

**COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
REGULAR MEETING  
July 11, 2023**

The Henrico County Board of Supervisors convened a regular meeting on Tuesday, July 11, 2023, at 7:00 p.m. in the Board Room, Administration Building, Henrico County Government Center, Parham and Hungary Spring Roads, Henrico County, Virginia.

**Members of the Board Present:**

Frank J. Thornton, Chairman, Fairfield District  
Tyrone E. Nelson, Vice-Chairman, Varina District  
Thomas M. Branin, Three Chopt District  
Patricia S. O'Bannon, Tuckahoe District  
Daniel J. Schmitt, Brookland District

**Other Officials Present:**

John A. Vithoulkas, County Manager  
Andrew R. Newby, County Attorney  
Tanya N. Brackett, CMC, Assistant to the County Manager/Clerk to the Board  
Michael Y. Feinmel, Deputy County Manager for Public Safety  
W. Brandon Hinton, Deputy County Manager for Administration  
Monica Smith-Callahan, Deputy County Manager for Community Affairs  
Cari M. Tretina, Deputy County Manager/Chief of Staff  
Steven J. Yob, Deputy County Manager for Community Operations  
Benjamin A. Sheppard, Director of Public Relations

Tyrone E. Nelson, Vice-Chairman of the Board of Supervisors and Pastor of The Sixth Mount Baptist Church, delivered the invocation.

On motion of Mrs. O'Bannon, seconded by Mr. Schmitt, the Board approved the minutes of the June 27, 2023, Regular and Special Meetings.

The vote of the Board was as follows:

Yes: Thornton, Nelson, Branin, O'Bannon, Schmitt

No: None

**MANAGER'S COMMENTS**

Prior to Manager comments the Manager thanked Ms. Tretina, the Deputy County Managers, and all the staff for allowing him to take the time to spend with his family these past couple of weeks.

Mr. Vithoulkas recognized Eric Leabough, Director of Community Revitalization and David Sacks, Community Development Manager with the Department of Community

Revitalization. He announced the Virginia Department of Housing and Community Development recently announced the 2022 Virginia Enterprise Zone grant awards. Sixteen grants totaling more than \$1.2 million from the state were awarded for more than \$20.5 million in improvements to business properties in Henrico. This marks the largest aggregate award total for Henrico properties and the highest number of individual grants since 2008. One additional recipient continued to receive job creation grants in 2022. Mr. Vithoulkas thanked Eric Leabough, David Sacks, and the Community Revitalization team, which was instrumental in providing outreach and technical assistance to assisted businesses. Their efforts continue to play a crucial role in ensuring our county continues to thrive. As you know, the county's Enterprise Zones have been extremely successful. The investments we've seen support and strengthen our mature business corridors and the surrounding neighborhoods. They also create jobs and provide services for our residents.

In 2022, more than 11% of the state's Real Property improvement grant funds were awarded for investment made in Henrico. Our county is one of 70 localities in the Commonwealth with Enterprise Zones. Since the program's inception, improvements to Henrico properties have triggered over \$15 million in Enterprise Zone grants. Mr. Vithoulkas congratulated all of the property owners and businesses that receive the Real Property improvement grants and thanked them for investing in our community. He also thanked Kenmore Envelope Company, which received the job creation grant. Finally, he thanked the Board for all it does to support the Enterprise Zone program and the investments it brings. Mr. Leabough thanked the Manager and the Board for their continued support.

#### **BOARD OF SUPERVISORS' COMMENTS**

Mr. Schmitt noted he had the pleasure of attending the Red, White & Lights – the county's annual Fourth of July celebration held at Meadow Farm Museum. More than 7,000 guests enjoyed live entertainment, activities for children, and food trucks. Antoinette Essa served as emcee, welcoming to the stage Soul Expressions, Henrico Acoustic Blue Band, Christy Thompson, No BS! Brass Band, and featured performers – the Richmond Symphony. A Spectacular laser-light show accompanied the Richmond Symphony Orchestra as the grand finale. He thanked the event organizers from Henrico Recreation & Parks for all their hard work, with special thanks to Division Director Jeff Bona and Julian Charity, Event Manager Heather Grubb, the Event Team – Aziah Bell, Abby Clement, and Jacqueline Wetter plus the many other employees who helped plan and implement the event. And thank you to the members of Henrico Police and Henrico Fire for your assistance in providing a safe, community event. Mr. Schmitt shared a recap of the event, provided by the team at Henrico Public Relations.

#### **RECOGNITION OF NEWS MEDIA**

There was no media present for the meeting.

#### **APPOINTMENT**

190-23

Resolution - Appointment of Member - J. Sargeant Reynolds Community College Board.

On motion of Mr. Branin, seconded by Mr. Nelson, and by unanimous vote, the Board approved this item – see attached resolution.

**PUBLIC HEARINGS – REZONING CASES AND PROVISIONAL USE PERMITS**

135-23                      DG Virginia CS, LLC: Request for a Provisional Use Permit under  
PUP2022-                      Sections 24-4205 and 24-2306 of Chapter 24 of the County Code to allow a  
00017                      solar array on Parcel 857-689-8404 located on the south line of Charles  
Varina                      City Road approximately 650' east of the intersection of Elko Road (State  
                                    Route 156).

Mr. Vithoukas announced the applicant has requested a deferral of this item to the August 8, 2023, meeting.

No one from the public spoke in opposition of this item.

On motion of Mr. Nelson, seconded by Mr. Branin, and by unanimous vote, the Board deferred this item to the August 8, 2023, meeting.

The vote of the Board was as follows:

Yes: Thornton, Nelson, Branin, O'Bannon, Schmitt

No: None

Mr. Vithoukas announced there was a companion item on the general agenda and requested the Board move the item up to vote on the deferral.

**GENERAL AGENDA**

146-23                      Resolution - SIA2022-00002 - DG Virginia CS, LLC - Not Substantially in  
                                    Accord with 2026 Comprehensive Plan - Varina District.

On motion of Mrs. O'Bannon, seconded by Mr. Nelson, and by unanimous vote, the Board deferred this item to the August 8, 2023, meeting.

The vote of the Board was as follows:

Yes: Thornton, Nelson, Branin, O'Bannon, Schmitt

No: None

**PUBLIC HEARINGS – REZONING CASES AND PROVISIONAL USE PERMITS  
CONT'D**

191-23                      Legacy Mayland Investments, LLC: Request to conditionally rezone from  
REZ2023-                      A-1 Agricultural District to R-6C General Residence District  
00013                      (Conditional) Parcels 754-756-6582, 754-757-1808, 754-757-3226, 754-  
Three Chopt

757-5501 and Part of 754-757-8115 containing 9.288 acres located at the northeast intersection of Pemberton Road (State Route 157) and Mayland Drive.

Mr. Vithoulkas announced the next two cases were companion cases and would be presented together but would require two separate votes.

Terrell Hughes, Director of Public Works responded to questions about the project and the safety concerns on Pemberton Road at the request of Mr. Branin. Mr. Branin wanted to request another traffic study due to the road being shut down because of bridge work. However, Mr. Hughes explained that the numbers from the earlier traffic study are still a good indicator especially doing the peak hours. Mr. Branin asked for a traffic study on Mayland Drive, if possible.

A resident in the area questioned the size of the fence and the height. Mr. Branin requested Joe Emerson, Director of Planning show the fence that will surround the property. The resident voiced concerns about traffic speeding on the road and turning the corner and potentially hitting the curb. Mr. Branin assured with the widening of the road this will fix those issues.

On motion of Mr. Branin, seconded by Mr. Nelson, and by unanimous vote, the Board followed the recommendation of the Planning Commission and approved this item subject to the following proffered conditions:

1. **Concept Plan.** The Property shall be developed in general conformance with the conceptual plan entitled "FLATS AT MAYLAND" prepared by Youngblood, Tyler and Associates, P.C., and attached hereto as Exhibit A (the "Concept Plan"). The exact locations, footprints, configurations, size, and details of the drives, roads, buildings, and other improvements shown on the Concept Plan are illustrative and are subject to change and may be updated from time to time as required for final engineering designs, compliance with governmental regulations or as otherwise approved at the time of Plan of Development ("POD") review of the Property or any portion thereof.
2. **Density.** No more than 262 dwelling units will be developed on the Property.
3. **Age Restriction.** Except as otherwise prohibited by the Virginia Fair Housing Law, the federal Housing Law, and such other applicable federal, state, or local legal requirements, any development shall be administered in such a manner as to restrict occupancy of residential dwelling units to 'housing for older persons' as defined in the Virginia Fair Housing Law and shall have no persons under 19 years of age residing therein. Further, the Applicant, prior to the first dwelling unit, shall prepare and record restrictive covenants that define the

qualification for initial and subsequent occupancy of any age-restricted unit and shall further restrict households to include at least one (1) person who is age 55 years or older with no persons under 19 years of age residing therein (provided, however, in the event of the death of a person who was the sole qualifying occupant of a unit, the spouse of such occupant may continue to occupy the unit as long as the provisions of the fair housing laws set forth above are not violated by such occupancy). This restriction shall be recorded among the land records of Henrico County, Virginia and encumber the Property prior to the occupancy of any unit.

4. **Architectural Treatment.** Any residential buildings to be constructed on the Property shall have a style and design substantially consistent with the elevation entitled "THE MOSAIC" dated February 16, 2023, attached hereto as Exhibit B.
5. **Building Materials.** All buildings shall have exposed exterior walls (above grade and exclusive of trim, which may be metal) of stone, stone veneer, brick, E.I.F.S., Hardie® Plank, or a combination of the foregoing unless different architectural treatment and/or materials are specifically approved with respect to the exposed portion of any such wall at the time of POD review.
6. **Sound Suppression Measures.** Dwellings shall be constructed with a minimum certified sound transmission class (STC) of fifty-four (54) between units. A cross-section detail, reviewed and approved by a certified architect or engineer as to the methodology accomplishing the STC, shall be included in the building permit application.
7. **Focal Point.** A decorative, two-tiered stone wall that complements the residential buildings, and may include signage for the community, shall be installed with enhanced landscaping at the corner of Pemberton Road and Mayland Drive, to provide a focal point at this high-visibility location. The stone wall shall be similar in scale and style to those examples shown on Exhibit E attached hereto. The specific plant materials and quantities shall be determined during the POD process at the time of landscape plan review.
8. **Construction Hours.** Exterior construction activities, including operation of bulldozers and other earthmoving equipment shall be permitted only between 7:00 a.m. and 7:00 p.m. Monday through Friday and 7:30 a.m. and 5:00 p.m. on Saturdays, except in emergencies or where unusual circumstances require extending the specific hours in order to complete work such as concrete pours and utility connections. Signs, in both English and Spanish, stating the above-referenced provisions, shall be posted and maintained at all construction entrances to the Property prior to any land disturbance activities thereon.

9. **Entrance Feature.** Any detached entrance signage shall be ground mounted monument-style or column-style and not exceed 10 feet in height. The base of any such sign shall be brick or stone and be landscaped with plantings.
10. **Amenities.** The community shall include at least two of the following: dog park, gazebo, pavilion, pergola or firepit.
11. **Community Space.** An area approximately equal to the square footage of two condominium units and exceeding 2000 square feet shall be provided as a community space, which may include meeting rooms and/or fitness equipment to be used as a gathering area for community residents.
12. **Turn Lane.** Subject to approval by the Virginia Department of Transportation and the Henrico County Department of Public Works, Developer shall construct a left-turn lane from southbound Pemberton Road to eastbound Mayland Drive as shown on that plan entitled "Pemberton Road Improvements" attached hereto as Exhibit C.
13. **Crosswalks.** Developer shall provide raised crosswalks at internal intersections within the community to aid in pedestrian connectivity and serve as speed tables for vehicular traffic.
14. **Perimeter Fence.** Developer shall install a decorative black aluminum fence around the perimeter of the property. Fencing along the road frontage of Pemberton Road and Mayland Drive shall be forty-two inches tall and fencing adjacent to GPIN's 754-757-4951 and 755-757-0805 shall be six feet tall. The fencing shall be similar to the fence detail labeled "EFS-10" on the attached Exhibit D.
15. **Trash and Recycling Receptacles Areas.** All dumpsters, trash and recycling receptacles (not including convenience cans) shall be screened from view at the boundary line of the Property.
16. **Electric Vehicle Charging Stations.** Dedicated parking spaces with electric vehicle charging stations shall be provided within the community.
17. **Underground Utility Lines.** All utility lines on the Property shall be underground, except for existing utilities, junction boxes, meters, utility lines in wetlands areas, and utility lines required to be above ground by the utility company.

The vote of the Board was as follows:

Yes: Thornton, Nelson, Branin, O'Bannon, Schmitt

No: None

192-23  
PUP2023-  
00006  
Three Chopt

Legacy Mayland Investments, LLC: Request for a Provisional Use Permit under Sections 24-4205 and 24-4315.C of Chapter 24 of the County Code to allow zoning modifications as part of a master-planned development on Parcels 754-756-6582, 754-757-1808, 754-757-3226, 754-757-5501 and Part of 754-757-8115 located at the northeast intersection of Pemberton Road (State Route 157) and Mayland Drive.

On motion of Mr. Branin, seconded by Mr. Schmitt, and by unanimous vote, the Board followed the recommendation of the Planning Commission and approved this item subject to the following conditions:

1. **Proffered Conditions.** All proffered conditions accepted with case REZ2023-00013 are made part of this Provisional Use Permit.
2. **Master Plan.** All development on the property must be in general conformance with the Master Plan titled "Flats at Mayland" dated June 21, 2023 prepared by Youngblood, Tyler & Associates, PC unless otherwise approved at the time of Plan of Development review. Setbacks may be reduced from those otherwise required in the R-6 District, but in no case less than shown on the Master Plan.
3. **Architectural Design.** Any new buildings must be constructed consistent with the elevations titled "Exhibit B: The Mosaic" dated February 16, 2023, unless otherwise approved at time of Plan of Development review.
4. **Height Limitations.** Buildings must not exceed 100' in height.
5. **Sidewalks.** Sidewalks must be provided along all public street frontages, and internal pedestrian connections from new development areas shall be provided to such sidewalk. Connections between internal sidewalks and those sidewalks provided along Mayland Drive and Pemberton Road must be provided along both sides of the driveways, or as approved at time of Plan of Development review.
6. **Pedestrian Lighting.** Site lighting must be designed to provide lighting for pedestrians along adjacent public roadways and internal project areas in a manner approved at the time of lighting plan review.
7. **Amenities.** Amenities consistent with the Master Plan and proffers must be provided on the property in a manner determined at the time of plan of development review. A community space a minimum of 2,000 square feet in size must be located on the ground floor of Building 9, or as determined at time of Plan of Development.
8. **Residential Recycling Facilities.** Recycling must be provided for the multi-family development for so long as the County either provides or sponsors some form of recycling. Outside recycling and refuse collection area(s) provided shall comply with the requirements

set forth in section 24-4427 of the Zoning Ordinance.

9. **Right of Way Dedication.** Right of way dedication must be provided along the Property's Pemberton Road and Mayland Drive frontages in a manner determined at time of Plan of Development.

The vote of the Board was as follows:

Yes: Thornton, Nelson, Branin, O'Bannon, Schmitt

No: None

115-22  
REZ2022-  
00002  
Three Chopt

Markel | Eagle Advisors, LLC: Request to conditionally rezone from A-1 Agricultural District to R-5AC General Residence District (Conditional) part of Parcels 733-778-7649 and 734-777-3893 containing 46.599 acres located at the southwest intersection of Pouncey Tract Road (State Route 271) and Wyndham West Drive.

No one from the public spoke in opposition of this item.

On motion of Mr. Branin, seconded by Mr. Nelson, and by unanimous vote, the Board deferred this item to the August 8, 2023, meeting.

The vote of the Board was as follows:

Yes: Thornton, Nelson, Branin, O'Bannon, Schmitt

No: None

193-23  
PUP2023-  
00007  
Brookland

Marshall Land Company, LLC: Request for a Provisional Use Permit under Sections 24-4205 and 24-3708 of Chapter 24 of the County Code to allow a multi-family residential apartment building on Parcel 777-735-3798 located on the south line of Jacque Street approximately 330' west of Dabney Road.

No one from the public spoke in opposition of this item.

On motion of Mr. Schmitt, seconded by Mrs. O'Bannon, and by unanimous vote, the Board deferred this item to the August 8, 2023, meeting.

The vote of the Board was as follows:

Yes: Thornton, Nelson, Branin, O'Bannon, Schmitt

No: None



194-23  
REZ2023-  
00018  
Fairfield

Sauer Properties, Inc.: Request to conditionally rezone from R-2A One-Family Residence District and O-3C Office District (Conditional) to C-1C Conservation District (Conditional) Parcel 785-767-1068 containing 6.097 acres located at the northwest intersection of Virginia Center Parkway and J.E.B. Stuart Parkway.

No one from the public spoke in opposition of this item.

On motion of Mr. Nelson, seconded by Mr. Branin, and by unanimous vote, the Board followed the recommendation of the Planning Commission and approved this item subject to the following proffered conditions.

1. **Conservation Areas.** The Property shall only be used for the following purposes:
  - a. Storm water management and/or retention areas;
  - b. Ponds, lakes and similar areas intended as aesthetic and/or recreational amenities and/or wildlife habitats;
  - c. Access drives, utility easements, signage, walkways and recreational facilities installed in a manner to minimize their impacts; and
  - d. Such additional uses to the uses identified in (a), (b) and (c) above as may be deemed compatible and of the same general character by the Planning Director pursuant to Chapters 19 and 24 of the County Code.

The vote of the Board was as follows:

Yes: Thornton, Nelson, Branin, O'Bannon, Schmitt

No: None

195-23  
REZ2023-  
00019  
Fairfield

NMA Education Trust: Request to conditionally rezone from B-1 Business District to R-2AC One-Family Residence District (Conditional) Parcel 779-766-9342 containing 0.445 acres located on the west line of Greenwood Road approximately 30' north of its intersection with Francis Road.

No one from the public spoke in opposition of this item.

On motion of Mr. Nelson, seconded by Mr. Branin, and by unanimous vote, the Board followed the recommendation of the Planning Commission and approved this item with the following proffered conditions:

1. **Density:** There shall be no more than 1 unit.

2. **Minimum Finished Area:** All homes shall be a minimum of 1,000 square feet.
3. **Cantilevering:** No home shall have cantilevered treatments except for bay windows.
4. **Driveways:** All driveways shall be aggregate or paved with asphalt, concrete, pre-cast pavers, or other similar materials approved by the Director of Planning.
5. **Underground Utilities:** Except for junction boxes, meters, pedestal transformers and existing overhead utility lines, utilities connections will be underground unless otherwise required due to environmental or extenuating factors.
6. **Materials:** The exterior wall surface of all homes on the property (with the exceptions of foundations, trim, and architectural treatments) shall be constructed of brick, stone, hardiplank or vinyl covering.
7. **Hours of Construction:** During the construction of the development on the property, the hours of exterior construction shall be limited to 7am to 7pm, Monday through Friday, and 8am to 5pm on Saturdays, except in emergencies or where unusual circumstances require extending the specific hours in order to complete such work as concrete pours or utility connections. Exceptions shall require the approval of the director of planning.
8. **Severance:** The unenforceability, elimination, revision or amendment of any proffer set forth herein, in whole or in part shall not affect the validity or enforceability of the other proffers or the unaffected part of any such proffer.

The vote of the Board was as follows:

Yes: Thornton, Nelson, Branin, O'Bannon, Schmitt

No: None

196-23  
REZ2023-  
00020  
Tuckahoe

Grayson Hill Townhome Association, Inc.: Request to amend proffers accepted with C-35C-04 on Parcels 746-741-0352, 745-740-6503, 746-741-4166, 745-741-2425, 745-740-8542, 744-740-7756, 745-740-0314, 745-739-4683, 745-740-3747, 744-740-5147, and 745-740-3060 located on the east line of N. Gaskins Road between Patterson Avenue (State Route 6) and Derbyshire Road.

Barry Hofheimer, President of the Grayson Hill Townhome Homeowners Association thanked the Board and explained they just want to clean the property and appreciates the supports in approving this item.

On motion of Mrs. O'Bannon, seconded by Mr. Schmitt, and by unanimous vote, the Board followed the recommendation of the Planning Commission and approved this item with the following amended proffered condition:

Proffer condition 28 of Conditional Rezoning Request C-35C-04 shall be amended as outlined below. All other conditions of Conditional Rezoning Request C-35C-04 shall remain in full force and effect.

28. **Recreational Facilities:** Use of the recreational facilities on the Property shall be limited to residents of the Property and their respective guests. No permanent loudspeaker paging system shall be permitted on the property.

The vote of the Board was as follows:

Yes: Thornton, Nelson, Branin, O'Bannon, Schmitt

No: None

#### **PUBLIC HEARINGS – OTHER ITEMS**

197-23 Resolution - Authorizing County Manager to Submit the Henrico County Annual Action Plan, Including the CDBG and HOME Program Plans for FY 2023-24; Execute the CDBG and HOME Agreements for FY 2023-24; and Execute Contracts to Implement the CDBG and HOME Activities.

No one from the public spoke in opposition of this item.

On motion of Mrs. O'Bannon, seconded by Mr. Nelson, and by unanimous vote, the Board approved this item – see attached resolution.

198-23 Resolution - Signatory Authority - Renewal of Lease of County Property - 11100 Winfrey Road - Brookland District.

No one from the public spoke in opposition of this item.

On motion of Mr. Schmitt, seconded by Mrs. O'Bannon, and by unanimous vote, the Board approved this item – see attached resolution.

199-23 Resolution - Conveyance of Surplus Property - Signatory Authority - 4990 Colwyck Drive - Fairfield District.

No one from the public spoke in opposition of this item.

On motion of Mr. Nelson, seconded by Mr. Branin, and by unanimous vote, the Board approved this item – see attached resolution.

- 200-23            Resolution - Signatory Authority - Easement Agreements for Emergency Services Communication Tower - Dominion Energy Virginia - 12421 Kain Road - Three Chopt District.

No one from the public spoke in opposition of this item.

On motion of Mr. Branin, seconded by Mr. Schmitt, and by unanimous vote, the Board approved this item – see attached resolution.

- 201-23            Resolution - Condemnation - Easements - Ridge Road Sidewalk Project - Greystone East/West Circle - Tuckahoe District.

No one from the public spoke in opposition of this item.

On motion of Mrs. O'Bannon, seconded by Mr. Nelson, and by unanimous vote, the Board approved this item – see attached resolution.

### **PUBLIC COMMENTS**

Wesley Gregory, a resident of the Varina District, voiced concerns about overflow trash on trash trucks. He suggested trucks have sensors installed to detect when the truck is full.

Andrea Worland, a resident of the Three Chopt District, described issues she has been having with services from Henrico Area Mental Health & Developmental Services and requested assistance with her caseworker.

Valerie Pegues-Johnson expressed concern about the new recycling bins distributed by CVWMA and their appearance in her neighborhood.

### **GENERAL AGENDA CONT'D**

- 202-23            Introduction of Ordinance - To Add Article VIII Titled "Commercial Property Assessed Clean Energy (C-PACE) Financing Program" to Chapter 6 of the Code of the County of Henrico to Opt Into the Statewide C-PACE Financing Program Sponsored by the Commonwealth Department of Energy.

On motion of Mr. Schmitt, seconded by Mrs. O'Bannon, and by unanimous vote, the Board approved this item – see attached introduction of ordinance.

- 203-23            Introduction of Ordinance - To Amend and Reordain Section 20-357 Titled "Application required" and Section 20-370 Titled "Penalty for failure to file return or pay tax; interest on unpaid tax" of the Code of the County of Henrico to Conform to Changes in State Law Regarding Local License Taxes.

On motion of Mrs. O'Bannon, seconded by Mr. Nelson, and by unanimous vote, the Board approved this item – see attached introduction of ordinance.

- 204-23 Introduction of Ordinance - To Amend and Reordain Section 10-28 Titled "Definitions," Section 10-34 Titled "Erosion and sediment control plan requirements for VESCP land-disturbing activities," Section 10-35 Titled "Stormwater management plan requirements for VSMP and CBPA land-disturbing activities," and Section 10-42 Titled "General Construction Permit requirements" of the Code of the County of Henrico to Conform to 2023 Changes in State Law Regarding Stormwater Management.

On motion of Mr. Branin, seconded by Mrs. O'Bannon, and by unanimous vote, the Board approved this item – see attached introduction of ordinance.

- 205-23 Resolution - Signatory Authority - Acquisitions of Real Property by Gift.

On motion of Mr. Nelson, seconded by Mr. Branin, and by unanimous vote, the Board approved this item – see attached resolution.

- 206-23 Resolution - Adoption of Updated Procedures for Construction Management Contracts to Conform to Changes in State Law.

On motion of Mr. Schmitt, seconded by Mr. Branin, and by unanimous vote, the Board approved this item – see attached resolution.

- 207-23 Resolution - Award of Contract - Newbridge Firehouse 23 - Varina District.

Jackson Baynard, Fire Chief responded to questions from Mr. Branin regarding this item. He also recognized Chuck Phan, CIP Manager who was in attendance for the meeting to help with any additional questions.

On motion of Mr. Nelson, seconded by Mr. Branin, and by unanimous vote, the Board approved this item – see attached resolution.

- 208-23 Resolution - Signatory Authority - Letter of Agreement with Dominion Energy - Lakeside Avenue Bridge Replacement Utility Relocation - Fairfield District.

On motion of Mr. Branin, seconded by Mr. Nelson, and by unanimous vote, the Board approved this item – see attached resolution.

- 209-23 Resolution - Acceptance of Roads - Three Chopt, Varina, and Fairfield Districts.

On motion of Mr. Nelson, seconded by Mr. Branin, and by unanimous vote, the Board approved this item – see attached resolution.

There being no further business, the meeting was adjourned at 8:31 p.m.

Frank J. Thornton  
Chairman, Board of Supervisors  
Henrico County, Virginia



COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 190-23

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Agenda Title: RESOLUTION - Appointment of Member - J. Sargeant Reynolds Community College Board

For Clerk's Use Only:

Date: 7/11/2023

- ☒ Approved  
☐ Denied  
☐ Amended  
☐ Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) Brani Seconded by (1) Nelson  
(2) (2)

REMARKS:

APPROVED

YES NO OTHER

Branin, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nelson, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
O'Bannon, P.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Schmitt, D.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Thornton, F.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

BE IT RESOLVED that the Board of Supervisors of Henrico County, Virginia, appoints the following person to the J. Sargeant Reynolds Community College Board for a four-year term expiring June 30, 2027, or thereafter when her successor has been appointed and qualified:

At-Large

Allison M. Feinmel

By Agency Head

By County Manager

*Car M for Lm*

Copy to:

Certified:

A Copy Teste:

Clerk, Board of Supervisors

Date:



COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 197-23

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**Agenda Title: RESOLUTION — Authorizing County Manager to Submit the Henrico County Annual Action Plan, Including the CDBG and HOME Program Plans for FY 2023-24; Execute the CDBG and HOME Agreements for FY 2023-24; and Execute Contracts to Implement the CDBG and HOME Activities**

For Clerk's Use Only:

Date: 7/11/2023

☒ Approved

☐ Denied

☐ Amended

☐ Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) O'Bannon Seconded by (1) Nelson  
(2) (2)

REMARKS:

APPROVED

YES NO OTHER

Branin, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nelson, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
O'Bannon, P.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Schmitt, D.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Thornton, F.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**WHEREAS**, Henrico County is an entitlement community under the U.S. Department of Housing and Urban Development ("HUD") Community Development Block Grant ("CDBG") Program, as authorized by Title I of the Housing and Community Development Act of 1974; and,

**WHEREAS**, the County's CDBG entitlement for FY 2023-24 is \$1,652,427, and the County has prepared the attached proposed sources and uses of CDBG entitlement funds; and,

**WHEREAS**, \$50,000 in unspent CDBG funds from previous years is included in the proposed use of CDBG funds in FY 2023-24; and,

**WHEREAS**, the County is an entitlement community under the HUD HOME Investment Partnerships Program ("HOME") as authorized by the HOME Investment Partnerships Act of 1990; and,

**WHEREAS**, the County's HOME entitlement for FY 2023-24 is \$1,024,604, and the County has prepared the attached proposed sources and uses of HOME entitlement funds; and,

**WHEREAS**, localities are required to submit an Annual Action Plan ("Plan") as a condition of receiving CDBG and HOME funds, and the Department of Community Revitalization has prepared the required Plan for submission to HUD with the proposed uses of CDBG and HOME funds shown on the attached table.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Supervisors that it: (1) approves the FY 2023-24 Plan, including the proposed uses of CDBG and HOME funds for FY 2023-24; (2) authorizes the County Manager to submit the Plan; and (3) authorizes the County Manager to execute the CDBG and HOME agreements for FY 2023-24 and the contracts necessary to implement the CDBG and HOME program activities in a form approved by the County Attorney.

**COMMENTS:** The Director of Community Revitalization recommends approval of the Board paper, and the County Manager concurs.

By Agency Head

By County Manager

Copy to: \_\_\_\_\_

Certified:

A Copy Teste:

Clerk, Board of Supervisors

Date: \_\_\_\_\_



## 2023-2024 CDBG and HOME Programs

### Sources & Uses of Funds

<b>SOURCES</b>	<b>CDBG</b>	<b>HOME</b>
FY2023-2024 Allocation	\$1,652,427	\$1,024,604
Funds Brought Forward	\$50,000	-
<b>Total Available</b>	<b>\$1,702,427</b>	<b>\$1,024,604</b>

### **CDBG/HOME USES**

1. CDBG & HOME Administration	322,000	102,000
2. Commercial Assistance Program	160,000	-
3. CONNECT Program	184,000	-
4. project:HOMES - Critical Home Repair Program	579,427	-
5. project:HOMES - Homeowner Rehabilitation Program	-	597,904
6. Richmond Metropolitan Habitat for Humanity - Critical Home Repairs	50,000	-
7. HOME Inc. - Downpayment Assistance Program	-	100,000
8. Southside Community Development & Housing Corp. - Downpayment Assistance Program	-	71,000
9. CHDO Activities - Affordable Housing Development New Construction or Rehab	-	153,700
10. Commonwealth Catholic Charities - Homelessness Diversion & Prevention	30,000	-
11. OAR of Richmond, Inc. - Reentry Housing	13,000	-
12. Better Housing Coalition - Carter Woods III	250,000	-
13. Affordable Housing Support	112,000	-
14. Henrico County Public Schools - McKinney-Vento Program	2,000	-
<b>Total</b>	<b>\$1,702,427</b>	<b>\$1,024,604</b>

July 11, 2023



COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 198-23

Page No. 1 of 1

Agenda Title: RESOLUTION — Signatory Authority — Renewal of Lease of County Property — 11100 Winfrey Road — Brookland District

For Clerk's Use Only:

Date: 7/11/2023

- ☒ Approved  
☐ Denied  
☐ Amended  
☐ Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) Schmitt Seconded by (1) O'Bannon  
(2) \_\_\_\_\_ (2) \_\_\_\_\_

REMARKS:

**APPROVED**

YES NO OTHER

Branin, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nelson, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
O'Bannon, P.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Schmitt, D.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Thornton, F.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

WHEREAS, Ben A. Sheppard is currently leasing 11100 Winfrey Road from the County; and,

WHEREAS, the initial term of the lease will expire on August 31, 2023; and,

WHEREAS, Mr. Sheppard wishes to extend the lease for a one-year term commencing on September 1, 2023, and to continue to pay \$1,100 per month rent; and,

WHEREAS, Mr. Sheppard is an employee of the County's Public Relations Department; and,

WHEREAS, Mr. Sheppard has not and will not participate in any way in the negotiation of this lease amendment in his official capacity; and,

WHEREAS, this resolution was advertised pursuant to Va. Code § 15.2-1813 and a public hearing was held on July 11, 2023.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors that the County Manager is authorized to execute an amendment to the deed of lease to renew the lease of 11100 Winfrey Road to Ben A. Sheppard for a one-year term ending on August 31, 2024, at a monthly rent of \$1,100, which lease the County Manager is authorized to extend for additional one-year terms, in a form approved by the County Attorney.

Comments: The Directors of Real Property and Recreation and Parks recommend approval of this Board paper; the County Manager concurs.

By Agency Head

By County Manager

Copy to: \_\_\_\_\_

Certified:

A Copy Teste:

Clerk, Board of Supervisors

Date: \_\_\_\_\_



COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 199-23

Page No. 1 of 1

Agenda Title: RESOLUTION — Conveyance of Surplus Property — Signatory Authority — 4990 Colwyck Drive — Fairfield District

For Clerk's Use Only:

Date: 7/11/2023

- ☒ Approved  
☐ Denied  
☐ Amended  
☐ Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) Nuben Seconded by (1) Brannin  
(2) (2)

REMARKS:

APPROVED

YES NO OTHER

Branin, T.	✓		
Nelson, T.	✓		
O'Bannon, P.	✓		
Schmitt, D.	✓		
Thornton, F.	✓		

WHEREAS, the County owns a 0.3566 acre well lot in the Hechler Village subdivision, which has the address of 4990 Colwyck Drive and GPIN 813-723-1275 (the "County Lot"); and,

WHEREAS, the County Lot abuts Fairfield Middle School and is surplus to the needs of the County; and,

WHEREAS, the Henrico County School Board wishes to acquire the County Lot; and,

WHEREAS, the Board of Supervisors is willing to gift the County Lot to the School Board subject to the reservation of necessary easements as shown in Exhibit A; and,

WHEREAS, this resolution was advertised, and a public hearing was held on July 11, 2023, pursuant to Va. Code §§ 15.2-1800 and 15.2-1813.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors that: (1) the County Lot is declared surplus to the needs of the County; and (2) the Chairman is authorized to execute the deed, and the County Manager is authorized to execute closing and any other documents necessary to convey the County Lot, all in a form approved by the County Attorney.

Comments: The Real Property Division has processed the request through the Departments of Planning, Public Works, and Public Utilities without objection. The Director of Real Property recommends approval of the Board paper; the County Manager concurs.

By Agency Head

*[Signature]*

By County Manager

*[Signature]*

Certified:

A Copy Teste:

Clerk, Board of Supervisors

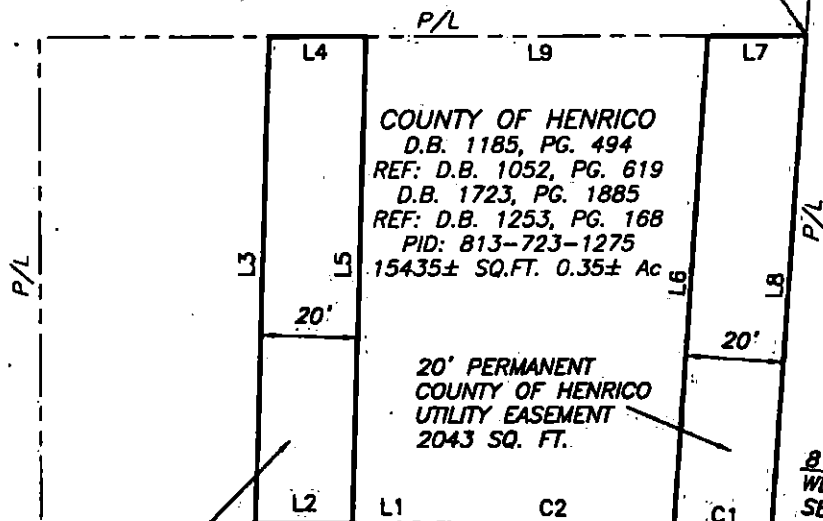
Copy to:

Date:

VCS NAD83 SOUTH ZONE

N/F  
COUNTY SCHOOL BOARD OF HENRICO  
D.B. 852, PG. 439  
PID: 813-724-6544

N:3723813.30  
E:11813188.96



20' PERMANENT  
COUNTY OF HENRICO  
UTILITY EASEMENT  
2001 SQ. FT.

COLWYCK DRIVE  
60' R/W  
P.B. 39, PG. 31

N:3723710.75  
E:11813196.28

# CURVE TABLE

CURVE	ARC LENGTH	RADIUS	DELTA ANGLE	CHORD BEARING	CHORD LENGTH
C1	20.00'	975.00'	1°10'31"	S 85°18'29" W	20.00'
C2	50.00'	975.00'	2°56'17"	N 83°15'05" E	49.99'

## LINE TABLE

LINE	BEARING	DISTANCE
L1	S 81°45'41" W	15.93'
L2	S 81°45'41" W	20.01'
L3	N 06°21'55" W	100.08'
L4	N 81°45'40" E	20.01'
L5	S 06°21'55" E	100.06'
L6	N 04°04'58" W	101.57'
L7	N 81°45'40" E	20.05'
L8	S 04°04'58" E	102.81'
L9	N 81°45'40" E	70.00'

N/F  
MAMIE SNOW  
D.B. 4300, PG. 635  
D.B. 1745, PG. 1154  
PID: 813-723-2479

## LEGEND

R/W - RIGHT OF WAY  
P/L - PARCEL LINE  
IRF - IRON ROD FOUND

PLAT SHOWING TWO  
20' PERMANENT COUNTY OF HENRICO  
UTILITY EASEMENTS  
ACROSS THE PROPERTY OF  
**COUNTY OF HENRICO**  
PID: 813-723-1275  
FAIRFIELD DISTRICT  
HENRICO COUNTY, VIRGINIA

Exhibit A

## NOTES:

1. NO TITLE REPORT WAS FURNISHED. THIS SURVEY DOES NOT PURPORT TO REFLECT ALL EASEMENTS, ENCUMBRANCES OR OTHER CONDITIONS THAT MAY AFFECT THE TITLE TO THE SUBJECT PROPERTY.

2. PROPERTY LINES SHOWN HEREON BASED ON COMPILED DEED DESCRIPTIONS AND PLATS. THIS IS NOT A BOUNDARY SURVEY.

0 30 60



HORIZONTAL SCALE 1"=30'



SHEET 1 OF 1

DATE: 06/06/2023 LAST REVISED: 06/07/2023



**Dewberry®**

Dewberry  
Engineers Inc.

4805 LAKE BROOK DRIVE  
SUITE 200  
GLEN ALLEN, VA 23060  
PHONE: 804.280.7957  
WWW.DEWBERRY.COM

JOB #50130267



COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 200-23

Page No. 1 of 1

Agenda Title: RESOLUTION — Signatory Authority — Easement Agreements for Emergency Services  
Communication Tower — Dominion Energy Virginia — 12421 Kain Road — Three Chopt District

For Clerk's Use Only:

Date: 7/11/2023

- ☒ Approved  
☐ Denied  
☐ Amended  
☐ Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) Branim Seconded by (1) Schmitt  
(2) (2)

REMARKS:

APPROVED

YES NO OTHER

Branin, T. ☒ ☐ ☐  
Nelson, T. ☒ ☐ ☒ about  
O'Bannon, P. ☒ ☐ ☐  
Schmitt, D. ☒ ☐ ☐  
Thornton, F. ☒ ☐ ☐

WHEREAS, Dominion Energy Virginia ("Dominion") has agreed to install underground transmission lines for the County's future emergency services communication tower; and,

WHEREAS, Dominion requires a thirty-foot (30') access easement and a thirty-foot (30') utility easement across County-owned land, which easement areas are shown in bold broken lines on the Overall Site Plan attached as Exhibit A; and,

WHEREAS, this resolution was advertised, and a public hearing was held on July 11, 2023, pursuant to Va. Code §§ 15.2-1800 and 15.2-1813.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors that the Chairman is authorized to execute utility and access easement agreements, in forms approved by the County Attorney, allowing Dominion to install its underground transmission lines on County-owned land for the County's emergency services communication tower to be installed on 12421 Kain Road.

Comments: The Real Property Division has processed this request through the Departments of Planning, Public Works, and Public Utilities without objection. The Director of Real Property recommends approval of the Board paper; the County Manager concurs.

By Agency Head

*[Signature]*

By County Manager

*[Signature]*

Copy to: \_\_\_\_\_

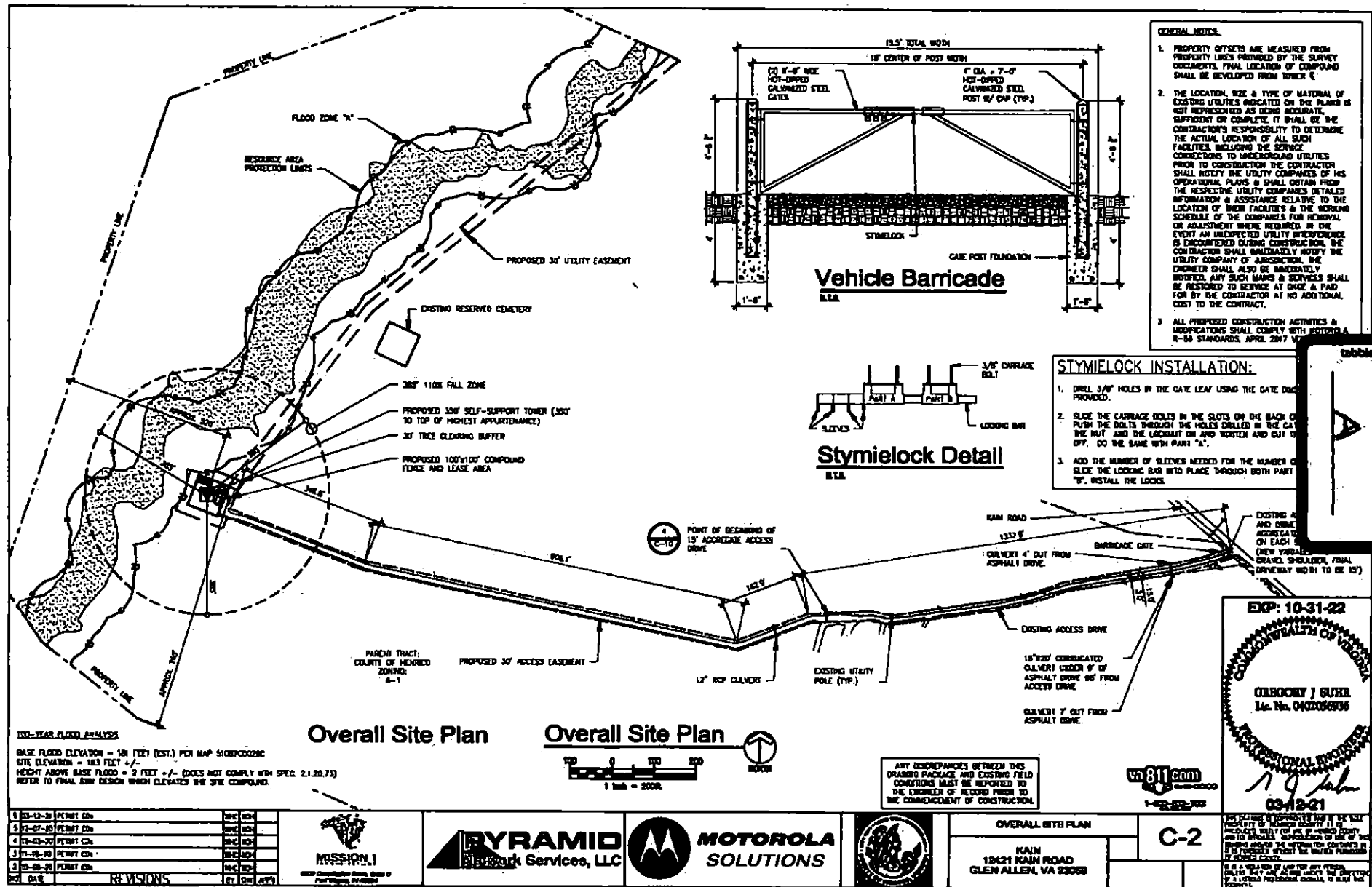
Certified:

A Copy Teste:

Clerk, Board of Supervisors

Date: \_\_\_\_\_

УБЫКОАЕТ





COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 201-23

Page No. 1 of 2

Agenda Title: RESOLUTION — Condemnation — Easements — Ridge Road Sidewalk Project —  
Greystone East/West Circle — Tuckahoe District

For Clerk's Use Only:

Date: 7/11/2023

- ☒ Approved  
☐ Denied  
☐ Amended  
☐ Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) O'Bannon Seconded by (1) Nelson  
(2) (2)

REMARKS:

APPROVED

YES NO OTHER

Branin, T.	✓		
Nelson, T.	✓		
O'Bannon, P.	✓		
Schmitt, D.	✓		
Thornton, F.	✓		

WHEREAS, it is necessary for construction of the Ridge Road Sidewalk Project (the "Project") that the County acquire 1,777 square feet of permanent sidewalk easement and 7,183 square feet of temporary construction easement (the "Easements") across the property located at Greystone East/West Circle, identified as Tax Map Parcel 755-737-8854, and owned by Greystone Condominium (the "Owner"); and,

WHEREAS, the County has offered the Owner \$18,945 as compensation for the Easements, the affected improvements, and the cost to cure, but the parties cannot reach an agreement on the acquisition of the Easements; and,

WHEREAS, the Board of Supervisors of Henrico County, Virginia, desires to exercise the authority granted by the Code of Virginia (the "Code") to acquire title, to enter upon and to take possession of the Easements, and to construct the Project prior to or during the condemnation proceedings; and,

WHEREAS, after advertisement in the *Richmond Times-Dispatch*, the Board held a public hearing pursuant to §§ 15.2-1903 and 15.2-1905 of the Code, at which time the Board declared its intent to enter and take the Easements for the Project across portions of the Owner's property.

NOW, THEREFORE, BE IT RESOLVED that:

- (1) The Board directs the County Manager to take the necessary steps to acquire the Easements over, under, upon, across, and through the property of the Owner, as shown on the plat made by H&B Surveying and Mapping, LLC dated February 20, 2023, a reduced size copy of which is attached and marked Exhibit "A;" and as further described on Sheet Nos. 12 and 12A, dated February 16, 2023, of Ridge Road Sidewalk Improvements, reduced size copies of which are attached and marked as Exhibits "B" and "B-1;" and as further shown on Sheet 15A made by Rummel, Klepper & Kahl, LLP dated March 30, 2022, a reduced size copy of which is attached and marked as Exhibit "C;"

By Agency Head

By County Manager

Certified:

A Copy Teste:

Copy to:

Clerk, Board of Supervisors

Date:



**COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE**

Agenda Item No. 201-23  
Page No. 2 of 2

**Agenda Title: RESOLUTION — Condemnation — Easements — Ridge Road Sidewalk Project — Greystone East/West Circle — Tuckahoe District**

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- (2) The Board deems it necessary to enter upon the property and take possession of the Easements to construct the Project prior to or during condemnation proceedings in accordance with the Code;
- (3) The Board finds a necessity exists to institute condemnation proceedings pursuant to the Code to acquire the Easements for the public use of constructing, operating, and maintaining the Project and to determine the amount of compensation and damages, if any, caused by the taking, possession, and acquisition of the Easements;
- (4) The Board authorizes the County Attorney to institute and conduct condemnation proceedings to acquire the Easements in accordance with the Code; and,
- (5) The Board authorizes and directs the County Manager to continue to seek a voluntary acquisition of the Easements, to take all steps necessary to acquire the Easements, and to enter on and take possession of the required Easements in accordance with the Code.

Comments: The Real Property Division has been unsuccessful in negotiating an agreement for the acquisition of the Easements. Therefore, the Directors of Public Works and Real Property recommend approval of this Board paper; the County Manager concurs.

# EXHIBIT A

OWNERSHIP: **GREYSTONE CONDOMINIUMS**  
DEED BOOK: 1875 PAGE: 1921  
PARCEL NO: 755-737-8854



NAD 83 VA GRID NORTH  
(SOUTH ZONE)

558.5' ± TO SW  
LINE OF BELLE  
GROVE LN.

N=3,738,032.73  
E=11,755,699.12

**RIDGE ROAD**

S 48°32'51" E 40.59'

**PERMANENT  
SIDEWALK EASEMENT**  
1,777 S.F. 0.041 AC.

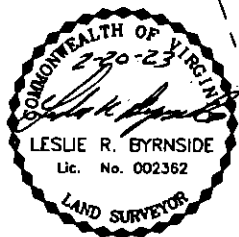
C-1  
Δ = 1°18'40"  
R = 5,696.58'  
L = 130.36'  
T = 65.18'  
CH'D BRNG = S 47°53'31" E  
CH'D = 130.36'

**TEMPORARY  
CONSTRUCTION  
EASEMENT**  
7,183 S.F. 0.165 AC.

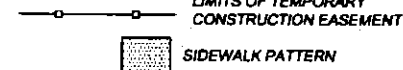
**GREYSTONE CONDOMINIUMS**

DECLARATION: D.B. 1975 PG. 1921  
FIRST AMENDED DECLARATION: D.B. 1988 PG. 784  
ALTERNATE P.B. 80 PG. 272 A & B (PLAT)  
ALTERNATE P.B. 80 PG. 271 A & B (PLAT)  
ALTERNATE P.B. 80 PG. 174 A & B (PLAT)  
PARCEL ID: 755-737-8854 (MULTIPLE)  
MULTIPLE ADDRESSES  
11.712 ACRES (PLAT)

N/F  
TUCKAHOE COURT PROPERTY  
OWNERS ASSOCIATION  
528 TUCKAHOE CLUB CT  
D.B. 4204 PG. 1441  
D.B. 1939 PG. 0764 (PLAT)  
P.B. 99 PG. 08  
PARCEL ID: 755-738-6801  
(COMMON AREA)



## LEGEND:



## NOTES:

- THIS PLAT IS FOR THE SOLE PURPOSE OF SHOWING A PERMANENT SIDEWALK EASEMENT AND A TEMPORARY CONSTRUCTION EASEMENT. THE BOUNDARY LINES SHOWN HEREON DO NOT REPRESENT A CURRENT BOUNDARY SURVEY. BEARINGS AND DISTANCES SHOWN HEREON ARE BASED ON THE SURVEY USED FOR THE DESIGN OF THE PROPOSED EASEMENTS.
- HORIZONTAL (NAD83) DATUM ESTABLISHED THROUGH REAL TIME KINEMATIC (RTK) GPS OBSERVATIONS ON JUNE 13, 2019. DIFFERENTIAL CORRECTIONS WERE DERIVED FROM NATIONAL GEODETIC SURVEY (NGS) CONTINUALLY OPERATING REFERENCE STATION (CORS) "VAAD".
- THE PROPERTY SHOWN HEREON FALLS IN THE FOLLOWING FLOOD HAZARD ZONES: "X" (UNSHADED)-AREAS DETERMINED TO BE OUTSIDE OF THE 0.2% ANNUAL CHANCE FLOOD PLAIN. THE APPROXIMATE BOUNDARY LIMITS OF THESE AREAS ARE SHOWN GRAPHICALLY, IF THEY FALL WITHIN THE LIMITS OF THIS SURVEY, AS SCALED FROM FEMA FLOOD INSURANCE RATE MAP, MAP NUMBERS 1087C0110C, EFFECTIVE DATE: 12/18/2007.
- THIS PLAT HAS BEEN PREPARED WITHOUT THE BENEFIT OF A TITLE COMMITMENT AND DOES NOT NECESSARILY INDICATE ALL ENCUMBRANCES UPON THE TITLE.

PERMANENT SIDEWALK EASEMENT 1,777 SQUARE FEET  
TEMPORARY CONSTRUCTION EASEMENT 7,183 SQUARE FEET

PLAT SHOWING THE LOCATION OF A PERMANENT SIDEWALK EASEMENT  
AND A TEMPORARY CONSTRUCTION EASEMENT TO BE ACQUIRED

THROUGH THE PROPERTY OF

**GREYSTONE CONDOMINIUMS**

IN THE TUCKAHOE MAGISTERIAL DISTRICT, COUNTY OF HENRICO, VIRGINIA  
SCALE: 1"=10' DATE: 05-25-2022

**H&B SURVEYING and MAPPING, LLC.**

LESIE R. BYRNSIDE, LS \* VA SURVEYOR'S LIC. NO.: 2362  
614 MOOREFIELD PARK DRIVE, RICHMOND, VA 23238

OFFICE: (804)330-3781 \* FAX: (804)859-5330

PLAT NUMBER:

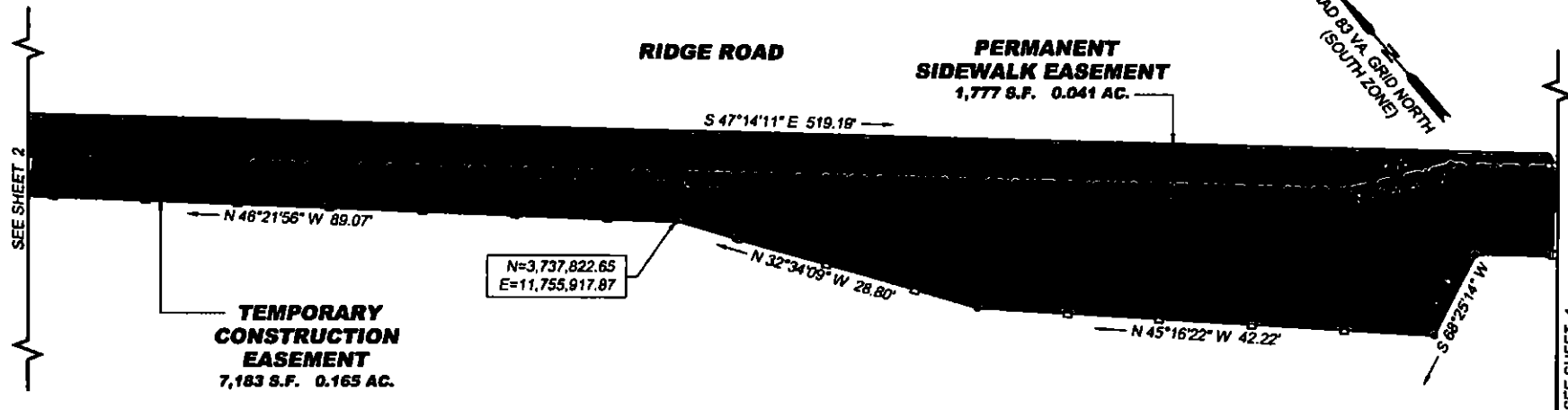
SHEET 1 OF 7


RECORDED

P.B. PG.



005





  
**GREYSTONE CONDOMINIUMS**  
 DECLARATION: D.B. 1975 PG. 1921  
 FIRST AMENDED DECLARATION: D.B. 1986 PG. 784  
 ALTERNATE P.B. 80 PG. 272 A & B (PLAT)  
 ALTERNATE P.B. 80 PG. 271 A & B (PLAT)  
 ALTERNATE P.B. 80 PG. 174 A & B (PLAT)  
 PARCEL ID: 755-737-8854 (MULTIPLE)  
 MULTIPLE ADDRESSES  
 11.712 ACRES (PLAT)

**LEGEND:**

-  LIMITS OF TEMPORARY CONSTRUCTION EASEMENT
-  SIDEWALK PATTERN

PERMANENT SIDEWALK EASEMENT 1,777 SQUARE FEET  
 TEMPORARY CONSTRUCTION EASEMENT 7,183 SQUARE FEET

PLAT SHOWING THE LOCATION OF A PERMANENT SIDEWALK EASEMENT  
 AND A TEMPORARY CONSTRUCTION EASEMENT TO BE ACQUIRED  
 THROUGH THE PROPERTY OF

**GREYSTONE CONDOMINIUMS**

IN THE TUCKAHOE MAGISTERIAL DISTRICT, COUNTY OF HENRICO, VIRGINIA  
 SCALE: 1"=10' DATE: 05-25-2022



**H&B SURVEYING and MAPPING, LLC.**  
 LESLIE R. BYRNSIDE, LS \* VA SURVEYOR'S LIC. NO.: 2362  
 814 MOOREFIELD PARK DRIVE, RICHMOND, VA 23236  
 OFFICE: (804)330-3781 \* FAX: (804)859-5330

PLAT NUMBER: \_\_\_\_\_  
 SHEET 3 OF 7  
 RECORDED \_\_\_\_\_ P.B. \_\_\_\_\_ PG. \_\_\_\_\_

005

**LEGEND:**

**PERMANENT  
SIDEWALK EASEMENT**  
1,777 S.F. 0.041 AC.

**RIDGE ROAD**

S 47°14'11" E 519.19'

N 48°33'39" W 31.21'

N 54°05'47" W

N 48°44'42" W 67.36'

N=3,737,742.92  
E=11,756,005.73

**TEMPORARY  
CONSTRUCTION  
EASEMENT**  
7,183 S.F. 0.165 AC.

N 14°35'35" W  
10.37'

N 47°24'18" W 54.37'

C-11  
Δ = 26°33'50"  
R = 6.08'  
L = 2.82'  
T = 1.44'  
CHD BRNG = N 14°44'13" E  
CHD = 2.79'

5

**GREYSTONE CONDOMINIUMS**

DECLARATION: D.B. 1975 PG. 1921  
FIRST AMENDED DECLARATION: D.B. 1986 PG. 784  
ALTERNATE P.B. 80 PG. 272 A & B (PLAT)  
ALTERNATE P.B. 80 PG. 271 A & B (PLAT)  
ALTERNATE P.B. 80 PG. 174 A & B (PLAT)  
PARCEL ID: 755-737-8854 (MULTIPLE)  
MULTIPLE ADDRESSES  
11.712 ACRES (PLAT)

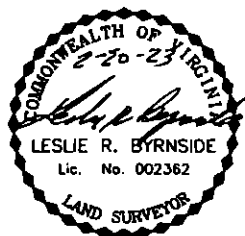
NAD 83 VA GRID NORTH  
(SOUTH ZONE)

PERMANENT SIDEWALK EASEMENT 1,777 SQUARE FEET  
TEMPORARY CONSTRUCTION EASEMENT 7,183 SQUARE FEET

PLAT SHOWING THE LOCATION OF A PERMANENT SIDEWALK EASEMENT  
AND A TEMPORARY CONSTRUCTION EASEMENT TO BE ACQUIRED  
THROUGH THE PROPERTY OF

**GREYSTONE CONDOMINIUMS**

IN THE TUCKAHOE MAGISTERIAL DISTRICT, COUNTY OF HENRICO, VIRGINIA  
SCALE: 1"=10' DATE: 05-25-2022



**H&B SURVEYING and MAPPING, LLC.**

LESLIE R. BYRNSIDE, LS \* VA SURVEYOR'S LIC. NO.: 2362  
614 MOOREFIELD PARK DRIVE, RICHMOND, VA 23236  
OFFICE: (804)330-3781 \* FAX: (804)859-6330

005

PLAT NUMBER: \_\_\_\_\_  
SHEET 4 OF 7  
RECORDED \_\_\_\_\_ P.B. \_\_\_\_\_ PG. \_\_\_\_\_

NAD 83 VA. GRID NORTH  
(SOUTH ZONE)

**LEGEND:**

- LIMITS OF TEMPORARY CONSTRUCTION EASEMENT
- ▨ SIDEWALK PATTERN

**RIDGE ROAD**

**PERMANENT  
SIDEWALK EASEMENT**  
1,777 S.F. 0.041 AC.

SEE SHEET 4

SEE SHEET 6

N 47°24'18" W  
54.37'

N 79°24'43" W  
10.73'

N 46°15'49" W 29.73'

S 47°14'11" E 519.19'

N 24°35'57" W 20.27'

N 47°06'54" W 67.72'

C-10  
Δ = 26°27'24"  
R = 6.56'  
L = 3.03'  
T = 1.54'  
CH'D BRNG = S 71°07'54" W  
CH'D = 3.00'

N=3,737,610.72  
E=11,756,139.53

**TEMPORARY  
CONSTRUCTION  
EASEMENT**  
7,183 S.F. 0.165 AC.

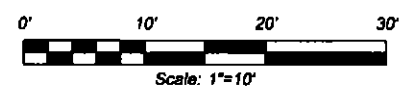
**GREYSTONE CONDOMINIUMS**  
DECLARATION: D.B. 1975 PG. 1921  
FIRST AMENDED DECLARATION: D.B. 1988 PG. 784  
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ALTERNATE P.B. 80 PG. 174 A & B (PLAT)  
PARCEL ID: 755-737-8854 (MULTIPLE)  
MULTIPLE ADDRESSES  
11.712 ACRES (PLAT)

PERMANENT SIDEWALK EASEMENT 1,777 SQUARE FEET  
TEMPORARY CONSTRUCTION EASEMENT 7,183 SQUARE FEET

PLAT SHOWING THE LOCATION OF A PERMANENT SIDEWALK EASEMENT  
AND A TEMPORARY CONSTRUCTION EASEMENT TO BE ACQUIRED  
THROUGH THE PROPERTY OF

**GREYSTONE CONDOMINIUMS**

IN THE TUCKAHOE MAGISTERIAL DISTRICT, COUNTY OF HENRICO, VIRGINIA  
SCALE: 1"=10' DATE: 05-25-2022



**H&B SURVEYING and MAPPING, LLC.**  
LESLIE R. BYRNSIDE, LS \* VA SURVEYOR'S LIC. NO.: 2362  
614 MOOREFIELD PARK DRIVE, RICHMOND, VA 23238  
OFFICE: (804)330-3781 \* FAX: (804)859-5330

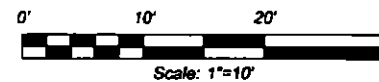
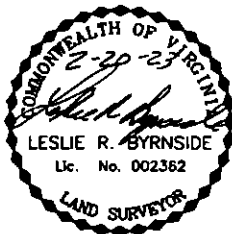
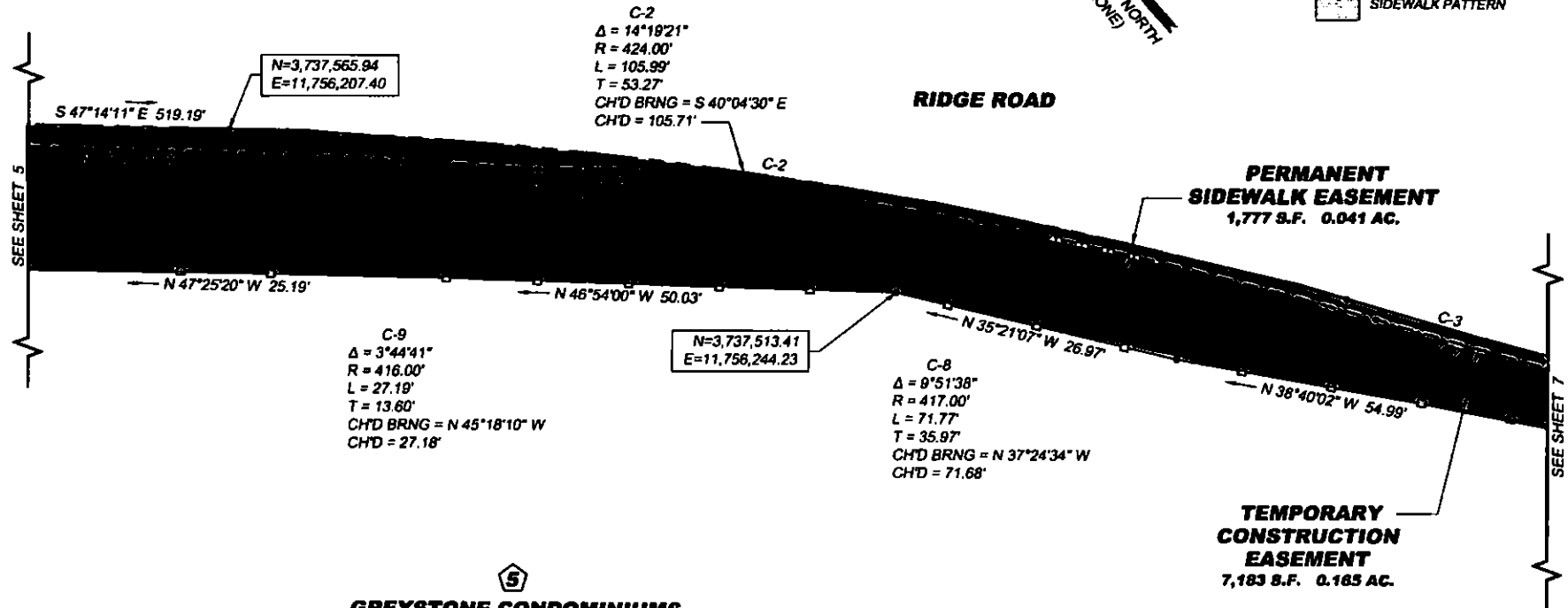
PLAT NUMBER: \_\_\_\_\_  
SHEET 5 OF 7  
RECORDED \_\_\_\_\_ P.B. \_\_\_\_\_ PG. \_\_\_\_\_

005

NAD 83 VA GRID NORTH  
(SOUTH ZONE)

**LEGEND:**

—○—○— LIMITS OF TEMPORARY  
CONSTRUCTION EASEMENT  
[Pattern Box] SIDEWALK PATTERN



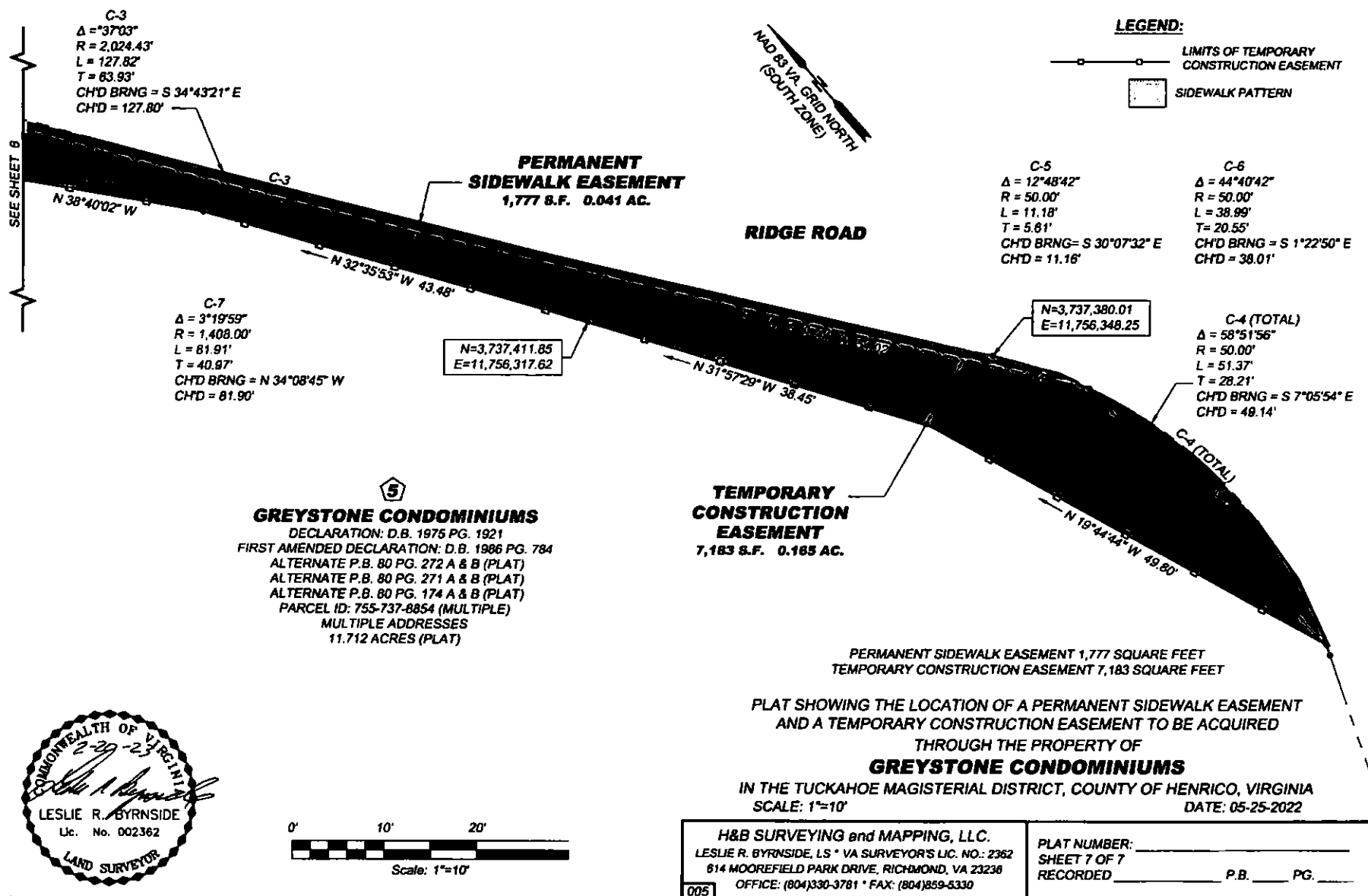
PERMANENT SIDEWALK EASEMENT 1,777 SQUARE FEET  
 TEMPORARY CONSTRUCTION EASEMENT 7,183 SQUARE FEET

PLAT SHOWING THE LOCATION OF A PERMANENT SIDEWALK EASEMENT  
 AND A TEMPORARY CONSTRUCTION EASEMENT TO BE ACQUIRED  
 THROUGH THE PROPERTY OF  
**GREYSTONE CONDOMINIUMS**  
 IN THE TUCKAHOE MAGISTERIAL DISTRICT, COUNTY OF HENRICO, VIRGINIA  
 SCALE: 1"=10'  
 DATE: 05-25-2022

**H&B SURVEYING and MAPPING, LLC.**  
 LESLIE R. BYRNSIDE, LS \* VA SURVEYOR'S LIC. NO.: 2362  
 614 MOOREFIELD PARK DRIVE, RICHMOND, VA 23236  
 OFFICE: (804)330-3781 \* FAX: (804)859-5330

PLAT NUMBER: \_\_\_\_\_  
 SHEET 6 OF 7  
 RECORDED \_\_\_\_\_ P.B. \_\_\_\_\_ PG. \_\_\_\_\_

005









[illegible]

REFERENCES	SHEET 1
SPIN ELEMENTS (PG 12)	13-12B
DERIVED PROFILES	13-13A

**LITERATURE**

 REPRODUCED EXCERPTS  
 REPRODUCED PARAGRAPHS  
 TALK & ORALLY  
 DISCUSS CRITICAL PARAGRAPH

DATE: 2/18/2023
ENGINEER: AKB
CHECKED: MJM
CAD: AKB
JOB: 18110-07

0 20 40  
feet


# RIDGE ROAD SIDEWALK IMPROVEMENTS HENRICO COUNTY, VIRGINIA

## LAYOUT PLAN

SHEET
<u>12</u> OF <u>16</u>
SCALE
1"=20'

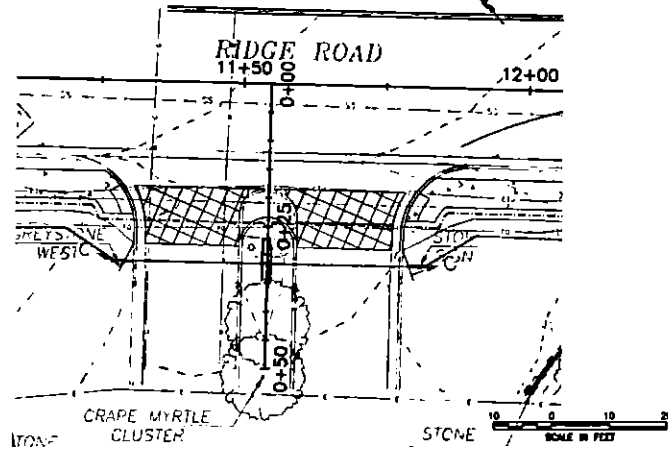
**B. Annuity**


**RK&K** 2100 EAST CARY STREET, SUITE 305  
RICHMOND, VIRGINIA 23223  
(P) 804 782-1903 (F) 804 782-2142

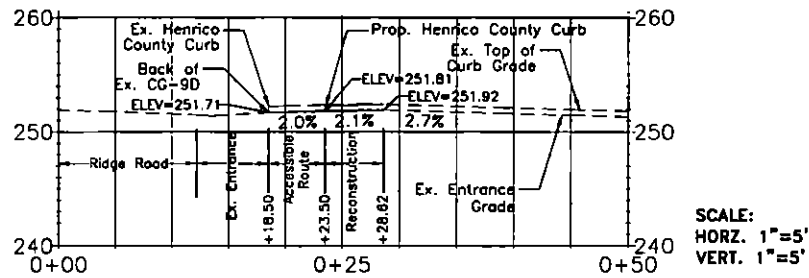
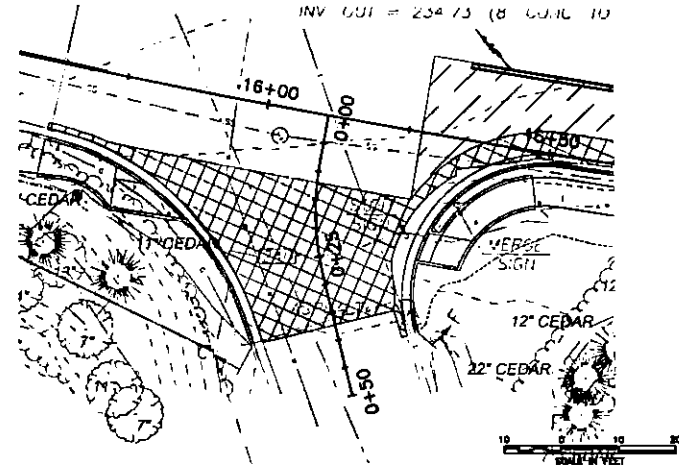
**RUMMEL, KLEPPER & KAHL, LLP**



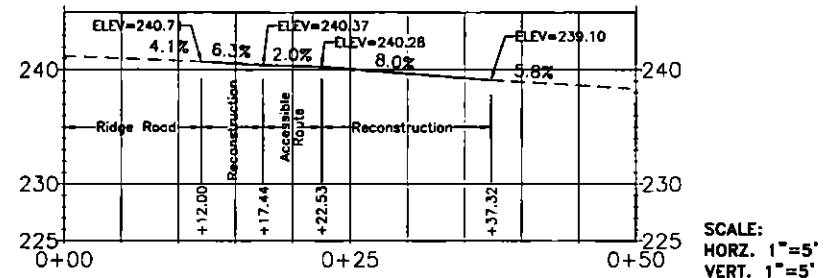
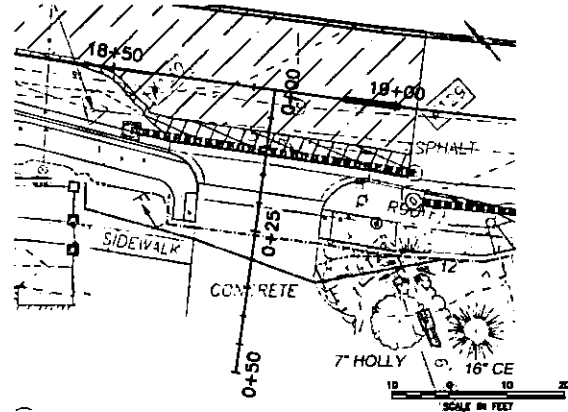
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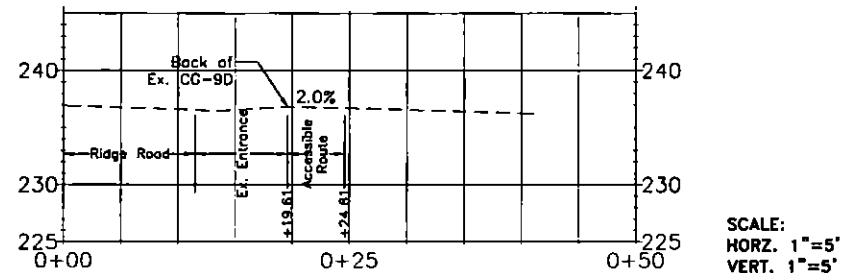
Greystone Circle Profile

SCALE:  
HORZ. 1"=5'  
VERT. 1"=5'

Ziontown Rd Profile

SCALE:  
HORZ. 1"=5'  
VERT. 1"=5'

Entr 18+79 Profile

SCALE:  
HORZ. 1"=5'  
VERT. 1"=5'

SHEET 18 OF 18

RIDGE ROAD SIDEWALK  
IMPROVEMENTS  
HENRICO COUNTY, VIRGINIADATE: 3/30/2022  
ENGINEER: AKBCHECKED: MAM  
CAD: AKB

JOB#: 18110-07

2100 EAST CARY STREET, SUITE 309  
RICHMOND, VIRGINIA 23223  
(P) 804 782-1903 (F) 804 782-2142

RUMMEL, KLEPPER &amp; KAHL, LLP



COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 202-23  
Page 1 of 1

**Agenda Title: INTRODUCTION OF ORDINANCE — To Add Article VIII Titled “Commercial Property Assessed Clean Energy (C-PACE) Financing Program” to Chapter 6 of the Code of the County of Henrico to Opt Into the Statewide C-PACE Financing Program Sponsored by the Commonwealth Department of Energy**

For Clerk's Use Only:

Date: 7/11/2023

- ☒ Approved  
☐ Denied  
☐ Amended  
☐ Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) Schmitt Seconded by (1) O'Bannon  
(2) (2)

REMARKS

**APPROVED**

YES NO OTHER

Branin, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nelson, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
O'Bannon, P.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Schmitt, D.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Thornton, F.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The Clerk is directed to advertise in the Richmond Times-Dispatch on July 26 and August 2, 2023, the following ordinance for a public hearing to be held in the Board Room on August 8, 2023, at 7:00 p.m.:

“AN ORDINANCE to add Article VIII titled “Commercial Property Assessed Clean Energy (C-PACE) Financing Program” to Chapter 6 of the Code of the County of Henrico to opt into the statewide C-PACE Financing Program sponsored by the Commonwealth Department of Energy. A copy of the full text of this ordinance is on file in the Office of the County Manager.”

Comment: The Environmental Committee recommends approval of this Board paper, and the County Manager concurs.

By Agency Head

By County Manager

Certified:

A Copy Teste:

Copy to:

Clerk, Board of Supervisors

Date:



COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 203-23

Page No. 1 of 1

**Agenda Title: INTRODUCTION OF ORDINANCE — To Amend and Reordain Section 20-357 Titled "Application required" and Section 20-370 Titled "Penalty for failure to file return or pay tax; interest on unpaid tax" of the Code of the County of Henrico to Conform to Changes in State Law Regarding Local License Taxes**

For Clerk's Use Only:

Date: 7/11/2023

- ☒ Approved  
☐ Denied  
☐ Amended  
☐ Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) O'Bannon Seconded by (1) Nelson  
(2) (2)

REMARKS:

APPROVED

YES NO OTHER

Branin, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nelson, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
O'Bannon, P.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Schmitt, D.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Thornton, F.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The Clerk is directed to advertise, in the Richmond Times-Dispatch on July 26 and August 2, 2023, the following ordinance for a public hearing to be held at the Board Room on August 8, 2023, at 7:00 p.m.:

"AN ORDINANCE to amend and reordain Section 20-357 titled "Application required" and Section 20-370 titled "Penalty for failure to file return or pay tax; interest on unpaid tax" of the Code of the County of Henrico to conform to changes in state law regarding local license taxes. A copy of the full text of the ordinance is on file in the Office of the County Manager."

Comments: The Director of Finance recommends approval of the Board paper, and the County Manager concurs.

By Agency Head

*[Signature]*

By County Manager

*[Signature]*

Copy to: \_\_\_\_\_

Certified:

A Copy Teste:

Clerk, Board of Supervisors

Date: \_\_\_\_\_

**ORDINANCE — To Amend and Reordain Section 20-357 Titled "Application required" and Section 20-370 Titled "Penalty for failure to file return or pay tax; interest on unpaid tax" of the Code of the County of Henrico to Conform to Changes in State Law Regarding Local License Taxes**

BE IT ORDAINED BY THE BOARD OF SUPERVISORS OF HENRICO COUNTY, VIRGINIA:

1. That Section 20-357 of the Code of the County of Henrico be amended and reordained as follows:

**Sec. 20-357. Application required.**

Each person shall must apply for a license prior to beginning business or no later than March 1 of the current license year if he filed a license application during the preceding license year. The application shall must be on forms prescribed by the assessing official, which forms and accompanying communications must clearly set out the due date for the application and the amount of any penalty to be charged for late filing of the application, the underpayment of estimated tax, and late payment of tax.

2. That Section 20-370 of the Code of the County of Henrico be amended and reordained as follows:

**Sec. 20-370. Penalty for failure to file return or pay tax; interest on unpaid tax.**

If any license tax is not filed and paid within the times provided for in this article, the following penalties and interest shall will be assessed:

(1) A penalty of ten percent of the tax shall will be imposed upon the failure to file an application or the failure to pay a tax by the due date. Only the late filing penalty shall will be imposed by the assessing official if both the application and payment are late; however, both penalties shall will be assessed if the taxpayer has previously failed to comply with filing or payment deadlines. Any penalty imposed shall will be assessed on the day after the payment or filing was due and shall will become a part of the tax. The penalties shall will not be imposed or if imposed shall will be abated by the official who assessed them, if the failure to file or pay was not the fault of the taxpayer or was the fault of the official who assessed them. In order to demonstrate lack of fault, the taxpayer must show that he acted responsibly and that the failure was due to events beyond his control.

The term "acted responsibly," as used in this section, means that: (i) the taxpayer exercised the level of reasonable care that a prudent person would exercise under the circumstances in determining the filing and payment obligations for the business and (ii) the taxpayer undertook significant steps to avoid or mitigate the failure, such as requesting appropriate extensions (where applicable), attempting to prevent a

foreseeable impediment; acting to remove an impediment once it occurred, and promptly rectifying a failure once the impediment was removed or the failure discovered.

The term "events beyond the taxpayer's control" includes, but is not limited to, the unavailability of records due to fire or other casualty; the unavoidable absence (e.g., due to death or serious illness) of the person with the sole responsibility for tax compliance; or the taxpayer's reasonable reliance in good faith upon erroneous written information from the assessing official, who was aware of the relevant facts relating to the taxpayer's business when he provided the erroneous information.

(2) Interest ~~shall~~ **will** be charged on the late payment of the tax from the due date until the date paid without regard to fault or other reason for the late payment. Interest ~~shall~~ **will** accumulate on such sums owed at a rate of ten percent per annum, commencing on the first day following the day such taxes are due. No interest ~~shall~~ **will** be charged on a late payment if the late payment is made not more than 30 days from the due date of the tax.

(3) No interest ~~shall~~ **will** accrue on an adjustment of estimated tax liability to actual liability at the conclusion of a base year if such adjustment is paid within 30 days of its assessment.

**(4) Any bill issued by the director of finance or other collecting official that includes, and any communication from the assessing official that imposes, a penalty or interest pursuant to this section will separately state the total amount of tax owed, the amount of any interest assessed, and the amount of any penalty imposed.**

3. That this ordinance will be in full force and effect on and after its passage as provided by law.



COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 204-23

Page No. 1 of 1

**Agenda Title: INTRODUCTION OF ORDINANCE — To Amend and Reordain Section 10-28 Titled "Definitions," Section 10-34 Titled "Erosion and sediment control plan requirements for VESCP land-disturbing activities," Section 10-35 Titled "Stormwater management plan requirements for VSMP and CBPA land-disturbing activities," and Section 10-42 Titled "General Construction Permit requirements" of the Code of the County of Henrico to Conform to 2023 Changes in State Law Regarding Stormwater Management**

For Clerk's Use Only:

Date: 7/11/2023

- ☒ Approved  
☐ Denied  
☐ Amended  
☐ Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) Branin Seconded by (1) O'Bannon  
(2) (2)

REMARKS:

APPROVED

YES NO OTHER

Branin, T.	✓		
Nelson, T.	✓		
O'Bannon, P.	✓		
Schmitt, D.	✓		
Thornton, F.			

The Clerk is directed to advertise, in the Richmond Times-Dispatch on July 26 and August 2, 2023, the following ordinance for a public hearing to be held at the Board Room on August 8, 2023, at 7:00 p.m.:

"AN ORDINANCE to amend and reordain section 10-28 titled "Definitions," section 10-34 titled "Erosion and sediment control plan requirements for VESCP land-disturbing activities," section 10-35 titled "Stormwater management plan requirements for VSMP and CBPA land-disturbing activities," and section 10-42 titled "General Construction Permit requirements" of the Code of the County of Henrico to conform to 2023 changes in state law regarding stormwater management. A copy of the full text of the ordinance is on file in the Office of the County Manager."

Comments: The Director of Public Works recommends approval of the Board paper, and the County Manager concurs.

By Agency Head

By County Manager

Copy to: \_\_\_\_\_

Certified:

A Copy Teste:

Clerk, Board of Supervisors

Date: \_\_\_\_\_



BLACKLINE

**ORDINANCE — To Amend and Reordain Section 10-28 Titled "Definitions," Section 10-34 Titled "Erosion and sediment control plan requirements for VESCP land-disturbing activities," Section 10-35 Titled "Stormwater management plan requirements for VSMP and CBPA land-disturbing activities," and Section 10-42 Titled "General Construction Permit requirements" of the Code of the County of Henrico to Conform to 2023 Changes in State Law Regarding Stormwater Management**

BE IT ORDAINED BY THE BOARD OF SUPERVISORS OF HENRICO COUNTY, VIRGINIA:

1. That Section 10-28 of the Code of the County of Henrico be amended and reordained as follows:

**Sec. 10-28. Definitions.**

• • • • •

*Agreement in lieu of an erosion and sediment control plan* means a contract executed by the administrator and the owner in lieu of an erosion and sediment control plan for construction of a (i) single-family residence or (ii) farm building or structure on a parcel of land with a total impervious cover percentage, including the impervious cover from the farm building or structure to be constructed, of less than five percent, which specifies conservation measures to be used during construction.

*Agreement in lieu of a stormwater management plan* means a contract between the VSMP authority and the owner or permittee that specifies methods that shall be implemented to comply with the requirements of the VSMP for the construction of a (i) single-family residence or (ii) farm building or structure on a parcel of land with a total impervious cover percentage, including the impervious cover from the farm building or structure to be constructed, of less than five percent; such contract may be executed by the VSMP authority in lieu of a stormwater management plan.

• • • • •

*Farm building or structure* means the same as that term is defined in Code of Virginia, § 36-97 and also includes any building or structure used for agritourism activity, as defined in Code of Virginia, § 3.2-6400, and any related impervious surfaces including roads, driveways, and parking areas.

• • • • •

2. That Section 10-34 of the Code of the County of Henrico be amended and reordained as follows:

**Sec. 10-34. Erosion and sediment control plan requirements for VESCP land-disturbing activities.**

. . . .

- (c) An agreement in lieu of an erosion and sediment control plan may be substituted for an ESC plan when the VESCP land-disturbing activity results from the construction of a (i) single-family residential structures, including additions or modifications to an existing single-family detached residential structures, or (ii) farm building or structure on a parcel of land with a total impervious cover percentage, including the impervious cover from the farm building or structure to be constructed, of less than five percent.
- (d) A certificate of competence shall not be required for persons carrying out an agreement in lieu of a plan ~~for construction of a single family residence~~. However, if a violation occurs during the land-disturbing activity, then the person responsible for carrying out the agreement in lieu of a plan shall correct the violation and provide the name of an individual holding a certificate of competence. Failure to provide the name of an individual holding a certificate of competence shall be a violation of this article.

3. That Section 10-35 of the Code of the County of Henrico be amended and reordained as follows:

**Sec. 10-35. Stormwater management plan requirements for VSMP and CBPA land-disturbing activities.**

- (a) A SWM plan must be prepared for VSMP land-disturbing activities and CBPA land-disturbing activities. However, an agreement in lieu of a stormwater management plan may be substituted for a SWM plan when the VSMP land-disturbing activity results from the construction of a (i) single-family residence or (ii) farm building or structure on a parcel of land with a total impervious cover percentage, including the impervious cover from the farm building or structure to be constructed, of less than five percent.

. . . .

4. That Section 10-42 of the Code of the County of Henrico be amended and reordained as follows:

**Sec. 10-42. General Construction Permit requirements.**

. . . .

- (b) All VSMP land-disturbing activities must satisfy the following requirements:

- (1) The owner must submit a GCP application/registration statement to the administrator; however, in accordance with § 62.1-44.15:28 of the Code of Virginia, no registration statement is required for the a small construction activity, as defined in Code of Virginia, § 62.1-44.15:24, involving of a single-family detached residential structure, within or outside a common plan of development or sale;

. . . . .

. . . . .

5. That this ordinance will be in full force and effect on and after its passage as provided by law.



COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 205-23

Page No. 1 of 1

Agenda Title: RESOLUTION — Signatory Authority — Acquisitions of Real Property by Gift

For Clerk's Use Only:

Date: 7/11/2013

- ☒ Approved  
☐ Denied  
☐ Amended  
☐ Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) Nelson Seconded by (1) Brani  
(2) (2)

REMARKS:

APPROVED

YES NO OTHER

Branin, T.	✓		
Nelson, T.	✓		
O'Bannon, P.	✓		
Schmitt, D.	✓		
Thornton, F.	✓		

WHEREAS, under Section 15.2-1800(A) of the Code of Virginia, a locality may acquire by gift title to, or any interests in, any real property, whether improved or unimproved, within its jurisdiction, for any public use; and,

WHEREAS, in 1990, the Board approved resolution 589-90 authorizing the County Manager or his designee to accept deeds of conveyance of real estate, including acquisitions of easements, where such conveyances are by donation and which require no monetary consideration to be paid; and,

WHEREAS, even when real property is conveyed by gift, grantors and grantees routinely execute documents other than deeds, such as donation agreements and closing documents, in connection with the conveyance; and,

WHEREAS, the Board wishes to expand the scope of the County Manager's authority to include the execution of these related documents when the County is acquiring real property by gift.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors that the County Manager or his designee are authorized on behalf of the County to (1) accept title to, and any interests in, any real property within the County for any public use when the grantor gifts the property to the County, provided that the conveyancing instrument is in a form approved by the County Attorney; and (2) execute donation agreements, closing documents, and all other related documents reasonably necessary to acquire title to, or any interests in, real property by gift, provided that any contracts are in a form approved by the County Attorney.

Comments: The Director of Real Property recommends approval of the Board paper; the County Manager concurs.

By Agency Head

By County Manager

Certified:

A Copy Teste:

Copy to:

Clerk, Board of Supervisors

Date:



COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 206-23

Page No. 1 of 1

Agenda Title: RESOLUTION — Adoption of Updated Procedures for Construction Management Contracts to Conform to Changes in State Law

For Clerk's Use Only:

Date: 7/11/2023

- ☒ Approved  
☐ Denied  
☐ Amended  
☐ Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) Schmitt Seconded by (1) Branin  
(2) (2)

REMARKS:

APPROVED

YES NO OTHER

Branin, T.	✓		
Nelson, T.	✓		
O'Bannon, P.	✓		
Schmitt, D.	✓		
Thornton, F.	✓		

WHEREAS, on March 14, 2023, the Board of Supervisors, by resolution, adopted Procedures for Construction Management Contracts in accordance with Code of Virginia § 2.2-4382; and,

WHEREAS, effective July 1, 2023, the General Assembly amended and reenacted Code of Virginia § 2.2-4382 to exclude construction management contracts involving infrastructure projects from the requirement that no more than 10 percent of the construction work be performed by the construction manager with its own forces and that the remaining 90 percent of the construction work be performed by subcontractors of the construction manager; and,

WHEREAS, the Board wishes to update the Procedures for Construction Management Contracts to conform to Code of Virginia § 2.2-4382, as amended by the General Assembly.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors that the attached Procedures for Construction Management Contracts are adopted and implemented, in accordance with Code of Virginia § 2.2-4382, as amended by the General Assembly.

Comments: The Director of Purchasing recommends approval of this Board paper, and the County Manager concurs.

By Agency Head

*[Signature]*

By County Manager

*[Signature]*

Copy to: \_\_\_\_\_

Certified:

A Copy Teste:

Clerk, Board of Supervisors

Date: \_\_\_\_\_

**Procedures for Construction Management Contracts  
County of Henrico, Virginia**

**February 28, 2023  
Last Revised July 11, 2023**

In accordance with the provisions of Chapter 43.1 of Title 2.2 of the Code of Virginia (the "Chapter"), a resolution adopted by the Henrico County Board of Supervisors (the "Board"), and procedures adopted by the Secretary of Administration for the Commonwealth of Virginia (the "Secretary" and the "Secretary's Procedures"), the Board implements these Procedures for the procurement of Construction Management ("CM") contracts, as defined in the Chapter, which may be used by all bodies, agencies, and departments for which the County's Purchasing Director performs procurement services (each of which is hereinafter referred to as the "Agency"). These Procedures are effective immediately.

- A. **LEGISLATIVE AUTHORITY:** Under authority of the Chapter, an Agency may contract to with a Construction Manager in accordance with these Procedures, consistent with the Secretary's Procedures made effective on January 1, 2020, as amended, and the standards for a two-step competitive negotiation process established by the Virginia Department of General Services, Division of Engineering and Buildings.
- B. **CRITERIA AND APPROVAL FOR USE OF CM CONTRACTS.** The Agency will follow all criteria for the use of CM as set forth in the Chapter and shall be limited to projects with a construction value that is in excess of \$26,000,000. With proper justification for complex projects, the County's Purchasing Director may grant a waiver to this requirement. Prior to initiating the procurement of any CM contract, the County Manager must determine in writing that competitive sealed bidding is either not practicable or not fiscally advantageous to the County. The writing must document the basis for the determination and must be included in the Request for Qualifications and maintained in the procurement file.
- C. **CM SELECTION PROCEDURES:** The following procedures will be used in selecting a Construction Manager and awarding a contract:
  - 1. The Purchasing Director will appoint an Evaluation Committee ("Committee") which will consist of at least three members, including a licensed design professional, if possible. The Committee will include a licensed professional engineer or architect employed by or under contract with the County. The Committee will consult with the Office of the County Attorney as needed throughout the process.
  - 2. The basis of the award of the contract will be in accordance with the Chapter, and the criteria for approval will be submitted in advance to the County's Purchasing Director. It is noted that cost is a critical component of the selection process. Guidance on methods for award can be found in the Standard Operating Procedures, Purchasing Manual, or such other guidance documents as the County's Purchasing Director may provide.

3. Selection of Qualified Operators (STEP I): On projects approved for CM, the Agency will conduct a prequalification process as follows to determine which offerors are qualified to receive Request for Proposals (RFPs).

- a. The Agency will prepare a Request for Qualifications ("RFQ") containing the Agency's Facility Requirements, building and site criteria, site and survey data (if available), the criteria to be used to evaluate RFQ Responses, and other relevant information, including any unique capabilities or qualifications that will be required of the contractor. All offerors will have a licensed Class "A" contractor registered in the Commonwealth of Virginia as part of the Project Team.
- b. The RFQ will be posted in accordance with the Chapter, and agencies will include in the RFQ if responses may be submitted electronically and/or via paper response.
- c. The Committee will evaluate each offeror's RFQ responses and any other relevant information and determine which offerors are fully qualified and suitable for the project.
- d. The RFQ evaluation will result in a short list of three or more offerors to receive the RFP. If available, the short list will include a minimum of one DSBSD-Certified Small Business that meets the minimum requirements for prequalification. An offeror may be denied prequalification only as specified under Code of Virginia § 2.2-4317, but the short list will also be based upon the RFQ criteria.
- e. The RFQ evaluation process will evaluate an offeror's experience for a period of 10 prior years to determine whether the offeror has constructed, by any method of project delivery, at least three projects similar in program and size.
- f. At least 30 days prior to the date established for the submission of proposals, the Agency will advise in writing each offeror which sought prequalification whether that offeror has been prequalified. Offerors that are not selected for the short list will likewise be provided the reasons for such decision. In the event that an offeror is denied prequalification, the written notification to such offeror will state the reasons for such denial of prequalification and the factual basis of such reasons.

4. Selection of a Construction Manager (STEP II):

- a. The Agency will send an RFP to the CM offerors on the short list for the project and request formal proposals from them. The criteria for award will be included in the RFP. Agencies will include in the RFP if responses may be submitted electronically and/or via paper response.

The Committee will evaluate and rank the proposals based on the criteria contained in the RFP. After evaluating and ranking the proposals, the Committee will conduct

negotiations with two or more offerors submitting the highest ranked proposals. However, if the Purchasing Director, after consulting with the Agency, determines in writing and at his or her sole discretion, that only one offeror is fully qualified or that one offeror is clearly more highly qualified than the others under consideration, the Committee may negotiate with that offeror.

- b. The Committee shall make its recommendation on the selection of a construction manager to the County's Purchasing Director based on its evaluations and negotiations. The contract will be awarded to the offeror who is fully qualified and has been determined to have provided the best value in response to the Request for Proposal.
  - c. The Agency will, after notification from the Committee and/or Purchasing Director, request award of the contract from the appropriate awarding authority and supply supporting documents.
  - d. The Agency will notify all offerors who submitted proposals which offeror was selected for the project. In the alternative, the Agency may notify all offerors who submitted proposals of the Agency's intent to award the contract to a particular offeror at any time after selection of the Construction Manager. When the terms and conditions of multiple awards are so provided in the RFP, awards may be made to more than one offeror.
  - e. Upon request, documentation of the process used for the final selection will be made available to the unsuccessful proposers.
- D. REQUIRED CONSTRUCTION MANAGEMENT CONTRACT TERMS. As required by the Chapter any construction management contract will contain provisions requiring that (1) not more than 10% of the construction work (measured by cost of the work) will be performed by the CM with its own forces and (2) that the remaining 90% of the construction work will be performed by subcontractors of the CM which the CM must procure by publicly advertised, competitive sealed bidding to the maximum extent practicable. The provisions of this section shall not apply to construction management contracts involving infrastructure projects. The CM shall provide documentation detailing the reasons any work is not procured by publicly advertised competitive sealed bidding, such documentation shall be placed in the contract file.
- E. GUARANTEED MAXIMUM PRICE. The Guaranteed Maximum Price shall be established at the completion of working drawings unless a waiver has been granted to this requirement by the County's Purchasing Director.
- F. COVERED ENTITIES. This section is intentionally omitted as inapplicable to local public bodies.
- G. LOCAL PUBLIC BODIES. The Chapter requires local public bodies planning to use CM to adopt guidelines consistent with the Secretary's Procedures. The Secretary encourages



local public bodies to follow the Secretary's Procedures, edited to substitute appropriate local awarding authorities and nomenclature. The Secretary's Procedures require local public bodies to have the required professional staff and meet the material requirements of the Chapter.

In accordance with these requirements, the Board has determined the County has the required professional staff and meets the material requirements of the Chapter. The Board has promulgated these Procedures to parallel the Secretary's Procedures, edited to substitute appropriate local awarding authorities and nomenclature.

- H. GUIDANCE: Guidance for the use of these Procedures can be found in the Standard Operating Procedures, Purchasing Manual, or such other guidance documents as the County's Purchasing Director may provide. These Procedures and all guidance documents are intended and should be construed to be consistent with the Chapter and the Secretary's Procedures, as amended from time to time. These Procedures and the Guidance will be interpreted to incorporate any amendments to the Chapter and the Secretary's Procedures enacted after the adoption of these Procedures, as though the same amendments were made to these Procedures and the Guidance.



COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 207-23

Page No. 1 of 2

Agenda Title: RESOLUTION — Award of Contract — Newbridge Firehouse 23 — Varina District

For Clerk's Use Only:

Date: 7/11/2023

- ☒ Approved  
☐ Denied  
☐ Amended  
☐ Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) Nelson Seconded by (1) Brani  
(2) (2)

REMARKS:

APPROVED

YES NO OTHER

Branin, T. ☒ ☐ ☐  
Nelson, T. ☒ ☐ ☐  
O'Bannon, P. ☒ ☐ ☐  
Schmitt, D. ☒ ☐ ☐  
Thornton, F. ☒ ☐ ☐

WHEREAS, the County wishes to construct a new firehouse, Newbridge Firehouse 23, at 5619 Nine Mile Road in the Varina District; and,

WHEREAS, the County received six bids on June 21, 2023, in response to Invitation to Bid No. 23-2532-5JL and Addendum No. 2 with the following results for the Total Bid Amount plus Additive Alternate Items 1, 2, and 3:

Bidders	Bid Amounts
Oyster Point Construction Company Newport News, VA	\$11,847,300
Kenbridge Construction Co., Inc. Kenbridge, VA	\$12,264,000
Branch Builds, Inc. Roanoke, VA	\$12,607,465
Doyle Construction Company Rockville, MD	\$12,649,986
Southwood Building Systems, Inc. Ashland, VA	\$13,155,038
San Jose Construction Group, Inc. Washington, DC	\$14,441,928

WHEREAS, after a review and evaluation of the bids, it was determined that Oyster Point Construction Company is the lowest responsive and responsible bidder with a bid of \$11,847,300.

By Agency Head

By County Manager

Certified:

A Copy Teste:

Copy to:

Clerk, Board of Supervisors

Date:

**COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE**

Agenda Item No. **207-23**

Page No. 2 of 2

**Agenda Title: RESOLUTION — Award of Contract — Newbridge Firehouse 23 — Varina District**

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**NOW, THEREFORE, BE IT RESOLVED** by the Board of Supervisors:

1. The contract to furnish all labor, material, equipment, and services necessary for construction of the new Newbridge Firehouse 23 is awarded to Oyster Point Construction Company, the lowest responsive and responsible bidder, in the amount of \$11,847,300 pursuant to Invitation to Bid No. 23-2532-5JL, Addendum No. 2, and the bid submitted by Oyster Point Construction Company.
2. The County Manager is authorized to execute the contract in a form approved by the County Attorney.
3. The County Manager, or the Purchasing Director as his designee, is authorized to execute change orders within the scope of the project budget not to exceed 15% of the original contract amount.
4. The Board appropriates \$2,925,000 of additional funding for this contract.

**Comment:** Funding will come from the fund balance from the Capital Projects Fund, project #13003. The Fire Chief and the Purchasing Director recommend approval of the Board paper, and the County Manager concurs.



COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 146-23

Page No. 1 of 1

Agenda Title: RESOLUTION — SIA2022-00002 — DG Virginia CS, LLC — Not Substantially in Accord with 2026 Comprehensive Plan — Varina District

For Clerk's Use Only:

Date: 7/11/2023

( ) Approved

( ) Denied

( ) Amended

(X) Deferred to:

8/8/2023

BOARD OF SUPERVISORS ACTION

Moved by (1) O'Bannon Seconded by (1) Nelson  
(2) (2)

REMARKS:

YES NO OTHER

Branin, T. L

Nelson, T. L

O'Bannon, P. L

Schmitt, D. L

Thornton, F. L

WHEREAS, Section 15.2-2232A of the Code of Virginia requires the Planning Commission to review and consider whether the general or approximate location, character, and extent of major public facilities are substantially in accord with the County's Comprehensive Plan (the "Plan"); and,

WHEREAS, the Planning Commission reviewed the proposed DG Virginia CS, LLC solar facility site located on the south line of Charles City Road east of its intersection with Elko Road for conformance with the Plan; and,

WHEREAS, a report dated March 22, 2023, presented by the Planning staff to the Planning Commission found the proposed use would not be consistent with the Plan; and,

WHEREAS, on April 13, 2023, the Planning Commission reviewed the staff recommendations and found the proposed use not consistent with the property's future land use designation in the Plan; and,

WHEREAS, the Board of Supervisors has reviewed the Planning Commission's finding and concurs with its conclusion.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors that the proposed DG Virginia CS, LLC solar facility site is not substantially in accord with the Plan.

Comments: The Director of Planning concurs with the finding of the Planning Commission that the proposed DG Virginia CS, LLC site is not substantially in accord with the Plan and recommends approval of the Board paper, and the County Manager concurs.

By Agency Head

By County Manager

Certified:

A Copy Teste:

Clerk, Board of Supervisors

Copy to:

Date:



COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 208-23

Page No. 1 of 1

Agenda Title: RESOLUTION – Signatory Authority – Letter of Agreement with Dominion Energy – Lakeside Avenue Bridge Replacement Utility Relocation – Fairfield District

For Clerk's Use Only:

Date: 7/11/2023

- ☒ Approved  
☐ Denied  
☐ Amended  
☐ Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) Brani Secoded by (1) Nelson  
(2) (2)

REMARKS:

APPROVED

YES NO OTHER

Brannin, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nelson, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
O'Bannon, P.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Schmitt, D.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Thornton, F.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

WHEREAS, on April 23, 2019, the Board of Supervisors granted signatory authority to the County Manager to execute a project administration agreement with the Virginia Department of Transportation under which the County would replace the Lakeside Avenue Bridge over North Run; and,

WHEREAS, the Department of Public Works has negotiated an agreement with Dominion Energy under which the County will pay Dominion Energy for the materials, equipment, and work necessary to relocate the electric distribution facilities in conflict with the proposed improvements for the Lakeside Avenue Bridge Replacement project from Hilliard Road to Brook Road; and,

WHEREAS, under the agreement, the County will pay \$234,037 to Dominion Energy to cover the cost of the utility relocation for this segment of the bridge project.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors that the County Manager is authorized to execute the agreement in a form approved by the County Attorney.

COMMENTS: The Director of Public Works recommends approval of this Board paper, and the County Manager concurs.

By Agency Head

By County Manager

Copy to: \_\_\_\_\_

Certified:

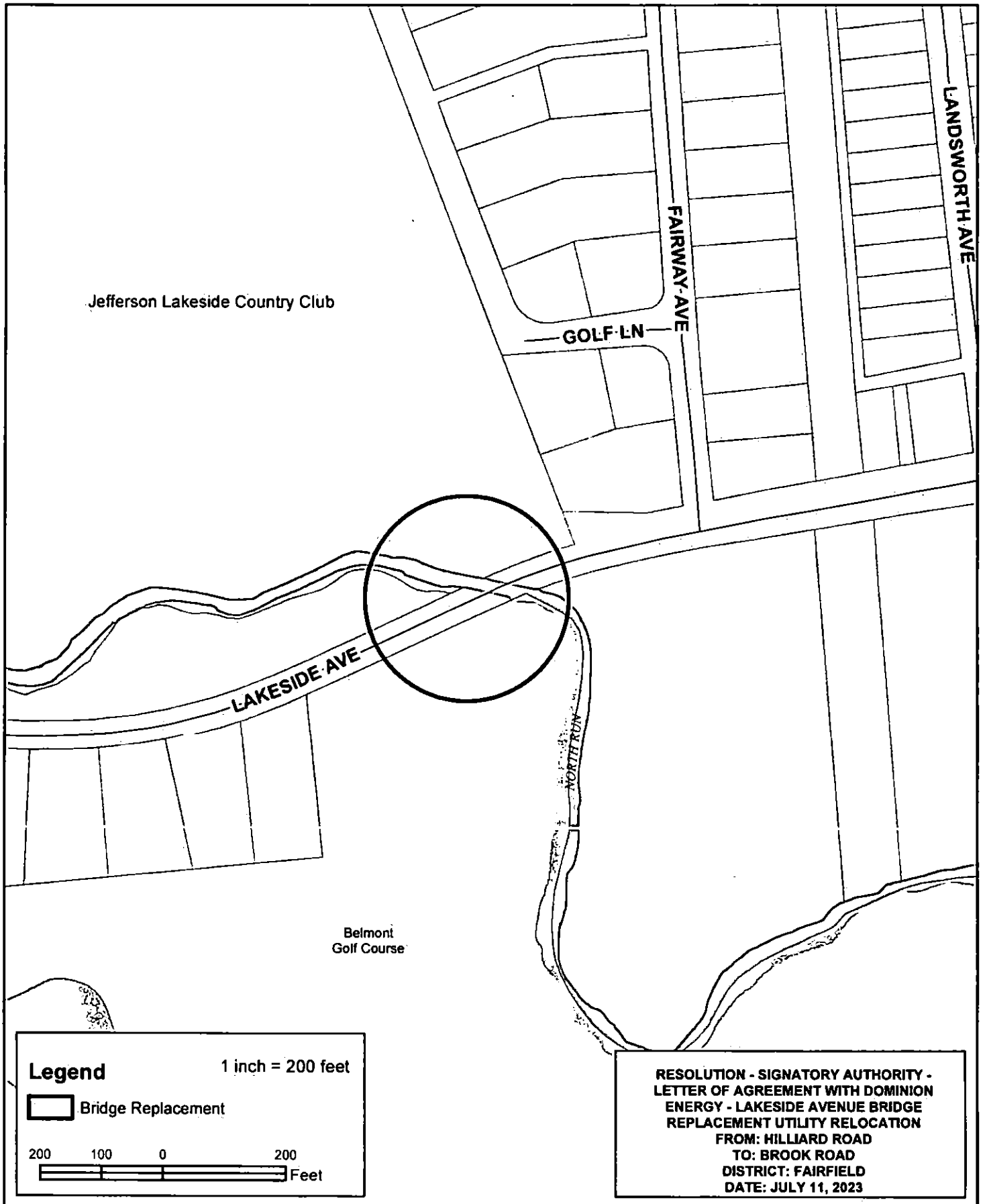
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Clerk, Board of Supervisors

Date: \_\_\_\_\_



# Lakeside Avenue Bridge Replacement Utility Relocation





**COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE**

Agenda Item No. 209-23

Page No. 1 of 1

**Agenda Title: RESOLUTION - Acceptance of Roads - Three Chopt, Varina, and Fairfield Districts**

For Clerk's Use Only:

Date: 7/11/2023

☒ Approved

☐ Denied

☐ Amended

☐ Deferred to:

**BOARD OF SUPERVISORS ACTION**

Moved by (1) Nelson Seconded by (1) Brani  
(2) \_\_\_\_\_ (2) \_\_\_\_\_

REMARKS:

**APPROVED**

YES NO OTHER

Brani, T. ☒ ☐ ☐

Nelson, T. ☒ ☐ ☐

O'Bannon, P. ☒ ☐ ☐

Schlitt, D. ☒ ☐ ☐

Thornton, F. ☒ ☐ ☐

BE IT RESOLVED by the Board of Supervisors of the County of Henrico that the following named and described sections of roads are accepted into the County road system for maintenance:

**Hawkgate at Bacova (Section 1) – Three Chopt District**

Hawkgate Landing Court from 0.09 Mi. W. of Hawkgate Landing Drive to 0.04 Mi. E. of Hawkgate Landing Drive	0.13 Mi.
Hawkgate Landing Drive from Liesfeld Farm Drive to 0.07 Mi. S. of Liesfeld Farm Drive	0.07 Mi.

**Total Miles** **0.20 Mi.**

**Techpark (Section D) – Varina District**

Techpark Way from Techpark Place to 0.08 Mi. W. of Techpark Place	0.08 Mi.
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**Total Miles** **0.08 Mi.**

**Kensington Meadows (Section 2) – Fairfield District**

Alderleaf Lane from Seasons Lane to 0.15 Mi. N. of Seasons Lane	0.15 Mi.
Harvest Grove Lane from 0.08 Mi. E. of Harvest Crest Drive to 0.10 Mi. N. of Creighton Road	0.22 Mi.
Quinn Abbey Lane from 0.01 Mi. W. of Glenwilton Drive to 0.11 Mi. W. of Glenwilton Drive	0.10 Mi.
Seasons Lane from 0.10 Mi. E. of Harvest Crest Drive to 0.42 Mi. E. of Harvest Crest Drive	0.32 Mi.
George Hermann Drive (formerly Hermann Dale Drive) from Creighton Road to Seasons Lane	0.05 Mi.

**Total Miles** **0.84 Mi.**

Comment: The Director of Public Works recommends approval of this Board paper, and the County Manager concurs.

By Agency Head

By County Manager

Certified:

A Copy Teste:

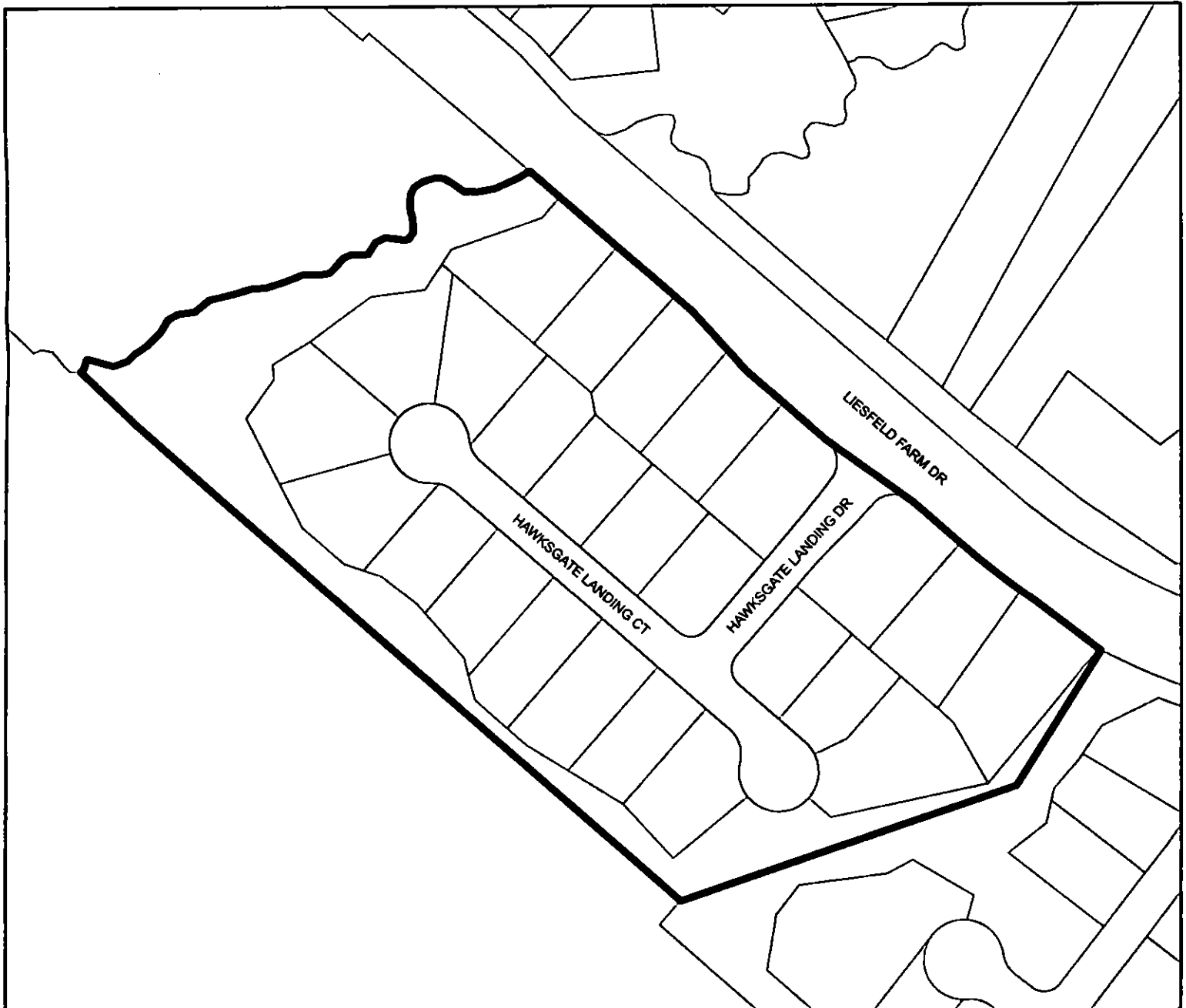
Clerk, Board of Supervisors

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Date: \_\_\_\_\_



# HAWKSGATE AT BACOVA SECTION 1



\*\*\*\*\*  
**HAWKSGATE AT BACOVA - SECTION 1**

**HAWKSGATE LANDING COURT**

**FROM:** 0.09 MI. W. OF HAWKSGATE LANDING DR.

**TO:** 0.04 MI. E. OF HAWKSGATE LANDING DR.

**LENGTH:** 0.13 MI.

**HAWKSGATE LANDING DRIVE**

**FROM:** LIESFELD FARM DRIVE

**TO:** 0.07 MI. S. OF LIESFELD FARM DRIVE

**LENGTH:** 0.07 MI.

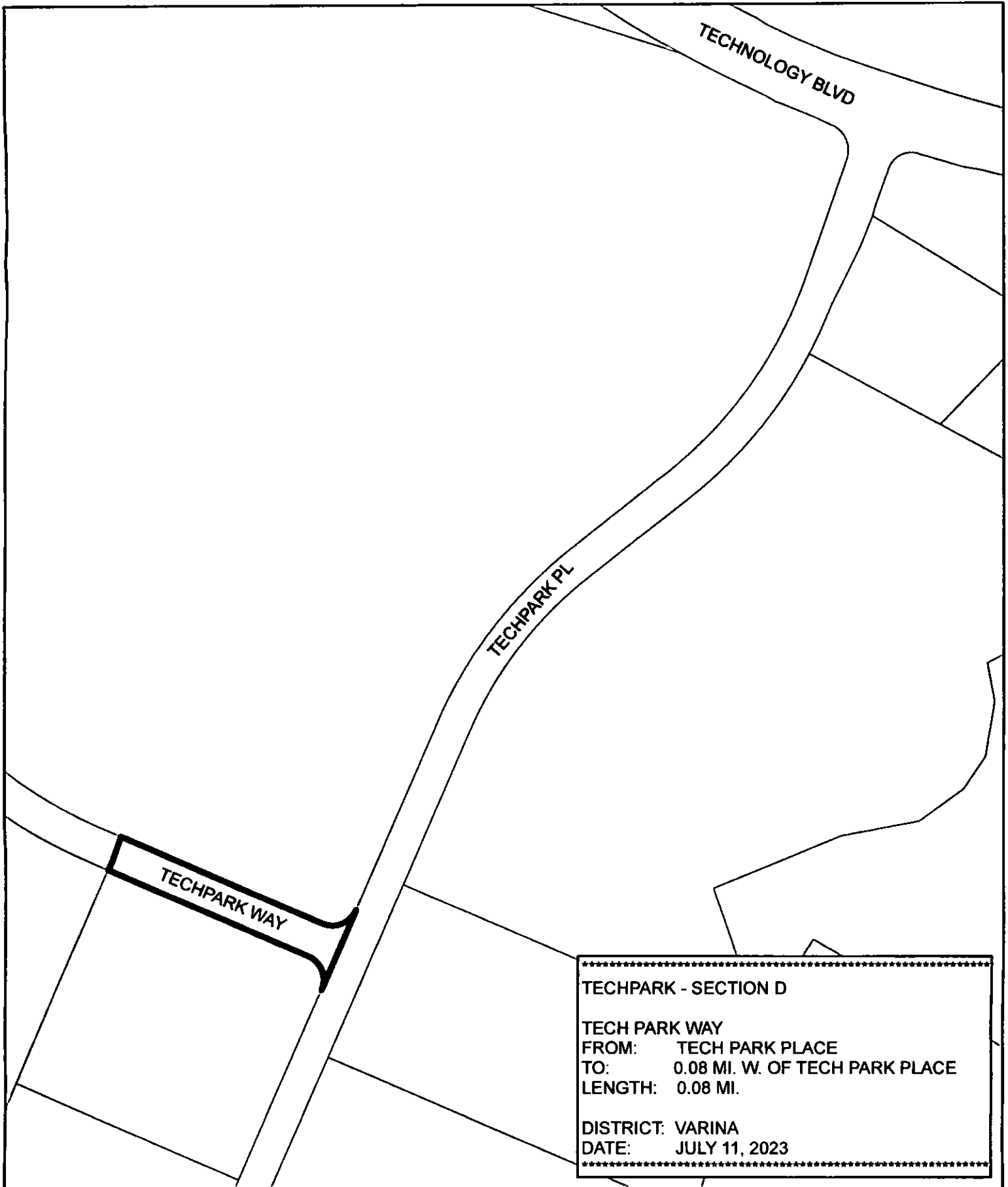
**DISTRICT:** THREE CHOPT

**DATE:** JULY 11, 2023  
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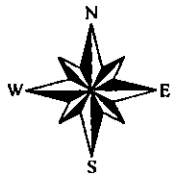


TECHPARK - SECTION D  
A DEDICATION OF TECH PARK WAY,  
AND A RESUBDIVISION OF TECH PARK SECTION B,  
REMAINING AREA RESERVED FOR FUTURE LOTS





# KENSINGTON MEADOWS SECTION 2



## KENSINGTON MEADOWS - SECTION 2

GEORGE HERMANN DRIVE  
(FORMERLY HERMANN DALE DRIVE)

FROM: CREIGHTON ROAD

TO: SEASONS LANE

LENGTH: 0.05 MI.

### SEASONS LANE

FROM: 0.10 MI. E. OF HARVEST CREST DRIVE

TO: 0.42 MI. E. OF HARVEST CREST DRIVE

LENGTH: 0.32 MI.

### QUINN ABBEY LANE

FROM: 0.01 MI. W. OF GLENWILTON DRIVE

TO: 0.11 MI. W. OF GLENWILTON DRIVE

LENGTH: 0.10 MI.

### HARVEST GROVE LANE

FROM: 0.08 MI. E. OF HARVEST CREST DRIVE

TO: 0.10 MI. N. OF CREIGHTON ROAD

LENGTH: 0.23 MI.

### ALDERLEAF LANE

FROM: SEASONS LANE

TO: 0.15 MI. N. OF SEASONS LANE

LENGTH: 0.15 MI.

DISTRICT: FAIRFIELD

DATE: JULY 11, 2023

