



Section 6 Community Facilities

Overview

In its Community Planning Series on the Comprehensive Plan, the Virginia Citizens Planning Association and the Virginia Department of Housing and Community Development define Community Facilities and Services as “critical factors in planning for the future of a community.” Further, they outline the requirements within the comprehensive plan for an analysis addressing each facility or service, its service area, its present design adequacy, its capacity, and the future demand for those facilities and services. The following section assesses these requirements for Hanover County. Other County facilities are noted in other sections of the Comprehensive Plan as they pertain to Public Works and Public Utilities.

The mission of the County includes providing high quality customer service and foster a customer service oriented workforce. Adequate community facilities are essential for supporting a high quality of services.

The Comprehensive Plan has been developed with a 20 year horizon for guiding land use development and provides a course for predicting the need for future public facilities. The primary determinant factors in the need for future facility space is the ability of the facilities to accommodate the growth in the workforce and/or provide the space needed for citizens to experience quality service provision. Both of these factors are also dependent upon the population growth, service level demands and/or demographics that can alter public facility requirements; including where to locate future sites that will achieve desired service delivery.

Workforce and Workforce-Related Facility Needs

The County periodically performs a facilities space needs analysis with the most current initiated during FY06 for a target year of 2015. The analysis encompasses current space allocation for County buildings for the workforce, the sf provided per staff member for each department and Virginia government benchmarks for average sf that should be provided per staff member for each department. In performing the analysis, the square footage (sf) of facilities is shown net as common

areas, restrooms, HVAC areas, etc. are an additional factor in determining the size of a specific facility. The 2015 analysis was extrapolated to illustrate the impact of net square feet (NSF) needed in 2026. In addition, the workforce identified as “current staff” represents those staff assigned to buildings that were part of this space needs analysis and do not include staff that are referred to in subsequent sections for whom such space needs are accounted for separately. While the following table illustrates totals for four functions of government, each function in such analysis was detailed department by department and building by building.

2026 Projected Square Feet Need for Workforce and Workforce-Related Services

<u>Function</u>	<u>Staff</u> <u>2006</u>	<u>SF</u> <u>2006</u>	<u>SF Per Staff</u> <u>2006</u>	<u>Staff</u> <u>2027</u>	<u>SF Per Staff</u> <u>Benchmark</u>	<u>SF Needed</u> <u>2027</u>	<u>Additional</u> <u>SF Needed</u>
Courts	100	38,844	388	160	555	88,800	49,956
General Govt.	286	73,839	258	450	272	122,400	48,561
Human Services	210	54,874	261	278	262	72,836	17,962
Public Safety	314	40,962	269	531	125	66,375	25,413
Total	910	208,519	229	1,419	247	350,411	141,892

Projected workforce is based on service demand anticipated by each County department

As illustrated in the preceding table, the County’s projected sf need of 136,183 sf by 2026 is a result of the extrapolation of the existing workforce and the services currently being performed. Factors can impact a greater or lesser need for space as mandates from State or Federal, citizen and Board of Supervisor initiatives for new and expanded services are examples that would create a greater workforce need. However, these are mitigated by the further use of technology in providing greater efficiencies, furthering the abilities of those in the field to not need “office space” and consideration of telecommuting which would created a lesser need for a growing workforce and/or not as much sf per staff as illustrated under current benchmarks.

The primary location of County office space is located at the Historic Courthouse are on Rt. 301. There are additional office sites in Ashland as part of the Human Services Building on U.S. Route 1. Other areas included in the 208,519 sf of current office space are Fire Administration at the Courthouse Fire Station, Community Services Board (CSB) Mechanicsville branch on Creighton Rd., and Parks and Recreation administration on State Route 54.

Included in the sf for 2006 is an 11,000 sf building under design for Emergency Communications and the adopted Capital Improvements Program (CIP) of the County has identified additional sf for a courts building to best attempt to meet their sf needs through 2015. The funding of such new space in the future will most likely be through a combination of cash accumulated from the General Fund and debt issuances.

A major workforce element included in the preceding analysis includes the Sheriff's Office. As their various divisions and specialized training units are primarily invested in those personnel deployed on the road, their space needs are a combination between those support and related personnel who need such office space to conduct their work and those deputies who primarily utilize their vehicle for their office. However, even such deputies need office space in which they can conduct meetings, roll call, support for processing information and other duties required of their profession. Therefore, in the above sf/staff statistics, the Sheriff's Office needs are a combination of these types of duties. Their facility is the Vaughn-Bradley building which is 25,582 sf of office space, for which Emergency Communications utilizes 3,268 sf currently. Upon Emergency Communications relocation to their new facility, the entire building will be for the Sheriff's Office. Based upon staff projections, this building should serve this office through at least 2015 with their office continually looking to other manners in which to best serve the citizens and deploy its deputies.

Other Governmental Services

The following list of programs and services are those that are not as specific to workforce and workforce-related space needs. Therefore, for each of these program or service areas, each are individually noted.

Sheriff's Office Training Complex: A 6,000 sf specialty vehicle storage facility and firing range site are part of a Sheriff's Office complex adjacent to the Pamunkey Regional Jail. The Firing Range facility contains two training buildings that are used as support for training done at this range. The Sheriff's Office also relies upon the Rappahannock Regional Criminal Justice Academy for training needs. Other long-term training needs and space assessments for such training will be further reviewed for how best to provide the training needed for the Sheriff's sworn officers. As additional demands arise for specialty training and/or current space is not conducive to the demands of training needs, then the Sheriff's Office will perform the necessary analysis to propose such additional facility needs.

- Pamunkey Regional Jail: This jail is operated by a regional authority that is located adjacent to Courthouse Park on Rt. 301 and charges a bed rental fee to all authority members and outside entities that house inmates at this facility. It currently can hold 437 inmates, of which there is an average daily inmate population in 2006 of 337 inmates with an average of 100 beds rented to non-authority members (e.g., Federal and State government). The priority to inmate space is given to authority members, of which the County is ~80% of such inmate population.

- Middle Peninsula Juvenile Detention Commission (MPJDC): The MPJDC is operated by a regional authority that is located in Williamsburg and charges a bed rental fee to all authority members that house juveniles at this facility. It currently has 48 beds, of which there is an average daily juvenile population in 2006 of 43 juveniles. The County is also the location for two State juvenile detention centers.
- Animal Control: The existing Animal Control facility is located on Rt.54 at the Taylor Complex and provides for the safety and security of animals as well as the administrative needs for the Animal Control Department. It currently has 144 cages, with an addition designed to increase capacity by 50 %. Animal Control does work closely with the Hanover Humane Society in trying to find a place for animals that are located at the Animal control facility with long-term plans for the Humane Society to build a facility in Hanover to better meet such objectives.
- Community Services Board (CSB) Programs: The CSB has facility space dedicated for employment and business programs for its clients which include a recycling program (6,900 sf on Dow-Gil Rd), an embroidery and printing operation (5,600 sf on Dow-Gil Rd) and a day health and rehabilitation program (6,400 sf on Stony Run). A total of 61 clients are currently being served by these three facilities. An initial estimate of facility needs indicates that an additional 9,000 sf is needed for the recycling program, 4,000 sf for the printing operation and 2,000 sf for the day health program. These facility needs will be assessed as part of the CIP process and as all such facilities are leased, considerations as to what opportunities may exist for County ownership of new facilities may be considered. While some of the costs for facilities can be recovered from program revenues that are generated, much of the facility acquisition costs would require local revenues. Reviews for facility needs and designing programs to best meet objectives of client needs are continually being done. As an example, another business program being considered is a commercial greenhouse whereby up to 10 acres of land would be needed to accommodate a greenhouse, retail shop and related greenhouse business needs.
- CSB Residential Group Homes: Group homes enable services to be provided to help individuals function independently in the community and avoid hospitalizations in State facilities. The County currently has three group homes with 4 beds each. Current client waiting lists support the need for three group homes or cluster apartments for adults with severe mental illness. Also, the addition of one group home for adults with mental retardation will be needed by 2011 to accommodate increased need. Current plans include opening a 5-bed intermediate care facility for MR clients in Ashland, funded by Federal funds and Medicaid by 2009 and a second facility by 2010. The changes will also allow the maximization of Medicaid funded services by providing needed facilities to serve those individuals who may otherwise need to leave the County for their required support.

Library

The Pamunkey Regional Library serves four counties and their mission is “to enhance the quality of life in the communities that it serves by providing access to information; promoting reading and enjoyment; nurturing life-long learning; and providing places for people to interact with others.”

Currently, the County is served by six library branches located at various locations around the County and a bookmobile. Libraries currently occupy 41,300 sf and a sf/capita of .4. The sf/capita is a benchmark to illustrate the availability of library space to the citizens and the County has traditionally been in a range between .4-.5 sf/capita. While such sf ranges have provided the quality services to the citizens of the County, the State Library of Virginia and the Pamunkey Regional Library Board have established .6 sf/capita as a target. A replacement Mechanicsville Library has been approved and is scheduled to open in 2008. While not funded in the adopted CIP, the next priority for library space will be an Atlee Library replacement. The following table illustrates in five year increments through 2027 the County’s projected library space and the sf/capita ratio, with approved and planned replacement library facilities; the attainment of the .6 ratio can be accomplished with an additional 20,000 sf of space prior to 2027.

Pamunkey Regional Library Facility Space and Per Capita Projections

<u>Library</u>	<u>SF</u> <u>2006</u>	<u>SF</u> <u>2011</u>	<u>SF</u> <u>2016</u>	<u>SF</u> <u>2021</u>	<u>SF</u> <u>2027</u>
Gillis (Ashland)	10,000	10,000	10,000	10,000	10,000
Atlee	13,000	13,000	20,000	20,000	20,000
Courthouse	3,000	3,000	3,000	3,000	3,000
Mechanicsville	5,700	16,000	16,000	16,000	16,000
Wickham (Montpelier)	2,500	2,500	2,500	2,500	7,500
Cochrane (Rockville)	7,100	7,100	7,100	7,100	7,100
Future needs				10,000	20,000
Total	<u>41,300</u>	<u>51,600</u>	<u>58,600</u>	<u>68,600</u>	<u>88,865</u>
Population (2% growth rate)	<u>99,174</u>	<u>109,091</u>	<u>120,001</u>	<u>132,001</u>	<u>148,105</u>
SF/Capita	<u>0.4</u>	<u>0.5</u>	<u>0.5</u>	<u>0.5</u>	<u>0.6</u>

Fire/EMS

Fire/EMS is a combined operation of Fire and EMS divisions of paid personnel, together with a volunteer support system. There are 16 facilities (primary service: 12 fire and 4 EMS) and a training center. The administrative support for the operation is included in the Courthouse Fire Station, for which future facility needs for administrative support were included in the first section. The Fire/EMS operations have developed benchmark performance measures that try to provide a quality service to the citizens. These benchmarks focus upon a combination of fast response times and having trained personnel available to respond. In order to accomplish these benchmarks requires Fire/EMS planning of how best to have the right compliment of trained personnel (paid and volunteer) and have them deployed in strategic areas throughout the County to best meet response time goals.

The following table illustrates each of the stations and their sf. Although Fire and EMS stations are noted separately, the collaborative efforts of both of these divisions will further pursue opportunities whereby EMS vehicles can be deployed from fire stations and Fire vehicles from EMS stations. Current stations in progress include replacement fire stations for Ashland and Farrington, both scheduled to be open by 2009 and Black Creek by 2011. Generally, those fire stations were built prior to the current prototype design that can house more and larger vehicles; provide appropriate sleeping quarters for male and female personnel; provide appropriate meeting space for on-site training of staff and meetings. Therefore, it is anticipated that up to 4 existing fire stations will be reviewed in the future to determine if replacement plans should be formulated. All four EMS stations have been built for such accommodations. However, the County currently relies upon an adjacent volunteer rescue squad in Goochland County to provide services in the County and long-term strategies will include manners in which to have County become self-sufficient in the provision of its fire/ems services with County fire/ems personnel.

For both Fire and EMS, having the appropriate compliment of vehicles, with staff support positioned appropriately, while also looking upon the areas of the County that will experience residential and commercial development, will be the primary factors in determining if and when additional facilities are needed.

<u>Station</u>	Primary <u>Role</u>	<u>Fire/EMS Stations</u>		SF	SF	SF
		<u>SF</u>	<u>SF</u>	<u>2016</u>	<u>2021</u>	<u>2027</u>
Ashland	Fire	6,100	10,500	10,500	10,500	10,500
Eastern Hanover	Fire	9,750	9,750	9,750	9,750	9,750
Courthouse	Fire	6,300	6,300	6,300	6,300	6,300
Mechanicsville	Fire	8,300	8,300	8,300	8,300	8,300
Rockville	Fire	6,350	6,350	Review		
Farrington	Fire	4,400	10,500	10,500	10,500	10,500
Beaverdam	Fire	6,500	6,500	6,500	6,500	6,500
Doswell	Fire	6,300	6,300	Review		
Henry	Fire	8,300	8,300	8,300	8,300	8,300
Montpelier	Fire	7,300	7,300	Review		
Chickahominy	Fire	6,300	6,300	Review		
Black Creek	Fire	3,400	10,500	10,500	10,500	10,500
Ashland	EMS	8,710	8,710	8,710	8,710	8,710
Ashcake	EMS	8,748	8,748	8,748	8,748	8,748
East Hanover	EMS	11,567	11,567	11,567	11,567	11,567
West Hanover	EMS	9,185	9,185	9,185	9,185	9,185

The Harmon-Taylor Training Center is on 23 acres of land adjacent to Poor Farm Park and houses 6,060 sf of training space, not including specialty training structures (e.g., burn building). Based upon long-term utilization of this site, it appears that appropriate training needs can be accommodated on such site for the foreseeable future.

PARKS AND RECREATION

Parks and Recreation Department provides and promotes leisure services to the citizens of Hanover County and offers facilities or manages passive park activities, maintenance of County/School grounds, snow removal service, educational/hobby programs, senior citizens activities, youth programs, athletic leagues, bus tours, and special events. A cooperative agreement exists with the Hanover School Board regarding the shared use of school facilities that enables school facilities to be used for recreational purposes after school hours.

While Parks and Recreation administers to over 1,533 acres of parks, the County is also fortunate to have the resources of the community in helping provide parks and recreational opportunities to the citizens. These include parks managed by the National Park Service (over 200 acres in nationally recognized battlefield sites); historic sites managed by applicable historical groups; neighborhood parks managed by neighborhood community associations; and athletic facilities and community centers managed by non-profit and private sector groups; 25 acres that comprise six separate parks are managed by the Town of Ashland. While it is difficult to fully analyze the impact that these community-based resources add to the parks and recreational opportunities of the citizens and the accessibility that they offer to all citizens, they nevertheless are an invaluable resource in complimenting the County parks and recreation sponsored parks and recreational activities.

The location of park facilities is dependent upon many factors, however, locating them in area that is conducive to the types of activities for which the park will be utilized and making them convenient to access are major factors. When trails are referenced, they are generally designed to promote fitness through hiking, biking and/or horses, as well as greenways and nature. When ball fields are referenced, they can include a variety of fields types (i.e., baseball, softball, soccer, football, etc.) with their array designed to meet the changing citizen demands that may be experienced. All park sites are designed to accommodate suitable parking areas. Parks and Recreation facilities are categorized into the following classifications: Parks (Regional, district, neighborhood, community, battlefields), natural areas, boat launches, and trails that can be summarized as follows:

- Regional Parks: 100 - 500 acres, with an abundance of open space for recreational pursuits such as picnicking, hiking, nature study, and general outdoor enjoyment (i.e., lakes, streams, or other outstanding natural features). As much as 80% of the site should be undeveloped usable open space to provide opportunities for hiking, nature study, and other passive activities. An isolated segment of the site may be reserved for day camps.
- District Parks: 10 - 250 acres that primarily have active recreation facilities (e.g., ball fields, tennis courts, trails, swimming pools, beach area, and/or recreation center). As some of these amenities can be included in the master plans of regional parks as a compliment component of such park, for purpose of presenting such information, district parks are combined together with regional parks.

- Neighborhood Parks: Up to 20 acres, with very limited selection of active recreation facilities (e.g., playgrounds, picnic areas, ball fields, hiking/jogging trails) that are within easy walking/biking distance.
- Community Parks: 3 - 50 acres , with a wide variety of recreational activities with intensive use (e.g., ball fields, tennis courts, basketball courts, natural areas, trails). School facilities are included in this category and generally include the use of their gymnasiums, playgrounds, tennis courts and ball fields.
- Natural Areas: > 25 acres, protected for wildlife with only passive recreation (e.g., nature trails).
- Boat Launch: Up to three acres, developed for the purpose of providing a public launching point for boats. The County has four boat launches located accessing the South Anna River in two locations and the North Anna and Pamunkey Rivers in one location each.
- Greenways/Trails: – > 1 mile in length, utilizing watercourses (streams, rivers, and canals) and rights-of-way (transportation and utility). The purpose is to protect, preserve, and maintain existing natural and cultural corridors and to serve as a link from one area to another.
- Battlefield Parks: The Civil War battlefields managed by the National Park Service (NPS) in the County are connected by Cold Harbor Rd. which runs from Mechanicsville east to the crossing of the Chickahominy River where it enters Henrico County and are part of a larger regional park system that ranges from the North Anna River to Petersburg. These parks contain trails, visitor centers and historic signs, of which Cold Harbor's visitor center is staffed year-round by NPS personnel.

In developing service level standards, Parks and Recreation relies on a variety of sources. The Virginia Department of Conservation and Recreation (DCR) and the National Recreation and Parks Association (NRPA) has standards for acres for types of parks and/or the amenities that such parks should have (e.g., ball fields). In assessing the demand for services and amenities, surveys are conducted and citizen feedback is solicited, including the input of a citizens-based committee (Parks and Recreation Advisory Committee). In addition, department goals and the means to accomplish such goals have been developed by Parks and Recreation. Based upon a combination of all these sources and a demand analysis, including the ability of the non-public sector park and recreational products currently being used to mitigate public sector need for such services, Parks and Recreation develops capital improvement programs and long-term needs for park and recreation.

As the County continues to grow, it will be necessary to satisfy the demand for athletic field usage by either increasing utilization of the current inventory or investing in additional fields. Increasing utilization can be accomplished via expansion of field lighting to maximize field availability as follows: Weekdays 6:00pm - 11:00pm; Saturdays 8:00am - 11:00pm; and Sundays 12:00pm - 11:00 pm. If such field availabilities were achieved, it is projected that by 2027 soccer and football demand would be satisfied; however, additional baseball and softball fields would need to be constructed. The County's three primary parks can accommodate such additional ball field construction.

The following tables are the best attempt to illustrate the current inventory of parks by type:

<u>DISTRICT AND REGIONAL</u>	
	Acres:
Courthouse	363
Cold Harbor	50
Poor Farm	205
Pole Green	232
Wayside	36
Little River	22
Taylor	53
North Anna	75
<u>March Property</u>	<u>222</u>
<u>Total</u>	<u>1,349</u>
Target Standard: 4 acres / 1000 population	
Standard projected 2027 (DCR)	592

<u>NEIGHBORHOOD</u>	
	Acres:
Montpelier	2
Rockville	15
Bethany	9
<u>Doswell</u>	<u>3</u>
<u>Total</u>	<u>29</u>
Target Standard: 3 acres / 1000 population	
Standard projected 2027(DCR)	444

<u>COMMUNITY</u>	
	Acres:
School: Liberty	13
School: Beaverdam	15
School: South Anna	9
School: Elmont	1
School: Lee Davis	13
School: Stonewall Jackson	6
School: Atlee High	12
School: Chickahominy	6
School: Gandy	2
School: Henry Clay	3
School: Pearson's Corner	6
School: Rural Point	10
School: Washington-Henry	15
School: Battlefield Park	6
School: Cold Harbor	5
School: Mechanicsville	3
School: Oak Knoll	9
School: Hanover	7
School: Kersey Creek	7
<u>School: New Ele.</u>	<u>7</u>
<u>Total</u>	<u>155</u>
Target Standard: 3 acres / 1000 population	
Standard projected 2027(DCR)	444

<u>BATTLEFIELD</u> (National Park Service)	
	Acres:
Cold Harbor	149
Garthwright House	2
Beaverdam Creek	13
<u>Gaines Mill</u>	<u>60</u>
<u>Total</u>	<u>224</u>

As there are several projects that are currently active or planned as part of the CIP, the following summarizes the status and/or plan for such projects over the next five years:

- Regional Parks: As applicable amongst these three (Pole Green, Poor Farm, Courthouse) regional parks is the continued development of athletic fields, picnic shelters, walking trails, restrooms, playgrounds, additional parking,

concession stands, field lighting, skate park improvements and community center addition (Pole Green), volleyball (Poor Farm), a BMX track (Poor Farm), a sledding hill (Poor Farm), storage facility (Poor Farm), and field irrigation.

- District Parks: As applicable amongst these five (Wayside, Taylor, Montpelier, Doswell, March property) district parks are picnic shelters, restrooms , a tot lot, and walking trails, walking trails, horse trails, soccer fields. The Taylor Complex building would be enlarged to accommodate recreational activities. A proposed district park in the western area of the County between Rockville Park and Montpelier Park is also being reviewed based upon citizen input and surveys. In addition, the Town of Ashland may open a 6 acre park.

Parks and Recreation administrative support needs are included in the workforce and workforce-related facility needs. In addition, there is garage facility at the Taylor Complex that is used to house the grounds maintenance equipment and related park equipment for which repairs and maintenance to much of this equipment is performed. It is anticipated that this facility should meet such park support needs through 2027.

Education

The Hanover County School Board is responsible for setting policies for the public schools. The Board is comprised of seven members appointed by the Hanover County Board of Supervisors. Except for budget approval, the school division is administered separately from the rest of the County government. The Superintendent of Schools is the chief executive officer of the school division. The *Hanover County Schools Policy and Regulation Manual* states that the Hanover County School Board considers the non-instructional or “support services” operations of the Hanover County Public Schools an important component of the educational process and therefore expects this segment of the administration to operate and maintain the school physical plant and equipment in such a way as to achieve the following objectives: high standards of safety, healthful conditions for students and staff, surroundings requisite to a sound educational climate and an environment reflecting the moral and cultural aspirations of the Hanover community at its best. The support services, therefore, will be designed to complement the instructional program. The School Board expects all support services to be consistent with and responsive to the goals and needs of the school division.

In 2006, (18,844) students attend the Hanover County schools. The 2006 administrative, instructional, and support staff include approximately twenty eight hundred (2,800) employees.

Table 2 identifies the school facilities, design capacities, and current enrollment. The *Hanover County Schools Policy and Regulation Manual* includes the following directives for education facility planning:

School Construction Philosophy

In the event that alternatives to school construction (attendance boundary adjustments, school calendar revisions, class size increase, etc.) do not offer practical solutions to overcrowding in targeted school facility(ies), additions to current facilities or construction of new schools should be scheduled to alleviate crowded conditions in the targeted facilities by occurring no more than three years after anticipated overcrowding in the targeted facility(ies) has occurred. Overcrowding is defined as more than ten percent above the school’s program capacity.

Facility Planning

The Hanover County School Board is responsible for the regular operation and orderly development of all school facilities. The School Board will concern itself with both short- and long-range planning. The division superintendent shall present to the School Board annually a ten-year Capital Improvement Program which will include recommendations regarding timing, location, costs and savings associated with new building requirements and/or restoration and renewal of existing school facilities.

Decisions pertaining to educational specifications for new buildings and renovations may be developed after input from a broad-based committee representing the staff and community. The committee will present to the division superintendent its recommendations for facilities utilization, development and closure.

Recommendations to the School Board shall be supported by researched facts and figures in compliance with the School Construction Philosophy that support the feasibility and need for construction and/or renovation. Ten-year enrollment projections will be prepared under the direction of the division superintendent and will be reviewed and brought up-to-date annually.

Philosophy of Design Statement

Hanover County Public School facilities shall be the result of a collaborative design process, which is in response to programmatic input. Each facility will also be a unique and appropriate response to the specific school site and population.

In Hanover County Public Schools, all learning environments, indoor and outdoor, should empower students to become individual learners, contribute to thoughtful studies, contribute to creative endeavors, and enhance specific skills or performance. The following areas need to be addressed in future new construction and renovations to ensure that all elementary, middle and high schools:

1. are visually stimulating;
2. incorporate abundant natural lighting;
3. relate to students in scale and form;
4. use materials and textures that relate to students;
5. are student friendly;
6. are inviting, accessible, and promote a sense of community and belonging;
7. provide an environment that is orderly, comfortable, secure and safe;
8. are designed for multiple groups at various hours and days of the week;
9. promote and respond to core instructional programs;
10. plan for full implementation of technology in support of learning;
11. reflect the needs of community and business partnerships;
12. are fiscally responsible/cost effective;
13. include technical, mechanical, and electrical systems, which ensure operational economy;
14. accommodate the end users of the facility: students, parents, faculty, community members, administrators and central office personnel;
15. incorporate multi-functional grounds that are aesthetically appealing; and
16. create opportunities to support and enhance interlocking disciplines through organization of space and technology.

Design Process

Hanover County Public Schools implements a planning and design process that encompasses the philosophy of total community involvement. The design process starts with the establishment of a Steering Committee and School Design Committee and selection of an architectural firm. Hanover County Public Schools initiates an open procurement process to select architectural firms on all projects as established by the Virginia Public Procurement Act.

The Steering Committee is charged with the specific purpose of developing the goals, objectives, scope and overall footprint of the desired project. This committee also provides general guidance for the project in terms of compliance with the School Board's long-term instructional goals. The Steering Committee is typically composed of five to seven members with representation from the Construction and Planning Department, present on-site school administrators, central office staff and the architectural firm.

A School Design Committee is then organized with representatives of teachers, students, parents, and administrators from the proposed school area, appropriate central office personnel and the architectural firm. The purpose of this committee is to provide specific input regarding school planning, design, learning environment, function and operation.

Facility Development

Any educational program is influenced greatly by the environment within which it functions. The development of a quality educational program and school facilities which help to implement it must go hand in hand. The Hanover County School Board's goal is to provide facilities of the kind and size that will best support and accommodate the school division's educational program and the number of students enrolled. The School Board will constantly strive to provide new and remodeled facilities that will offer the best possible physical environment for learning and teaching.

The School Board aims specifically toward:

1. New buildings and renovations that will accommodate and facilitate those new organizational and instructional patterns that support the division's educational philosophy and instructional goals.
2. Meeting all safety requirements through the remodeling of older structures.
3. Providing such building renovations as are needed to meet requirements on the availability of public school facilities to disabled persons.
4. Building design and construction that will lend themselves to low maintenance costs and the conservation of energy. These two factors will also be given special consideration in the renovation of buildings.

5. Decisions pertaining to educational specifications of new buildings and those undergoing extensive remodeling will be developed with the viewpoints of teachers, students, and the community considered.

Educational Facility Specifications

To ensure that all new and remodeled Hanover County Public School facilities are designed to best implement the educational program, the division superintendent will provide for the development of detailed educational specifications to apply to the design and construction of new buildings. Educational specifications are detailed descriptions of:

1. All the activities that will take place in the building;
2. The curriculum to be housed in the building;
3. Specific architectural characteristics desired; and
4. The facilities needed, their equipment requirements and their space relationship to other facility elements.

When educational specifications are prepared, the educational philosophy of the school division must be incorporated as part of the document. Consultants may be used in the development of educational specifications when deemed necessary by the division superintendent and approved by the School Board. Final building plans must be finalized by the division superintendent and by a licensed architect or professional engineer, as required by applicable law.

Retirement of Facilities

Certain Hanover County Public Schools buildings may become unsuitable for their present use, but may be used to benefit the school division or public in other ways. In determining when a facility is to be retired, the Hanover County School Board may consider the following factors, among others:

1. The adaptability of the building for continued use for its present purpose;
2. The suitability of the site of the building;
3. The maintenance and upkeep of the building costs; and
4. The historic value of the building to the community.

The School Board shall invite the viewpoints of community residents and staff in making its decision to retire a school building. If the School Board determines to close a facility, it will first consider other uses that the school division might make of the building prior to considering relinquishing possession of the building.

Table 2

<i>Elementary Schools</i>					
	<u>2006</u>	<u>2011</u>	<u>2016</u>	<u>2021</u>	<u>2027</u>
Projected Student Population	8,354	8,702	9,608	10,608	11,946
2006 School Program / Design Capacity	<u>8,500 / 10,400</u>				
2006 School Program / Design Capacity Including new school on Lee-Davis Road Scheduled for 2008	<u>9,275 / 11,300</u>				
# Students under - (over) existing capacity		573 / 2,598	(333) / 1,692	(1,333) / 692	(2,671) / (646)

<i>Middle Schools</i>					
	<u>2006</u>	<u>2011</u>	<u>2016</u>	<u>2021</u>	<u>2027</u>
Projected Student Population	4,452	4,659	5,144	5,679	6,396
2006 School Design Capacity	5,200				
# Students under - (over) existing capacity	748	541	56	(479)	(1,196)

<i>High Schools</i>					
	<u>2006</u>	<u>2011</u>	<u>2016</u>	<u>2021</u>	<u>2027</u>
Projected Student Population	6,038	6,107	6,743	7,444	8,384
2006 School Design Capacity	6,400				
# Students under - (over) existing capacity	362	293	(343)	(1,044)	(1,984)

The total number of students served in the school system for 2006 is 19,857, which includes pre-K, home schooled, homebound, governor's school and other outside placements.

Based on student population projections and the School Construction Philosophy 4 elementary schools, 1 middle school and 1 high school may be needed by 2027. In addition, an alternative education facility designed for a capacity of 125 students and a Vocational trades-based facility designed for 400 students are planned to be open by 2008.

COMMUNITY FACILITIES APPENDICES

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APPENDIX CF-1 Program Descriptions

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Library

The Pamunkey Regional Library is a political subdivision of the Commonwealth of Virginia and serves the Counties of Hanover, King and Queen, Goochland, and King William. The Library is governed by a ten member Board of Trustees, who are appointed by the respective Boards of Supervisors (four are appointed by Hanover). Public library services are provided to Hanover County through six library facilities and one Bookmobile.

The stated mission of the Library is “to enhance the quality of life in the communities that it serves by providing access to information; promoting reading and enjoyment; nurturing life-long learning; and providing places for people to interact with others.”

GOALS identified by the The Pamunkey Regional Library Board:

- *Encourage all to use its services by providing access to high quality facilities, materials, programs and assistance.*
- *Accommodate a wide variety of community interaction – informal discussions, recreation and relaxation, programs - by providing safe, attractive meeting places that are convenient and accessible.*
- *Respond to the recreational reading and informational needs of its community by providing a diverse and up to date collection and a broad array of programs.*
- *Cultivate and nurture a love of reading.*
- *Educate the public about the Library so they are informed as to the events, activities, programs and resources available to them.*

MEANS to accomplish the goals:

- Establish and maintain space for promoting community events, activities and interests in each branch.
- Make all libraries comfortable, clean, safe, attractive, in compliance with ADA, and adaptable to new technologies.
- Establish meeting room facilities that are of adequate size and accessible when renovating or constructing new branch facilities.

- Meet Library space needs by implementing the Virginia minimum standards of 0.6 square feet of Library space per person in the jurisdictions served by the Library.
- New library sites should be located so as to have public exposure and access to primary thoroughfares.

Sheriff's Office

Law enforcement in Hanover County is provided by the Sheriff's Office. The Sheriff's office is divided into three divisions: Patrol Operations, Administrative Support Operations and Investigative Operations. Each unit is responsible for varied areas of law enforcement. The Sheriff provides preventive patrol through community policing, responds to calls for service, arrests suspected offenders, promotes traffic safety, combats drug related activities, conducts criminal investigations, serves civil process, and provides courtroom security. Under each unit there are many specialized teams that provide service to the County, including the Traffic Safety Unit, Canine Unit, High Risk Entry Team, Hostage Negotiation Team, Search and Rescue Team, and Underwater Forensic Team.

Fire/EMS

Over the years, the rapid transition of the Fire and Emergency Medical Services from a fully volunteer force to paid full-time county employees has changed the dynamics of the jobs of the Fire Chief and the Chief of Emergency Services. Rather than a support and leadership responsibility for a volunteer service, both have now become directors of a fully operational direct service provider. As such, the new Department of Public Safety was formed in 2002, which combined the two separate Fire and EMS Departments.

The following standards were recognized by Hanover County Board of Supervisors as benchmark performance measures to base planning and decision-making upon and for the Fire and EMS Services within Hanover County:

- a) With an intended 90% compliance rate, on all 911 calls, a Fire and EMS unit will be enroute in less than two minutes from the time the call is dispatched.
- b) With an intended 80% compliance rate, on Advanced Life Support EMS calls, a currently certified and equipped ALS Provider will arrive on scene in less than 9 minutes.

- c) With an intended 80% compliance rate, on BLS (Basic Life Support) High Priority EMS calls, a currently certified and equipped BLS Ambulance will arrive on scene in less than 11 minutes.
- d) With an intended 80 % compliance rate, on BLS (Basic Life Support) Low Priority EMS Calls, an equipped BLS Ambulance will arrive on scene in less than 15 minutes.
- e) With an intended 80% compliance rate, on Residential and Commercial Structure Fires, a minimum of 16 trained and equipped firefighters will arrive on scene in less than 9 minutes.
- f) With an intended 80% compliance rate, the fire service will have the ability to establish a minimum 3500-gallon per minute water deliver capability in less than 11 minutes on residential and commercial structure fires.
- g) To ultimately develop a system to meet these standards within the intended compliance rates at all times of the day every day of the year.

Parks and Recreation

Parks and Recreation Goals

- Provide a balance of recreational programs to meet the present and planned population needs of Hanover County.
- Preserve and further enhance areas of scenic beauty and historic significance.
- Encourage the use of recreational and scenic areas.

Means to Accomplish the Stated Goals

- Provide recreational programs appropriate for all areas of the County that maximize the use of existing public facilities.
 - Suburban Areas: Provide active and passive recreation areas within a 10-mile (or reasonable) distance of the neighborhood served.
 - Rural Areas: Provide active recreation activities in combination with school facilities.
- Inventory existing recreational facilities and develop a plan for addressing the needs of present and future residents.
- Develop parks that potentially benefit regional or non-county residents.
- Provide opportunities and encourage private property owners to dedicate open space easements in conservation areas or set aside recreational areas in suburban residential developments.

- Develop recreational programs and maximize the use of recreational facilities in coordination with the indoor and outdoor facilities available at the public school and public parks.
- Identify park sites and develop a plan that preserves scenic and historic areas.
- Increase the appreciation of historic resources through the development of information to be distributed and available on the web site.
- Disseminate information to all citizens identifying and encouraging the use of existing recreational and picnic areas.
- Emphasize activities and facilities that are not usually provided by the private sector, but which should be close to home, such as hiking and jogging trails, bike paths, picnic areas, golf, boat launch sites, athletic fields, athletic amenities, horseback riding facilities, outdoor skating areas, public fishing, and amphitheatres.

Department of Health

The Hanover County Department of Health is part of the Hanover Health District that includes Charles City, Goochland, Hanover, and New Kent Counties. As part of the Virginia Department of Health network, the local health departments provide certain mandated services and act as the Commonwealth's regulatory and enforcement agent for a variety of public health laws. Each district is managed by a health director who is a physician specializing in public health.

The Department receives funding through a cooperative agreement between the County and the Commonwealth of Virginia, in which Hanover County contributes forty-five percent (45%) of the Health Department's budget. The Department receives guidance from an advisory board consisting of representatives appointed by the Hanover County Board of Supervisors.

The County's Health Department provides primary prevention services including emergency preparedness, limited clinical services and environmental services. The Health Department also provides public health leadership, guidance, education, and consultation to the community.

Department of Social Services

The Department of Social Services central location is in the County's Human Services Center and provides a comprehensive array of service and benefit programs to county residents. It is locally administered by the Board of Social Services, but supervised by the Commonwealth. The Hanover County Board of Social Services consists of eight members representing seven magisterial districts and one "at-large" member, all appointed by the County Board of

Supervisors. The Social Services Department delivers its services and programs through five (5) units: Permanency, Family Support/Protection, Family Resources, Automated Systems, Finance, and Customer Service and Outreach.

Community Services Board

The Hanover County Community Services Board (CSB) provides community mental health, mental retardation, and substance abuse services to the community. Their mission is to provide, monitor, and evaluate a well-coordinated, high-quality, and comprehensive system of community-based mental health, mental retardation, and substance abuse services with the overall goal to enhancing the quality of life and emotional and behavioral health of everybody who lives in Hanover County. The CSB is located in the Human Services Center in Ashland and employs approximately one hundred persons.

The eight member board and the administration provide the leadership, direction, and support to all agency programs in the areas of Board relations, management, strategic planning, finance, budgeting, personnel, payroll, purchasing, centralized management information system, Department of Mental Health, Mental Retardation and Substance Abuse Services reporting, building maintenance, centralized accounts payable and receivable systems, and vehicle management.

Department of Community Resources

The Department of Community Resources located at the County's Human Services Center in Ashland, works with citizens, government departments and non-profit agencies in Hanover County. The Department's mission is to mobilize volunteers and maximize resources to address community needs. To do this, the Department works to assist in finding specific resources to address individual needs as well as to address community needs by facilitating the development, enhancement and coordination of community assets.

The Department's Volunteer Services Program serves as a clearinghouse for volunteer opportunities and resources with a focus on:

- Connecting people with the opportunity to serve;
- Building the capacity for effective local volunteering;
- Promoting volunteering; and
- Participating in strategic initiatives that mobilize volunteers.

As such, the Department recruits and refers citizens to specific and general volunteer opportunities, provides training and technical assistance on volunteerism and community issues, and promotes increased awareness of volunteer accomplishments and opportunities. More information on volunteering can be found at www.HanoverVolunteers.org.

In addition, the Department administers several programs, including: Hanover Court Appointed Special Advocate (CASA) Program, which utilizes trained community volunteers as advocates for abused and neglected children involved in the Juvenile Court System; Winterization Project and the Volunteer Home Repair Referral Project, which serve the County's elderly, low-income families, and persons with disabilities; the Hanover Youth Service Council, a group of middle and high school students dedicated to planning and implementing service projects and promoting youth service in the community; and Hanover's Promise, which is part of the national America's Promise movement where the idea is to encourage communities to come together in support of children and youth and ensure that they have every opportunity to succeed in life. In addition, the Department houses the Hanover Comprehensive Services Act Office, which implements the requirements of Virginia law designed to help troubled youths and their families.