

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

**November 17, 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

**WELCOME:**

**PLEDGE OF ALLEGIANCE:**

**RECOGNITION OF NEWS MEDIA: NONE PRESENT**

**ROLL CALL: MR. ARCHER - ABSENT**

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

**EXPEDITED AGENDA: Leslie News**

**SUBDIVISION EXTENSIONS OF CONDITIONAL APPROVAL: There are no extensions of conditional subdivisions this month.**

## TRANSFER OF APPROVAL

POD-23-86  
POD2010-00135  
The Forum Executive Office  
Center – 10120 W. Broad  
Street (U.S. Route 250)

**APPROVED/EXPEDITED**

**Edward Brown for HB Broad Street, LLC:** Request for transfer of approval as required by Chapter 24, Section 24-106 of the Henrico County Code from Transcontinental Realty to HB Broad Street, LLC. The 11.19-acre site is located on the north line of W. Broad Street (U.S. Route 250) at 10120 W. Broad Street, approximately 185 feet east of Lexington Farm Drive, on parcel 751-760-6539. The zoning is O-3C, Office District (Conditional). County water and sewer. **(Three Chopt)**

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

1. All deficiencies, as identified in the staff report, dated May 24, 2010, shall be corrected by August 1, 2011.

The deficiencies identified include missing landscaping, and pavement repair and marking.

**(Staff Report by Matt Ward)**  
**(Applicant's Representative: Edward Brown)**  
**(Applicable Rezoning Cases and PUPs: C-56C-87)**

## TRANSFER OF APPROVAL

POD-75-86  
POD2010-00276  
Innsbrook Center (Formerly  
Markel II) – 4551 Cox Road

**APPROVED**

**Highwoods Realty, LP for 4551 Cox Road, LLC:** Request for transfer of approval as required by Chapter 24, Section 24-106 of the Henrico County Code from Prudential Insurance Company of America to 4551 Cox Road, LLC. The 6.33-acre site is located at 4551 Cox Road, at the northeast corner of Cox Road and Village Run Drive, on parcel 750-765-9452. The zoning is O-3C, Office District (Conditional) and C-1C, Conservation District (Conditional). County water and sewer. **(Three Chopt)**

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

All site deficiencies have been corrected, which included planting 4 Cherry trees, 4 Maple trees, and 1 Willow Oak.

**(Staff Report by Matt Ward)**  
**(Applicant's Representative: Hank Robertson)**  
**(Applicable Rezoning Cases and PUPs: C-10C-84)**

## TRANSFER OF APPROVAL

POD-39-76  
POD2010-00115  
Almond Building at Forest  
Office Park (Formerly Koger  
Executive Center) – 1610  
Forest Avenue

**APPROVED/EXPEDITED**

**Triple Net Properties Realty, Inc. for NNN Forest Office Park, LLC, et al.:** Request for transfer of approval as required by Chapter 24, Section 24-106 of the Henrico County Code from Koger Properties, Inc., The Koger Partnership, Ltd., Koala Richmond Realty Holding Co., Inc., and Forest Park Associates, LLC to NNN Forest Office Park, LLC, et al.. The 2.72-acre site is located at the southwestern corner of the intersection of Forest Avenue and Discovery Drive, on parcel 759-744-6234. The zoning is O-2, Office District. County water and sewer. **(Three Chopt)**

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

1. The missing trees, as identified in a staff report, dated May 5, 2010, shall be replaced by November 30, 2010.
2. The missing building foundation landscaping, as identified in a staff report, dated May 5, 2010, shall be replaced by May 31, 2011.

The applicant has provided staff a signed contract to replace 8 trees, 150 shrubs, and 150 groundcover plants.

**(Staff Report by Christina Goggin)**  
**(Applicant's Representative: Michael Waddell)**

## TRANSFER OF APPROVAL

POD-50-78 (Part)  
POD2010-00125  
Culpeper Building at Forest  
Office Park (Formerly Koger  
Executive Center) - 1606  
Santa Rosa Road

**Triple Net Properties Realty, Inc. for NNN Forest Office Park, LLC, et al.:** Request for transfer of approval as required by Chapter 24, Section 24-106 of the Henrico County Code from Koger Properties, Inc., The Koger Partnership, Ltd., Koala Richmond Realty Holding Co., Inc., and Forest Park Association, LLC to NNN Forest Office Park, LLC, et al. The 4.2-acre site is located at the northwest intersection of Discovery Drive and Santa Rosa Road, on parcel 758-745-6911. The zoning is O-2, Office District. County water and sewer. **(Three Chopt)**

**APPROVED/EXPEDITED**

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

1. The missing trees, as identified in a staff report, dated May 5, 2010, shall be replaced by November 30, 2010.

The applicant has provided staff a signed contract to replace 10 trees.

**(Staff Report by Christina Goggin)**  
**(Applicant's Representative: Michael Waddell)**

## LANDSCAPE & LIGHTING PLAN

LP/POD-26-09  
POD2010-00295; POD2010-  
00360  
Car Pool at Towne Center  
West – 11950 W. Broad  
Street (U.S. Route 250)

**Balzer and Associates, Inc. for CP Other Realty, LLC:** Request for approval of a landscape and lighting plan, as required by Chapter 24, Sections 24-106 and 24-106.2 of the Henrico County Code. The 1.68-acre portion of the 4.76-acre site is located in an existing shopping center on the north line of W. Broad Street (U.S. Route 250), approximately 1,625 feet east of its intersection with Gayton Road, on parcel 735-763-6585. The zoning is B-3C, Business District (Conditional). County water and sewer. **(Three Chopt)**

**APPROVED/EXPEDITED**

The applicant is requesting approval of a landscape and lighting plan for the Car Pool located in the Towne Center West shopping center.

Staff has requested additional plant material as well as plant substitutions to mitigate the visual impact of the wall facing West Broad Street, and the applicant has no objections to these requests. The staff plan reflects those annotations. Staff recommends approval subject to the standard conditions for landscape and lighting plans.

**(Staff Report by Greg Garrison)**  
**(Applicant's Representative: David Lisowski)**

## PLAN OF DEVELOPMENT

POD-25-10  
POD2010-00306  
The Steward School – Bryan  
Center – 11600 Gayton Road  
(POD-65-08 Rev.)

**Draper Aden Associates for Dixon Independent School:**  
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 4,830 square foot science building with classrooms on an existing school site. The 35.73-acre site is located on the northwest corner of the intersection of Gayton and Ryandale Roads, on parcels 736-747-8260 and 0678, and 736-748-4535. The zoning is A-1, Agricultural District. County water and sewer. **(Tuckahoe)**

### **APPROVED**

The applicant is requesting approval to construct a one-story, 4,800 square-foot environmental education classroom building and to modify an existing BMP adjacent to Gayton Road. Although the applicant has not determined whether to pursue LEED certification, the building will be highly sustainable. Additionally, the intent of the BMP is to function as an environmental education component of the Bryan Center.

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

29. 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.

**(Staff Report by Greg Garrison)**  
**(Applicant's Representative: Glen Telfer)**

## PLAN OF DEVELOPMENT

POD-26-10  
POD2010-00341  
ACAC Fitness & Wellness  
Centers at West Broad  
Village – 2201 Old Brick  
Road  
(POD-42-06 Rev.)

**APPROVED**  
**SEE ADDENDUM PG. 1**

**Timmons Group and Antunovich Associates, Inc. for West Broad Village V, LLC, West Broad Village VI, LLC and Markel – Eagle Advisors, 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 four-story 54,953 square foot fitness and wellness facility. The 0.52-acre site is located at the southwest corner of Gathering Place and Old Brick Road, on parcel 743-760-2942 and part of parcel 743-760-0935. The zoning is UMUC, Urban Mixed Use District. County water and sewer. **(Three Chopt)**

Planning staff has determined that the proposed ACAC building does not comply with the design guidelines contained in the West Broad Street Masterplan Sketchpak adopted with zoning case C-12C-06 or the most recent version of the UMU Mater Plan approved by the Planning Commission with POD-66-08. Staff has requested revisions to the architectural plans that address these concerns.

In particular, the proposed wood composite siding is a major design element that is not compatible with the materials specified in the WBV Sketchpak and should be replaced with brick or some other masonry finish. Staff also notes the proposed architectural treatment is not pedestrian in scale, as specified in the WBV Sketchpak, and recommends several revisions to the building plans to create a more inviting, pedestrian-friendly façade.

The applicant has indicated that revised building elevations will be submitted in response to staff comments. As of the preparation date of the agenda, revised plans have not yet been received. 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. In order to maintain the effectiveness of the County's public safety radio communications system within buildings, the owner will install radio equipment that will allow for adequate radio coverage within the building, unless waived by the Director of Planning. Compliance with the County's emergency communication system shall be certified to the County by a communications consultant within ninety (90) days of obtaining a certificate of occupancy. The County will be permitted to perform communications testing in the building at anytime.
30. The proffers approved as a part of zoning case C-12C-06 shall be incorporated in this approval.

**(Staff Report by Mike Kennedy)**  
**(Applicant's Representative: Joseph Vilseck, III)**  
**(Applicable Rezoning Cases and PUPs: C-12C-06)**

## PLAN OF DEVELOPMENT

POD-27-10  
POD2010-00342  
Richmond Elk's Lodge #45  
Expansion – 10022 Elks Pass  
Lane  
(POD-25-83 Rev.)

**Koontz-Bryant, P.C. and Architectural & Interior Services for Benevolent Protective Order of Elks, Richmond Lodge #45:** 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 7,500 square foot addition and to renovate an existing assembly hall. The 9.04-acre site is located on the northern side of Elks Pass Lane, approximately 60 feet from its intersection with Lake Brook Drive, at 10022 Elks Pass Lane, on parcel 750-768-4929. The zoning is A-1, Agricultural District. County water and sewer. **(Three Chopt)**

### **APPROVED/EXPEDITED**

The applicant proposes to construct two additions totaling 7,500 square feet to their existing 6,000 square-foot building. The original Plan of Development was approved in 1983, under POD-025-83, and constructed later that year. The proposed additions will match the existing building in terms of appearance. The applicant will also be upgrading the infrastructure of the site by paving the existing gravel site and connecting to County water and sewer systems.

The applicant has agreed to all of the County comments, including the provision of roof-mounted screening for the proposed HVAC units in the rear of the building.

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

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. 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 Tony Greulich)**

**(Applicant's Representative: Robert Fitz, Jr.)**

**(Applicable Rezoning Cases and PUPs: P-2-83; UP-15-10)**



## PLAN OF DEVELOPMENT

POD-28-10  
POD2010-00344  
Westin Hotel at Reynolds  
Crossing – Conference  
Center Expansion – 6631 W.  
Broad Street (U.S. Route  
250)  
(POD-63-05 Rev.)

**Rummel, Klepper & Kahl, LLP for Forest Avenue Hotel Associates, LLC and Clear Springs Development, LLC:** Request for approval of a plan of development, as required by Chapter 24, Sections 24-106 and 24-96(a) (2) of the Henrico County Code, to construct a one-story 9,750 square foot conference center addition to an existing hotel and to authorize a reduction in required parking in a mixed use development. The 6.0-acre site is located on the north line of Forest Avenue at its intersection with W. Broad Street (U.S. Route 250), on parcel 767-745-5610. The zoning is B-2C, Business District (Conditional). County water and sewer. **(Three Chopt)**

### **APPROVED/EXPEDITED**

This request for a 9,750 square-foot conference center addition to the existing Westin Hotel includes a request to reduce the required number of parking spaces for the hotel and conference center. The Planning Commission may authorize a reduction in the number of parking spaces for certain mixed-use developments pursuant to Section 24-96 (a)2. This development meets the requirement with the provision of a combination of hotel and office facilities. To be eligible for consideration of a reduction in required parking, the reduced shared number of parking spaces shall be located within 400 feet of the entrance of the building to be served. Additionally, the applicant must demonstrate that there is an area on the property sufficiently sized to accommodate the construction of additional parking if and when the construction is necessary to meet the demand of the uses to be served. The addition of the conference center creates a shortfall of 24 spaces, from 322 spaces required to 298 spaces. The applicant has demonstrated locations where 28 spaces can be added to meet this requirement should future demand be demonstrated.

Staff has made multiple site inspections during peak hours and has determined that current parking is sufficient. Therefore, the staff recommends approval of this request subject to annotations on the plans, the standard conditions for developments of this type, and the following additional conditions:

29. The proffers approved as a part of zoning case C-13C-07 shall be incorporated in this approval.
30. 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.
31. A cross access/parking agreement shall be submitted by the applicant, addressing requirements of Section 24-96 a (2) of the County Code to the satisfaction of the Director of Planning, prior to the approval of construction plans.

**(Staff Report by Greg Garrison)**  
**(Applicant's Representative: Malachi Mills, III)**  
**(Applicable Rezoning Cases and PUPs: C-13C-07)**

**APPROVAL OF MINUTES: October 27, 2010 Minutes /APPROVED AS CORRECTED**

**ADJOURN @ 9:45**