

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

**SEE ADDENDUM**

**July 25, 2018**

**9:00 A.M.**



**PLANNING COMMISSION**

Sandra M. Marshall, Chairperson (Three Chopt)  
Gregory R. Baka, Vice-Chairperson (Tuckahoe)  
C. W. Archer, C.P.C. (Fairfield)  
Adrienne F. Kotula (Brookland)  
William M. Mackey, Jr. (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, Senior Principal Planner  
Kevin D. Wilhite, C.P.C., AICP, County Planner  
Michael F. Kennedy, County Planner  
Anthony R. Greulich, C.P.C., County Planner  
Christina Goggin, AICP, County Planner  
Aimee B. Crady, AICP, County Planner  
Matthew Ward, County Planner  
Lee Pambid, C.P.C., County Planner  
Kate B. McMillion, County Planner  
Salim Chishti, County Planner  
Spencer Norman, County Planner  
Robert Peterman, GIS Technician  
Melissa S. Ferrante, Office Assistant/Recording  
Secretary

**WELCOME: @ 9:02**

**PLEDGE OF ALLEGIANCE:**

**RECOGNITION OF NEWS MEDIA:**

**ROLL CALL: Mr. Archer and Ms. Kotula – absent**

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

**EXPEDITED AGENDA: Leslie News**

**SUBDIVISION EXTENSIONS OF CONDITIONAL APPROVAL: Kate McMillion**

**There are no extensions this month.**

**TRANSFER OF APPROVAL**

POD-22-97  
POD2017-00195  
Grace Auto Sales (Formerly  
Excalibur Auto Sales) – 2711  
Enterprise Parkway

**APPROVED/EXPEDITED**

**Dale F. Moes and Neil Moes:** Request for transfer of approval as required by Chapter 24, Section 24-106 of the Henrico County Code from John Dankos and George Minor to Victor J. Moes and Dale F. Moes. The 0.6-acre site is located on the southeastern line of Enterprise Parkway, approximately 250 feet southwest of West Broad Street (U.S. Route 250), on parcel 763-752-7811. The zoning is B-3, Business 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. The applicant has corrected all deficiencies identified in staff's inspection report dated April 27, 2017, including replacement of landscaping, removal of accessory structures, and pavement maintenance.

The staff recommends approval of this transfer request.

**(Staff Report by Aimee Crady)**  
**(Applicant's Representative: Dale F. Moes)**

**TRANSFER OF APPROVAL**

POD-18-85  
POD2018-00190  
CubeSmart Richmond  
Henrico Turnpike (Formerly  
Richmond-Henrico Mini-  
Storage) – 5312 Richmond  
Henrico Turnpike

**APPROVED/EXPEDITED**  
**Continue**

**Alan Jacobs for CubeSmart and Henrico Self Storage, LLC:** Request for transfer of approval as required by Chapter 24, Section 24-106 of the Henrico County Code from Paul N. Belmont, Edwin H. Ragsdale, and Nelson-White Construction to Henrico Self Storage, LLC. The 4.41-acre site is located on the northern line of Richmond-Henrico Turnpike, approximately 1,300 feet northeast of Azalea Avenue, on parcel 795-745-6496. The zoning is M-1, Light Industrial District and ASO, Airport Safety Overlay District. County water and sewer. **(Fairfield)**

**continued**

The new owner accepts and agrees to be responsible for the continued compliance with the conditions of the original approval. The applicant has corrected all deficiencies identified in staff's inspection report dated May 9, 2018, including construction of a dumpster enclosure, fence repair, sign replacement, and pavement marking.

The staff recommends approval of this transfer request.

**(Staff Report by Aimee Crady)**  
**(Applicant's Representative: Alan Jacobs)**

### **TRANSFER OF APPROVAL**

POD-87-73 POD2018-00169 UDIG Office Building at Forest Office Park (Formerly Fairfield National Bank - Koger Office Center)– 8000 Franklin Farms Drive	<b>Susan Frank for Franklin Farms, LLC:</b> Request for transfer of approval as required by Chapter 24, Section 24-106 of the Henrico County Code from Fairfield National Bank and Koger Properties, Inc. to Franklin Farms, LLC. The 2.42-acre site is located on the northeastern corner of Franklin Farms Drive and Rolling Hills Drive, on parcel 759-744-3417. The zoning is O-2, Office District. County water and sewer. <b>(Three Chopt)</b>
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### **APPROVED/EXPEDITED**

The new owner accepts and agrees to be responsible for continued compliance with the conditions of original approval. No site deficiencies were identified by staff at the time of site inspection on May 10, 2018.

The staff recommends approval of this transfer request.

**(Staff Report by Christina Goggin)**  
**(Applicant's Representative: Susan Frank)**

### **TRANSFER OF APPROVAL**

POD-40-81 POD2018-00182 Tomlynn Business Center (Formerly Clayman Industrial Park) – 2000 Tomlynn Street	<b>R. Gaines Tavenner for Doswell Ventures, LLC:</b> Request for transfer of approval as required by Chapter 24, Section 24-106 of the Henrico County Code from Mr. Jacob Clayman to Doswell Ventures, LLC. The 1.02-acre site is located on the western line of Tomlynn Street, approximately 250 feet south of Jacque Street, on parcel 778-735-3363. The zoning is M-1, Light Industrial District. County water and sewer. <b>(Brookland)</b>
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### **APPROVED/EXPEDITED**

The new owner accepts and agrees to be responsible for continued compliance with the conditions of original approval. The site deficiencies as identified in the staff report dated May 16, 2018, including replacing the dumpster screen, repainting the parking spaces and repainting the stop bar, have been addressed.

**Continue**

**continued**

The staff recommends approval of this request.

**(Staff Report by Christina Goggin)  
(Applicant's Representative: Andy Sadler)**

### **TRANSFER OF APPROVAL**

POD-20-94 (pt)  
POD2018-00168  
Concourse Commons  
(Formerly Westshore IV) –  
11520 Nuckols Road

**APPROVED/EXPEDITED**

**Doswell Ventures, LLC for MGME Richmond-Nuckols, LLC:** Request for transfer of approval of a portion of a plan of development as required by Chapter 24, Section 24-106 of the Henrico County Code from MDME Richmond-Nuckols, LLC to Doswell Ventures, LLC. The 2.11-acre site is located on the northern line of Nuckols Road, approximately 150 feet west of its intersection with Concourse Boulevard, on parcel 745-775-7141. The zoning is O/SC, Office Service District (Conditional). County water and sewer. **(Three Chopt)**

The new owner accepts and agrees to be responsible for continued compliance with conditions of the original approval. No site deficiencies were identified by staff at the time of site inspection on May 8, 2018.

The staff recommends approval of this transfer request.

**(Staff Report by Matt Ward)  
(Applicant's Representative: Andy Sadler)  
(Applicable Rezoning Cases and PUPS: C-30C-89)**

### **PLAN OF DEVELOPMENT**

POD2018-00134  
Greater Unity Adult Services  
– Adult Daycare Facility at  
Eubank and Laburnum  
Commercial Center – 5481  
South Laburnum Avenue

**APPROVED/EXPEDITED**

**Youngblood, Tyler, and Associates for J.G. Laburnum LLC, RL LLC, and Laburnum Holdings, LLC:** Request for approval of a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct a one-story, 6,000-square foot adult daycare facility in an existing commercial center. The 1.52-acre site is located on the eastern side of South Laburnum Avenue, approximately 450 feet south of Eubank Road, on parcel 817-711-0712 and part of parcel 816-711-8151. The zoning is B-2C, Business District (Conditional) and ASO, Airport Safety Overlay District. County water and sewer. **(Varina)**

This proposal is to construct an adult daycare facility in an existing commercial center which is under development. The site is a vacant parcel situated behind a future fast food restaurant, and adjacent to the established Robinwood subdivision.

**Continue**

**continued**

This site plan provides adequate parking and required building setbacks as required in the zoning ordinance. Also, a proffered 50-foot wide landscape buffer with a 6-foot tall vinyl fence will be placed along the eastern property line, in accordance with proffered conditions.

The current building elevations provide a brick and metal building; however, the architect has indicated intent to submit revised elevations providing an all brick building, to comply with proffered conditions.

Additionally, Public Works has requested additional information related to stormwater compliance and the overall commercial center master plan.

As of the preparation date of the agenda, revised elevations and stormwater information have not 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 type, the following additional conditions are recommended:

29. Outside storage shall not be permitted.
30. The proffers approved as a part of zoning case C-63C-06 shall be incorporated in this approval.
31. 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.
32. The conceptual master plan, as submitted with this application, is for planning and information purposes only. All subsequent detailed plans of development needed to implement this conceptual plan shall be submitted for staff review and Planning Commission approval, and shall be subject to all regulations in effect at the time such subsequent plans are submitted for review/ approval.
33. The location of all existing and proposed utility and mechanical equipment (including HVAC units, electric meters, junction and accessory boxes, transformers, and generators) shall be identified on the landscape plans. All equipment shall be screened by such measures as determined appropriate by the Director of Planning or the Planning Commission at the time of plan approval.

**(Staff Report by Matt Ward)**

**(Applicant's Representative: Adam Werner)**

**(Applicable Rezoning Cases and PUPS: C-63C-06)**

## PLAN OF DEVELOPMENT

POD2018-00239  
Britlyn South – 10623  
Staples Mill Road

### **APPROVED/EXPEDITED**

**Townes Site Engineering for Staples Mill Investment, LLC:**  
Request for approval of a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct 17 age-restricted detached single-family dwellings for sale with zero lot lines. The 6.81-acre site is located on the eastern line of Staples Mill Road (U.S. Route 33), approximately 100 feet south of its intersection with Meadow Pond Lane, on parcels 764-767-0232, 764-767-0509, and 763-767-9947. The zoning is R-5AC, General Residential District. County water and sewer.  
**(Brookland)**

The layout features 17 lots on a single cul-de-sac street leading from Staples Mill Road. A dry BMP is proposed behind six of the lots. A right-turn lane from Staples Mill Road is proposed for the new subdivision street as well as the completion of curb and gutter along an existing taper and right-turn lane onto Meadow Pond Lane. Sidewalk on Staples Mill Road is proposed along both sides of the entrance to the new street, with the southern portion of the sidewalk leading to the Glen Allen Library site. Sidewalk will also be provided on one side of the internal streets.

The proffers of REZ2017-00028 shall apply. Among other items, the proffers require a 20-foot buffer along the adjacent four lots in Meadow Farms subdivision, a 35-foot buffer along Staples Mill Road to include a faux wrought iron fence, and trees along the subdivision street.

The proposed elevations meet the proffered architectural requirements.

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

29. Roof edge ornamental features that extend over the zero lot line, and which are permitted by Section 24-95(i)(1), must be authorized in the covenants.
30. Eight-foot easements for construction, drainage, and maintenance access for abutting lots shall be provided and shown on the POD plans.
31. Building permit request for individual dwellings shall each include two (2) copies of a layout plan sheet as approved with the plan of development. The developer may utilize alternate building types providing that each may be located within the building footprint shown on the approved plan. Any deviation in building footprint or infrastructure shall require submission and approval of an administrative site plan.
32. Windows on the zero lot line side of the dwelling can only be approved with an exception granted by the Building Official and the Director of Planning during the building permit application process.
33. The mechanical equipment for each building shall be located on its respective lot. The location of the equipment shall be reviewed and approved with the building permit application for each lot. Except for wall-mounted electric meters, in no case shall the eight-foot easement for construction, drainage, and maintenance access on the abutting lot be used to locate other mechanical equipment (such as HVAC equipment, generators, and the like) for the subject lot.

**Continue**

**continued**

34. The subdivision plat for Britlyn South shall be recorded before any building permits are issued.
35. The entrances and drainage facilities on U.S. Route 33 shall be approved by the Virginia Department of Transportation and the County.
36. 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.
37. A concrete sidewalk meeting VDOT standards shall be provided along the eastern side of Staples Mill Road.
38. The proffers approved as a part of zoning case REZ2017-00028 shall be incorporated in this approval.
39. 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.
40. 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.

**(Staff Report by Lee Pambid)**

**(Applicant's Representative: Zackary Wilkins)**

**(Applicable Rezoning Cases and PUPS: REZ2017-00028)**

## PLAN OF DEVELOPMENT

POD2018-00240  
Britlyn North – 10701  
Staples Mill Road

### **APPROVED/EXPEDITED**

**Townes Site Engineering for Staples Mill Investment, LLC:** Request for approval of a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct 29 age-restricted detached single-family dwellings for sale with zero lot lines. The 12.38-acre site is located on the eastern line of Staples Mill Road (U.S. Route 33), approximately 280 feet north of its intersection with Meadow Pond Lane, on parcels 763-768-3605, 763-768-2735, and 763-767-6290. The zoning is R-5AC, General Residential District. County water and sewer. **(Brookland)**

The layout features 29 lots on an entrance from Staples Mill Road, at a crossover with Glen Allen High School, leading to two cul-de-sac streets. The plan also proposes a dry BMP behind twelve of the lots, sidewalk along one side of the internal streets and along Staples Mill Road, and a new right-turn lane from Staples Mill Road.

The proffers of REZ2017-00029 shall apply. Among other items, the proffers require a 20-foot buffer along the adjacent five lots in Meadow Farms subdivision, a 35-foot buffer along Staples Mill Road to include a faux wrought iron fence, and trees along the subdivision streets.

The proposed elevations meet the proffered architectural requirements.

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

29. Roof edge ornamental features that extend over the zero lot line, and which are permitted by Section 24-95(i)(1), must be authorized in the covenants.
30. Eight-foot easements for construction, drainage, and maintenance access for abutting lots shall be provided and shown on the POD plans.
31. Building permit request for individual dwellings shall each include two (2) copies of a layout plan sheet as approved with the plan of development. The developer may utilize alternate building types providing that each may be located within the building footprint shown on the approved plan. Any deviation in building footprint or infrastructure shall require submission and approval of an administrative site plan.
32. Windows on the zero lot line side of the dwelling can only be approved with an exception granted by the Building Official and the Director of Planning during the building permit application process.
33. The mechanical equipment for each building shall be located on its respective lot. The location of the equipment shall be reviewed and approved with the building permit application for each lot. Except for wall-mounted electric meters, in no case shall the eight-foot easement for construction, drainage, and maintenance access on the abutting lot be used to locate other mechanical equipment (such as HVAC equipment, generators, and the like) for the subject lot.
34. The subdivision plat for Britlyn North shall be recorded before any building permits are issued.

**Continue**



**continued**

35. The entrances and drainage facilities on U.S. Route 33 shall be approved by the Virginia Department of Transportation and the County.
36. 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.
37. A concrete sidewalk meeting VDOT standards shall be provided along the eastern side of Staples Mill Road.
38. The proffers approved as a part of zoning case REZ2017-00029 shall be incorporated in this approval.
39. 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.
40. 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.

**(Staff Report by Lee Pambid)**

**(Applicant's Representative: Zackary Wilkins)**

**(Applicable Rezoning Cases and PUPS: REZ2018-00029)**

## PLAN OF DEVELOPMENT AND LIGHTING PLAN

POD2018-00243  
Everleigh Apartments –  
Three Chopt Road and  
Lauderdale Drive

### **APPROVED/EXPEDITED**

**Kimley-Horn and Associates, Inc. for Short Pump Investors, LLC and Greystar GP II, 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 four-story, 222,500-square foot, 165-unit age restricted apartment building. The 8.65-acre site is located on the southern line of Three Chopt Road, approximately 650 feet west of its intersection with Lauderdale Drive, on part of parcel 735-761-8792. The zoning is R-6C, General Residential District (Conditional) and WBSO, West Broad Street Overlay District. County water and sewer. **(Three Chopt)**

This plan of development for Everleigh Apartments consists of a four-story, 222,500-square foot, 165-unit, age restricted apartment building. This site comprises 8.65 acres of the overall 12.72-acre site which was recently rezoned by the Board of Supervisors with case REZ2018-00010 at its May 15, 2018 meeting.

The layout is in substantial conformance with the proffered layout, and the proposed building plans for the apartments are consistent with the proffered elevations. Per proffers, the requirement is met for an average of 30% brick, stone or stone veneer construction for the exterior of the apartments. The development also offers active and passive amenities such as an exterior community pool and fitness facilities within the building, and the fire lane along the front of the building provides access to different areas of the building as well as to an outdoor patio area.

There is a 20-foot proffered buffer in the rear of the site adjacent to Spring Rock at Wellesley and Foxfield at Wellesley consisting of a 10-foot natural landscape buffer that must be maintained at a 10-foot transitional buffer quality, and an additional 10-foot buffer that is to be supplemented with additional landscaping. In addition to the landscape buffer, the applicant is building garages and providing a six-foot tall fence between the garages to create an opaque screen between the complex's parking lot and the existing neighborhoods. There is a proffered 25-foot proffered buffer adjacent to the western property line. The apartments are separated from Three Chopt Road by a proffered 25-foot landscape strip to be planted at the 35-foot West Broad Street Overlay quantity requirement, and will contain a multi-use walking path/patio/fire lane.

The proposed lighting plan consists of 16-foot-tall pole lights in the parking lot, 12-foot tall lights for the multi-use walking path/patio/fire lane, and lights mounted ten feet high on the proposed garages. All the lights are concealed source LED.

Currently, Public Works Traffic Division cannot recommend approval of the plan as submitted. The total number of turn lanes required for the project is still under review.

**Continue**

**continued**

The staff's 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 Lauderdale Drive and Three Chopt 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 southern side of Three Chopt Road.
31. The proffers approved as a part of zoning case REZ2018-00010 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. 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 Christina Goggin)**

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

**(Applicable Rezoning Cases and PUPS: REZ2018-00010 and TC-298)**

**PLAN OF DEVELOPMENT, LIGHTING PLAN, TRANSITIONAL BUFFER  
DEVIATION, AND SPECIAL EXCEPTION**

POD2018-00244  
Home 2 Suites at Towne  
Center West – 209 Towne  
Center West Boulevard

**APPROVED**

**Kimley-Horn and Associates, Inc. for SP Hotel II, LLC:**  
Request for approval of a plan of development, lighting plan, transitional buffer deviation, and special exception as required by Chapter 24, Sections 24-106, 24-106.2, and 24-2 of the Henrico County Code, to construct a seven-story, 99,477-square foot hotel including 138 rooms, 1,500 square feet of conference space, and approximately 4,000 square feet of retail space, and to authorize a special exception for building height up to 85 feet, in an existing shopping center. The transitional buffer deviation would reduce the width of the transitional buffer adjacent to the northern property line. The 2.28-acre site is located on the northern line of Towne Center West Boulevard (private), approximately 1,600 feet northeast of West Broad Street (U.S. Route 250), on parcel 736-764-3961. The zoning is B-2C, Business District (Conditional) and WBSO, West Broad Street Overlay District. County water and sewer. **(Three Chopt)**

The applicant requests approval to construct a seven-story, 138-room hotel with retail and conference space within the existing Towne Center West Shopping Center. Requests for consideration of a special exception for height exceeding 45 feet, as the hotel would be up to 85 feet tall, and a transitional buffer deviation adjacent the A-1 zoned property along the rear shopping center boundary are also included.

By code, a transitional buffer at a width of 25 feet is required between the B-2C and A-1 zone unless a transitional buffer deviation is granted. The applicant proposes to provide the required 25-foot transitional buffer quantity of plantings within a variable width planting strip ranging from 8 to 28 feet along the rear northernmost aisle of parking spaces. Additional parking lot interior greenspace is provided where available throughout the site and will be landscaped as well. The A-1 property north of the site currently houses a Dominion Virginia Power substation. A moderate vegetative buffer exists north of the subject site on the Dominion Virginia Power property. Access to the substation will be maintained perpendicularly through the rear transitional buffer, in proximity to the current access drive location generally at the northeast corner of the parking lot. The applicant shall coordinate pavement design and other elements of this configuration directly with Dominion Virginia Power, and evidence of approval by Dominion shall be provided to the Planning Department prior to construction plan approval.

Adjacent development within the shopping center includes a variety of retail, restaurant, recreational, child care, hotel, office, and medical uses. While two additional outparcel pad sites are currently vacant, plans of development are active for those, which were approved by the Commission in 2016 for additional office space. The existing Hilton Short Pump Hotel and Conference Center is three parcels away to the west, and was approved in 2006 at eight-stories. The approval also included a transitional buffer deviation for portions of the required buffers along Blue Ocean Lane (private).

**Continue**

**continued**

The layout plan demonstrates that the proposed hotel will meet the enhanced setbacks for tall buildings. The proposed building is compatible in style and material with the surrounding development and is consistent with proffered conditions. A mix of face brick in tones of “palmetto norman” and “palmetto walnut” (reddish-brown), cast stone “gris” base elements (cream/beige), and EIFS accents in “moondust” (tan/beige) are proposed. The four building elevations provided are designed to meet and exceed the minimum proffered brick ratios of 35% minimum with 50% minimum on the front elevation. The applicant proposes 64% brick on the front elevation and the remaining three sides range between 39% and 61% brick.

While several perimeter pole-mounted light fixtures were installed with the overall masterplan of POD-62-05, a supplemental lighting plan is included in the staff plan, proposing LED concealed source fixtures to be installed at or below the maximum proffered mounting height of 25 feet.

The conceptual landscape plan demonstrates compliance with proffered and transitional buffer quantity requirements and will implement the preservation of existing maturing street trees along Towne Center West Boulevard. The applicant proposes enhancing the streetscape installed at initial shopping center development with more shrubs at the end of parking spaces. The plan will ultimately include placement of plantings around the hotel patio and additional shrubs where needed for curb appeal. Landscape plan details will be finalized after construction plan approval and the installation addressed prior to occupancy.

Should the Commission approve the special exception for height and the transitional buffer deviation, staff recommends approval, subject to the annotations on the plans and the standard conditions for developments of this type, and the following additional conditions:

- 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. 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. Outside storage shall not be permitted.
33. 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.
34. Evidence that an engineer has certified the height of the building shall be provided to the Director of Planning prior to the issuance of a Certificate of Occupancy.

**Continue**

**continued**

35. The proffers approved as a part of zoning cases REZ2014-00012, C-27C-09, and C-49C-04 shall be incorporated in this approval.
36. Prior to approval of construction plans, the developer must furnish a letter from Dominion Virginia Power stating that this proposed development does not conflict with their facilities.
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: David Ellington)**

**(Applicable Rezoning Cases and PUPS: REZ2014-00012, C-27C-09, and C-49C-04)**

## **PLAN OF DEVELOPMENT AND LIGHTING PLAN**

POD2018-00245

West Broad Landing – 7411  
West Broad Street

**APPROVED**

**Bay Companies, Inc. for SM Richmond, LLC, Lawrence Motor Company, and North Gayton Company:** 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 18 four-story buildings containing a total of 200 condominium units. The 13.52-acre site is located at the northwestern corner of the intersection of West Broad Street (U.S. Route 250) and Willard Road, on parcels 765-749-6000 and 765-748-4555. The zoning is R-6C, General Residential District (Conditional) and M-1, Light Industrial District. County water and sewer. ( **Tuckahoe**)

The proposed layout and elevations are generally consistent with the schematic plans submitted with rezoning case REZ2018-00012. However, the Divisions of Fire, Public Works, Traffic, and Planning have requested a revised layout to address concerns over adequate circulation, lane width and setbacks, and to ensure that the required number of parking spaces is provided.

Additionally, Planning and the Division of Police have requested a revised lighting plan that complies with the proffered pole height limitation and to provide adequate lighting coverage in all public areas. Finally, Planning has requested the developer submit revised architectural plans that provide additional information regarding building height.

Staff received revised plans and elevations on July 13, 2018 which are under review. 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:

**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. 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 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.
31. The right-of-way for widening of Willard 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. A concrete sidewalk meeting County standards shall be provided along the northern side of Willard Road.
33. Outside storage shall not be permitted.
34. The proffers approved as a part of zoning case REZ2018-00012 shall be incorporated in this approval.
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. A draft of the Declaration of Covenants, Conditions, and Restrictions shall be submitted to the Department of Planning for review and approval prior to approval of construction plans for this development.

**(Staff Report by Tony Greulich)**  
**(Applicant's Representative: Dan Caskie)**  
**(Applicable Rezoning Cases and PUPS: REZ2018-00012)**

**SUBDIVISION**

SUB2018-00077  
Grove Point (July 2018 Plan)  
– 4101 Mechanicsville  
Turnpike

**APPROVED/EXPEDITED**

**Bay Companies, Inc. for Reality I, LLC and Land One, LLC:**  
The 20.58-acre site proposed for 95 two-story residential townhomes for sale is located along the northern line of Neale Street, approximately 280 feet east of Mechanicsville Turnpike (State Route 360), on parcel 804-737-7961 and part of parcel 804-736-0481. The zoning is R-5C, General Residential District (Conditional). County water and sewer. **(Fairfield) 95 Lots**

**Continue**

**continued**

This proposed 95-lot townhome subdivision is in substantial conformance with the recent zoning case REZ2018-00023 and C-11C-09, which granted approval to rezone 20 acres from B-2C and R-5C to R-5C. Proffers of the rezoning case limit site density to a total of 95 units with a minimum of 1,280 square feet of finished floor area for each dwelling unit.

In accordance with proffered conditions, a 50-foot wide buffer will be provided along the northern property line abutting the Chickahominy National Battlefield and along Neale Street, as well as along Orchard Glen Subdivision. Furthermore a 25-foot wide transitional buffer will be provided along the B-2 district adjacent to the site.

Additional features on the site include, a pavilion, sidewalks and two park areas as well as a sidewalk along the northern side of Neale Street.

Staff recommends approval subject to the annotations on the plans, the standard conditions for residential townhouse for sale subdivisions, and the following additional conditions:

- 15. A County sidewalk shall be constructed along the northern side of North Neal Street.
- 16. The proffers approved as part of zoning cases C-11C-09 and REZ2018-00023 shall be incorporated in this approval.

**(Staff Report by Matt Ward)**  
**(Applicant’s Representative: Joseph Faudale)**  
**(Applicable Rezoning Cases and PUPS: REZ2018-00023 and C-11C-09)**

**LANDSCAPE AND LIGHTING PLAN**

POD2018-00209 and  
POD2018-00210  
Gaskins Professional Offices  
Phase II – 10201 Three  
Chopt Road

**APPROVED/EXPEDITED**

**Balzer and Associates, Inc. for Railey Hill Associates, LLC and Gaskins Professional Office Condos:** 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 8.78-acre site is located at the northwestern corner of Gaskins Road and Three Chopt Road, on parcels 749-754-7958 and 749-754-5736. The zoning is O-2C, Office District (Conditional). County water and sewer. **(Tuckahoe)**

This landscape and lighting plan for Gaskins Professional Offices Phase II is required per POD-023-08 approved by the Planning Commission in July 2008. Due to market conditions, the construction of Phase II was only begun this spring. Gaskins Professional Offices Phase II consists of four office-condominium buildings totaling 29,601 square feet on a 2.4-acre parcel, surrounded by Gaskins Professional Offices Phase I. Together, the two phases consist of 11 office-condominium buildings totaling 78,760 square feet of floor area, on approximately 9 acres of land. Phase I is subject to the proffers of zoning case C-033C-03 and Phase II is subject to the proffers of zoning case C-062C-07. The proffers for both cases are generally the same.

**Continue**



**continued**

The proposed landscape and lighting plan for Phase II will modify the previously approved landscape and lighting plan for Phase I, to accommodate cross-access between the two phases. Phase II will be accessed from both Gaskins Road and Three Chopt Road by existing driveways located in Phase I.

The proffers require a 35-foot buffer along both streets, to be either retained or planted to the equivalent of a 25-foot transitional buffer. The proffers also require 25% tree canopy to be provided, whereas 15% tree canopy is typically required on office zoned property. The developer was required to dedicate right of way for the proposed widening of Three Chopt Road. The proposed landscaping will be planted outside of the portion of the property that has been dedicated for the future widening of Three Chopt Road. Sidewalks will be provided along both streets, and all new utilities will be located underground.

In addition, the proffers require trees to be preserved in wetlands areas to the extent possible, irrigation of all landscaped areas, screening of utility and HVAC equipment and limit light poles to 20 feet in height. The proffers also require both wet pond, storm water management ponds to have a water feature to mitigate mosquito breeding.

Lighting will be provided by sharp cut-off LED fixtures on 17.5-foot high poles, mounted on 2.5-foot high concrete bases.

The proposed landscape and lighting plan is generally consistent with the proffered conceptual layout plan and satisfies all related proffers and code requirements.

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

**(Staff Report by Mike Kennedy)  
(Applicant's Representative: David Lisowski)  
(Applicable Rezoning Cases and PUPS: C-62C-07, C-33C-03, and C-72C-99)**

**APPROVAL OF MINUTES: June 27, 2018 Minutes **APPROVED****

**PUBLIC HEARING: Ordinance – To Amend and Reordain Section 24-116 Titled “Powers” of the Code of the County of Henrico to Allow a New Circumstance for Granting a Variance**

**Staff Contact: Andrew Newby, Assistant County Attorney**

**ADJOURN @ 9:44**

**PLANNING COMMISSION  
AGENDA FOR  
SUBDIVISIONS AND PLANS OF DEVELOPMENT  
July 25, 2018**

**ADDENDUM**

**PAGE 7 – REVISED NAME**

**TRANSFER OF APPROVAL**

POD-20-94 (pt)  
POD2018-00168  
Concourse Commons  
(Formerly Westshore IV  
**Formerly The Concourse at  
Wyndham**) – 11520 Nuckols  
Road

**APPROVED/EXPEDITED**

**Doswell Ventures, LLC for MGME Richmond-Nuckols, LLC:** Request for transfer of approval of a portion of a plan of development as required by Chapter 24, Section 24-106 of the Henrico County Code from MDME Richmond-Nuckols, LLC to Doswell Ventures, LLC. The 2.11-acre site is located on the northern line of Nuckols Road, approximately 150 feet west of its intersection with Concourse Boulevard, on parcel 745-775-7141. The zoning is O/SC, Office Service District (Conditional). County water and sewer. ( **Three Chopt**)

**PAGE 8 – REVISED ARCHITECTURAL AND SITE PLANS AND  
REVISED RECOMMENDATION**

**PLAN OF DEVELOPMENT**

POD2018-00134  
Greater Unity Adult Services  
– Adult Daycare Facility at  
Eubank and Laburnum  
Commercial Center – 5481  
South Laburnum Avenue

**APPROVED/EXPEDITED**

**Youngblood, Tyler, and Associates for J.G. Laburnum LLC, RL LLC, and Laburnum Holdings, LLC:** Request for approval of a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct a one-story, 6,000-square foot adult daycare facility in an existing commercial center. The 1.52-acre site is located on the eastern side of South Laburnum Avenue, approximately 450 feet south of Eubank Road, on parcel 817-711-0712 and part of parcel 816-711-8151. The zoning is B-2C, Business District (Conditional) and ASO, Airport Safety Overlay District. County water and sewer. ( **Varina**)

Revised architectural renderings have been received that provide an all brick building to comply with proffered conditions. Additionally, the applicant has agreed to add additional features to the front of the building such as shutters or awnings. The site plan has been revised to widen the sidewalk at the building frontage and adjust the parking lot for better turning movements. Also, Public Works has received the requested water quality information and can now recommend approval.

The staff recommends approval subject to the annotations on the plans, the standard conditions for developments of this type, the additional conditions listed on the agenda, and the revised plans in the addendum.

## PAGE 10 – REVISED CONDITION

### PLAN OF DEVELOPMENT

POD2018-00239  
Britlyn South – 10623  
Staples Mill Road

**APPROVED/EXPEDITED**

**Townes Site Engineering for Staples Mill Investment, LLC:**  
Request for approval of a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct 17 age-restricted detached single-family dwellings for sale with zero lot lines. The 6.81-acre site is located on the eastern line of Staples Mill Road (U.S. Route 33), approximately 100 feet south of its intersection with Meadow Pond Lane, on parcels 764-767-0232, 764-767-0509, and 763-767-9947. The zoning is R-5AC, General Residential District. County water and sewer. **(Brookland)**

**37. REVISED**

A concrete sidewalk meeting VDOT standards shall be provided along the eastern side of Staples Mill Road. **The sidewalk shall extend along Staples Mill Road to its intersection with Meadow Pond Lane in accordance with the terms outlined in the letter dated February 14, 2018, unless deemed unfeasible by the Director of Planning.**

## PAGE 12 – REVISED CONDITION

### PLAN OF DEVELOPMENT

POD2018-00240  
Britlyn North – 10701  
Staples Mill Road

**APPROVED/EXPEDITED**

**Townes Site Engineering for Staples Mill Investment, LLC:**  
Request for approval of a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct 29 age-restricted detached single-family dwellings for sale with zero lot lines. The 12.38-acre site is located on the eastern line of Staples Mill Road (U.S. Route 33), approximately 280 feet north of its intersection with Meadow Pond Lane, on parcels 763-768-3605, 763-768-2735, and 763-767-6290. The zoning is R-5AC, General Residential District. County water and sewer. **(Brookland)**

**37. REVISED**

A concrete sidewalk meeting VDOT standards shall be provided along the eastern side of Staples Mill Road. **The sidewalk shall extend along Staples Mill Road to its intersection with Meadow Pond Lane in accordance with the terms outlined in the letter dated February 14, 2018, unless deemed unfeasible by the Director of Planning.**

**PAGE 14 – REVISED STAFF REPORT, REVISED PLAN, REVISED RECOMMENDATION, AND ADDED CONDITION**

**PLAN OF DEVELOPMENT AND LIGHTING PLAN**

POD2018-00243  
Everleigh Apartments –  
Three Chopt Road and  
Lauderdale Drive

**APPROVED/EXPEDITED**

**Kimley-Horn and Associates, Inc. for Short Pump Investors, LLC and Greystar GP II, 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 four-story, 222,500-square foot, 165-unit age restricted apartment building. The 8.65-acre site is located on the southern line of Three Chopt Road, approximately 650 feet west of its intersection with Lauderdale Drive, on part of parcel 735-761-8792. The zoning is R-6C, General Residential District (Conditional) and WBSO, West Broad Street Overlay District. County water and sewer. ( **Three Chopt**)

The applicant has provided staff with revised plans that satisfactorily address the Traffic Engineer’s concerns regarding turn lanes and right-of-way dedication.

Staff recommends approval subject to the annotations on the plans, the standard conditions for developments of this type, additional conditions 11B and 29 through 34 in the agenda, added condition 9 AMENDED in the addendum, and the revised staff plan in the addendum.

**9. ADDED** 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.

**PAGE 19 – REVISED STAFF REPORT, REVISED PLANS, AND REVISED RECOMMENDATION**

**PLAN OF DEVELOPMENT AND LIGHTING PLAN**

POD2018-00245  
West Broad Landing – 7411  
West Broad Street

**APPROVED**

**Bay Companies, Inc. for SM Richmond, LLC, Lawrence Motor Company, and North Gayton Company:** 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 18 four-story buildings containing a total of 200 condominium units. The 13.52-acre site is located at the northwestern corner of the intersection of West Broad Street (U.S. Route 250) and Willard Road, on parcels 765-749-6000 and 765-748-4555. The zoning is R-6C, General Residential District (Conditional) and M-1, Light Industrial District. County water and sewer. ( **Tuckahoe**)

The applicant has provided staff with revised plans that satisfactorily address the concerns of the Division of Fire, Traffic Engineer, and Planning regarding adequate circulation, lane width, setbacks, and the provision of the required number of parking spaces.

A revised lighting plan has been received that provides additional lighting fixtures and adequate photometric levels as requested by Planning and the Division of Police. The pole heights now meet the proffered height requirements.

Finally, the applicant has provided revised elevations indicating the height of the proposed buildings as requested.

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