

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

**May 27, 2015**

**9:00 A.M.**

**ADDENDUM ATTACHED**



**PLANNING COMMISSION**

Robert H. Witte, Jr., Chairperson (Brookland)  
C. W. Archer, C.P.C., Vice-Chairperson (Fairfield)  
Tommy Branin (Three Chopt)  
Bonnie-Leigh Jones, C.P.C. (Tuckahoe)  
Eric S. Leabough, C.P.C. (Varina)  
Patricia S. O'Bannon, Board of Supervisors Representative  
R. Joseph Emerson, Jr., AICP, Director of Planning,  
Secretary

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

Jean M. Moore, Assistant Director of Planning  
Leslie A. News, PLA, 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  
Greg Garrison, AICP, County Planner  
Matthew Ward, County Planner  
Lee Pambid, C.P.C., County Planner  
Aimee B. Crady, AICP, County Planner  
Robert Peterman, GIS Technician  
Logan Hamilton, Office Assistant/Recording Secretary

**WELCOME: @ 9:01 AM**

**PLEDGE OF ALLEGIANCE:**

**RECOGNITION OF NEWS MEDIA:**

**ROLL CALL: Mrs. O'Bannon arrived @ 9:03**

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

**EXPEDITED AGENDA: Leslie News**

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

**FOR INFORMATIONAL PURPOSES ONLY**

**TRANSFER OF APPROVAL**

POD-07-82  
POD2014-00018  
T.G.I. Friday’s Restaurant -  
7023 W. Broad Street (U.S.  
Route 250)

**APPROVED**

**Majestic Property Management for OLP Richmond Broad, LLC:** Request for transfer of approval as required by Chapter 24, Section 24-106 of the Henrico County Code from United Restaurant Group, LP to OLP Richmond Broad, LLC. The 2.03-acre site is located along the west line of W. Broad Street (U.S. Route 250), approximately 400 feet north of Glenside Drive, on parcel 766-746-8090. The zoning is M-1, Light Industrial District. County water and sewer. **(Tuckahoe)**

The new owner accepts and agrees to be responsible for continued compliance with the conditions of the original approval. Deficiencies identified by staff included missing landscaping. All deficiencies have been corrected as of the preparation date of this agenda.

The staff recommends approval of this transfer request.

**(Staff Report by Greg Garrison)**  
**(Applicant’s Representative: Ryan Brown)**

<b>APPROVED:</b> _____	<b>APPROVED ON EXPEDITED AGENDA:</b> _____	
<b>DEFERRED BY APPLICANT TO:</b> _____	<b>DEFERRED BY PC TO:</b> _____	
<b>DENIED:</b> _____	<b>WITHDRAWN:</b> _____	<b>SEE ADDENDUM PAGE:</b> _____
<b>MOTIONED BY:</b> _____	<b>SECONDED BY:</b> _____	<b>ABSTAINED:</b> _____
<b>REMARKS:</b>		

**TRANSFER OF APPROVAL**

POD-112-78  
POD2014-00134  
Commerce Center (Formerly  
Continental Building) – 2812  
Emerywood Parkway

**APPROVED**

**Tammy Bowles for Brandywine Realty Trust:** Request for transfer of approval as required by Chapter 24, Section 24-106 of the Henrico County Code from F.G. Pruitt, O.J.J. Pruitt, and Continental Properties, Inc. to Brandywine Grande B, LP. The 4.16-acre site is located on the north line of Emerywood Parkway, approximately 550 feet east of Grenoble Road, on parcel 765-746-4985. The zoning is M-1, Light Industrial District. County water and sewer. **(Tuckahoe)**

The new owner accepts and agrees to be responsible for the continued compliance with the conditions of the original approval. Deficiencies identified by staff included missing landscaping, screening the dumpster and repainting the pavement markings. All deficiencies have been corrected as of the preparation date of this agenda.

The staff recommends approval of this transfer request.

**(Staff Report by Christina Goggin)**  
**(Applicant’s Representative: Tammy Bowles)**

<b>APPROVED:</b> _____	<b>APPROVED ON EXPEDITED AGENDA:</b> _____	
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<b>DENIED:</b> _____	<b>WITHDRAWN:</b> _____	<b>SEE ADDENDUM PAGE:</b> _____
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<b>REMARKS:</b>		

**PLAN OF DEVELOPMENT  
(Deferred from the April 22, 2015 Meeting)**

POD2015-00089  
Second Baptist Church –  
Family Life Center Addition  
– 9614 River Road

**APPROVED**

**Draper Aden Associates for Second Baptist Church TRS:**  
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 authorize construction of a 28,100 square foot, one and two-story, Family Life Center building addition, and demolition of 2 one-story classroom buildings, as well as revisions and additions to eastern, western and Spencer Hall parking areas. The proposed master plan for a future phase would permit the demolition of 2 additional one-story classroom buildings and the construction of additional parking spaces. The 10.56-acre site is located at the northeast corner of River Road and Gaskins Road, on parcels 743-737-0432 and 743-737-1972. The zoning is R-1, One-Family Residential District. County water and sewer.  
**(Tuckahoe)**

Second Baptist Church is proposing construction of a new 28,100 square foot Family Life Center addition to enlarge the existing children’s Creative Learning Center program. The current facilities the church utilizes for the children’s center were designed for adult education and were not designed for the function they currently serve. In addition to serving children from birth to fifth grade, the addition will also serve for Sunday school, worship services, and Wednesday evening activities.

The Church held a meeting on December 10, 2014 with the adjacent property owners to discuss the proposed addition and to seek input concerning the project. In late March 2015, staff received a call from the adjacent George’s Bluff homeowner’s association with some questions concerning the proposed traffic flow associated with this addition and increase in enrollment, potential noise concerns from HVAC units, light trespass from the church property and adequate buffering between the neighborhood and church parking lot. Church representatives met with the HOA representatives on March 30, 2015 and provided a written reply to the neighborhood representatives intending to honor the neighborhood’s operational requests as much as possible.

Additional concerns have arisen since that time concerning additional traffic on the site, stacking during peak drop-off and pick-up hours and additional trips on to the existing public roads. The church hired a traffic engineer to perform a study to determine if there is and would be traffic congestion with the additional enrollment. The County Traffic Engineer has read the report and is comfortable with the report’s assessment that stacking will not back out on to the public road and the roads can handle the additional vehicle trips generated by the proposed addition.

Approximately half of the proposed addition is to be constructed of brick to match the existing building with an ‘A’ frame style roof as used on the other existing buildings throughout the campus. The other part of the addition is of cementitious siding. The Church is holding another neighborhood meeting May 19, 2015 to discuss the traffic concerns and present the revised architectural plans to the neighbors.

**Continue**

**Continued**

The 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 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.
- 30. Approval of the construction plans by the Department of Public Works does not establish the curb and gutter elevations along the Henrico County maintained right-of-way. The elevations will be set by Henrico County.
- 31. The conceptual master plan, as submitted with this application, is for planning and information purposes only. All subsequent detailed plans of development and construction 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.
- 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.

**(Staff Report by Christina Goggin)**  
**(Applicant’s Representative: Glenn W. Custis)**

<b>APPROVED:</b> _____	<b>APPROVED ON EXPEDITED AGENDA:</b> _____	
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<b>REMARKS:</b>		

## PLAN OF DEVELOPMENT AND LIGHTING PLAN

POD2015-00132  
NOVA Aquatics Building  
Addition - Phase IV, and  
Crofton Green Shopping  
Center Parking Addition –  
12207-12395 Gayton Road

**APPROVED**

**Willmark Engineering, PLC for Wilton Commercial I, LLC:**  
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 2-story, 29,400 square foot aquatics facility addition to the existing NOVA Aquatics Building, associated parking and a parking lot addition in the existing adjacent shopping center (Crofton Green Shopping Center). The 11.187 – acre site is located along the east side of Gayton Road, approximately 925 feet north of Cambridge Drive on parcels 732-749-5405, 732-749-6497, 732-749-5494. The zoning is B-1 Business District, B-1C Business District (Conditional), and B-2C Business District (Conditional). County water and sewer.  
**(Tuckahoe)**

This plan will include development within both the current NOVA site and Crofton Green Shopping Center. The proposed two-story NOVA building addition will house a 50 meter indoor pool while keeping both 25 meter pools. Additional parking and any existing gravel areas at the shopping center will be paved and upgraded to current parking lot standards. Furthermore dumpster enclosures 8 feet in height will be constructed with architectural material similar to the main building.

NOVA was originally built in 1997 and received approvals for expansion in 2004. The first phase of Crofton Green Shopping center was built in 1976 and later additions were constructed in 1984.

Architectural building materials include vertical metal siding to match the existing gray building, light gray split faced CMU walls integrated with face brick header courses and a dark gray split faced CMU base wall. The proposed elevations are consistent with the existing NOVA facility and all proposed site improvements will make NOVA and Crofton Green Shopping Center a cohesive development.

The lighting plan proposes 22 high pressure sodium concealed source fixtures mounted on poles ranging between 20 and 25 feet in height throughout the parking lot, six high pressure sodium post top lamp fixtures mounted on poles 12 feet in height in front of the NOVA building, and eight building wall mounted lights that must be revised to show a full cut off fixture and house shields. Staff strongly recommends that the developer replace existing lamps in light fixtures with metal halide or LED and continue with same lamp in the new fixtures for compatibility and safety concerns.

As of the preparation date of this agenda, the staff has not received a revised plan to address staff comments as requested. The County Traffic Engineer needs a revised plan to show right-of-way dedication, road widening for a right turn lane and sidewalk along the east side of Gayton Road. Also, Planning and Police have requested a revised plan to show a wooden privacy fence along the eastern property line adjacent to Kingswood Subdivision.

**Continue**

**continued**

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 and annotations on the plan, the following additional conditions are recommended:

- 11B. Prior to the approval of an electrical permit application and installation of the site lighting equipment, a plan including light spread and intensity diagrams, and fixture specifications and mounting heights details shall be revised as annotated on the staff plan and included with the construction plans for final signature.
29. The right-of-way for widening of N. Gayton 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.
30. A concrete sidewalk meeting County standards shall be provided along the east side of Gayton Rd.
31. Outside storage shall not be permitted.
32. The proffers approved as a part of zoning case REZ2014-00025 and C-64C-83 shall be incorporated in this approval.
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. Before the final plan is approved, the developer shall submit to the Department of Public Works and the Department of Planning a report prepared by a qualified professional engineer specifying the proposed treatment of mine shafts and scars.
35. Approval of the construction plans by the Department of Public Works does not establish the curb and gutter elevations along the Henrico County maintained right-of-way. The elevations will be set by Henrico County.
36. The 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. Only retail business establishments permitted in B-1 and B-2 zones may be located in the shopping center.
38. The ground area covered by all the buildings shall not exceed in the aggregate 25 percent of the total site area within the shopping center.
39. No merchandise shall be displayed or stored outside of the building(s) or on sidewalk(s).

**Continue**



continued

(Staff Report by Matt Ward)

(Applicant's Representative: Mark Williams)

(Applicable Rezoning Cases and PUPS: C-04C-83, P-020-08, REZ2014-00025)

<b>APPROVED:</b> _____	<b>APPROVED ON EXPEDITED AGENDA:</b> _____	
<b>DEFERRED BY APPLICANT TO:</b> _____	<b>DEFERRED BY PC TO:</b> _____	
<b>DENIED:</b> _____	<b>WITHDRAWN:</b> _____	<b>SEE ADDENDUM PAGE:</b> _____
<b>MOTIONED BY:</b> _____	<b>SECONDED BY:</b> _____	<b>ABSTAINED:</b> _____
<b>REMARKS:</b>		

## PLAN OF DEVELOPMENT

POD2015-00134  
Manorhouse Assisted Living  
– 13500 N. Gayton Road

**APPROVED**

**Silvercore for Gayton Properties, 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 two-story, 98 unit assisted living facility and 2, one-story buildings containing eight independent living units. The 10.05-acre site is located on the west line of North Gayton Road, approximately 350 feet north of Favero Road, on parcels 732-760-0494 and 731-760-7868. The zoning is R-6C General Residence (Conditional). County water and sewer. **(Three Chopt)**

The plan proposes construction of a two-story, 98 unit assisted living facility and two single story buildings containing four independent living units, for a total of eight units. Nine future detached condominiums are not part of this review and approval and will be brought before the Planning Commission at a future time.

The plan is in substantial compliance with the proffers of zoning case REZ2014-00051. All proffered tree save and buffer areas are in place, and the elevations are in compliance with the proffered exhibits.

Lighting and landscaping are not part of this approval.

The developer has requested a change in the serpentine wall. A brick entrance feature that splits the overall length of the serpentine wall and places equally sized elements on either side of the boulevard entrance is desired.

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

9. **AMENDED** - A detailed landscaping plan shall be submitted to the 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. The unit house numbers shall be visible from the parking areas and drives.
30. The names of streets, drives, courts and parking areas shall be approved by the Richmond Regional Planning District Commission and Director of Planning and such names shall be included on the construction plans prior to their approval. The standard street name signs shall be installed prior to any occupancy permit approval.

**Continue**

**continued**

- 31. The right-of-way for widening of N. Gayton 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.
- 32. Outside storage shall not be permitted.
- 33. The proffers approved as a part of zoning case REZ2015-00051 shall be incorporated in this approval.
- 34. A concrete sidewalk meeting County standards shall be provided along the west side of N. Gayton Road.
- 35. The location of all existing and proposed utility and mechanical equipment (including HVAC units, electric meters, junction and accessory boxes, transformers, and generators) shall be identified on the landscape plans. All equipment shall be screened by such measures as determined appropriate by the Director of Planning or the Planning Commission at the time of plan approval.
- 36. The owners shall not begin clearing of the site until the following conditions have been met:
  - (a) The site engineer shall conspicuously illustrate on the plan of development or subdivision construction plan and the Erosion and Sediment Control Plan, the limits of the areas to be cleared and the methods of protecting the required buffer areas. The location of utility lines, drainage structures and easements shall be shown.
  - (b) After the Erosion and Sediment Control Plan has been approved but prior to any clearing or grading operations of the site, the owner shall have the limits of clearing delineated with approved methods such as flagging, silt fencing or temporary fencing.
  - (c) The site engineer shall certify in writing to the owner that the limits of clearing have been staked in accordance with the approved plans. A copy of this letter shall be sent to the 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 approval.

**(Staff Report by Lee Pambid)**  
**(Applicant's Representative: Jeff Staub)**  
**(Applicable Rezoning Cases and PUPS: REZ2014-00051)**

<b>APPROVED:</b> _____	<b>APPROVED ON EXPEDITED AGENDA:</b> _____	
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<b>REMARKS:</b>		

## PLAN OF DEVELOPMENT

POD2015-00127  
Kroger Fuel Center at the  
Corner at Short Pump –  
11895 W. Broad Street (U.S.  
Route 250)

**APPROVED**

**Robertson Loia Roof, PC for Rebkee Partners Short Pump, LLC and Kroger Limited Partnership:** Request for approval of a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct a fuel facility with 5 pump islands and a 176 square foot kiosk in an existing shopping center. The 0.76 portion of the 8.8 acre site is located at the southwest corner of W. Broad Street (U.S. Route 250) and Lauderdale Drive, on part of parcel 735-762-9743. The zoning is B-2C Business District (Conditional) and WBSO West Broad Street Overlay District. County water and sewer. **(Three Chopt)**

The applicant is requesting approval to construct a fuel facility and a 176 square foot kiosk at The Corner at Short Pump shopping center. Proffered conditions accepted with rezoning case C-65C-07 were amended per REZ2015-00002 at the March 10, 2015 Board of Supervisors meeting to permit a fuel center. As of the preparation date of the agenda, the staff requested, but has not received an updated shopping center master plan, conceptual landscape plan, and updated parking calculations.

The staff recommendation will be made at the meeting. Should the Commission act on this request, in addition to the annotations on the plan and the standard conditions for developments of this type the following additional conditions are recommended.

29. Only retail business establishments permitted in a B-2 zone may be located in this center.
30. The ground area covered by all the buildings shall not exceed in the aggregate 25 percent of the total site area.
31. No merchandise shall be displayed or stored outside of the building(s) or on sidewalk(s).
32. The proffers approved as a part of zoning case REZ2015-00002 shall be incorporated in this approval.
33. 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.

**Continue**

continued

(Staff Report by Greg Garrison)  
(Applicant's Representative: Ali Daughtry)  
(Applicable Rezoning Cases and PUPS: REZ2015-00002)

<b>APPROVED:</b> _____	<b>APPROVED ON EXPEDITED AGENDA:</b> _____	
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<b>REMARKS:</b>		

## SUBDIVISION

SUB2015-00050  
Hunton Fields (May 2015  
Plan) – 11581 Mill Road

**DEFERRED BY  
APPLICANT TO 7/22/2015**

**Jordan Consulting Engineers for Dana W. Harding and Mill Road, LLC:** The 7.53-acre site proposed for a subdivision of 13 single family dwellings is located on the south line of Mill Road, approximately 250 feet east of Swanson Mill Way, on parcel 769-774-0539. The zoning is R-2 One-Family Residence District. County water and sewer. **(Brookland) 13 Lots**

**The applicant has requested a deferral to the July 22, 2015 meeting.**

This proposal is for a 13 lot subdivision on two streets emanating from Mill Road and terminating in cul-de-sacs. The property is zoned R-2 and is not subject to any proffers.

A dry BMP is proposed in common area adjacent to two lots in the Hunton Estates subdivision. Staff has requested that the common area and BMP be designed in such a way as to minimize the impact to adjacent properties.

Staff has heard from four adjacent property owners regarding this proposal. Their concerns include the proximity and screening of the BMP, the amount of construction taking place within existing easements on Hunton Estates lots, and the replacement of landscaping and fencing within these existing easements, as well as drainage.

At the time of the agenda's preparation, staff has not yet completed its review. The staff's recommendation will be made at the meeting. Should the Commission act on this request, the standard conditions for subdivisions served by public utilities, and the following additional conditions are recommended.

13. Prior to requesting the final approval, a draft of the covenants and deed restrictions for the maintenance of the common area by a homeowners association shall be submitted to the Department of Planning for review. Such covenants and restrictions shall be in a form and substance satisfactory to the County Attorney and shall be recorded prior to recordation of the subdivision plat.
14. The details for the landscaping to be provided within the 25-foot wide planting strip easement along Mill Road shall be submitted to the Department of Planning for review and approval prior to recordation of the plat.
15. A County sidewalk shall be constructed along the south side of Mill Road.
16. Any necessary offsite drainage easements must be obtained prior to final approval of the construction plan by the Department of Public Works.

**Continue**

continued

(Staff Report by Lee Pambid)  
(Applicant's Representative: John Jordan)

<b>APPROVED:</b> _____	<b>APPROVED ON EXPEDITED AGENDA:</b> _____	
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<b>REMARKS:</b>		

## PLAN OF DEVELOPMENT

POD2015-00131  
Elko II Distribution Facility  
– Technology Boulevard

**APPROVED**

**McKinney & Company for Elko II, LLC and Liberty Property Trust:** Request for approval of a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct a 198,000 square foot distribution warehouse and office. The 46.045 portion of the 97-acre site is located on the north line of Technology Blvd., at its intersection with Techpark Place, on part of parcel 845-706-5092. The zoning is M-2C General Industrial District (Conditional). County water and sewer. (**Varina**)

The applicant is requesting approval to construct a 198,000 square foot distribution warehouse and office. The proposed plans and architectural elevations are in compliance with proffered conditions accepted with rezoning case REZ2015-00007, approved at the May 12, 2015 Board of Supervisors meeting.

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

29. The right-of-way for widening of Technology Blvd. 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. 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.
31. The proffers approved as a part of zoning case REZ2015-00007 shall be incorporated in this approval.
32. The owners shall not begin clearing of the site until the following conditions have been met:
  - (a) The site engineer shall conspicuously illustrate on the plan of development or subdivision construction plan and the Erosion and Sediment Control Plan, the limits of the areas to be cleared and the methods of protecting the required buffer areas. The location of utility lines, drainage structures and easements shall be shown.
  - (b) After the Erosion and Sediment Control Plan has been approved but prior to any clearing or grading operations of the site, the owner shall have the limits of clearing delineated with approved methods such as flagging, silt fencing or temporary fencing.
  - (c) The site engineer shall certify in writing to the owner that the limits of clearing have been staked in accordance with the approved plans. A copy of this letter shall be sent to the Department of Planning and the Department of Public Works.

**Continue**



**continued**

- (d) The owner shall be responsible for the protection of the buffer areas and for replanting and/or supplemental planting and other necessary improvements to the buffer as may be appropriate or required to correct problems. The details shall be included on the landscape plans for approval.
- 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 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 Greg Garrison)**  
**(Applicant's Representative: Stuart Groseclose)**  
**(Applicable Rezoning Cases and PUPS: REZ2015-00007)**

<b>APPROVED:</b> _____	<b>APPROVED ON EXPEDITED AGENDA:</b> _____	
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<b>REMARKS:</b>		

**PLAN OF DEVELOPMENT AND LIGHTING PLAN  
(Deferred from the April 22, 2015 Meeting)**

POD2015-00094  
Innsbrook Commercial at  
4101 Dominion Blvd – 4101  
Dominion Blvd

**DEFERRED BY  
APPLICANT TO 6/24/2015**

**Timmons Group for Doswell Properties, Inc. and Dominion GA, LLC:** 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 demolish an existing one-story retail building, and construct a one-story 14,610 square foot building containing 4,200 square feet of medical office, 3,400 square feet of retail, and 7,010 square feet of restaurant with one drive-through facility. The 2.37-acre site is located at the northeast corner of the intersection of W. Broad Street and Dominion Blvd., on parcel 747-760-6472. The zoning is B-2C, Business District. County water and sewer. **(Three Chopt)**

**The applicant has requested a deferral to the June 24, 2015 meeting.**

The applicant requests approval to construct a new one-story building with a mix of retail, restaurant, and medical office space. The proposed total 14,610 square foot total building will replace the existing 9,050 square foot multi-tenant building which was constructed with POD-119-98 to include a bank with drive-through facilities, and a retail convenience store and fueling center.

The proposed building incorporates features to provide articulation on all sides, including decorative pilasters, stucco cornice, awnings, and decorative sconces. A drive-through restaurant is proposed at one end of the center, and outdoor convenience seating may be provided for two additional restaurant tenants. Any future outdoor dining with table service will require a provisional use permit application for review and approval. The anchor user will be a medical office, with a central location in the building layout.

A lighting plan has been provided for approval with the POD, and demonstrates adequate lighting levels provided by concealed source LED fixtures.

The applicant has requested a waiver to allow the provision of portions of the proposed sidewalk along Dominion Boulevard and W. Broad Street to be located within a pedestrian access easement in lieu of dedicating right of way to accommodate the sidewalk width. Due to private covenants which require additional parking setbacks, right of way dedication would reduce the amount of parking provided with the current layout. At this time, the waiver request is still under review.

At the time of preparation of this agenda, staff has not received confirmation that the Innsbrook Owners Association has approved the proposal. The site is governed by a private Declaration of Protective Covenants, which is not enforced by the County. Staff strongly recommends that the developer obtain approval of the plans prior to Planning Commission for any items that may substantially affect the site layout or architectural design. The developer is pursuing this approval.

The staff recommendation will be made at the meeting. Should the Commission act on this request, in addition to the annotations on the plans, and the standard conditions for developments of this type, the following additional conditions are recommended:

**Continue**

**continued**

- 11B. Prior to the approval of an electrical permit application and installation of the site lighting equipment, a plan including light spread and intensity diagrams, and fixture specifications and mounting heights details shall be revised as annotated on the staff plan and included with the construction plans for final signature.
- 29. A concrete sidewalk meeting County standards shall be provided along the east side of Dominion Blvd.
- 30. A concrete sidewalk meeting VDOT standards shall be provided along the north side of W. Broad Street (U.S. Route 250).
- 31. Outside storage shall not be permitted.
- 32. The proffers approved as a part of zoning case C-59C-79 shall be incorporated in this approval.
- 33. 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.
- 34. 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.
- 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. 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 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 Aimee Crady)**  
**(Applicant's Representative: Ryan Ritterskamp)**  
**(Applicable Rezoning Cases and PUPS: C-59C-79)**

<b>APPROVED:</b> _____	<b>APPROVED ON EXPEDITED AGENDA:</b> _____	
<b>DEFERRED BY APPLICANT TO:</b> _____	<b>DEFERRED BY PC TO:</b> _____	
<b>DENIED:</b> _____	<b>WITHDRAWN:</b> _____	<b>SEE ADDENDUM PAGE:</b> _____
<b>MOTIONED BY:</b> _____	<b>SECONDED BY:</b> _____	<b>ABSTAINED:</b> _____
<b>REMARKS:</b>		

## PLAN OF DEVELOPMENT AND LIGHTING PLAN

POD2015-00133  
MGP Retail Grocery Store –  
5110 S. Laburnum Avenue

**DEFERRED BY  
APPLICANT TO 6/24/2015**

**Timmons Group for Talley Family LTD Partnership and MGP Retail Consulting, LLC:** 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 demolish an existing car dealership building and construct a one-story, 36,170 square foot retail grocery store. The 4.63-acre site is located on the west line of S. Laburnum Avenue, approximately 250 feet south of Williamsburg Road (U.S. Route 60), on part of parcel 816-713-3624. The zoning is M-1 Light Industrial District, and ASO Airport Safety Overlay District. County water and sewer. **(Varina)**

The applicant proposes to demolish a former car dealership and construct a 36,170 square foot grocery store. The user has not been named. The redevelopment will coordinate with the site plan for the Bill Talley Ford addition to the south, which was approved by the Planning Commission at its March 25, 2015 meeting. Road widening and sidewalk will be provided for the entire frontage along S. Laburnum Avenue. Pedestrian connections throughout the parking lot and into the site are shown on the plan.

The proposed building is primarily brick and arched standing seam metal roof. Clerestory windows are proposed on sides facing S. Laburnum Avenue and northward toward the adjacent pharmacy. Architectural plans provided with the original submittal do not reflect the masonry screen wall adjacent to the loading dock or the masonry cart corral screen beside the main entrance. Staff has requested, but has not received, a revised elevation demonstrating these items. In addition, staff recommends repeating the clerestory windows on the side of the building facing south, or providing other details along that facade. The applicant is working with the architect to explore options for enhancing that building side.

A lighting plan is included in the POD request for approval. Adequate lighting from concealed source LED fixtures is proposed at a mounting height of 25 feet.

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:

- 11B. Prior to the approval of an electrical permit application and installation of the site lighting equipment, a plan including light spread and intensity diagrams, and fixture specifications and mounting heights details shall be revised as annotated on the staff plan and included with the construction plans for final signature.
29. The right-of-way for widening of S. Laburnum 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.
30. A concrete sidewalk meeting County standards shall be provided along the west side of S. Laburnum Avenue.

**Continue**

**continued**

- 31. Outside storage shall not be permitted.
- 32. Approval of the construction plans by the Department of Public Works does not establish the curb and gutter elevations along the Henrico County maintained right-of-way. The elevations will be set by Henrico County.
- 33. Evidence of a joint ingress/egress and maintenance agreement must be submitted to the Department of Planning and approved prior to issuance of a certificate of occupancy for this development.
- 34. 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 Aimee Crady)**

**(Applicant's Representative: Ryan Ritterskamp)**

<b>APPROVED:</b> _____	<b>APPROVED ON EXPEDITED AGENDA:</b> _____	
<b>DEFERRED BY APPLICANT TO:</b> _____	<b>DEFERRED BY PC TO:</b> _____	
<b>DENIED:</b> _____	<b>WITHDRAWN:</b> _____	<b>SEE ADDENDUM PAGE:</b> _____
<b>MOTIONED BY:</b> _____	<b>SECONDED BY:</b> _____	<b>ABSTAINED:</b> _____
<b>REMARKS:</b>		

## PLAN OF DEVELOPMENT

POD2015-00111

Our Store Furniture Store –  
837 Azalea Avenue

**DEFERRED BY  
APPLICANT TO 6/24/2015**

**Advanced Engineering, LLC for S & L Creative Visions, 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 1,238 square foot furniture showroom building. The 0.303 acre site is located along the southern line of Azalea Avenue at its intersection with Crenshaw Avenue, at the City-County Boundary line on parcels 788-744-0451 and 788-744-1549. The zoning is B-2 Business District. County water and sewer. **(Fairfield)**

The proposed plan contains many outstanding issues to address.

As of the preparation date of this agenda, the staff has requested but has not received a revised plan. In addition to other plan deficiencies, the Traffic Engineer has requested a revised parking layout that would eliminate vehicles backing out onto Azalea Avenue. The Fire Marshall has requested the addition of a fire hydrant to address hose lay concerns. The Public Works Design Review Engineer has requested a storm water management plan including storm water quality calculations. And, Planning staff has requested the plan include; parking area landscaping in accordance with the zoning code, the location and screening details for dumpsters and HVAC equipment, as well as the elimination of any cargo storage containers. Due to the large number of plan deficiencies, the staff does not believe that there will be sufficient time to review a revised plan, before the Planning Commission's meeting.

Staff has recommended that the applicant consider requesting a deferral until the Planning Commission's meeting on June 24, 2015, in order to provide sufficient time for submission and review of a revised plan.

The staff recommendation will be made at the meeting. Should the Commission act on this request in addition to the annotations on the plans and 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 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. There shall be no outdoor storage in moveable storage containers including, but not limited to, cargo containers and portable on demand storage containers.
30. Approval of the construction plans by the Department of Public Works does not establish the curb and gutter elevations along the Henrico County maintained right-of-way. The elevations will be set by Henrico County.

**Continue**

**continued**

- 31. 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.
- 32. 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 Mike Kennedy)  
(Applicant's Representative: Jeff Keith)**

<b>APPROVED:</b> _____	<b>APPROVED ON EXPEDITED AGENDA:</b> _____	
<b>DEFERRED BY APPLICANT TO:</b> _____	<b>DEFERRED BY PC TO:</b> _____	
<b>DENIED:</b> _____	<b>WITHDRAWN:</b> _____	<b>SEE ADDENDUM PAGE:</b> _____
<b>MOTIONED BY:</b> _____	<b>SECONDED BY:</b> _____	<b>ABSTAINED:</b> _____
<b>REMARKS:</b>		

**LANDSCAPE PLAN**

POD2015-00106  
West Broad Honda Vehicle  
Display Pads – 7014 W.  
Broad Street (U.S. Route  
250)

**APPROVED**

**E.D. Lewis & Associates, PC for WBH Real Estate, LLC:**  
Request for approval of a revised landscape plan, as required by  
Chapter 24, Section 24-106 and 24-106.2 of the Henrico County  
Code, to construct 3 vehicle display pads adjacent to W. Broad  
Street (U.S. Route 250). The 3.44-acre site is located on the east  
line of W. Broad Street (U.S. Route 250), approximately 600 feet  
north of Glenside Drive, on parcel 767-747-2250. The zoning is  
B-3 Business District. County water and sewer. **(Brookland)**

The applicant is requesting approval to construct 3 vehicle display pads adjacent to West Broad Street. Staff has recommended that display pads be limited to 1 pad per 100 linear feet of road frontage. The applicant has worked with staff to reduce the amount of display pads from 4 to 3 to meet this recommendation.

The staff recommends approval subject to the annotations on the plans, the standard conditions for landscape plans, and the following additional condition:

- 5. The height of Crapemyrtles shall be maintained at a minimum of 15-feet. Pollarding shall be prohibited.

**(Staff Report by Greg Garrison)**  
**(Applicant’s Representative: Gary Scottow)**

<b>APPROVED:</b> _____	<b>APPROVED ON EXPEDITED AGENDA:</b> _____	
<b>DEFERRED BY APPLICANT TO:</b> _____	<b>DEFERRED BY PC TO:</b> _____	
<b>DENIED:</b> _____	<b>WITHDRAWN:</b> _____	<b>SEE ADDENDUM PAGE:</b> _____
<b>MOTIONED BY:</b> _____	<b>SECONDED BY:</b> _____	<b>ABSTAINED:</b> _____
<b>REMARKS:</b>		



**LANDSCAPE PLAN**

POD2015-00107  
West Broad Hyundai Vehicle  
Display Pads – 8903 W.  
Broad Street (U.S. Route  
250)

**APPROVED**

**E.D. Lewis & Associates, PC for Page Broad Street LC:**  
Request for approval of a revised landscape plan, as required by  
Chapter 24, Section 24-106 and 24-106.2 of the Henrico County  
Code, to construct 6 vehicle display pads adjacent to W. Broad  
Street (U.S. Route 250) and Homeview Drive. The 5.5-acre site is  
located at the southwest corner of the intersection of W. Broad  
Street (U.S. Route 250) and Homeview Drive, on parcel 759-755-  
0982. The zoning is B-3C Business District (Conditional). County  
water and sewer. **(Three Chopt)**

The applicant is requesting approval to construct 6 vehicle display pads adjacent to West Broad Street and Homeview Drive. Staff has recommended that display pads be limited to 1 pad per 100 linear feet of road frontage. The applicant has worked with staff to reduce the amount of display pads from 10 to 6 to meet this recommendation.

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

**(Staff Report by Greg Garrison)**  
**(Applicant’s Representative: Gary Scottow)**  
**(Applicable Rezoning Cases and PUPS: C-25C-89)**

<b>APPROVED:</b> _____	<b>APPROVED ON EXPEDITED AGENDA:</b> _____
<b>DEFERRED BY APPLICANT TO:</b> _____	<b>DEFERRED BY PC TO:</b> _____
<b>DENIED:</b> _____	<b>WITHDRAWN:</b> _____ <b>SEE ADDENDUM PAGE:</b> _____
<b>MOTIONED BY:</b> _____	<b>SECONDED BY:</b> _____ <b>ABSTAINED:</b> _____
<b>REMARKS:</b>	

**DISCUSSION ITEM: Schedule Work Session: Presentation on Housing Trends (Home Building Association of Richmond) – June 11, 2015 – TO BE RESCHEDULED**

**APPROVAL OF MINUTES: April 22, 2015 Minutes**

**ADJOURN**

**PLANNING COMMISSION  
AGENDA FOR  
SUBDIVISIONS AND PLANS OF DEVELOPMENT  
May 27, 2015**

**ADDENDUM**

**PAGE 5 – ADDED CONDITION**

**PLAN OF DEVELOPMENT**

**(Deferred from the April 22, 2015 Meeting)**

POD2015-00089

Second Baptist Church –  
Family Life Center Addition  
– 9614 River Road

**APPROVED**

**Draper Aden Associates for Second Baptist Church TRS:**  
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 authorize construction of a 28,100 square foot, one and two-story, Family Life Center building addition, and demolition of 2 one-story classroom buildings, as well as revisions and additions to eastern, western and Spencer Hall parking areas. The proposed master plan for a future phase would permit the demolition of 2 additional one-story classroom buildings and the construction of additional parking spaces. The 10.56-acre site is located at the northeast corner of River Road and Gaskins Road, on parcels 743-737-0432 and 743-737-1972. The zoning is R-1, One-Family Residential District. County water and sewer.  
**(Tuckahoe)**

33. **ADDED** – The hours of outside construction, including operation of bulldozers and other earthmoving equipment, shall be between 7:00 am and 7:00 pm, Monday through Saturday, except in emergencies or where unusual circumstances require extending the specific hours in order to complete work such as concrete pours or utility connections.

**PAGE 7 – REVISED PLAN, ADDED ARCHITECTURAL PLAN, REVISED CAPTION, ADDED AND MODIFIED CONDITIONS**

**PLAN OF DEVELOPMENT ~~AND LIGHTING PLAN~~**

POD2015-00132  
NOVA Aquatics Building  
Addition - Phase IV, and  
Crofton Green Shopping  
Center **Building and Parking**  
Addition – 12207-12395  
Gayton Road

**APPROVED**

**Willmark Engineering, PLC for Wilton Commercial I, LLC:**  
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 2-story, ~~29,400~~ **32,242** square foot aquatics facility addition **with mezzanine** to the existing NOVA Aquatics Building, associated parking, **and 2, one-story building additions totaling 1,480 square feet**, and a parking lot addition in the existing adjacent shopping center (Crofton Green Shopping Center). The 11.187 – acre site is located along the east side of Gayton Road, approximately 925 feet north of Cambridge Drive on parcels 732-749-5405, 732-749-6497, 732-749-5494. The zoning is B-1 Business District, B-1C Business District (Conditional), and B-2C Business District (Conditional). County water and sewer. **(Tuckahoe)**

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.
- 11B. **DELETED** - ~~Prior to the approval of an electrical permit application and installation of the site lighting equipment, a plan including light spread and intensity diagrams, and fixture specifications and mounting heights details shall be revised as annotated on the staff plan and included with the construction plans for final signature.~~

## PAGE 10 – REVISED PLAN

### PLAN OF DEVELOPMENT

POD2015-00134  
Manorhouse Assisted Living  
– 13500 N. Gayton Road

**APPROVED**

**Silvercore for Gayton Properties, 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 two-story, 98 unit assisted living facility and 2, one-story buildings containing eight independent living units. The 10.05-acre site is located on the west line of North Gayton Road, approximately 350 feet north of Favero Road, on parcels 732-760-0494 and 731-760-7868. The zoning is R-6C General Residence (Conditional). County water and sewer. **(Three Chopt)**

A revised plan has been submitted to add dimensional information for the proffered buffers, and add right of way dedication to the plan. Staff continues to recommend approval subject to the conditions listed in the agenda.

## PAGE 12 – REVISED PLAN AND REVISED RECOMMENDATION

### PLAN OF DEVELOPMENT

POD2015-00127  
Kroger Fuel Center at the  
Corner at Short Pump –  
11895 W. Broad Street (U.S.  
Route 250)

**APPROVED**

**Robertson Loia Roof, PC for Rebkee Partners Short Pump, LLC and Kroger Limited Partnership:** Request for approval of a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct a fuel facility with 5 pump islands and a 176 square foot kiosk in an existing shopping center. The 0.76 portion of the 8.8 acre site is located at the southwest corner of W. Broad Street (U.S. Route 250) and Lauderdale Drive, on part of parcel 735-762-9743. The zoning is B-2C Business District (Conditional) and WBSO West Broad Street Overlay District. County water and sewer. **(Three Chopt)**

Staff has received an updated master plan with parking calculations, as well as a conceptual landscape plan.

Staff recommends approval, subject to the annotations on the plan, the standard conditions for developments of this type, and the additional conditions listed in the agenda.

## PAGE 14 – REVISED CAPTION

### SUBDIVISION

SUB2015-00050

**SUB2015-00062**

Hunton Fields (May 2015  
Plan) – 11581 Mill Road

**DEFERRED BY  
APPLICANT TO 7/22/2015**

**Jordan Consulting Engineers for Dana W. Harding and Mill Road, LLC:** The 7.53-acre site proposed for a subdivision of 13 single family dwellings is located on the south line of Mill Road, approximately 250 feet east of Swanson Mill Way, on parcel 769-774-0539. The zoning is R-2 One-Family Residence District. County water and sewer. **(Brookland) 13 Lots**

## PAGE 25 – REVISED STAFF PLAN

### LANDSCAPE PLAN

POD2015-00107

West Broad Hyundai Vehicle  
Display Pads – 8903 W.  
Broad Street (U.S. Route  
250)

**APPROVED**

**E.D. Lewis & Associates, PC for Page Broad Street LC:** Request for approval of a revised landscape plan, as required by Chapter 24, Section 24-106 and 24-106.2 of the Henrico County Code, to construct 6 vehicle display pads adjacent to W. Broad Street (U.S. Route 250) and Homeview Drive. The 5.5-acre site is located at the southwest corner of the intersection of W. Broad Street (U.S. Route 250) and Homeview Drive, on parcel 759-755-0982. The zoning is B-3C Business District (Conditional). County water and sewer. **(Three Chopt)**

Staff is requesting additional planting beds to provide symmetry and balance along West Broad Street, as annotated in the revised staff plan.

The staff continues to recommend approval.