

HENRICO COUNTY PLANNING DEPARTMENT

DIRECTOR'S AGENDA

FOR

SUBDIVISIONS AND PLANS OF DEVELOPMENT

August 2023

Post Action



DEVELOPMENT REVIEW AND DESIGN DIVISION

R. Joseph Emerson, Jr., AICP, Director of Planning
Jean M. Moore, Assistant Director of Planning
Leslie A. News, PLA, Assistant Director of Planning
Anthony R. Greulich, Principal Planner
Michael F. Kennedy, County Planner
Aimee B. Crady, AICP, County Planner
Christina Goggin, AICP, County Planner
Kate B. McMillion, County Planner
Spencer Norman, County Planner
Kristin Smith, County Planner
Salim Chishti, ASLA, County Planner
Lisa Blankinship, County Planner
R. Todd Rigler, County Planner
Phillip Bariteau, County Planner
Pamela Fisher, Senior Planning Technician
Mounika Reddy Sudini, GIS Specialist
Patricia Glenn, Office Assistant

PLAN OF DEVELOPMENT AND LIGHTING PLAN

[POD2023-00188](#)

Innsbrook North End Public
Roadway Plans

VHB, Inc. for Highwoods Realty, LP, River City Petroleum LLC, and Northland Innsbrook, LLC.: Request for approval of a plan of development and lighting plan, as required by Chapter 24, Section 24-2314 of the Henrico County Code, to construct roadway improvements, streetscape, utilities, and stormwater management infrastructure to serve future development in this Urban Mixed Use (UMU) District. The 3.97-acre portion of the overall 33.774-acre site is located at the intersection of Lake Brook Drive, Nuckols Road, and Sadler Road, on parts of parcels 750-767-6154, 750-768-8514, and 750-768-4929. The zoning is M-1C Light Industrial District (Conditional), UMU-C Urban Mixed Use District (Conditional), and IR-0 Innsbrook Redevelopment Overlay District. County water and sewer. **(Three Chopt)**

Applicant has requested deferral to the September Agenda

(Staff Report by: Spencer Norman)

(Applicant's Representative: Edward Glass)

(Applicable Rezoning Cases and PUPS: REZ2021-00026 / PUP2021-00010 / C-44C-87)

PLAN OF DEVELOPMENT AND LIGHTING PLAN

POD2023-00206

Helios

– 5701 Chamberlayne Road

**Approved by Director on
08/23/2023**

VHB for Ashley Terrace Realty, LLC., Chesapeake Veterans Home, LLC., and Spy Rock: Request for approval of a plan of development and lighting plan, as required by Chapter 24, Section 24-2314 of the Henrico County Code, to construct 2 apartment buildings containing **196** units in total (including a four-story 37,547 square foot building with 144 units, and a three-story 20,372 square foot building with 42 units), an adjacent array of solar panels for power generation, and related infrastructure. The 8.196-acre site is located on the east line of Chamberlayne Road, approximately 800 feet north of its intersection with Brook Hill Circle and on the west line of Crenshaw Road, on parcels 788-747-4162 and 788-747-5728. The zoning is R-6C General Residence District Conditional. County water and sewer. **(Fairfield)**

This plan of development consists of two apartment buildings, a club house, associated infrastructure, and an adjacent array of solar panels. The site is the location of the former Motor Lodge, built in 1963 to serve Chamberlayne Road (U.S. Route 301) travelers prior to the construction of I-95. It is demolished and will be combined with an undeveloped adjacent parcel to the south to complete the site. On April 11, 2023, the Board of Supervisors approved REZ2023-0003 to develop the site as multifamily dwellings, with PUP2023-00002 to allow accessory solar array and zoning modifications as part of a master plan development.

Building one will be a four-story 144-unit apartment building. Building two will be a three-story 42-unit apartment building with a club house. In total, there will be 66 one-bedroom, 88 two-bedroom, and 42 three-bedroom units. The club house will contain resident amenities, such as a fitness center, co-working space, and conference room. A pickleball court and open lawn space is also available for residents.

The site will be enclosed with a six-foot tall fence with gates at the pedestrian and automotive entrances. The Chamberlayne Road entrance is the main entrance into the site while the Crawford Road entrance is emergency access only.

The electricity generated from the solar field is under a net-metered solar interconnection agreement with Dominion Energy. All electrical usage on the site will be paid for by the property management company, and residents will not receive bills from Dominion Energy. Under a net metered agreement any excess generated is credited to the future use of the property. The credits are not refundable and cannot be transferred to any other Dominion account. The solar equipment is limited to six-feet in height, and will be enclosed with a six foot opaque fence. Access into the solar array area is limited to Crawford Road.

The primary building materials are fiber cement panels with brick and block with 30% brick or block required by the proffers. The roof is flat with black metal balconies, railings, and other metal accents. The building colors for the apartment buildings are red and tan brick with dark and light gray, and tan panels.

A lighting plan has been submitted providing parking lot lighting with 15 feet tall poles and concealed source lighting. Lighting as well as a sidewalk and bus stop is provided along the Chamberlayne Road frontage. A similarly lit sidewalk is provided along the Crawford Road frontage.

There is a required 25-foot transitional buffer adjacent to the north, east and southern project lines. Other improvements to the overall site include 15% tree canopy coverage, 20% open space 5% internal parking lot tree canopy, and peripheral parking lot landscaping for the new parking lot. A landscape plan will need to be submitted for staff approval and installed prior to issuance of the Certificate of Occupancy.

Staff recommends approval subject to the annotations on the plans, 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 must be revised as annotated on the staff plan and included with the construction plans for final signature.
16. The unit house numbers must be visible from the parking areas and drives.
17. The names of streets, drives, courts, and parking areas must be approved by the Richmond Regional Planning District Commission and such names must be included on the construction plans prior to their approval. The standard street name signs must be installed prior to any occupancy permit approval.
18. All proffers and conditions approved as part of zoning case REZ2023-00003 and provisional use permit case PUP2023-00002 must be incorporated in this approval.
19. A plat for the widening of **Chamberlayne Road** right-of-way, as shown on the approved plan, must be submitted to the Real Property Division prior to approval of the construction plan, and must be recorded prior to requesting occupancy permits. The developer must provide evidence of recordation to the Director of Public Works.
20. 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.
21. A concrete sidewalk meeting County standards must be provided along the **east** side of **Chamberlayne Road and west line of Crenshaw Road**.
22. Details for the gate and locking device at the **entrance road** must be submitted for review by the Traffic Engineer, Police and approved by the County Fire Marshal. The owner or owner's contractor must contact the County Fire Marshal prior to completion of the fence installation to test and inspect the operations of the gates. Evidence of the Fire Marshal's approval must be provided to the Department of Planning by the owner prior to issuance of occupancy permits.
23. The CPTED plan review must be completed by the Henrico County Police Division prior to construction plan approval.
24. Except for junction boxes, meters, and existing overhead utility lines, and for technical or environmental reasons, all utility lines must be underground.

(Staff Report by: Christina Goggin)

(Applicant's Representative: Marshall Agee)

(Applicable Rezoning Cases and PUPS: REZ2023-00003 and PUP2023 -00002)

PLAN OF DEVELOPMENT AND LIGHTING PLAN

POD2023-00255

Sauer Industrial Center Phase
3 Building A
– 6380 Miller Road

E.D. Lewis & Associates, P.C. for Sauer Properties, Inc.: Request for approval of a plan of development and lighting plan, as required by Chapter 24, Section 24-2314 of the Henrico County Code, to construct a single-story 208,320 square foot warehouse and associated infrastructure. The 15.71-acre portion of the overall 53.366-acre site is located on the southwest corner of the intersection of Seven Hills Boulevard and Miller Road, on parcel 816-704-5428(part). The zoning is M-1C Light Industrial District (Conditional) and AS-O Airport Safety Overlay District. County water and sewer. **(Varina)**

Applicant has requested deferral to the September Agenda

(Staff Report by: Spencer Norman)

(Applicant’s Representative: Monte Lewis)

(Applicable Rezoning Cases and PUPS: REZ2021-00032 and REZ2021-00033)

PLAN OF DEVELOPMENT AND SECURITY PLAN

POD2023-00261

Bridleton Landing Solar Project
– Gill Dale Road

TRC Engineers, Inc. and DEPCOM Power, Inc. for Pruitt Properties, Inc., Gill Dale Co., Inc., and Virginia Electric and Power Company: Request for approval of a plan of development and security plan, as required by Chapter 24, Section 24-2314 and 24-5409 of the Henrico County Code, to construct a 20 megawatt alternating current solar photovoltaic facility. The 254.309-acre site is located on the west line of Gill Dale Road, approximately 1,700 feet north of the intersection of Darbytown Road on parcels 837-693-5764, 837-695-5661, 838-693-9348 and 839-691-4296. The zoning is A-1 Agricultural District and AS-O Airport Safety Overlay District. No water or sewer. **(Varina)**

Approved by Director on 08/23/2023

This plan of development is subject to Provisional Use Permit (PUP) 2003-00013, approved by the Board of Supervisors on May 10, 2022. Condition 16 requires that the development of the site shall be in accordance with the Final Siting Agreement approved by the Board of Supervisors at the same meeting.

The 83.64-acre developed area will only use 60% of the allowed 65% coverage as set by the PUP and zoning ordinance. Additional controls within both documents include limiting the maximum height of the solar equipment to twenty feet in height and requiring that all utilities associated with the solar array must be underground except for transmission lines and collector utility structures.

The applicant must submit all application materials to Richmond International Airport and comply with all Federal Aviation Administration regulations regarding construction and operation of solar photovoltaic facilities. A final decommissioning plan has been submitted and the applicant agrees that the project will be considered abandoned if operation ceases for a period of eighteen months and written notice of abandonment is provided; at such time the site will be restored in accordance with the Decommissioning Plan or resume regular operation of the array.

Access into the site is limited to Gill Dale Road. The solar array is proposed to be enclosed by a black vinyl clad chain link fence that is six feet tall with three rows of barbed wire at the top of the fence. There will be similar chain link gates at the access points. The Division of Police has also reviewed the request for security fencing with barbed wire and is recommending approval. The security fencing is required by both the PUP and the Zoning Ordinance. The fencing is proposed to be located around the solar equipment within the site and not at the perimeter of the site.

A lighting plan is not proposed with this application, but a schematic landscape plan is proposed that shows a 50-foot mostly natural buffer; areas disturbed within the 50-foot buffer are to be replanted to a transitional buffer 50 quantity of plants. Native pollinators are provided both within the project buffers and internal locations that require stabilization.

The Department of Public Utilities has requested 100 foot wide easements for future sewer trunk lines that are projected to traverse the property. The applicant has agreed to provide the

PLAN OF DEVELOPMENT AND LIGHTING PLAN

POD2023-00284

Libbie Mill Midtown Condo
Buildings 12, 13 and 14
– Libbie Lake West Street

E. D. Lewis & Associates, P.C. for Midtown Land Partners, LLC.:

Request for approval of a plan of development and lighting plan, as required by Chapter 24, Section 24-2314 of the Henrico County Code, to construct three four-story condominium buildings containing 30 apartments for lease and 14 condominium units for sale. The 2.03-acre site is located on the northeastern corner at the intersection of Libbie Lake West Street (private) and Libbie Lake South Street (private), on parcel 773-739-3784. The zoning is UMUC Urban Mixed-Use District (Conditional). County water and sewer. **(Brookland)**

**Approved by Director on
08/23/2023**

The three proposed buildings will be located west of the existing Libbie Mill Library. Condominium units will be two-over-two style units with a combination of for-sale and for-lease units. For-sale units will be located at the north end adjacent to the water feature; units facing Libbie Lake West and Libbie Lake South Streets will be units for lease. The architectural style will match the previously approved and constructed sections of condominium buildings in Libbie Mill, with a combination of masonry and cementitious finishes.

The proposed internal surface parking lot will provide a surplus of 44 spaces for this phase of development. The lighting plan and conceptual landscape plan demonstrate continued coordination of streetscape lighting and street trees. Masonry screen walls as seen elsewhere in Libbie Mill, are proposed to mitigate views of rear parking areas from the adjacent streetscapes.

Staff recommends approval subject to the annotations on the plans, 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 must be revised as annotated on the staff plan and included with the construction plans for final signature.
16. The unit house numbers must be visible from the parking areas and drives.
17. The names of streets, drives, courts, and parking areas must be approved by the Richmond Regional Planning District Commission and such names must be included on the construction plans prior to their approval. The standard street name signs must be installed prior to any occupancy permit approval.
18. All proffers and conditions approved as part of zoning cases REZ2015-00018, REZ2018-00044, REZ2021-00042, REZ2022-00012 and provisional use permit cases PUP2014-00014 and PUP2021-00015 must be incorporated in this approval.

(Staff Report by: Aimee Crady)

(Applicant's Representative: Monte Lewis)

(Applicable Rezoning Cases and PUPS: PUP2014-00014, REZ2015-00018, REZ2018-00044, REZ2021-00042 and PUP2021-00015, REZ2022-00012)

PLAN OF DEVELOPMENT AND LIGHTING PLAN

POD2023-00296

Short Pump Manor at Bacova
Section 5
– Manor Crossing Court

**Approved by Director on
08/23/2023**

Youngblood, Tyler & Associates, P.C. for Bacova Development Company, LLC.: Request for approval of a plan of development and lighting plan, as required by Chapter 24, Section 24-2314 of the Henrico County Code, to construct one single-family dwelling on a zero lot line. The .245-acre site is located on the southwestern corner at the intersection of Manor Crossing Court (private) and Manor Crossing Place (private), on parcel 738-767-8602. The zoning is R-5AC General Residence District (Conditional). County water and sewer. **(Three Chopt)**

Original sections of the Short Pump Manor at Bacova development were approved under the 2012 zoning case limiting the total number of units within the development. After the development area was expanded westward adjacent to Kain Road, additional unit development was possible. In anticipation of future expansion, the subject proposed dwelling lot was held in reserve for future development. In May of 2023 the Board of Supervisors approved amended proffers to the 2012 zoning case with REZ2023-00006 to raise the total density of the Short Pump Manor at Bacova development from 95 to 96 lots, allowing this reserve area to be resubdivided for zero lot line development consistent with the surrounding zero lot line dwellings. The proposed building elevation options included in the staff plan are consistent with the homes constructed in Short Pump Manor, and will also have a detached garage consistent with the existing homes in the development.

Conceptual landscape and lighting plans are consistent with the applicable proffers and previous plan of development approvals. The pedestrian scale lighting fixture proposed matches previous approvals for consistent lighting levels. As these levels were established by the existing development pattern and code prior to 2021, staff voices no objection to the continuation of that lighting level, which is below the current code required average illumination, for this final building lot. As the implementation of the current code would create an incongruent lighting condition, approval of the alternative lighting plan is recommended.

Staff recommends approval subject to the annotations on the plan, standard conditions for zero lot line developments, 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 must be revised as annotated on the staff plan and included with the construction plans for final signature.
16. Building permit request for individual dwellings must each include two (2) copies of a layout plan sheet as approved with the plan of development. The developer may utilize alternative building types provided that each may be located within the building footprint shown on the approved POD or Site plan. Any deviation in building footprint or infrastructure will require submission and approval of a revised site plan.
17. The mechanical equipment for each building must be located on its respective lot. The location of the equipment must be reviewed and approved with the building permit

application for each lot. Except for wall-mounted electric meters, in no case will the eight-foot easement for construction, drainage, and maintenance access on the abutting lot be used to located other mechanical equipment (such as HVAC equipment, generators, and the like) for the subject lot.

18. The proffers approved as a part of zoning cases C-19C-12 and REZ2023-00006 must be incorporated in this approval.
19. The subdivision plat for Short Pump Manor at Bacova Section 5 must be recorded before any building permits are issued.
20. The pavement must be designed and constructed in accordance with the pavement design standards and specifications of the Department of Public Works. The developer must post a defect bond for all pavement with the Department of Planning - the exact type, amount and implementation will be determined by the Director of Planning, to protect the interest of the members of the Homeowners Association. The defect bond must remain in effect for a period of three years from the date of the issuance of the final occupancy permit. Prior to the issuance of the last Certificate of Occupancy, a professional engineer must certify that the roads have been designed and constructed in accordance with the approved plans and specifications.

(Staff Report by: Aimee Crady)

(Applicant's Representative: Anne Tignor)

(Applicable Rezoning Cases and PUPS: C-19C-12 and REZ2023-00006)

PLAN OF DEVELOPMENT, LIGHTING PLAN, AND ALTERNATIVE LANDSCAPE PLAN

POD2023-00297

Seven Hills Commerce Park
– 6200 Monahan Road

Approved by Director
on 08/23/2023

RK&K, LLP for International Real Estate Development, Inc., and Lingerfelt Development, LLC.: Request for approval of a plan of development, lighting plan, and alternative landscape plan as required by Chapter 24, Section 24-2314 and Section 24-5303.B of the Henrico County Code, to construct four one-story warehouse distribution centers, including a 198,000 square foot building, a 288,000 square foot building, a 217,800 square foot building, a 143,000 square foot building, associated infrastructure, and the extension of Seven Hills Boulevard from its existing terminus at its intersection with Settler Road approximately 1250 feet to the east to a temporary cul-de-sac, and then to continue to intersect with Monahan Road with future eastward phase. An alternative landscape plan is requested to allow a combination of selective berming and vegetative screening of the loading bays. The 95.49-acre site is located on the southwest corner of the intersection of Monahan Road and Charles City Road, and on the southeast corner of the intersection of Sprouse Drive and South Airport Drive, on parcels 819-703-7057, and 820-704-1090. The zoning is M-2C General Industrial District (Conditional) and AS-O Airport Safety Overlay District. County water and sewer. **(Varina)**

This plan of development is to construct four, one-story warehouse distribution buildings, associated infrastructure, and an extension of Seven Hills Boulevard from its current terminus at South Airport Drive roughly 1,800 feet to the east to intersect with Monahan Road. Building one will be 198,000 square feet in area and 46.5 feet in height. Building two will be 288,000 square feet in area and 46.5 feet in height. Building three will be 217,800 square feet in area and 47.75 feet in height. Building four will be 143,000 square feet in area and 41.5 feet in height. The buildings are comprised of tilt up concrete panels in shades of complimentary grey tones and include a horizontal blue accent stripe. Each building will be accessed by the portion of Seven Hills Boulevard constructed with this project. No direct access is provided to Monahan Road or South Airport Drive.

The applicant has requested approval of alternative landscape plan for screening of the loading bay and truck storage areas. Berms, an average of six feet in height and planted with a variety of large evergreen and deciduous trees are proposed to limit visibility of these site features in strategic locations. Each bermed landscaped area is over 100 feet in width. Tree Save is proposed in other areas along the perimeter of the property which will provide additional screening of the loading bays and truck storage areas. Tree Save areas are each over 240 feet in width or greater and consist of mature trees. These measures will adequately screen site features as required by code. Finally, the applicant has agreed to review the screening of each building prior to certificate of occupancy issuance. Therefore, staff is supportive of the applicant's request for the alternative landscape plan.

The lighting plan proposes both freestanding and building mounted fixtures. All fixtures adhere to the proffered 30-foot mounting height limit and are full cut-off, zero tilt fixture types. Lighting fixtures will also be provided to light proposed internal and public sidewalks at light levels consistent with code.

The Traffic Division of the Department of Public Works requires public sidewalk on both north and south sides of the section of Seven Hills Boulevard be provided with this project. The Traffic Division is also requiring improvements such as a sidewalk, and curb and gutter, on the property's frontage of Monahan Road. The engineer has requested a waiver from these improvements due to extensive engineering considerations. At the time of preparation of the agenda, the Traffic Division was evaluating this request. Despite this, all divisions of Public Works, including the Traffic Division, can recommend approval of the Plan of Development.

Staff recommends approval subject to the annotations on the plans, 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 must be revised as annotated on the staff plan and included with the construction plans for final signature.
16. The proffers approved as part of zoning case **C-13C-04** must be incorporated in this approval.
17. The subdivision plat for **Seven Hills Commerce Park – A Dedication of a Portion of Seven Hills Boulevard** must be recorded before any **occupancy permits** are issued.
18. A plat for the widening of **Monahan Road** right-of-way, as shown on the approved plan, must be submitted to the Real Property Division prior to approval of the construction plan, and must be recorded prior to requesting occupancy permits. The developer must provide evidence of recordation to the Director of Public Works.
19. 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.
20. A concrete sidewalk meeting County standards must be provided along **both** sides **Seven Hills Boulevard**.
21. 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.
22. 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.
23. The owners must not begin clearing of the site until the following conditions have been met:
 - The site engineer must 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 must be shown.
 - After the Erosion and Sediment Control Plan has been approved but prior to any clearing or grading operations of the site, the owner must have the limits of clearing delineated with approved methods such as flagging, silt fencing or temporary fencing.

SITE PLAN AND LIGHTING PLAN

POD2022-00633

Highland Woods Expansion
– 125 S. Kalmia Ave.

Gradient Environment for Oliver Investment Fund, LLC., Highland Woods, L.C., and Oliver Properties: Request for approval of a site plan and lighting plan, as required by Chapter 24, Section 24-2315 of the Henrico County Code, to construct 34 three-story townhouse-style apartments with associated parking, infrastructure, and amenities, as an expansion of the existing Highland Woods Apartments. The 2.49-acre site is located on the southeastern corner of the intersection of East Beal Street and South Kalmia Avenue, on parcels 822-722-2780, 822-722-1872, 822-722-4258, 822-722-1753, and 822-722-3727(part). The zoning is R-5C General Residential District (Conditional) and AS-O Airport Safety Overlay District. County water and sewer. **(Varina)**

Applicant has requested deferral to the December Agenda

(Staff Report by: Spencer Norman)

(Applicant’s Representative: Claire Shirley)

(Applicable Rezoning Cases and PUPS: REZ2021-00057)

SITE PLAN AND LIGHTING PLAN

POD2023-00169

Fred's Towing & Transport,
Inc.

– 5900 Lewis Road

**Approved by Director on
08/23/2023**

Engineering Design Associates for Fred's Towing & Transport, Inc.: Request for approval of a site plan and lighting plan, as required by Chapter 24, Section 24-2315 of the Henrico County Code, for construction of a 2,400 square foot single-story maintenance building and a gravel lot for the storage and maintenance of company vehicles for a towing and wrecker service. The 1.96-acre site is located on the west line of Lewis Road, approximately 850 feet north of the intersection of Lewis and Charles City Roads on parcel 818-708-9149. The zoning is M-1 Industrial District and AS-O Airport Safety Overlay District. County water and sewer. **(Varina)**

The applicant proposes a 2,400 square foot single story building for the maintenance of their heavy-duty tow trucks and an approximately 30,000 square foot outdoor gravel lot for the storage and staging of company tow trucks. The applicant has stated that no towed vehicles will be stored at this site.

One point of access is proposed from Lewis Road. A small, paved parking area will be provided for the tow truck drivers private vehicles. The parking area and the storage lot will not be open to the public. The entire site will be fenced outside of the front yard setback with an 8-foot-tall wooden privacy fence and accessed with a locking sliding gate equipped with an electric operator, "Click2Enter" access control system and exit sensor.

Building materials for the side and rear exteriors will be steel siding located behind the fence and therefore not visible from the Lewis Road. Tow truck access to the building will be provided by two, 10 X 14 overhead doors. The front exterior will consist of two primary materials. Utility brick will be provided from the ground to the top of the pedestrian door, and steel siding will then extend to the grey standing seam roof.

The lighting plan proposes two freestanding light poles and four building mounted fixtures. The fixtures do not exceed 25 feet mounting height and are full cut off, zero tilt fixtures. Lighting will only be provided for the small parking area and the pedestrian path from the parking area to the building entrances consistent with code. The applicant indicated that the gravel lot for storage and staging of the company tow trucks will not be lighted.

Staff recommends approval subject to the annotations on the plans, the standard conditions for development 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 must be revised as annotated on the staff plan and included with the construction plans for final signature.
16. A plat for the widening of **Lewis Road** right-of-way, as shown on the approved plan, must be submitted to the Real Property Division prior to approval of the construction plan, and must

be recorded prior to requesting occupancy permits. The developer must provide evidence of recordation to the Director of Public Works.

17. 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.
18. Details for the gate and locking device at the **entrance road** must be submitted for review by the Traffic Engineer, Police and approved by the County Fire Marshal. The owner or owner's contractor must contact the County Fire Marshal prior to completion of the fence installation to test and inspect the operations of the gates. Evidence of the Fire Marshal's approval must be provided to the Department of Planning by the owner prior to issuance of occupancy permits.
19. Storage of inoperable vehicles on the site is not permitted.

(Staff Report by: Lisa Blankinship)

(Applicant's Representative: Paul A. Zuraw and Randy Hooker)

(Applicable Rezoning Cases and PUPS: N/A)

SITE PLAN AND LIGHTING PLAN

POD2023-00256

Dunkin' at Tower Plaza
-3401 Cox Road

**Approved by Director on
08/23/2023**

KBJW Group for Union Tower, LLC., and THG Lexington Farms, LLC.: Request for approval of a site plan and lighting plan, as required by Chapter 24, Section 24-2315 of the Henrico County Code, to construct a one-story 1,658 square foot restaurant with carry out and drive-through facilities only, in an existing commercial center. The 0.16-acre portion on the overall 3.14-acre site is located on the east line of Cox Road approximately 220 feet north of its intersection with Three Chopt Road, on part of parcel 747-757-3086. The zoning is B-2C Business District (Conditional) County water and sewer. **Three Chopt**

The applicant proposes to develop a portion of the Tower Plaza Shopping Center for a new restaurant with a drive-through and carry out services only, as approved with rezoning case REZ2023-00009. No indoor or outdoor seating will be provided.

The building site will be located in the northwest portion of the shopping center's parcel and is generally consistent with the conceptual layout approved at the time of rezoning. The 250-foot drive-through lane will be accessed from the northern portion of the building and continue along the northwest elevation to the drive-through pick up window on the opposite side of the building on the southeast elevation. The dumpster enclosure will be located in the southeastern portion of the site. Although this plan will eliminate 40 parking spaces, 122 parking spaces will remain and this exceeds the required number of spaces for the overall development.

The exterior of the building is also consistent with the elevations and proffers approved with REZ2023-00009. Building materials and colors are compatible with the existing shopping center and primarily consists of red modular brick with a grey stone base panel. Mechanical equipment will be screened with a six by eight-foot vinyl fence panel. The HVAC equipment will be located on the rooftop and the applicant provided perspective exhibits confirming the rooftop equipment will be screened from public view at ground level.

A lighting plan has been provided and indicates the proposed development will utilize the existing light poles within the shopping center. The existing lighting is provided by concealed sources and the lighting poles do not exceed 20 feet in height meeting the requirements of Proffer #2. All lighting will be full cut off and dark sky compliant.

Proffer #6 requires the existing landscaped buffer area along the right-of-way of Cox Road be maintained. A conceptual landscape plan submitted by the applicant includes tree protection of this area.

Staff recommends approval subject to the annotations on the plan, 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 must be revised as annotated on the staff plan and included with the construction plans for final signature.
16. The proffers approved as a part of zoning case REZ2023-00009 must be incorporated in this approval.
 17. 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 must close the drive-up facilities until a solution can be designed to prevent traffic backup.
 18. 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.
 19. A construction staging plan which includes details for traffic control, fire protection, stockpile locations, construction fencing, and hours of construction must be submitted for County review and prior to the approval of any final construction plans.
 20. The owners must not begin clearing of the site until the following conditions have been met:
 - The site engineer must 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 must be shown.
 - After the Erosion and Sediment Control Plan has been approved but prior to any clearing or grading operations of the site, the owner must have the limits of clearing delineated with approved methods such as flagging, silt fencing or temporary fencing.
 - The site engineer must 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 must be sent to the Department of Planning and the Department of Public Works.
 - The owner will 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 must be included on the landscape plans for approval.

(Staff Report by: Lisa Blankinship)

(Applicant's Representative: Simon Mueller)

(Applicable Rezoning Cases and PUPS: C-74C-87, REZ2023-00009)

SITE PLAN AND LIGHTING PLAN

POD2023-00262

Lewis Ginter Conservatory
Expansion and Wick Lake
– 1800 Lakeside Avenue

**Approved by Director on
08/23/2023**

Timmons Group for Lewis Ginter Botanical Garden: Request for approval of a site plan and lighting plan, as required by Chapter 24, Section 24-2315 of the Henrico County Code, to construct a 13,150 square foot expansion of the existing conservatory building, associated trails and garden space, and modifications to an existing irrigation and stormwater management pond. The 72.13-acre site is located on the northwest corner of Lakeside Avenue and Hilliard Road (State Route 356), on parcel 780-751-9222 and part of parcel 779-751-4497. The zoning is C-1 Conservation District and R-2 Residential District. County water and sewer. **Fairfield**

The applicant is proposing to construct an expansion of the existing conservatory and a reconfiguration of the existing irrigation pond. The proposal also includes new trails, new botanical planting gardens, and a boardwalk and observation area around part of the re-configured pond.

The expanded conservatory will be a continuation of the existing building style of glass house with a steel supporting structure, and will open onto a sunset terrace which connects to the new walking paths and botanical plantings. The expansion will provide more space for exhibits including an enlarged butterfly and tropical rainforest house. It will also contain new restrooms and workspaces. The existing conservatory area will contain the desert house, Mediterranean house, and a space under the dome. There will be a new exhibition courtyard and working courtyard associated with the expansion.

The existing irrigation pond will be re-configured into two bays. One bay will be a showcase BMP Level 1 Wet Pond and the other will be an irrigation pond. The Wet Pond will be planted with botanical demonstration plants and will include a boardwalk and observation area around part of the shoreline.

A lighting plan included with the site plan proposes a continuation of lighting with illumination levels and fixture styles to match light levels and bollard spacing along the existing pathway network intended to create a cohesive guest experience. Approval of an alternative lighting plan for reduced lighting levels below the minimum illumination provisions of the code applicable to non-residential development is requested by the applicant due to the nature of the private access-controlled facility and other site-specific considerations. Staff has no objection to the alternative lighting plan request.

Staff recommends approval subject to the annotations on the plan, standard conditions for this type of development 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 must be revised as annotated on the staff plan and included with the construction plans for final signature.

(Staff Report by: Salim Chishti)

(Applicant's Representative: Amelia Wehunt)

(Applicable Rezoning Cases and PUPS: _____ N/A _____)

SITE PLAN AND LIGHTING PLAN

POD2023-00282

Back to Life Towing
– 500 Ohio Street

Youngblood, Tyler & Associates, PC for Augustus B. Robinson and Back to Life Towing: Request for approval of a site plan and lighting plan, as required by Chapter 24, Section 24-2315 of the Henrico County Code, to construct a 12,300 square-foot vehicle storage lot for a towing company. The 0.47-acre site is located on the northeastern corner at the intersection of 37th Street and Ohio Street, on parcel 798-713-8857. The zoning is M-2 General Industrial District. County water and sewer. **(Varina)**

The applicant is proposing to construct a 12,300 square foot gravel storage area for towed vehicles, surrounded by a six-foot-high wooden fence. The plan shows a gated entrance from 37th Street which will be paved from the street to the fence line.

The existing scrap and debris on the site will be removed. The existing 24' x 12' storage shed on the property will remain. No employees are regularly on the site except when leaving cars that have been towed or returning towed vehicles to owners.

A landscape plan will be required showing screening along Ohio Street and 37th Street, and a 25-foot transitional buffer along part of 37th Street across from the R-6C zoning district.

Staff recommends approval subject to the annotations on the plan, standard conditions for this type of development 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 must be revised as annotated on the staff plan and included with the construction plans for final signature.
16. Outside storage will not be permitted except as shown on the approved plan.

(Staff Report by: Salim Chishti)

(Applicant's Representative: Anne W. Tignor, P.E.)

(Applicable Rezoning Cases and PUPS: _____ N/A _____)

SITE PLAN AND LIGHTING PLAN

POD2023-00295

Our Lady of Lourdes Catholic Church Gymnasium and Classroom Addition
– 8200 Woodman Road

**Approved by Director on
08/23/2023**

Sekiv Solutions for Catholic Diocese of Richmond: Request for approval of a site plan and lighting plan, as required by Chapter 24, Section 24-2315 of the Henrico County Code, to construct a one-story 11,380 square foot addition to the existing building containing a gymnasium, classrooms, offices, and restrooms. The 19.854-acre subject site is located at the northwest corner of Woodman and Lourdes Road on parcels 776-754-8470 and 776-755-7733. The zoning is R-3 General Residence District. County water and sewer. **(Brookland)**

Our Lady of Lourdes Catholic Church and School is located at 8200 Woodman Road and encompasses two parcels. The southern parcel consists of a 22,803 square foot church building, a 3,864 square feet office building and an 33,988 square foot school building. The parking area is accessed by Woodman and Lourdes Road. There are several other associated uses located on site, including a field used for baseball and soccer, and a picnic area and pavilion. The northern parcel consists of a single-family residence and a storm water management pond (BMP).

The plan proposes a building addition and additional site improvements. The building will displace the existing playground area and a new location is not currently proposed. In the northern parcel the applicant proposes to increase the size of the existing BMP which will be enclosed by a six-foot tall black, polyester powder coated steel ornamental fence with a maintenance access gate.

The proposed building addition can be accessed from the interior of the existing school building. Two points of access will also be provided along the building addition's southern exterior. A paved pedestrian path, a minimum of 20 feet wide, will be provided from the parking area to the building. This path will also serve as an emergency access fire lane with removable bollards to prevent unauthorized vehicular traffic.

The building's exterior materials will include brick and EFIS, with metal roofing in colors and materials to match the existing school buildings. A brick screen wall will screen the HVAC equipment at the southeast corner of the building and will be accessed by a powder coated aluminum gate.

A lighting plan is included and proposes 10-foot-tall mounting height lighting along the southern exterior of the building. Illumination levels are provided and indicate the illumination levels are code compliant. Additionally, the applicant has agreed to illuminate the pedestrian path to meet current standards.

A conceptual landscape plan has been provided. A 35-foot transitional buffer currently exists along the subject property's perimeter. Four hundred linear feet of the 35-foot transitional buffer adjacent to the Glenhills subdivision will be planted to TB35 standards.

Staff recommends approval subject to the annotations on the plans, 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 must be revised as annotated on the staff plan and included with the construction plans for final signature.
16. A construction staging plan which includes details for traffic control, fire protection, stockpile locations, construction fencing, and hours of construction must be submitted for County review and prior to the approval of any final construction plans.
17. Prior to issuance of a certificate of occupancy for any building in this development, the engineer of record must certify that the site has been graded in accordance with the approved grading plans.
18. The owners must not begin clearing of the site until the following conditions have been met:
 - The site engineer must 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 must be shown.
 - After the Erosion and Sediment Control Plan has been approved but prior to any clearing or grading operations of the site, the owner must have the limits of clearing delineated with approved methods such as flagging, silt fencing or temporary fencing.
 - The site engineer must 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 must be sent to the Department of Planning and the Department of Public Works.
 - The owner will 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 must be included on the landscape plans for approval.
19. Construction may not proceed for this Plan of Development until the Public Works drainage improvement project addressing drainage concerns north of the site is completed, as determined by the Director of Public Works.

(Staff Report by: Lisa Blankinship)

(Applicant's Representative: Stig Owens)

(Applicable Rezoning Cases and PUPS: _____ N/A _____)