

PLANNING COMMISSION

SUBDIVISIONS AND PLANS OF DEVELOPMENT

ACTIONS

December 17, 2003

The submission deadline for this hearing date was October 31, 2003.

ROLL CALL:

REQUEST FOR DEFERRALS AND WITHDRAWALS:

EXPEDITED AGENDA:

SUBDIVISION EXTENSIONS OF CONDITIONAL APPROVAL

FOR INFORMATIONAL PURPOSES ONLY

Subdivision: Claytonshire (December 2001 Plan)
Magisterial District: Brookland
Original No. of Lots: 20
Remaining Lots: 3
Previous Extensions: 1
Year(s) Extended: 1 Year - 12/15/04

Subdivision: Sadler Place (November 2002 Plan)
Magisterial District: Three Chopt
Original No. of Lots: 32
Remaining Lots: 32
Previous Extensions: 0
Year(s) Extended: 1 Year - 12/15/04

TUCKAHOE/THREE CHOPT:

Deferred from the November 19, 2003 Meeting:

Church Road/Pump Road Future Land Use Plan: The Planning Commission will consider amendments to the 2010 Land Use Plan in the form of a new Land Use Plan for the Church Road/Pump Road Study Area. The study area is generally comprised of the area surrounding the existing intersection of Church Road and Pump Road. (*For Decision Only*)

 **ACTION: Deferred to January 28, 2004**

PLAN OF DEVELOPMENT (*Deferred from the November 19, 2003, Meeting*)

POD-66-03

Walgreens @ Virginia Center Station (POD-52-03 Revised)
9801 Brook Road

VHB – Scott Chapman for Mid-Atlantic Commercial Properties, LLC: Request for approval of a revised plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct a one-story, 14,820 square foot retail pharmacy building addition to a shopping center. The 1.92-acre site is located at the northeast corner of Brook Road (U. S. Route 1) and Virginia Center Parkway on parcel 783-767-9792. The zoning is M-1, Light Industrial District. County water and sewer. **(Fairfield)**

This case was deferred from the November 19, 2003, meeting to allow resolution of the southern entrance location. A meeting was held between the representatives of Walgreens, Virginia Center Station, County staff and the Fairfield District Planning Commissioner. A compromise has been reached and is recommended in Condition No. 32.

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 developer shall provide fire hydrants as required by the Department of Public Utilities and Division of Fire.
24. 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.
25. 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.
26. 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.
27. 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.
28. 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.
29. In the event of any traffic backup which blocks the public right-of-way as a result of congestion caused by the drive-up delivery facilities, the owner/occupant shall close the drive-up delivery facilities until a solution can be designed to prevent traffic backup.
30. Prior to approval of construction plans, the applicant shall provide proof that the existing 16-foot drainage easement located under the proposed building has been vacated.
31. 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.

32. Relocation of the driveway entrance closest to Virginia Center Parkway and overall site geometry shall be in a manner satisfactory to the Traffic Engineer.



ACTION: Approved

PLAN OF DEVELOPMENT (*Deferred from the November 19, 2003, Meeting*)

POD-69-03

Long John Silvers/A&W Restaurant
4615 Williamsburg Road

McKinney & Company for Ralph L. Bradley and Yum! Brands, Inc.: 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, 2,860 square foot restaurant with drive-thru. The 1.927-acre site is located along the south line of Williamsburg Road (U.S. Route 60) approximately 200 feet west of Laburnum Avenue at 4615 Williamsburg Road on parcel 816-713-0978. The zoning is B-3, Business District and M-1, Light Industrial District. County water and sewer. (**Varina**)

This POD was deferred from the November 19, 2003 meeting at the applicant's request. There is one outstanding issue. The developer and the Environmental Division of Public Works are not in agreement on the limits of the wetlands. As of the preparation date of the agenda, there is no resolution and staff cannot recommend approval. 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 developer shall provide fire hydrants as required by the Department of Public Utilities and Division of Fire.
24. The entrances and drainage facilities on Williamsburg Road (State Route 60) shall be approved by the Virginia Department of Transportation and the County.
25. 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.
26. 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.
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. 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 Virginia Department of Transportation maintained right-of-way. The elevations will be set by the contractor and approved by the Virginia Department of Transportation.
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.

31. In the event of any traffic backup which blocks the public right-of-way as a result of congestion caused by the drive-up delivery facilities, the owner/occupant shall close the drive-up delivery facilities until a solution can be designed to prevent traffic backup.

32. 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.

33. 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.



ACTION: Deferred to January 28, 2004

PLAN OF DEVELOPMENT

POD-67-03

The Shops @ Brook Run (POD-129-88 Revised)

Wingate & Kestner for Brook Run General Partnership: Request for approval of a revised plan of development as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct a 7,200 square foot retail building addition to a shopping center. The 3.8-acre site is located on Brook Road (U.S. Route 1) and Brook Run Drive (private) on part of parcel 784-747-4880. The zoning is B-3C, Business District (Conditional). County water and sewer. (**Fairfield**)

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

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.
11. **AMENDED** - Prior to the installation of the site lighting equipment, a plan including depictions of light spread and intensity diagrams, and fixture and specifications and mounting height details shall be submitted for Planning Office review and Planning Commission approval.
23. Only retail business establishments permitted in a B-3 zone may be located in this center.
24. The ground area covered by all the buildings shall not exceed in the aggregate 25 percent of the total site area.
25. No merchandise shall be displayed or stored outside of the building(s) or on sidewalk(s).
26. 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.
27. The developer shall provide fire hydrants as required by the Department of Public Utilities and Division of Fire.
28. The proffers approved as a part of zoning case C-30C-88 shall be incorporated in this approval.
29. 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.
30. 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.

31. Storm water retention, based on the 50-10 concept, shall be incorporated into the drainage plans.
32. 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.
33. 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.
34. 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 shall be reviewed and approved by the Planning Commission and shall be subject to all regulations in effect at the time such subsequent plans are submitted for review/approval.
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.
36. Landscaping along Brook Road, and site and street lighting shall comply with the Brook Road Design Guidelines or standards approved by the Director of Planning at the time of landscape and lighting plan review.
37. A coordinated design scheme shall be adopted for all parcels being developed within the shopping center and with the "Brook Road Enhancement Study". The buildings shall be constructed with brick coordinated to match the existing Ukrop's building.
38. A coordinated lighting, landscape and signage scheme shall be maintained for all parcels within the Brook Run shopping center.
39. The required 35-foot transitional buffer along Brook Road may be reduced to no less than 25-feet. Planting within the transitional buffer along Brook Road shall conform to the planting standards of the 25-foot transitional buffer or as otherwise approved by the Planning Commission
40. As a condition of the transitional buffer deviation, a public sidewalk and streetscape improvements conforming to the Brook Road Enhancement Study and such guidelines as may be adopted by the Director of Planning shall be provided prior to the issuance of any occupancy permits.
41. No additional freestanding signs shall be permitted within the shopping center.



ACTION: Approved

PLAN OF DEVELOPMENT

POD-65-03

Marriott Innsbrook Corporate Center Addition (POD-49-98 Revised)

Foster & Miller, P.C. for Columbia Properties Richmond, Ltd.: Request for approval of a revised plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct a one-story, 8,717 square foot hotel addition containing a ballroom and restroom facilities. The 6.720-site is located on the southwest corner of Dominion Boulevard and Innslake Drive, 4240 Dominion Boulevard on parcel 747-761-2490. The zoning is B-2C, 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 developer shall provide fire hydrants as required by the Department of Public Utilities and Division of Fire.
24. The proffers approved as a part of zoning case C-26C-98 shall be incorporated in this approval.
25. Storm water retention, based on the 50-10 concept, shall be incorporated into the drainage plans.
26. 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.
27. 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.
28. The conditions of variance A-136-2003 shall be incorporated in this approval.



ACTION: Approved

PLAN OF DEVELOPMENT

POD-72-03

Hickory Grove – Phase 2 Old Nuckols Road

Koontz-Bryant, P.C. for Carol Sacra: Request for approval of a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct a total of 32 two-story, townhouses units. The 5.26-acre site is located 200 feet west of the intersection of Pinedale Road and Old Nuckols Road, 11501 Old Nuckols Road, on parcel 744-773-8230. The zoning is RTHC, Residential Townhouse 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 subdivision plat for Hickory Grove, Section 2 shall be recorded before any building permits are issued.
24. The right-of-way for widening of Old Nuckols 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 developer shall provide fire hydrants as required by the Department of Public Utilities and Division of Fire.
28. A standard concrete sidewalk shall be provided along the south side of Old Nuckols Road.
29. The proffers approved as a part of zoning case C-17C-03 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. continue
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. 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.
38. 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.

 **ACTION: Approved**

PLAN OF DEVELOPMENT

POD-73-03

Lipstock Laser Center - Horsepen Road

Balzer & Associates, Inc. for Weinstein & Weinstein and Kenneth Lipstock: 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, 4,288 square foot medical office. The 0.70-acre site is located at the southeast corner of the intersection of Horsepen Road and Roxbury Road on parcels 766-741-7037, 7637 and 8137. The zoning is O-1, Office District. County water and sewer.

(Three Chopt)

As of the preparation date of the agenda, the staff has not received a revised plan and architectural, as requested. Staff has concerns for the proposed storm sewer pipe as it is located within a proposed 10-foot transitional buffer. In addition, the original building elevations do not accurately portray the proposed building, and the original floor plan does not match the building elevations. 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. 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.

28. 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.

29. 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.

 **ACTION: Approved**

PLAN OF DEVELOPMENT

POD-74-03

Hollywood Video @ John Rolfe Commons Shopping Center (POD-79-01 Revised)

Koontz-Bryant, P.C. for The Wilton Companies, LLC: 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, 6,497 square foot retail building addition to a shopping center. The 1.33-acre site is located on the north side of Ridgefield Parkway approximately 300 feet north of the intersection of Ridgefield Parkway and John Rolfe Parkway in the John Rolfe Commons Shopping Center on part of parcel 736-751-6741. The zoning is B-2C, Business District (Conditional). County water and sewer. **(Tuckahoe)**

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 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. 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-66C-88 shall be incorporated in this approval.
29. 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.
30. 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.
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. 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.
34. The master plan, as submitted with this application, is for planning and informational purposes only.
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.



ACTION: Approved

PLAN OF DEVELOPMENT

POD-76-03

Bruster's Ice Cream @ John Rolfe Commons Shopping Center (POD-79-01 Revised)

Balzer & Associates, Inc. for The Wilton Companies, LLC: 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, 1,216 square foot restaurant building addition to an existing shopping center. The 0.52-acre site is located on the north side of Ridgefield Parkway approximately 1100 feet west of John Rolfe Parkway in the John Rolfe Commons Shopping Center on part of parcel 736-351-6741. The zoning is B-2C, Business District (Conditional). County water and sewer. **(Tuckahoe)**

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 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. 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-66C-88 shall be incorporated in this approval.
29. 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.
30. 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.
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. 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.
34. The master plan, as submitted with this application, is for planning and informational purposes only.
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.

36. Final Construction Plans for this project will not be approved until the revised construction plans for POD-79-01 are approved by the County staff.



ACTION: Approved

PLAN OF DEVELOPMENT

POD-77-03

Plow & Hearth @ Short Pump Town Center

Little Diversified Architectural Consulting for Short Pump Town Center, LLC and Plow & Hearth: 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, 9,988 square foot retail building in an existing shopping center. The 2.596-acre site is located along the north line W. Broad Street (U.S. Route 250), approximately 200 feet west of its intersection with Lauderdale Drive (11700 W. Broad Street) on parcel 737-763-0900. The zoning is B-3C, Business District (Conditional) and WBSOD, West Broad Street Overlay District. Private water and sewer. **(Three Chopt)**

As of the preparation date of the agenda, the staff has not received a revised architectural 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 developer shall provide fire hydrants as required by the Department of Public Utilities and Division of Fire.
24. Outside storage shall not be permitted.
25. The proffers approved as a part of zoning case C-29C-03 shall be incorporated in this approval.
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. 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.
28. 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.
29. The ground area covered by all the buildings shall not exceed in the aggregate 25 percent of the total site area.
30. No merchandise shall be displayed or stored outside of the building(s) or on sidewalk(s).



ACTION: Approved

SUBDIVISION (*Deferred from the November 19, 2003, Meeting*)
Westover Pines (June 2002 Plan)

Schmidt & Associates for Westover Pines, L.L.C.: The 3.895-acre site proposed for a subdivision of 35 townhouses for sale is located on the west side of Westover Avenue, approximately 125 feet north of Third Street on parcel 816-728-0487. The zoning is RTH, Residential Townhouse District. County water and sewer. (**Varina**) 35 Lots

As of the preparation date of the agenda, the staff has not had an opportunity to complete its review of the revised plan with a new building layout. The staff recommendation will be made at the meeting. Currently, staff and developer have been working together with input from adjacent property owners to address staff's concerns. An additional meeting with the Varina Planning Commissioner is scheduled for December 11, 2003. Should the Commission act on this request, in addition to the standard conditions for residential townhouses, the following additional condition is recommended:

11. 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.



ACTION: Approved

SUBDIVISION

Sadler Glen, Section D (December 2003 Plan)

Youngblood, Tyler & Associates, P. C. for Sadlen Development, LLC: The 0.9-acre site proposed for a subdivision of 2 single-family homes is located on the west side of proposed Larabrook Place on part or parcels 746-767-0603 and 745-767-6902. The zoning is R-3C and R-3AC, One-Family Residence District (Conditional). County water and sewer. (**Three Chopt**) 2 Lots

The staff recommends conditional approval subject to the annotations on the plans, the standard conditions for subdivisions served by public utilities, and the following additional conditions.

12. The proffers approved as part of zoning cases C-78C-99 and C-4C-01 shall be incorporated in this approval.

13. 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.

14. The detailed plant list and specifications for the landscaping to be provided within the 25-foot-wide planting strip easement along interstate I-295 shall be submitted to the Planning Office for review and approval prior to recordation of the plat.

15. The subdivision plat for Sadler Glen, Section B, containing the dedication of Larabrook Place along the bounds of this development, shall be recorded prior to the recordation of any lots within this portion of Sadler Glen.

 **ACTION: Approved**

SUBDIVISION

Stoneleigh Subdivision (December 2003 Plan)

Timothy L. Rohmoser for Robert B. Ball, Sr. and Stoneleigh L.L.C.: The 99.1-acre site proposed for a subdivision of 173 single-family homes is located south of east Parham Road and west of Chamberlayne Avenue (U.S. Route 1) on parcels 791-759-1653, 792-759-3596 and 793-759-4718. The zoning is R-2AC, One-Family Residence District. County water and sewer. **(Fairfield)** 173 Lots

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. Currently, the Design and Environmental Divisions of Public Works and the Planning Office cannot recommend approval of the plan as submitted. Public Works Design needs confirmation that the proposed entrances have adequate sight distance for existing conditions or must be obtained from the County Engineer. The Environmental Division needs to see that enough buildable area is provided on Lot 38, Block A exclusive of Resource Protection Area (RPA). The Planning Office is concerned with the location of the proffered tot lot. The amenity is shown within the RPA with a steep slope and it should be located in an area suitable for active and passive recreation in accordance with the approved proffers. Should the Commission act on this request, in addition to the standard conditions for developments of this type, the following additional conditions are recommended:

12. Prior to requesting final approval, the engineer shall furnish the Planning Staff a plan showing a dwelling situated on Lots 17 and 18, Block C, Lots 11, 12, 17 and 18 and Block D, to determine if the lot design is adequate to meet the requirements of Chapter 24, of the Henrico County Code.
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 detailed plant list and specifications for the landscaping to be provided within the 25-foot-wide planting strip easement along E. Parham Road and Chamberlayne Avenue shall be submitted to the Planning Office for review and approval prior to recordation of the plat.
15. Any necessary offsite drainage easements must be obtained prior to approval of the construction plan by the Department of Public Works.
16. The proffers approved as part of zoning cases C-46C-03 and C-47C-03 shall be incorporated in this approval.
17. 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.
18. Any future building lot containing a BMP, sediment basin or trap and located within the buildable area for a principal structure or accessory structure, may be developed with engineered fill. All material shall be deposited and compacted in accordance with the Virginia Uniform Statewide Building Code and geotechnical guidelines established by a professional engineer. A detailed engineering report shall be submitted for the review and approval by the Building Official prior to the issuance of a building permit on the affected lot. A copy of the report and recommendations shall be furnished to the Directors of Planning and Public Works.

 **ACTION: Approved**

SUBDIVISION

Dorey Mill (December 2003 Plan)

Engineering Design Associates for Pruitt Properties, Inc. and Loftis Real Estate & Development, Inc.: The 220.53 acre site proposed for a subdivision of 134 single-family homes is centered between Charles City and Darbytown Roads and Gill Dale Park and Yahley Mill Road on parcels 840-692-7093; 836-695-0386; 837-695-5661 and 837-693-5764. The zoning is A-1, Agricultural District. Individual well and Septic Tank/Drainfield. (**Varina**) 134 Lots

There are two outstanding issues: The subdivision does not respect the Major Thoroughfare Plan (MTP) recommendation and the floodplain is not accurately shown.

The proposed subdivision is located on four abutting parcels which are centered in a large “block” of land bounded by a combination of minor arterials, major and minor collectors and proposed Gill Dale Park. The subject site is bisected by an MTP road named Forest Drive, a minor collector which extends diagonally through the site connecting Gill Dale Road, a minor arterial and Yahley Mill Road, a minor collector. The subdivision layout does not reflect the MTP road in the design.

The applicant proposes a local road which he would like considered as a replacement for the MTP road. Its alignment is different than that shown on the MTP, would be fronted with lots its entire length, and the increased minor collector dwelling setbacks are not met.

Staff feels the subdivision does not meet the requirements of the MTP and cannot recommend approval. 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 detailed plant list and specifications for the landscaping to be provided within the 25-foot-wide planting strip easement along Gill Dale Road shall be submitted to the Planning Office for review and approval prior to recordation of the plat.
12. A stub road shall be provided to the southwest with proper alignment to connect with Kara Drive extended.
13. Drive D may not stub to Gill Dale Park. Redesign the intersection of Drive D and C.
14. Provide a 10-foot-wide pedestrian access to Gill Dale Park at a location acceptable to the Director of Recreation and Parks.
15. The 50-foot-wide strip connecting to Yahley Mill Road must be incorporated into lot 45 or conveyed to the abutting property owners.

 **ACTION: Deferred to January 28, 2004**

SUBDIVISION

Fairlawn (December 2003 Plan)

Balzer & Associates, Inc. for Richmond Metropolitan Habitat for Humanity: The 2.90-acre site proposed for a subdivision of 7 single-family homes is located at the southwestern terminus of Carlstone Drive at Meadow Road extended on parcel 827-721-4474. The zoning is R-4A, One-Family Residence District. County water and sewer. (**Varina**) 7 Lots

There are a number of outstanding issues. First, the owner of the BMP parcel serving this development must be signatory to the application. Second, BMP calculations are incomplete. Third, a redesign is needed which would include construction of a permanent cul-de-sac, elimination of the common area and reconfiguration of Lots 5–7 to meet minimum zoning requirements.

As of the preparation date of this 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 subdivisions served by public utilities are recommended.



ACTION: Approved

SUBDIVISION

Grey Oaks, Section A (September 2003 Plan)

Youngblood, Tyler & Associates, P.C. for Route 271, LLC and Loftis Real Estate & Development, Inc.: The 24.92-acre site proposed for a subdivision of 49 single-family homes is located on Pouncey Tract Road (State Route 271) at Grey Oaks Park Drive on part of parcel 738-772-9227. The Zoning is R-2AC, One-Family Residence District (Conditional). County water and sewer. (**Three Chopt**) 49 Lots

The staff recommends conditional approval, subject to the annotations on the plans, the standard conditions for subdivisions served by public utilities and the following additional conditions:

12. The detailed plant list and specifications for the landscaping to be provided within the 10-foot-wide planting strip easement along Grey Oaks Park Drive shall be submitted to the Planning Office for review and approval prior to recordation of the plat.
13. A County standard sidewalk shall be constructed along the north side of Grey Oaks Park Drive.
14. Any necessary offsite drainage easements must be obtained prior to approval of the construction plan by the Department of Public Works.
15. The proffers approved as part of zoning case C-16C-03 shall be incorporated in this approval.
16. 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.
17. Prior to recordation a development agreement for the proffered recreational area must be submitted for review and approval by the Director of Planning. The development agreement shall

provide for the dedication of the recreational area, a master plan for the recreational area and a performance schedule or bond for the proffered recreational area amenities.

 **ACTION: Approved**

SUBDIVISION

Grey Oaks, Section B (September 2003 Plan)

Youngblood, Tyler & Associates, P. C. for Route 271, LLC and Loftis Real Estate & Development, Inc.: The 19.77-acre site proposed for a subdivision of 40 single-family homes is located on Pouncey Tract Road (State Route 271) at Grey Oaks Park Drive on part of parcel 738-772-9227. The zoning is R-2AC, One-Family Residence District (Conditional). County water and sewer. **(Three Chopt) 40 Lots**

The staff recommends conditional approval, subject to the annotations on the plans, the standard conditions for subdivisions served by public utilities and the following additional conditions:

12. The detailed plant list and specifications for the landscaping to be provided within the 10-foot-wide planting strip easement along Grey Oaks Park Drive shall be submitted to the Planning Office for review and approval prior to recordation of the plat.
13. A County standard sidewalk shall be constructed along the north side of Grey Oaks Park Drive.
14. Any necessary offsite drainage easements must be obtained prior to approval of the construction plan by the Department of Public Works.
15. The proffers approved as part of zoning case C-16C-03 shall be incorporated in this approval.
16. 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.
17. Prior to recordation a development agreement for the proffered recreational area must be submitted for review and approval by the Director of Planning. The development agreement shall provide for the dedication of the recreational area, a master plan for the recreational area and a performance schedule or bond for the proffered recreational area amenities.

 **ACTION: Approved**

SUBDIVISION

Townhomes @ Deep Run (December 2003 Plan)

Bay Design Group, P.C. for Merchants, LLC: The 1.41-acre site proposed for a subdivision of 7 single-family homes is located at the intersection of Ridgefield Parkway and Flintwood Drive, 9990 Ridgefield Parkway on parcel 745-752-4031. The zoning is R-5, General Residence District. County water and sewer. **(Three Chopt) 7 Lots**

The staff recommends conditional approval, subject to the annotations on the plans, the standard conditions for subdivisions served by public utilities and the following additional conditions:

13. Before the plat is recorded, the developer shall submit to the Planning Office a detailed report prepared by a qualified professional engineer specifying the proposed treatment of mine shafts and scars. The report shall be reviewed by the Design Division of Public Works, and shall be made a part of the construction plans approved for the subdivision.
14. A County standard sidewalk shall be constructed along the north side of Ridgefield Parkway.
15. Any necessary offsite drainage easements must be obtained prior to approval of the construction plan by the Department of Public Works.



ACTION: Approved

SUBDIVISION

Willow Gate (December 2003 Plan)

Foster & Miller, P.C. for Phase One Development, LLC and Estelle M. Urban: The 8.59-acre site, proposed for a subdivision of 18 single-family homes, is located approximately 450 feet northeast of Trexler Road, along the northern line of Sadler Road on parcels 747-767-4490, 7057 and 8072. The zoning is R-3C, One-Family Residence District (Conditional). County water and sewer. **(Three Chopt)** 18 Lots

As of the preparation date of the agenda, the staff has not received a revised plan, as requested. Staff has several concerns with the original plan. One, the correct right-of-way dedication must be shown on the plan. Two, the typical lot detail indicates an unrealistic house footprint. Three, the Department of Public Works has asked for clarification on the correct delineation of the floodplain on the subject property. 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:

12. Each lot shall contain at least 11,000 square feet.
13. Any necessary offsite drainage easements must be obtained prior to approval of the construction plan by the Department of Public Works.
14. The proffers approved as part of zoning case C-50C-03 shall be incorporated in this approval.
15. Any future building lot containing a BMP, sediment basin or trap and located within the buildable area for a principal structure or accessory structure, may be developed with engineered fill. All material shall be deposited and compacted in accordance with the Virginia Uniform Statewide Building Code and geotechnical guidelines established by a professional engineer. A detailed engineering report shall be submitted for the review and approval by the Building Official prior to the issuance of a building permit on the affected lot. A copy of the report and recommendations shall be furnished to the Directors of Planning and Public Works.
16. The detailed plant list and specifications for the landscaping to be provided within the 25-foot-wide planting strip easement along Sadler Road shall be submitted to the Planning Office for review and approval prior to recordation of the plat.



ACTION: Approved

SUBDIVISION (*Deferred from the November 19, 2003, Meeting*)
Camp Hill (October 2003 Plan)

Foster & Miller, P.C. for Danny R. and C. J. Paxton, A. B. Harrelson and Attack Properties, Inc.: The 576-acre site proposed for a subdivision of 317 single-family homes is located generally along the north line of the intersection of New Market Road (State Route 5) and Long Bridge Road between Turner Road and Yahley Mill Road on parcels 833-686-7681 and 833-682-5297. The zoning is A-1, Agricultural District. Individual well and septic tank/drainfield.
(Varina) 317 Lots

Revised plans were received on November 19, 2003, and staff has not has an opportunity to complete its review of the revised plans. The staff recommendation will be made at the meeting. 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:

4. **AMENDED** –This approval is of the conditional plat only. Final approval of the plat shall not be granted until such time as the Virginia Department of Health has granted approval for sewage disposal on all lots or until a final plat is prepared that conspicuously indicates all lot(s) not receiving Virginia Department of Health approval for sewage disposal, and which states that there shall be no construction on lots without such approval. Details of approved sewage disposal systems and reserved areas for such systems shall be included with the final construction plan prior to construction plan approval.

10. **AMENDED** - Prior to recordation of the plat, the developer shall provide a buildable area plan showing information for each lot within the subdivision. These plans shall be a part of the revised construction plans submitted for review and for signature. The buildable area plan shall be a minimum of 1" to 50' scale or larger and shall show the buildable area for the principal structure, all setback dimensions, the minimum lot width (front building line), the area of each lot found to be suitable for the location of the septic drainfield system and reserved drainfield area on the lot, or alternative system, and if applicable, the 100 year floodplain location, the area of each lot exclusive of floodplain, and Chesapeake Bay Act Preservation areas and setback dimensions when applicable.

11. Prior to final approval of the construction plans, grading plans with minimum finished floor elevations are required for the following lots: All lots that have impacted wetlands, all lots adjacent to wetlands, all lots adjacent to yard swales, all lots adjacent to flood plain, all lots that have a sediment trap or basin that is to be filled in, and all lots with excessive slopes, as determined by the Director of Public Works.

12. Each lot shall contain at least 1 acre, exclusive of floodplain areas.

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. Prior to final approval of the construction plans, the developer shall furnish a letter from Dominion Virginia Power stating that this proposed development does not conflict with its facilities.

15. Prior to final approval of the construction plans, the developer shall furnish a letter from Colonial Pipe Line Company stating that this proposed development does not conflict with its facilities.

16. Final approval shall not be granted to any lots containing any portion of the private access road, Camp Hill Road, or any lots which may be directly impacted by the redesign of the aforementioned lots, until the legal status of this roadway is determined by the applicant to the satisfaction of the Director of Planning and the County Attorney. No portion of the private

roadway shall be located on any proposed lot.

17. The detailed plant list and specifications for the landscaping to be provided within the 25-foot-wide planting strip easement along New Market Road, Long Bridge Road, Turner Road and Yahley Mill Road shall be submitted to the Planning Office for review and approval prior to recordation of the plat.

18. Prior to requesting 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. The covenants should establish conditions to provide for perpetual upkeep of the historic fort/breastworks to be preserved within the common area, including interpretive signage or other facilities provided.

19. The developer shall make best efforts to coordinate the timing of construction activities in the area of Fort Southard with the Director of Recreation and Parks to allow mapping and photo documentation.

20. Any future building lot containing a BMP, sediment basin or trap and located within the buildable area for a principal structure or accessory structure, may be developed with engineered fill. All material shall be deposited and compacted in accordance with the Virginia Uniform Statewide Building Code and geotechnical guidelines established by a professional engineer. A detailed engineering report shall be submitted for the review and approval by the Building Official prior to the issuance of a building permit on the affected lot. A copy of the report and recommendations shall be furnished to the Directors of Planning and Public Works.

21. No more than 50 lots may be recorded on a single point of access.

22. A phase I archaeological survey shall be performed on the property to identify historic sites and resources. A copy of the survey report shall be submitted to the Planning Office and Department of Recreation and Parks for review prior to final approval of construction plans.

23. A geologic exploration and a geotechnical study shall be performed by a geotechnical firm selected by the applicant to determine if the proposed development may impact ground water quality and quantity at Camp Holly Springs. A copy of the study and recommendations shall be submitted to the Planning Office and The Virginia Department of Health prior to final approval of the construction plans.



ACTION: Deferred to January 28, 2004

APPROVAL OF MINUTES: November 19, 2003, Minutes



ACTION: Approved

DISCUSSION ITEM:

POD-39-03

Promenade Shops – Amended Condition (Three Chopt)

This development and the Westgate access road (POD-36-01, First Union National Bank) were originally submitted as separate projects with different developers. Blackwood Development Company, Inc. is under contract with Wachovia Bank to purchase all of the land in both PODs

and construct all improvements associated with the PODs. Mr. Blackwood requests the Planning Commission consider amending condition 43 to remove the bonding requirement prior to building permit approval. Currently, the road is under construction and the center's building permit is pending this decision. Staff feels that the modified condition will still address possible road completion issues by restricting temporary certificates of occupancy until the road is ready for public use.

43. **AMENDED** - If the final construction plans for the access road and brick wall are proposed with another POD, final plans for this project (building and parking) will not be approved until plans for the access road and brick wall are approved. A building permit will not be issued until the road and wall or built or bonded and No temporary or final certificate of occupancy will be issued until road and wall construction is complete and ready for public use.



ACTION: Approved

WORK SESSION: Ordinance Amendment for Gated Communities on Public Roads



ACTION: Public Hearing set for January 28, 2004

ADJOURNed at 12:17 p.m.