

COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
SPECIAL MEETING  
May 25, 2021

The Henrico County Board of Supervisors convened a special meeting at 5:15 p.m. on Tuesday, May 25, 2021, in the County Manager's Conference Room, Administration Building, Henrico County Government Center, Parham and Hungary Spring Roads, Henrico, Virginia.

**Members of the Board Present:**

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

**Member of the Board Absent:**

Thomas M. Branin, Three Chopt District

**Other Officials Present:**

John A. Vithoulkas, County Manager  
J. T. (Tom) Tokarz, County Attorney  
Tanya Brackett Harding, CMC, Assistant to the County Manager/Clerk to the Board  
W. Brandon Hinton, Deputy County Manager for Administration  
Monica Smith-Callahan, Deputy County Manager for Community Affairs  
Steve J. Yob, Deputy County Manager for Community Operations  
Cari Tretina, Assistant to the County Manager/Chief of Staff

Mr. Schmitt called the meeting to order at 5:18 p.m.

Mr. Vithoulkas recognized Allison Edwards, the County Manager's Office summer intern. Allison is a graduate of James Madison University and will be pursuing a master's degree from the University of Virginia Frank Batten School of Leadership and Public Policy in the fall.

**Zoning and Subdivision Ordinance Updates**

Joe Emerson, Director of Planning, discussed the zoning and subdivision ordinance updates. County staff has reviewed the draft code and had several community meetings involving local attorneys, developers, builders, design and real estate professionals. The Planning Commission has held 12 work sessions and two public hearings, and the Board of Supervisors spent a half-day in a work session to discuss the changes in March.

The Planning Commission's second public hearing was on May 11. The Board's next step in the process will be a public hearing on June 8 with final action on June 22. The ordinance will have an effective date of September 1, 2021.

## **Reapportionment Update**

Planning's work on the next decennial reapportionment based on 2020 Census data must comply with new preclearance procedures adopted by the 2021 General Assembly. The County will be required to obtain preclearance for changes to magisterial district boundaries either through a formal public input process or review by the Attorney General of Virginia, as provided by the legislation. Mr. Emerson reviewed the tentative timetable for each process and summarized how each process would work. The Board will need to decide which preclearance process it wishes to use.

## **2045 Comprehensive Plan Update**

Planning has almost completed Phase 1 of the 2045 Comprehensive Plan and will begin working on a community plan survey in Phase 2 with the help of VCU. Phase 3 to evaluate growth alternatives will begin in the spring of 2022, Phase 4 to develop the plan will occur during the fall of 2022 and winter of 2023, and Phase 5 has been planned for adoption and implementation in the summer of 2023. The Manager clarified that Phase 5 will now occur in early 2024.

## **County Floodplain Ordinance**

Kristin Owen, Floodplain & Dam Safety Manager for the Department of Public Works, described work on revisions to the County's floodplain ordinance.

These revisions are necessary to comply with state and federal requirements and to entitle residents to flood insurance discounts. Staff will be drafting the revisions with the goal of presenting it for adoption at a public hearing before the Board on August 10.

## **Solid Waste Update**

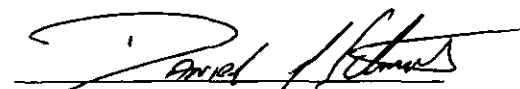
Bentley Chan, Director of Public Utilities, noted the resumption of service charges for public use areas on May 22 and the upcoming increase in the County's refuse collection fee to \$18 per month. In addition, the Bulky Waste Collection program will use a new service model beginning on July 15, 2021. A third-party vendor will collect bulky waste for all residents except those in the County's tax relief program who will continue to be served by County trucks and employees. Finally, the Community Cleanup program will restart on September 11 with 14 cleanups planned for this year.

Kim Hynes, Director of the Central Virginia Waste Management Authority, advised the Board that CVWMA is in the final stages of the procurement process for curbside recycling services. The current recycling contract ends June 30, 2023, and the committee working on the new contract hopes to make a recommendation shortly. CVWMA plans to use 95-gallon containers and knows the contract cost will be going up.

Mr. Vithoulkas noted that the County has identified one-time funding for the 95-gallon carts and that Henrico County is the only locality that covers recycling costs for residents.

Mr. Vithoulkas briefly reviewed the agenda items for the 7:00 p.m. meeting.

There being no further business, the meeting was adjourned at 6:42 p.m.

A handwritten signature in black ink, appearing to read "David J. Edwards". The signature is written in a cursive style with a large, looping initial "D".

Chairman, Board of Supervisors  
Henrico County, Virginia