

**CHESTERFIELD COUNTY**  
CHESTERFIELD, VIRGINIA 23832

**AGENDA**  
**September 23, 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

---

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

- 1. Approval of Minutes**
- 2. Requests to Postpone Agenda Items and Additions, Deletions or Changes in the Order of Presentation**
- 3. Work Sessions**
  - A. Everyday Excellence - Danny Gutshall
  - B. Riverside Regional Jail Update
  - C. Human Services Update
    1. Mental Health Annual Update
    2. Social Services Annual Update
    3. Workforce Partnership Update
    4. Davis Child Advocacy Center Overview
    5. Citizen Information and Resources Update
  - D. Capital Facilities Planning Update
  - E. General Assembly Update
- 4. Reports**
  - A. Key Financial Indicators Quarterly Report
- 5. Fifteen-Minute Citizen Comment Period on Unscheduled Matters**
- 6. Closed Session**



- A. Pursuant to Section 2.2-3711(A)(5), Code of Virginia, 1950, as Amended, to Discuss a Prospective Business or Industry or the Expansion of an Existing Business or Industry Where no Previous Announcement has Been Made of the Business' or Industry's Interest in Locating or Expanding its Facilities in the County

**7. Recess for Dinner**

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

**8. Invocation**

The Honorable Kevin Carroll, Matoaca District Supervisor

**9. Pledge of Allegiance**

Deputy County Administrator Matt Harris

**10. County Administration Update**

**11. Board Member Reports**

**12. Resolutions and Special Recognitions**

- A. Recognition of Chesterfield County Centenarians in Honor of National Centenarian Day
- B. Recognizing the 2020 National Association of Counties (NACo) Achievement Award Winners
- C. Resolution Recognizing Mrs. Phyllis Taylor Poats as the 2020 Christmas Mother
- D. Resolution Recognizing Mr. Craig G. Harney, Sheriff's Office, Upon His Retirement
- E. Resolution Recognizing Ms. Sandra D. Graham, Information Systems Technology Department, Upon Her Retirement
- F. Resolution Recognizing Mrs. Deborah Norwood, Department of Social Services, Upon Her Retirement
- G. Resolution Recognizing Mrs. Sarah C. Snead, Deputy County Administrator of Human Services, Upon Her Retirement

**13. New Business**

- A. Appointments
  - 1. Community Criminal Justice Board
  - 2. Youth Citizen Board
  - 3. Citizens' Budget Advisory Committee



4. Capital Region Workforce Partnership
5. Senior Connections
6. Committee on the Future
7. Comprehensive Services Act (CSA) for at Risk Youth and Families, Community Policy and Management Team
8. Richmond Metropolitan Transportation Authority

**B. Consent Items**

1. Adoption of Resolutions
  - a. Recognizing Mr. Robert L. Lawler, Department of General Services, Radio Shop Division, Upon His Retirement
  - b. Recognizing Dawn F. Cary, Department of General Services, Administration Division, Upon Her Retirement
  - c. Recognizing Firefighter Louis B. Smith, Jr., Fire & EMS, Upon His Retirement
  - d. Recognizing Deborah L. Newcomb, Community Operations, Upon Her Retirement
  - e. Recognizing Ms. Joan B. Courson, Department of Utilities, Real Property Division, Upon Her Retirement
  - f. Recognizing Jacqueline Maclin, Parks and Recreation Department, Upon Her Retirement
  - g. Recognizing Susie E. Owens, Parks and Recreation Department, Upon Her Retirement
  - h. Recognizing Milton R. Marsh, Parks and Recreation Department, Upon His Retirement
  - i. Recognizing Corporal James A. Bierlein, Police Department, Upon His Retirement
  - j. Recognizing Corporal William E. Showalter, Police Department, Upon His Retirement
2. Real Property Requests
  - a. Acceptance of Parcels of Land



1. Acceptance of a Parcel of Land Adjacent to Lawing Drive from ARW Properties, LLC
2. Acceptance of Parcels of Land Adjacent to Koger Center Boulevard from Puddledock Partners MOB3, LLC
3. Acceptance of a Parcel of Land Adjacent to Courthouse Road from East Hull RE LLC
- b. Conveyance of Easements
  1. Designation of a Temporary Construction Easement and a Sidewalk Easement for VDOT Maintenance for the Route 754 (Old Hundred Road) Hunts Bridge Lane to Brandermill Parkway Sidewalk Project
  2. Conveyance of an Easement to Virginia Electric and Power Company for a 15' Underground Easement for Service at Tomahawk Middle School
  3. Conveyance of an Easement to Virginia Electric and Power Company for a 15' Underground Easement for Service at Hopkins Road Elementary School
- c. Requests to Quitclaim
  1. Request to Quitclaim a 20' and Variable Width Drainage Easement (Private) Across the Property of Puddledock Partners MOB3, LLC
- d. Requests for Permission
  1. Request Permission to Install Private Water Service Within a Private Water Easement to Serve Property at 15636 Gary Avenue
  2. Request Permission to Install Private Water Service Within a Private Water Easement to Serve Property at 7400 Cosby Village Road
3. Program Year 2019 (PY19)/Fiscal Year 2020 (FY20) CDBG and HOME Annual Action Plan Substantial Amendment
4. Set Public Hearing for October 28, 2020, to Consider Code Amendment Relative to Townhouse and Multiple Family Unit Parking (20PJ0125)
5. Set Public Hearing for October 28, 2020, to Consider Amendments to County Code Sections 9-29, 9-30, 9-31 and 9-32 Relating to Rehabilitated Historic Residential and Commercial Real Estate and Partial Exemption for Certain Rehabilitated, Renovated or Replaced Commercial, Industrial and Residential Structures
6. Acceptance of FY2021 Highway Safety Project Grants Awarded by the Department of Motor Vehicles



7. Authorization to Award a Construction Contract and Execute Future Change Orders for the Midlothian Fire Station Construction Project
8. Approval of a Contract for the Procurement of Legal Services to Assist in the Collection of Delinquent Real Estate Taxes to James W. Elliot, Attorney at Law for the Chesterfield County Treasurer's Office
9. Acceptance of State Roads
10. Appropriate Schools Claude Moore Grant Award for Meadowbrook High School and Use of Appomatox Regional Governors Schools (ARGS) Fund Balance for Purchase of Chromebooks
11. Authorization to Award a Construction Contract and Execute Future Change Orders for Construction of Improvements to Main Entrance Security Screening Station at the Circuit/General District Courthouse

C. School Finance Update

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

**15. Deferred Items**

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

- **Withdrawals/Deferrals**
- **Cases Where the Applicant Accepts the Recommendation and There is No Opposition**
- **Cases Where the Applicant Does Not Accept the Recommendation and/or There is Public Opposition Will Be Heard at Section 18**

- A. 20SN0512 - New Dawn Properties, Inc. - Matoaca District
- B. 20SN0561 - Crystal Squire - Matoaca District
- C. 20SN0571 - Shawn N. Stone - Dale District
- D. 20SN0574 - Brian Abplanalp - Midlothian District
- E. 20SN0581 - Gouldin Properties, LLC - Midlothian District
- F. 20SN0593 - Sue Clements, Patsy Stargardt and Graham Real Estate, LLC - Clover Hill District
- G. 20SN0595 - Dominion Realty Partners, LLC - Midlothian District
- H. 20SN0604 - Diana and Stephen Birkshire - Dale District



- I. 20SN0606 - Matthew R. Rogers - Matoaca District
- J. 20SN0607 - Shemik Sellars - Clover Hill District
- K. 21SN0501 - Chesterfield Planning Commission - Matoaca District
- L. 21SN0514 - Chesterfield County Board of Supervisors - Matoaca District

**17. Public Hearings**

- A. To Amend and Reenact County Code § 5-7.8 Regarding Authority to Require Removal, Repair of Buildings that are Declared to be Derelict
- B. To Consider Amendments to County Code § 5-8 Regarding Designation of Land Bank Entity
- C. To Consider the Exercise of Eminent Domain for the Acquisition of Easements for the Stratton Park Pedestrian Improvements Project
- D. To Consider Readoption of Continuity of Government Ordinance
- E. To Appropriate Economic Development Authority (EDA) Revenue Bond Proceeds and General Obligation (GO) Premium to School and County Projects

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

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

**20. Adjournment**

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





**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: September 23,  
2020**

**Item Number: 3.C.**

---

**Subject:**

Human Services Update

1. Mental Health Annual Update
2. Social Services Annual Update
3. Workforce Partnership Update
4. Davis Child Advocacy Center Overview
5. Citizen Information and Resources Update

**Board Action Requested:**

**Summary of Information:**

An update on components of the Human Services Division will be provided. Following an overview by the Deputy County Administrator, the Community Services Board Executive Director and the Social Services Director will present on behalf of their respective Boards. Other presentations during the work session will be updates on the Workforce Development Partnership, the Child Advocacy Center and current initiatives of Citizen Information and Resources.

**Attachments:**

1. BOS presentation sept 23 2020


Preparer: Sarah Snead

Approved By:



---





# Human Services

---

BOARD OF SUPERVISORS

SEPTEMBER 23, 2020



# Human Services

A diagram featuring a large grey umbrella with the text 'Human Services' on its canopy. Below the umbrella, eight circular nodes are arranged in a semi-circle. The nodes are: 'Mental Health Support Services' (dark grey), 'Social Services' (brown), 'Community Corrections' (brown), 'Juvenile Justice Services' (dark grey), 'Liaisons' (brown, containing a bulleted list), 'Drug Courts' (dark grey), 'Citizen Information & Resources' (dark grey), and 'Inclusion & Engagement' (brown). The umbrella's handle is a simple grey curve at the bottom.

**Mental  
Health  
Support  
Services**

**Social  
Services**

**Community  
Corrections**

**Juvenile  
Justice  
Services**

**Inclusion &  
Engagement**

**Citizen  
Information  
& Resources**

**Drug  
Courts**

## **Liaisons**

- Health
- Circuit Court Judges
- Juvenile & Domestic Relations Court
- General District Court
- Court Services Unit



# Today's Agenda

## **Afternoon Work Session**

- Mental Health Support Services/  
Community Services Board Annual Meeting
- Social Services Board Annual Meeting
- Workforce Development Partners
- Child Advocacy Center
- Citizen Information and Resources

## **Evening Work Session**

- Chesterfield Colonial Heights Christmas Mother
- Centenarian Recognitions



## **Future Topics**

- Fallen Soldier & Veterans Initiatives
- Inclusion & Engagement
- Judicial, Juvenile & Adult Criminal Justice



# Community Partnerships



Communities  
In Schools  
Chesterfield



acts  
closing the door on homelessness



THE  
CHESTERFIELD  
CHAMBER  
YOUR KEY TO THE COUNTY.



CHESTERFIELD  
FOOD BANK  
A Division of Community Food Bank, Inc.



Christmas Mother  
CHESTERFIELD COLONIAL HEIGHTS



Hands On  
GREATER RICHMOND

A service of the Community Foundation



Chesterfield County Public Schools  
Innovative. Engaging. Relevant.





# Chesterfield Community Services Board

SEPTEMBER 23, 2020



## OUR “WHY”

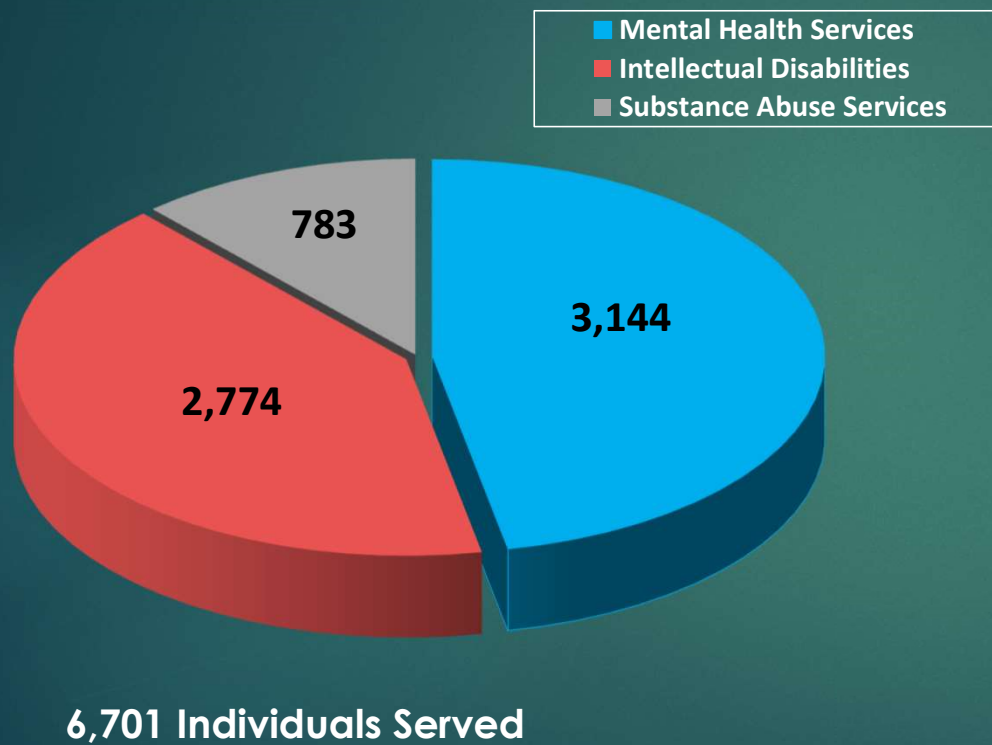
TO PROMOTE WELLNESS  
AND RECOVERY



- ▶ To promote wellness and an improved quality of life for Chesterfield residents through exceptional and comprehensive behavioral health and developmental services.



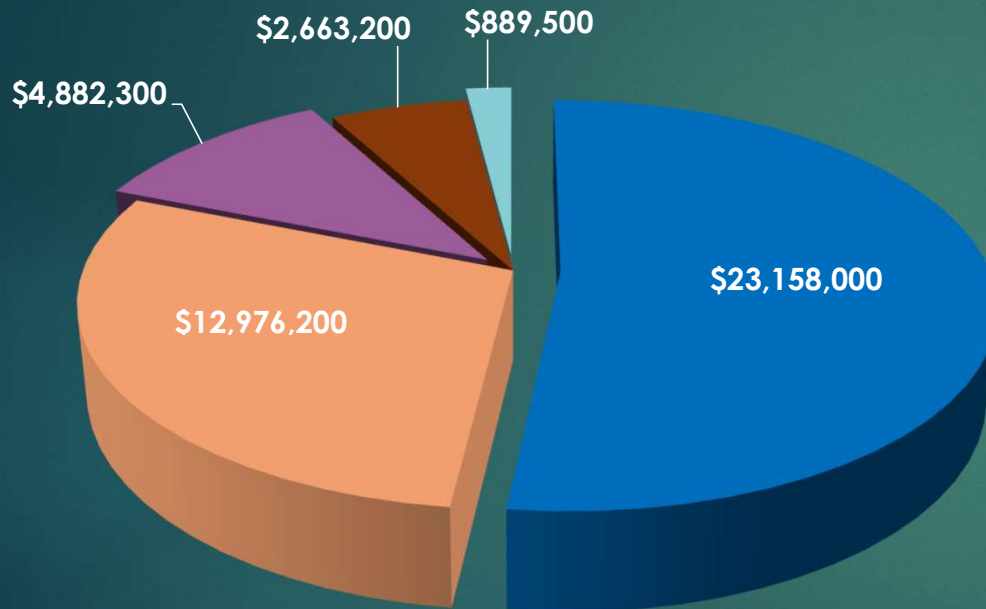
# Individuals Served – FY20





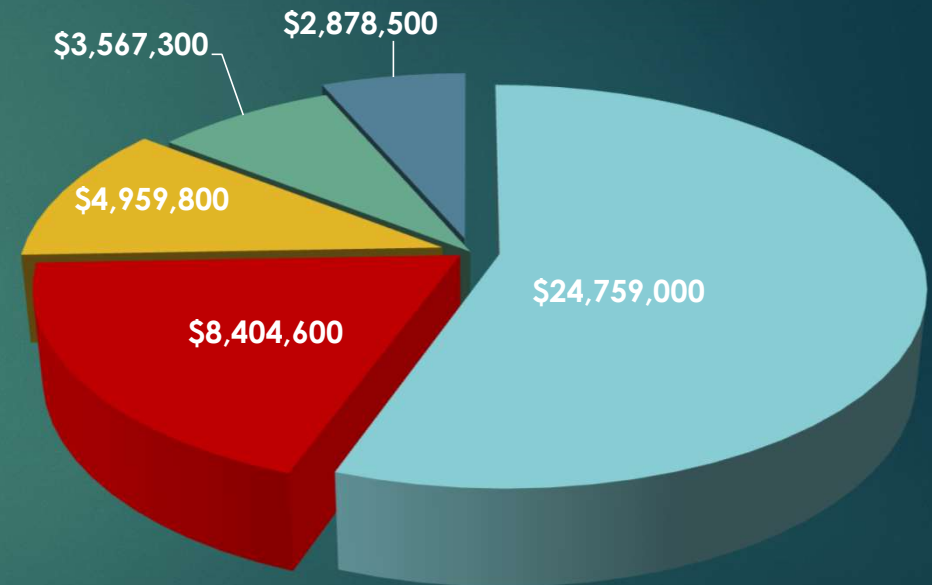
# Overview of Revenues & Expenditures

FY2021 Budgeted Revenue \$44.6M



- Medicaid/Medicare/Ins.
- Local
- State
- Other Payments
- Federal

FY2021 Expenditures \$44.6M



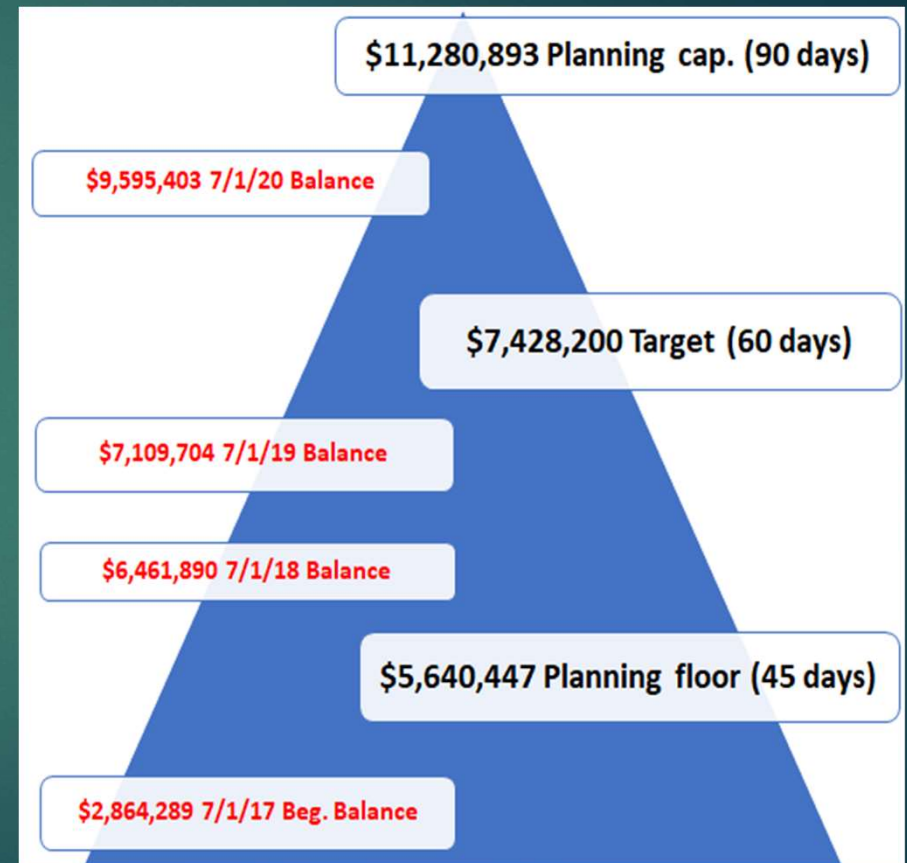
- Developmental Disability - 56%
- Mental Health - 19%
- Administration - 11%
- Substance Use Disorder - 8%
- Emergency/Ancillary - 6%



# Mental Health Fund Performance

## Planned Reserve Balance Uses:

- FY21 \$1,153,500 EHR
- FY22 \$ 500,000 EHR
- FY23 \$ 200,000 Building Renovation
- FY24 \$1,200,000 Building Renovation
- FY25 \*Building Renovation covered by referendum
- FY26 \$1,300,000 Building Renovation





# FY20 Highlights

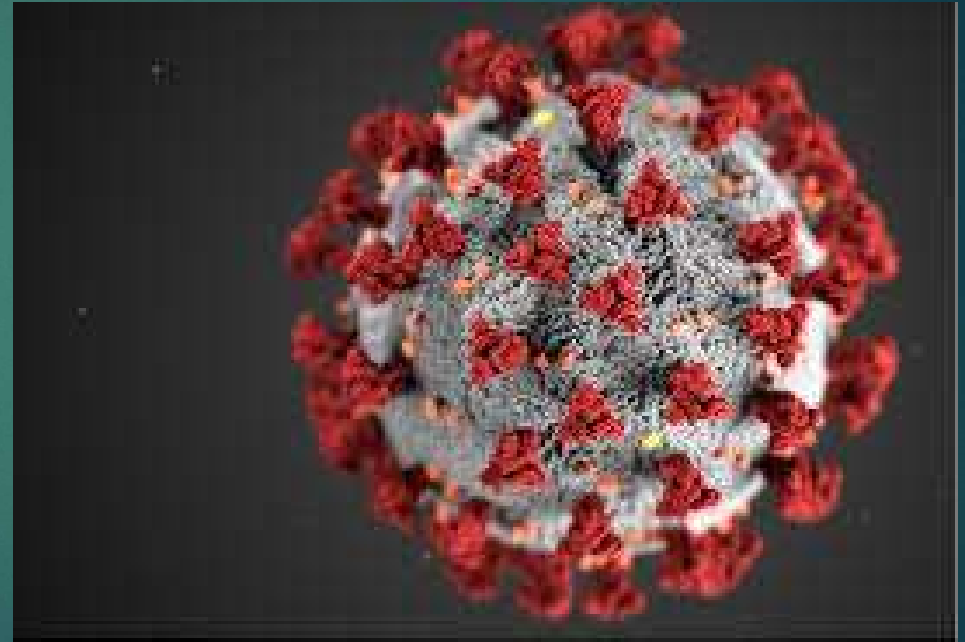


- ▶ Completed recruitment and onboarding for 7 key leadership positions
- ▶ Continue to meet demands of the DOJ Settlement
- ▶ Completed the Pine Forest Build-A-House Project
- ▶ Developed an internal organizational structure to better address Mental Health Housing needs
- ▶ Hired an Opioid Outreach Coordinator
- ▶ NACo and VACo Awards for RVA Basics
- ▶ Electronic Health Record RFP Process
- ▶ Transformed our service delivery system to meet the needs of COVID-19



# Impact of Coronavirus pandemic on the Department of Mental Health Support Services

- ▶ Chesterfield CSB service modifications due to the Coronavirus
- ▶ Furlough Process
- ▶ MHSS Staff Redeployments
- ▶ Financial Impacts
- ▶ Success Stories





# FY21 Initiatives & Challenges

- Continuing to address emergent needs related to COVID-19
- Our top priority is continuing to assess the financial impacts on FY21 and FY22 budgets
- Census Pressures at State Hospitals
- STEP-VA, Behavioral Health Redesign and Marcus Alert Legislation
- Continue to meet the DOJ Requirements
- Continue to develop partnerships to address affordable housing for those with mental health needs
- Electronic Health Record Implementation





## “My Story with Schizophrenia”



▶ “The ICT Team helps me feel like a person with a disability, rather than a disabled man who is barely a person.”

~ Gary F.





# Questions?





# SOCIAL SERVICES BOARD ANNUAL PRESENTATION

September 23, 2020

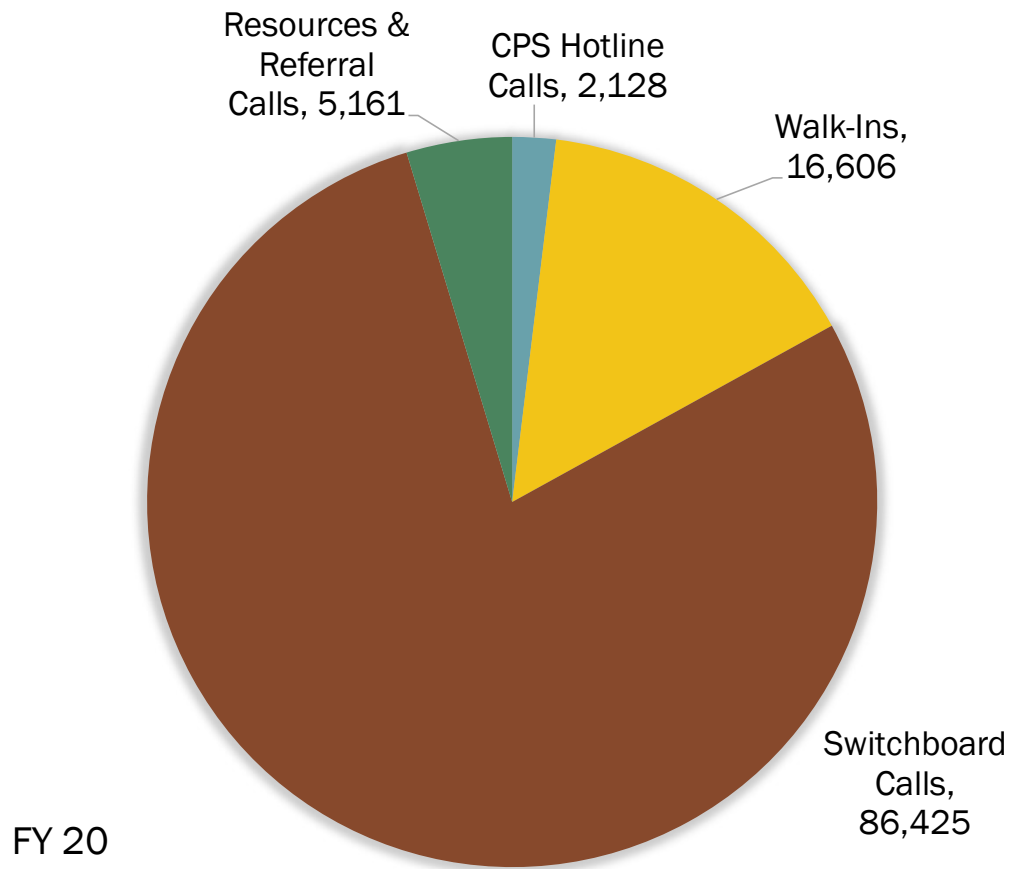


# OUR WHY...

Maximizing each  
opportunity to  
transform lives and  
support individuals  
in reaching their full  
potential



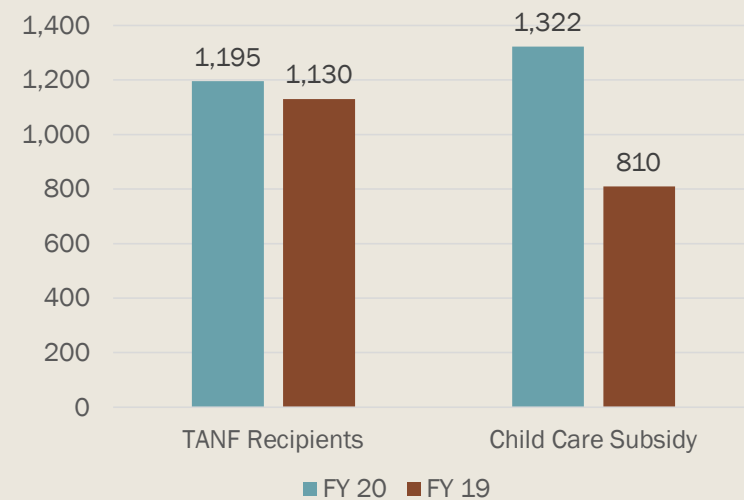
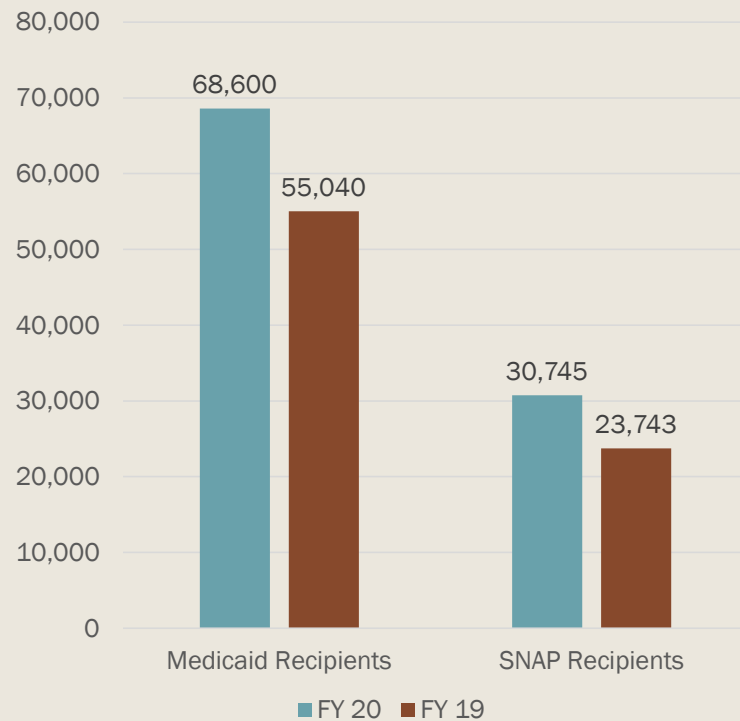




Making a  
Difference  
with Every  
Contact

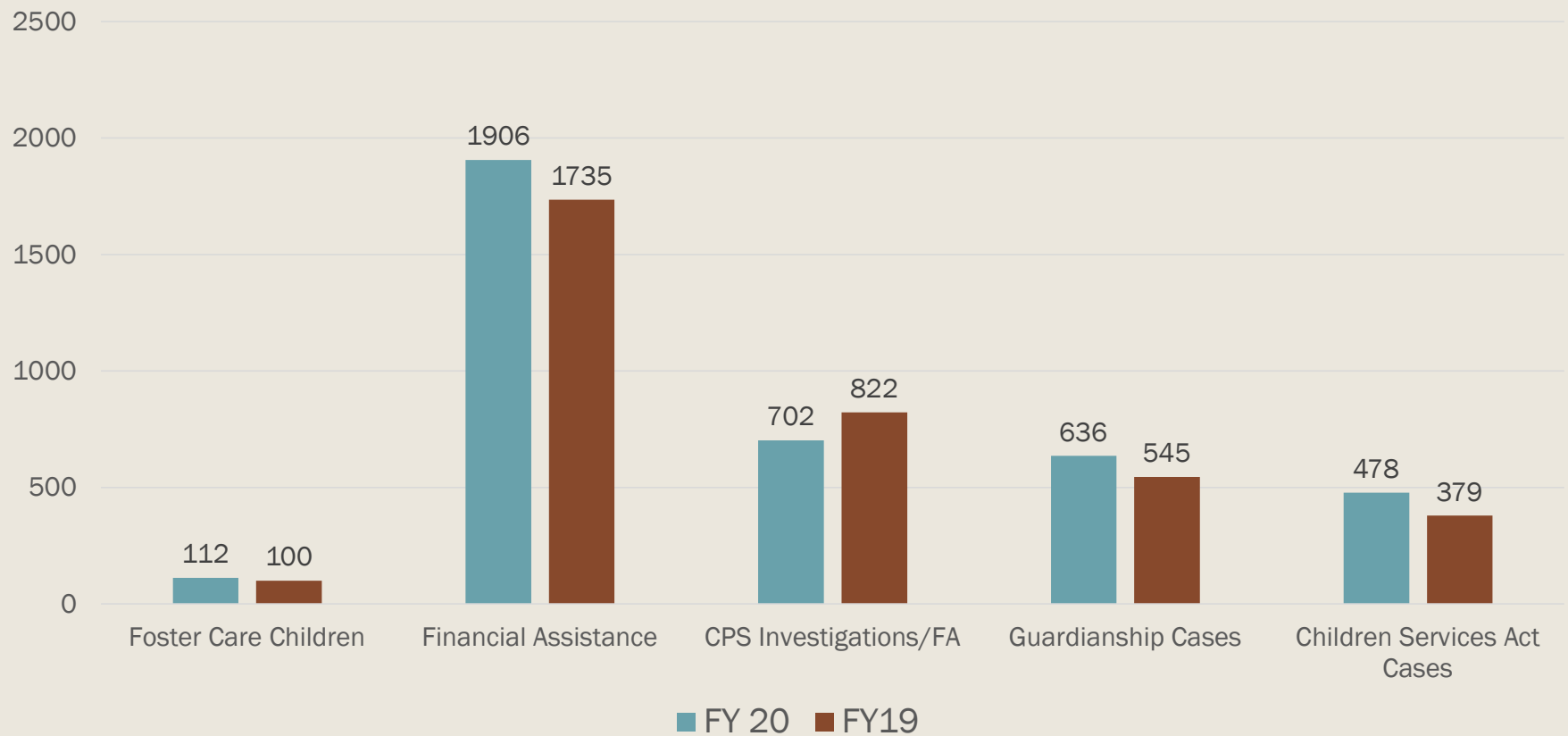


# Benefit Programs Workload





# Family Services Workload





A framed quote on a wooden surface with books. The quote is in bold, black, sans-serif capital letters. The frame is made of light-colored wood. Below the frame, on a wooden surface, are two books. The top book is white with a red spine and the text 'The Hotel Book' on the cover. The bottom book is grey with the text 'THE HOTEL BOOK' on the cover.

**EXCELLENCE IS  
NEVER AN ACCIDENT  
IT IS THE RESULT OF  
HIGH INTENTION  
SINCERE EFFORT  
INTELLIGENT DIRECTION  
SKILLFUL EXECUTION  
AND THE VISION TO SEE  
OBSTACLES AS  
OPPORTUNITIES**

## FY 20 Accomplishments

- Children's Services Act joined DSS
- Technology Enhancements
- Performance Accomplishments
  - *CPS referral timeliness*
  - *98.7% average SNAP timeliness*
  - *98.8% average TANF timeliness*
  - *100% average Medicaid renewal timeliness*





# Able-Bodied Update

- Medicaid, SNAP & VIEW program participants
- Efforts continue despite non-mandated
- Wage growth
  - SNAP average \$461.68/mo
  - Medicaid Expansion average \$1,088.91/mo
- Fall Career & Resource Fair at Stonebridge Recreation Center – 559 job seekers
- First virtual Career Fair in partnership with Virginia Career Works – 325 job seekers
- FY 21 Priorities:
  - *Workforce partnerships*
  - *Increase engagement*
  - *Continue Financial Independence Impact Team (FIIT) alignment*



# Coronavirus Pandemic Response

- No interruption in service delivery
- Innovation
- Communication
- Community partnerships
- Success stories






# Pandemic Impact: Food Insecurity, Access to Health Care and Child Care

Food Insecurity	Child Care
<b>Collaboration</b> <ul style="list-style-type: none"><li>• DSS Food Insecurity Liaison</li><li>• Regional COVID-19</li><li>• Chesterfield Human Services COVID-19 Response Team (CCPS, DSS, CIR, Education Foundation, Chesterfield Food Bank)</li></ul> <b>Supplemental Nutrition Assistance Program</b> <ul style="list-style-type: none"><li>• Policy changes</li><li>• Emergency allotments</li><li>• P-EBT</li></ul>	<b>Child Care Subsidy</b> <ul style="list-style-type: none"><li>• Policy changes</li><li>• Additional funding for waiting list</li><li>• Collaborating to support County initiatives</li></ul> <b>Medicaid</b> <ul style="list-style-type: none"><li>• Application policy changes for new enrollees</li><li>• Renewal changes for existing enrollees</li></ul>





## FY21 Priorities

- Complete Laserfiche implementation for programs and begin transitioning administrative files
- Full integration of Microsoft Dynamics with Children's Services Act
- Implement Family First Prevention Services Act
- Continue collaboration with CCPS and CHPS through Learnfare, CPS and McKinney Vento
- Continue building a quality assurance team within the department
- Continue building partnerships with workforce development providers and FIIT





# QUESTIONS?





# Workforce Partnership Update

Chesterfield Board of Supervisors

September 23, 2020



Brian K. Davis,  
Executive Director  
Capital Region  
Workforce Partnership





# Workforce Supply and Demand “Post COVID”

**7.5%, or  
14,028  
people**

County  
Unemployment Rate  
July 2020  
(July 2019 was 3%)  
*Regional rate: 8.6%*

*Peaked  
at 10.5%  
in April*

**15,970**

The number of  
county residents  
filing unemployment  
claims in the “peak  
week” of May 16,  
2020  
(Compare to 754 the  
week of March 14)

**7,868**

The number of  
county residents  
filing unemployment  
claims in the week  
ending Sept. 5, 2020

**170,486**

Number of  
regional jobs  
lost since March

Industries hit hardest:

- 1 - Food service (27,918)
- 2 - Office/admin. (21,062)
- 3 - Sales (15,885)

**12,223**

Number of jobs  
open within 25  
miles of 23832  
on 9/15/20

**Who is hiring?**

- 1) Oracle
- 2) Bon Secours
- 3) Commonwealth of VA
- 4) VCU Health
- 5) HCA
- 6) Carmax
- 7) CVS
- 8) Autozone
- 9) McDonalds
- 10) Anthem



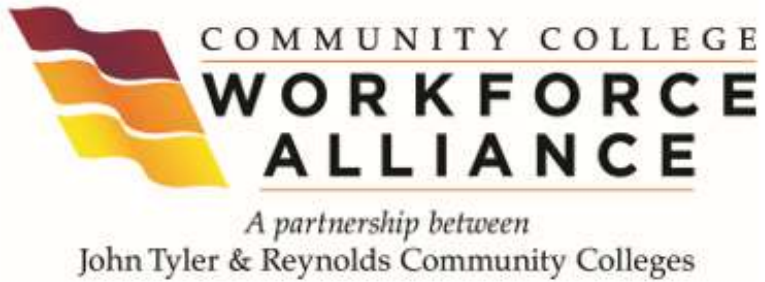


# Services and County Collaborations

## CAPITAL REGION

- ▶ Chesterfield Center Reopened to Public July 6, 2020. (Tuesdays and Thursdays)
  - ▶ 571 total visitors through August, 313 being Chesterfield residents.
  - ▶ 551 total Chesterfield residents visited one of three centers.
  - ▶ 83% of Chesterfield Center visitors to-date only seeking unemployment insurance assistance provided on-site by Virginia Employment Commission.
  - ▶ Job search and training assistance also available. 80 active Chesterfield residents on 9/15/20. 189 total served in prior fiscal year (23% of region's total).
  - ▶ Adult Education (GED) and Department of Veterans Services also available on site.
- ▶ Humankind (recipient of CARES Act funds from County) will be locating staff at the Center and assisting in operations.
- ▶ Economic Equity Grant launched July 1 to expand coordination with TANF/VIEW
- ▶ Joint Virtual Job Fair with Chesterfield DSS
  - ▶ August 12 with 35 employers and 88 Chesterfield residents (1/3 of total attendees)
- ▶ Collaboration with Chesterfield Libraries to provide virtual workshops
  - ▶ Job search, resume and cover letter assistance, program orientation and virtual enrollment assistance





**WE PROVIDE  
SOLUTIONS,  
NOT JUST  
TRAINING**



# WE SERVE CENTRAL VIRGINIA.

The Community College Workforce Alliance is the workforce development partnership between **John Tyler Community College** and **Reynolds Community College**.

**Chesterfield Residents Served – 1154**  
**Chesterfield Businesses Served – 13**







# **William H. Talley III Center for Workforce Development**

John Tyler  
Community College  
*Chester Campus*





## SECTOR STRATEGIES



Transportation



Logistics



Healthcare



Trades and  
Construction



Manufacturing



Customer  
Service



# FastForward Certification Programs

## - Tuition Assistance for All Virginians

- Commercial Driver's License (CDL)
- Manufacturing Technician 1 (MT1) – Dual w/ Manufacturing Specialist (MS)
- Certified Logistics Technician (CLT) – Dual w/ Certified Logistics Associate (CLA)
- Lean Practitioner
- VDOT Construction Inspector Series
- NCCER Core Construction
- NCCER Electrician Level 1
- NCCER HVAC Level 1
- NCCER Heavy Equipment Operator



25-50% increase in annual wages from the majority of statewide FastForward completers after attaining their credentials

\*VEC, VCCS student survey, EMSI, and VCCS analysis



# FastForward Certification Programs

## - Tuition Assistance for All Virginians

- Customer Service & Sales Certification
- Teacher Licensure (through *EducateVA*)
- Clinical Medical Assistant -Triple credential w/ Phlebotomy and EKG
- Certified Nurse Aide
- Medical Coding
- Pharmacy Technician
- Emergency Medical Technician (EMT)



25-50% increase in annual wages from the majority of statewide FastForward completers after attaining their credentials

\*VEC, VCCS student survey, EMSI, and VCCS analysis





- A newly established nonprofit organization formed in response to the economic hardships created by COVID-19
- A partnership with 20 of the Commonwealth's leading businesses and the Virginia Community College System's 23 community colleges
- Provides incentives for motivated, out-of-work Virginians to reskill for in-demand jobs in high-growth sectors
- Upon achieving a credential in selected training programs, "VA Ready Scholars"
  - receive a \$1,000 Credential Achievement Award
  - offered opportunities to interview at many of Virginia's best companies





## STAY IN TOUCH:

**Elizabeth Creamer**

**Vice President, Workforce Development  
& Credential Attainment**

**[ecreamer@ccwa.vccs.edu](mailto:ecreamer@ccwa.vccs.edu)**

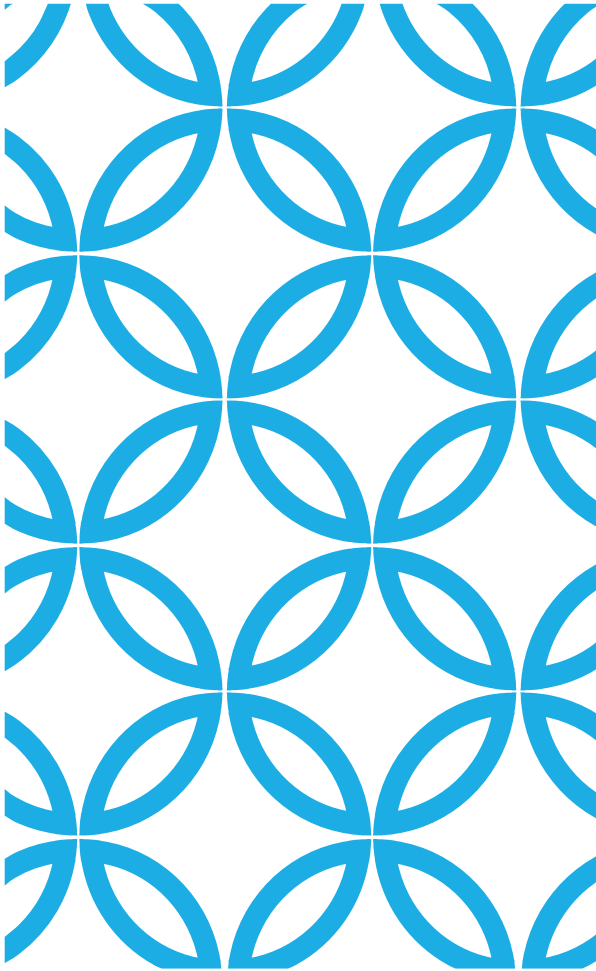
**[ccwatraining.org](http://ccwatraining.org)**





# Questions?





# DAVIS CHILD ADVOCACY CENTER

---







VA CODE § 15.2-  
1627.5.  
COORDINATION OF  
MULTIDISCIPLINARY  
RESPONSE TO CHILD  
SEXUAL ABUSE

B. The following individuals, or their designees, **shall participate in review meetings of the multidisciplinary team**: the attorney for the Commonwealth; law enforcement officials responsible for the investigation of sex offenses involving a child in the jurisdiction; a representative of the local child protective services unit; **a representative of a child advocacy center serving the jurisdiction**, if one exists; and a representative of an Internet Crimes Against Children task force affiliate agency serving the jurisdiction, if one exists. In addition the attorney for the Commonwealth may invite other individuals, or their designees, including the school superintendent of the jurisdiction; a representative of any sexual assault crisis center serving the jurisdiction, if one exists; the director of the victim/witness program serving the jurisdiction, if one exists; and a health professional knowledgeable in the treatment and provision of services to children who have been sexually abused.

2014, cc. 780, 801.



# WHY DO WE HAVE A MULTI-DISCIPLINARY TEAM (MDT)



No single discipline can, nor should, be responsible for meeting all the needs of a victim of child abuse.

Our Core Functions Include:

- A Coordinated and Joint Response
- Information-Sharing
- Ensuring a Consistent Child-Focused Process
- Providing Supportive Interventions
- Case Reviews

The role of the CAC is to facilitate and help support these functions.







# ACCREDITATION

The **Davis CAC** is additionally tasked with:

**Becoming an Accredited CAC-** We are currently designated as an Associate/Developing CAC through National Children's Alliance (NCA). These best practice standards are what our CAC Multidisciplinary Team are held to.

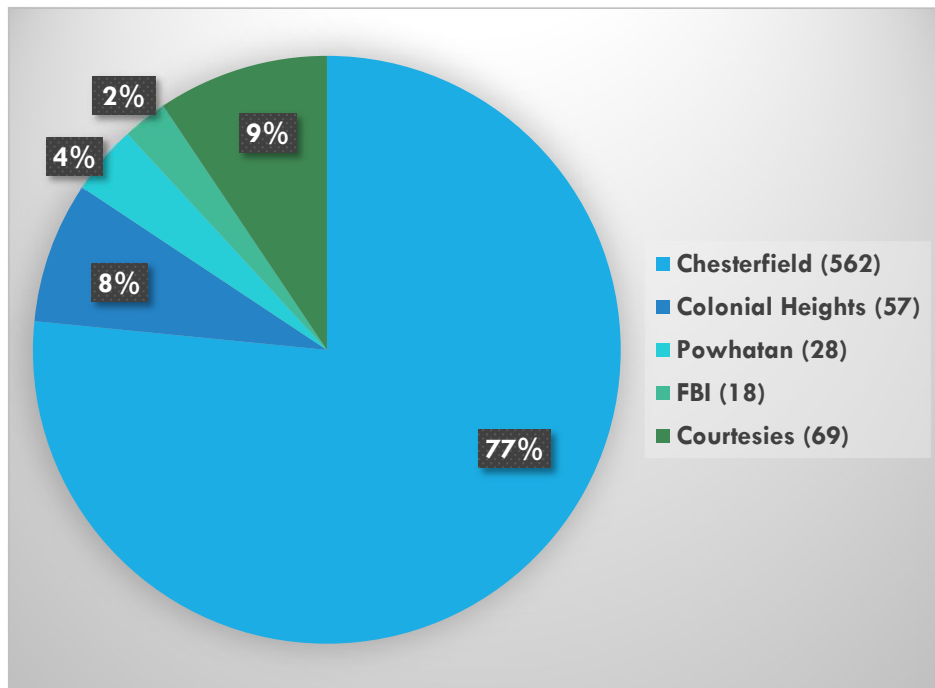
We have five years to apply to become an Accredited CAC.

We are halfway through that time period. We anticipate applying by the end of year 2021- Year 4.

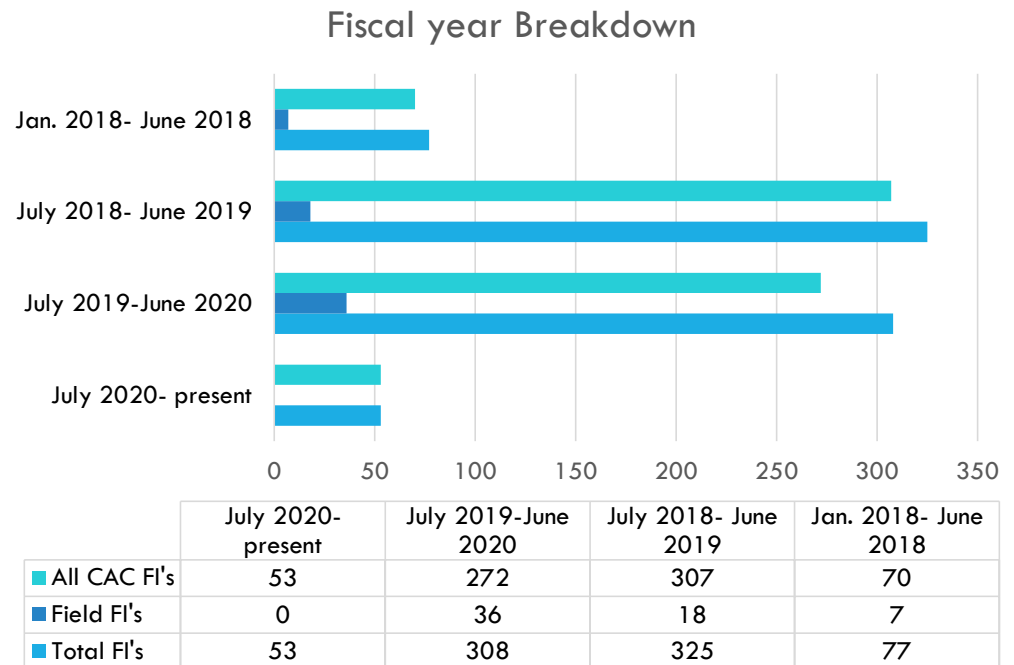


# CAC STATISTICS TO DATE

## Forensic Interview Referrals



## Total Children Served = 759





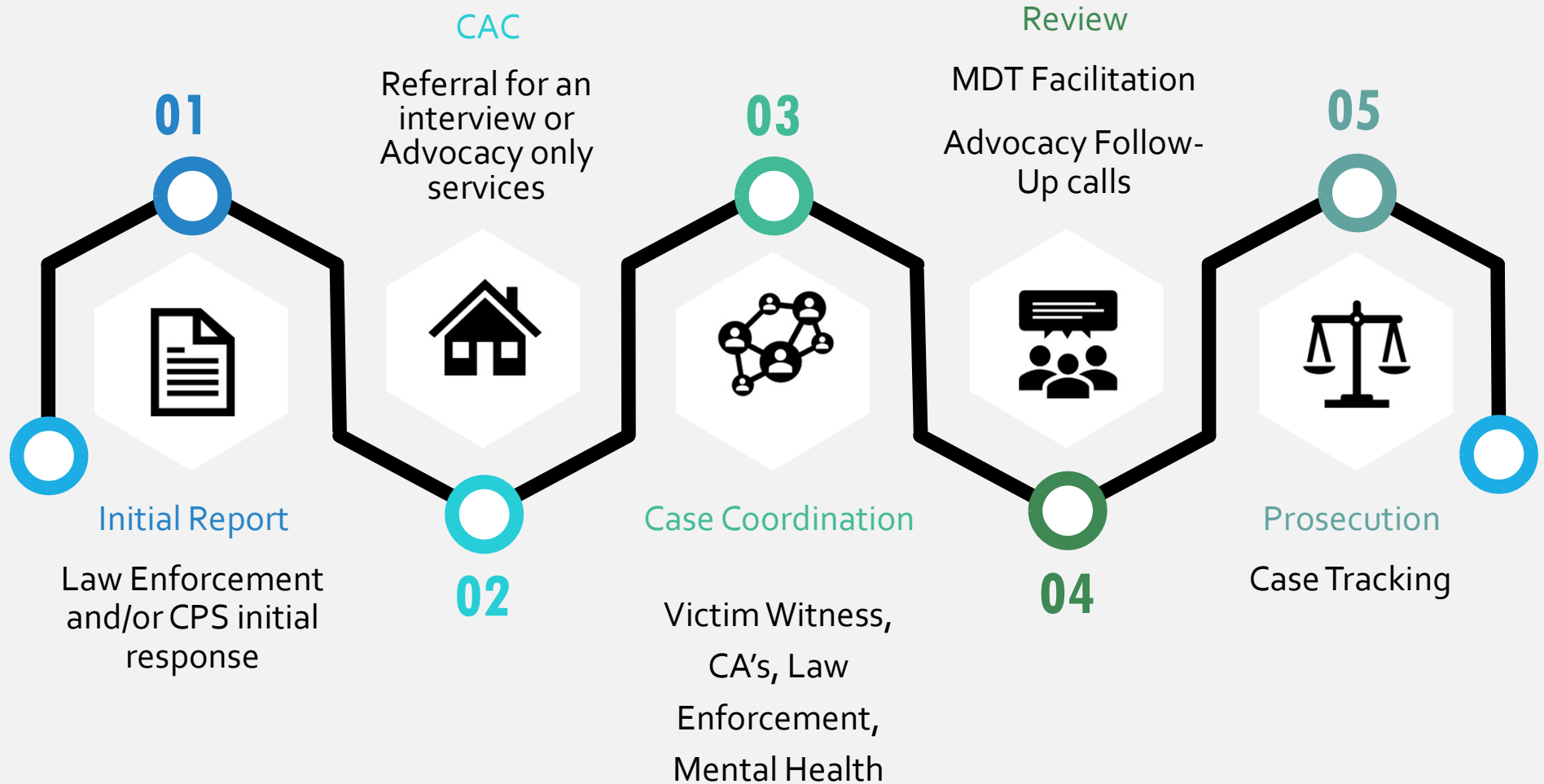
# FORENSIC INTERVIEWING

- Forensic interviews are best conducted within a multidisciplinary team context, as coordinating an investigation has been shown to increase the efficiency of the investigation while minimizing system-induced trauma in the child (Cronch, Viljoen, and Hansen, 2006; Jones et al., 2005).
- As a dedicated CAC Forensic Interviewer, I am neutral and independent of other agencies such as CPS, LE and Prosecution. Investigators can concentrate on the investigation while I utilize my skillset as an FI.
- The forensic interview is an investigative tool and the first step in the investigation.

CRONCH, L.E., VILJOEN, J.L., AND HANSEN, D.J. 2006. FORENSIC INTERVIEWING IN CHILD SEXUAL ABUSE CASES: CURRENT TECHNIQUES AND FUTURE DIRECTIONS. AGGRESSION AND VIOLENT BEHAVIOR 11(3):195–207.



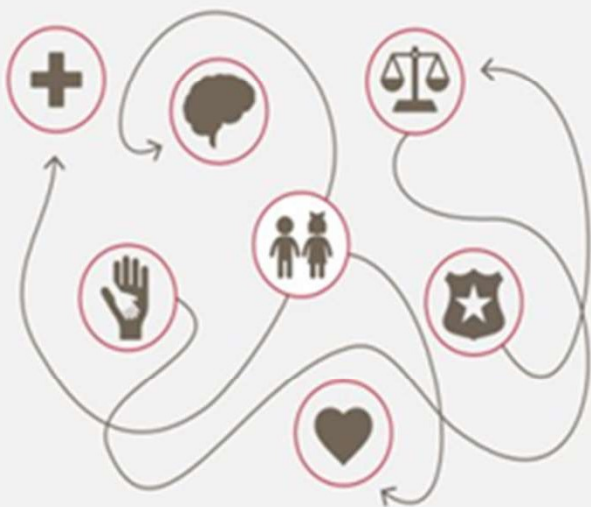
# CASE PROGRESSION





# CACS SERVE THE BEST INTERESTS OF THE CHILD

Without CACs



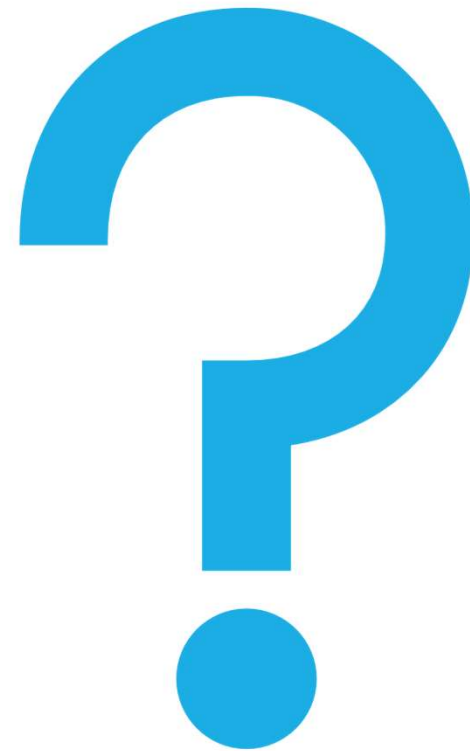
With CACs





QUESTIONS?

---







# **CITIZEN INFORMATION AND RESOURCES**

---

*Board Of Supervisors  
September 23, 2020*



# SUCCESS CENTERS AND DAYCARE



CHESTERFIELD  
COUNTY



# CENSUS UPDATE

- Provides a snapshot of our Community
- Estimated 74% completion rate
- Ends October 1<sup>st</sup>

The logo for the 2020 United States Census. It features the words "United States" in a smaller, white, sans-serif font at the top. Below it, the word "Census" is written in a large, bold, white, sans-serif font. At the bottom, the year "2020" is written in a large, bold, white, sans-serif font. The entire logo is set against a solid blue rectangular background.

United States®  
**Census**  
**2020**

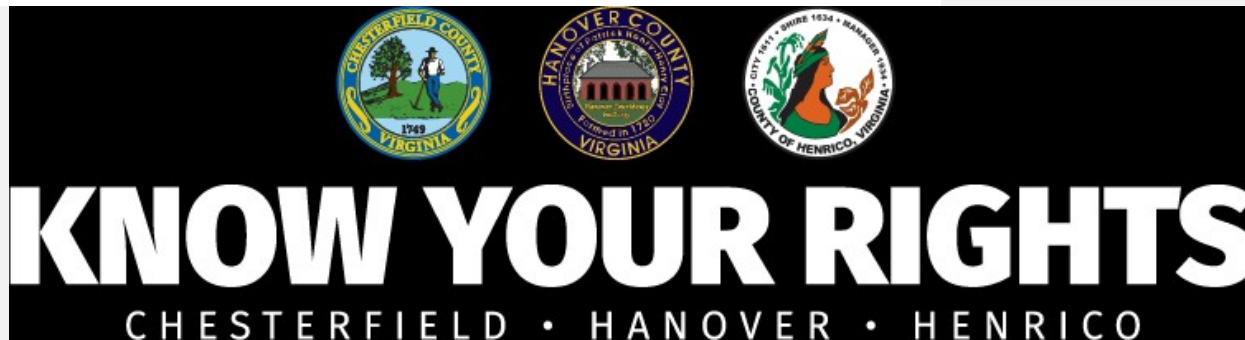
**[www.2020census.gov](https://www.2020census.gov)**

CHESTERFIELD  
COUNTY



# OUTREACH AND ENGAGEMENT

- New Homeowner Welcome Letter
- [www.chesterfield.gov/AtaGlance](http://www.chesterfield.gov/AtaGlance)
- Youth Services
- [www.chesterfield.gov/TeenHelp](http://www.chesterfield.gov/TeenHelp)
- Multi-Cultural Services
- [www.KnowYourRightsRVA.org](http://www.KnowYourRightsRVA.org)





# COMMUNITY PARTNERSHIPS

*Stronger Together*



CHESTERFIELD  
**FOODBANK**  
A Division of Community Food Bank, Inc.



Chesterfield County Public Schools



**acts**  
closing the door on homelessness



CHESTERFIELD  
COUNTY



# QUESTIONS?

*Emily Ashley, Director*  
[ashleye@chesterfield.gov](mailto:ashleye@chesterfield.gov)





**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: September 23,  
2020**

**Item Number: 3.D.**

**Subject:**

Capital Facilities Planning Update

**Board Action Requested:**

**Summary of Information:**

The presentation to the Board of Supervisors will introduce StratIS, which is the County's Strategic Information Sharing platform. The StratIS platform is a growing and robust collection of data from County systems, housed within a community data warehouse. This enterprise-wide repository mission is to provide data that is managed and refined into concise information that supports accurate reporting, single source of truth, and prevents duplication of efforts throughout the organization. StratIS leverages cloud-based technology which deliver dynamic tools for trending and predictive analysis and modeling.

County and Schools staff, along with Catapult – a Microsoft Gold partner, have worked collectively over the last 18 months to develop a forecasting model to predict County student generation based on geography specific historical data. Staff will present results of this effort and review the next phase, which includes building a GIS visualization tool to assist with analysis and support the evaluation of various scenarios.

The StratIS platform connects directly to the sources of record, ensuring accuracy of reporting. The project has established productive relationships among various departments throughout the County including Schools. Various products have been developed utilizing the StratIS platform, some currently in production. Additional resources and tools to assist with the capital planning process are currently underway. Of note is a solution that uses key data housed in StratIS which led to proposed modifications of the zoning staff report, particularly as it relates to calculating the student generation factors (SGF).

**Attachments:**

1. Final StratIS Presentation BOS 092320

Preparer: Christopher "Matt" Harris, Deputy County Administrator

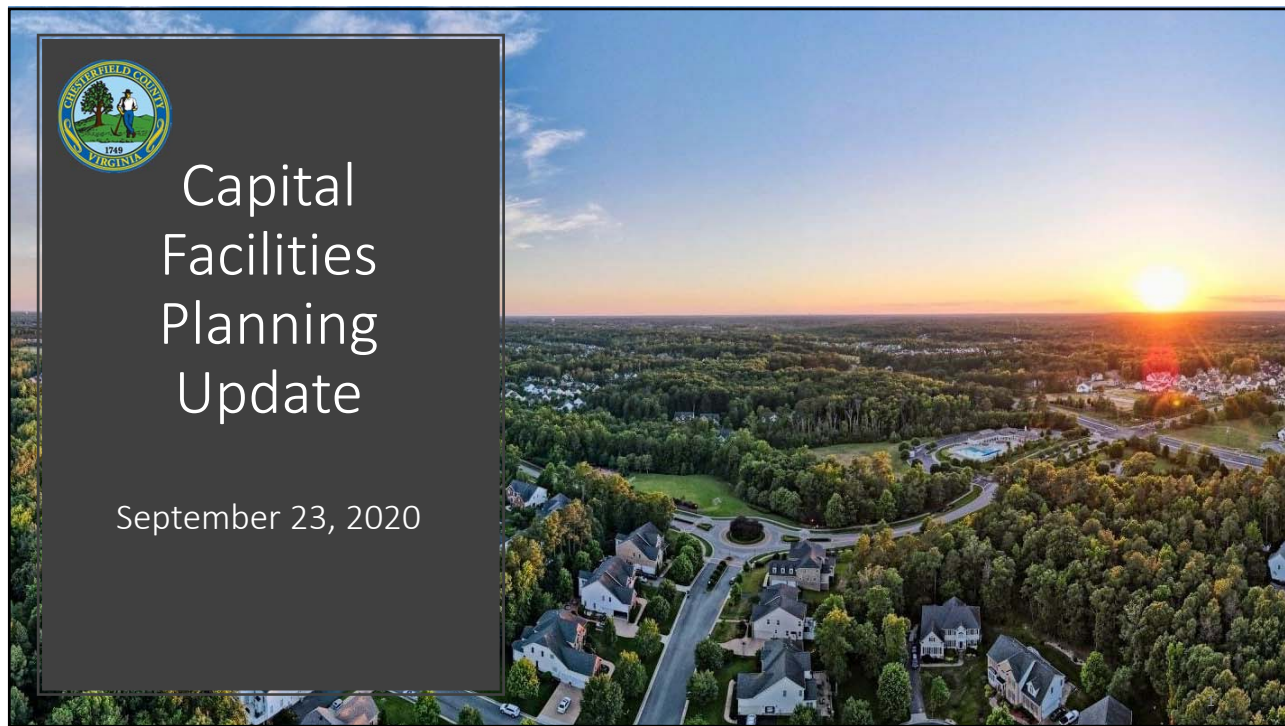


Approved By:




---






1

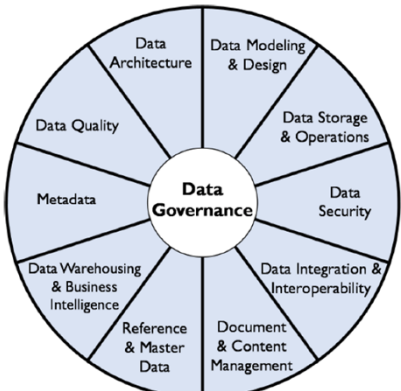
**StratIS – Strategic Information Sharing**  
 Chesterfield County's Enterprise Data Program





CHESTERFIELD COUNTY  
COMMUNITY DATA WAREHOUSE

**Data Management  
Best Practices**



2

2



## StratIS – Strategic Information Sharing

### Program Goals



#### PROCESS EFFICIENCIES

- Create business glossary of terms
- Automate repetitive data collection tasks
- Enable self-service discovery & visualizations
- Execute sharing agreements that enable insights and ensure security

#### DATA QUALITY IMPROVEMENTS

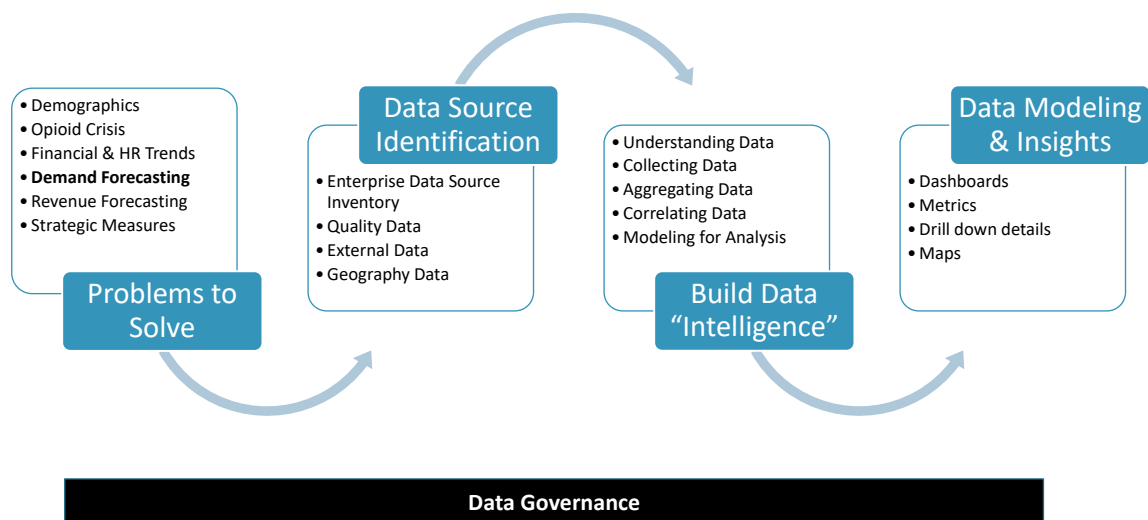
- Establish single source of truth
- Collect historical data for trending & predicting
- Aggregate & anonymize data
- Leverage external and open data sources
- Disaster recovery and security of data

3

3

## StratIS – Strategic Information Sharing

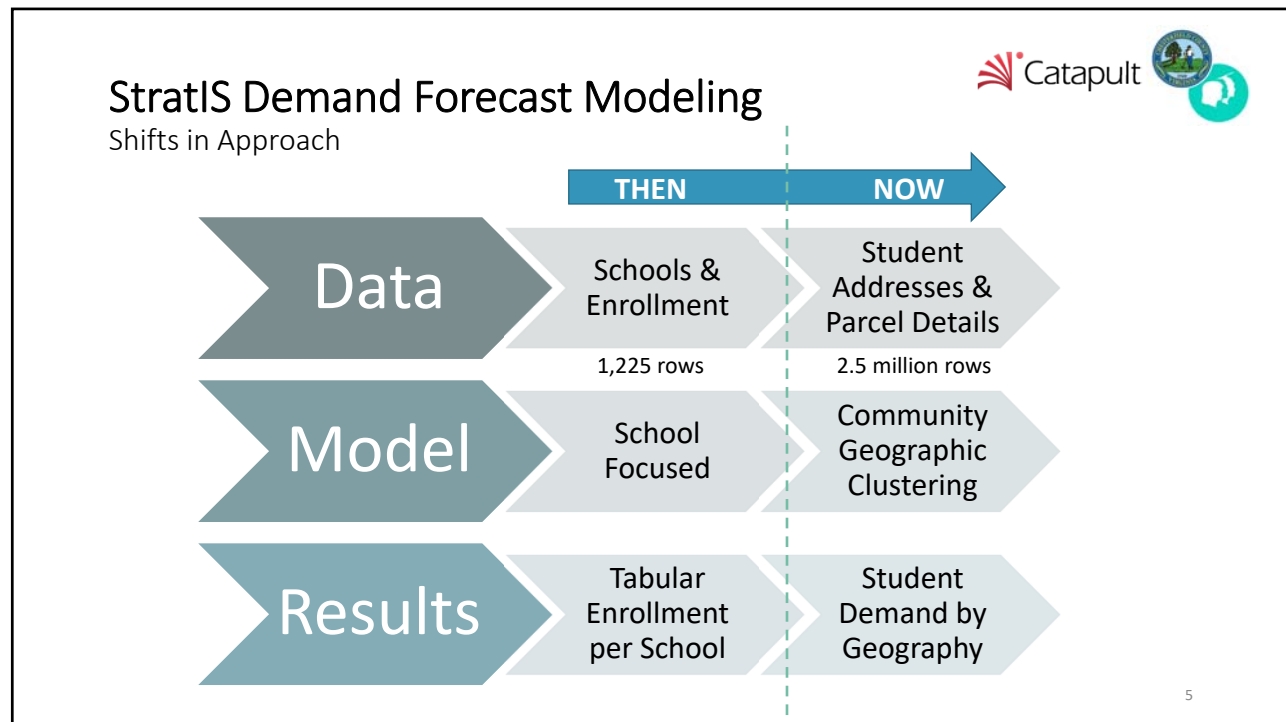
### Idea to Insight Process



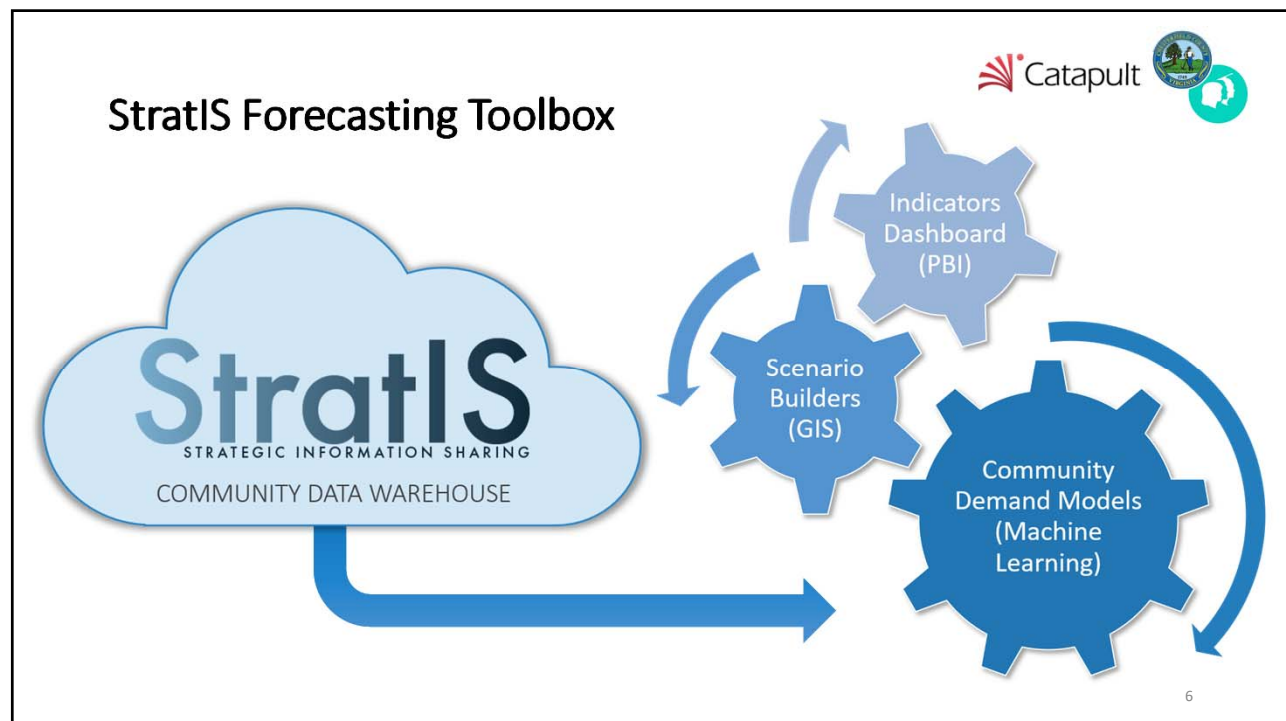
4

4





5



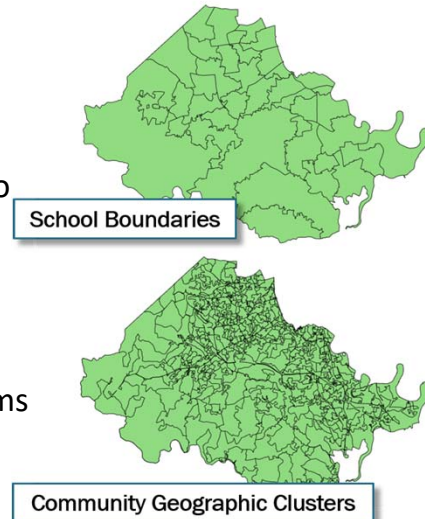
6



## StratIS Community Data

Historical Student Activity Related Data

- Detailed real estate level data
- CGC Regions are smaller than school districts and created using similar geographic characteristics to provide more accurate results
- Enables learning student generation patterns by geographic location
- Removes model interference caused by human adjustments like redistricting, waivers, or programs
- Model has 20 years of historical data and can be trained on all or part of that time as needed



7

7

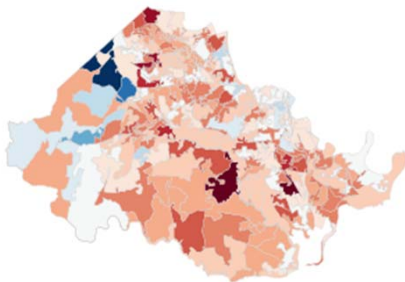
## StratIS Student Demand Model

Training & Validation

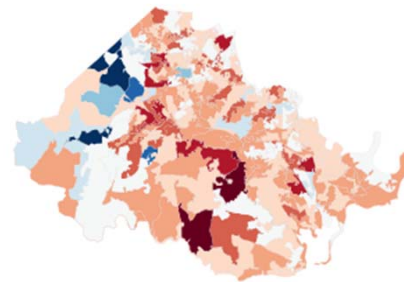


Model validation results using 2019 as baseline  
( for middle schools )

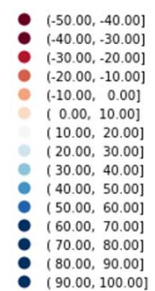
Actual Change



Forecasted Change



Student Change



8

8



## StratIS Student Demand Model

Training & Validation



### Model Validation Results using 2019 actuals

	2019 Actual	2019 Forecast (for validation)	Difference
Elementary	28,752	28,860	-0.4%
Middle	14,750	14,345	2.7%
High	19,069	18,680	2.0%
Total	62,571	61,885	1.1%

9

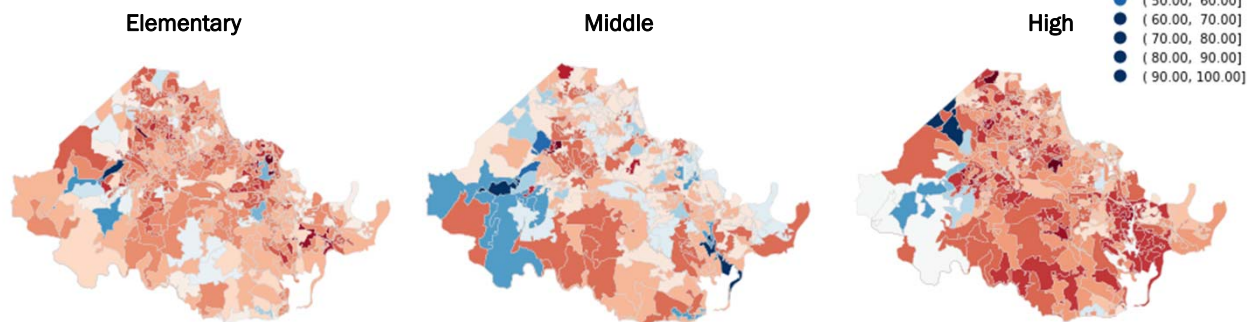
9

## StratIS Student Demand Model

2024 Predictions



### Forecasted Student Populations Color coded by delta between 2019 vs 2024 prediction



10

10



# Student Demand Model Future Maintenance

Review	Review data and results <ul style="list-style-type: none"> <li>• Apply subject matter expertise and perspectives</li> <li>• Explore alternative approaches to defining geographic regions</li> </ul>
Gather	Gather new data <ul style="list-style-type: none"> <li>• 2020 Student Addresses</li> <li>• 2021 Real Estate and Household Data</li> <li>• 2020 Census Blocks</li> </ul>
Evaluate	Re-evaluate the current model with the new data

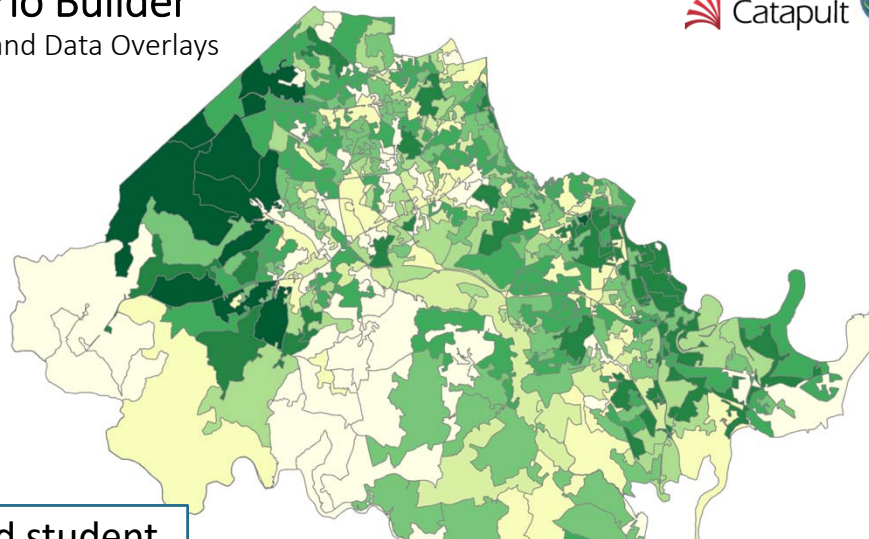


11

11

## StratIS Scenario Builder

Model Predictions and Data Overlays



2024 predicted student populations by regions

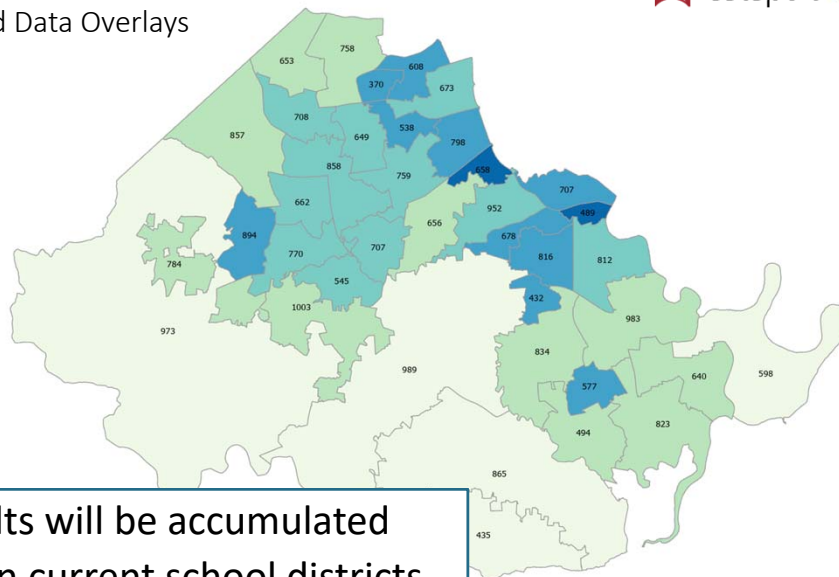
Predicted number of students in 2024 are accomplished using small regions that have similar characteristics like assessed values, number of bedrooms, lot sizes, and housing types

12



## StratIS Scenario Builder

Model Predictions and Data Overlays

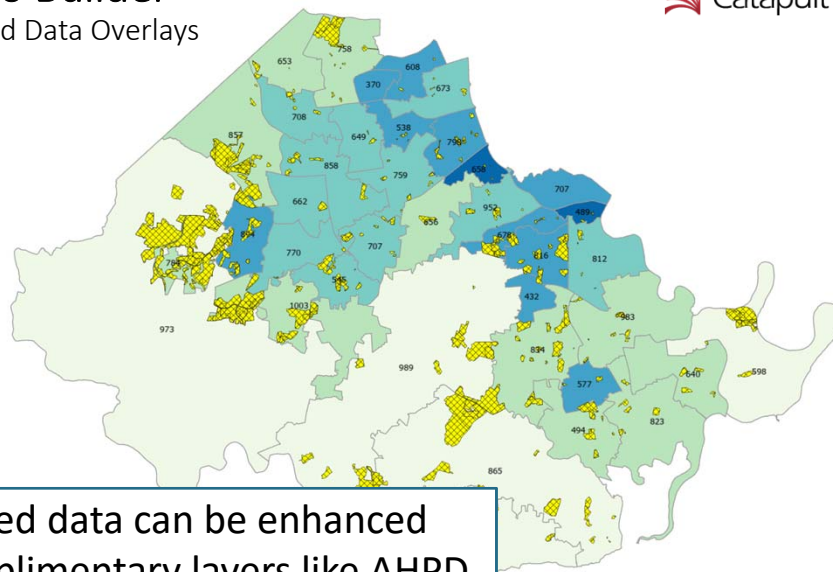


Predictive results will be accumulated on a map within current school districts

13

## StratIS Scenario Builder

Model Predictions and Data Overlays



The accumulated data can be enhanced by adding complimentary layers like AHPD

14



## StratIS Scenario Builder

Model Predictions and Data Overlays

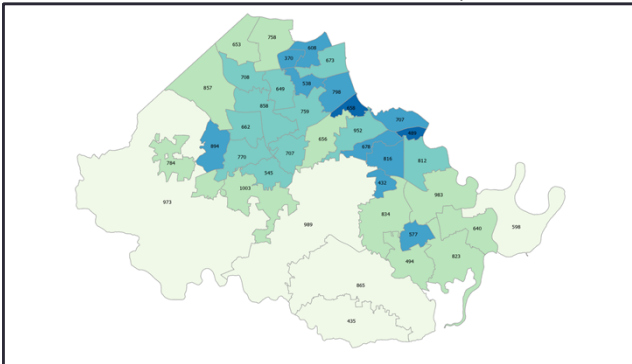


All of the details about parcel plats and roads are in the same view and can be seen simply by zooming in

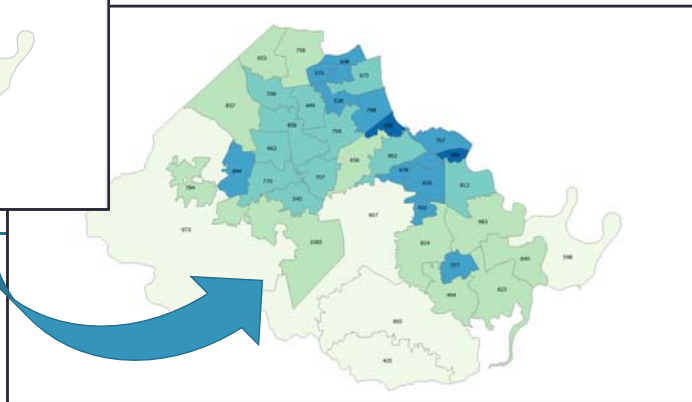
15

## StratIS Scenario Builder

Model Predictions and Data Overlays



Hypothetical district designs are realized by moving a district boundary then recalculating the new potential population



16



# StratIS Program Future Investments



## Community Demand Models:

- Fire & EMS
- Libraries
- Parks
- Health and Human Services

## Revenue Forecasting

## Strategic Measures

## Policy Development and Evaluation

## Economic Development/Industry Targeting

17

17

## StratIS Community Data Warehouse Additional Products

- Historical Enrollment Dashboard (published online today)
- Indicators Dashboard; January publication, annual update
- Future Referendum Planning



18

18



## Zoning Staff Report Update

- New Layout and Design
- Enhanced Electronic Navigation
- Page Length Reduction
- Streamlined Department Comments
- Data sourced from StratIS Community Data Warehouse



18SN0835 – ABC Corporation		Time Remaining 365 Days
Magisterial District – Bermuda		Case Manager Harold Ellis (804-758-7552)
Agent – John Smith (804-555-5555)		
805 Public Hearing – January 15, 2019		
<b>Request</b> Rezoning & Conditional Use Planned Development (A single-family age-restricted development containing a maximum of 250 cluster-style dwelling units)	<b>Planning Commission Recommendation</b> Approval	
<b>Staff Recommendation</b> Approval		
<b>Property Location</b> 10600 Hollyberry Drive	<b>Site Size</b> 101.9 Acres	<b>Comprehensive Plan – Land Use Designation</b> Suburban Residential III
		<b>Plan Area</b> County Wide Plan
<p>Figure 1: Aerial of Request Area (VOIN 2016) – Click image for link to GIS</p>		<p>Figure 2: Aerial Map of Request &amp; Land Use Plan Map</p>
<b>Summary of Proposal</b> <p><b>REQUEST I.</b> Rezoning from Residential (R-12) to Residential (R-12) with conditional use planned development to permit exceptions to Ordinance requirements. Specifically, exceptions are requested to 1) minimum lot size, 2) minimum lot width, 3) lot coverage, 4) setbacks, and to 5) permit more than one model home within the subdivision.</p> <ul style="list-style-type: none"> <li>• A single-family age-restricted development containing a maximum of 250 cluster-style dwelling units, yielding a density of 2.4 dwelling units per acre.</li> <li>• The Property is located within an area identified for revitalization. Under the Road Cash Proffer Policy, no road cash proffer will be accepted.</li> </ul> <p><b>REQUEST II.</b> Waiver to street connectivity requirements for new streets to be stubbed to undeveloped land. Specifically, no road connection would be provided from the Property through an adjacent undeveloped property to Turkey Oak Road (Autumn Oaks subdivision).</p>		

19

19

# QUESTIONS?

20

20





**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: September 23,  
2020**

**Item Number: 3.E.**

---

**Subject:**

General Assembly Update

**Board Action Requested:**

**Summary of Information:**

Ms. Mary Ann Curtin, Director of Intergovernmental Relations, will present an update to the Board of Supervisors on the status of legislation introduced in the 2020 special session of the Virginia General Assembly.

**Attachments:**

None

Preparer: Sara Hall, Clerk to the Board of Supervisors

Approved By:





**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: September 23,  
2020**

**Item Number: 4.A.**

---

**Subject:**

Key Financial Indicators Quarterly Report

**Board Action Requested:**

Accept the attached Key Financial Indicators Quarterly Report.

**Summary of Information:**

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

**Attachments:**

1. Key Financial Indicators Report CY2020 Q2\_Publish Sep 20

Preparer: Gerard Durkin, Acting Budget Director

Approved By:

  
\_\_\_\_\_



BLUEPRINT CHESTERFIELD PRESENTS:

---

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

---



# KEY FINANCIAL INDICATORS

THIRD QUARTER CY2020

---

## TABLE OF CONTENTS

---

GENERAL OVERVIEW	<b>3</b>
NATIONAL ECONOMIC CONDITIONS	<b>10</b>
STATE ECONOMIC CONDITIONS	<b>11</b>
LOCAL ECONOMIC CONDITIONS	<b>12</b>
FINANCE AND BUDGET	<b>13</b>
HOUSING AND REAL ESTATE	<b>14</b>
COMMUNITY AND DEMOGRAPHICS	<b>15</b>

---

## 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.*



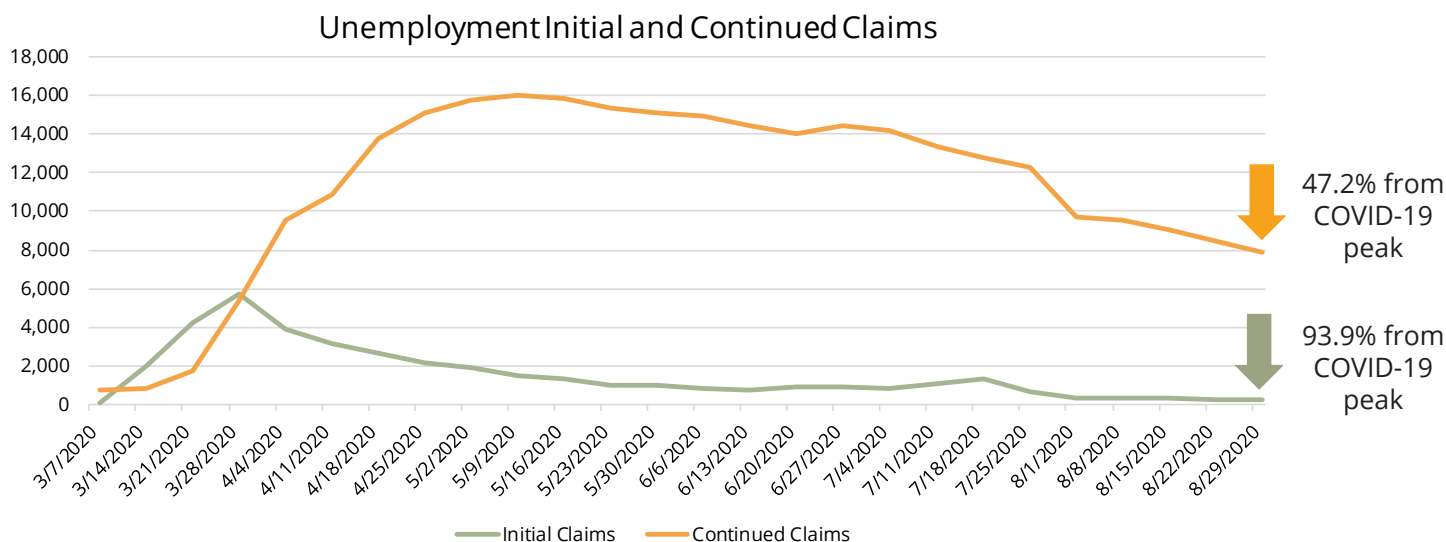
# CHESTERFIELD ECONOMIC HIGHLIGHTS

## UNEMPLOYMENT

Unemployment trends in Chesterfield County have mirrored those at the state and national level in the wake of the pandemic. However, Chesterfield's unemployment rate has consistently ranked among the lowest in the region. The industries most affected in Chesterfield include accommodation and food services (11.5 percent of claimants), and health care and social assistance (7.6 percent of claimants). Chesterfield workers in administrative support and retail trade have also been more heavily impacted. These sectors have historically been reliant on in-person interaction which was put on hold in the earliest phases of Virginia's reopening plan.

Initial and continued claims have both fallen since their respective peaks. Initial claims are down 94 percent from their peak in late March, and as a result, continued claims are now at about half of their highest level in May. This has already reduced Chesterfield's unemployment levels from 10.5 percent in April to 7.5 percent in July.

As initial and continued claims drop further, employment rates in the county can be expected to rise, though the labor force may shrink as the start of online schooling keeps more parents in homes helping their children connect to remote learning opportunities. Additionally, while the number of unemployed may fall within the County, the length of time that Chesterfield residents remain unemployed may soon extend beyond 25 weeks, which has the potential to create lasting impacts on the careers of those who are unemployed or harm the local economy.



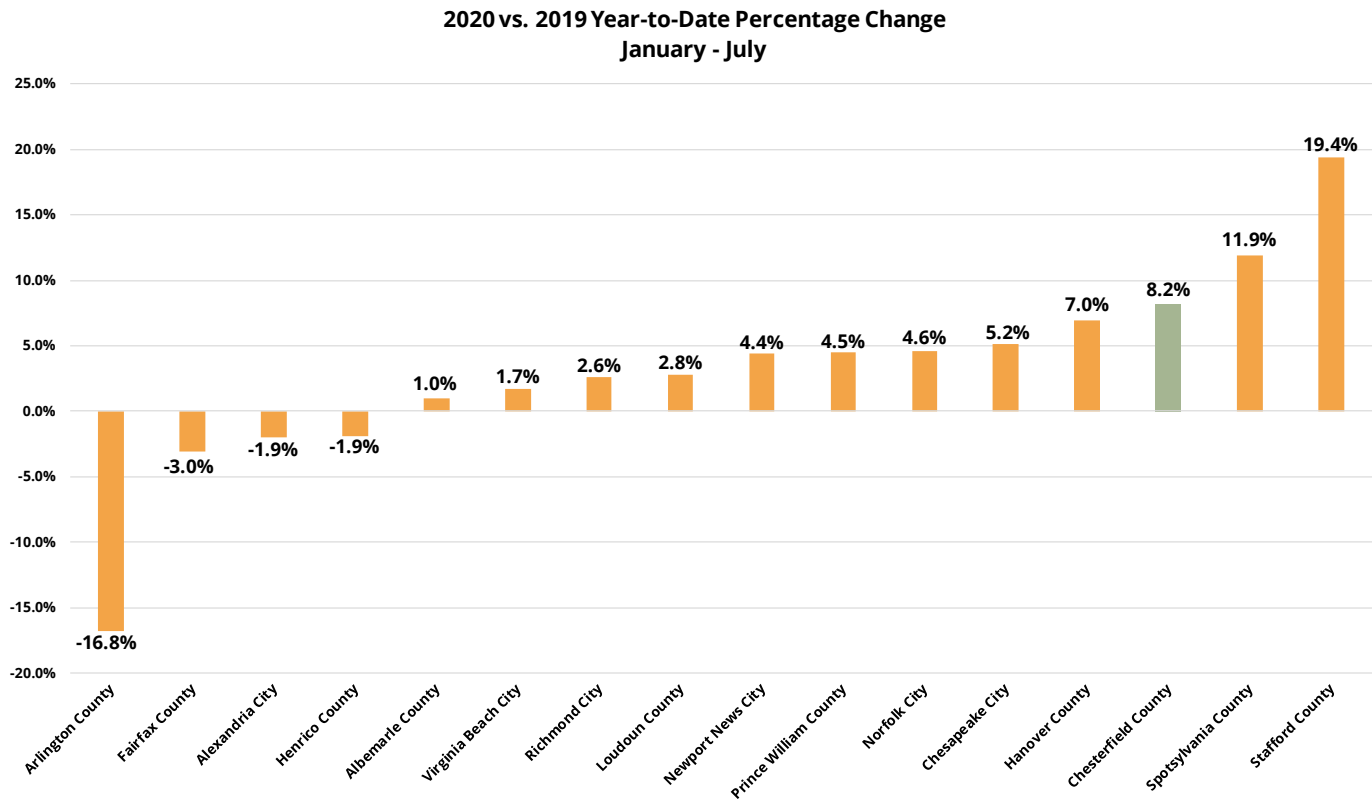
Unemployment Rate			
Locality	July 2020 Rate	June 2020 Rate	July 2019 Rate
Chesterfield	7.5%	7.9%	3.0%
Henrico	8.6%	8.7%	3.0%
Richmond	12.3%	11.8%	3.6%
Hanover	6.0%	6.4%	2.6%



SALES TAX

The local sales tax in Chesterfield County has performed well considering the impact of the pandemic on the community. While some localities have seen modest year-to-date growth, or even declines in collections, Chesterfield has grown 8.2 percent year-to-date over CY2019. Collections in January and February demonstrated steady growth typical for the County but began to slow in March. By April, the year-over-year percentage change fell to 1.2 percent, which reflects a significant impact on the usual growth seen in the County. However, June and July both demonstrated strong activity. As a bedroom community, having more workers staying closer to home while they work remotely for the first time is likely to have supported a portion of this growth. More spending can also be tied to the reopening of Chesterfield businesses throughout the late spring and early summer through the state’s phased reopening. Additionally, the Chesterfield Economic Development Authority, and Chesterfield Chamber of Commerce have rolled out programs to aid in the reopening of Chesterfield businesses, including Back in Business grants, Relaunch Chesterfield, Chesterfield Eats To Go, and other regional efforts. These initiatives coupled with the decline in unemployment within the County, the strength of recent sales tax collections, and may serve as a signal that business activity is beginning to bounce back within the County.

Year-to-Date Sales Tax Collections Change



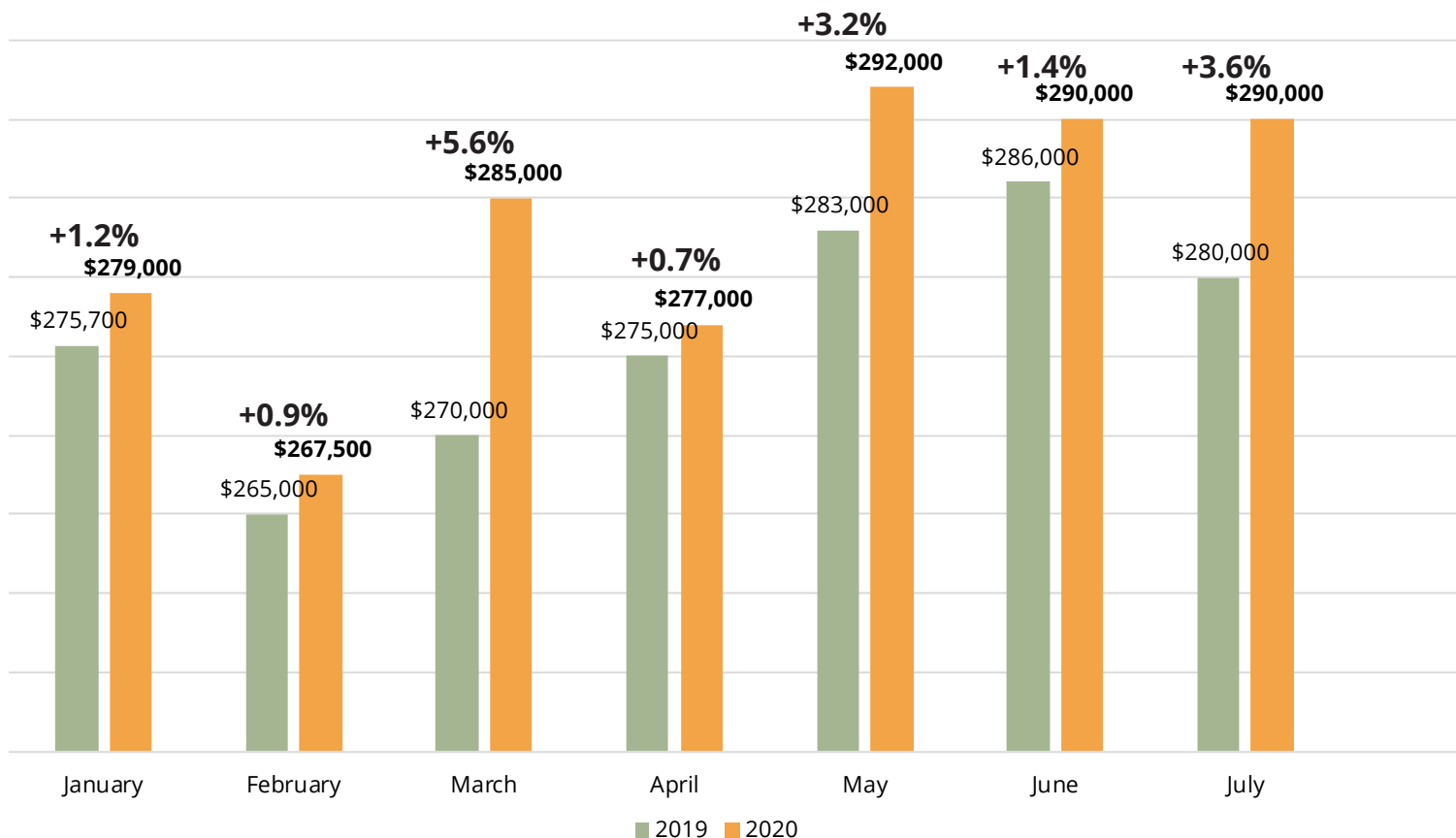


## REAL ESTATE

The Chesterfield real estate market has also proven to be resilient during the pandemic. During the pandemic, a comfortable home is more important to residents than ever and low interest rates have encouraged many to buy homes despite the level of uncertainty in other sectors of the economy.

The County's housing market activity is stronger than many regional peers, with the number of listings and closed sales in July growing by 3.4 percent and 4.1 percent year-over-year while the regional market decreased by 2.4 percent and 0.1 percent, respectively. These factors have supported demand, and as a result produced growth of 10.1 percent year-over-year in median single-family home prices. Additionally, Chesterfield has with more housing inventory available compared to our largest regional peer, and year-to-date single-family building permits are up 9.3 percent as of August, further reflecting a strong housing market in the coming months. The strength in the Chesterfield housing market will support growth in the annual residential revaluation figures, sustaining the positive trend in real estate tax collections.

### Average Residential Sales Price



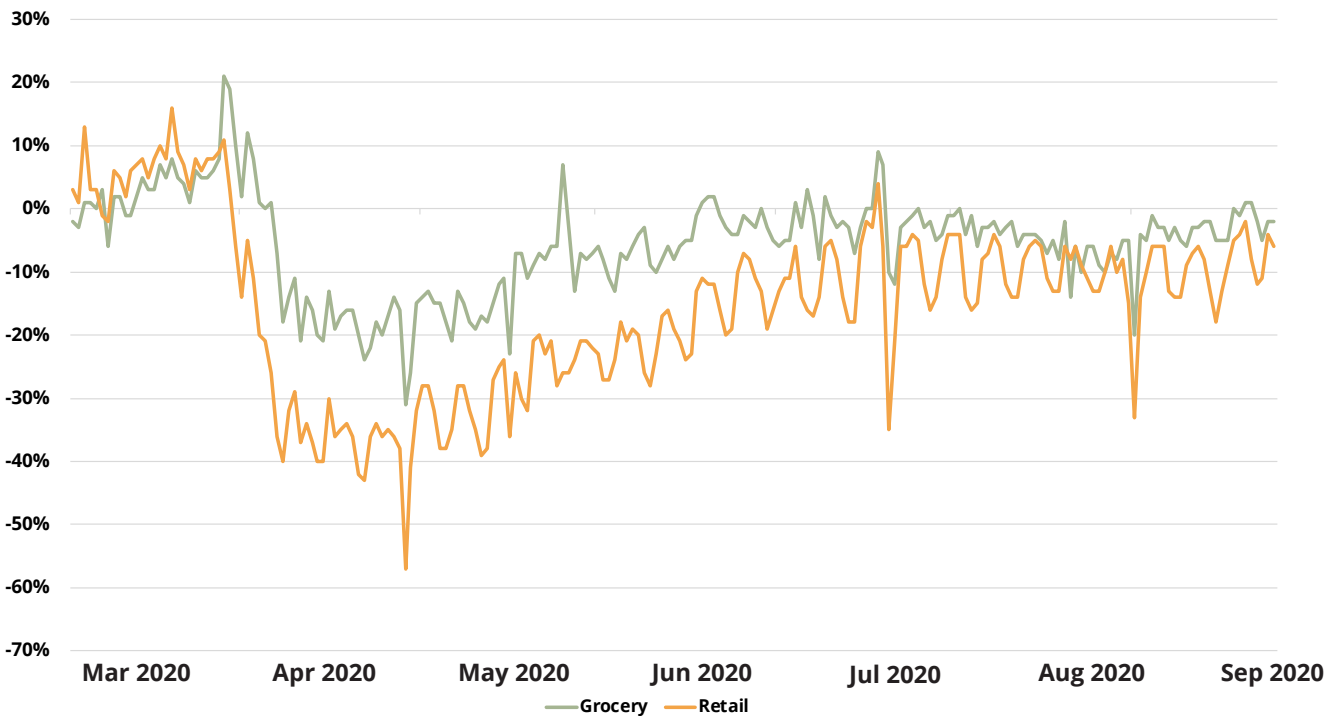


## GOOGLE MOBILITY DATA

In response to the pandemic, many Chesterfield residents opted to stay home from grocery and retail stores. Both types of shopping were more limited in frequency following an initial spike while residents stocked up on supplies. In the weeks since, retail visits fell by as much as 40 percent year-over-year, and grocery visits, while still a necessity, dropped by over 20 percent year-over-year. In response to the statewide reopening plan, these visits both began to rise in frequency again, as Chesterfield residents became freer to venture out of their homes. However, since the third phase of Virginia’s economic reopening began on July 1, trips to these locations have remained fairly steady, suggesting that the County has adapted to a “new normal,” with trips to grocery and retail stores down about 5 and 15 percent, respectively. Sales tax collections do not reflect an equivalent decline in spending, so it is possible that Chesterfield residents are buying as much as they would have but consolidating their spending with fewer trips to stores.

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. Mobility data will continue to be monitored to reflect the overall habits of the community and signal either recovery or a deepening recession.

Percentage Change in Visits to Grocery & Retail Stores

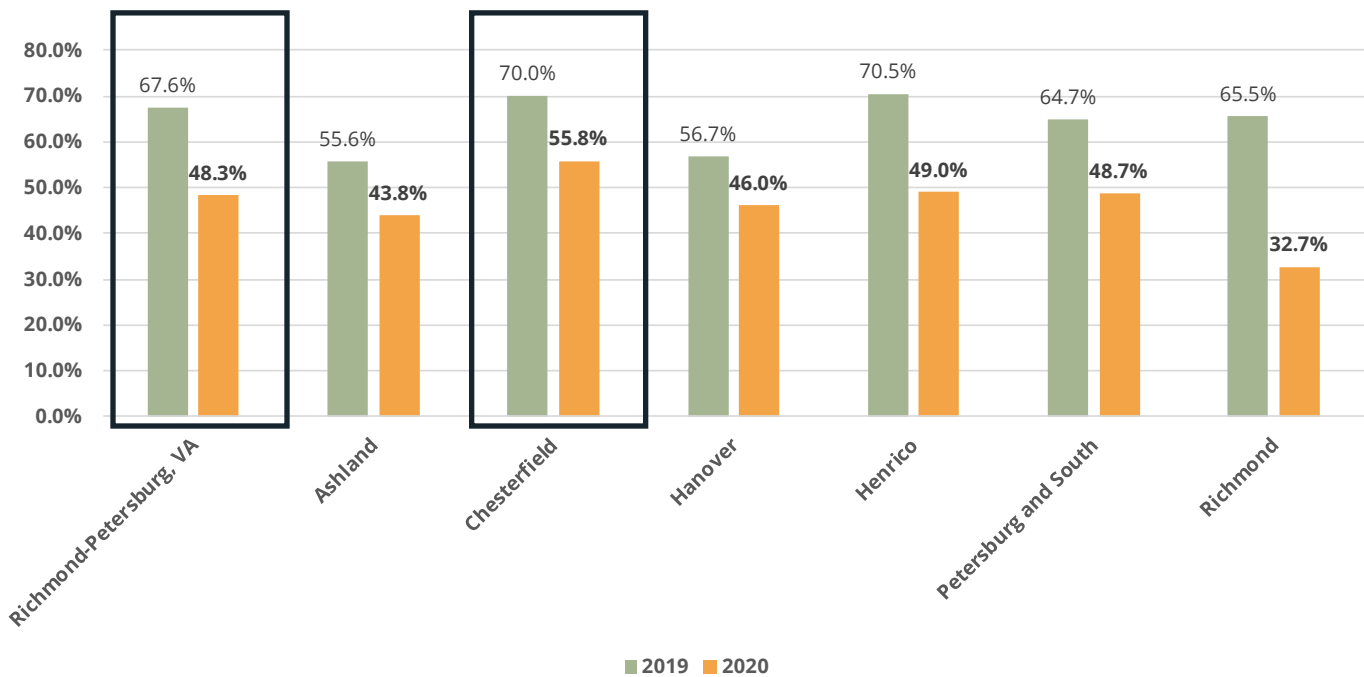




## HOTEL OCCUPANCY RATE

With many of the typical drivers of tourism in Chesterfield on hold during the spring and early summer, hotel occupancy rates have shown an overall decline. Chesterfield has, however, performed well relative to its peers. In July, Chesterfield's occupancy rate reached 55.8 percent, 14.2 percentage points below the July 2019 reading. Year-to-date occupancy rates are also down by about 16.3 percent as of July. While still below pre-pandemic levels, occupancy rates do appear to be recovering somewhat, and occupancy tax collections in July were approximately 23 percent below July 2019 collections after the significant slowdown in the spring. Additionally, Chesterfield's occupancy rate was the highest in region for the month of July, outperforming all regional peers. As businesses continue to reopen and opportunities for safe travel and recreation in the County expand, this occupancy rate may continue to grow.

### Hotel Occupancy Rates





## CARES UPDATE

Chesterfield County received \$61.6 million in federal CARES funding to support the County's response to the pandemic. After appropriating \$10 million in FY2020, there is a plan in place to spend the remaining \$51.6 million before the December 30th deadline.

The majority of Chesterfield County's ongoing, core services are not eligible for reimbursement under the U.S. Treasury's guidance. In order to spend these dollars on resources that will not result in an equivalent cost in subsequent fiscal years, the county intends to invest over 70 percent of the CARES funding in durable goods, assets and facility modifications to make the County a safe and productive place for staff, residents, students and businesses. The County additionally intends to remain flexible throughout the implementation of this plan in order to respond to cost changes and reallocate funds as needed to spend the full allocation prior to the deadline.

The County's Back in Business program provides \$5 million in grants to local businesses that have experienced revenue losses due to the pandemic. This program was designed to target businesses in the County who can use the funds to keep workers employed or bring staff back, prioritizing in the first phase businesses who had not yet received any federal assistance through the Payroll Protection Program. Subsequent phases of the Back in Business program will widen eligibility to additional businesses and non-profits within the County. The County is also funding over \$2 million in grants to licensed daycare facilities to keep costs affordable for families with the capacity reductions needed to maintain safety during the pandemic.

The County's investments in assets range from telework supports for County staff to wifi access in strategic locations around the County for residents to work and learn remotely. Beyond promoting remote access to citizens and staff, facility modifications in County buildings will, for example, promote social distancing in every space and improve air quality. Other supports for the community will include a contribution to the Chesterfield food bank and opening County libraries to support remote work or learning by appointment. The full list of resources the County is providing through CARES funding can be accessed at <https://www.chesterfield.gov/5094/CARES-Act-Funding>.

Category	Amount	Notes
<i>Appropriated in FY20</i>	<i>\$10.0M</i>	<i>Back-in-Business grants; FY20 reimbursements</i>
Schools	\$28.1M	Facility improvements, chromebooks, PPE, bus support
Virus Mitigation/PPE	\$9.5M	General government and public safety
Telework/Distancing Efforts	\$8.2M	Laptops, telework infrastructure
Business Assistance	\$3.4M	Daycare support, workforce development
Community Assistance	\$1.9M	Wifi enhancements, library self check out stations, etc
Food Insecurity	\$500K	Chesterfield Food Bank
<b>Total</b>	<b>\$61.6M</b>	

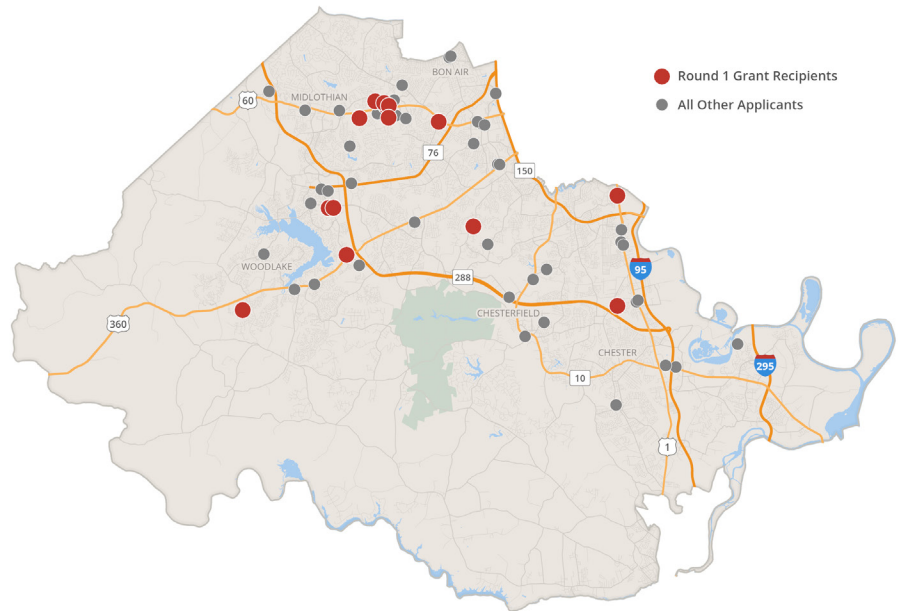


# BACK in BUSINESS

## Chesterfield BiB Grant Program

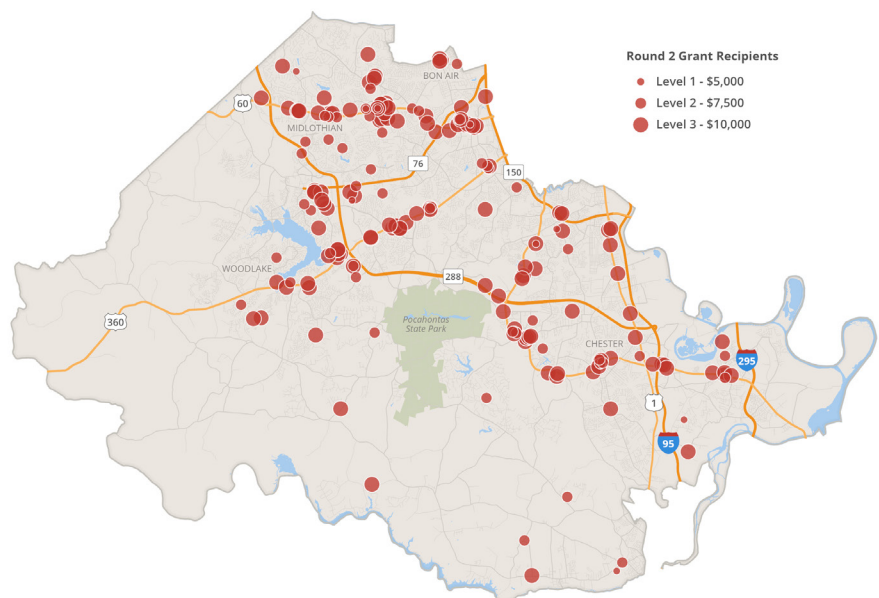
### ROUND ONE GRANT RECIPIENTS

Round One of the funding closed on June 18, 2020, and specifically targeted businesses that were not eligible or able to receive any funds from the federal stimulus program. Round One also targeted businesses that were more likely to be able to keep people employed, to bring employees back to work, or add new jobs.



### ROUND TWO GRANT RECIPIENTS

Round Two of the funding closed on July 2, 2020. Businesses that received prior assistance through the federal programs were eligible to apply. Round Two also allowed for a larger range of annual gross revenues to qualify and adjusted the grant awards on a sliding scale, based on the size of the business applying.





## 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 July is \$483,517, reflecting a 5.7% year-over-year increase in consumer demand. In response to this pandemic, this metric fell in the spring, but recovered quickly. However, sustained growth in this metric will be hard to maintain once the additional \$600 federal unemployment benefits no longer support the buying power of consumers. The categories with the largest growth in spending include building materials and garden equipment, and sporting goods, hobby, musical instrument and book stores, suggesting that consumer habits are shifting to accommodate lifestyles more confined to their homes.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change
\$483,517	\$457,485	\$443,270	5.69%
JUL 20	JUL 19	JUL 18	

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

Provides current data on industrial activity and indicates future business trends in the domestic manufacturing sector. At \$231,128 in July 2020, this indicator shows a 4.8% decrease from July 2019. While it remains behind 2019 levels, this indicator has improved from the early months of the pandemic and could continue to improve if consumer demand stabilizes further.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change
\$ 231,128	\$242,842	\$241,933	-4.8%
JUL 20	JUL 19	JUL 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 -31.7% in the fourth quarter of FY2020, an 33.7 percentage point decline from the same period last year. The reduction was driven by losses in the arts, entertainment and recreation (-34.7%) and accommodation and food services (-26.8%), though most sectors saw either contraction or significantly slowed growth.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change
-31.70%	2.00%	3.50%	-33.70% pts
Q4 -FY20	Q4 - FY19	Q4- FY18	

### UNEMPLOYMENT RATE

Percentage of employable people living in the United States over the age of 16 who have either lost their jobs, unsuccessfully sought jobs, and are actively seeking work. In July 2020, the national unemployment rate was 10.2%, which is 6.5 percentage points above the July 2019 measure. This indicator is showing signs of rapid improvement from spring 2020 when the rate hit 14.7%, but as of July was comparable to the peak of last recession.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change
10.20%	3.70%	3.80%	6.50% pts
JUL 20	JUL 19	JUL 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 93.6%.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change	YTD YoY Change
101,390	52,380	55,860	93.6%	19.1%
WEEK ENDING				
9/5/20	9/7/19	9/7/18		

### 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 71.7% in the fourth quarter of FY2020, growing 33.2 percentage points quarter-over-quarter. Significant net shares of domestic banks reported tightening standards on all types of consumer loans, including credit cards and auto loans. In contrast, residential mortgage lending increased for all categories except for subprime loans. We will continue to monitor this measure for any sustained impact to the consumer economy.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change
71.70%	8.50%	12.00%	63.20% pts
Q4 - FY20	Q4 - FY19	Q4 - FY18	

### 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 August 2019 and 2020 is 1.3%, which is 0.4 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 a sign of softening growth at the national level, as consumers remain cautious while the pandemic continues.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change
1.3%	1.7%	2.7%	-0.4% pts
AUG 20	AUG 19	AUG 18	



## STATE ECONOMIC CONDITIONS

## SALES TAX (\$000'S)

State sales tax collections reflect consumer spending across Virginia. The state saw a 1.17% increase from the same period last year. In July and August, as businesses across the state reopened, the state's sales tax collections began to recover from the impacts of the pandemic. As a result, year-to-date collections are up 15.05% so far.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change	YTD YoY Change
\$311,179	\$307,570	\$272,386	1.17%	15.05%
AUG 20	AUG 19	AUG 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 1.63% compared to August last year, partially due to one fewer deposit days than August 2019. However, due to collections in July, the year-to-date reading is up 9.3% which is a positive signal early in the state fiscal year.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change	YTD YoY Change
\$1,024,732	\$1,041,735	\$1,088,315	-1.63%	9.28%
AUG 20	AUG 19	AUG 18		

## VEHICLE REGISTRATIONS

Vehicle registrations in August 2020 across the state are down 19.9% from August 2019, and down 15.3% year-to-date as well. These effects closely match the County-level vehicle registrations data, where vehicle purchases remain impacted by the pandemic but showing signs of improvement since the spring.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change	YTD YoY Change
137,257	171,450	170,443	-19.94%	-15.32%
AUG 20	AUG 19	AUG 18		

## % CHANGE IN REAL GROSS DOMESTIC PRODUCT

The change in the value of goods and services produced in the state, less the cost of goods and services used in production. This measure declined by 3.8% on an annualized basis, between the second and third quarter of FY2020, reflecting the impact of the pandemic for the first quarter. The underlying data shows major contraction in the arts, entertainment, and recreation as well as the accommodation and food services industries. However, most sectors in Virginia experienced contraction or slowed growth during this period.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change
-3.80%	0.50%	2.50%	-4.30% pts
Q3-FY20	Q3-FY19	Q3-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 73.2%, possibly due to delayed openings as people waiting to determine the impact of the pandemic following the initial phases of Virginia's economic reopening.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change	YTD YoY Change
2,460	1,420	1,440	73.2%	16.1%
WEEK ENDING				
9/5/20	9/7/19	9/7/18		

## UNEMPLOYMENT RATE

Percentage of employable people living in Virginia over the age of 16 who have either lost their jobs, unsuccessfully sought jobs, and are actively seeking work. The state unemployment rate as of July 2020 is 8.0%, 0.5 percentage points above Chesterfield's unemployment rate and 2.2 percentage points below the United States'. This indicator shifted quickly based on the impact of the pandemic, driven by losses in the leisure and hospitality, education and health services sectors. This measure has shown improvement as the state has progressed through the phases of reopening.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change
8.00%	2.70%	3.00%	5.3% pts
JUL 20	JUL 19	JUL 18	

## NUMBER OF FILED BANKRUPTCIES

In March 2020, the state saw 1,123 bankruptcies filed, a decrease of 38.2% from June 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 is also down 10.3% thus far. This measure normally serves as a leading indicator of potential financial difficulties for both consumers and businesses, whereby any sustained uptick in this indicator suggests that business and consumer financial positions may be weakening, which may precipitate a decline in spending in the economy. However, the connection of this economic disruption to a public health crisis and the resulting court closures make interpretation of this indicator less clear.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change	YTD YoY Change
1,123	1,818	1,888	-38.2%	-10.3%
JUN 20	JUN 19	JUN 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 10.3% year over year from July 2019, beginning the new fiscal year in a positive position despite the pandemic. This growth during a period of recession can be explained in part by the support to consumers' income through the \$600 weekly federal unemployment benefit. Additionally, the statewide stay-at-home orders kept more Chesterfield residents in the County during the workday than previously, generating more spending closer to home.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change	YTD YoY Change
\$4,943,818	\$4,480,370	\$4,355,186	10.34%	10.34%
JUL 20	JUL 19	JUL 18		

### AVERAGE WEEKLY WAGE

At \$972, average weekly wages across government and private sectors in the county are up 4.63% compared to 2019. However, impacts of the pandemic may not appear until the second or third calendar quarter of 2020.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change
\$972	\$929	\$942	4.63%
Q3-FY2020	Q3-FY2019	Q3-2018	

### 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 14.2% from August of 2019. This serves as a positive signal that vehicle sales are improving after being down 63% year-over-year in April. 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 and after the pandemic.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change	YTD YoY Change
5,662	6,598	6,433	-14.19%	-9.84%
AUG 20	AUG 19	AUG 18		

### PAYROLL EMPLOYMENT

With 171,867 workers employed in the County as of July 2020, this represents a 7.4% decrease compared to July 2019. This does not appear to have created a significant reduction in consumer spending during the spring and summer of 2020.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change
171,867	185,623	181,588	-7.41%
JUL 20	JUL 19	JUL 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 71.6%, this ratio has decreased 0.05 percentage points from the same period last year, indicating that fewer Chesterfield residents are employed within the County. 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
71.57%	71.62%	73.50%	-0.05% pts
MAR 20	MAR 19	MAR 18	

### UNEMPLOYMENT RATE

Percentage of employable people living in Chesterfield County over the age of 16 who have either lost their jobs, unsuccessfully sought jobs, and are actively seeking work. Entering the pandemic, the County unemployment rate was consistently below both the national and state rates, though the rate rose in line with regional peers as the impacts of the economic disruption appeared in April. However, at 7.5% in July, the County remains one of the lowest in the region and below the statewide and national rates. This rate has already fallen from the pandemic peak of 10.5% in April, likely a result of the state's progression through each phase of business reopening.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change
7.50%	3.00%	3.10%	4.50% pts
JUL 20	JUL 19	JUL 18	

### OCCUPANCY TAX

This 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 (-11.1%) in occupancy tax revenue for the month of August compared to August 2019. In response to the pandemic, the County approved a freeze on penalties and interest on transient occupancy taxes, which may have slowed revenues that would otherwise have come in during the spring.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change	YTD YoY Change
\$438,084	\$492,771	\$500,028	-11.10%	-17.15%
AUG 20	AUG 19	AUG 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
\$133.8M	\$145.1M	\$162.5M	-7.76%
JUL 20	JUL 19	JUL 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 July 2019, yields are up down by 1.46 percentage points. This has been driven by a depressed market for eligible investments.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change
0.91%	2.37%	2.00%	-1.46% pts
JUL 20	JUL 19	JUL 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 July, investment earnings reached \$1.05M, improving on early pandemic levels. However, compared to the same period one year ago, investment earnings are down by 36.4%. As the first month of the fiscal year, the year-to-date earnings are down by the same amount.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change	YTD YoY Change
\$1,050K	\$1,652K	\$825K	-36.44%	-36.44%
JUL 20	JUL 19	JUL 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
<b>VRS AGENT MULTIPLE-EMPLOYER</b>			
85.61%	84.48%	79.67%	82.05%
<b>COUNTY SUPPLEMENTAL RETIREMENT PLAN</b>			
98.77%	99.84%	97.86%	88.86%
<b>RETIREE HEALTHCARE</b>			
33.63%	28.57%	22.43%	20.63%
<b>LINE OF DUTY</b>			
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
<b>TOTAL NUMBER OF APPLICATIONS</b>			
140	116	108	103
<b>TOTAL NUMBER OF APPEALS REVIEWED BY BOE</b>			
12	8	5	4
<b>NUMBER OF APPLICATIONS OVERTURNED BY BOE</b>			
2	0	1	0
<b>AVERAGE VALUE CHANGED</b>			
(\$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 July were up 4.1% from 2019, while condo and townhome sales are up 51.0%, both likely a result of favorable interest rates and relatively looser standards for mortgage loans for most homebuyers.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change	YTD YoY Change
SINGLE FAMILY				
634	609	657	4.1%	4.11%
CONDO/TOWNHOMES				
77	51	49	51.0%	50.98%
JUL 20	JUL 19	JUL 18		

### 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 demonstrated consistent growth, both before and during the pandemic in FY2020, and the first two months of FY2021 continues this trend. Multi-family permits and commercial permits are often lumpy. Multi-family permits, while down 91.6% year-over-year in August, were up 123% year-over-year in July 2020. Additionally, commercial permits were up 49.4% in August. This has remained a strong indicator for the health of the Chesterfield market throughout the pandemic.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change	YTD YoY Change
MULTIFAMILY PERMITS				
47	557	33	-91.6%	-74.5%
SINGLE FAMILY PERMITS				
160	126	158	27.0%	3.9%
COMMERCIAL PERMIT VALUE				
\$28,573,807	\$19,119,961	\$17,673,729	49.4%	55.0%
AUG 20	AUG 19	AUG 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 shows a 9.1% increase, reflecting a healthy demand for Chesterfield housing.

CURRENT READING	YEAR AGO	TWO YEARS AGO	YoY Change
SINGLE FAMILY			
\$300,000	\$274,900	\$270,000	9.1%
CONDO/TOWNHOMES			
\$244,570	\$259,650	\$250,000	-5.8%
JUL 20	JUL 19	JUL 18	

### OFFICE AND RETAIL VACANCIES

As a component in assessing the economic vitality of the local market, this measure offers insight in the vacancy ratio among office and retail businesses. 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			
6.5%	7.1%	10.3%	-0.59 % pts
RETAIL VACANCIES			
4.0%	5.0%	5.7%	99.8 % pts
Q4-FY20	Q4-FY19	Q4-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	68,600	62,554	49,172	9.67%
TANF	1,195	1,248	1,244	-4.25%
SNAP	30,745	26,003	26,672	18.24%
	JUN 20	JUN 19	JUN 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





# KEY FINANCIAL INDICATORS QUARTERLY REPORT

THIRD QUARTER CY2020

## SOURCES

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

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





**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: September 23,  
2020**

**Item Number: 6.A.**

**Subject:**

Pursuant to Section 2.2-3711(A)(5), Code of Virginia, 1950, as Amended, to Discuss a Prospective Business or Industry or the Expansion of an Existing Business or Industry Where no Previous Announcement has Been Made of the Business' or Industry's Interest in Locating or Expanding its Facilities in the County

**Board Action Requested:**

**Summary of Information:**

Closed session pursuant to Section 2.2-3711(A)(5), Code of Virginia, 1950, as amended, to discuss a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the County.

**Attachments:**

None

Preparer:

Approved By:





**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: September 23,  
2020**

**Item Number: 12.A.**

**Subject:**

Recognition of Chesterfield County Centenarians in Honor of National Centenarian Day

**Board Action Requested:**

The Board of Supervisors is requested to recognize Centenarians 100 years of age and older.

**Summary of Information:**

National Centenarian's Day is observed annually on September 22 to honor individuals who are 100 years of age or older. The day was originally proclaimed as a time to listen to centenarians as they have a wealth of history, wisdom and experience to share with the younger generation. There is no shortage of centenarians in Chesterfield County.

We are honored to celebrate and extend heartfelt birthday greetings to 21 outstanding centenarians in our community. The stories of their lives well-lived are a testament to the opportunities to age well in Chesterfield County. Therefore, Chesterfield County's Department of Citizen Information & Resources, Office of Aging & Disability Services, request that the Board recognize the following Centenarians who will be 100 years of age or older in 2020: Adelbert "Dell" Baker, Marguerite Bendall, Bernice Bennett, Dolores Bisbee, Marjorie Caldwell, Blanche Chance, Mabel Cook, Helen Hines, Delby Huff, Ruth Good, Elizabeth Hays, Toyetta "Etta" Johnson, Louis Martin, Elton Morris, Madge Palmer, Carrie Samuel, Anne Smith, Ann Spivey, Walter Weishman, Shirley Wiegand and Marie Williams.

Due to COVID19 Restrictions, we would like to virtually honor the 21 Centenarians listed above via a PowerPoint presentation that highlights a life well-lived. In addition, each centenarian will receive a Chesterfield County recognition certificate that will be mailed to them.

**Attachments:**

None

Preparer: Debra Preston, Manager, Aging and Disability Services



Approved By:



---





**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: September 23,  
2020**

**Item Number: 12.B.**

**Subject:**

Recognizing the 2020 National Association of Counties (NACo) Achievement Award Winners

**Board Action Requested:**

**Summary of Information:**

Annually, the Board of Supervisors recognizes county departments that receive Achievement Awards from the National Association of Counties (NACo). We are proud to announce Chesterfield County is the recipient of 15 NACo Achievement Awards this year.

Representatives from the appropriate departments are present to receive awards (see attached).

Further details for some of these award winners will be shared with the Board of Supervisors and the public at future board meetings.

**Attachments:**

1. NACo 2020 Award Winners

Preparer: Christopher "Matt" Harris, Deputy County Administrator

Approved By:



**2020 NACo ACHIEVEMENT AWARDS**  
**Chesterfield County, Virginia**  
**15 Winners out of 18 Entries**

**DEPARTMENT**

**PROJECT**

**Citizen Information and Resources**

Dawn Missory Mobility Manager	Access on Demand
<i>(Accepting award: Dawn Missory, Mobility Manager)</i>	

Juan Santacoloma <i>Community Enhancement Coordinator For Multicultural Services</i>	My Chesterfield Academy
<i>(Accepting award: Juan Santacoloma, Community Enhancement Coordinator for Multicultural Services and Eric Lin)</i>	

**Citizen Information and Resources and  
Parks & Recreation**

Juan Santacoloma <i>Community Enhancement Coordinator For Multicultural Services</i> and Dr. James Worsley <i>Director of Parks &amp; Recreation</i>	First Responders and Multicultural Community Cup
<i>(Accepting award: Juan Santacoloma, Community Enhancement Coordinator for Multicultural Services And Bill Carlson, Athletic Manager)</i>	

**Human Resources**

Mary Martin Selby Director	Position Description Questionnaire Collection Project
<i>(Accepting award: Kristi Brittle)</i>	
Mary Martin Selby Director	Career Development Plan Program
<i>(Accepting award: Kristi Brittle)</i>	

**Libraries**

Carolyn Sears Assistant Director	Museum Pass Bags
<i>(Accepting award: Virginia Phelps and Jesse Dodd)</i>	



Carolyn Sears  
Assistant Director  
(Accepting award: Jennifer Shepley)

American Creed Community Conversations

Carolyn Sears  
Assistant Director  
(Accepting award: Jessica Gonzalez and  
Danielle Tarullo)

Thinking Money for Kids

**Mental Health Support Services**

Melissa Ackley  
Prevention Services Manager  
(Accepting award: Whitney Kern and Amy  
Bartilotti)

Coordinated Local Government Implementation  
of the Basics

**Planning Department**

Steve Haasch  
*Planning Manager*  
(Accepting award:

Route 1 Residential Zoning Overlay

**Procurement**

Lorie Newton  
*Director*  
(Accepting award: Stephanie Brown)

Innovation and Efficiency Leader of 21<sup>st</sup> Century  
Procurement

**Sheriff's Office**

Matthew Wilkerson  
*Chief Deputy*  
(Accepting award: Captain Steve McLeod)

Legacy Lane

**Utilities Department**

Elizabeth Brooks  
*Customer Operations Administrator*  
(Accepting award: Elizabeth Brooks)

Call Center Care Training Program

Elizabeth Brooks  
*Customer Operations Administrator*  
(Accepting award: Elizabeth Brooks)

Enhancing Technology to Benefit Customer Service  
Experience

Scott Morris  
*Assistant Director of Operations and  
Maintenance*  
(Accepting award: Scott Morris)

Ecologically Balanced Approach for Hydrilla  
Management Program





**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: September 23,  
2020**

**Item Number: 12.C.**

---

**Subject:**

Resolution Recognizing Mrs. Phyllis Taylor Poats as the 2020 Christmas Mother

**Board Action Requested:**

Adoption of the attached resolution.

**Summary of Information:**

Mrs. Phyllis Taylor Poats has been selected Christmas Mother for 2020. She will be present at the meeting to accept the resolution.

**Attachments:**

1. 2020 Christmas Mother

Preparer: Kiva Rogers, Executive Director

Approved By:

---



RECOGNIZING THE CHESTERFIELD-COLONIAL HEIGHTS 2020 CHRISTMAS MOTHER

WHERAS, most families in Chesterfield County enjoy peace and happiness during the Christmas holidays; and

WHEREAS, there are many families and elders who do not have the means to enjoy this special time of year; and

WHEREAS, the Chesterfield-Colonial Heights Christmas Mother Program has successfully provided food, toys, books and clothing to many of our citizens in the past; and

WHEREAS, Mrs. Phyllis Taylor Poats has been elected Christmas Mother for 2020 and requests support of all the citizens of Chesterfield County to ensure that that no family, child or elder is forgotten as we celebrate the holidays in our community.

NOW, THEREFORE, BE IT RESOLVED, that the Chesterfield County Board of Supervisors, this 23<sup>rd</sup> day of September 2020 hereby congratulates Mrs. Poats on being selected as the 2020 Christmas Mother, and urges all of the citizens of Chesterfield County to support this worthy endeavor.

AND, BE IT FURTHER RESOLVED, by the Board of Supervisors that the Christmas Mother Program is hereby commended for their successful efforts in past years and extends best wishes for a successful 2020 season.

AND, BE IT FURTHER RESOLVED that a copy of this resolution be presented to Mrs. Poats 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: September 23,  
2020**

**Item Number: 12.D.**

---

**Subject:**

Resolution Recognizing Mr. Craig G. Harney, Sheriff's Office, Upon His Retirement

**Board Action Requested:**

Adoption of resolution.

**Summary of Information:**

Mr. Craig G. Harney retired from the Sheriff's Office after having provided over 30 years of service to the citizens of Chesterfield County.

**Attachments:**

1. Harney Resolution (002) (1)

Preparer: Pam Lester, HR Specialist

Approved By:

  
\_\_\_\_\_



RECOGNIZING DEPUTY CRAIG G. HARNEY  
UPON HIS RETIREMENT

WHEREAS, Deputy Craig G. Harney has faithfully served Chesterfield County for 30 years; and

WHEREAS, Deputy Craig G. Harney was hired on January 2, 1990, and faithfully served under Sheriff Clarence G. Williams, Jr., Sheriff Dennis S. Proffitt, and current Sheriff Karl S. Leonard; and

WHEREAS, Deputy Craig G. Harney has demonstrated his versatility, skill and strong work ethic in a wide range of departmental assignments in both the Corrections Bureau and Operations Bureau of the department; and

WHEREAS, Deputy Craig G. Harney was transferred to the Classification Unit in July of 1994 where he was responsible for implementing numerous process improvements and using his working knowledge of Federal, State, and Local Laws, policies, and procedures to ensure accurate calculation of time for incarcerated individuals and smooth operations of Chesterfield County inmate programs; and

WHEREAS, Deputy Craig G. Harney was transferred to the Civil Process Unit in June of 2008, where he demonstrated strong knowledge and leadership skills; and

WHEREAS, on October 17, 2009, Deputy Craig G. Harney met all requirements to qualify as a Deputy First Class; and

WHEREAS, Deputy Craig G. Harney was transferred to Court Security in April of 2012, where he used his knowledge and experience to help strengthen the working relationship between the Sheriff's Office and Court personnel; and

WHEREAS, Deputy Craig G. Harney has aided in ensuring that employees of the Sheriff's Office meet the highest standards by serving as a field training officer; and

WHEREAS, Deputy Craig G. Harney received numerous letters of appreciation and commendation for his dedication and service to the employees and citizens of Chesterfield County; and

WHEREAS, Deputy Craig G. Harney was selected as Employee of the Quarter in 1992 and again in 2014.



NOW, THEREFORE, BE IT RESOLVED that the Chesterfield County Board of Supervisors recognizes the outstanding contributions of Deputy Craig G. Harney, 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.

AND, BE IT FURTHER RESOLVED that a copy of this resolution be presented to Deputy Craig G. Harney 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: September 23,  
2020**

**Item Number: 12.E.**

**Subject:**

Resolution Recognizing Ms. Sandra D. Graham, Information Systems Technology Department, Upon Her Retirement

**Board Action Requested:**

Approval of the attached resolution

**Summary of Information:**

Ms. Sandra D. Graham, Information Systems Technology, will retire on October 1, 2020, after providing 30 years of service to the citizens of Chesterfield County.

**Attachments:**

1. Sandy Graham Retirement

Preparer: Barry Condrey, CIO, Information Systems Technology

Approved By:

  
\_\_\_\_\_



RECOGNIZING MS. SANDRA D. GRAHAM UPON HER RETIREMENT

WHEREAS, Ms. Sandra Graham will retire from the Chesterfield County Information Systems Technology Department on October 1, 2020, after providing 30 years of quality service to the citizens of Chesterfield County; and

WHEREAS, Ms. Graham began her career in the Information Systems Technology Department in August 1990 as a Data Security Administrator; and

WHEREAS, Ms. Graham served in the capacity of Data Security Administrator, Information Technology Manager I, Information Technology Manager II and Information Security Manager and consistently exceeded expectations in her annual reviews; and

WHEREAS, Ms. Graham has worked with every department in Chesterfield County to safeguard their systems and data by providing keen information security insights and practical application of industry best practices; and

WHEREAS, Ms. Graham has served as model for continuous learning by her graduation from the School of Total Quality Improvement and certification as a facilitator, graduation from the National Association of Counties Enterprise Cybersecurity Leadership Academy, classes in many technology tools and industry certifications as a certified information security manager, certified information systems security professional and certification in risk and information systems control; and

WHEREAS, Ms. Graham has represented Chesterfield County at the national level with the Department of Homeland Security as the regional representative on the Multi-State Information Sharing and Analysis Center workgroup; and

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

WHEREAS, Ms. Graham 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. Graham 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 23rd day of September 2020, publicly recognizes Ms. Sandra Graham, 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. Graham 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: September 23,  
2020**

**Item Number: 12.F.**

---

**Subject:**

Resolution Recognizing Mrs. Deborah Norwood, Department of Social Services, Upon Her Retirement

**Board Action Requested:**

Adoption of the attached resolution.

**Summary of Information:**

Mrs. Deborah Norwood retired from the Department of Social Services on September 1, 2020, after 31 years of dedicated service to the citizens of Chesterfield County and City of Colonial Heights.

**Attachments:**

1. Norwood Resolution2

Preparer: Kiva Rogers, Executive Director

Approved By:

---



RECOGNIZING MRS. DEBORAH NORWOOD UPON HER RETIREMENT

WHEREAS, Mrs. Deborah Norwood began her tenure of public service with Chesterfield County as a Senior Clerk Typist/Receptionist with the Chesterfield - Colonial Heights Department of Social Services on February 27, 1989; and promoted to Secretary for the VIEW (Virginia Initiative for Employment not Welfare) team on November 6, 2004; and promoted to Administrative Assistant to the director on October 20, 2008; and

WHEREAS, in her role as Secretary, Mrs. Norwood provided vital support to the Virginia Initiative for Employment not Welfare (VIEW) program, ensuring all needed administrative functions were performed accurately and timely for citizens receiving services that promote self-sufficiency; and

WHEREAS, Mrs. Norwood provided exceptional service to the Chesterfield-Colonial Heights Board of Social Services for twelve years earning high praise and recognition for her dedication, commitment and passion for serving the community; and

WHEREAS, Mrs. Norwood was nominated for Employee of the Year in 1998 and 2000; and

WHEREAS, Mrs. Norwood is known for her infectious smile and established a reputation of being compassionate, dedicated and a team player known for providing exceptional customer service to citizens, her colleagues and the Social Services Board; and

WHEREAS, Mrs. Norwood was recognized by the Chesterfield-Colonial Heights Board of Social Services for her dedication while serving on an emergency shelter team during Hurricane Irene in 2011; and

WHEREAS, Mrs. Norwood represented the Department on the Chesterfield Employee Association for seven years, serving as the Secretary in 1994, Historian in 1998 and Vice-President in 1999; and

WHEREAS, Mrs. Norwood maintained a culture of trust and collaboration allowing access to services for citizens requiring the most complex service coordination needs; and



WHEREAS, Mrs. Norwood is known for her creativity and ability to organize and plan events enjoyed by all colleagues; and

WHEREAS, throughout her career Mrs. Norwood has been steadfast in her commitment to the citizens of Chesterfield County and the City of Colonial Heights; and her efforts have aided the department in successfully meeting key performance goals and delivering exceptional customer services.

NOW, THEREFORE, BE IT RESOLVED that the Chesterfield County Board of Supervisors recognizes Mrs. Deborah Norwood 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 a happy retirement.

AND, BE IT FURTHER RESOLVED that a copy of this resolution be presented to Mrs. Norwood 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: September 23,  
2020**

**Item Number: 12.G.**

**Subject:**

Resolution Recognizing Mrs. Sarah C. Snead, Deputy County Administrator of Human Services, Upon Her Retirement

**Board Action Requested:**

Adoption of the attached resolution.

**Summary of Information:**

The Board of Supervisors will recognize Mrs. Sarah C. Snead upon her retirement after a distinguished career as a public servant for 42 years. Mrs. Snead has been a dedicated and faithful public servant to Chesterfield County residents for twenty-five of those years. Her work has earned her the respect of countless colleagues and community partners due to her dedication, commitment and passion to ensure the needs of residents were met. Her exemplary achievements and noteworthy contributions have made her an outstanding member of the county's staff who will be greatly missed.

**Attachments:**

1. Sarah Snead Resolution

Preparer: Joe Casey, County Administrator

Approved By:



RECOGNIZING MRS. SARAH C. SNEAD UPON HER RETIREMENT

WHEREAS, Sarah C. Snead will retire as the Deputy County Administrator of Human Services, Chesterfield County, on October 1, 2020; and

WHEREAS, Mrs. Snead was hired in 1995 as Director of Chesterfield-Colonial Heights Social Services, and has faithfully served the county and its citizens for twenty-five years and as a public servant for forty-two years; and

WHEREAS, Mrs. Snead was the Director of Chesterfield-Colonial Heights Social Services for 15 years, administrating both family services and benefit programs helping to ensure all citizens reach their full potential; and

WHEREAS, Mrs. Snead was Deputy County Administrator for the Human Services division for ten years, overseeing the departments of Adult/Juvenile Drug Courts, Citizen Information and Resources, Community Corrections, Juvenile Justice Services, Mental Health Support Services, and Social Services, and serving as a liaison to the Chesterfield Judicial System and Chesterfield Health District, providing leadership and mentorship to all of those directors; and

WHEREAS, Mrs. Snead served on Executive Boards to include Lucy Corr, Senior Connections, Homeward and Leadership Metro Richmond; and

WHEREAS, Mrs. Snead dedicated work to non-profit organizations including the Chesterfield-Colonial Heights Alliance for Social Ministry and the Christmas Mother program to assist the most vulnerable; and

WHEREAS, in 2014, Mrs. Snead was integral in the creation of Galloway Place, a 12-bed intermediate care facility for Chesterfield residents with intellectual disabilities and medical complications who require 24-hour support; and

WHEREAS, in 2018, Mrs. Snead advocated for and directed the creation of The Davis Child Advocacy Center which provides a safe, trauma-responsive environment for victims and their families in the region in need of help during the investigation and prosecution of child abuse cases; and

WHEREAS, in 2019, Mrs. Snead played a leading role in the development of Opioid Solutions RVA to regionally promote public



awareness and education about the nation's epidemic of opioid addiction; and

WHEREAS, Mrs. Snead led the creation of a Citizen Information and Resources Department in 2019 that coordinates community connection and engagement through education, awareness and resource needs; and

WHEREAS, Mrs. Snead is known throughout the Commonwealth as a dedicated public servant and an advocate for the most vulnerable of its citizens through her leadership on many statewide associations and task forces; most recently as Past President of the Virginia Association of Local Human Services Officials.

NOW, THEREFORE BE IT RESOLVED that the Chesterfield County Board of Supervisors this 23<sup>rd</sup> day of September 2020, publicly recognizes the contributions of Sarah C. Snead, expresses the appreciation of all residents for her service to the county, and extends their appreciation for her dedicated service and their congratulations upon her retirement.

AND, BE IT FURTHER RESOLVED that a copy of this resolution be presented to Mrs. Snead 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: September 23,  
2020**

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

**Subject:**

Community Criminal Justice Board

**Board Action Requested:**

It is requested that the Chesterfield County Board of Supervisors approve the following nominee for appointment to the Community Criminal Justice Board (CCJB) for a two-year term according to 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 (CCJB) serves the 12th Judicial Court Circuit consisting of Chesterfield County and the City of Colonial Heights. The purpose is to provide for the development, evaluation and planning of community programs and services for the court in diverting offenders 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 the 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, according to the Code of Virginia. Nominees must be approved by both the Chesterfield County Board of Supervisors and the Colonial Heights City Council.

It is requested the following individual be appointed to serve the remainder of a two-year term that began July 1, 2019 and ends June 30, 2021. This vacancy occurred when Mrs. Sarah C. Snead, Chesterfield County representative retired from service.

Dr. James Worsley (Chesterfield County Representative)

Dr. James Worsley is the Deputy County Administrator for Human Services in Chesterfield County. Dr. Worsley's address is Human Services, P.O. Box 40, Chesterfield, Virginia 23832. Dr. Worsley has agreed to serve if appointed.



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

**Attachments:**

None

Preparer: Gary Hughes, Director

Approved By:

---





**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: September 23,  
2020**

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

---

**Subject:**

Youth Citizen Board

**Board Action Requested:**

Nominate/appoint members to serve on the Youth Citizen Board.

**Summary of Information:**

The purpose of the Youth Citizen Board is to advise the Board of Supervisors regarding planning and policies affecting youth development and to provide a community forum to focus on youth issues.

Bermuda District. Supervisor Ingle recommends that the board nominate and appoint Miles Russell from Thomas Dale High School for a term of October 1, 2020, through June 30, 2022.

Mr. Russell meets all the eligibility requirements to fill the vacancy and has indicated his willingness to serve.

Supervisor Ingle also recommends that the board nominate and appoint Blake Britt from Thomas Dale High School for a term of October 1, 2020, through June 30, 2021.

Mr. Britt meets all the eligibility requirements to fill the vacancy and has indicated his willingness to serve.

Supervisor Ingle also recommends that the board nominate and appoint Alexis Jackson from Carver College and Career Academy for the term of October 1, 2020, through June 30, 2022.

Ms. Jackson meets all the eligibility requirements to fill the vacancy and has indicated her willingness to serve.

Clover Hill District. Supervisor Winslow recommends that the board nominate and appoint Vinata Kondragunta from Clover Hill High School for the term of October 1, 2020, through June 30, 2022.

Ms. Kondragunta meets all the eligibility requirements to fill the vacancy and has indicated her willingness to serve.

Supervisor Winslow also recommends that the board nominate and appoint Avery Moore from Monacan High



School for a term of October 1, 2020, through June 30, 2022.

Ms. Moore meets all the eligibility requirements to fill the vacancy and has indicated her willingness to serve.

Dale District. Supervisor Holland recommends that the board nominate and appoint Madison Rosario from Meadowbrook High School for a term of October 1, 2020, through June 30, 2022.

Ms. Rosario meets all the eligibility requirements to fill the vacancies and has indicated his willingness to serve.

Supervisor Holland also recommends that the board nominate and appoint Brandon Artis from L.C. Bird High School for a term of October 1, 2020, through June 30, 2022.

Mr. Artis meets all the eligibility requirements to fill the vacancies and has indicated his willingness to serve.

Matoaca District. Supervisor Carroll recommends that the board nominate and appoint Mahlet Nebiyu from Cosby High School for a term of October 1, 2020, through June 30, 2022.

Ms. Nebiyu meets all the eligibility requirements to fill the vacancies and has indicated their willingness to serve.

Supervisor Carroll also recommends that the board nominate and appoint Isiah Gardener from Manchester High School for a term of October 1, 2020, through June 30, 2022 as well as Alexis Bodrick from Manchester High School for a term of October 1, 2020, through June 30, 2021

Mr. Gardener and Ms. Bodrick meet all the eligibility requirements to fill the vacancy and have indicated their willingness to serve.

Supervisor Carroll also recommends that the board nominate and appoint Kendall Birmingham from Matoaca High School for a term of October 1, 2020, through June 30, 2022.

Ms. Birmingham meets all the eligibility requirements to fill the vacancies and have indicated her willingness to serve.

Midlothian District. Supervisor Haley recommends that the board nominate and appoint Sreeman Venigalla from Midlothian High School for a term of October 1, 2020, through June 30, 2022.

Mr. Venigalla meets all the eligibility requirements to fill the vacancy and has indicated their willingness to serve.

Supervisor Haley also recommends that the board nominate and appoint Jason Melendez from James River High School for a term of October 1, 2020, through June 30, 2022.

Mr. Melendez meets all the eligibility requirements to fill the vacancy and has indicated his willingness to serve.



At-Large. Board members recommend the appointment of Camryn Sutton from Trinity Episcopal School and Faith Parker and Paige Walworth from Maggie L. Walker Governor's School for a term of October 1, 2020, through June 30, 2022.

Ms. Sutton, Ms. Parker and Ms. Walworth meet all the eligibility requirements to fill the vacancies and have indicated their willingness to serve.

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: Emily Ashley, Director, Citizen Information and Resources

Approved By:

---





**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: September 23,  
2020**

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

---

**Subject:**

Citizens' Budget Advisory Committee

**Board Action Requested:**

Request the Board of Supervisors to nominate three members to the Citizens' Budget Advisory Committee; two members are current and up for reappointment and one is a new member to be considered for a first-time appointment.

**Summary of Information:**

The Board of Supervisors created the Citizens' Budget Advisory Committee (CBAC) in October 2008 to assist in the evaluation and allocation of resources in accordance with the strategic plan to ensure a high quality of life. Currently, the committee consists of seven at-large positions. This item requests the Board of Supervisors nominate and extend the term for two existing members, and nominate a new member for an initial term, actions that will fill all seven slots and position the committee to continue their work on the FY2021 and FY2022 financial plans.

Specifically, staff requests that the Board nominate and reappoint **Mr. John Hilliard** and **Ms. Leah Mills** to serve additional two-year terms, effective October 1, 2020, and ending on September 30, 2022.

Additionally, staff requests that the Board nominate and appoint **Mr. Brian Bondurant** to serve an initial two-year term, also effective October 1, 2020, and ending September 30, 2022.

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: Gerard Durkin, Acting Budget Director



Approved By:



---





**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: September 23,  
2020**

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

**Subject:**

Capital Region Workforce Partnership

**Board Action Requested:**

Request the Board of Supervisors to appoint Dr. James Worsley as the alternate appointee to the Capital Region Workforce Partnership filling the vacancy created by the retirement of Sarah Snead, Deputy County Administrator for Human Services.

**Summary of Information:**

In August 2008 the Board of Supervisors approved an agreement to create a new regional workforce consortium to be known as the Capital Region Workforce Partnership. This new entity consolidated the existing seven-member Capital Area Consortium with the City of Richmond's stand alone entity. The new 8 member Workforce Partnership includes the counties of Chesterfield, Henrico, Hanover, Charles City, Goochland, New Kent and Powhatan, as well as the City of Richmond.

Activities of the Workforce Partnership are guided and implemented by an oversight Policy Board and a Workforce Investment Board. The Policy Board, comprised of elected officials or their designees, sets strategic direction for the Workforce Board, which is more directly involved in overseeing specifics of the work and projects in the region. The Policy Board appoints members to the Workforce Board.

The Board of Supervisors is requested to appoint Chesterfield's designee(s) to the Policy Board.

Under the new structure, each locality is requested to appoint one elected official to the Policy Board, along with one alternate appointee who may be an elected official or a non-elected designee. Mr. Holland serves as the Board's representative on the Policy Board, and Dr. James Worsley will serve as alternate.

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




**Attachments:**

None

Preparer: Sara Hall, Clerk to the Board of Supervisors

Approved By:

---





**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: September 23,  
2020**

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

**Subject:**

Senior Connections

**Board Action Requested:**

Nominate/Appoint Dr. James Worsley to serve on the Senior Connections Board.

**Summary of Information:**

The Senior Connections Board of Directors serves citizens 60 years or older in the City of Richmond and Counties of Charles City, Chesterfield, Goochland, Hanover, Henrico, New Kent, and Powhatan with direct services which include, but are not limited to, nutrition programs, senior centers, homemaker service, transportation, home repair, smoke alarms, etc.

Dr. Worsley will serve as Chesterfield's representative to the Senior Connections Board of Directors. The Senior Connections Board of Directors requests the appointment of Dr. Worsley, whose term will be effective October 1, 2020 and will expire June 30, 2022. The Board of Supervisors concurs with Dr. Worsley's appointment.

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

**Attachments:**

None

Preparer: Sara Hall, Clerk to the Board of Supervisors

Approved By:









**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: September 23,  
2020**

**Item Number: 13.A.6.**

---

**Subject:**

Committee on the Future

**Board Action Requested:**

Nomination/appointment of members to serve on the Committee on the Future.

**Summary of Information:**

The Committee on the Future is a citizens committee appointed by the Board of Supervisors for the purpose of identifying, studying and making recommendations on long-range issues impacting the county.

The appointees to the Committee on the Future serve at the pleasure of the Board of Supervisors. Mr. Carroll has nominated Mr. Joseph Diman to fill the vacancy representing the Matoaca District. Ms. Haley has nominated Mr. Christopher Williams to fill the vacancy representing the Midlothian District.

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: Kimberly Conley

Approved By:





**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: September 23,  
2020**

**Item Number: 13.A.7.**

**Subject:**

Comprehensive Services Act (CSA) for at Risk Youth and Families, Community Policy and Management Team

**Board Action Requested:**

Nominate and appoint members to serve on the CSA, Community Policy and Management Team.

**Summary of Information:**

Community Policy and Management Team (CPMT) is a team that was established to provide oversight to Comprehensive Services Act funding. The team consists of a member from all of the youth-serving departments, plus a representative from a private provider of services and a parent representative. Staff requests the Board nominate and appoint William Stanley as the 12th District Court Services Unit representative. Mr. Stanley will replace Mr. James Nankervis with term to begin 10/1/2020 and end 12/31/2021. Staff also request the Board to appoint Dr. James Worsley who will serve as Chairperson and his term will be at the pleasure of the Board.

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

**Attachments:**

None

Preparer: Sarah Snead

Approved By:

  
\_\_\_\_\_





**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: September 23,  
2020**

**Item Number: 13.A.8.**

**Subject:**

Richmond Metropolitan Transportation Authority

**Board Action Requested:**

Nominate/reappoint a member to the Richmond Metropolitan Transportation Authority (RMTA).

**Summary of Information:**

In 1966, a Board of Directors was formed to govern the Richmond Metropolitan Authority (RMA). Duties of the Board of Directors include passing resolutions; approving the annual budget; monitoring the organization's finances; voting upon measures; approving debt issuances; setting tolls; and selecting, appointing, supporting and reviewing the performance of the General Manager. In 2014, the name of the RMA Board of Directors was changed to the Richmond Metropolitan Transportation Authority (RMTA). In addition, the Board of Directors was expanded so that Chesterfield, Henrico and Richmond each have five representatives; there is one appointee from the Commonwealth Transportation Board.

There are four standing committees (finance, audit, personnel and nominating) on the RMTA Board. These committees direct and assist RMTA staff with policies relating to external and internal auditors; approve human resource decisions affecting RMTA employees; and nominate chair, vice chair and secretary/general counsel positions on the Board. RMTA Board meetings are held monthly.

The Chesterfield Board of Supervisors appoints five representatives for a term of four years and one of these five representatives may be from the county's Board of Supervisors.

Board members concur with the reappointment of **Mr. Lane B. Ramsey** for a term effective October 1, 2020, and expiring September 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: Sara Hall, Clerk to the Board of Supervisors



Approved By:



---





**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: September 23,  
2020**

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

---

**Subject:**

Recognizing Mr. Robert L. Lawler, Department of General Services, Radio Shop Division, Upon His Retirement

**Board Action Requested:**

Adoption of resolution.

**Summary of Information:**

Robert L. Lawler retired from the Department of General Services on September 1, 2020, after providing 22 years of service to the citizens of Chesterfield County.

**Attachments:**

1. Resolution Robert L. Lawler -SEPT23-BOS (1)

Preparer: Clay Bowles, Director

Approved By:



---



RECOGNIZING MR. ROBERT L. LAWLER UPON HIS RETIREMENT

WHEREAS, Mr. Robert L. Lawler joined the Chesterfield County, Department of General Services, Radio Shop Division on November 17, 1997 as a Communications Installations Technician; and

WHEREAS, in June 2002, Mr. Lawler was promoted to a Communications/Electronics Specialist; and

WHEREAS, Mr. Lawler graduated from the School of Quality and Continuous Improvement; and

WHEREAS, Mr. Lawler continued to enhance his proficiency in operations through self-study and on the job training; and

WHEREAS, Mr. Lawler's high-level computer skills was a tremendous asset to the Radio Shop; and

WHEREAS, Mr. Lawler was recognized as the resident "guru" in computer applications in the Radio Shop; and

WHEREAS, Mr. Lawler demonstrated superior ability in adapting to new situations involving technical installations; and

WHEREAS, Mr. Lawler developed new methods of installations that reduced labor time for staff and equipment downtime for customers; and

WHEREAS, Mr. Lawler's creativity and inventiveness lead to cost savings for the County; and

WHEREAS, Mr. Lawler was recognized for his exceptional day to day accomplishments, while continuing to manage the demands of major projects; and

WHEREAS, Mr. Lawler projected a positive image of Chesterfield County and always demonstrated dedication to the job and commitment to customers; and

WHEREAS, Mr. Lawler applied technical knowledge and experience to perform his job effectively and he willingly shared his knowledge with co-workers during his 22 years of service with Chesterfield County.

NOW, THEREFORE, BE IT RESOLVED that the Chesterfield County Board of Supervisors recognizes the outstanding contributions of Mr. Robert L. Lawler, 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: September 23,  
2020**

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

**Subject:**

Recognizing Dawn F. Cary, Department of General Services, Administration Division, Upon Her Retirement

**Board Action Requested:**

Adoption of resolution.

**Summary of Information:**

Dawn F. Cary retired from the Department of General Services on September 1, 2020, after providing over 20 years of service to the citizens of Chesterfield County.

**Attachments:**

1. Retirement Resolution-09.23.2020-Administration\_Dawn Cary

Preparer: Clay Bowles, Director

Approved By:



RECOGNIZING DAWN F. CARY UPON HER RETIREMENT

WHEREAS, Dawn F. Cary joined the Chesterfield County, Department of General Services on February 22, 2000 as a Cashier; and

WHEREAS, in 2009, Mrs. Cary received an Associate of Applied Science in Accounting from Bryant and Stratton College; and

WHEREAS, in 2010, Mrs. Cary was transferred to Senior Account Clerk; and

WHEREAS, in 2011, Mrs. Cary was selected as General Services Administration Employee of the Year; and

WHEREAS, in 2013, Mrs. Cary was reclassified to a Senior Accounting Technician; and

WHEREAS, in 2019, Mrs. Cary further developed her skills as she completed several certificate programs including Level One of the Career Development Plan for Senior Accounting Technician II; and

WHEREAS, Mrs. Cary graduated from the School of Quality and Continuous Improvement; and

WHEREAS, Mrs. Cary was always looking for ways to improve services and work efficiently for the citizens of Chesterfield County; and

WHEREAS, Mrs. Cary demonstrated her commitment to the County by contributing to a positive work environment and serving as a volunteer at the Environmental Fair; and

WHEREAS, Mrs. Cary was always willing to assist her co-workers by sharing her knowledge and skills to include serving as a mentor and supervisor when needed; and

WHEREAS, Mrs. Cary always displayed a positive attitude when responding to the concerns of customers; and

WHEREAS, Mrs. Cary organized and prioritized tasks to ensure assignments were completed accurately and in a timely manner; and

WHEREAS, Mrs. Cary received letters of recognition from citizens and co-workers expressing appreciation for her courteous, friendly and helpful manner.

NOW, THEREFORE, BE IT RESOLVED that the Chesterfield County Board of Supervisors recognizes the outstanding contributions of Mrs. Dawn F. Cary, expresses the appreciation of all residents for her service to Chesterfield County, and extends appreciation for her dedicated service to the County and congratulations upon her retirement, as well as best wishes for a long and happy retirement.





**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: September 23,  
2020**

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

**Subject:**

Recognizing Firefighter Louis B. Smith, Jr., Fire & EMS, Upon His Retirement

**Board Action Requested:**

The adoption of the attached resolution.

**Summary of Information:**

Firefighter Louis B. Smith, Jr., retired from the Fire & EMS Department after having provided over 24 years of service to the citizens of Chesterfield County.

**Attachments:**

None

Preparer: Loy Senter, Fire Chief

Approved By:

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



RECOGNIZING FIREFIGHTER LOUIS B. SMITH JR. UPON HIS RETIREMENT

WHEREAS, Firefighter Louis B. Smith Jr. retired from the Chesterfield Fire and Emergency Medical Services Department, Chesterfield County on August 1, 2020; and

WHEREAS, Firefighter Smith served in the United States Marine Corps from 1982 until 1986; and

WHEREAS, Firefighter Smith began his career with Chesterfield County on April 29, 1996, as a member of Recruit School #26 and faithfully served the county for over twenty-four years; and

WHEREAS, Firefighter Smith served in various assignments as a firefighter at the Chester, Manchester, Bon Air, Clover Hill, Matoaca, Wagstaff, River's Bend and Courthouse Road Fire & EMS Stations; and

WHEREAS, Firefighter Smith achieved the Emergency Medical Technician Intermediate Certification in 1998; and

WHEREAS, Firefighter Smith earned his Associates of Arts Degree in Elementary Education from the University of Phoenix in May 2010; and

WHEREAS, Firefighter Smith faithfully served as a member of the Chesterfield Fire & EMS Honor Guard, representing the department at numerous events and official functions; and

WHEREAS, Firefighter Smith received an EMS Unit Citation for assisting with the quick extrication and care of a patient involved in a head on collision in May 1998; and

WHEREAS, Firefighter Smith received an EMS Unit Citation for his actions that saved the life of a man in cardiac arrest in 2002; and

WHEREAS, Firefighter Smith received an EMS Unit Citation for treating a patient who had just delivered a premature infant that was in distress and critical condition in September 2004; and

WHEREAS, Firefighter Smith received a Unit Citation for a structure fire on Trickling Creek Road involving multiple trapped occupants in March 2007; and

WHEREAS, Firefighter Smith received an EMS Unit Citation for treating an unconscious patient with difficulty breathing on Rockdale Road in April 2007; and

WHEREAS, Firefighter Smith received an EMS Lifesave Award and an EMS Unit Citation for successful treatment of a 50 year old patient who experienced cardiac arrest on Buckingham Station Drive in December 2007; and



WHEREAS, Firefighter Smith received an EMS Unit Citation for treating an unconscious patient who had overdosed in August 2008; and

WHEREAS, Firefighter Smith received an EMS Lifesave Award for treating a patient in cardiac arrest on Pine Forrest Drive in September 2010; and

WHEREAS, Firefighter Smith received an EMS Lifesave for treating a patient in cardiac arrest on West Creek Circle in December 2010; and

WHEREAS, Firefighter Smith received an EMS Lifesave Award and an EMS Unit Citation for treating a patient who was rescued from her burning home on Oldbury Road in December 2010; and

WHEREAS, Firefighter Smith received a Unit Citation for the successful rescue of a citizen who had fallen into a well in January 2013; and

WHEREAS, Firefighter Smith received an EMS Unit Lifesave for treating a patient in cardiac arrest in October 2015; and

NOW, THEREFORE BE IT RESOLVED, that the Chesterfield County Board of Supervisors recognizes the contributions of Firefighter Louis B. Smith Jr., expresses the appreciation of all citizens for his service to the county, and extends their appreciation for his dedicated service and their congratulations upon his retirement.





**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: September 23,  
2020**

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

**Subject:**

Recognizing Deborah L. Newcomb, Community Operations, Upon Her Retirement

**Board Action Requested:**

Adoption of the attached resolution.

**Summary of Information:**

Mrs. Deborah L. Newcomb, Community Operations, will retire on October 1, 2020, after providing more than 25 years of service to the citizens of Chesterfield County.

**Attachments:**

1. Retirement Resolution - Deborah Newcomb

Preparer: Scott Zaremba, Deputy County Administrator

Approved By:

  
\_\_\_\_\_



RECOGNIZING DEBORAH L. NEWCOMB UPON HER RETIREMENT

WHEREAS, Deborah L. Newcomb (Debbie) joined the Chesterfield County Department of Budget and Management in November 1994, as a part-time Administrative Secretary assisting in the budget document preparation and Total Quality Improvement Initiative; and

WHEREAS, Mrs. Newcomb graduated from the Chesterfield County School of Total Quality and Continuous Improvement in 1997, and trained to become a Facilitator for Process Action Teams; and

WHEREAS, Mrs. Newcomb joined the Quality Office within County Administration and coordinated the county's School of Quality graduation ceremonies and tracked the county-wide Success Stories using Microsoft Access; and

WHEREAS, Mrs. Newcomb was instrumental in the development of the county's first automated Success Story Reporting System; and

WHEREAS, Mrs. Newcomb was promoted to Administrative Assistant and became a full-time employee in October 2005; and

WHEREAS, Mrs. Newcomb was selected as County Administration's Employee of the Year in 2007; and

WHEREAS, during the economic down-turn, Mrs. Newcomb transferred to the Department of Social Services in 2009, and quickly learned the operations of the agency and became proficient in using the State-Wide Social Services System to create reports for the Director; and

WHEREAS, long before the county developed a Career Development Plan for administrative positions, Mrs. Newcomb took the initiative to enhance her knowledge and skills by earning the Technology Generalist and the Principles of HRM Certificates from Chesterfield University as well as studying for and earning the Certified Administrative Professional (CAP) Certification from the International Association of Administrative Professionals (IAAP); and

WHEREAS, in 2010, Mrs. Newcomb was promoted to Administrative Assistant to the Deputy County Administrator for Community Operations; and

WHEREAS, Mrs. Newcomb's excellent organizational skills and attention to detail was crucial in planning and implementing successful events such as the annual Community Operations Division Leadership Retreat and the annual Snow Removal Team Recognition Breakfast; and

WHEREAS, Mrs. Newcomb's creativity and team work helped in planning several Investiture Ceremonies over the years for the newly elected members of the Chesterfield County Board of Supervisors; and

WHEREAS, Mrs. Newcomb was referred to as the "Scheduling Ninja" for her ability to quickly reschedule and "flip" multiple meetings to work for numerous participants; and



WHEREAS, in 2016, Mrs. Newcomb was reclassified to Executive Assistant and in 2019 she earned the Executive Assistant II level in the Career Development Plan; and

WHEREAS, Mrs. Newcomb is widely regarded for her pleasant demeanor, collaboration skills, attention to detail and customer service focus;

NOW, THEREFORE, BE IT RESOLVED that the Chesterfield County Board of Supervisors, this 23<sup>rd</sup> day of September 2020, recognizes the outstanding contributions of Deborah L. Newcomb, expresses the appreciation of all citizens for her service to Chesterfield County, and extends appreciation for her dedicated service for more than 25 years to the county, congratulations upon her retirement, and best wishes for a long and happy retirement.





**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: September 23,  
2020**

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

**Subject:**

Recognizing Ms. Joan B. Courson, Department of Utilities, Real Property Division, Upon Her Retirement

**Board Action Requested:**

The adoption of the attached consent resolution.

**Summary of Information:**

Real Property Technician Joan B. Courson retired from the Department of Utilities, Real Property Division, after having provided over thirty-six years of service to the citizens of Chesterfield County.

**Attachments:**

1. Joan Courson Retirement Resolution

Preparer: Dean Sasek, Real Property Manager

Approved By:

  
\_\_\_\_\_



RECOGNIZING MRS. JOAN B. COURSON UPON HER RETIREMENT

WHEREAS, Mrs. Joan B. Courson retired from the Chesterfield County Utilities Department on September 1, 2020, after faithfully serving the county and its citizens for over thirty-six years; and,

WHEREAS, Mrs. Courson began her service to the citizens of Chesterfield County in 1984 as a Deputy Clerk I in the Chesterfield County Circuit Court; and,

WHEREAS, Mrs. Courson was promoted to Deputy Clerk II after eight years of service because of her dedication and expertise; and,

WHEREAS, in 1996, Mrs. Courson was hired as a Right of Way Technician by the Chesterfield County Utilities Department; and,

WHEREAS, Mrs. Courson began twenty-four years of distinguished service to the citizens and businesses of the county and the customers of the Utilities Department; and,

WHEREAS, Mrs. Courson excelled in her job duties which included processing numerous requests including utility connections, requests for licenses, vacations, conveyances of easements and requests for docks on Swift Creek Reservoir; and,

WHEREAS, in addition to the expertise she contributed to the Real Property Office, Mrs. Courson served for many years on the Utilities Department's All-Staff Committee, Picnic Committee, and Customer Service Committee; and,

WHEREAS, Mrs. Courson will also be remembered for her good nature and friendliness and will be missed by her colleagues; and

NOW, THEREFORE, BE IT RESOLVED that the Chesterfield County Board of Supervisors recognizes the contributions of Mrs. Joan B. Courson, expresses the appreciation of all the citizens for her service to the county, and extends their appreciation for her dedicated service and their congratulations upon her retirement.





**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: September 23,  
2020**

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

---

**Subject:**

Recognizing Jacqueline Maclin, Parks and Recreation Department, Upon Her Retirement

**Board Action Requested:**

Adoption of the attached resolution.

**Summary of Information:**

Jacqueline "Jackie" Maclin will retire from the Parks and Recreation Department on October 1, 2020 after providing 32 years of service to the residents of Chesterfield County.

**Attachments:**

1. Jackie Maclin - Retirement Resolution - FINAL

Preparer: James Worsley, Deputy County Administrator

Approved By:

  
\_\_\_\_\_



RECOGNIZING JACQUELINE A. MACLIN UPON HER RETIREMENT

WHEREAS, Jacqueline "Jackie" A. Maclin will retire from the Chesterfield County Parks and Recreation Department on October 1, 2020 after providing over 32 years of quality service to the residents of Chesterfield County; and

WHEREAS, Jackie Maclin began her career in the Athletic section in October 1988 and transitioned to Community Recreation where she was able to oversee many community programs and engage citizens of all ages and served thousands of Chesterfield County youth through summer camps; and

WHEREAS, Ms. Maclin was Recreation Division Employee of the Year for Parks and Recreation in 1999; and

WHEREAS, Ms. Maclin has genuinely enjoyed her career with the county and worked alongside many dedicated and true professionals that have provided her the opportunity to meet and engage with incredible people inside and outside of the department; and

WHEREAS, Ms. Maclin worked closely with and provided after-school enrichment programs for Chesterfield County students and supervised many young adults for their first and/or summer jobs and led the SANTA Calling program for many years; and

WHEREAS, Ms. Maclin has been involved with the Village of Ettrick community groups over the years and has dedicated many years serving the Ettrick community through the Mayes-Colbert Ettrick Recreation Center; and

WHEREAS, Ms. Maclin has been a participating member of Virginia Recreation and Park Society, and has been a proud member of the Positive Parenting Coalition and the Chesterfield RVA Basics Early Childhood Education Team; and

WHEREAS, Jackie Maclin in as much as has been able to contribute to the health and well-being of the citizens of Chesterfield County and her positions have provided her a sense of purpose and belonging and was very dedicated to her job and the programs she was able to facilitate and was always willing to help whoever needed assistance whether it be co-workers, committee members, participants or citizens; and

NOW, THEREFORE, BE IT RESOLVED that the Chesterfield County Board of Supervisors, this 23<sup>rd</sup> day of September 2020, publicly recognizes Jackie Maclin and extends on behalf of its members and the residents of Chesterfield County, appreciation for her service to the county, congratulations upon her retirement, and best wishes for a long and happy retirement.





**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: September 23,  
2020**

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

---

**Subject:**

Recognizing Susie E. Owens, Parks and Recreation Department, Upon Her Retirement

**Board Action Requested:**

Adoption of the attached resolution.

**Summary of Information:**

Susie E. Owens will retire from the Parks and Recreation Department on October 1, 2020 after providing 40 years of service to the residents of Chesterfield County.

**Attachments:**

1. Susie Owens - Retirement Resolution - FINAL

Preparer: James Worsley, Deputy County Administrator

Approved By:

---



## RECOGNIZING SUSIE E. OWENS UPON HER RETIREMENT

WHEREAS, Susie E. Owens will retire from the Chesterfield County Parks and Recreation Department on October 1, 2020 after providing 40 years of quality service to the residents of Chesterfield County; and

WHEREAS, Ms. Owens has had the privilege and honor to be at the same desk assisting groups and associations since 1980 in many different ways to provide organized and safe environments for participation in sports and enrich the livelihood of adults and youth; and

WHEREAS, Ms. Owens over the years has formed a trust from many groups and individuals and provided excellent customer service and met the needs of the community and was Parks and Recreation Department Employee of the Year for 1983 and 2005 and Recreation Division Employee of the Year in 2005 and 2011; and

WHEREAS, Ms. Owens has always been considered a team player and a vital asset to the success of the Community Recreation section's annual SANTA Call/Letter/E-mail program matching thousands of individual letters to pre-addressed envelopes, stuffed, counted and bundled them for delivery to the mailroom to send to 1400 plus children each year; and,

WHEREAS, Ms. Owens has coordinated and collected soft drink tabs for Ronald McDonald House for years, including countless hours assisting cancer patients with activities and her kindness, volunteers for the food bank, collected old magazines to share with the VA Hospital, assists with the annual Christmas Mother activities and has collected and donated sporting equipment and other items abandoned in our parks and provides them to schools with athletic teams and students that lack athletic funding; and,

WHEREAS, Ms. Owens was a vital member of the initial team that coordinated and brought to life River City Sportsplex through many different leadership models and made available practice and game space to associations, leagues and schools and schedules numerous travel, recreation and tournament teams that ultimately have increased the economic value and put Chesterfield County on the map as an ultimate Tourism destination; and,

WHEREAS, Ms. Owens has been a valued member of the Parks and Recreation staff and will be greatly missed as a co-worker and a friend who was always willing to help at any time; and,

NOW, THEREFORE, BE IT RESOLVED that the Chesterfield County Board of Supervisors, this 23<sup>rd</sup> day of September 2020, publicly recognizes Susie Owens and extends on behalf of its members and the residents of Chesterfield County, appreciation for her service to the county, congratulations upon her retirement, and best wishes for a long and happy retirement.





**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: September 23,  
2020**

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

---

**Subject:**

Recognizing Milton R. Marsh, Parks and Recreation Department, Upon His Retirement

**Board Action Requested:**

Adoption of the attached resolution.

**Summary of Information:**

Milton R. Marsh will retire from the Parks and Recreation Department on October 1, 2020 after providing 25 years of service to the residents of Chesterfield County.

**Attachments:**

1. Milton Marsh - Retirement Resolution - FINAL

Preparer: James Worsley, Deputy County Administrator

Approved By:

  
\_\_\_\_\_



RECOGNIZING MILTON R. MARSH UPON HIS RETIREMENT

WHEREAS, Milton R. Marsh will retire from the Chesterfield County Parks and Recreation Department on October 1, 2020 after providing over 25 years of quality service to the residents of Chesterfield County; and

WHEREAS, Mr. Marsh has always gone the extra mile while working as the supervisor for the athletic rovers and taken responsibility for the after-hours hotline on youth basketball weekends so that rovers were available to assist leagues with basketball issues; and

WHEREAS, Mr. Marsh assisted the department by volunteering to check on issues that might arise within the Ettrick and Matoaca community when not on call since he resides in that district; and

WHEREAS, Mr. Marsh's knowledge of the parks department has enabled him to be a vital asset to the community and the county with his understanding of park operations, light timers, irrigation shut off valves and other logistics that ensure associations and leagues have uninterrupted practices and games at our facilities; and

WHEREAS, Mr. Marsh was Parks and Recreation Department Employee of the Year in 2003; and

WHEREAS, Mr. Marsh was a member of the Petersburg American Legion and was a Captain with the Ettrick Volunteer Fire Department and has coached Special Olympics softball and basketball; and

WHEREAS, Mr. Marsh has been a valued member of the Parks and Recreation staff and will be greatly missed as a co-worker and a friend who was always willing to help at any time; and,

NOW, THEREFORE, BE IT RESOLVED that the Chesterfield County Board of Supervisors, this 23<sup>rd</sup> day of September 2020, publicly recognizes Milton Marsh and extends on behalf of its members and the residents of Chesterfield County, appreciation for his service to the county, congratulations upon his retirement, and best wishes for a long and happy retirement.





**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: September 23,  
2020**

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

**Subject:**

Recognizing Corporal James A. Bierlein, Police Department, Upon His Retirement

**Board Action Requested:**

The adoption of the attached resolution.

**Summary of Information:**

Corporal James A. Bierlein retired from the Police Department after having provided nearly 30 years of service the residents of Chesterfield County.

**Attachments:**

1. Resolution - Bierlein

Preparer: Jeffrey Katz, Chief of Police

Approved By:

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



RECOGNIZING CORPORAL JAMES A. BIERLEIN, UPON HIS RETIREMENT

WHEREAS, Corporal James A. Bierlein retired from the Chesterfield County Police Department on September 1, 2020 after providing nearly 30 years of service to the residents of Chesterfield County; and

WHEREAS, Corporal Bierlein faithfully served the county in the positions of Patrol Officer, Senior Police Officer, Senior Detective, Master Detective, Career Detective and Corporal; and

WHEREAS, during his tenure, Corporal Bierlein has also served as a Field Training Officer, Breathalyzer Operator, Evidence Technician and General Instructor; and

WHEREAS, Corporal Bierlein has served as various assignments to include Major Case Detective, Anti-Crime Unit Detective and Tactical Investigations Unit Detective, under the Covert Operations section. Corporal Bierlein also served as a member of the Multi-Jurisdictional Special Operations Group, and;

WHEREAS, Corporal Bierlein has been recognized with two Unit Citations while serving as a member of the Covert Operations Section. Corporal Bierlein and his co-workers are commended for their flexibility, teamwork, dedication to duty and their exceptional surveillance skills, techniques and the use of a variety of investigative resources which has contributed to the successful resolution and clearance of numerous cases; and

WHEREAS, Corporal Bierlein and his fellow team members, received an Achievement Award for the effective communications, quick response, and teamwork used during extensive and thorough investigations which resulted in the capture and arrest of nine suspects involved in a homicide; and

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

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

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



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

NOW, THEREFORE, BE IT RESOLVED that the Chesterfield County Board of Supervisors publicly recognizes Corporal James A. Bierlein, and extends on behalf of its members and the residents of Chesterfield County, appreciation for his service to the county, congratulations upon his retirement, and best wishes for a long and happy retirement.

AND, BE IT FURTHER RESOLVED that a copy of this resolution be presented to Corporal Bierlein, 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: September 23,  
2020**

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

---

**Subject:**

Recognizing Corporal William E. Showalter, Police Department, Upon His Retirement

**Board Action Requested:**

The adoption of the attached resolution.

**Summary of Information:**

Corporal William E. Showalter will retire from the Police Department after providing 29 years of service to the residents of Chesterfield County.

**Attachments:**

1. Resolution - Showalter

Preparer: Jeffrey Katz, Chief of Police

Approved By:



RECOGNIZING CORPORAL WILLIAM E. SHOWALTER, UPON HIS RETIREMENT

WHEREAS, Corporal William E. Showalter will retire from the Chesterfield County Police Department on October 1, 2020 after providing 29 years of service to the residents of Chesterfield County; and

WHEREAS, Corporal Showalter faithfully served the county in the positions of Patrol Officer, Senior Police Officer, Master Police Officer, Career Police Officer and Corporal; and

WHEREAS, during his tenure, Corporal Showalter has also served as a Field Training Officer, Breathalyzer Operator and Patrol Rifle Operator; and

WHEREAS, Corporal Showalter served as a member of the Larceny from Auto Task Force, a role in which he excelled. Corporal Showalter was recognized for a clearance rate of 125% where, in most cases, there were no suspects, witnesses, or physical evidence to assist in the investigation. The ability to clear more cases than what was assigned is indicative of Corporal Showalter's dedication; and

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED that the Chesterfield County Board of Supervisors publicly recognizes Corporal William E. Showalter, and extends on behalf of its members and the residents of Chesterfield County, appreciation for his service to the county, congratulations upon his retirement, and best wishes for a long and happy retirement.

AND, BE IT FURTHER RESOLVED that a copy of this resolution be presented to Corporal Showalter, 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: September 23,  
2020**

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

**Subject:**

Acceptance of a Parcel of Land Adjacent to Lawing Drive from ARW Properties, LLC

**Board Action Requested:**

Accept the conveyance of a parcel of land containing 0.0383 acres adjacent to Lawing Drive from ARW Properties, LLC and authorize the County Administrator to execute the deed.

**Summary of Information:**

Staff requests that the Board of Supervisors accept the conveyance of a parcel of land containing 0.0383 acres adjacent to Lawing Drive from ARW Properties, LLC. This conveyance is for the development of ARW Office Warehouses-Lawing Drive and has been reviewed by the site plan team.

Approval is recommended.

**Attachments:**

1. ARW Properties LLC Dedication Sketch
2. ARW Properties LLC Dedication Plat

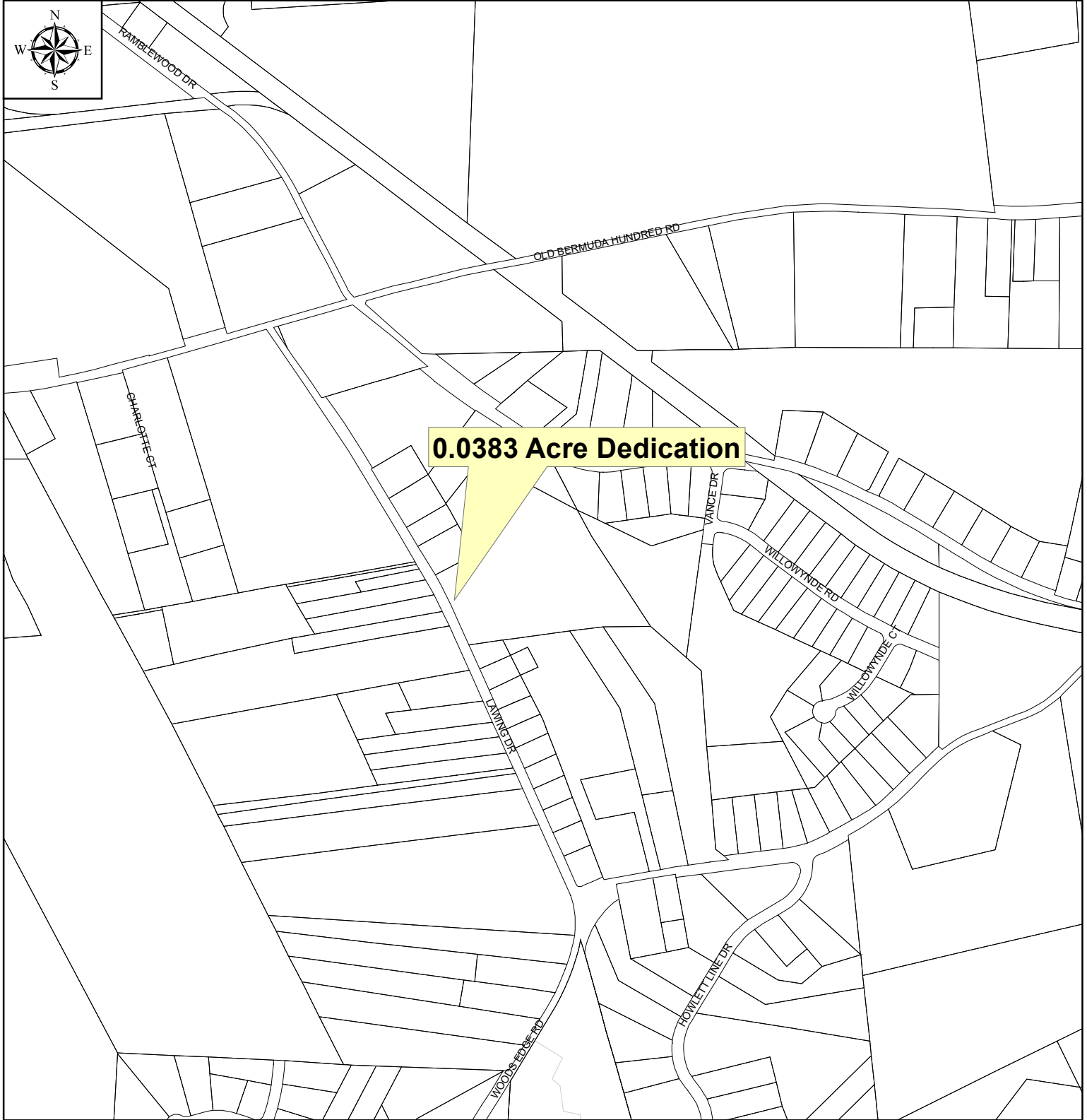
Preparer: Dean Sasek, Real Property Manager

Approved By:

  
\_\_\_\_\_



Board of Supervisors Meeting - September 23, 2020  
Acceptance of a Parcel of Land Adjacent to Lawing  
Drive from ARW Properties, LLC



Chesterfield County  
Real Property Office



1 inch = 600 feet

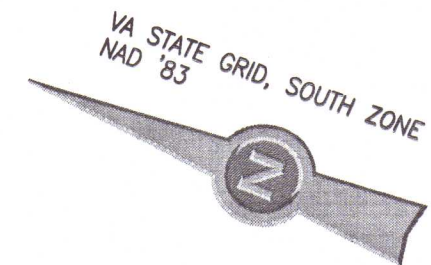




GPIN #807-649-8108  
BROOK McALLISTER & TINA HUGHES  
DB 11924, PG. 871

#13706 VANCE DRIVE

N 3648962.18  
E 11807763.89



LOT 1  
SECTION 2, WOODS EDGE

GPIN #807-649-3361  
LAMBLATE, LLC  
DB 10398, PG. 342  
#13618 RAMBLEWOOD DRIVE

GPIN #807-648-9247  
LESLIE ROWLETT EST.  
WB 101, PG. 136  
#13800 WOODS EDGE ROAD

GPIN #807-648-7653  
LESLIE ROWLETT EST.  
DB 830, PG. 302  
13808 WOODS EDGE ROAD

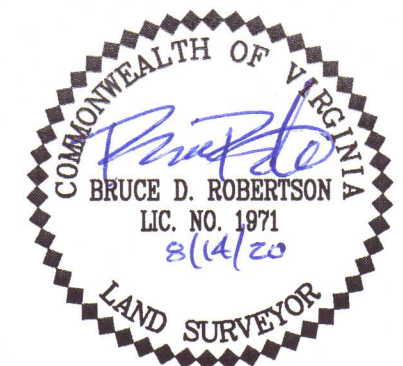
REMAINDER OF GPIN #807-649-3115  
ARW PROPERTIES, LLC  
DB 12460, PG. 514  
& DB 11491, PG. 643

#13707 LAWING DRIVE  
ZONED I-1

8.4465 ACRES

GPIN #807-649-0954  
JAMES RIVER INDUSTRIAL PARK, LLC  
DB 12060, PG. 108  
13612 RAMBLEWOOD DRIVE

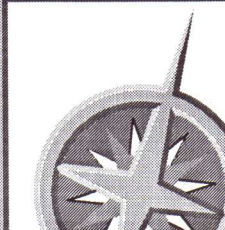
GPIN #807-648-5440  
ADRIENNE COLES  
WB 498, PG. 253  
13812 WOODS EDGE ROAD



THIS PLAT IS BASED ON A FIELD SURVEY  
BY BRUCE ROBERTSON LAND SURVEYING, PC  
ON 7/26/19

ALL IMPROVEMENTS NOT SHOWN

CO. PROJ. #20-0143  
CO. SITE #20PRO259



Bruce Robertson Land Surveying, P.C.

P.O. Box 35311 Richmond, Virginia Phone/Fax (804)330-2801

PLAT SHOWING A PARCEL OF LAND  
LOCATED ON THE EAST LINE OF LAWING DRIVE  
TO BE DEDICATED TO CHESTERFIELD COUNTY, VIRGINIA

BERMUDA DISTRICT, CHESTERFIELD COUNTY, VIRGINIA

Date: 8/7/20  
Scale: 1"=80'

Revisions: 8/14/20  
per Co. comments

JN 19116

Sheet 1 of 1

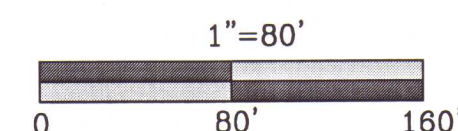
	RAD.	LNTH.	△	CHD. BNG.	CHD.
C1	1750.08'	146.41'	4°47'41"	N25°09'26"W	146.41'
C2	1755.08'	146.86'	4°47'41"	N25°09'26"W	146.82'

PARCEL A  
DEDICATED TO THE COUNTY  
OF CHESTERFIELD  
0.0383 ACRES

LAWING DRIVE, STATE ROUTE 818

EXISTING 55' R/W  
DB 9822, PG. 559  
& 30' PRESCRIPTIVE R/W

LOT 1, W.T. JONES SUBDIVISION  
#13721 LAWING DRIVE







**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: September 23,  
2020**

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

**Subject:**

Acceptance of Parcels of Land Adjacent to Koger Center Boulevard from Puddledock Partners MOB3, LLC

**Board Action Requested:**

Accept the conveyance of parcels of land containing a total of 0.042 acres adjacent to Koger Center Boulevard from Puddledock Partners MOB3, LLC and authorize the County Administrator to execute the deed.

**Summary of Information:**

Staff requests that the Board of Supervisors accept the conveyance of 2 parcels of land containing a total of 0.042 acres adjacent to Koger Center Boulevard from Puddledock Partners MOB3, LLC. This conveyance is for the development of Virginia Physicians for Women Koger Center Office and has been reviewed by the site plan team.

Approval is recommended.

**Attachments:**

1. Puddledock Partners MOB3 LLC Dedication Sketch
2. Puddledock Partners MOB3 LLC Dedication Plat (1)

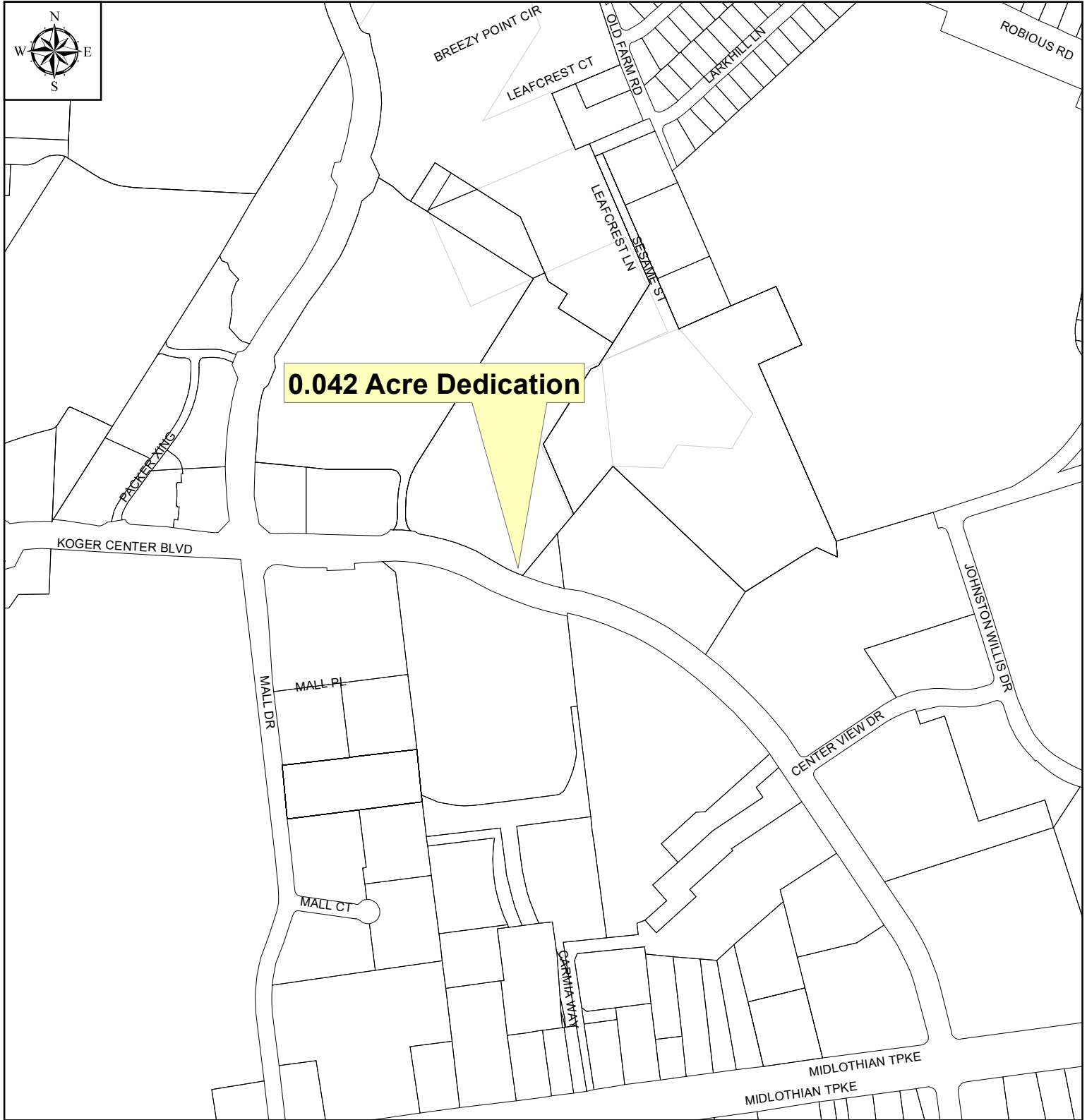
Preparer: Dean Sasek, Real Property Manager

Approved By:

  
\_\_\_\_\_



Board of Supervisors Meeting - September 23, 2020  
Acceptance of Parcels of Land Adjacent to Koger Center  
Boulevard from Puddledock Partners MOB3, LLC



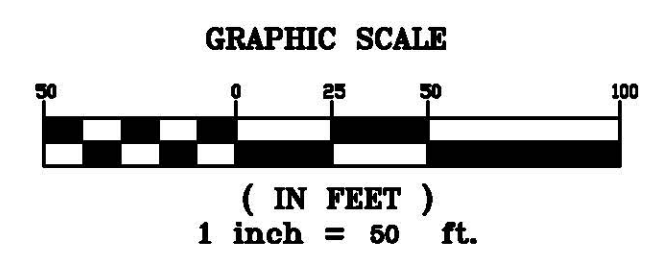
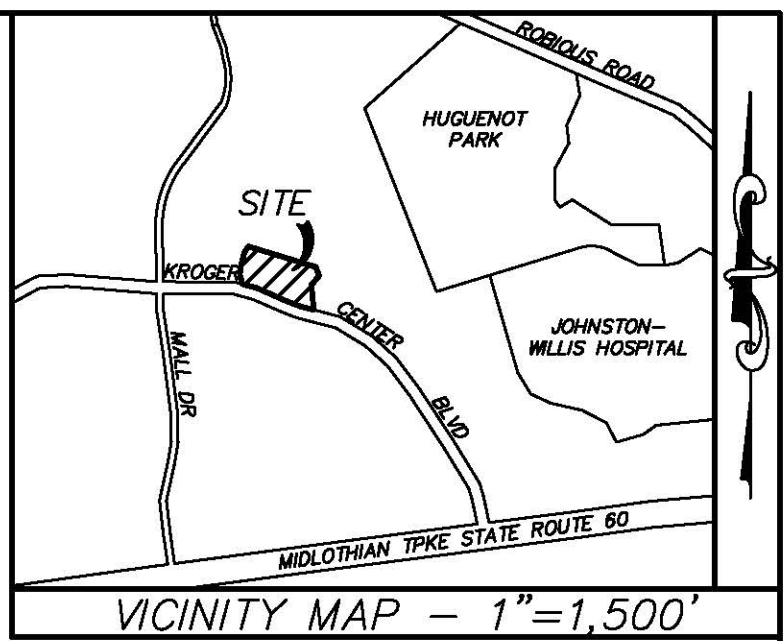
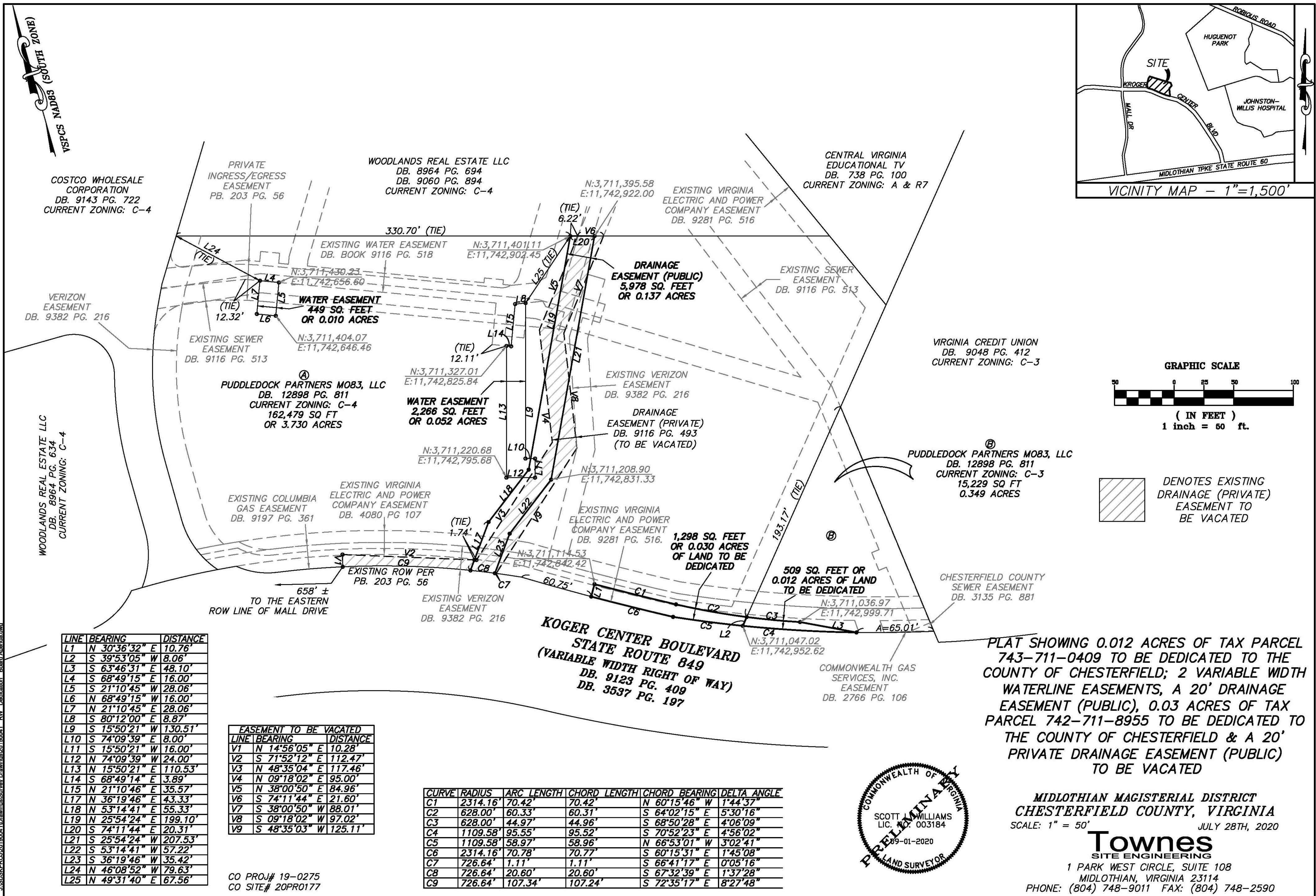
Chesterfield County  
Real Property Office



1 inch = 500 feet







DENOTES EXISTING DRAINAGE (PRIVATE) EASEMENT TO BE VACATED

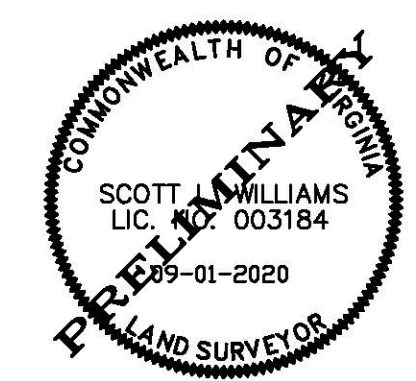
LINE	BEARING	DISTANCE
L1	N 30°36'32" E	10.76'
L2	S 39°53'05" W	8.06'
L3	S 63°46'31" E	48.10'
L4	S 68°49'15" E	16.00'
L5	S 21°10'45" W	28.06'
L6	N 68°49'15" W	16.00'
L7	N 21°10'45" E	28.06'
L8	S 80°12'00" E	8.87'
L9	S 15°50'21" W	130.51'
L10	S 74°09'39" E	8.00'
L11	S 15°50'21" W	16.00'
L12	N 74°09'39" W	24.00'
L13	N 15°50'21" E	110.53'
L14	S 68°49'14" E	3.89'
L15	N 21°10'46" E	35.57'
L17	N 36°19'46" E	43.33'
L18	N 53°14'41" E	55.33'
L19	N 25°54'24" E	199.10'
L20	S 74°11'44" E	20.31'
L21	S 25°54'24" W	207.53'
L22	S 53°14'41" W	57.22'
L23	S 36°19'46" W	35.42'
L24	N 46°08'52" W	79.63'
L25	N 49°31'40" E	67.56'

EASEMENT TO BE VACATED		
LINE	BEARING	DISTANCE
V1	N 14°56'05" E	10.28'
V2	S 71°52'12" E	112.47'
V3	N 48°35'04" E	117.46'
V4	N 09°18'02" E	95.00'
V5	N 38°00'50" E	84.96'
V6	S 74°11'44" E	21.60'
V7	S 38°00'50" W	88.01'
V8	S 09°18'02" W	97.02'
V9	S 48°35'03" W	125.11'

CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING	DELTA ANGLE
C1	2314.16'	70.42'	70.42'	N 60°15'46" W	1°44'37"
C2	628.00'	60.33'	60.31'	S 64°02'15" E	5°30'16"
C3	628.00'	44.97'	44.96'	S 68°50'28" E	4°06'09"
C4	1109.58'	95.55'	95.52'	S 70°52'23" E	4°56'02"
C5	1109.58'	58.97'	58.96'	N 66°53'01" W	3°02'41"
C6	2314.16'	70.78'	70.77'	S 60°15'31" E	1°45'08"
C7	726.64'	1.11'	1.11'	S 66°41'17" E	0°05'16"
C8	726.64'	20.60'	20.60'	S 67°32'39" E	1°37'28"
C9	726.64'	107.34'	107.24'	S 72°35'17" E	8°27'48"

PLAT SHOWING 0.012 ACRES OF TAX PARCEL 743-711-0409 TO BE DEDICATED TO THE COUNTY OF CHESTERFIELD; 2 VARIABLE WIDTH WATERLINE EASEMENTS, A 20' DRAINAGE EASEMENT (PUBLIC), 0.03 ACRES OF TAX PARCEL 742-711-8955 TO BE DEDICATED TO THE COUNTY OF CHESTERFIELD & A 20' PRIVATE DRAINAGE EASEMENT (PUBLIC) TO BE VACATED

MIDLOTHIAN MAGISTERIAL DISTRICT  
CHESTERFIELD COUNTY, VIRGINIA  
SCALE: 1" = 50'  
JULY 28TH, 2020



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





**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: September 23,  
2020**

**Item Number: 13.B.2.a.3.**

**Subject:**

Acceptance of a Parcel of Land Adjacent to Courthouse Road from East Hull RE LLC

**Board Action Requested:**

Accept the conveyance of a parcel of land containing 0.008 acres adjacent to Courthouse Road from East Hull RE LLC and authorize the County Administrator to execute the deed.

**Summary of Information:**

Staff requests that the Board of Supervisors accept the conveyance of a parcel of land containing 0.008 acres adjacent to Courthouse Road from East Hull RE LLC. This conveyance is for a sidewalk for the development of Tommy Car Wash Rockwood and has been reviewed by the site plan team.

Approval is recommended.

**Attachments:**

1. East Hull RE LLC Dedication Sketch
2. East Hull RE LLC Dedication Plat

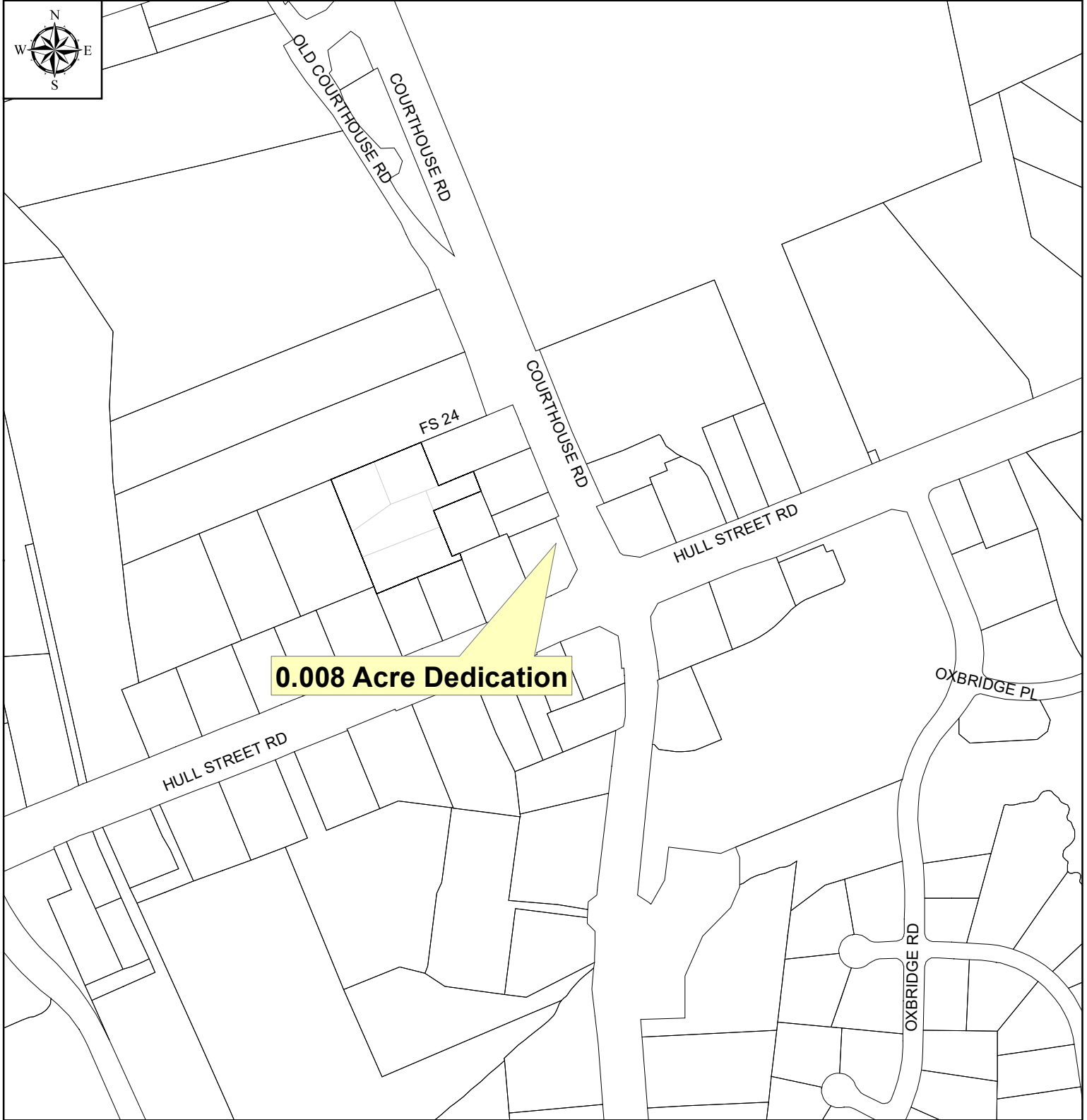
Preparer: Dean Sasek, Real Property Manager

Approved By:

  
\_\_\_\_\_



Board of Supervisors Meeting -September 23, 2020  
Acceptance of a Parcel of Land Adjacent to Courthouse  
Road from East Hull RE LLC



Chesterfield County  
Real Property Office



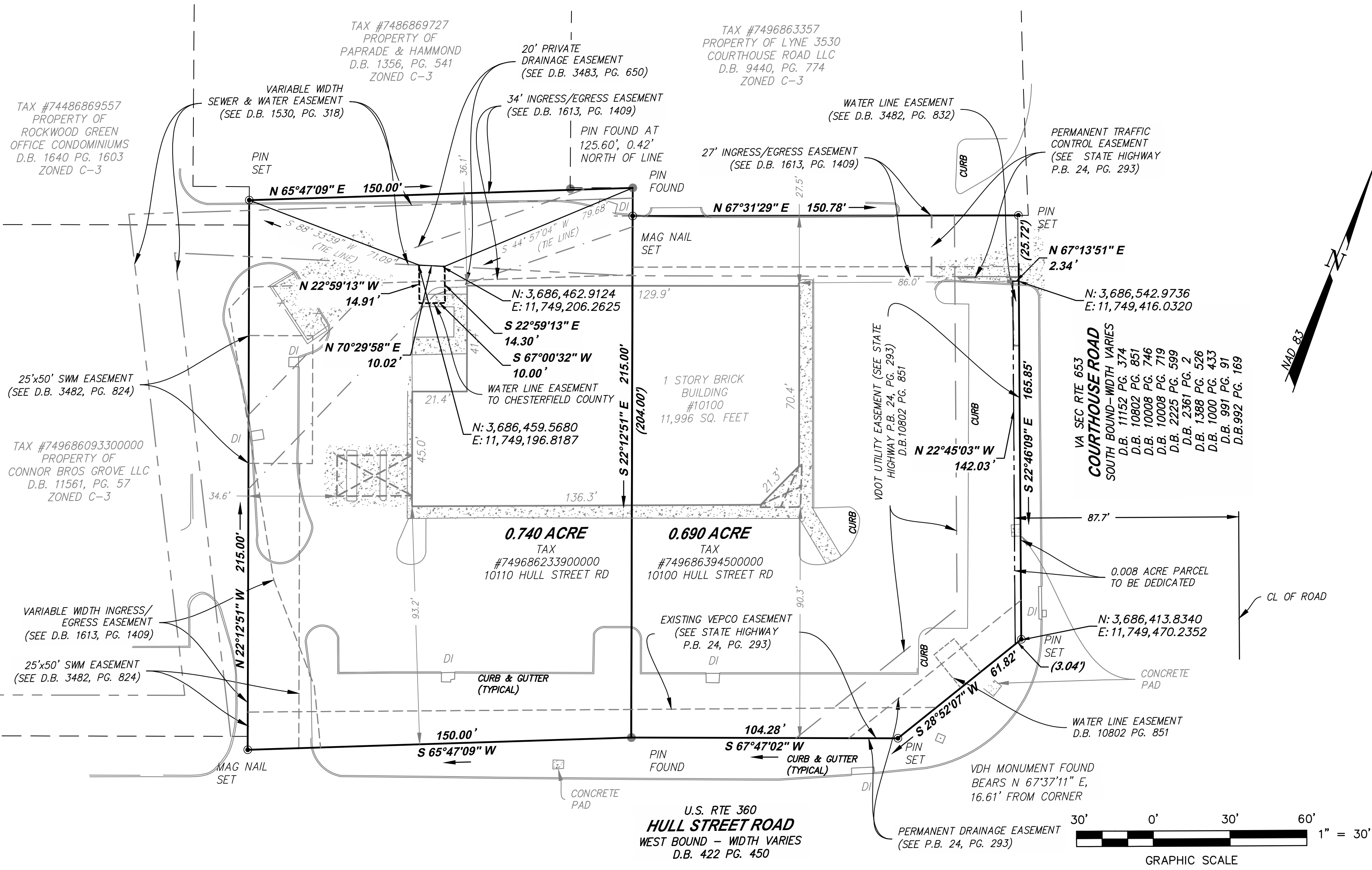


OWNER INFORMATION:

OWNER(S) : EAST HULL RE LLC  
LEGAL REF. : DB. 12666 PG. 755

GENERAL NOTES:

1. THIS PLAT WAS PREPARED WITHOUT BENEFIT OF A TITLE REPORT AND IS SUBJECT THERETO. THEREFORE, THERE MAY EXIST ENCUMBRANCES WHICH AFFECT THE PROPERTY NOT SHOWN HEREON.
2. THE SUBJECT PROPERTY IS WITHIN THE LIMITS OF ZONE "X-UNSHADED" AS SHOWN ON THE FEMA FLOOD INSURANCE RATE MAP PANEL NO. 51041C0129 D, EFFECTIVE DATE 18 DECEMBER, 2012. THIS DETERMINATION IS BASED ON SAID MAP AND HAS NOT BEEN VERIFIED BY ACTUAL FIELD ELEVATIONS.
3. PIN SET BY PARKER DESIGN GROUP IS 1/2" DIAMETER BY 18" LONG REINFORCING ROD DRIVEN TO GROUND LEVEL, A WITNESS MARKER IS DRIVEN BESIDE CORNER PIN.



2122 Carolina Ave, SW  
Roanoke, VA 24014  
Ph: 540-387-1153

1915-B W. Cary Street  
Richmond, VA 23220  
Phone: 804-358-2947

www.parkerdg.com

DRAFT  
COPY  
ONLY

PLAT SHOWING A WATER EASEMENT  
& 0.008 ACRE PARCEL DEDICATION ON  
**10100 HULL STREET RD &  
10110 HULL STREET RD**  
CLOVERHILL MAGISTERIAL DISTRICT  
CHESTERFIELD COUNTY, VIRGINIA

REVISIONS

CALCS BY:	MGM
DRAWN BY:	MGM
CHECKED BY:	MGM
SCALE:	1" = 30'
DATE:	1 SEPTEMBER 2020
PROJECT NUMBER:	19-5136
SHEET NO.:	

1 OF 1





**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: September 23,  
2020**

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

**Subject:**

Designation of a Temporary Construction Easement and a Sidewalk Easement for VDOT Maintenance for the Route 754 (Old Hundred Road) Hunts Bridge Lane to Brandermill Parkway Sidewalk Project

**Board Action Requested:**

Designation of a temporary construction easement and a sidewalk easement for VDOT maintenance for the Route 754 (Old Hundred Road) Hunts Bridge Lane to Brandermill Parkway Sidewalk Project.

**Summary of Information:**

In order to construct the Route 754 (Old Hundred Road) Hunts Bridge Lane to Brandermill Parkway Sidewalk Project, it is necessary that a temporary construction easement and a sidewalk easement for VDOT maintenance be designated across county property known as Swift Creek Middle School. This request has been reviewed by county staff and Chesterfield County schools.

Approval is recommended.

**Attachments:**

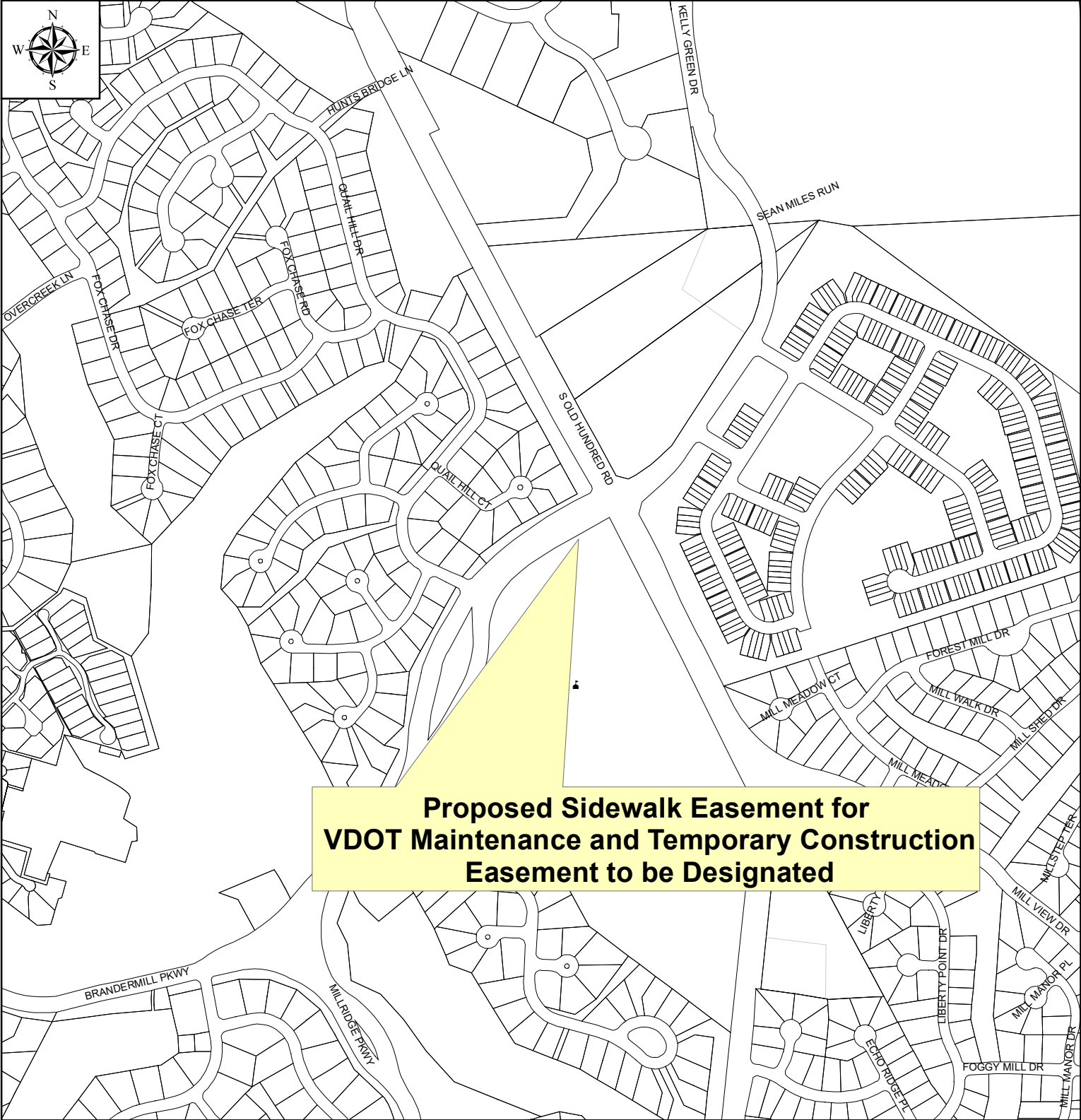
1. Swift Creek Middle School Declaration Sketch
2. Swift Creek Middle School Declaration Plat (2)

Preparer: Dean Sasek, Real Property Manager

Approved By:



Board of Supervisors Meeting - September 23, 2020  
Designation of a Temporary Construction Easement and a Sidewalk Easement  
for VDOT Maintenance for the Route 754 (Old Hundred Road) Hunts Bridge Lane  
to Brandermill Parkway Sidewalk Project



**Proposed Sidewalk Easement for  
VDOT Maintenance and Temporary Construction  
Easement to be Designated**

Chesterfield County  
Real Property Office

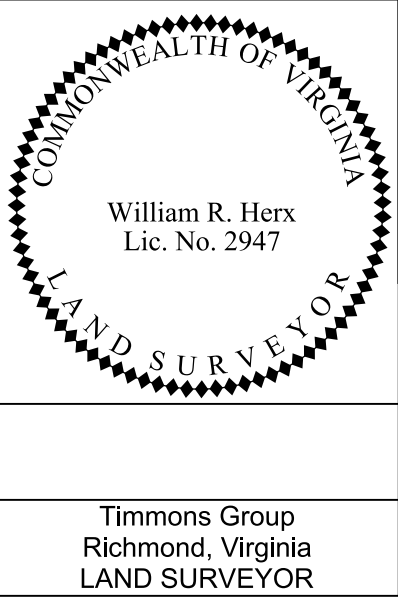


1 inch = 600 feet





PROJECT MANAGER: NATE MATCHES, PE., (C.DOT), (804) 748-1037  
SURVEYED BY, DATE: TIMMONS GROUP, (804) 200-6500, 07/2019  
DESIGN BY: TIMMONS GROUP, (804) 200-6500  
SUBSURFACE UTILITY BY, DATE: TIMMONS GROUP, (804) 200-6500, 07/2019

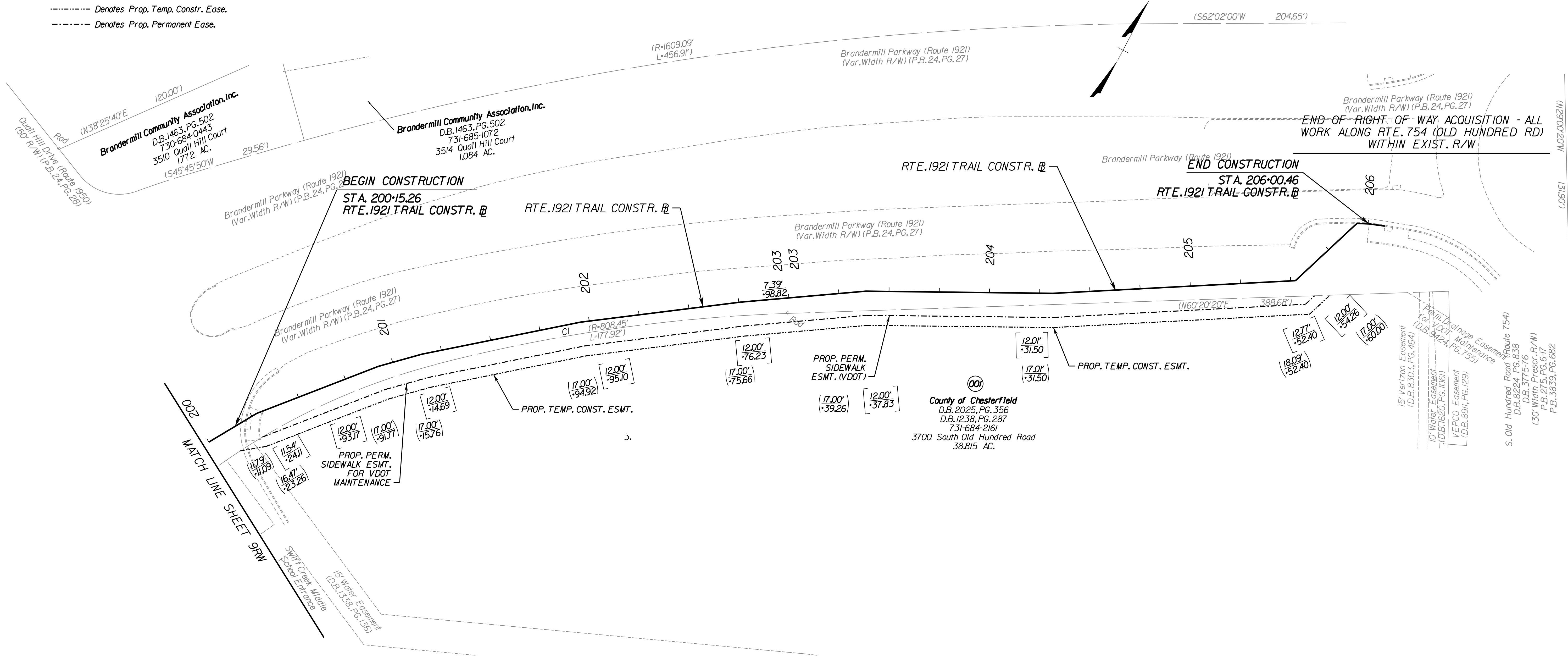


REVISED	STATE	ROUTE	STATE PROJECT	SHEET NO.
	VA.	754	EN18-020-846, C501	8RW

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

LEGEND

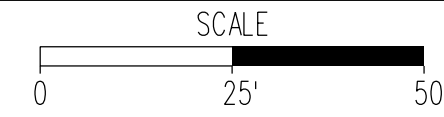
- Denotes Prop. Right-of-Way
- Denotes Prop. Temp. Constr. Ease.
- Denotes Prop. Permanent Ease.



PARCEL NO.	TAX MAP NO.	AREA						
		TOTAL	FEE TAKING	FEE REMAINDER	EASEMENTS			PROFFERS
					PERMANENT		TEMPORARY	
					SLOPE & DRAINAGE	SIDEWALK	CONSTRUCTION	
		ACRES	ACRES	ACRES	ACRES	ACRES	ACRES	YES/NO
001	7316-684-2161	38.81	0.000	38.81	0.000	0.166	0.165	NO

CURVE TABLE		
CURVE	CHORD BEARING	CHORD LENGTH
C1	N54°01'11"E	177.56'

Co. Project #18-0025



PROJECT	SHEET NO.
EN18-020-846	8RW





**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: September 23,  
2020**

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

**Subject:**

Conveyance of an Easement to Virginia Electric and Power Company for a 15' Underground Easement for Service at Tomahawk Middle School

**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 15' underground easement for service at Tomahawk Middle School.

**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 provide service for classroom trailers. This request has been reviewed by county and Chesterfield County schools staff.

Approval is recommended.

**Attachments:**

1. Tomahawk Middle School Virginia Power Easement Vicinity Sketch
2. Tomahawk Middle School Virginia Power Easement Plat

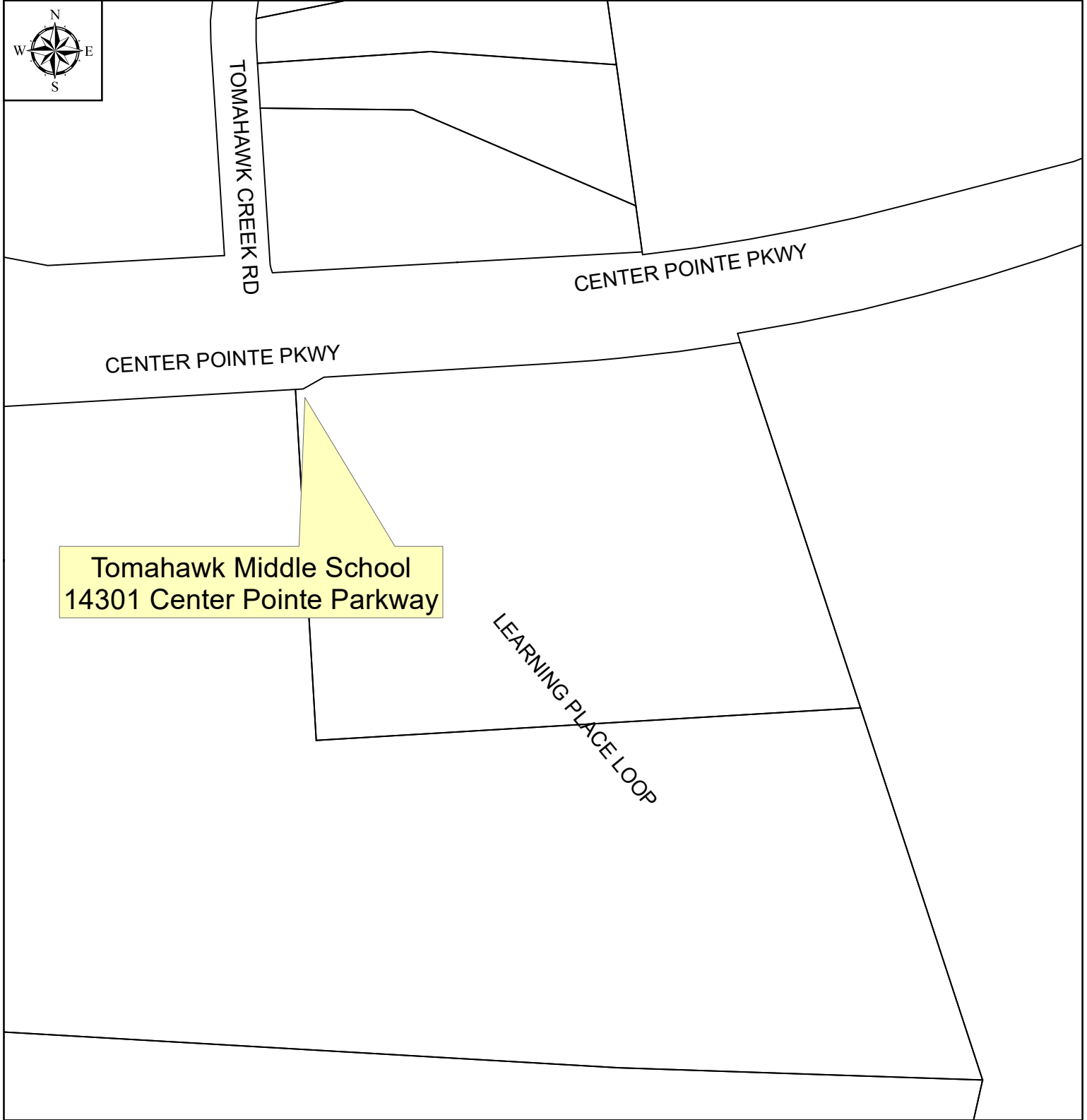
Preparer: Dean Sasek, Real Property Manager

Approved By:

  
\_\_\_\_\_



Board of Supervisors Meeting -September 23, 2020  
Conveyance of an Easement to Virginia Electric and Power Company



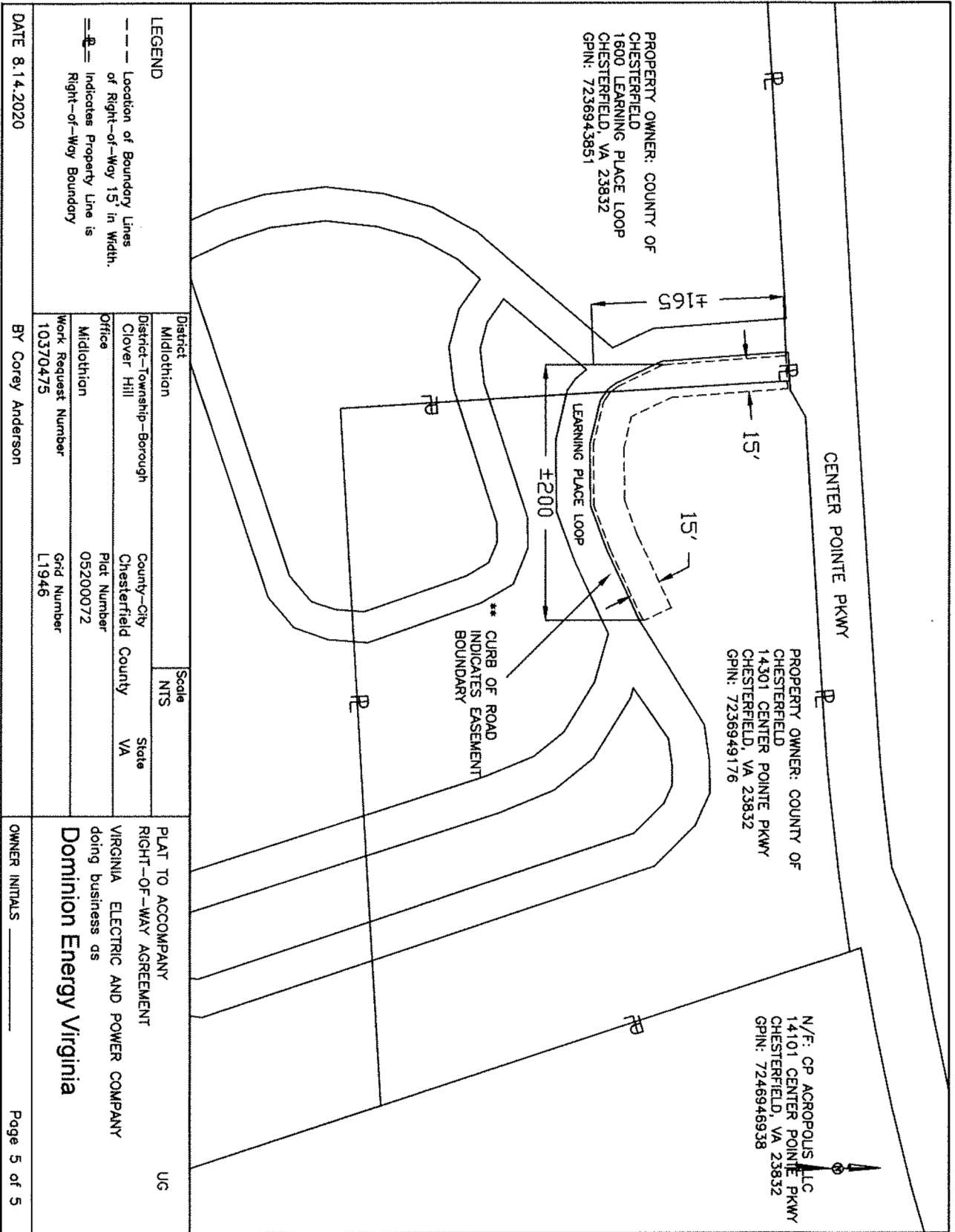
Chesterfield County  
Real Property Office

SnowD 09-03-2020

1 inch = 150 feet











**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: September 23,  
2020**

**Item Number: 13.B.2.b.3.**

**Subject:**

Conveyance of an Easement to Virginia Electric and Power Company for a 15' Underground Easement for Service at Hopkins Road Elementary School

**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 15' underground easement for service at Hopkins Road Elementary School.

**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 provide service for classroom trailers. This request has been reviewed by county and schools staff.

Approval is recommended.

**Attachments:**

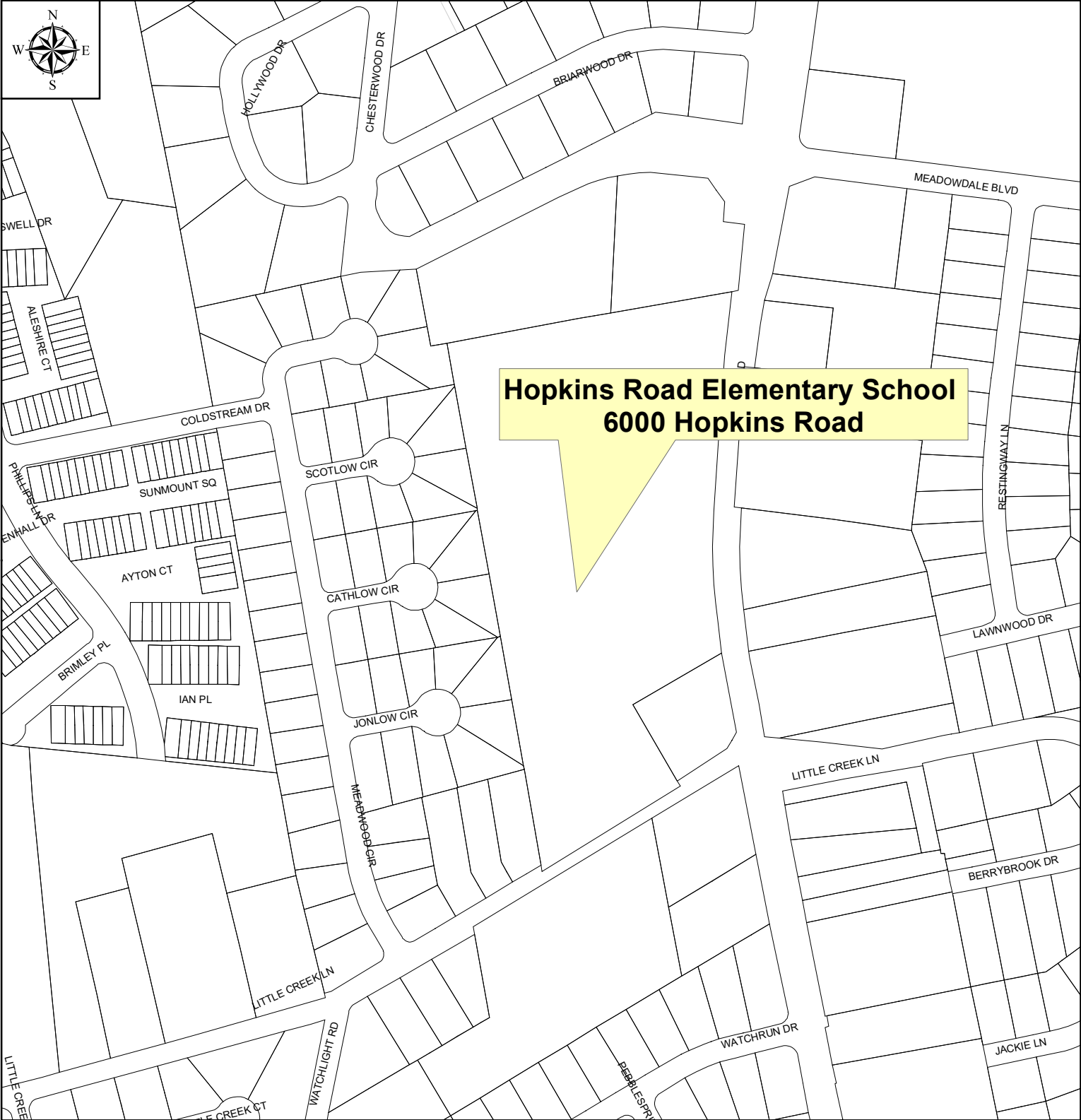
1. Hopkins Road Elementary School Virginia Power Easement Sketch
2. Hopkins Road Elementary School Virginia Power Easement Plat

Preparer: Dean Sasek, Real Property Manager

Approved By:



Board of Supervisors Meeting -September 23, 2020  
Conveyance of an Easement to Virginia Electric and Power Company



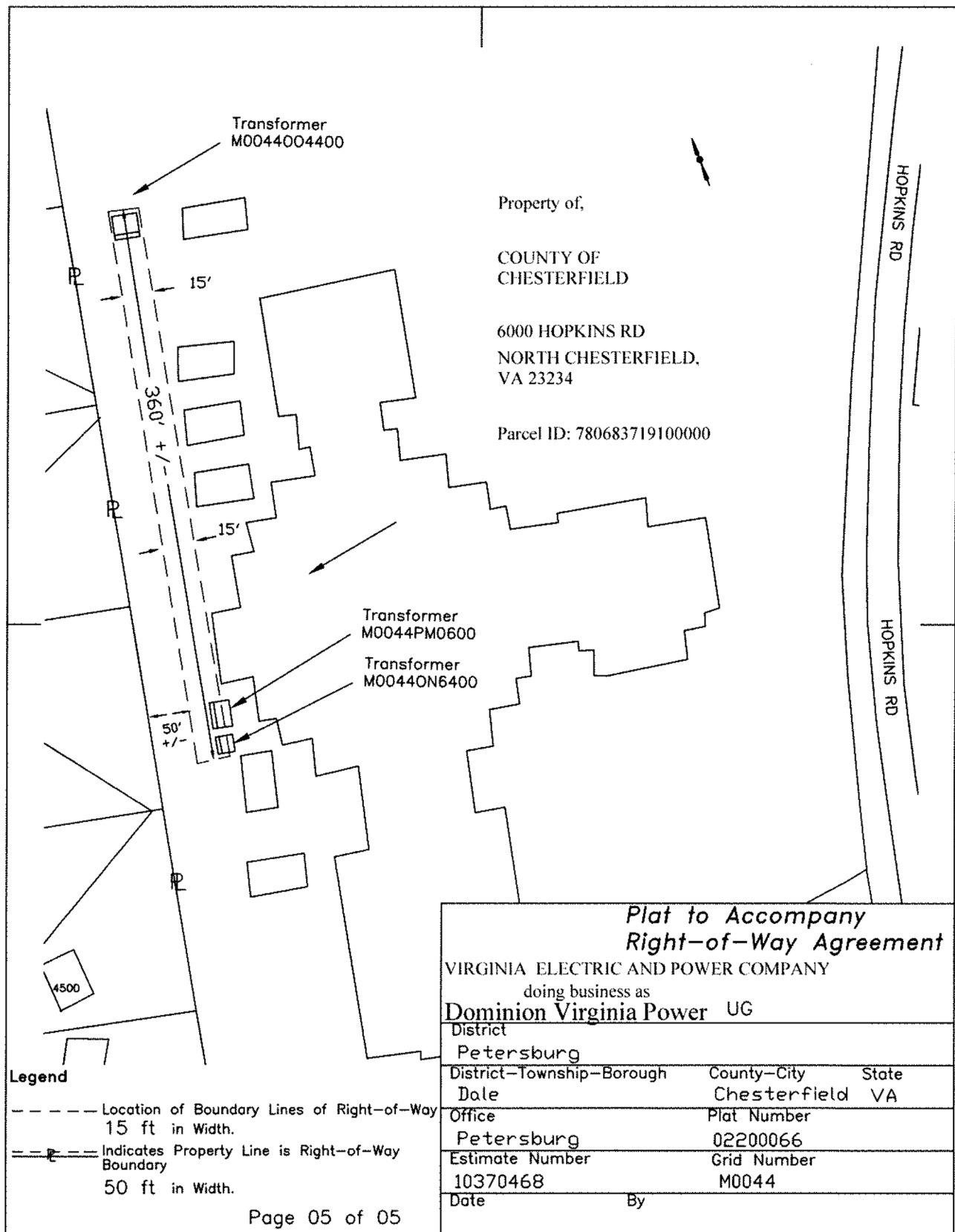
Chesterfield County  
Real Property Office



1 inch = 300 feet











**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: September 23,  
2020**

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

**Subject:**

Request to Quitclaim a 20' and Variable Width Drainage Easement (Private) Across the Property of Puddledock Partners MOB3, LLC

**Board Action Requested:**

Authorize the Chair of the Board of Supervisors and the County Administrator to execute a quitclaim deed to vacate a 20' and Variable Width Drainage Easement (Private) across the property of Puddledock Partners MOB3, LLC.

**Summary of Information:**

Puddledock Partners MOB3, LLC has requested the vacation of a 20' and Variable Width Drainage Easement (Private) as shown on the attached plat. This request has been reviewed by Environmental Engineering. A new Drainage Easement (Private) will be dedicated.

Approval is recommended.

**Attachments:**

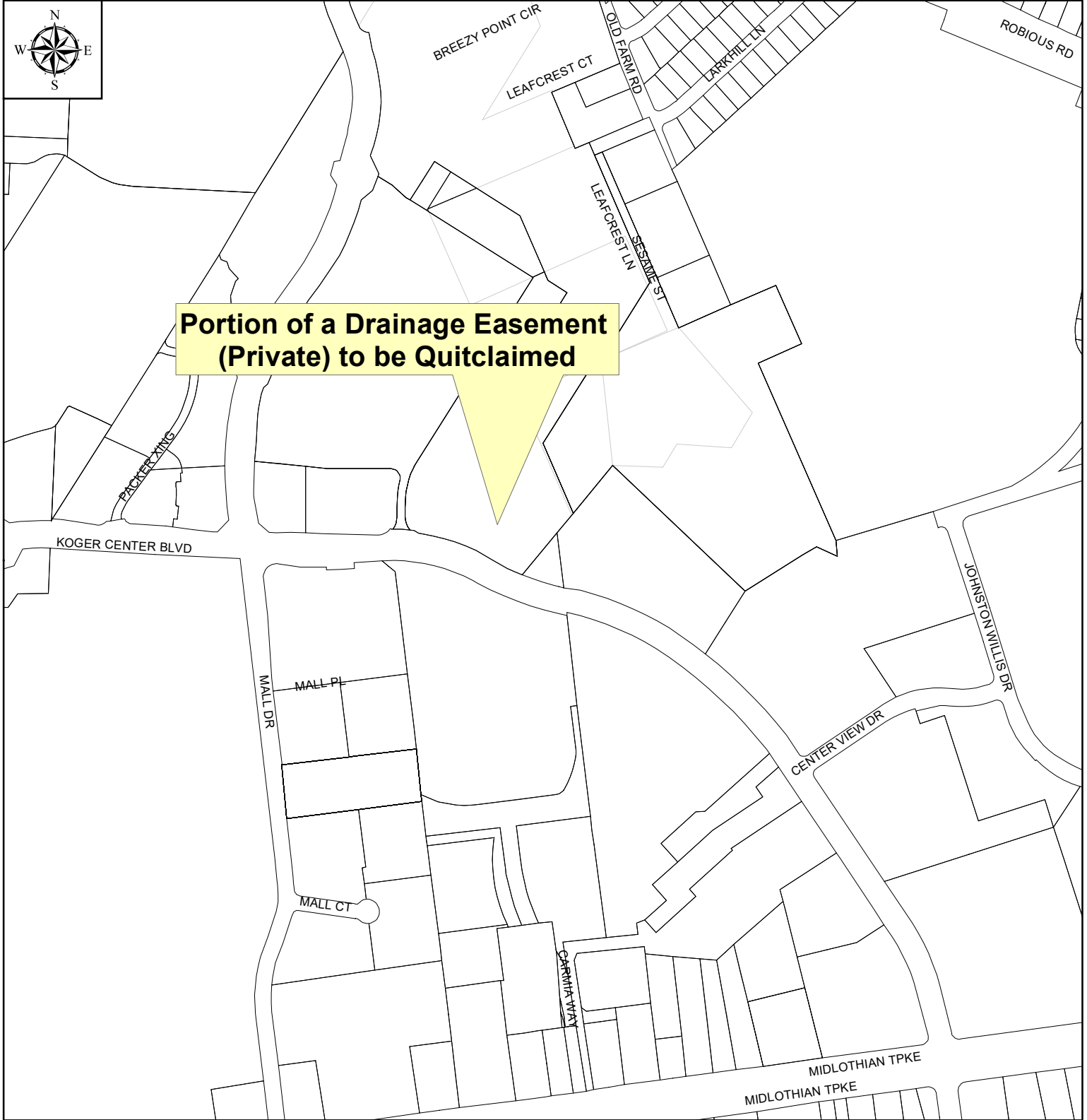
1. Puddledock Partners MOB3 LLC Quitclaim Sketch
2. Puddledock Partners MOB3 LLC Dedication Plat (1)

Preparer: Dean Sasek, Real Property Manager

Approved By:



Board of Supervisors Meeting - September 23, 2020  
Request to Quitclaim a portion of a 20' and Variable  
Width Drainage Easement (Private) Across  
the Property of Puddledock Partners MOB3, LLC



Chesterfield County  
Real Property Office



1 inch = 500 feet











**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: September 23,  
2020**

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

**Subject:**

Request Permission to Install Private Water Service Within a Private Water Easement to Serve Property at 15636 Gary Avenue

**Board Action Requested:**

Grant Steven C. Warren permission to have a private water service within a private water easement to serve property at 15636 Gary Avenue and authorize the County Administrator to execute the water connection agreement.

**Summary of Information:**

Chesterfield County Utilities Department has requested permission for Steven C. Warren to have a private water service within a private water easement to serve property at 15636 Gary Avenue. This request has been reviewed by the Utilities Department.

Approval is recommended.

**Attachments:**

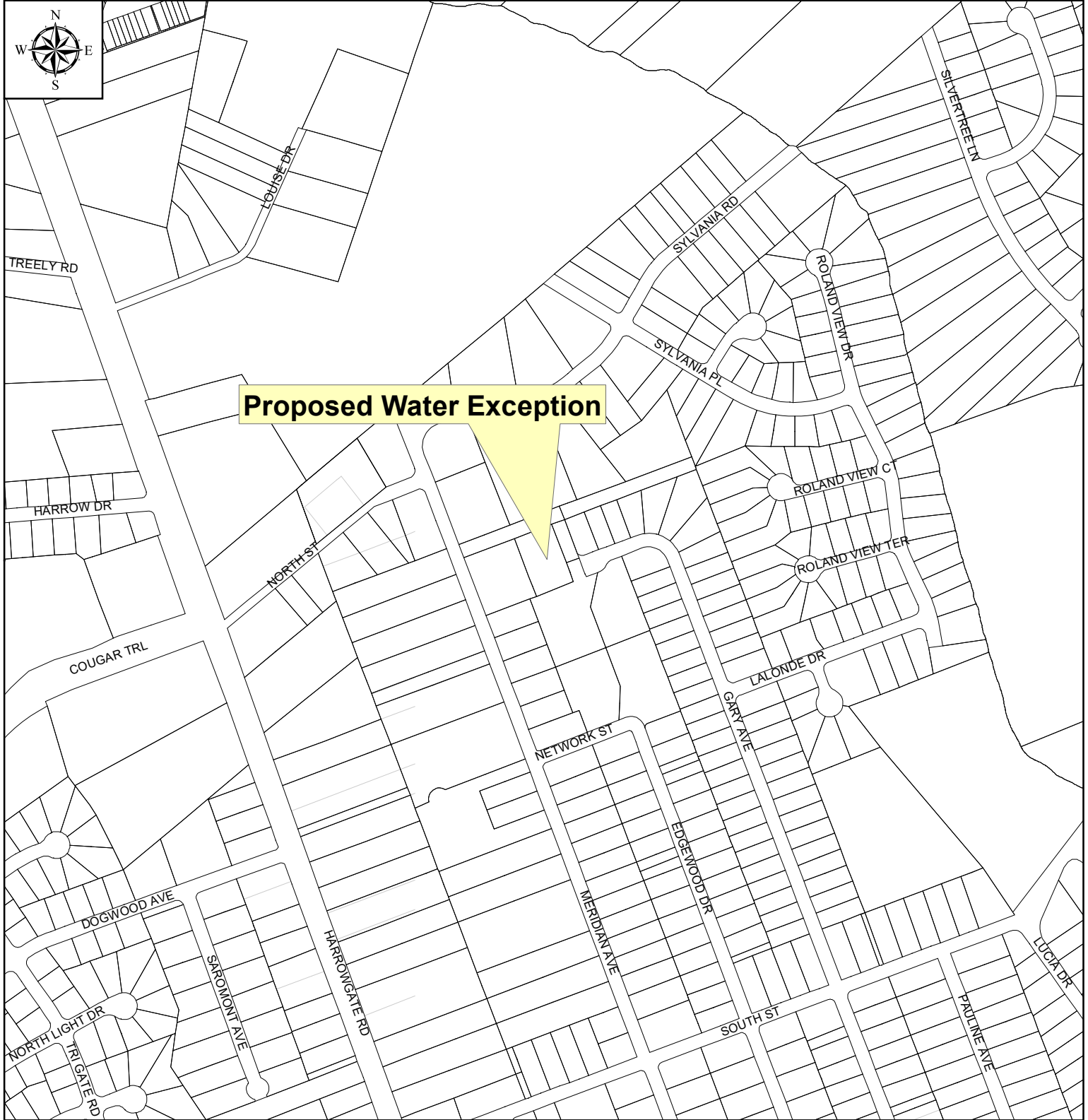
1. Steven C Warren Water Exception Sketch
2. Steven C Warren Water Exception Plat

Preparer: Dean Sasek, Real Property Manager

Approved By:



Board of Supervisors Meeting - September 23, 2020  
Request Permission to Install Private Water Service Within a  
Private Water Easement to Serve Property at 15636 Gary Avenue



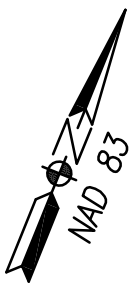
Chesterfield County  
Real Property Office



1 inch = 500 feet







Access Easement  
DB 437, Pg 197

Herbert R. Crowder Estate  
DB 314, Pg 464

Existing 50'  
Easement (Private)  
DB 7467, Pg 96

PROPOSED 10x40  
PRIVATE WATER  
EASEMENT 400 SF

PROPOSED 10x10  
PUBLIC WATER  
EASEMENT 100 SF

N: 3635877.55  
E: 11796565.71

Steven C. Warren  
GPIN 7966354889  
DB 10748, Pg 658  
15636 Gary Avenue  
Ivey Tract  
pt Lt 12 & 13 Bl D  
PB 8, Pg 52

N: 3635904.62  
E: 11796608.92

Gary Avenue  
State Rte 1155  
50' ROW  
PB 28, Pg 17  
PB 172, Pg 92-93

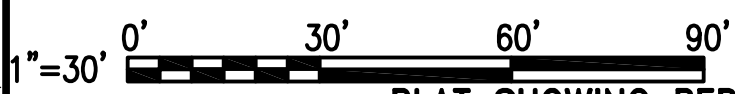
N: 3635895.27  
E: 11796612.47

Mike Christopher  
Contractors, Inc.  
DB 12678, PG 872  
GPIN 7966355666  
15640 Gary Avenue  
Ivey Tract  
Lot 3 Sec 3  
PB 172, Pg 92-93

Mike Christopher  
Contractors, Inc.  
DB 12678, PG 872  
GPIN 7966357372  
15700 Gary Avenue  
Ivey Tract  
Lot 1

26.5' Sanitary Sewer & Water Easement  
PB 172, Pg 92-93  
16' Sanitary Sewer Easement  
PB 172, Pg 92-93

LINE TABLE		
LINE #	BEARING	DISTANCE
L2	S20° 45' 10"E	10.00
L3	N69° 14' 50"E	10.00
L4	N69° 14' 50"E	40.00
L5	N20° 45' 10"W	10.00
L6	S69° 14' 50"W	40.00
L7	N20° 45' 10"W	10.00
L8	S69° 14' 50"W	10.00



PLAT SHOWING PERMANENT 10' PRIVATE WATER EASEMENT  
AND 10' PUBLIC EASEMENT ACROSS THE PROPERTY OF  
MIKE CHRISTOPHER CONTRACTORS, INC.  
15640 GARY AVENUE IN THE BERMUDA  
DISTRICT OF CHESTERFIELD COUNTY, VIRGINIA

Austin  
**Brockenbrough**

ENGINEERING + CONSULTING

1011 Boulder Springs Drive, Suite 200 | Richmond, Virginia 23225  
804.592.3900 main | 804.592.3901 fax

www.brockenbrough.com

DRAWN	DKW	CLIENT	CC
DESIGN	OJL	JOB NO.	17-141
APPROVED	OJL	DATE	8/19/20
Q.C. REVIEW	JJH	SCALE	AS NOTED

CO. PROJ. #17-0204





**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: September 23,  
2020**

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

**Subject:**

Request Permission to Install Private Water Service Within a Private Water Easement to Serve Property at 7400 Cosby Village Road

**Board Action Requested:**

Grant Publix North Carolina L.P. permission to install private water service within a private water easement to serve property at 7400 Cosby Village Road and authorize the County Administrator to execute the water connection agreement.

**Summary of Information:**

Publix North Carolina L.P. has requested permission to install private water service within a private water easement to serve property at 7400 Cosby Village Road. This request is for a proposed 7-Eleven at Hull Street Road and Otterdale Road and has been reviewed by the Utilities Department.

Approval is recommended.

**Attachments:**

1. Publix North Carolina LP Water Exception Sketch
2. Publix North Carolina LP Water Exception Plat

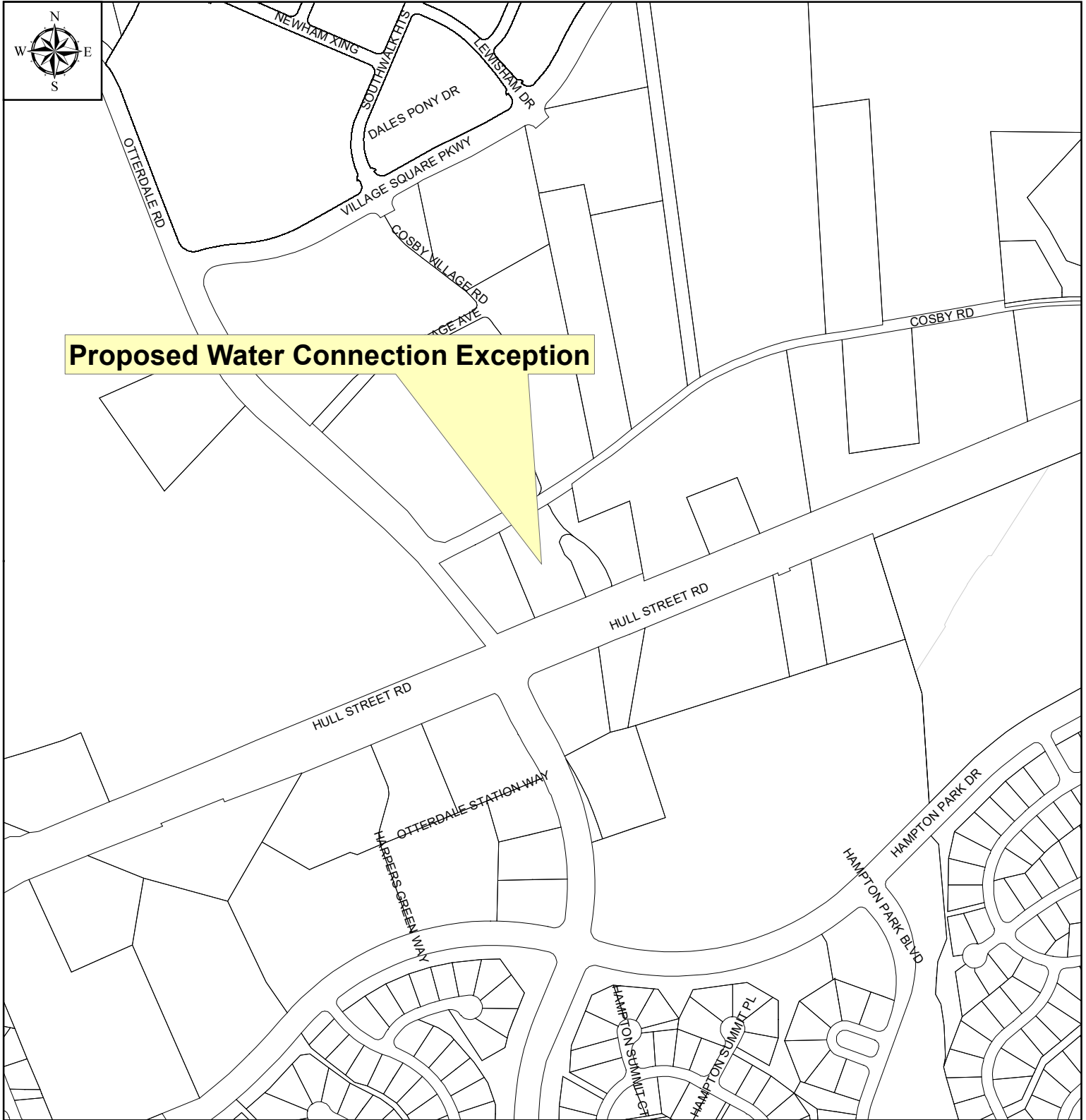
Preparer: Dean Sasek, Real Property Manager

Approved By:

  
\_\_\_\_\_



Board of Supervisors Meeting - September 23, 2020  
Request Permission to Install Private Water Service Within a  
Private Water Easement to Serve Property at 7400 Cosby Village Road



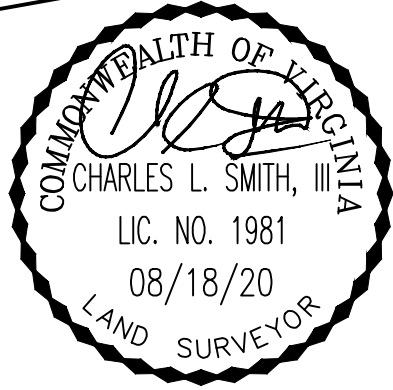
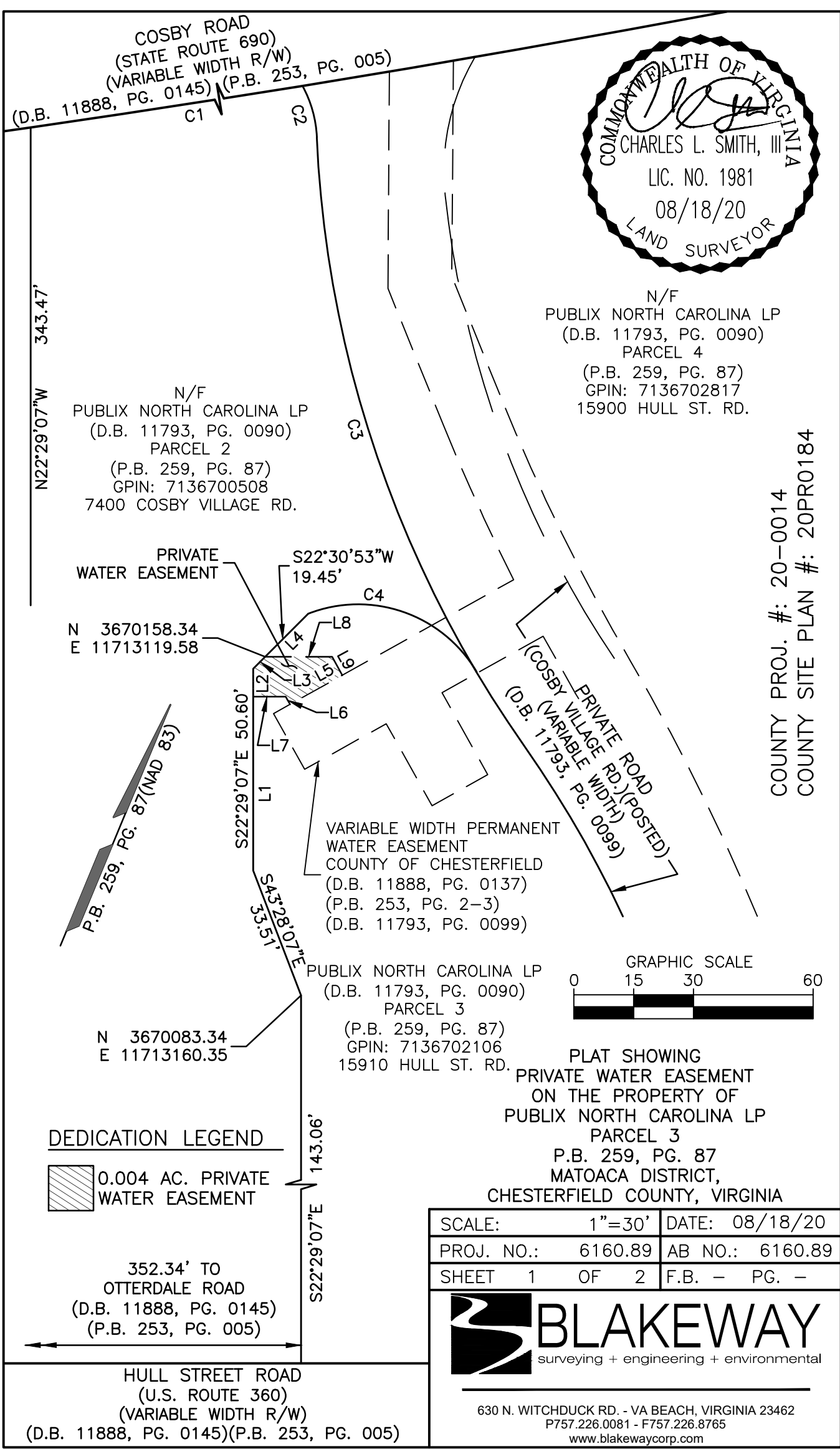
Chesterfield County  
Real Property Office



1 inch = 500 feet







N/F  
PUBLIX NORTH CAROLINA LP  
(D.B. 11793, PG. 0090)  
PARCEL 4  
(P.B. 259, PG. 87)  
GPIN: 7136702817  
15900 HULL ST. RD.

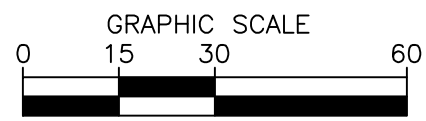
N/F  
PUBLIX NORTH CAROLINA LP  
(D.B. 11793, PG. 0090)  
PARCEL 2  
(P.B. 259, PG. 87)  
GPIN: 7136700508  
7400 COSBY VILLAGE RD.

PRIVATE WATER EASEMENT  
S22°30'53"W 19.45'  
C4  
N 3670158.34  
E 11713119.58  
S22°29'07"E 50.60'  
L1  
L2  
L3  
L4  
L5  
L6  
L7  
L8  
S43°28'07"E 35.51'  
P.B. 259, PG. 87 (NAD 83)

VARIABLE WIDTH PERMANENT  
WATER EASEMENT  
COUNTY OF CHESTERFIELD  
(D.B. 11888, PG. 0137)  
(P.B. 253, PG. 2-3)  
(D.B. 11793, PG. 0099)

PRIVATE ROAD  
(COSBY VILLAGE RD.) (POSTED)  
(D.B. 11793, PG. 0099)

PUBLIX NORTH CAROLINA LP  
(D.B. 11793, PG. 0090)  
PARCEL 3  
(P.B. 259, PG. 87)  
GPIN: 7136702106  
15910 HULL ST. RD.



DEDICATION LEGEND  
0.004 AC. PRIVATE  
WATER EASEMENT

352.34' TO  
OTTERDALE ROAD  
(D.B. 11888, PG. 0145)  
(P.B. 253, PG. 005)

HULL STREET ROAD  
(U.S. ROUTE 360)  
(VARIABLE WIDTH R/W)  
(D.B. 11888, PG. 0145)(P.B. 253, PG. 005)

PLAT SHOWING  
PRIVATE WATER EASEMENT  
ON THE PROPERTY OF  
PUBLIX NORTH CAROLINA LP  
PARCEL 3  
P.B. 259, PG. 87  
MATOACA DISTRICT,  
CHESTERFIELD COUNTY, VIRGINIA

SCALE:	1"=30'	DATE:	08/18/20
PROJ. NO.:	6160.89	AB NO.:	6160.89
SHEET	1 OF 2	F.B. - PG. -	



630 N. WITCHDUCK RD. - VA BEACH, VIRGINIA 23462  
P757.226.0081 - F757.226.8765  
www.blakewaycorp.com

COUNTY PROJ. #: 20-0014  
COUNTY SITE PLAN #: 20PR0184



NOTES

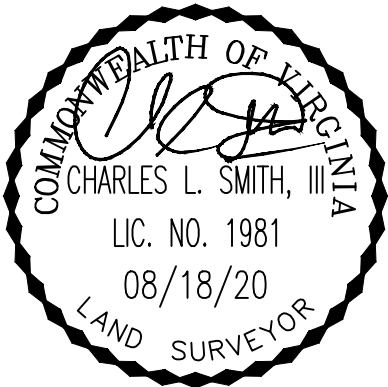
1. THE MERIDIAN SOURCE FOR THIS SURVEY/PLAT IS BASED ON P.B. 259, PG. 87 WHICH REFERS TO NAD 83.
2. THIS PLAT WAS PREPARED FOR PRIVATE WATER EASEMENT PURPOSES ONLY AND DOES NOT INTEND TO SHOW ANY OTHER EASEMENTS, RESTRICTIONS, AND ENCUMBRANCES THAT MAY AFFECT THE PROPERTY SHOWN.
3. PROPERTY LINE INFORMATION SHOWN IS BASED ON VARIOUS DEEDS AND PLATS OF RECORD AND FIELD MEASUREMENTS.
4. THIS PLAT DOES NOT REPRESENT A BOUNDARY SURVEY OR SUBDIVISION OF LAND.
5. PROPOSED PRIVATE WATER EASEMENT, SHOWN HEREON, IS TO BE ESTABLISHED/DEDICATED BY DEED OR AGREEMENT.
6. THIS PLAT WAS PREPARED WITHOUT THE BENEFIT OF A CURRENT AND COMPLETE TITLE REPORT AND MAY NOT SHOW ANY/ALL EASEMENTS, RESTRICTIONS, ENCUMBRANCES, AND CURRENT OWNERSHIP THAT MAY AFFECT THE PROPERTY SHOWN.

CURVE DATA						
CURVE	RADIUS	DELTA	LENGTH	TANGENT	CHORD	BEARING
C1	4073.99'	02°52'40"	204.62'	102.33'	204.60'	N59°46'13"E
C2	29.50'	26°11'29"	13.49'	6.86'	13.37'	S38°10'52"E
C3	288.50'	28°03'32"	141.28'	72.09'	139.88'	S39°06'53"E
C4	34.50'	80°38'45"	48.56'	29.28'	44.65'	S86°31'58"W

EASEMENT LINE DATA		
LINE	BEARING	LENGTH
L1	N22°29'07"W	43.61'
L2	N22°29'07"W	6.99'
L3	N22°30'53"E	4.26'
L4	N22°30'53"E	15.19'
L5	S38°23'17"W	15.00'
L6	N51°20'57"W	2.22'
L7	S67°30'53"W	8.18'
L8	N67°30'53"E	16.78'
L9	S51°20'57"E	5.30'

COUNTY PROJ. #: 20-0014  
COUNTY SITE PLAN #: 20PRO184

PLAT SHOWING  
PRIVATE WATER EASEMENT  
ON THE PROPERTY OF  
PUBLIX NORTH CAROLINA LP  
PARCEL 3  
P.B. 259, PG. 87  
MATOACA DISTRICT,  
CHESTERFIELD COUNTY, VIRGINIA



SCALE:	AS NOTED	DATE:	08/18/20
PROJ. NO.:	6160.89	AB NO.:	6160.89
SHEET	2 OF 2	F.B. - PG. -	



**BLAKEWAY**  
surveying + engineering + environmental

630 N. WITCHDUCK RD. - VA BEACH, VIRGINIA 23462  
P757.226.0081 - F757.226.8765  
www.blakewaycorp.com





**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: September 23,  
2020**

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

**Subject:**

Program Year 2019 (PY19)/Fiscal Year 2020 (FY20) CDBG and HOME Annual Action Plan Substantial Amendment

**Board Action Requested:**

Adopt the PY19/FY20 Community Development Block Grant and HOME Investment Partnerships Grant Annual Action Plan with changes as approved.

**Summary of Information:**

In accordance with 24 CFR 91.505 of the United States Department of Housing and Urban Development (HUD), Consolidated Submissions for Community Planning and Development Programs and the Chesterfield County Community Development Block Grant Program Citizen Participation Plan, a substantial amendment is being proposed for the PY19/FY20 Community Development Block Grant (CDBG) and HOME Investment Partnership (HOME) Annual Action Plan. Per the Citizen Participation Plan, a thirty (30) day public comment period took place to inform citizens of the proposed changes and encourage public input prior to any action taken by the Board of Supervisors.

The PY19/FY20 Annual Action Plan was previously amended at the May 27, 2020 Board of Supervisors Meeting to incorporate the Community Development Block Grant - Coronavirus (CDBG-CV) funding of \$861,295.

This substantial amendment involves changes to the previously approved CDBG, HOME, and CDBG-CV projects in the PY19/FY20 Annual Action Plan as described below:

**1) Project: HOME's Mobile Home Repair and Replacement Program** - \$315,000 in CDBG funds will be reallocated from this program to a new project, **Bermuda Estates Mobile Home Park Site Improvements**, where Project: HOMES will use the CDBG funds for site improvements at Bermuda Estates Mobile Home Park, including water, sewer, and road improvements. \$94,011 will remain for the Mobile Home Repair and Replacement Program.

**2) Project: HOME's CHDO (Community Housing Development Organization)** - The PY19/FY20 \$85,000 HOME award was originally planned to fund the construction costs of two (2) homes at 21307 and 21309 Jackson Street. Due to environmental constraints, only one (1) house will be built, and remaining CHDO funds



from PY18/FY19 will cover the construction costs. The \$85,000 HOME award will be reallocated to the **Ettrick Annex Site/Dupuy Road** project, where Project: HOMES and the Maggie Walker Community Land Trust have partnered to build approximately eleven (11) new single-family homes affordable to low-to-moderate income residents.

3) **Better Housing Coalition's Rental Assistance Program (CDBG-CV Project)** - \$30,000 in CDBG-CV funds is being reallocated from this program to BHC's **COVID-19 Career Coordination Program**, where a Career Navigator will provide financial and career navigation services to residents of BHC's apartment communities whose employment has been impacted by the COVID-19 pandemic.

**Attachments:**

None

Preparer: Daniel Cohen, Director

Approved By:



---





**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: September 23,  
2020**

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

**Subject:**

Set Public Hearing for October 28, 2020, to Consider Code Amendment Relative to Townhouse and Multiple Family Unit Parking (20PJ0125)

**Board Action Requested:**

Set October 28, 2020 for public hearing on the attached code amendment.

**Summary of Information:**

Following a public hearing, the Planning Commission by unanimous vote forwarded a recommendation of approval on the attached code amendment. The amendment proposes adjustment to the required parking for both townhouse and multifamily development. Staff has undertaken a benchmarking exercise evaluating parking requirements within peer localities as well as evaluating the recent trend in multifamily in the county where parking reduction has become a typical zoning request. For multifamily, the parking factor will be now based upon bedrooms per unit and for townhouse the required bonus parking would be allowed within roads. Further, there are proposed allowances for multifamily development in certain design districts to include on-street parking and have reductions in parking for developments that have elements such as connections to pedestrian/bikeway systems. Countywide there is provision for reduction of parking for multifamily units in close proximity to transit stops. In addition, the permitted parking space reduction for the provision of bike storage spaces may now be up to 5 parking spaces.

**Attachments:**

1. Townhouse and Multiple Family Unit Parking Ordinance Amendment 19.1-236 and 19.1-570.BOS

Preparer: Ray Cash, Zoning Administrator

Approved By:



AN ORDINANCE TO AMEND THE CODE OF THE COUNTY OF CHESTERFIELD,  
1997, AS AMENDED, BY AMENDING AND REENACTING SECTIONS 19.1-236 AND 19.1-570  
OF THE ZONING ORDINANCE RELATIVE TO TOWNHOUSE AND MULTIPLE FAMILY UNIT  
PARKING

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

*(1) That Sections 19.1-236 and 19.1-570 of the Code of the County of Chesterfield, 1997, as amended, is amended and re-enacted, to read as follows:*

Chapter 19.1

ZONING

**Sec. 19.1-236. Required Parking Spaces per Use.**

OOO

Table 19.1-236.A. Required Number of Parking Spaces by Use			
General Use Category	Specific Use or Size of Use	Number of Spaces Required	
		All Areas Excluding Special Design Districts [1] [2] [3] [4]	Special Design Districts [2] [3] [4]
Residential Units <sup>[5]</sup>	Dwelling units except as listed below	2 per dwelling unit	2 per dwelling unit
	Assisted living with dwelling units (for Assisted living without dwelling units see Health Care, Assisted living)	0.8 per dwelling unit	0.8 per dwelling unit
	Manufactured home	2 per manufactured home <sup>[6]</sup>	2 per manufactured home <sup>[6]</sup>
	<u>Multiple-family dwelling unit</u> <sup>[2]</sup>	<u>2 per 3 or more bedroom dwelling unit</u> <u>1.8 per 2 bedroom dwelling unit</u> <u>1.5 per 0 to 1 bedroom dwelling unit</u>	<u>1.8 per 2 or more bedroom dwelling unit</u> <u>1.5 per dwelling unit 0 to 1 bedroom</u>
	Multiple-family-Occupancy restricted to "housing for older persons" as defined by the Virginia Fair Housing Law with no residents permitted under 19 years of age	1.2 per dwelling unit	1.2 per dwelling unit
	Townhouses	2 per dwelling unit, plus 1 for each 5 dwelling units to be located in common parking areas <u>or in road if approved at time of plan review</u>	2 per dwelling unit, plus 1 for each 5 dwelling units to be located in common parking areas <u>or in road if approved at time of plan review</u>
OOO			



**Notes for Table 19.1-236.A.**

- [1] In the Northern Jefferson Davis Highway Design District, parking requirements for nonresidential uses shall be based upon the lesser of that outlined in the Table or 4.4 per 1000 s/f of gfa.
- [2] In the Northern Jefferson Davis Highway Design District, Employment Center, Special Design Districts and C-1 Districts, the required number of parking spaces for non-residential uses or multiple family dwelling units may be reduced by 10% if the development contains a sidewalk, or other pedestrian or bikeway system which connects, or will connect, to off-site existing or planned future sidewalks or pedestrian systems or a bikeway required by Sec. 19.1-208. In addition, countywide for any district having established public transit routes, multiple family developments may have the number of required parking spaces reduced by 5% for units located within 1,320 feet of an established transit stop if the development is connected to such stop by a pedestrian or bikeway system.
- [3] In the Northern Jefferson Davis Highway Design District and Special Design Districts, for nonresidential uses and multiple family dwelling unit parking spaces in a road may be counted toward the required number of parking spaces when more than 1/2 of the space adjoins the use.
- [4] Within a non-residential or multiple family dwelling unit development adjacent to a bikeway required by Sec. 19.1-208., the number of parking spaces may be reduced by 1 for each 6 bicycle storage spaces, with a maximum reduction of 3-5 and provided a minimum of 5 parking spaces shall be provided.
- [5] For residential uses, parking spaces within a garage or an enclosed or covered space may be counted toward parking requirements.
- [6] In an MH-1 District, one of the required parking spaces may be located in a common parking area within the park.
- [7] If a drop-off or pick-up area is provided directly from vehicles to the building, stacking space shall be provided. If such an area is not provided, 5 additional parking spaces shall be installed. If care is provided for school age children, a sidewalk shall be installed from the building to the school bus stop for the facility.
- [8] In the Ettrick Special Design District, parking requirements for the use shall be based upon 2.2 parking spaces per 1,000 s/f of gfa.
- [9] The required number of spaces shall be based upon the square footage of the outside dining that exceeds 20 percent of the gfa of the associated principal use.

OOO

**Sec. 19.1-570. Definitions.**

For the purposes of this chapter, the following words and phrases shall have the following meanings:

OOO

**Dwelling, multiple-family:** Building, not to include a townhouse, designed with 3 or more dwelling units each for occupancy by one family. Term also includes multifamily dwelling.

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

1928:117736.1





**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: September 23,  
2020**

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

**Subject:**

Set Public Hearing for October 28, 2020, to Consider Amendments to County Code Sections 9-29, 9-30, 9-31 and 9-32 Relating to Rehabilitated Historic Residential and Commercial Real Estate and Partial Exemption for Certain Rehabilitated, Renovated or Replaced Commercial, Industrial and Residential Structures

**Board Action Requested:**

The Board is requested to set a public hearing on October 28, 2020 to consider amendments to County Code Sections 9-29, 9-30, 9-31 and 9-32 relating to rehabilitated historic residential and commercial real estate and partial exemption for certain rehabilitated, renovated and replaced commercial, industrial and residential structures.

**Summary of Information:**

The County Code currently allows partial real estate tax exemptions for rehabilitation, renovation, or replacement of older structures countywide. This program requires a property owner to file an application, obtain a building permit, and perform work that meets certain performance criteria. This program encourages reinvestment in older structures and provides an important community enhancement tool.

To further incentivize reinvestment in older commercial and industrial structures by property owners, staff requests that Board to set a public hearing for its October 28, 2020 meeting to consider adopting ordinance amendments, attached, which propose: 1) reducing the minimum qualifying commercial and industrial structure age from 25 years to 20 years; 2) reducing the minimum required additional assessed improvement value from 15% to 10% for commercial and industrial structures; 3) increasing the partial exemption benefit term from 7 years to 10 years for commercial and industrial structures; and 4) for all exemption categories, increasing the time period when an application may be accepted from 12 months to 24 months after applying for a building permit for the rehabilitation. There is an attachment providing further rationale for the proposed changes, as well as a comparison with existing county and state code.

Other minor amendments are also proposed to simplify and make code language consistent across the rehabilitation tax exemption programs.

**Attachments:**

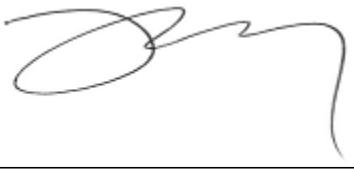
1. Ordinance amending 9-29, 9-30, 9-31 & 9-32
2. Agenda Item - Rehab Credits - Table



3. Rehab Tax Exemption Ordinance Attachment

Preparer: Dan Cohen

Approved By:

---



Commercial/Industrial Exemptions	State Code Minimum Threshold	Current County Code	Our Proposal	Rationale
Minimum Building Age	20 years (15 if located in an Technology Zone)	25 years (15 years if located in an Technology Zone)	20 years (15 years if located in an Technology Zone)	Requested by Economic Development, to allow greater potential application of benefit.
Minimum Assessed Value Increase	No minimum specified	15% (5% if assessed structure value is at least \$10 million)	10% (5% if assessed structure value is at least \$10 million)	Requested by Economic Development, to allow greater potential application of benefit. Aligns with 10% threshold in residential program, for program consistency.
Maximum Exemption Term	15 years	7 years	10 years	Requested by Economic Development, to allow greater potential application of benefit.
Building Permit Requirement	Permit is required, with no specified timeframe	Application allowed within 12 months of building permit application	Application allowed within 24 months of building permit application	Greater flexibility requested by Economic Development, to allow greater potential application of benefit. There is often a lag time between when a project begins and an applicant becomes aware of this program. The proposed change provides more time to apply while a project is under construction. We encourage application once the building permit is <i>applied</i> for, while providing the flexibility for an application to apply after the permit is <i>issued</i> .
<b>Residential Exemptions</b>				
Minimum Building Age	15 years	25 years (15 year for significantly lower assessed structures)	No change	n/a
Minimum Assessed Value Increase	No minimum specified	10%	No change	n/a
Maximum Exemption Term	15 years	15 years	No change	n/a
Building Permit Requirement	Permit is required, with no specified timeframe	Application allowed within 12 months of building permit application	Application allowed within 24 months of building permit application	Program consistency and flexibility across all types of rehabilitation exemptions.
Historic	No substantive changes except for building permit requirements, which would align with the above noted changes.			



Commercial/Industrial Exemptions	State Code Minimum Threshold	Current County Code	Our Proposal	Rationale
Minimum Building Age	20 years (15 if located in an Technology Zone)	25 years (15 years if located in an Technology Zone)	20 years (15 years if located in an Technology Zone)	Requested by Economic Development, to allow greater potential application of benefit.
Minimum Assessed Value Increase	No minimum specified	15% (5% if assessed structure value is at least \$10 million)	10% (5% if assessed structure value is at least \$10 million)	Requested by Economic Development, to allow greater potential application of benefit. Aligns with 10% threshold in residential program, for program consistency.
Maximum Exemption Term	15 years	7 years	10 years	Requested by Economic Development, to allow greater potential application of benefit.
Building Permit Requirement	Permit is required, with no specified timeframe	Application allowed within 12 months of building permit application	Application allowed within 24 months of building permit application	Greater flexibility requested by Economic Development, to allow greater potential application of benefit. There is often a lag time between when a project begins and an applicant becomes aware of this program. The proposed change provides more time to apply while a project is under construction. We encourage application once the building permit is <i>applied</i> for, while providing the flexibility for an application to apply after the permit is <i>issued</i> .
<b>Residential Exemptions</b>				
Minimum Building Age	15 years	25 years (15 year for significantly lower assessed structures)	No change	n/a
Minimum Assessed Value Increase	No minimum specified	10%	No change	n/a
Maximum Exemption Term	15 years	15 years	No change	n/a
Building Permit Requirement	Permit is required, with no specified timeframe	Application allowed within 12 months of building permit application	Application allowed within 24 months of building permit application	Program consistency and flexibility across all types of rehabilitation exemptions.
Historic	No substantive changes except for building permit requirements, which would align with the above noted changes.			



Commercial / Industrial Exemptions	State Code Minimum Threshold	Current County Code	Proposal	Rationale
Minimum Building Age	20 years (15 if located in a Technology Zone)	25 years (15 years if located in a Technology Zone)	20 years (15 years if located in a Technology Zone)	Requested by Economic Development, to allow greater potential application of benefit.
Minimum Assessed Value Increase	No minimum specified	15% (5% if assessed structure value is at least \$10 million)	10% (5% if assessed structure value is at least \$10 million)	Requested by Economic Development, to allow greater potential application of benefit. Aligns with 10% threshold in residential program, for program consistency.
Maximum Exemption Term	15 years	7 years	10 years	Requested by Economic Development, to allow greater potential application of benefit.
Building Permit Requirement	Permit is required, with no specified timeframe	Application allowed within 12 months of building permit application	Application allowed within 24 months of building permit application	Greater flexibility requested by Economic Development, to allow greater potential application of benefit. There is often a lag time between when a project begins and an applicant becomes aware of this program. The proposed change provides more time to apply while a project is under construction. We encourage application once the building permit is <i>applied</i> for, while providing the flexibility for an application to apply after the permit is <i>issued</i> .
<b>Residential Exemptions</b>				
Minimum Building Age	15 years	25 years (15 year for significantly lower assessed structures)	No change	n/a
Minimum Assessed Value Increase	No minimum specified	10%	No change	n/a
Maximum Exemption Term	15 years	15 years	No change	n/a
Building Permit Requirement	Permit is required, with no specified timeframe	Application allowed within 12 months of building permit application	Application allowed within 24 months of building permit application	Program consistency and flexibility across all types of rehabilitation exemptions.
Historic	No substantive changes except for building permit requirements, which would align with the above noted changes.			





**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: September 23,  
2020**

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

**Subject:**

Acceptance of FY2021 Highway Safety Project Grants Awarded by the Department of Motor Vehicles

**Board Action Requested:**

Accept and appropriate FY2021 Highway Safety Project Grants, in the amount of \$261,538.00, from the Department of Motor Vehicles for speed, alcohol and pedestrian enforcement activities.

**Summary of Information:**

The Chesterfield County Police Department has been notified that the proposed FY21 DMV grant requests have been awarded for speed, alcohol and pedestrian enforcement activities in the amount of \$261,538.00. Funds will support officer overtime, required annual conferences for three officers, two (2) units of dry gas and four (4) LIDAR units.

These grants require a fifty (50%) percent match in the amount of \$130,769, which will be met through in-kind fuel expenses incurred during the project activities. The funding for the fuel is already included in the department's FY2021 adopted operating budget.

**Attachments:**

1. BOS ATT FY21 DMV AWARD PACKET-2

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

Approved By:





# COMMONWEALTH of VIRGINIA

Department of Motor Vehicles  
2300 West Broad Street

**Richard D. Holcomb**  
Commissioner

Post Office Box 27412  
Richmond, VA 23269-0001

August 1, 2020

Amanda Carter  
Grants Coordinator  
Chesterfield County Police Department  
10001 Iron Bridge Road  
Chesterfield, VA 23832

Dear Amanda Carter:

Safety has been and will continue to be a high priority in Virginia's overall transportation system. The Northam administration is committed to ensuring that safety is the highest priority in the development of the Commonwealth's multi-modal transportation system.

I am pleased to inform you that the highway safety project proposal(s) listed below is approved for pass-through grant funding from the National Highway Traffic Safety Administration for Federal Fiscal Year (FFY) 2021.

<u>Project Number</u>	<u>Project Title</u>	<u>Amount Approved</u>
FSC-2021-51138-21138	Selective Enforcement - Speed	\$120,244.00
154AL-2021-51136-21136	Selective Enforcement - Alcohol	\$136,254.00
FHLE-2021-51159-21159	Selective Enforcement - Pedestrian/Bicycle	\$5,040.00

The availability of funds under this grant is contingent upon two conditions: (1) the project director and the fiscal contact responsible for the financial management of your grant must attend a grantee workshop and (2) the release of federal funds to the Commonwealth. Your assigned project monitor will be contacting you to provide the dates and locations for this mandatory training.

You will receive the Highway Safety Grant Agreement package after the training session. As the recipient of an FFY 2021 grant award, it is important that you read and follow the information, including the Code of Federal Regulations, carefully. If you have any questions regarding the conditions, please contact the project monitor assigned to your grant.

Thank you for your commitment and participation in improving highway safety. We look forward to the positive impact that your project will have on making our roadways safer.

Sincerely,

Richard D. Holcomb

RDH/sm  
Project Monitor: Marsha Benjamin





Department of Motor Vehicles  
Grant Budget Lines

Date Run: 10-JUL-2020

FSC-2021 - 51138 - Chesterfield County		PM: Marsha Benjamin	Project Director Initials		Date	
Category	Line Item Desc	Qty	Individual Cost	Total Cost	Fed Fund Amount	Matching Funds
Personnel	SE OT 2,400 hours x \$45/hr.	2,400	45.00	108,000.00	108,000.00	0.00
Training / Travel	Attend a VHSO approved Safety Summit	3	1,100.00	3,300.00	3,300.00	0.00
Equipment	Kustom Pro Laser Unit (LIDAR)	4	2,236.00	8,944.00	8,944.00	0.00
Matching Funds	Fuel Funds and vehicle maintenance	1	60,122.00	60,122.00	0.00	60,122.00
Total:				180,366.00	120,244.00	60,122.00





Department of Motor Vehicles  
Grant Budget Lines

Date Run: 10-JUL-2020

154AL-2021 - 51136 - Chesterfield  
County

PM: Marsha Benjamin

Project Director Initials \_\_\_\_\_

Date \_\_\_\_\_

Category	Line Item Desc	Qty	Individual Cost	Total Cost	Fed Fund Amount	Matching Funds
Personnel	DUI SE OT 3,200 hours x \$42.00/hr	3,200	42.00	134,400.00	134,400.00	0.00
Training / Travel	Attend a VHSO approved DUI conference	3	520.00	1,560.00	1,560.00	0.00
Equipment	Dry Gas 108L/272PPM (.100)C	2	147.00	294.00	294.00	0.00
Matching Funds	Fuel Funds and vehicle maintenance	1	68,127.00	68,127.00	0.00	68,127.00
Total:			204,381.00	136,254.00	68,127.00	





Department of Motor Vehicles  
Grant Budget Lines

Date Run: 10-JUL-2020

FHLE-2021 - 51159 - Chesterfield  
County

PM: Marsha Benjamin

Project Director Initials \_\_\_\_\_

Date \_\_\_\_\_

Category	Line Item Desc	Qty	Individual Cost	Total Cost	Fed Fund Amount	Matching Funds
Personnel	OT 120 hours x \$42/hr.	120	42.00	5,040.00	5,040.00	0.00
Matching Funds	Fuel Funds and vehicle maintenance	1	2,520.00	2,520.00	0.00	2,520.00
			<b>Total:</b>	<b>7,560.00</b>	<b>5,040.00</b>	<b>2,520.00</b>





**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: September 23,  
2020**

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

**Subject:**

Authorization to Award a Construction Contract and Execute Future Change Orders for the Midlothian Fire Station Construction Project

**Board Action Requested:**

Authorize the Director of Procurement to award a construction contract to the lowest responsive and responsible bidder, Oyster Point Construction, and to execute all necessary change orders, up to the amount budgeted for the project.

**Summary of Information:**

The FY2020-2024 Capital Improvement Program approved by the Board appropriated funding for the construction of the replacement Midlothian Fire Station near the intersection of Midlothian Turnpike and Charter Colony Parkway. The station will be a 3-bay drive through structure housing an engine, ambulance and a new ladder truck that will be an enhancement to the fire & EMS response system. This truck will add 29 square miles of coverage within the 8-minute response time goal in service to approximately 54,000 residents.

**Attachments:**

None

Preparer: Clay Bowles, Director

Approved By:





**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: September 23,  
2020**

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

**Subject:**

Approval of a Contract for the Procurement of Legal Services to Assist in the Collection of Delinquent Real Estate Taxes to James W. Elliot, Attorney at Law for the Chesterfield County Treasurer's Office

**Board Action Requested:**

Approve a contract for the procurement of Legal Services for the Collection of Delinquent Real Estate Taxes through the Judicial Sale of Real Property and authorize the Procurement Director to execute the contract. The estimated annual value of this contract is in excess of \$100,000.

**Summary of Information:**

The evaluation committee recommends award of a contract to James W. Elliot, Attorney at Law. Mr. Elliott has specialized in delinquent real estate taxes since 1976. His years of experience in performing this type of work enables him to perform both the title search and public auction of qualified properties himself. He does not use third party agencies which adds to the security of confidential information. Mr. Elliott has an established reputation as a judicial sale attorney, he has developed quite a following of people seeking to bid on qualifying properties. This in turn results in potentially more interest in the property, more potential bids, and a better outcome of the entire process. Mr. Elliott only provides judicial tax sale services; therefore, he has the ability to meet the needs of the County and is committed to ensure the County does not incur any costs for these services. Mr. Elliott will not invoice the County for any fees. All fees will be paid from the proceeds of the tax sale.

Approval is recommended.

**Attachments:**

None

Preparer:

Approved By:









**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: September 23,  
2020**

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

---

**Subject:**

Acceptance of State Roads

**Board Action Requested:**

Adoption of resolutions for the referenced state roads acceptances.

**Summary of Information:**

**Matoaca District:**

Aston Oaks at Magnolia Green Section 2  
Piedmont Estates

**Attachments:**

1. 2020-09-23 Matoaca - Aston Oaks at Magnolia Green Section 2
2. 2020-09-23 Matoaca - Piedmont Estates

Preparer: Scott Smedley, Director of Environmental Engineering

Approved By:



---



**TO: Board of Supervisors**

**FROM: Department of Environmental Engineering**

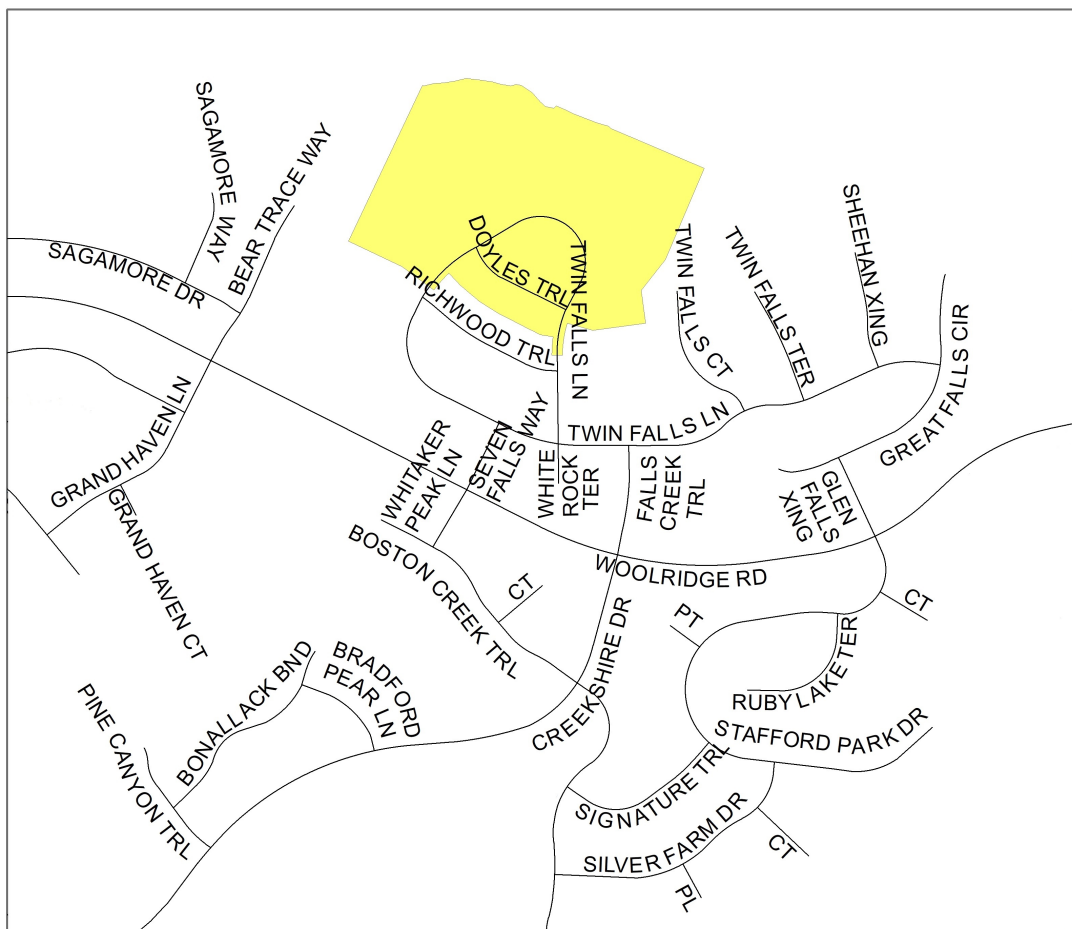
**SUBJECT: State Road Acceptance - Aston Oaks at Magnolia Green Section 2**

**DISTRICT: Matoaca**

**MEETING DATE: September 23, 2020**

**ROADS FOR CONSIDERATION:** Doyles Trl  
Twin Falls Ln

**Vicinity Map: Aston Oaks at Magnolia Green Section 2**



Produced By Chesterfield County GIS



**TO: Board of Supervisors**

**FROM: Department of Environmental Engineering**

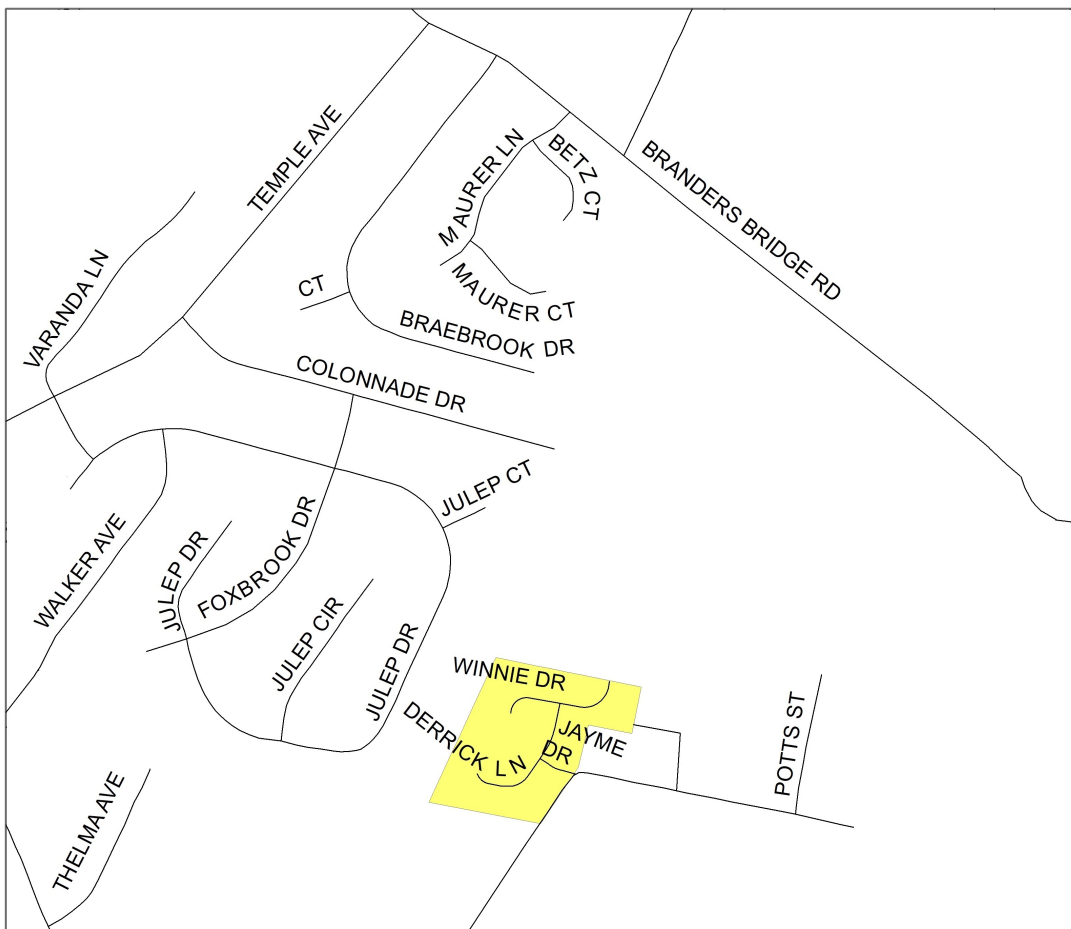
**SUBJECT: State Road Acceptance - Piedmont Estates**

**DISTRICT: Matoaca**

**MEETING DATE: September 23, 2020**

**ROADS FOR CONSIDERATION:** Derrick Ln  
Jayme Dr  
Winnie Dr

**Vicinity Map: Piedmont Estates**



Produced By Chesterfield County GIS





**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: September 23,  
2020**

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

**Subject:**

Appropriate Schools Claude Moore Grant Award for Meadowbrook High School and Use of Appomattox Regional Governors Schools (ARGS) Fund Balance for Purchase of Chromebooks

**Board Action Requested:**

Appropriate Claude Moore Scholars grant award in the amount of \$134,000 for Meadowbrook High School and appropriate use of ARGS fund balance of \$130,000 for the purchase of Chromebooks.

**Summary of Information:**

The Board is requested to appropriate \$134,000 for the Claude Moore Scholars grant awarded to Meadowbrook High School for the health science program. This grant was approved by the School Board on September 14, 2020. Additionally the Board is requested to appropriate \$130,000 of ARGS fund balance for the purchase of Chrome Books and a learning management system for the FY2020-21 school year. This item was approved by the governing body for ARGS at its June 25, 2020 meeting and the School Board at the July 20, 2020 meeting.

Staff recommends the Board of Supervisors appropriate these amounts to Chesterfield County Public Schools. CCPS approval documents are attached.

**Attachments:**

1. SIGNED - 7.20.20 ARGS Resolution (1)
2. SIGNED - Memo #103-20-Claude Moore Scholars Grant

Preparer: Gerard Durkin, Acting Budget Director

Approved By:

  
\_\_\_\_\_



**VIRGINIA:** At a special meeting of the Chesterfield County School Board held Monday evening, July 20, 2020 at 6:00 p.m. in the Chesterfield County Public Meeting Room.

**PRESENT:** Debbie Bailey  
Dorothy Heffron  
Ann Coker  
Ryan Harter  
Kathryn Haines

**RESOLUTION**

**WHEREAS,** there is a need for ARGS to purchase Chromebooks and a learning management system for the 2020-21 school year;

**WHEREAS,** in order to purchase the above-referenced items, \$130,000 must be appropriated from the FY2021 ARGS fund balance; and,

**WHEREAS,** at its June 25, 2020 meeting, the Governing Board for Appomattox Regional Governor's school approved the appropriation of \$130,000 from the fund balance.

**NOW, THEREFORE, BE IT RESOLVED,** on motion of Dorothy Heffron, seconded by Kathryn Haines, the School Board authorizes an additional appropriation on behalf of the Appomattox Regional Governor's School for FY2021 in the amount of \$130,000 from the ARGS fund balance for the purchase of Chromebooks and a learning management system and requests approval by the Board of Supervisors at its July 22, 2020 meeting.



Robert McDaniel, Clerk



Mervin B. Daugherty, Ed.D., Superintendent

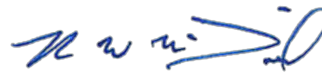


VIRGINIA: At a regularly scheduled meeting of the Chesterfield County School Board held Tuesday evening, September 14, 2020, at 6:30 pm in the Public Meeting Room at the Chesterfield County government complex

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

#### RESOLUTION

WHEREAS, Chesterfield County Public Schools has been awarded an additional grant: the Claude Moore Scholars Grant; and, WHEREAS, this additional grant has necessitated an increase in the Instruction appropriation category; NOW, THEREFORE, BE IT RESOLVED, that on motion of Ryan Harter, seconded by Dot Heffron, the School Board hereby requests that the Board of Supervisors approve the increase of the Instruction appropriation category by \$134,000.



---

Robert McDaniel, Clerk



---

Mervin B. Daugherty, Ed.D., Superintendent





**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: September 23,  
2020**

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

**Subject:**

Authorization to Award a Construction Contract and Execute Future Change Orders for Construction of Improvements to Main Entrance Security Screening Station at the Circuit/General District Courthouse

**Board Action Requested:**

Authorize the Director of Procurement to award a construction contract not to exceed \$800,000 to the lowest responsive and responsible bidder and to execute all necessary change orders.

**Summary of Information:**

This project will demolish the existing main entrance security screening station at the Circuit/General District Courthouse and replace it with a new station that will promote health screening and social distancing while simultaneously improving facility security.

Public entry to the Circuit and General District Courthouse is processed through the main building lobby. All visitors are screened by Sheriff security staff before entering. The current configuration of the security lines and equipment does not provide adequate queueing space for the public as they enter the building. Further, once through security, those coming in the building merge with those exiting the facility, thus creating a very congested area in front of the security station, rendering it nearly impossible to comply with social distancing requirements.

Through this renovation, a larger queueing space will be created by reconfiguring the layout of the security equipment and entrance lines. Incoming public traffic will also be shifted to the left side of the lobby which will clear the right side of the space for the those exiting courtrooms and leaving the building, thus improving social distancing within the lobby.

Additionally, having to manually screen each person coming into the courthouse for health status before they enter the building results in long lines and delays visitors from accessing their desired services. To counteract this, the new security station will incorporate walkthrough temperature scanners which will speed up the screening process significantly and decrease the possibility of human error in taking manual temperature checks.

Pricing for this project will be solicited through an Invitation for Bid process and will be awarded to the lowest responsive and responsible bidder. CARES funding will be utilized to fund the project, which requires completion by December 31, 2020.



**Attachments:**

None

Preparer: Clay Bowles, Director

Approved By:

A handwritten signature in black ink, consisting of a large, stylized 'C' followed by a series of loops and a long, sweeping tail that ends in a small hook. The signature is positioned above a horizontal line.





**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: September 23,  
2020**

**Item Number: 13.C.**

---

**Subject:**

School Finance Update

**Board Action Requested:**

**Summary of Information:**

**Attachments:**

1. BoS Sept Financial Update

Preparer:

Approved By:





# CCPS Sept Budget Update

- **Preliminary FY20 results show ~\$23M in savings versus revised Budget**
  - **Revenue reductions partially offset**
- **We are preparing to return kids to schools quickly, which has limited our near-term financial flexibility**
- **Our FY21 position contains several unknowns, CARES funding is critical as we navigate the uncertainty**





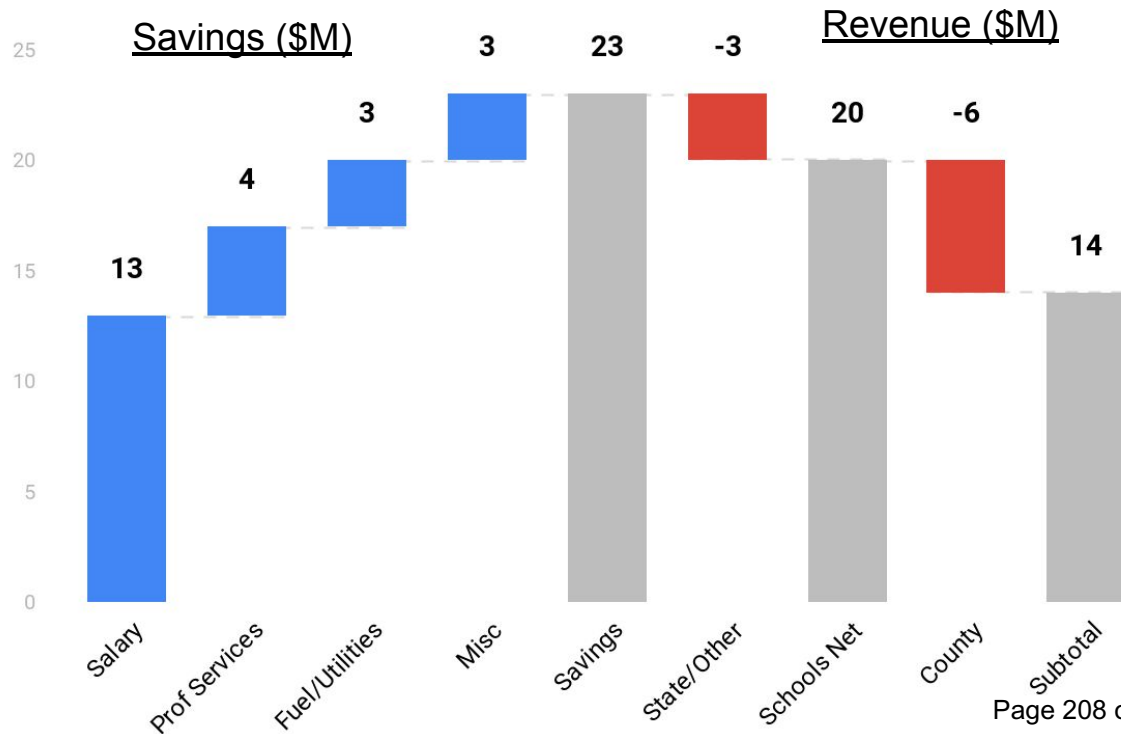
# Prelim FY20 YE Position (Unaudited)

## Measures to reduce spending

### FY2020

- Furloughed temporary and substitute personnel
- Freeze hiring for all non-essential roles
- Eliminated Overtime
- Suspended 3rd-party custodial services
- Fuel and Utilities savings
- Restricted operational expenses - Ex. events, travel

## Preliminary Unaudited Year End position vs Budget (before Reserves)







# FY 21 Cost of Optionality

**We made several decisions to better support our children and families that limit our financial flexibility**

- **Maintained option to re-open within 2 weeks as conditions allow**
  - Keep drivers, aids, etc employed
  - Build PPE inventory proactively
- **Ensure Teachers have access to school**
  - School custodial and utility costs mostly remain
- **Instructional support aligned to in-person model**
  - Maintained traditional class schedules
  - Student teacher ratios align to return to in-person instruction

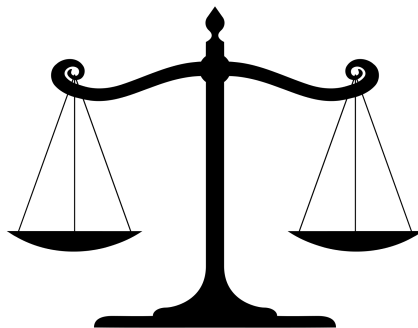




# FY21 Financial Position

## Revenue

- (-)**      **Lower ADM (TBD)**  
*Sept 30 Count*  
*Hold Harmless legislation on hold*
- (-)**      **Lower Fees (TBD)**
- (+/-)**    **Lower Sales Tax**  
*Assumed in Revised Budget*
- (++)**    **CARES**  
*CCPS ESSER (~\$6M)*  
*County CRF (~\$28M)*  
*(See Next Page)*
- 
- (+)**      **Net TBD**



We will return in  
November with both  
YE20 and FY21  
Updates

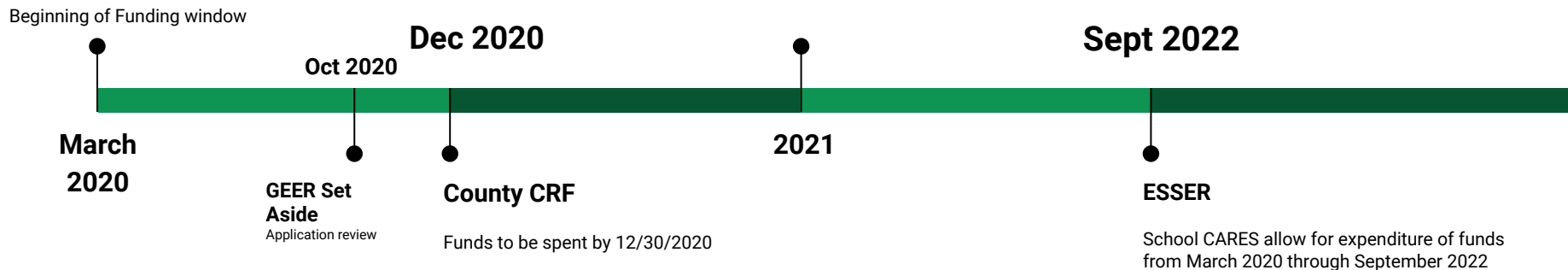
## Expense

- (++)**    **One-Time (\$15-\$20M)**  
*Technology      Transportation*  
*PPE                Absenteeism/Subs*
- (+)**      **Ongoing (~\$10M)**  
*Counselor/ESL   Nurses*  
*Custodial           HVAC*
- (++)**    **Capital Costs (~\$15M)**  
*MM/HVAC      Buses*  
*Modular Classrooms*
- (-)**      **Savings**  
*Fuel / Utilities (\$2-4M)*  
*Lower ADM / Vacancies (TBD)*
- 
- (+)**      **Net TBD**





# CARES Overview



## **CRF: \$28.1M Appropriated**

- \$11,200k Major Maintenance
- \$6,141k PPE/misc
- \$5,181k Technology
- \$3,000k Buses
- \$1,500k Modular Classroom
- \$1,050k Nurses, Air Filtration, other

## **Set Aside ESSER/GEER**

Applications  
pending early  
October. ~\$0.5M

## **ESSER: \$5.6M allocated**

- \$1,534k - 20 Counselors
- \$2,788k - 40 ESL Teachers
- \$343k - Tutors
- \$700k - Summer Schools (teachers)
- \$56k - HR Onboarding system
- \$106k - Private School (formulaic requirement)
- \$17k - Indirect costs





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

**RECEIVED**

**JUL 23 2019**

**DIRECTOR PLANNING DEPT**

I, Matthew J. Hamilton Jr., 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):

721-649-1954

and am requesting 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>
NEW DAWN PROPERTIES INC	14200 Physic Hill 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>
Matthew J. Hamilton Jr.	14200 Physic Hill Road, Chesterfield, VA, 23838	NEW DAWN PROPERTIES INC

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>
Matthew J. Hamilton Jr.	14200 Physic Hill Road, Chesterfield, VA, 23838	NEW DAWN PROPERTIES INC



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: Matthew J. Hamilton Jr.  
Matthew J. Hamilton Jr.

STATE OF VIRGINIA

COUNTY/CITY OF CHESTERFIELD to-wit:

This day MATTHEW HAMILTON JR personally appeared before

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

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

Given under my hand this 23<sup>RD</sup> day of JULY, 2019.

Norman Campbell  
Notary Public

Registration No. 7086454

My Commision expires: JANUARY 31, 2023

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





**20SN0512**  
Matoaca  
New Dawn Properties, Inc.

Exception to Section 18-60 of the utility ordinance relative to connection to the public sewer system in a Residential (R-25) district.

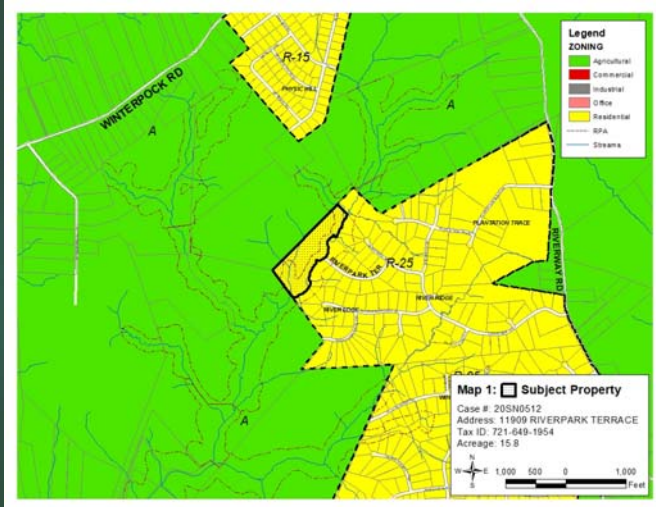
**20SN0512**

20SN0512

This is case #20SN0512 in the Matoaca District. New Dawn Properties, Inc., requests an exception to Section 18-60 of the utility ordinance relative to connection to the public wastewater system in a Residential (R-25) district.



# 20SN0512 - Overview



- ▶ Exception to Chesterfield County Code Section 18-60, relative to connection to the public wastewater system
- ▶ Planning staff and Planning Commission recommend approval to allow completion of an existing subdivision, with conditions on the number of lots and for utility easements
- ▶ Utilities staff recommends denial since the property is located in the mandatory connection area for public wastewater

20SN0512

## 20SN0512

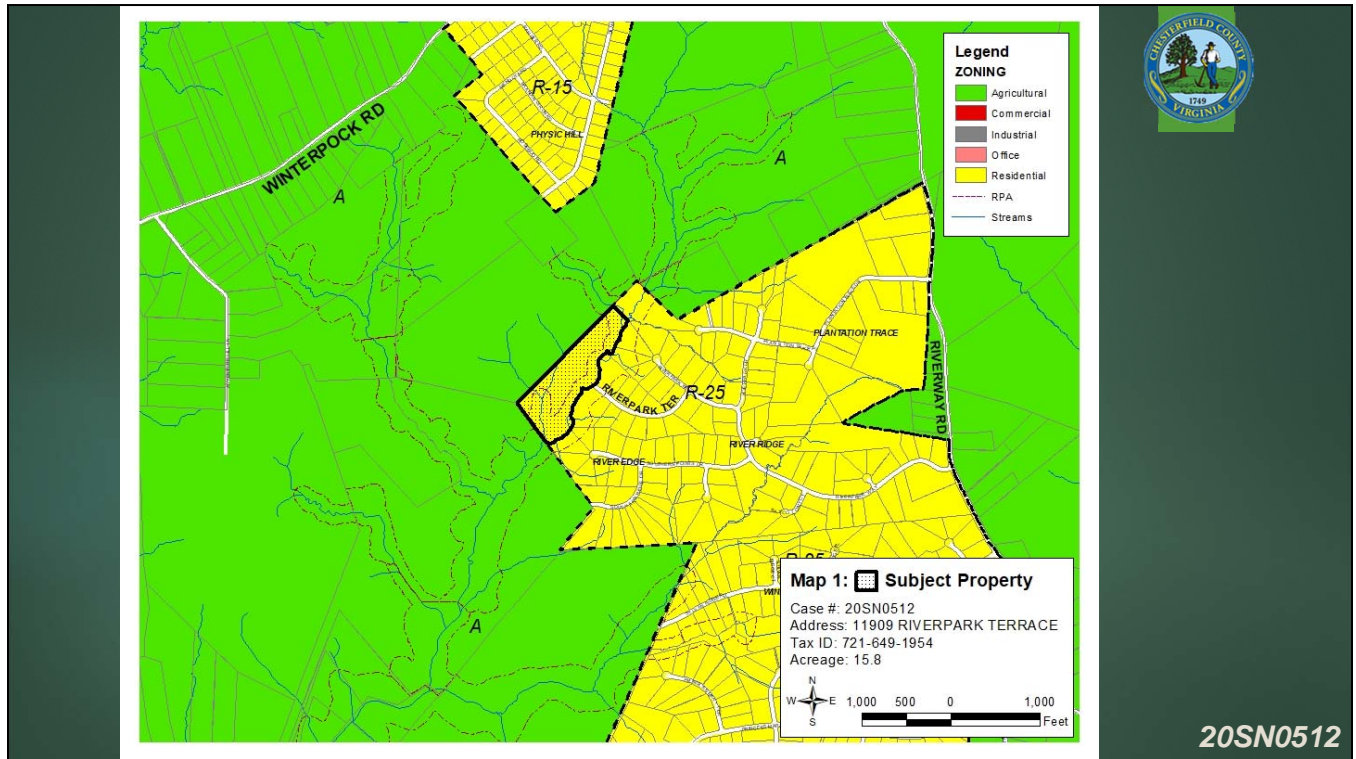
The subject property is located west of the River Ridge and Plantation Trace subdivisions, which are south of the intersection of Riverway and Beach roads.

Planning staff and Planning Commission recommend approval to allow completion of River Ridge subdivision. Conditions limit density to a maximum of nine (9) lots and require recordation of utility easements to accommodate future expansion of public sewer when available.

Utilities staff recommends denial since the property is located in the mandatory connection area for public wastewater.

Conditions would also prohibit encroachment into Resource Protection Areas for drainfields



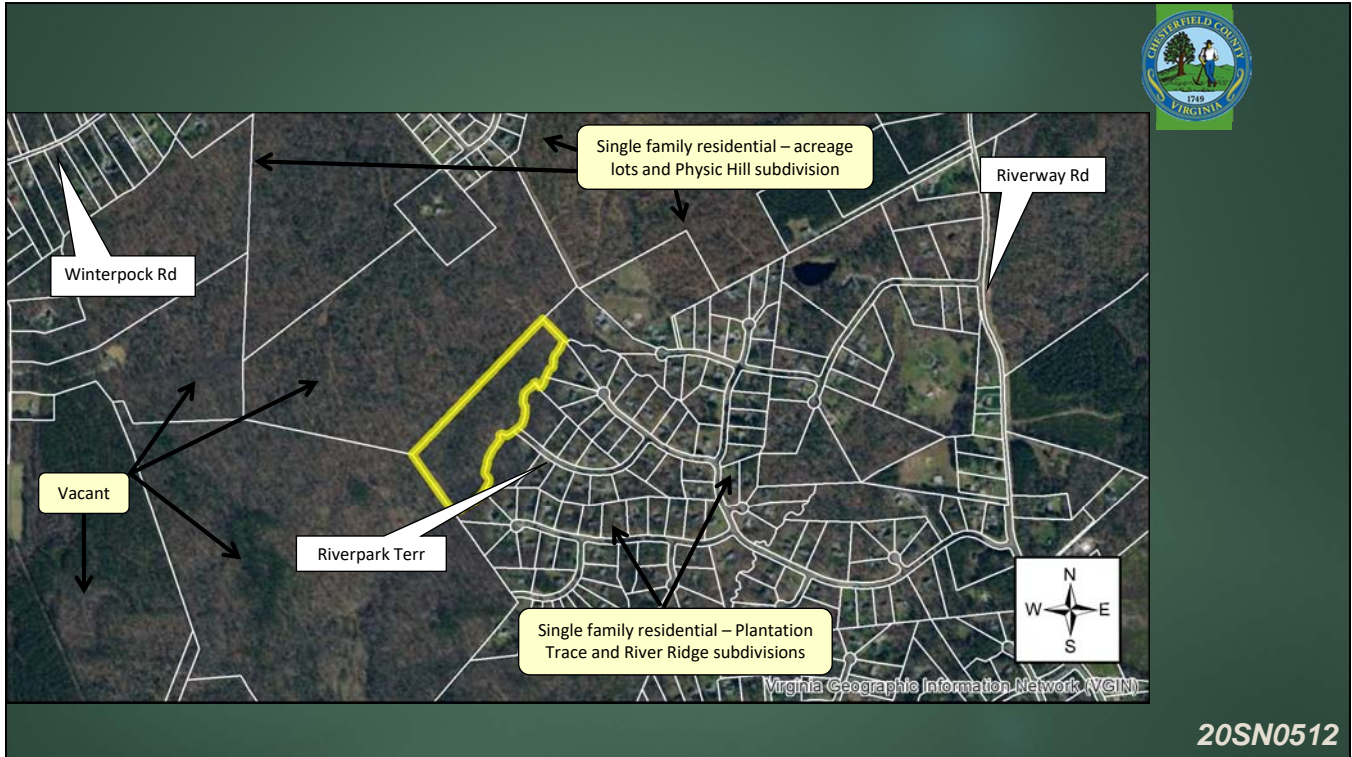


20SN0512

The property is located adjoining the River Ridge subdivision at the terminus of Riverpark Terrace.

Area zoning includes Agricultural (A) and Residential (R-25 and R-15)

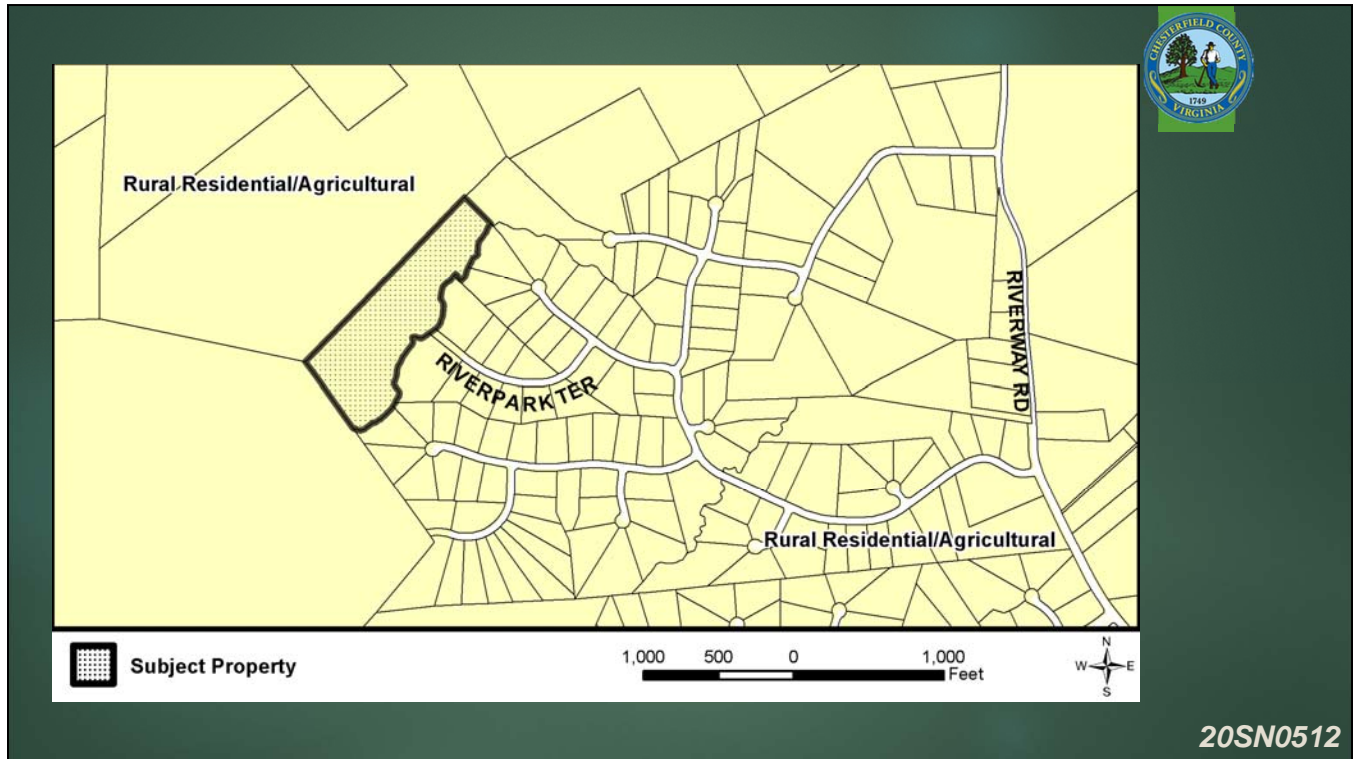




20SN0512

Area land uses include acreage lots, wooded lands, and single-family residential in River Ridge Sections A – E, Plantation Trace, Physic Hill, and Windsor Park subdivisions. This development completes subdivision proposed as River Ridge Section F

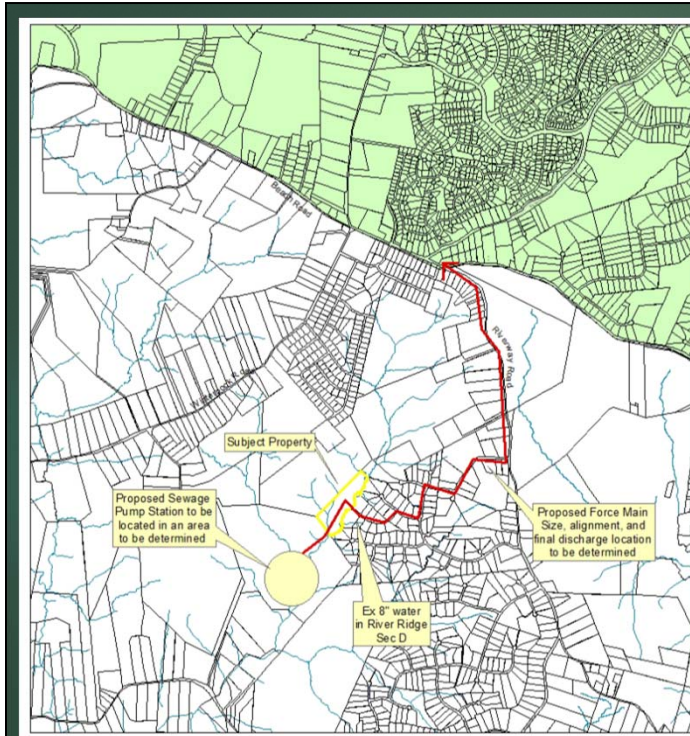




20SN0512

The Comprehensive Plan designates this area for Rural Residential/Agricultural and suggests this property is appropriate for agricultural uses (farming and forestry, open space and conservation easements) and residential development with lot sizes of 1 – 5 acres or more.





- The property is in the Appomattox River drainage basin
- The 2013 Water and Wastewater Facilities Plan plans no wastewater improvements in this area for Rural Residential/Agricultural uses
- A sewage pump station and force main would be required, which due to the distances involved, would be several million dollars

20SN0512

20SN0512

The property is in the Appomattox River drainage basin

The 2013 Water and Wastewater Facilities Plan plans no wastewater improvements here for Rural Residential/Agricultural uses

A sewage pump station and force main would be required, which due to the distances involved, would be several million dollars



CONDITIONS (Recommended by staff)



1. **Public Water Connections.** The proposed residential development shall connect to public water. (U)
1. **Utility Easement.** Public Wastewater easements will be required, reviewed, and approved by the Utilities Department and shown on any record plat for the development. (U)
2. **No Encroachment into Resource Protection Areas for Drainfields.** No encroachment of the primary and/or secondary drainfields into the RPA shall be permitted. (EE)
3. **Density.** The development shall be limited to a maximum of nine (9) lots. (P)
4. **Master Plan.** The property will be developed with no more than nine (9) lots and shall generally conform to the plan entitled "River Ridge Subdivision Section F" by Townes Engineering dated July 2, 2019 with a revision date of March 13, 2020 or in an alternate layout with fewer lots or in an alternate layout with fewer lots. (P)

20SN0512

20SN0512

CONDITIONS (Recommended by staff)

Public Water Connections. The proposed residential development shall connect to public water. (Utilities will ensure)

Utility Easement. Public Wastewater easements will be required, reviewed, and approved by the Utilities Department and shown on any record plat for the development. (Utilities will ensure)

No Encroachment into Resource Protection Areas for Drainfields. No encroachment of the primary and/or secondary drainfields into the RPA shall be permitted. (Environmental Engineering will ensure)

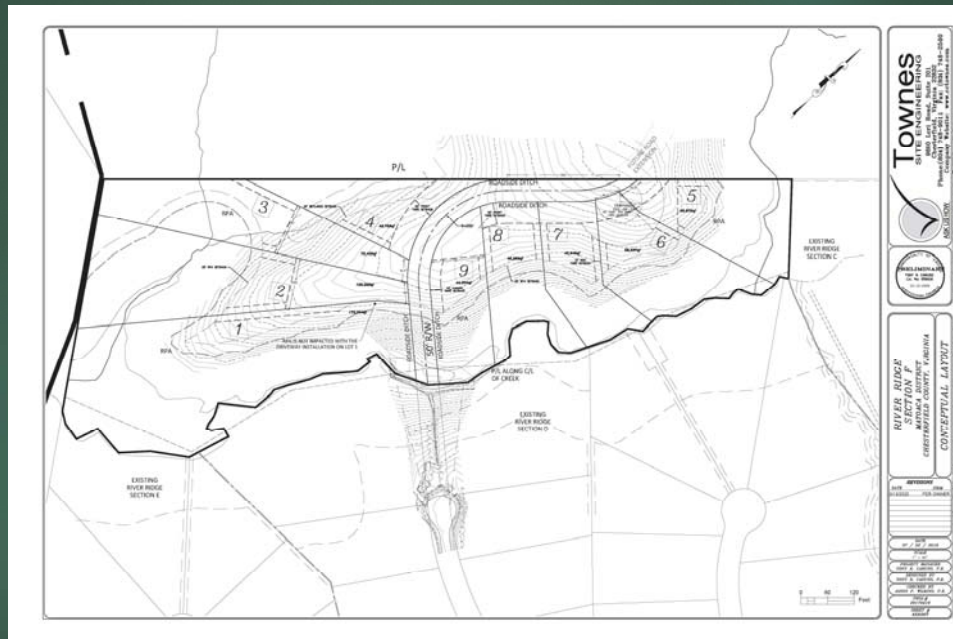
Density. The development shall be limited to a maximum of nine (9) lots. (Planning will ensure)

Master Plan. The property will be developed in a manner substantially



similar/shall generally conform to the plan entitled "River Ridge Subdivision Section F" by Townes Engineering dated July 2, 2019 with a revision date of March 13, 2020 or in an alternate layout with fewer lots determined by the Planning Department to be consistent with the intent of this Master Plan. (Planning will ensure)

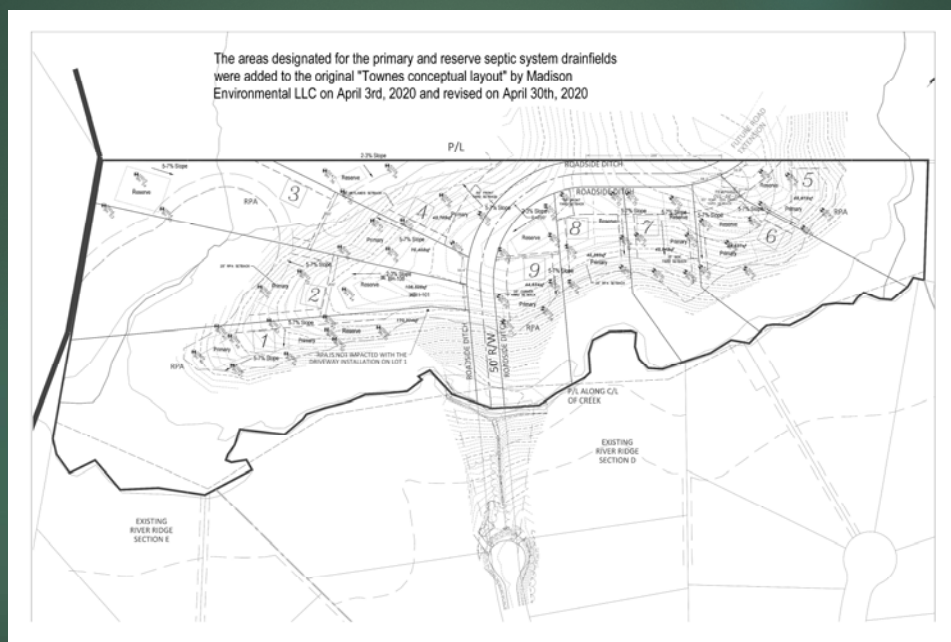




20SN0512

The Concept Plan provided with the application shows the extension of Riverpark Terrace from the current temporary turnaround and nine (9) new lots. Contour lines on the plan are at intervals of one foot (1')





20SN0512

20SN0512

The Concept Plan is shown here with areas of hole borings investigating soil conditions and the designated location for primary and reserve septic system drainfields.



## Planning Department and Commission Recommend Approval



- ▶ Exception allows completion of an existing subdivision at a density consistent with the subdivision and the Land Use Plan for Rural Residential/Agricultural
- ▶ Conditions limit the sewer exception to the present property and provide for future utilities when appropriate

## Utilities Recommends Denial

- ▶ Located within a mandatory connection area for public wastewater

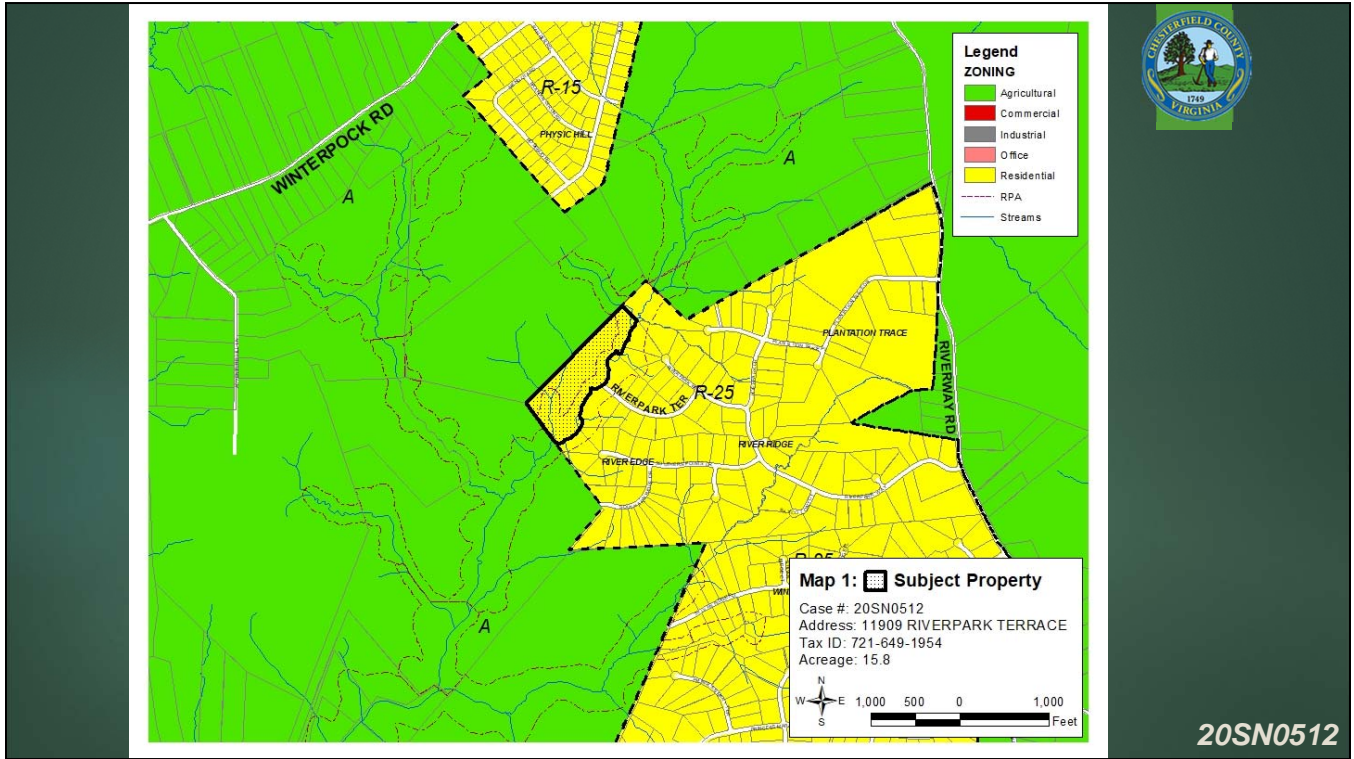
**20SN0512**

**20SN0512**

Planning Department and Planning Commission recommends approval to allow completion of River Ridge subdivision. Conditions limit density to a maximum of nine (9) lots and require recordation of utility easements to accommodate future expansion of public sewer when available.

Utilities staff recommends denial since the property is located in the mandatory connection area for public wastewater.





20SN0512



**CASE NUMBER: 20SN0512**  
**APPLICANT: New Dawn Properties, Inc.**

<div data-bbox="181 197 354 369"> </div> <p align="center"><b>CHESTERFIELD COUNTY, VIRGINIA</b>  <b>MATOACA DISTRICT</b></p> <p align="center"><b>STAFF'S ANALYSIS AND RECOMMENDATION</b></p> <p><b>Board of Supervisors (BOS) Hearing:</b>          SEPTEMBER 23, 2020</p> <p><b>BOS Time Remaining:</b>          365 DAYS</p> <p><b>Applicant's Contacts:</b>          MATT HAMILTON (804-739-1991)</p> <p><b>Planning Department Case Manager:</b>          JOSH GILLESPIE (804-796-7122)</p>	<div data-bbox="894 197 1414 600"> </div> <p align="center">15.8 Acres – 11909 Riverpark Terrace          RIVER RIDGE - SECTION F</p>
--	---

**REQUEST**

Exception to Section 18-60 of the utility ordinance relative to connection to the public sewer system in a Residential (R-25) District.

**Notes:**

- A. Conditions may be imposed or the property owners may proffer conditions.
- B. Conditions recommended to be imposed are located in Attachment 1.

**SUMMARY**

Subdivision of the subject property is planned as Section F of the River Ridge subdivision. Existing zoning (Case 86SN0069) limits lot size to a minimum of one (1) acre. As proposed, each lot would be served by public water and individual septic systems. The property is located within a mandatory water and wastewater connection area, necessitating an exception to public wastewater use. A condition is recommended to limit this development to a maximum of nine (9) lots (Condition 4, Attachment 1), yielding a density of 0.56 dwelling units per acre.

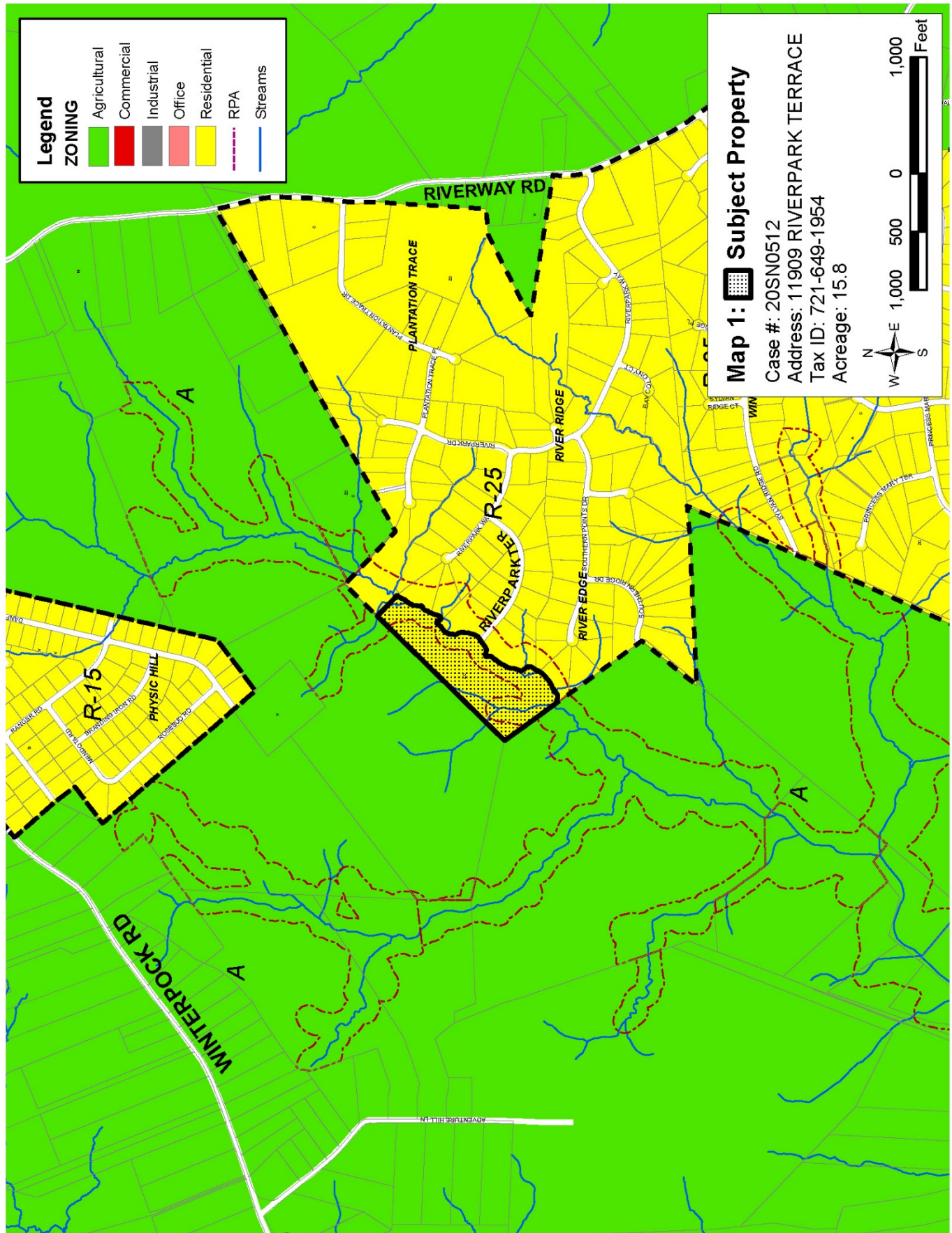
**RECOMMENDATIONS**

<p align="center">PLANNING COMMISSION (8/18/20)</p>	<p align="center"><b>RECOMMEND APPROVAL</b></p>
<p align="center">STAFF</p>	<p><b>PLANNING – APPROVAL</b></p> <ul style="list-style-type: none"> <li>• Exception allows the completion of an existing subdivision</li> <li>• Planned large lot single-family residential uses comply with Comprehensive Plan recommendations</li> <li>• As conditioned, easements for public wastewater facilitate future utility extensions</li> </ul> <p><b>UTILITIES – DENIAL</b></p> <ul style="list-style-type: none"> <li>• Since the subject property is located within the mandatory connection area for public wastewater service, Utilities Department does not support this case.</li> </ul>



SUMMARY OF IDENTIFIED ISSUES	
Department	Issue
UTILITIES	Property is in a mandatory connection area. Utilities cannot support exception.
ENVIRONMENTAL ENGINEERING	RPA exists on the property along Surline Branch and its tributaries. No encroachment of the primary and/or secondary drainfields into the RPA is allowed.

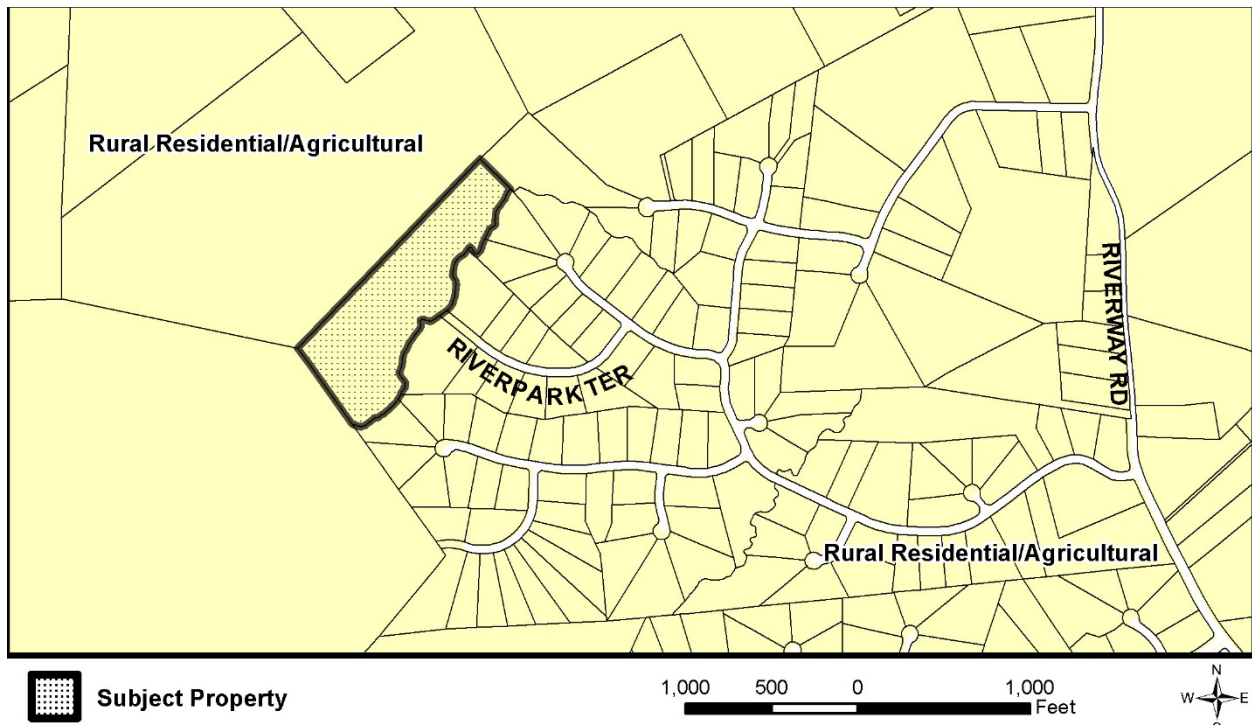




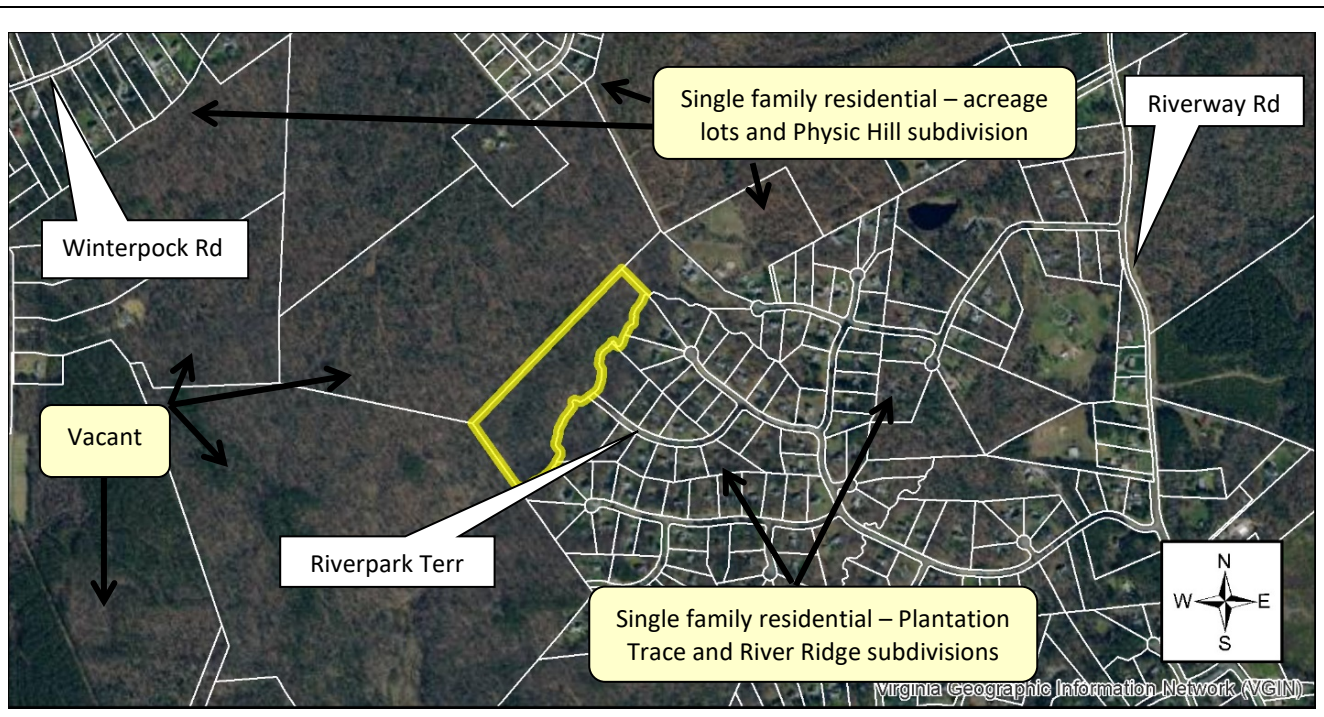


**Comprehensive Plan**  
**Classification: RURAL RESIDENTIAL / AGRICULTURAL**

The designation suggests the property is appropriate for agricultural uses (farming and forestry, open space and conservation easements) and residential development at a maximum density with lot sizes of 1 – 5 acres or more.



**Surrounding Land Uses and Development**





## PLANNING

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

### Zoning History

Case Number	Request
86SN0069 Approved (6/1986)	<ul style="list-style-type: none"><li>Rezoning of 211.5 acres, including the request property, from Agricultural (A) to Residential (R-25) with the condition that no lot shall be less than one (1) acre.</li><li>It was noted that neither public water nor wastewater were available to serve the property and that soils were generally suitable for septic tanks.</li></ul>

### Proposal

The proposed development, planned as Section F, would be an addition to the 115 lots developed as River Ridge Sections A-E. The applicant plans to extend the dedicated Riverpark Terrace right-of-way stub from the current terminus into the subject property and subdivide residential lots meeting the one (1) acre minimum size. Existing dwelling units in River Ridge Subdivision are served by public water and individual septic systems. The applicant is requesting to continue use of individual septic systems in the new section.

Conceptual layouts identify substantial amount of Resource Protection Areas and wetlands to be protected from development impacts. As such, Condition 4 (Attachment 1) is recommended to limit development to a maximum of nine (9) lots, yielding 0.56 dwelling units per acre.

### Exception to Mandatory Wastewater Connection

Section 18-60 of the County Code requires the use of public water and wastewater systems for properties located within the Mandatory Wastewater Connection Area. An exception to the use of public systems must be evaluated by the Directors of Utilities and Planning, the Planning Commission, and subsequently by the Board of Supervisors. The decision of such exceptions must be based upon the following criteria:

- Would the use of private systems encourage future area development inconsistent with the Comprehensive Plan; and
- Would the ability to extend the public system to other property be adversely affected

### The Comprehensive Plan and Future Area Development

The designation suggests the property is appropriate for agricultural (farming and forestry, open space and conservation easements) and residential uses in the Agricultural (A) District. The Rural Residential/Agricultural designation provides residential parcel sizes that are appropriate for single-family uses ranging from a minimum of one (1) acre for family divisions, five (5) acres or more for parcels on existing roads, and five (5) acres or less if the parcel was created prior to the adoption of the 5 acre requirement. The Land Use Plan states "In most instances, single-family dwellings on individual parcels should use individual wells and individual on-site septic systems when public water and wastewater service is not available.



Since publicly financed infrastructure improvements including utilities, roads, schools, fire stations libraries, parks and other public services are not planned in this area during the life of this Comprehensive Plan, it is anticipated that development for this period will be limited to those uses.

The proposed single-family residential uses at 0.56 dwelling units per acre. The proposed single-family subdivision is at a density that complies with the parcel size recommendation in the Comprehensive Plan for Rural Residential/Agricultural land. The requested exception to allow development with private septic systems would allow for the completion of the River Ridge subdivision as encompassed by the properties included in the zoning change made in 1986.

### **FIRE AND EMERGENCY MEDICAL SERVICES**

Staff Contact: Anthony Batten (717-6167) [battena@chesterfield.gov](mailto:battena@chesterfield.gov)

#### **Nearby Fire/EMS Facilities**

The Winterpock Fire Station, Company Number 19. Distance from the closest fire station is 2.1 miles. Response time is 9 minutes.

#### **Anticipated Fire & EMS Impacts/Needs**

Based on an average of .208 calls per dwelling, it is estimated that this development will generate two (2) 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 to 5)	Middle (6 to 8)	High (9 to 12)	Total <sup>(1)</sup>
Anticipated Student Yield by School Type	2	1	1	4
Schools Currently Serving Area	Grange Hall	Bailey Bridge	Manchester	2019-20 School Year
Current Enrollment	867	1,570	2,105	
Design Capacity <sup>(2)</sup>	854	1,599	2,378	
Enrollment Percent of Design Capacity	102%	98%	89%	
Program Capacity <sup>(3)</sup>	891	1,598	2,129	
Enrollment Percent of Program Capacity	97%	98%	99%	
Total Number of Trailers	3	0	5	
Number of Classroom Trailers	2	0	4	



**Note:**

<sup>(1)</sup> 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 reflecting redistricting and a new school attendance zone used for this analysis was provided by County IST.

<sup>(2)</sup> 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.

<sup>(3)</sup> 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 the revitalization/replacement of Grange Hall Elementary School. However, at this time, a budget has not been developed for the acquisition of land or construction of this school facility as recommended in the *Plan*.

## **Additional School Comments**

The anticipated student yield analysis above is based on the 9 single-family dwelling units impacted by this application. These units fall within the maximum permitted dwelling units from Case 86SN0069 (River Ridge Subdivision).

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 its capacity.



UTILITIES			
Staff Contact: Randy Phelps (706-7126) phelpsc@chesterfield.gov			

Existing Water and Wastewater Systems			
Utility Type	Currently Serviced	Size of Closest Existing Lines	Connection Required by County Code
Water	No	8"	Yes
Wastewater	No	N/A	Yes

#### Additional Utility Comments:

This property was zoned for Residential (R-25) in case 86SN0069. A tentative subdivision plat for this property was never submitted.

The subject property is located in the mandatory water and wastewater connection areas for new residential structures. The applicant has requested an exception to County Code 18-60 A. 2. c., which is the requirement to connect to public wastewater. The applicant has indicated on their application that they intend to connect to public water.

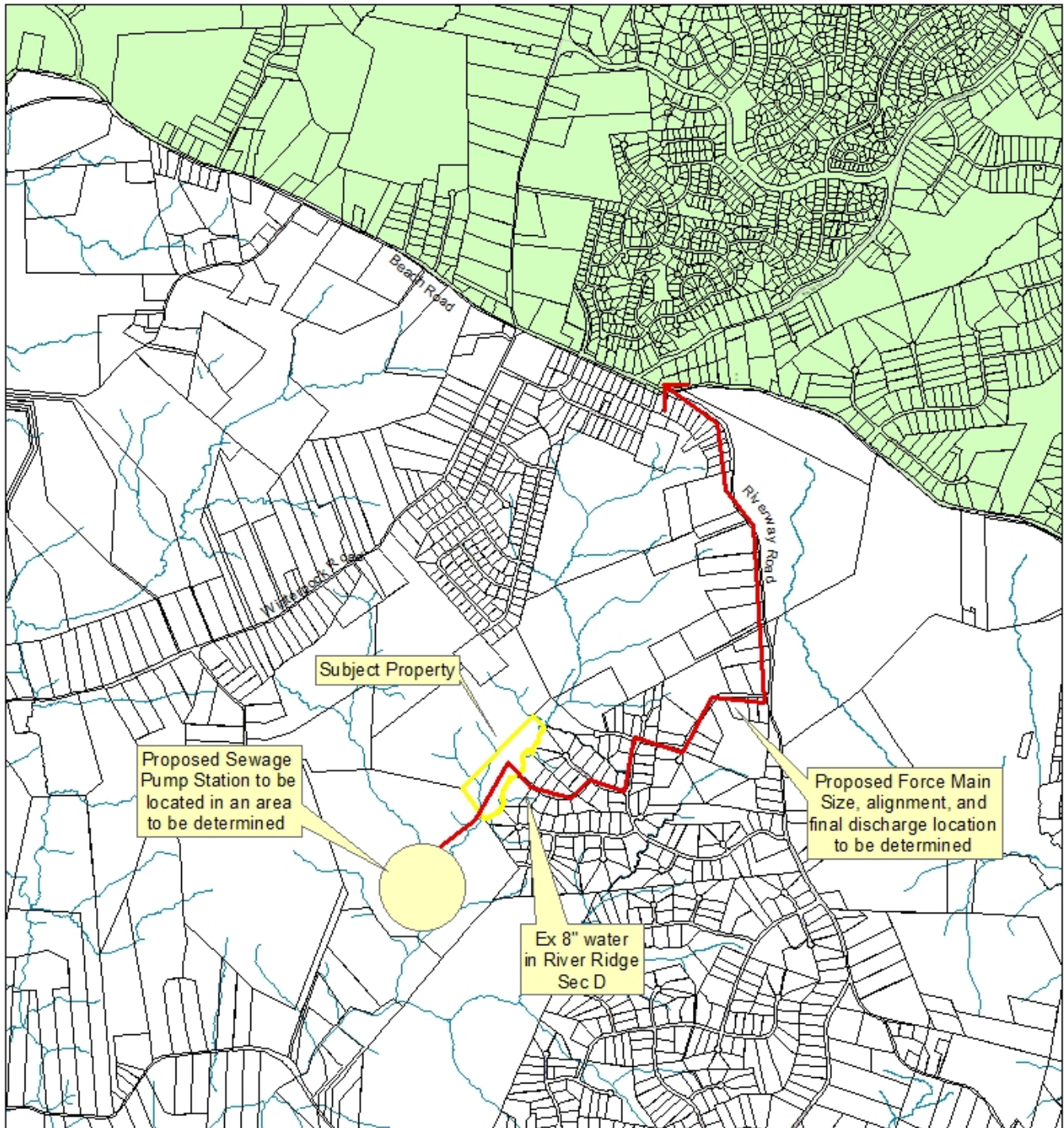
The subject property is located within the Appomattox River drainage basin. The 2013 Water and Wastewater Facilities Plan does not include any proposed wastewater improvements to this part of the basin because the Comprehensive Plan calls for Rural Residential and Agricultural Uses. In order to provide public wastewater service, a sewage pump station and force main is required to pump wastewater to an existing trunk sewer in a different wastewater collection basin. Since there are no guidelines in the facilities plan, an engineering study is needed to determine the appropriate site for the pump station, alignment for the force main, and receiving trunk sewer. Until this study is performed, it is not possible to provide an accurate estimate of the costs. Due to the distances involved, it will be several million dollars.

Since the subject property is located within the mandatory connection area for public wastewater service, Utilities Department does not support this case.

If the Board of Supervisors elects to support this case, we recommend that conditions in Attachment 1 be imposed.



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  
20SN0512  
By MAL, 8/12/19

1 inch = 2,000 feet





## **ENVIRONMENTAL ENGINEERING**

Staff Contact: Rebecca Rochet (804-748-1028) RochetR@chesterfield.gov

### **Environmental Features**

A Resource Protection Area (RPA) Designation has been submitted to and confirmed by the Department of Environmental Engineering – Water Quality Section. RPA exists on the property along Surline Branch and its tributaries. No encroachment of the primary and/or secondary drainfields into the RPA shall be permitted.

## **HEALTH**

Staff Contact: Richard Michniak (804-748-1695) richard.michniak@vdh.virginia.gov

The Health Department must approve any new or expanded use of individual well and septic tank systems.

## **BUDGET & MANAGEMENT**

Staff Contact: Natalie Spillman (804-318-8767) spillmann@chesterfield.gov

## **COUNTY TRANSPORTATION**

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

## **VIRGINIA DEPARTMENT OF TRANSPORTATION**

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

## **PARKS AND RECREATION**

Staff Contact: Janit Llewellyn (804-751-4482) llewellynja@chesterfield.gov

## **LIBRARIES**

Staff Contact: Jennifer Stevens (804-751-4998) stevensj@chesterfield.gov

This request will not impact these facilities.



## CASE HISTORY

Applicant Submittals	
<b>8/8/2019</b>	Application submitted
<b>10/22, 11/25/19, 1/6, 4/4 &amp; 4/30/2020</b>	Revised application documents submitted, including the following: <ul style="list-style-type: none"> <li>• Draft conceptual plan</li> <li>• Site investigations for wetlands and resource protection areas</li> <li>• Survey documentation of potential right-of-way encroachment(s) and updated survey</li> <li>• Revised conceptual plan</li> <li>• Soils evaluation report</li> <li>• Revised conceptual plan</li> </ul>

Community Meeting	
<b>10/10/2019</b>	<b>Issues Discussed:</b> <ul style="list-style-type: none"> <li>• Comprehensive Plan and rural residential development</li> <li>• Existing R-12 zoning and conditions</li> <li>• Road extension</li> <li>• Development through wetlands and Resource Protection Area (RPA)</li> <li>• Increased traffic on existing neighborhood streets</li> <li>• Existing streets need repair and maintenance</li> <li>• Protect trees and existing septic drain field near the stub road</li> </ul>
<b>7/27/2020*</b>	<b>Issues Discussed:</b> <ul style="list-style-type: none"> <li>• Utilities connection policy</li> <li>• Request(s) and details being proposed at this time (after case revisions)</li> <li>• Size and architectural character of new homes</li> </ul> <p><i>*Due to an abundance of caution related to the COVID-19 pandemic, a virtual community meeting was held. Notice of the virtual meeting was sent by physical mail and electronic mail and was published on the status page for this zoning case on the Planning Department's web site.</i></p>

Planning Commission	
<b>10/15/2019</b>	<b>Action – DEFERRED TO December 17, 2019 ON THE COMMISSION'S OWN MOTION WITH THE APPLICANT'S CONSENT.</b>
<b>12/17/2019</b>	<b>Action – DEFERRED TO February 18, 2020 ON THE COMMISSION'S OWN MOTION WITH THE APPLICANT'S CONSENT.</b>
<b>2/18/2020</b>	<b>Action – DEFERRED TO May 19, 2020 ON THE COMMISSION'S OWN MOTION WITH THE APPLICANT'S CONSENT.</b>
<b>5/19/2020</b>	<b>Action – DEFERRED TO June 16, 2020 ON THE COMMISSION'S OWN MOTION WITH THE APPLICANT'S CONSENT.</b>
<b>6/16/2020</b>	<b>Action – DEFERRED TO August 18, 2020 to allow time for a community meeting ON THE COMMISSION'S OWN MOTION WITH THE APPLICANT'S CONSENT.</b>
<b>8/23/20</b>	Citizen Comments: No one spoke to this request



	<p>Commission Discussion:</p> <p>The Commission noted that the requested exception would be consistent with the development of the adjoining subdivision.</p> <p><b>Recommendation – APPROVAL</b></p> <p><b>Motion:</b> Owens    <b>Second:</b> Sloan  <b>AYES:</b> Freye, Sloan, Hylton, Owens and Petroski</p>
<p>The Board of Supervisors on Wednesday, September 23, 2020, beginning at 6:30 p.m., will consider this request.</p>	

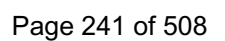


**CONDITIONS****Note:**

Recommended by both staff and Planning Commission

1. Public Water Connections. The proposed residential development shall connect to public water. (U)
2. Utility Easement. Public Wastewater easements will be required, reviewed, and approved by the Utilities Department and shown on any record plat for the development. (U)
3. No Encroachment into Resource Protection Areas for Drainfields. No encroachment of the primary and/or secondary drainfields into the RPA shall be permitted. (EE)
4. Density. The development shall be limited to a maximum of nine (9) lots. (P)
5. Master Plan. The property will be developed with no more than nine (9) lots and shall generally conform to the plan entitled "River Ridge Subdivision Section F" by Townes Engineering dated July 2, 2019 with a revision date of March 13, 2020 and attached as Exhibit A or in an alternate layout with fewer lots. (P)

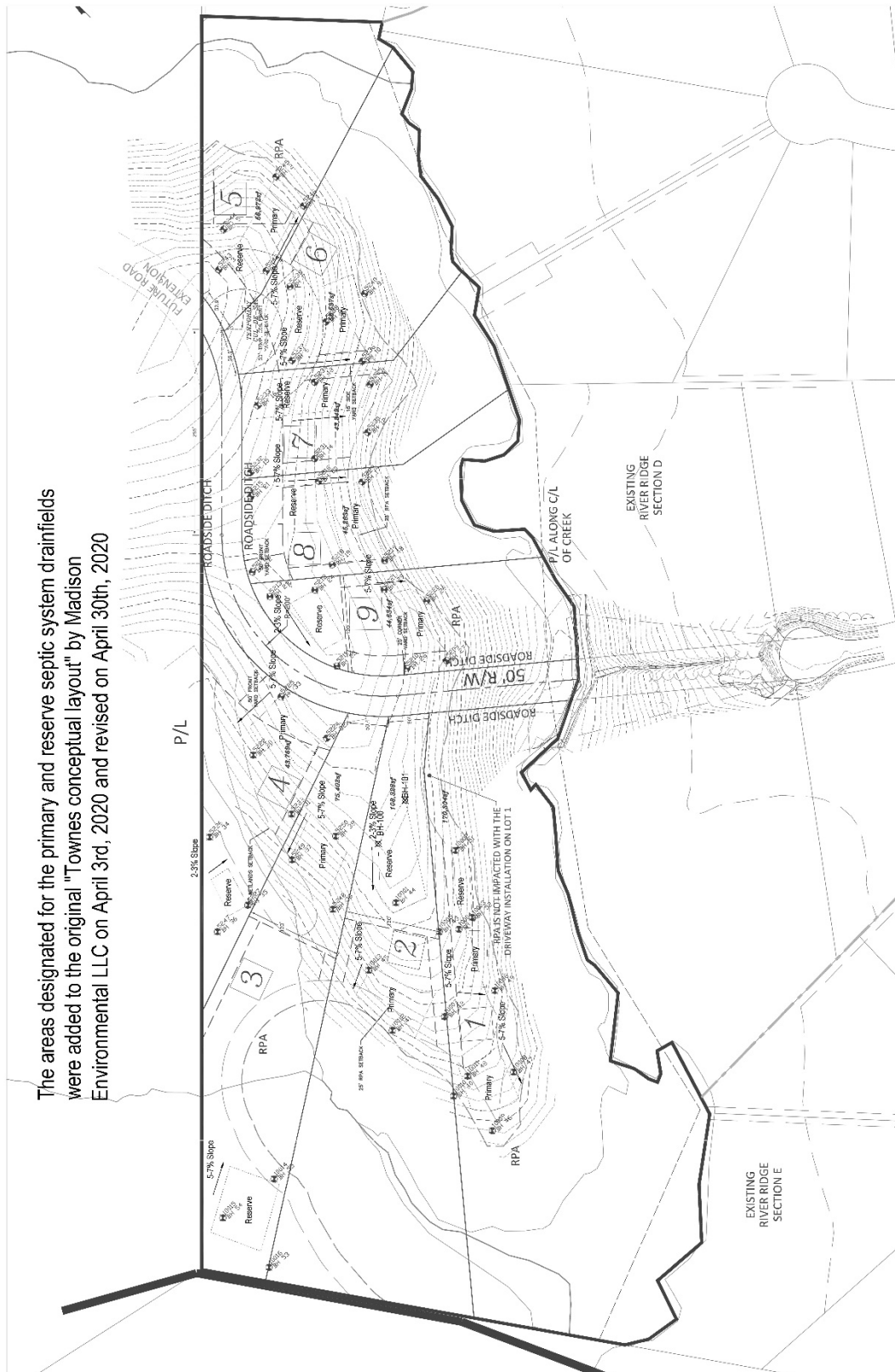






## EXHIBIT B – CONCEPTUAL LAYOUT OF LOTS AND DRAINFIELDS

April 3, 2020







RECEIVED

DEC 11 2019

DIRECTOR PLANNING DEPT

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

I, Crystal R Squire, 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):

754-633-1377

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>
SQUIRE CRYSTAL R	14110 Nash 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>
-------------	----------------	----------------------------



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: \_\_\_\_\_

Crystal R Squire

STATE OF \_\_\_\_\_

Virginia

COUNTY/CITY OF \_\_\_\_\_

Chesterfield

to-wit:

This day \_\_\_\_\_

Crystal Squire

personally appeared before

me, \_\_\_\_\_

Brenda Manuel

, 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 \_\_\_\_\_

11<sup>th</sup>

day of \_\_\_\_\_

December

, 2019.

Brenda Manuel

Notary Public

Registration No. \_\_\_\_\_

My Commission expires: \_\_\_\_\_

Brenda D. Manuel

Notary Public

Commonwealth of Virginia

Reg.# 275613

My Commission Expires

9-30-2022





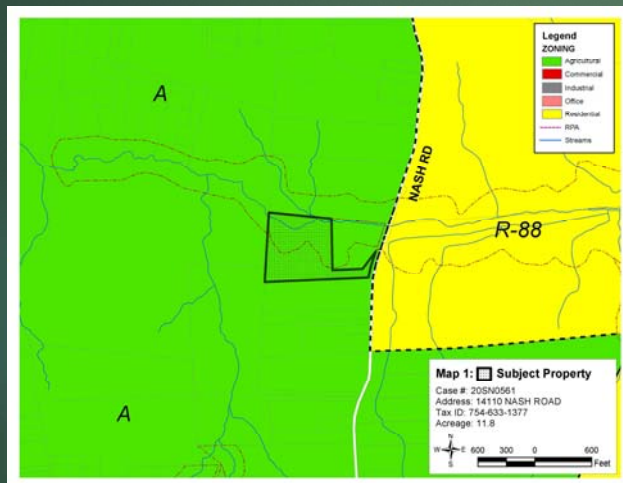
## 20SN0561 Matoaca Crystal Squire

Conditional Use to permit a second dwelling unit  
in an Agricultural (A) District.

**Good evening Madam Chair, members of the Board, Dr. Casey. Case 20SN0561 in the Matoaca District is a request by Crystal Squire for a conditional use to permit a second family dwelling in an Agricultural (A) District.**



# Overview



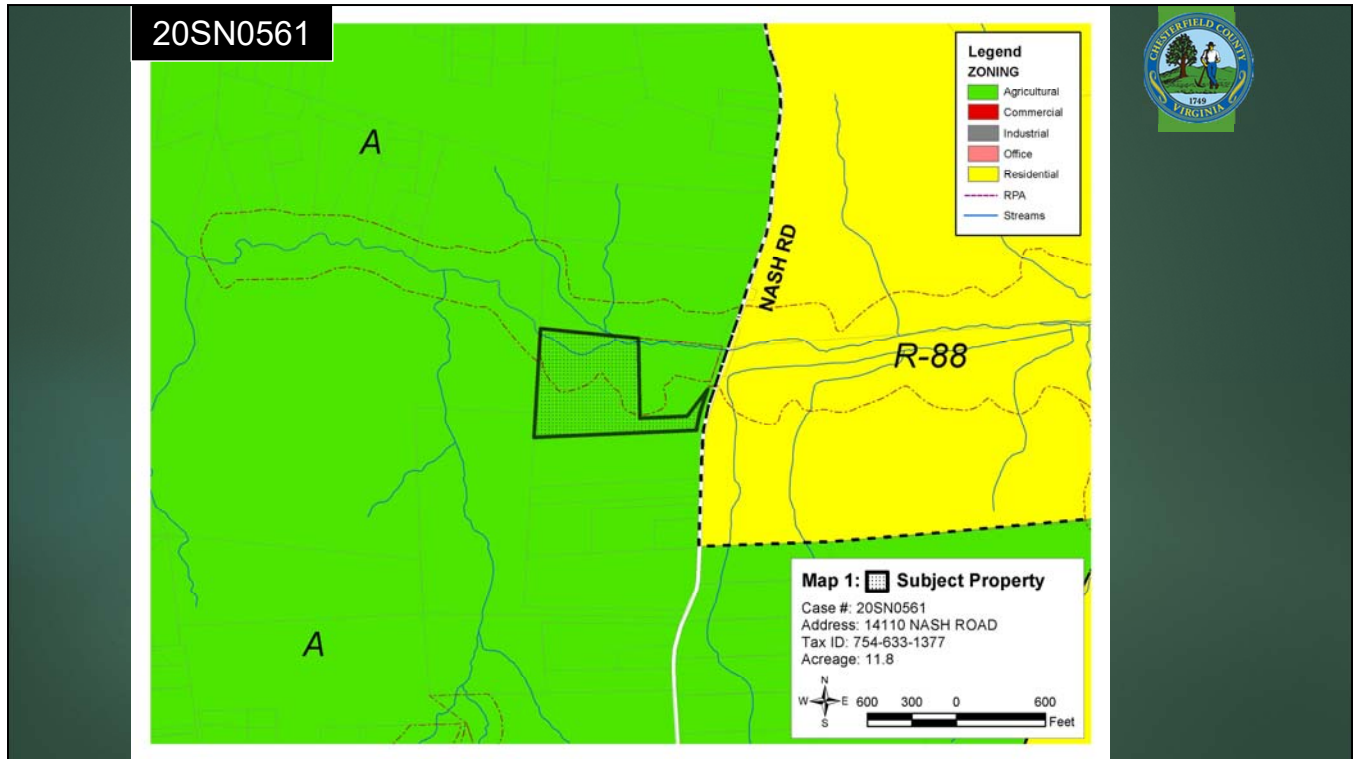
- ▶ Building detached second dwelling unit
- ▶ Occupancy limited to family and guests
- ▶ No known adverse impacts with similar requests
- ▶ Residential character maintained with conditions

20SN0561

The applicant is currently building their house and a detached accessory structure to be used as the second dwelling unit at 14110 Nash Road. This proposed second dwelling unit would be limited to family members and guests. Staff is supportive of the request. Similar requests in the past have been approved with no known adverse impacts, and with conditions limiting the use of the second dwelling, the residential character should be maintained.

At the Planning Commission's August 18, 2020 public hearing, the Commission unanimously voted to recommend approval for Case 20SN0561 subject to the conditions in Attachment 1 of your staff report.





The subject property is located at 14110 Nash Road.

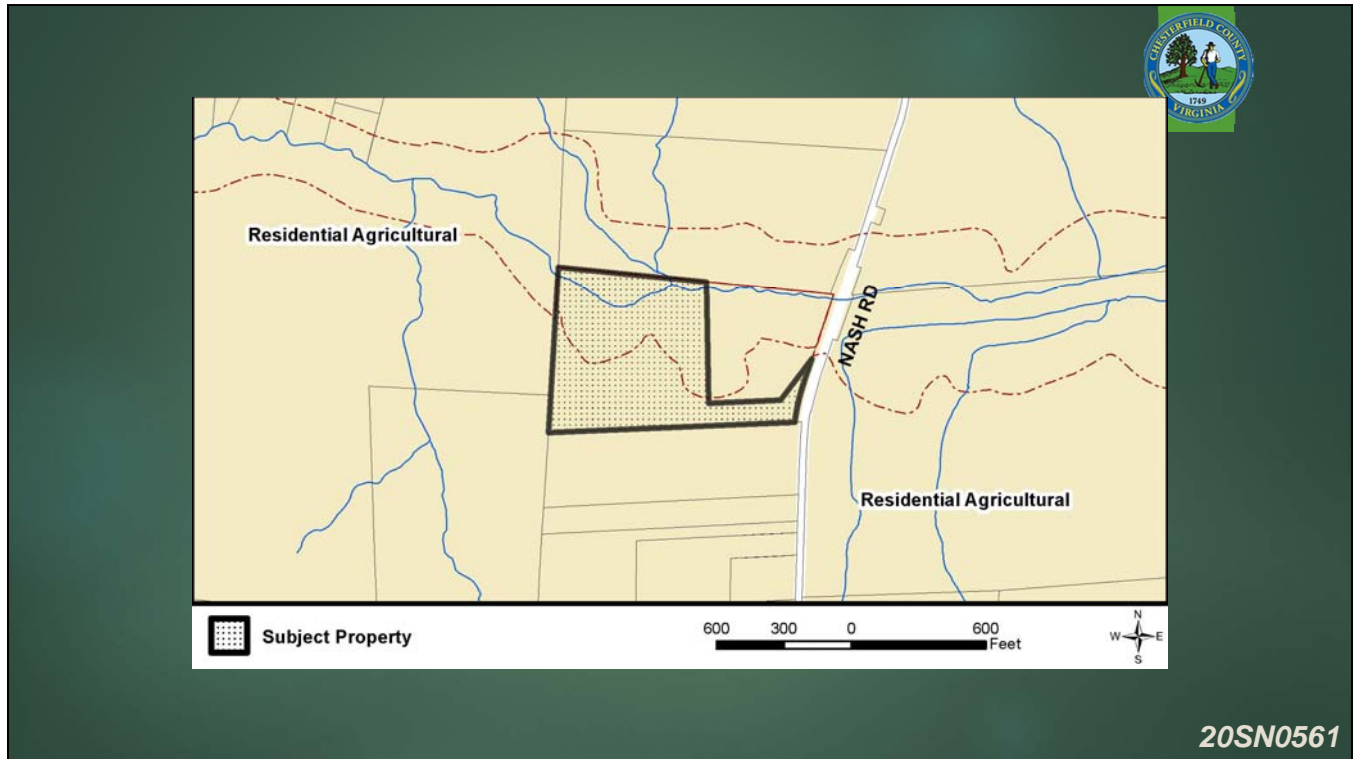




20SN0561

**This is a photo of the subject property. The site is currently under construction.**





**The Comprehensive Plan suggests that the property is appropriate for Residential Agricultural uses, suggesting a maximum of 0.5 dwellings per acre.**



# Recommend Approval



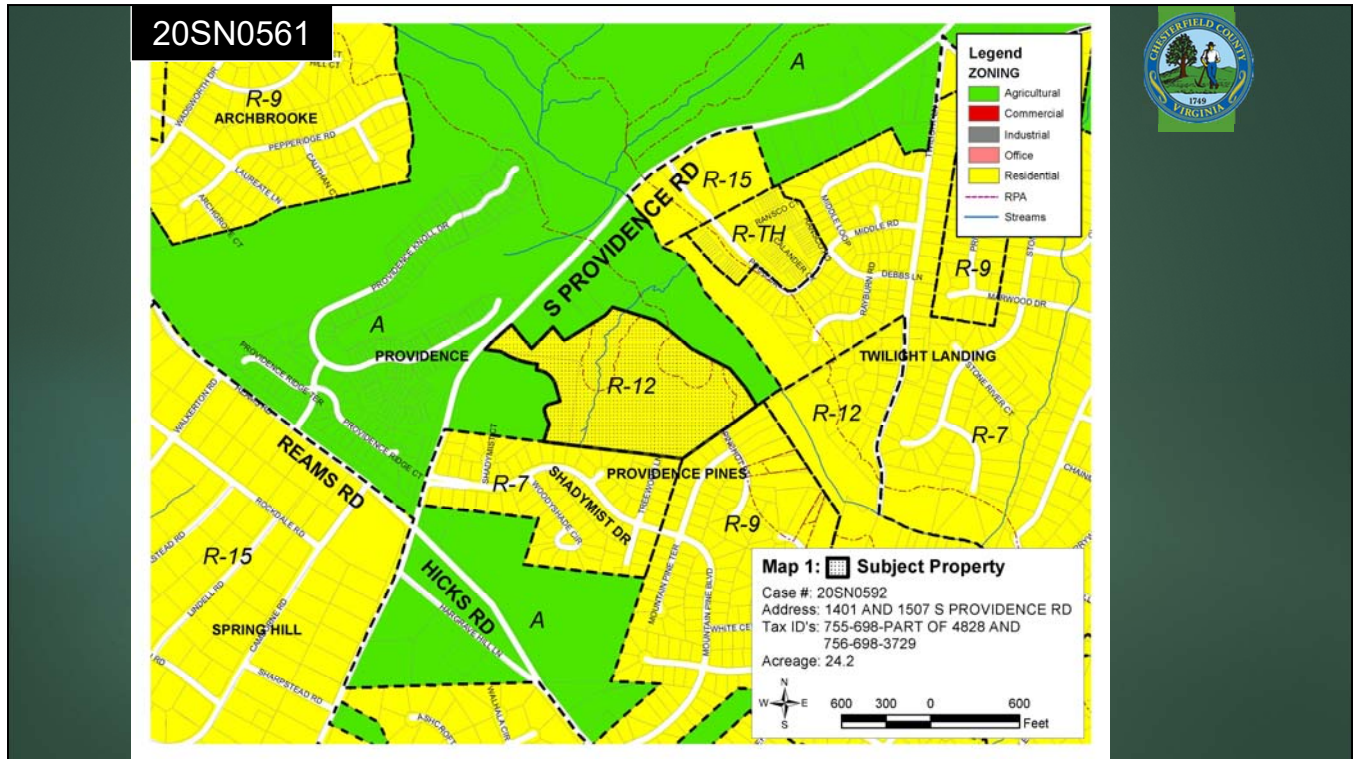
- ▶ Similar requests approved with no known adverse impacts
- ▶ Conditions ensure residential character maintained

20SN0561

**Staff recommends approval of this request. Similar requests approved with no known adverse impacts, and the conditions ensure that the residential character is maintained.**

**At the Planning Commission's August 18, 2020 public hearing, the Commission unanimously voted to recommend approval for Case 20SN0561 subject to the conditions in Attachment 1 of your staff report.**





I can answer any questions you may have. Thank you.



**CASE NUMBER: 20SN0561**

**APPLICANT: Crystal Squire**



**CHESTERFIELD COUNTY, VIRGINIA  
MATOACA DISTRICT**

**STAFF'S ANALYSIS  
AND RECOMMENDATION**

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

SEPTEMBER 23, 2020

**BOS Time Remaining:**

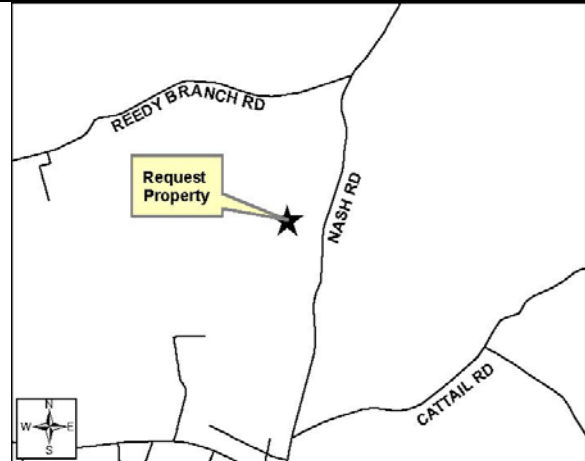
365 DAYS

**Applicant's Contact:**

CRYSTAL SQUIRE (757-725-3374)

**Planning Department Case Manager:**

TYLER WALTER (804-318-8893)



11.8 Acres – 14110 Nash Road

**REQUEST**

Conditional use to permit a second dwelling (separate from the principle dwelling) for use by family members in an Agricultural (A) district.

**Notes:**

- A. Conditions may be imposed, or the property owners may proffer conditions.
- B. Conditions and exhibits are located in Attachment 1.

**SUMMARY**

The applicant proposes to construct a (2) two-story detached garage, with the first floor to remain unfinished and the second floor to be finished as a second dwelling unit. The applicant indicates that the second dwelling unit would be limited to occupancy by immediate family members.

**RECOMMENDATION**

PLANNING  
COMMISSION

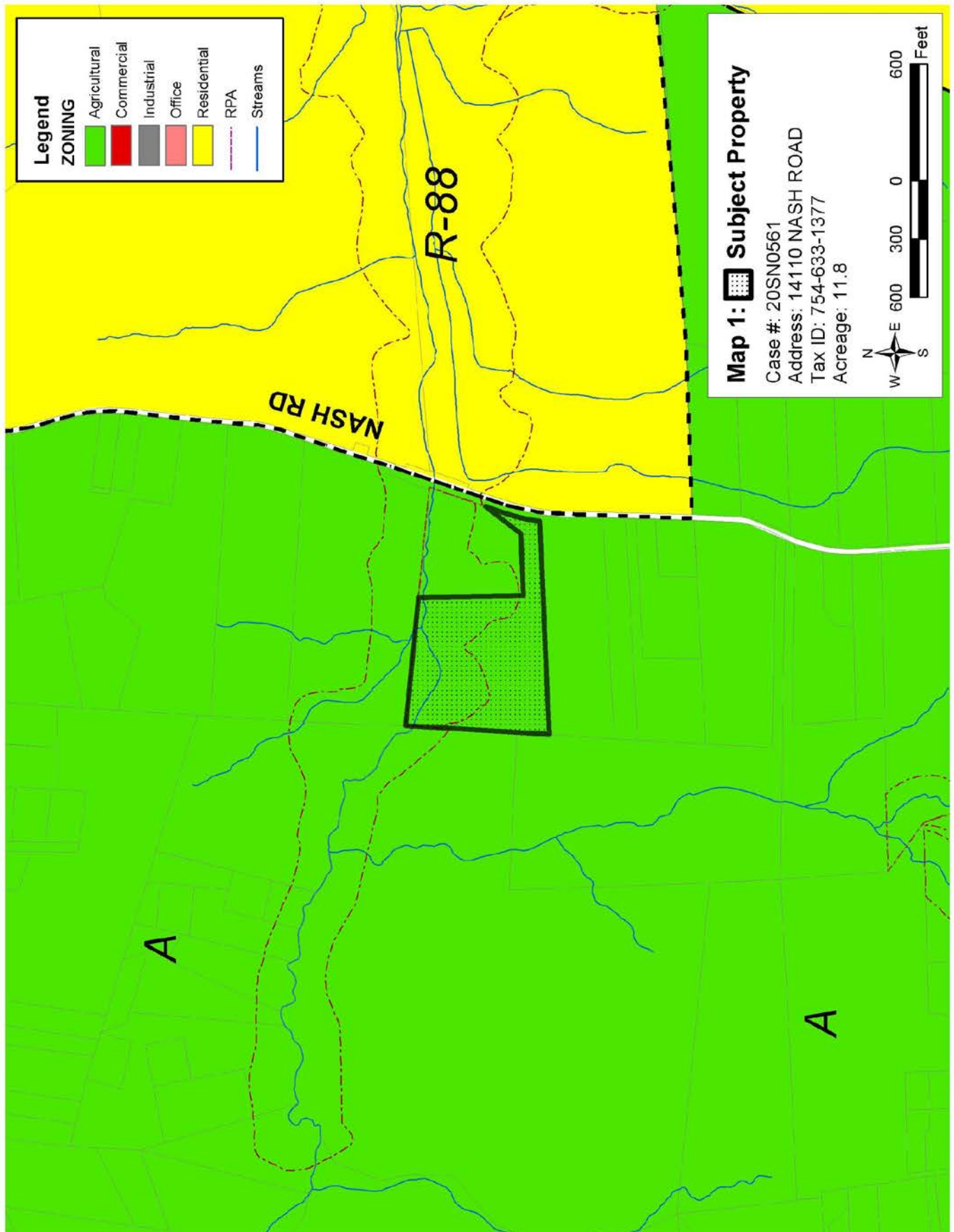
**APPROVAL**

STAFF

PLANNING – **APPROVAL**

- Similar requests approved with no known adverse impacts
- Conditions ensure residential character maintained

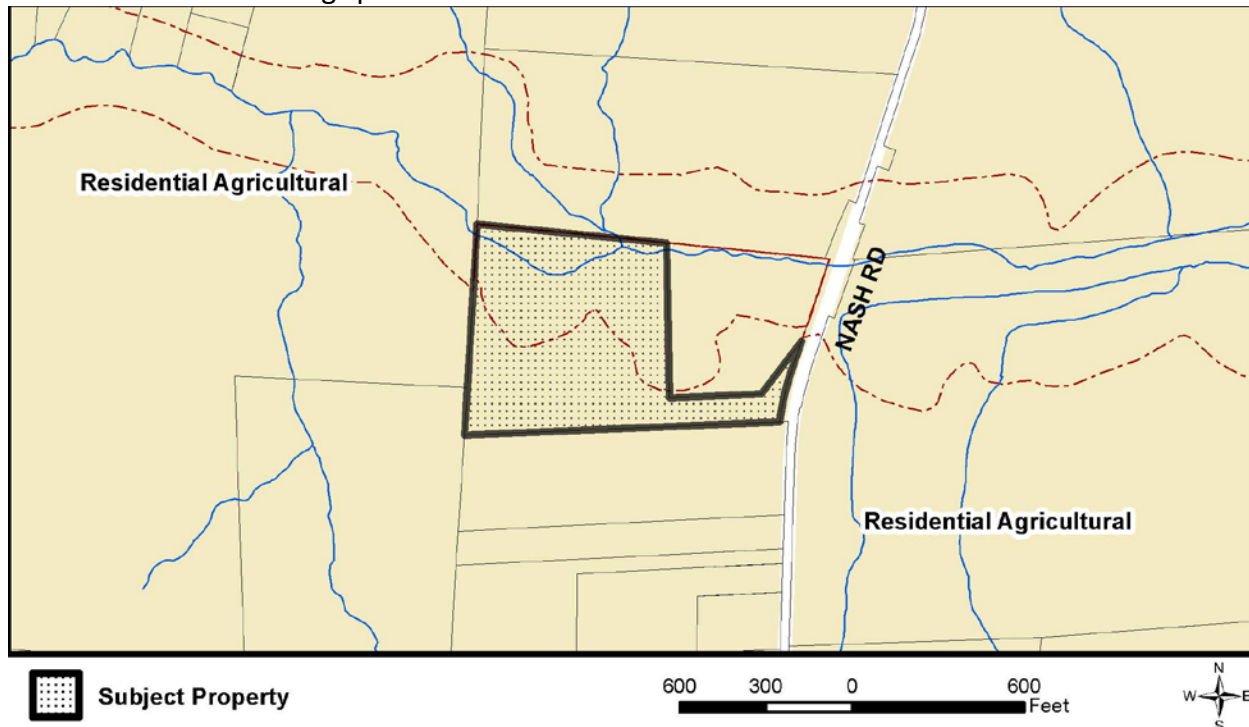




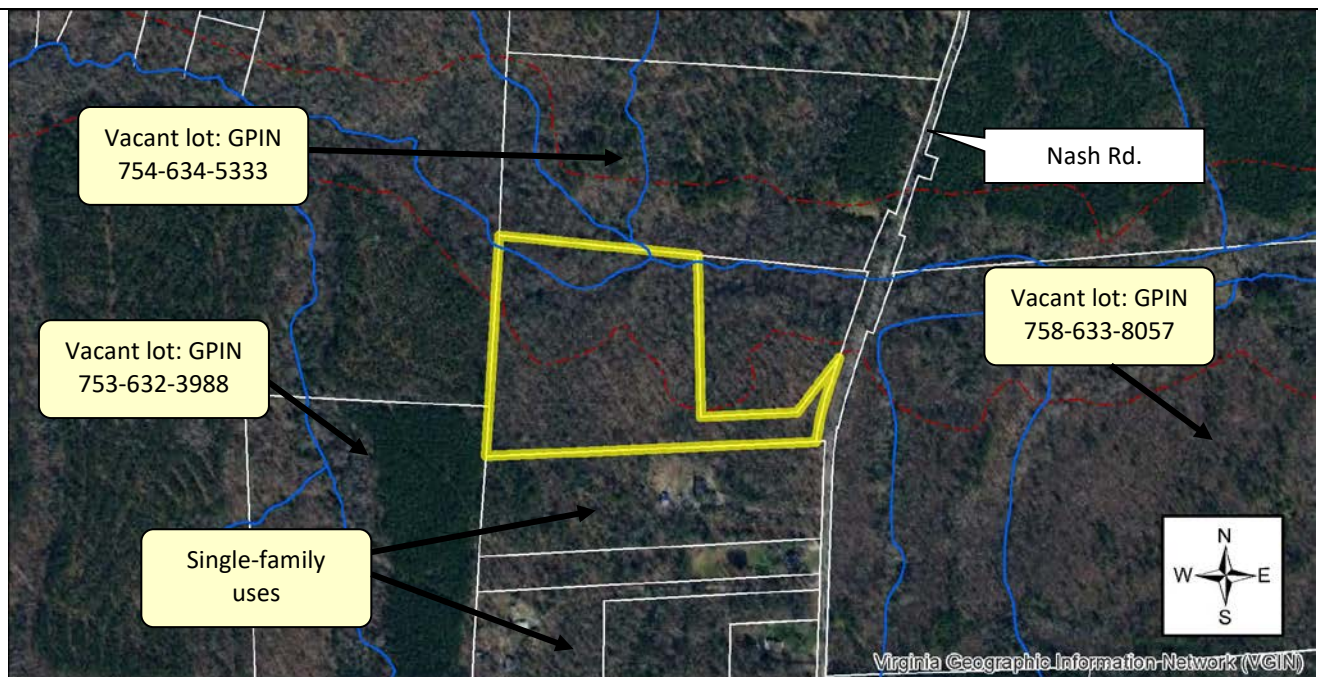


**Comprehensive Plan**  
**Classification: RESIDENTIAL AGRICULTURAL**

The designation suggests the property is appropriate for single family residential use with a maximum of 0.5 dwellings per acre.



**Surrounding Land Uses and Development**





## PLANNING

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

### Proposal

The applicant is requesting conditional use to permit a second dwelling (separate from the principle dwelling). Specifically, the applicant plans to construct a (2) two-story garage to be used as a second dwelling to accommodate family members and guests.

The following provides an overview of the proposed limitations:

General Overview	
Requirements	Details
Occupancy	Limited to: occupants of principal dwelling; individuals related to them by blood, marriage, adoption or guardianship; foster children; guests; and any domestic help.  <i>Condition 1</i>
Record Notice of Occupancy Limitation	Deed restriction to be recorded within thirty (30) days.  <i>Condition 2</i>

As conditioned in Attachment 1, the use should not adversely affect area residential uses. In addition, second dwelling units have been approved in other residential areas on similarly situated parcels with no apparent adverse impact.

## 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 anticipated traffic impact of the proposal has been evaluated and it is anticipated to be minimal.

## FIRE AND EMERGENCY MEDICAL SERVICES

Staff Contact: Anthony Batten (804-717-6167) battena@chesterfield.gov

This request will have minimal impact on Fire and EMS.

Nearby Fire and Emergency Medical Service (EMS) Facilities	
Fire Station	The Phillips Fire Station, Company Number 13
EMS Facility	The Ettrick-Matoaca Volunteer Rescue Squad



### UTILITIES

Staff Contact: Randy Phelps (796-7126) [phelpsc@chesterfield.gov](mailto:phelpsc@chesterfield.gov)

#### Existing Water and Wastewater Systems

Utility Type	Currently Serviced	Size of Closest Existing Lines	Connection Required by County Code
Water	No	16"	No
Wastewater	No	N/A	No

#### Additional Utility Comments:

The subject property is located within the mandatory water connection area for new residential development. The existing residential structure is served by a private well and septic system. Connection to the public system would be required for the 2<sup>nd</sup> dwelling unit if a public water line were within 200 feet of the property. The closest public water line is located approximately 6,300 feet south at River Road. The area is currently not served by the public wastewater system.

This request will not impact the public water and wastewater systems.

The Utilities Department supports this case.

### ENVIRONMENTAL ENGINEERING

Staff Contact: Rebecca Rochet (804-748-1028) [rochetr@chesterfield.gov](mailto:rochetr@chesterfield.gov)

### PARKS AND RECREATION

Staff Contact: Janit Llewellyn (804-751-4482) [llewellynja@chesterfield.gov](mailto:llewellynja@chesterfield.gov)

### SCHOOLS

Staff Contact: Diane Faye Gapas (804-706-2960) [dianefaye\\_gapas@ccpsnet.net](mailto:dianefaye_gapas@ccpsnet.net)

### VIRGINIA DEPARTMENT OF TRANSPORTATION

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

This request will not impact these facilities.



## CASE HISTORY

### Applicant Submittals

<b>12/05/2019</b>	Application submitted
-------------------	-----------------------

### Community Meeting

<b>06/29/2020</b>	<b>Issues Discussed:</b> Virtual community meeting held due to the COVID-19 pandemic. No citizens attended.
-------------------	--

### Planning Commission

<b>8/18/2020</b>	<b>Citizen Comments:</b> No citizens spoke to this request.  <b>Action – APPROVAL SUBJECT TO CONDITIONS IN ATTACHMENT 1.</b>  <b>Motion:</b> Owens <b>Second:</b> Hylton <b>AYES:</b> Freye, Sloan, Hylton, Owens, and Petroski
------------------	---

<b>The Board of Supervisors on Wednesday, September 23, 2020, beginning at 6:00 p.m., will consider this request.</b>
---



**CONDITIONS**

1. Occupancy Limitations. Occupancy of the second (detached) dwelling unit shall be limited to: the occupants of the principal dwelling unit, individuals related to them by blood, marriage, adoption or guardianship, foster children, guests and any domestic servants. (P)
2. Deed Restriction. For the purpose of providing record notice, within thirty (30) days of approval of this request, a deed restriction shall be recorded setting forth the limitation in Condition 1. The deed book and page number of such restriction and a copy of the restriction as recorded shall be submitted to the Planning Department. (P)



**CASE NUMBER: 20SN0571**  
**APPLICANT: Shawn Nicole Stone**

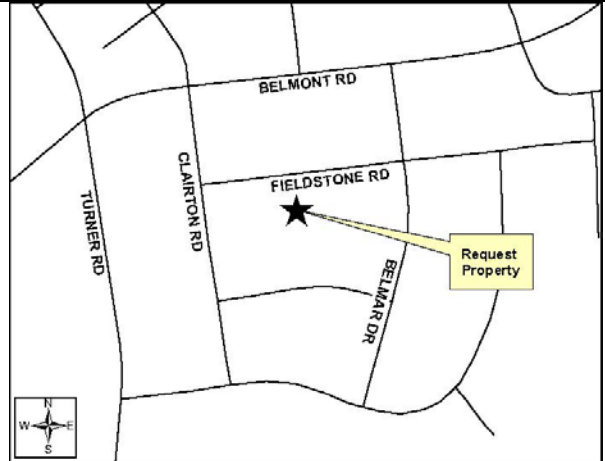


**CHESTERFIELD COUNTY, VIRGINIA**  
**DALE DISTRICT**

**STAFF'S ANALYSIS  
AND RECOMMENDATION**

**Board of Supervisors (BOS) Hearing:**  
 SEPTEMBER 23, 2020  
**BOS Time Remaining:**  
 365 DAYS

**Applicant's Contacts:**  
 SHAWN STONE (804-908-3745)  
**Planning Department Case Manager:**  
 TYLER WALTER (804-318-8893)



0.4 Acre – 5933 Fieldstone Road

**REQUEST**

Conditional use to permit a family day-care home in a Residential (R-7) District.

**Notes:**

- A. Conditions may be imposed or the property owners may proffer conditions.
- B. Conditions are located in Attachment 1.

**SUMMARY**

In 2015, a conditional use (Case 15SN0620) was approved to permit the applicant to operate a family day care home for the keeping of up to 12 children, incidental to the dwelling. A condition of approval limited the operation of this daycare for five (5) years. The applicant intends to continue operating the family day care home subject to the same conditions of the 2015 approval, except there would be no time limitation.

**RECOMMENDATION**

**PLANNING  
 COMMISSION**

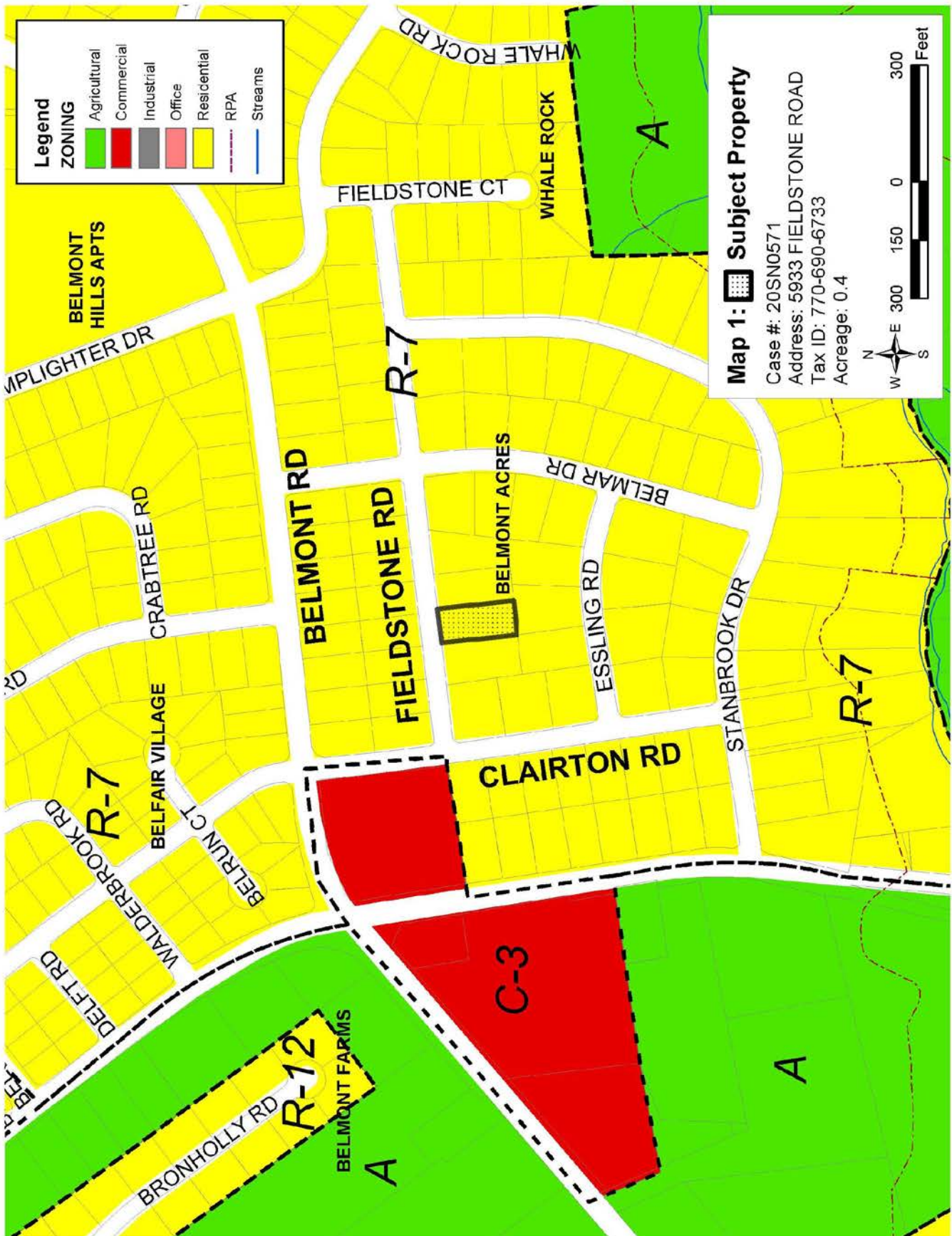
**APPROVAL**

**STAFF**

**APPROVAL**

- As conditioned, the use would be compatible with surrounding residential development.
- Residential character of the area would be maintained.

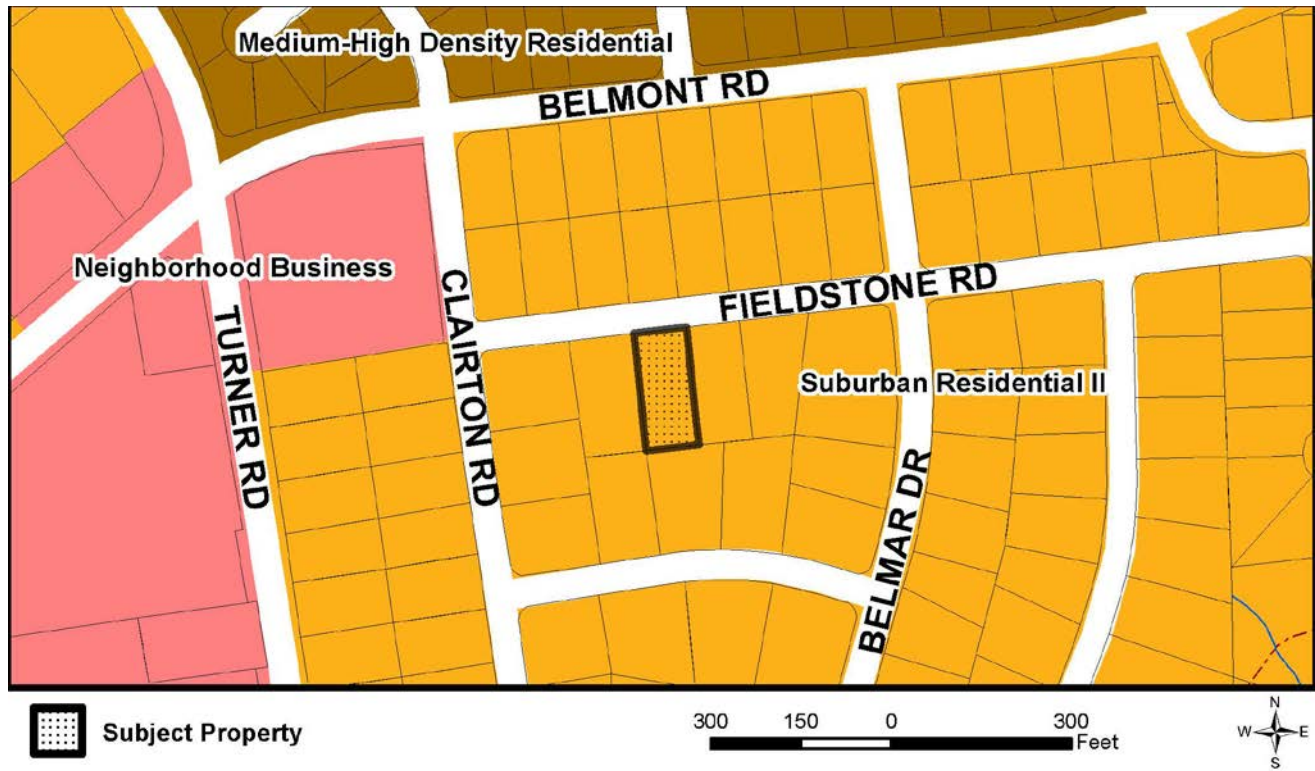




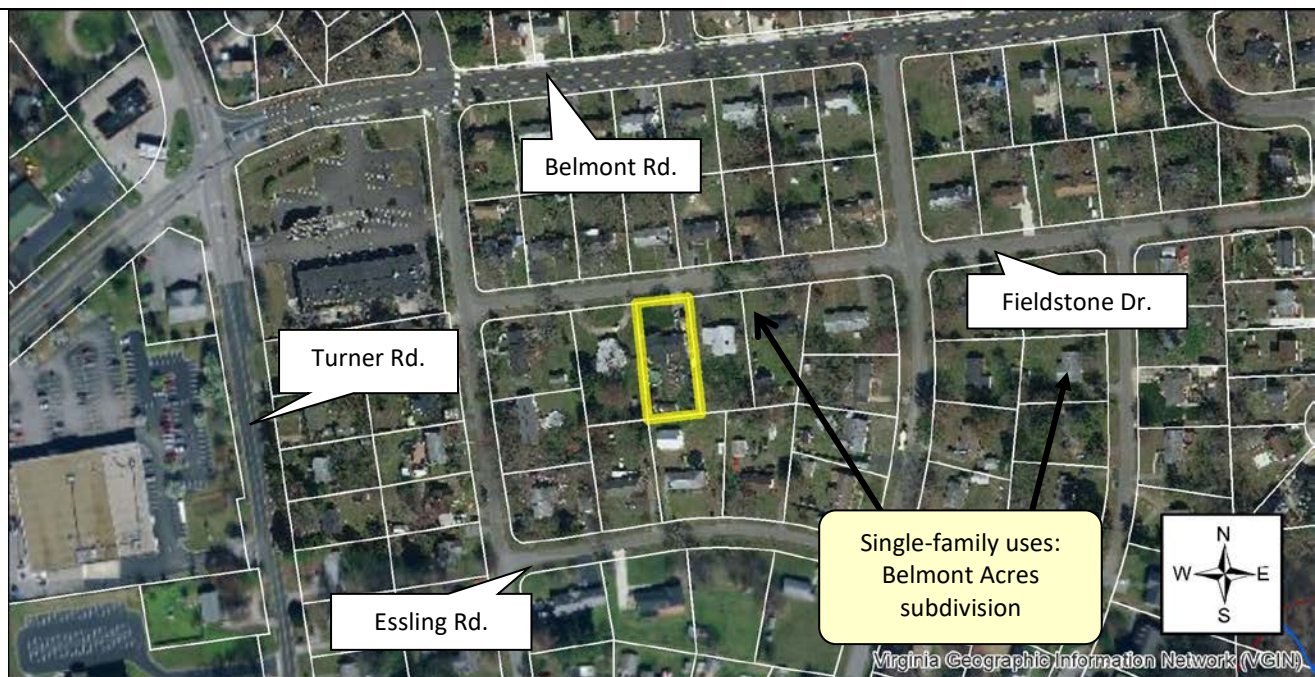


**Comprehensive Plan**  
**Classification: SUBURBAN RESIDENTIAL II**

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



**Surrounding Land Uses and Development**





## PLANNING

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

### Zoning History

Case Number	Request
11SN0174 Approved (08/2011)	<ul style="list-style-type: none"><li>• Conditional Use to permit a family day care home</li><li>• Time limitation of three (3) years</li><li>• No additions or alterations to accommodate use</li><li>• No signs permitted to identify use</li><li>• Maximum of nine (9) children, excluding any children of the home</li><li>• Operate weekdays (7 a.m. – 6 p.m.); no weekends</li></ul>
15SN0620 Approved (04/2015)	<ul style="list-style-type: none"><li>• Renewal of Case 11SN0174</li><li>• Same conditions as 11SN0174, with the following changes:<ul style="list-style-type: none"><li>○ Maximum of twelve (12) children, excluding applicant's children</li><li>○ Time limitation of five (5) years</li></ul></li></ul>

### Proposal

The Zoning Ordinance permits the keeping of a maximum of five (5) children, exclusive of the occupants' children and any children who permanently reside in the home, by right in a residential district. The applicant currently operates a State-licensed family day care home to keep up to twelve (12) children. The applicant received conditional use approval first in 2011 (Case 11SN0174) to operate a daycare to keep a maximum of nine (9) children for three (3) years. Subsequently, in 2015 the applicant applied to renew the original approval (Case 15SN0620) to keep a maximum of twelve (12) children for five (5) years.

Approval of this conditional use request would permit the keeping of a maximum of twelve (12) children at any one (1) time, excluding the applicant's children and any children who reside in the home.

The chart on the following page provides an overview of the conditions recommended by staff to mitigate the impact of the use on area properties. These conditions are the same as those approved with Case 15SN0620, except that the time limitation has been removed. These conditions are acceptable to the applicant:

As conditioned, staff is supportive of the request.



General Overview	
Requirements	Details
Non-Transferable	Limited to Shawn N. and Larry D. Stone only. <i>Condition 1</i>
Limitation on Size	No exterior additions or alterations to existing structure <i>Condition 2</i>
Signage	None permitted <i>Condition 3</i>
Number of Children	Maximum of twelve (12) <i>Condition 4</i>
Days/Hours of Operation	Weekdays only; 7:00 a.m. until 6:00 p.m. <i>Condition 5</i>
Fence and Outdoor Play Areas	<ul style="list-style-type: none"> <li>• Maintain fenced rear yard</li> <li>• Play area in rear or side yard and no closer than fifteen (15) feet to rear or side property line</li> </ul> <i>Condition 6</i>
Outside Employees	One (1) employee permitted, other than family member employees who reside on the premises. <i>Condition 7</i>

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 Manchester Fire Station, Company Number 2
EMS Facility	The Manchester Fire Station, Company Number 2

This request will have minimal impact on Fire and EMS.

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	4"	Yes
Wastewater	Yes	8"	Yes

### Additional Utility Comments:

The subject property is located within the mandatory water and wastewater connection area for new residential development. The existing residential structure is connected to the public water and wastewater systems. The request to extend approval for the existing family day care will not impact the public water and wastewater systems.

The Utilities Department supports this case.



**COUNTY TRANSPORTATION**

Staff Contact: Steve Adams (804-748-1028) [adamsst@chesterfield.gov](mailto:adamsst@chesterfield.gov)

**ENVIRONMENTAL ENGINEERING**

Staff Contact: Rebecca Rochet (804-748-1028) [rochetr@chesterfield.gov](mailto:rochetr@chesterfield.gov)

**PARKS AND RECREATION**

Staff Contact: Janit Llewellyn (804-751-4482) [llewellynja@chesterfield.gov](mailto:llewellynja@chesterfield.gov)

**SCHOOLS**

Staff Contact: Diane Faye Gapas (804-706-2960) [dianfaye\\_gapas@ccpsnet.net](mailto:dianfaye_gapas@ccpsnet.net)

**VIRGINIA DEPARTMENT OF TRANSPORTATION**

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

This request will not impact these facilities.



## CASE HISTORY

### Applicant Submittals

<b>12/12/2019</b>	Application submitted
-------------------	-----------------------

### Community Meeting

<b>6/23/2020</b>	<b>Issues Discussed:</b> Virtual community meeting held due to the COVID-19 pandemic. No citizens attended.
------------------	--

### Planning Commission

<b>8/18/2020</b>	<b>Citizen Comments:</b> No citizens spoke to this request.  <b>Action – APPROVAL SUBJECT TO CONDITIONS IN ATTACHMENT 1.</b>  <b>Motion:</b> Owens <b>Second:</b> Hylton <b>AYES:</b> Freye, Sloan, Hylton, Owens, and Petroski
------------------	---

<b>The Board of Supervisors on Wednesday, September 23, 2020, beginning at 6:00 p.m., will consider this request.</b>
---



**CONDITIONS**

1. Non-Transferable Ownership: This conditional use approval shall be granted to and for Shawn N. Stone and Larry D. Stone, exclusively, and shall not be transferable nor run with the land. (P)
2. Expansion of Use: There shall be no exterior additions or alterations to the existing structure to accommodate this use. (P)
3. Signage: There shall be no signs permitted to identify this use. (P)
4. Number of Children: This conditional use approval shall be limited to providing care, protection and guidance to a maximum of twelve (12) children, other than the applicant's own children or any children that reside in the home, at any one time. (P)
5. Hours of Operation: Hours and days of operation shall be limited to Monday through Friday from 7:00 a.m. to 6:00 p.m. There shall be no operation of this use on Saturday or Sunday. (P)
6. Fenced Outdoor Play Areas: Any outdoor play area and/or recreational equipment utilized by the family day-care home shall be located in the side or rear yard of the property. Outdoor play and/or recreational equipment areas shall have perimeter fencing of at least four feet in height, installed and maintained around the equipment and/or play area. All equipment for outdoor play areas shall be located no closer than fifteen (15) feet to the side or rear property lines. (P)
7. Employees: No more than one (1) employee shall be permitted to work on the premises, other than family member employees that live on the premises. (P)





**20SN0571**

Dale

Shawn N. Stone

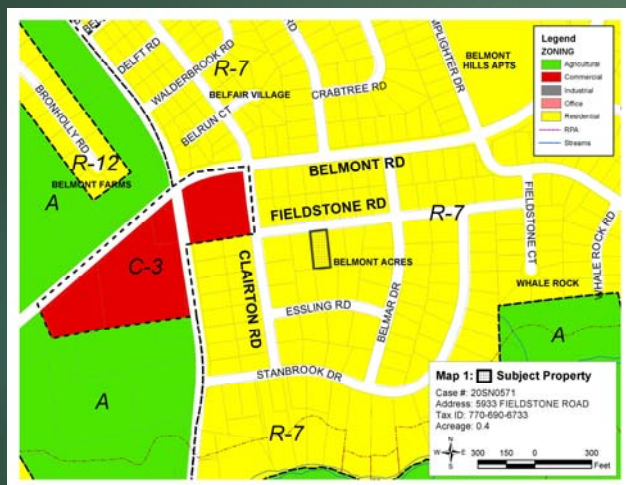
Renewal of previous case (Case 15SN0620) for a conditional use to permit a family daycare home in a Residential (R-7) District.

**This is Case 20SN0571 in the Dale district is a request by Shawn N. Stone for renewal of previous case (Case 15SN0620) for a conditional use to permit a family daycare home in a Residential (R-7) District.**





## Overview

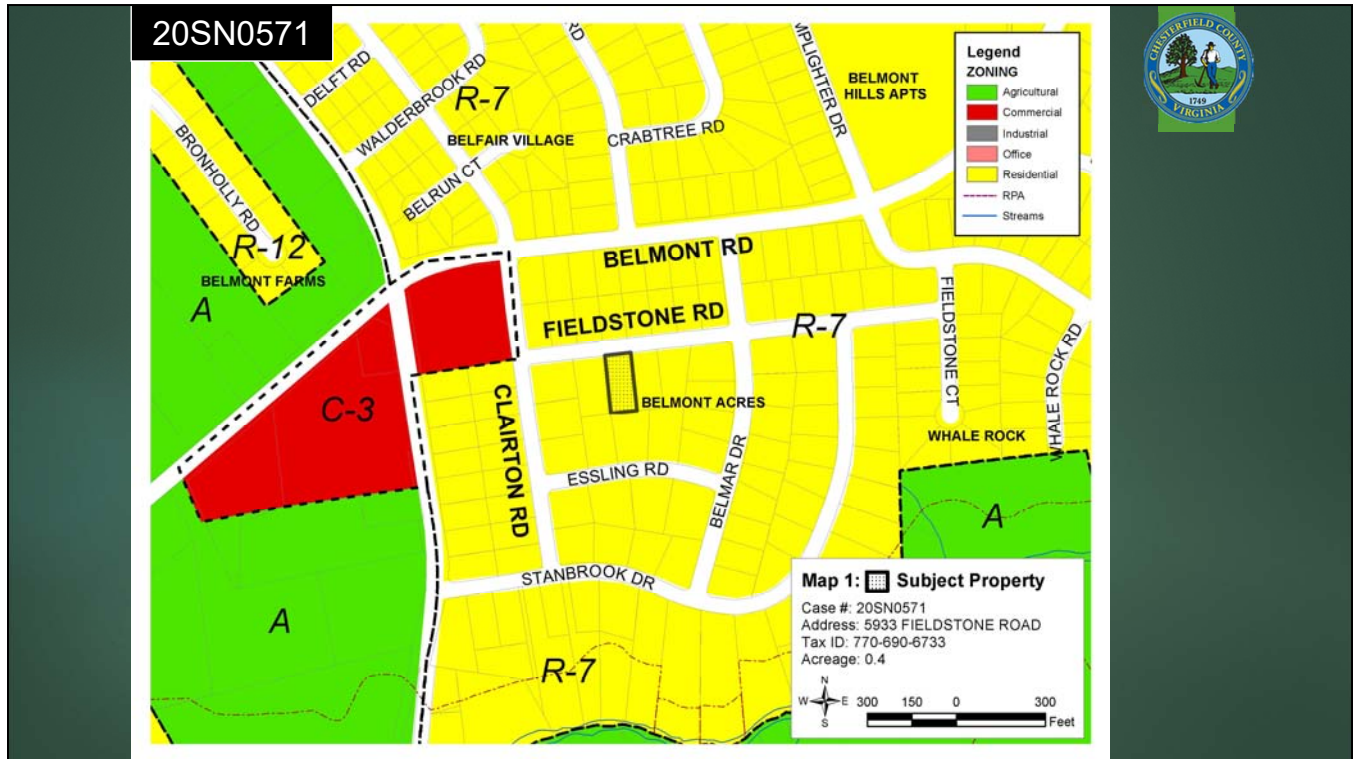


- ▶ Renewal of 2015 zoning approval
- ▶ Family day-care home in Residential (R-7) district
- ▶ Same conditions as 2015 pertaining to restrictions, except no time limitation
- ▶ Similar cases approved with no known adverse impacts

20SN0571

The applicant is renewing zoning approval (15SN0620) to continue operation of a family daycare home. Staff is supportive of the request as similar cases have been approved with no known adverse impacts. At the Planning Commission's August 18, 2020 public hearing, the Commission unanimously voted to recommend approval for this Case subject to the conditions in your staff report.





The subject property is located at 5933 Fieldstone Road in the Belmont Acres subdivision. The subject property and adjacent lots are zoned Residential (R-7).





20SN0571

**This is a photo of the subject property from Fieldstone Road.**



## 2015/2020 Conditions



- ▶ Limited to the applicants
- ▶ No exterior changes; no signage
- ▶ Maximum of 12 children
- ▶ Weekdays; 7:00 a.m. to 6:00 p.m.
- ▶ Fenced outdoor play area in rear yard
- ▶ No more than one (1) outside employee to work on premises
- ▶ No time limitation as it is renewal

20SN0571

**This slide provides a list of proposed conditions for the family day-care home. Family Daycare Home Use is limited only to the applicant. No exterior changes/signage are permitted, a maximum of 12 children are permitted, hours of operation are from 7am until 6pm M-F, and no more than one outside employee will be permitted to work in the facility.**

**These conditions are the same as the case application in 2015 except no time limitation is included with this application.**



## Recommend Approval



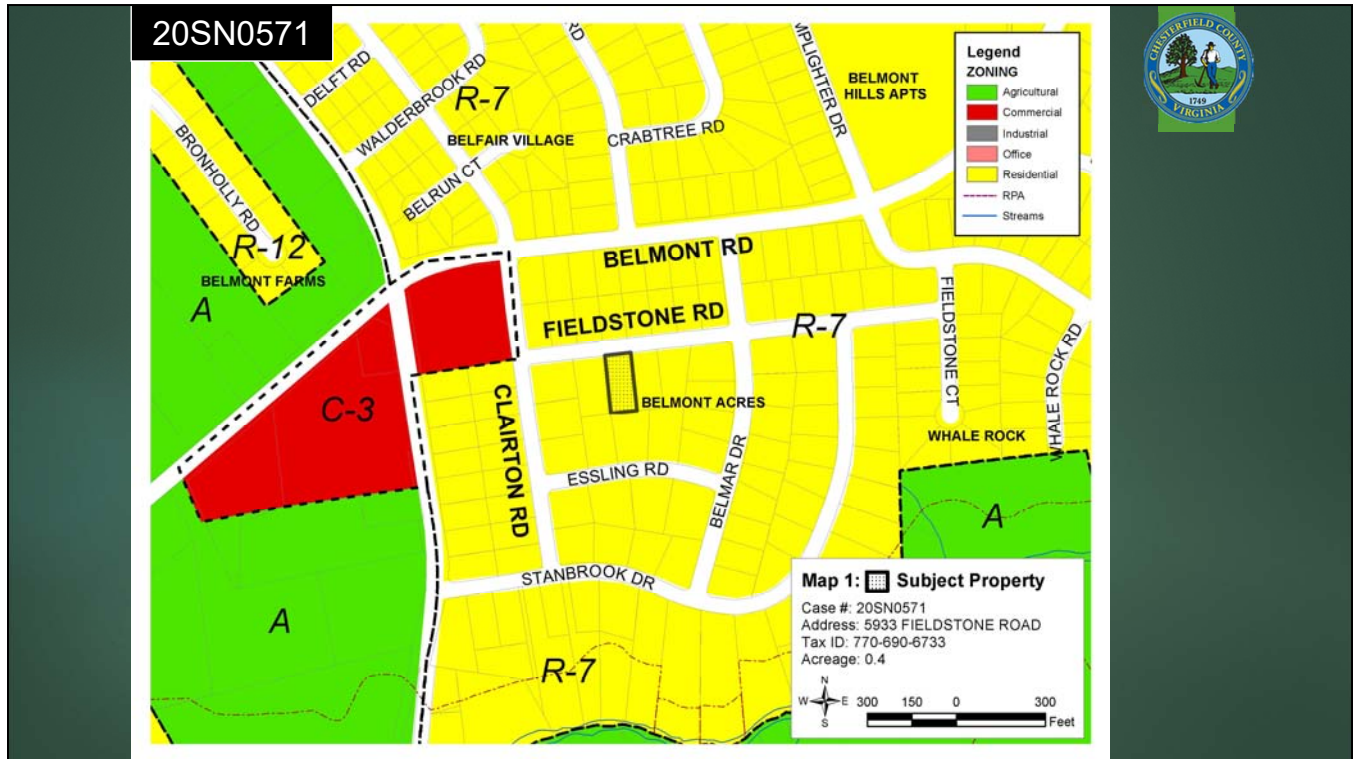
- ▶ As conditioned, compatible with residential development
- ▶ Residential character of the area maintained

20SN0571

**Staff does recommend approval subject to the seven (7) conditions in Attachment 1 of the staff report.**

**At the Planning Commission's August 18, 2020 public hearing, the Commission unanimously voted to recommend approval for Case 20SN0571 subject to the conditions in Attachment 1 of your staff report.**





Thank you.



RECEIVED

JAN 23 2020

DIRECTOR PLANNING DES

ZONING OPINION NUMBER: 20ZO0238



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

I, Shawn Nicole Stone, 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):

770-690-6733

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>
STONE LARRY D & STONE SHAWN N	5933 FIELDSTONE RD	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:

STONE LARRY D & STONE SHAWN N

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: Shawn Nicole Stone  
Shawn Nicole Stone

STATE OF Virginia

COUNTY/CITY OF Chesterfield to-wit:

This day 17<sup>th</sup> January 2020 personally appeared before

me, Deborah Kay Ferrell, 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.

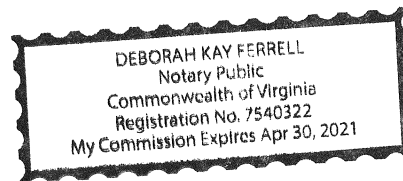
Given under my hand this 17<sup>th</sup> January 2 day of January, 2020.

Deborah Kay Ferrell


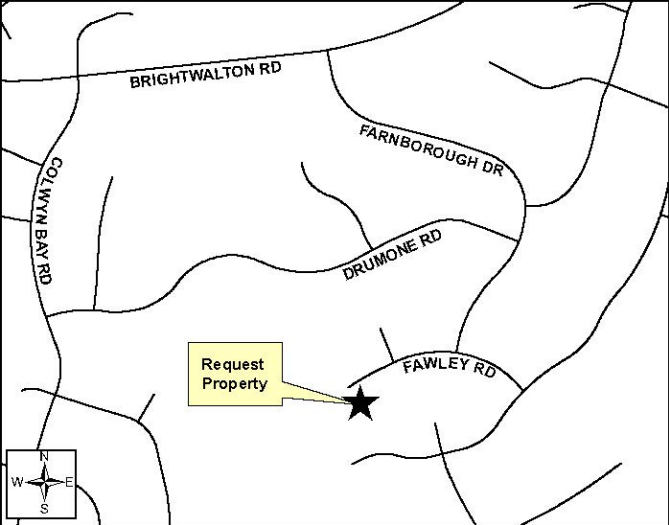
Notary Public

Registration No. 7540322

My Commission expires: 4-30-2021





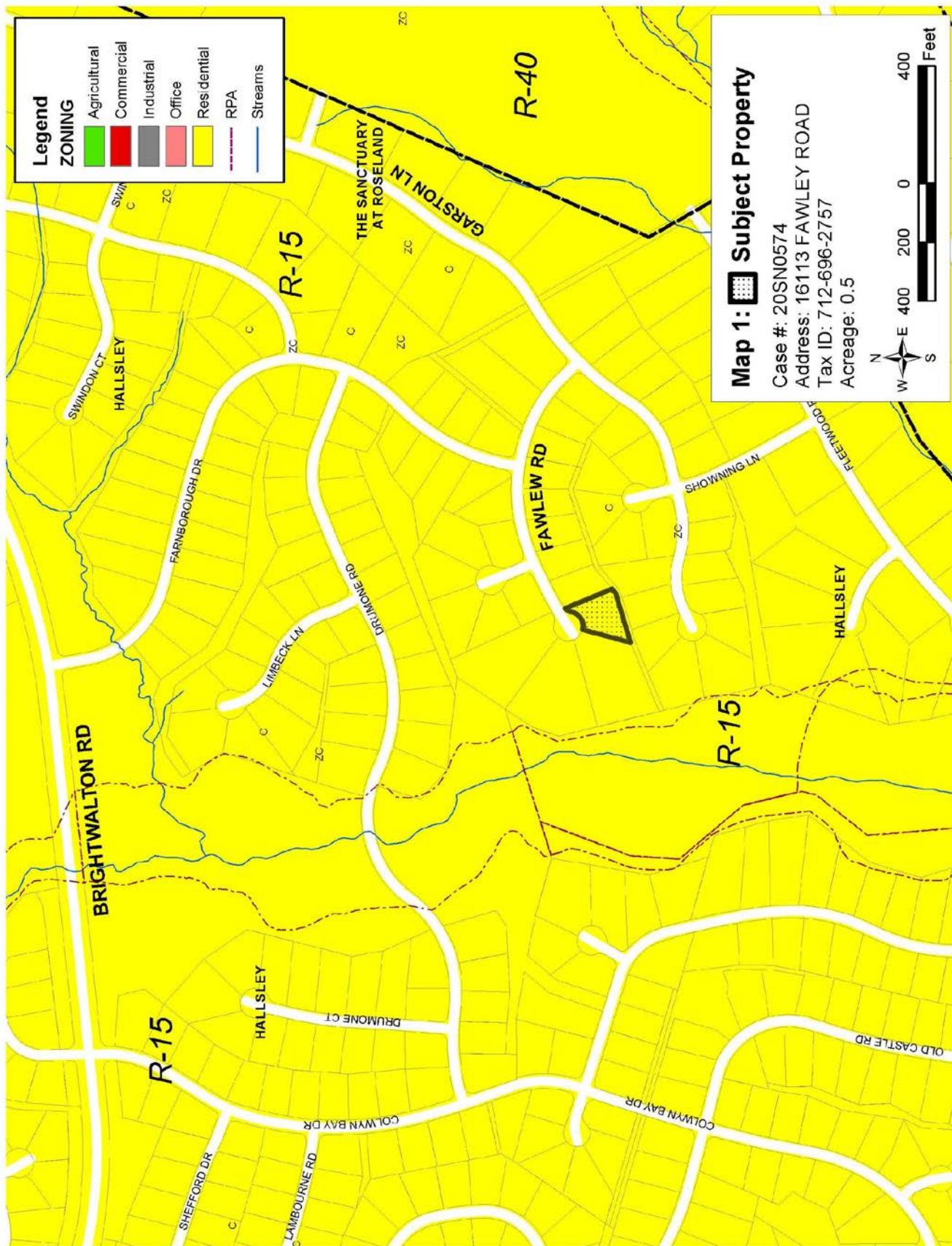
<b>CASE NUMBER: 20SN0574</b> <b>APPLICANT: Brian and Ashley Abplanalp</b>	
<div style="text-align: center;">  <p><b>CHESTERFIELD COUNTY, VIRGINIA</b>  <b>MIDLOTHIAN DISTRICT</b>  <b>STAFF'S ANALYSIS AND RECOMMENDATION</b></p> </div>	 <p style="text-align: center;">0.5 Acres – 16113 Fawley Road</p>
<b>Board of Supervisors (BOS) Public Hearing:</b> SEPTEMBER 23, 2020 <b>BOS Time Remaining:</b> 365 DAYS	
<b>Applicant's Contact:</b> BRIAN ABPLANALP (804-514-5684) <b>Planning Department Case Manager:</b> HAROLD ELLIS (804-768-7592)	

<b>REQUEST</b>
Conditional use to permit a two-family dwelling in a Residential (R-15) District.
<b>Notes:</b> A. Conditions may be imposed or the property owner may proffer conditions. B. Conditions, site plan, landscaping, elevation, and floor plan are located in Attachments 1-5.

<b>SUMMARY</b>
<p>The applicant plans to construct a second dwelling unit connected to the principal unit to be occupied by a family member.</p> <p>On July 21, 2020, the Planning Commission deferred the case to the August 18, 2020 meeting with the applicant's consent. The deferral allowed the applicant additional time to work on a screening and landscaping plan, at nearby property owner's requests, to better screen the proposed second dwelling unit from adjacent properties. The resulting landscape plan is included as Attachment 3 of this report.</p>

<b>RECOMMENDATION</b>	
PLANNING COMMISSION	<b>APPROVAL</b>
STAFF	PLANNING – <b>APPROVAL</b> <ul style="list-style-type: none"> <li>Similar requests approved with no known adverse impacts</li> <li>Conditions ensure residential character maintained</li> </ul>

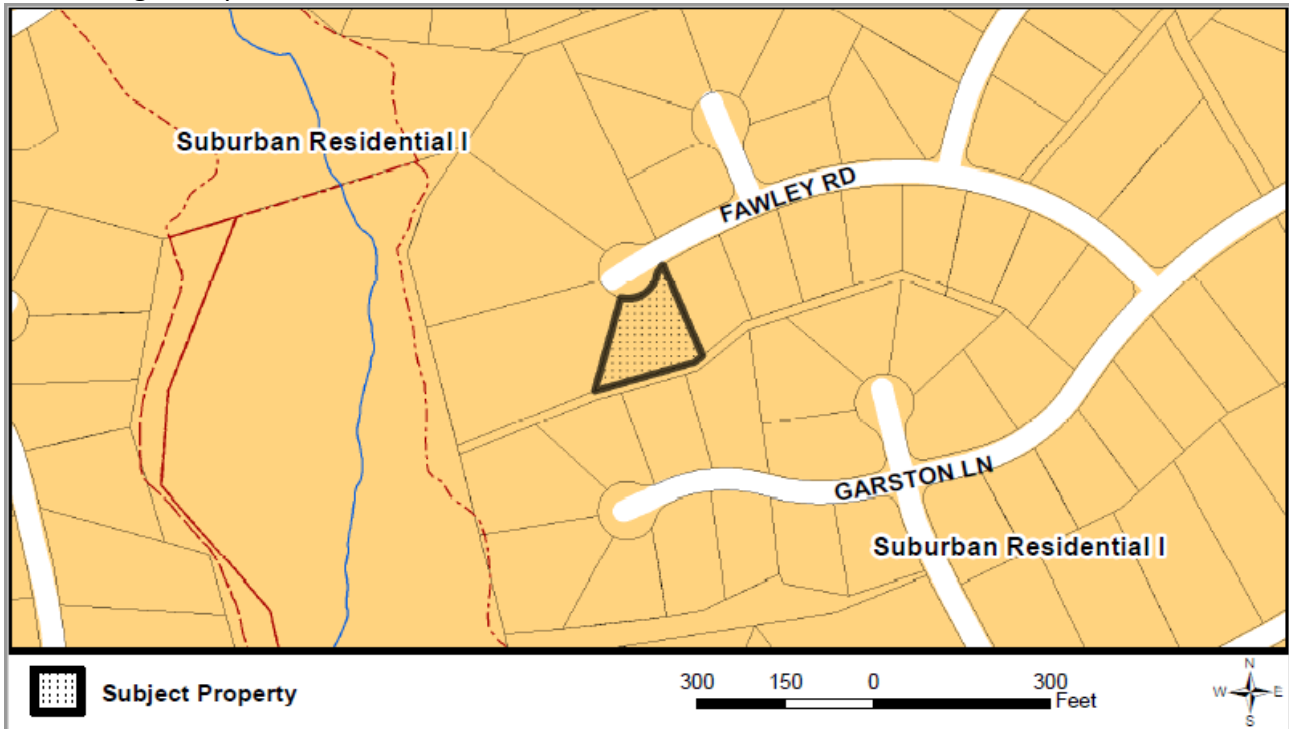




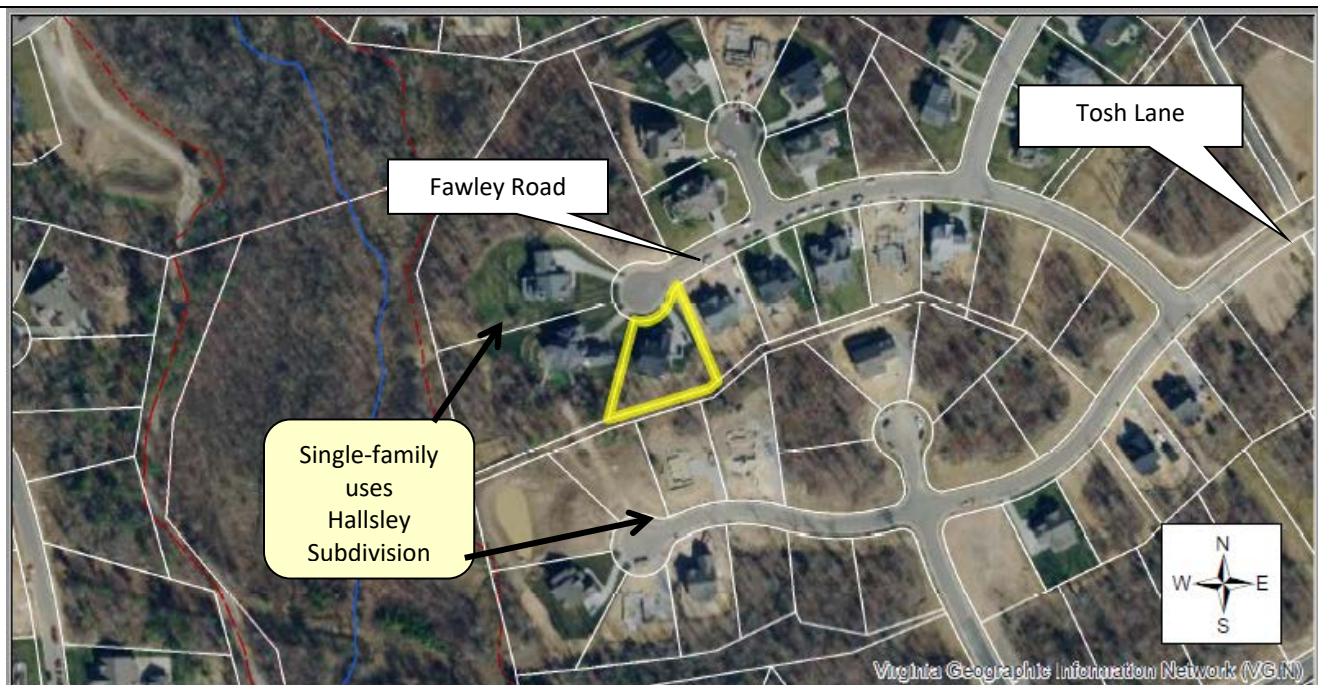


**Comprehensive Plan**  
**Classification: SUBURBAN RESIDENTIAL I**

The designation suggests the property is appropriate for single-family residential use with a maximum of 2.0 dwelling units per acre.



**Surrounding Land Uses and Development**





## PLANNING

Staff Contact: Harold Ellis (804-768-7592) [ellish@chesterfield.gov](mailto:ellish@chesterfield.gov)

### Proposal

The applicant is requesting conditional use to permit a two-family dwelling. Specifically, the applicant plans to construct an attached dwelling unit to the existing principal dwelling unit to be used as a second dwelling to accommodate a family member. The two-story second dwelling unit will be attached to the primary dwelling unit by a covered breezeway and porch, and consist of a bedroom, living room, kitchen, half bath, office, multi-purpose room, storage, and attached garage. The total square footage of the living area is 2,120 square feet, and 3,006 square feet including the garage, porches, and storage area.

In order to screen the proposed second dwelling unit from adjacent properties, the applicant has provided a landscape plan which details landscaping to be planted. The landscape plan is included as Attachment 3 of this report.

Conceptual elevations and floor plan are attached to this report for reference in Attachments 4 and 5, respectively.

The following provides an overview of proposed conditions recommended by staff:

General Overview	
Requirements	Details
Site Layout	The site shall be developed in general accordance with the site plan contained in Attachment 2 of this report. <i>Condition 1</i>
Landscaping	The site shall be landscaped in general accordance with the landscape plan contained in Attachment 3 of this report. <i>Condition 2</i>
Occupancy	Limited to: occupants of principal dwelling; individuals related to them by blood, marriage, adoption or guardianship; foster children; guests; and any domestic help. <i>Condition 3</i>
Record Notice of Occupancy Limitation	Deed restriction to be recorded within thirty (30) days. <i>Condition 4</i>

As conditioned, the use should not adversely affect area residential uses. In addition, two-family dwellings have been approved in other residential areas on similarly situated parcels with no apparent adverse impact.



### **FIRE AND EMERGENCY MEDICAL SERVICES**

Staff Contact: Anthony Batten (804-717-6167) [battena@chesterfield.gov](mailto:battena@chesterfield.gov)

This request will have minimal impact on Fire and EMS.

### **Nearby Fire and Emergency Medical Service (EMS) Facilities**

<b>Fire Station</b>	The Swift Creek Fire Station, Company Number 16
<b>EMS Facility</b>	The Swift Creek Fire Station, Company Number 16

### **UTILITIES**

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

The second dwelling unit is internal to the first, utilities will not be impacted by the request.

The Utilities Department supports this case.

### **COUNTY TRANSPORTATION**

Staff Contact: Steve Adams (804-748-1037) [adamsst@chesterfield.gov](mailto:adamsst@chesterfield.gov)

### **VIRGINIA DEPARTMENT OF TRANSPORTATION**

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

### **ENVIRONMENTAL ENGINEERING**

Staff Contact: Rebecca Rochet (804-748-1028) [RochetR@chesterfield.gov](mailto:RochetR@chesterfield.gov)

This request will have minimal impact on these facilities.



## CASE HISTORY

### Applicant Submittals

<b>01/14/20</b>	Application submitted
<b>02/12/20</b>	Floor plans, elevations, and site plan submitted

### Virtual Community Meeting

<b>06/11/20</b>	<b>Issues Discussed:</b> <ul style="list-style-type: none"> <li>• Size of proposed second dwelling and resulting potential impact to adjacent properties in terms of privacy, sense of reduced open area, and distance between properties</li> <li>• Stormwater management and runoff from the property to adjacent lots</li> <li>• Long-term effect on nearby property values</li> </ul>
-----------------	---

### Planning Commission

<b>08/18/20</b>	<b>Citizen Comments:</b> No citizens spoke to the request. Three (3) adjacent neighbors expressed concerns via online portal and email regarding the size of the proposed second dwelling, sense of reduced open area for surrounding properties, and stormwater runoff.  <b>Recommendation – APPROVAL SUBJECT TO THE CONDITIONS IN ATTACHMENT 1.</b> <b>Motion:</b> Petroski <b>Second:</b> Hylton <b>AYES:</b> Freye, Sloan, Hylton, Owens, and Petroski
-----------------	---



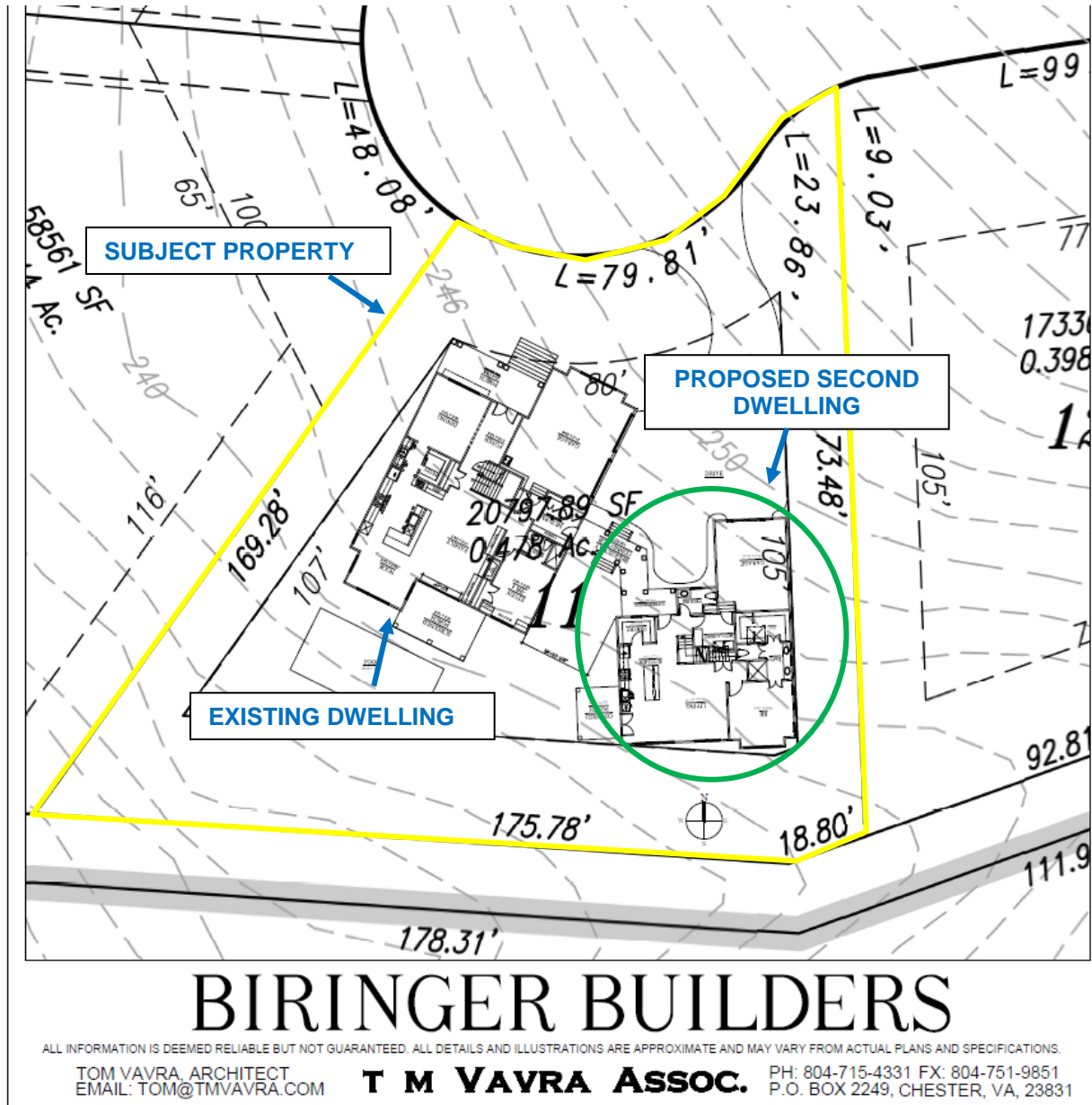
**CONDITIONS**

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

1. The proposed second dwelling shall be developed in conformance with the conceptual site plan, titled "Biringer Builders" and attached hereto as Attachment 2. (P)
2. Prior to issuance of Certificate of Occupancy of the second dwelling, landscaping shall be installed in conformance with the conceptual landscape plan, attached hereto as Attachment 3. (P)
3. Occupancy of the second dwelling unit shall be limited to: the occupants of the principal dwelling unit, individuals related to them by blood, marriage, adoption or guardianship, foster children, guests and any domestic servants. (P)
4. For the purpose of providing record notice, within thirty (30) days of approval of this request, a deed restriction shall be recorded setting forth the limitation in Condition 3. The deed book and page number of such restriction and a copy of the restriction as recorded shall be submitted to the Planning Department. (P)

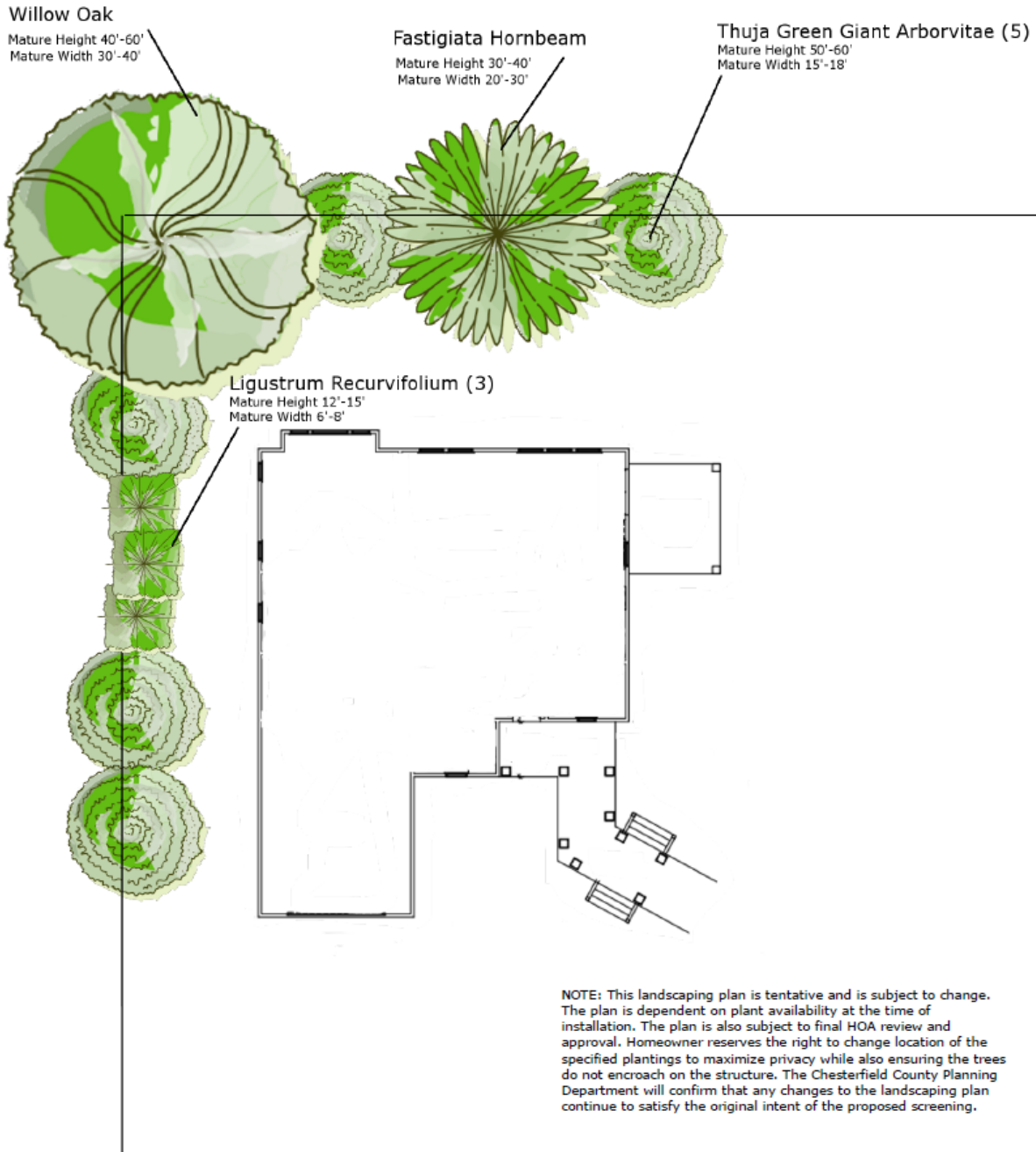


## SITE PLAN



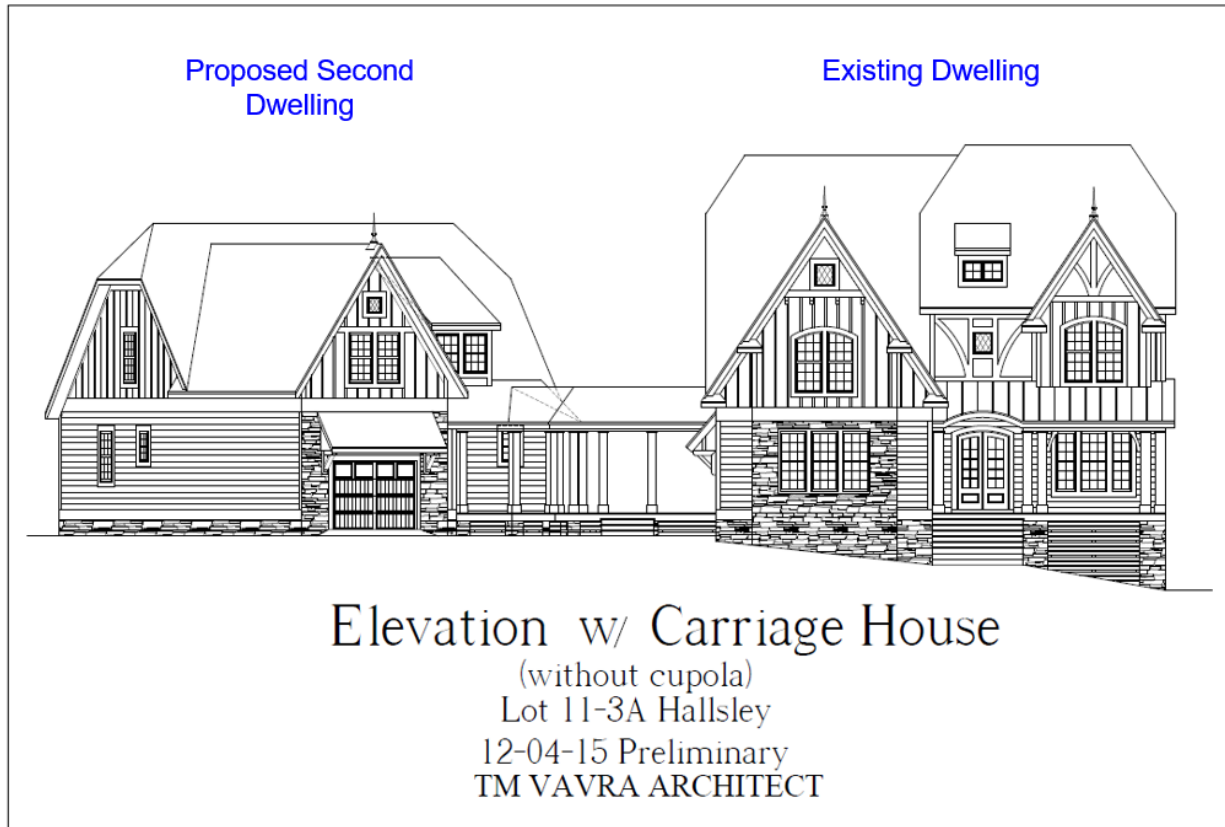


## LANDSCAPING PLAN



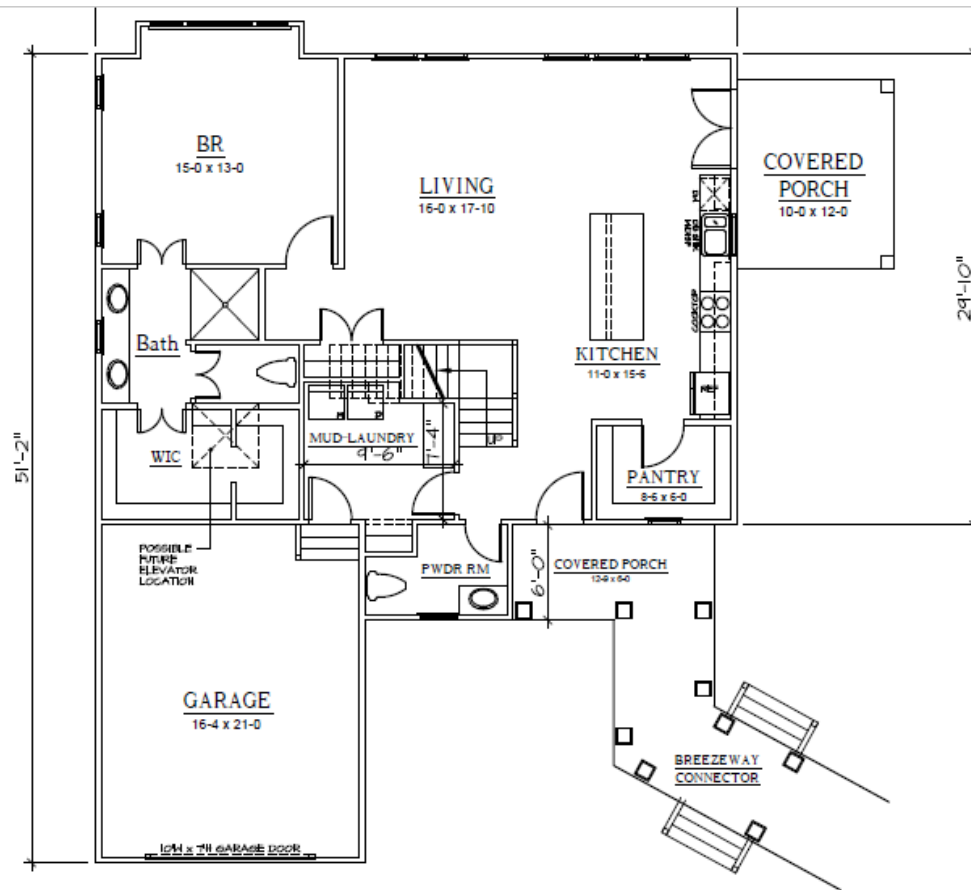


## ELEVATION





## FLOOR PLAN



## AREA CALCULATIONS

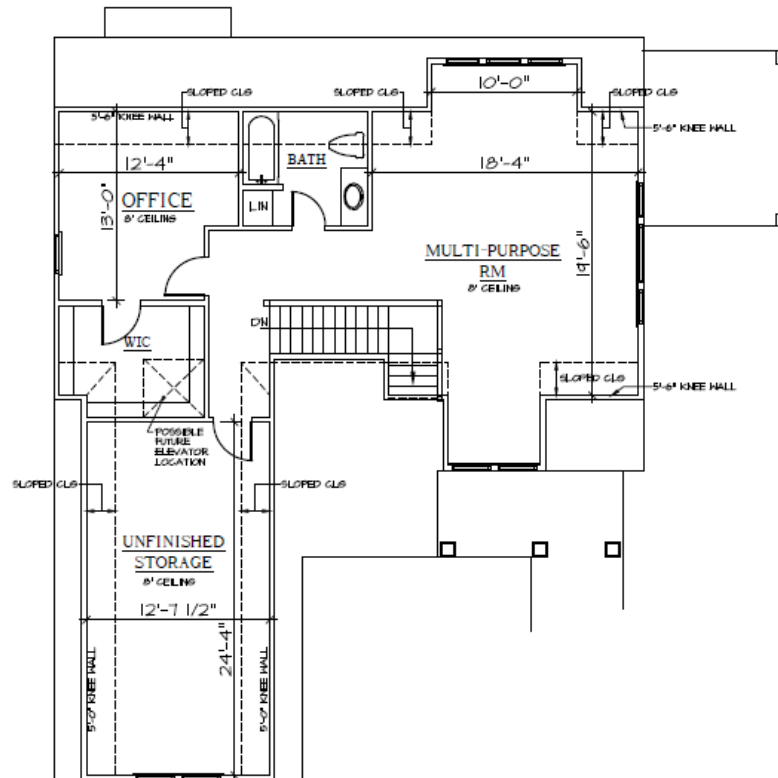
FIRST FL LIVING:	1288 SF
2nd FL LIVING:	832 SF
TOTAL COND AREA:	2120 SF
GARAGE:	361 SF
FRONT PORCH:	77 SF
REAR/SIDE PORCH:	120 SF
UNFINISHED STORAGE:	328 SF
AREA UNDER ROOF:	3006 SF

# Carriage House -First Floor

Lot 11-3A Hallsley

12-04-15 Preliminary  
TM VAVRA ARCHITECT





# Carriage House - Second Floor

Lot 11-3A Hallsley

12-04-15 Preliminary

TM VAVRA ARCHITECT





**20SN0574**

Midlothian

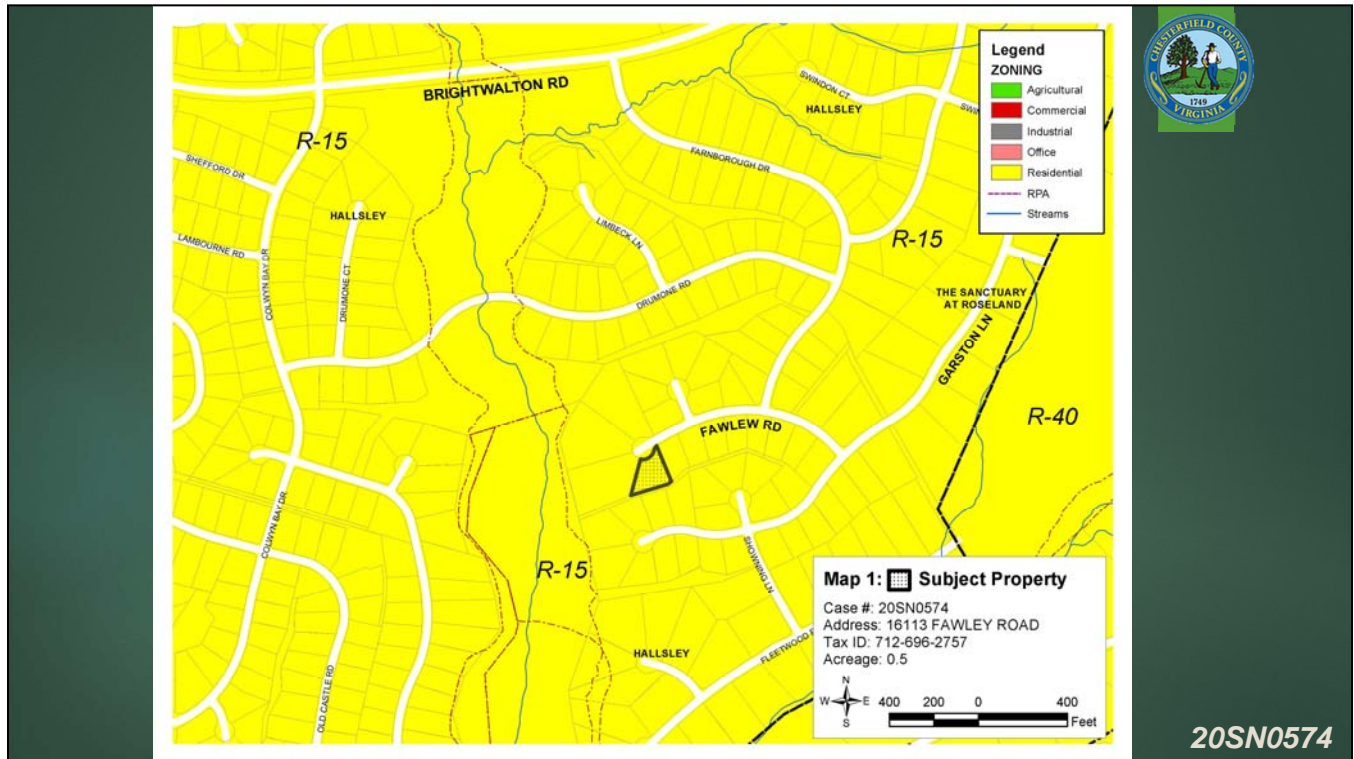
Brian and Ashley Abplanalp

Conditional use to permit a two-family dwelling  
unit in a Residential (R-15) District.

**20SN0574**

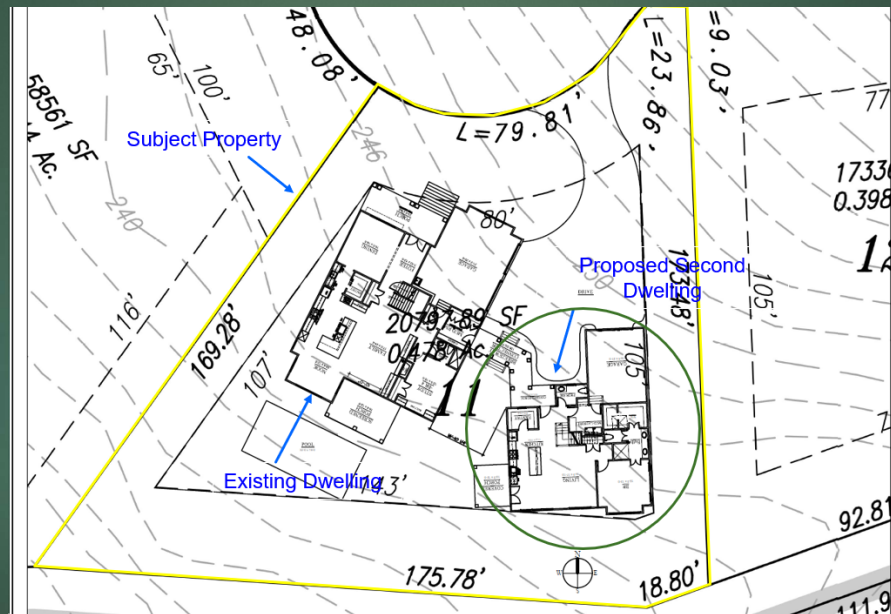
This case is in the Midlothian district, and the applicants, Brian and Ashley Abplanalp, are requesting a Conditional Use to permit a two-family dwelling unit, in an R-15 (Residential) zoning district. The applicants have indicated the second dwelling unit will be used for a family member.





The subject property is located at 16113 Fawley Road. Properties to the north, east, south and west are zoned for and developed as single-family uses within the Hallsley subdivision.





**20SN0574**



# Elevation



Proposed Second  
Dwelling

Existing Dwelling



Elevation w/ Carriage House

(without cupola)

Lot 11-3A Hallsley

12-04-15 Preliminary

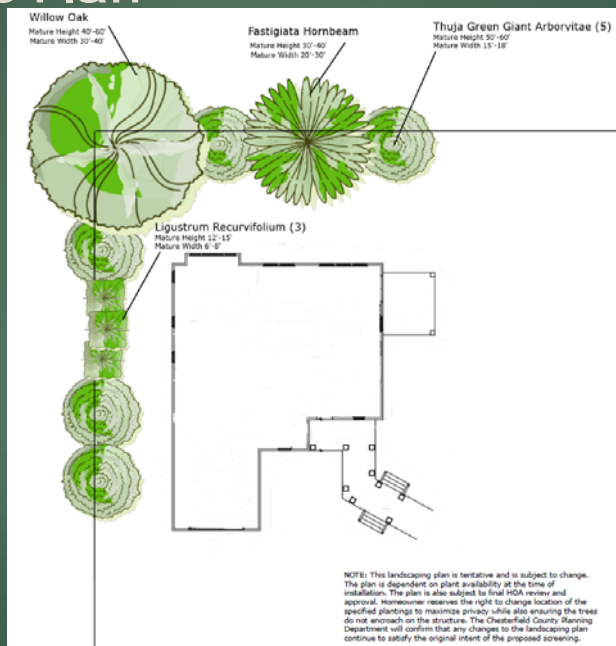
TM VAVRA ARCHITECT

20SN0574

These are elevations of existing and proposed dwellings. As previously the mentioned the two units are connected by a covered breezeway and porch area.



# Landscape Plan



20SN0574

This is a proposed conceptual landscape plan. At the virtual community meeting hosted by the applicant, adjacent neighbors expressed concerns about the size of the proposed second dwelling, and proximity to the property line. As a result, the applicants have consulted with a landscape architect to design this plan to help lessen the visual impact of the proposal by providing additional landscaping to serve as screening. This plan is included as a recommended condition of approval.





## Recommendation

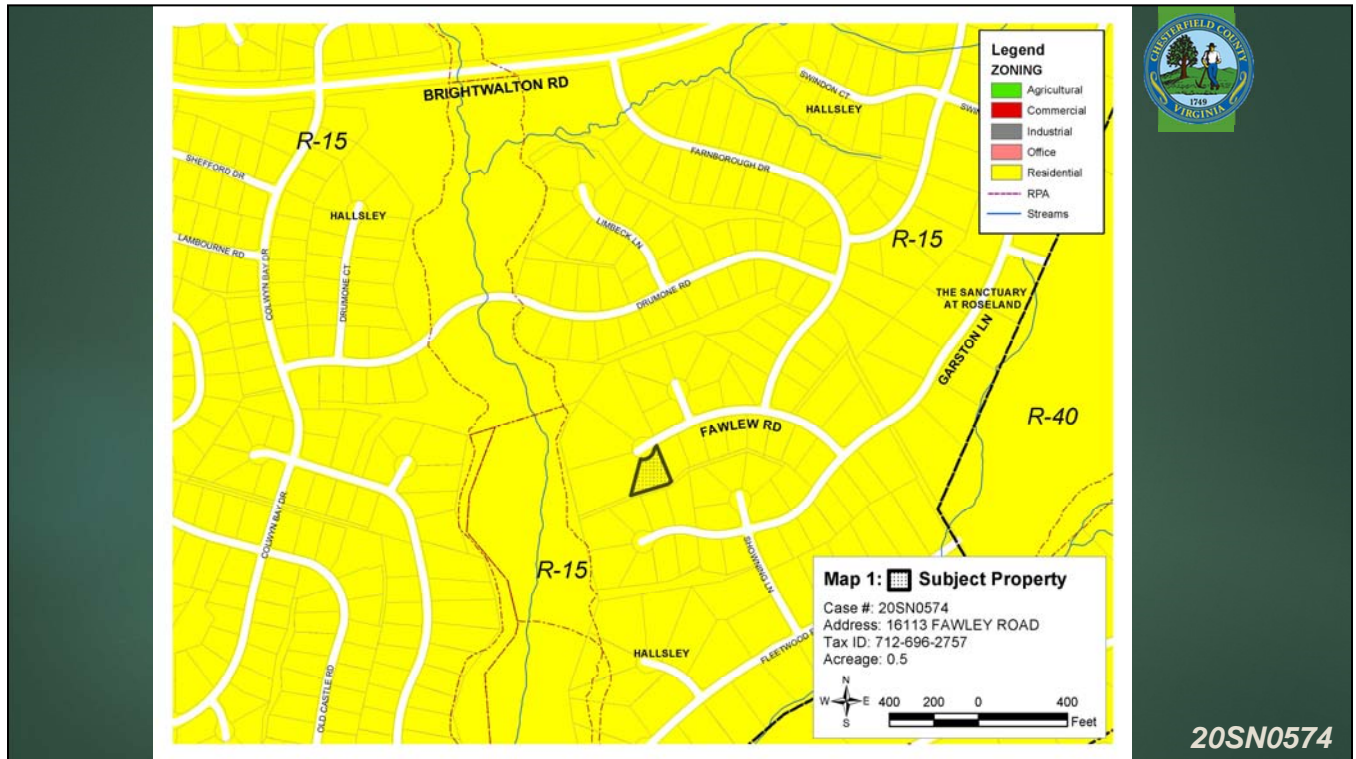
- ▶ Similar requests have been approved with no known impacts
- ▶ Conditions ensure residential character is maintained
- ▶ Staff and CPC recommend approval

20SN0574

Similar requests have been approved with no known impacts. Conditions ensure residential character is maintained.

The planning commission, with a unanimous vote, and staff recommend approval of the request.







RECEIVED

FEB 05 2020

DIRECTOR PLANNING DEPT



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

I, Brian Abplanalp, 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):

712-696-2757

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>
ABPLANALP BRIAN & ASHLEY	16113 Fawley Rd, Midlothian, VA, 23112	Title Owner
Suntrust	Richmond, Virginia	Noteholder

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

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

Suntrust

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:

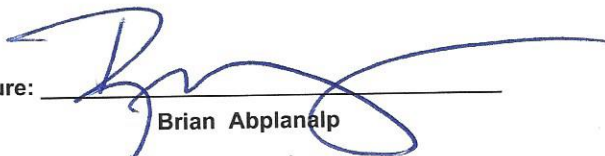
<u>CORPORATION/ ARTIFICIAL PERSON</u>	<u>NAME OF HOUSEHOLD MEMBER</u>	<u>NAME OF SUPERVISOR OR COMMISSIONER</u>	<u>DESCRIPTION OF OWNERSHIP INTEREST</u>
---	-------------------------------------	---	--

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:   
Brian Abplanalp

STATE OF VIRGINIA

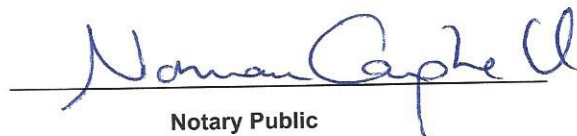
COUNTY/CITY OF CHESTERFIELD to-wit:

This day BRIAN ABPLANALP personally appeared before

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

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

Given under my hand this 14<sup>TH</sup> day of JANUARY, 20 20.

  
Notary Public

Registration No. 7086454

My Commision expires: JANUARY 31, 2023

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



**CASE NUMBER: 20SN0581**  
**APPLICANT: Gouldin Properties, LLC**



**CHESTERFIELD COUNTY, VIRGINIA**  
**MIDLOTHIAN DISTRICT**

**STAFF'S ANALYSIS  
AND RECOMMENDATION**

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

SEPTEMBER 23, 2020

**BOS Time Remaining:**

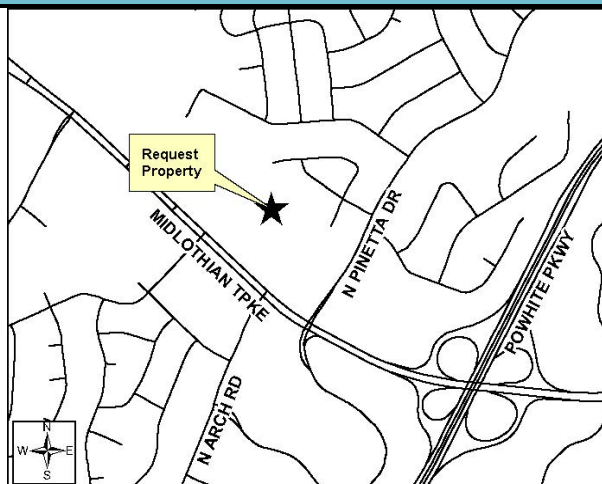
365 DAYS

**Applicant's Contacts:**

JIM THEOBALD (804-771-9513)

**Planning Department Case Manager:**

TYLER WALTER (804-318-8893)



21.5 Acres – 9420 Midlothian Turnpike

**REQUEST**

Amendment of zoning approval (Cases 92SN0176 and 93SN0109) relative to restricted uses, traffic volume calculations (peak hour trips), and access in Community Business (C-3) and General Business (C-5) Districts.

**Notes:**

- A. The only condition that may be imposed is a buffer condition. The applicant may proffer conditions.
- B. Proffered conditions, an exhibit, and previously approved zoning conditions (Cases 92SN0176 and 93SN0109) are located in Attachments 1-3.

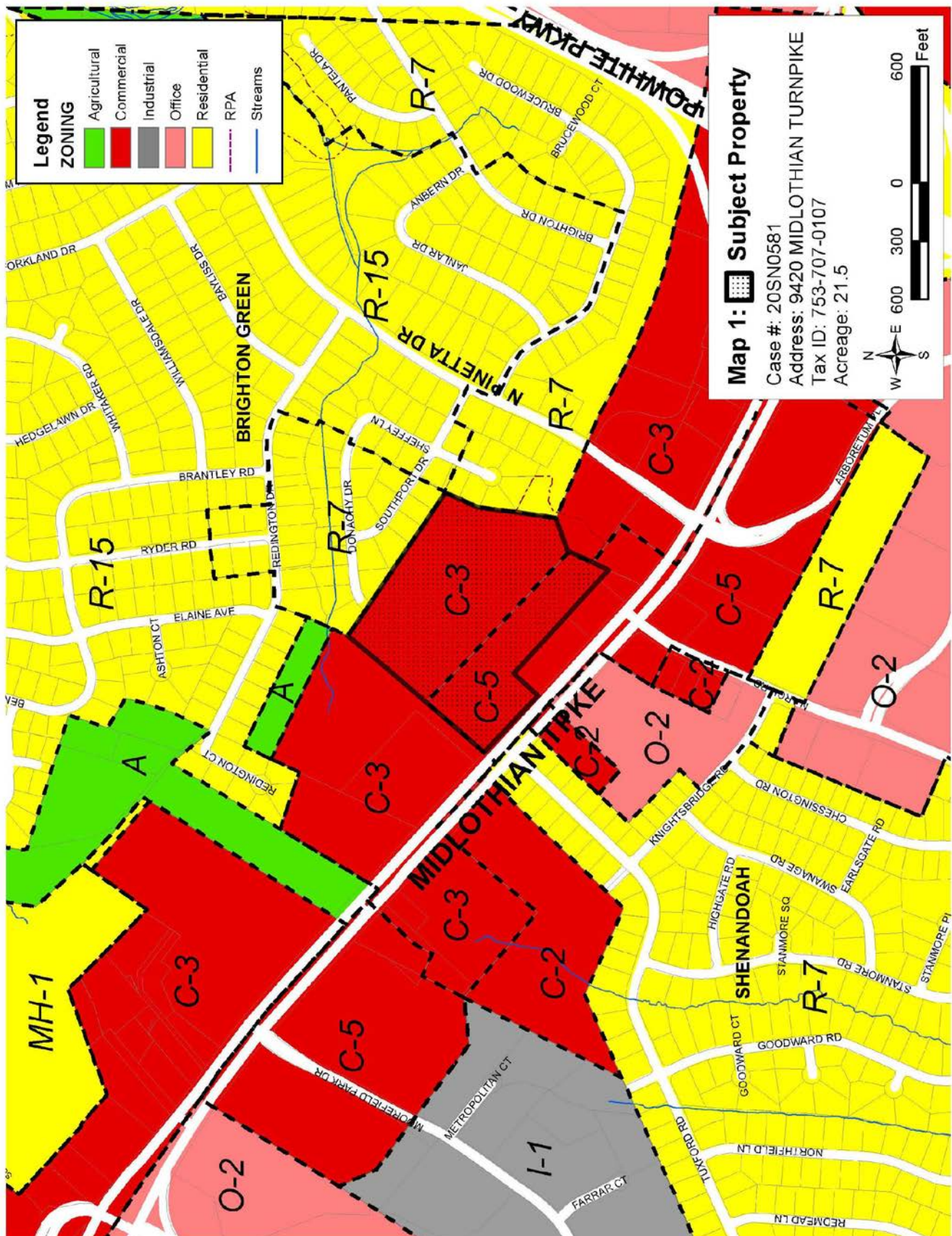
**SUMMARY**

Community and general business uses, except as restricted by previous conditions of zoning and amended by the current request, are planned. The applicant requests amendment of three (3) proffered conditions from Cases 92SN0176 and 93SN0109. First, amendment of Proffered Condition 1 would further restrict uses on the General Business (C-5) tract. Second, amendment of Proffered Condition 15 would provide a new traffic volume calculation relative to peak hour trips. Third, amendment of Proffered Condition 16 to permit a second access into the property from Midlothian Turnpike.

**RECOMMENDATION**

PLANNING COMMISSION	<b>APPROVAL</b>
STAFF	<p><b>PLANNING – APPROVAL</b></p> <p>With commercial uses being further restricted, the anticipated impact should be minimal</p> <p><b>TRANSPORTATION – APPROVAL</b></p> <p>Proposal addresses the development density and accessing Route 60</p>

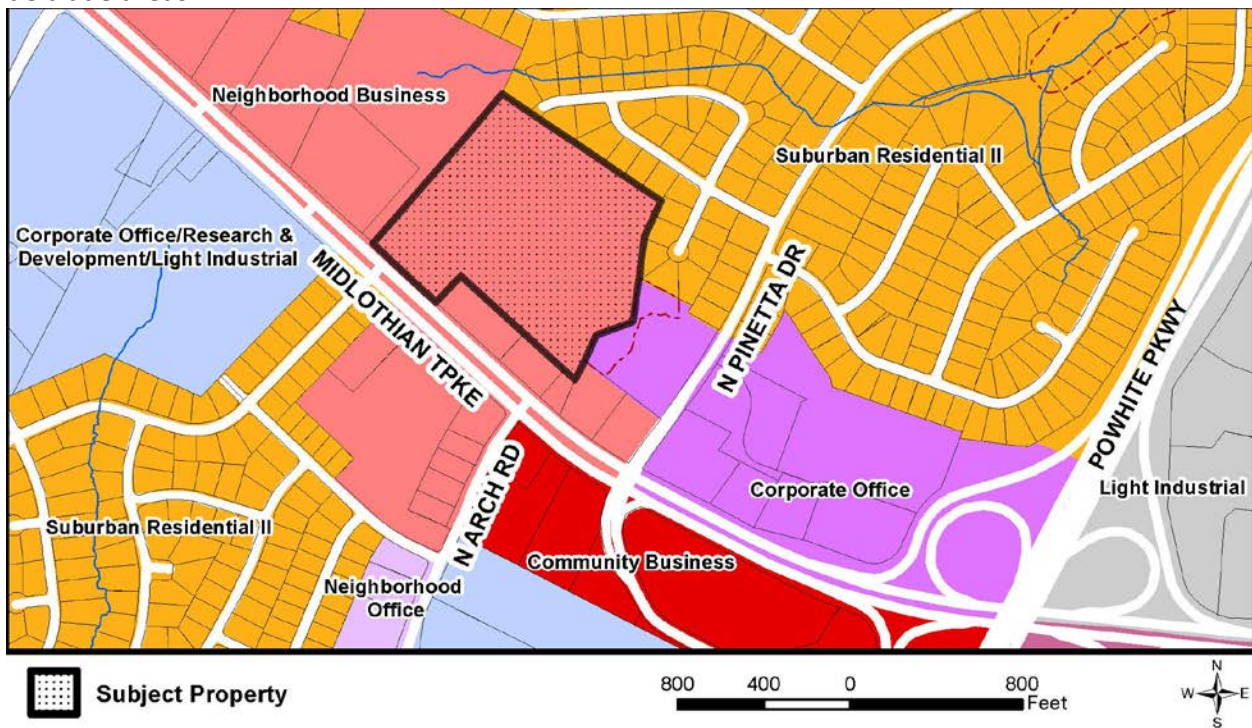




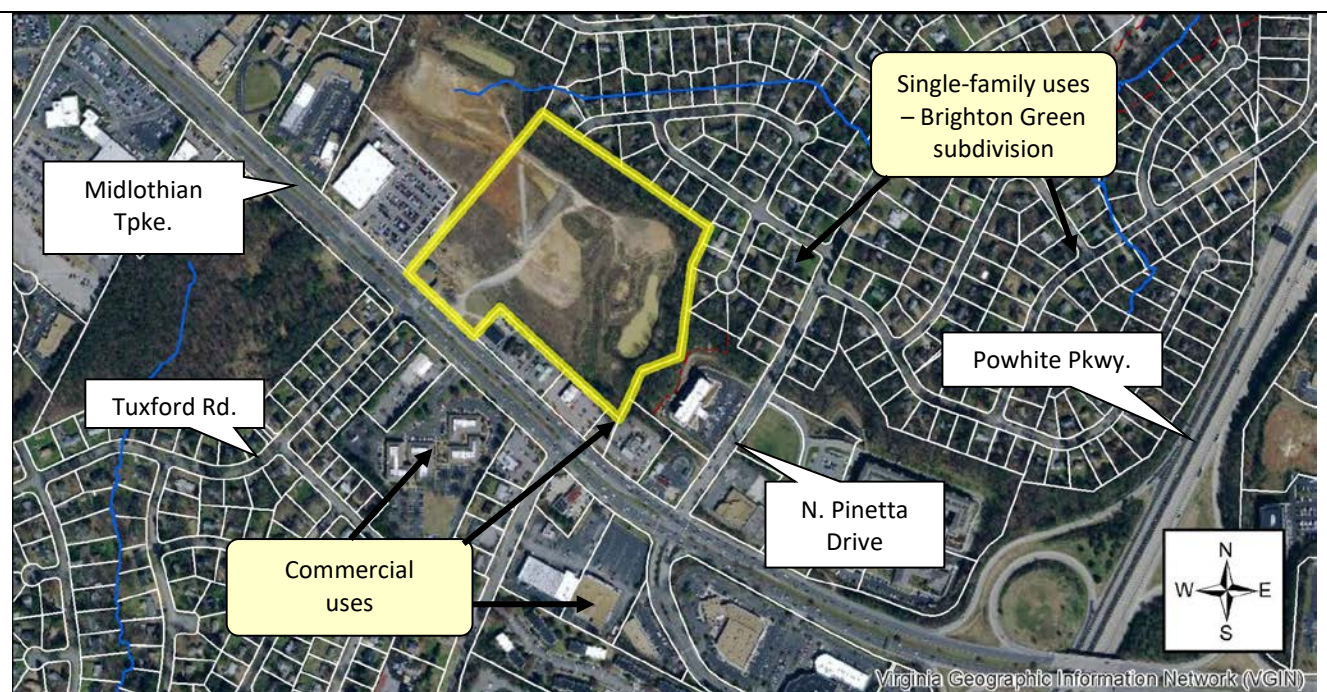


**Comprehensive Plan**  
**Classification: NEIGHBORHOOD BUSINESS**

The designation suggests the property is appropriate for commercial uses that serve neighborhood-wide trade areas.



**Surrounding Land Uses and Development**





## PLANNING

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

### Zoning History

Case Number	Request
92SN0176 & 93SN0109 Approved (9/1992)	<ul style="list-style-type: none"><li>• Rezone from Light Industrial (M-1) and General Business (B-3) to Community Business (C-3) and General Business (C-5)</li><li>• Restriction on industrial uses, residential uses, towers, and building heights relative hotels and hospitals</li><li>• Cases 92SN0176 &amp; 93SN0109 were heard jointly and approved together by the Board of Supervisors</li></ul>

### Proposal

The request property was rezoned to Community Business (C-3) and General Business (C-5) through Cases 92SN0176 and 93SN0109 in September of 1992. The subject property has remained undeveloped since that time. The applicant seeks to amend previous approvals of Cases 92SN0176 and 93SN0109 relative to restricted uses, traffic volume calculations (peak hour trips), and number of access points to this tract, to accommodate commercial development along Midlothian Turnpike. Staff notes that these two cases were heard simultaneously at the Board of Supervisor's public hearing and both cases were acted upon in a single motion. Consequently, all conditions being modified through this application apply to both cases.

Specifically, the applicant is proposing to amend Proffered Condition 1 to further restrict commercial uses on the subject property, and to allow the development to be more in line with the County's current Comprehensive Plan. Additionally, the applicant seeks to amend Proffered Condition 15 to increase the average peak hour trips, and finally, to amend Proffered Condition 16 to increase the number of access points to the subject property from one (1) to two (2).

Staff supports this request and recommends approval subject to the proffered conditions in this report.

## COUNTY TRANSPORTATION

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

An existing condition limits development to 440 afternoon (PM) peak hour trips based on the Institute of Transportation Engineers (ITE) Trip Generation Manual, 5<sup>th</sup> edition [equivalent to 100,000 square feet (sf) of general office, 5,000 sf of high turnover sit-down restaurant, and 3,000 sf of fast-food restaurant with drive-thru] (Proffered Condition 15 of Cases 92SN0176 and 93SN0109). Based on the above information, this development was anticipated to generate approximately 4,760 average daily trips.



The applicant is requesting to amend Proffered Condition 15 to increase the limit to 550 afternoon (PM) peak hour trips based on the ITE Trip Generation Manual, 10<sup>th</sup> edition. Based on preliminary information provided by the applicant, this peak hour volume would be equivalent to 24,000 sf of nursery/garden center, 3 service position quick lube center, and 16 vehicle fueling position super convenience market/gas station. Based on trip generation rate for the above uses, the proposed development could generate approximately 5,500 average daily trips. These vehicles would be initially distributed along Midlothian Turnpike (Route 60), which had a 2018 VDOT traffic count of 67,611 vehicles per day.

Cases 92SN0176 and 93SN0109 limits access from the property onto Route 60 to one (1) entrance/exit. The applicant is requesting to amend Proffered Condition 16 to permit an additional access to Route 60. The additional access will be shared with the adjacent property to the east and will provide a separate right turn lane along Route 60 into the proposed access (Proffered Condition 17.a. of Cases 92SN0176 and 93SN0109).

The Transportation Department supports this request.

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

Nearby Fire and Emergency Medical Service (EMS) Facilities	
<b>Fire Station</b>	The Buford Fire Station, Company Number 9
<b>EMS Facility</b>	The Forest View Volunteer Rescue Squad

When the property is developed, the number of hydrants, quantity of water needed for fire protection, and access requirements will be evaluated during the plans review process.

<p align="center"><b>VIRGINIA DEPARTMENT OF TRANSPORTATION (VDOT)</b></p> <p align="center">Staff Contact: Willie Gordon (804-674-2384) willie.gordon@vdot.virginia.gov</p>	
---	--

The applicant is requesting to amend the conditions proffered with case numbers 92SN0176 and 93SN0109 (together, the "Prior Case"), to which the property located at 9500 Midlothian Turnpike (the "Property"), is subject. Condition 15 of the Prior Case permits a maximum of 440 p.m. peak hour trips. The Applicant requests an amendment to Condition 15 of the Prior Case to permit the increase of the maximum peak hour trips to 550 p.m. peak hour trips. Condition 16 of the Prior Case permits access to Route 60 to be limited to one (1) entrance/exit which shall align Tuxford Road. The Applicant requests an amendment to Condition 16 of the Prior Case to permit the addition of one (1) additional right-in/right-out entrance to Route 60 at the eastern line of the Property, where adjacent to Route 60.

VDOT will require trip generations based on the new proposed land uses, with turn lane warrants required for all new or modified access points to Midlothian Turnpike. The location of the new commercial entrance will be subject to the Department Access Management regulations. The minimum spacing along this section of Midlothian Turnpike (45 MPH Principal Arterial) is 305 feet upstream and downstream along the north side of the road. It does not appear that the proposed site has adequate frontage along Midlothian Turnpike in order to comply with the minimum spacing requirements, and therefore, a VDOT Access Management



Exception would need to be requested by the applicant for the proposed second access along Midlothian Turnpike. VDOT will not approve an access management exception along a high-volume arterial unless the applicant can demonstrate the proposed access will reduce the total number of access points along the roadway and share access with adjacent properties.

### ENVIRONMENTAL ENGINEERING

Staff Contact: Rebecca Rochet (804-748-1028) rochetr@chesterfield.gov

Proffered Conditions 18, 19, and 20 of Cases 92SN0176 and 93SN0109 were offered to address downstream erosion and flooding impacts and will not be affected with this amendment.

### UTILITIES

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

### Existing Water and Wastewater Systems

Utility Type	Currently Serviced	Size of Closest Existing Lines	Connection Required by County Code
Water	No	16"	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 development. The applicant has proffered connection to the public water and wastewater systems (Proffer Condition 4).

A 16" public water line is located along Midlothian Turnpike. There are 8" public wastewater lines located along the northwest and southeast property lines

The Utilities Department supports this case.

### SCHOOLS

Staff Contact: Atonja Allen (804-318-8740) atonja\_allen@ccpsnet.net

### PARKS AND RECREATION

Staff Contact: Janit Llewellyn (804-751-4482) llewellynja@chesterfield.gov

This request will not impact these facilities.



## CASE HISTORY

### Applicant Submittals

<b>2/24/2020</b>	Application submitted
<b>3/4, 5/6, 6/17, 8/10, &amp; 8/14/2020</b>	Proffered conditions submitted

### Community Meeting

<b>7/14/2020</b>	<b>Issues Discussed:</b> <ul style="list-style-type: none"> <li>• Virtual community meeting held due to the COVID-19 pandemic</li> <li>• No concerns on the proposed request, concerns about the stormwater runoff affecting adjacent properties to the northeast</li> </ul>
------------------	--

### Planning Commission

<b>8/18/2020</b>	<p><b>Citizen Comments:</b> One citizen submitted a comment through the online comment portal concerned about stormwater runoff from the subject property affecting his property to the northeast. The applicant and staff noted that Environmental Engineering is working with the concerned citizen to address stormwater runoff.</p> <p><b>Commission Discussion:</b> Mr. Petroski acknowledged the citizen's comment. Mr. Petroski believed that the applicant has been undertaking the best possible steps to retain runoff from the property. Mr. Petroski further believed that stormwater runoff on the property will be reduced once it is fully developed.</p> <p><b>Action – APPROVAL AND ACCEPTANCE OF THE PROFFERED CONDITIONS IN ATTACHMENT 1.</b></p> <p><b>Motion:</b> Petroski <b>Second:</b> Sloan <b>AYES:</b> Freye, Sloan, Hylton, Owens, and Petroski</p>
<b>The Board of Supervisors on Wednesday, September 23, 2020, beginning at 6:00 p.m., will consider this request.</b>	



**PROFFERED CONDITIONS**

August 14, 2020

The property owner 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 itself and its successors or assigns, proffer that the property under consideration (the "Property") will be developed according to the following proffer amendment if, and only if, the proffer amendment request submitted herewith is granted with only the amendments agreed to by the owner and applicant. In the event this request is denied or approved with amendments not agreed to by the owner and applicant, the proffer amendments shall immediately be null and void and of no further force or effect.

**The Applicant hereby amends Proffered Condition 1 of Case 92SN0176 and 93SN0109 to read as follows:**

1. The following uses shall not be permitted:
  - a. Those uses first appearing in the I-1 District
  - b. Residential multi-family and townhouses
  - c. Hotels or hospitals in excess of three (3) stores
  - d. Material reclamation receiving centers
  - e. Towers
  - f. Adult Business
  - g. Astrologist
  - h. Auction Sales
  - i. Automobile consignment lot
  - j. Automobile title lender
  - k. Automobile tow lot
  - l. Bondsman
  - m. Card Reader
  - n. Cashing
  - o. Clairvoyant
  - p. Columbarium
  - q. Communication tower
  - r. Consignment Store
  - s. Contractor's office and display
  - t. Contractor's office, shop, & yard
  - u. Craniologist
  - v. Feed Sales
  - w. Flea Market indoor or outdoor
  - x. Fortune Teller
  - y. Halfway House
  - z. Landfill, construction, demolition and debris
  - aa. Massage Clinic
  - bb. Motor Vehicle title lender
  - cc. Numerologist



- dd. Occult Science
- ee. Off track betting facility
- ff. Palmist
- gg. Paper conversion
- hh. Paper recycling
- ii. Pawnbroker
- jj. Payday lender
- kk. Phrenologist
- ll. Prophet
- mm. Psychic
- nn. Salvage Barn
- oo. Second-Hand store
- pp. Spiritual Reader
- qq. Taxidermy
- rr. Tea leaf reader
- ss. Travel trailer park
- tt. Travel trailer sales, service, repair
- uu. Wastes Water Treatment Plant (P)

**The Applicant hereby amends Proffered Condition 15 of Case 92SN0176 and 93SN0109 to read as follows:**

2. Traffic Volume. The maximum density of the Property shall be that which does not generate in excess of 550 p.m. peak hour trips based on the trip generation rates as set forth in the Institute of Transportation Engineers Trip Generation Manual, 10<sup>th</sup> Edition. (T)

**The Applicant hereby amends Proffered Condition 16 of Case 92SN0176 and 93SN0109 to read as follows:**

3. Access. Direct vehicular access to the Property from Route 60 shall be limited to two (2) entrances/exits, generally with one entrance/exit aligning with the existing Tuxford Road intersection/median break and the other entrance/exit located towards the eastern Property line. The exact location of each access shall be approved by the Transportation Department. (T)

**In addition, the following Proffered Condition is added to the Proffered Conditions set forth in Case 92SN0176 and 93SN0109:**

4. Public Utilities. Public water and wastewater systems shall be used. (U)



# PROFFERED CONDITIONS (92SN0176 & 93SN0109)

## CONDITION APPLICABLE TO THE C-3, CONDITIONAL USE, PORTION OF THE PROPERTY

Within the C-3 tract, outside storage as accessory to florist shops, greenhouses, garden centers and plant nurseries shall be permitted in excess of ten (10) percent of the gross floor area of the principal use; provided, however, that outside storage areas devoted to non-plant materials shall not exceed an area in excess of twenty-five (25) percent of the area of any outside storage areas devoted to plant materials. Outside storage areas for non-plant materials shall be screened from view of any adjacent residential zoning. The method of screening shall be approved by the Planning Department at the time of site plan review. (P)

(NOTE: Within the C-3 tract, outside storage for any use except a florist shop, greenhouse, garden center and plant nursery must conform to Section 21.1-160 (e) of the Zoning Ordinance plus Proffered Conditions 2 (t) and 4. Outside storage areas for plant materials are not required to be screened.)

And, further, the Board accepted the following proffered conditions:

Pursuant to Section 15.1-491.2:1 of the Code of Virginia (1950 as amended) and the Zoning Ordinance of Chesterfield County, the property owner and applicant for themselves and their successors or assigns, proffer that the development of the property under consideration will be developed according to the following proffers if; and only if, the requests made in the Land Use Amendment Applications are granted as to both the C-5 and C-3 portions of the property with only those conditions as have been agreed to by the applicant.

## PROFFERED CONDITION APPLICABLE TO THE C-5 PORTION OF THE PROPERTY

1. The following uses shall not be permitted:
  - a. Those uses first appearing in the I-1 District.
  - b. Residential multi-family and townhouses.
  - c. Hotels or hospitals in excess of three (3) stories.
  - d. Material reclamation receiving centers.
  - e. Towers.

## PROFFERED CONDITIONS APPLICABLE TO THE C-3 PORTION OF THE PROPERTY

2. Permitted uses. The following shall be the only uses permitted on the Property:
  - (a) florist shops, greenhouses, garden centers and nurseries,
  - (b) rest, nursing and convalescent homes,
  - (c) offices (business, governmental, medical and professional),
  - (d) medical facilities or clinics, excluding those primarily devoted to drug or alcohol treatment or abortions, and provided that neither the business nor the building is designed to accommodate ambulance traffic,



- (e) pharmacies,
- (f) libraries,
- (g) office/warehouses as regulated by Section 21.1-160 (d) of the Zoning Ordinance,
- (h) schools (commercial, trade, art, vocational and training, music, dance and business), provided that all activity other than for passive recreation accessory to a principal use shall be conducted indoors,
- (i) optometrists' sales and services,
- (j) banks and savings and loan associations with or without an outside public address system or with or without drive-in windows,
- (k) telephone exchanges,
- (l) veterinary clinics and/or veterinary hospitals without outside runs or outside kennels,
- (m) contractors' offices and display rooms,
- (n) satellite dishes, provided that the dishes are accessory to a permitted use and do not exceed twelve (12) feet in diameter nor a height of forty-five (45) feet inclusive of building height,
- (o) underground utility uses, except as provided in Section 21.1-132 (g), when such uses are located in easements, or in public roads rights of way,
- (p) nursery schools,
- (q) child or adult day-care centers and kindergartens,
- (r) hotels, excluding nightclubs, provided that all buildings are located at least 400 feet from Brighton Green Subdivision, all parking areas are located at least 200 feet from Brighton Green Subdivision, and that the primary access for registration for any hotel be located on the southern face of the building away from Brighton Green Subdivision,
- (s) restaurants, not including carry-out or fast-food restaurants, provided that all buildings are located at least 400 feet from Brighton Green Subdivision and all parking areas are located at least 200 feet from Brighton Green Subdivision,
- (t) outside storage as accessory to the uses permitted above subject to Section 21.1-160 (e) and as may be approved as a Conditional Use for any florist shop, greenhouse, garden center or nursery,
- (u) other accessory uses, not otherwise prohibited customarily accessory and incidental to any permitted use.



3. Buffer. The owner/developer shall not seek to reduce the width of the seventy-five (75) foot required minimum buffer through schematic or site plan review.
4. Outdoor storage setback. In addition to the requirements specified herein, outdoor storage for plant materials shall not be permitted within 100 feet of Brighton Green Subdivision and any residentially-zoned property to the east as shown on the Conceptual Plan for Conditional Use prepared by J. K. Timmons and Associates, P. C., nor within 200 feet of the above properties for non-plant materials.
5. Parking and building setback. Except as further restricted by these proffered conditions, all buildings and parking areas shall be set back a minimum of 150 feet from Brighton Green Subdivision and any residentially-zoned property to the east.
6. Access. There shall be no vehicular or pedestrian access to the Property via existing Donachy Drive.
7. Height. No structure shall exceed a height of three (3) stories or forty-five (45) feet, whichever is less.
8. Hours of Operation. No business shall permit any loading, unloading or outdoor retail activity before 7:00 a.m. nor after 10:00 p.m.
9. Solid Waste Storage Areas: Dumpsters, garbage cans and trash compactors, if used for the disposal of food, shall not be located within three hundred (300) feet of residentially-zoned property.
10. Fencing: If the Property is used for other than a florist shop, greenhouse, garden center and/or nursery, the owner/developer shall construct a fence along the Property line adjacent to Brighton Green Subdivision, the exact design and location of which to be approved by the Planning Department at the time of site plan review; however, the Planning Commission may modify or delete the fence requirement consistent with the alternate use's compatibility with Brighton Green Subdivision.
11. No Loud Speakers. Outside loud speakers shall be prohibited. The use of intercom-type systems commonly associated with bank and savings and loan drive-through facilities shall be permitted.
12. Shared Parking. The C-3 portion of the Property shall not be used to meet Zoning Ordinance parking requirements for uses conducted on Parcel 18-13-(1)-2 adjacent to the west unless in conjunction with the operation thereon of a florist shop, greenhouse, garden center and/or nursery.



PROFFERED CONDITIONS APPLICABLE TO BOTH THE  
C-5 AND C-3 PORTIONS OF THE PROPERTY

13. Notification of Site Plan. The last known presidents of Brighton Green and Shenandoah Community Associations and all property owners adjacent to the entire Property which is the subject of these proffers shall be notified in writing by the owner/developer prior to site plan, architectural plan and landscape plan submission to the Chesterfield County Planning Department.
14. Installation of Buffers and Retention Facilities. Required buffers and retention facilities shall be installed prior to or contemporaneously with the initial phase of construction of building improvements on the C-5 or C-3 portions of the Property.
15. Traffic Volume. The maximum density of this Property shall be that which does not generate in excess of 440 p.m. peak hour trips based on the trip generation rates as set forth in the Institute of Transportation Engineers Trip Generation Manual, 5th Edition, which density is, by way of example, equivalent to 100,000 square feet of general office, 5,000 square feet of high turnover (sit down) restaurant and 3,000 square feet of fast-food restaurant with drive-through window.
16. Access. Provided that a signalized median break continues to exist at the intersection of Route 60 and Tuxford Road, access to Route 60 shall be limited to one (1) entrance/exit which shall align Tuxford Road.
17. Roadway Improvements. To provide for an adequate roadway system at the time of complete development of the Property, the developer shall be responsible for the following:
  - (a) Construction of additional pavement and curb and gutter along the westbound lanes of Route 60 to provide a separate right-turn lane at the approved site access.
  - (b) Construction of additional pavement along the eastbound lanes of Route 60 to provide an adequate left-turn lane at the approved site access.
  - (c) Construction of a four-lane typical section (i.e., two (2) northbound lanes and two (2) southbound lanes) for the site road at its intersection with Route 60. Subject to approval by the Virginia Department of Transportation or modification by the Planning Commission, the signalization at the site road/Tuxford Road/Route 60 intersection applicable to traffic exiting the Property shall not permit a through movement southbound onto Tuxford Road, but shall permit right and left turns only onto Route 60.
  - (d) Full cost of traffic signal modifications at the site road/Tuxford Road/Route 60 intersection.

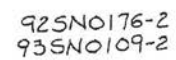


(e) Dedication to the County of Chesterfield, free and unrestricted, any additional right of way (or easements) on the Property required for the improvements identified above.

18. Analysis of Dam. Any ponds shall be built such that the existing homes downstream will not be jeopardized by dam failure. If required by Environmental Engineering, a dam failure analysis verifying the limits of dam failure shall be performed and submitted to Environmental Engineering.
19. Drainage to the East. Drainage from the Property to the east shall be designed to release no more than the existing two (2) year storm rate and retain water for at least the ten (10) year post development rate.
20. Drainage towards Donachy Drive. Drainage from the Property towards Donachy Drive shall be designed to release no more than the existing two (2) year storm rate and retain water for at least the one-hundred (100) year Post Development rate.
21. Pinetta Drive Access. There shall be no vehicular access to the Property to or from Pinetta Drive.

Vote: Unanimous









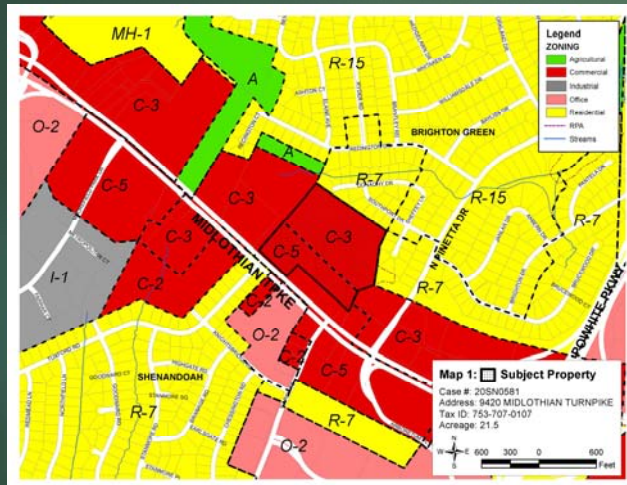
**20SN0581**  
Midlothian  
Gouldin Properties, LLC

Amendment of zoning approval (Cases 92SN0176 & 93SN0109) relative to permitted uses, to permit a second traffic access and amendment to peak trip generation in a C-3 and C-5 district.

**This is Case 20SN0581 in the Midlothian District is a request by Gouldin Properties LLC for an amendment of zoning approval (Cases 92SN0176 & 93SN0109) relative to permitted uses, to permit a second traffic access point and amendment to peak trip generation in a C-3 and C-5 district.**



# Overview

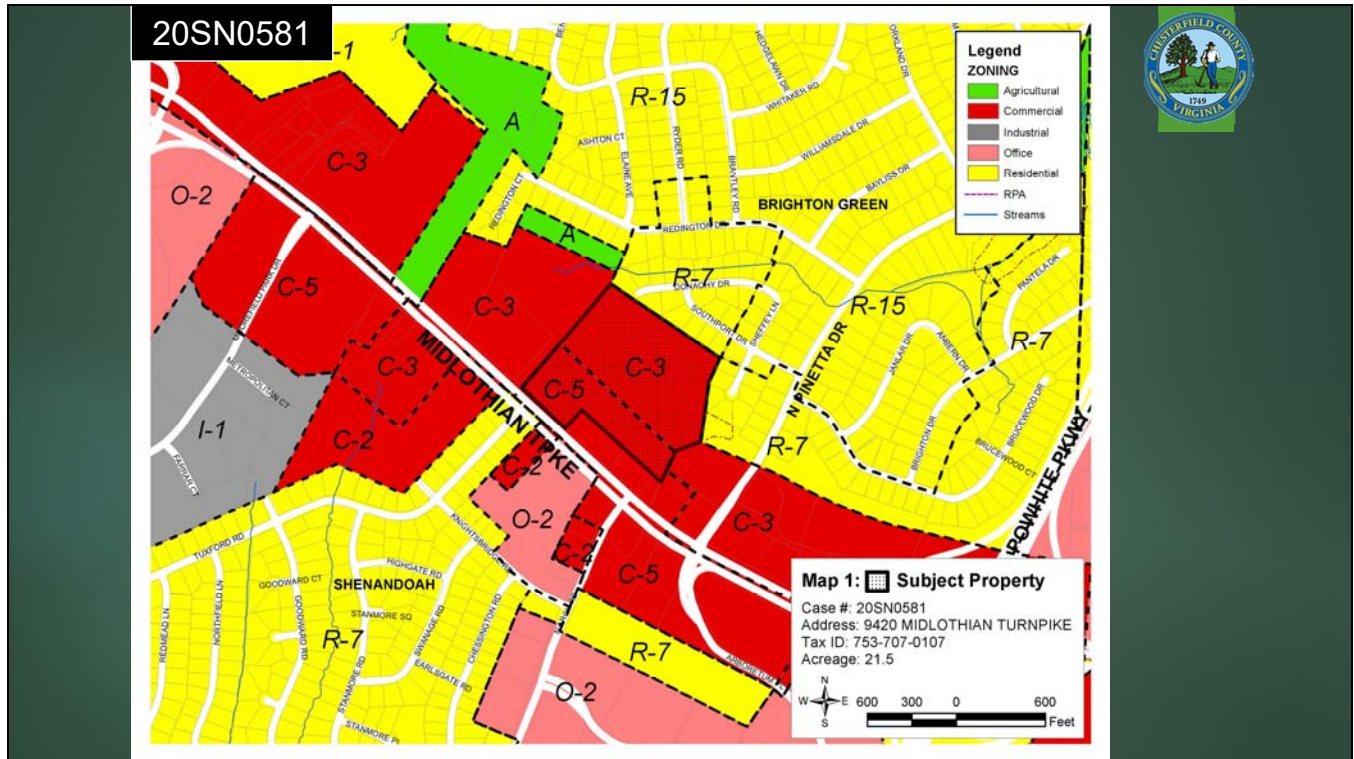


- ▶ Amend previous zoning (92SN0176 & 93SN0109)
- ▶ Further restrict C-5 uses on subject property
- ▶ Amend peak traffic hours and a second access point into the subject property
- ▶ Proposal complies with Comprehensive Plan, and addresses development density

20SN0581

This case is an amendment of a previous zoning approval, which was a rezoning from Industrial to Commercial uses to allow for a nursery. The property was never developed. The applicant is now requesting to further restrict the amount of C-5 uses on the subject property, such as automobile-related uses, construction/landfill services, and contractor's office/storage yards. The applicant is also requesting to increase the peak traffic volume circulation from 440 (peak afternoon trips) to 550 (peak afternoon trips) Finally, the applicant is requesting an amendment to increase the number of access points into the subject property from one (1) to two (2). Both Planning and Transportation are supportive of the requests. Further restriction of uses allows the subject property to be developed more in line with the County's Comprehensive Plan. The amendments address development density along Midlothian Turnpike.





The subject property is located at 9420 Midlothian Turnpike at the intersection of Tuxford Road. The property is zoned General Business (C-5) and Community Business (C-3). The C-5 zoning fronts Midlothian Turnpike and consists of approximately 1/3 of the property, while the C-3 zoning is approximately the rear 2/3 of the property.

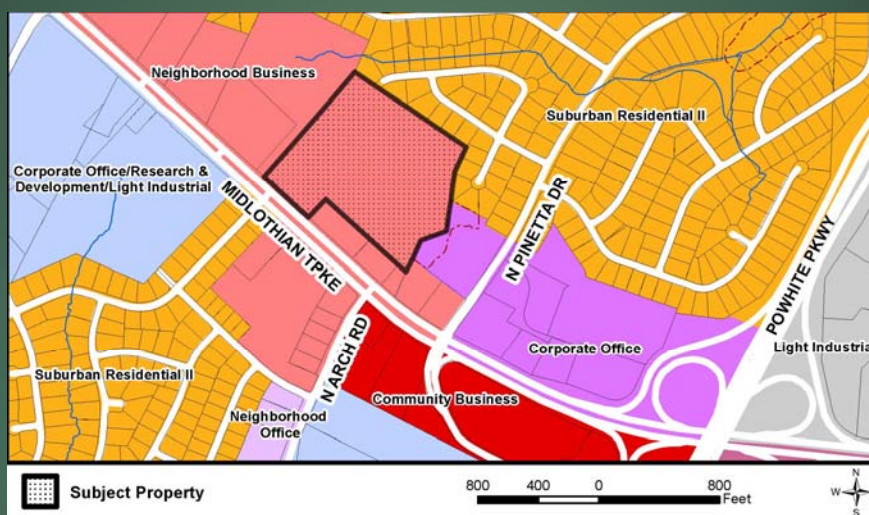




20SN0581

**This is a photo of the subject property taken in March 2020.**





20SN0581

**The County Comprehensive Plan suggests the property is appropriate for Neighborhood Business use. The Comprehensive Plan for the Midlothian Turnpike corridor discourages intense commercial uses along the corridor. The applicant has restricted various C-5 uses along the corridor, which will help guide development of the property to be more in line with the Comprehensive Plan.**



## Proffered conditions



- ▶ Prohibiting intense commercial uses such as automobile consignment lot, automobile tow lot, contractor's office/display/shop, trailer sales/service/repair, landfill/construction

20SN0581

**The applicant has proffered out several commercial uses. This automobile uses, contractor's offices, trailer sales, and landfill/construction services. By restricting these uses, the subject property should be more in line with the County's Comprehensive Plan along the Midlothian Tpke corridor.**



## Planning Recommend Approval



- ▶ As conditioned, commercial uses will be restricted

## Transportation Recommend Approval

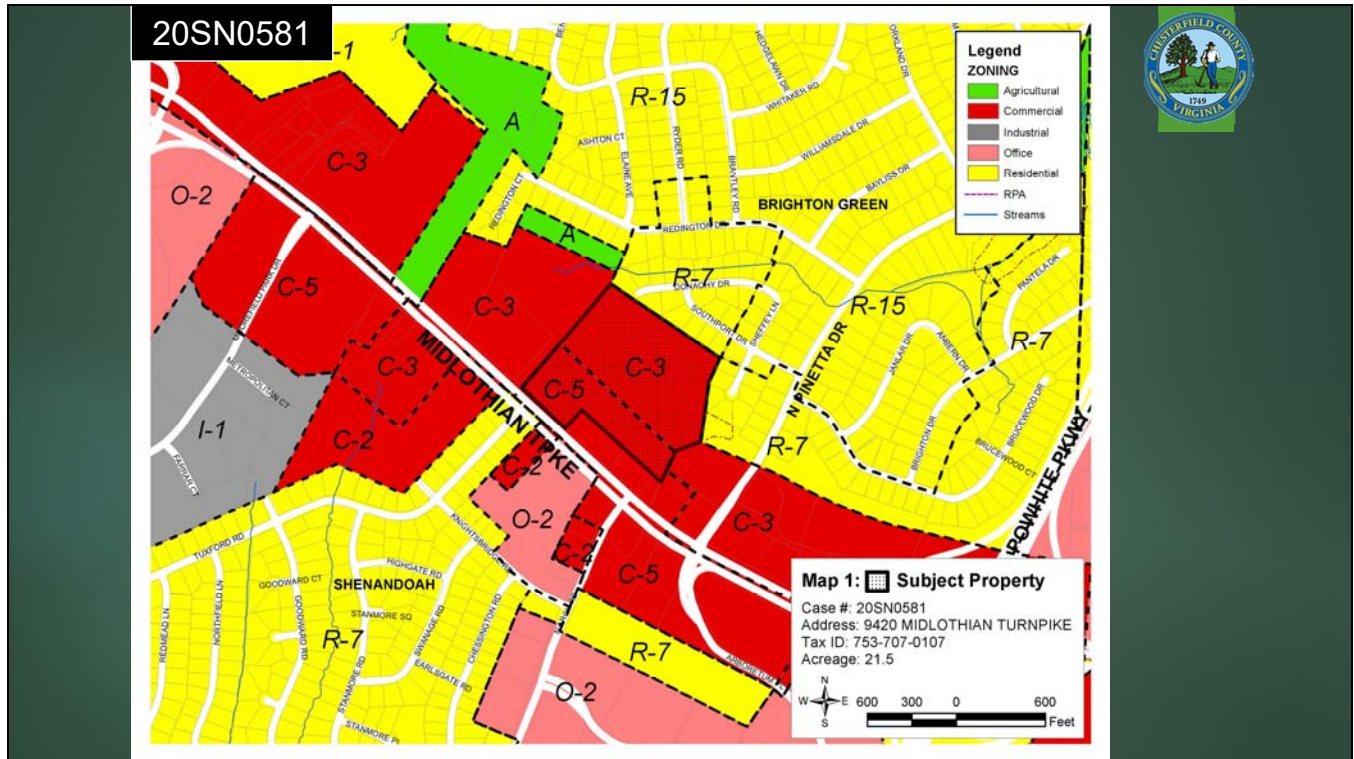
- ▶ Proposal addresses the development density and accessing Route 60

20SN0581

**Both Planning and Transportation recommend approval of this request. Proffers adequately address impacts to the surrounding area and development density.**

**At the August 18, 2020 Planning Commission hearing, the Commission unanimously recommended approval of the request and acceptance of the proffered conditions in the staff report.**





I'll be happy to answer any questions you may have. Thank you.





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

I, William J. Gouldin Jr. President of Gouldin Holding, Inc., a Virginia corporation, Manager of Gouldin Properties, LLC, a Virginia limited liability company, do hereby swear or affirm that to the best of my knowledge and belief, the following information is true:

1. I am the owner for the land use amendment on the property identified as Parcel ID Number: 7537070107 and am requesting a proffer amendment.
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 Interest</u>
-------------	----------------	-----------------------------------

See attached

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:

See attached

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:

<u>Name</u>	<u>Address</u>	<u>Type of Ownership Interest</u>
-------------	----------------	-----------------------------------

See attached

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 Having 10 or Fewer</u>	<u>Address</u>	<u>Name of Artificial Person</u>
--------------------------------	----------------	----------------------------------

See attached

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 Owning 10% of More</u>	<u>Address</u>	<u>Name of Corporation</u>
--------------------------------	----------------	----------------------------

See attached



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:

Name of Household  
Member

Name of Supervisor  
or Commissioner

Description of  
Ownership Interest

None

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:

Gouldin Properties, LLC,  
a Virginia limited liability company

By: Gouldin Holding, Inc.  
a Virginia corporation, Its Manager

By: William J. Gouldin Jr.  
Name: William J. Gouldin Jr.  
Title: President

STATE OF VIRGINIA

~~CITY~~ / COUNTY OF Henrico, to-wit:

I, the undersigned, a Notary Public in and for the jurisdiction aforesaid, do hereby certify that William J. Gouldin Jr., President, of Gouldin Holding, Inc., a Virginia corporation, Manager of Gouldin Properties, LLC, a Virginia limited liability company, executed and acknowledged the same in such capacity on behalf of said company before me in my jurisdiction aforesaid.

Given under my hand this 20<sup>th</sup> day of February, 2020.

My commission expires: 4-30-2021  
Registration No. 140571

Katherine N. Schermerhorn  
Notary Public

KATHERINE N SCHERMERHORN  
NOTARY PUBLIC  
COMMONWEALTH OF VIRGINIA  
MY COMMISSION EXPIRES APRIL 30, 2021  
COMMISSION # 140571



**ATTACHMENT TO ZONING DISCLOSURE AFFIDAVIT**

**2. Parties with an interest in Property (not exempted).**

<b>Name (individual or artificial)</b>	<b>Address</b>	<b>Type of Ownership Interest</b>
Gouldin Properties, LLC	c/o William J. Gouldin, Jr. 12111 W. Broad Street Richmond, VA 23233	Property Owner
Sheetz, Inc.	c/o Kyle Smith 351 Sheetz Way Claysburg, PA 16625	Contract Purchaser
Mitchener Properties, LLC	c/o Bill Mitchener 215 Queens Road, Suite 200 Charlotte, NC 28204	Contract Purchaser
HD Realty, LLC	c/o John Randolph Smith 1330 Alverser Plaza Midlothian, VA 23113	Contract Purchaser

**3. Any publicly traded?**

None

**4. Owners or Artificial Person are unknown.**

<b>Name of Artificial Person</b>	<b>Address</b>	<b>Type of Ownership Interest</b>

**5. Owner information if no Artificial Person has 10 or less owners/shareholders.**

<b>Name</b>	<b>Address</b>	<b>Name of Artificial Person</b>
Bill Mitchener	215 Queens Road, Suite 200 Charlotte, NC 28204	Mitchener Properties, LLC
Gouldin Holding Company Inc.	c/o William J. Gouldin, Jr. 12111 W. Broad Street Richmond, VA 23233	Gouldin Properties, LLC

**6. Owner information for any owner who owns 10% or more of Artificial Person.**

<b>Name</b>	<b>Address</b>	<b>Name of Artificial Person</b>
Daniel T. Heindl	12909 Edgetree Terrace Midlothian, VA 23114	HD Realty, LLC
David J. Devereaux	14441 Molena Drive Chesterfield, VA 23882	HD Realty, LLC
William J. Gouldin, Jr.	12111 W. Broad Street Richmond, VA 23233	Gouldin Holding Company, Inc.
Cary T. Gouldin	c/o William J. Gouldin, Jr. 12111 W. Broad Street Richmond, VA 23233	Gouldin Holding Company, Inc.



**CASE NUMBER: 20SN0593**

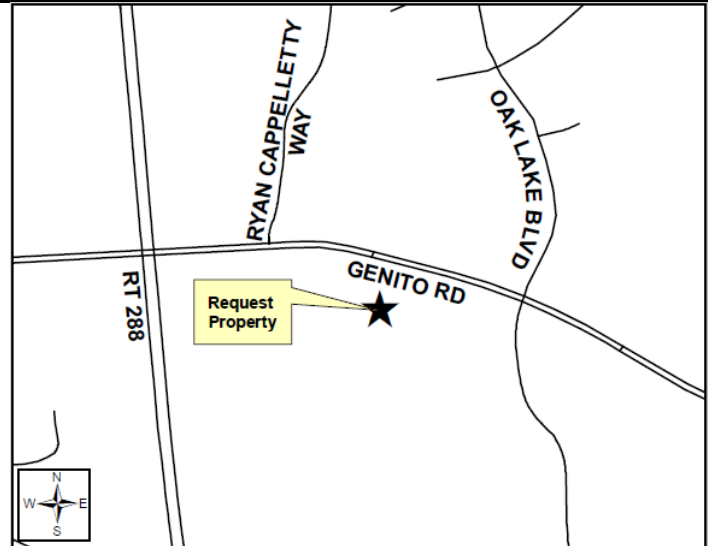
**APPLICANTS: Patsy Stargardt, Sue Clements,  
Graham Real Estate, LLC, and Chesterfield County Planning Commission**



**CHESTERFIELD COUNTY,  
VIRGINIA  
CLOVER HILL DISTRICT  
STAFF'S ANALYSIS  
AND  
RECOMMENDATION**

**Board of Supervisors (BOS) Public Hearing:**  
SEPTEMBER 23, 2020  
**BOS Time Remaining:**  
365 DAYS

**Applicant's Contact:**  
JEFF GEIGER (804-771-9557)  
**Planning Department Case Manager:**  
HAROLD ELLIS (804-768-7592)



5.0 Acres – 12800 Genito Road

**REQUEST**

REQUEST I – (Utility Exception) - Exception to Section 18-60 of the utility ordinance for connection to the public wastewater system

REQUEST II – (Ordinance Exceptions) - Conditional Use Planned Development (CUPD) for ordinance and development standard exceptions in a General Business (C-5) District.

**Notes:**

- A. Conditions may be imposed or the property owner may proffer conditions.
- B. Conditions and an Exhibits are located in Attachment 1-5.

**SUMMARY**

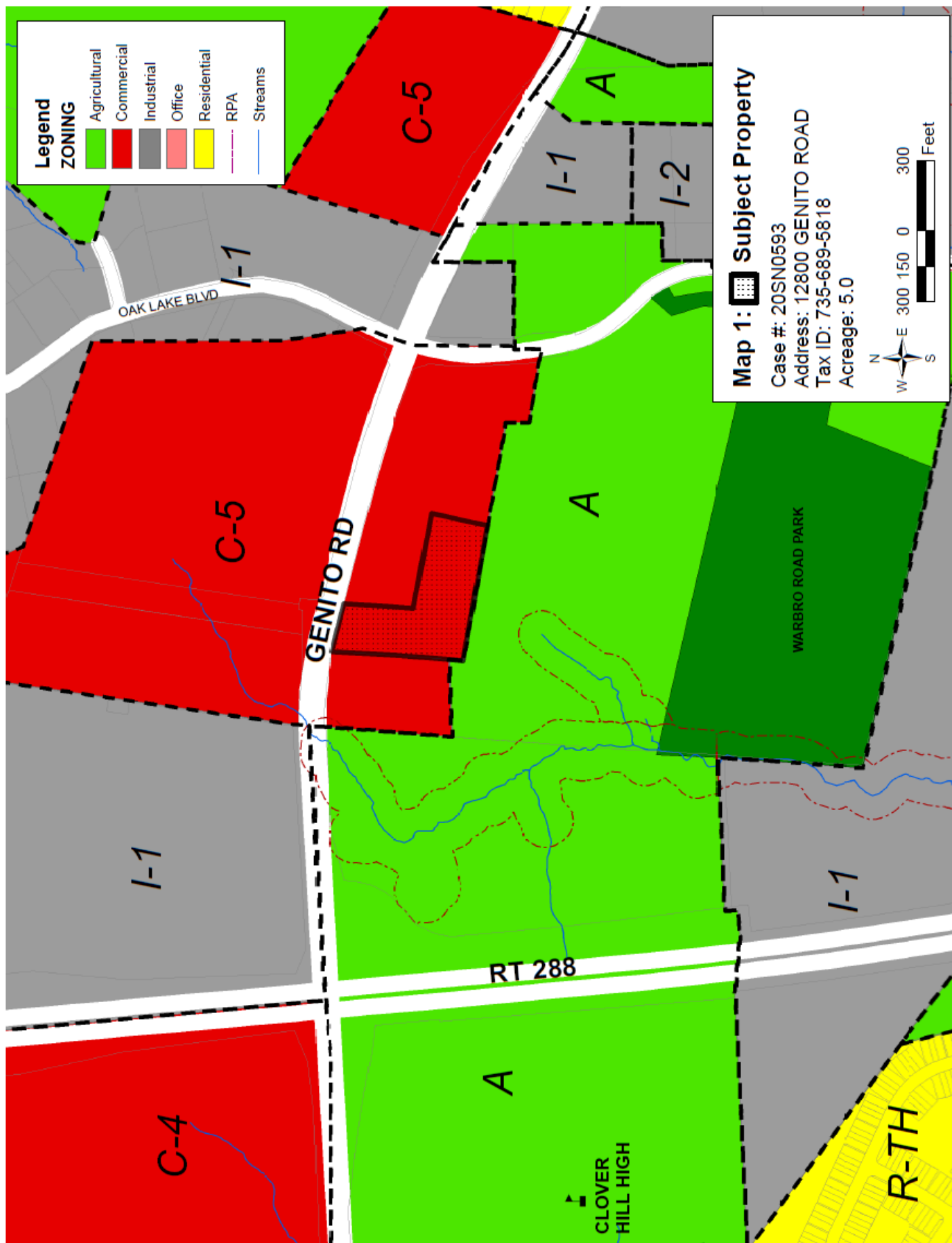
Development of the property for a self-storage facility is planned. As proposed, the project would be serviced by a private septic system. The property is located within a mandatory wastewater connection area, necessitating an exception to public wastewater use.



RECOMMENDATION	
PLANNING COMMISSION	<b>APPROVAL</b>
STAFF	<p><u>REQUEST I – (Utility Exception) - <b>DENIAL</b></u></p> <ul style="list-style-type: none"> <li>• No topographic or sewer capacity limitations exist that would prevent connection to public wastewater system</li> <li>• Relief of public utility connection will likely result in other properties seeking similar exceptions</li> <li>• The request may adversely impact the extension of public wastewater system to area properties</li> </ul> <p><u>REQUEST II – (Ordinance Exceptions) – <b>APPROVAL</b></u></p> <ul style="list-style-type: none"> <li>• Quality architectural design of the most visible portions of the facility results in an aesthetically pleasing, higher quality building which should positively impact the surrounding area</li> <li>• Potentially adverse impacts mitigated with landscaping and site design</li> </ul>

SUMMARY OF IDENTIFIED ISSUES	
Department	Issue
UTILITIES	<ul style="list-style-type: none"> <li>• No topographic or sewer capacity limitations exist that would prevent connection to public wastewater system</li> <li>• Failure to extend public utility systems to the subject property will adversely affect: <ul style="list-style-type: none"> <li>○ Achieving the highest and best land uses suggested by the Comprehensive Plan</li> <li>○ Public utility service to area properties that currently use private septic systems</li> </ul> </li> <li>• Relief of public utility connection could result in other properties seeking similar exceptions</li> </ul>

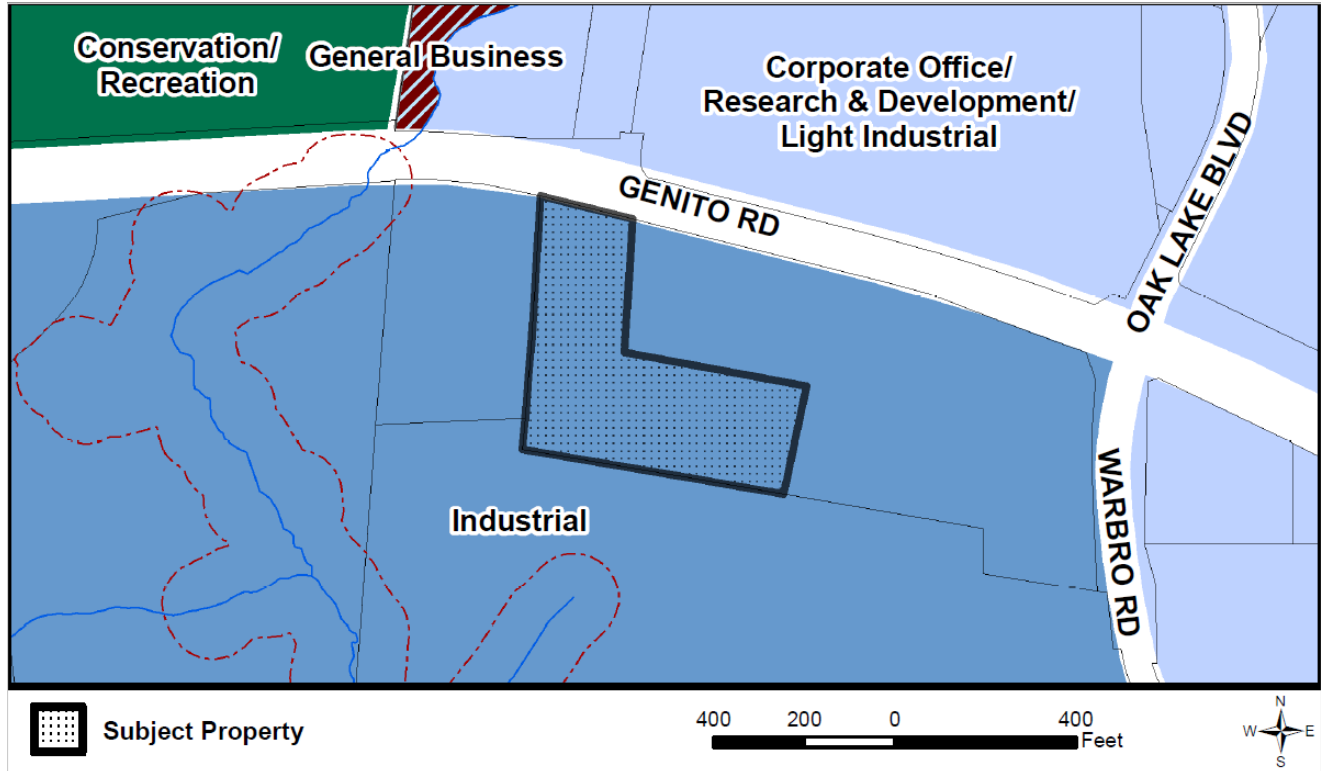






**Comprehensive Plan**  
**Classification: INDUSTRIAL**

The designation suggests the property is appropriate for moderate to intense manufacturing uses.



**Surrounding Land Uses and Development**





## PLANNING

Staff Contact: Harold Ellis (804-796-7592) [ellish@chesterfield.gov](mailto:ellish@chesterfield.gov)

### Zoning History

Case Number	Request
11SN0211 Approved May 2011	Conditional Use approval to permit an outdoor vendors market in a General Business (C-5) District.
6400046C Approved July 1964	Rezoning from Agricultural (A) to General Business (C-2).

### Proposal

Two requests are proposed for this rezoning application. The first request is a utility ordinance connection exception. The property is located within a mandatory wastewater connection area, necessitating an exception to public wastewater use. The second request is for a Conditional Use Planned Development for ordinance and development standard exceptions. The applicant proposes to develop the property with a self-storage warehouse use, which is permitted by right in the General Business (C-5) district.

One of the intents of the zoning ordinance is to promote developments that create unique, viable and long-lasting places and enhance the community. Accordingly, with this development, the applicant has proffered site enhancements above and beyond the requirements of the ordinance. Specifically, the applicant has proffered enhanced landscaping, and screening, and building elevations.

Exceptions to ordinance requirements pertaining to landscaping and setbacks have been requested to permit flexibility in overall site design based on adjacent land uses. Property to the south of the site is a sanitation facility owned by Chesterfield County, and property to the west is owned by Plantation Pipeline and is undeveloped, as the site is encumbered by numerous pipeline easements. Landscaping has been designed, as illustrated below and in Exhibit A, to buffer and minimize the visual impact of the development from Genito Road and adjacent parcels, where applicable. An overview of the proposed modifications to setbacks and landscaping is provided below:







The building elevation below, and in Exhibit B indicate the front building of the facility is proposed to be 3-stories, with enhanced architectural design and elements. These elements help to create a more aesthetically pleasing, unique, viable and longer-lasting development. Buildings located behind the front building, not pictured, will be limited to one story in height with similar architecture per ordinance requirements.



### **Exception to Mandatory Wastewater Connection**

Section 18-60 of the County Code requires the use of the public wastewater system for properties located within the Mandatory Wastewater Connection Area. An exception to the use of the public system must be evaluated by the Directors of Utilities and Planning, the Planning Commission, and subsequently by the Board of Supervisors. The decision of such exception must be based upon the following criteria:

- Would the use of the private system encourage future area development inconsistent with the Comprehensive Plan; and
- Would the ability to extend the public system to other property be adversely affected.

The Comprehensive Plan suggests area properties are appropriate for Industrial uses. The Plan encourages development with the use of public utility systems. Given the impact of public wastewater use in achieving development potential consistent with the recommendations of the Plan, the Planning Department does not support the requested exception to the use of public sewer.



## UTILITIES

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

Existing Water and Wastewater Systems			
Utility Type	Currently Serviced	Size of Closest Existing Lines	Connection Required by County Code
Water	No	16"	Yes
Waste water	No	15"	Yes

### Additional Utility Comments:

The subject property is located within the mandatory water and wastewater connection areas for new non-residential structures.

A 16" public water line is located along the north side of Genito Road. Public wastewater is not available to the site and would require the construction of an off-site gravity wastewater line of approximately 3,800 linear feet from an existing 15-inch gravity wastewater line southwest of the subject property, and acquisition of offsite easements. A conceptual cost estimate to construct an 8-inch gravity wastewater line to the site would be approximately \$923,000.00

The applicant has indicated their intent to connect to the public water. The applicant has also requested an exception to the use of public wastewater. The Utilities Department does not support this request because there is a viable way to serve this site with public wastewater without topographical, capacity, or other underground utility conflict issues.

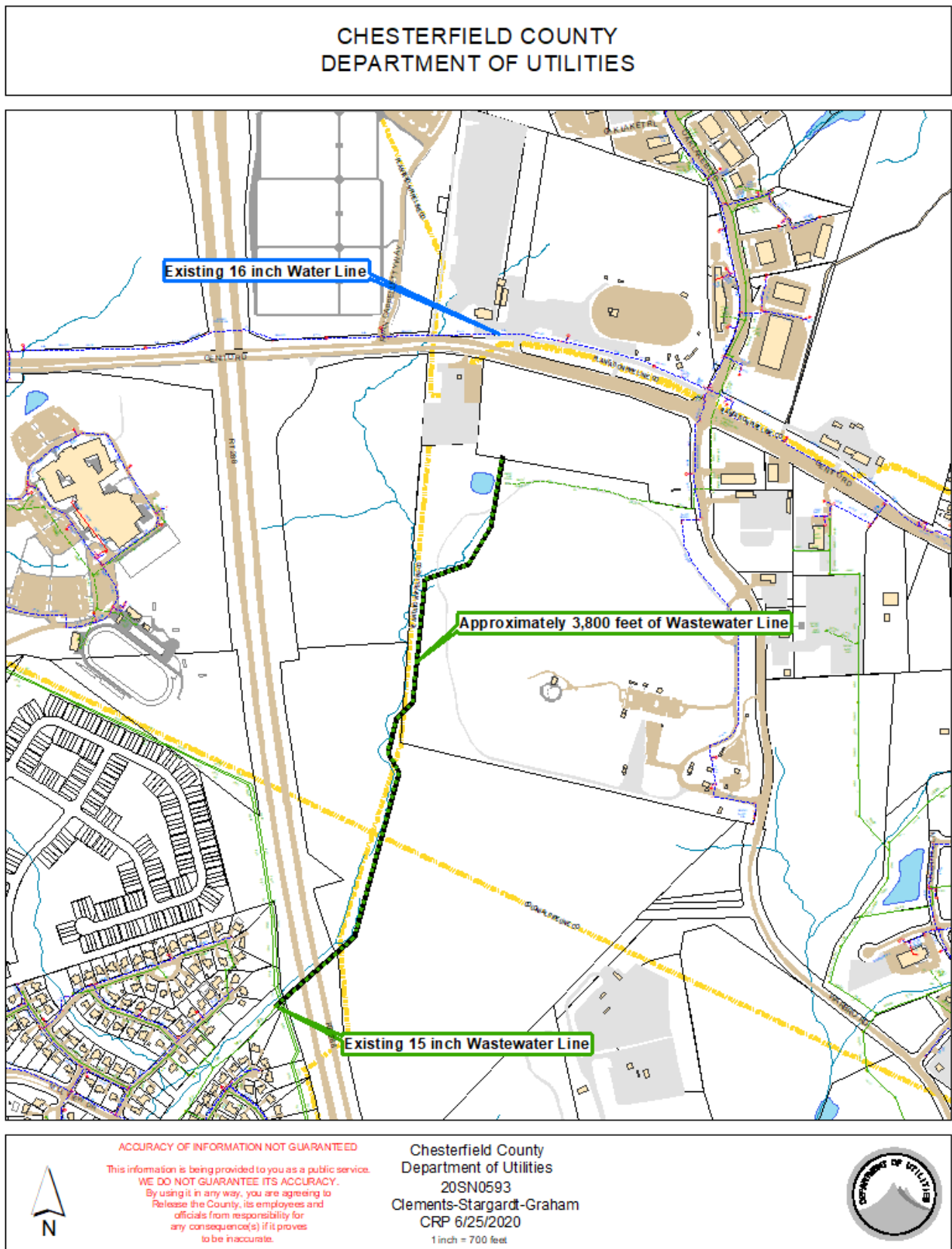
In keeping with conditions imposed by the Board of Supervisors for other wastewater exception requests for commercial sites, the applicant has offered Proffered one (1) Condition (Attachment 2) consisting of Textual Statement which addresses the following

- Any site plan or building permit for the subject parcel shall provide and dedicate public wastewater easements within the setbacks shown on the Landscape Drawing in locations acceptable to the Utilities Department to accommodate the future extension of the public wastewater system. Such easements shall be dedicated prior to the site plan approval.
- In the event the public wastewater system is extended to a point within 200 feet of the property, the public wastewater system shall be extended to the property a point acceptable to the Utilities Department and all uses requiring domestic wastewater shall be connected to the public wastewater system.
- The exceptions to the use of the public wastewater shall only apply to the 5.040 acre parcel, as shown on a "Compiled Plat of a Parcel of Land Containing 15.747 Acres of Land Situated on the South Side of Genito Road, State Route 604, Clover Hill District, Chesterfield County, Virginia", dated March 18, 2020, as prepared by Townes Site Engineering, provided the use is limited to self-storage as proposed. Any development



of the property for additional lots or uses, other than the aforementioned, shall be required to conform to the Code at that time for the provision of public wastewater.

The Utilities Department does not support this case.





### **FIRE SERVICE**

Staff Contact: Anthony Batten (804-717-6167) [battena@chesterfield.gov](mailto:battena@chesterfield.gov)

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.

### **Nearby Fire and Emergency Medical Service (EMS) Facilities**

<b>Fire Station</b>	The Swift Creek Fire Station, Company Number 16
<b>EMS Facility</b>	The Swift Creek Fire Station, Company Number 16

### **COUNTY DEPARTMENT OF TRANSPORTATION**

Staff Contact: Steve Adams (804) 748-1037 [adamsSt@chesterfield.gov](mailto:adamsSt@chesterfield.gov)

### **VIRGINIA DEPARTMENT OF TRANSPORTATION**

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

### **ENVIRONMENTAL ENGINEERING**

Staff Contact: Rebecca Rochet (804-748-1028) [rochetr@chesterfield.gov](mailto:rochetr@chesterfield.gov)

The proposal will not impact these facilities.



## CASE HISTORY

### Applicant Submittals

<b>3/19/20</b>	Application submitted
<b>5/28/20</b>	Textual Statement and Exhibits submitted
<b>6/30/20</b>	Textual Statement and Exhibits submitted
<b>7/09/20</b>	Proffered Conditions submitted
<b>8/6/20</b>	Proffered conditions, Textual Statement, and Exhibit submitted

### Community Meeting

<b>5/13/20</b>	Adjacent owner letter mailed to adjoining property owners by the applicants. 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 the District Commissioner, the Applicant's contact, and the Planning Department Case Manager.
----------------	--

### Planning Commission

<b>08/18/20</b>	<p><b>Citizen Comments:</b> No citizens spoke to the request. Two (2) emails expressing support were received.</p> <p><b>Recommendation – APPROVAL SUBJECT TO THE CONDITION IN ATTACHMENT 1.</b>  <b>Motion:</b> Freye <b>Second:</b> Sloan  <b>AYES:</b> Freye, Sloan, Hylton, Owens, and Petroski</p>
-----------------	---



**PROFFERED CONDITION**

Note: The following proffered condition is recommended by both the Planning Commission and Staff.

CASE NO. 20SN0593

August 6, 2020

The property owner in this rezoning case (from C-5 to C-5 with a CUPD), 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 or assigns, proffer that the approximately 5 acre property shown on that certain "Complied Plat of a Parcel of Land Containing 15.747 Acres of land Situated on the South Side of Genito Road, State Route 604, Clover Hill District, Chesterfield County, Virginia", dated March 18, 2020, as prepared by Townes Site Engineering, which is attached to the accompanying textual statement as Exhibit C (the "Property") will be developed according to the following proffer if, and only if, the requested rezoning and the sewer exception requested herewith are 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 August 6, 2020 shall be considered the Master Plan.



## TEXTUAL STATEMENT

GRAHAM REAL ESTATE, LLC

August 6, 2020

As permitted in Section 18-61, this is a request for an exception to Section 18-60 of the utility ordinance relative to connection to the public sewer system for approximately 5 acres of property subject to the following conditions. In addition, this is a request to amend the C-5 zoning applicable to this approximately 5 acres property to add the conditions below and in the proffered conditions.

1. Landscaping shall be installed on the property as noted on the drawing entitled "GENITO ROAD SELF STORAGE CLOVER HILL DISTRICT CHESTERFIELD COUNTY, VIRGINIA CONCEPTUAL SCREENING EXHIBIT", prepared by Townes Site Engineering, dated May 28, 2020, last revised August 6, 2020, which drawing is attached to this textual statement as Exhibit A (the "Landscape Drawing"). Where perimeter security fencing is used the fencing shall be a decorative black fence at least six feet (6') high, except that a solid wood fence six feet (6') high may be used along the property lines shared with GPIN 735-686-2193.
2. The building located closest to Genito Road shall be a multistory building. There shall be no multistory building behind the aforesaid multistory building.
3. The north side of the multistory building shall be in general conformance with the illustration shown on Exhibit B (dated June 25, 2020) attached to this textual statement. The siding material used on the north, east and west sides of the multistory building shall be: split-faced block, smooth-faced block, insulated panels and/or metal trim banding. The west side of the multistory building shall include only a masonry knee wall a minimum of twenty-four inches (24") in height constructed from split-faced block or smooth-faced block. In addition, other materials may be used on the east side of the multistory building for and around the roll up doors and loading doors, piers, wall sections and headers near roll up doors and loading doors. Further, other building materials may be used on the north, east and west sides of any multistory building for parapets, cornices, surrounds, trim, support columns, architectural decorations, windows and storefront and design elements.
4. Any site plan or building permit for the subject parcel shall provide and dedicate public wastewater easements within the setbacks shown on the Exhibit A in locations acceptable to the Utilities Department to accommodate the future extension of the public wastewater system. Such easements shall be dedicated prior to the site plan approval.
5. In the event the public wastewater system is extended to a point within 200 feet of the property, the public wastewater system shall be extended to the property to a



point acceptable to the Utilities Department and all uses requiring domestic wastewater shall be connected to the public wastewater system.

6. The exception to the use of the public wastewater shall only apply to the 5.040 acre parcel, as shown on a "Compiled Plat of a Parcel of Land Containing 15.747 Acres of Land Situated on the South Side of Genito Road, State Route 604, Clover Hill District, Chesterfield County, Virginia", dated March 18, 2020, as prepared by Townes Site Engineering, which compiled plat is attached to this textual statement as Exhibit C, provided this exception is limited to this self-storage use. Any development of such property for additional lots or uses, other than the aforementioned, shall be required to conform to the County Code at that time for the provision of public wastewater.
7. The applicant will connect to the public water system.



**EXHIBIT A**  
August 6, 2020



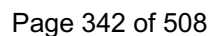


EXHIBIT B

June 25, 2020











**20SN0593**

## Clover Hill

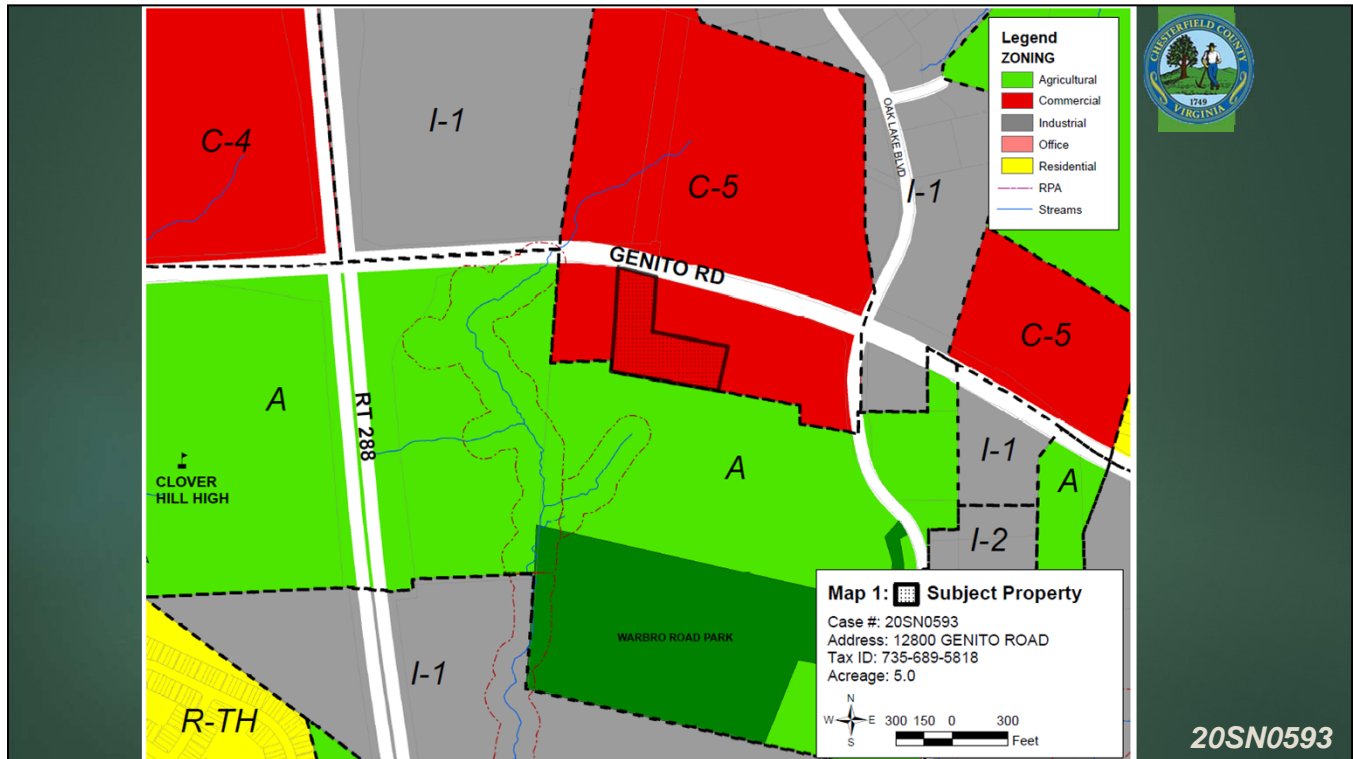
Patsy Stargardt, Sue Clements,  
and Graham Real Estate, LLC  
and Chesterfield County Planning Commission

Exception to Section 18-60 of the utility ordinance  
for connection to the public wastewater system,  
and Conditional Use Planned Development for  
ordinance exceptions in a General Business (C-5)  
District

**20SN0593**

This is case 20SN0593, in the Clover Hill District. Patsy Stargardt, Sue Clements, and Graham Real Estate, LLC request an exception to Section 18-60 of the utility ordinance relative to connection to the public wastewater system, and the Commission has initiated a CUPD for ordinance exceptions, in a General Business (C-5) district





The subject property is located east of the Route 288 on the south side of Genito Road, west of Oak Lake Blvd, and is zoned C-5. The proposed use, a self-storage facility, is already a permitted use in the C-5 district.

This application contains two separate requests. The first request is a utility ordinance connection exception. The property is located within a mandatory wastewater connection area, necessitating an exception to public wastewater connection. The second request is for a Conditional Use Planned Development for ordinance and development standard exceptions. The applicant proposes to develop the property with a self-storage warehouse use, which is permitted by right in the General (C-5).



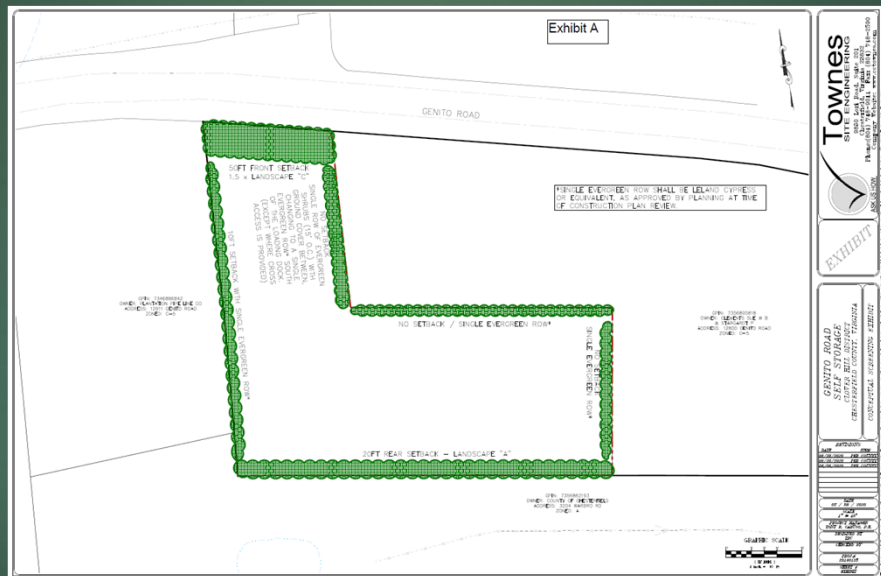
## Aerial View



20SN0593

This is an aerial of the property, and as you can see, the site is undeveloped, and is located across Genito Road south of the Southside Speedway facility.





**20SN0593**

4



# Elevation



20SN0593

In addition to the landscaping screening, the applicant has also proffered this building elevation, and additional conditions which further detail building height and materials to help create a more aesthetically pleasing, and unique facility which will positively impact the area.





## Recommendation

### ► REQUEST I – (Utility Exception) - **DENIAL**

No topographic or sewer capacity limitations exist that would prevent connection to public wastewater system

Relief of public utility connection will likely result in other properties seeking similar exceptions

The request may adversely impact the extension of public wastewater system to area properties

### ► REQUEST II – (Ordinance Exceptions) – **APPROVAL**

Quality architectural design of the most visible portions of the facility results in an aesthetically pleasing, higher quality building which should positively impact the surrounding area

Potentially adverse impacts mitigated with landscaping and site design

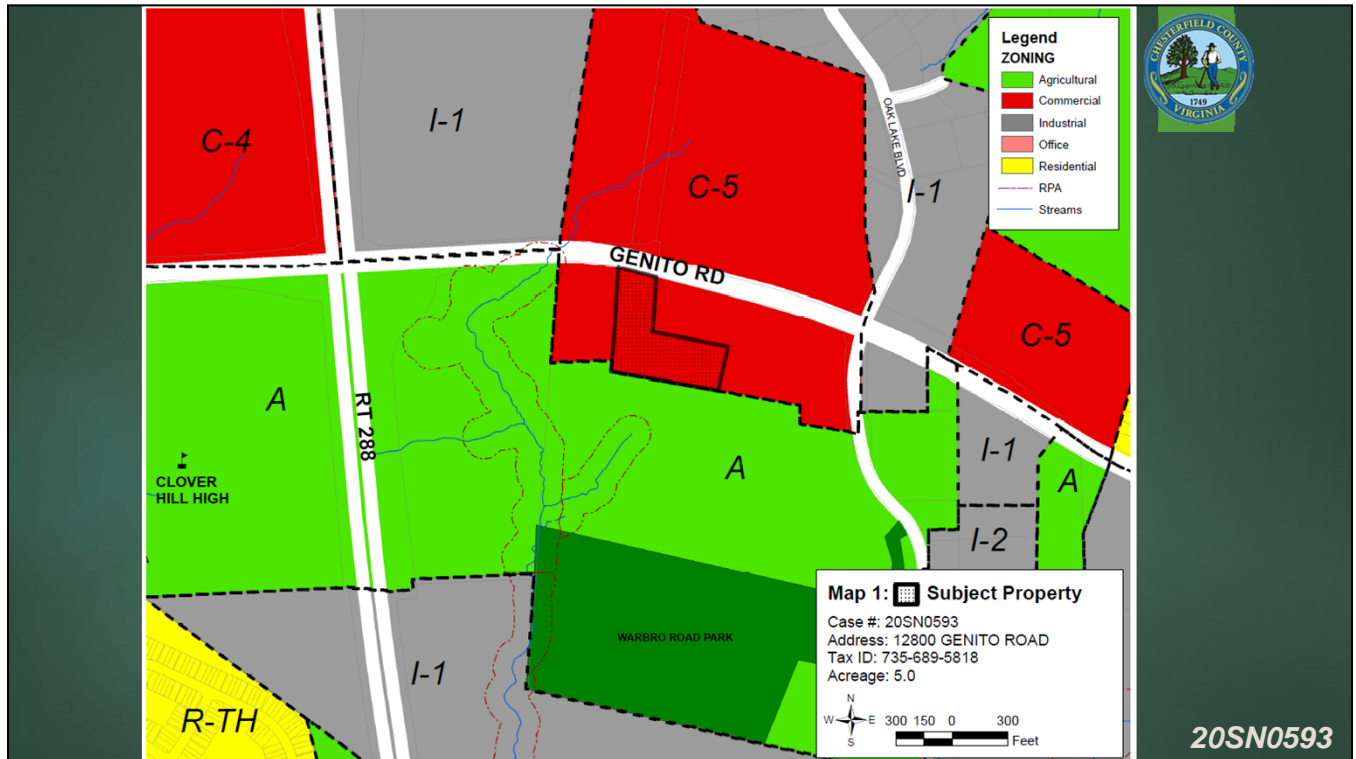
**20SN0593**

Utilities is unable to support Request #1 the waiver to sewer connection.

Planning staff recommends approval of the second request – CUPD for Ordinance standards exceptions.

The Planning Commission unanimously recommended approval of both requests.









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

**RECEIVED**

APR 07 2020

DIRECTOR PLANNING DEPT

We, Sue W. B. Clements and Patsy Stargardt, do hereby swear or affirm that to the best of our knowledge and belief, the following information is true:

1. We are the owners of the property identified as Parcel ID Number 735-689-5818 and are requesting an exception to Section 18-60 of the utility ordinance relative to connection to the public sewer system in a General Business (C-5) District, pursuant to Section 18-61 of the utility ordinance.

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 Interest</u>
-------------	----------------	-----------------------------------

See attached

3. We 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:

See attached

4. We hereby certify that after the exercise of due diligence, we 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:

<u>Name</u>	<u>Address</u>	<u>Type of Ownership Interest</u>
-------------	----------------	-----------------------------------

See attached

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 Having 10 or Fewer</u>	<u>Address</u>	<u>Name of Artificial Person</u>
--------------------------------	----------------	----------------------------------

See attached

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 Owning 10% of More</u>	<u>Address</u>	<u>Name of Corporation</u>
--------------------------------	----------------	----------------------------

See attached



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:

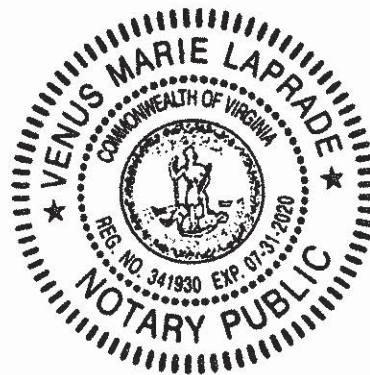
<u>Name of Household Member</u>	<u>Name of Supervisor or Commissioner</u>	<u>Description of Ownership Interest</u>
---------------------------------	---	--

None

8. If any of the persons disclosed in Paragraphs 5 or 6 above is a corporation, partnership, joint venture, trust or other artificial person, we 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 public sewer system connection exception application referred to in Paragraph 1 above, we will file a revised Zoning Disclosure Affidavit if there has been any change in the information set forth above.

WITNESS the following signature:

Sue W. B. Clements  
Sue W. B. Clements



STATE OF VIRGINIA

CITY / COUNTY OF Chesterfield, to-wit:

I, the undersigned, a Notary Public in and for the jurisdiction aforesaid, do hereby certify that Sue W. B. Clements, whose name is signed to the foregoing instrument, executed and acknowledged the same before me in my jurisdiction aforesaid.

Given under my hand this 20 day of February, 2020

My commission expires: 07/31/2020  
Registration No. 341930

Venus M. Laprade  
Notary Public  
Commissioned AS Venus M. Laprade



WITNESS the following signature:

Patsy M. Stargardt  
Patsy Stargardt

STATE OF VIRGINIA

CITY / COUNTY OF Chesterfield, to-wit:

I, the undersigned, a Notary Public in and for the jurisdiction aforesaid, do hereby certify that Patsy Stargardt, whose name is signed to the foregoing instrument, executed and acknowledged the same before me in my jurisdiction aforesaid.

Given under my hand this 20<sup>th</sup> day of February, 2020

My commission expires: 7-31-2023  
Registration No. 7661556

Timond Wynez Shelton  
Notary Public

11975347.1 042517.00002





**ATTACHMENT TO ZONING DISCLOSURE AFFIDAVIT**

**2. Parties with an interest in Property (not exempted).**

<b>Name (individual or artificial)</b>	<b>Address</b>	<b>Type of Ownership Interest</b>
Sue W. B. Clements	3811 Snyder Road North Chesterfield, VA 23235	Property Owner
Patsy Stargardt	14241 Puritan Road Chesterfield, VA 23838	Property Owner
Graham Real Estate, LLC	1604 Hilltop West Shopping Center Virginia Beach, VA 23451	Contract Purchaser

**3. Any publicly traded?**

--

**4. Owners or Artificial Person are unknown.**

<b>Name of Artificial Person</b>	<b>Address</b>	<b>Type of Ownership Interest</b>

**5. Owner information if no Artificial Person has 10 or less owners/shareholders.**

<b>Name</b>	<b>Address</b>	<b>Name of Artificial Person</b>
Whitney Graham	1604 Hilltop West Shopping Center Virginia Beach, VA 23451	Graham Real Estate, LLC

**6. Owner information for any owner who owns 10% or more of Artificial Person.**

<b>Name</b>	<b>Address</b>	<b>Name of Artificial Person</b>
Whitney Graham	1604 Hilltop West Shopping Center Virginia Beach, VA 23451	Graham Real Estate, LLC



**CASE NUMBER: 20SN0595**

**APPLICANT: Dominion Realty Partners, LLC**



**CHESTERFIELD COUNTY,  
VIRGINIA  
MIDLOTHIAN DISTRICT**

**STAFF'S ANALYSIS  
AND RECOMMENDATION**

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

SEPTEMBER 23, 2020

**BOS Time Remaining:**

365 DAYS

**Applicant's Agent:**

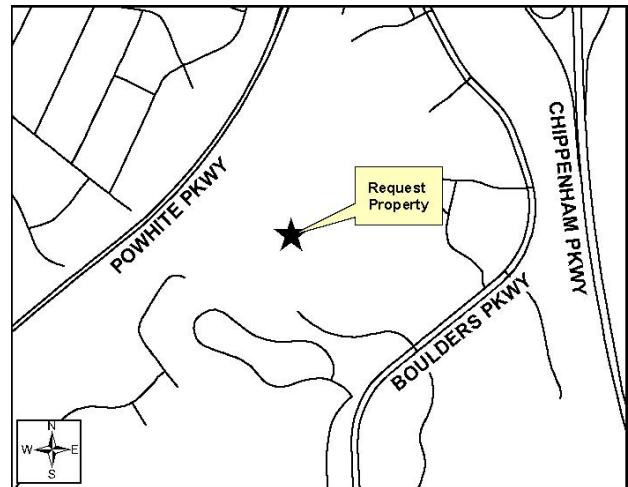
JIM THEOBALD (804-771-9513)

**Applicant's Contact:**

MICHAEL CAMPBELL (804-780-3877)

**Planning Department Case Manager:**

RYAN RAMSEY (804-751-4474)



26.9 Acres – 1001 Boulder Springs Drive

**REQUEST**

Rezoning from Corporate Office (O-2) to Multifamily Residential (R-MF) plus conditional use planned development to permit exceptions to ordinance requirements relative to access, building setbacks, buffers, dwelling units per floor, and the numbers of parking spaces.

**Notes:**

- A. Conditions may be imposed, or the property owner may proffer conditions.
- B. Proffered conditions, Textual Statement, and Exhibits (Concept Plan, Elevations, and Bikeways Route in Boulders) are located in Attachments 1 - 5.
- C. Prior to the advertisement of this request, revisions to Proffered Condition 3 and Exhibit B (Elevations) were submitted by the applicant. These revisions are located in Attachments 6 and 7.

**SUMMARY**

A 220-unit multifamily residential development (Boulders Apartments II) is planned, yielding a density of 8.2 dwelling units per acre. Property is located within an area identified for revitalization.

Exceptions to ordinance requirements are requested to reduce the number of accesses to the development; reduce building setbacks adjacent to existing multi-family uses; reduce buffers adjacent to existing multi-family uses and vacant agricultural property; permit specified buffer encroachments; permit up to twelve (12) dwelling units per floor; and reduce the number of parking spaces provided. Proffered conditions provide elevated quality design and architectural standards (summarized on pages 6 and 7) that will complement area development.

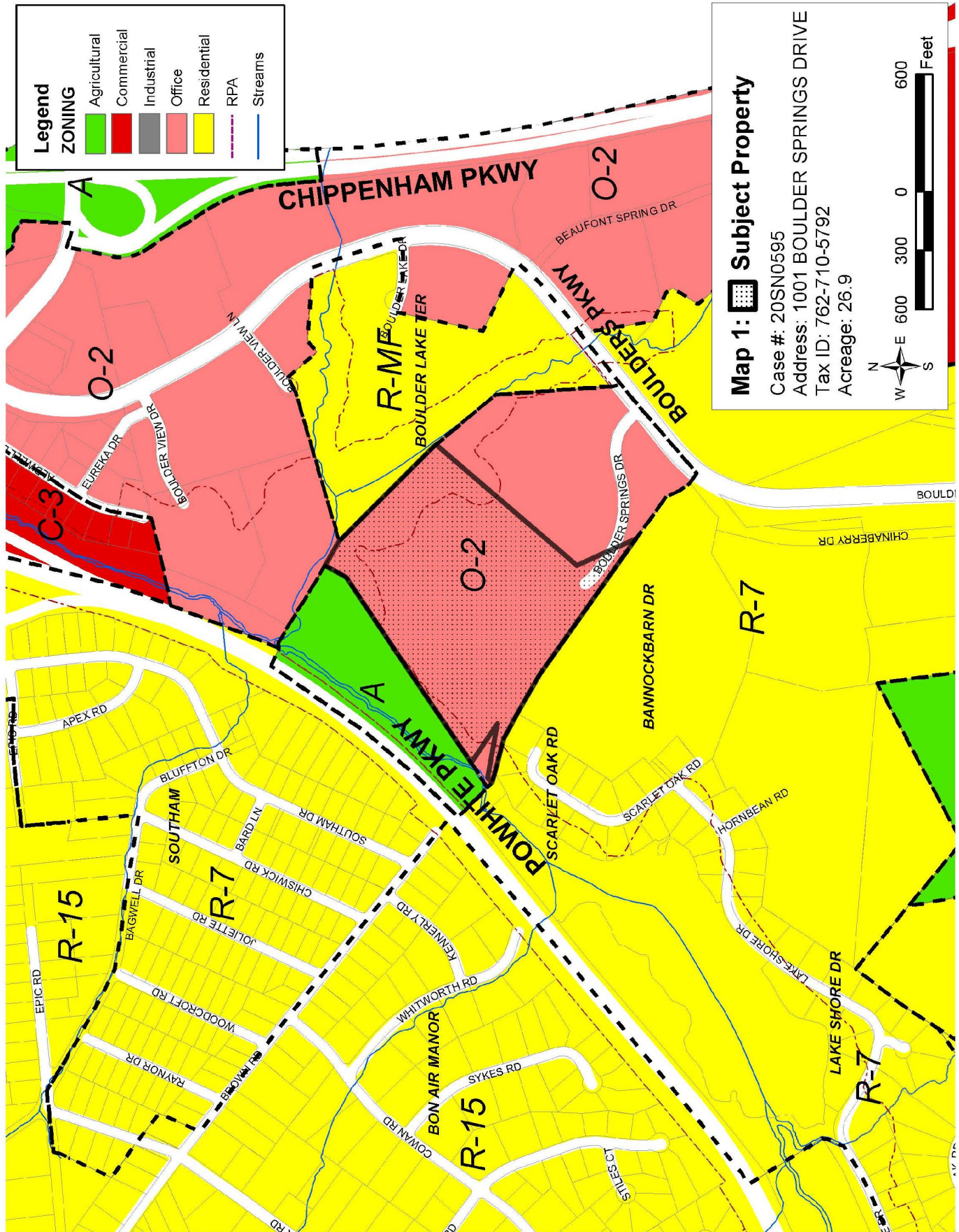
Subsequent to the Commission's consideration of this request, staff received a revised Proffered Condition 3 and building elevations (Exhibit B) on August 28, 2020. The revision provides updated elevations that reflect minor modifications to fenestration, location of building materials, and balcony design. Revised Proffered Condition 3 and the updated elevations are located in Attachments 6 & 7.



RECOMMENDATIONS	
PLANNING COMMISSION	<b>APPROVAL</b> Addresses safety through provision of emergency access.
STAFF	<b>PLANNING AND FIRE – DENIAL</b> <ul style="list-style-type: none"> <li>Lack of second public road access reduces convenience and safety for residents</li> </ul> <b>TRANSPORTATION – APPROVAL</b> <ul style="list-style-type: none"> <li>Located within a revitalization area. Under the Road Cash Proffer Policy, no road cash proffer will be accepted.</li> </ul>

SUMMARY OF IDENTIFIED ISSUES	
Department	Issue
PLANNING	Emergency access should not substitute for the provision of two or more public road accesses when serving more than 200 dwelling units, as required by the Zoning Ordinance.
FIRE & LIFE SAFETY	Second public road access should be provided, as required by the Zoning Ordinance.
SCHOOLS	The <i>Public Facilities Plan</i> recommends that A.M. Davis Elementary School be revitalized or replaced post 2020. However, at this time a budget has not been developed for the acquisition of land or construction of this school facility as recommended in the Plan.



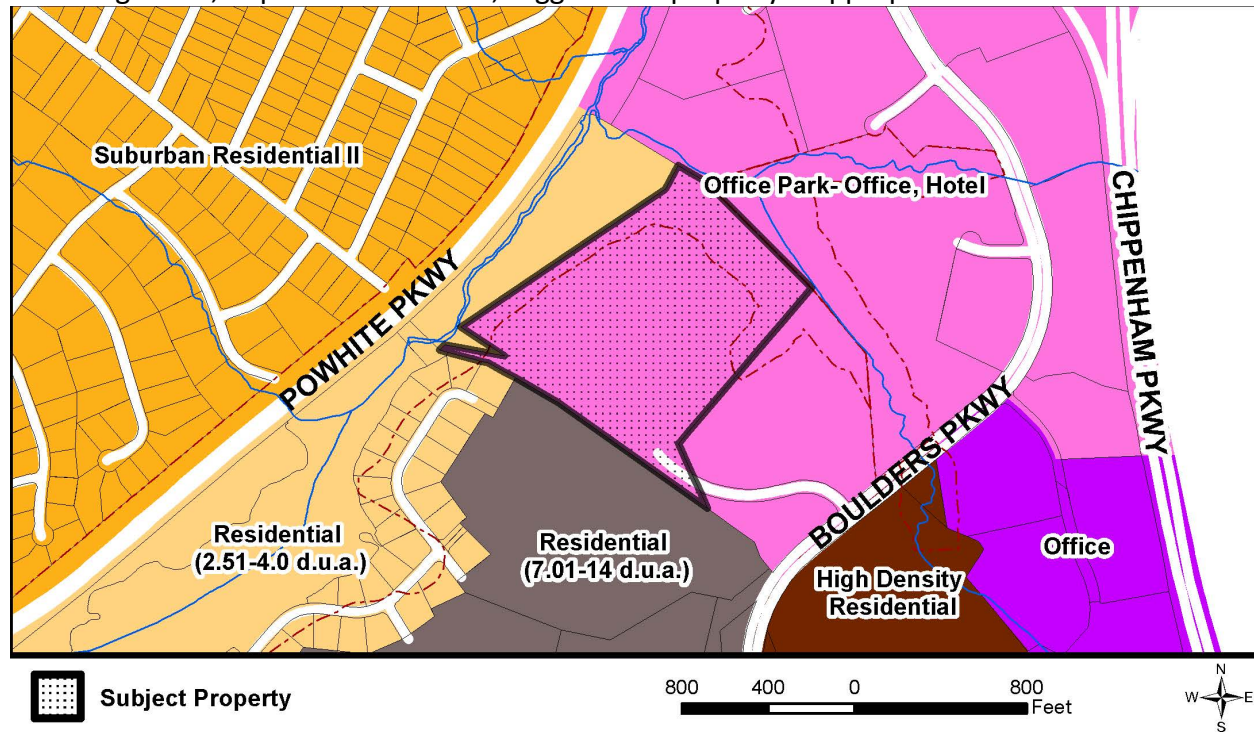




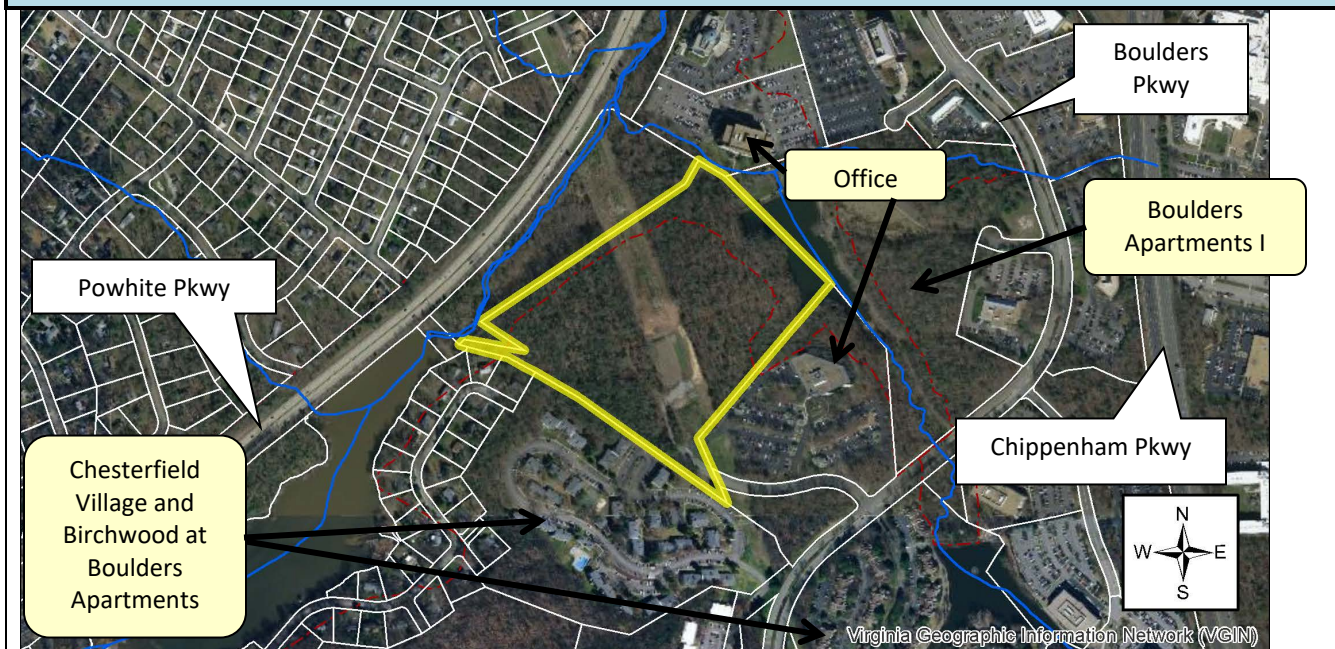
## Comprehensive Plan (The Jahnke/Chippenham Development Area Plan)

Classification: OFFICE PARK – OFFICE AND HOTEL USE

The designation, as part of Sub-Area V, suggests the property is appropriate for office and hotel uses.



## Surrounding Land Uses and Development





## PLANNING

Staff Contact: Ryan Ramsey (804-751-4474) ramseyrp@chesterfield.gov

### Zoning History

Case Number	Request
82SN0066 Approved (10/1982)	Rezoning to Office Business (O) plus conditional use planned development to permit use and bulk exceptions to permit 1 million square feet of office space and a hotel; Conditions addressed permitted uses, road improvements, access, utility provisions, lighting, building height, signage, buffers, parking, walking trails
83SN0078 Approved (7/1983)	Amendment of Case 82SN0066 to delete requirement for direct access onto Chippenham Parkway and permit phasing of development based on road improvements
Various Amendments Approved (1985, '86, & '87)	(Cases 84SN0203, 85SN0138, 87SN0033 and 87SN0100) - Amendments of Case 83SN0078 to allow additional square footage to be constructed with sole access to Chinaberry Boulevard to Route 60; Includes a total of 400,00 square feet of office, 285 multi-family units and 200 hotel rooms; modifications to phasing of road improvements and building heights; and amendment of Case 85SN0138 relative to road improvements and access.
89SN0245 Approved (6/1989)	Amendment of Cases 83SN0091, 85SN0138 and 87SN0033 to permit additional commercial uses on portion of property limited to multi-family residential use; increase office and commercial development density (maximum of 2.1 million square feet); eliminate building height limitations; and modify parking standards.

### Proposal

A multi-family residential development known as Boulders Apartments II with a maximum density of 220 dwelling units is proposed. Dwelling units will contain one or two-bedrooms, with a maximum of five (5) percent of the units (11 units) containing three (3) bedrooms. The development concept for the proposed apartments consists of six (6) buildings, three (3) to four (4) stories in height (Exhibit A – Conceptual Layout Plan and Exhibit B - Elevations). A single public road access to the property would be from Boulder Springs Drive, with one (1) gated emergency access drive to the adjoining office development at 1011 Boulder Springs Drive.

This proposed development will serve as a second phase of development to the Boulders Apartments I development, currently under construction to the east. Similar development standards have been proffered with this request to provide compatibility between these multi-family residential developments.

### Development Standards and Exceptions

Except as noted in the Textual Statement and proffered conditions (Attachments 1 and 2), development would comply with ordinance requirements of the Multifamily Residential (R-MF) District. Exceptions are requested to the following standards to provide flexibility in building locations and size, permit encroachments into specified buffers/setbacks, and reduce the number required parking spaces. Specifically, the following exceptions are requested to the R-MF standards:

- Provide 1.5 parking spaces per dwelling unit instead of 2 per unit



- Reduce building setback from 50' to 35' along the western boundary that is adjacent to an existing multi-family development (Chesterfield Apartments)
- Reduce the following buffer areas:
  - Reduce the buffer from 50' to 25' next to the Chesterfield Apartments;
  - Reduce the buffer from 50' to 20' next to the vacant agriculturally zoned property owned by the state
- Permit specified types of encroachments into these buffer areas, such as: clearing, retaining walls, grading, fencing and maintenance access and pedestrian trail/path improvements
- Increase the number of dwelling units per floor from 10 to 12

Staff supports these requested exceptions. Reductions in the number of parking spaces for multi-family residential use have been approved with no apparent adverse impact and such reduction permits less imperviousness. Adequately sized buffers will be maintained adjacent to existing single-family homes along Redbud Road. Other required buffers on the site will be adequately sized to provide spacing from existing and undeveloped properties, as well as allow certain improvements and amenities inside these buffers. Finally, the conceptual building elevations provide variation in building materials and fenestration to reduce the overall scale of the buildings containing up to 12 units per floor.

### **Access**

The applicant is also requesting an exception to permit more than 200 dwelling units without providing two or more public road accesses, as required by the Zoning Ordinance in R-MF Districts. The Zoning Ordinance requires two (2) or more public road accesses to increase convenience of access and safety for residents. A public road access to Boulder Springs Drive and an emergency vehicular access are proposed instead of the second public road access (Textual Statement, Item 2). No vehicular access is proposed to either of the adjoining multi-family developments (Chesterfield Village or Boulders Apartments I). Staff cannot support this exception request. Emergency vehicular access should not substitute for the provision of a second public road access when serving more than 200 dwelling units.

### **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 provides an overview of design requirements offered as part of this request (Attachment 1 – Proffered Conditions):

### **Community Design**

- Conceptual Layout Plan (Exhibit A – Attachment 3)
- Active and passive recreational provisions
  - Clubhouse (2,500 square feet) and pool located as community focal point. Clubhouse and pool open prior to occupancy of 60<sup>th</sup> dwelling unit.



- Trails, small park areas and open spaces
- Sidewalks, street trees and pedestrian-style lighting along internal roads
- Landscaping around buildings, within medians and common areas
- Foundation plantings, sod and irrigation
- Mechanical equipment screened

### **Architectural Design**

- Building elevations (Exhibit B – Attachment 4, last revised after the Planning Commission hearing on August 28, 2020 with Exhibit B – Attachment 7)
- Variety of building materials, excluding vinyl; four-story height limitations
- Brick, stone or stone veneer (minimum 24-inch height) for slab on grade foundations

### **Pedestrian Connectivity and the Comprehensive Plan**

While the Jahnke/Chippenham Special Area Plan, adopted in 1983, suggests that the subject property would be appropriate for office and hotel uses, it is important to note that the Plan encourages the location of new higher density residential developments in proximity to supporting office and commercial services. This integration with surrounding similar residential projects and commercial services occurs through site design and the provision of road and pedestrian connectivity.

Construction has recently commenced for a connector road between Boulders Parkway/Boulder Spring Drive and Midlothian Turnpike through the Spring Rock Green Shopping Center, located at the northwest quadrant of Midlothian Turnpike and Chippenham Parkway, across from the Stonebridge mixed use development. This road connection and associated sidewalk will promote a walkable linkage between the existing multifamily developments along Boulders Parkway (Chesterfield Village and Birchwood at Boulders) and supporting commercial and office uses located along Midlothian Turnpike. Provision of sidewalks along Boulders Parkway should also be encouraged. This pedestrian circulation among commercial services and neighboring residential uses becomes an important goal in creating a sense of place and achieving development integration to support higher residential densities. Exhibit C (Attachment 5) outlines existing and proposed bikeway paths in the Boulders Office Park, with connections southward to the Stonebridge development.

As suggested by the Comprehensive Plan goals and the Zoning Ordinance, the proffered conditions of this request include elevated design and architectural elements that will complement the overall area.

### **REVITALIZATION**

Staff Contact: Carl Schlaudt (804-318-8674) [schlaudtc@chesterfield.gov](mailto:schlaudtc@chesterfield.gov)

The project site is located in a revitalization area, consistent with the criteria-based approach of Road Cash Proffer Policy Section B.5 (as amended by the Board of Supervisors on April 26, 2017). The Department of Community Enhancement supports development in revitalization areas that represents a substantial improvement above current area conditions. This proposal represents a substantial improvement above conditions of older residential development in the vicinity of the project site. The Department of Community Enhancement supports the proposal as proffered.



## **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 a maximum development of 220 dwelling units (Proffered Condition 5). Based on those numbers of dwelling units and applying trip generation rates for a multi-family dwelling unit, development could generate approximately 1,200 average daily trips. Traffic generated by development of the property will be distributed via Boulders Parkway to Jahnke Road and Midlothian Turnpike.

Boulders Parkway is identified on the *County Thoroughfare Plan* as a major arterial with a recommended right of way width of 90 feet. Boulders Parkway is a four-lane divided road that has been constructed in conjunction with adjacent development. In 2018, the VDOT traffic count on Boulders Parkway was 8,800 vehicles per day.

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 property is located within Traffic Shed 1, which encompasses the northern area of the County between Huguenot Road and Midlothian Turnpike. Several roads in this part of the county need to be improved or widened to address safety and accommodate increased traffic. The traffic volume generated from this proposed development will contribute to an identifiable need for transportation facility improvements to these roads in excess of existing transportation facility capacity.

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 multi-family uses, which generate approximately 60% of the traffic of single-family dwelling units. Because of this, the traffic impact could be addressed with



\$5,640 (60% of \$9,400) per dwelling unit. The traffic impact of the proposed development could be valued at \$1,240,800 (220 units x \$5,640).

According to the Department of Community Enhancement, the property is located within a revitalization area. Under the Road Cash Proffer Policy, no road cash proffer will be accepted for development in these areas. Staff supports the request.

### **VIRGINIA DEPARTMENT OF TRANSPORTATION (VDOT)**

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

The applicant is requesting to rezone 26.5 acres of property to RMF with a Conditional Use Planned Development (CUPD) to permit relief from ordinance development standards related to parking and secondary access. VDOT has no comments at this time but comments will be generated during the site plan process.

### **FIRE AND EMERGENCY MEDICAL SERVICES**

Staff Contact: Anthony Batten (804-717-6167) battena@chesterfield.gov

#### **Mission & Service Profile**

The mission of Chesterfield Fire and Emergency Medical Services (CFEMS) is to protect life, property and the environment. This requires a comprehensive portfolio of services aimed at preventing fires, mitigating the impact of fires and disasters on the community, and providing a timely and effective response when fires, medical and other emergencies occur. Community risks, population growth and demographic changes, service demands, and response times are reviewed annually and the need for additional Fire & EMS operating and capital resources in support of the department's mission is evaluated during the county's annual budget and 5-year Capital Improvement Plan (CIP) processes.

#### **Summary of Fire & Life Safety Issues Assessed**

<b>COMMUNITY FIRE PROTECTION CAPABILITIES ASSESSMENT</b>	
Insurance Service Office (ISO) Public Protection Classification (PPC)	Class 2
<b>ANTICIPATED IMPACTS ON FIRE &amp; EMS</b>	
Call Load in Immediate Service Area During Previous Fiscal Year	3470
Projected Calls Generated Yearly by Proposed Development	92
Projected Call Load Increase in Immediate Service Area by Proposed Development	2.65 %
<b>DRIVE AND RESPONSE TIMES</b>	
Road Miles from Closest Fire Station	1.5
Estimated Drive Time from Closest Fire Station <sup>1</sup>	3:00 minutes
Estimated Response Time for First Unit on Scene <sup>2</sup>	6:00 minutes
<b>PLANNED CAPITAL FACILITY IMPROVEMENTS</b>	
None	
<b>ADDITIONAL INFORMATION</b>	
Chesterfield Fire and EMS does not support the use of an gated emergency access as a secondary access. However, if approved, the gated emergency access shall be constructed to meet the standards set forth by Chesterfield Fire and EMS.	
An access agreement with the adjacent private property must be established to ensure the gated emergency access is accessible to public safety personnel throughout the life span of the proposed development.	

<sup>1</sup> Drive-time estimates are exclusive of potential delays due to weather, traffic, or blockage of response routes.

<sup>2</sup> Estimates assume response units and personnel are in the station and available to respond at the time of an incident and include 1 minute 30 seconds for 911 call processing and dispatch, and up to 1:30 seconds for firefighter turnout.



## **Community Fire Protection Capabilities Assessment**

Chesterfield Fire and EMS participates in the Insurance Services Office (ISO) Public Protection Classification (PPC) program, which rates a community's fire protection capabilities in accordance with the Fire Suppression Rating Schedule (FSRS). Using the FSRS, the ISO performs a comprehensive evaluation of a community's fire department, water supply, emergency communications and community risk reduction efforts. The resulting score establishes a PPC rating from 1 to 10, with Class 1 being the best possible rating. Many insurance carriers reference a community's PPC rating in establishing insurance premiums. Generally, communities with a Class 1 rating enjoy lower insurance premiums than those communities with a Class 10 rating.

- The proposed development is located in an area with an ISO Class 2 rating, which indicates a property is within 5 miles of a fire station and within 1,000 feet of a fire hydrant.

## **Anticipated Impacts on Fire & EMS**

The proposed development is within the immediate service area of the Buford Fire Station, Company Number 9, which generated 3470 in fiscal year 2019. Based on a projected average of .418 calls per dwelling unit, it is estimated this development will generate 92 calls for service annually, representing a 2.65% increase in call load for the immediate service area.

## **Response Times**

The proposed development is 1.5 road miles from the Buford Fire Station, Company Number 9 and will be located within the urban response zone where CFEMS response time goals include the arrival of the first unit on the scene of the highest priority incidents (i.e. fire or life-threatening medical emergency) within 7 minutes of a 911 call, 90% of the time. Consistent with the approved Chesterfield County Comprehensive Plan, these response time goals include a 4-minute drive-time from the closest fire station. Current models indicate the proposed development will be within the 7-minute response time goal.

## **Additional Information**

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 R-MF Multifamily Residential District (Table 19.1-121.A), when the cumulative total of units in a proposed development exceeds fifty (50), a second access to these units shall be constructed. This requirement is necessary to provide emergency vehicles a second access to the apartment units should the other entrance become blocked.

Chesterfield Fire and EMS does not support the use of a gated emergency access as a secondary access. However, if approved, the gated emergency access shall be constructed to meet the standards set forth by Chesterfield Fire and EMS, and an access agreement with the adjacent private property must be established to ensure that the gated emergency access is accessible to public safety personnel throughout the life span of the proposed development.



## **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 FY2021 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 FY2021.



## Anticipated School Impacts

	Elementary (PK – 5)	Middle (6 – 8)	High (9 – 12)	Total <sup>(1)</sup>
Anticipated Student Yield by School Type	33	21	17	71
Schools Currently Serving Area	Crestwood	Providence	James River	2019-20 School Year
Current Enrollment	588	1,100	1,904	
Design Capacity <sup>(2)</sup>	<i>under construction</i>	1,101	2,208	
Enrollment Percent of Design Capacity	<i>n/a</i>	100%	86%	
Program Capacity <sup>(3)</sup>	<i>under construction</i>	1,152	2,164	
Enrollment Percent of Program Capacity	<i>n/a</i>	95%	88%	
Total Number of Trailers	<i>n/a</i>	0	2	
Number of Classroom Trailers	<i>n/a</i>	0	2	
Note: <sup>(1)</sup> 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 reflecting redistricting and a new school attendance zone used for this analysis was provided by County IST. <sup>(2)</sup> 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. <sup>(3)</sup> 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

The *Public Facilities Plan* recommends that A.M. Davis Elementary School be revitalized or replaced post 2020. However, at this time a budget has not been developed for the acquisition of land or construction of this school facility as recommended in the Plan.

## Additional School Comments

The replacement Crestwood Elementary School is currently under construction on the existing school site, and is temporarily co-located on the grounds of Bon Air Elementary School. Membership and capacity will be re-evaluated for the 2020-21 School Year.

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 its capacities.



## **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**

- Manchester Middle Athletic Complex

### **Public Facilities Plan**

The *Public Facilities Plan* identifies the need for a community park in the area near Powwhite Parkway.

### **Bikeways and Trails**

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 future separate share use path segment across the northern and western portions of the subject property. The applicant's proposal (Exhibit A, Attachment 3) provides a shared use path along the northern edge of the property as well as internal connections to the existing Boulders Lake trail system, within the development.

### **Recommendation**

This project should connect to the surrounding Bikeways and Trails proposed throughout the Boulders.

### **Additional Parks Comments**

- Parks supports pedestrian and bikeways for the Boulders area.
- The integrity of the surrounding trails existing and planned within the Boulders will be maintained by this development proposal.
- Proposed development of shared use paths in the Boulders shall be clearly defined and coordinated with Parks and Recreation as the Department will be responsible for future maintenance of the Boulders shared use path.



## UTILITIES

Staff Contact: Randy Phelps (804-796-7126) [phelpsc@chesterfield.gov](mailto: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	12"	Yes
Wastewater	No	8"	Yes

### **Additional Utility Comments:**

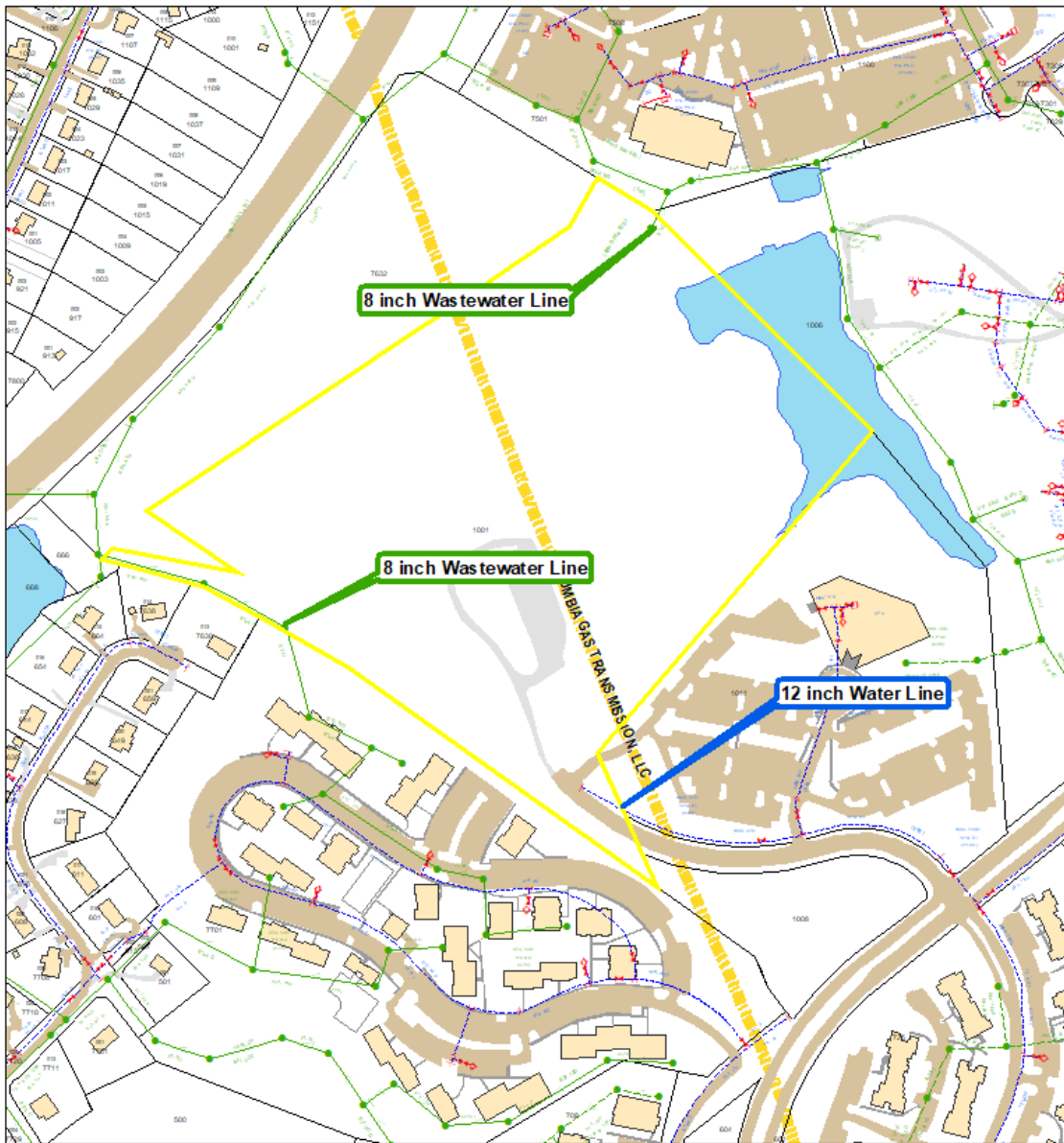
The subject property is located within the mandatory water and wastewater connection areas for new residential development. The applicant has proffered connection to the public water and wastewater systems (Proffered Condition 11).

A 12" public water line is located along Boulder Springs Drive. There are 8" public wastewater lines located at the northeast and southwest boundaries of the subject property. Sufficient system capacity is available to support the proposed 220 apartment units.

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  
Dominion Realty Partners, LLC  
20SN0595  
CRP 6/28/2020  
1 inch = 300 feet





## ENVIRONMENTAL ENGINEERING

Staff Contact: Rebecca Rochet (804-748-1028) RochetR@chesterfield.gov

### **Geography**

Approximately one-third of the subject property drains from west to east to Boulders Lake II, which discharges to an unnamed tributary to Powhite Creek. The remaining two-thirds of the property drains directly to Powhite Creek. The entire property is located within the Powhite Creek Watershed.

### **Natural Resources**

A Resource Protection Area (RPA) Designation was completed by the applicant and is currently under review by the Department of Environmental Engineering – Water Quality Section. 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 encroach into the RPA.

Areas of wetlands may exist on the property and shall not be impacted without prior approval from the US Army Corps of Engineers and/or the Virginia Department of Environmental Quality.

### **Erosion and Sediment Control**

Steep slopes greater than 20 percent are difficult to stabilize when disturbed. The steep slopes on the subject property border the Boulders Lake II, as well as Powhite Creek; therefore, disturbance of these slopes will result in the increased potential for sediment to impact the land and stream if erosion occurs. These steep slopes should remain in their natural, undisturbed state to the maximum extent practicable, unless otherwise approved by the Department of Environmental Engineering.

In locations where the disturbance of slopes greater than 20 percent is unavoidable, enhanced erosion and sediment control measures, such as super silt fence (or alternative as approved by the Department of Environmental Engineering) and the application of anionic PAM to denuded areas during construction and final stabilization, shall be provided as directed by the Department of Environmental Engineering at the time of site plan review. The Department of Environmental Engineering shall approve the exact design and implementation of these standards. The applicant has offered Proffered Condition 12 to address this impact.

### **Stormwater Management**

A portion of the subject property is included within the approved Boulders Lake II CBPA Plan. Development of the portion of the property which is covered by the approved CBPA plan is subject to the Part IIC technical criteria of the Virginia Stormwater Management Program (VSMP) Regulations for water quality and quantity until June 30, 2019, unless otherwise extended by state regulation. The portions of the property which are not covered by the approved CBPA plan will be subject to the Part IIB technical criteria of the (VSMP) Regulations for water quality and quantity.

Permanent improvements within the existing BMP and/or access easement will require a license agreement or relocation of the easement. Any modifications to the existing stormwater management basin will require recertification by a licensed professional.



## **LIBRARIES**

Staff Contact: Jennifer Stevens (804-751-4998) [stevensj@chesterfield.gov](mailto:stevensj@chesterfield.gov)

This request will not impact these facilities.



## CASE HISTORY

### Applicant Submittals

<b>4/13/2020</b>	Application submitted
<b>5/21, 6/15, 7/8 &amp; 7/24/2020</b>	Revised proffered conditions, textual statement, concept plan and elevations submitted
<b>8/28/2020</b>	Revised Proffered Condition 3 and elevations submitted

### Community Meeting

<b>7/8/2020</b>	<p>An adjacent owner letter was mailed to adjoining property owners by the applicant's agent.</p> <p>A traditional community meeting was not conducted for this zoning request. In lieu of a community meeting, a pre-recorded presentation was posted online for citizens or interested persons to view. Feedback or comments on the request were asked to be sent to the District Commissioner, the Applicant's contact, and the Planning Department Case Manager via e-mail.</p> <p>Comments and questions relative to this request were received. These comments/questions included:</p> <ul style="list-style-type: none"> <li>• Direction of site drainage from the proposal</li> <li>• Clearing and grading adjacent to the rear of residential lots on Redbud Road</li> <li>• Location and terminus of the on-site shared use path</li> </ul> <p>The applicant's agent sent a detailed response to each of the citizens who sent feedback.</p>
-----------------	--

### Planning Commission

<b>8/18/2020</b>	<p><b>Citizen Comments:</b> No citizens spoke to this request.</p> <p><b>Commission Discussion</b> Safety provisions would be addressed with the planned gated emergency access road to the adjoining property, 1011 Boulder Springs Drive. Viable access alternatives to a second public street are not currently available.</p> <p><b>Action – APPROVAL AND ACCEPTANCE OF THE PROFFERED CONDITIONS IN ATTACHMENT 1</b></p> <p><b>Motion:</b> Petroski <b>Second:</b> Sloan <b>AYES:</b> Freye, Sloan, Hylton, Owens, Petroski</p>
<p><b>The Board of Supervisors on Wednesday, September 23, 2020, beginning at 6:00 p.m., will consider this request.</b></p>	



**PROFFERED CONDITIONS**

(July 24, 2020)

## Note:

- “CPC” – Recommended by Planning Commission only
- Prior to the advertisement of this request, revisions to Proffered Condition 3 and Exhibit B (Elevations) were submitted by the applicant. These revisions are located in Attachments 6 and 7.

The property owner 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 or assigns, proffer that the property under consideration (the “Property”) 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 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.

- (CPC) 1. Master Plan. The Textual Statement dated July 24, 2020 shall be considered the “Master Plan”. (P)
- (CPC) 2. Conceptual Site Plan. The site shall be developed as generally depicted on the conceptual site plan dated March 12, 2020, last revised July 24, 2020, entitled “Boulders Apartments II, Chesterfield County, Virginia”, prepared by Rule Joy Trammell Rubio Architecture Interior Design attached hereto as Exhibit A. (P)
- (CPC) 3. Elevations/Exterior Facades. Development of the Property shall be in general conformance with the architectural appearance shown on the elevations attached hereto entitled “Boulders Apartments II, Chesterfield County, Virginia”, dated June 29, 2020, prepared by Rule Joy Trammell Rubio Architecture Interior Design attached hereto as Exhibit B. Provided, however, the Planning Commission may approve alternate treatment and materials provided the alternative meets the spirit and intent of the above requirement relative to design and building material quality.
- Roof materials shall be 30 year architectural/dimensional asphalt composition shingle.
  - Acceptable building materials shall be cultured stone, brick, composition, hardiplank, engineered wood (e.g. LP Smartside) and horizontal lap siding. Horizontal lap siding shall be manufactured from natural wood or cement fiber board. Plywood, vinyl and metal siding are not permitted. Painted wood trim is not permitted.
  - There shall be a minimum vertical height of twenty-four (24) inches of brick, stone or stone veneer above grade utilized on slab-on-grade foundations.



- d. Given site topography, buildings may be a combination of three (3) and four (4) stories and shall not exceed a height of sixty (60) feet as measured from slab on grade to top of roof high point for four (4) story structures.
  - e. The stone façade shown on the first floor exterior of the buildings shall also be provided on the sides back to the point where the retaining wall steps down to the lower grade at the backs of the buildings. (P and BI)
- (CPC) 4. Recreation Areas/Focal Point. Recreation areas shall be provided to include a clubhouse area of a minimum of 2,500 gross square feet and a pool. A certificate of occupancy shall be obtained for the clubhouse prior to the issuance of a certificate of occupancy for the 60<sup>th</sup> dwelling unit on the Property. The pool shall be constructed simultaneously with the clubhouse area, weather permitting. Part of these areas shall be “hardscaped” (concrete, asphalt or pavers) and have a combination of other amenities such as benches, a pergola, a gazebo and pavers that accommodate and facilitate gatherings. Other active areas shall include pocket parks, dog park, open space and trails along the lake. (P)
- (CPC) 5. Dwelling Units. A maximum of 220 dwelling units shall be permitted. The total number of three bedroom units shall not exceed five percent (5%) of the total number of dwelling units. All other units shall be one or two bedroom units. (P and BI)
- (CPC) 6. Sidewalks. Sidewalks shall be provided on at least one side of the internal roads. The treatment and location of these sidewalks shall be approved by the Planning Department at the time of site plan review. (P)
- (CPC) 7. Street Trees. Street trees shall be planted along each side of the internal roads (except where limited in power and gas easement areas) of the Property to include entrance roads from public roads into the development. If existing trees are maintained, and are located along the sides of the internal roads, they may be counted toward this requirement. (P)
- (CPC) 8. Supplemental Landscaping. Supplemental landscaping shall be provided around the perimeter of all buildings, between buildings and driveways, within medians, and within common areas not occupied by recreational facilities or other structures. Such landscaping shall be designed to: minimize the predominance of building mass and paved areas; define private spaces; and enhance the residential character of the development. The Planning Department, at the time of site plan review, shall approve the landscaping plan with respect to the exact numbers, spacing, arrangement and species of plantings. Foundation planting beds shall be incorporated within such landscape plan along the façades of buildings which face public streets and internal driveways and shall (i) have a width of at least four feet from the building foundation, (ii) be defined with a trenched edge or suitable landscape edging material, and (iii) include medium shrubs spaced a maximum of four (4) feet apart or an alternate plant variety approved at the time of plan review. (P)



- (CPC) 9. Street Lighting. Street lights shall be decorative and residential in character with a non-glare design. Light poles shall have a maximum height of twenty (20) feet and shall be located generally along the internal roads as approved by the Planning Department. (P)
- (CPC) 10. Heating, Ventilation and Air Conditioning (HVAC) Units. Units shall initially be screened by landscaping or low maintenance material as approved by the Planning Department. (P)
- (CPC) 11. Utilities. The public water and wastewater systems shall be used. (U)
- (CPC) 12. Steep Slopes. Steep slopes equal to or greater than 20 percent shall remain in their natural, undisturbed state to the maximum extent practicable, unless otherwise approved by the Department of Environmental Engineering. In locations where the disturbance of slopes greater than 20 percent is unavoidable, enhanced erosion and sediment control measures, such as super silt fence (or alternative as approved by the Department of Environmental Engineering) and the application of anionic PAM to denuded areas during construction and final stabilization, will be provided as directed by the Department of Environmental Engineering at the time of site plan review. The Department of Environment Engineering shall approve the exact design and implementation of these standards. (EE)

(Staff Note: anionic PAM refers to “anionic polyacrylamide”)



**TEXTUAL STATEMENT**

(July 24, 2020)

This is a request to rezone 26.5 acres of property to RMF with a Conditional Use Planned Development (CUPD) to permit relief from ordinance development standards related to parking, buffers, setbacks, number of units per floor and secondary access.

1. There shall be a minimum of 1.5 parking spaces per dwelling unit provided on the Property.
2. Multi-family residential dwellings shall be subject to the requirements of the Zoning Ordinance for the Residential Multi-Family (R-MF) District, except as follows:

The number of accesses to a road shall be a minimum of one (1) plus one (1) secondary, gated emergency access.

3. Reduction of the 50' buffer adjacent to the R-7 zoned property (GPIN 7627093680) to 25' with allowed encroachment into the 25' for retaining walls, grading, fencing and maintenance access and pedestrian trail/path improvements.
4. Reduction of the 50' building setback to 35' along the southwest property line, adjacent to GPIN 7627093680.
5. Reduction of the 50' buffer along the Powhite Parkway right of way (GPIN 7627110630) to 20' minimum for clearing and grading to provide shared use path and edge of SWM/BMP facility.
6. Within the 50' buffer required adjacent to GPIN numbers 7617108463, 7617107168 and 7617105382, an exception for clearing, grading and maintenance access drive serving the BMP.
7. Exception to allow for more than 10 units per floor in the buildings, but not in excess of twelve (12) units per floor.



EXHIBIT A – CONCEPTUAL LAYOUT PLAN

(July 24, 2020)

Exhibit A July 24, 2020



BOULDERS APARTMENTS II  
CHESTERFIELD COUNTY, VIRGINIA





EXHIBIT B – ELEVATIONS (APPROVED BY PLANNING COMMISSION)

(June 29, 2020)

Exhibit B



BUILDING TYPE B - REAR ELEVATION

**RJT** **RuleJoyTrammellRubio**  
Architecture Interior Design  
© 2020 All Rights Reserved. All Rights Reserved. All Rights Reserved. All Rights Reserved. All Rights Reserved.  
COMMERCEVILLE, MD 21031-1000  
410.326.1000  
www.rulejoytrammellrubio.com

**BOULDERS APARTMENTS II**  
CHESTERFIELD COUNTY, VIRGINIA

**DRP**  
DOMINION REALTY PARTNERS

Exhibit B



BUILDING TYPE B - SIDE ELEVATION



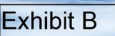
BUILDING TYPE B - FRONT ELEVATION

**RJT** **RuleJoyTrammellRubio**  
Architecture Interior Design  
© 2020 All Rights Reserved. All Rights Reserved. All Rights Reserved. All Rights Reserved. All Rights Reserved.  
COMMERCEVILLE, MD 21031-1000  
410.326.1000  
www.rulejoytrammellrubio.com

**BOULDERS APARTMENTS II**  
CHESTERFIELD COUNTY, VIRGINIA

**DRP**  
DOMINION REALTY PARTNERS





BUILDING TYPE B1 - REAR ELEVATION



BUILDING TYPE B2 - REAR ELEVATION

**BOULDERS APARTMENTS II**  
CHESTERFIELD COUNTY, VIRGINIA



BUILDING TYPE B1 &amp; B2 - SIDE ELEVATION



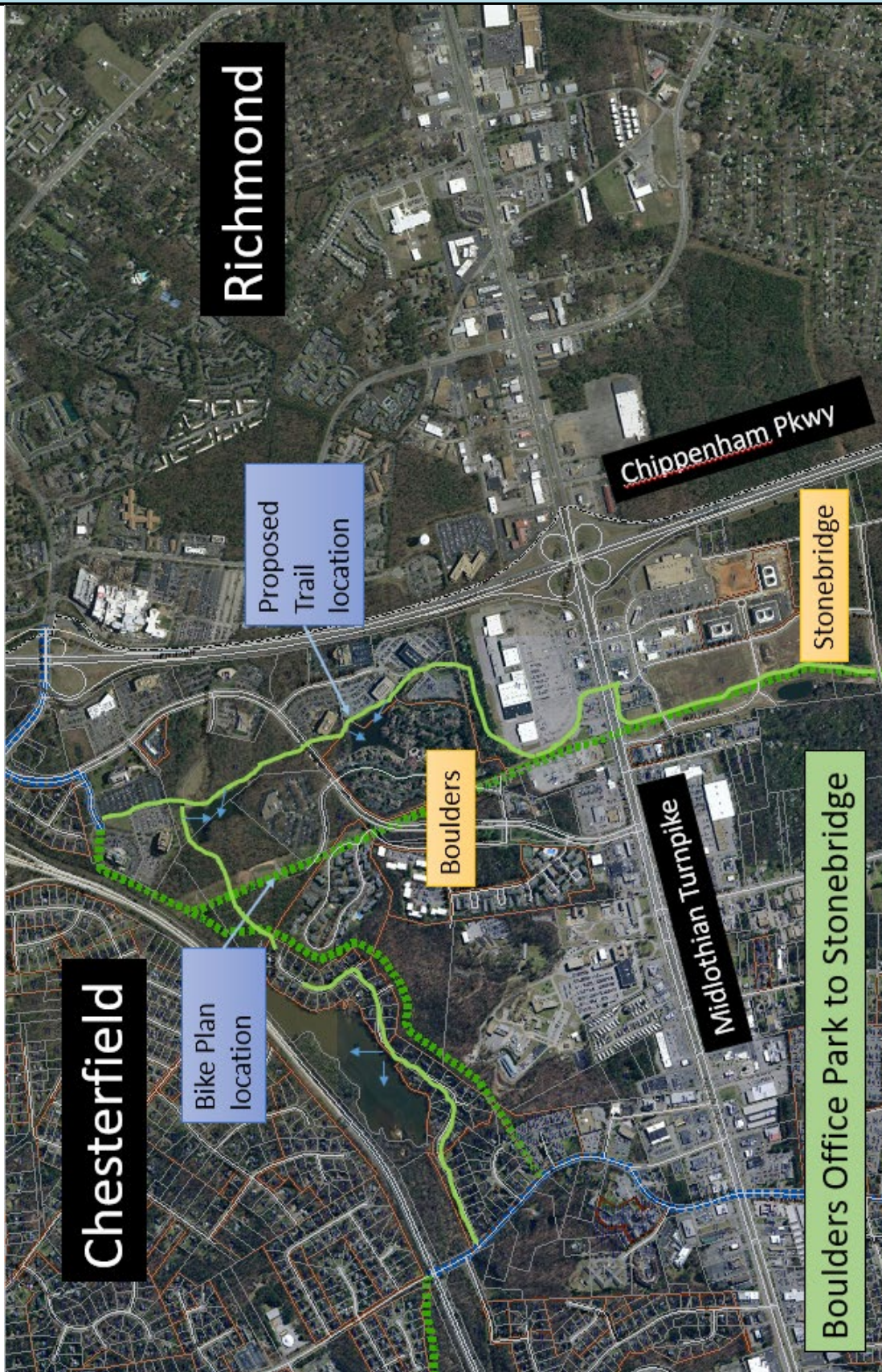
BUILDING TYPE B1 &amp; B2 - FRONT ELEVATION

**BOULDERS APARTMENTS II**  
CHESTERFIELD COUNTY, VIRGINIA





EXHIBIT C – BIKEWAYS ROUTE IN BOULDERS









**REVISED PROFFERED CONDITION 3**  
**(REVISED BY APPLICANT AFTER PLANNING COMMISSION HEARING)**  
 (August 28, 2020)

3. Elevations/Exterior Facades. Development of the Property shall be in general conformance with the architectural appearance shown on the elevations attached hereto entitled "Boulders Apartments II, Chesterfield County, Virginia", dated ~~June 29,~~ **August 25, 2020**, prepared by Rule Joy Trammell Rubio Architecture Interior Design attached hereto as Exhibit B. Provided, however, the Planning Commission may approve alternate treatment and materials provided the alternative meets the spirit and intent of the above requirement relative to design and building material quality.
- a. Roof materials shall be 30 year architectural/dimensional asphalt composition shingle.
  - b. Acceptable building materials shall be cultured stone, brick, composition, hardiplank, engineered wood (e.g. LP Smartside) and horizontal lap siding. Horizontal lap siding shall be manufactured from natural wood or cement fiber board. Plywood, vinyl and metal siding are not permitted. Painted wood trim is not permitted.
  - c. There shall be a minimum vertical height of twenty-four (24) inches of brick, stone or stone veneer above grade utilized on slab-on-grade foundations.
  - d. Given site topography, buildings may be a combination of three (3) and four (4) stories and shall not exceed a height of sixty (60) feet as measured from slab on grade to top of roof high point for four (4) story structures.
  - e. The stone façade shown on the first floor exterior of the buildings shall also be provided on the sides back to the point where the retaining wall steps down to the lower grade at the backs of the buildings. (P)



**EXHIBIT B – ELEVATIONS**  
**(REVISED BY APPLICANT AFTER PLANNING COMMISSION HEARING)**  
 (Revised August 25, 2020)

Exhibit B



BUILDING TYPE B, B1 & B2 - SIDE ELEVATION



BUILDING TYPE B - FRONT ELEVATION

**RULE/KY/THAMMELL RUBIO**  
 Architecture Interior Design  
© 2020 Rule/Ky/Thammell Rubio Architecture Interior Design. All rights reserved. No part of this document may be reproduced without written permission from Rule/Ky/Thammell Rubio Architecture Interior Design. AUGUST 25, 2020

**BOULDERS APARTMENTS II**  
 CHESTERFIELD COUNTY, VIRGINIA



Exhibit B



BUILDING TYPE B - REAR ELEVATION

**RULE/KY/THAMMELL RUBIO**  
 Architecture Interior Design  
© 2020 Rule/Ky/Thammell Rubio Architecture Interior Design. All rights reserved. No part of this document may be reproduced without written permission from Rule/Ky/Thammell Rubio Architecture Interior Design. AUGUST 25, 2020

**BOULDERS APARTMENTS II**  
 CHESTERFIELD COUNTY, VIRGINIA







BUILDING TYPE B1 - REAR ELEVATION



BUILDING TYPE B1 - FRONT ELEVATION

**RJ TR** RULE JOY TRAMMELL RUBIO  
Architecture Interior Design  
© 2020 THIS PLANNING IS THE PROPERTY OF RULE JOY TRAMMELL & RUBIO, LLC  
ALL RIGHTS RESERVED. NO PART OF THIS DOCUMENT MAY BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, WITHOUT PERMISSION IN WRITING FROM RULE JOY TRAMMELL & RUBIO, LLC.  
COMMISSION NO. 43-007-000 AUGUST 21, 2020

**BOULDERS APARTMENTS II**  
CHESTERFIELD COUNTY, VIRGINIA



BUILDING TYPE B2 - REAR ELEVATION



BUILDING TYPE B2 - FRONT ELEVATION

**RJ TR** RULE JOY TRAMMELL RUBIO  
Architecture Interior Design  
© 2020 THIS PLANNING IS THE PROPERTY OF RULE JOY TRAMMELL & RUBIO, LLC  
ALL RIGHTS RESERVED. NO PART OF THIS DOCUMENT MAY BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, WITHOUT PERMISSION IN WRITING FROM RULE JOY TRAMMELL & RUBIO, LLC.  
COMMISSION NO. 43-007-000 AUGUST 21, 2020

**BOULDERS APARTMENTS II**  
CHESTERFIELD COUNTY, VIRGINIA







**20SN0595**

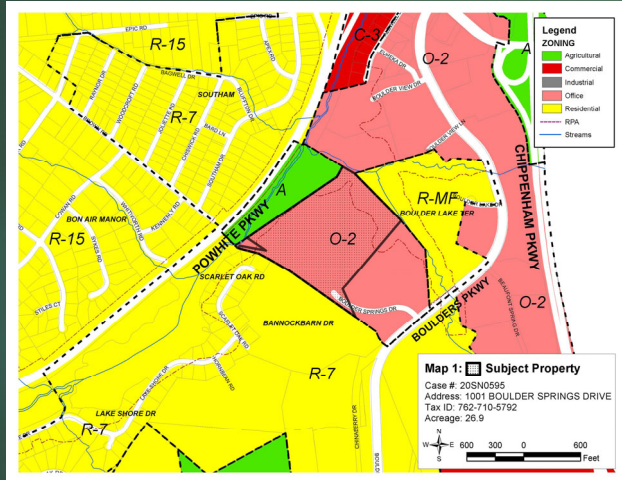
Midlothian District  
Dominion Realty Partners, LLC

Rezoning from Corporate Office (O-2) to Multifamily Residential (R-MF) with conditional use planned development to permit exceptions to parking, access requirements, and development standards.

Case 20SN0595, in the Midlothian Magisterial district, is a request from Dominion Realty Partners, LLC to rezone from Corporate Office (O-2) to Multifamily Residential (R-MF) plus conditional use planned development to permit exceptions to ordinance requirements relative to access, building setbacks, buffers, dwelling units per floor, and the number of required parking spaces per dwelling unit.



# Overview

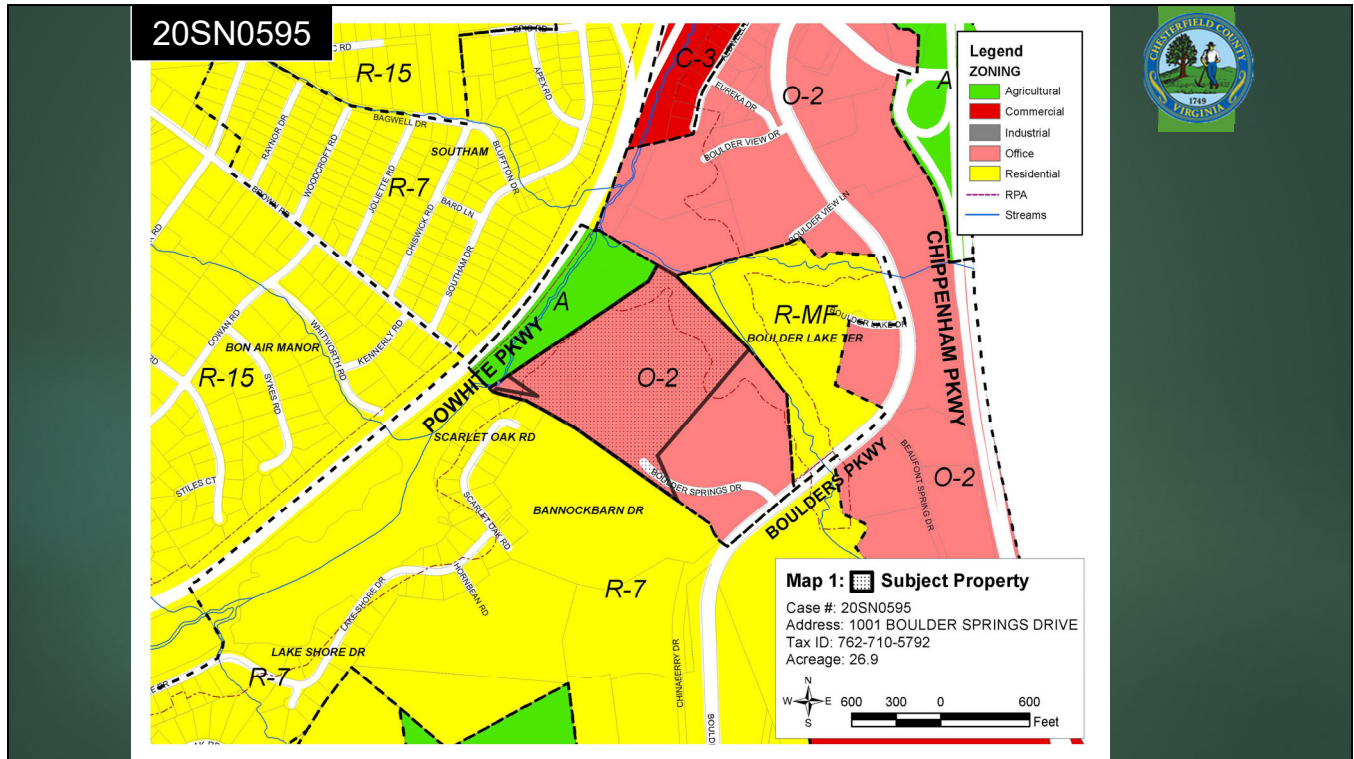


- ▶ Phase II of the Boulders Apartments
- ▶ Density limit of 220 Units
- ▶ Located in a revitalization area
- ▶ One public road access, one emergency access
- ▶ Staff Recommends Denial
- ▶ CPC Recommends Approval

20SN0595

A 220-unit multifamily residential development (Boulders Apartments II) is planned, yielding a density of 8.2 dwelling units per acre. Access to the property would be limited to one public road entrance and a gated emergency access road. Property is located within an area identified for revitalization. Planning and Fire & Life Safety recommend denial of the request due to the lack of a second public road access to the site. The County's Transportation Department recommends approval of the request, noting that the property is located within a revitalization area, which results in no road cash proffer being accepted. The Planning Commission unanimously recommended approval of the request, noting that safety for residents will be addressed with a provision for a gated emergency access road.





The request property is located at the terminus of Boulder Springs Drive, approximately 750' northwest of its intersection with Boulders Parkway. Adjoining properties to the south and west are zoned for residential uses and developed with single-family and multifamily uses. Properties to the southeast and north are zoned Corporate Office (O-2) and developed with office buildings, within the Boulders Office Park. To the east, Phase I of the Boulders Apartments is nearing completion.



20SN0595

Exhibit A July 24, 2020



**RJ TR** RULEJOY TRAMMELL RUBIO  
Architecture Interior Design  
© 2019 RJ TR. ALL RIGHTS RESERVED. NO PART OF THIS DOCUMENT MAY BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, WITHOUT PERMISSION IN WRITING FROM RULEJOY TRAMMELL RUBIO ARCHITECTURE INTERIOR DESIGN.  
COMMISSION NO. 19-007-00  
JULY 24, 2020

**BOULDERS APARTMENTS II**  
CHESTERFIELD COUNTY, VIRGINIA



The applicant has proffered a concept plan, shown in the current slide. A multifamily residential development known as Boulders Apartments II with a maximum density of 220 dwelling units is proposed. Dwelling units will contain one or two-bedrooms, with a maximum of 5 percent of the units containing 3 bedrooms. The development concept for the proposed apartments consists of 6 buildings, 3 to 4 stories in height. A single public road access to the property would be from Boulder Springs Drive, with one (1) gated emergency access drive to the adjoining office development at 1011 Boulder Springs Drive.

This proposed development will serve as a second phase of development to the Boulders Apartments I development, currently under construction to the east. Similar development standards have been proffered with this request to provide compatibility between these multifamily residential developments. Community amenities for Phase II will include: Active and passive recreational provisions, such as a clubhouse and pool, trails, small parks and open spaces, and sidewalks. In addition, street trees, pedestrian-style lighting, landscaping, and screening of mechanical equipment have also been proffered by the applicant.



# Development Exceptions



- ▶ Parking space requirements
- ▶ Building setbacks from property line
- ▶ Buffer
  - ▶ Reduce width
  - ▶ Permit specified encroachments
- ▶ Dwelling units per floor

20SN0595

Exceptions are requested to the following standards to provide flexibility in building locations and size, permit encroachments into specified buffers/setbacks, and reduce the number of required parking spaces. Specifically, the following exceptions are requested to the R-MF standards:

- Provide 1.5 parking spaces per dwelling unit instead of 2 per unit
- Reduce building setback from 50' to 35' along the western boundary that is adjacent to the Chesterfield Apartments development
- Reduce the buffer from 50' to 25' next to the Chesterfield Apartments;
- Reduce the buffer from 50' to 20' next to the vacant agriculturally zoned property owned by the state
- Permit specified types of encroachments into these buffer areas, such as: clearing, retaining walls, grading, fencing and maintenance access and pedestrian trail/path improvements
- Increase the number of dwelling units per floor from 10 to 12

Staff is supportive of these exceptions as since these match the development exceptions granted for the Phase I development, as well as provide reasonable accommodation of improvements adjacent to existing multifamily and office development adjoining the property.





The applicant has proffered elevations for the development, shown in the current slide. Subsequent to the Commission's consideration of this request, staff received a revised Proffered Condition 3 and building elevations on August 28, 2020. The revision provides updated elevations that reflect minor modifications to fenestration, location of building materials, and balcony design.

Staff continues to find that architecture is compatible to the apartments under construction in Phase I currently. Proffered conditions of this case address:

- Requiring a variety of building materials, excluding vinyl;
- A 4-story height limitation and
- Brick, stone or stone veneer, a minimum of 24-inches in height, for slab on grade foundations



# Access



- ▶ One public road access to Boulder Springs Drive
- ▶ Gated emergency access to private driveway at 1001 Boulder



20SN0595

The applicant is requesting an exception to permit more than 200 dwelling units without providing 2 or more public road accesses, as required by the Zoning Ordinance in R-MF Districts. The Zoning Ordinance requires two (2) or more public road accesses to increase convenience of access and safety for residents. A public road access to Boulder Springs Drive and an emergency vehicular access are proposed instead of the second public road access. No vehicular access is proposed to either of the adjoining multi-family developments, Chesterfield Village or Boulders Apartments I. Staff does not support this exception request. Emergency vehicular access should not substitute for the provision of a second public road access when serving more than 200 dwelling units.



## Planning Commission Recommends Approval



- Addresses safety through provision of emergency access

## Planning & Fire Recommend Denial

- Lack of second public road access reduces convenience and safety for residents

## Transportation Recommends Approval

- Located within a revitalization area. Under the Road Cash Proffer Policy, no road cash proffer will be accepted.

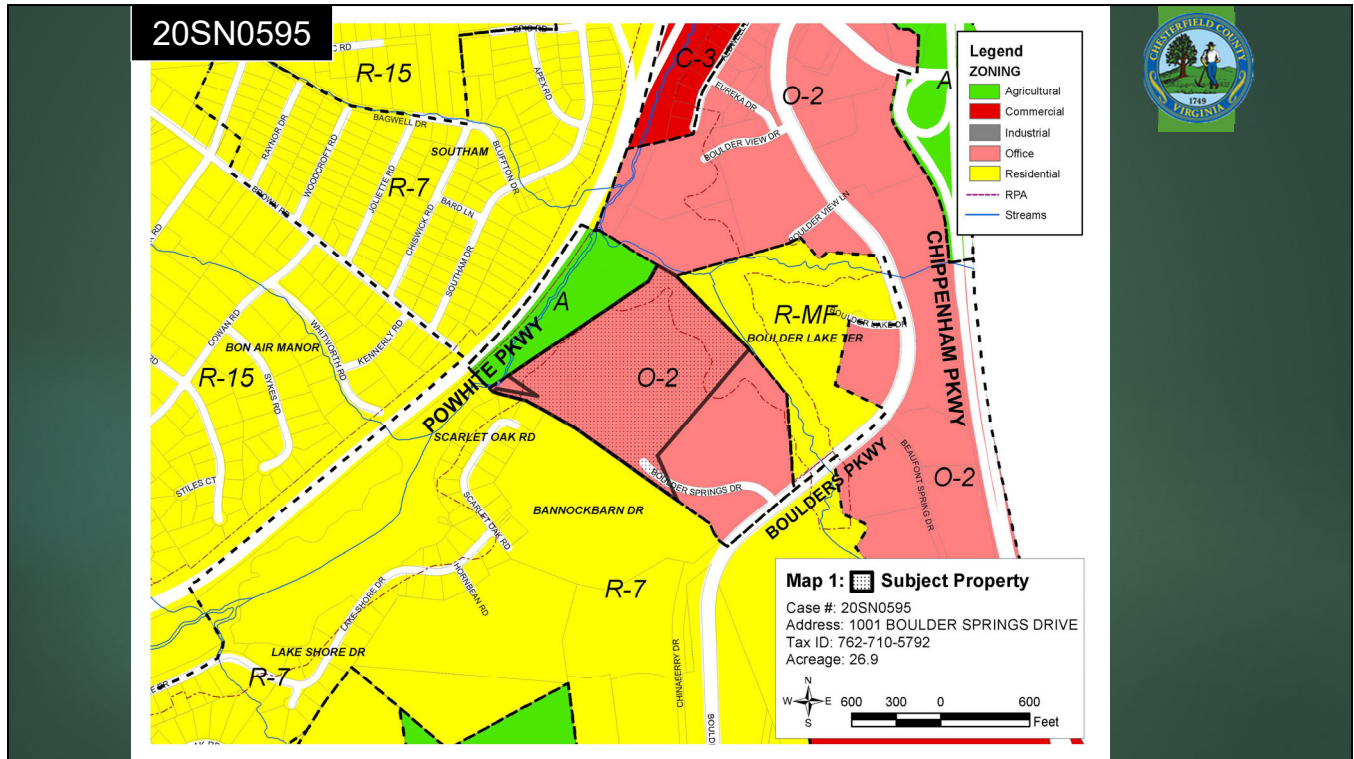
20SN0595

The Planning Commission, with a unanimous vote, recommends approval of the applicant's request. The Commission noted that the applicant's request provides a gated emergency access route through an adjoining property, which will address potential safety concerns with a single public road access.

Planning and Fire & Life Safety continue to recommend denial of the request. While the applicant's proposal for apartments with development exceptions relative to buffers, setbacks, parking and dwelling units per floor can be supported by Planning, the exception request relative to access could provide an adverse impact to the safety and convenience for the future residents of this community in an emergency situation. An emergency access should not substitute for the provision of 2 or more public road accesses when serving more than 200 dwelling units, as required by the Zoning Ordinance.

The Transportation Department continues to recommend approval. The property is located within a revitalization area. Under the Road Cash Proffer Policy, no road cash proffer will be accepted.





At this point, I'd be happy to answer any questions you may have.

600-scale map of the request property.





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

**RECEIVED**  
**APR 10 2020**  
DIRECTOR PLANNING DEPT

I, Shawn Leisinger, a Senior Asset Manager of Principal Development Investors, L.L.C., a Delaware limited liability company, do hereby swear or affirm that to the best of my knowledge and belief, the following information is true:

1. I am the owner for the rezoning amendment on the property identified as Parcel ID Number: 7627105792 and am requesting rezoning and 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 Interest</u>
-------------	----------------	-----------------------------------

See attached

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: See attached
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: See attached
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>
-------------	----------------	----------------------------------

See attached

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>
-------------	----------------	----------------------------

See attached

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:



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:

**PRINCIPAL DEVELOPMENT INVESTORS, L.L.C.,**  
a Delaware limited liability company

By: Principal Life Insurance Company,  
an Iowa corporation,  
its sole member

By: Principal Real Estate Investors, LLC,  
a Delaware limited liability company,  
its authorized signatory

By:   
Name: **Shawn Lelsinger**  
Its: **Sr. Asset Manager**

By:   
Name: **Brenda M. Wadle**  
Its: **Managing Director  
Asset Management**



STATE OF IOWA

COUNTY/CITY OF POLK, to-wit:

This day October 9, 2019, Shawn Leisiger of Principal Development Investors, L.L.C., personally appeared before me, Amy S. Todhunter, a Notary Public in and for the County and State aforesaid, and swore or affirmed that the matters stated in the foregoing are true to the best of his knowledge and belief.

Given under my hand this 9 day of October, 2019

Amy S. Todhunter

Notary Public

Registration No. 754308  
My Commission expires: 8-19-20

STATE OF IOWA

COUNTY/CITY OF POLK, to-wit:

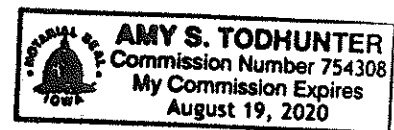
This day October 9, 2019, Brenda Wadke of Principal Development Investors, L.L.C., personally appeared before me, Amy S. Todhunter, a Notary Public in and for the County and State aforesaid, and swore or affirmed that the matters stated in the foregoing are true to the best of his knowledge and belief.

Given under my hand this 9 day of October, 2019

Amy S. Todhunter

Notary Public

Registration No. 754308  
My Commission expires: 8-19-20





# ATTACHMENT TO ZONING DISCLOSURE AFFIDAVIT

## 2. Parties with an interest in Property (not exempted).

Name (individual or artificial)	Address	Type of Ownership Interest
Principal Development Investors, L.L.C.	711 High Street Des Moines, Iowa 50392	Property Owner
Dominion Realty Partners, LLC	101 North 5 <sup>th</sup> Street, Suite B Richmond, VA 23219	Contract Purchaser
FCHC Realty Ventures, Inc.	Unknown	Recorded Agreement
BF Associates Limited Partnership	Unknown	Recorded Agreement

## 3. Any publicly traded?

Unknown
---------

## 4. Owners or Artificial Person are unknown.

Name of Artificial Person	Address	Type of Ownership Interest
FCHC Realty Ventures, Inc.	Unknown	Recorded Agreement
BF Associates Limited Partnership	Unknown	Recorded Agreement

## 5. Owner information if no Artificial Person has 10 or less owners/shareholders.

Name	Address	Name of Artificial Person
DRP Holdings, LLC, a Delaware limited liability company	101 North 5 <sup>th</sup> Street, Suite B, Richmond, VA 23219	Dominion Realty Partners, LLC
		Principal Development Investors, L.L.C.

## 6. Owner information for any owner who owns 10% or more of Artificial Person.

Name	Address	Name of Artificial Person
DRP Holdings, LLC, a Delaware limited liability company	101 North 5 <sup>th</sup> Street, Suite B, Richmond, VA 23219	Dominion Realty Partners, LLC
Principal Life Insurance Company, an Iowa corporation	711 High Street Des Moines, IA 50392	Principal Development Investors, L.L.C.



**CASE NUMBER: 20SN0604****APPLICANTS: Diana and Stephen Berkshire**

**CHESTERFIELD COUNTY,  
VIRGINIA  
DALE DISTRICT**

**STAFF'S ANALYSIS  
AND RECOMMENDATION**

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

SEPTEMBER 23, 2020

**BOS Time Remaining:**

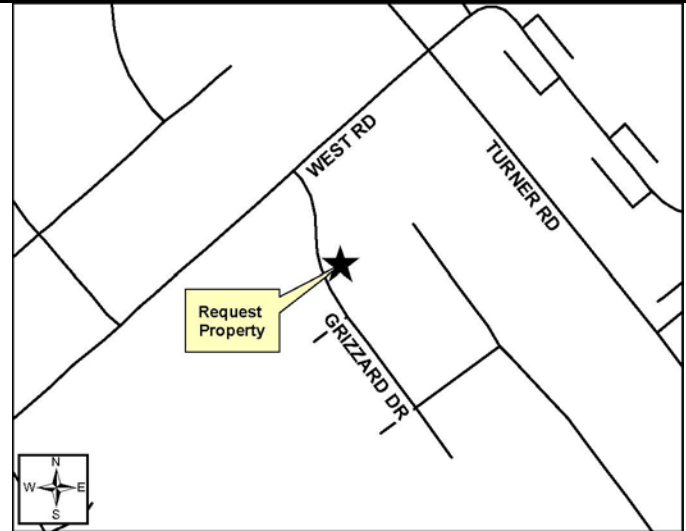
365 DAYS

**Applicant's Contact:**

STEPHEN BERKSHIRE (804-716-9392)

**Planning Department Case Manager:**

HAROLD ELLIS (804-768-7592)



0.3 Acre – 3817 Grizzard Drive

**REQUEST**

Conditional use to permit recreational equipment parking and storage in a Residential (R-12) District.

**Notes:**

- A. Conditions may be imposed or the property owner may proffer conditions.
- B. Conditions and an Exhibit are located in Attachments 1 and 2.

**SUMMARY**

Continued parking of a recreational vehicle (Class C motorhome) within the side yard of a residential lot is planned. The applicants do not plan to meet the Ordinance restriction that the recreational vehicle be parked in the rear yard.

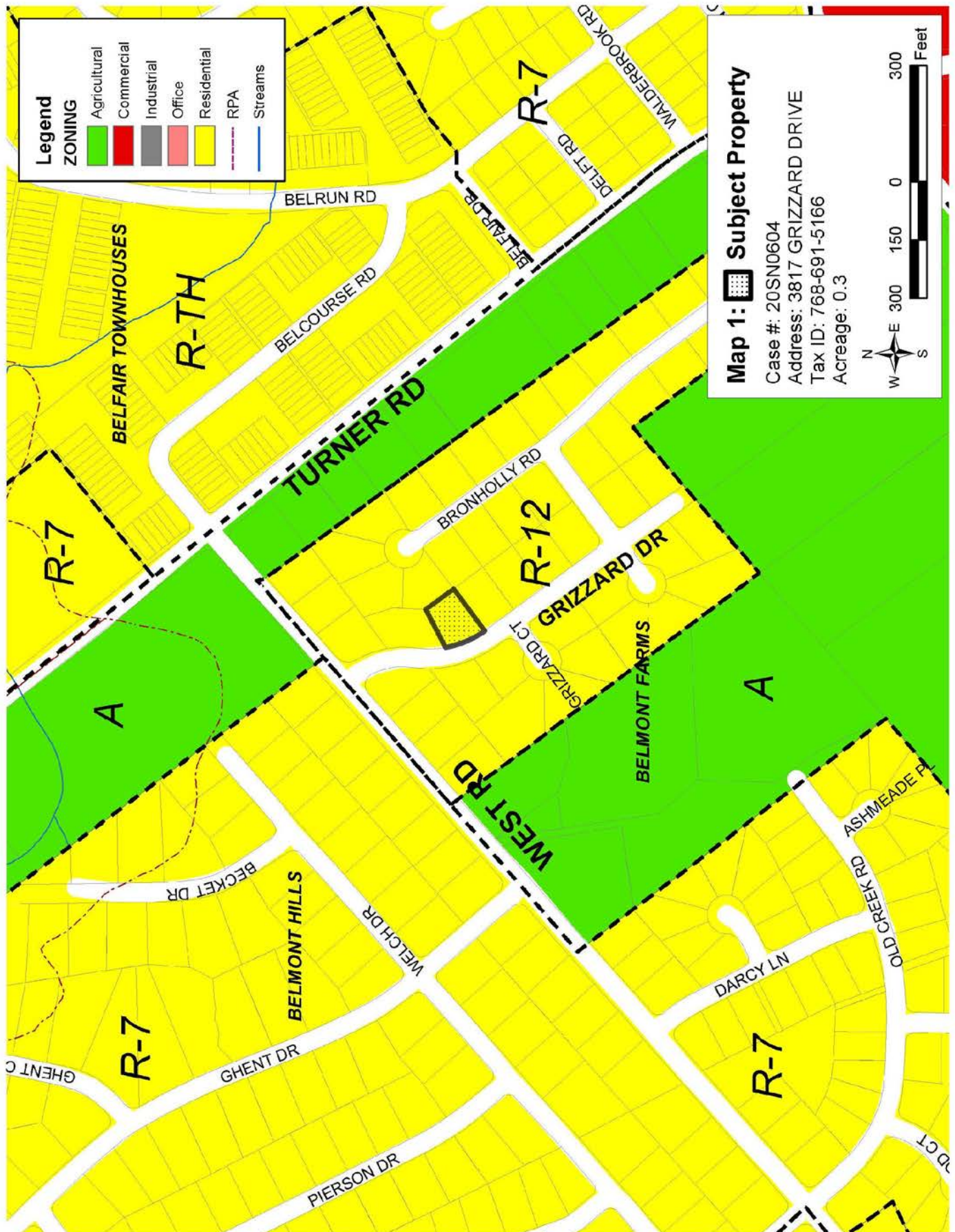
**RECOMMENDATION**

PLANNING COMMISSION	<b>DENIAL</b>
STAFF	<b>DENIAL</b> <ul style="list-style-type: none"> <li>Parking location has substantial visual impact on adjoining neighbors and the streetscape</li> <li>Screening measures proposed will not sufficiently mitigate visual impact</li> </ul>



SUMMARY OF IDENTIFIED ISSUES	
Department	Issue
PLANNING	<ul style="list-style-type: none"> <li>Recreational vehicle is located within a side yard and in clear view of the adjoining street (Grizzard Drive) and adjoining property owners</li> <li>Screening measures (opaque fence) to be installed in front of the vehicle will not sufficiently screen</li> </ul>

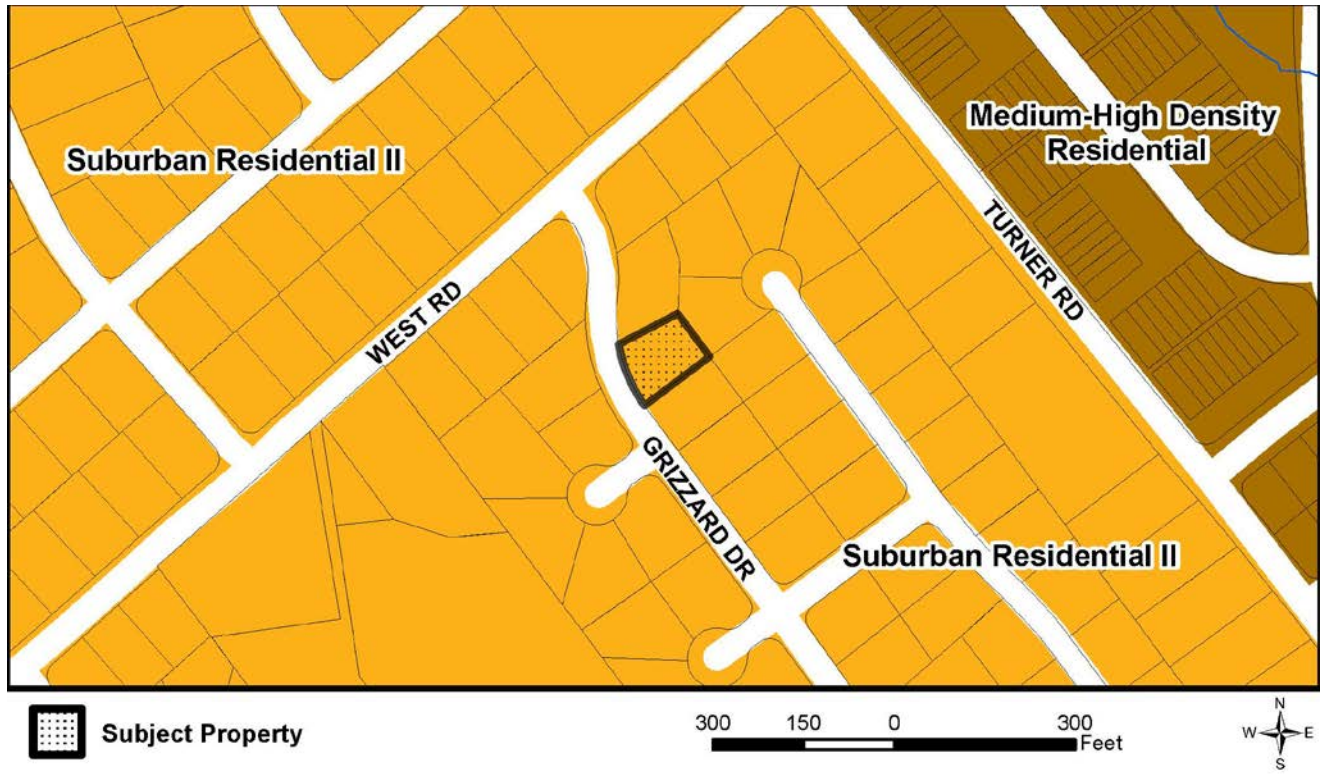




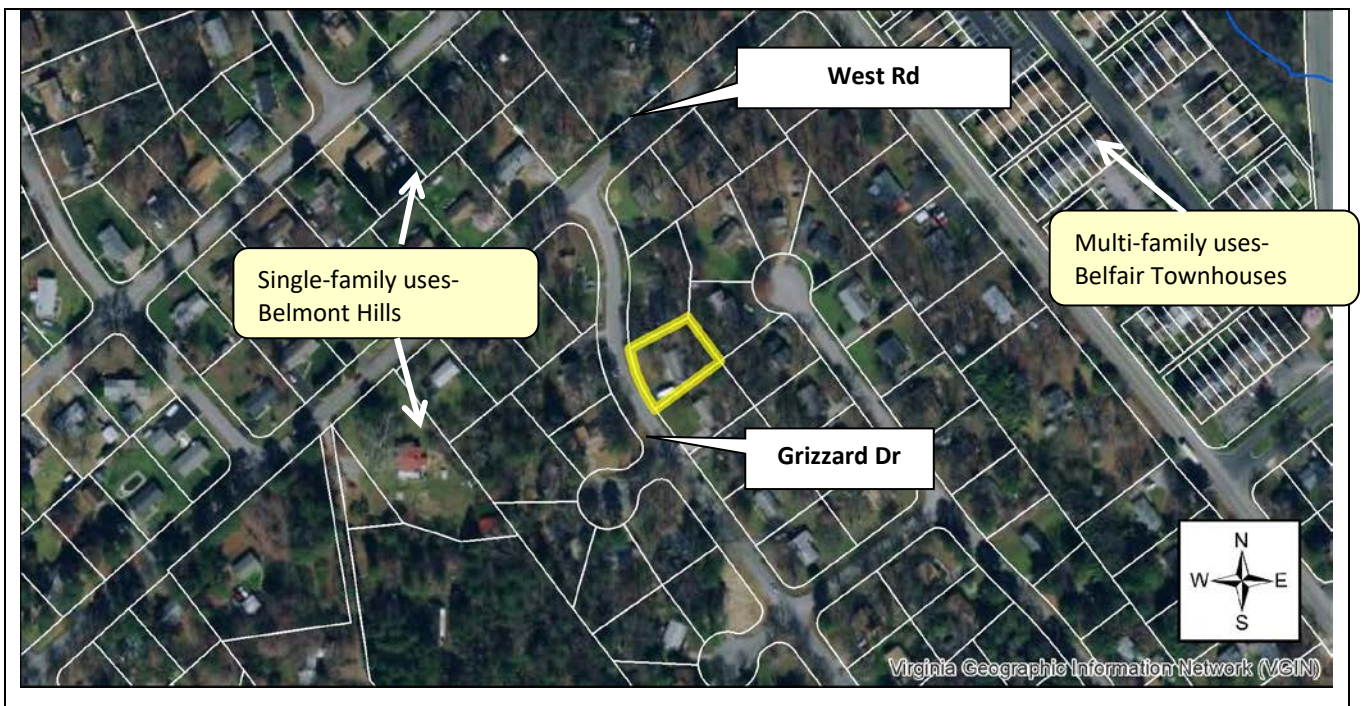


**Comprehensive Plan**  
**Classification: SUBURBAN RESIDENTIAL II**

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



**Surrounding Land Uses and Development**





## PLANNING

Staff Contact: Harold Ellis (804-768-7592) [ellish@chesterfield.gov](mailto:ellish@chesterfield.gov)

### Proposal

The applicant has been parking a single item of recreational equipment on the property since 2014 without the required zoning. The 30-foot Class C motorhome is currently parked on an asphalt driveway within the front and side yard. In February 2020, the Planning Department received a complaint relative to the parking of the recreational vehicle within the front and side yard of the property.

The Zoning Ordinance permits the parking and storage of recreational equipment within a residential district with certain restrictions:

- No more than two (2) items of equipment permitted to be stored outside of an enclosed building
- Equipment is located in the rear yard with minimum setbacks from the rear (10 feet) and side (5 feet) property lines
- Except for repair, wheels on the equipment are not removed
- Equipment is not used for living or commercial purposes; and,
- Equipment is not connected to utility services.

These ordinance restrictions are designed to minimize impacts of larger vehicles and equipment on area residential development and the streetscape. If any of these restrictions cannot be met, the use may be allowed by conditional use.

The applicant's recreational vehicle complies with the ordinance restrictions except that the vehicle is parked within the side yard of the applicant's driveway and does not meet the minimum side yard setback of five (5) feet. Therefore, the applicant is seeking conditional use approval to permit parking of the recreational equipment at their residence.

Should the Board determine the request should be approved, staff recommends approval with conditions contained in Attachment 1 of this report. The following table summarizes these conditions.

General Overview	
Requirements	Details
Ownership	Limited to the applicants, only <i>Condition 1</i>
Use	Limited to 1 recreational vehicle, not to exceed 2 axles and 30 feet in length <i>Condition 2</i>
Location & Setback of Vehicle	Driveway within side yard as illustrated in Exhibit A (Attachment 2) <i>Condition 3</i>
Screening	A 6' fence shall be installed in front of the recreational vehicle, in line with the front footprint of the home <i>Condition 4</i>



**COUNTY DEPARTMENT OF TRANSPORTATION**

Staff Contact: Steve Adams (804) 748-1037 [adamsSt@chesterfield.gov](mailto:adamsSt@chesterfield.gov)

**VIRGINIA DEPARTMENT OF TRANSPORTATION**

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

**FIRE AND EMERGENCY MEDICAL SERVICES**

Staff Contact: Anthony Batten (804-717-6167) [battena@chesterfield.gov](mailto:battena@chesterfield.gov)

**UTILITIES**

Staff Contact: Randy Phelps (804-706-7616) [phelpsc@chesterfield.gov](mailto:phelpsc@chesterfield.gov)

**ENVIRONMENTAL ENGINEERING**

Staff Contact: Rebecca Rochet (804-748-1028) [rochetr@chesterfield.gov](mailto:rochetr@chesterfield.gov)

The proposal will not impact these facilities.



## CASE HISTORY

### Applicant Submittals

5/5/2020	Application submitted
----------	-----------------------

### Virtual Community Meeting

08/05/20	<b>Issues Discussed:</b> <ul style="list-style-type: none"><li>Neighbors in attendance expressed support for the case</li></ul>
----------	---

### Planning Commission

08/18/20	<p><b>Citizen Comments:</b> No citizens spoke to the request. One (1) email from an adjacent neighbor expressed support for the request.</p> <p><b>Commission Discussion:</b> The Commission noted the following:</p> <ul style="list-style-type: none"><li>Request is the result of a complaint filed with code enforcement</li><li>Proposed screening will not adequately screen the vehicle</li><li>As the vehicle cannot be adequately screened, the size, height, and location result in it being visible by adjacent properties and vehicular traffic along Grizzard Drive</li></ul> <p><b>Recommendation – DENIAL</b></p> <p><b>Motion:</b> Hylton <b>Second:</b> Petroski <b>AYES:</b> Freye, Sloan, Hylton, Owens, and Petroski</p>
----------	--



**CONDITIONS**

Note: Should the Board determine the request should be approved, staff recommends approval with these conditions.

1. Non-Transferable Ownership. This Conditional Use approval shall be granted exclusively to Diana and Stephen Birkshire, and shall not be transferable nor run with the land. (P)
2. Use. This Conditional Use approval shall be for the parking of one (1) recreational vehicle having no more than two (2) axels and no greater than thirty (30) feet in length. (P)
3. Location of Recreational Vehicle. The recreational vehicle shall be parked within the side yard, behind the front line of the house, as shown on Exhibit A. (P)
4. Screening. A 6-foot opaque (wood or vinyl type material) fence shall be installed in front of the recreational vehicle, in line with the front footprint of the home, within thirty (30) days of approval. (P)



EXHIBIT A







**20SN0604**

Dale

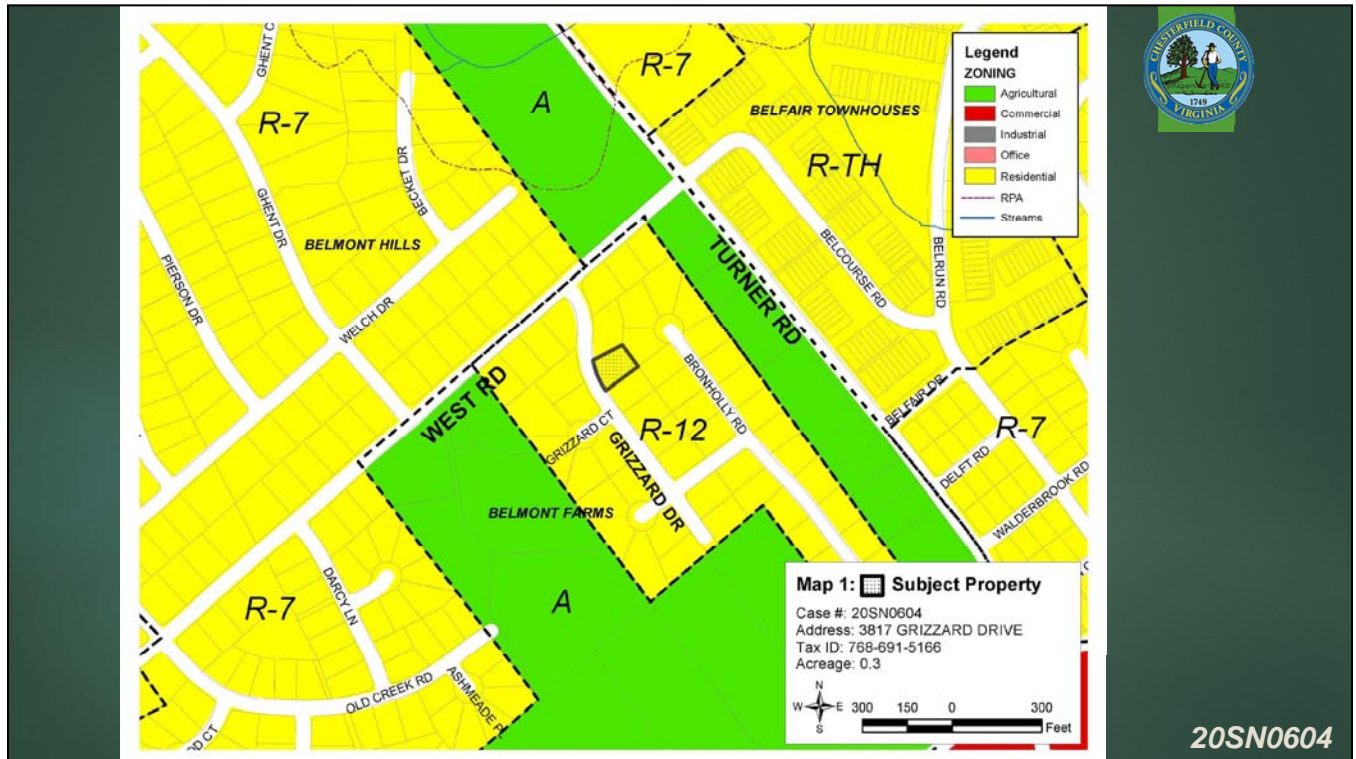
Diana and Stephen Berkshire

Conditional Use to permit recreational equipment parking  
and storage in a Residential (R-12) District.

**20SN0604**

This is case 20SN0604, in the Dale District. Diana and Stephen are requesting Conditional Use to permit recreational equipment parking and storage in a Residential (R-12) District. More specifically, the applicant is requesting to park a Class C motorhome, 30-feet in length, in a side yard.

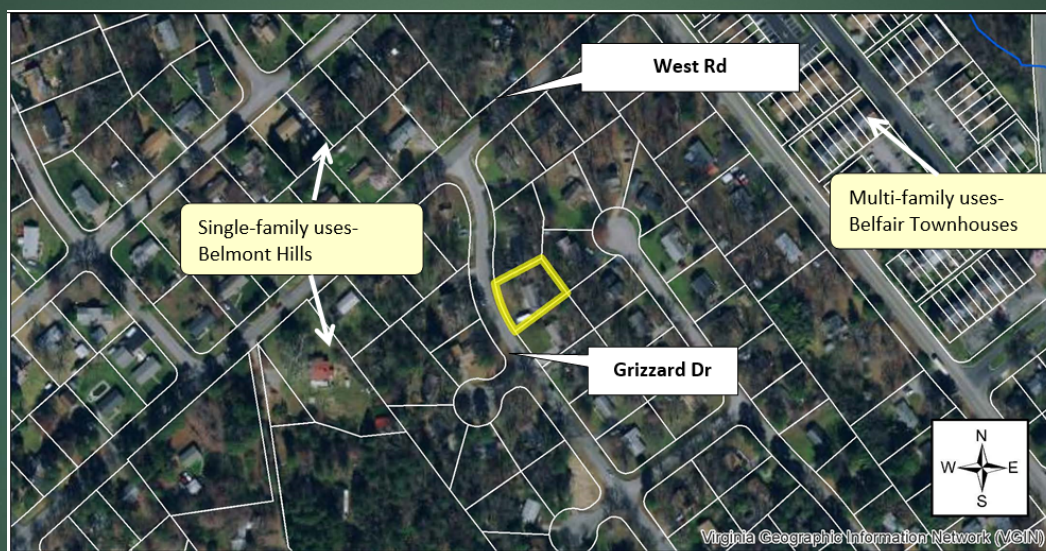




The subject property is located Grizzard Drive, in the Belmont Hills subdivision, and is zoned R-12.



## Aerial View



20SN0604

This is an aerial of the property.



## Site



20SN0604

This is a photo of the house, taken shortly after a complaint was filed with the County, showing the motor home.

The applicant has indicated the vehicle was purchased in 2014 and has been stored on-site since then.



## Conceptual Layout



20SN0604

This is a second aerial which also shows where the RV is today, and the proposed location if this request is approved.

The applicant has offered a condition which will require that if approved, an opaque screening fence, with gate, will be installed in front of the vehicle to help mitigate the visual impact.





## Recommendation

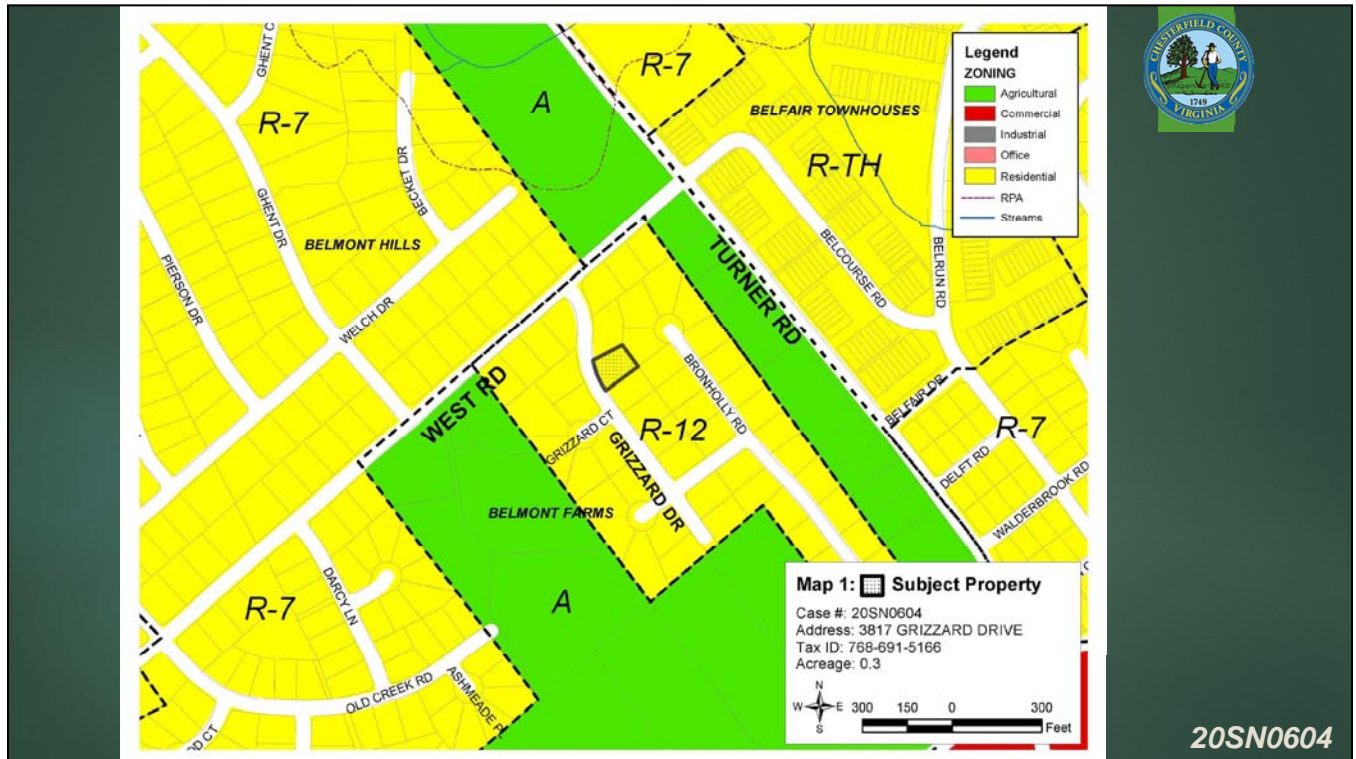
- ▶ Location where vehicle is parked has substantial visual impact on adjacent neighbors and the streetscape
- ▶ Screening measures proposed by applicant will not sufficiently mitigate visual impact
- ▶ Staff and CPC recommend denial

20SN0604

The location where the vehicle would be parked, though screened with a fence, would still have substantial visual impact on adjoining neighbors.

The planning commission, with a unanimous vote, and staff recommend denial of the request. Should the Board approve the request, staff recommends conditions of approval detailed in the report to help mitigate the adverse impacts.









RECEIVED

MAY 18 2020

DIRECTOR PLANNING DEPT

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

I, Stephen C Berkshire, 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):

768-691-5166

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>
BB&T	Richmond, Virginia	Noteholder

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

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

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

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

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

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



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

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

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

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



WITNESS the following signature

Signature: Stephen C Berkshire  
Stephen C Berkshire

STATE OF Virginia

COUNTY/CITY OF chesterfield to-wit:

This day May 14, 2020 personally appeared before

me, Tatiana D. Smith, 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 <sup>705</sup>~~14~~ 14 day of May, 2020.

Tatiana D. Smith  
Notary Public

Registration No. 7758402

My Commision expires: 10-31-2022





**CASE NUMBER: 20SN0606**  
**APPLICANT: Matthew R. Rogers**

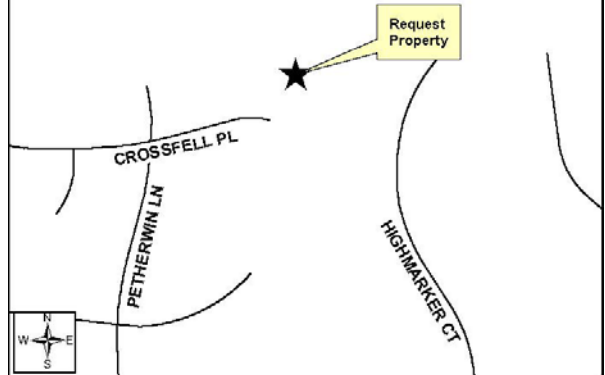


**CHESTERFIELD COUNTY, VIRGINIA**  
**MATOACA DISTRICT**

**STAFF'S ANALYSIS  
AND RECOMMENDATION**

**Board of Supervisors (BOS) Hearing:**  
 SEPTEMBER 23, 2020  
**BOS Time Remaining:**  
 365 DAYS

**Applicant's Contacts:**  
 MATTHEW R ROGERS (804-774-9308)  
**Planning Department Case Manager:**  
 TYLER WALTER (804-318-8893)



0.5 Acre – 16300 Crossfell Place

**REQUEST**

Conditional use to permit a two-family dwelling in a Residential (R-12) District.

**Notes:**

- A. Conditions may be imposed or the property owner may proffer conditions.
- B. Conditions are located in Attachment 1.

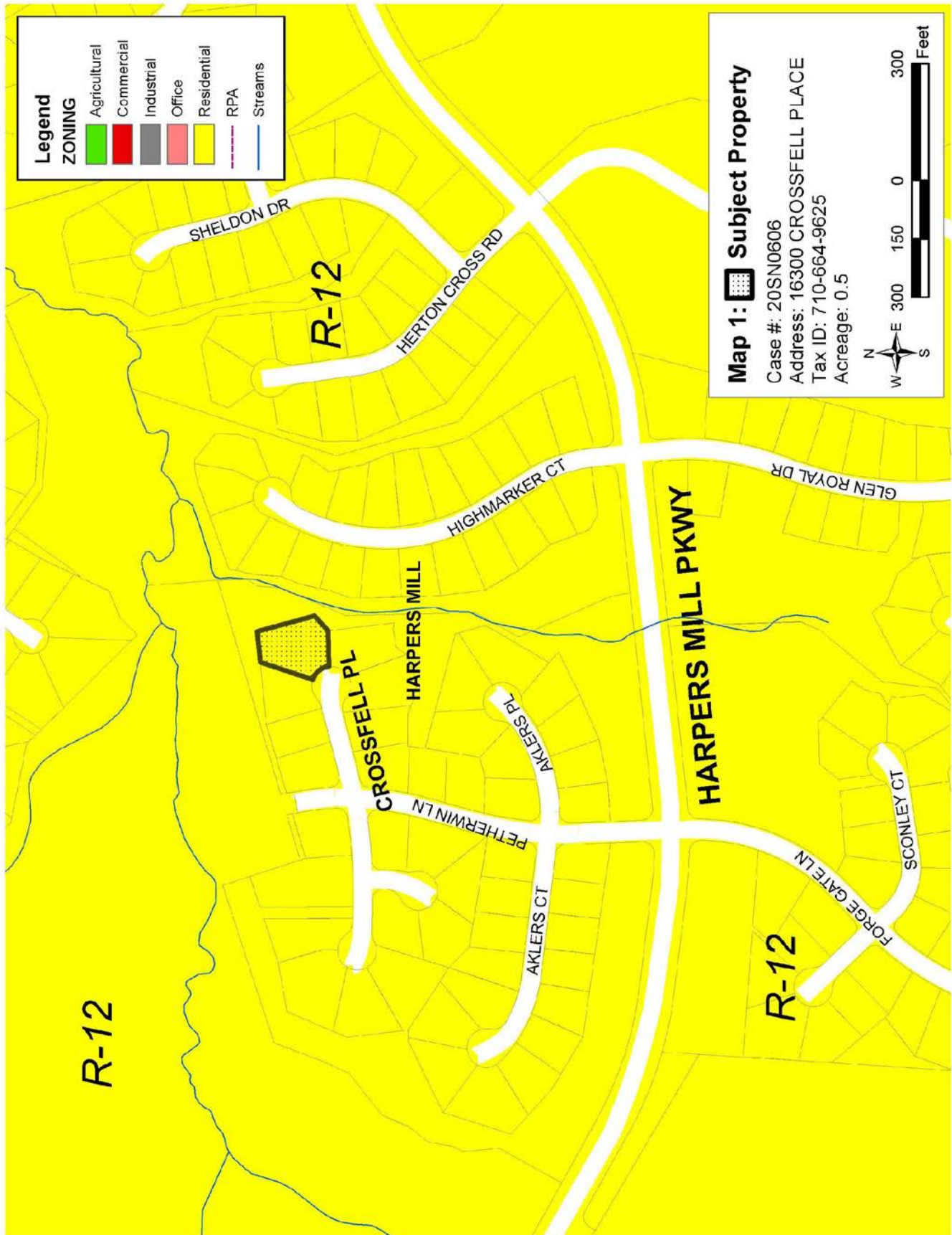
**SUMMARY**

The applicant is seeking a conditional use to permit a second dwelling unit within an existing dwelling to be occupied by family members, guests and any domestic servants. Specifically, the applicant intends to finish the basement to include a full dwelling.

**RECOMMENDATION**

PLANNING COMMISSION	<b>APPROVAL</b>
STAFF	<b>PLANNING – APPROVAL</b> <ul style="list-style-type: none"> <li>• Similar requests approved with no known adverse impacts</li> <li>• Conditions ensure residential character maintained</li> </ul>

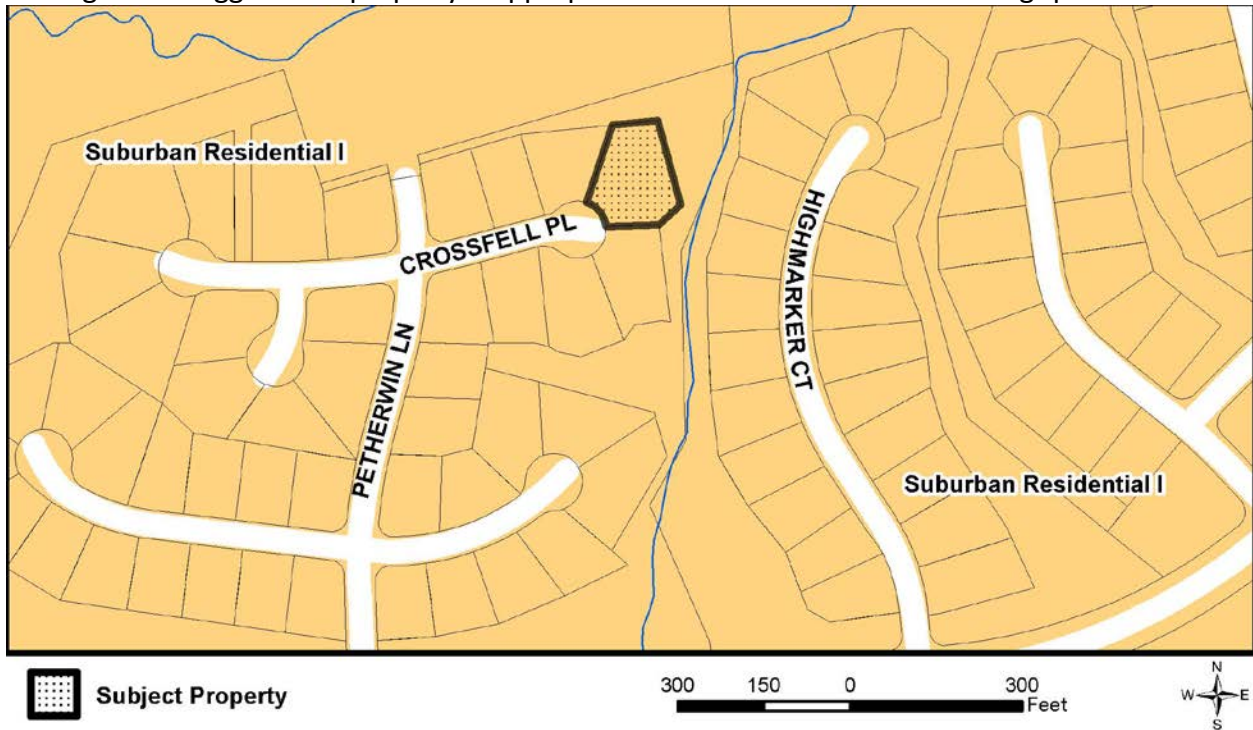






**Comprehensive Plan**  
**Classification: SUBURBAN RESIDENTIAL I**

The designation suggests the property is appropriate for a maximum of 2.0 dwellings per acre.



**Surrounding Land Uses and Development**





## PLANNING

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

### Proposal

The applicant is requesting conditional use to permit a two-family dwelling. Specifically, the applicant plans to convert the basement of the existing single-family home to be used as a second dwelling to accommodate family members and guests.

The following provides an overview of these proposed limitations:

General Overview	
Requirements	Details
Occupancy	Limited to: occupants of principal dwelling; individuals related to them by blood, marriage, adoption or guardianship; foster children; guests; and any domestic help.  <i>Condition 1</i>
Record Notice of Occupancy Limitation	Deed restriction to be recorded within thirty (30) days.  <i>Condition 2</i>

As conditioned, the use should not adversely affect area residential uses. In addition, two-family dwellings have been approved in other residential areas on similarly situated parcels with no apparent adverse impact.

## COUNTY TRANSPORTATION

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

## FIRE AND EMERGENCY MEDICAL SERVICES

Staff Contact: Anthony Batten (804-717-6167) battena@chesterfield.gov

This request will have minimal impact on Fire and EMS.

Nearby Fire and Emergency Medical Service (EMS) Facilities	
Fire Station	The Winterpock Fire Station, Company Number 19
EMS Facility	The Winterpock Fire Station, Company Number 19



### 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	6"	Yes
Wastewater	Yes	8"	Yes

#### Additional Utility Comments:

The subject property is located within the mandatory water connection area for new residential development. The existing residential structure is connected to the public water and wastewater systems. Since the proposed 2<sup>nd</sup> dwelling unit will be located within the principal residence, a separate water and wastewater service connection will not be required.

This request will have minimal impact on the public water and wastewater systems.

The Utilities Department supports this case.

### ENVIRONMENTAL ENGINEERING

Staff Contact: Rebecca Rochet (804-748-1028) Rochetr@chesterfield.gov

### PARKS AND RECREATION

Staff Contact: Janit Llewellyn (804-751-4482) llewellynja@chesterfield.gov

### SCHOOLS

Staff Contact: Diane Faye Gapas (804-706-2960) dianefaye\_gapas@ccpsnet.net

### VIRGINIA DEPARTMENT OF TRANSPORTATION

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

This request will not impact these facilities.



## CASE HISTORY

### Applicant Submittals

<b>05/19/2020</b>	Application submitted
-------------------	-----------------------

### Community Meeting

<b>07/15/2020</b>	<b>Issues Discussed:</b> Virtual community meeting held due to the COVID-19 pandemic. No citizens attended.
-------------------	--

### Planning Commission

<b>8/18/2020</b>	<b>Citizen Comments:</b> No citizens spoke to this request.  <b>Action – APPROVAL SUBJECT TO CONDITIONS IN ATTACHMENT 1.</b>  <b>Motion:</b> Owens <b>Second:</b> Hylton <b>AYES:</b> Freye, Sloan, Hylton, Owens, and Petroski
------------------	---

<b>The Board of Supervisors on Wednesday, September 23, 2020, beginning at 6:00 p.m., will consider this request.</b>
---



**CONDITIONS**

1. Occupancy Limitations. Occupancy of the second dwelling unit shall be limited to: the occupants of the principal dwelling unit, individuals related to them by blood, marriage, adoption or guardianship, foster children, guests and any domestic servants. (P)
2. Deed Restriction. For the purpose of providing record notice, within thirty (30) days of approval of this request, a deed restriction shall be recorded setting forth the limitation in Condition 1. The deed book and page number of such restriction and a copy of the restriction as recorded shall be submitted to the Planning Department. (P)





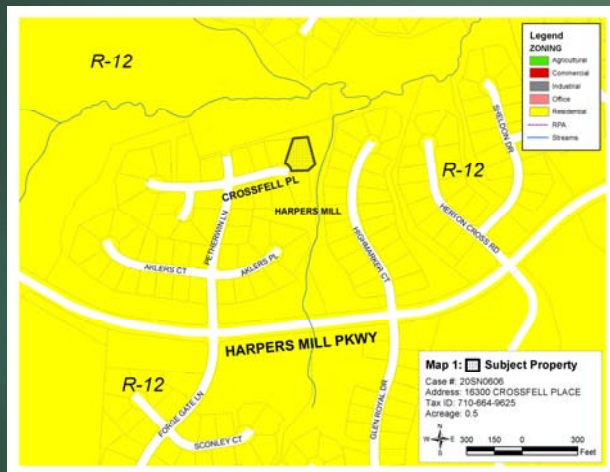
**20SN0606**  
Matoaca  
Matthew Rogers

Conditional use to permit a second dwelling unit in  
a Residential (R-12) District.

**This is Case 20SN0606 in the Matoaca District is a request by Matthew Rogers for a conditional use to permit a second dwelling unit in a Residential (R-12) District.**



# Overview

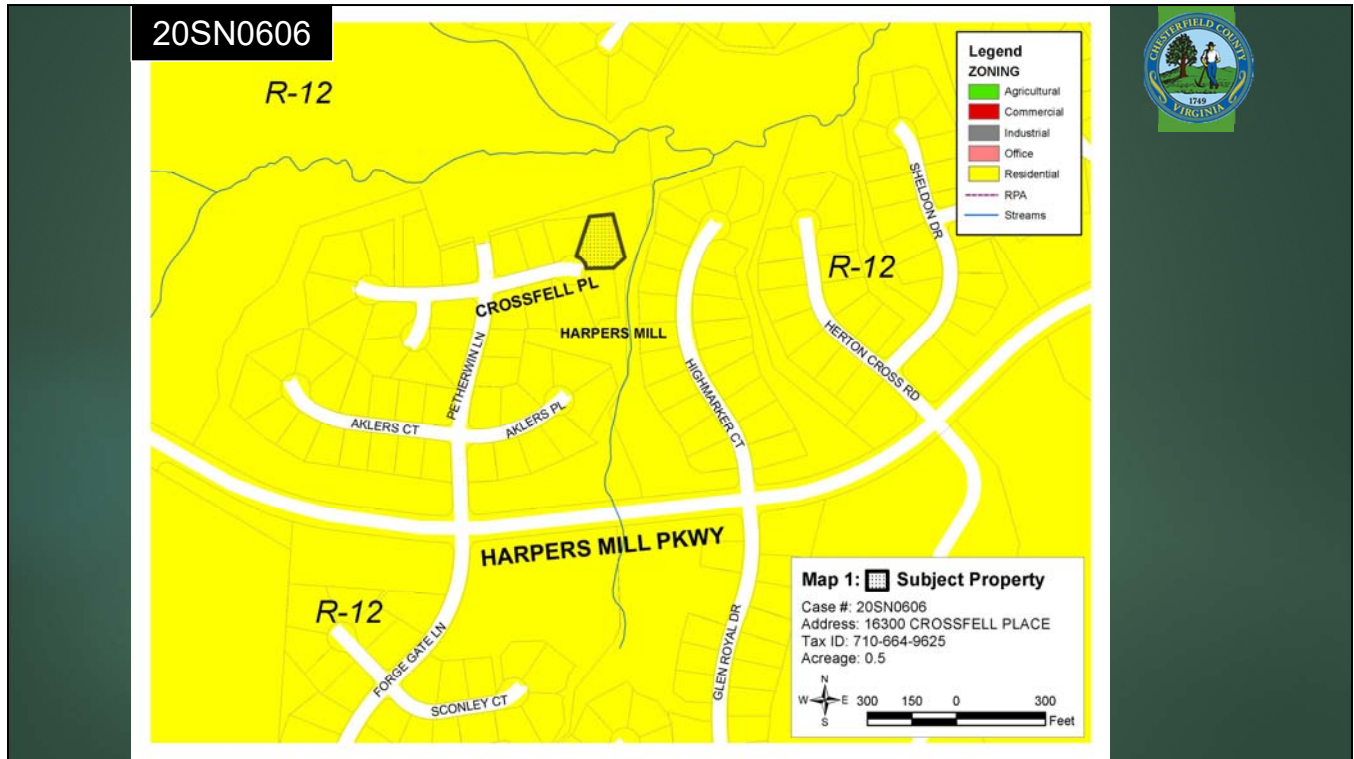


- ▶ Proposed second dwelling in existing dwelling
- ▶ Occupancy limited to family and guests
- ▶ No known adverse impacts with similar requests
- ▶ Residential character maintained with conditions

20SN0606

The applicant is seeking to finish the basement to include a full dwelling at 16300 Crossfell Place. This proposed second dwelling unit would be limited to family members and guests and domestic servants. Staff is supportive of the request. Similar requests in the past have been approved with no known adverse impacts, and with conditions limiting the use of the second dwelling, the residential character should be maintained. At the Planning Commission's August 18, 2020 public hearing, the Commission unanimously voted to recommend approval subject to the conditions in the staff report.





The subject property is located at 16300 Crossfell Place in the Harpers Mill subdivision.

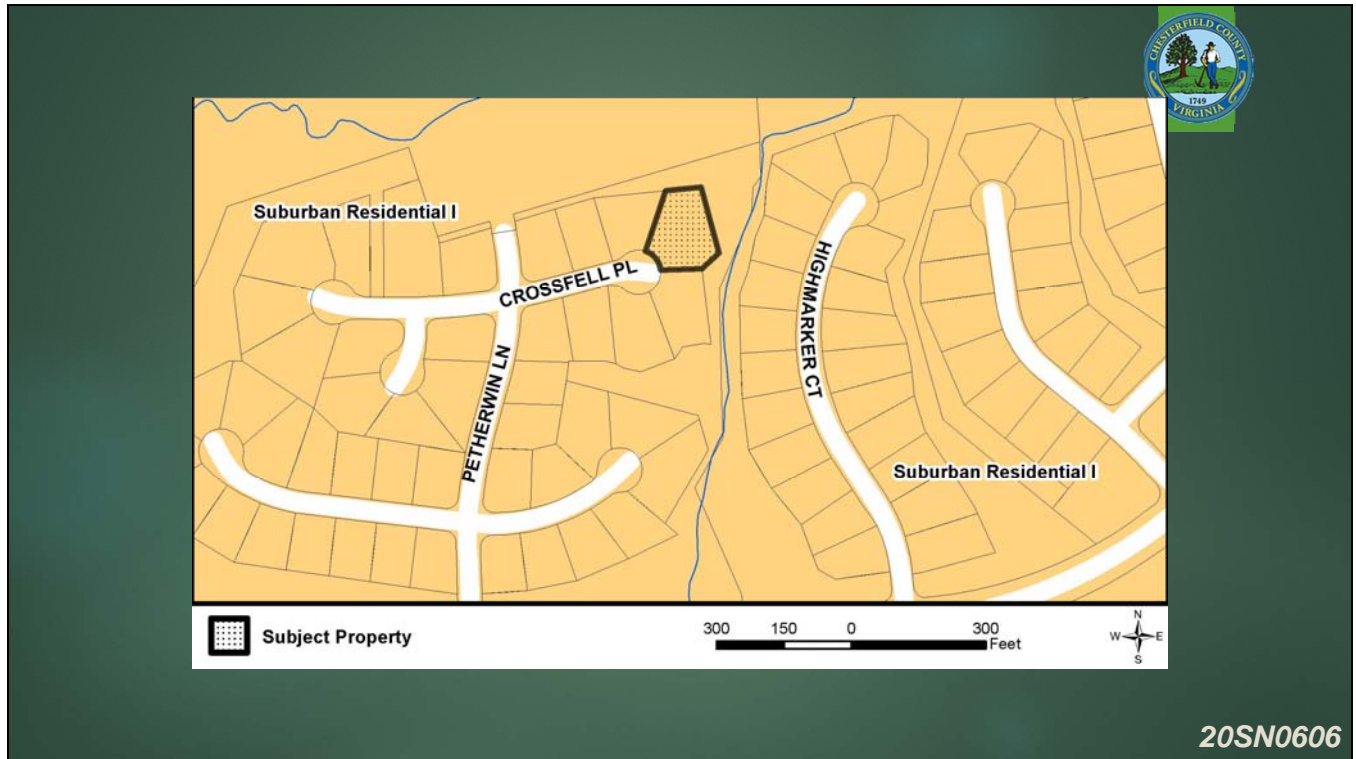




20SN0606

**This is a photo of the subject property. The applicant is proposing to finish the basement to include a second dwelling within the primary dwelling unit.**





**The Comprehensive Plan suggests that the property is appropriate for Suburban Residential II uses, suggesting 2.0 to 4.0 dwellings units per acre.**



## Recommend Approval



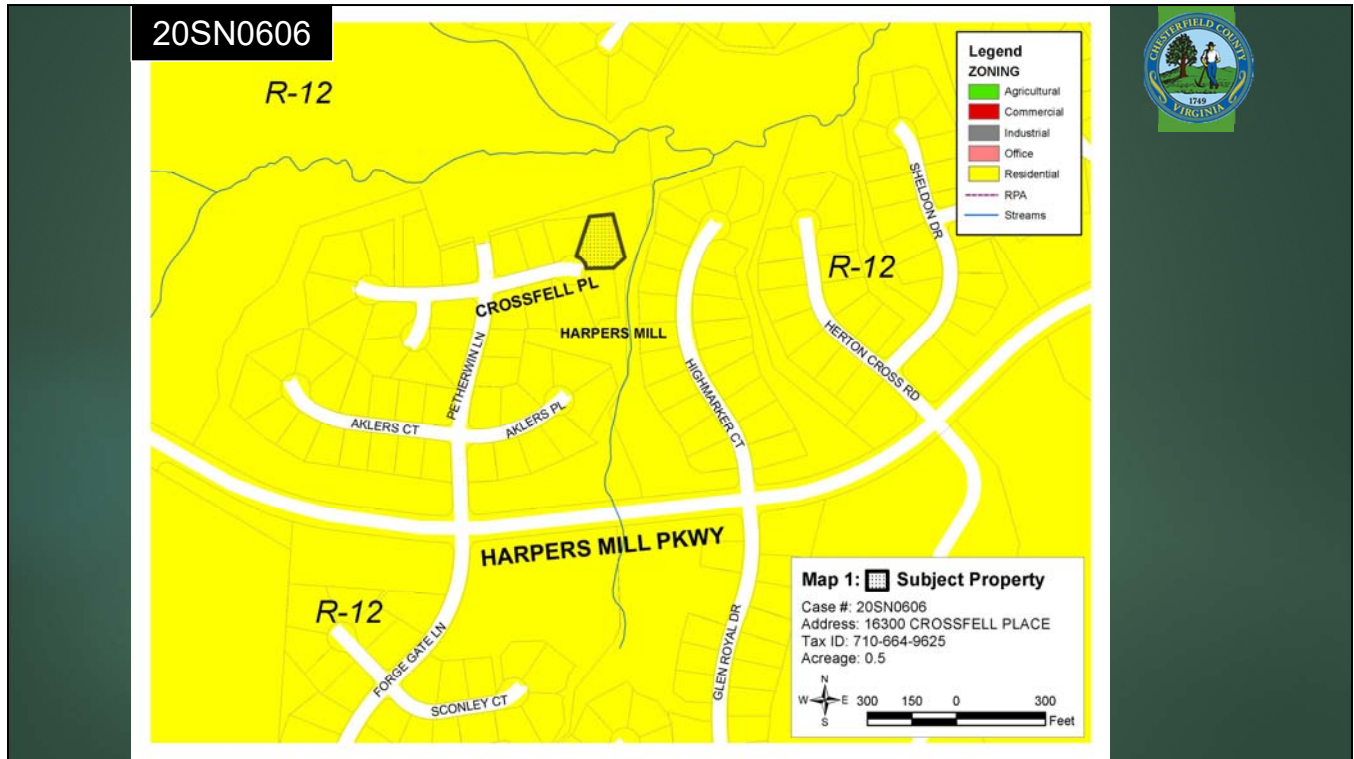
- ▶ Similar requests approved with no known adverse impacts
- ▶ Conditions ensure residential character maintained

20SN0606

**Staff recommends approval of this request. Similar requests approved with no known adverse impacts, and the conditions ensure that the residential character is maintained.**

**At the Planning Commission's August 18, 2020 public hearing, the Commission unanimously voted to recommend approval subject to the conditions in the staff report.**





Thank you.





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

I, Matthew Ryan Rogers, 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):

710-664-9625

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>
Wells Fargo	Richmond, VA	Noteholder
ROGERS MATTHEW R & LISA J	16300 Crossfell Pl, Chesterfield, VA, 23832	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: Matthew Ryan Rogers  
Matthew Ryan Rogers

STATE OF Virginia

COUNTY/CITY OF Chesterfield to-wit:

This day Matthew Ryan Rogers personally appeared before

me, Marcus Stevenson, a Notary Public in and for the County and State

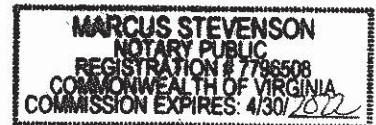
aforesaid, and swore or affirmed that the matters stated in the foregoing Zoning Opinion Disclosure Affidavit are true to the best of his/her knowledge and belief.

Given under my hand this 20 day of May, 2020.

Marcus Stevenson  
Notary Public

Registration No. 7796508

My Commision expires: 04/30/2022





**CASE NUMBER: 20SN0607**

**APPLICANT: Shemik Sellars**



**CHESTERFIELD COUNTY,  
VIRGINIA  
CLOVER HILL DISTRICT  
STAFF'S ANALYSIS  
AND  
RECOMMENDATION**

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

SEPTEMBER 23, 2020

**BOS Time Remaining:**

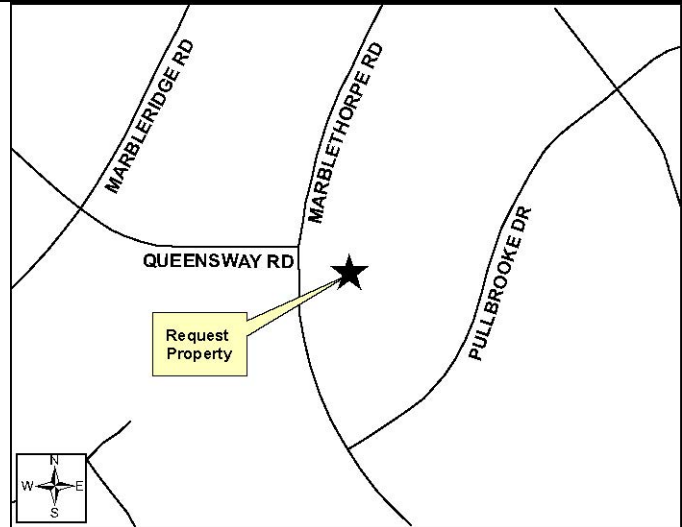
365 DAYS

**Applicant's Contact:**

SHEMIK SELLARS (804-874-8913)

**Planning Department Case Manager:**

STEVE HAASCH (804-796-7192)



0.3 Acre – 601 Marblethorpe Rd

**REQUEST**

Conditional Use to permit a family day-care home in a Residential (R-7) District.

**Notes:**

- A. Conditions may be imposed or the property owner may proffer conditions.
- B. Conditions are located in Attachment 1.

**SUMMARY**

Applicant requests approval to operate a family day care home for the keeping of up to 12 children incidental to the dwelling.

**PLANNING COMMISSION RECOMMENDATION**

Planning  
Commission  
Hearing  
(8/18/20)

**APPROVAL**

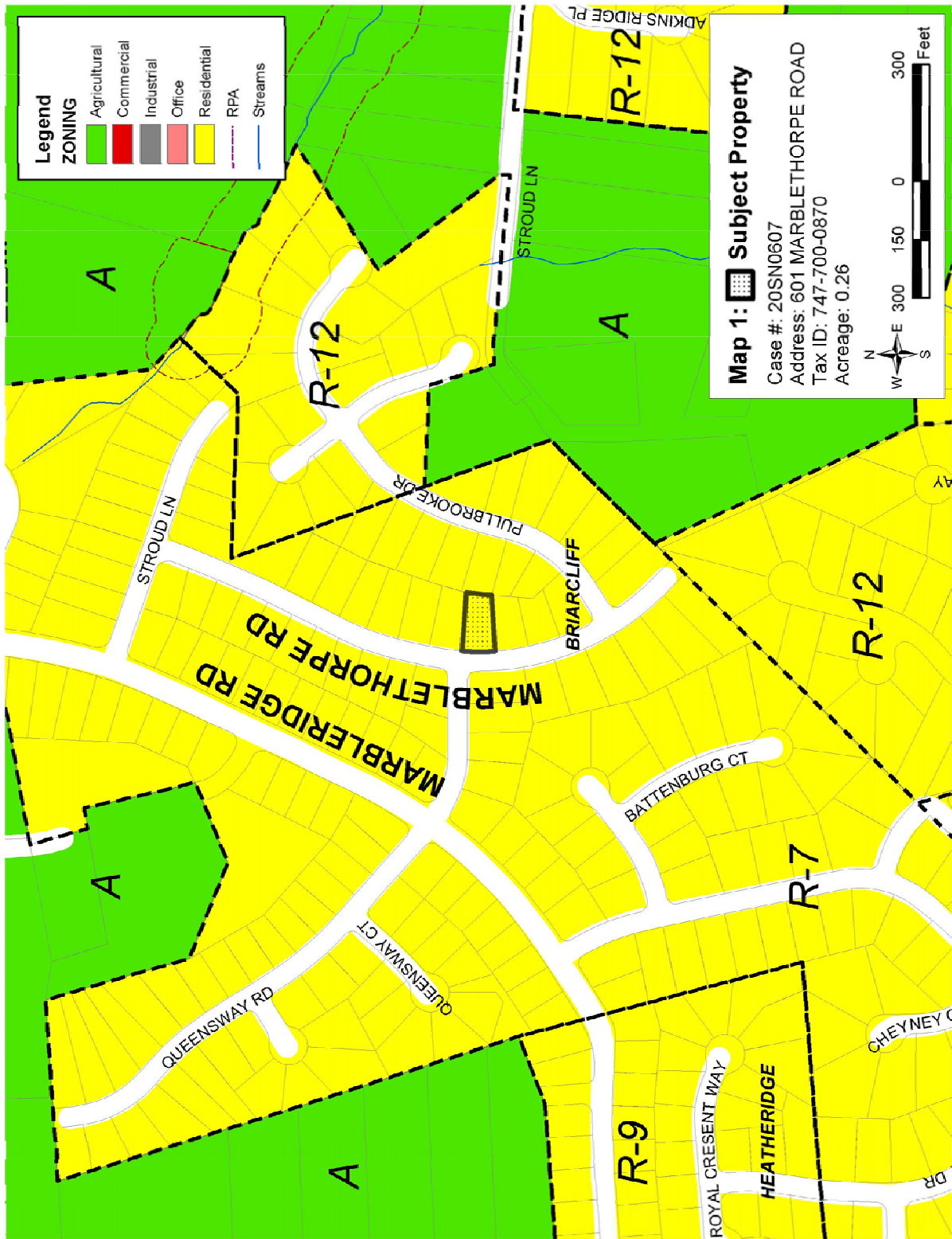
**STAFF RECOMMENDATION**

STAFF

**APPROVAL**

- As conditioned, the use would be compatible with surrounding residential development.
- Residential character of the area would be maintained.

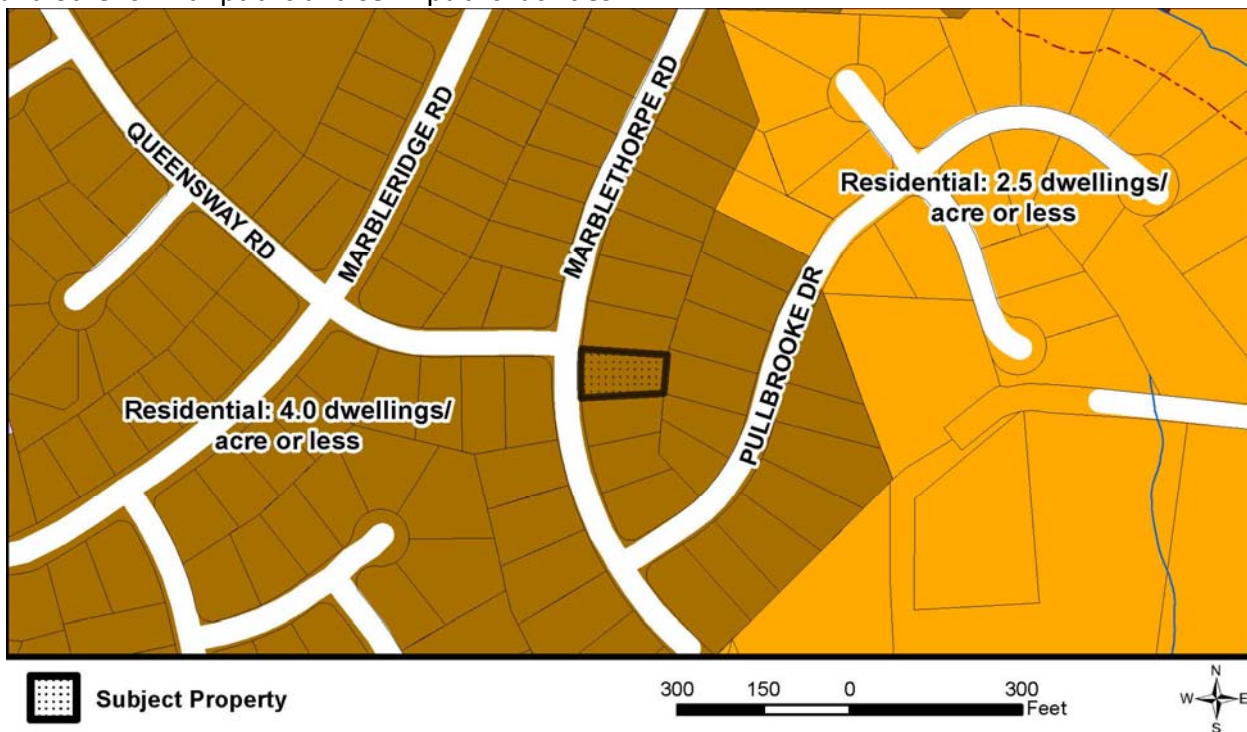




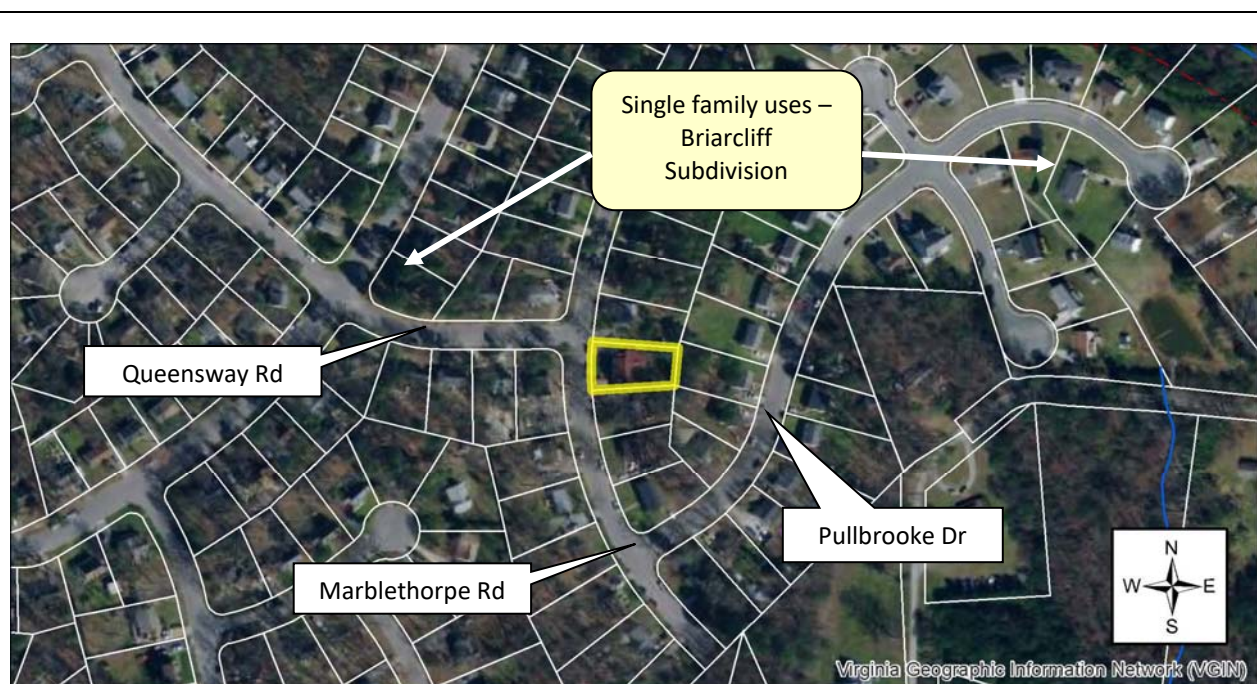


**Comprehensive Plan**  
**Classification: RESIDENTIAL (4 u/ac or less)**

The designation suggests the property is appropriate for residences, places of worship, schools, parks and other similar public and semi-public facilities.



**Surrounding Land Uses and Development**





## **PLANNING**

Staff Contact: Steve Haasch (804-796-7192) [haaschs@chesterfield.gov](mailto:haaschs@chesterfield.gov)

### **Proposal**

The Zoning Ordinance permits the keeping of a maximum of five (5) children, exclusive of the occupants' children and any children who reside in the home, by right in a residential district. The applicant intends to operate a state-licensed family day care from the home to keep up to twelve (12) children. Per state regulations (Department of Social Services), the number of employees required on-site depends on the ages of the children. The applicant requests allowance of up to three (3) employees, besides herself, to provide necessary assistance.

Conditions limiting the impacts of this request on adjacent properties and the neighborhood are found in Attachment 1 and are in line with the current policy regarding such uses. The applicant has agreed to abide by these conditions. In lieu of a formal community meeting, the applicant circulated a petition informing her neighbors of her request.

## **COUNTY TRANSPORTATION**

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

## **FIRE AND EMERGENCY MEDICAL SERVICES**

Staff Contact: Anthony Batten (804-717-6167) [battena@chesterfield.gov](mailto:battena@chesterfield.gov)

## **UTILITIES**

Staff Contact: Matt Rembold (804-706-7616) [remboldm@chesterfield.gov](mailto:remboldm@chesterfield.gov)

## **ENVIRONMENTAL ENGINEERING**

Staff Contact: Rebecca Rochet (804-748-1028) [rochetr@chesterfield.gov](mailto:rochetr@chesterfield.gov)

## **PARKS AND RECREATION**

Staff Contact: Janit Llewellyn (804-751-4482) [llewellynja@chesterfield.gov](mailto:llewellynja@chesterfield.gov)

This request will not impact these facilities.



CASE HISTORY	
Applicant Submittals	
05/22/2020	Application submitted
Planning Commission Public Hearing	
08/18/2020	<p><b>Citizen Comments (submitted)</b></p> <ul style="list-style-type: none"> <li>Concerns regarding traffic, safety, parking and use in a neighborhood</li> </ul> <p><b>Recommendation – APPROVAL subject to Conditions in Attachment 1</b></p> <p><b>Motion:</b> Freye      <b>Second:</b> Sloan  <b>AYES:</b> Freye, Sloan, Hylton, Owens, Petroski</p>
The Board of Supervisors on Wednesday, September 23, 2020, beginning at 6:00 p.m., will consider this request.	



**CONDITIONS**

1. Non-Transferable Ownership. This conditional use approval shall be granted to and for Shemik Sellars, exclusively, and shall not be transferable nor run with the land. (P)
2. Expansion of Use. There shall be no exterior additions or alterations to the existing structure to accommodate this use. (P)
3. Signage. There shall be no signs permitted to identify this use. (P)
4. Number of Children. This conditional use approval shall be limited to providing care, protection and guidance to a maximum of twelve (12) children, other than the applicants own children, at any one time. (P)
5. Hours of Operation. Hours and days of operation shall be limited to Monday through Friday from 7 a.m. to 6 p.m. There shall be no Saturday or Sunday operation of this use. (P)
6. Time Limitation. This conditional use approval shall be granted for a period not to exceed three (3) years from the date of approval. (P)
7. Fenced Outdoor Play Areas. Any outdoor play area and/or recreational equipment utilized by the family day-care home shall be located in the side or rear yard of the property. Outdoor play and/or recreational equipment areas shall have perimeter fencing of at least four (4) feet in height, installed around the equipment or play area. Equipment for outdoor play areas shall be located no closer than ten (10) feet to the side or rear property lines. (P)
8. Employees. No more than three (3) employees shall be permitted to work on the premises, other than family member employees who live on the premises. (P)





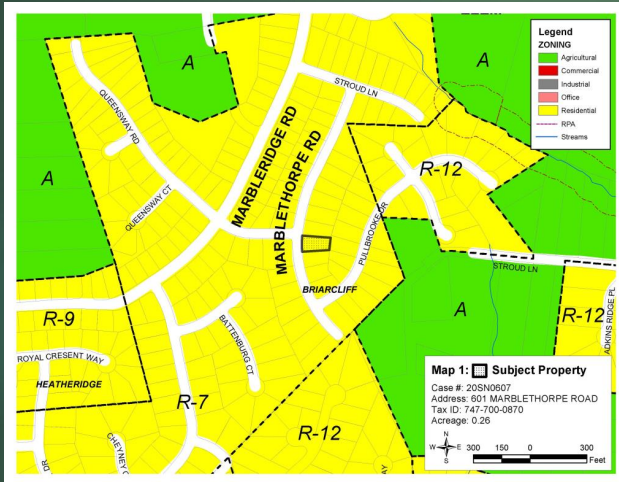
**20SN0607**  
Clover Hill  
Shemik Sellars

Conditional Use to permit a family daycare home  
in a Residential (R-7) District.

Good evening Madam Chair, members of the Board, Dr. Casey. Case 20SN0607 in the Clover Hill District is a request by Shemik Sellars for a conditional use to permit a family daycare home in a Residential (R7) district.



# Overview

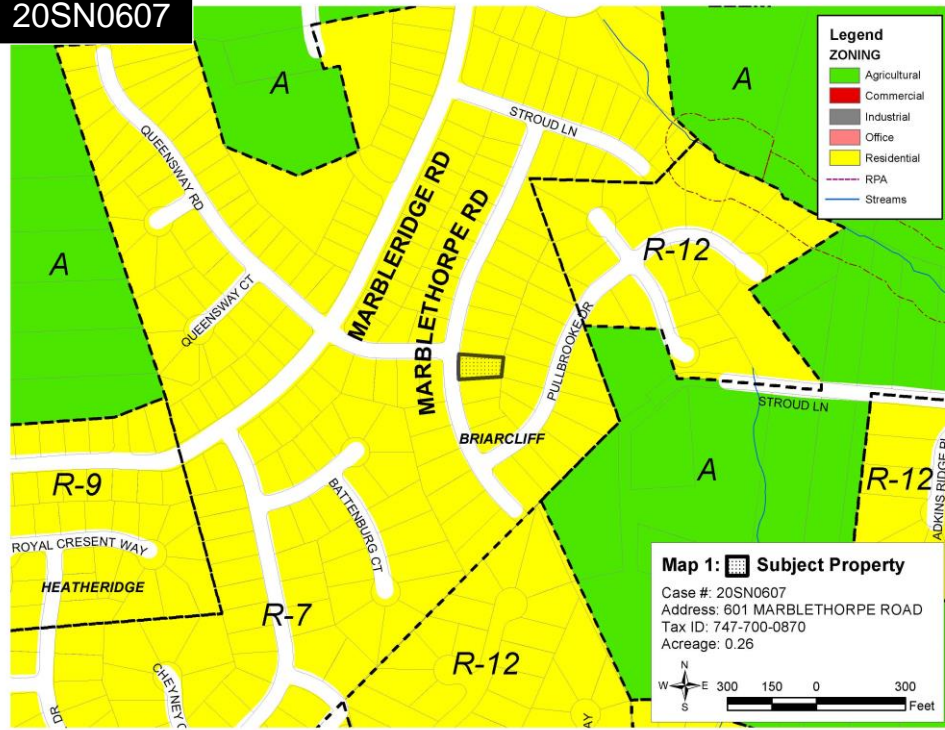


- Keep up to 12 children
- Conditions limit hours, employees, signage, transfer
- 3-year timeframe
- Staff and Planning Commission Recommend Approval

20SN0607



20SN0607







The applicant's property is a single family home, surrounded by other homes within a developed subdivision. County ordinance allows a family daycare for up to 5 children by right in a residential district. State code allows for a family daycare operation from the home up to 12 children with appropriate licensing by the Department of Social Services. The applicant proposes to care for up to 12 children. State code requires a certain number of employees per children, depending upon age. As conditioned, this request would allow up to 3 additional employees, besides the applicant, during operation of the daycare.



# Conditions



- ▶ Non-transferable
- ▶ No expansion
- ▶ No signage
- ▶ Children limited to 12
- ▶ Hours of operation (7a-6p, M-F)
- ▶ Time limitation (3 years)
- ▶ Fenced outdoor play areas
- ▶ No more than 3 additional employees

20SN0607

County policy guides family daycare requests. Staff has included standard conditions per this policy in this request. The applicant has agreed to abide by these conditions. Of special note are the limited hours of operation (7am to 6pm, Monday through Friday), and a time limitation for the use for up to 3 years before renewal.



# Recommend Approval

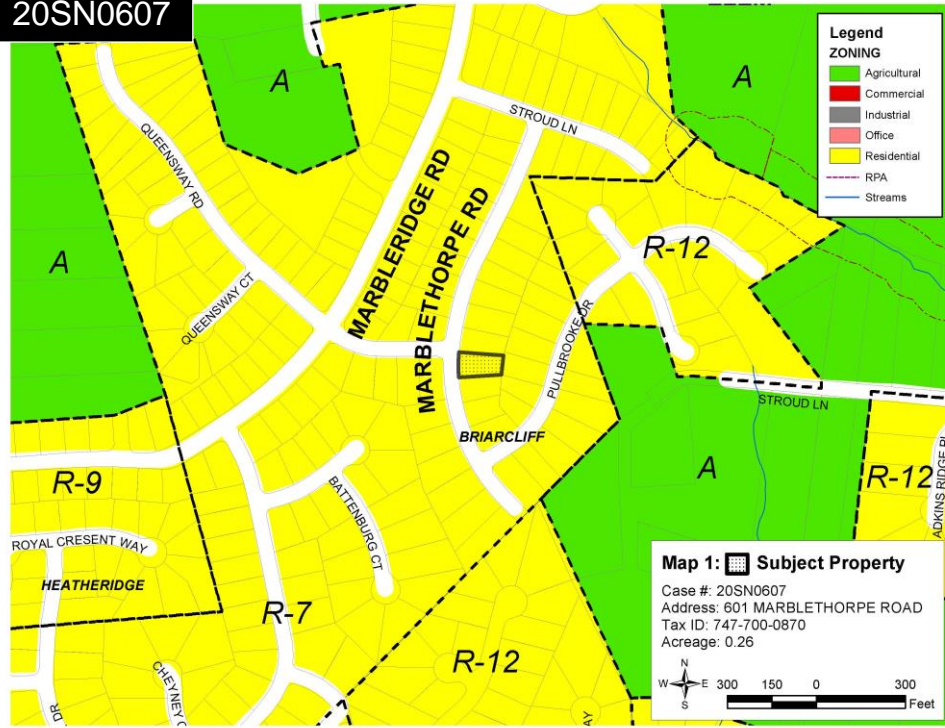


- ▶ As conditioned, the use would be compatible with surrounding residential development
- ▶ Residential character would be maintained

20SN0607



20SN0607







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

I, Fernando T. Sellars, 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):

747-700-0870

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>
Shemik Dunn Sellars	601 MARBLETHORPE ROAD, N CHESTERFIELD 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>
-------------	----------------	----------------------------------

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: Shemik Dunn Sellars  
Shemik Dunn Sellars

STATE OF Virginia

COUNTY/CITY OF Chesterfield to-wit:

This day Shemik Dunn Sellars personally appeared before

me, Stephen D Clarke, a Notary Public in and for the County and State

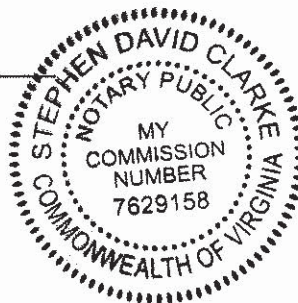
aforesaid, and swore or affirmed that the matters stated in the foregoing Zoning Opinion Disclosure Affidavit are true to the best of his/her knowledge and belief.

Given under my hand this 21<sup>st</sup> day of May, 2020.

[Signature]  
Notary Public

Registration No. 7629158

My Commision expires: 11-30-2023





**CASE NUMBER: 21SN0501**

**APPLICANT: Chesterfield Planning Commission**



**CHESTERFIELD COUNTY,  
VIRGINIA  
MATOACA DISTRICT  
STAFF'S ANALYSIS  
AND  
RECOMMENDATION**

**Board of Supervisor (BOS) Hearing:**

SEPTEMBER 23, 2020

**BOS Time Remaining:**

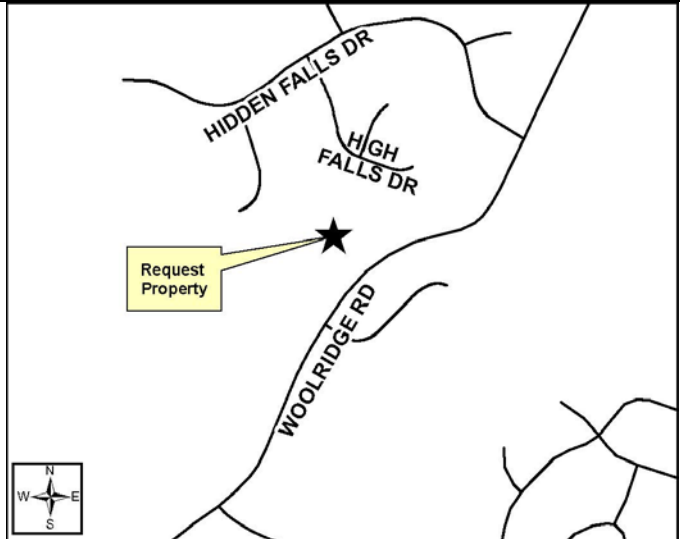
365 DAYS

**Applicant's Contact:**

ANDY GILLIES (804-748-1395)

**Planning Department Case Manager:**

JOSH GILLESPIE (804-796-7122)



3.7 Acres – 5000 Woolridge Road

**REQUEST**

Rezone from Residential (R-25) to Agricultural (A) plus Conditional Use Planned Development (CUPD) to permit ordinance exceptions. The portion of the application advertised as an amendment of zoning approval (Case 05SN0193) relative to use of public water and sewer systems and deed restrictions is not necessary and has been withdrawn.

**Notes:**

- A. Conditions may be imposed or the property owners may proffer conditions.
- B. Conditions, Textual Statement, exhibits (boundary surveys), and previously approved conditions (Case 11SN0235) are located in Attachments 1 - 5.

**SUMMARY**

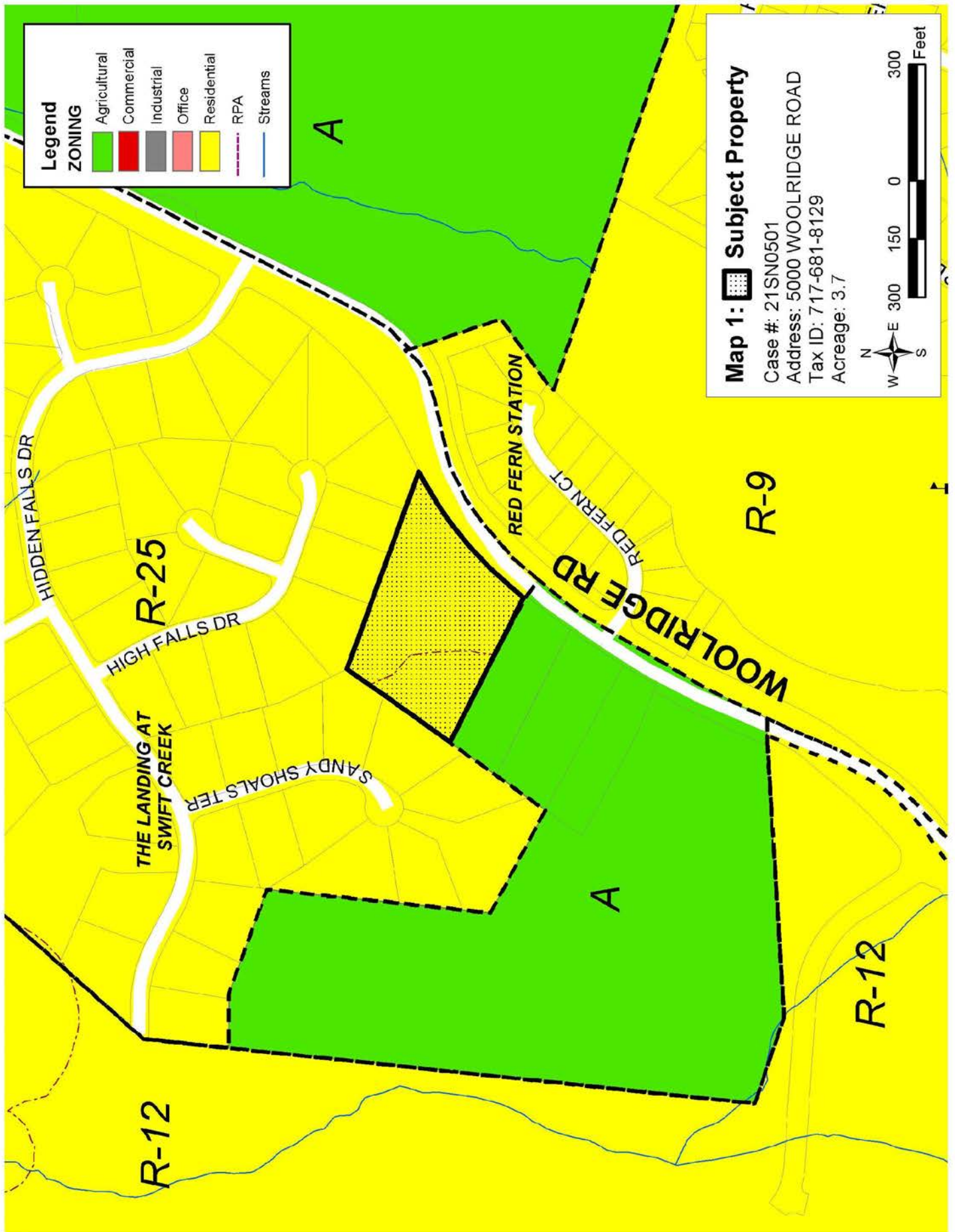
The subject property was rezoned with adjacent property by Case 05SN0193 for the development of the Landings at Swift Creek subdivision. The subject has not been included as a subdivision lot and remains as residual parcel outside of the subdivision. Conditions of zoning currently require the subject property to provide easements and connect to the public water and wastewater systems, as well as record deed restrictions to include this property in the Landings at Swift Creek Homeowners Association.

The property owner desires to construct an addition onto the rear of the existing dwelling and not include the property as part of the Landings at Swift Creek subdivision. The proposal would rezone the subject property to Agricultural (A) with exceptions to permit a reduction in lot size and reduce the front yard setback for the existing dwelling. The applicant's request would eliminate the requirements for the subject property to provide easements and connect to the public water and wastewater systems for the existing dwelling, as well as record deed restrictions to include this property in the Landings at Swift Creek Homeowners Association.



RECOMMENDATION	
PLANNING COMMISSION 8/18/20	RECOMMEND APPROVAL
STAFF	PLANNING – <b>APPROVAL</b> <ul style="list-style-type: none"> <li>Allows addition to an existing residence</li> </ul>

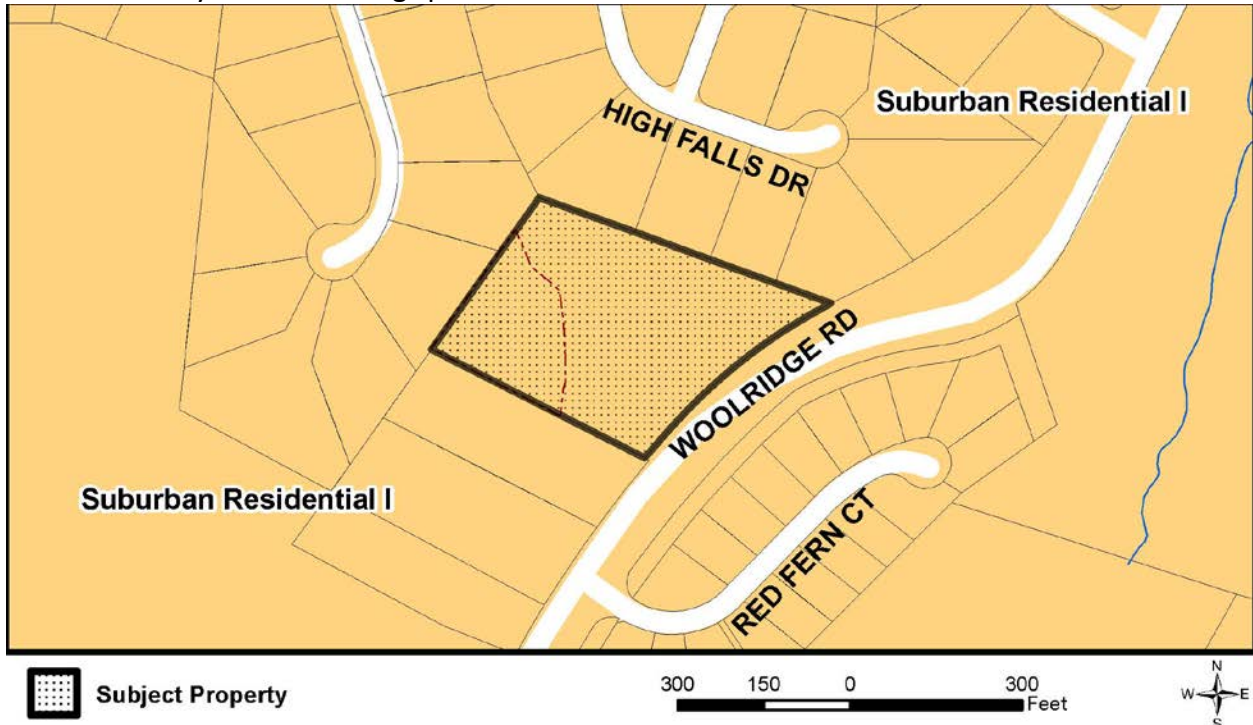




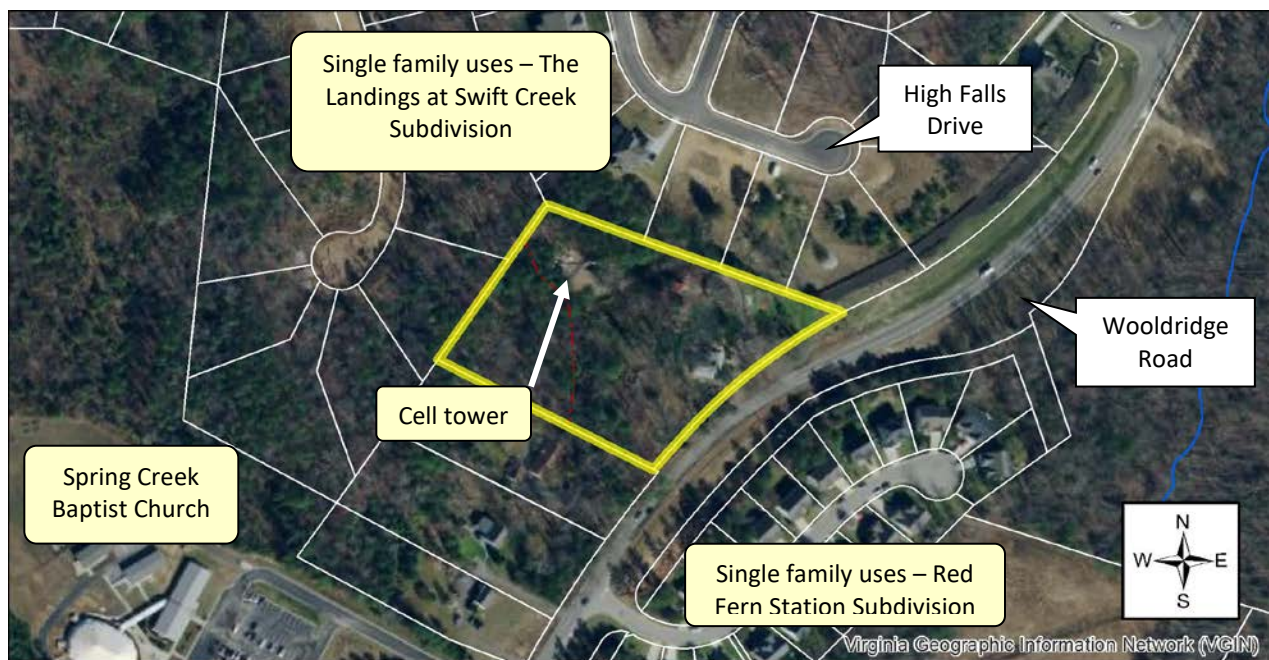


**Comprehensive Plan**  
**Classification: SUBURBAN RESIDENTIAL I**

The designation suggests the property is appropriate for single-family dwellings or condominiums at a maximum density of 2.0 dwellings per acre.



**Surrounding Land Uses and Development**





## PLANNING

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

### Zoning History

Case Number	Request
05SN0193 Approved (2/2006)	<ul style="list-style-type: none"><li>• Rezone from Agricultural (A) and Residential (R-40) to Residential (R-25)</li><li>• Street connection waiver</li><li>• Conditional use for recreational facilities</li><li>• Connect to public water and wastewater systems</li><li>• Establish tree preservation area</li><li>• All owners of property to join a homeowners association</li></ul>
11SN0235 Approved (8/2011)	<ul style="list-style-type: none"><li>• Conditional Use approved for communication tower on the subject property</li><li>• Location, height, design screening, and removal conditions</li></ul>
14SN0573 Approved (7/2014)	<ul style="list-style-type: none"><li>• Decrease cumulative density</li><li>• Modify cash proffers</li><li>• Remove requirements for improvements to Woolridge Road</li><li>• Expand recreational uses permitted</li></ul>

### Proposal

The subject property is a 3.7<sup>1</sup> acre parcel zoned Residential (R-25), situated along a curving portion of Woolridge Road between Genito and Otterdale Roads. A residential dwelling and accessory structures are located on the property, as well as a communications tower located at the rear of the property. After the recent widening project on Woolridge Road concluded, the house is now located 39.1' from the road right-of-way. The subject property was included in Case 05SN0193 to rezone this property and others to Residential (R-25) with conditions for a single-family subdivision (Landings at Swift Creek).

The proposal would rezone the property to Agricultural (A) with a Conditional Use Planned Development (CUPD) to allow an addition to be constructed onto the existing dwelling as well as remove development requirements relative to the Landings at Swift Creek subdivision. Presently, the property does not comply with conditions of Case 05SN0193, including new connections to public water and wastewater systems, recorded deed restrictions, and joining the homeowner's association responsible for common space and recreational facilities in the Landings at Swift Creek. The owner wishes to retain the existing residence, to continue use of the existing private well and septic systems, and to be relieved of the zoning condition to record deed restrictions that would - among other things - include the property in the adjacent residential development Landings at Swift Creek Home Owners Association (HOA). Conditions of zoning in Case 05SN0193 would be removed from the subject property as part of this request.

---

<sup>1</sup> While County records indicate the parcel is 3.7 acres, the boundary survey dated August 10, 2020 (Exhibit B, Attachment 4) reflects an area of 3.6 acres.



An overview of the uses, exceptions to lot standards in the Agricultural (A) District, and when a required connection to the public water/wastewater systems is outlined below:

General Overview	
Requirements	Details
Master Plan	Enacts the textual statement, outlining exceptions to lot area and front yard setback. <i>Condition 1</i>
Uses	Uses shall be those permitted in the Agricultural (A) District and those permitted by Conditional Use as specified in Case 11SN0235 (Attachment 5), the latter providing for a communications tower. <i>Condition 2</i>
Utilities	Any new residential structures requiring water and wastewater service would be required to connect to the county systems, however, the existing residential structure may continue to use the private system. <i>Condition 3</i>
Lot Area and Front Yard Setback for Existing Dwelling	<ul style="list-style-type: none"> <li>• Lot area is reduced to 3.6 acres</li> <li>• Front yard setback for the existing residence is reduced to 39.1'. Conditions would require any new dwelling to comply with the 150' Agricultural (A) District front yard setback.</li> </ul> <i>Textual Statement Items 1 and 2</i>

Virginia law permits the Planning Commission to initiate a rezoning application when required by public necessity, convenience, general welfare, or good zoning practice. Consideration of this request will comply with the principles of good zoning practice to alleviate conditions of zoning that are in conflict with the current and proposed use of the property. Convenience and the general welfare are addressed through the rezoning by the removal of potential impacts upon the subject property and the adjacent residential neighborhood that may have arisen under the current zoning to include necessitated changes to covenants and the provision of necessary easements to the subject property through recorded adjacent lots.



## UTILITIES

Staff Contact: Randy Phelps (796-7126) [phelpsc@chesterfield.gov](mailto:phelpsc@chesterfield.gov)

Existing Water and Wastewater Systems			
Utility Type	Currently Serviced	Size of Closest Existing Lines	Connection Required by County Code
Water	No	16"	No
Wastewater	No	8"	No

### Additional Utility Comments:

The subject property is located within the mandatory water and wastewater connection area for new residential development. The existing residential structure is not connected to the public water and wastewater systems and no new construction is planned in conjunction with this request. By rezoning the property from R-25 to A, Proffer#1 of Case 05SN0193 will be removed, eliminating the requirement for the existing home to be served by county water and wastewater. As a lot established after March 12, 2014, any new residential structures requiring water and wastewater service would be required to connect to the county systems, however, the existing residential structure would be allowed to continue using its private systems.

The Utilities Department supports this case.

## COUNTY TRANSPORTATION

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

## ENVIRONMENTAL ENGINEERING

Staff Contact: Rebeccah Rochet (804-748-1028) [rochetr@chesterfield.gov](mailto:rochetr@chesterfield.gov)

## FIRE AND EMERGENCY MEDICAL SERVICES

Staff Contact: Anthony Batten (804-717-6167) [battena@chesterfield.gov](mailto:battena@chesterfield.gov)

## PARKS AND RECREATION

Staff Contact: Janit Llewellyn (804-751-4482) [llewellynja@chesterfield.gov](mailto:llewellynja@chesterfield.gov)

## SCHOOLS

Staff Contact: Atonja Allen (804-318-8740) [atonja\\_allen@ccpsnet.net](mailto:atonja_allen@ccpsnet.net)

## BUDGET & MANAGEMENT

Staff Contact: Natalie Spillman (804-318-8767) [spillmann@chesterfield.gov](mailto:spillmann@chesterfield.gov)

## VIRGINIA DEPARTMENT OF TRANSPORTATION

Staff Contact: Adam Wilkerson (804-674-2384) [adam.wilkerson@vdot.virginia.gov](mailto:adam.wilkerson@vdot.virginia.gov)

## LIBRARIES

Staff Contact: Jennifer Stevens (804-751-4998) [stevensj@chesterfield.gov](mailto:stevensj@chesterfield.gov)

This request will not impact these facilities.



## CASE HISTORY

### Applicant Submittals

<b>6/24/20</b>	Application submitted
----------------	-----------------------

### Planning Commission

<b>8/23/20</b>	<p>Citizen Comments: No one spoke to this request</p> <p>Commission Discussion:</p> <p>The Commission noted that the requested exception would be consistent with the development of the adjoining subdivision.</p> <p><b>Recommendation – APPROVAL</b></p> <p><b>Motion:</b> Owens    <b>Second:</b> Sloan</p> <p><b>AYES:</b> Freye, Sloan, Hylton, Owens and Petroski</p>
----------------	--

The Board of Supervisors on Wednesday, September 23, 2020, beginning at 6:30 p.m., will consider this request.
--



**CONDITIONS****Note:**

Recommended by both staff and Planning Commission

1. Master Plan. The Textual Statement dated August 10, 2020 shall be considered the Master Plan. (P)
2. Uses. Uses shall be those permitted in the Agricultural (A) District and those permitted by Conditional Use as specified in case 11SN0235, the latter providing for a communications tower. (P)
3. Utility Systems. Any new residential dwelling unit requiring water and wastewater service would be required to connect to the county systems, however, the existing dwelling unit, and any additions to that dwelling unit, shall be allowed to continue using private systems. (U)



**TEXTUAL STATEMENT**

August 10, 2020

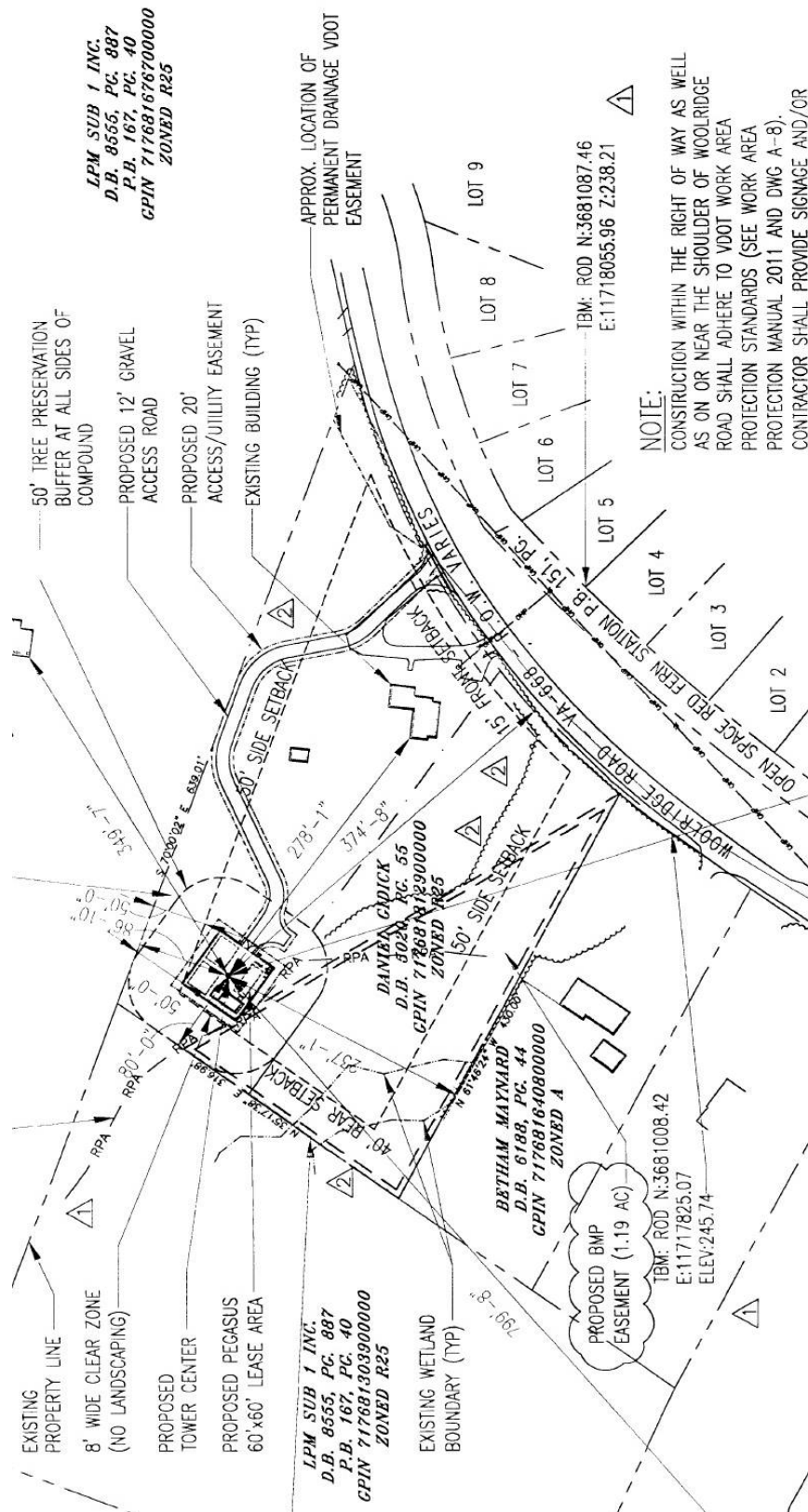
Rezone from Residential (R-25) to Agricultural (A) with Conditional Use Planned Development (CUPD) to permit zoning ordinance exceptions as described herein, to provide for conditions based on the existing development of the subject property.

1. Lot Area. The lot area for the property shall be a minimum of 3.6 acres.
2. Front Yard. The front yard setback shall be established as follows:
  - a. The front yard of the existing house shall be 39.1 feet.
  - b. The front yard of any new principal structure, other than the existing house, shall conform with the zoning ordinance standards then in effect.

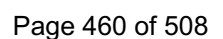


## EXHIBIT A: BOUNDARY SURVEY BEFORE ROAD WIDENING

March 7, 2013









**CASE 11SN0235 MINUTES AND CONDITIONS****11SN0235**

In Matoaca Magisterial District, Pegasus Tower Development Company, LLC requests conditional use approval and amendment of zoning district map to permit a communications tower in a Residential (R-25) District on 4 acres known as 5000 Woolridge Road. Density will be controlled by zoning conditions or Ordinance standards. The Comprehensive Plan suggests the property is appropriate for residential use of 2.0 units/acre or less. Tax ID 717-681-8129.

Mr. Turner presented a summary of Case 11SN0235 and stated both the Planning Commission and staff recommended approval and acceptance of the proffered conditions.

Mr. Will Shewmake accepted the recommendation.

Mr. Warren called for public comment.

Ms. Karen Pavlik, a resident of the Woodlake Community, expressed concerns regarding the proposed cell tower location, the towers' proximity to the school site and the dangerous effects of electromagnetic radiation the towers may emit.

Mr. Shewmake stated the Woodlake Community has very little coverage in the area and through extensive research a location was found outside of the Woodlake Subdivision. He noted the Homeowners Association Board extensively advertised the proposal and communicated with homeowners. He stated the proposed tower will be placed among wetlands that is consistent with the county's tower policy. He further stated cellular service is close to impossible to obtain in the community and the demand is very great in order to work and live. He noted a better location has not been found to place the tower in terms of coverage. He expressed appreciation to Mr. Bass, Ms. Durfee and staff for their efforts in this case.

In response to Mr. Gecker's question, Mr. Shewmake stated the tower is 1391 feet away from the school site.

There being no one else to speak to the request, the public hearing was closed.

In response to Ms. Durfee's question, Mr. Turner stated the tower considered under a prior zoning application, for

11-481

08/24/11



Woolridge Elementary School, was in the tree line near the entrance of the school, on school property.

Ms. Durfee stated many residents were opposed to having a cell tower in the Woodlake Community because the location did not conform to the tower siting policy, and they expressed concerns regarding various issues with above ground utilities, visibility, and proximity. She thanked Ms. Pavlik for voicing her concerns to the Board. She stated the Board cannot take into account the argument of approving or denying a cell tower based on health concerns. She noted that she had presented the applicant with critical demands and concerns regarding the site of the tower and the need for cell phone coverage. She stated she does not have a basis to deny the case.

Ms. Durfee then made a motion, seconded by Mr. Holland, for the Board to approve Case 11SN0235 and accept the following proffered conditions:

1. There shall be no signs permitted to identify this use. (P)
2. The tower will be located on the property as set forth on the tower location plan prepared by BC architects engineers drawn 3/28/00. (P)
3. The base of the tower shall be enclosed by a minimum six (6) foot high fence, designed to preclude trespassing. The fence shall be placed so as to provide sufficient room between the fence and the property line to maintain a tree preservation area of at least 50 feet in each direction, such buffer to be comprised of existing trees at the site and to provide screening of the base of the tower and accessory ground equipment from adjacent properties. The buffer may be inclusive of setbacks. A detailed plan depicting this requirement shall be submitted to the Planning Department for approval in conjunction with final site plan review. No trees within the tree preservation area shall be removed unless such trees are dead, diseased, or dying, or must be removed in order to locate utilities or the access road. (P)
4. The color, design and lighting system for the tower shall be as follows:

11-482

08/24/11



- a. The tower shall be gray or another neutral color, acceptable to the Planning Department.
  - b. The tower shall not be lighted.
  - c. The tower shall be a monopole structure with an external flush mount design.
5. Any building or mechanical equipment shall comply with Sections 19-595 and 19-570 (b) and (c) of the Zoning Ordinance relative to architectural treatment of building exteriors and screening of mechanical equipment. (P)
6. The tower shall not exceed a height of 154 feet. The monopole shall not exceed 150 feet, and any lightning rod affixed to it shall not exceed 4 feet. (P)
7. At such time that the tower ceases to be used for communications purposed for a period exceeding twelve (12) consecutive months, the owner/developer shall dismantle and remove the tower and all associated equipment from the property. (P)

Ayes: Warren, Jaeckle, Holland, Durfee and Gecker.

Nays: None.

11-483

08/24/11





# 20SN0501

## Matoaca

### Chesterfield Planning Commission

Rezone Residential (R-25) to Agricultural (A) plus Conditional Use  
Planned Development (CUPD) with ordinance exceptions

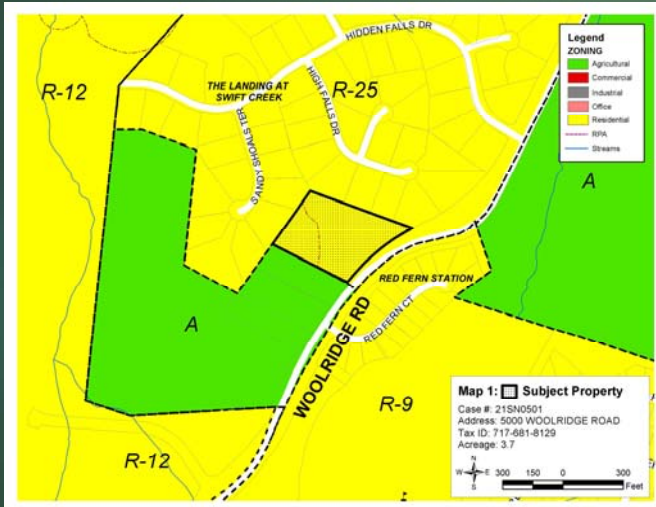
21SN0501

21SN0501

This is case #21SN0501 in the Matoaca District. Chesterfield Planning Commission requests to rezone Residential (R-25) to Agricultural (A) plus Conditional Use Planned Development (CUPD) with ordinance exceptions



# 21SN0501 - Overview



- ▶ Rezone from Residential (R-25) to Agricultural (A) plus Conditional Use Planned Development (CUPD) with ordinance exceptions
- ▶ Exception to front yard setbacks for the existing dwelling
- ▶ Exception to minimum lot area
- ▶ Planning staff and Commission recommend approval to allow addition to an existing residence and to remove encumbrances to the subject property and an HOA

21SN0501

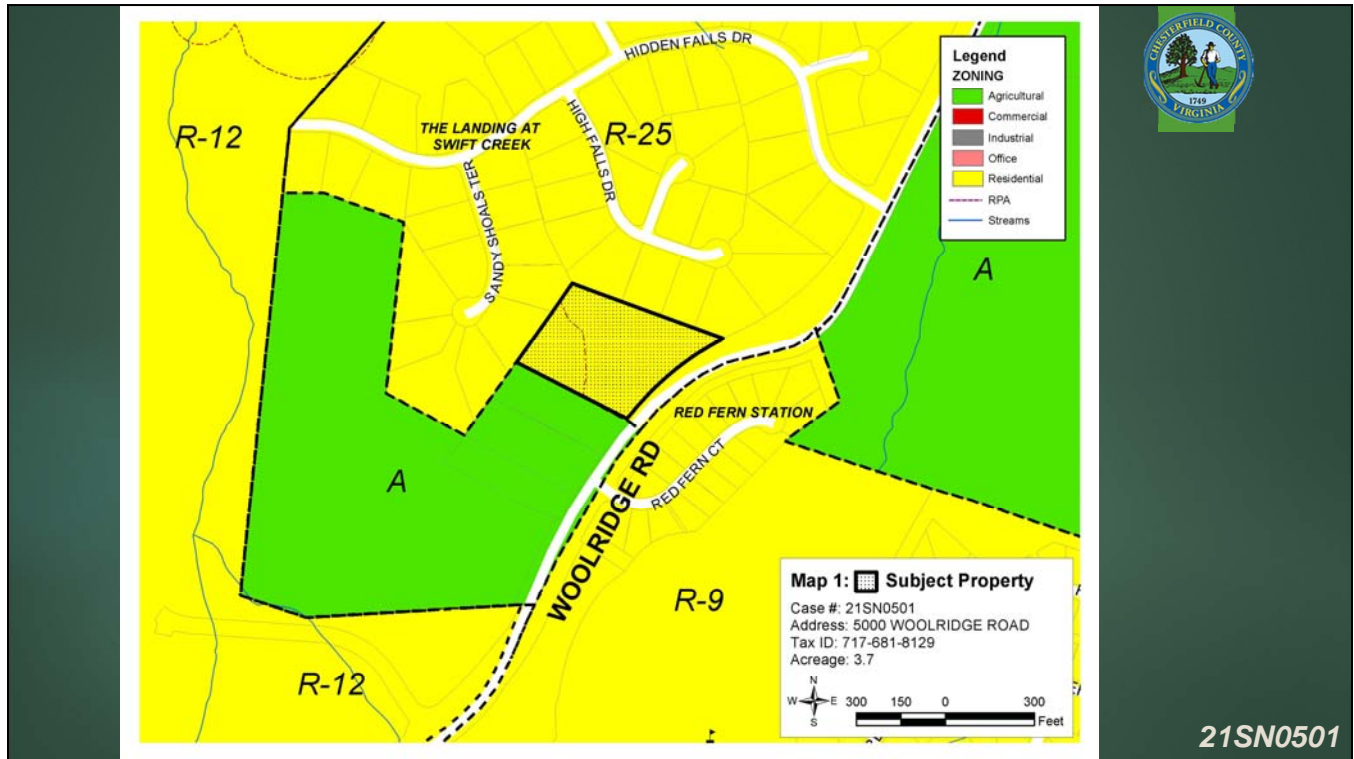
21SN0501

Case 20SN0501 is a request to rezone from Residential (R-25) to Agricultural (A) with a Conditional Use Planned Development (CUPD) for ordinance exceptions to setback and lot area. The subject property is located on the west line of Woolridge Road between Genito Road and Otterdale Road, and south of the Landings at Swift Creek subdivision.

Planning staff and Commission recommend approval to allow addition to an existing residence. Conditions limit the setback exception to the existing dwelling. In the event the existing dwelling is removed and a new dwelling proposed, any future dwelling would be required to meet the front yard setback in the Agricultural (A) District.

Conditions of 05SN0193 that require the subject property to provide easements and connect to public water and wastewater systems and to join the Landings at Swift Creek homeowners Association would be removed.





21SN0501

The property is located adjoining the Landings at Swift Creek subdivision south of the Swift Creek Reservoir.

Area zoning includes Agricultural (A) and Residential (R-25, R-12 and R-9)

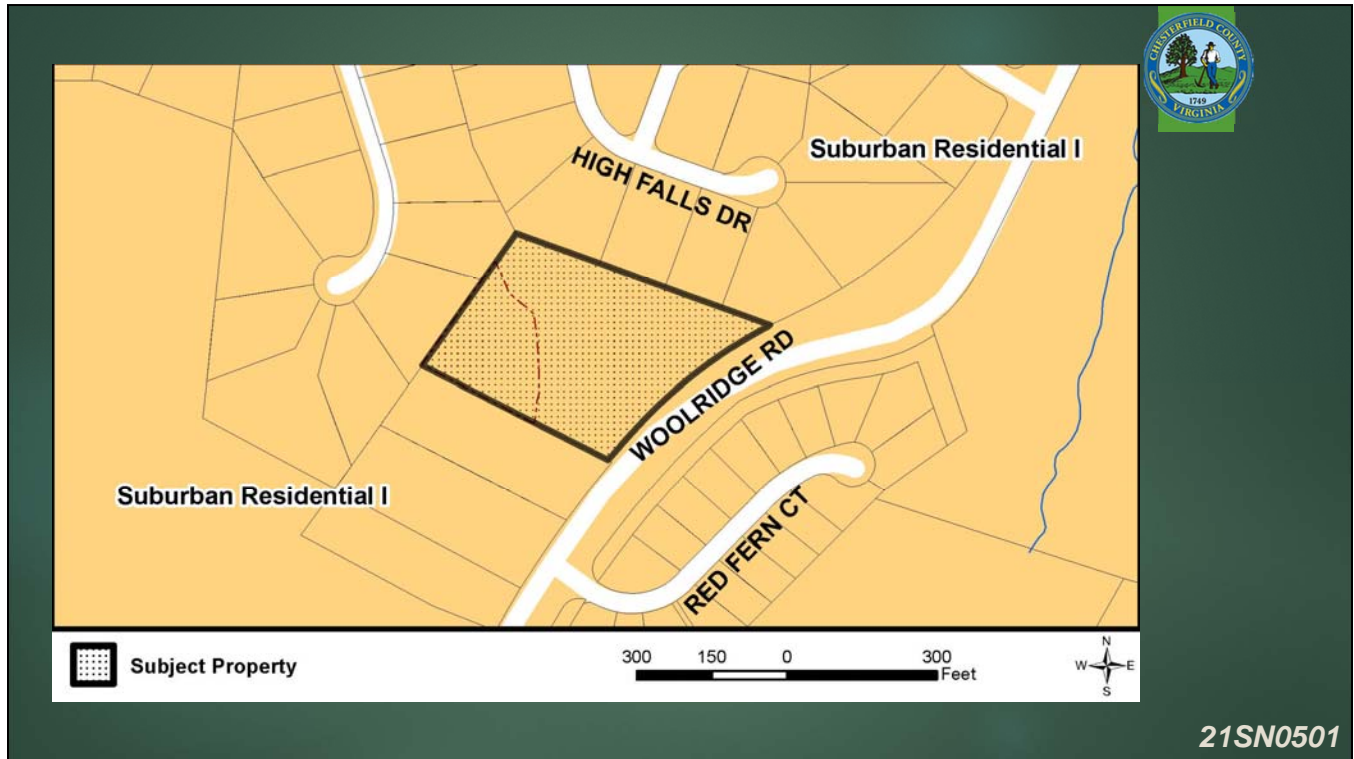




21SN0501

Area land uses include acreage lots, a cell tower, Spring Creek Baptist Church, and single-family residential in The Landings at Swift Creek and Red Fern Station subdivisions.





21SN0501

The Comprehensive Plan designates this area for Suburban Residential I and suggests this property is appropriate for single-family dwellings or condominiums at a maximum density of 2.0 dwellings per acre.





## CONDITIONS (Recommended by Commission and staff)

1. **Master Plan.** The Textual Statement dated June 24, 2020 shall be considered the Master Plan. (P)
2. **Uses.** Uses shall be those permitted in the Agricultural (A) District and those permitted by Conditional Use as specified in case 11SN0235, the latter providing for a communications tower. (P)
3. **Utility Systems.** Any new residential structures requiring water and wastewater service would be required to connect to the county systems, however, the existing residential structure is allowed to continue using private systems. (U)

21SN0501

21SN0501

## CONDITIONS (Recommended by Commission and staff)

1. **Master Plan.** The Textual Statement dated June 24, 2020 shall be considered the Master Plan. (Planning will ensure)
2. **Uses.** Uses shall be those permitted in the Agricultural (A) District and those permitted by Conditional Use as specified in case 11SN0235, the latter providing for a communications tower. (Planning will ensure)
3. **Utility Systems.** Any new residential structures requiring water and wastewater service would be required to connect to the county systems, however, the existing residential structure is allowed to continue using private systems. (Utilities will ensure)





## TEXTUAL STATEMENT (Recommended by Commission and staff)

Rezone from Residential (R-25) to Agricultural (A) with Conditional Use Planned Development (CUPD) to permit zoning ordinance exceptions as described herein, to provide for conditions based on the existing development of the subject property.

1. **Lot Area.** The lot area for the property shall be three and seven-tenths (3.7) acres+/-.
2. **Front Yard.** The front yard setback shall be established as follows:
  - a. The front yard of the existing house shall be a minimum of thirty-nine and one-tenths feet (39.1').
  - b. The front yard of any new principal structure, other than the existing house, shall conform with the zoning ordinance standards then in effect.

21SN0501

21SN0501

## TEXTUAL STATEMENT (Recommended by Commission and staff)

Rezone from Residential (R-25) to Agricultural (A) with Conditional Use Planned Development (CUPD) to permit zoning ordinance exceptions as described herein, to provide for conditions based on the existing development of the subject property.

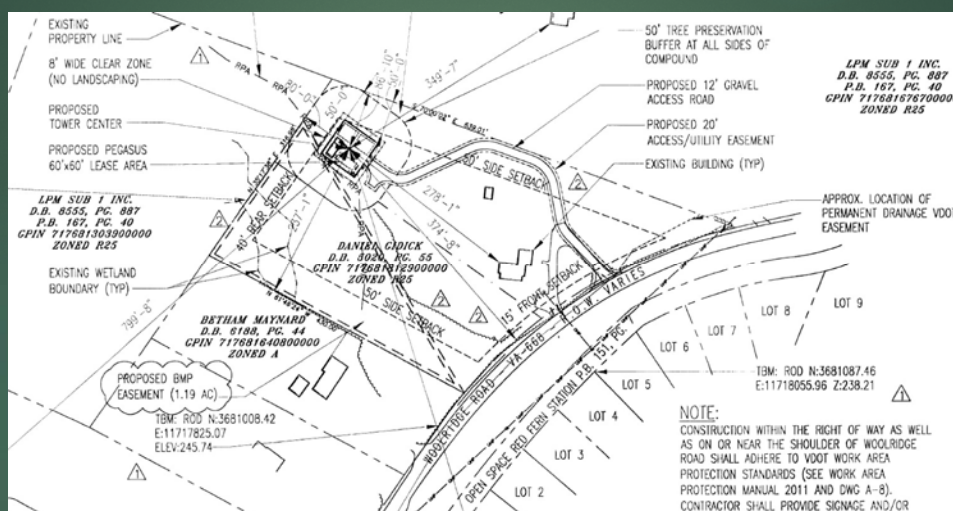
1. **Lot Area.** The lot area for the property shall be three and seven-tenths (3.7) acres+/-.
2. **Front Yard.** The front yard setback shall be



established as follows:

- a. The front yard of the existing house shall be a minimum of thirty-nine and one-tenths feet (39.1').
- b. The front yard of any new principal structure, other than the existing house, shall conform with the zoning ordinance standards then in effect.





21SN0501

21SN0501

The boundary survey before road widening







# Planning Commission Recommends Approval



- ▶ Allows addition to an existing residence
- ▶ Removes encumbrances to the subject property and to owners of lots in the subdivision operating through a homeowners association

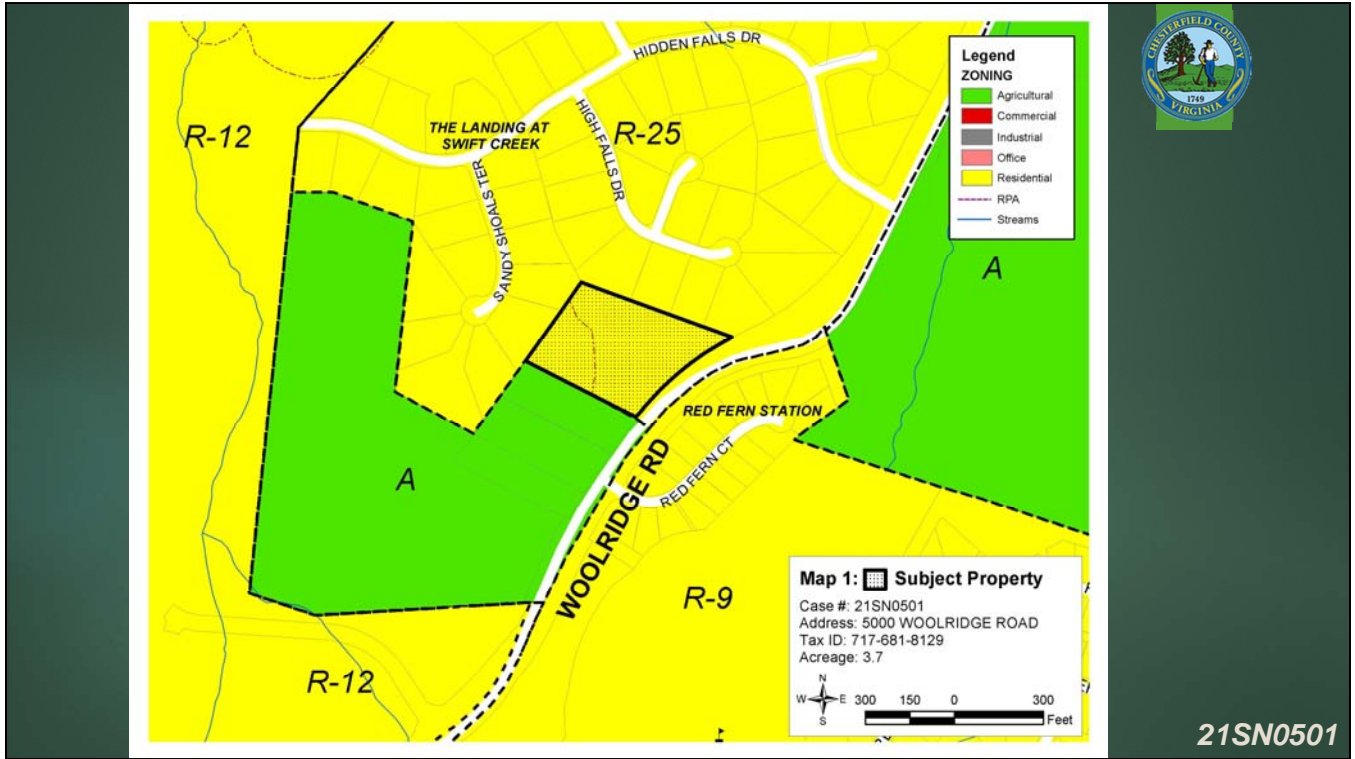
**21SN0501**

21SN0501

Allows addition to an existing residence

Removes encumbrances to the subject property and to owners of lots in the subdivision operating through a homeowners association





21SN0501





**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: September 23,  
2020**

**Item Number: 16.L.**

---

**Subject:**

21SN0514 - Chesterfield County Board of Supervisors - Matoaca District

**Board Action Requested:**

**Summary of Information:**

**Attachments:**

1. 21SN0514-2020SEPT23-BOS-RPT
2. 21SN0514-PP with notes

Preparer:

Approved By:

  
\_\_\_\_\_



**CASE NUMBER: 21SN0514**

**APPLICANT: Chesterfield County Board of Supervisors**



**CHESTERFIELD COUNTY,  
VIRGINIA  
MATOACA DISTRICT  
STAFF'S ANALYSIS  
AND  
RECOMMENDATION**

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

SEPTEMBER 23, 2020

**BOS Time Remaining:**

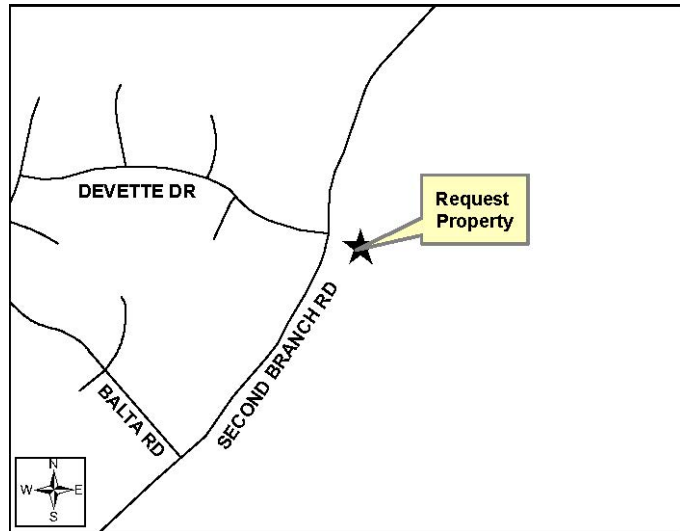
365 Days

**Applicant's Agent:**

ANDREW GILLIES (804-748-1050)

**Planning Department Case Manager:**

HAROLD ELLIS (804-768-7592)



8.1 acres – 12217 Second Branch Road  
Second Branch Baptist Church

**REQUEST**

Conditional use to permit a private school in conjunction with a church, in an Agricultural (A) District.

**Notes:**

- A. Conditions may be imposed or the property owners may proffer conditions.
- B. Conditions are located in Attachment 1 and an Exhibit is located in Attachment 2.

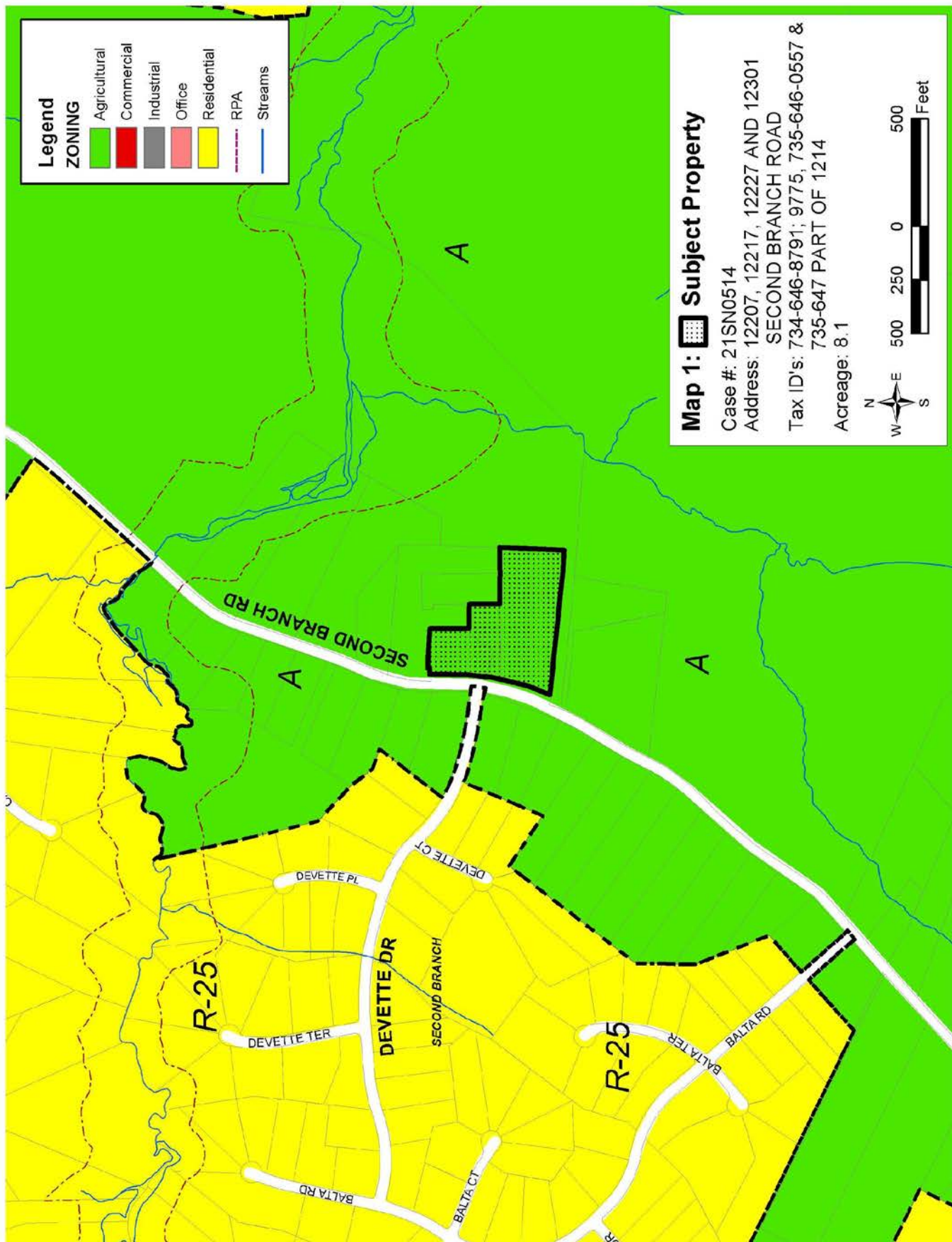
**SUMMARY**

The operation of a private school in conjunction with Second Branch Baptist Church is planned. Specifically, the approval of this request will allow for tutoring in a group setting three (3) days a week utilizing the existing church facility to include the outdoor recreational area. Second Branch Baptist Church is the principal use on the property and the private school (tutoring) would operate incidental to the church. The church intends to partner with organizations that share their mission relative to community outreach.

**RECOMMENDATION**

PLANNING COMMISSION	<b>APPROVAL</b>
STAFF	<b>APPROVAL</b> <ul style="list-style-type: none"><li>• Use will be in conjunction with a church use and on a temporary basis</li><li>• Conditions will address impacts of use on area development</li><li>• No apparent adverse impacts on area residential properties</li></ul>

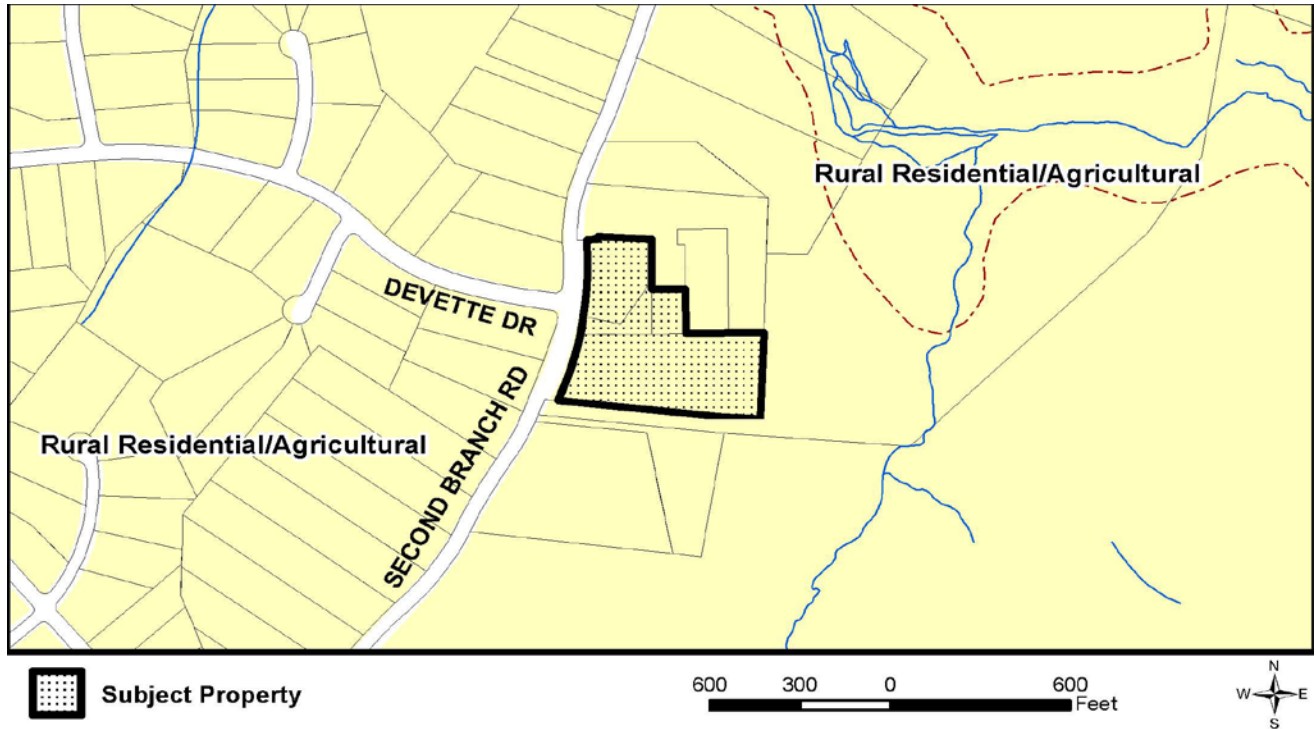




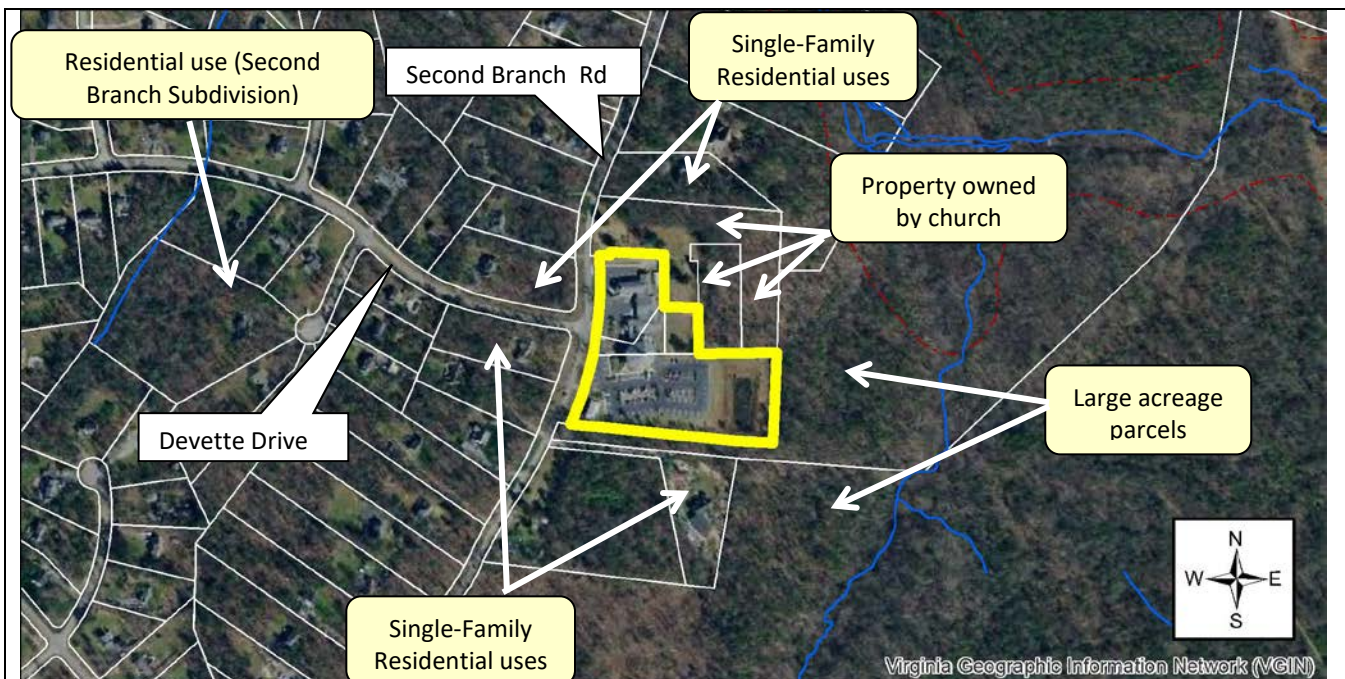


**Comprehensive Plan**  
**Classification: SUBURBAN RESIDENTIAL II**

The designation suggests that uses in an Agricultural (A) District are appropriate to include: Single family dwellings and Farming and forestry use are appropriate..



**Surrounding Land Uses and Development**





## PLANNING

Staff Contact: Harold Ellis (804-768-7592) [ellish@chesterfield.gov](mailto:ellish@chesterfield.gov)

### PROPOSAL

A private school to permit tutoring services is planned in conjunction with the church use. The ordinance first permits a private school (tutoring services) in a Corporate Office (O-2) District. The intent of the church is to partner with organizations that share their mission relative to community outreach and provide for general instruction for students in a group setting. The church has indicated a maximum of one hundred and fifty (150) students will be on the premises at any given period of time participating in the program (Condition 2). The church anticipates the hours of operation to be three (3) days a week; Tuesday, Thursday and Friday from 8:30 a.m. to 3:00 p.m. (Condition 3).

The request property consists of three (3) large acreage parcels that have been developed as a church with associated parking, and outdoor recreational use. The recreational area is located within the rear yard of the church; consists of a pavilion and an open field, and not visible from Second Branch Road. The recreational area is surrounded by large acreage parcels to include the continuation of the church's property which is occupied by a cemetery to the north and vegetated acreage to the west. As such, the outdoor activities will have minimal impact on adjacent properties.

Second Branch Baptist Church is the principal use on the property and the private school would operate incidental to the church utilizing the existing facilities. Although tutoring services is not defined in the ordinance, the intended use will provide general instruction for students in a group setting which is closest defined as a school.

***School, public/private:** An establishment of general instruction which may be publically or privately owned and/or operated. Unless otherwise specified, the term public/private school includes the term college, but does not include art, business, dance, music, or vocational schools.*

No additions or alterations to the church is planned to accommodate the use. However, prior to this use beginning operation, a Certificate of Occupancy (CO) must be obtained by the church that will specify the occupancy load for the facility and satisfy any building improvements associated with this use. Given the size of the property, being surrounded by large acreage parcels, and the time limitation of two (2) years (Condition 5) it is anticipated the request will have minimal impact on the surrounding properties.



The following provides an overview of staff's recommended conditions related to the use, in conjunction with the existing church:

General Overview	
Requirements	Details
Use	<ul style="list-style-type: none"> <li>• Tutoring use in conjunction with church use</li> <li>• Participation limited to 150 children</li> </ul> <i>Conditions 1 &amp; 2</i>
Hours of Operation	Tuesday, Thursday & Friday 8:30 a.m. to 3:00 p.m. <i>Condition 3</i>
Outdoor Recreational Facilities	Recreational facilities limited to existing play area (Attachment 2, Exhibit A) <i>Condition 4</i>
Time Limitation	2 years <i>Condition 5</i>

### COUNTY TRANSPORTATION

Staff Contact: Steve Adams (804-748-1037) [adamsSt@chesterfield.gov](mailto:adamsSt@chesterfield.gov)

The *Comprehensive Plan*, which includes the *Thoroughfare Plan*, identifies county-wide transportation needs that are expected to mitigate traffic impacts of future growth. The Planning Department has recommended several conditions to limit the impacts of the private school in conjunction with a church. Conditions which may limit the impacts of the private school use on the area roads are as follows: 1) Limited to 150 children; 2) Limited hours of operation (Tuesday, Thursday, and Friday from 8:30 a.m. and 3:00 p.m.); and 3) Two (2) year time limitation. With the recommended conditions, staff supports this request.

### VIRGINIA DEPARTMENT OF TRANSPORTATION

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

The applicant is requesting a Conditional Use permit to allow a private school utilizing the existing Second Branch Baptist Church. The proposed case will be subject to meet the policy for VDOT Access Management minimum spacing criteria and subject to minimum commercial entrance design standards. During the site plan review process, VDOT will require turn lane analysis and trip generations for the proposed commercial entrance. More comments may be generated during the site plan review process.



**FIRE AND EMERGENCY MEDICAL SERVICES**  
Staff Contact: Anthony Batten (804-717-6167) [battena@chesterfield.gov](mailto:battena@chesterfield.gov)

This request will have minimal impact on Fire and EMS.

Nearby Fire and Emergency Medical Service (EMS) Facilities	
Fire Station	The Winterpock Fire Station, Company Number 19
EMS Facility	The Winterpock Fire Station, Company Number 19

**SCHOOLS**  
Staff Contact: Atonja Allen (804-318-8740) [atonja\\_allen@ccpsnet.net](mailto:atonja_allen@ccpsnet.net)

This request will have no impact on school facilities.

**UTILITIES**  
Staff Contact: Matthew Rembold (706-7616) [remboldm@chesterfield.gov](mailto:remboldm@chesterfield.gov)

Existing Water and Wastewater Systems			
Utility Type	Currently Serviced	Size of Closest Existing Lines	Connection Required by County Code
Water	Yes	8"	No
Wastewater	No	N/A	No

**Additional Utility Comments:**

The subject property is not located within the mandatory water and wastewater connection area for new non- residential development. The existing church structure is connected to the public water system. The request for a private school will not require a new structure or expansion of the existing church. The request will have minimal impact on the public water system.

The Utilities Department supports this case

**ENVIRONMENTAL ENGINEERING**  
Staff Contact: Rebecca Rochet (804-748-1028) [rochetr@chesterfield.gov](mailto:rochetr@chesterfield.gov)

Environmental Engineering has no comment on this request.



CASE HISTORY	
Applicant Submittals	
<b>7/22/20</b>	Application initiated by Board of Supervisors
<b>7/23/20</b>	Application filed by the agent for the Board of Supervisors

Planning Commission	
<b>08/18/20</b>	<p><b>Citizen Comments:</b> No citizens spoke to the request.</p> <p><b>Recommendation – APPROVAL SUBJECT TO THE CONDITIONS IN ATTACHMENT 1.</b></p> <p><b>Motion:</b> Owens <b>Second:</b> Hylton</p> <p><b>AYES:</b> Freye, Sloan, Hylton, Owens, and Petroski</p>



**CONDITIONS**

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

1. Use. The private school to permit tutoring services shall only be permitted in conjunction with the church use. (P)
2. Participation. The use shall not exceed one hundred fifty (150) children on the premises at any given period of time. (P)
3. Hours of Operation. The use shall be permitted to be open between 8:30 a.m. and 3:00 p.m. Tuesday, Thursday and Friday. (P)
4. Outdoor Recreational Use. Outdoor recreational use associated with the private school (tutoring service) shall be limited to the existing play area and pavilion identified on Attachment 2 Exhibit A. (P)
5. Time Limitation: This conditional use approval shall be granted for a period not to exceed two (2) years from date of approval. (P)



## EXHIBIT A







**21SN0514**

Matoaca

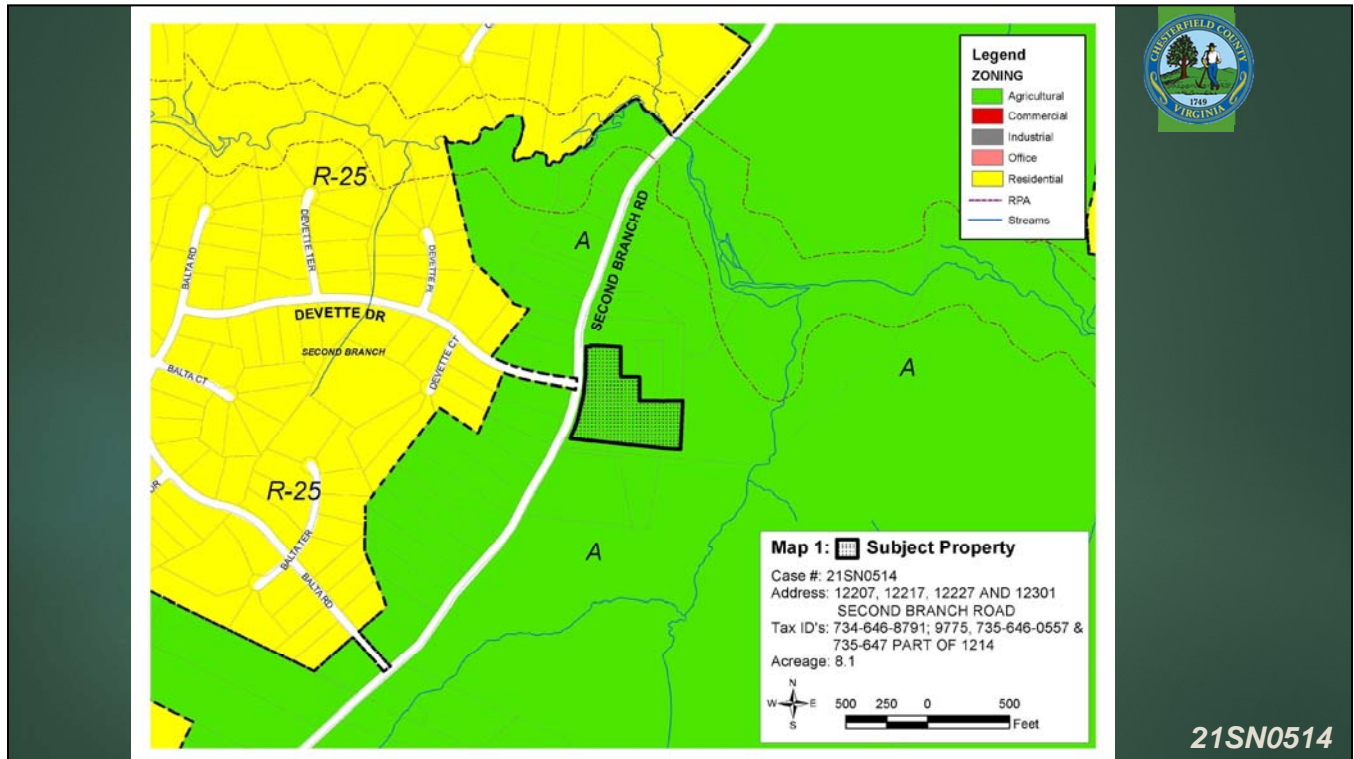
Chesterfield County Board of Supervisor's  
(Second Branch Baptist Church)

Conditional use to permit a private school in  
conjunction with a church, in an Agricultural (A)  
District

**21SN0514**

This is case 21SN0514, in the Matoaca district. The request is for a Conditional use to permit a private school in conjunction with a church, in an Agricultural (A) District.

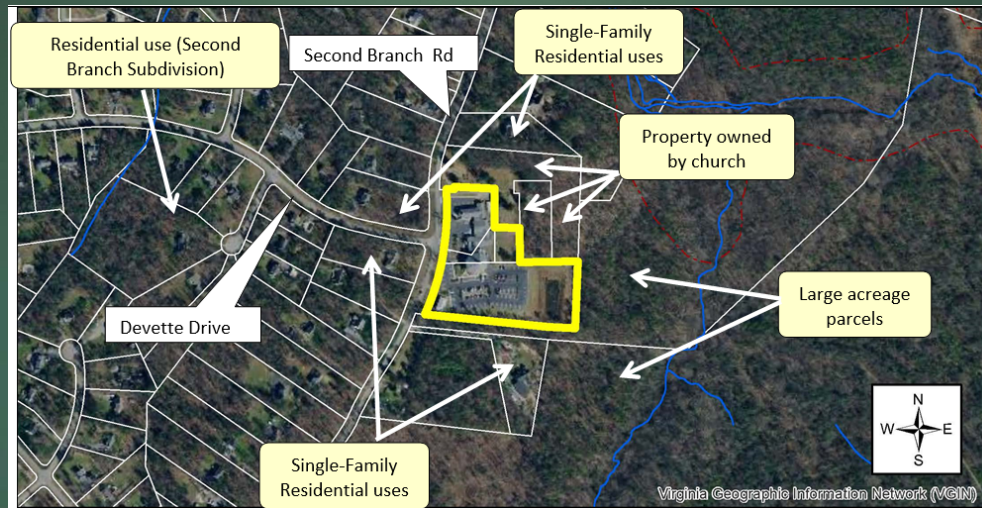




The subject property is located on the east side of Second Branch Road, at the intersection with Devette Drive, and is currently zoned Agricultural.



## Aerial View



21SN0514

Second Baptist Church currently occupies the property, and was established on site in the 1950's. Properties on to the north of the site are owned by the church, and north of that, as single-family residential uses. Properties to the east are large acreage parcels, and to the south, and west, across Second Branch Road, are developed as single-family residential uses.



## Site



21SN0514

This is the Second Branch site.

Second Branch Baptist Church is the principal use on the property and the private school (tutoring service) would operate incidental to the church utilizing the existing facilities.

The church intends to partner with organizations that share their mission relative to community outreach, and provide tutoring for students in a group setting. The church has indicated a maximum of one hundred and fifty (150) students will be on the premises at any given period, and anticipates the hours of operation to be three (3) days a week; Tuesday, Thursday and Friday from 8:30 a.m. to 3:00 p.m.

Although tutoring services is not defined in the ordinance, the intended use will provide general instruction for students in a group setting, for tutoring, which is most closely defined by the zoning ordinance as a school. No additions or alterations to the church are planned to accommodate the use.





## Recommendation

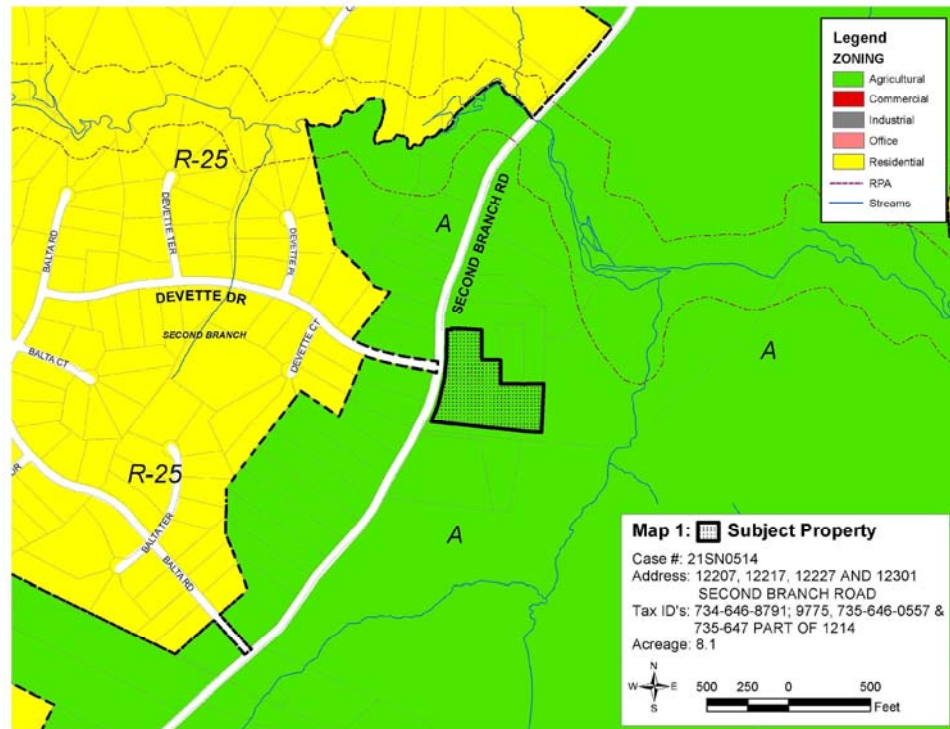
- ▶ Use will be in conjunction with a church use and on a temporary basis
- ▶ Conditions will address impacts of use on area development
- ▶ No apparent adverse impacts on area residential properties
- ▶ Staff and CPC recommend approval

21SN0514

The proposed tutoring service will be in conjunction with a church use and on a temporary basis (2 years), and conditions will address impacts of use on area development. There do not appear to be any adverse impacts on area properties.

The planning commission, with a unanimous vote, and staff recommend approval of the request.





21SN0514





**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: September 23,  
2020**

**Item Number: 17.A.**

**Subject:**

To Amend and Reenact County Code § 5-7.8 Regarding Authority to Require Removal, Repair of Buildings that are Declared to be Derelict

**Board Action Requested:**

The Board is requested to hold a public hearing on September 23, 2020 to consider amending County Code § 5-7.8 regarding derelict properties and to adopt the ordinance amendment at the close of the public hearing.

**Summary of Information:**

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. 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 County has not commonly used the derelict ordinance 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 hold a public hearing on September 23, 2020 on an ordinance amendment to establish the \$500 civil penalty, attached, and adopt the ordinance amendment at the close of the public hearing.

**Attachments:**

1. Ordinance amending 5-7.8

Preparer: Jeff Mincks, County Attorney

Approved By:



AN ORDINANCE TO AMEND THE CODE OF THE COUNTY  
OF CHESTERFIELD, 1997, AS AMENDED, BY AMENDING  
AND RE-ENACTING SECTION 5-7.8 RELATING TO  
AUTHORITY TO REQUIRE REMOVAL, REPAIR, ETC., OF  
BUILDINGS THAT ARE DECLARED TO BE DERELICT

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

(1) *That Section 5-7.8 of the Code of the County of Chesterfield, 1997, as amended, is amended and re-enacted to read as follows:*

**Sec. 5-7.8. - Same – Authority to require removal, repair, etc., of buildings that are declared to be derelict.**

o o o

(h) If the owner of the derelict building has not submitted a plan to the department of community enhancement within 90 days of the date on the written notice, the county may exercise such remedies as provided in this section or as otherwise provided by law. For residential property, a civil penalty not exceeding \$500.00 per month until such time as the owner has submitted a plan in accordance with this section may be imposed; however, the total civil penalty imposed shall not exceed the cost to demolish the derelict building. Any such civil penalty shall be paid into the treasury of the county.

o o o

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

3137:117422.1





**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: September 23,  
2020**

**Item Number: 17.B.**

**Subject:**

To Consider Amendments to County Code § 5-8 Regarding Designation of Land Bank Entity

**Board Action Requested:**

The Board is requested to hold a public hearing on September 23, 2020 to consider amending County Code § 5-8 regarding Designation of Land Bank Entity and to adopt the ordinance amendments at the close of the public hearing.

**Summary of Information:**

In 2019, the Board adopted an ordinance designating Maggie Walker Community Land Trust as the County's land bank entity to assist the County in addressing vacant, abandoned, and tax delinquent properties. During the 2020 session, the General Assembly amended the Land Bank Entities Act, which is the basis of the County's ordinance. The new language specifies that "With regard to any contract or proposed contract for materials or services to be furnished to or used by a land bank entity, members of the board and employees of a land bank entity are subject to the provisions of the State and Local Government Conflict of Interests Act." This language became effective July 1, 2020. The attached ordinance amendment is requested to remove the references to financial interests in sections 5-8(m), (n), and (o) of the County's land bank ordinance. These changes will remedy the conflict between the County Code and the Code of Virginia, while ensuring that the provisions remain enforceable through the Code of Virginia. Staff requests the Board to hold a public hearing on September 23, 2020 to consider these amendments and to adopt the amendments after the public hearing is closed.

**Attachments:**

1. Ordinance amending 5-8(n)

Preparer: Jeff Mincks, County Attorney

Approved By:



AN ORDINANCE TO AMEND THE CODE OF THE COUNTY  
OF CHESTERFIELD, 1997, AS AMENDED, BY AMENDING  
AND RE-ENACTING SECTION 5-8 RELATING TO  
DESIGNATION OF LAND BANK ENTITY

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

(1) *That Section 5-8 of the Code of the County of Chesterfield, 1997, as amended, is amended and re-enacted to read as follows:*

**Sec. 5-8. – Designation of Land Bank Entity.**

o o o

~~(m) No member of the board or employee of the land bank entity shall acquire any interest, direct or indirect, in real property of the land bank entity, in any real property to be acquired by the land bank entity, or in any real property to be acquired from the land bank entity.~~

~~(n) No member of the board or employee of a land bank entity shall have any interest, direct or indirect, in any contract or proposed contract for materials or services to be furnished to or used by a land bank entity.~~

~~(o) In addition to the financial interest statutes of the Land Bank Entities Act, The land bank entity may adopt supplemental rules and regulations addressing potential conflicts of interest and ethical guidelines for members of the board and employees of the land bank entity.~~

~~(p)~~ (m) The land bank entity may convey, exchange, sell, transfer, lease as lessee, grant, and release any and all interests in, upon, or to real property of the land bank entity.

~~(q)~~ (n) The acquisition, management, and disposition of any historic property as designated by the County in accordance with Code of Virginia, § 15.2-2306 or within a historic area as defined in Code of Virginia, § 15.2-2201 shall be considered subject to the requirements of Code of Virginia, § 15.2-2306.

~~(r)~~ (o) When real property is conveyed by the land bank entity, 50 percent of the real property taxes collected on such property shall be remitted to the land bank entity. Such remittance of real property taxes collected shall commence with the first taxable year following the date of conveyance and continue for a period of ten years. The remittance shall not be renewed at the conclusion of the ten-year period.

~~(s)~~ (p) The land bank entity is hereby declared to be performing a public function on behalf of the county and to be a public instrumentality of the county. Accordingly, the land bank entity shall not be required to pay any taxes upon any property acquired or used by the land bank entity under the provisions of the Act.



~~(t)~~ (q) The land bank entity may be dissolved 60 calendar days after an affirmative resolution is approved by two-thirds of the membership of its board. Sixty calendar days' advance written notice of consideration of a resolution of dissolution shall be (i) given to the board of supervisors (ii) published in a local newspaper of general circulation in the county, and (iii) sent by certified mail to the trustee of any outstanding bonds of the land bank entity. Upon dissolution of the land bank entity, all real property, personal property, and other assets of the land bank entity shall become the assets of the county.

~~(u)~~ (r) Notwithstanding subsection ~~(t)~~(q), no land bank entity shall be dissolved unless all obligations and debts of such land bank entity have been lawfully satisfied or otherwise provided for.

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

3137:117635.1





**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: September 23,  
2020**

**Item Number: 17.C.**

---

**Subject:**

To Consider the Exercise of Eminent Domain for the Acquisition of Easements for the Stratton Park Pedestrian Improvements Project

**Board Action Requested:**

Hold a public hearing and authorize the exercise of eminent domain for the acquisition of easements for the Stratton Park Pedestrian Improvements Project, including the filing of certificates of take, so that construction can proceed on schedule.

**Summary of Information:**

On September 28, 2016, the Board authorized staff to proceed with the Stratton Park Pedestrian Improvement Project, including acquisition of right-of-way. The Board also authorized the advertisement of an eminent domain public hearing for the project. The county needs to acquire a permanent trail easement and temporary construction easements in order to keep construction of the project on schedule. Construction is scheduled to begin March 2021.

The county's right-of-way acquisition consultant has been unable to reach agreement with one out-of-state property owner from whom easements are needed for the project. Although we have reached out to the owner 57 times, we have consistently had communication issues with this particular property owner. However, when we do make contact, they appear to have no issues with the compensation, just the wording of the offer, easement agreement, etc.

If the county proceeds with eminent domain, a certificate of take will be filed with the court, which will allow the county to enter and use the easements at the time of construction.

The county will then be obligated to purchase the easements from the property owner as identified on Attachment A. Sufficient funds are available in the budget to pay the anticipated condemnation costs.

Staff recommends the Board authorize the exercise of eminent domain, including the filing of a certificate of take, for the acquisition of easements for the Stratton Park Pedestrian Improvement Project as identified on Attachment A.



**Attachments:**

1. Stratton Park Peds - ED - Attachment A
2. Stratton Park Peds - ED - Exhibit Map

Preparer: Brent Epps, Director of Transportation

Approved By:



---



# STRATTON PARK PEDESTRIAN IMPROVEMENTS PROJECT

## REFUSALS (RECOMMENDING EMINENT DOMAIN PROCEEDINGS)

Parcel No.	Landowner	Parcel ID (GPIN)	Property Address	Rights to Be Acquired	Original Offer Date	Original Offer Amount
1	OCCIDENTAL DEVELOPMENT, LTD	7746884163	5500 VININGS DRIVE	TCE, TRAIL	2/6/2020	\$34,718.00

# STRATTON PARK PEDESTRIAN IMPROVEMENTS PROJECT

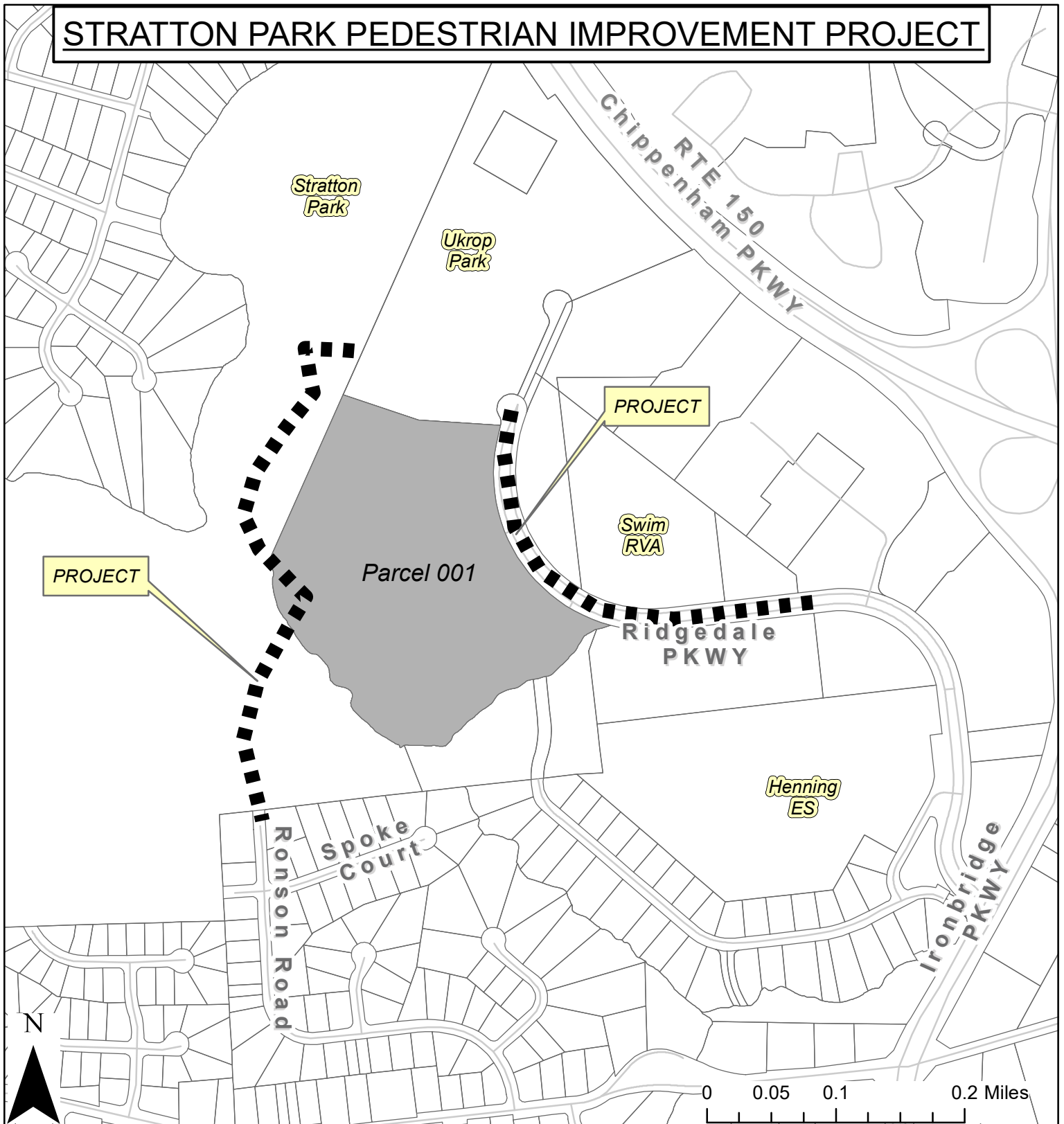
## RIGHT-OF-WAY DATA SHEET

Landowner	Parcel No.	Sheet No.	AREA								
			TOTAL PER RECORDED DEED	FEE TAKING TOTAL	FEE REMAINDER	SLOPE EASE.	SIDEWALK /TRAIL EASE.	DOMINION EASE.	VERIZON EASE.	TEMPORARY CONSTRUCTION	PROFFERS
			ACRES	ACRES	ACRES	ACRES	ACRES	ACRES	ACRES	ACRES	YES/NO
OCCIDENTAL DEVELOPMENT, LTD	001	5	25.9	0.000	25.9	0.000	0.297	0.000	0	0.090	NO

**ATTACHMENT A**



# STRATTON PARK PEDESTRIAN IMPROVEMENT PROJECT







**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: September 23,  
2020**

**Item Number: 17.D.**

**Subject:**

To Consider Readoption of Continuity of Government Ordinance

**Board Action Requested:**

Readopt the attached Continuity of Government ordinance after public hearing.

**Summary of Information:**

On March 12, 2020, the Governor of Virginia declared a state of emergency in response to the novel coronavirus COVID-19 ("virus"). The Governor's declaration acknowledged the existence of a disaster as defined by Virginia Code § 44-146.16 arising from the public health threat presented by a communicable disease anticipated to spread widely. On March 13, 2020, the President of the United States declared a national emergency in response to the virus. Also, on March 13, 2020, pursuant to Va. Code § 44-146.21, the County's Director of Emergency Management declared the existence of a County-wide emergency that recognizes that the threat of the virus constitutes the existence of a disaster.

To ensure the continuity of County government, Va. Code § 15.2-1413 provides that, during the time of a declared disaster, the County may adopt an ordinance that provides a method for continuity of the County government, notwithstanding other contrary provisions of law, for a time period not exceeding six months, unless extended by the Board. The Board adopted this ordinance on an emergency basis at its March 25, 2020 meeting and readopted the ordinance after a public hearing at its April 22, 2020 meeting. The ordinance provides that it will expire six months from the date of adoption (September 25, 2020). Readoption of the ordinance by the Board would allow the ordinance to continue in effect for another six months unless repealed by the Board at an earlier date.

**Attachments:**

1. 2020-09-23 Ordinance - Continuity of Government

Preparer: Jeff Mincks, County Attorney

Approved By:



AN ORDINANCE PROVIDING FOR THE CONTINUITY OF COUNTY GOVERNMENT  
DURING TIME OF DECLARED NATIONAL, STATE, AND LOCAL EMERGENCY AND  
DISASTER

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

*(1) That the following is hereby is enacted:*

CONTINUITY OF COUNTY GOVERNMENT

(a) Declaration of policy. Because of the rapid spread of the novel coronavirus, COVID-19 (the “virus”) in the County, and pursuant to the declarations of national, state and local emergency and disaster pertaining to the virus, the Board of Supervisors desires to ensure the continuation of effective, legally constituted governance of the County during this disaster, to ensure the continuation of essential government functions and responsibilities, and to facilitate the early resumption of functions temporarily suspended, eliminated, or modified. In accordance with these declarations, and pursuant to the authority granted to the County by the General Assembly in Va. Code § 15.2-1413 (providing for continuity of government during a disaster), as well as the authority granted by Section 3.5 of the County’s Charter to preserve public peace and good order and to adopt ordinances necessary for the general welfare of the County, the Board enacts this ordinance.

(b) Provisions. During the duration of this emergency and disaster, but not to exceed six months from adoption of this ordinance unless the ordinance is readopted by the Board, the following provisions are in effect.

(i) The County Administrator is authorized to restrict County staff and the public from entering or congregating around County-owned buildings, facilities, and real property as necessary to ensure the health, safety, and welfare of the public and staff and is authorized to regulate the use of such buildings, facilities, and real property for the public health, safety, and welfare.

(ii) Meetings of the Board of Supervisors, the Planning Commission, and other Chesterfield County governmental entities of any kind (including, without limitation and the greatest extent legally permissible, boards, committees, authorities, commissions, agencies, and other entities) are authorized to be held through electronic communication means, without a quorum of members physically present in a single location, provided that notice of such meetings is provided in accordance with applicable laws to the extent practicable. Such meetings may be held without permitting the public to be physically present in a central location, or in the same physical location as members of the Board or other County bodies, so long as alternative arrangements for public access to such meetings are made. Such alternative public access may include, without limitation, access by electronic, social media, internet, audio, telephonic, or video broadcast means.

(iii) Public hearings that are usually required by law to be held before the Board, Planning Commission, or other County entities may be modified to ensure the continuity



of government. The County Administrator is authorized to adopt procedures that will allow participation by the public that is consistent with the need to protect the public health, safety and welfare with respect to the virus. Such procedures may include, among other things, solicitation of public comment by written, internet, email, electronic or telephonic means prior to a vote. All such comments will be provided to Board members and made a part of the record of such meeting.

(iv) The Board and the County Administrator are each authorized to modify, limit, or suspend County programs, functions, or services as needed to ensure the effective continuity of government.

(v) Any policy, rule, or regulation adopted by the Board, the Planning Commission, or any other County body that is inconsistent with this ordinance, or inconsistent with any policies or procedures adopted by the Board or the County Administrator pursuant to this ordinance, is suspended to the extent of the inconsistency during the duration of this ordinance.

(vi) Consistent with the requirements of the United States and Virginia Constitutions, the Board of Supervisors and the County Administrator are each authorized to adopt and implement such policies, rules, and procedures that are deemed reasonably necessary to ensure the continuity of County government, the provision of County services to citizens, and the protection of the health, safety, and general welfare of County citizens, officials, and staff during the time that this ordinance is in effect.

(vii) References to the County Administrator shall include a designee authorized by the County Administrator.

c. Limited duration. This ordinance shall be in effect until repealed by the Board, or until six months from the date of adoption, whichever comes first. The ordinance may be readopted if the Board deems it necessary. Upon repeal or expiration of the ordinance, governmental activity shall resume as normal and in accordance with customary procedures to the extent, and as soon as, practicable.

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





**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: September 23,  
2020**

**Item Number: 17.E.**

**Subject:**

To Appropriate Economic Development Authority (EDA) Revenue Bond Proceeds and General Obligation (GO) Premium to School and County Projects

**Board Action Requested:**

Hold a public hearing and appropriate up to \$102.6 million in Economic Development Authority (EDA) Revenue Bond proceeds and 2020A General Obligation bond premium to School and County major maintenance projects and County transportation and drainage improvement projects.

**Summary of Information:**

The Board is being asked to hold a public hearing to consider the appropriation of up to \$102.6 million of bond issuance proceeds. Approximately \$95 million of EDA Revenue Bond proceeds (inclusive of an estimated premium of \$10 million) and \$7.6 million of 2020A GO premium. Table A (attached) details the sources, uses, estimated amounts and potential projects.

The proceeds will allow funding for Schools and County Major Maintenance projects as well as County road and drainage improvement projects. A summary of Schools Major Maintenance needs and priorities was presented to the School Board at the August 11, 2020 work session. Priority projects include: HVAC, access controls, roofing, structural/vertical envelope improvements, electrical, fire, plumbing, elevators, interiors, and site improvements. Schools projection placeholder related to these priority projects totals \$75 million over the FY2022-23 cycle. This item will appropriate approximately \$65 million to Schools for major maintenance needs. Funding needs for County road and drainage improvement projects resulted from the August 15, 2020 weather event which lead the County Administrator to declare a State of Emergency. Rainfall totals in excess of nine inches, in some areas of the County, over a 24 hour period produced significant damage. Additionally, a small portion of the proceeds will be allocated to County major maintenance projects to allow funding for projects where contractor bids and project estimates have come in higher than originally programmed.

Staff requests the Board hold the public hearing and appropriate the issuance proceeds.

**Attachments:**

1. Table A

Preparer:



Approved By:



---



Table A

Source	Use
2020A GO Premium	Schools Major Maintenance - <i>HVAC, access controls, roofing, structural/vertical envelope improvements, electrical, fire, plumbing, elevators, interiors, and site improvements</i>
2020A GO Premium	Schools Issuance Expense
EDA Revenue Bond	Schools Major Maintenance - <i>HVAC, access controls, roofing, structural/vertical envelope improvements, electrical, fire, plumbing, elevators, interiors, and site improvements</i>
EDA Revenue Bond	County Road and Drainage Improvement Projects - <i>Otterdale, Indian Springs, Belmont, Spring Run, Kingsland, River and Bundle Roads</i>
EDA Revenue Bond	County Major Maintenance Projects - <i>property demolition, Beulah Renovaion, Enon Range, Space Renovations - PMR Facilities, Courtyard Extension Services, Registrar, 5-Story Cooling Tower, Airport Fuel Farm Demolition, Project contingencies - Fleet, Fire, Police,</i>
EDA Revenue Bond - Premium	Schools Major Maintenance and Issuance Costs
EDA Revenue Bond - Premium	County Projects and Issuance Costs
	Total



Amount
7,000,000
600,000
50,000,000
30,000,000
5,000,000
7,000,000
3,000,000
102,600,000





**CHESTERFIELD COUNTY  
BOARD OF SUPERVISORS  
AGENDA**

**Meeting Date: September 23,  
2020**

**Item Number: 20.A.**

---

**Subject:**

Adjournment and Notice of Next Scheduled Meeting of the Board of Supervisors

**Board Action Requested:**

**Summary of Information:**

Motion of adjournment to a Board of Supervisors meeting to be held on October 28, 2020 at 2:00 p.m.

**Attachments:**

None

Preparer: Sara Hall, Clerk to the Board of Supervisors

Approved By:

---