

# **Index File**

**UP-828-13**

**The Arc of the Virginia Peninsula, Inc.**

**Assessor's Parcel Nos. 36A-2-28A and 36A-2-29A**

Request for a Special Use Permit, pursuant to Section 24.1-306 (Category 1, No. 7) of the York County Zoning Ordinance, to authorize the establishment of a group home with up to four (4) occupants and staffed by non-resident shift employees in a proposed single-family detached home to be located on two parcels of land at 124 Rich Road (Route 680) and further identified as Assessor's Parcel Nos. 36A-2-28A and 36A-2-29A. The group home would be licensed by the Virginia Department of Behavioral Health and Developmental Services and would provide residential living facilities and various types of assistance, scheduled and unscheduled, in daily living for persons with intellectual disabilities. Special Use Permit approval is necessary due to the proposed staffing by non-resident employees. The property is zoned R20 (Medium-density Single-family Residential) and is designated Medium Density Residential in the Comprehensive Plan.

## **Attachments:**

- Staff Report
- Zoning Map
- Narrative
- Applicant's Informational Flyer
- Applicant's Staffing Schedule
- Sketch Plan
- Floor Plan
- Architectural Elevations
- Adopted Resolution No. PC13-18(R)

# COUNTY OF YORK

## MEMORANDUM

**DATE:** August 7, 2013 (PC Mtg. 8/14/13)  
**TO:** York County Planning Commission  
**FROM:** Amy M. Parker, Senior Planner  
**SUBJECT:** Application No. UP-828-13, The Arc of the Virginia Peninsula

### ISSUE

This application requests a Special Use Permit, pursuant to Section 24.1-306 (Category 1, No. 7) of the York County Zoning Ordinance, to authorize the establishment of a group home in a proposed single-family detached home to be constructed on a 0.52-acre site located at 124 Rich Road (Route 680) and further identified as Assessor's Parcel Nos. 36A-2-28A and 36A-2-29A.

### DESCRIPTION

- Property Owner: The Arc of the Virginia Peninsula, Inc
- Location: 124 Rich Road (Route 680)
- Area: Two parcels containing a total of 0.52 acre
- Frontage: Approximately 105 feet on Rich Road
- Utilities: Public water and sewer
- Topography: Relatively flat
- 2025 Land Use Map Designation: Medium Density Residential
- Zoning Classification: R20 – Medium-density Single-family Residential
- Existing Development: None
- Surrounding Development:

North: Single-family detached homes and Foxwood subdivision common area

East: Single-family detached homes (across Rich Road)

South: Single-family detached homes

West: Kiln Creek Park (owned by the York County School Board)

- Proposed Development: Group home operated as a “community intermediate care facility” for individuals with “intellectual disabilities (mental retardation)” as defined by the Virginia Department of Behavioral Health and Developmental Services with up to four (4) residents and associated nonresident employees.

## **CONSIDERATIONS/CONCLUSIONS**

1. The Arc of the Virginia Peninsula is a 501c3 tax-exempt charitable organization serving individuals with disabilities from Hampton, Newport News, Poquoson, York County, and the ten counties on the Middle Peninsula and the Northern Neck. The Arc of the Virginia Peninsula supports more than 1,100 individuals with developmental disabilities annually in employment, community living, day support, and early childhood programs. Services range from coordinating developmental therapies for children to building successful business partnerships that meet the needs of employers and provide jobs for people with disabilities. The applicant currently operates nine group homes in Newport News and Hampton, and the organization has been in operation since the 1970s.
2. It is relevant to note that the proposed occupancy of this residence would be permitted as a matter-of-right if the staff/counselors were also to be residents. In fact, pursuant to the provisions of Section 15.2-2291 of the Code of Virginia, as many as eight (8) individuals in need of the group setting, plus one or more resident counselors, may occupy any single-family residence as a “family” (see Zoning Ordinance definition below):

*Family.* An individual, or two (2) or more persons related by blood, marriage or adoption, or a group of not more than four (4) unrelated persons, occupying a single dwelling unit. For purposes of single-family residential occupancy, the term also shall be deemed to encompass the residents of group homes or other residential facilities, as defined in Section 15.2-2291 of the Code of Virginia, which are licensed by the department of behavioral health and developmental services or the department of social services and which are occupied by not more than eight (8) individuals with mental illness, mental retardation, or developmental disabilities or persons who are aged, infirm or disabled, together with one (1) or more resident counselors. Mental illness and developmental disability does not include current illegal use of or addiction to a controlled substance as defined in section 54.1-3401, Code of Virginia.

The Zoning Ordinance also includes opportunities for “group homes” to be authorized by Special Use Permit in the RR, R20, R13, and RMF zoning districts; however, in the case of group homes, staffing is not restricted or limited to those who are “residents” of the facility. Accordingly, this facility is proposed as a “group homes” (rather than being allowed under the “family” exception) simply because of the non-resident staffing aspect.

It is important to note that the Zoning Ordinance definition of “group home” (as compared to “family”) contains similar and even more detailed language concerning

the individuals who are eligible, or not, for residence. Specifically, group homes are intended to serve "...unrelated handicapped persons, including resident staff, who live together as a single housekeeping unit in which staff persons provide or facilitate care, education, and participation in community activities for the residents with the primary goal of enabling persons who are handicapped, mentally ill or retarded, developmentally or physically disabled, or who because of age or physical infirmity, require the protection or assistance of a group setting, to live as independently as possible in order to reach their maximum potential." The word "handicapped" means having a "physical or mental impairment that substantially limits one or more of a person's major life activities so that such person is incapable of living independently; or a record of having such an impairment; or being regarded as having such an impairment." Additionally, "handicapped" does not include the "illegal use of or addiction to a controlled substance, nor...any person (who) constitutes a direct threat to the health and safety of other individuals." Furthermore, it does not include "detention facilities...nursing homes, alcoholism or drug treatment center, work release facilities...or other housing facilities serving as an alternative to incarceration or where the residents are under the supervision of a court."

According to the applicant, residents of the proposed facility would be limited to those having intellectual disabilities (mental retardation) together with developmental (physical) disabilities which would preclude independent living without supervision and assistance.

3. The subject vacant site is located in the Rich Acres subdivision, which is a single-family detached home development located off of Route 17 behind the Kiln Creek/Tabb area Walmart shopping center. A single-family detached dwelling constructed sometime prior to 1965 was removed from the site in the last year. The subject site and adjacent areas to the north, east and south are zoned R20 (Single-family Medium-density Residential) and designated Medium Density Residential in the Comprehensive Plan. Kiln Creek Park (owned by the York County School Board) abuts the site on its western side, and is zoned PD (Planned Development associated with the Villages of Kiln Creek development) and designated Conservation in the Comprehensive Plan.
4. According to plans submitted by the applicant, the proposed dwelling would be a one-story single-family detached home of approximately 2,450 square feet having a total of four bedrooms to accommodate up to four resident clients. In accordance with Section 24.1-408(f) of the Zoning Ordinance, more than four resident clients (excluding staff) could be permitted only if the subject site (approximately 22,651 square feet in area) was at least two times the 20,000-square foot minimum lot size allowed in the R20 district. The proposed dwelling design would be in character with existing homes in the surrounding neighborhood.
5. The facility would be staffed 24 hours per day by nonresident employees working in three eight-hour shifts with shift changes at 7:00 AM, 3:00 PM and 11:00 PM.

According to information submitted by the applicant, the normal complement of staff would be as follows. Staff for the A & B shifts includes one manager.

A shift (morning):	3 staff
B shift (afternoon/evening)	5 staff
C shift (nights):	3 staff

Staff numbers may increase by one for the three shifts if an additional nurse were needed depending on an individual client's needs, and occasionally by one for the night shift if a manager were needed. Therefore, the total maximum number of staff present during any one shift would be six, with no more than eleven employees on site temporarily during shift changes.

6. Although the proposed facility falls within the Zoning Ordinance definition of group home, it would be specifically classified as a community intermediate care facility/mental retardation (ICF/MR) by the Virginia Department of Behavioral Health and Developmental Services (VDBHDS). The Virginia Administrative Code Section 12VAC35-105-20, Chapter 105, Rules and Regulations for Licensing Providers by the VDBHDS, defines a community intermediate care facility/mental retardation as "a residential facility in which care is provided to individuals who have mental retardation (intellectual disability) or a developmental disability who need more intensive training and supervision than may be available in an assisted living facility or group home. Such facilities shall comply with Title XIX of the Social Security Act standards and federal certification requirements, provide health or rehabilitative services, and provide active treatment to individuals receiving services toward the achievement of a more independent level of functioning or an improved quality of life." According to VDBHDS staff, the typical resident in such a facility would be someone with physical disabilities (such as someone restricted to a wheelchair) in addition to intellectual disabilities. The facility would be required to be licensed by the VDBHDS and certified by the Virginia Department of Health (VDH).

The noted Rules and Regulations document sets forth licensing standards for the operation of community intermediate care facilities, including admission and discharge procedures, staffing requirements, resident care and accommodations, buildings and grounds, and emergency preparedness. Licenses (and license renewals) can be issued for up to six months for a provisional license or up to three years for a full license, depending on the compliance history of the facility and the extent to which it meets or exceeds state licensing standards. Licensees are subject to regular (announced and unannounced) inspections by VDBHDS and VDH staff.

7. As noted earlier, it is the reliance on non-resident staff that necessitates a "group home" Special Use Permit approval process for this residential facility, so traffic and parking are key considerations with this application. Group homes such as this tend not to be major traffic generators since most of the residents generally do not drive. In this case, the applicant has indicated that no residents will own or drive vehicles.

Nevertheless, with four to six employees working eight-hour shifts, the proposed group home would likely generate more traffic than would an average single-family detached home. Unfortunately, no trip generation rates for this type of use are available from the ITE (Institute of Transportation Engineers). Most of the trips generated by the group home would likely be employees driving to and from work, and staff estimates there would be no more than 11 trips in any peak hour (during shift changes). There would also be occasional visitors, and the facility offers transportation services to the residents and has a vehicle for this purpose. Based on this information, staff believes a normal 24-hour average of 22 to 24 trips with a maximum of 30 to 32 trips to be a reasonable estimate. By comparison, a typical single-family detached home generates approximately ten (10) trips per day, on average.

According to published VDOT traffic volume data, the segment of Rich Road between the subject property and Route 17 carries an average of 610 vehicles per day. There are a total of 52 residential lots served by Rich Road, all of which are developed with the exception of the subject property, and there is no potential for additional home development other than the proposed dwelling. The 24-foot wide road, located in a 50-foot public right-of way, meets minimum VDOT standards for a local residential street, and, in staff's opinion, the additional traffic generated by the proposed use would not adversely affect existing neighborhood traffic patterns.

8. For group homes, the Zoning Ordinance requires a minimum of three parking spaces plus one additional space for every two beds, which in this case translates into a total of five spaces. In this case, additional spaces would be needed to accommodate staff during shift changes. According to staffing information submitted by the applicant, a maximum of six staff would be on site during regular shifts, with up to eleven staff on site temporarily during shift changes. On-street parking is currently prohibited on this portion of Rich Road in accordance with VDOT restrictions established in 2000.

For a typical group home, the Zoning Ordinance requires that all parking be off-street, and that parking in excess of that required of single-family detached dwellings (two spaces) be located at least twenty-five feet (25') from any residential property line and be effectively screened from view from adjacent residential properties by a Type 25 (25-foot) Transitional Buffer. The applicant's sketch plan shows a large parking pad in front of the proposed dwelling. However, the noted screening requirements make this design unfeasible. There would be sufficient space on the site to accommodate a driveway leading to a parking area on the east side of the dwelling constructed in accordance with Zoning Ordinance standards. This parking area would be located approximately seventy feet from the nearest adjacent dwelling. A proposed approval condition addresses this issue. Additional screening would be needed along the eastern property boundary to meet Zoning Ordinance standards, which would be addressed during the site plan review process.

## **RECOMMENDATION**

Group homes by their nature tend to be relatively quiet, unobtrusive uses, and staff believes the proposed location along a cul-de-sac street and adjacent to a large park property is appropriate for a facility of this type. By virtue of its location along an extra wide portion of Rich Road that served as a cul-de-sac prior to the road's extension, the dwelling would sit much further back from the center of the Rich Road right-of-way compared to other dwellings on the street. The VDOT on-street parking prohibition enhances the residential character of the neighborhood and would prevent the potential for overly concentrated on-street parking associated with the proposed use. With regard to the additional traffic generated, although the proposed use would generate more traffic than the average single-family detached home, the volume would be somewhat comparable to numerous home occupations that have been previously approved to include on-site customer contact. Furthermore, this segment of Rich Road is wide enough to safely accommodate up to 2,000 vehicle trips per day – over three times the current volume of traffic – according to VDOT subdivision street standards. Screening and parking setback requirements would ensure that the group home will have a residential appearance consistent with the surrounding neighborhood. Therefore, based on the considerations and conclusions as noted, staff recommends that this application be forwarded to the Board of Supervisors with a recommendation of approval subject to the conditions set forth in proposed Resolution No. PC13-18.

#### AMP

##### Attachments:

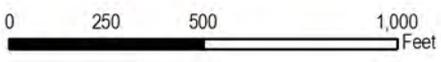
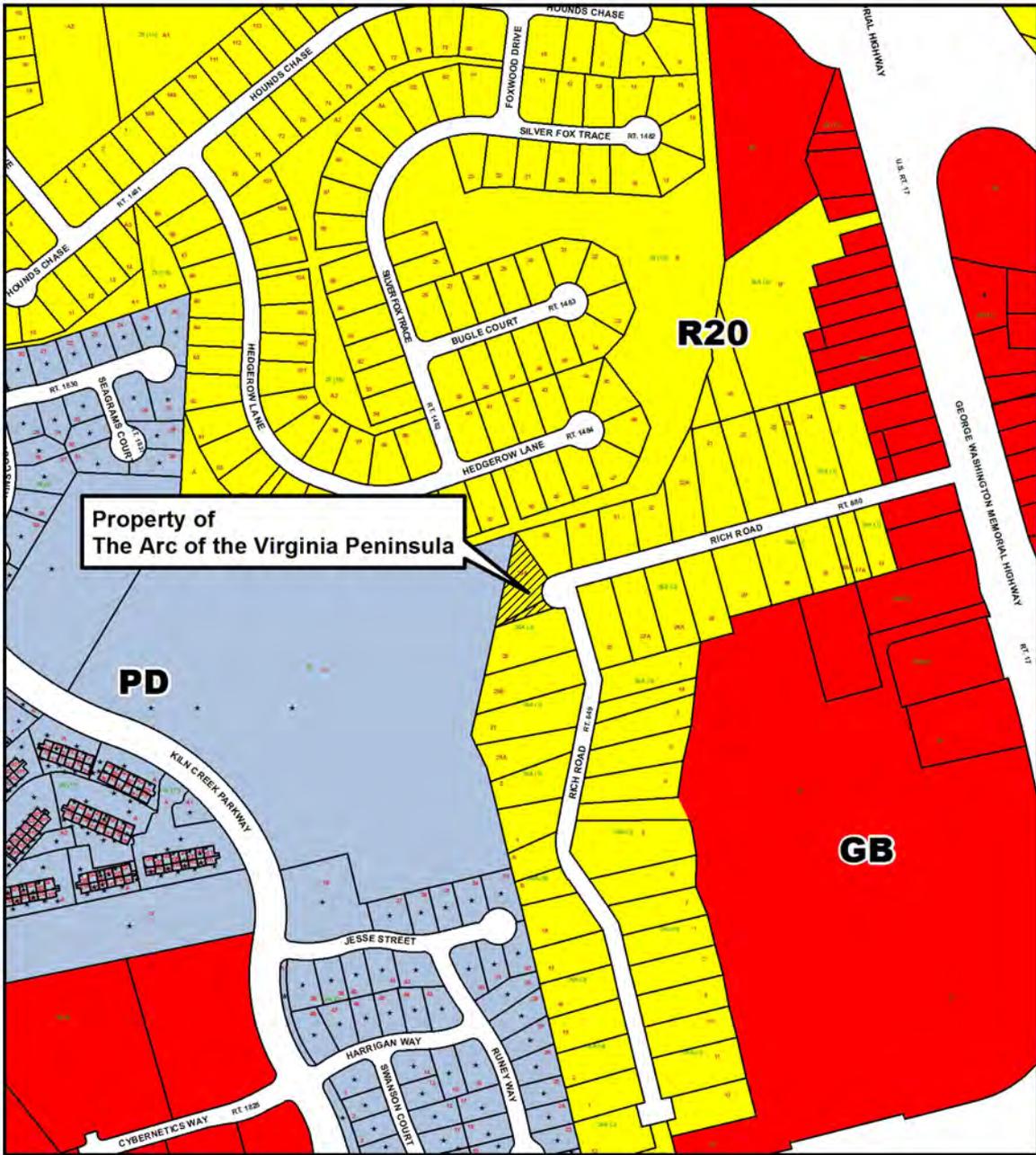
- Zoning Map
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- Proposed Resolution No. PC13-18

**APPLICANT: The Arc of the Virginia Peninsula**

Special Use Permit for a Group Home  
124 RICH RD

**ZONING MAP**

**APPLICATION NUMBER: UP-828-13**



SOURCE: YORK COUNTY GIS PARCEL DATA and ZONING COVERAGE

THIS IS NOT A LEGAL PLAT. This map should be used for information purposes only. It is not suitable for detailed site planning.



**Vision Statement:**

The Arc of the Virginia Peninsula envisions a world where people with developmental disabilities and other disabilities enjoy dignified, productive lives of their choosing as fully accepted members of society.

**Mission Statement:**

The Arc of the Virginia Peninsula supports people with intellectual and developmental disabilities in leading productive and fulfilling lives.

## **RICH ROAD HOUSE**

The Arc of the Virginia Peninsula Community Living Services will operate the residence at Rich Road House Intermediate Care Facility (ICF/IID) for 4 adults with intellectual disabilities.

**Program Description:**

Rich Road House is located at 124 Rich Road, York County, Virginia 23693. The goal is to support Individuals in mastering activities of daily living while facilitating their participation in the community. We provide supports based on individual choice and/or need in the area of community integration, health and behavior management, personal hygiene, socialization, recreation, independent living, etc. Individuals are encouraged to develop their own person-centered goals/outcomes to the best of their ability. These goals are then incorporated into their Individual Program Plan/ Individual Support Plan, along with suggestions and/or recommendations from the Interdisciplinary Team.

Individuals residing in Rich Road House attend the Envisions Day program operated by the Arc of Virginia Peninsula or another day programs of their choosing. Assessments and ongoing services are provided by Nursing, Medical Physician, Dietary, Dental, Psychology, and Pharmacy Services regularly. In addition, services are provided, as needed, by Speech, Occupational, Recreation and/or Physical Therapists. An Individual's finances (entitlements and benefits) are monitored by a Community Living Services Coordinator. Active treatment and supports are coordinated and monitored by a Qualified Mental Retardation Professional/Support Coordinator.

The Rich Road House provides 24 hour staff coverage, 365 days a year. Direct Support Professionals are on site to provide direct support, supervision and supports (identified in the ISP/IPP) to individuals. The Community Living Manager is responsible for overall supervision, maintenance and operation of the residence.

**See attached description of the role of all Community Living employees and contractors/consultants.**

**RICH ROAD ICF/IID  
Program Description (cont.)**

**Characteristics and needs of the population:**

Individuals are diagnosed with intellectual disabilities and may have other developmental, physical or emotional disabilities. Individuals are at least 18 years of age. Individuals have limitations in two or more of the following areas: activities of daily living, independent living skills, community integration, socialization, behavioral management, leisure and fine/gross motor skills.

**Admission to the program:**

Must be approved by the Interdisciplinary Team

Must meet at least 2 categories on the LOF (Level of Functioning Survey)

Must be 18 or over

Must have a documented diagnosis of Intellectual Disability/Mental Retardation prior to age 18.

Individual displays evidence of significant growth, developmental, behavioral or medical needs that warrant active treatment.

**Discharge/Transfer from program:**

Transfer or discharge may occur under the following circumstances:

1. The facility can no longer meet the needs of the Individual
2. The Individual no longer requires an active treatment program
3. The Individual/guardian chooses to reside elsewhere
4. A determination or choice is made that the move to another facility would be in the best interest of the Individual
5. Individual is deceased

**Exclusion Criteria:**

**An individual may not be eligible for Community Living Services due to, but not limited to, the following:**

1. Physical Aggression likely to result in injury to self or others if not controlled with medication and followed by a Psychiatrist.
2. Persistent or frequent running away.
3. Other issues where health and safety cannot be ensured, as determined by the Community Living team.

*The Arc of the Virginia Peninsula*  
**RICH ROAD HOUSE– ICF/IID**

**TYPES AND ROLES OF COMMUNITY LIVING STAFF**

**Types and Roles of Staff:** *(Also See RICH ROAD House policy # 24, Staff Supervision job descriptions for the minimum qualifications for each position listed below.)*

**Director of Community Living** has the responsibility for the overall quality, innovation, development, and compliance of the services for all Community Living programs.

**Assistant Director of Community Living** has the responsibility for overall clinical support and oversight of programs. Directly supervises the QIDP/Support Coordinators and the Social Work Coordinator. Also assists the Director of Community Living with program development, quality assurance and compliance.

**Community Living Manager** has the responsibility for supervising the overall operation of the residence, providing guidance and supervision for the Direct Support Professionals and assuring Individual's ISP/IPP's are implemented as written.

**Support Coordinator/ Qualified Mental Retardation Professional (QIDP)** has the responsibility of ensuring the development of the Individual Program Plan/Individual Support Plan for each resident. The designated QIDP/Support Coordinator is the primary person responsible for the coordination, integration and monitoring of services and programs. This includes consultation with Consultants and other service providers. (W180 & 160-163)

**Community Living Assistant** has the responsibility for providing administrative assistance to Rich Road House program. This also includes taking minutes at Interdisciplinary Team meetings and other related meetings.

**Direct Support Professional** is responsible for implementation of the Individuals Program Plan/Individual Support Plan and providing direct care, training and support to the residents 24hrs per day. (W186)

**Community Living Nurse (RN/LPN)** has the primary responsibility of overseeing the overall health and medical needs of the residents, and that their needs are continually being addressed and monitored. (W331)

**Community Living Services Coordinator** serves as the primary liaison with families, the Arc and community agencies with regard to admissions, discharges, entitlements and benefits and ensures that individual choices and needs of the residents are being addressed.

**Quality Assurance Manager** has the primary responsibility of performing internal inspections and audits of the Community Living programs, Individual records and policy/procedures. Also assures correction of deficiencies identified following an audit.

**Therapeutic Recreation Specialist** has the responsibility of assessing individuals, per referral, regarding recreational needs and supports. Develops individual support plans to address an Individual needs relative to social/recreational activities. Provides training on how to implement the support plan to Direct Support Professionals, as needed.

*(Note: See Consultant Descriptions for additional staff responsibilities).*

*The Arc of the Virginia Peninsula*  
**RICH ROAD– ICF/IID**

**CONSULTANT DESCRIPTIONS**

The Arc of the Virginia Peninsula has entered into professional agreements for the following services:

**Registered Nurse Consultant** for ICFIID Residential Services has the responsibility to provide clinical supervision for the Community Living Nurse and Licensed Practical Nurses (LPNs). The RN Consultant works closely with the Community Living Nurse to assess and monitor health needs of residents and provide training to staff. The RN Consultant must have and maintain a current license from the Commonwealth of Virginia, Department of Health Professions, Board of Nursing to Practice as a Registered Nurse in Virginia. (W346)

**Medical Consultant** is available 24 hours a day to respond to the health needs of residents. The Physician will work with the Nursing staff and the Individual's Primary Care Physician if necessary to ensure that the health needs of Individuals are met. Medical Consultant must have and maintain a current license by the Commonwealth of Virginia, Department of Health Care Professions to practice Medicine in the State of Virginia. (W320)

**Pharmacist** is responsible for reviewing prescribed medications for appropriateness and interactions. Must have and maintain a current Pharmacist License from the Commonwealth of Virginia, Department of Health Care Professions, and Board of Pharmacy. (W362)

**Dental Hygienist** is responsible for the evaluation of each Individual's progress and/or maintenance of oral hygiene habits. The Dental Hygienist must have and maintain a current License to practice as a Dental Hygienist from the Commonwealth of Virginia, Department of Health Professions, and Board of Dentistry. (W348)

**Dietitian** is responsible for individual dietary assessments, developing individualized diets when warranted and ensuring that the nutritional needs of residents are met. The Dietitian must have and maintain a current License as a Registered Dietitian and credentialed by the Commission on Dietetic Registration (CDR). (W179)

**Psychologist** is responsible for evaluating residents, developing behavior support plans, training staff and monitoring the emotional needs of the residents. The Psychologist will have and maintain a current License to Practice as a Clinical Psychologist from the Commonwealth of Virginia, Department of Health Professions, and Board of Psychology. (W175)

**Speech Therapist** is responsible for developing individualized speech programs based on evaluations and providing training and monitoring. The Speech Therapist must have and maintain a current Speech-Language Pathology License from the Commonwealth of Virginia, Department of Health Professions, Board of Audiology and Speech-Language Pathology. (W177)

**Occupational Therapist** is responsible for evaluating and developing individualized programs to meet the needs of the residents. The Occupational Therapist will conduct training for residents and staff on assistive devices and implemented exercises and monitor progress. The Occupational Therapist must have and maintain a current License to Practice as an Occupational Therapist from the Commonwealth of Virginia, Department of Health Professions, and Board of Medicine. (W171)

**Physical Therapist** is responsible for evaluating and developing individual programs for residents. The Physical Therapist will train residents and staff on assistive devices and implemented exercises and monitor progress. The Physical Therapist must have and maintain a current License to practice as a Physical Therapist from the Commonwealth of Virginia, Department of Health Professions, and Board of Physical Therapy. (W173)

**Note: See Rich Road Policy 12 for outside agreements for Consultant and services.**

# *The Arc's Community Living Program:*

## *Supportive homes for individuals with disabilities*

The Arc has nine homes located in safe neighborhoods in Hampton and Newport News.

- Four are Waiver Funded
- Five are ICF/MR Certified by the Virginia Department of Health
- All homes are licensed by The Virginia Department of Behavioral Health and Developmental Services

### **About The Arc's homes**

#### ***Social and recreation opportunities abound!***

- Monthly activity calendars are developed with residents
- Residents are involved in their community through volunteer opportunities, events and civic organizations
- The Arc's Therapeutic Recreation Specialist creates events and programs

#### ***Consultants available to all residents — Dietitian and nurses***

#### ***Program coordinators develop individualized support plans***

#### ***Family members are encouraged to be involved and drop in***



### **Each home has a dedicated and caring staff**

- The Arc's staff maintains the safety of the home and its residents around the clock
- An on-site House Manager works noon to 8 p.m. an average of five days a week (including weekends) and is on-call 24/7 with the Director of Community Living
- Two to three Direct Support Professionals are on each shift and are available to take individuals to medical appointments or stay at home during the day if that's what the resident needs
- At least two employees work the overnight shift, depending on the needs of the residents



#### ***For more information, contact:***

Linda Kerns

Director of Community Living

(757) 896-8431 · lkerns@arcvap.org

UP-828-13; Arc of the Virginia Peninsula  
Shift schedule and staffing (per applicant)

A shift: 7:00 AM ~ 3:00 PM

B shift: 3:00 PM ~ 11:00 PM

C shift: 11:00 PM ~ 7:00 AM

Maximum number of staff on site at any one shift

A shift – 4 persons

B shift – 6 persons

C shift – 5 persons

Numbers include the addition of 1 nurse that may be needed depending on an individual client's needs or the occasional need for a manager during the night shift or on weekends.

**A-Shift:** 7am Read Communication Log, Key Count, Controlled Med Count, Pass Medications, Complete Treatments

7:30am Prepare & Serve Breakfast

8-8:30am Kitchen & dining room clean up, Complete AM outcomes with individuals. Pass out lunches, prepare for transport to Day Program. C-Shift Complete Daily Documentation

8:30-9am Transport to Day Program. DSPs Return to Saunders (C-shift has ended)

9am-2pm Complete household duties, food shopping, medical appointments

2pm Complete Daily Documentation

**B-Shift:** 3pm Shift change, Read Communication Log, Key Count, Controlled Med Count

3:30-4pm Transport from Day Program

4-5pm Support Individuals with Medication Administration and Programs/Outcomes, prepare dinner

5-6pm Serve dinner and kitchen/dining area cleanup

6-8:30pm Support with Programs/Outcomes, Scheduled outings or activities, Medication Administration, Snack

8:30-9:30pm Showers and preparation for bed

9:30-11pm Complete household duties as assigned and daily documentation

**C-Shift:** 11pm Shift Change, Read Communication Log, Key Count, Controlled Med Count

11:30pm-5:30am Household duties as assigned, lunch prep, iron clothing for individuals, 30 minute bed checks

5:30-7am Wake up individuals, Support individuals with 6am medications, showers and getting dressed for the day

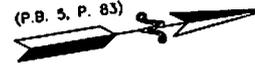
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York County

JUL 8 2013

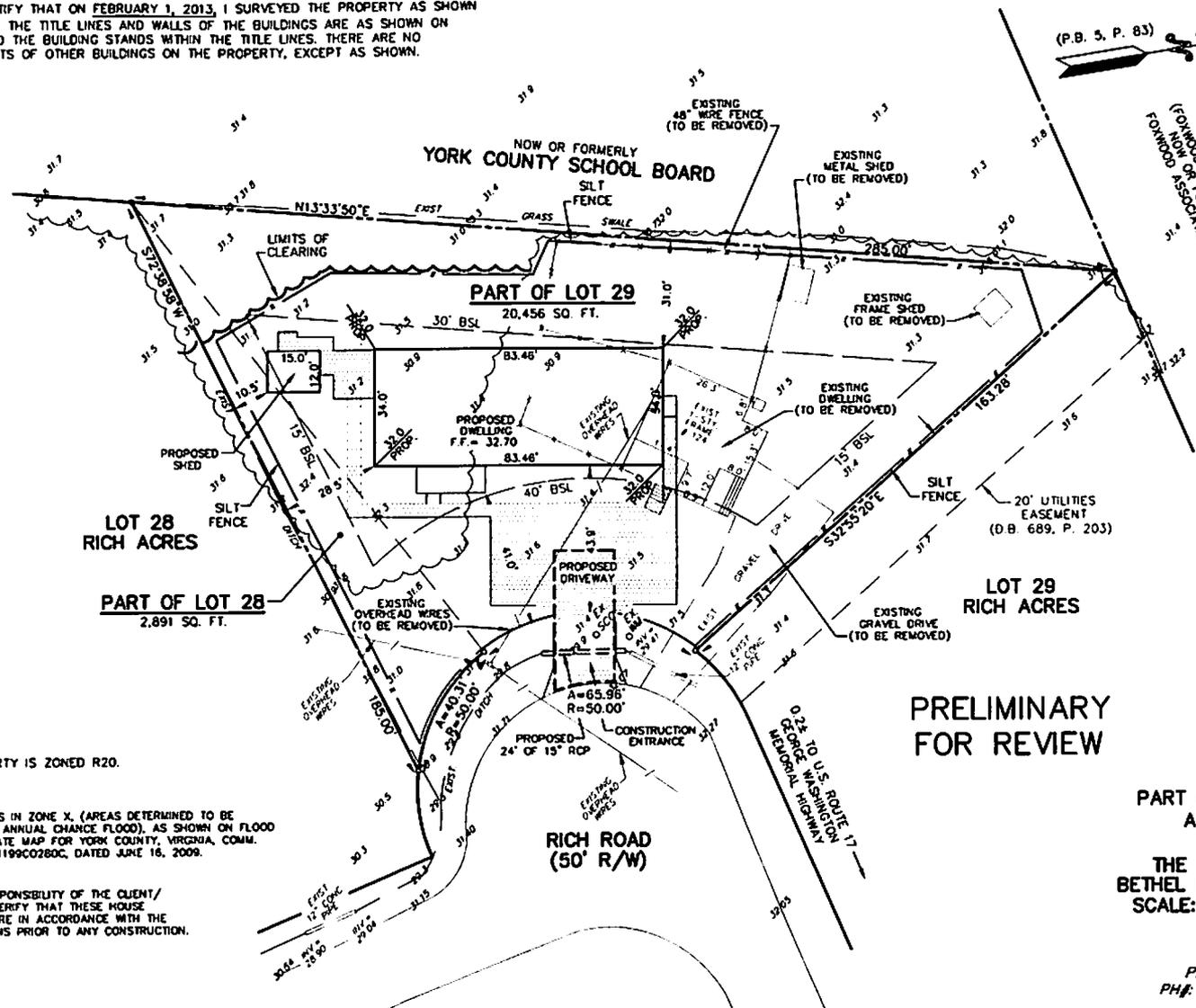
Planning Division

I HEREBY CERTIFY THAT ON FEBRUARY 1, 2013, I SURVEYED THE PROPERTY AS SHOWN ON THIS PLAT. THE TITLE LINES AND WALLS OF THE BUILDINGS ARE AS SHOWN ON THIS PLAT AND THE BUILDING STANDS WITHIN THE TITLE LINES. THERE ARE NO ENCROACHMENTS OF OTHER BUILDINGS ON THE PROPERTY, EXCEPT AS SHOWN.

(P.B. 5, P. 83)



(FORMERLY COMMONWEALTH OF VIRGINIA)  
 FOWNOOD ASSOCIATION, INC.



**EXISTING IMPERVIOUS SURFACE**  
 RESIDENCE= 850 SQ. FT.  
 SHEDS= 139 SQ. FT.  
 GRAVEL DRIVEWAY= 980/2= 490 SQ. FT.  
 PORCHES & STEPS= 303 SQ. FT.  
 A/C PAD= 9 SQ. FT.  
 TOTAL= 1,791 SQ. FT.

**PROPOSED IMPERVIOUS SURFACE**  
 RESIDENCE= 2,838 SQ. FT.  
 SHED= 180 SQ. FT.  
 DRIVEWAY= 1,688 SQ. FT.  
 PORCH, STOOPS & WALKS= 853 SQ. FT.  
 TOTAL= 5,559 SQ. FT.

**PRELIMINARY FOR REVIEW**

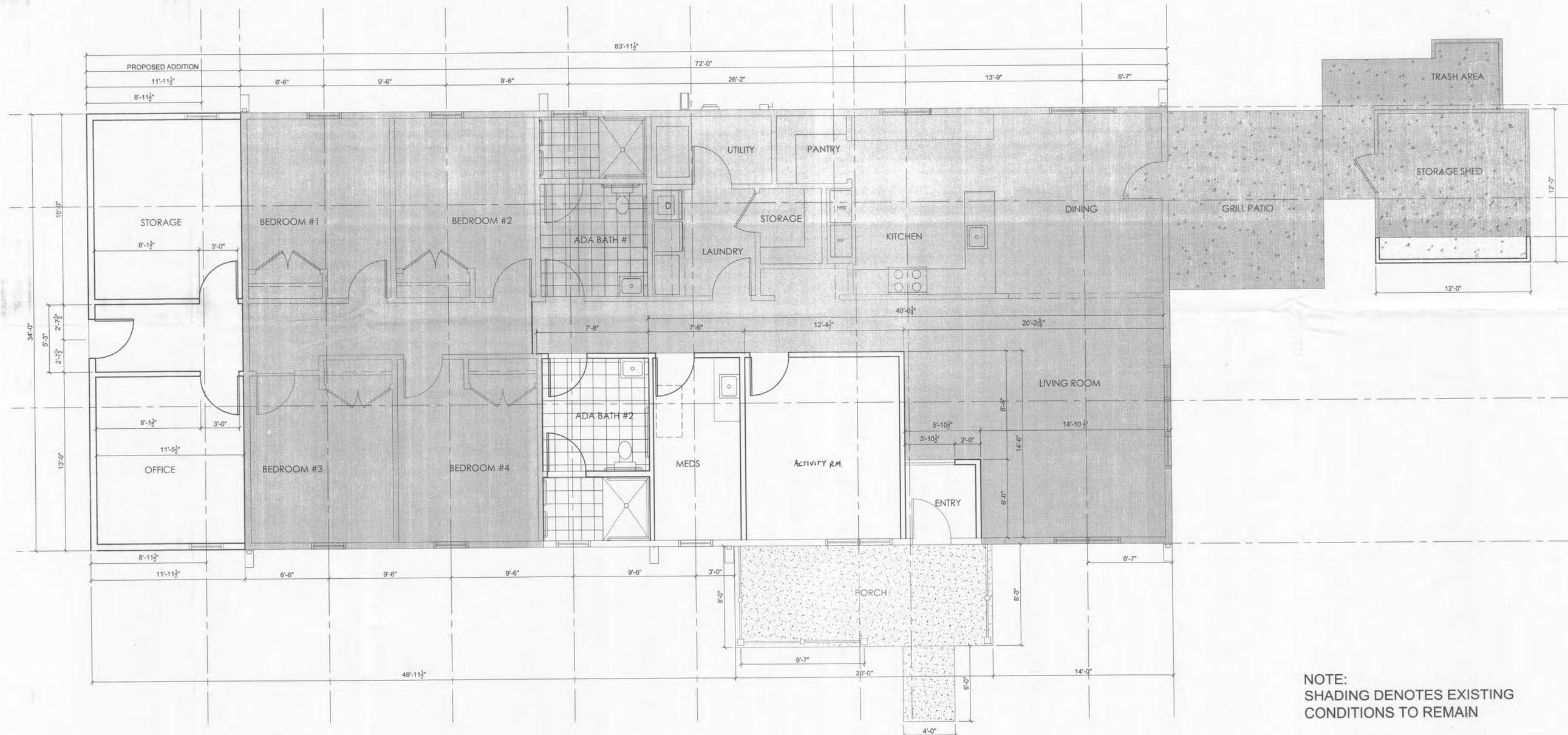
**SITE PLAN OF**  
**PART OF LOT 28 & PART OF LOT 29,**  
**ADDITION # 1 TO RICH-ACRES**  
**FOR (D.B. 239, P. 397) (PLAT)**  
**THE ARC OF THE VIRGINIA PENINSULA**  
**BETHEL DISTRICT - YORK COUNTY, VIRGINIA**  
**SCALE: 1" = 30' FEBRUARY 1, 2013**

*C. E. Newbaker*  
 SURVEYING & PLANNING, INC.  
 P.O. BOX 1298, YORKTOWN, VA. 23692  
 PH#: 757-240-2562 - FAX: 757-926-4880

THIS PROPERTY IS ZONED R20.

NOTE:  
 PROPERTY LIES IN ZONE X, (AREAS DETERMINED TO BE OUTSIDE 0.2% ANNUAL CHANCE FLOOD), AS SHOWN ON FLOOD INSURANCE RATE MAP FOR YORK COUNTY, VIRGINIA, COMM. NO. 510182 51199C0280C, DATED JUNE 16, 2009.

NOTE:  
 IT IS THE RESPONSIBILITY OF THE CLIENT/ BUILDER TO VERIFY THAT THESE HOUSE DIMENSIONS ARE IN ACCORDANCE WITH THE BUILDING PLANS PRIOR TO ANY CONSTRUCTION.



NOTE:  
SHADING DENOTES EXISTING  
CONDITIONS TO REMAIN

1 NEW WORK FLOOR PLAN

RECEIVED  
York County  
JUN 27 2013  
Planning Division

Scale: 1/4" = 1'-0"

UP-828-13

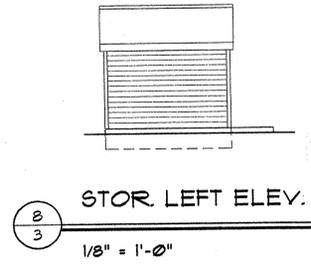
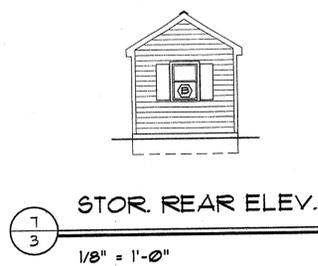
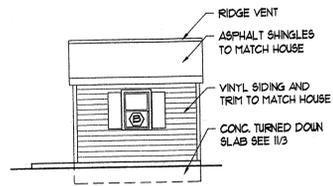
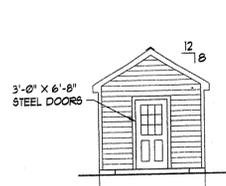
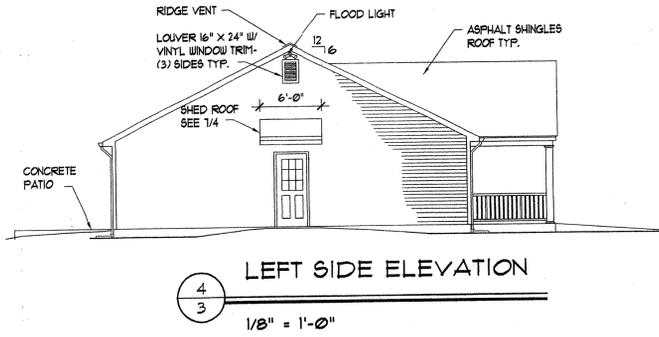
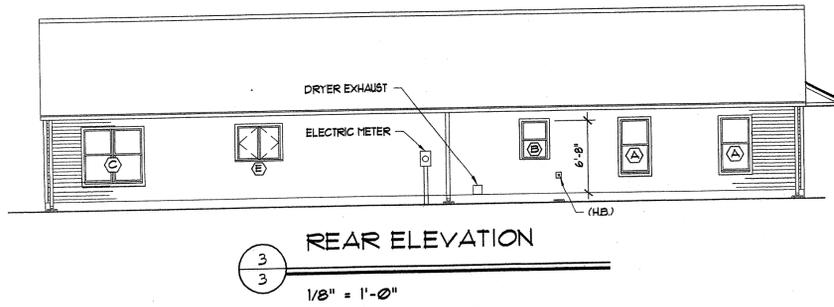
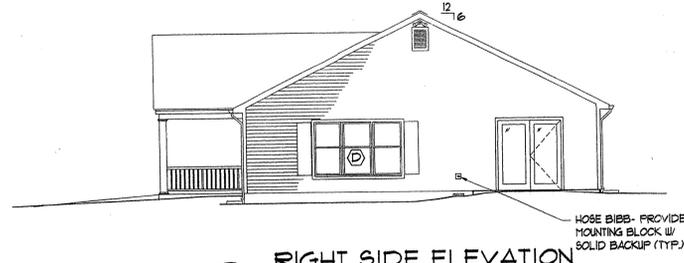
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**Courthouse Construction, Inc.**  
 P. O. BOX 2058, GLOUCESTER, VA. 23061  
 www.courthouseconstruction.com  
 PHONE 804.693.6750 FAX 804.693.0026

NO.	DATE	REVISION
1		
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**NEW WORK FLOOR PLAN**  
**PROPOSED REMODEL**  
 RICH RR. GROUP HOME  
 12 N. RICH RD. VIRGINIA  
 YORK COUNTY

DR. BY: RSJ DATE: 06/07/13  
 CRK. BY: / JOB:  
 SCALE:  
 SHEET: **A3**



GENERAL STRUCTURAL NOTES:

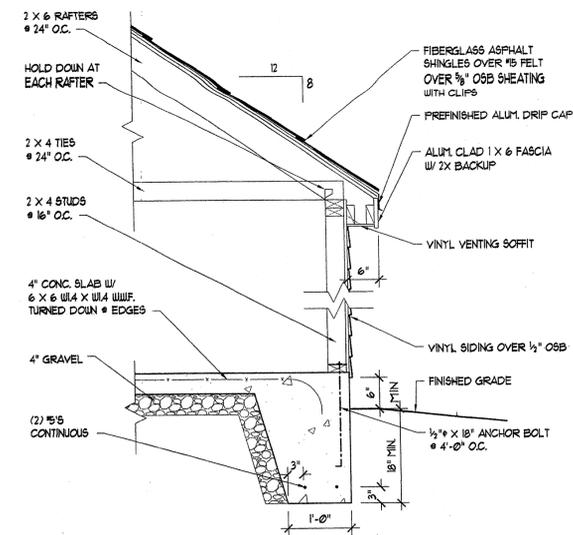
- All work to be done in accordance with the Virginia Uniform Statewide Building Code (CABO 1995).
- All concrete work shall conform to all requirements of ACI 301-89 "Specifications for Structural Concrete for Buildings," and ACI 318-89 "Building Code Requirements for Reinforced Concrete." Compressive Strength  $f'_c = 3000$  psi Reinforcing Steel ASTM A615-60 Welded Wire Fabric ASTM A185
- All masonry work shall conform to the requirement of ACI 530-88 "Building Code Requirements for Masonry Structures" and ACI 532-88 "Specification for Masonry Structures." Block ASTM C90, Grade N, Type 1 Mortar ASTM C270, Type "M" or "S" Grout ASTM C416 Masonry Strength  $f_m = 1350$  psi Hollow masonry walls that change in thickness or number of wythes shall have a course of solid masonry or concrete filled units at the transition. Collar Joints Solidly fill collar joints with mortar as the job progresses.
- Foundations for this structure are spread footings bearing on either virgin soil or controlled compacted fill with an assumed capacity of 2000 psf. The contractor shall protect the footings from damage from frost heave during construction until the final design structure is complete.
- Light metal plate connected wood roof trusses are to be designed and fabricated by a truss manufacturer for loads listed below:  
Top Chord Live Load 20 psf  
Top Chord Dead Load 10 psf (10 psf min.)  
Bottom Chord Dead Load 10 psf (10 psf min.)  
Bottom Chord Live Load (at catwalk) 20 psf  
Design of bottom chords shall not exceed 55% of allowable combined stresses. Submit shop drawings for review prior to fabrication on all trusses.

sealed by a State of Virginia Registered Professional Engineer. Metal plate connected trusses are unstable until properly braced. Proper handling, safety precautions and temporary bracing are the responsibility of the contractor. Provide temporary bracing in addition to permanent lateral bracing (shown on truss shop drawings purpose to reduce member unbraced length) and any permanent bracing shown on these drawings. The contractor shall not cut any member, drill holes, install lag screws or install nails in excess of 16d without prior written approval of the structural engineer.

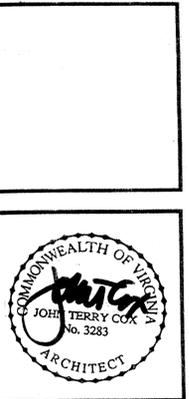
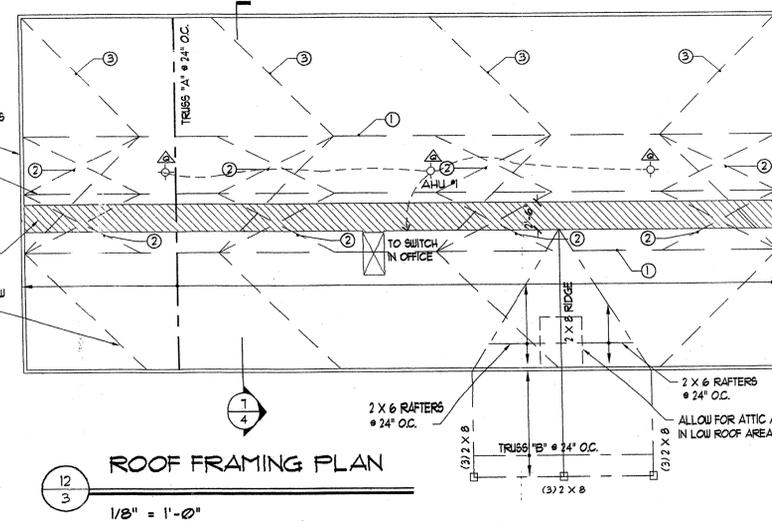
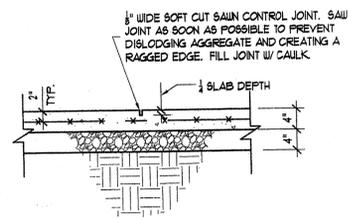
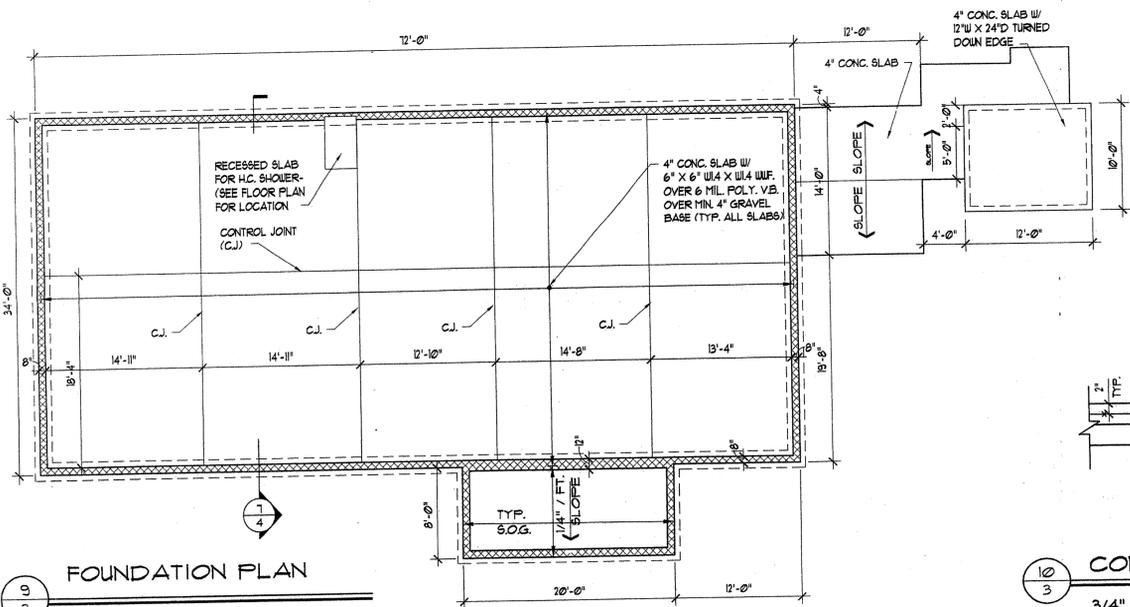
Truss bracing notes:  
1. 2x4 continuous bottom chord bracing at or near a panel point  
2. 2x4 vertical cross bracing, nailed to truss webs at an approximate 45 degree  
3. 2x4 diagonal bottom chord bracing  
At permanent web member lateral bracing (shown on truss shop drawings), add a 2x4 45 diagonal brace on the opposite side of the web at 20'-0" o.c. from top to bottom chord.  
Nail bracing with (2) 16d nails to each truss.

All rough carpentry shall conform to the requirements of the "National Design Specifications for Wood Construction," 1986 Edition by the National Forest Products Association.

Structural notes and bracing by Dunbar, Milby, Williams, Pittman & Vaughan.



MARK	NOMINAL SIZE W X H	MATERIAL	GLASS	REMARKS
A	2'-8" X 5'-0"	VINYL CLAD WOOD	INSUL.	
B	2'-4" X 3'-6"	VINYL CLAD WOOD	INSUL.	
C	(2) 2'-8" X 5'-0"	VINYL CLAD WOOD	INSUL.	TWIN
D	(3) 2'-8" X 5'-0"	VINYL CLAD WOOD	INSUL.	TRIPLE
E	(2) 2'-0" X 3'-0"	VINYL CLAD WOOD	INSUL.	TWIN CASEMENT



DATE: 1-28-03  
REVISIONS:  
DRAWN: KLS  
APPD: WJL  
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**COX & ASSOCIATES ARCHITECTS**  
102 East Cary Street  
Richmond, Virginia 23219  
(804) 783 - 8742

HILTON HOME  
703 HILTON BOULEVARD  
NEWPORT NEWS, VIRGINIA

RECEIVED  
York County  
JUN 27 2013  
Planning Division

EXTERIOR ELEVATIONS, FOUNDATION, FRAMING AND STRUCTURAL NOTES

UP-826-13

3

PLANNING COMMISSION  
COUNTY OF YORK  
YORKTOWN, VIRGINIA

Resolution

At a regular meeting of the York County Planning Commission held in the Board Room, York Hall, Yorktown, Virginia, on the \_\_\_\_ day of \_\_\_\_\_, 2013:

\_\_\_\_\_

Present

Vote

Mark B. Suiter, Chair  
Melissa S. Magowan, Vice Chair  
Glenn A. Brazelton  
Timothy D. McCulloch  
Todd H. Mathes  
Richard M. Myer, Jr.

\_\_\_\_\_

On motion of \_\_\_\_\_, which carried \_\_\_\_, the following resolution was adopted:

**A RESOLUTION TO RECOMMEND APPROVAL OF A SPECIAL USE PERMIT TO AUTHORIZE A GROUP HOME AT 124 RICH ROAD**

WHEREAS, The Arc of the Virginia Peninsula, Inc. has submitted Application No. UP-828-13 requesting a Special Use Permit to authorize a group home with up to four (4) occupants and up to six (6) nonresident employees on any particular work shift, in a proposed single-family detached dwelling located on a 0.52-acre site located at 124 Rich Road (Route 680) and further identified as Assessor’s Parcel Nos. 36A-2-28A (GPIN S03a-2022-4392) and 36A-2-29A (GPIN S03a-1995-4474); and

WHEREAS, said application has been forwarded to the York County Planning Commission in accordance with applicable procedure; and

WHEREAS, the Planning Commission has conducted a duly advertised public hearing on this application; and

WHEREAS, the Commission has carefully considered the public comments with respect to this application;

NOW, THEREFORE, BE IT RESOLVED by the York County Planning Commission this the \_\_\_\_ day of \_\_\_\_\_, 2013 that Application No. UP-828-13 be, and it

is hereby, transmitted to the York County Board of Supervisors with a recommendation of approval of a Special Use Permit authorizing the establishment of a group home with up to four (4) occupants and up to six (6) nonresident employees on any particular work shift, in a proposed single-family detached dwelling located on a 0.52-acre site located at 124 Rich Road (Route 680) and further identified as Assessor's Parcel Nos. 36A-2-28A (GPIN S03a-2022-4392) and 36A-2-29A (GPIN S03a-1995-4474) subject to the following conditions:

1. This Special Use Permit shall authorize the establishment of a group home with up to four (4) occupants and staffed by up to six (6) nonresident employees on any particular work shift, in a proposed single-family detached dwelling to be constructed on a 0.52-acre site located at 124 Rich Road (Route 680) and further identified as Assessor's Parcel Nos. 36A-2-28A (GPIN S03a-2022-4392) and 36A-2-29A (GPIN S03a-1995-4474).
2. The group home facility shall be operated as a "community intermediate care facility/mental retardation (ICF/MR)" as defined in the Virginia Administrative Code Section 12VAC35-1-5-20 and shall comply at all times with all applicable regulations and licensing requirements of the Virginia Department of Behavioral Health and Developmental Services (VDBHDS) and the Virginia Department of Health (VDH). The facility shall not be operated as a detention facility operated under the standards of the Department of Juvenile Justice, nursing home, alcoholism or drug treatment center, work release facility for convicts or ex-convicts, or other housing facility serving as an alternative to incarceration or where the residents are under the supervision of a court. Furthermore, the facility shall not be operated as a "transitional home" as defined in Section 24.1-104 of the Zoning Ordinance.
3. Clients residing in the facility shall be under 24-hours-a-day care and supervision by at least one and no more than six professional staff persons at any one time. The facility may include and offer on-site counseling, education, and training services for residents; however, such services may not be offered on the premises to nonresidents.
4. A sketch plan shall be submitted to and approved by the Department of Environmental and Development Services prior to the commencement of any site modifications on the subject parcels. Said sketch plan shall be in general conformance with the sketch plan and floor plans received by the Planning Division on June 27, 2013, except as modified herein. Copies of said sketch plan and floor plans shall remain on file in the office of the Planning Division.
5. Construction of the proposed dwelling shall be in conformance with the architectural elevations submitted to the Planning Division on June 27, 2013. The external appearance and arrangement of such facility shall retain a form and character that is compatible with the appearance and arrangement of other residential uses in the general area.

6. No signage shall be permitted.
7. All parking in excess of that required for a single-family detached dwelling shall be located not less than 25 feet from any residential property line and shall be effectively screened from view from adjacent residential properties by a Type 25 Transitional Buffer. On street parking shall be prohibited.
8. The maximum number of residents shall be four (4), and no more than six (6) nonresident staff shall work on any single shift.
9. In accordance with Section 24.1-115(b)(7) of the York County Zoning Ordinance, a certified copy of the Resolution authorizing this Special Use Permit shall be recorded at the expense of the applicant in the name of the property owner as grantor in the office of the Clerk of the Circuit Court prior to issuance of a Certificate of Occupancy for the group home.

BE IT FURTHER RESOLVED that this Special Use Permit is not severable and invalidation of any word, phrase, clause, sentence, or paragraph shall invalidate the remainder.