN RIGHTS OF INGRESS/EGRESS FOR MAINTENANCE OF THE TRAIL SYSTEM BEHIND THE FIELDS.
 2. GENERAL PUBLIC AND FIRST TEE GOLF SHALL HAVE ACCESS TO TRAIL SYSTEM AND MAINTENANCE SHOP FROM EAST PARKING LOT; GATE SHALL REMAIN OPEN DAILY.



LIMITS OF LEASED PROPERTY

SITE: WARBRO COMPLEX
Chesterfield County Parks and Recreation
5-5-2010



BASEBALL/SOFTBALL MAINTENANCE STANDARDS AND PROCEDURES ATTACHMENT B

Dragging:

Skinned in-fields should be dragged prior to each game day and weekly during the off season, weather permitting to maintain a level surface. Infields can be dragged by pulling a mat or chain link drag with a utility vehicle or infield groomer. The field should be first dragged in a circular motion starting from the outside and working in. Only two (2) passes are needed. Start this pattern two feet away from the outfield grass to avoid building a ridge where the infield and the outfield meet. Next, starting from home plate, drag towards 2nd base in an oval fashion. The pitching mound, if one exists, should not be dragged over but raked by hand. Continue dragging in this fashion until the drag pattern overlaps the first drag pattern. Complete the dragging with a circular pattern to cover any missed areas. Alternate the drag pattern each time, home to 2nd then 1st to 3rd. Before dragging make sure base pegs and anchors are even with or below ground level. The chain link drag is best used when the infield is very dry or wet; this reduces the amount of dust when dry and builds up on the drag when wet. **It is important to drag the field slowly regardless of the dragging pattern used.** When the dragging is completed, stop the drag on the infield preferably in front of either dugout or on a low area of the field. Do not pull drag off the field through the gate or onto the outfield grass.

Specialized Dragging:

A nail drag should be used as often as possible to help prevent infield compaction. When the infields become compacted a nail drag is to be used when sufficient moisture is available. This process helps maintain the top ¼ to ½ inch loose and friable, which is the desired playing conditioner of an infield. **An infield groomer should be used no less than monthly** to remove a high spot and fill in low areas in maintaining a uniform playing surface. On high use fields this process should be done weekly. Utilization of this process will reduce the need for frequent restoration and improve the drainage of the infield.

1. Lining:

Infields should be lined prior to each game day and outfields lined by painting weekly. A non-caustic dry line should be used; marble dust will work, but is not as visible as the lime. Line is the recommended substance to be used on a dirt surface. The outfield can be lined by using a non-caustic lime or a field marking paint. When applying lime to the grass outfield it's best to cut the grass low for better visibility of the lime. Using lime in the outfield will require re-lining every two or three days. A ridge or hump will appear after constant use of lime for outfield lines. The use of paint will not produce a ridge or build up.

BASEBALL/SOFTBALL MAINTENANCE STANDARDS AND PROCEDURES ATTACHMENT B

Lines are put down by the use of a dry line marker for lime and a sprayer or paint machine for paint. A string line is run from the back corner of home plate down the foul line to the foul pole. String should be used each time the infield is lined. Make sure string is straight and taut. The string should pass on the outside of the base and foul pole with the marking on the inside of the string. Infield lines should be put down light because they are dragged out daily. Outfield lines should be put down heavier to last longer and increase visibility. Outfield lines can be touched up without running string as long as it's still visible. In some cases a growth retardant can be used on the foul line to help maintain a painted line longer.

Bases, Home Plates, Pitching Rubbers:

Bases, home plates and pitching rubbers should be in good condition and installed properly and level with the ground. Replace any item showing signs of cracking, tears or warping.

2. Hollywood-Type Base:

The underside of the base has a square male stanchion, which fits into a square female ground stake. The ground stake is permanently installed into the ground with the top on the stake 1 inch below the surface grade. When the base is not installed a stake plug should be installed into the ground stake for safety.

3. Home and Pitching Plates:

When installing a home plate or pitching rubber, make sure it is level with the ground and properly aligned. The use of strings will help in making sure that the plate or rubber is positioned properly. Use the solid home plates on all fields and pitching plates for high quality facilities. They will last longer than the flat type. If supply allows, use the solid types whenever possible. Flat pitching plates can be used on fields for short term uses, such as tournaments.

4. Filling Holes:

All holes and low areas in the infield including ones developed away from bases, home and pitching plates are to be filled and leveled prior to each game day. Bases are to be removed when filling holes. Soil for high spots are raked or shoveled into the low area and tamped to create firm footing. Add water to this process if soil is too dry to pack. Monthly, homes and low spots around home and pitching areas are to be dug out to a depth of two inches and re-packed with new packing clay.

BASEBALL/SOFTBALL MAINTENANCE STANDARDS AND PROCEDURES ATTACHMENT B

5. **Removing Excess Water:**

The e=best and easiest way to remove standing water from a field is to let Mother Nature's sunshine do the work for you. But, this process often takes too much time and the games must be played. The one thing to remember about removing water is – applying sand is not always the best way. Over a period of time sand accumulation will make those areas too soft and loose, causing the ball to take bad bounces and possibly causing injury. It is best to let the field dry as much as possible naturally. When the soil turns from a darker to a lighter shade, indicated that the field is drying. When removing water, use a sweep broom or squeegee to push the water to dry areas. Try to push mostly water (not soil) and spread the water over a large area. When the field is completely dry, replace the soil removed from the wet areas. A preventive measure for reducing standing water is to keep holes and low areas filled and level. If a field is too wet, it should be closed to play. When closing a field, these are the points to consider:

- **Do not push water onto the outfield areas**
- **How fast is the field drying?**
- **Will there be enough time to prepare the field by game time?**
- **Will playing on the field cause damage to the field or injury to the players?**

Base Distances:

Between Bases:

55'
60'
65'
70'
80'
90'

Home to Second:

77'09"
84'10"
91'11"
99'00"
113'02"
127'03"

NOTE: Distance from 1st to 3rd is the same as form home to 2nd.

Recommended Equipment and Materials:

- Square point shovel
- Tamper
- Iron tooth and/or landscape rake
- Drag
- Line Machine
- Paint Machine

BASEBALL/SOFTBALL MAINTENANCE STANDARDS AND PROCEDURES ATTACHMENT B

- Dig-out tool
- Hammer
- Tape measure (100-300 foot)
- String line
- Push Broom
- Anchor Plugs
- Gloves
- Lime
- Packing Clay

6. Mowing:

The turf on the ball fields is to be maintained to maximum vigor and health and provide a playable surface. The grass should be mowed at least weekly or more often as needed. The industry recommendation is to not remove more than 1/3 of the grass blade per cut. Mower blades should be kept sharp to maintain a high quality cut. Turf should be cut 1" to 2" for warm season grass and 2" to 3" for cool season grass.

7. Fertilization:

Turf should be fertilized at a minimum of two times per year for warm season grass and once a year for cool season grass. Nitrogen application should not exceed 4 pounds per 1000 square feet for warm season grass and 3.5 pounds per 1000 square feet for cool season grass. Applications to be a minimum of 30 days apart.

8. Seeding:

All bare spots on field turf should be seeded, sodded or sprigged to maintain 95% coverage. All other turf areas should be maintained at 75% coverage.

9. Weed Control:

Control weeds to allow no more than 10% infestation in athletic field turf. All pesticide applications shall be performed by a Certified Pesticide Applicator in categories 3-A and 3-B. All pesticides shall be stored, used and disposed per manufacturer's label, including use of proper Personal Protection Equipment (PPE's).

10. Aerating:

Field turf should be core aerated one to two times during the growing season to reduce compaction and encourage soil drainage.

MAINTENANCE STANDARDS AND CALENDAR

ATTACHMENT B

TURF/HORTICULTURE:	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
Mowing				W	W	W	W	W	W	W		
Fertilizing Game Turf						X	X					
Fertilizing Non-Game Turf										X		
Seeding					X	X		X	X			
Weed Control			X	X		X	X					
Aeration						M	M	M				
Mulch				X					X			
Prune		M	M	M	M					M	M	
Planting				X						X	X	
Leaf Removal											M	M
Field Maintenance												
Dragging		W	G	G	G	G	G	G	G	G	W	
Lining Infield Lines			G	G	G	G	G	G	G	G		
Lining Outfield Lines			TW	TW	TW	TW	TW	TW	TW	TW		
Filling Holes Infield			G	G	G	G	G	G	G	G		
Filling Holes Outfield			W	W	W	W	W	W	W	W		
Fill/Re-Pack Home & Pitching Area			M	M	M	M	M	M	M	M		
Reconditioning		X	X							X	X	
Check Lighting		X		X		X		X		X		
Litter	W	W	W	D	D	D	D	D	D	D	W	W
Building Maintenance												
RESTROOMS:												
Sweep-Mop Floors	W	W	W	G	G	G	G	G	G	G	W	W
Clean Fixtures	W	W	W	G	G	G	G	G	G	W	W	W
Check-Re-fill Toilet Paper	W	W	W	D	D	D	D	D	D	W	W	W
Wash/Clean Walls			M	M	M	M	M	M	M	M		
Check Lights		M	M	M	M	M	M	M	M	M	M	
Empty Trash Cans	W	W	W	D	D	D	D	D	D	D	W	W
Power Wash Exterior			X	X								

MAINTENANCE STANDARDS AND CALENDAR ATTACHMENT B

BUILDING MAINTENANCE	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
CONCESSION:												
Check Ventilation System			X			X			X			
Check HVAC			X									
Dispose Used Cooking Oil	M	M	M	W	W	W	W	W	W	W	M	M
Check Fountains				M	M	M	M	M	M	M	M	
Clean Appliances	W	W	W	D	D	D	D	D	D	D	M	M
Sweep/Mop Floors	W	W	W	D	D	D	D	D	D	D	M	M
Power Wash Exterior												
Roads and Parking Areas												
Litter	M	M	M	G	G	G	G	G	G	G	M	M

KEY:

D: Daily
G: Game Day
M: Monthly
Q: Quarterly: Yearly
TW: Twice Weekly
W: Weekly
X: Seasonally

PARKS AND RECREATION CHECKLIST FOR SOFTBALL FIELDS ATTACHMENT B

Location:

Inspection Date:

Inspection Day of the Week:

Inspection Time:

Inspector:

Turf	Check Appropriate Box			COMMENTS
	YES	NO	N/A	
Mowing-The fields cut at a playable height				
Mowing-Non-field areas have been cut				
Worn areas-Bare areas are filled and level				

Infield	Check Appropriate Box			COMMENTS
	YES	NO	N/A	
Dragging-The infield dragged and lined				
Dragging-The infield is level and void of low spots				
Bases, Home & Pitching plate in good repair				
Wet areas-Field is free of standing water				

Restrooms	Check Appropriate Box			COMMENTS
	YES	NO	N/A	
Floors-Free of litter and dirt				
Clean fixtures-All operational and clean				
Check-Refill toilet paper-Dispensers filled				
Check lights-All operational and clean				

Concession	Check Appropriate Box			COMMENTS
	YES	NO	N/A	
Used Cooking Oil - Area Clean				

Roads, Parking and Non Field Areas	Check Appropriate Box			COMMENTS
	YES	NO	N/A	
Litter, free of trash and debris, trash cans available				

PARK REGULATIONS

ATTACHMENT C

Section 1. Application. This chapter shall apply to all park and recreational property owned, maintained, or operated by Chesterfield County, Virginia.

Section 2. Definitions. The following terms, when used in this chapter, shall have the following meanings, except where the context clearly indicates a different meaning, or there is an expressed provision to the contrary:

- (a) Park Property. Any property, whether real or personal, owned, operated or established by the Chesterfield County Department of Parks and Recreation.
- (b) Director. The Director of the Department of Parks and Recreation or his designee.
- (c) County. The County of Chesterfield, Virginia.

Section 3. Hours of Operation. No person, except a bonafide camper with prior written approval from the Director, or a law enforcement officer or County employee in the course of his respective employment, shall enter or remain in any park except during such hours as shall be designated and posted by the County as hours of operation.

Section 4. Facility and Activity Permits. Persons with permits issued by the Director shall have priority in the use of facilities. Failure to relinquish facilities to a person with such a permit shall be unlawful and shall constitute trespassing.

Section 5. Restricted Areas. No person shall enter any area which is designated and posted by the Department of Parks and Recreation as an area where persons are prohibited from going.

Section 6. Permissible Roadways. Operation of motorized vehicles is allowed only on designated roadways.

Section 7. Enforcement. All state and county laws shall be observed when operating motorized vehicles on park property. Any traffic directive from any member of the Virginia State Police or Chesterfield County Police shall supersede written or posted laws and regulations.

Section 8. Speed Limit. No person shall operate any motorized vehicle in excess of fifteen (15) miles per hour, unless otherwise posted or directed.

Section 9. Parking. No person shall park a motor vehicle or motor-assisted bicycle in areas of any park other than those designated and posted by the County as parking areas.

Section 10. Certain Vehicles Prohibited. Except by the express authorization of the Board of Supervisors, the County Administrator, or the County Administrator's designee:

- (a) No person shall operate within any park a motorized vehicle of a type not licensable by the Commonwealth of Virginia for regular use upon public highways.
- (b) No person shall operate with any park a farm tractor, other farm machinery, or any type of vehicle used primarily for earth-mowing operations, whether or not licensable by the Commonwealth of Virginia for regular use upon public highways.

Section 11. Restriction of Animals. No person shall have within the park any animal unless it is caged, securely penned or on a leash of not more than 10 feet in length and no person shall ride a horse in any park except in areas designated and posted by the County for horseback riding.

Section 12. Animals Protected. No person shall capture, pursue, molest, injure, attempt to injure, kill or attempt to kill, any animal in any park.

Section 13. Automobile Service. No person may service any automobile on park property, except in cases of an emergency.

Section 14. Destruction or Interference with Park Property. No person may climb upon, deface, destroy, injure in any way, misuse, remove, or waste any park property. Permission for collecting items for scientific and/or educational purposes must be obtained in writing from the Director or his designee.

Section 15. Employees: Interference with Rules.

- (a) No person may interfere with any Department of Parks and Recreation employee acting in the course of his or her duties or falsely represent or impersonate a park employee.
- (b) No person shall fail or refuse to obey the lawful order of a uniformed or properly identified park employee or police officer.

Section 16. Littering and Dumping.

- (a) No person may deposit or leave refuse or other substance on park property other than in receptacles provided for this purpose.
- (b) No person may deposit refuse from private premises in park trash receptacles.

Section 17. Pollution of Waters. No person shall in the streams, lakes or other waters of any park, bathe dogs or other animals, wash vehicles or clothing, or throw, cast, lay, drip, or discharge into or leave in the streams, lakes or other waters of the parks or in any storm sewer or drains flowing into said water, any substance matter or thing, liquid or solid, which may or shall result in the pollution of said water.

Section 18. Dangerous Devices Prohibited. No person, other than any law enforcement officer, fire fighter, or County security guard, in the course of his/her respective employment, shall have in his/her possession in any park, any firearm or other gun, including an air or gas powered gun, slingshot, bow and arrow, crossbow, dart device, boomerang, or any other device for high-speed missile projection, except in areas designated and posted by the County as areas in which one or more of these devices are permitted for recreational use.

Section 19. Fires Restricted. No person shall kindle, build, maintain, or use a fire other than (1) in grills and (2) in places provided and/or designated by the County for such purposes, except by prior written permission from the Director or his designee.

Section 20. Control of Fire Required. Any fire within the confines of any park shall be continuously under the care and supervision of a competent person 16 years of age or older from the time such fire is kindled until the time it is extinguished.

Section 21. Fires Must Be Extinguished. No person shall throw away or discard a lighted match, cigarette, cigar, or other burning object, in any park, without first extinguishing it.

Section 22. Swimming Restricted. No person shall swim, wade, or bathe in any park except at such times and at such places as the Director may designate.

Section 23. Sales of Goods and Services. No person may sell or advertise for sales of goods or services on Park property without written permission from the Director or his designee.

Section 24. Applicability to Certain Persons. Notwithstanding any other provision in this chapter to the contrary, it shall not be a violation of this chapter if a person engaging in an otherwise prohibited activity is either an employee of the County acting within the scope of his/her employment, or if the person engaging in the otherwise prohibited activity is an agent or an independent contractor to the County acting within and pursuant to the scope of his/her duties.

Section 25. Penalty. Any person who violates any of the provision of the chapter shall be deemed to be guilty of a misdemeanor and upon conviction thereof shall be fined not more than one hundred dollars (\$100.00).

Section 26. Severability. If any section of this ordinance or portion thereof is declared invalid or unconstitutional by a court of competent jurisdiction, it shall be regarded as severed and remaining sections and portions shall continue in full force and effect.

**AN ORDINANCE TO AMEND THE CODE OF
THE COUNTY OF CHESTERFIELD, 1978, AS
AMENDED, BY ADDING SECTION 15.1-31
RELATING TO DRINKING IN COUNTY PARKS
ATTACHMENT C**

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

- (1) That Chapter 14 of the Code of the County of Chesterfield, Virginia, is amended and reenacted by adding the following section:

Sec. 14.1-23. Drinking alcoholic beverages, or tendering same to another, in a county park.

(a) No person shall possess opened alcoholic beverage containers or drink an alcoholic beverage or tender a drink of an alcoholic beverage to another in a county park, except at specific locations approved and as conditioned by the board of supervisors, and after obtaining a valid banquet license issued by the Virginia Department of Alcohol Beverage Control and agreeing to comply with the terms of a special permit issued by the county administrator. The county department of parks and recreation shall promulgate regulations for the issuance of permits authorized by this section.

(b) No person shall possess opened alcoholic beverage containers on any county property used for a school or on any street, road, or highway located in the county.

(c) Violation of this section shall constitute a Class 4 misdemeanor up to \$250 fine.

- (2) This section shall become effective upon passage.

INSTRUCTIONS FOR OPERATION OF ATHLETIC FIELD LIGHTING

All athletic lighting recently installed by the Parks and Recreation Department should be operated as follows:

1. A time clock allows operation of the lights only during preset hours, usually dusk to 11:30 p.m.
2. On/Off push buttons may be used to operate the lights during the preset periods. Some sites do not have off buttons; timers will turn off lights at a preset time.
3. The lights require a cool down/warm up period of approximately 15 minutes each time they are shut off.
4. Nearly all of the lighting systems have a delay timer which keeps a few lights on for approximately 10 minutes; after that, lights are shut off so that everyone can see to leave the area. If the lights are shut off accidentally such as during a ballgame, this delay cycle must take place before all of the lights can be fully activated.
5. 110-volt duplex receptacles are available for concession hook-ups or other uses independent of timers, i.e., they can be used for afternoon games. These receptacles may be turned on upon appropriate requests.
6. In cases where assistance is needed, on duty Park staff can be reached by calling the night facility Supervisor at 748-1624 in your District. Refer to the prefix of this manual for day and evening phone numbers.

**Chesterfield County**

Department of Parks and
Recreation/Parks Division

Originator	Revised by	Approved by
JLC 03/02/06	EMS Team 06/19/13	EMS Team 06/19/13

1 of 3

Revision No. 006

Standard Operational Procedure

Used Cooking Oil Management (SOP 19)

Persons responsible:	Asst. Director, Parks Division	EMS Team	Supervisors
Areas of application:	Parks Division		

Warning! Earlier versions of this document may be obsolete and should be removed from points of use.

Document Location: Parks Central Maintenance Office

Revision Schedule

Rev. No.	Date	Description
Original	03/02/06	Original Document
001	08/29/07	Review Document
002	09/10/07	Added Consequences and Benefits
003	06/11/08	Review Document – No changes
004	07/14/10	Review Document – No changes
005	06/01/11	Review Document – No changes
006	06/19/13	Review Document – No changes

Worksheet index

- 1.0 Purpose
- 2.0 Scope
- 3.0 Responsibility
- 4.0 Definitions
- 5.0 Process
- 6.0 References / Related Documents

Date of issue: 06/19/13

Effective until date: 06/19/15



Chesterfield County

Department of Parks and
Recreation/Parks Division

Originator	Revised by	Approved by
JLC 03/02/06	EMS Team 06/19/13	EMS Team 06/19/13

2 of 3

Revision No. 006

1.0 Purpose

- 1.1 The purpose of this Standard Operation Procedure (SOP) is to outline the proper handling for used cooking oil. This SOP addresses significant aspect #003

2.0 Scope

- 2.1 This SOP applies to all Chesterfield County Parks Division personnel, and athletic league personnel who handle used cooking oil to ensure proper disposal methods. Chesterfield County Department of Parks and Recreation is concerned with the safety of its employees and citizens who use our facilities.
- 2.2 The benefits of this SOP include the prevention of hazardous substances from entering the environment by insuring that all cooking grease is properly disposed of. The consequences of not following this SOP could adversely effect the environment. Consequences include pollution of ground water and potential damage to the Chesapeake Bay water shed.

3.0 Responsibility

- 3.1 EMS Team
- 3.2 Chesterfield County Department of Parks Division Personnel
- 3.3 Athletic League Personnel

4.0 Definitions

- 4.1 Refer to 4.1.60 EMS Related Definitions

5.0 Process

- 5.1 Parks and Recreation will provide each concession or concession area with two 5 gallon containers for used oil and a 5 gallon container spill kit.
- 5.1.1 Each concession or concession area will be required to have on hand at all times:
- Two – 5 gallon red labeled cans
 - One – 5 gallon spill kit in labeled white bucket
- 5.1.2 Spill Kits shall include at a minimum:
- Absorbent
 - 1 pair Safety Goggles
 - 1 pair Safety Glasses
 - 2 pair nitrile gloves
 - 1 set of Nitril-Solve Gloves
 - 2 spill pads (perforated)
 - 3 spill socks
 - 2 dust mask
 - 2 trash bags
 - MSDS for spill kit contents
- 5.2 Once the cooking oil has cooled, pour it into the properly labeled container. The used cooking oil must be collected in the approved red labeled container provided by Parks and Recreation at each site where a fryer is being used. Place the red labeled container in the job box provided.
- 5.3 The athletic league designee within the concession area will notify Park Maintenance within 1 business day when containers are full to schedule pick up. Park Maintenance can be contacted at 804-748-1624.
- 5.4 Parks Division personnel will collect full containers and dispose of oil at collection sites at

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Chesterfield County

Department of Parks and
Recreation/Parks Division

Originator	Revised by	Approved by
JLC 03/02/06	EMS Team 06/19/13	EMS Team 06/19/13

3 of 3

Revision No. 006

the Chesterfield County Fairgrounds or at Rockwood Park.

- 5.5 Containers must be secured in bed of vehicle to eliminate spillage during transport.
 - 5.5.1 Drips, leaks and small spills will be cleaned up using the "Waste Cooking Oil" spill kit. The used absorbent and pad or socks must be discarded in approved white 5 gallon bucket that is with the spill kit. Once the used items are placed in the bucket, the bucket must be labeled "Waste Cooking Oil". The absorbent and other clean up items will be collected in drums provided and labeled at each district shop.
 - 5.5.2 For larger spills that are more than 25 gallons, immediately contain the spill, and call 911.
- 5.6 Parks Division personnel will contact an authorized contractor to remove and recycle used cooking oil and oil dry when containers at Fairgrounds or district shops are 90% full.

6.0 References / Related Documents

- 6.1 MSDS for spill kit contents
- 6.2 Chesterfield County Fairgrounds Oil Spill Plan
- 6.3 Chesterfield County Sports Manual
- 6.4 Used cooking oil disposal instructions

Date of issue: 06/19/13

Effective until date: 06/19/15



RISK Management

June 2008
10000 Courtview Ln
Phone: 318-8800
Fax: 748-2440

KAREN RUSSELL
Director

*Working with employees and citizens to manage the risks arising out of
government and public school operations*

THUNDERSTORMS AND LIGHTNING SAFETY

Recognize the hazard posed by lightning and know what to do to minimize the risk of serious injury or death during outdoor activities.

A. Identify Safe Shelters

Determine the closest safe structures in advance of any activity. Safe structures include the nearest school building, a complete enclosure, or a fully enclosed metal vehicle with windows tightly closed. Press boxes, sheds, storage buildings, or dugouts will not provide adequate protection.

B. Determine How Close the Lightning Is

Practice the flash-to-bang method of measuring of lightning distance as it approaches. Using this method, one counts the seconds from seeing the stroke to hearing the thunder. For each 5-second count, lightning is 1 mile away. (Example: At 25 seconds, the strike is 5 miles away.)

C. Participant and Spectator Notification

Inform participants and spectators when a thunderstorm watch is in effect. Tell them that play will be suspended as lightning approaches, what the clear-the-area signal is, where to go for safe shelter, and what routes to take as they evacuate the area. Prior to outdoor competitions, this should include a formal announcement over the public address system. Select a distinctive, recognizable method to announce or signal the lightning warning and clear-the-area order, such as blasts of a whistle and a shouted command.

D. Designate a Weather Monitor

One person should be responsible for monitoring the weather forecasts, watching for the developing weather conditions accompanied by lightning, and timing the flash-to-bang intervals at the first sound of thunder. The use of an inexpensive radio tuned to the all weather or all-news radio station is recommended (bursts of static on the Radio indicate lightning in the area). This person should have the authority to order that the clear-the-area signal be given or be in constant contact with the person who does have the authority.

E. Know When to Take Immediate Action

At a count of 15 seconds (3 miles) there is imminent danger, and immediate defensive action must be taken. When lightning strikes this close, participants and spectators are in immediate danger. It is strongly recommended that the clear-the-area signal be given when the flash-to-bang count is no less than 30 seconds (6 miles), especially when small children or a large number of spectators are at risk.

F. Determine How Long to Stay Sheltered

Follow the "30/30 Rule". Remain in the safety of a shelter for a minimum of 30 minutes from the last nearby lightning strike (flash-to-bang count no less than 30 seconds) before resuming activities.

ATTACHMENT E

Equipment, tools, materials and supplies provided by Lessee for daily and routine maintenance per Section 7.A of the Lease may include but not limited to:

ATHLETIC FIELD EQUIPMENT	OTHER ITEMS
Power Edger	Cleaning Supplies
Power Broom	Toilet Paper
String Trimmer	Paper Towels
Backpack Blower	Brooms
Push Mower	Trash Cans
Utility Tractor	Soap
Infield Conditioner	Fertilizer and Mulch
Utility Vehicle	Lime
Front-End Loader	Herbicides
Box Drag	Appliances
Nail Drag	Restroom Signs
Broadcast Spreader	
Aerator	

ATHLETIC FIELD TOOLS	ATHLETIC FIELD ACCESSORIES
Ball Field Rake	Bases
Garden Rake	Home Plates
Leaf Rake	Pitching Rubbers
Tamper	Fence Ties
Square Point Shovel	Packing Clay
Round Point Shovel	Distance Signs
Stiff Bristle Broom	Field Number Signs
Base Sleeve Dig Out Tool	
Base Plugs	
Hand Pump	
Water Bucket/Can	
Measuring Tape, 200' Long Minimum	
Reel of String	
Trash Pickers	
Mat Drag	
Marking Paint Liner	
Marking Lime Liner	

Chesterfield County Department of Parks and Recreation

FACILITY-USE RULES AND REGULATIONS

1. **ALCOHOLIC BEVERAGES, ILLEGAL SUBSTANCES AND FIREARMS:** Alcoholic beverages, illegal substances shall NOT be brought or consumed on park properties. No illegal possession of weapons is allowed on Chesterfield County Park Property. Any person believed to be intoxicated, under the influence of illegal substances or illegally possessing a weapon shall be excluded from the property.
2. **ATTENDANCE BY A RESPONSIBLE PERSON:** A responsible person shall be at all functions held within park facilities. That person shall work cooperatively with park personnel to ensure proper care of property and enforcement of park regulations. Applicant accepts responsibility for any damages that might occur during the period of use. The county will not be held responsible for any loss or theft or any injury to persons while using park facilities.
3. **CROWD LIMITATION:** Each shelter will accommodate 150 people and attendance shall be limited to the maximum number that the given facility is designed to accommodate. The applicant shall be directly responsible to the Fire Prevention Bureau for infractions. A fee will be imposed on anyone violating the maximum number of attendants.
4. **GROUND AND PROPERTY:** County property shall not be moved or removed from the premises except by prior permission of the Chief of Parks. The Department of Parks and Recreation reserves the right to inspect the premises during any activity.
5. **GROUP RESPONSIBILITIES:** The group using the facility shall be responsible for the proper conduct of persons in attendance and the care and cleanup of property.
6. **SIGNAGE/DECORATIONS OR STAGING:** Signage/decorations must be installed so as not to deface or damage any park property. Customers MUST remove all signage/decorations before leaving the park. Special equipment, such as lights, amplifiers, tents, mechanical rides, etc. is not permitted without a special events permit.
7. **PARKING:** Parking of vehicles on park grounds shall be confined to approved areas and users shall adhere to all traffic regulations in effect at that park. **Parking in front of/on maintenance roads or trails is prohibited.**
8. **PETS:** Pets are NOT allowed in buildings. Only animals needed to provide assistance to persons with disabilities will be permitted to enter. Pets must be kept on leashes.
9. **ELECTRICITY:** Some shelters have electrical outlets. The Department of Parks and Recreation does not guarantee electricity. Electricity is available only at Huguenot Park Shelter #1, R. Garland Dodd Park at Point of Rocks Shelter #1 and # 2.
10. **TRASH SETUP/CLEAN-UP:** Our shelters are used continuously throughout the day, with little maintenance time between each use. **Customers must keep the shelter(s) and surrounding areas clean for the next group to use.**
11. **FIRES:** Ground fires are not permitted.
12. **GATES:** Gates will not be unlocked without prior approval.
- ★ 13. **REFUNDS:** As stated on the front of this form, refunds will be granted until two (2) weeks before the reservation date and MUST be requested in writing to the Department of Parks and Recreation. No refunds will be issued after this time. There will be a \$25.00 processing fee on all refunds. Refunds will not be made in cases of inclement weather, power outages, conditions due to natural occurrences such as insects, bees, etc. It should be noted that bees are more active during the time of mid-August through late September. Rain dates are available upon request and approval by the Chief of Finance. Requests for rain dates must be made within the two (2) business days following original rental date. No refunds are issued on rain dates.
14. **WILDLIFE:** Parks and Recreation does attempt to keep areas free of pests, however it is not possible to control the wildlife around the shelters. **Refunds or make up dates are not issued on account of bees, insects or other wildlife encountered in nature.**
15. **DATE CHANGES:** All requests for date changes MUST be put in writing and received in this office at least two (2) weeks prior to the original reservation date. Date changes are limited to availability.
16. **EARLY ARRIVALS/LATE DEPARTURES:** Early arrivals are not permitted. Prompt departure is essential due to limited turnaround time between reservations.
17. **RENTAL AREA:** Rental includes shelter, area immediately surrounding the shelter (to include any tables outside of shelter), grills, and if applicable volleyball nets and horseshoes pits.
18. **POLICE:** If the police are called as a result of any misconduct of the applicant or their guests the rental will end immediately and the applicant and all of their guests shall be required to leave the premises immediately.
19. **ANY FALSE INFORMATION ON THE FACILITY RENTAL APPLICATION IS CAUSE FOR IMMEDIATE END OF USE AND THE APPLICANT AND THEIR GUESTS MUST LEAVE THE PREMISES IMMEDIATELY.**

I HAVE READ, FULLY UNDERSTAND AND AGREE TO ABIDE BY THE ABOVE RULES.

SIGNATURE: _____ DATE: _____

CONTACT PHONE: _____

Please return the signed white copy of this permit. Retain the receipt and yellow copy you received and carry it with you on the date of your event.



**CHESTERFIELD COUNTY
BOARD OF SUPERVISORS
AGENDA**

Meeting Date: June 24, 2020

Item Number: 19.A.

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 meeting to be held on July 22, 2020 at 2 p.m.

Attachments:

None

Preparer: Sara Hall, Clerk to the Board of Supervisors

Approved By:
