

**PLANNING COMMISSION**

**SUBDIVISIONS AND PLANS OF DEVELOPMENT**

April 19, 2006

The submission deadline for this hearing date was March 3, 2006.

For questions about the agenda, contact Diana Carver, 501-4606.

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**ROLL CALL:**

**REQUEST FOR DEFERRALS AND WITHDRAWALS:** Leslie News

**EXPEDITED AGENDA:** Leslie News

**SUBDIVISION EXTENSIONS OF CONDITIONAL APPROVAL:** Ted McGarry

**FOR INFORMATIONAL PURPOSES ONLY**

**Subdivision:** Bentley (April 2005 Plan)

**Magisterial District:** Fairfield

**Original No. of Lots:** 67

**Remaining Lots:** 67

**Previous Extensions:** 0

**Year(s) Extended Recommended:** 1 Year - 4/25/07

**Subdivision:** Majestic Meadows (September 2004 Plan)

**Magisterial District:** Varina

**Original No. of Lots:** 130

**Remaining Lots:** 130

**Previous Extensions:** 0

**Year(s) Extended Recommended:** 1 Year - 4/25/07

**LANDSCAPE & LIGHTING PLAN**

**LP/POD-56-04**

Aspen Park – Staples Mill and School Roads

**Purvis & Associates, Inc. for James R. & Thomas W. Hamilton:** 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 Code. The 5.80-acre site is located on the east line of Staples Mill Road (U.S. Route 33), approximately 300 feet north of Aspen Avenue on parcels 774-746-3074 and 4666.

The zoning is O-2, Office District, O-2C, Office District (Conditional) and M-1, Light Industrial District. **(Brookland)**

As of the preparation date of the agenda, the staff has not completed its review of the plan. Should the Commission act on this request, the standard conditions for landscape and lighting plans are recommended.

**(Staff Report by Jim Strauss)**

**(Applicant's Representative: Sue Dibble)**



**ACTION: Deferred to May 24, 2006**

## **SUBDIVISION**

**Clarendon Farms** (April 2006 Plan)

**Bay Design Group, P.C. for Clarendon Associates, LLC and Attack Properties, Inc.:** The 1.84-acre site proposed for a subdivision of 5 single-family homes is located at the southeast intersection of Cedar Fork Road and Clarendon Road on parcel 812-733-5006. The zoning is R-3C, One-Family Residence District (Conditional). County water and sewer. **(Fairfield)** 5 Lots

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

12. A County standard sidewalk shall be constructed along the north side of Cedar Fork Road.
13. The proffers approved as part of zoning case C-60C-94 shall be incorporated in this approval.
14. The detailed plant list and specifications for the landscaping to be provided within the 25-foot-wide planting strip easement along Cedar Fork Road shall be submitted to the Department of Planning for review and approval prior to recordation of the 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 Department of Planning 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)**

**(Applicant's Representative: Kathy Payne)**



**ACTION: Approved**

## **SUBDIVISION**

**Wilton on The James, Phase 1 – Single-Family** (March 2006 Plan)

**Youngblood, Tyler & Associates, P.C. for WF Hunt, LLC and HHHunt Corporation:** The 84.11-acre site proposed for a subdivision of 293 single-family homes is located on the south side of Pocahontas Parkway (State Route 895), east of the James River on part of parcel 798-683-

5459. The zoning is UMUC (Urban Mixed Use) District (Conditional). County water and sewer. **(Varina)** 293 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. 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. 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 case C-56C-04 shall be incorporated in this approval.
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 Department of Planning 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.
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.

**(Staff Report by Kevin Wilhite)**

**(Applicant's Representative: Anne W. Tignor)**



**ACTION: Deferred to May 11, 2006**

## **SUBDIVISION**

**Wilton on The James, Phase 1 - Townhouses (March 2006 Plan)**

**Youngblood, Tyler & Associates, P.C. for WF Hunt, LLC and HHHunt Corporation:** The 12.77-acre site proposed for a subdivision of 159 townhouses is located on the south side of Pocahontas Parkway (State Route 895), east of the James River on parcel 798-683-5459. The zoning is UMUC (Urban Mixed Use) District (Conditional). County water and sewer. **(Varina)** 159 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. Should the Commission act on this request, in addition to the standard conditions for residential townhouse subdivisions served by public utilities, the following additional conditions are recommended:

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-56C-04 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 Department of Planning 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.

16. 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.

**(Staff Report by Kevin Wilhite)**

**(Applicant's Representative: Anne W. Tignor)**



**ACTION: Deferred to May 11, 2006**

## **SUBDIVISION**

**East Area Middle School – Road A (April 2006 Plan)**

**Timmons Group for Henrico County Public Schools:** The 1.51-acre site is proposed for public road dedication to provide access for a new middle school and is located at the intersection of Elko Road (State Route 156) and Elko Tract Road on part of parcel 851-709-0088. The zoning is A-1. Agricultural District. County water and sewer. **(Varina)** 0 Lots

As of the preparation date of the agenda, the staff has not received a revised plan, as requested. Planning has requested that the applicant verify that the School Board has approved the use of the name Elko Tract Road for the new public street.

Should the Commission act on this request, the standard condition for subdivisions served by public utilities are recommended.

**(Staff Report by Jim Strauss)**

**(Applicant's Representative: Steve Raugh)**



**ACTION: Approved**

## **PLAN OF DEVELOPMENT**

**POD-17-06**

**Wawa – Ridgefield Parkway and Gayton Center Drive**

**Balzer & Associates, Inc. for Canterbury Square, LLC and Wawa, 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, 6,410 square foot convenience store with fuel pumps. The 3.39-site is located on the southwest corner of Ridgefield Parkway and Gayton Centre Drive on parcel 731-751-2972. The zoning is B-3, Business District. County water and sewer. **(Tuckahoe)**

Staff has requested a revised plan which would relocate a proposed storm sewer outside of a transitional buffer along the western property line and revised elevations showing red brick as the

primary material. 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 Department of Planning 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 Department of Planning review and Planning Commission approval.
  24. The right-of-way for widening of Ridgefield Parkway 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 developer shall provide fire hydrants as required by the Department of Public Utilities and Division of Fire.
  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. A standard concrete sidewalk shall be provided along the south side of Ridgefield Parkway.
  29. Outside storage shall not be permitted.
  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. 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. 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.
  34. The building shall be constructed of red brick and the brick shall not be painted at any time.
- (Staff Report by Michael Kennedy)**  
**(Applicant's Representative: Christopher Shust)**



**ACTION: Deferred to May 24, 2006**

## **SUBDIVISION**

**Wickham** (March 2006 Plan)

**Koontz-Bryant, P.C. for Marchetti Properties, III, LLC, Atack Properties, Inc., Shelby Duncan, Elizabeth G. McLawhorn, Debra F. Tucker, Derle F. Edwards and Herbert D. Fogg, Jr.:** The 96.13-acre site proposed for a subdivision of 129 single-family homes is located on the west side of Staples Mill Road (U.S. Route 33) directly across from Meadow Pond Lane, approximately 1,500 feet north of the intersection of Staples Mill Road and Courtney Road on parcels 761-767-2889, 6317; 762-767-8633, 5793; 762-768-2433 and 3508. The zoning is A-1, Agricultural District and R-2A, One-Family Residence District. County water and sewer. **(Brookland)** 129 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. At least sixty days prior to recordation of the plat, a draft of the covenants and deed restrictions for the maintenance of the common area shall be submitted to the Department of Planning 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.
13. Each lot shall contain at least 13,500 square feet exclusive of the flood plain areas.
14. 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."
15. The details for the landscaping to be provided within the 50-foot wide landscape buffer on the west side of Staples Mill Road (U.S. Route 33) shall be submitted to the Department of Planning for review and approval prior to recordation of the plat.
16. Any necessary offsite drainage easements must be obtained prior to final approval of the construction plan by the Department of Public Works.
17. The proffers approved as part of zoning cases C-19C-05, C-50C-05 and C-15C-06 shall be incorporated in this approval.
18. The owner 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 on 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 Department of Planning 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 Planning Commission approval.
19. The plat shall contain a statement that the common area is dedicated to the common use and enjoyment of the homeowners of Wickham and is not dedicated for use by the general public. This statement shall refer to the applicable article in the covenants recorded with the plat.
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.

**(Staff Report by Michael Kennedy)**

**(Applicant's Representative: William Hestand)**



**ACTION: Approved**

## **PLAN OF DEVELOPMENT**

### **POD-18-06**

Trinity Lutheran Church Additions  
(POD-70-03 Expired)

**Koontz-Bryant, P.C. for Trinity Lutheran Church:** Request for approval of a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct two, two-story additions totaling 7,389 square feet to an existing church. The 2.60-acre site is located at 2315 N. Parham Road at the southeast corner of the intersection of Parham Road and Landsdowne Road on 756-751-3532. The zoning is R-3, One-Family Residence District. 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:

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. The developer shall provide fire hydrants as required by the Department of Public Utilities and Division of Fire.
26. A standard concrete sidewalk shall be provided along the east side of Parham Road.
27. Prior to issuance of a building permit, the developer must furnish a letter from Dominion Virginia Power stating that this proposed development does not conflict with their facilities.
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. Storm water retention, based on the 50-10 concept, shall be incorporated into the drainage plans.
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 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 Tony Greulich)**

**(Applicant's Representative: Paul Hinson)**



**ACTION: Approved**

## **PLAN OF DEVELOPMENT**

### **POD-24-06**

The Shops @ John Rolfe Retail Center  
10720 Ridgefield Parkway

**Koontz-Bryant, P.C. for Beverly Hills, Inc. and The Wilton Companies:** 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, 14,740 square foot drug store and a one-story, 8,400 square foot retail building. The 3.80-acre site is located at the northeast intersection of Ridgefield Parkway and future John Rolfe Parkway on parcel 737-750-3281. The zoning is B-2C, Business District (Conditional). County water and sewer. **(Tuckahoe)**

As of the preparation date of this agenda, the staff has not received revised architectural elevations or floor plans for the Walgreens that comply with the proffers, as requested. Planning has requested but the developer has not agreed to provide a sidewalk along the western side of the internal access road for pedestrian access into the retail center. 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:

24. The right-of-way for widening of Ridgefield Parkway and John Rolfe Parkway 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 developer shall provide fire hydrants as required by the Department of Public Utilities and Division of Fire.
27. A standard concrete sidewalk shall be provided along the east side of John Rolfe Parkway and the west side of the access drive.
28. Employees shall be required to use the parking spaces provided at the rear of the building(s) as shown on the approved plans.
29. Outside storage shall not be permitted.
30. The proffers approved as a part of zoning case C-25C-03 shall be incorporated in this approval.
31. 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.

32. 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.
33. 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.
34. The loading areas shall be subject to the requirements of Chapter 24, Section 24-97(b) of the Henrico County Code.
35. In the event of any traffic backup which blocks the public right-of-way as a result of congestion caused by the drive-up facilities, the owner/occupant shall close the drive-up facilities until a solution can be designed to prevent traffic backup.
36. 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.
37. 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.
38. Evidence of a joint ingress/egress and maintenance agreement must be submitted to the Department of Planning and approved prior to issuance of a certificate of occupancy for this development.
39. 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)**

**(Applicant's Representative: Paul Hinson)**



**ACTION: Approved**

## **PLAN OF DEVELOPMENT & MASTER PLAN POD-25-06**

Riverview Green, Phase One - Greenwood Road

**Koontz-Bryant, P.C. for Wilton Development:** Request for approval for Phase One of a plan of development and a master plan for future phases as required by Chapter 24, Section, 24-106 of the Henrico County Code, to construct an age restricted gated community with condominium units in four styles: townhouse, duplex, sixplex and cottages. Phase I consists of 49 units, a community building and associated site work. The 18.08-acre site is located at the intersection of Greenwood Road and Forest Trace Way on parcel 777-773-0724. The zoning is R-6C, General Residence District (Conditional). County water and sewer. **(Brookland)**

As of the preparation date of the agenda, staff has not received a revised plan as requested. The staff recommendation will be made at the meeting. There are several issues that need to be addressed:

- Staff has asked for a revised plan indicating all future phases.
- Staff has not been informed at this time if the applicant wishes to have the phased Master Plan submitted for Commission approval at this time.

- Planning has requested complete architectural plans for all units submitted for approval in Phase One.

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 Department of Planning for review and Planning Commission approval prior to the issuance of any occupancy permits.
24. The right-of-way for widening of Greenwood 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 developer shall provide fire hydrants as required by the Department of Public Utilities and Division of Fire.
27. Prior to issuance of a certificate of occupancy for any building in this development, the engineer of record shall certify that the site has been graded in accordance with the approved grading plans.
28. A standard concrete sidewalk shall be provided along the north side of Greenwood Road.
29. The proffers approved as a part of zoning case 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 Department of Planning - 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. Prior to the issuance of the last Certificate of Occupancy, a professional engineer must certify that the roads have been designed and constructed in accordance with County standards.
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 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 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)**

**(Applicant's Representative: D. Jamison)**



**ACTION: Approved**

## **PLAN OF DEVELOPMENT**

### **POD-9-06**

Staples Mill Square Shopping Center – Staples Mill Road and Old Staples Mill Road

#### **RK&K Engineers, LLP for Marchetti Properties V, LLC and Staples Mill Development**

**Company:** 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, 181,700 square foot community shopping center. The 36.71-acre site is located along the north line of Staples Mill Road (U.S. Route 33) and the west line of Old Staples Mill Road, approximately 340 feet north of their intersection on parcels 768-758-8513 (pt.), 4701, 768-757-2542 (pt.), 769-757-3204, 3723, 5051, 5168, 769-756-3391, 5278 and 6190. The zoning is B-2C, Business District (Conditional) and R-3, One-Family Residence District. County water and sewer. **(Brookland)**

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 developments of this type, and the following additional conditions are recommended:

9. **AMENDED** - A detailed landscaping plan shall be submitted to the Department of Planning for review and Planning Commission approval prior to the issuance of any occupancy permits.
24. The right-of-way for widening of Old Staples Mill 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 entrances and drainage facilities on Staples Mill Road (U.S. Route 33) shall be approved by the Virginia Department of Transportation and the County.
27. 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 Department of Planning prior to any occupancy permits being issued.
28. The developer shall provide fire hydrants as required by the Department of Public Utilities and Division of Fire.
29. A standard concrete sidewalk shall be provided along the north side of Staples Mill Road and the west side of Old Staples Mill Road.
30. Outside storage shall not be permitted.
31. The proffers approved as a part of zoning cases C-77C-94 and C-35C-97 shall be incorporated in this approval.
32. 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.

33. 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.

34. 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.

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

36. 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.

37. The ground area covered by all the buildings shall not exceed in the aggregate 25 percent of the total site area.

38. No merchandise shall be displayed or stored outside of the building(s) or on sidewalk(s).

**(Staff Report Kevin Wilhite)**

**(Applicant's Representative: Malachi Mills)**



**ACTION: Approved**

## **PLAN OF DEVELOPMENT**

### **POD-19-06**

Bank of America Villa Park Operations Center – Data Center Expansion

**Draper Aden Associates for Bank of America:** Request for approval of a plan of development as required by Chapter 24, Section, 24-106 of the Henrico County Code, to construct a two-story, 126,033 square foot building addition to the existing bank operations center and associated site work. The 64.507-acre site is located at 8001 Villa Park Drive on parcel 782-754-7981. The zoning is O/SC, Office/Service District (Conditional). County water and sewer. **(Fairfield)**

As of the preparation date of the agenda, the staff has not received plan, as requested. Staff has requested a revised plan which would provide a screen wall enclosing the loading area and utility equipment in accordance with O/S requirements. 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:

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

26. The proffers approved as a part of zoning case C-87C-86 shall be incorporated in this approval.

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 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 Michael Kennedy)**  
**(Applicant's Representative: Charlie Kreve)**



**ACTION: Approved**

**PLAN OF DEVELOPMENT, SPECIAL EXCEPTION & ALTERNATIVE FENCE HEIGHT  
POD-20-06**

Monument Square Condominiums – Monument Avenue and Willow Lawn Drive

**E. D. Lewis & Associates, P.C. for Keswick, LLC and Monument Avenue LLC:** Request for approval of a plan of development, special exception and alternative fence height as required by Chapter 24, Sections, 24-2, 24-94(b), 24-95(1)(7) and 24-106 of the Henrico County Code, to construct 27, four-story buildings containing 238 condominium units, a clubhouse and pool. The special exception would authorize buildings exceeding 2 ½ stories in height. The alternative fence height would authorize a fence exceeding 42 inches in height in a front yard. The 12.9-acre site is located on the southwest corner of Monument Avenue and Willow Lawn Drive on part of parcel 771-735-5182. The zoning is R-6, General Residence District. County water and sewer.  
**(Brookland)**

Monument Square Condominiums is a proposed 238-unit condominium project occupying the majority of the block bounded by Monument Avenue, Byrd Street, Wythe Avenue, and Willow Lawn Drive. Ninety-five (95) of the units would be four-story townhouse style units and the remaining 143 units would be flats with 13 units in each of the 11 four-story mansion style buildings. A representative sample of the building elevations and floor plans are included in the packet, although individual designs are proposed for each building. The Project would have a two-story 4800 square foot clubhouse with an outdoor pool. The subject property is zoned R-6, General Residence District and was previously occupied by the Keswick Apartment Complex, which was demolished by the current property owner and developer.

Monument Avenue is designated as a major arterial and Willow Lawn Drive is designated as a major collector on the 2010 Major Thoroughfare Plan. Both streets have been constructed to their ultimate widths. Sidewalks will be maintained along all four street frontages.

The plan satisfies the applicable zoning requirements and multi-family design standards and guidelines. The project has high-quality architectural design, recreational amenities, underground utilities, sidewalks adjacent to all buildings and the site will be secured by a combination of brick walls, brick retaining walls and decorative metal picket fences. The developer has indicated that the landscaping would be of similar high quality and has indicated that street trees will be provided along the abutting streets. The facades of the buildings would be primarily masonry excluding openings or features. Facades facing public streets would be brick excluding openings or features.

Due to the flood plain along Willow Lawn Drive, a retaining wall would be constructed to protect the units fronting along Willow Lawn Drive. The retaining wall would be approximately 6.7 feet above grade with a 3.75-foot-high decorative metal picket safety fence on top of it. Since the safety fence would exceed 42 inches above the upper grade, an alternative fence height would be required.

A special exception is required to permit construction of a building in excess of 2½ stories. Due to the proposed high-quality redevelopment of this property, staff has no objection to the proposed exception request. Should the Planning Commission approve the Special Exception request, additional condition No. 35 is recommended.

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

24. The right-of-way for widening of Wythe Avenue 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. 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. 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.

31. 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.

32. 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.

33. The unit house numbers shall be visible from the parking areas and drives.

34. 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.

35. All residential buildings shall have fire sprinkler systems in accordance with the requirements of the Fire Marshall.

**(Staff Report by Michael Kennedy)**

**(Applicant's Representative: Monte Lewis)**



**ACTION: Approved**

## **PLAN OF DEVELOPMENT**

### **POD-21-06**

Townsend Subdivision - Zero Lot Lines

**Timothy L. Rohrmoser for Gibson M. Wright:** Request for approval of a plan of development as required by Chapter 24, Section, 24-106 of the Henrico County Code, to construct 43 single-family homes with zero lot lines. The 23.7-acre site is located on the west line of Francistown Road to the rear of 5180 Francistown Road abutting the south side of Echo Lake Elementary School on parcels 759-767-5161, 2638, 6934, 6516; 758-767-8413 and on part of 759-768-2312. The zoning is R-5A, General Residence District. County water and sewer. **(Brookland)**

There are several outstanding issues which must be addressed before staff can recommend approval. First, a revised plan has been requested which would show the location of the proffered sidewalks and the amenities for the main common area. Second, a landscape plan is required at the time of POD approval. Third, a dwelling with a rear entry garage is required by the proffers. All of the requested plans have been received and are included in the Commission's packets. The review of the plans is incomplete. 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:

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. Prior to issuance of a certificate of occupancy for any building in this development, the engineer of record shall certify that the site has been graded in accordance with the approved grading plans.

30. A standard concrete sidewalk shall be provided along the west side of Francistown Road and all interior roads.

31. The proffers approved as a part of zoning cases C-61C-04 and C-82C-05 shall be incorporated in this approval.

**(Staff Report by Ted McGarry)**

**(Applicant's Representative: Timothy L. Rohrmoser)**



**ACTION: Approved**

## **PLAN OF DEVELOPMENT**

### **POD-22-06**

The Shops @ Twin Hickory Shopping Center  
11350 Nuckols Road

**Jordan Consulting Engineers and Ukrop's Super Markets, 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 two phase shopping center. Phase I consists of two, one-story retail buildings at 22,950 square feet and 10,800 square feet and a two-story, 59,287 square foot grocery store. Phase II consists of a 8,100 square foot retail building. The 14.94-acre site is located on the east line of Nuckols Road between Twin Hickory Road and Wyndham Forest Drive on parcel 746-773-8345. The zoning is B-2C, Business District (Conditional). County water and sewer. **(Three Chopt)**

As of the preparation date of this agenda, the staff has not received revised architectural elevations as requested. The applicant has agreed to revise the rear elevation of the buildings seen from Twin Hickory Road. The revised elevations will replicate the architectural details, including raised pilasters and rowlock courses, from the neighboring Walgreens. Additionally, the roof is required to be standing seam metal per proffers and the floor plans for buildings 'A' and 'B' need to be altered to match the building layout on the POD. 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:

24. The right-of-way for widening of 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 developer shall provide fire hydrants as required by the Department of Public Utilities and Division of Fire.

27. A standard concrete sidewalk shall be provided along the north side of Twin Hickory Road and the south side of Wyndham Forest Drive.

28. Employees shall be required to use the parking spaces provided at the rear of the building(s)

as shown on the approved plans.

29. Outside storage shall not be permitted.

30. The proffers approved as a part of zoning case C-10C-04 shall be incorporated in this approval.

31. 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.

32. 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.

33. 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.

34. The loading areas shall be subject to the requirements of Chapter 24, Section 24-97(b) of the Henrico County Code.

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

36. 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.

37. 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.

38. 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.

39. 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.

40. Only retail business establishments permitted in a B-2 zone may be located in this center.

41. The ground area covered by all the buildings shall not exceed in the aggregate 25 percent of the total site area.

42. No merchandise shall be displayed or stored outside of the building(s) or on the sidewalk(s).

**(Staff Report by Christina Goggin)**

**(Applicant's Representative: John R. Jordan)**



**ACTION: Approved**

**PLAN OF DEVELOPMENT & LIGHTING PLAN  
POD-23-06**

Landin – Cole Office Warehouse (POD-88-98 Expired)

**Engineering Design Associates for Conley S. Booth and Peter Cole:** Request for approval of a plan of development and lighting plan as required by Chapter 24, Section, 24-106 of the Henrico County Code, to construct a one-story, 12,000 square foot office warehouse. The 14.51-acre site is located at 2010 Charles City Road on the north line of Charles City Road, approximately 1,800 feet east of Williamsburg Road (U.S. Route 60) on parcel 810-713-2102. The zoning is B-3, Business District and ASO, Airport Safety Overlay District. County water and sewer. **(Varina)**

There are numerous outstanding issues which must be corrected before staff can recommend approval. Staff has requested a revised plan to address the BMP redesign, provision of the Charles City Road widening, right-turn lane, and sidewalk. Submission of a revised schematic landscape plan for the BMP and photometrics to support the lighting plan are also needed. Additionally, staff has requested that integral color split face block be provided in lieu of the specified painted CMU and split face block.

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

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.
30. A standard concrete sidewalk shall be provided along the north side of Charles City Road.
31. Outside storage shall not be permitted.

**(Staff Report by Ted McGarry)**

**(Applicant's Representative: Courtney Fisher)**



**ACTION: Deferred to June 28, 2006**

## **SUBDIVISION**

### **The Ridings @ Warner Farm** (April 2006 Plan)

**Foster & Miller, P.C. for KCA/Camp Hill Investments, LLC and Route 5 Development Corporation, Inc.:** The 569.9-acre site proposed for a subdivision of 656 single-family homes is located on the northeast corner of New Market Road (Route 5) and Turner Road on parcels 830-681-3665 (part), 832-688-9219, 833-686-7681 and part of 833-682-5297. The zoning is R-2AC, One-Family Residence District (Conditional), A-1, Agricultural District and C-1C, Conservation District (Conditional). County water and sewer. (**Varina**) 656 Lots

As of the preparation date of the agenda, the staff has not received a revised plan, as requested. There are numerous outstanding issues to be addressed, as annotated on the 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 utilities, 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. Prior to requesting recordation, the developer shall furnish a letter from Colonial Gas stating that this proposed development does not conflict with its facilities.
14. Each lot shall contain at least 13,500 square feet, exclusive of the flood plain areas.
15. 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."
16. Any necessary offsite drainage easements must be obtained prior to approval of the construction plan by the Department of Public Works.
17. The proffers approved as part of zoning case C-18C-05 shall be incorporated in this approval.
18. 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 Department of Planning 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.
19. 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.

**(Staff Report by Kevin Wilhite)**

**(Applicant's Representative: Christopher Sims)**



**ACTION: Deferred to May 24, 2006**

**APPROVAL OF MINUTES:** March 22, 2006



**ACTION: Approved**

**ADJOURNed** at 10:33 a.m.