

**HENRICO COUNTY**  
**PLANNING COMMISSION AGENDA**  
**FOR**  
**SUBDIVISIONS AND PLANS OF DEVELOPMENT**

**February 24, 2010**

**9:00 A.M.**

**ADDENDUM ATTACHED**



**PLANNING COMMISSION**

Ernest B. Vanarsdall, C.P.C., Chairperson  
(Brookland)  
C. W. Archer, C.P.C., Vice-Chairperson (Fairfield)  
Tommy Branin (Three Chopt)  
E. Ray Jernigan, C.P.C. (Varina)  
Bonnie-Leigh Jones (Tuckahoe)  
David A. Kaechele, Board of Supervisors Representative  
R. Joseph Emerson, Jr., AICP, Director of Planning,  
Secretary

**DEVELOPMENT REVIEW AND DESIGN  
DIVISION – DEPARTMENT OF PLANNING**

David D. O'Kelly, Jr., Assistant Director of Planning  
Leslie A. News, CLA, Principal Planner  
Kevin D. Wilhite, C.P.C., AICP, County Planner  
Michael F. Kennedy, County Planner  
Christina Goggin, AICP, County Planner  
Anthony R. Greulich, C.P.C., County Planner  
Matthew Ward, County Planner  
Greg Garrison, County Planner  
Lee Pambid, C.P.C., County Planner  
Aimee Berndt, AICP, County Planner  
Robert Peterman, GIS Technician  
Holly Zinn, Office Assistant/Recording Secretary

**ROLL CALL: ALL PRESENT**

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

**EXPEDITED AGENDA: Leslie News**

**SUBDIVISION EXTENSIONS OF CONDITIONAL APPROVAL: Lee Pambid**

**FOR INFORMATIONAL PURPOSES ONLY – SUBDIVISION EXTENSIONS**

<b>Subdivision</b>	<b>Original No. of Lots</b>	<b>Remaining Lots</b>	<b>Previous Extensions</b>	<b>Magisterial District</b>	<b>Recommended Extension</b>
<b>SUB2008-00140 (SUB-003-05) Castleton (February 2005 Plan)</b>	<b>494</b>	<b>178</b>	<b>4</b>	<b>Varina</b>	<b>7/01/2014</b>
<b>SUB2008-00324 (SUB-029-08) Dumbarton (December 2008 Plan)</b>	<b>9</b>	<b>9</b>	<b>0</b>	<b>Brookland</b>	<b>2/23/2011</b>
<b>SUB2008-00136 (SUB-007-05) Kain's Quarter (February 2005 Plan)</b>	<b>6</b>	<b>6</b>	<b>4</b>	<b>Three Chopt</b>	<b>7/01/2014</b>
<b>SUB2008-00137 (SUB-027-04) Kensington Meadows (February 2004 Plan)</b>	<b>168</b>	<b>74</b>	<b>5</b>	<b>Fairfield</b>	<b>7/01/2014</b>
<b>SUB2008-00007 (SUB-006-08) Staples Mill Centre (February 2008 Plan)</b>	<b>12</b>	<b>12</b>	<b>1</b>	<b>Brookland</b>	<b>7/01/2014</b>
<b>SUB2008-00138 (SUB-002-03) Stony Run Estates (February 2003 Plan)</b>	<b>33</b>	<b>6</b>	<b>5</b>	<b>Varina</b>	<b>7/01/2014</b>
<b>SUB2008-00139 (SUB-006-05) Westridge East (January 2005 Plan)</b>	<b>7</b>	<b>7</b>	<b>4</b>	<b>Three Chopt</b>	<b>7/01/2014</b>

## TRANSFER OF APPROVAL

POD-107-84  
POD2009-00213  
Copper Mill Apartments –  
3400 Coppermill Trace

**APPROVED/EXPEDITED  
SEE ADDENDUM PG. 1**

**John McKee for Birchmont JRK Partners III, LLC:** Request for transfer of approval as required by Chapter 24, Section 24-106 of the Henrico County Code from U.S. Shelter Corporation, Copper Mill Limited Partnership, Century Properties Growth Fund XXII, and Copper Mill CPGF 22, LP to Copper Mill Apartments, LLC/Birchmont JRK Partners III, LLC. The 13.36-acre site is located on the south line of W. Broad Street (U.S. Route 250), approximately 1,600 feet east of Pemberton Road (State Route 157), on parcel 756-756-1972. The zoning is R-5C, General Residence District (Conditional). County water and sewer. **(Three Chopt)**

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

1. The missing landscaping, as shown on the revised landscape plan dated February 10, 2010, shall be corrected by April 1, 2010.

Site deficiencies that have been corrected include fixing broken curb and gutter in various spots within the complex and fixing a broken light pole. There are 7 ornamental trees and 66 shrubs left to be replaced.

**(Staff Report by Christina Goggin)**  
**(Applicant's Representative: John McKee)**  
**(Applicable Rezoning Cases and PUPs: C-22C-84)**

## PLAN OF DEVELOPMENT (Deferred from the January 27, 2010 meeting)

POD-29-09  
POD2009-00371  
Surrey Lea – 2400 North  
Parham Road

**DEFERRED BY PC TO  
3/11/10 REZONING MTG.  
SEE ADDENDUM PG. 1**

**Koontz-Bryant, P.C. for Haeja O. Namkoong:** 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 11,998 square foot office building. The 1.65-acre site is located along the west line of N. Parham Road and the east line of Nettlewood Road, approximately 600 feet north of Fordson Road, on parcel 756-751-0563 and part of parcel 756-751-2085. The zoning is O-1C, Office District (Conditional). County water and sewer. **(Three Chopt)**

This plan of development request will permit demolition of two existing single family homes and construction of a one-story 11,998 square foot office building and a new driveway accessing Nesslewood Road. To fulfill proffers, a joint pedestrian access will be shared with the adjacent parcel located at 2404 Parham Road.

The building will have brick and EIFS walls accented with tinted glass windows and red aluminum frames. It will also have a simulated slate shingled roof accented with three cupolas. HVAC units will be screened with brick walls.

This case was deferred at the January 27, 2010 Planning Commission meeting to allow the developer additional time to meet with the adjoining neighbors.

Since that time, a neighborhood meeting was held on February 10, 2010. The main concerns noted by the neighbors were increased traffic and the close proximity of the proposed driveway between two existing homes on Nesslewood Road. The driveway location is in accordance with proffered conditions. The applicant is working with the adjoining property owners to mitigate these concerns. Also, the applicant has agreed to conditions # 9 and #11 amended so that the plan will return to the Planning Commission at a later date for further consideration of screening and buffering of the site from the adjacent properties.

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

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 approval of an electrical permit application and installation of the site lighting equipment, a plan including depictions of light spread and intensity diagrams, and fixture specifications and mounting height details shall be submitted for Department of Planning review and Planning Commission approval.
29. A concrete sidewalk meeting County standards shall be provided along the west line of Parham Road.
30. The proffers approved as a part of zoning cases C-21C-93 and C-36C-93 shall be incorporated in this approval.
31. 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.
32. The developer shall quitclaim all rights, title and interest in Trinity Drive prior to construction plan approval.

**(Staff Report by Matt Ward)**

**(Applicant's Representative: Dan Jamison)**

**(Applicable Rezoning Cases and PUPs: C-21C-93; C-36C-93)**

**PLAN OF DEVELOPMENT (Deferred from the January 27, 2010 meeting)**

POD-38-09  
POD2009-00403  
Christ Church Episcopal  
Youth Center – 5000  
Pouncey Tract Road  
(POD-63-08 Rev.)

**Borden Engineering, PLC for Christ Church Episcopal:**  
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 6,640 square foot youth center on the site of an existing church. The 11.98-acre site is located on the west line of Pouncey Tract Rd. (State Route 271) at the northwest quadrant of its intersection with Shady Grove Rd., on parcel 738-769-3891. The zoning is A-1, Agricultural District. County water and sewer. **(Three Chopt)**

**APPROVED**  
**SEE ADDENDUM PG. 2**

This proposal is for a 6,640 square foot youth center.

While the existing buildings are primarily board and batten siding, the building as currently proposed at the time of this report is shown as metal siding. The future North Gayton Road extension is adjacent to the site. Once completed, it will intersect with Pouncey Tract Road and Shady Grove Road to the north and will increase the visibility of this building. Staff is in the process of meeting with church officials to discuss overall appearance and design of the proposed building and its compatibility with existing buildings.

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:

29. Outside storage shall not be permitted.
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 Lee Pambid)**  
**(Applicant's Representative: Ronald Borden)**

## PLAN OF DEVELOPMENT

POD-05-10  
POD2010-00010  
Towne Center West - Retail  
Buildings – W. Broad Street  
(POD-21-08 Rev.)

**APPROVED**  
**SEE ADDENDUM PG. 2**

**Timmons Group for Towne Center West, LLC:** Request for approval of a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct 2 one-story retail buildings, totaling 31,034 square feet, in an existing shopping center. The 9.38-acre site is located at the northwest corner of W. Broad Street (U.S. Route 250) and Town Center West Boulevard (private), on parcel 734-764-9340. The zoning is B-2C, Business District (Conditional), B-3C, Business District (Conditional), and WBSO, West Broad Street Overlay District. County water and sewer. **(Three Chopt)**

This plan replaces a previously approved plan of development, POD-21-08 Towne Center West – Apartments Over Retail, which proposed a mix of retail and residential uses separate from the Towne Center West shopping center. The new proposal once again returns the property to being part of the original shopping center. Two phases of construction are contemplated by the developer.

As of the preparation date of the agenda, staff has not received a revised site plan and architectural plan that addresses pedestrian access to the site, as required by proffered condition, and the addition of a triangular roof structure at the southeast corner of Building A, as recommended by staff. 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:

29. Outside storage shall not be permitted.
30. The proffers approved as a part of zoning cases C-28C-09, C-27C-09, and C-49C-04 shall be incorporated in this approval.
31. 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.
32. The ground area covered by all the buildings shall not exceed in the aggregate 25 percent of the total site area.
33. No merchandise shall be displayed or stored outside of the building(s) or on sidewalk(s).

**(Staff Report by Kevin Wilhite)**  
**(Applicant's Representative: Roger Rodriguez)**  
**(Applicable Rezoning Cases and PUPs: C-28C-09)**

## PLAN OF DEVELOPMENT

POD-06-10  
POD2010-00012  
St. Joseph's Villa – Site  
Infrastructure Improvements  
– 8000 Brook Road (U.S.  
Route 1)

**DEFERRED TO 4/28/10**

**Vanasse Hangen Brustlin, Inc. for St. Joseph's Villa and St. Joseph's Academy and Orphanage:** Request for approval of a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to upgrade site infrastructure, including a new entrance and turn lane on E. Parham Road and revisions to interior roadways, parking areas, utility infrastructure, walkways, lighting, and landscaping. The 66.4-acre site is located at the southwestern corner of Brook Road (U.S. Route 1) and E. Parham Road, on parcels 783-755-9039, 783-756-7324, and 784-754-2439. The zoning is R-5, General Residential District, O-1, Office District, and O-2C, Office District (Conditional). County water and sewer. **(Fairfield)**

In 1931, The Daughters of Charity opened a cottage-plan orphanage funded by James and Sarah Dooley. Through the years, this orphanage has developed into a comprehensive education facility for children with developmental disabilities. Saint Joseph's Villa provides academic-skills-based and behavioral education for children ages six months through high school in a unique residential style setting in Henrico County. The Villa works with more than 600 children and families each day. Although it is not part of this project, the Hollybrook apartment complex adjacent to the campus is comprised of sixty units for adults living with physical and mental disabilities. It is the first special housing system in Virginia exclusively designed for adults with physical disabilities.

This project proposes to develop utilities, infrastructure, and hardscape features to separate pedestrian and vehicular traffic on the site and create a safer environment while maintaining the original character of the campus. Specifically, this project proposes creating a ring road around the existing buildings and relocating utilities to this ring road area. The existing internal roads will be removed and replaced with formal brick walkways and landscaping that will create a central commons on the campus as the facility grows. The campus drainage will be improved with the installation of stormwater quality and quantity measures. The new ring road and utility relocation prepares the campus for future expansion of its existing residential and educational services when the time comes.

The Villa proposes an entrance with a turn lane from Parham Road to improve traffic flow to and from the site. Sidewalk is also going to be installed on Parham Road throughout the length of the property. The County and VDOT have designed and funded a project on Brook Road to add a through lane and sidewalk from Parham Road to the Hollybrook Apartment entrance. Right-of-way dedication along both roads by the Villa is required for the installation of the improvements along Brook and Parham Roads.

As of the preparation date of this agenda, the staff has not received a plan that provides the necessary right-of-way dedication necessary to accommodate the road improvements and sidewalk on Brook and E. Parham Roads. 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:

29. The entrances and drainage facilities on Brook Road (U.S. Route 1) shall be approved by the Virginia Department of Transportation and the County.
30. 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.
31. The proffers approved as a part of zoning case C-87C-86 shall be incorporated in this approval.
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. 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.
34. 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.
35. Except for junction boxes, meters, and existing overhead utility lines, and for technical or environmental reasons, all utility lines shall be underground.

**(Staff Report by Christina Goggin)**  
**(Applicant's Representative: Meaghan O'Brien)**  
**(Applicable Rezoning Cases and PUPs: C-87C-86)**



**PLAN OF DEVELOPMENT AND MASTER PLAN  
(Deferred from the January 27, 2010 meeting)**

POD-41-07  
POD2007-00101  
Pouncey Place, Phase I –  
Pouncey Tract Rd. and Twin  
Hickory Lake Dr.  
(POD-57-86 Rev.)

**DEFERRED TO 3/24/10**

**Bay Design Group, P.C. for Pouncey Place, LLC:** Request for approval of a plan of development and master plan, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct a shopping center with Phase 1 consisting of 3 one-story retail buildings totaling 32,500 square feet and a future phase consisting of 2 one-story retail buildings totaling 57,200 square feet. The 9.89-acre site is located on the southeast corner of Pouncey Tract Road (State Route 271) and Twin Hickory Lake Drive on parcel 740-765-2150 and part of parcel 740-765-7333. The zoning is B-2C, Business District (Conditional), A-1, Agricultural District, and WBSO, West Broad Street Overlay District. County water and sewer. **(Three Chopt)**

**The applicant has requested a deferral to the March 24, 2010 meeting.**

As of the preparation date of the agenda, the staff has not received a revised layout and landscaping plan, as requested.

Staff's outstanding concerns relate to the traffic study, landscaping and screening. On October 16, 2009, the Department of Public Works Traffic Division received a copy of the Pouncey Place Development Traffic Impact Analysis. However, staff cannot recommend approval until requirements of a traffic analysis have been approved by Virginia Department of Transportation and the County.

Additionally, issues related to access through VDOT controlled property have been resolved, although a revised plan is required.

Revised architectural plans show more white brick veneer and utility screen walls on the rear of Building B facing Twin Hickory Lake Drive. Per proffers in rezoning case C-27C-05, the buildings are required to be generally consistent in quality and style with the architecture of Belgrade Shopping Center.

A schematic landscape plan has been provided showing how existing landscape would be affected by the proposed turn lane and sidewalk along Twin Hickory Lake Drive. However, staff has requested more clarification from the landscape architect in regard to removal of existing landscaping and screening of service areas along Twin Hickory Lake Drive. This plan may also need to be modified based on the impact of the traffic study.

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

29. The right-of-way for widening of Twin Hickory Lake Drive 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.
30. The entrances and drainage facilities on Pouncey Tract Road (State Route 271) shall be approved by the Virginia Department of Transportation and the County.

31. 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.
32. A concrete sidewalk meeting County standards shall be provided along the south side of Twin Hickory Lake Drive.
33. A construction staging plan which includes details for traffic control, fire protection, stockpile locations, construction fencing and hours of construction shall be submitted for County review and prior to the approval of any final construction plans.
34. The proffers approved as a part of zoning case C-27C-05 shall be incorporated in this approval.
35. The loading areas shall be subject to the requirements of Chapter 24, Section 24-97(b) of the Henrico County Code.
36. 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.
37. The conceptual master plan, as submitted with this application, is for planning and information purposes only.
38. The location of all existing and proposed utility and mechanical equipment (including HVAC units, electric meters, junctions and accessory boxes, transformers, and generators) shall be identified on the landscape plan. All building mounted equipment shall be painted to match the building, and 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.
39. The applicant shall incorporate into the construction plans for signature any comments generated by the County's Traffic Engineer from his review of the Traffic Impact Study for this development.
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 sidewalk(s).
43. Prior to final construction plan approval, a conditional subdivision plat shall be submitted for the dedication of Pouncey Place. The subdivision plat shall be recorded prior to issuance of a certificate of occupancy.

**(Staff Report by Matt Ward)**  
**(Applicant's Representative: Kenneth Barnes)**  
**(Applicable Rezoning Cases and PUPs: C-27C-05)**

**APPROVAL OF MINUTES: January 27, 2010 Minutes/APPROVED**

**ADJOURN @ 10:06**

**PLANNING COMMISSION AGENDA  
FOR  
SUBDIVISIONS AND PLANS OF DEVELOPMENT  
February 24, 2010**

**ADDENDUM**

**PAGE 3 – REVISED CAPTION**

**TRANSFER OF APPROVAL**

~~POD-107-84~~

**POD-47-85**

POD2009-00213

Copper Mill Apartments –  
3400 Coppermill Trace  
**(POD-107-84 Rev.)**

**APPROVED/EXPEDITED**

**John McKee for Birchmont JRK Partners III, LLC:** Request for transfer of approval as required by Chapter 24, Section 24-106 of the Henrico County Code from U.S. Shelter Corporation, Copper Mill Limited Partnership, Century Properties Growth Fund XXII, and Copper Mill CPGF 22, LP to Copper Mill Apartments, LLC/Birchmont JRK Partners III, LLC. The 13.36-acre site is located on the south line of W. Broad Street (U.S. Route 250), approximately 1,600 feet east of Pemberton Road (State Route 157), on parcel 756-756-1972. The zoning is R-5C, General Residence District (Conditional). County water and sewer. **(Three Chopt)**

**PAGE 4 – REVISED CONDITION**

**PLAN OF DEVELOPMENT (Deferred from the January 27, 2010 meeting)**

POD-29-09

POD2009-00371

Surrey Lea – 2400 North  
Parham Road

**DEFERRED BY PC TO  
3/11/10 REZONING MTG.**

**Koontz-Bryant, P.C. for Haeja O. Namkoong:** 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 11,998 square foot office building. The 1.65-acre site is located along the west line of N. Parham Road and the east line of Nettlewood Road, approximately 600 feet north of Fordson Road, on parcel 756-751-0563 and part of parcel 756-751-2085. The zoning is O-1C, Office District (Conditional). County water and sewer. **(Three Chopt)**

32. **REVISED** - The developer shall **use best efforts to** quitclaim ~~all rights, title and interest in~~ the existing Trinity Drive **private access easement located on this site** prior to ~~construction-~~ **landscape** plan approval.

**PAGE 6 –REVISED ELEVATIONS**

**PLAN OF DEVELOPMENT (Deferred from the January 27, 2010 meeting)**

POD-38-09  
POD2009-00403  
Christ Church Episcopal  
Youth Center – 5000  
Pouncey Tract Road  
(POD-63-08 Rev.)

**APPROVED**

**Borden Engineering, PLC for Christ Church Episcopal:** 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 6,640 square foot youth center on the site of an existing church. The 11.98-acre site is located on the west line of Pouncey Tract Rd. (State Route 271) at the northwest quadrant of its intersection with Shady Grove Rd., on parcel 738-769-3891. The zoning is A-1, Agricultural District. County water and sewer. **(Three Chopt)**

**PAGE 7 – REVISED RCOMMENDATION, SITE PLAN, AND ARCHITECTURALS**

**PLAN OF DEVELOPMENT**

POD-05-10  
POD2010-00010  
Towne Center West - Retail  
Buildings – W. Broad Street  
(POD-21-08 Rev.)

**APPROVED**

**Timmons Group for Towne Center West, LLC:** Request for approval of a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct 2 one-story retail buildings, totaling 31,034 square feet, in an existing shopping center. The 9.38-acre site is located at the northwest corner of W. Broad Street (U.S. Route 250) and Town Center West Boulevard (private), on parcel 734-764-9340. The zoning is B-2C, Business District (Conditional), B-3C, Business District (Conditional), and WBSO, West Broad Street Overlay 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 additional conditions listed in the agenda.