

PLANNING COMMISSION

SUBDIVISION AND PLANS OF DEVELOPMENT

ACTIONS

October 23, 2002

The submission deadline for this hearing date was September 6, 2002.

ROLL CALL:

REQUEST FOR DEFERRALS AND WITHDRAWALS:

(Presented by Michael Kennedy)

EXPEDITED AGENDA: (Presented by Michael Kennedy)

SUBDIVISION EXTENSIONS OF CONDITIONAL APPROVAL

(Presented by Kevin Wilhite)

(FOR PLANNING COMMISSION APPROVAL)Subdivision: Magnolia Ridge Cluster Lot
(October 1999 Plan)

Magisterial District: Fairfield

Original No. of Lots: 387

Remaining Lots: 21

Previous Extensions: 6

Year(s) Extended: 1 Year - 10/22/03

(FOR INFORMATIONAL PURPOSE ONLY)

Subdivision:Old Williamsburg Road (A Ded. of a Portion of Old Williamsburg Road) (October 1999 Plan)

Magisterial District: Varina

Original No. of Lots: 0

Remaining Lots: 0

Previous Extensions: 2

Year(s) Extended: 1 Year - 10/22/03

TRANSFER OF APPROVAL (*Deferred from the September 25, 2002, Plan*)

POD-117-98

Courtland @ Wyndham (POD-116-96 Revised)

Anthony P. Renaldi, Vice President and Chief Financial Officer for Prospect Homes of Richmond, Inc.: Request for approval of a transfer of approval, as required by Chapter 24, Section 24-106 of the Henrico County Code from C. Richard Dobson Builders, Inc. to Prospect Homes of Richmond, Inc. The 4.9 acre site is located on the west line of Wyndham Park Drive at its intersection with Dominion Club Drive on parcel 740-776-1890. The zoning is RTHC, Residential Townhouse District (Conditional). **(Three Chopt)**

The staff recommends approval of this transfer request with the following conditions:

1. The new developer accepts and agrees to be responsible for continued compliance with the conditions of the original approval.
2. The new developer agrees to correct all site deficiencies, as identified in the inspection report dated June 12, 2002, prior to the issuance of the final Certificate of Occupancy.
3. The new developer agrees to post a defect bond for the construction of roads, driveways and parking areas upon the transfer of the Homeowners Association to homeowners' control as required by Section 24-30.2(a) of the Henrico County Code. The defect bond shall remain in effect for a period of three years from the date of the issuance of the final Certificate of Occupancy.

(Staff Report by Michael Kennedy)



ACTION: Deferred to November 20, 2002

TRANSFER OF APPROVAL (*Deferred from the September 25, 2002, Meeting*)

POD-129-85

Shannon Station Shopping Center

Crenshaw Realty Company for Shannon, LC: Request for approval of a transfer of approval, as required by Chapter 24, Section 24-106 of the Henrico County Code from Crenshaw-Singleton Properties to Shannon, LC. The 2.62-acre site is located at the intersection of Shrader Road and Longford Drive on parcel 763-756-8388. The zoning is B-1C, Business District (Conditional). County water and sewer. **(Brookland)**

The new owner accepts and agrees to be responsible for continued compliance with the conditions of the original approval. The staff recommends approval of this transfer request with the following conditions:

1. All missing stop signs, stop bars, handicap parking signs and dumpster screens and gates, as identified in the inspection report dated March 7, 2002, shall be repaired or replaced by October 31, 2002.
2. All other site deficiencies, as identified in the inspection report, dated March 7, 2002, shall be corrected by December 1, 2002, unless a revised landscape plan is submitted to the Planning Office prior to that date.

(Staff Report by Mike Cooper)



ACTION: Approved

**TRANSFER OF APPROVAL
POD-91-98**

Just for Feet CMI, Inc. for Virginia Center Investment Properties, LLC: Request for approval of a partial transfer of approval, as required by Chapter 24, Section 24-106 of the Henrico County Code from Wilton Partners Virginia Commons, LLC to Virginia Center Investment Properties, LLC. The 2.093 acre site is located at the northeast corner of Brook Road (U.S. Route 1) and J.E.B. Stuart Parkway on parcel 783-769-9285. The zoning is B-3C, Business District (Conditional). County water and sewer. **(Fairfield)**

The new owner accepts and agrees to be responsible for continued compliance with the conditions of the original approval. The staff recommends approval of this transfer request with the following condition:

1. The site deficiencies, as identified in the inspection report, dated July 22, 2002 shall be corrected by November 15, 2002.

(Staff Report by Mike Cooper)



ACTION: Approved

**TRANSFER OF APPROVAL
POD-119-98**

Great To Go @ Innsbrook Jack Woodfin for Doswell Properties, Inc.: Request for approval of a transfer of approval, as required by Chapter 24, Section 24-106 of the Henrico County Code from GTG III Associates, LLC to Doswell Properties, Inc. The 2.372 acre site is located at the northeast corner of W. Broad Street (U.S. Route 250) and Dominion Boulevard on parcel 747-760-6472. The zoning is B-2C, Business District (Conditional). County water and sewer. **(Three Chopt)**

The new owner accepts and agrees to be responsible for continued compliance with the conditions of the original approval. The staff recommends approval of this transfer request.

(Staff Report by Mike Kennedy)



ACTION: Approved

SUBDIVISION & EXCEPTION (*Deferred from the September 25, 2002, Meeting*)
Telegraph Run and a Resubdivision of Section C, Block B, Lot 22 and a Reserved for BMP Parcel(September 2002 Plan)

Wingate & Kestner for Commerce Company, LLC: Request for approval of a conditional subdivision and an exception pursuant to Section 19-4(a) of the Henrico County Code requiring increased rear yard setbacks along Brook Road (U.S. Route 1) a major arterial roadway. The 6.15-acre site is located on the western terminus of Connecticut Avenue, between Brook Road (U.S. Route 1) and Telegraph Road on parcels 784-763-3921, 784-762-3895 and 784-763-4641. The zoning is R-2A, One-Family Residence District. County water and sewer. **(Fairfield)** 15 Lots

Section 19-4(a) permits the Planning Commission to grant an exception to the subdivision ordinance for extraordinary hardship. An exception to the subdivision ordinance for increased setbacks has been requested by the applicant for Lot 21 whose rear yard abuts Brook Road a major arterial roadway identified on the Major Thoroughfare Plan.

The standard rear yard setback is 45 feet and the increased setback would be an additional 35 feet for a total rear yard of 80 feet as required by Section 24-94 (aa) of the County Code adopted March 26, 2002. The applicant shall submit evidence for consideration of the exception by the Planning Commission.

Should the Commission act on this request, in addition to the standard conditions for subdivisions served by public utilities, the following additional condition is recommended:

12. The detailed plant list and specifications for the landscaping to be provided within the 25-foot-wide planting strip easement along Brook Road (U. S. Route 1) shall be submitted to the Planning Office for review and approval prior to recordation of the plat. Provide a fence as a lot owner option and include its location within the easement and its height and design in the detail. **(Staff Report by Ted McGarry)**



ACTION: Deferred to November 20, 2002

SUBDIVISION *(Deferred from the September 25, 2002, Meeting)*

Newstead Landing (A Resubdivision of Newstead Landing, Section A and a Portion of Newstead Farms)(September 2002 Plan)

Engineering Design Associates for Newstead Landing L.C.: The 52.7-acre site is located on the south line of Kingsland Road 140 feet east of Osborne Landing (private road) on parcels 808-670-1962, 3363, 4865, 6169, 1028; 808-668-9806 and 809-668-6715. The zoning is A-1, Agricultural District. Private central water and central sewer system. **(Varina)**30 Lots

There are three outstanding issues. First, water quality calculations are required and have not been submitted. The Department of Public Works cannot recommend approval.

Second, the Environmental Division of the Department of Public Works requires an ESA be completed and none has been submitted. RPA requirements are not met. The Environmental staff cannot recommend approval.

Finally, the development proposes private central water and central sewage systems which are not permitted by the Code. The Departments of Public Works and Planning cannot recommend approval. Staff recommends the plan as proposed be withdrawn.

Should the Commission act on this request, in addition to the standard conditions for subdivisions not served by public utilities, the following additional conditions are recommended:

11. The limits and elevation of the 100 year frequency flood shall be conspicuously noted on the plat and construction plans and labeled "Limits of 100 year floodplain." Dedicate floodplain as a "Variable Width Drainage & Utilities Easement."
 12. The detailed plant list and specifications for the landscaping to be provided within the 25-foot-wide planting strip easement along Kingsland Road and Osborne Landing shall be submitted to the Planning Office for review and approval prior to recordation of the plat.
 13. Each lot shall contain at least one acre, exclusive of the flood plain areas.
 14. Prior to requesting the final approval, a draft of the covenants and deed restrictions for the maintenance of the common area by a homeowners association shall be submitted to the Planning Office for review. Such covenants and restrictions shall be in form and substance satisfactory to the County Attorney and shall be recorded prior to recordation of the subdivision plat.
- (Staff Report by Ted McGarry)**



ACTION: Deferred to November 20, 2002

SUBDIVISION (*Deferred from the September 25, 2002 Meeting*)

Thomas Mill (July 2002 Plan)

11868 Old Washington Highway

Foster & Miller, P.C. for WWJ, LC and B & B Development Corporation: The 78.60-acre site is located on the north line of Old Washington Highway between the Chickahominy River and the CSX Railroad across from Kellipe Road on parcels 772-779-6780, 773-777-3550 and part of 773-777-1078. The zoning is A-1, Agricultural District. County water and septic tank/drainfield.

(Brookland) 47 Lots

As of the preparation date of the agenda, the staff has not had an opportunity to complete its review of the revised plan. The staff recommendation will be made at the meeting. Should the Commission act on this request, in addition to the standard conditions for subdivisions served by public water and private septic tank/drainfield, the following additional conditions are recommended:

12. Prior to requesting recordation, the developer shall furnish a letter from Dominion Virginia Power stating that this proposed development does not conflict with its facilities.
 13. The limits and elevation of the 100-year frequency flood shall be conspicuously noted on the plat and construction plans and labeled "Limits of 100 year floodplain." Dedicate floodplain as a "Variable Width Drainage & Utilities Easement."
 14. The plan must be redesigned to provide at least the 150-foot minimum lot width required and as regulated by Chapter 24, of the Henrico County Code.
 15. Any necessary offsite drainage easements must be obtained prior to approval of the construction plan by the Department of Public Works.
- (Staff Report by Christina Goggin)**



ACTION: Deferred to November 20, 2002

SUBDIVISION

Laurel Woods, Section B (October 2002 Plan)

Youngblood, Tyler & Associates, P.C. for Edith E. Flora and West End Developers, LLC: The 1.52-acre site is located on the south side of Sunrise Road, approximately 500 feet west of Pump Road at 11911 Sunrise Road on parcel 738-756-5709. The zoning is R-3C, One-Family Residence District (Conditional). County water and sewer. 4 Lots (**Three Chopt**)

As of the preparation date of the agenda, the staff has not received any information regarding the status of the proposed subdivision. Should the Commission act on this request, in addition to the standard conditions for subdivision served by public utilities, the following additional conditions are recommended:

12. Any necessary offsite drainage easements must be obtained prior to approval of the construction plan by the Department of Public Works.
13. The proffers approved as part of zoning cases C-32C-02 and C-43C-01 shall be incorporated in this approval.
14. Any reserved area shall be incorporated into an adjoining parcel or lot prior to recordation of the final plat.
15. Prior to requesting the final approval, a draft of the covenants and deed restrictions for the maintenance of the common area by a homeowners association shall be submitted to the Planning Office for review. Such covenants and restrictions shall be in form and substance satisfactory to the County Attorney and shall be recorded prior to recordation of the subdivision plat.
(Staff Report by Christina Goggin)



ACTION: Deferred to November 20, 2002

SUBDIVISION

Three Chopt Village (October 2002 Plan)

Foster & Miller, P.C. for A. R. Tedesco Trust and Wilton Real Estate & Development Corporation: The 32.6 acre site is located on the north line of Three Chopt Road, at 10700 Three Chopt Road, approximately 1,400 feet west of Gaskins Road on parcels 748-756-8078, 749-756-6440, 6859 and part of parcels 749-755, 4576 and 6396. The zoning is R-6C, General Residence District (Conditional). County water and sewer. 75 Lots (**Three Chopt**)

As of the preparation date of the agenda, the staff has not received a revised plan, as requested. The staff recommendation will be made at the meeting. Should the Commission act on this request, in addition to the standard conditions for subdivisions served by public utilities, the following additional conditions are recommended:

13. The limits and elevation of the 100 year frequency flood shall be conspicuously noted on the plat and construction plans and labeled "Limits of 100 year floodplain." Dedicate floodplain as a "Variable Width Drainage & Utilities Easement."
14. The proffers approved as part of zoning case C-49C-00 shall be incorporated in this approval.
15. Prior to requesting the final approval, a draft of the covenants and deed restrictions for the maintenance of the common area by a homeowners association shall be submitted to the Planning

Office for review. Such covenants and restrictions shall be in form and substance satisfactory to the County Attorney and shall be recorded prior to recordation of the subdivision plat.

(Staff Report by Jim Strauss)



ACTION: Approved

PLAN OF DEVELOPMENT

POD-78-02

Three Chopt Village, Sections A and B

Foster & Miller, P.C. for A. R. Tedesco Trust and Wilton Real Estate & Development

Corporation: Request for approval of a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code to construct 75, two-story townhouses. The 32.6 acre site is located on the north line of Three Chopt Road approximately 1,400 feet west of Gaskins Road at 10700 Three Chopt Road on parcels 748-756-8078, 749-756-6440, 6859 and part of parcels 749-755, 4576 and 6396. The zoning is R-6C, General Residence District (Conditional). County water and sewer. (**Three Chopt**)

As of the preparation date of the agenda, the staff has not received a revised plan, as requested. The staff recommendation will be made at the meeting. Should the Commission act on this request, in addition to the standard conditions for developments of this type, the following additional conditions are recommended:

9. **AMENDED** - A detailed landscaping plan shall be submitted to the Planning Office for review and Planning Commission approval prior to the issuance of any occupancy permits.
23. The subdivision plat for Three Chopt Village, Section A shall be recorded before any occupancy permits are issued.
24. The right-of-way for widening of Three Chopt Road as shown on approved plans shall be dedicated to the County prior to any occupancy permits being issued. The right-of-way dedication plat and any other required information shall be submitted to the County Real Property Agent at least sixty (60) days prior to requesting occupancy permits.
25. The easements for drainage and utilities as shown on approved plans shall be granted to the County in a form acceptable to the County Attorney prior to any occupancy permits being issued. The easement plats and any other required information shall be submitted to the County Real Property Agent at least sixty (60) days prior to requesting occupancy permits.
26. The limits and elevations of the 100-year frequency flood shall be conspicuously noted on the plan "Limits of 100 Year Floodplain." In addition, the delineated 100-year floodplain must be labeled "Variable Width Drainage and Utility Easement." The easement shall be granted to the County prior to the issuance of any occupancy permits.
27. The required building setback shall be measured from the proposed right-of-way line and the parking shall be located behind the proposed right-of-way line.
28. The developer shall provide fire hydrants as required by the Department of Public Utilities and Division of Fire.
29. The proffers approved as a part of zoning case C-49C-00 shall be incorporated in this approval.
30. Any necessary off-site drainage and/or water and sewer easements must be obtained in a form acceptable to the County Attorney prior to final approval of the construction plans.
31. Deviations from County standards for pavement, curb or curb and gutter design shall be

approved by the County Engineer prior to final approval of the construction plans by the Department of Public Works.

32. The pavement shall be of an SM-2A type and shall be constructed in accordance with County standard and specifications. The developer shall post a defect bond for all pavement with the Planning Office - the exact type, amount and implementation shall be determined by the Director of Planning, to protect the interest of the members of the Homeowners Association. The bond shall become effective as of the date that the Homeowners Association assumes responsibility for the common areas.

33. Storm water retention, based on the 50-10 concept, shall be incorporated into the drainage plans.

34. Insurance Services Office (ISO) calculations must be included with the plans and contracts and must be approved by the Department of Public Utilities prior to the issuance of a building permit.

35. Approval of the construction plans by the Department of Public Works does not establish the curb and gutter elevations along the Henrico County maintained right-of-way. The elevations will be set by Henrico County.

36. The owners shall not begin clearing of the site until the following conditions have been met:

(a) The site engineer shall conspicuously illustrate on the plan of development or subdivision construction plan and the Erosion and Sediment Control Plan, the limits of the areas to be cleared and the methods of protecting the required buffer areas. The location of utility lines, drainage structures and easements shall be shown.

(b) After the Erosion and Sediment Control Plan has been approved but prior to any clearing or grading operations of the site, the owner shall have the limits of clearing delineated with approved methods such as flagging, silt fencing or temporary fencing.

(c) The site engineer shall certify in writing to the owner that the limits of clearing have been staked in accordance with the approved plans. A copy of this letter shall be sent to the Planning Office and the Department of Public Works.

(d) The owner shall be responsible for the protection of the buffer areas and for replanting and/or supplemental planting and other necessary improvements to the buffer as may be appropriate or required to correct problems. The details shall be included on the landscape plans for approval.

37. The location of all existing and proposed utility and mechanical equipment (including HVAC units, electric meters, junction and accessory boxes, transformers, and generators) shall be identified on the landscape plans. All equipment shall be screened by such measures as determined appropriate by the Director of Planning or the Planning Commission at the time of plan approval.

(Staff Report by Jim Strauss)



ACTION: Deferred to November 20, 2002

LIGHTING PLAN (*Deferred from the September 25, 2002, Meeting*)

LP/POD-83-01

The Lodge @ Hunton Park

Foster & Miller, P.C. for Lodge @ Hunton Park, L.P.: Request for approval of a lighting plan, as required by Chapter 24, Section 24-106 of the Henrico County Code. The 30.00-acre site is located on the north line of Hunton Park Boulevard, approximately 1,200 feet east of Staples Mill

Road (U.S. Route 33) on parcel 762-775-1005. The zoning is R-5C, General Residence District (Conditional) and C-1, Conservation District. **(Brookland)**

Revised plans have been requested to address annotations on the plan. The primary issue is staff's recommendation to eliminate or revise the wall pacs which are not fully shielded and which have been used predominantly to light parking areas throughout the site. The applicant is not in agreement with this request. Staff recommends that additional pole lights be used in lieu of wall pacs to achieve desired lighting levels. In addition, the Division of Police has expressed concern about the light levels, which fall below recommended minimum levels throughout the complex. The staff recommendation will be made at the meeting.

Should the Commission act on this request, the standard conditions for lighting plans are recommended.
(Staff Report by Leslie News)



ACTION: Approved

LANDSCAPE & LIGHTING PLAN LP/POD-30-99

The Reflections @ Westcreek Messer Landscape for North Gayton Road Venture, LLLP: Request for approval of a landscape and lighting plan, as required by Chapter 24, Sections 24-106 and 24-106.2 of the Henrico County. The 17.597 acre site is located on the east line of North Gayton Road and I-64 on part of parcels 735-765-1837, 9528 and 734-765-6020. The zoning is R-5C, General Residence District (Conditional) and R-6C, General Residence District (Conditional). **(Three Chopt)**

The staff recommends approval subject to the annotations on the plan and the standard conditions for landscape and lighting plans.
(Staff Report by Mike Kennedy)



ACTION: Approved

LANDSCAPE & LIGHTING PLAN LP/POD-6-01 Short Pump Town Center

Roy Ashley Associates for Short Pump town Center, LLC: Request for approval of a landscape and lighting plan, as required by Chapter 24, Sections 24-106 and 24-106.2 of the Henrico County. The 147.19 acre site is located on W. Broad Street (U.S. Route 250), approximately 1,000 feet west of the intersection with Pouncy Tract Road on parcels 736-764-6924, 737-763-9298, 738-763-5030, 737-763-0320, 737-762-6362, 739-763-3696, 2440, 2316, 739-762-1587, 738-763-9447, 737-764-3006, 736-763-6960 and 737-763-1830. The zoning is B-3C, Business District (Conditional). **(Three Chopt)**

As of the preparation date of the agenda, the staff has not had an opportunity to complete its review of the plan. The staff recommendation will be made at the meeting. Should the Commission act on this request, the standard conditions for landscape and lighting plans are recommended.

(Staff Report by Jim Strauss)



ACTION: Approved

LANDSCAPE & LIGHTING PLAN

LP/POD-48-01

The Townes at Meredith Creek

Koontz-Bryant, P.C. for Ima M. Liesfield Family Limited Partnership: Request for approval of a landscape and lighting plan, as required by Chapter 24, Sections 24-106 and 24-106.2 of the Henrico County. The 29.77 acre site is located on the northeast intersection of Hungary Road and Springfield Road on parcel 755-762-3713. The zoning is RTHC, Residential Townhouse District (Conditional). **(Three Chopt)**

As of the preparation date of the agenda, the staff has not received a revised plan, as requested. The staff recommendation will be made at the meeting. Should the Commission act on this request, the standard conditions for landscape and lighting plans are recommended.

(Staff Report by Mike Kennedy)



ACTION: Approved

LANDSCAPE & LIGHTING PLAN

LP/POD-69-01

The Villas of Autumn Run

Balzer & Associates, Inc. for Tascon Group, Inc.: Request for approval of a landscape and lighting plan, as required by Chapter 24, Sections 24-106 and 24-106.2 of the Henrico County. The 19.7 acre site is located along the east line of Lauderdale Drive, approximately 850 feet south of Ridgefield Parkway on parcel 731-750-2572. The zoning is R-5, General Residence District. **(Tuckahoe)**

A revised plan was received on the preparation date of the agenda, and staff has not had an opportunity to complete its review. The staff recommendation will be made at the meeting. Should the Commission act on this request, the standard conditions for landscape and lighting plans are recommended.

(Staff Report by Leslie News)



ACTION: Approved

**LANDSCAPE & LIGHTING PLAN
LP/POD-80-01**

Parson's Walk, Section A

James River for HHHunt Corporation: Request for approval of a landscape and lighting plan, as required by Chapter 24, Sections 24-106 and 24-106.2 of the Henrico County. The 28.66 acre site is located on the south line of Twin Hickory Lake Drive across from proposed Hickory Woods on part of parcel 741-765-2527, 741-764-6262 and part of 740-765-3690. The zoning is R-5AC, General Residence District (Conditional). **(Three Chopt)**

The staff recommends approval subject to annotations on the plan and the standard conditions for landscape and lighting plans.

(Staff Report by Mike Kennedy)



ACTION: Approved

PLAN OF DEVELOPMENT (*Deferred from the September 25, 2002, Meeting*)
POD-62-02

Renaissance Hair & Spa –3217 – 3227 Skipwith Road

Delta Engineers for Regency Hair Design: Request for approval of a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code to construct a one-story, 4,996 square foot beauty facility. The 1.235-acre site is located at 3217-3227 Skipwith Road, approximately 250 feet south of Broad Street (U. S. Route 250) on parcels 761-754-0791, 1383 and 1572. The zoning is B-1C, Business District (Conditional). County water and sewer. **(Three Chopt)**

The staff recommends approval subject to the annotations on the plans, the standard conditions for developments of this type, and the following additional conditions:

23. The right-of-way for widening of Skipwith Road as shown on approved plans shall be dedicated to the County prior to any occupancy permits being issued. The right-of-way dedication plat and any other required information shall be submitted to the County Real Property Agent at least sixty (60) days prior to requesting occupancy permits.

24. The easements for drainage and utilities as shown on approved plans shall be granted to the County in a form acceptable to the County Attorney prior to any occupancy permits being issued. The easement plats and any other required information shall be submitted to the County Real Property Agent at least sixty (60) days prior to requesting occupancy permits.

25. Employees shall be required to use the parking spaces provided at the rear of the building(s) as shown on the approved plans.

26. All repair work shall be conducted entirely within the enclosed building.

27. Outside storage shall not be permitted.

28. The proffers approved as a part of zoning case C-12C-02 shall be incorporated in this approval.

29. The certification of building permits, occupancy permits and change of occupancy permits for individual units shall be based on the number of parking spaces required for the proposed uses and the amount of parking available according to approved plans.

30. Any necessary off-site drainage and/or water and sewer easements must be obtained in a form

acceptable to the County Attorney prior to final approval of the construction plans.

31. Deviations from County standards for pavement, curb or curb and gutter design shall be approved by the County Engineer prior to final approval of the construction plans by the Department of Public Works.

32. Storm water retention, based on the 50-10 concept, shall be incorporated into the drainage plans.

33. Insurance Services Office (ISO) calculations must be included with the plans and contracts and must be approved by the Department of Public Utilities prior to the issuance of a building permit.

34. Approval of the construction plans by the Department of Public Works does not establish the curb and gutter elevations along the Henrico County maintained right-of-way. The elevations will be set by Henrico County.

35. The location of all existing and proposed utility and mechanical equipment (including HVAC units, electric meters, junction and accessory boxes, transformers, and generators) shall be identified on the landscape plans. All equipment shall be screened by such measures as determined appropriate by the Director of Planning or the Planning Commission at the time of plan approval.

(Staff Report by Christina Goggin)



ACTION: Approved

PLAN OF DEVELOPMENT & TRANSITIONAL BUFFER DEVIATION

POD-64-02

Wawa - 5221 Brook Road

Wilmer & Brook Roads (POD-45-75 Revised)

Jordan Consulting Engineers, P.C. for Francie & Angie Makris and Wawa, Inc.: Request for approval of a revised plan of development and transitional buffer deviation, as required by Chapter 24, Sections 24-106, 24-106(3)a and 24-106.2 of the Henrico County Code to construct a 5,913 square foot convenience store with gas pumps. The 1.755-acre site is located at the southeast corner of Brook Road (U. S. Route 1) and Wilmer Avenue on parcel 785-745-8737. The zoning is B-3, Business District. County water and sewer. **(Fairfield)**

As of the preparation date of the agenda, the staff has not had an opportunity to complete its review of the revised plan. The outstanding issue is the location of driveways and road improvements on Wilmer Avenue. The staff recommendation will be made at the meeting. Should the Commission act on this request, in addition to the standard conditions for developments of this type, the following additional conditions are recommended:

23. The entrances and drainage facilities on Brook Road (U.S. Route 1) and Wilmer Avenue shall be approved by the Virginia Department of Transportation and the County.

24. A notice of completion form, certifying that the requirements of the Virginia Department of Transportation entrances permit have been completed, shall be submitted to the Planning Office prior to any occupancy permits being issued.

25. The developer shall provide fire hydrants as required by the Department of Public Utilities and Division of Fire.

26. The developer shall install an adequate restaurant ventilating and exhaust system to minimize smoke, odors, and grease vapors. The plans and specifications shall be included with the building

permit application for review and approval. If, in the opinion of the County, the type system provided is not effective, the Commission retains the rights to review and direct the type of system to be used.

27. Any necessary off-site drainage and/or water and sewer easements must be obtained in a form acceptable to the County Attorney prior to final approval of the construction plans.

28. Deviations from County standards for pavement, curb or curb and gutter design shall be approved by the County Engineer prior to final approval of the construction plans by the Department of Public Works.

29. Insurance Services Office (ISO) calculations must be included with the plans and contracts and must be approved by the Department of Public Utilities prior to the issuance of a building permit.

30. Approval of the construction plans by the Department of Public Works does not establish the curb and gutter elevations along the Henrico County maintained right-of-way. The elevations will be set by Henrico County.

31. Approval of the construction plans by the Department of Public Works does not establish the curb and gutter elevations along the Virginia Department of Transportation maintained right-of-way. The elevations will be set by the contractor and approved by the Virginia Department of Transportation.

32. Evidence of a joint ingress/egress and maintenance agreement must be submitted to the Planning Office and approved prior to issuance of a certificate of occupancy for this development.

33. The location of all existing and proposed utility and mechanical equipment (including HVAC units, electric meters, junction and accessory boxes, transformers, and generators) shall be identified on the landscape plans. All equipment shall be screened by such measures as determined appropriate by the Director of Planning or the Planning Commission at the time of plan approval.

(Staff Report by Ted McGarry)



ACTION: Approved

PLAN OF DEVELOPMENT

POD-75-02

Crosspoint – ParviewZero Lot Line Dwellings

Michael E. Doczi & Associates, PLLC for Virginia Center, LLC: Request for approval of a plan of development as required by Chapter 24, Section 24-106 of the Henrico County Code to construct 28 zero lot line single-family homes. The 8.416 acre site is located on the northern line of Virginia Center Parkway, approximately 400 feet from its eastern public road terminus on parcel 790-764-6385. The zoning is R-5AC, General Residence District. County water and sewer. **(Fairfield)**

As of the preparation date of the agenda, the staff had not received a revised plan, as requested. There is one outstanding issue. The Environmental Division cannot recommend approval because the field verified Stream Protection Area (SPA) would require a revised layout to provide adequate useable lot area on each lot outside of the SPA limits. A waiver must be granted by the Director of Public Works. The staff recommendation will be made at the meeting.

Should the Commission act on this request, in addition to the standard conditions for developments of this type, the following additional conditions are recommended:

23. Roof edge ornamental features that extend over the zero lot line, and which are permitted by Section 24-95(i)(1), must be authorized in the covenants.
24. Eight-foot easements for construction, drainage, and maintenance access for abutting lots shall be provided and shown on the POD plans.
25. Building permit request for individual dwellings shall each include two (2) copies of a layout plan sheet as approved with the plan of development. The developer may utilize alternate building types providing that each may be located within the building footprint shown on the approved plan. Any deviation in building footprint or infrastructure shall require submission and approval of an administrative site plan.
26. The developer shall provide fire hydrants as required by the Department of Public Utilities and Division of Fire.
27. Deviations from County standards for pavement, curb or curb and gutter design shall be approved by the County Engineer prior to final approval of the construction plans by the Department of Public Works.
28. Any necessary off-site drainage and/or water and sewer easements must be obtained in a form acceptable to the County Attorney prior to final approval of the construction plans.
29. The proffers approved as a part of zoning case C-18C-02 shall be incorporated in this approval.
30. The pavement shall be of an SM-2A type and shall be constructed in accordance with County standard and specifications. The developer shall post a defect bond for all pavement with the Planning Office - the exact type, amount and implementation shall be determined by the Director of Planning, to protect the interest of the members of the Homeowners Association. The bond shall become effective as of the date that the Homeowners Association assumes responsibility for the common areas.
31. A concrete sidewalk/golf cart path, a minimum of four feet in width, shall be constructed along the north side of Virginia Center Parkway from Fairway Homes Way to the entrance to the Carriage Homes.

(Staff Report by Ted McGarry)



ACTION: Approved

PLAN OF DEVELOPMENT & MASTER PLAN

POD-76-02

The Carriages @ CrossRidge, Section 2 and Master Plan, Section 3

Wingate & Kestner for Courtney Development: Request for approval of a plan of development as required by Chapter 24, Section 24-106 of the Henrico County Code to construct Section 2 consisting of 26, two-story condominium units on a 6.5 acre site and to authorize a master plan for Section 3 consisting of an additional 140, two-story condominium units on an adjoining 36.89 acre site located at CrossRidge Glen Way on parcel 782-764-6451. The zoning is R-6, General Residence District. County water and sewer. **(Brookland)**

The staff recommends approval subject to the annotations on the plans, the standard conditions for developments of this type, and the following additional conditions:

23. The unit house numbers shall be visible from the parking areas and drives.
24. The names of streets, drives, courts and parking areas shall be approved by the Richmond Regional Planning District Commission and such names shall be included on the construction plans prior to their approval. The standard street name signs shall be ordered from the County and installed prior to any occupancy permit approval.
25. The easements for drainage and utilities as shown on approved plans shall be granted to the County in a form acceptable to the County Attorney prior to any occupancy permits being issued. The easement plats and any other required information shall be submitted to the County Real Property Agent at least sixty (60) days prior to requesting occupancy permits.
26. The developer shall provide fire hydrants as required by the Department of Public Utilities and Division of Fire.
27. The proffers approved as a part of zoning case C-17C-00 shall be incorporated in this approval.
28. Any necessary off-site drainage and/or water and sewer easements must be obtained in a form acceptable to the County Attorney prior to final approval of the construction plans.
29. Deviations from County standards for pavement, curb or curb and gutter design shall be approved by the County Engineer prior to final approval of the construction plans by the Department of Public Works.
30. The pavement shall be of an SM-2A type and shall be constructed in accordance with County standard and specifications. The developer shall post a defect bond for all pavement with the Planning Office - the exact type, amount and implementation shall be determined by the Director of Planning, to protect the interest of the members of the Homeowners Association. The bond shall become effective as of the date that the Homeowners Association assumes responsibility for the common areas.
31. Insurance Services Office (ISO) calculations must be included with the plans and contracts and must be approved by the Department of Public Utilities prior to the issuance of a building permit.
32. Approval of the construction plans by the Department of Public Works does not establish the curb and gutter elevations along the Henrico County maintained right-of-way. The elevations will be set by Henrico County.
33. The owners shall not begin clearing of the site until the following conditions have been met:
 - (a) The site engineer shall conspicuously illustrate on the plan of development or subdivision construction plan and the Erosion and Sediment Control Plan, the limits of the areas to be cleared and the methods of protecting the required buffer areas. The location of utility lines, drainage structures and easements shall be shown.
 - (b) After the Erosion and Sediment Control Plan has been approved but prior to any clearing or grading operations of the site, the owner shall have the limits of clearing delineated with approved methods such as flagging, silt fencing or temporary fencing.
 - (c) The site engineer shall certify in writing to the owner that the limits of clearing have been staked in accordance with the approved plans. A copy of this letter shall be sent to the Planning Office and the Department of Public Works.
 - (d) The owner shall be responsible for the protection of the buffer areas and for replanting and/or supplemental planting and other necessary improvements to the buffer as may be appropriate or required to correct problems. The details shall be included on the landscape plans for approval.
34. Evidence of a joint ingress/egress and maintenance agreement must be submitted to the Planning Office and approved prior to issuance of a certificate of occupancy for this development.
35. The conceptual master plan, as submitted with this application, is for planning and information purposes only. All subsequent detailed plans of development and construction plans needed to implement this conceptual plan may be administratively reviewed and approved and

shall be subject to all regulations in effect at the time such subsequent plans are submitted for review/approval.

36. The developer shall provide signage, the wording and location as deemed appropriate by the Director of Public works, which addresses the possible future extension of any stub street.

37. The location of all existing and proposed utility and mechanical equipment (including HVAC units, electric meters, junction and accessory boxes, transformers, and generators) shall be identified on the landscape plans. All equipment shall be screened by such measures as determined appropriate by the Director of Planning or the Planning Commission at the time of plan approval.

(Staff Report by Mike Kennedy)



ACTION: Approved

PLAN OF DEVELOPMENT

POD-77-02

St. Mary's Catholic Church Additions and Renovations

Koontz-Bryant, P.C. for Catholic Diocese of Richmond and St. Mary's Catholic Church: Request for approval of a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code to add a two-story, 16,000 square foot addition to the existing sanctuary and renovations to the school. The 8.38 acre site is located at 9505 Gayton Road on parcel 747-743-4993. The zoning is R-3, One-Family Residence District. County water and sewer. **(Tuckahoe)**

As of the preparation date of the agenda, the staff has not received a revised plan, as requested. The staff recommendation will be made at the meeting. Should the Commission act on this request, in addition to the standard conditions for developments of this type, the following additional conditions are recommended:

23. The easements for drainage and utilities as shown on approved plans shall be granted to the County in a form acceptable to the County Attorney prior to any occupancy permits being issued. The easement plats and any other required information shall be submitted to the County Real Property Agent at least sixty (60) days prior to requesting occupancy permits.

24. The developer shall provide fire hydrants as required by the Department of Public Utilities and Division of Fire.

25. Any necessary off-site drainage and/or water and sewer easements must be obtained in a form acceptable to the County Attorney prior to final approval of the construction plans.

26. Deviations from County standards for pavement, curb or curb and gutter design shall be approved by the County Engineer prior to final approval of the construction plans by the Department of Public Works.

27. Storm water retention, based on the 50-10 concept, shall be incorporated into the drainage plans.

28. Insurance Services Office (ISO) calculations must be included with the plans and contracts and must be approved by the Department of Public Utilities prior to the issuance of a building permit.

29. Approval of the construction plans by the Department of Public Works does not establish the curb and gutter elevations along the Henrico County maintained right-of-way. The elevations will be set by Henrico County.

30. The location of all existing and proposed utility and mechanical equipment (including HVAC

units, electric meters, junction and accessory boxes, transformers, and generators) shall be identified on the landscape plans. All equipment shall be screened by such measures as determined appropriate by the Director of Planning or the Planning Commission at the time of plan approval.

(Staff Report by Mike Kennedy)



ACTION: Approved

APPROVAL OF MINUTES: September 25, 2002



ACTION: Approved

ADJOURNed at 12:16 p.m.