



Hanover County

Community Resource Guide

**Provided by the
Hanover County Sheriff's Office**
Colonel V. Stuart Cook, Sheriff



A Letter from the Sheriff...

Dear Citizens,

Thank you for taking the time to review the Hanover County Sheriff's Office Community Resource Guide. We hope that you find this information informative and helpful in answering the most common inquiries received by this office from our citizens.



Our Sheriff's Office is extremely fortunate and proud to be able to rely on our citizens and business owners for support and community involvement. With the production of this guide, our Neighborhood Watch coordinators, our business community and each individual will have access to information involving common topics ranging from alarm ordinances to vandalism.

*The Community Resource Guide will not take the place of calls for service, nor is it intended to keep our citizens from contacting this office. It is merely a resource tool to keep our citizens informed. We encourage anyone in need of emergency services to not hesitate to contact the Emergency Communications Center, either by dialing **9-1-1** or 365-6140, and the appropriate agency will be dispatched to answer your call.*

*As always, we appreciate our community spirit and quality of life we have come to expect and enjoy in Hanover County. It is because of citizens such as yourself that we are able to continue this vital relationship and support. **Thank you** for all that you do on behalf of our agency.*

Sincerely,

Colonel V. Stuart Cook

Sheriff



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Sheriff's Office Information

Mailing Address:

Hanover County Sheriff's Office
P. O. Box 40
Hanover, Virginia 23069

Physical Location:

Vaughan-Bradley Law Enforcement Building
7522 County Complex Road
Hanover, Virginia 23069

Contact Information:

Office Phone: (804) 365-6110
Office Fax: (804) 537-6390
After Hours Phone: (804) 365-6140 Hanover Communications
W eb site: www.hanoversheriff.com

Office Hours:

Monday through Friday, 8:00 a.m. to 4:30 p.m.

Fingerprinting Service:

Monday through Friday, 8:30 to 11:30 a.m., and 1:00 to 3:30 p.m.
Citizens must have fingerprinting cards filled out and provide valid identification.
No charge for this service.

Directions:

- From Interstate 95: Take I-95 into Hanover County. Take Exit #92 (Rt. 54, east), and follow Rt. 54 east to Route 301. (This is a "T" intersection.) Turn right, heading south on Rt. 301. This is the Hanover Courthouse area. Take the first left onto County Complex Drive. The Vaughan-Bradley Law Enforcement Building is located at the rear of the government complex.
- From Interstate 295: Take I-295 into Hanover County, and exit onto Rt. 301 via the "North Hanover" exit. Continue north on Rt. 301 for approximately 12 miles; the Hanover Courthouse area will be on the right as a top a hill where the speed limit drops to 40 mph. Turn right onto County Complex Drive. The Vaughan-Bradley Law Enforcement Building is located at the rear of the government complex.

Note: Parking is available in areas marked for visitors, either to the left of the front of the building or in front of the building. Additional parking is available in the center of the government complex.



Traffic Safety

Child Safety Seats:

Child Safety Seat Information:

The Hanover County Sheriff's Office has officers certified to inspect and install child safety seats. These officers frequently assist citizens with the installation and inspection of child safety seats. The Hanover County Sheriff's Office firmly believes that such education and assistance is the key to saving lives.

Ensure the safety of your precious cargo, have your child safety seat checked:

To have your safety seat checked, contact the Hanover Sheriff's Office (804/ 365-6140) or your local fire station.

Child Safety Seat Check:

The National SAFE KIDS Campaign recommends that whenever possible, children ages 2 and under ride in the back seat of a vehicle. And the safest position for a safety seat, if it can be properly secured, is the center of the back seat.

- A child should ride in a rear-facing seat until at least one year and 20 pounds, and a rear-facing safety seat should never be placed in a vehicle seat equipped with an air bag.
- At one year and 20 pounds, a child can ride in a forward-facing seat equipped with internal harnesses.
- When a child reaches the height and weight limit of his forward-facing seat (as prescribed by the manufacturer), he should ride in a belt-positioning booster seat, to be used in combination with an adult lap and shoulder belt.

A child is ready for an adult safety belt with no booster when:

- He can sit against the back of the seat and bend his knees over the edge.
- The lap belt makes good contact low over his hips.
- The shoulder belt makes good contact across his chest and collarbone.

Note: Virginia Code 46.2-1095 requires that children be restrained in an approved safety seat until six years old.

Common Mistakes when Securing Child Safety Seats:

- **Mistake:** Vehicle's seat belt is not correctly routed through the child safety seat belt path.
Potential Danger: Child seat may not be held securely during a crash allowing contact with interior surfaces.
- **Mistake:** Harness retainer clip improperly used (improperly threaded and set below armpit level.)
Potential Danger: Harness straps can slip off shoulders allowing movement during a crash.
- **Mistake:** Harness straps not tight enough and harness straps worn and frayed.
Potential Danger: Looseness in the child safety seat restraint system results in compounding crash forces experienced by the child. Higher crash forces mean more severe injuries!

To avoid any of these mistakes and endangering your child, please call or stop by the Sheriff's Office for one of our trained and certified deputies to inspect your child safety seat for you.



Traffic Safety continued...

Night Driving:

Avoiding Collisions With Deer:

- Slow down, anticipate deer when driving through wooded and densely vegetated areas. Watch for deer crossing at locations where you have seen them before.
- If one deer runs across the road, slow down and look for others (deer seldom run alone).
- Be especially cautious at dusk through the early evening hours and in the hours prior to sunrise when deer are most active.
- Drivers encountering deer on the roadways should flash their headlights at the deer and blow the horn to scare them away.
- If you hit a deer, don't touch it. If it's alive, it may be dangerous. Call the Sheriff's Office.
- During rutting season (October through December), male deer move almost constantly in search of female deer. Deer are unpredictable.
- Keep your eyes moving; don't focus on the middle of the road.
- A deer is visible less than 200 feet from your vehicle; it takes a car about 317 feet to stop at 55 MPH under optimum conditions.
- Buckle your safety belts. Most people seriously injured in deer crashes are not buckled-up.

Tips on Night Driving:

- Make sure your vehicle is in good working order, especially your lights and brakes.
- Dirty, pitted, or fogged windshields reduce your already limited night vision and increase the glare of oncoming headlights.
- 85% of all information needed to drive is collected by the eyes. Your ability to collect needed information is severely reduced at night. Time is needed to recover from exposure to bright lights.
- At night, the eyes lose the ability to distinguish color, determine depth perception, and determine contrast.
- Drive with high beams wherever possible (visibility of 400-500 feet compared to 200 feet for low beams) without creating a traffic hazard for oncoming traffic.
- Glare recovery is a major concern at night. The average person needs 10 seconds to recover from glare. Recovery time increases as persons age. The average person will travel about 1/4 mile with limited vision when traveling at 60 MPH at night after experiencing glare.

Dealing with Glare:

- Look beyond the oncoming headlight beam (not directly into it).
- Reduce the illumination of the dashboard lights (eliminates glare into the eyes or onto the windshield).
- After experiencing glare from an oncoming vehicle, gradually let off the gas, look to the right slightly, resume normal driving after the vehicle passes, and do not blind other drivers with your high beams.
- Clean the windshield inside and out (smokers especially). Make sure the windshield washer reservoir is full and operational. Windshield wipers should be clean and free of defects.
- Clean the headlights. Dirty headlights will decrease visibility by as much as 90%.



Traffic Safety continued...

Speeding:

Mobile Radar Trailers:

The Hanover County Sheriff's Office has two mobile radar trailers. The trailers are utilized during weekdays in areas following a citizen complaint of speeding, or in other areas known for speeding problems. With an onboard computer, the trailers document the location, weather, speed, number of vehicles, and time frame. The data is later downloaded from the onboard computer and analyzed. This information is then utilized to determine the best time for enforcement action. If you feel the need to request the Mobile Radar Trailer for your neighborhood, please call 365-6110.

Refrain From Aggressive Driving:

Running red lights and stop signs, unsafe lane changes, tailgating, and speeding will get you pulled over - resulting in big penalties and demerit points. Law enforcement agencies across Virginia are getting tough on aggressive drivers to make our roads safer.

10 Basic Rules for Safe Driving:

1. Always allow extra travel time. A "safe distance" depends on a variety of factors: weather, road conditions, time of day, and speed limits. However, in general, you should maintain one car-length between you and the car in front of you for every 10 mph of speed. (Example: If you are traveling 55 mph, you should allow 5 1/2 car-lengths between your vehicle and the one in front of you.)
2. Maintain an adequate distance from the vehicle in front of you so you're able to stop in time to avoid a collision.
3. Always signal your intentions to other drivers when turning and changing lanes.
4. Always come to a full stop at red lights and stop signs. Don't run yellow lights.
5. Let other drivers merge with you.
6. Obey posted speed limits.
7. Concentrate on your driving - not on your cell phone, stereo, passengers, or other distractions.
8. Use your horn sparingly, only to remind other drivers of your presence.
9. Never engage in inappropriate behavior such as making faces or rude or obscene gestures.
10. Extend common courtesy to other drivers at all times.



Traffic Safety continued...

Mopeds and Scooters:

General Information:

Although stores market scooters towards children, the Hanover County Sheriff's Office is concerned with their safety and would like to assist parents by providing the following information.

A specific definition for "scooter" does not exist in the Code of Virginia at this time, but **gas** powered scooters fit the definition of a moped. In order to operate a moped, a person must be at least 16 years old and carry with them some form of identification that includes their name, address, and date of birth. Mopeds may not be driven faster than 30 mph. Oddly enough, **electric** scooters fit under the definition of a motorcycle and are subject to licensing, registration, safety inspections, and other regulations dealing with the operation of a motor vehicle in Virginia.

Gas powered scooters and mopeds are considered vehicles when operated on the highways of Virginia. As vehicles, they must abide by the rules of the road. They are also subject to reckless driving statutes. Persons operating scooters or mopeds are subject to criminal and/or civil prosecution for violation of any of these laws.

The streets and cul-de-sacs in Hanover are considered "highways" as defined in the State Code, therefore, laws dealing with traffic are applicable in the subdivisions of Hanover.

Children should not operate scooters and mopeds on the streets or sidewalks. They should only operate these vehicles on private driveways or yards. Also they should always wear protective gear, including helmets, when operating these devices.

Reference:

Virginia Code

Section 46.2-100 Definitions

Section 46.2-914 Restrictions



Traffic Safety continued...

Helpful Reminders:

- Roads without a posted speed limit are 55 mph unless in a residential zone, where they are then 25 mph.
- There is no need to stop for a school bus going the opposite direction when there is a divided median strip, i.e. concrete barrier, grassy median, etc. **Double painted lines do NOT qualify as a divided median.**
- No one under the age of 16 can ride in the back (bed) of a pick-up truck.
- When you turn on your windshield wipers for inclement weather, you must also turn on your headlights.
- Child safety seat inspections can be performed by certified, trained deputies by calling 365-6140.
- We support Checkpoint Strikeforce, where we perform sobriety checks throughout the county during peak traffic times, such as holiday weekends.
- Check the Hanover Sheriff's Office website for more traffic statistics (www.hanoversheriff.com).
- Another excellent resource for driver information and traffic safety is the DMV website (www.dmvnow.org).



Theft and Fraud

Larceny — General:

A person commits Grand Larceny if he/she:

- Steals anything worth \$5 or more from the person of another
- Steals anything worth \$200 or more not from the person of another
- Steals a firearm, regardless of value.

A person commits Petit Larceny if he/she:

- Steals anything worth less than \$5 from the person of another.
- Steals anything worth less than \$200 not from the person of another, with the exception of a firearm (#3 under GRAND LARCENY)

What Action To Take:

If the crime just occurred a short time ago, or if it is occurring NOW, call **9-1-1**; otherwise, call Hanover Communications at **365-6140** for a deputy.

Reference:

Virginia State Code

Section 18.2-95: Grand Larceny defined

Section 18.2-96: Petit Larceny defined

Hanover County Ordinance

Section 17.12



Theft and Fraud continued...

Larceny — Vehicles:

Vehicle Larceny Crime Prevention Pointers:

- Do NOT store valuables in your vehicle.
- If you are shopping, lock items in the trunk.
- Keep valuables out of sight if your vehicle does not have a trunk.
- Have a detailed description of valuables.
- Record all serial numbers and model numbers.
- Have your alphabet number from your driver's license followed by the state abbreviation, VA, engraved on valuables.
- Keep your vehicle locked even at home.
- Park in a well-lighted area at night.
- Look out for any suspicious activity.
- Communicate with your neighbors.
- Be active in your Neighborhood Watch.

★ **Property crimes affect more citizens in Hanover County than any other crime!**

★ **The majority of vehicles chosen by criminals are unlocked! Always lock your vehicle!**

Some commonly stolen items from vehicles:

Purses	Wallets
Tools	Cell Phones
Guns	Stereo Equipment
CDs	CD Players
Sporting Equipment	Money
Lap Tops	Palm Pilots

Report ALL crime immediately!

No matter how insignificant you think the crime may be, it is important to report all crime!

- Call **9-1-1** for Emergencies.
- Call **365-6140** for Non-Emergencies.



Theft and Fraud continued...

Burglary:

The acts of breaking and/or entering are associated with the charge of burglary. The level of severity of the charge depends on what other acts accompanied the breaking and/or entering, and whether the offender was armed with a deadly weapon.

Be Suspicious If:

- You see individuals in a parked car at a residence for a long while who are not associated with that residence.
- You see indications of unlawful entry, such as a broken or open window or door at a residence where you know the occupants are away.
- You see persons not associated with the neighborhood who are repeatedly “casing” the neighborhood in vehicles or on foot.
- **Follow your instincts! If it seems unusual or out of the ordinary to you, the Sheriff’s Office wants to know about it!**

What Action To Take:

- Call **9-1-1** for the Sheriff’s Office to respond if you believe that an act of breaking and/or entering IS occurring, IS ABOUT TO occur, or HAS JUST occurred.
- Call Hanover Communications at **(804) 365-6140** to request a deputy if an act of breaking and/or entering has occurred and there is not immediate danger to persons and/or property.

Reference:

Virginia State Code

Section 18.2-89: Burglary; how punished

Section 18.2-90: Entering dwelling house, etc., with intent to commit murder, rape, robbery or arson

Section 18.2-91: Entering dwelling house, etc., with intent to commit larceny, assault and battery or other felony

Section 18.2-92: Breaking and entering dwelling house with intent to commit other misdemeanors

Section 18.2-93: Entering bank, armed, with intent to commit larceny

Section 18.2-94: Possession of burglarious tools, etc.



Theft and Fraud continued...

Identity Theft

What to do to lessen your risk:

Below you will find critical information vital to minimize the damage in the event that your wallet or purse should become stolen:

- Photocopy everything in your wallet (front and back), and store it in a safe place. This information is critical for canceling your credit cards immediately. You will have ready access to toll free numbers and account numbers. If you have a passport, be sure to keep a copy of that, too, when traveling abroad.
- The next time you order checks have only your initials and last name printed on them. If your checks are stolen, the thief will not know how to sign them without knowing your whole name. Please do not have the new checks mailed to your home. Inform the bank that you want to pick them up at your branch.
- When you are writing checks to pay on your credit card accounts, **DO NOT** put the complete account number on the "for/memo" line. Instead, just put the last four numbers. The credit card company knows the rest of the number. This will avoid having all the people who handle your check having access to your account number.
- If you must put a phone number on your checks, use your work phone number instead of your home phone. If you have a P.O. Box use that address instead of your home address. If you do not have a P.O. Box, (if allowed) use your work P.O. Box address.
- **Never have your Social Security Number printed on your checks!**
- Replace your Social Security Number on your Drivers License with an "alphabet number". You can visit any DMV to have this changed for a minor fee, even if your license is not up for renewal yet. This became the law as of July 1, 2002.
- When mailing your bill payments, always mail them from a secure mailbox, such as the post office. If stolen, your checks could be altered and cashed. If stolen, credit card payments contain all the information necessary for a thief to steal your identity.



Theft and Fraud continued...

Identity Theft continued...

What to do if you've been victimized:

- If you become the victim of Identity Theft, you need to file a report with law enforcement where it was stolen. This is the first step toward the investigation. This will also prove to creditors that you were diligent.
- **This step is perhaps the most important: Call the three national credit reporting organizations immediately to place a fraud alert on your name and Social Security number. This alert means any company that checks your credit knows your information was stolen, and they have to contact you by phone to authorize new credit.**
- Review your credit reports every six months, and close any accounts that you believe have been tampered with or opened fraudulently.
- Change your P.I.N. numbers and passwords on existing accounts (NEVER give these to anyone).

Listed below are a few phone numbers you might need as well:

★ Equifax Credit Bureau
Credit Report 800-685-1111
P.O. Box 740241, Atlanta, GA 30374

★ Experian Credit Bureau
Credit Report 888-397-3742
P.O. Box 2002, Allen, TX 75013

★ Trans Union Credit Bureau
Credit Report 800-888-4213
P.O. Box 2000, Chester, PA 19022

★ Social Security Administration
800-269-0271

★ U.S. Postal Inspection Service
800-372-8347

★ State Corporation Commission
800-552-7945

★ Federal Trade Commission
877-438-4338

★ Better Business Bureau
804-780-2222



Crime Prevention

CPTED: Crime Prevention Through Environmental Design:

CPTED Defined:

Crime Prevention Through Environmental Design (pronounced "sep-ted") is the proper design and effective use of a built environment, which can lead to a reduction in the fear and incidence of crime.

A multi-disciplinary approach, CPTED seeks to reduce crime and increase perceived safety by relying upon the influence of offender behavior. It seeks to dissuade offenders from committing crimes by altering the physical environment in which those crimes occur. As a result, it relies upon an understanding of what it is about the environment that influences offenders.

CPTED is most effective when involving four defender groups: environmental designers (Architects, landscape architects), land managers (Park managers, store managers), community action (Neighborhood Watch groups), and law enforcement. Each group are specialists in their field. If any of the four defender groups are removed, it is likely that a CPTED strategy will be less effective than it might otherwise be.

Our environment can have a dramatic effect on our feelings, behavior and the way in which we feel about the behavior of others. CPTED suggests that the arrangement of the environment can either encourage or discourage crime. CPTED attempts to reduce crime and fear by reducing criminal opportunity and creating positive social interaction among the legitimate users of the space thereby improving the quality of life. CPTED works with the target hardening strategies of crime prevention to complete the effort. As you come to understand the basic principles of CPTED you will find yourself saying, "I can't believe I didn't think of that sooner." You have probably used CPTED strategies before without realizing it. It has been around for centuries but has just recently been honed and studied.

CPTED is a crime prevention effort that can assist us in creating healthy, safe communities/ environments through well-planned designs. This allows us an alternative to creating a fortress like environment, whether it is our neighborhoods or our businesses. By putting this altogether it will help increase our citizens freedom and in turn our quality of life.



Crime Prevention continued...

Basic Design Principles:

CPTED works to promote design principles in planned environments that encourage safe behavior that leads to reducing the opportunity for crime to occur. Four basic principle guides of CPTED help accomplish this:

1. Territoriality:

Territoriality involves establishing ownership of space. Quite often the very places that drug dealers and other criminals occupy are the spaces that seem to have no ownership. Vacant lots, unused parks, and abandoned houses are all places that invite crime. With some investigation you should find that all these spaces are owned by *some entity*. Parks are usually owned by a neighborhood or by a governing body such as city, county, or state. The problem however is the perception that the space is not owned or cared for.

Well-maintained space that appears to be owned by someone will attract legitimate law abiding users. Conversely, a disorderly, dirty environment that appears to not be 'owned' by anyone will attract disruptive persons.

2. Surveillance:

Surveillance is simply the "ability to see into and through an area." For people to take action to defend property or to prevent crime, they must be able to see illegal acts taking place. For a person to feel safe in an area s/he must be able to see into the area before entering, or at least see a potential danger well in advance.

3. Access Control:

Surveillance can be enhanced by access control. Access control is used to direct people into buildings or areas at specific points. By funneling movement, people who use alternative methods to enter an area, look suspicious. When assessing access control for CPTED purposes, it is important to keep in mind what type of business or space it is and how legitimate versus non-legitimate persons are coming and going. Access control also can be natural, organized or mechanical.

4. Activity Support:

This component is often left out in traditional CPTED thinking but is now considered so important that it has become the fourth component. Activity support involves promoting legitimate activity in a given area, which creates natural surveillance and enhances access control while discouraging non-legitimate use. If an area is filled with deviant users, legitimate users will leave. The opposite is also true. For example, the other three components can be utilized to curb criminal activity in a said public park and the police can continuously "clean" it out, but if the legitimate users do not use the park, non-legitimate users will overrun it again. When creating activity support, special care should be taken to avoid design conflicts. Design conflicts occur when two incompatible activities are located next to one another. For example, putting a playground in the corner of a park adjacent to a liquor store, or putting activities for the elderly next to an arcade. Sometimes the design conflict is pre-existing. In such cases, emphasis should be placed on providing natural separation of activities without impeding surveillance or territoriality.



Crime Prevention continued...

Neighborhood Watch Program:

Responding to the request of hundreds of local law enforcement agencies for assistance in developing crime prevention programs based on citizen participation, the National Sheriff's Association organized the National Neighborhood Watch Program, which it has sponsored and promoted since 1972.

At this time, there are 87 Neighborhood Watch Programs in Hanover County. Neighborhood Watch is a program designed to help individual citizens help themselves and their neighbors to prevent crime. Neighborhood Watch focuses on the prevention of residential burglary and neighborhood crime. The Neighborhood Watch participants are an extension of the Sheriff's Office's "eyes and ears".

The Sheriff's Office offers residential security assessments for the citizens of Hanover County at no charge. This is another way we can be pro-active in the fight against crime. For more information on the Neighborhood Watch Program, please call Crime Prevention Specialist Jim McLaughlin with the Hanover County Sheriff's Office, 365-6335.

Business Watch Program:

The Business Watch Program is an extension of the Neighborhood Watch and has continued to expand over the years. Hanover's Business Watch Program consists of 8 groups of businesses, with ten businesses in each group.

Triad:

Triad means a three-way commitment between the Sheriff of Hanover County, the Chief of Ashland Police, and older or retired leaders.

A major purpose of the Hanover-Ashland Triad is to develop and implement effective crime prevention and education programs for older community members. Activities center on both pre-victimization (preventive) and post victimization (victim/witness assistance aspects.)

Triads work to improve the quality of life for seniors. By providing an opportunity for the exchange of information between law enforcement and older persons. Triad can also focus on reducing unwarranted fear of crime.

The seniors in our country are the fastest growing population group, and their needs must be addressed. A great number of our seniors are being victimized, and we in law enforcement need to do all we can to see that they live out their lives as crime-free as possible. We need to take care of those who have taken care of us.



Crime Prevention continued...

Adopt-A-Senior Program:

The Adopt-A-Senior Program is a TRIAD-sponsored program, a joint venture involving the Hanover County Sheriff's Office, Ashland Police Department, AARP and Hanover County government departments, human service agencies, civic groups as well as older adults. The intent of the program is to provide additional support and reassurance for older adults with special needs. Targeted for participation are individuals or couples aged 60 and over who live alone and have limited mobility or medical problems which renders them home bound, and whom have limited family or social support. The Adopt-A-Senior program is intended to be one element of a supportive array of services within the community that assist older citizens to enjoy life as independently and with the greatest degree of dignity as possible.

Referrals or requests for participation in the Adopt-A-Senior program are accepted from third parties such as human service agencies, extended family members, neighbors and friends as well as from the older adults themselves. All requests must be in writing, either in the form of a letter or a completed Adopt-A-Senior Application Form. Letters of request must include name, address, and phone number of the Senior, along with a brief summary of the situation warranting the regular visitation or contact of an Adopt-A-Senior Officer. Emergency contact information and medical information are also required along with the contact information of the referring party. Such requests or applications should be forwarded to the attention of the TRIAD representative for the Ashland Police Department or the Hanover County Sheriff's Office as determined by the jurisdiction of the Senior.



General Information

Annoying and/or Threatening Phone Calls

- Virginia Criminal Code **18.2-427** states any person shall be guilty of a Class 1 misdemeanor “if any person shall use obscene, vulgar, profane, lewd, lascivious, or indecent language, or make any suggestion or proposal of an obscene nature, or threaten any illegal or immoral act with the intent to coerce, intimidate, or harass any person, over the telephone...”
- Virginia Criminal Code **18.2-429** states any person shall be guilty of a Class 3 misdemeanor “who with or without intent to communicate but with intent to annoy any other person, causes any phone or digital pager, not his own, to ring or otherwise signal...”

The Hanover Sheriff’s Office receives numerous inquiries in regards to these types of incidents. Usually the receiving party knows the perpetrator of the annoying or threatening call and criminal prosecution is not requested. The Sheriff’s Office provides information on how to limit the unwanted calls. Many telephone companies provide services such as Caller ID, Call Trace (*57), Call block (*67) and Anonymous Call Rejection (*87). These tools can be used to prevent or limit the number of unwanted calls. Consult your local phone directory or business office for available services and costs.

Deputies can make personal contact with the offending party in an attempt to resolve the issues. We also advise citizens to document all unwanted calls in a written log to include the date, time and phone number where the call was placed. If any conversation takes place it is a good idea to document the contents of the conversation.

In cases where criminal prosecution is requested an Incident Report is completed by the officer documenting the annoying or threatening nature of the call. If the offending party can be identified, a magistrate would issue a warrant for their arrest after hearing probable cause either by the victim or law enforcement officer. The criminal prosecution would require the victim to appear in court to testify about the incident.



General Information

Domestic Violence

Any person who commits an assault and battery against a family or household member is guilty of a class 1 misdemeanor

Domestic Violence Defined:

A pattern of physically, sexually, and /or emotionally abusive behaviors used by one individual to assert **power** or maintain **control** over another in the context of an intimate or family relationship.

Household Member Defined:

- *Siblings*- regardless of residence
- *Spouse*- regardless of residence
- *Parents or Step-Parents* – regardless of residence
- *Co-Habitants* and those who have co-habited in the past-year and their children
- *Children or Step-Children* – regardless of residence
- *Grandparents and Grandchildren* – regardless of residence
- *Ex-spouse* – regardless of residence
- *In-Laws* – who live in the same home
- *Persons who have a child in common* – regardless of residence

Emergency Protective Orders (EPO)

- Law Enforcement Officers or victim of abuse may petition for an EPO
- Judge or Magistrate may issue the EPO.
- The EPO is good for 72 hours after issuance or 5:00 p.m. the next business day that court is in session, whichever is longer.
- An EPO is a legal document that helps to protect victims from further violence by setting certain guidelines for the abuser.

What action to take:

- If you are a victim of Domestic Assault, you may contact the Hanover County Sheriff's Office at **365-6140**.
- If it is an emergency, call **9-1-1**.
- You may contact Hanover Safe Place, at **752-2728**. Hanover Safe Place is an advocate group whose primary function is to provide support for victims of domestic violence. You may speak with an advocate anonymously. *All information will be kept confidential.*

Reference:

Virginia State Code

Section 18.2-57.2 – Domestic Assault

Section 16.1-253.4 – Emergency Protective Orders



General Information continued...

Disorderly Conduct

Any person who engages in conduct that is disruptive to the public, negatively altering the peace, is guilty of disorderly conduct. Violators will be guilty of a Class 1 misdemeanor.

When To Take Action:

1. Call Hanover County Sheriff's Office at **9-1-1** if you encounter behavior by one or more persons that could result in violence and/or be a threat to the safety of others.
2. Call Hanover County Sheriff's Office Non-Emergency line at **365-6140** if you encounter behavior by one or more persons that disrupts the proper decorum of the community but does not indicate any violence or pose a threat to the safety of others.

Reference:

Virginia State Code

Section 18.2-415: Disorderly conduct in public places

Hanover County Ordinance

Section 17-3: Disorderly conduct in public places



General Information continued...

Vandalism

Vandalism is the unlawful destruction, defacement, damaging, removal (without the intent to steal) or breaking down:

- Any property, real or personal, not his own
- Any monument or war memorial
- Any monument designating the boundaries of any city, town, tract of land or any tree marked for that purpose.

Whether an act of vandalism is a misdemeanor or felony is determined by the value of or damage to the property in question. The current (January, 2004) dollar-value threshold is \$1000 or more worth of damage for a felony.

What Action To Take:

- Call the Communications at **9-1-1** to report the vandalism if it IS occurring, IS ABOUT to occur, or HAS JUST occurred, and there might be a chance of apprehending the offenders at that time.
- Call the Communications at 365-6140 to request a deputy if the vandalism has already happened, and there is no chance of apprehending the offenders at that time.

Reference:

Virginia State Code

Section 18.2-137: Injuring, etc., any property, monument, etc.



General Information continued...

Trespassing

The basic crime of trespass is entry onto one's property after notice that entry is forbidden. The notice can be oral or written, or the property can be posted where the notice can be reasonably seen. If initial permission is granted, it can be withdrawn by someone with authority to exclude.

For Trespassing without offensive, harmful or criminal activity:

- Ask the trespasser personally to please stop their trespassing.
- Call Hanover Communications at 365-6140 for a deputy, and ask to make a formal complaint. A deputy will visit you, so as to obtain the necessary information about the offense.
- You may visit a Hanover County Magistrate to explain the problem. Bring any documentation you have of the incident with you. If the Magistrate issues a warrant based on your evidence, you and your evidence will have to appear in open court. If your evidence consists of witnesses, then they will have to testify in open court.

For Trespassing that includes offensive, harmful or criminal activity:

- Call the Hanover Communications at 365-6140 for a deputy.
- Call the Hanover Communications at **9-1-1** to request a deputy, if the trespassing is accompanied by behaviors that do constitute an emergency.

Reference:

Virginia State Code

Section 18.2-119

Hanover County Ordinance

Section 17.17— 17.18



General Information continued...

Loitering

Loitering is the act of remaining idle in essentially one location, including the concept of spending time idly; to be dilatory; to linger; to say; to saunter; to delay; to stand around; and shall also include the colloquial expression "hanging around." The term "public place" shall mean any place to which the general public has access and a right to resort for business, entertainment or other lawful purpose, but does not necessarily mean a place devoted solely to the use of the public. Such term shall also include the front or immediate area of any store, shop, restaurant, tavern or other place of business and also public grounds, areas or parks.

It is unlawful for any person to loiter in such manner so as to:

- Obstruct any public roadway or public place interrupting the free passage of vehicles, traffic or pedestrians.
- Commit in a public place any act which obstructs property or interferes with conducting business.

What Action to Take:

Call Hanover Communications at 365-6140 to request a deputy if anyone is loitering in a manner that obstructs traffic, pedestrians, property or conducting business, as long as there is no immediate threat to the safety and welfare of those in the area. Any person who violates any of the provisions of this section of the County Ordinance shall be guilty of a class 1 misdemeanor.

Reference:

Hanover County Ordinance
Section 17.5



General Information continued...

NOISE: Amplified sound from vehicles:

1. Amplified sound from vehicles:

The operator of a motor vehicle is breaking the law if any electronic device used for the amplification of sound, which is located within a motor vehicle being operated on a public street or alley, is played or operated so as to be audible from outside the vehicle at a distance of 50 feet or more. This does not apply to motor vehicle alarms or the emission of sounds from emergency vehicles such as police or fire or rescue vehicles.

What Actions To Take:

- Call 365-6140 to request a deputy, who can issue a summons to a violator only upon catching that person in the act. Short of that, you will have two choices:
 1. Ask the deputy to warn the offender, which means that you will need to provide a license plate number and a description of the vehicle.
 2. Provide documentation to the deputy that indicates when, where and, if possible, who is committing these acts. If there is a pattern to the occurrences, the Sheriff's Office can assign resources to solve the problem.
- You may visit a Hanover County Magistrate to explain the problem. Bring any documentation you have of the incident with you. If the Magistrate issues a warrant based on your evidence, you and your evidence will have to appear in open court. If your evidence consists of witnesses, then they will have to testify in open court.

2. Radios, Phonographs and Musical Instruments

It is a violation of the noise ordinance to play any radio, phonograph or musical instrument in such a manner or with such volume, particularly during the hours between 10:00 p.m. and 8:00 a.m., as to annoy or disturb the quiet, comfort or repose of persons in any dwelling, hotel or other type of residence.



General Information continued...

NOISE: Radios, Phonographs and Musical Instruments:

SOLUTION #1: Call 365-6140 to request a deputy. A Deputy can issue a summons to a violator only upon catching that person in the act. Short of that, you have two choices:

- Ask the Deputy to warn the offender, which means that you will need to provide the address of the residence from which the noise is emanating.
- Provide documentation to the Deputy that indicates when, where and, if possible, who is committing these acts. If there is a pattern to the occurrences the Hanover County Sheriff's Office can use adequate resources to solve the problem.

SOLUTION #2: Visit a Hanover County Magistrate to explain the problem. A Magistrate requires certain specific information about an offender, which must be obtained by a deputy. You may do one of the following:

- Ask the deputy to meet you at the Magistrate's office with the required information.
- Ask the deputy to give you a case number that you can present so that the Magistrate may obtain the required information through the county government information systems.

You will need to convince the Magistrate of the truthfulness of your claims, so you should bring with you one or more of the following forms of evidence: One or more witnesses, audio tape, video tape, documentation in the form of a chronological journal or log with as much data as possible about the offenses. If the Magistrate issues a warrant based on your evidence, you and your evidence will have to appear in open court. If your evidence consists of witnesses, then they will have to testify in open court.



General Information continued...

NOISE: Noisy animals:

SOLUTION #1: Call 365-6140 to request a deputy. A deputy can either call you on the phone or respond to your home/business. Initially, the deputy will need to know if the animal is making noise for a specific reason. The deputy may ask you questions regarding the history of the problem. Based upon the information the deputy gathers during the preliminary investigation, he/she may attempt to make contact with the animal's owner to solve the problem. If the initial problem-solving attempt is not successful, the deputy may refer you to the magistrate's office to obtain a summons. Most likely, the magistrate will require documentation before issuing a summons.

SOLUTION #2: Visit a Hanover County Magistrate to explain the problem. A Magistrate requires specific information about an offender, which must be obtained by a Sheriff's Deputy. Because you are not entitled to that information, you may do one of the following:

- Ask the deputy to meet you at the Magistrate's office with the required information.
- Ask the deputy to give you a case number that you can present so that the Magistrate may obtain the required information through the county government information systems.

You will need to convince the Magistrate of the truthfulness of your claims, so you should bring with you one or more of the following forms of evidence: One or more witnesses, audio tape, video tape, documentation in the form of a chronological journal or log with as much data as possible about the offenses.

If the Magistrate issues a warrant based on your evidence, you and your evidence will have to appear in open court. If your evidence consists of witnesses, then they will have to testify in open court.

SOLUTION #3: Call Hanover County Emergency Communications Center at 365-6140 and ask for an Animal Control Officer if you suspect that the noise is due to some form of neglect on the part of the animal's owner.

NOTE: If the animal making the noise is owned by a neighbor or someone you know, you are encouraged to try handle this between yourselves as civil neighbors. If you feel uncomfortable speaking with them, or unable to resolve the problem yourself, then please contact us.



County Ordinance

Alarm Ordinance

Purpose and application:

Provides regulation of non-residential security alarm systems operated by alarm company operators in order to enhance public safety and reduce money wasted on resources by false alarms. This ordinance does not apply to security alarms located in any private homes nor those maintained by governmental agencies or departments.

Intentional false alarms:

It is a class one misdemeanor for any person to intentionally activate a false alarm causing interference with the operations of any law enforcement official.

Permit required:

Any person who utilizes a non-residential security alarm system operated by alarm company operators within the county, excluding the Town of Ashland, needs to obtain a security alarm permit. To apply for the permit, you will need to contact Hanover County Communications at (804) 365-6140. Explain that you need to apply for a permit for your security alarm system, and they will provide you with all the necessary forms and information. Certain fees may apply.

Reference:

Hanover County Ordinance
Article II, Sections 12.5-21--12.5-28



County Ordinance continued...

Zoning Ordinances

County Zoning Violations:

The County Planning Department has compliance officers whose jobs are to make sure that all county residents adhere to the County Ordinance. Violations that are of particular interest to the compliance officers are:

- Inoperable and junk vehicles on property
- Trash
- Commercial vehicles on property
- Illegal signs
- Kennel and livestock setback violations
- Structure setback violations
- Buildings without permits
- Home occupation violations

If you are unsure of whether you are in violation of a county code, please refer to the County Ordinance on the County website: <http://www.co.hanover.va.us>.

What Action To Take:

If you witness any of the violations listed above, and feel they are serious enough to warrant attention, you may call a compliance officer at 365-6171.



Hanover Communications

The Emergency Communications Department (also called “Communications”) is manned 7 days a week, 24 hours a day by highly trained professional Communications Officers. They are the primary Public Safety Answering Point (PSAP) for Hanover County which means they receive and dispatch calls for service for the Hanover Sheriff's Office, Town of Ashland Police Department, Hanover Fire-EMS, and Hanover Animal Control.

Calling for Service:

When calling **9-1-1** be prepared to give the Communications Officer the following essential information:

- **Location of situation** (Where do you need police to respond ?)
- **Nature of Problem** (What is happening?)
- **Phone Number** (In case you get disconnected)
- **Name** (Name of caller or complainant that wishes to see an officer)

Note: Some calls require more specific information:

Example: Crimes/Suspicious Activity:

1. Give description of suspects and/or vehicles, including a license plate number
2. Direction of Travel (on foot or in a vehicle if suspects have left scene)
3. Weapons Involved
4. Alcohol Involved
5. Any injuries

Hearing and Speech Impaired callers:

Communications takes all emergency and non-emergency calls for the hearing and/or speech impaired citizens via TDD or CapTel/VCO telephone.

9-1-1 and Cellular 9-1-1:

Communications receives emergency calls for service from the citizens of Hanover via wireline (standard wire telephone lines) and cellular lines. The department has the capability to map these calls on a computer to highlight the caller's location.

Non-Emergency Calls:

Non-emergency calls are taken by the same dispatchers as the 911 calls, therefore, on occasion, the phone may ring several times before someone picks it up. Just please be patient and continue to let it ring; someone will be with you as soon as they finish taking a 9-1-1 call.

Various non-emergency phone numbers are provided by the county so that citizens do not incur any long distance charges. You may use the following numbers in place of 365-6140, if that number is long distance for you.

798-6198	Rockville
227-3379	Montpelier, Beaverdam, Gum Tree
730-6140	Chickahominy, Ashland, Old Church, Black Creek, Mechanicsville
537-6140	Hanover Courthouse, Doswell, and Mechanicsville



Animal Control

Vaccination, License, and Permit Requirements:

Dog and cat owners must have proof their animals have been vaccinated against rabies by four months of age by a licensed veterinarian. All dog owners or custodians must have a current "Hanover County Dog License" or "Kennel License" for all dogs four months old or older (service dogs are not charged a fee to obtain a license). Any dog found without a valid Hanover Dog License attached to their collar will be deemed "unlicensed" until his owner can prove otherwise.

Animals Roaming Free:

It is against the law to permit any dog to run-at-large in Hanover County in any urban service area, areas zoned residential or anywhere in the Town of Ashland. Dogs are strictly prohibited to run-at-large within Hanover County during the months of April, May and June. Livestock are not permitted to be at-large at anytime.

Reporting of animal bites:

Anytime an animal bites a human being, it must be reported to the local health department and the chief animal control officer within twenty-four (24) hours after the occurrence. Failure to report this incident will result in a Class 2 misdemeanor. Any dog deemed "dangerous" will be completely restricted to ensure public safety and health. Any dog deemed "vicious" is prohibited in Hanover County and the Town of Ashland. Should your pet be bitten or scratched by a wild animal, report it immediately to Hanover Communications at **365-6140**. If you see a wild animal acting strangely, report it to Animal Control immediately by calling **365-6140**. **Do not go near the wild animal!**

Miscellaneous:

The transportation or importation of certain wildlife into the County is prohibited. Permits are required to keep wild, exotic or vicious animals. Dead animals must be disposed of by their owners, the property owner, or if found in a roadway, by the Virginia Department of Transportation, not Animal Control. Cruelty to animals and fowl is prohibited. Animals may only be shot while attacking livestock or showing active signs of rabies. There is a limit to owning only five adult dogs on any one tax map parcel zoned AR-1 through R-6. (Adult dogs are twelve months old or older.) It is unlawful for anyone to keep any poisonous or dangerous reptiles.

What Action To Take:

- Call the Hanover County Emergency Communications Center at **365-6140** and ask for an Animal Control Officer if you observe dogs or livestock roaming free, animal cruelty or abuse, hoarding of animals, animals used for fighting, as well as dead animals that seem suspicious.
- Call **9-1-1** if there is an immediate threat to a person's life by a vicious animal.

Reference:

- Hanover County Ordinance, Chapter 4
- Animal Control Shelter 365-6485; website: <http://s106011m.hanover.gov/anmlctrl>
- Hanover Humane Society 798-0806; website: www.hanoverhumanesociety.org



How to Get Involved

Career Opportunities

If you, or someone you know, are interested in a career in law enforcement, we encourage you to take a closer look at a career with the Hanover County Sheriff's Office. We are an equal opportunity employer and are continuously seeking qualified candidates for available Deputy Sheriff positions. Candidates must successfully complete a multi-step process that includes a written test, a physical agility course, an interview, a background investigation, and a polygraph examination. Those who are selected to serve are considered to be members of one of the most respected and professional law enforcement agencies in the State.

With a competitive starting salary for patrol deputies, we offer the following benefits:

- **Holidays:** 12 paid holidays per year
- **Annual Leave:** 8 hours per month
- **Sick Leave:** 10 hours per month
- **Health Insurance:** County offers two Anthem plans
- **Life Insurance:** Paid fully by the County
- **Dental Insurance**
- **Retirement:** Can retire with full benefits after 25 years of service at age 50.
- **Deferred Compensation**
- **Credit Union:** Payroll deduction; savings, checking, loans, etc.
- **Direct Deposit:** Payroll check deposited in your personal financial account
- **Educational Tuition Assistance**
- **Take Home Vehicle** (sworn staff only)
- **Uniforms and Equipment:** (sworn staff only)

If you would like to apply for a position within the Hanover Sheriff's Office, please visit our website, www.HanoverSheriff.com, and click on "Employment", or call (804) 365-6110.

Volunteer Opportunities

Citizens Police Academy:

The Citizens Police Academy (CPA) allows the citizens of Hanover County the opportunity to observe firsthand the operations of the Sheriff's Office. The first class began in September 1995, and now classes are offered each spring and fall. The academy lasts 10 weeks, during which the citizens attend lectures covering all aspects of law enforcement within the county. The participants also experience practical and hands-on exercises including ride-alongs and a day at the firing range.

For more information, please call the Sheriff's Office at (804) 365-6110.

Law Enforcement Explorer Post 606:

The Explorer Post consists of young men and women who assist the Sheriff's Office at public relations events, parades, and perform various tasks at headquarters. The program is sponsored by four patrol deputies. The young adults range in age from 14 to 21. As part of the program, they receive educational information on topics such as drugs, driving, DUI check points, patrol stops, and other patrol functions. For more information, please call the Sheriff's Office at (804) 365-6110.